CONTINUING EDUCATION
FALL 2021 Non-Credit Courses

• Career Development
• Personal Enrichment
• Test Preparation
• Corporate Training

EXPLORE THE POSSIBILITIES
Whether your goal is personal enrichment, professional growth, corporate training, or something else, we have a course for you.

Elgin Community College offers affordable and convenient options to help you:

- **Gain** the skills needed to break into a new career field.
- **Reinvigorate** your current career with new skills.
- **Develop** your workforce/organization with focused training programs.
- **Explore** a personal passion.
- **Prepare** for college with test preparation courses.

**We are now offering selected courses in-person.** Students attending in-person classes must follow ECC COVID-19 guidelines, including wearing a mask at all times during class and maintaining six feet of social distancing. Information is subject to change. For complete course descriptions, recently-added courses, and to register or join our mailing list, visit elgin.edu/ce. **Questions? Email cemailbox@elgin.edu or call 847-622-3036.**

**REGISTER FOR CLASSES AND STAY UP-TO-DATE**

Visit elgin.edu/ce to register. You’ll find course descriptions and recently-added courses, and you can sign up to receive regular updates about our offerings. **Questions? Email cemailbox@elgin.edu or call 847-622-3036.**

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### ACCOUNTING

**CEB 580**  
**Bookkeeping/Accounting for Non-Accountants**  
$159  
300  
SA  
9 a.m. to 1 p.m.  
11/6 and 11/13  
K128.03  
This course is designed for non-accounting personnel and QuickBooks® users in organizations of all sizes who must work with and understand internal accounting or financial data.

**CEC 408 300**  
**One-on-One QuickBooks (2 Hours)**  
$169  
Enroll in this class any time during the semester. An instructor will contact you after you enroll to arrange meeting times. Online instruction.

**CEC 406**  
**Introduction to Online QuickBooks**  
$99  
Live instruction with online support.  
300  
SA  
9 a.m. to 1 p.m.  
9/25  
K128.03  
301  
SA  
9 a.m. to 1 p.m.  
10/23  
K128.03  
Visit ed2go.com/elgincc for similar classes available online.  
**Accounting Fundamentals**  
$119
**CAREERS**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Fee</th>
<th>Start Date</th>
<th>End Date</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
<td>CEB 026</td>
<td>Commercial Electrical Inspector*</td>
<td>$850</td>
<td>9/14 to 11/30</td>
<td></td>
<td>Rolling Meadows</td>
</tr>
<tr>
<td>CEB 031</td>
<td>Commercial Building Inspector*</td>
<td>$850</td>
<td>9/15 to 12/15</td>
<td></td>
<td>Rolling Meadows</td>
</tr>
<tr>
<td>CEB 024</td>
<td>Home Inspection Pre-Licensing Course**</td>
<td>$895</td>
<td>10/5 to 12/21</td>
<td></td>
<td>McHenry County College</td>
</tr>
<tr>
<td>CEB 301</td>
<td>How to Become an Event Planner</td>
<td>$179</td>
<td>9/9 to 9/30</td>
<td></td>
<td>Live Webinar</td>
</tr>
<tr>
<td>CEB 305</td>
<td>Understanding Event Vendor Contracts</td>
<td>$25</td>
<td>9/14</td>
<td></td>
<td>Live Webinar</td>
</tr>
<tr>
<td>CEB 306</td>
<td>Risk Management for Event Planners</td>
<td>$25</td>
<td>9/21</td>
<td></td>
<td>Live Webinar</td>
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<tr>
<td>CEB 307</td>
<td>Event Planner – One-on-One Coaching</td>
<td>$199</td>
<td></td>
<td></td>
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<tr>
<td>CED 704</td>
<td>Voice-Overs...Now is Your Time</td>
<td>$35</td>
<td>10/7</td>
<td></td>
<td>Live Webinar</td>
</tr>
</tbody>
</table>

Visit ed2go.com/elgincc for similar classes available online.

**COMPUTERS**

<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>CEC 020</td>
<td>One-on-One Word (2 Hours)</td>
<td>$169</td>
</tr>
<tr>
<td>CEC 021</td>
<td>One-on-One Excel (2 Hours)</td>
<td>$169</td>
</tr>
<tr>
<td>CEC 044</td>
<td>Advanced Microsoft Office Suite Private Consultation</td>
<td>$495</td>
</tr>
</tbody>
</table>

Visit ed2go.com/elgincc for similar classes available online.

**Course Descriptions:**

- **CEB 026 and CEB 031** are held at CLEC Enterprises, 5105 Tollview Drive, Suite 270, Rolling Meadows, Illinois. See course description for required materials.

- **CEB 024** is held at McHenry County College. No class November 25.

- Our experienced event planner, LaVerne Mathews of L.V. Edwards & Associates, will work with you individually. Starting with a needs assessment, you will receive four hours of specialized coaching, which can include how to get started in the business, planning the perfect wedding, and working with corporate events. Coaching is done remotely via phone, email, and possibly using FaceTime®. Coaching is available August 23 to November 15.

- This private consultation will pair you with a professional trainer to expand your skills and knowledge of the Microsoft Office suite. Develop your professional presence within the Microsoft Office environment. Classes will be taught online. The instructor will contact you regarding meeting times and specific learning needs.
COMPUTER PROGRAMMING

The following classes are taught in collaboration with ECC faculty members. Classes are perfect for people already in the IT industry who want to develop skills but are not enrolled full-time at ECC. Courses require instructor permission to enroll. You will be put in contact with the instructor to demonstrate that you have basic proficiencies. Classes are available August 23 to December 16 and will be taught online—either self-paced or synchronous with live instruction.

**CEB 844 300 Introduction to Computer Programming**  
Online  
$548

**CEB 847 300 Ethical Hacking and Counter Measures**  
SYNC  
$528

**CEB 848 300 Introduction to Computers**  
Online  
$416

COMPUTER CODING BOOTCAMPS

Learn high demand skills that will make you a competitive developer in a rapidly expanding industry. This program is offered in collaboration with Promineo Tech to prepare participants for high-growth careers in software development. Visit promineotech.com/elgincodingbootcamps for information about programs and available financial aid.

**CEB 810 Back End Software Developer**  
$3,595

- 300 T 7 to 8:30 p.m. 7/20 to 11/16 Live Webinar
- 301 T 7 to 8:30 p.m. 9/15 to 2/2

**CEB 812 Front End Software Developer**  
$3,595

- 300 T 7 to 8:30 p.m. 8/17 to 12/21 Live Webinar

**CEB 814 Big Data Engineering Program**  
$4,695

- 300 T 7 to 8:30 p.m. 9/7 to 3/15 Live Webinar

Visit ed2go.com/elgincc for similar classes available online.

**CompTIA Network+ Certification Training (6-week course)**  
$159

**Introduction to Mobile Security (Self-paced tutorial)**  
$59

**Introduction to PC Security**  
$119

Visit careertraining.ed2go.com/elgincc for similar classes available online.

**CompTIA A+ Certification Training (6 months to complete)**  
$1,995

COOKING

**CEA 020 Sourdough Artisanal Bread Baking at Home**  
$99

- 300 MTW 6:30 to 8 p.m. 8/23 to 8/25 Live Webinar

**CEA 119 Intro to Indian Cuisine and Spices**  
$99

- 300 MTW 5 to 6:30 p.m. 8/30 to 9/1 Live Webinar

**CEA 158 Homemade Bacon and Meat Curing**  
$99

- 300 MTW 6:30 to 8 p.m. 9/13 to 9/15 Live Webinar

**CEA 172 Sushi and Basic Japanese Cooking**  
$99

- 300 MTW 5 to 6:30 p.m. 9/20 to 9/22 Live Webinar

**CEA 218 Mediterranean Cooking**  
$99

- 300 MTW 5 to 6:30 p.m. 9/27 to 9/29 Live Webinar

**CEA 250 Cheese-Making Basics & Fresh Cheese Techniques**  
$99

- 300 MTW 6:30 to 8 p.m. 10/4 to 10/6 Live Webinar

**CEA 005 Northern Italian Cuisine**  
$99

- 300 MTW 5 to 6:30 p.m. 10/11 to 10/13 Live Webinar
FOOD & BEVERAGE
These one-day, eight-hour courses include preparation for the ANSI-CFP accredited exam for the Illinois Food Service Sanitation Manager Certification (FSSMC). The exam is given at the end of each course. Classes are open to anyone in the food service industry.

CEB 471  Food Safety Certification/Recertification – English $169
309 W 9 a.m. to 6 p.m. 9/1 K128.02
310 W 9 a.m. to 6 p.m. 10/6 K128.02
311 W 9 a.m. to 6 p.m. 11/3 K128.02
312 W 9 a.m. to 6 p.m. 12/1 K128.02

CEB 472  Food Safety Certification/Recertification – Spanish $169
308 M 9 a.m. to 6 p.m. 8/16 K128.02
309 M 9 a.m. to 6 p.m. 9/13 K128.02
310 M 9 a.m. to 6 p.m. 10/11 K128.02
311 M 9 a.m. to 6 p.m. 11/15 K128.02
312 M 9 a.m. to 6 p.m. 12/6 K128.02

HEALTH CARE

CEB 220  Contact Tracing Training FREE
309 9/1 to 9/30 Online and self-paced
311 11/1 to 11/30 Online and self-paced
This course provides an overview of Coronavirus disease 2019 (COVID-19), including incubation and infectious periods, symptoms, and prevention. It is an introductory, self-paced, online course for entry-level COVID-19 contact tracers focused on building knowledge for remote contact tracing.

CEB 229  EKG Technician Certification $1,299
300 8/23 to 12/16 Online and self-paced

CEB 251  Medical Administrative Assistant Certification* $1,299
300 8/23 to 12/16 Online and self-paced

CEB 425  Medical Coding Professional $1,799
300 8/23 to 12/16 Online and self-paced

CEB 430  Pharmacy Technician Certification* $1,299
300 8/23 to 12/16 Online and self-paced

Register anytime for these online, self-paced courses. E-books are included in the cost of each of the four medical career courses listed above.
*Optional externship available. Additional fees apply.

Visit careertraining.ed2go.com/elgincc for similar classes available online.
CBCS Medical Billing and Coding $2,195
Pharmacy Technician $2,495
Veterinary Assistant $1,875

Visit ed2go.com/elgincc for similar classes available online.
Become a Physical Therapy Aide $119
Certificate in End of Life Care $119
Explore a Career as an Administrative Medical Assistant $119
Explore a Career in Medical Coding $119
Explore a Career as a Pharmacy Technician $119
Helping Elderly Parents $119
HIPAA Compliance $119
Medical Math $119
Spanish for Medical Professionals $119
## LANGUAGE

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<th>Course</th>
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<th>Time</th>
<th>Dates</th>
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<tr>
<td>CED 325</td>
<td>American Sign Language-Basic</td>
<td>$150</td>
<td>T</td>
<td>6:30 to 8:30 p.m.</td>
<td>8/31 to 10/5</td>
<td>K128.02</td>
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<tr>
<td>CED 326</td>
<td>American Sign Language-Continuation</td>
<td>$169</td>
<td>T</td>
<td>6:30 to 8:30 p.m.</td>
<td>10/12 to 11/16</td>
<td>K128.02</td>
</tr>
<tr>
<td>CED 329</td>
<td>American Sign Language Private Consultation (3 Hours)</td>
<td>$225</td>
<td>T</td>
<td>6:30 to 8:30 p.m.</td>
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<tr>
<td></td>
<td>Three hours of private consultation with a sign language instructor. Enroll any time during the semester. An instructor will contact you to arrange meeting times.</td>
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Visit ed2go.com/elgincc for similar classes available online.

Spanish for Medical Professionals | $119
Spanish in the Classroom | $119

## MUSIC

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<th>Days</th>
<th>Time</th>
<th>Dates</th>
<th>Room</th>
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<tr>
<td>CED 522</td>
<td>Music Theory Crash Course</td>
<td>$229</td>
<td>TTH</td>
<td>6:30 to 8:30 p.m.</td>
<td>9/21 to 10/7</td>
<td>G224</td>
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<tr>
<td>CED 524</td>
<td>Music Appreciation Crash Course</td>
<td>$229</td>
<td>TTH</td>
<td>6:30 to 8:30 p.m.</td>
<td>10/19 to 11/4</td>
<td>G224</td>
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## PHOTOGRAPHY

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<th>Time</th>
<th>Dates</th>
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<tr>
<td>CED 902</td>
<td>Private Tutoring Photography (2 Hours)</td>
<td>$199</td>
<td>TTH</td>
<td>6:30 to 8:30 p.m.</td>
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<tr>
<td>CED 904</td>
<td>Private Tutoring Photography (4 Hours)</td>
<td>$399</td>
<td>TTH</td>
<td>6:30 to 8:30 p.m.</td>
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<tr>
<td>CED 906</td>
<td>Private Tutoring Photography (6 Hours)</td>
<td>$599</td>
<td>TTH</td>
<td>6:30 to 8:30 p.m.</td>
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<td></td>
<td>Learn at your own pace and develop your photographic style. Lessons are available for all levels. Topics can include portrait photography, composition, lighting for photography, or how to create beautiful landscapes. Enroll any time during the semester. An instructor will contact you to arrange meeting times.</td>
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## REAL ESTATE

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<th>Course</th>
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<th>Days</th>
<th>Time</th>
<th>Dates</th>
<th>Room</th>
</tr>
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<tr>
<td>CEB 467</td>
<td>Real Estate Sales Broker Pre-License Topics and Sales Broker Applied Real Estate Principles - Interactive</td>
<td>$799</td>
<td>T</td>
<td>6 to 9:30 p.m.</td>
<td>8/17 to 11/16</td>
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<td></td>
<td>Earn your Illinois Real Estate license online. Classes are taught and sponsored by McHenry County College.</td>
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<tr>
<td>CEA 546</td>
<td>First Time Buyers with Down Payment Assistance</td>
<td>$19</td>
<td>W</td>
<td>6:30 to 8:30 p.m.</td>
<td>10/13</td>
<td>K128</td>
</tr>
<tr>
<td>CEA 556</td>
<td>How to Buy A Second Home</td>
<td>$19</td>
<td>W</td>
<td>6:30 to 8:30 p.m.</td>
<td>12/15</td>
<td>K128</td>
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## ONLINE MEDICAL CAREER PROGRAMS

ECC partners with CareerStep to help students train for rewarding careers in the medical field. Programs include:

- Professional Medical Coding and Billing with Applied PCS
- Medical Transcription Editor
- Pharmacy Technician
- Medical Assistant
- Medical Office Manager
- Computer Technician

Email CEMailbox@elgin.edu to register. Learn more: careerstep.com/elgin
Continuing Education — Explore the possibilities  •  elgin.edu/ce  •  847-622-3036

RETIREMENT PLANNING

CEA 512  Planning for your Second Act: A Course in Retirement Planning  $149
300  W  6:30 to 8:30 p.m.  9/29 to 10/20  Live Webinar

Transitioning from a work-centered life to a values-centered life often creates conflict in need of resolution and involves more than simply planning for income needs. Learn about tools that can empower you to thrive both financially and relationally.

TEST PREPARATION AND STUDY SKILLS FOR THE HIGH SCHOOL STUDENT

Group Test Preparation

CEB 929  Combined SAT®/ACT® test prep with Flexible Attendance Options  $395
300  SA  1 to 4 p.m.  9/4 to 11/20  K121

This course’s structure allows you to step in at any time during its duration to best prepare for a specific test date or to work around a busy schedule. The course repeats itself three times over twelve weeks, so pick any four days to attend.

CEB 918  Test-Taking Strategies You Should Know  $99
Learn tips to tackle standardized tests in this three-hour workshop.
300  SA  9 a.m. to 12 p.m.  8/28  K121
301  SA  9 a.m. to 12 p.m.  12/4  K121

Private Test Preparation/Subject Tutoring

CEB 932  One-on-One Test Prep (3 Hours)  $225
300  TBD

CEB 933  One-on-One Test Prep (6 Hours)  $450
300  TBD

CEB 934  One-on-One Test Prep (8 Hours)  $600
300  TBD

Private sessions can be scheduled between 8/20 and 12/18 and are subject to instructor availability. Contact Karin Quist at kquist@elgin.edu for more information.

CEB 904  Note Taking/Time Management  $49
300  TBD

CEB 914  College Essay Writing  $49
300  TBD

CEB 928  Test-Taking Strategies*  $49
300  TBD

*Students should take Note Taking/Time Management, CEB 904, before they take this class.

CEB 912  Study Skills One-on-One (3 Hours)  $199

During this three-hour, one-on-one course that meets in two or three sessions, the tutor and student will work on strategies that make the task of studying more effective and rewarding. Skill areas might include study methods and organization, memory and learning styles, test anxiety, and note taking.

Questions? Contact us today at 847-214-7454 or workforce@elgin.edu.

Looking for a job, apprenticeship, or internship? ECC can help.

Our online job board, HIRE SPARTANS, is free! elgin.edu/hirespartans
• 500,000 local and national opportunities.
• Career podcasts and articles.
• Local job fairs.
• Post your resume so employers can find you.

Apprenticeship programs let you work while you train. elgin.edu/apprenticeship
• Basic Nursing Assistant
• Culinary Arts
• Fire Science/EMT
• Integrated Systems/Maintenance Technology
• Industrial Machining Technology

Continuing Education — Explore the possibilities  •  elgin.edu/ce  •  847-622-3036
TRAVEL

CED 274  How to Travel Free and Safely  $59
300  SA  11 a.m. to 2 p.m.  10/23  Live Webinar
301  SA  11 a.m. to 2 p.m.  12/4

CED 275  Get Paid to Teach English in the USA and Overseas  $59
300  SA  11 a.m. to 2 p.m.  10/30  Live Webinar

CED 276  Work Remotely and Become a Digital Nomad  $59
300  SA  11 a.m. to 2 p.m.  11/6  Live Webinar

CED 277  The Secrets of Travel Hacking  $59
300  SA  11 a.m. to 2 p.m.  11/13  Live Webinar

WRITING

CED 070  Keeping a Nature Journal  $39
300  TH  7 to 8:30 p.m.  10/7  Live Webinar
You don’t have to be a writer or artist to embrace the wonder of the natural world through written and artistic expression. Prompts, discussions, and activities you can do in the comfort of your home will make this workshop a fun opportunity to feel connected and inspired. We will provide a supply list.

CED 293  How to Self-Publish for Free (NEW)  $199
300  SA  9 to 11 a.m.  10/9 to 10/30  Live Webinar
Start your journey to becoming a royalty-earning, self-published author. Whatever you dream of writing—write and publish it yourself. A successful self-published author will teach you how to produce e-books and print books to give you worldwide reach. Learn proper manuscript and book formatting, book cover design, editing tools, and publishing platforms.

GERONTOLOGY

Caring for Your Aging Loved One Series with an Emphasis on Dementia (NEW)

CEA 124  Creating a Healthy Home and Habits  $49
300  T  6:30 to 8:30 p.m.  9/14  Live Webinar
Home safety and good habits are important for everyone, but special care should be given to the home with an Alzheimer’s patient present. This course will describe how to evaluate your home and habits, focusing on physical as well as mental considerations for both you and your loved one.

CEA 125  Legal Considerations for Seniors and Their Caregivers  $49
300  T  6:30 to 8:30 p.m.  9/21  Live Webinar
The earlier that Alzheimer’s disease is diagnosed, the more time the person and family have to begin putting financial, legal, and care planning in place. This course will focus on the importance of naming a health care representative and the details of guardianship, as well as the different kinds of lawyers who can assist with legal matters.

CEA 126  Diagnosing Your Doctor through Dialogue  $149
300  T  6:30 to 8:30 p.m.  9/28 to 10/12  Live Webinar
As patients, we should take more action in selecting a doctor. This three-part course will guide you through the process of researching and creating a partnership with your doctor.
KIDS’ COLLEGE

Black Rocket Classes (Ages 8-14)
The magic in every student comes to life as never before when they are empowered to be as creative as they were all born to be. Black Rocket has twenty years of experience designing courses in the STEAM (science, technology, engineering, arts, and mathematics) fields. Every program is powered by the child’s innate imagination and designed to bring their ideas to life in a fun, hands-on learning environment.

Online classes provide a more independent experience, but with an emphasis on peer-to-peer feedback to enhance the creative process.

To view internet and hardware requirements, visit blackrocket.com/online-tech-specs.

To find course descriptions and to enroll, visit blackrocket.com/online/elg.

Coding Academy
$169
MW 3 to 4:30 p.m. 9/20 to 10/13
MW 5:30 to 7 p.m. 9/20 to 10/13
SA 8:30 to 10:30 a.m. 9/25 to 10/23

ROBLOX® Makers
$169
TTH 3 to 4:30 p.m. 10/26 to 11/18
TTH 5:30 to 7 p.m. 10/26 to 11/18
SA 11 a.m. to 1 p.m. 10/30 to 12/4

Minecraft® Modders
$169
MW 3 to 4:30 p.m. 10/25 to 11/17
MW 5:30 to 7 p.m. 10/25 to 11/17
SA 8:30 to 10:30 a.m. 10/30 to 12/4

YouTube® Content Creators
$169
MW 3 to 4:30 p.m. 11/29 to 12/22
MW 5:30 to 7 p.m. 11/29 to 12/22

Minecraft Redstone Engineers
$169
TTH 3 to 4:30 p.m. 11/30 to 12/23
TTH 5:30 to 7 p.m. 11/30 to 12/23

ONLINE PERSONAL ENRICHMENT CLASSES
Explore online personal enrichment classes offered through our partner ed2go by visiting ed2go.com/elgincc.

Topics include, but are not limited to:
- Accounting
- Drawing
- Languages
- Computer Skills
- Business
- Digital Scrapbooking
- Writing & Publishing
- Leadership
- Graphic Design
- Health & Wellness

IMPROVE YOUR ENGLISH
Elgin Community College offers free English as a second language (ESL) classes for adults.

Develop reading, writing, listening, and speaking skills for work, school, and your life. Beginning to advanced levels are available.

For more information: 847-214-6904
abecregistration@elgin.edu
elgin.edu/adulteducation

Stevens Amendment: Approximately $612,638 (36%) of the Illinois Adult Education and Literacy Program cost at ECC is federally funded under Title II, Adult Education and Family Literacy of the Workforce Innovation and Opportunity Act of 2014.
QUESTIONS? WE'RE HERE FOR YOU. Call 847-214-7722.

Through a hands-on approach and experienced trainers, Elgin Community College offers customized on-site and online training options for your employees designed to:

- Assist individuals with focused, on-the-job training.
- Develop and sustain a skilled workforce.
- Achieve improved performance, morale, and revenues.
- Maximize resources and improve productivity.
- Increase your business’s competitive advantage.
- Additional, customized topics available upon request.

Contact ECC corporate training: 847-214-7803, corporatetraining@elgin.edu

ONLINE CONTINUING ED COURSES FOR EDUCATORS

ECC offers online continuing education courses for educators at the 30 and 45 clock-hour levels through Virtual Education Software, Inc (VESi).

30 Professional Development Clock Hours—$199
- Advanced Classroom Management
- Attention Deficit/Hyperactivity Disorder
- Autism & Asperger’s Disorder
- Child Abuse
- Drugs & Alcohol in School
- Educational Assessment
- Harassment, Bullying, & Cyber-Intimidation
- Reading Fundamentals
- Six Traits of Writing Model
- Teaching Diversity
- Violence in Schools

45 Professional Development Clock Hours—$219
- Behavior is Language
- Learning Disabilities
- Understanding Aggression
- Response to Intervention
- Teaching Secondary Math Conceptually
- Why DI?

To enroll and view complete course information: virtualeduc.com/ecc

CORPORATE TRAINING

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Don’t have a high school diploma?
Take all your high school equivalency (GED® test credential) prep classes completely free!

Elgin Community College offers free classes to help you prepare for the high school equivalency exam.

For more information:
847-214-6904
abecregistration@elgin.edu
elgin.edu/adulteducation

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ICAPS A GUIDED PROGRAM FOR YOUR SUCCESS.

Earn a vocational certificate in less than one year with ICAPS at ECC!

ICAPS PROGRAMS INCLUDE:
• Basic Nurse Assistant (BNA)/Phlebotomy
• Computer Numerical Control (CNC) Operator
• Dental Office Aide
• Heating, Ventilation, Air Conditioning, and Refrigeration (HVACR)
• Welding

ICAPS BENEFITS INCLUDE:
• A clear pathway of courses leading to a certificate in less than one year.
• Free loaner textbooks.
• Free academic support and career navigation classes.
• Job search assistance.

To learn more, visit elgin.edu/icaps or call 847-214-6944.
Unemployment and career transition services are available to unemployed or underemployed residents of Community College District 509 at no cost. Services include:
• Job search and computer workshops.
• One-on-one coaching and resume assistance.
Call for assistance: 847-214-6970
elgin.edu/workforce