



LEARNING FOR LIFE

CONTINUING EDUCATION & CERTIFICATIONS

TAMPATRaining.COM



Professional Development and Personal Interest

COURSE OFFERINGS: Spring/Summer 2015



**INSTITUTE FOR CORPORATE
& CONTINUING EDUCATION**

YOUR LEADER FOR CUSTOMIZED WORKFORCE SOLUTIONS

REGISTER *YOUR WAY*

ONLINE

- Go to TampaTraining.com.
- SEARCH for classes using course name, course number, or by the calendar.
- Add your classes by clicking **ENROLL NOW!**

MAIL

- Mail completed registration form* and check or money order to:

Institute for Corporate and Continuing Education

Hillsborough Community College
 39 Columbia Drive
 Tampa, FL 33606

FAX

- Fax a completed registration form to 813-253-7156.

IN PERSON

- Bring a completed registration form to The Institute for Corporate and Continuing Education (ICCE) Administration Office at 39 Columbia Drive, Tampa, FL 33606. Forms may also be turned in at the HCC Collaboration Studio, 1602 N. 15th Street, Tampa, FL 33605.
- Office hours are Monday-Friday, 8:30 a.m. to 4:30 p.m., excluding recognized holidays.
- Early registration is encouraged as classes fill up quickly!

EMAIL

- Email your completed registration form to ICCE@hccfl.edu.

*Registration forms can be downloaded at TampaTraining.com or obtained at the administration office at 39 Columbia Drive, Tampa, FL 33606.

* Approved for Post-9/11 G.I. Bill or WIA Funding

Keep up-to-date on special events, classes, and discounts when you follow ICCE on FB, Twitter, and G+.



REGISTER NOW!

**VIEW COURSES ONLINE AT
 TAMPATRaining.COM**

813.259.6010

Take courses at these convenient locations:

**The Corporate Training Center (TCTC)
 Administration Location**
 39 Columbia Drive, Tampa, FL 33606
 Office Hours: 8:00 a.m.-4:30 p.m.

Collaboration Studio (HCS)
 1602 N. 15th Street, Tampa, FL 33605

HCC at The Regent (REG)
 6437 Watson Road, Riverview, FL 33578

Brandon Campus (BR)
 10414 E. Columbus Dr., Tampa, FL 33619

Dale Mabry Campus (DM)
 4001 W. Tampa Bay Blvd., Tampa, FL 33614

Plant City Campus (PC)
 1206 North Park Road, Plant City, FL 33563

SouthShore Campus (SS)
 551 24th Street North East, Ruskin, FL 33570

Ybor City Campus (YC)
 2112 N. 15th Street, Tampa, FL 33605

Ybor City Campus Training Center (YCCT)
 5610 E. Columbus Drive, Tampa, FL 33619

Golfers Grail (GG)
 10019 N Dale Mabry Hwy #100, Tampa, FL 33618

Location - Off-Site (OFF)

IT CERTIFICATION PROGRAMS

Certified Ethical Hacker **NEW!**

ECX 8590 5/4-6/11 M, W, TH 6:00 p.m.-9:30 p.m. HCS \$2,500

Programming in HTML 5/JavaScript CSS3 **NEW!**

ECX 8085 6/2-6/30 T, TH 12:30 p.m.-4:30 p.m. TCTC \$1,395

Certified Cisco Networking Associate 2 (CCNA / ICND-2)

ECX 8042 6/1-6/11 M-TH 12:30 p.m.-4:30 p.m. HCS \$602

Certified Cisco Networking Technician (CCENT / ICND-1)

ECX 8042 4/6-5/14 M-TH 12:30 p.m.-4:30 p.m. HCS \$1,702

CompTIA A+ Bootcamp

ECX 8048 1/14-2/21 W 6:00 p.m.-9:00 p.m. HCS \$1,995
S 8:30 a.m.-12:30 p.m.

ECX 8048 3/25-5/2 W 6:00 p.m.-9:00 p.m. HCS \$1,995
S 8:30 a.m.-12:30 p.m.

CompTIA Network + Certification

ECX 8565 2/2-4/16 M, T, TH 6:00 p.m.-9:00 p.m. HCS \$1,602

ECX 8565 6/1-8/6 M, T, TH 6:00 p.m.-9:00 p.m. HCS \$1,602

CompTIA Security + Certification

ECX 8057 3/16-5/23 M 6:00 p.m.-9:00 p.m. TCTC \$1,602
S 8:30 a.m.-12:30 p.m.

ECX 8057 7/6-9/14 M 6:00 p.m.-9:00 p.m. TCTC \$1,602
S 8:30 a.m.-12:30 p.m.

JAVA 7SE OCAJ

ECX 8085 2/17-4/16 T, TH 6:00 p.m.-9:00 p.m. TCTC \$1,999

SQL Server 2012 Query

ECX 8566 1/5-3/4 M, W 6:00 p.m.-9:30 p.m. TCTC \$1,602

ECX 8566 6/29-8/24 M, W 6:00 p.m.-9:30 p.m. TCTC \$1,602

IT BUSINESS & PROFESSIONAL

Forensic Computer Examiner

ECX 9999 80 hours ONLINE \$3,095

Get Going with QuickBooks

ECX 8080 1/13-1/15 T, TH 6:00 p.m.-9:30 p.m. HCS \$179

ECX 8080 6/23-6/25 T, TH 6:00 p.m.-9:30 p.m. TCTC \$179

Keep Going with QuickBooks

ECX 8081 3/3-3/5 T, TH 6:00 p.m.-9:30 p.m. TCTC \$179

Mobile and Desktop Web Developer

ECX 9999 460 hours ONLINE \$2,995

Search Engine Marketing

ECX 9999 250 hours ONLINE \$1,895

Search Engine Optimization

ECX 9999 150 hours ONLINE \$1,495

Social Media and Mobile Marketing Certification with OMCP

ECX 9999 ONLINE \$1,795

***ONLINE: STARTS MONTHLY: 6 WEEKS ACCESS Jan. 21-Feb. 18-March 18**

Advanced CompTIA A+ Certification Prep

ECX 9999 ONLINE \$499

Advanced PC Security

ECX 9999 ONLINE \$499

Basic CompTIA A+ Certification Prep

ECX 9999 ONLINE \$499

CompTIA Network+ Certification Prep

ECX 9999 ONLINE \$499

CompTIA Security+ Certification Prep 1

ECX 9999 ONLINE \$499

CompTIA Security+ Certification Prep 2

ECX 9999 ONLINE \$499

Cisco CCNA Certification Training

ECX 9999 100 hours ONLINE \$1,995

Cisco A+ Certification Training

ECX 9999 150 hours ONLINE \$1,695

Creating Mobile Apps with HTML5

ECX 9999 ONLINE \$199

Intermediate CompTIA A+ Certification Prep

ECX 9999 ONLINE \$499

Intermediate SQL ONLINE

ECX 9999 1/21 W ONLINE \$129

ECX 9999 2/28 Sat ONLINE \$129

Introduction to SQL ONLINE

ECX 9999 1/21 W ONLINE \$129

ECX 9999 2/28 Sat ONLINE \$129

Microsoft SharePoint 2013 Certification Training

ECX 9999 82 hours ONLINE \$795



HITT PROGRAM

FREE IT JOB TRAINING

Unemployed or Underemployed? Interested in a career in IT?

Visit http://www.careersourcetampabay.com/pages/TB_HiTech to see if you are eligible for tuition support from CareerSource Tampa Bay to cover one of our IT certification programs.

DATABASE & PROGRAMMING

C++ Programming for Absolute Beginners

ECX 9999 ONLINE \$199

Intermediate C# Programming

ECX 9999 ONLINE \$199

Intermediate Java Programming

ECX 9999 ONLINE \$199

Intermediate Networking

ECX 9999 ONLINE \$199

Intermediate Oracle

ECX 9999 ONLINE \$199

Intermediate PHP and MySQL

ECX 9999 ONLINE \$199

Intermediate SQL

ECX 9999 ONLINE \$199

Intermediate Visual Basic

ECX 9999 ONLINE \$199

Introduction to Ajax Programming

ECX 9999 ONLINE \$199

Introduction to ASP.NET

ECX 9999 ONLINE \$199

Introduction to C# Programming

ECX 9999 ONLINE \$199

Introduction to C++ Programming

ECX 9999 ONLINE \$199

Introduction to Database Development

ECX 9999 ONLINE \$199

Introduction to Java Programming

ECX 9999 ONLINE \$199

Introduction to Networking

ECX 9999 ONLINE \$199

Introduction to Oracle

ECX 9999 ONLINE \$199

Introduction to PC Security

ECX 9999 ONLINE \$199

Introduction to PC Troubleshooting

ECX 9999 ONLINE \$199

Introduction to PHP and MySQL

ECX 9999 ONLINE \$199

Introduction to Programming

ECX 9999 ONLINE \$199

Introduction to Python 2.5 Programming

ECX 9999 ONLINE \$199

Introduction to Python 3 Programming

ECX 9999 ONLINE \$199

Introduction to SQL

ECX 9999 ONLINE \$199

Introduction to Visual Basic

ECX 9999 ONLINE \$199

Mac, iPhone, and iPad Programming

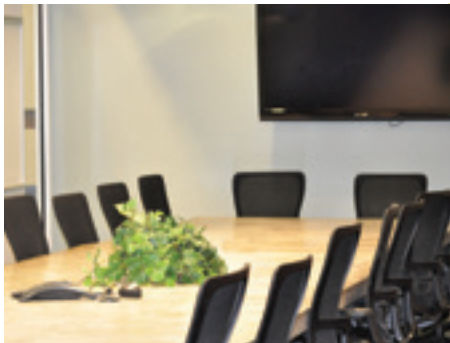
ECX 9999 ONLINE \$199

Microsoft Web Developer

ECX 9999 240 hours ONLINE \$1,995

Wireless Networking

ECX 9999 ONLINE \$199



HCC FACILITY RENTAL

Need space for your next event?

Whatever it is, we have the facility just right for your needs! HCC's Institute for Corporate & Continuing Education has all of the amenities to make your next event a success!

We can provide the following upon request for your event: space, expert speakers and industry-specific trainers, catering, IT assistance, video recording and editing services.

- IT and soft-skills training rooms
- Auditorium
- Small and large conference rooms
- Computer labs

LOCATIONS INCLUDE: The Corporate Training Center, Davis Islands, HCC's The Regent, Brandon, HCC's Collaboration Studio, Ybor City, and other HCC campuses.

Our professional staff will ensure that your specific event needs are met and that your function is truly a success! **CALL 813.259.6010 FOR A QUOTE.**

DESKTOP PUBLISHING

Designing Effective Websites

ECX 9999	1/21	W	ONLINE	\$129
ECX 9999	2/28	S	ONLINE	\$129

Introduction to Flash CS6

ECX 9999	1/21	W	ONLINE	\$129
ECX 9999	2/28	S	ONLINE	\$129

Introduction to InDesign CS5

ECX 9999	1/21	W	ONLINE	\$129
ECX 9999	2/28	S	ONLINE	\$129

Introduction to Photoshop CS6

ECX 9999	1/21	W	ONLINE	\$129
ECX 9999	2/28	S	ONLINE	\$129

Photoshop for the Digital Photographer

ECX 9999	1/21	W	ONLINE	\$129
ECX 9999	2/28	S	ONLINE	\$129

MICROSOFT ACCESS

Access 2013 Beginner

ECX 8553	2/10-2/12	T, TH	6:00 p.m.-9:30 p.m.	TCTC	\$79
----------	-----------	-------	---------------------	------	------

Access 2013 Creating Tables, Queries, and More!

ECX 8553	2/12	TH	6:00 p.m.-9:30 p.m.	TCTC	\$79
----------	------	----	---------------------	------	------

Access 2013 Finding, Filtering, Formatting Data, and More!

ECX 8540	3/24	T	6:00 p.m.-9:30 p.m.	TCTC	\$79
ECX 8540	4/21	T	6:00 p.m.-9:30 p.m.	TCTC	\$79

Access 2013 Intermediate

ECX 8554	3/24-3/26	T, TH	6:00 p.m.-9:30 p.m.	TCTC	\$79
ECX 8554	4/21-4/23	T, TH	6:00 p.m.-9:30 p.m.	TCTC	\$79

Access 2013 Working with Rational Databases, Queries, Forms, and More!

ECX 8540	3/26	T	6:00 p.m.-9:30 p.m.	TCTC	\$79
ECX 8540	4/23	T	6:00 p.m.-9:30 p.m.	TCTC	\$79

Introduction to Access 2013

ECX 8553	2/10	T	6:00 p.m.-9:30 p.m.	TCTC	\$79
----------	------	---	---------------------	------	------

Introduction to Access 2013 ONLINE

ECX 9999	1/21	W	ONLINE	\$79
ECX 9999	2/28	Sat	ONLINE	\$79



MICROSOFT EXCEL

Excel 2013 Advanced

ECX 8542	5/5	T	8:30 a.m.-4:30 p.m.	TCTC	\$149
ECX 8542	7/14-7/17	T, TH	8:30 a.m.-4:30 p.m.	HCS	\$149

Excel 2013 Advanced ONLINE

ECX 9999	1/21	W	ONLINE	\$129
ECX 9999	2/28	Sat	ONLINE	\$129

Excel 2013 Beginner

ECX 8540	2/10	T	8:30 a.m.-4:30 p.m.	TCTC	\$149
ECX 8540	5/12-5/14	T, TH	6:00 p.m.-9:30 p.m.	TCTC	\$79
ECX 8540	6/16-6/18	T, TH	6:00 p.m.-9:30 p.m.	TCTC	\$79

Excel 2013 Charts, Workbooks, Formulas, and More!

ECX 8540	3/17	T	8:30 a.m.-12:00 p.m.	TCTC	\$79
ECX 8540	6/23	T	8:30 a.m.-12:00 p.m.	TCTC	\$79

Excel 2013 Editing and Formatting Worksheets & More!

ECX 8540	2/10	T	1:00 p.m.-4:30 p.m.	TCTC	\$79
ECX 8540	5/12	T	8:30 a.m.-12:00 p.m.	TCTC	\$79
ECX 8540	6/16	T	6:00 p.m.-9:30 p.m.	TCTC	\$79

Excel 2013 Intermediate

ECX 8541	3/17	T	8:30 a.m.-4:30 p.m.	TCTC	\$149
ECX 8541	6/23-6/25	T, TH	6:00 p.m.-9:30 p.m.	TCTC	\$79

Excel 2013 Intermediate ONLINE

ECX 9999	1/21	W	ONLINE	\$129
ECX 9999	2/28	Sat	ONLINE	\$129

Excel 2013 PivotTables, Analyzing Data, and More!

ECX 8542	5/5	T	8:30 a.m.-12:00 p.m.	TCTC	\$79
ECX 8542	7/14	T	8:30 a.m.-12:00 p.m.	HCS	\$79

Excel 2013 Working with Data, Tables, and More!

ECX 8540	3/17	T	1:00 p.m.-4:30 p.m.	TCTC	\$79
ECX 8540	6/25	TH	1:00 p.m.-4:30 p.m.	TCTC	\$79

Excel 2013 Working with Macros, Customizing Excel, and More!

ECX 8542	5/6	T	1:00 p.m.-4:30 p.m.	TCTC	\$79
ECX 8542	7/16	TH	1:00 p.m.-4:30 p.m.	HCS	\$79

Introduction to Excel 2013

ECX 8540	2/10	T	8:30 a.m.-12:00 p.m.	TCTC	\$79
ECX 8540	5/14	TH	6:00 p.m.-9:30 p.m.	TCTC	\$79
ECX 8540	6/18	TH	6:00 p.m.-9:30 p.m.	TCTC	\$79

Introduction to Excel 2013 ONLINE

ECX 9999	1/21	W	ONLINE	\$129
ECX 9999	2/28	Sat	ONLINE	\$129



MICROSOFT WORD

Introduction to Word 2013 ONLINE

ECX 9999	1/21	W	ONLINE	\$129
ECX 9999	2/28	Sat	ONLINE	\$129

Word 2010 in the Classroom ONLINE

ECX 9999	1/21	W	ONLINE	\$129
ECX 9999	2/28	Sat	ONLINE	\$129

Word 2013 Formatting Your Document, Working with Themes, Pictures, and More!

ECX 8625	3/20	F	8:30 a.m.-12:00 p.m.	TCTC	\$79
----------	------	---	----------------------	------	------

Word 2013 Intermediate

ECX 8625	3/20	F	8:30 a.m.-4:30 p.m.	TCTC	\$149
----------	------	---	---------------------	------	-------

Word 2013 Intermediate ONLINE

ECX 9999	1/21	W	ONLINE	\$129
ECX 9999	2/28	Sat	ONLINE	\$129

Word 2013 SmartArt, Charts, Tables, and More!

ECX 8625	3/20	F	1:00 p.m.-4:30 p.m.	TCTC	\$79
----------	------	---	---------------------	------	------

Word 2013 Working with Templates and Forms

ECX 8626	3/20	M	8:30 a.m.-12:00 p.m.	TCTC	\$79
----------	------	---	----------------------	------	------

MICROSOFT POWERPOINT

Introduction to PowerPoint 2013 ONLINE

ECX 9999	1/21	W	ONLINE	\$129
ECX 9999	2/28	Sat	ONLINE	\$129

PowerPoint 2013 Working with Objects, Tables, SmartArt, and More!

ECX 8548	4/6	M	12:30 p.m.-4:30 p.m.	TCTC	\$79
----------	-----	---	----------------------	------	------

MICROSOFT OUTLOOK 2013

Outlook 2013 Collaborating with Others

ECX 8025	4/21	T	12:30 p.m.-4:30 p.m.	TCTC	\$79
----------	------	---	----------------------	------	------

MICROSOFT PROJECT 2013

Using Project 2013 for Your Next Project

ECX 8610	3/18	T	12:30 p.m.-4:30 p.m.	TCTC	\$79
----------	------	---	----------------------	------	------

COMPUTER TRAINING

Introduction to SharePoint **NEW!**

ECX 8040	T	5/19	8:30 a.m.-4:30 p.m.	TCTC	\$149
----------	---	------	---------------------	------	-------

Computer Basics

ECX 8055	W	3/25	13:30 p.m.-4:30 p.m.	TCTC	\$79
----------	---	------	----------------------	------	------

Computer Skills for the Workplace ONLINE

ECX 9999	1/21	W	ONLINE	\$129
ECX 9999	2/28	Sat	ONLINE	\$129

What's New in Microsoft Office 2013 ONLINE

ECX 9999	1/21	W	ONLINE	\$129
ECX 9999	2/28	Sat	ONLINE	\$129



GET TO KNOW YOUR INSTRUCTOR

Mark Aruda is a seasoned professional with over 30 years of private and public sector experience. He has been working with HCC for over 7 years. He holds a number of certifications such as DDI facilitator, MCP, MTA, MS Office Master, Java, Net+ , Security+, Novell, and Lotus Notes.

DID YOU KNOW?

YOU CAN CALCULATE YOUR AGE WITH EXCEL.



REGULATED PROGRAMS

ONLINE REAL ESTATE COURSES

Pre-Licensing

REE 8040	63 HR Real Estate Associate	\$300
REE 8100	72 HR Real Estate Broker Pre-License	\$325
REE 8003	Real Estate Associate/Broker Exam Prep	\$59

Post & Continuing Education

REE 8001	45 HR Real Estate Associate Post Licensing	\$150
REE 8120	30 HR Broker Post Investment	\$135
REE 8110	30 HR Broker Post Management	\$135
REE 8002	14 HR Continuing Education	\$20
REE 2222	28 HR Reactivation Course	\$78

ONLINE INSURANCE COURSES

Post License

RMI 8060	2-20 General Lines	\$490
RMI 8230	2-15 Life, Health, and Variable Annuity	\$149
RMI 8900	20-44 Personal Lines	\$400
RMI 8233	4-40 Registered Customer Service Representative	\$350
RMI 8200	5-20, 6-20 Accredited Claims Adjuster	\$350
RMI 8231	2-15, Life, Health & Variable Annuities Pass Prep	\$59

Pass Prep & Practice Exams

RMI 8190	2-15 Life, Health & Variable Annuities Practice Exam Generator	\$24.95
RMI 8236	2-20 & 20-44 Practice Question Generator	\$70
RMI 8232	2-20 Property and Casualty/General Lines Pass Prep	\$90
RMI 8235	Elements of Health Insurance	\$85
RMI 8234	Elements of Life Insurance	\$85
RMI 8275	Premium Discounts Mitigation Options	\$18
RMI 8276	Flood Insurance Concepts	\$24
RMI 8277	Ethics and the Client	\$24
RMI 8278	Medicare/Health Savings Account	\$24
RMI 8279	Ethics in the Insurance Industry	\$24
RMI 8280	Suitability of Annuity and Life Insurance Transactions for Seniors 1	\$24
RMI 8279	Hurricane and their impact on Insurance	\$18
RMI 8282	Suitability of Annuity and Life Insurance Transactions for Seniors 2	\$24
RMI 8286	Flood Insurance and National Flood Insurance Program (NFIP)	\$24
RMI 8290	Medicare Today	\$18



REGULATED COURSES, INSTRUCTOR-LED

This game plan offers the next course for a career, plus four additional courses to build and support a strong business foundation

Game Plan for Future Real Estate Agents - **NEW!**

REE 8040	3/17-4/1	TBD	TBD	TBD	\$829
----------	----------	-----	-----	-----	-------

Game Plan for Rookie Real Estate Agents - **NEW!**

REE 8001	3/17-4/1	TBD	TBD	TBD	\$695
----------	----------	-----	-----	-----	-------

Game Plan for Veteran Real Estate Agents - **NEW!**

REE 8002	3/17-4/1	TBD	TBD	TBD	\$589
----------	----------	-----	-----	-----	-------

Business Writing for Real Estate

EDC 8463	3/17-3/18	T, W	12:00 p.m.-4:00 p.m.	TCTC	\$199
----------	-----------	------	----------------------	------	-------

Game Plan for Future Insurance Professionals - **NEW!**

ECD 2222	3/23-4/18	TBD	TBD	TBD	\$695
----------	-----------	-----	-----	-----	-------

Game Plan for Future Accredited Claims Adjusters - **NEW!**

RIM 8200	3/17-4/1	TBD	TBD	TBD	\$899
----------	----------	-----	-----	-----	-------

Business Writing for Insurance/Financial

EDC 8463	4/7-4/8	T, W	12:00 p.m.-4:00 p.m.	HCS	\$199
----------	---------	------	----------------------	-----	-------

Series 6 Workshop

EDC 2222	4/11-4/18	S	8:00 a.m.-4:00 p.m.	HCS	\$199
----------	-----------	---	---------------------	-----	-------

Customer Service for Insurance/Claims Adjusters

EDC 8980	4/28-4/30	T, TH	12:00 p.m.-4:00 p.m.	HCS	\$199
----------	-----------	-------	----------------------	-----	-------

POST LICENSE

5-20, 6-20, 3-20 Accredited Claim Adjusters

RMI 8200	4/13-4/24	M-F	6:00 p.m.-10:00 p.m.	TCTC	\$425
----------	-----------	-----	----------------------	------	-------

Business Writing for Small Businesses

ECD 8463	6/9-6/10	T, W	12:00 p.m.-4:00 p.m.	HCS	\$199
----------	----------	------	----------------------	-----	-------

Customer Service for Small Businesses

ECD 8980	6/16-6/18	T, TH	12:00 p.m.-4:00 p.m.	HCS	\$199
----------	-----------	-------	----------------------	-----	-------



PROFESSIONAL LICENSING

WEATHERIZATION, BUILDING SCIENCE, WASTE WATER

FDEP-Qualified Stormwater Management Insp.

ECD 8556 3/21-3/22 S,SU 8:00 a.m.-5:00 p.m. TBD \$175

Wastewater Operator "C" License

EVS 8004 1/26-4/15 M,W,TH 6:00 p.m.-9:00 p.m. TBD \$550

S 10:00 a.m.-3:30 p.m.

EVS 8004 7/13-9/23 M,W,TH 6:00 p.m.-9:00 p.m. TBD \$550

S 10:00 a.m.-3:30 p.m.

Water Operator "C" License

EVS 8003 4/27-7/1 M,W,TH 6:00 p.m.-9:00 p.m. TBD \$550

S 10:00 a.m.-3:30 p.m.

LANDSCAPING CERTIFICATION

FNGLA Horticulture Professional

HOS 8001-6740 1/27-4/8 T,TH 1:00 p.m.-4:00 p.m. PC \$275



DID YOU KNOW?

RECYCLING 35% OF OUR TRASH REDUCES GLOBAL WARMING EMISSIONS EQUIVALENT TO TAKING 36 MILLION CARS OFF OF THE ROAD.

OSHA CERTIFICATION

OSHA 10-Hour (Construction)

ECD 8554 2/20-2/21 TH, F 8:30 a.m.-4:30 p.m. TBD \$90

OSHA 30-Hour (Construction)

ECD 8555 3/2-3/6 M-F 8:30 a.m.-4:30 p.m. TBD \$150

WEATHERIZATION CERTIFICATION

CORE: Introductory Craft Skills (NCCER)

ECD 8710 6/2-6/27 T, TH 5:00 p.m.-10:00 p.m. TBD \$749

S 8:00 a.m.-5:00 p.m.

Sustainable Construction Supervisor (NCCER)

ECD 2222 5/15-5/17 F, S, SU 8:00 a.m.-4:30 p.m. TBD \$209

Your Role in the Green Environment (NCCER)

ECD 2222 4/25-4/26 S, SU 8:00 a.m.-4:30 p.m. TBD \$179

TRAFFIC CERTIFICATION

Maintenance of Traffic-Basic

ECD 8601 1/24 S 8:00 a.m.-12:00 p.m. TBD \$75

Maintenance of Traffic-Intermediate

ECD 8603 2/7-2/8 S, SU 8:00 a.m.-5:00 p.m. TBD \$210

Maintenance of Traffic-Intermediate Refresher

ECD 8602 1/31 S 8:00 a.m.-5:00 p.m. TBD \$150

SUSTAINABLE ENERGY AND GOING GREEN

Building Analyst Quick Start

ECD 9999 60 hours ONLINE \$1,395

Certified Green Supply Chain Professional

ECD 9999 60 hours ONLINE \$1,595

Certified Indoor Air Quality Manager

ECD 9999 16 hours ONLINE \$795

Certified Indoor Environmentalist Prep

ECD 9999 32 hours ONLINE \$895

Principles of Green Buildings

ECD 9999 30 hours ONLINE \$795

Senior Certified Sustainability Professional

ECD 9999 110 hours ONLINE \$2,495

Solar Power Professional

ECD 9999 120 hours ONLINE \$1,895

Wind Energy Professional

ECD 9999 240 hours ONLINE \$2,395

PROFESSIONAL DEVELOPMENT & CAREER READINESS

Critical Thinking Skill Development

ECD 8922 3/24 T 8:30 a.m.-12:30 p.m. TCTC \$149

Interview Techniques

ECD 8322 4/8 W 9:00 a.m.-12:00 p.m. HCS \$35

Negotiating with Integrity

ECD 8850 3/3 T 8:30 a.m.-12:30 p.m. TCTC \$149

Networking Skills that WORK

ECD 8907 3/23 M 6:00 p.m.-9:00 p.m. TCTC \$35

Project Management Professional (PMP) Certification

ECD 8500 2/10-3/26 T, TH 6:00 p.m.-9:30 p.m. TCTC \$1,395

Résumé Writing Skills

ECD 8905 3/2 M 9:00 a.m.-Noon. HCS \$35

Social Media for Small Business

ECD 8368 5/7 TH 6:00 p.m.-9:00 p.m. TCTC \$35



GROUP TRAINING OPPORTUNITIES

- Organizational Skills for the Overwhelmed!
 - Clear and Concise E-mail and Business Writing
 - Customer Service Excellence
 - Management Development Certificate
- ...AND MORE!



Visit us online at TampaTraining.com for more information or call us at 813.259.6010.

PROFESSIONAL DEVELOPMENT & CAREER READINESS

Entrepreneurship: Start-Up and Business Owner Management

ECD 9999 360 hours ONLINE \$2,095

Non-Profit Management

ECD 9999 300 hours ONLINE \$2,295

Records Management Certificate

ECD 9999 180 hours ONLINE \$1,595

HUMAN RESOURCES/PAYROLL

SHRM-CP/SCP **NEW!**

EDC 2222 3/17/4/28 T 6:00 p.m.-9:30 p.m. TCTC \$1145

EDC 2222 3/21-4/25 S 8:30 a.m.-4:00 p.m. SS \$1145

Essentials of HR Management

EDC 2222 2/5-3/5 TH 6:00 p.m.-9:00 p.m. TCTC \$149



PROFESSIONAL DEVELOPMENT & CAREER READINESS

Keeping Talent **NEW!**

ECD 8359 1/21 T, TH 12:00 p.m.-4:00 p.m. HCS \$149

Leadership Series Certification II **NEW!**

ECD 8450 7/10-8/14 F 12:00 p.m.-4:00 p.m. YC \$795

6th Annual Administrative Professionals Conference

ECD 8468 4/22 W 11:30 a.m.-4:00 p.m. TBD \$99

Becoming a Mentor/Mentee

ECD 8941 3/26 TH 8:30 a.m.-12:30 p.m. TCTC \$129

Delegating with Purpose

ECD 8332 5/19 T 8:30 a.m.-12:30 p.m. TCTC \$149

Get Going with Grant Writing

ECD 8465 3/17-3/19 T, TH 6:00 p.m.-9:30 p.m. TCTC \$149

Grammar Writing Skills for Professionals

ECD 8463 2/10-2/15 T, TH 5:30 p.m.-9:00 p.m. TCTC \$199

ECD 8307 3/19-4/9 TH 8:30 a.m.-12:30 p.m. TCTC \$399

Leading High Performance Teams

ECD 8309 2/4 W 8:30 a.m.-12:30 p.m. TCTC \$149

NRF Customer Service Certification

ECD 8980 3/17-5/21 T, TH 1:00 p.m.-5:00 p.m. TCTC \$1099

Technical Writing Workshop

ECD 8463 1/15 TH 8:30 a.m.-4:30 p.m. TCTC \$199



LEADERSHIP CERTIFICATE PROGRAMS

Leadership Development Institute

If you believe that within the scope of every job, the potential for leadership not only exists, but is demanded, this program is for you. Whether you are a manager, supervisor, business owner, project manager, or team leader, the material covered in this certificate program will enable you to become a better leader and a more successful manager.

Leadership is not bestowed by rank or title. It is a quality defined by one's ability to encourage, support, and influence; to share vision and inspire purpose; and to guide others in achieving their personal objectives while accomplishing the overarching goals of the organization.

The LDI certificate program consists of 40 hours of training and up to 10 hours of executive coaching.

"A leader is one who knows the way, goes the way, and shows the way." – John C. Maxwell

Professional Development Certificates offered by the Institute for Continuing Education

- MDI-Management Development Institute
- SSI-Supervisory Skills Institute
- T2-Train the Trainer Certificate
- AOP-Administrative Office Professional
- CPC-Certificate in Professional Coaching
- CSC-Retail Customer Service Certification

Call today to register for the program (813) 259-6010.

CALLING ALL OFFICE PROFESSIONALS!

6TH ANNUAL ADMIN OFFICE PROFESSIONALS CONFERENCE

ECD 8468 4/22 W 11:30 a.m.-4:00 p.m. TBD \$99

Visit TampaTraining.com/adminexpo to learn more about our annual conference honoring and empowering YOU!



GET TO KNOW YOUR INSTRUCTOR

Clara McCalla is a corporate trainer, motivational speaker, and adjunct instructor with over 20 years of corporate executive experience. She specializes in independently producing and creatively delivering a series of Executive leadership and employee performance based program.

FAMILY EDUCATION

Parents for Life

Riverview/Brandon Area

FAD 9100	1/24	S	9:00 a.m.-1:00 p.m.	REG	\$40
FAD 9100	2/28	S	9:00 a.m.-1:00 p.m.	REG	\$40
FAD 9100	3/21	S	9:00 a.m.-1:00 p.m.	REG	\$40
FAD 9100	4/11	S	9:00 a.m.-1:00 p.m.	REG	\$40
FAD 9100	5/9	S	9:00 a.m.-1:00 p.m.	REG	\$40
FAD 9100	6/20	S	9:00 a.m.-1:00 p.m.	REG	\$40

Davis Island/Downtown Area

FAD 9100	1/21	T	6:00 p.m.-10:00 p.m.	TCTC	\$40
FAD 9100	2/17	T	6:00 p.m.-10:00 p.m.	TCTC	\$40
FAD 9100	3/17	T	6:00 p.m.-10:00 p.m.	TCTC	\$40
FAD 9100	4/28	T	6:00 p.m.-10:00 p.m.	TCTC	\$40
FAD 9100	5/26	T	6:00 p.m.-10:00 p.m.	TCTC	\$40
FAD 9100	6/16	T	6:00 p.m.-10:00 p.m.	TCTC	\$40

Ybor City Area

FAD 9100	1/17	S	9:00 a.m.-1:00 p.m.	HCS	\$40
FAD 9100	2/21	S	9:00 a.m.-1:00 p.m.	HCS	\$40
FAD 9100	3/7	S	9:00 a.m.-1:00 p.m.	HCS	\$40
FAD 9100	4/4	S	9:00 a.m.-1:00 p.m.	HCS	\$40
FAD 9100	4/25	S	9:00 a.m.-1:00 p.m.	HCS	\$40
FAD 9100	5/16	S	9:00 a.m.-1:00 p.m.	HCS	\$40
FAD 9100	6/6	S	9:00 a.m.-1:00 p.m.	HCS	\$40

Plant City Area

FAD 9100	2/7	S	9:00 a.m.-1:00 p.m.	PC	\$40
FAD 9100	3/28	S	9:00 a.m.-1:00 p.m.	PC	\$40
FAD 9100	4/18	S	9:00 a.m.-1:00 p.m.	PC	\$40
FAD 9100	5/23	S	9:00 a.m.-1:00 p.m.	PC	\$40
FAD 9100	6/27	S	9:00 a.m.-1:00 p.m.	PC	\$40

Creating a Parenting Plan

FAD 9100	5/9	S	2:00 p.m.-4:00 p.m.	REG	\$25
FAD 9100	2/3	T	6:00 p.m.-8:00 p.m.	TCTC	\$25
FAD 9100	3/7	S	2:00 p.m.-4:00 p.m.	HCS	\$25

RELATIONSHIP BUILDING

He Said, She Said = Seven principles for making marriage work.

FAD 9100	2/7	S	9:00 a.m.-3:00 p.m.	HCS	\$135
FAD 9100	5/9	s	9:00 a.m.-3:00 p.m.	HCS	\$135

Couples Massage

FAD 9100	2/12	TH	6:00 p.m.-9:00 p.m.	TCTC	\$50
----------	------	----	---------------------	------	------

Couples Golf

PEL 9101	2/10	T	7:00 p.m.-9:00 p.m.	OFF	\$150
----------	------	---	---------------------	-----	-------



SUMMER KIDS COLLEGE CAMPS

NEW Camp Offerings

- Arts & Craft
- Performing Arts
- VET Camp
- Outdoor Explorers
- Travel Camp
- And More

HCC Locations

- Plant City Campus
- South Shore Campus
- The Regent
- Ybor City Campus
- Collaboration Studio



NEW SUMMER TEEN COLLEGE

NEW Camp Offerings

- Language
- Healthcare
- Sports
- Environmental/Travel
- Empowerment and more

HCC Locations

- Dale Mabry Campus
- The Corporate Training Center

JUNE 8TH THRU AUGUST 14TH
 EARLY REGISTRATION COMING SOON
www.TampaTraining.com/kidscollege

HEALTH

6 Steps to Super Immunity

HES 9205	1/22	TH	6:00 p.m.-8:00 p.m.	TCTC	\$15
HES 9205	3/20	TH	6:00 p.m.-8:00 p.m.	HCS	\$15

Couples Massage

FAD 9100	2/12	TH	6:00 p.m.-9:00 p.m.	TCTC	\$50
----------	------	----	---------------------	------	------

Herbology East and West

HES 9205	1/29	TH	6:00 p.m.-8:00 p.m.	TCTC	\$15
HES 9205	3/27	TH	6:00 p.m.-8:00 p.m.	HCS	\$15

Prime Time Health

LEI 9000	2/3-2/12	T, TH	3:00 p.m.-5:00 p.m.	TCTC	\$50
LEI 9000	3/17-3/26	T, TH	3:00 p.m.-5:00 p.m.	SS	\$50
LEI 9000	4/21-4/30	T, TH	3:00 p.m.-5:00 p.m.	HCS	\$50

Vegetarianism

HES 9000	2/28	S	1:00 p.m.-3:00 p.m.	SS	\$10
----------	------	---	---------------------	----	------



ON THE GREENS

Ace Golf

PEL 9100	2/28-4/18	S	12:00 p.m.-1:30 p.m.	OFF	\$299
----------	-----------	---	----------------------	-----	-------

Couples Golf

PEL 9101	2/10	T	7:00 p.m.-9:00 p.m.	OFF	\$150
----------	------	---	---------------------	-----	-------

Networking on the Greens

PEL 9101	3/10	T	7:00 p.m.-9:00 p.m.	OFF	\$100
PEL 9101	4/14	T	7:00 p.m.-9:00 p.m.	OFF	\$100
PEL 9101	5/12	T	7:00 p.m.-9:00 p.m.	OFF	\$100

Women on the Green (women only) *WI –Women’s Institute

PEL 9100	1/17	T	7:00 p.m.-9:00 p.m.	OFF	\$100
----------	------	---	---------------------	-----	-------



ONLINE FLORIDA BASIC DRIVER IMPROVEMENT COURSE

Take this online State of Florida approved 4-hour Basic Driver Improvement Course (BDI) also known as “Traffic School” for any of the following reasons:

- Florida traffic ticket (traffic school election)
- To keep the points off your record and insurance rates from increasing
- 4-hour Court or DHSMV ordered traffic school attendance
- Traffic Collision Avoidance Course (TCAC) requirement
- 10% auto insurance discount (with permission from insurer)

LOG ON TO OUR WEBSITE FOR MORE INFORMATION ABOUT OUR UPCOMING DRIVING IMPROVEMENT COURSES:

- Florida Traffic Law Substance Abuse Education Course (TLSAE)
- Florida Advanced Driver Improvement Course (ADI)
- Florida Intermediate Driver Improvement Course (IDI)

WOMEN’S INSTITUTE

“Embracing the Woman in You.”

Spring 2015 HCC Women’s Institute

HCC Women’s Institute (WI) is a program designed for women who aspire home, work and life balance. WI will be a valuable resource for women to network, educate and obtain valuable information on a personal, professional and intellectual level.

Join us and other women across Hillsborough County to support this initiative as a WI member, participant, guest speakers, mentors and other functions as we sharpen and strengthen our community through skills, presentations, structured wellness programs, networking, mentorship and small-group discussions to emphasize problem solving strategies.

visit hccwomensinstitute.com for more details and how you can be a part of this initiative.



ARTS & LEISURE

Better Pictures = Better Memories

PGY 9000	1/13-2/17	T	6:00 p.m.-9:30 p.m.	REG	\$89
PGY 9000	3/5-4/9	TH	6:00 p.m.-9:30 p.m.	TCTC	\$89

Cracking Codes through Handwriting

LEI 9000	1/24	S	10:00 a.m.-1:00 p.m.	REG	\$49
LEI 9000	3/10	T	6:00 p.m.-9:00 p.m.	TCTC	\$49
LEI 9000	4/11	S	10:00 a.m.-1:00 p.m.	HCS	\$49

Drawing on your Creativity

ART 9090	1/12-3/30	M	6:30 p.m.-8:30 p.m.	TCTC	\$69
----------	-----------	---	---------------------	------	------

Etiquette: Take Your Career to New Heights

LEI 9000	2/23-3/2	M	6:00 p.m.-9:00 p.m.	REG	\$85
LEI 9000	4/1-4/8	W	6:00 p.m.-9:00 p.m.	HCS	\$85

Explore Your Future

LEI 9801	2/10-2/12	T, TH	5:30 p.m.-9:00 p.m.	TCTC	\$99
----------	-----------	-------	---------------------	------	------

Exploring with Watercolors

ART 9050	1/21-4/1	W	6:30 p.m.-8:30 p.m.	TCTC	\$69
----------	----------	---	---------------------	------	------

Genealogy

LEI 9000	5/21	TH	6:00 p.m.-9:00 p.m.	PC	\$49
----------	------	----	---------------------	----	------

Introduction to Basic Popular Guitar

LEI 9000	1/17-3/28	S	10:00 a.m.-12:00 p.m.	HCS	\$120
----------	-----------	---	-----------------------	-----	-------

Keyboarding for Beginners

LEI 9000	3/16-4/9	M, W	6:00 p.m.-8:00 p.m.	TCTC	\$85
----------	----------	------	---------------------	------	------

Mixology 101 (A Guide to Craft Cocktails)

LEI 8500	5/11	M	7:00 p.m.-9:00 p.m.	TBD	\$20
----------	------	---	---------------------	-----	------

Painting with Acrylics

ART 9090	1/17-2/21	S	9:00 a.m.-Noon	YC	\$69
ART 9090	2/28-4/11	S	9:00 a.m.-Noon	YC	\$69
ART 9090	4/18-5/23	S	9:00 a.m.-Noon	YC	\$69

Painting Your Loved One

ART 9050	4/11-4/18	S	1:00 p.m.-4:00 p.m.	TCTC	\$75
----------	-----------	---	---------------------	------	------

Watercolors for the Want-to-be-Artist

ART 9050	1/26-3/2	M	TBD	SS	\$69
ART 9050	4/6-5/11	M	TBD	SS	\$69

What's for Dinner? (A Cooking Course)

LEI 8500	5/2	S	10:00 a.m.-12:00 p.m.	TBD	\$20
----------	-----	---	-----------------------	-----	------

Write your Life Story

CRW 9050	1/16-3/6	F	10:00 a.m.-12:30 p.m.	SS	\$75
CRW 9050	2/11-4/8	W	6:00 p.m.-8:30 p.m.	REG	\$75
CRW 9050	3/26-5/14	TH	10:00 a.m.-12:30 p.m.	TCTC	\$75

Wood Crafting

EIA 9050	1/17-2/21	S	9:00 a.m.-Noon	DM	\$85
EIA 9050	3/21-4/25	S	9:00 a.m.-Noon	DM	\$85
EIA 9050	5/9-6/13	S	9:00 a.m.-Noon	DM	\$85

FINANCIAL PLANNING

Retirement Planning

FIN 9103	2/7, 2/14	S	9:00 a.m.-12:00 p.m.	TCTC	\$49
FIN 9103	2/10, 2/17	T	6:30 p.m.-9:30 p.m.	TCTC	\$49



CRAFT BEER ENTHUSIAST

Ancient Ales and Modern Innovators*

LEI 9102	2/26	TH	6:30 p.m.-8:30 p.m.	OFF	\$20
----------	------	----	---------------------	-----	------

Beer 101*

LEI 9101	2/12	TH	6:30 p.m.-8:30 p.m.	OFF	\$20
----------	------	----	---------------------	-----	------

European Evolution*

LEI 9103	3/9	TH	6:30 p.m.-8:30 p.m.	OFF	\$20
----------	-----	----	---------------------	-----	------

Introduction to Belgian Brews*

LEI 8500	5/7	TH	6:30 p.m.-8:30 p.m.	OFF	\$20
----------	-----	----	---------------------	-----	------

Introduction to Lambic and Wild Ales*

LEI 8500	6/11	TH	6:30 p.m.-8:30 p.m.	OFF	\$20
----------	------	----	---------------------	-----	------

Prohibition Cause and Effect*

LEI 9104	3/23	TH	6:30 p.m.-8:30 p.m.	OFF	\$20
----------	------	----	---------------------	-----	------

Winter Brews*

LEI 8500	1/29	TH	6:30 p.m.-8:30 p.m.	OFF	\$20
----------	------	----	---------------------	-----	------

*Must be 21 years or older to participate in this class.

DID YOU KNOW?

THAT HIGH SELF-ESTEEM AND COMMITMENT CAN MAKE YOUR LIFE BETTER.

NOW'S THE TIME TO PREPARE FOR A NEW CAREER IN HEALTHCARE!

SIGN UP FOR CLASSES TODAY!

JOIN US

FOR OUR FREE HEALTHCARE INFORMATION SESSIONS:

FRIDAYS • 10-11 A.M.

1/9, 2/6, 3/6, 4/10, 5/1

The Corporate Training Center
Davis Islands
39 Columbia Drive, Tampa, FL 33606

For more information, please
call 813.259.6513.

ALLIED HEALTHCARE

Certified Medical Administrative Assistant (CMAA)

NUR 8516	2/9-4/10	M-F	9:00 a.m.-1:00 p.m.	HCS	\$1,295
NUR 8516	4/27-6/25	M-TH	6:00 p.m.-10:00 p.m.	SS	\$1,295

Certified Nursing Assistant

NUR 8017	1/12-3/6	M, W, F	9:00 a.m.-Noon	HCS	\$895
NUR 8017	3/1-4/25	S	9:00 a.m.-5:00 p.m.	HCS	\$895
NUR 8017	4/14-6/20	T, Th	6:00 p.m.-10:00 p.m.	HCS	\$895
		S	9:00 a.m.-1:00 p.m.		

Clinical Medical Assistant

NUR 8008	2/23-5/1	M,W,F	12:30 p.m.-4:30 p.m.	HCS	\$2,599
NUR 8008	4/7-6/13	T, TH, S	8:30 a.m.-12:30 p.m.	HCS	\$2,599

EKG Technician

HES 8140	1/12-4/1	M, W	8:30 a.m.-12:30 p.m.	HCS	\$1100
HES 8140	4/6-6/17	M, W	6:00 p.m.-9:30 p.m.	HCS	\$1100

Health Unit Coordinator

NUR 8517	3/16-6/8	M, W	6:00 p.m.-10:00 p.m.	TBD	\$1,499
----------	----------	------	----------------------	-----	---------

Home Health Aide

NUR 8280	3/16-4/22	M, W	6:00 p.m.-10:00 p.m.	REG	\$399
NUR 8280	5/1-6/15	M, W	6:00 p.m.-10:00 p.m.	HCS	\$399
		S	9:00 a.m.-1:00 p.m.		

IV Therapy

NUR 8403	1/24	S	9:00 a.m.-6:00 p.m.	HCS	\$205
NUR 8403	2/7	S	9:00 a.m.-6:00 p.m.	PC	\$205
NUR 8403	3/7	S	9:00 a.m.-6:00 p.m.	HCS	\$205
NUR 8403	4/4	S	9:00 a.m.-6:00 p.m.	PC	\$205
NUR 8403	5/2	S	9:00 a.m.-6:00 p.m.	REG	\$205

ACLS

HES 8152	1/24/15	S	8:00 a.m.-5:00 p.m.	Regent	\$135
HES 8152	3/28/15	S	8:00 a.m.-5:00 p.m.	HSC	\$135
HES 8152	5/16/15	S	8:00 a.m.-5:00 p.m.	Regent	\$135

PALS

HES 8160	4/25/15	S	8:00 a.m.-5:00 p.m.	HSC	\$199
HES 8160	6/13/15	S	8:00 a.m.-5:00 p.m.	Regent	\$199



DID YOU KNOW?

WE ACCEPT PREPAID VOUCHERS FROM YOUR EMPLOYER!



HEALTHCARE ONLINE

Administrative Medical Specialist with Medical Billing & Coding Terminology

HES 9999 360 hours ONLINE \$2,495

Certificate in Pain Assessment and Management

HES 9999 24 hours ONLINE \$149

FAMSE

FAMSE Level 1

HES 8003 3/23-3/27 M-F 8:00 a.m.-5:00 p.m. ONLINE \$65

HES 8003 4/13-4/17 M-F 8:00 a.m.-5:00 p.m. ONLINE \$65

HIPAA Compliance

HES 9999 ONLINE \$129

DID YOU KNOW?

CPR SAVES LIVES? STATISTICS SHOW THAT THE EARLIER CPR IS INITIATED, THE GREATER THE CHANCES OF SURVIVAL.

BLS

Basic Life Support Instructor Course

HES 8052 2/6 F 8:00 a.m.-5:00 p.m. HCS \$210

HES 8052 4/10 S 8:00 a.m.-5:00 p.m. HCS \$210

CPR

CPR for the Healthcare Provider

HES 8050 1/6 T 6:00 p.m.-10:00 p.m. DM \$49

HES 8050 1/19 M 9:00 a.m.-1:00 p.m. HCS \$49

HES 8050 1/26 M 10:00 a.m.-2:00 p.m. HCS \$49

HES 8050 2/2 M 9:00 a.m.-1:00 p.m. HCS \$49

HES 8050 2/10 T 6:00 p.m.-10:00 p.m. DM \$49

HES 8050 2/24 T 12:30 p.m.-4:30 p.m. HCS \$49

HES 8050 3/2 M 9:00 a.m.-1:00 p.m. HCS \$49

HES 8050 3/3 T 6:00 p.m.-10:00 p.m. DM \$49

HES 8050 4/6 M 9:00 a.m.-1:00 p.m. HCS \$49

HES 8050 4/7 T 6:00 p.m.-10:00 p.m. DM \$49

HES 8050 4/8 W 1:00 p.m.-5:00 p.m. REG \$49

HES 8050 5/4 M 6:00 p.m.-10:00 p.m. DM \$49

HES 8050 5/5 T 6:00 p.m.-10:00 p.m. DM \$49

CPR for Allied Health Students

NOTE: A current HCC student I.D. must be provided.

HES 8050 1/6 T 6:00 p.m.-10:00 p.m. DM \$35

HES 8050 1/19 M 9:00 a.m.-1:00 p.m. DM \$35

HES 8050 1/26 M 10:00 a.m.-2:00 p.m. DM \$35

HES 8050 2/2 M 9:00 a.m.-1:00 p.m. DM \$35

HES 8050 2/24 T 12:30 p.m.-4:30 p.m. DM \$35

HES 8050 3/3 T 6:00 p.m.-10:00 p.m. DM \$35

HES 8050 4/7 T 6:00 p.m.-10:00 p.m. DM \$35

HES 8050 4/8 W 1:00 p.m.-5:00 p.m. DM \$35

HES 8050 5/5 T 6:00 p.m.-10:00 p.m. DM \$35



CAREGIVING AT HOME WORKSHOP SERIES

- Caregiving at Home-Getting Started
- Caregiving at Home-Conditions, Events and Emotional Experience
- Caregiving at Home-Medicare: The Basics
- Caregiving at Home-Basic Care; Hygiene, Nutrition and Fluid Intake

For more information and to sign-up, call (813) 259-6512

"OPEN SEATS FILL FAST!"



LIVE WEBINARS

THURSDAYS 2-3 P.M.

MS Outlook – Ask the Expert	1/8
PowerPoint – Better Presentations	1/15
Excel – Pivot Tables and Level 3 Tips	1/22
Creating a Personal Brand with Social Media	1/29
Quality Management - Team & Team Processes	2/5
Quality Management - Supply Chain Management	2/12
Quality Management - Strategic Planning Tools	2/19
Project Management Fundamentals	2/26
Women’s Institute	3/5
Beer Making Tips of the Trade	3/19
Accounting Basics	3/26
Thinking Green with IFS	4/2
Your Leadership Journey	4/9
Communicating with IMPACT	4/16
Setting Goals and Performance Expectations	4/23
Driving Change	4/30
Entrepreneurship	5/7
Small Business Development	5/14
Education that Drives Business Results	5/21

DID YOU KNOW?
 FREE TRAINING SOURCES FOR
 MILITARY SPOUSES, VETERANS AND
 ACTIVE DUTY ARE MYCAA, GIBILL
 POST 9-11, VOCATIONAL REHAB.

VETERANS READY

ALLIED HEALTH:

- Pharmacy Technician
- Patient Care Technician
- Patient Care Technician with C.N.A.
- Phlebotomy Technician
- EKG Technician
- Certified Nursing Assistant

BUSINESS AND REGULATED PROGRAM

- Life, Health & Variable Annuities
- Personal Lines Insurance Agent
- Insurance Registered Customer SVC Rep
- Accredited Claims Adjusted Insurance
- Certified Public Manager
- Certified Service Manger
- APA “Pay Train” Fundamentals
- APA “Pay Train” Mastery

INFORMATION TECHNOLOGY:

- CompTIA A+ Certification Practical 2009 exam
- CompTIA Network + Certification
- CCNA-Cisco Certified Networking Associate

PROFESSIONAL DEVELOPMENT

- National Professional Customer Service Certification
- Project Management Professional (PMP) Certification
- CAPA Certification Prep Training w/ Project Management Fundamental

TRANSPORTATION AND LOGISTICS

- Professional Designation in Logistics & Supply Chain Mgmt (PLS)
- Freight Agent/ Broken Training
- Certification in Transportation & Logistics (CTL)

*Classes are offered throughout our campus locations

CONTACT US AT:

The Institute for Corporate and Continuing Education
 39 Columbia Drive, Tampa, FL 33606. 813-259-6019

Accepting MyCAA



FREE JOB TRAINING

REASON TO TAKE THIS TRAINING:

- Fast track training for in demand occupations in the community
- All training and certifications are Free to eligible applicants
- Job Placement Assistant

MINIMUM PARTICIPANT'S QUALIFICATIONS:

- 18 years of age or older
- High school graduate or GED
- Valid driver's license
- U.S. Citizen
- Complete Orientation prior to training



READY-SET-WORK

	Date	Time	Days	Location
Customer Service / NRF Certification				
Professional Administrative Assistant	1/26/2015	2:00pm - 6:00pm	M,T, W, TH, F	SSRC
Customer Service Certification (WDTI and SSRC)	1/26/2015	9:00am - 1:00pm	M,T, W, TH	TCTC
Customer Service Certification (WDTI and SSRC)	3/10/2015	2:00pm - 6:00pm	M,T, W, TH	SSRC
Customer Service Certification (WDTI)	5/12/2015	9:00am - 3:00pm	M,T, W, TH	TCTC
Healthcare				
CMAA (Clinical Medical Admin Assistant)	4/10/2015	2:00pm - 6:00pm	M,T, W, TH, F	HSC
Home Health Aide	4/7/2015	2:00pm - 6:00pm	T, W, TH, F	HSC
Clinical Nursing Assistant	3/16/2015	12:00pm - 5:00pm	M,T, W, TH, F	HSC
Warehouse Certificate Associate				
Warehouse Certificate Associate	TBD	TBD	TBD	TBD

*Contact (813)259-6010 for qualification into the FREE Training Programs



PERSONAL INTERESTS

A to Z Grantwriting

ECX 9999	1/21	W	ONLINE	\$129
ECX 9999	2/28	S	ONLINE	\$129

Accounting Fundamentals

ECX 9999	1/21	W	ONLINE	\$129
ECX 9999	2/28	S	ONLINE	\$129

Certified Wedding Planner

ECX 9999	300 hours		ONLINE	\$1,595
----------	-----------	--	--------	---------

Casino Poker Dealer

ECX 9999	100 hours		ONLINE	\$1,595
----------	-----------	--	--------	---------

Drawing for the Absolute Beginner

ECX 9999	1/21	W	ONLINE	\$129
ECX 9999	2/28	S	ONLINE	\$129

Music Made Easy

ECX 9999	1/21	W	ONLINE	\$129
ECX 9999	2/28	S	ONLINE	\$129

Start Your Own Arts and Crafts Business

ECX 9999	1/21	W	ONLINE	\$129
ECX 9999	2/28	S	ONLINE	\$129

ONLINE WORKPLACE SPANISH

Provide Spanish classes to your workers and double the return on your investment!

- Spanish for Construction
- Spanish for Real Estate Sales
- Spanish for Nurses
- Spanish for Physicians
- Spanish for School Teachers
- Spanish for Travel
- Spanish for the Community
- Spanish for the Workforce
- Spanish for Law Enforcement

Customized courses are also offered at your location for a group of 5 or more registrants.



GLOBAL LANGUAGES

American Sign Language

EHD 9000 4/1-5/20 W \$150

Conversational Spanish Beginner

SPN 9005 4/4-5/23 S 9:00 a.m.-11:30 a.m. REG \$95

SPN 9005 3/31-5/19 T 6:30 p.m.-9:00 p.m. HCS \$95

Conversational Spanish Intermediate

SPN 9027 1/17-3/28 S 9:00 a.m.-11:30 a.m. REG \$115

SPN 9027 1/13-3/24 T 6:30 p.m.-9:00 p.m. HCS \$115

English as a Second Language for Spanish Speakers

ECD 8458 1/8-3/5 TH 6:30 p.m.-9:00 p.m. HCS \$95

ECD 8458 3/19-5/7 TH 6:30 p.m.-9:00 p.m. HCS \$95

Spanish 3

SPN 9005 1/17-3/7 S 12:00 p.m.-2:00 p.m. REG \$95

ONLINE GLOBAL LANGUAGES

Conversational French 1/21 \$129

Conversational Japanese 1/21 \$129

Easy English 1 1/21 \$129

Instant Italian 1/21 \$129

Speed Spanish 1/21 \$129

Spanish for Medical Professionals 1/21 \$129

Spanish in the Classroom 1/21 \$129

DID YOU KNOW?

MORE THAN 48 MILLION PEOPLE IN THE UNITED STATES SPEAK SPANISH AS THEIR PRIMARY LANGUAGE.





**INSTITUTE OF FLORIDA STUDIES
NATURAL FLORIDA ADVENTURE TOURS**
OUTDOOR EDUCATION EXPERIENCE FOR SCHOOL GROUPS OF ALL AGES.

For more information, please call 813.259.6010. This program meets the requirements of the Next Generation Sunshine State Standards.

FLORIDA ADVENTURE SERIES

- February 21st Magnificent Oak Tree Climb
- March 21st Caves of Florida
- April 18th Exploring English Creek
- May 15th Kayaking Tampa Bay Estuaries

FLORIDA ADVENTURE CAMPS

- January 20th (Hillsborough County Schools closed)
Historic Bealsville at English Creek
- March 9th-13th (Hillsborough County spring break)
Travel Camp
- Mar. 30th-Apr. 2nd (Pinellas County spring break)
Travel Camp



**HCC BEYOND SUSTAINABILITY
CONFERENCE**

February 27th – 28th

IFS Kayak Adventure offered as post-conference excursion on March 1st. For more information about the Sustainability Conference log onto: www.hccfl.edu/sustainability

Be sure to check out TampaTraining.com for more information or call 813.259.6010.



DID YOU KNOW?

HCC'S HAS OFFERED ENVIRONMENTAL OUTREACH PROGRAMS TO SCHOOLS AND THE COMMUNITY FOR OVER 30 YEARS.



TRANSPORTATION & LOGISTICS ONLINE

Freight Broker/Agent Training

EDC 9999 150 hours ONLINE \$1,895

The Institute for Corporate and Continuing Education at Hillsborough Community College and the University of North Florida Division Of Continuing Education, In partnership with the American Society of Transportation and Logistics offer the AST&L

REGISTER EARLY!

We may cancel the class if we don't know you plan to take it.



DID YOU KNOW?

THE PORT OF TAMPA IS THE ENERGY PRODUCTS GATEWAY FOR ALL OF WEST/CENTRAL FLORIDA.

CERTIFICATION IN TRANSPORTATION & LOGISTICS (CTL) PROGRAM

The UNF Certification in Transportation and Logistics (CTL) Program is a jointly sponsored program by the American Society of Transportation and Logistics, Inc, the University of North Florida Coggin College of Business, Transportation and Logistics Flagship Program, and the Division of Continuing Education offered through the Institute for Corporate & Continuing Education.

COURSE HOURS:

24 hours with an 8 hour lab requirement for a total of 32 hours

The General Management Principles and Techniques module promotes a fundamental understanding of four key business areas: accounting, finance, marketing, and information systems. This module stresses the application and use of these concepts in transportation and logistics management. Within this context, the objectives for the general management module include understanding of:

MODULES:

- Module 1: General Management Principles & Technologies
- Module 2: Transportation Economics and Management
- Module 3: Logistics Management
- Module 4: International Transportation & Logistics
- Module 5: Supply Chain Management
- Module 6: The Creative Team Project

COURSE COSTS: \$5,790.00 (Books and Tuition)

*Ask about IWT or QRT grant! If qualified, this grant covers tuition and books; company match fund required.

CERTIFICATION

Certification is earned upon completion of the program. Students completing the CTL program through the University of North Florida are not required to sit for the AST&L certification test.

Visit www.TampaTraining.com/ctl or contact our office at (813) 259-6010

MECHANICAL, ELECTRICAL & PLC PMMI CERTIFICATION **NEW!**

Preparing you for success in the workplace.

This series is designed to provide participants with a systematic process for troubleshooting mechanical, electrical and PLC systems. Both Mechanical and Electrical Maintenance Technicians will find value in the course. At the end of each course the participants will take the respective PMMI Certification Test.

Mechanical Systems Troubleshooting: 4 Days

- Mechanical drives including V-belt, Chain, Gear and synchronous belt drives
- Power transmission and shafts
- Fasteners, couplings and lubrication

Electrical Systems Troubleshooting: 4 Days

- Electricity and Electrical Circuits
- Power, circuit protection, control relays and pilot devices
- Motor control and protection
- Wiring and control component troubleshooting

PLC Basics and Troubleshooting: 4 Days

- PLC operation, memory organization and addressing
- Discrete I/O interfacing, timers and counters
- Basic PLC ladder instructions
- PLC motor control, sequencing and machine applications
- Troubleshooting PLC based systems
- Troubleshooting PLC hardware and software

Automated Systems Troubleshooting: 2 Days

Participants spend 2 days troubleshooting an integrated system that has Electrical, Mechanical, Pneumatic and PLC systems in a real world environment. Maintenance is called because the line is down. The failure could be in any of the systems. They learn a systematic approach to isolating the problem and resolving.

MANUFACTURING

Quality Tools

ECD 2222	2/7	S	8:00 a.m.-12:00 p.m.	HCS	\$99
ECD 2222	5/2	S	8:00 a.m.-12:00 p.m.	HCS	\$99

Quantitative Methods: Design & Analysis of Experiments, Process, and Performance Capability

ECD 2222	2/21	S	8:00 a.m.-12:00 p.m.	HCS	\$99
ECD 2222	5/9	S	8:00 a.m.-12:00 p.m.	HCS	\$99

Quantitative Methods: Statistical Decision making & Statistical Process Control (SPC)

ECD 2222	2/28	S	8:00 a.m.-12:00 p.m.	HCS	\$99
ECD 2222	5/16	S	8:00 a.m.-12:00 p.m.	HCS	\$99

Six Sigma Black Belt

ECX 9999	200 hours			ONLINE	\$2,695
----------	-----------	--	--	--------	---------

Six Sigma Black Belt

ECX 9999	100 hours			ONLINE	\$1,895
----------	-----------	--	--	--------	---------



GET TO KNOW YOUR INSTRUCTOR

Alessandro Anzalone is Program Manager and Instructor at Hillsborough Community College's Engineering Technology program. He earned a B.S. in Chemical Engineering from Universidad Nacional Experimental Politécnica in Venezuela, an M.S. in Chemical Engineering from Polytechnic Institute of New York University, and a Ph.D. in Chemical Engineering from the University of South Florida.





NEED TO TRAIN YOUR EMPLOYEES?

HCC's ICCE group training options include:

- Healthcare Management
- Certificate Training
- Financial
- Leadership
- Microsoft
- PMP - Project Management
- Global Languages

For details, call 813.259.6010.

Ask about our special group discounts!

Go to TampaTraining.com for more training options.

Corporate Training Solutions

- Industry-recognized Training
- Quality Facilitators
- Employee Development

Customized to YOUR business needs!

CONTACT US TODAY!

Call 813.259.6010 or email ICCE@hccfl.edu.

WHAT'S YOUR NEXT MOVE?

Earn a certification in a GROWING INDUSTRY at Hillsborough Community College

RESERVE YOUR SEAT TODAY!

Register online at TampaTraining.com and view a complete course listing.

SPRING/SUMMER 2015

Registration Made Easy as 1,2,3!

REGISTER EARLY!

Courses fill up quickly. Check out our website at TampaTraining.com for additional information and courses.

STEP 1: FILL OUT YOUR IDENTIFICATION DATA

Name: _____ Date of Birth: ____/____/____ Gender: _____

Signature: _____ Date: _____

Home Street Address, City, State, Zip: _____

Phone: _____ Email: _____

The following information is required by the U.S. Office of Education and may be supplied voluntarily by you.

White, Non-Hispanic Hispanic African American Asian, Pacific Islander Other

STEP 2: RECORD YOUR PROGRAM CHOICES

Course #	Location	Program Title	Date(s)	Time(s)	Fees

STEP 3: MAIL REGISTRATION FORM AND CHECK/ MONEY ORDER TO: ICCE @ HCC PO Box 31127 Tampa, FL 33631-3127

In Person: HCC, 39 Columbia Drive, Tampa, FL 33606 or at the HCC Collaboration Studio, 1602 N. 15th Street, Tampa, FL 33605.

If you require special assistance, check the box and an associate will contact you.

Other questions, call or email: 813.259.6010 ICCE@hccfl.edu

Residency Statement/Check One: (NOTE: No fee difference will be assessed for non-residents)

- I certify that I have resided in Florida as a permanent resident for the past twelve consecutive months or longer or otherwise meet the residency requirements outlined in the laws of the state of Florida. Date of residency: _____
- I have not resided in Florida as a permanent resident for the past twelve consecutive months and I do not meet residency requirements. I declare under penalty of perjury punishable by law as a misdemeanor under Section 837.06, F.S. the foregoing is true and accurate.

Class Cancellations: ICCE@HCC reserves the right to cancel a course or program due to low enrollment. Refunds will be processed immediately.



INSTITUTE FOR CORPORATE & CONTINUING EDUCATION
HILLSBOROUGH COMMUNITY COLLEGE



INSTITUTE FOR CORPORATE & CONTINUING EDUCATION

YOUR LEADER FOR CUSTOMIZED WORKFORCE SOLUTIONS

Hillsborough Community College
Dr. Gwendolyn W. Stephenson District Administration Center
P.O. Box 31127
Tampa, FL 33631-3127

NON-PROFIT ORGANIZATION
U.S. POSTAGE-PAID
TAMPA, FLORIDA
PERMIT NO. 773

LEARNING FOR LIFE

PROFESSIONAL DEVELOPMENT AND PERSONAL INTEREST

Register online at TampaTraining.com and view a complete course listing!

CONTINUING EDUCATION & CERTIFICATION COURSES



SPRING/ SUMMER 2015

General Information	2
Computer and Technology Training	3
Industry Certifications	7
Personal Development	9
Consumer Education	11
Personal Enrichment	12
Healthcare	14
Free Job Training	16
Global Languages	18
Florida Adventures	19
Transportation & Logistics / Manufacturing	20
Corporate Training	22
Registration Form	23