BURLINGTON COUNTY INSTITUTE OF TECHNOLOGY
ADULT EDUCATION

For more details about the course description and requirements, please see our on-line brochure at bcit.cc.

BASIC LIFE SUPPORT (BLS) FOR HEALTHCARE PROVIDERS-CPR/AHA
The goal of the course is to train participants to save lives of victims in cardiac arrest through high quality cardiopulmonary resuscitation (CPR). The student will learn to perform CPR both in and out of hospital settings. This course trains participants to recognize cardiac arrest, give high-quality chest compressions, deliver appropriate ventilations, and provide early use of an automated external defibrillator (AED), as part of a team and individually. The course also covers choking and rescue techniques for adults, children and infants.

Cost: TBD

W – West Campus  5:00-10:00 PM  5 hours

CERTIFIED HOMEMAKER HOME HEALTH AIDE
The HHHA is certified by the New Jersey Board of Nursing. Both the 76-hour course module and a 10-hour module opened to NJ Certified Nurse Aide only*, prepare the individual for providing care in home settings under the supervision of a registered professional nurse. The CHHHA performs tasks which are delegated consistent with provisions of N.J.A.C. 13:37-6.2. Duties include providing personal care and homemaking services essential to patient’s healthcare and comfort at home including shopping, errands, laundry, meal-planning and preparation including therapeutic diets, serving meals, childcare and assisting the patient with activities of daily living (mobility, transferring, walking, grooming, bathing, dressing, toileting). The CHHHA should not administer medication. An additional, $65.00 (payable to the NJ Board of Nursing) is required for the certification fee and background check application fee and is not refundable. Make-up time included in the 76-hour schedule will incur an additional fee of $35.00 per hour. Fees must be paid before the start of make-up. No makeup time is included in the 10-hour module. No absences are permitted. Fees are non-refundable.

Cost: TBD

F – West Campus  9:00-2:30 PM  10 hours

CERTIFIED HOME HEALTH AIDE (FOR THE CERTIFIED NURSE AIDE)
This class will be scheduled based on requests. Must show valid proof of NJ CNA Certification at time of registration and proof of employment as a CNA within the last two years (letter from employer).

Cost: TBD

MTWTH – West Campus  5:00-9:00 PM  76 hours

CERTIFIED NURSE AIDE
This course qualifies students for entry level positions in the health field and for the NJ State Certification test for long term care Certified Nurse Assistant positions. Students learn to meet the psychological, social, physical, and environmental needs (stressing safety) of the patient.

Cost: TBD

MTWTH – West Campus  Time Varies  90 hours

DENTAL ASSISTING I and II
The Dental Assisting program consists of a strong blend of didactic and clinical based instruction in a state-of-the-art facility in combination with an extramural clinical experience with some of the area’s finest dental professionals. This program is fully accredited by the Commission on Dental Accreditation of the American Dental Association (ADA) recognized by the Council on Accreditation and by the United States Department of Education. Upon successful completion of course work and examinations, this program will qualify the students
to earn the following credentials: New Jersey Dental Radiology License; Certified Dental Assistant (CDA), a national credential sponsored by the Dental Assisting National Board (DANB) including Infection Control Exam (ICE), Radiation Health and Safety Exam (RHS), and General Chairs Exam (GC); and New Jersey Registered Dental Assistant registration (RDA). Receive packet at time of registration. Copy of high school diploma required.

Cost: TBD

MTH – West Campus  8:00-3:00 PM   1100 hours
F – West Campus  8:00-1:00 PM

DENTAL ASSISTING for ADVANCED STANDING
This program allows the eligible high school graduate to complete all of the requirements of the Adult Education Dental Assisting program following graduation. This program promotes continuity in education and advancement to the graduate of BCIT’s High School Dental Occupational Shop. In the fall, the student will join the current Adult Education Dental Assisting Class to complete the program’s classroom and clinical requirements. Upon completion of the program, the student will be eligible to sit for the remaining written and clinical exams with licensure to become Registered Dental Assistants.

Cost: TBD

MTH – West Campus  8:00-3:00 PM   450 hours
F – West Campus  8:00-1:00 PM

DENTAL ASSISTING – INFECTION CONTROL EXAM PREP
This is part 1 of 3 review classes that will be offered to prepare the student to take the DANB national exams. All 3 exams must be passed successfully to obtain a certified dental assistant credential. This course is designed to prepare the working Dental Assistant for the Infection Control component of the Dental Assisting National Certification Board Exams. This course will include: performing sterilization procedures, environmental asepsis and maintaining aseptic condition, prevent cross contamination and transmission, patient health care education and occupational safety.

Cost: TBD

W – West Campus   6:30-9:30 PM  30 hours           Call for schedule

DENTAL ASSISTING – RADATION HEALTH AND SAFETY TEST PREP
This is part 2 of 3 review classes to prepare the student to take the DANB national exams. All 3 exams must be passed successfully to obtain a certified dental assistant credential. This course is for the working dental assistant who has a NJ dental radiologic license but has not taken the DANB RHS exam within 5 years and is seeking to become a Certified Dental Assistant (CDA). This course includes: radiation physics, radiographic equipment and processing techniques, quality assurance, exposure techniques, evaluation of various lesions, operator and patient protection, environmental asepsis and maintaining aseptic condition, preventing cross contamination and transmission, patient health care education and occupational safety during radiographic procedures.

Cost: TBD

W – West Campus   6:30-9:30 PM  30 hours           Call for schedule

DENTAL ASSISTING – CHAIRSIDE EXAM TEST PREP
This is part 3 of 3 review classes that will prepare the student to take the DANB national exams. All 3 exams must be passed successfully to obtain a certified dental assistant credential. This course is designed to prepare the working dental assistant for the General Chairs component of Dental Assisting National Certification Board Exam. This course includes general anatomy, tooth numbering systems, charting, dental terminology and all basic general dentistry skills preparing the student to work in all facets of general dentistry.

Cost: TBD

W – West Campus   5:30-9:30 PM  36 hours           Call for schedule
DENTAL ASSISTING – REGISTERED DENTAL ASSISTING PREP COURSE
This course includes scope of practice of a registered dental assistant in the state of New Jersey. It will be a hands-on course assessing a student's ability to demonstrate all legal expanded functions on typodonts or live patients. It will also include studying the Dental Practice Act of NJ and taking the NJ Jurisprudence exam for dental assistants. Lastly, we will include concepts included in DANB’s expanded functions exam blueprint. It may require taking and passing the DANB Expanded Functions Exam. Must Possess C.D.A.

Cost: TBD  
W – West Campus  
6:00-9:00 PM  
36 hours  
Call for schedule

DENTAL RADIOLOGY
This Radiologic Technology Board of Examiners approved course will prepare working dental assistants to take quality x-rays. Areas covered include the history and development of x-ray, its nature and properties, effects of radiation exposure, x-ray film and its processing, correcting faulty radiographs, intraoral and extra oral radiology, and patient management, with an emphasis on radiation hygiene and protection and OSHA standards. Practical experience will be given in intraoral and extra oral radiology techniques. Students must be employed in a dental office. Course will consist of 25 hours didactic and 20 hours lab. Clinical hours will be completed at dental office where student is employed. High school diploma required. DANB Test included.

Cost: TBD  
TH – West Campus  
6:15-9:30 PM  
45 hours

ELECTROCARDIOGRAPHY (EKG) TECHNICIAN
An EKG is the most common procedure used for diagnosing heart disease. It is non-invasive and safe, offering no risks to the patient. The student will develop the knowledge and skills required to perform EKG testing or monitoring. The student will learn to operate machines that record the electrical activity of a patient's heart. EKG rhythms provide important data for the diagnosis of heart conditions. Students will perform EKG testing on individuals in the classroom. Anatomy and Physiology and Medical Terminology specific to this course of study are also included.

Cost: TBD  
WTH – Med Campus  
6:00-9:45 PM  
75 hours

MEDICAL ADMINISTRATIVE ASSISTING
This program provides both clinical and administrative preparation. Areas of instruction include medical terminology, anatomy and physiology, keyboarding, computer software used in medical offices, vital signs, infection control, EKGs, medical records management, transcription, insurances, physician's office lab, phlebotomy, pharmacology, and office surgical assisting.

Cost: TBD  
MTWTH – Med Campus  
9:00-3:00 PM  
100 hours

CLINICAL MEDICAL ASSISTING
This course is for Medical Assistants who want a review of topics found on the certification exams for either CMA (AAMA) or RMA (AMT). Candidate must have graduated from Medical Assisting School or possess a minimum of 5 years employment as a medical assistant.

Cost: TBD  
MTWTH – Med Campus  
9:00-3:00 PM  
240 hours

PHLEBOTOMY TECHNICIAN
A Certified Phlebotomy Technician (CPT) draws blood from patients in hospitals, blood centers, or similar facilities for analysis or other medical purposes. As a CPT, you perform tasks that include basic phlebotomy procedures, point of care testing, and collection of other bodily fluids for specimen testing. Specific duties may include performing venipuncture, butterfly, and syringe methods, capillary blood collection, and infection control. Emphasis is placed on safety in collecting blood samples from adult and pediatric patients. This course includes classroom and simulated laboratory training in venipuncture and the correct techniques for obtaining blood
specimen collection. The student must demonstrate correct procedures for successful specimen collection with
venipuncture, and skin punctures.

Cost: TBD    MT – Med Campus    6:00-9:45 PM    75 hours

LICENSED PRACTICAL NURSING
Practical nursing consists of classroom, laboratory, clinical conference, and clinical practice. Approximately fifty
percent of the hours will be devoted to classroom theory and laboratory. Approximately fifty percent of the hours
will be dedicated to clinical experience and clinical conference. Areas of instruction include Anatomy and
Physiology, Pharmacology, Nutrition, Personal and Professional Relations, Growth and Development, Fundamentals of Nursing, Medical-Surgical Nursing, Maternal-Child Nursing, Psychiatric Nursing, and Geriatric Nursing. Upon completion of this program, the graduate will be qualified to take the NCLEX-PN State Board exam for licensure. All applicants must successfully pass an entrance test and be interviewed prior to acceptance.

Cost: TBD    MTWTHF – West Campus    8:30-4:30 PM    1540 hours

PET GROOMING I
This course covers proper grooming techniques for major dog breeds and cats. Topics include animal safety,
handling and restraint, bathing, clipping, answering phones, making appointments, admitting animals to be
groomed, and confirming procedures with clients.

Cost: TBD    MW – West Campus    6:30-9:30 PM    72 hours

ADVANCED PET GROOMING
This course provides primarily hands-on training to perfect grooming techniques necessary to work in pet
grooming salons and some local veterinary practices. Prerequisite: Pet Grooming I.

Cost: TBD    MW – West Campus    6:30-9:30 PM    72 hours

VETERINARY ASSISTING I
This program is designed to prepare students to become veterinary assistants and obtain positions in a veterinary
setting. The first semester covers topics including front office, medical terminology, medical records, client
communication, phone triaging, staff positions and requirements, animal behavior, restraint, and euthanasia.

Cost: TBD    MWTH – Med Campus    5:00-10:00 PM    180 hours

VETERINARY ASSISTING II
This program is designed to prepare students to become veterinary assistants and obtain positions in a veterinary
setting. The second semester will cover duties in the hospital, exam rooms, patient history, medications,
pharmacology, hematology, urinalysis, parasitology, introduction to surgery and more. Prerequisite: Veterinary
Assisting I.

Cost: TBD    MWTH – Med Campus    5:00-10:00 PM    180 hours

CARPENTRY I
Carpenters are responsible at least in part for creating just about every building in your community. Homes,
schools, courthouses and office buildings are built from scratch through skills and experience of professional
carpenters. To be a carpenter is to be a member of one of the oldest and most respected trades in the world. If you
enjoy working with tools, like to see your work produce immediate results and have a good work ethic, you can build
a lifetime career in carpentry. The carpentry program builds lab activities into the program and provides instruction in:
use of hand and power tools, selection and use of materials, estimating, blueprint reading and interpretation of
building codes.

Cost: TBD    MTWTH – Med Campus    6:00-10:00 PM    180 hours
CARPENTRY II
This is a continuation of Carpentry I. Students will cover footing and foundation work, floor framing, wall framing, roof framing, stair layout, handing doors and windows, interior trim, cornice joints, and exterior or interior finish.
Prerequisite: Carpentry I
Cost: TBD
MTWTH – Med Campus  6:00-10:00 PM  180 hours

HOME REPAIR
This course covers the basics and uses of power tools and hand tools, as well as, an introduction into the fields of carpentry, electrical and plumbing. This course can be tailored to meet individual student interest.
Cost: TBD
M – Med Campus   7:00-10:00 PM  36 hours

BLUEPRINT READING FOR RESIDENTIAL CONSTRUCTION
This course prepares students to work with residential blueprints.
Cost: TBD
T – Med Campus   7:00-10:00 PM  36 hours

COMPUTER KITCHEN DESIGN
Learn how to measure make kitchen layouts and tips for good design. The class will cover cabinetry, countertop materials, color choices and NKBA guidelines as well as basics in lighting and flooring. Class is taught by a professional educator and kitchen design specialist.
Cost: TBD
MW – Med Campus   6:30-9:30 PM  18 hours

ELECTRICAL TRADES I
This program provides a comprehensive understanding of basic electrical principles and concepts, along with technical skills. The first semester areas of instruction include residential wiring, commercial wiring, and troubleshooting.
Cost: TBD
MTW – Med Campus  6:00-10:00 PM  180 hours

ELECTRICAL TRADES II
This program provides a comprehensive understanding of basic electrical principles and concepts, along with technical skills. The second semester includes instruction in commercial wiring, related technology, technical math and motor controls. The National Electrical Code and Ohm’s Law is stressed throughout the program. Prerequisite: Electrical Trades I
Cost: TBD
MTW – Med Campus  6:00-10:00 PM  180 hours

ELECTRICITY I
This course provides a basic overview of electrical theory and its application to devices, circuits, and materials. Topics covered include Ohm’s law; drawing a basic electrical circuit; calculating voltage, current resistance, and power in series, parallel, and combination circuits; general building wire properties; conductor insulation with code specification, and an introduction to the National Electric Code (NFPA 70).
Cost: TBD
MW – Med Campus   6:00-10:00 PM  88 hours

ELECTRICITY II
This course covers basic electrical mathematics including calculations for alternating circuits and devices in both single-phase and three-phase distribution systems. Topics covered include AC/DC power; LED and fluorescent lighting; power; theories of voltage, resistance, power, and energy; electro-parallel circuits; meters; test equipment; transformers, motors, and control circuits. The National Electrical Code (NFPA 70) is
utilized in determining the correct installation of electrical services for single-family dwellings and multi-family apartment complexes. **Prerequisite: Electricity I**

**Cost: TBD**

**MW – Med Campus** 6:00-10:00 PM  88 hours

**ELECTRICITY III**
This course covers the standards for the layout and construction of electrical systems using residential building plans, and enhances technical skills in performing electrical installations and green technologies. Students are prepared for obtaining a New Jersey Qualified Journeyman Electrician Registration. **Prerequisite: Electricity II**

**Cost: TBD**

**MW – Med Campus** 6:00-10:00 PM  88 hours

**ELECTRICITY IV**
This course covers the basics of commercial wiring. Topics include the planning of a typical commercial installation by carefully demonstrating how the load requirements are converted into branch circuits, then to feeders, and finally into a building’s main electrical service. A set of plans will allow the student to go through the wiring process, step by step, applying concepts learned to an actual commercial building to meet Code requirements set forth by the National Electrical Code (NFPA70). Photovoltaic and wind technologies are introduced in a commercial application. **Prerequisite: Electricity III.**

**Cost: TBD**

**MW – Med Campus** 6:00-10:00 PM  88 hours

**ELECTRICITY V**
This course covers the solid-state devices common in an industrial environment. Topics include the operation of control components such as solid-state relays, rectifiers, SCR drives for direct current motors, variable frequency drives for alternating current motors, and inputs and outputs of programmable controllers. **Prerequisite: Electricity IV**

**Cost: TBD**

**MW – Med Campus** 6:00-10:00 PM  88 hours

**ELECTRICITY VI – BLUEPRINT READING FOR ELECTRICAL**
This course covers the fundamentals of blueprint drawing, proper sketching, and architectural views with common scales used on blueprints for typical wiring and the components for single and multiple family dwellings, commercial, and industrial systems with special purpose systems for specialized locations. Other topics include blueprint specifications, elevations, schedules, and drawing and mechanical symbols used on blueprints.

**Cost: TBD**

**MW – Med Campus** 6:00-10:00 PM  88 hours

**ELECTRICITY VII - JOURNEY WORKER’S ELECTRICIAN EXAM PREP**
Review of methods and requirements for electrical system analysis as reflected by the current National Electrical Code. Topics include installing electrical services, pools, fountains, emergency building systems, systems over 600-volts, calculating raceway fill, parameters of range loads, multiple family dwelling loads, and preparing to take the NEC competency examinations. **Prerequisite: Electricity V**

**Cost: TBD**

**TTH – Med Campus** 6:00-10:00 PM  88 hours

**HEATING, VENTILATION, AIR CONDITIONING, AND REFRIGERATION I AND II**
This program will cover the operation of air conditioning, heating, and refrigeration systems. The theory of operation, installation, and troubleshooting techniques will be stressed. Computer simulators, DDC operating systems, and actual components will be taught along with good safety practices.

Legislation was signed into law on December 20, 2007 that established a State Board of Examiners of Heating, Ventilating, Air Conditioning, and Refrigeration (HVAC/R) Contractors. Effective March 1, 2014 HVAC/R will become a licensed occupation under the NJ Division of Consumer Affairs. Any individual who has not submitted
a grandfathering application by 9/1/2014 or who has not qualified for grandfathering, will be required to apply through the regular licensing process. Such applicants must show that they completed the requisite education and must pass the Board’s licensing examination.

Cost: TBD  Both Campus  Time Varies  180 hours

**HEATING, VENTILATION, AIR CONDITIONING, AND REFRIGERATION II**
This program covers the operation of air conditioning, heating, and refrigeration systems. The theory of operation, installation and troubleshooting techniques will be stressed. Computer simulators, DDC operating systems, and actual components will be taught along with good safety practices. **Prerequisite: HVAC I**

Cost: TBD  Both Campus  Time Varies  180 hours

**HVAC LICENSING EXAM PREPARATION**
This test preparation course is intended for students who completed related technical instruction and are eligible to sit for the exam or for current HVAC/R mechanics in the field to whom this testing requirement also applies, if not grandfathered. **Prerequisite: HVAC I and II**

Cost: TBD  TTH – West Campus  6:00-10:00 PM  36 hours  Call for schedule

**PLUMBING FOR BEGINNERS**
This course has been designed for the beginner with no knowledge of plumbing. Basic instruction will be provided in the following areas: code requirements, materials, tools material reparation course is intended for students who completed related technical instruction and are eligible to sit for the exam or for current code requirements, materials, tools and equipment, safety practices, drawings and pipe. (This course is not for apprentices).

Cost: TBD  MW – West Campus  6:30-9:30 PM  60 hours

**PLUMBING IA**
This is the first semester of the 4-year NAPHCC curriculum which is required for plumbing apprentices.

Cost: TBD  MW – West Campus  6:30-9:30 PM  87 hours

**PLUMBING IB**
This is the second semester of the 4-year NAPHCC curriculum, which is required for plumbing apprentices.

Cost: TBD  MW – West Campus  6:30-9:30 PM  87 hours

**PLUMBING IIA**
This is the third semester of the 4-year NAPHCC curriculum which is required for plumbing apprentices.

Cost: TBD  MW – West Campus  6:30-9:30 PM  87 hours

**PLUMBING IIB**
This is the fourth semester of the 4-year NAPHCC curriculum, which is required for plumbing apprentices.

Cost: TBD  MW – West Campus  6:30-9:30 PM  87 hours

**PLUMBING IIIA**
This is the fifth semester of the 4-year NAPHCC curriculum which is required for plumbing apprentices.

Cost: TBD  MW – West Campus  6:30-9:30 PM  87 hours
PLUMBING IIIB
This is the sixth semester of the 4-year NAPHCC curriculum, which is required for plumbing apprentices.
Cost: TBD  
MW – West Campus  6:30-9:30 PM  87 hours

PLUMBING IVA
This is the seventh semester of the 4-year NAPHCC curriculum which is required for plumbing apprentices.
Cost: TBD  
MW – West Campus  6:30-9:30 PM  87 hours

PLUMBING IVB
This is the eight semester of the 4-year NAPHCC curriculum, which is required for plumbing apprentices.
Cost: TBD  
MW – West Campus  6:30-9:30 PM  87 hours

PLUMBING CODE STATE EXAM PREP
This course covers the use of the current NJ Plumbing Code, as well as other reference materials and tests designed to prepare students to take the NJ Plumbing Code Exam.
Cost: TBD  
T – West Campus  7:00-10:00 PM  36 hours

AUTO COLLISION REPAIR I
This course covers a variety of topics including the use of hand tools, safety practices and identification, construction, removal, replacement and repair of automobile body parts. The class builds lab activities into the program and provides instruction in damage analysis and estimating, structural analysis and damage repair, painting and refinishing, plastic and adhesives repair.
Cost: TBD  
TWTH – Med Campus  6:00-10:00 PM  128 hours

AUTO COLLISION REPAIR II
A continuation of Auto Collision Repair Part I, students will learn refinishing, including full body painting. They are exposed to oxy-acetylene, mig, and aluminum welding. Students are taught frame straightening on state-of-the-art equipment. The course includes air brushing and light mechanical repairs such as replacing water pumps, suspension parts, radiators, and condensers damaged in collisions. Students who satisfactorily complete the program can find employment in the auto body industry and will be able to progress rapidly to positions of greater responsibility.
Cost: TBD  
TWTH – Med Campus  6:00-10:00 PM  128 hours

AUTO TECHNOLOGY I (NATEF/ASE Certified)*
This program provides high tech training in the automotive field. This includes fundamentals, steering and suspension, and braking systems (disc, drum, and ABS). This course is recommended for those persons wanting to attain ASE certification in A-4 Steering and Suspension, and A-5 Brakes.
Cost: TBD  
MTWTH – Med Campus  5:00-10:00 PM  240 hours

AUTO TECHNOLOGY II (NATEF/ASE Certified)*
Auto Technology II includes power trains and drivelines, electricity and ignition. This course is recommended for those persons wanting to attain ASE certification in A-3 Manual Drive Trains and Axles, and A-6 Electrical/Electronic Systems.
Cost: TBD  
MTWTH – Med Campus  5:00-10:00 PM  240 hours
AUTOMOTIVE FUEL AND EMISSION SYSTEMS*
This course is recommended for persons wanting to attain ASE certification in A-6 Electrical/Electronic Systems and A-8 Engine performance. **Prerequisite: AUT501 and AUT502.**

Cost: TBD  
MW – West Campus  
6:00-10:00 PM  
128 hours

AUTOMOTIVE ENGINE REPAIR*
This course is recommended for persons wanting to attain ASE certification in A-1 Engine Repair. **Prerequisite: AUT501 and AUT502.**

Cost: TBD  
TTH – West Campus  
6:00-10:00 PM  
128 hours

AUTOMOTIVE TRANSMISSIONS/TRANSAXLES*
This course is recommended for persons wanting to learn the operation, diagnosis and repair of an automatic transmission or transaxle. You will disassemble an automatic transmission and see firsthand the operation of the clutches, bands and planetary gear train. You will be shown how and why automatic transmissions fail and how to properly repair one. If you are planning to take the ASE A-2 and Automatic Transmission Certification exam, then this class is for you. **Prerequisite: AUT501 and AUT502.**

Cost: TBD  
TTH – West Campus  
6:00-10:00 PM  
128 hours

ADVANCED COMPUTERIZED ENGINE CONTROLS, FORMERLY - AUTOMOTIVE COMPUTER SYSTEMS*
This course has the requirement of completing Engine Fuel and Emissions class. This session will align with the ASE L1 course. Items to be covered in this segment will be: advanced ignition systems, advanced fuel injection systems, variable valve timing, variable valve lift and computer networking. **Prerequisite: AUT501 and AUT502.**

Cost: TBD  
MW – West Campus  
6:00-10:00 PM  
128 hours

ASE Test Prep
This ASE refresher course program will cover the eight areas of ASE Certification A-1 through A-8. Instructors are ASE Master certified and have experience in taking these tests. The class content will include lecture, handouts, and some hands-on training. Testing during the lessons will be frequent to provide practice with ASE-style testing.

Cost: TBD  
MTWTH – West Campus  
6:00-10:00 PM  
120 hours  
Call for schedule

COMMERCIAL DRIVERS LICENSE (CDL) - TRUCK DRIVING PROGRAM
You can earn a CDL Class “A” license. Over 80% of training for this license is hands-on. Students will learn on late model century Freight Liner. Individualized instruction is taught by certified trainers. The start of class is customized to student’s availability and many carriers and/or employers reimburse tuition expenses.

Cost: TBD  
MTWTHF – West Campus  
8:00-3:30 PM  
150 hours  
Call for schedule

DIESEL TECHNOLOGY I
This program provides entry level training. Students learn by servicing and repairing diesel engines used in today’s fleet operations. The first semester areas of instruction include safety, tools, preventative maintenance inspection, electrical components, truck axle/drive shaft, wheels/tires, and truck brake systems.

Cost: TBD  
MTW – West Campus  
6:00-10:00 PM  
180 hours
DIESEL TECHNOLOGY II
This program provides entry level training. Students learn by servicing and repairing diesel engines used in today’s fleet operations. Prerequisite: Diesel Technology I

Cost: TBD | MTW – West Campus | 6:00-10:00 PM | 180 hours

EMISSION TECHNICIAN EDUCATION PROGRAM (ETEP FIRST)
BCIT is an official training center for the NJ Motor Vehicle State Emission Technician Education Program. This state-approved emission repairperson’s course covers the first five sections required by NJ. This course takes the place of ASE requirements.

Cost: TBD | MW – West Campus | 6:00-10:00 PM | 64 hours | Call for schedule

EMISSION TECHNICIAN EDUCATION PROGRAM (SECTIONS 1-10)
BCIT is an official training center for the NJ Motor Vehicle State Emission Technician Education Program. This state-approved emission repairperson’s course covers the entire 10 sections required by NJ to complete the program. This course takes the place of ASE requirements.

Cost: TBD | MW – West Campus | 6:00-10:00 PM | 112 hours | Call for schedule

ETEP SECTION #6 DIAGNOSING AND REPAIRING OBD II MONITORING FAILURES
This state-approved course fulfills the Section 6 requirement for ETEP. ETEP Section 6 is the five-year update. This course is required for previous ETEP technicians who do not have ASE L-1 certification.

Cost: TBD | TTH – West Campus | 6:00-10:00 PM | 16 hours | Call for schedule

ETEP SECTION #7 LIGHT DUTY DIESEL VEHICLE TECHNOLOGIES AND TESTING
This state-approved course fulfills the Section 7 requirement for ETEP and also replaces the ASE A-9 requirement also known as the A-9 by-pass course. This course will cover the diesel emission requirements for diagnosis and repair for gas engine technicians.

Cost: TBD | TTH – West Campus | 6:00-10:00 PM | 16 hours | Call for schedule

ETEP SECTION #8 ADVANCED GASOLINE TECHNOLOGIES
This state-approved course will coincide with the ASE L1.

Cost: TBD | TTH – West Campus | 6:00-10:00 PM | 16 hours | Call for schedule

ETEP SECTION #9 ADVANCED DIESEL TECHNOLOGIES
This state-approved course will coincide with the ASE A9.

Cost: TBD | TTH – West Campus | 6:00-10:00 PM | 8 hours | Call for schedule

ETEP SECTION #10 HYBRID TECHNOLOGIES
This state-approved course will coincide with the ASE L3.

Cost: TBD | TTH – West Campus | 6:00-10:00 PM | 8 hours | Call for schedule

STATE INSPECTOR TRAINING
This class will be scheduled based on requests. State testing times will be determined by NJ Motor Vehicle Commission.

Cost: TBD | FSa – West Campus | Time Varies | 12 hours | Call for schedule
STATE SPECIFIC TRAINING
This four hour program is required by the NJ Motor Vehicle Commission.

Cost: TBD
F – West Campus  6:00-10:00 PM  4 hours  Call for schedule

WELDING TECHNOLOGY I
This program provides Hobart Institute courses which are aligned with the objectives and curriculum of the American Welding Society. Welding I consists of safety, Oxyacetylene Welding, Cutting and Brazing, Gas Metal Arc Welding—basic, and Shielded Metal Arc Welding—basic.

Cost: TBD
MW – Med Campus  6:00-10:00 PM  180 hours
TTH – Med Campus  6:00-10:00 PM  180 hours

WELDING TECHNOLOGY II
This program provides Hobart Institute courses which are aligned with the objectives and curriculum of the American Welding Society. Welding II consists of blueprint reading for welders and fitters, Gas Metal Arc Welding—advanced, Shielded Metal Arc Welding— Structural and Flux cored Arc Welding. **Prerequisite:** Welding Technology I

Cost: TBD
MW – Med Campus  6:00-10:00 PM  180 hours
TTH – Med Campus  6:00-10:00 PM  180 hours

BARBERING CROSSOVER EXAM REVIEW
This 25 hour course reviews cosmetology skills. Candidate must have completed the requisite number of hours required by the previous training institution.

Cost: TBD
MTWTH – West Campus  8:00-4:00 PM  25 hours  Call for schedule

COSMETOLOGY I - IV
This program covers all of the areas required by the State Board of Cosmetology to meet the State of NJ requirements for licensure. Students are required to complete a minimum of 1,000 hours of instruction and must attain competencies in each of the following areas: State laws and regulations, Sanitation and Sterilization, Skin Care and Shaving, Hair and Scalp Treatments, Shampooing, Hair Shaping, Hairstyling, Hair Coloring, Chemical Curl Reformation, Manicuring and Pedicuring, Related Sciences, Professional Ethics, Shop/Salon Management, and State Board Exam Prep. Day program is ten (10) months in duration, which includes four modules to this class.

Cost: TBD
MTWTH – West Campus  8:00-4:00 PM  270 hours

COSMETOLOGY REFRESHER COURSE
This class will be scheduled based on requests. The course reviews basic cosmetology theory and practical concepts, and is designed to meet the 250 hour refresher course requirement designated by the NJ State Board of Cosmetology and Hairstyling. Candidate must have completed the requisite number of hours required by the previous training institution. Transcripts must be presented upon registration.

Cost: TBD
MTWTH – West Campus  8:30-4:30 PM  1080 hours

INTRODUCTION TO WATER AND WASTEWATER OPERATION
The first 90-hours of this course cover mathematics and science needed for water/wastewater operation. Topics include mathematical operations, algebra, geometry, and physics as applied to hydraulics electricity, chemistry, and microbiology. The remaining 90-hours address water distribution and treatment. Satisfactory completion of IWW101 (180 hours), one year of on-the-job experience and a high school diploma are the NJ state requirements for the S-1, C-1, and T-1 level Water and Wastewater Operation Licensing.
INDUSTRIAL WASTE TREATMENT
This course provides an introduction to industrial waste treatment and preparation for the N-1/N-2 exams. **Prerequisite:** Introduction to Water and Wastewater Operation & Advanced Wastewater Operation

Cost: TBD  
TTH – West Campus  6:00-10:00 PM  180 hours

ADVANCED WATER OPERATION
**Prerequisite:** Introduction to Water and Wastewater Operation

Cost: TBD  
TH – West Campus  6:30-9:30 PM  45 hours

ADVANCED WASTEWATER OPERATION
This course covers advanced wastewater topics such as treatment methods, sludge digestion, solids handling, advanced wastewater treatment, disinfection, laboratory analysis and administrative issues related to the wastewater field. Satisfactory completion allows participants to apply for an S-2 state license as long as the participant also meets all requirements listed in N.J.A.C.7:10A-1.15. **Prerequisite:** Introduction to Water and Wastewater Operation

Cost: TBD  
MW – West Campus  6:00-9:00 PM  90 hours

ADVANCED COLLECTIONS OPERATIONS
This course covers alternative facilities, collection systems, operation, and maintenance of pipelines, new construction, sewer repair, pumping facilities, safety, emergency response, and public relations. **Prerequisite:** Introduction to Water and Wastewater Operation (WWA101)

Cost: TBD  
TTH – West Campus  6:00-9:00 PM  45 hours

VERY SMALL WATER SYSTEMS
This course meets the requirements of NJ Department of Environmental Protection for certification towards the Very Small Water System (VSWS) License. Satisfactory completion allows participants to apply for a class 1 state license as long as the participant also meets all requirements listed in N.J.A.C.7: 10A-1.15.

Cost: TBD  
MW – West Campus  6:00-9:00 PM  12 hours

ADVANCED MANUFACTURING & FABRICATION
The Advanced Manufacturing & Fabrication Program is designed to provide students with the advanced manufacturing skills for those seeking employment in machine technology and CNC manufacturing environments. Students develop manufacturing skills in mathematics, blueprint reading, principles of quality control, lathe, milling, drill press operations, surface grinding, CNC and much more. Students spend approximately half their time in classroom activities and half in hands-on activities at BCIT’s new Advanced Manufacturing Shop. Upon successful completion of the program, student will be able to take the National Institute of Metalworking Skills (NIMS) exam. This exam will certify an individual’s skills as measured against NIMS Standards. Earning credentials requires a performance project and a theory test. The projects and theory tests are drawn directly from the NIMS Standards, and are written and piloted by industry. Tuition includes safety glasses, book and NIMS certification exam.

Cost: TBD  
MTWTH – Med Campus  8:00-4:00 PM  335 hours