



Burlington County Institute of Technology

Adult Education

Westampton · 695 Woodlane Road, Westampton, NJ 08060 · (609) 267-4226 ext. 8231 · Fax (609) 267-3752
Medford · 10 Hawkin Road, Medford, NJ 08055 · (609) 654-0200 ext. 8426 · Fax (609) 654-2698

BCIT Adult Education Course Catalog

Discover Your Potential

Fall 2018 & Spring 2019

For more details about our course offerings please see our online brochure at www.bcit.cc/adulteducation or contact the adult education office for further questions. Fall Registration deadline is August 17, 2018. Spring Registration Deadline is January 8, 2018.

Calendar for the School Year

September	3	Labor Day	School Closed
	4	Adult Classes	Begin this Week
	10	Rosh Hashanah	School Closed
	19	Yom Kippur	School Closed
	27	Back to School Night	No Evening Classes
October	8	Columbus Day	School Closed
	25	Discovery Night	No Evening Classes
November	8-9	NJEA Convention	School Closed
	21	Thanksgiving Recess	No Evening Classes
	23-24	Thanksgiving Recess	School Closed
December	6	PAC Meeting – West Campus	No Evening Classes
	21	Winter Recess	No Evening Classes
	24-28	Winter Recess	School Closed
January	1	Winter Recess	School Closed
	21	Dr. Martin Luther King, Jr. Day	School Closed
February	15,18	President's Day	School Closed
	21	Discovery Night	No Evening Classes
April	11	PAC Meeting – Medford Campus	No Evening Classes
	18	Spring Recess	No Evening Classes
	19	Spring Recess	School Closed
	22-26	Spring Recess	School Closed
May	27	Memorial Day	School Closed

BCIT Adult School Office hours at Westampton and Medford

Westampton Monday through Thursday 9:00 a.m. to 9:00 p.m. Closed Fridays
Medford Tuesday through Thursday 5:00 p.m. to 9:00 p.m. Closed Fridays

BCIT Adult Education Programs are looking for highly motivated staff. Turn your skills and knowledge into a rewarding part-time day or evening position at our Westampton and Medford campuses. Check our website at www.bcit.cc or call us at 609-267-4226, ext. 8231 for further details.

Where else can you get a Career in less than one year?

BCIT REGISTRATION INFORMATION

BCIT Adult Education offers several easy ways to register for a course/program. To ensure a placement in the class of your choice, please register through one of the three methods:

ONLINE: Complete an on-line registration form at www.bcit.cc. Go to the Adult Education page.

MAIL: Complete a registration form and mail it in with payment to: BCIT Adult Education, 695 Woodlane Road, Westampton, NJ 08060.

IN PERSON: Come to the Westampton Campus, fill out a registration form, and submit it with payment for the course.

FAX: Complete a registration form and fax it to 609-267-3752. Make sure that you complete the bottom portion with payment information.

BCIT POLICY AND PROCEDURES

Absences

- Students must have a minimum attendance of 85%. Some programs have more stringent attendance requirements because of federal and/or state regulations governing licensure. Students must adhere to these requirements.
- There are no excused absences for Adult Education Programs.

Administration

- The administration reserves the right to withdraw any course, which has insufficient registration, and to change the schedule when circumstances warrant a change.

Admission Requirements

- All students applying for admission to Adult Education Programs must be 18 years of age.
- In-school, high school students with senior standing, and 18 years of age who are enrolled in a sending district school or BCIT, may be in an Adult Education Program with written permission from the principal or superintendent from the school in which they are enrolled. This written permission must be submitted at the time of registration. All students must pay registration and tuition fees.
- Students applying for State Licensing programs, which have high school diploma or equivalent as a requirement, must provide a copy of this documentation.

Cancellation Policy

- All courses are subject to cancellation where registration is insufficient. A 100% refund will be made for classes cancelled by Burlington County Institute of Technology.

Certificate Programs

- Students must maintain a 70% (2.0) grade average or they may be placed on academic probation, subject to recommendation for dismissal.

Certificates

- Completion certificates are issued upon successful completion of the course/program. Some programs have more stringent attendance requirements because of federal and/or state regulations governing licensure. Students must adhere to these requirements.

Refund/Drop Class Policy

- If a student wishes to drop a class after enrolling in the class, and at least 24 hours prior to the first class session with the exception of Practical Nursing, Certified Nurse Aide, Certified Homemaker/Home Health Aide and CDL. Withdrawals made less than 60 days prior to the start date of Practical Nursing are not eligible for reimbursement of acceptance fees. Withdrawals for Certified Nurse Aide or Certified Homemaker/Home Health Aide must be made at least 14 days prior to the start date of class to be eligible for a refund. Withdrawals made for CDL must be made at least 7 days prior to the start date of class to be eligible for a refund. A full refund minus the \$25.00 registration fee will be made to the student provided the student adheres to these guidelines. A student is not eligible for a refund after this time period has lapsed. No refund requests will be honored beginning 24 hours prior to the first class.

Tuition

- The entire tuition must be paid at the time of registration. You can pay by cash, check, money order, or charge (DISCOVER, VISA, or MASTERCARD). There is a \$50.00 charge for checks issued to Burlington County Institute of Technology that are returned due to insufficient funds. ** BCIT Alumni will receive a 10% discount off the total course cost.

Fees & Missed/Make-up Hours

- Late Registration Fee: There will be a \$25 assessment if you register after the established deadline.
- Out-of-County Fee: There will be a \$50 Out-of-County assessment for all out of county residents. The fee does not apply to LPN TABE Testing.
- Missed Payment Fee: There will be a \$50 fee assessment for each payment received after the established payment schedule. This only applies to LPN, Dental Assisting and Cosmetology Courses, which have an established payment schedule.
- Missed/Make-up Hours: If you are required to make-up missed class hours, then there is a cost of \$35 per hour required to meet the course requirements.

Third Party Registration

- Any agency that desires to register a student should have all required paper work to the Adult Education Division nine (9) working days before the date of the final registration. Failure to submit all pertinent paperwork will result in relinquishing the seat to the public for admission/registration.

Healthcare

BASIC LIFE SUPPORT (BLS)

FOR HEALTHCARE PROVIDERS- CPR/AHA

The goal of the BLS for Healthcare Providers course is to train participants to save lives of victims in cardiac arrest through high quality cardiopulmonary resuscitation (CPR). The American Heart Association designed the BLS for Healthcare Providers Course to prepare healthcare professionals to perform CPR in 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: \$62	W	Westampton
5:00 p.m.-10:00 p.m.	5 hours	
09/05/2018		03/06/2019
10/03/2018		04/03/2019
11/07/2018		05/01/2019
12/05/2018		06/05/2019
01/02/2019		07/10/2019
02/06/2019		08/07/2019

CERTIFIED HOMEMAKER HOME HEALTH AIDE

The HHHHA 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.

FOR CNA APPLICANTS

Prerequisite: CNA Certificate

Cost: \$252	MTTH	Westampton
9:00 a.m.-2:30 p.m.	10 hours	
10/29/2018		12/17/2018
03/11/2019		06/06/2019

FOR NON-CNA APPLICANTS

Cost: \$979	MTWTH	Westampton
5:00 p.m.-9:00 p.m.	76 hours	Call for schedule

*Must show valid proof of NJ CNA Certification at time of registration and proof of employment as a CNA within the last two (2) years (letter from employer).

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.

BLS101

Receive packet at time of registration. Packet information is due back for review two weeks before start date of class.

Cost: \$1,239	MTWTH	Westampton
<u>CNA601</u>	90 hours	
9 a.m.-2:00 p.m.		01/28/2019
09/11/2018		
<u>CNA602</u>	MTWTH	Westampton
9 a.m.-2:00 p.m.	90 hours	
11/19/2018		04/01/2019
<u>CNA603</u>	MTWTH	Westampton
9 a.m.-2:00 p.m.	90 hours	
		06/03/2019
<u>CNA501</u>	MTWTH	Medford
5:00-9:00 p.m.	90 hours	
09/11/2018		01/28/2019
<u>CNA502</u>	MTWTH	Medford
5:00 p.m.-9:00 p.m.	90 hours	
11/19/2018		04/08/2019

DENTAL ASSISTING I

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 Chairside Exam (GC); and New Jersey Registered Dental Assistant registration (RDA). **Receive packet at time of registration. Copy of high school diploma required.**

Cost: \$3,944	MTWTH	Westampton
8:30 a.m.- 4:30 p.m.	550 hours	11/01/2018

DENTAL ASSISTING II

Prerequisite: DEN601

Cost: \$3,944	MTWTH	Westampton
8:30 a.m.- 4:30 p.m.	550 hours	03/28/2019

DENTAL ASSISTING for ADVANCED STANDING

DEN501

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: \$2,244	MTWTH	Westampton
8:30 a.m.- 4:30 p.m.	550 hours	Call for Schedule

PHARMACY TECHNICIAN

PHA602

This comprehensive 105 hour course (75 hours classroom, 30 hours clinical) prepares the technician with a thorough knowledge and understanding of the duties and responsibilities of a pharmacy technician including standards of practice, ethics, and policies governing pharmacy practice. The program prepares the pharmacy technician to sit for certification and includes all aspects of the role covered in the certification exam. **THIS IS A RCBC COURSE. You MUST register for this course at RCBC.**

Cost: \$1,400
6:00 a.m.-9:30 p.m.

MW
105 hours

RCBC-Mt. Laurel
01/07/2019

Why Register Early?

BCIT Adult Education's cancellation process begins 1 week before the class starts. We analyze if the class will be viable to support the instructor. PLEASE register early and you will not be disappointed!

Medical Assisting Program

MEDICAL ASSISTING PROGRAM

MED600

The Medical Assistant program is a two-semester program that provides cognitive, psychomotor and affective competency training for student to develop the knowledge, skill sets, and professional behaviors of a multi-skilled allied health professional. The program is based on core curriculum standards and guidelines that will prepare the student to sit for the national certification examination for the medical assistant. The program provides training in both the administrative and clinical roles of the Certified medical Assistant (CMA), and comprises specific modules that allow the student to build upon gained knowledge; and to demonstrate skills competencies during lab. and in the supervised clinical setting. CMAs work primarily in ambulatory healthcare settings including medical offices, and clinics, under the supervision of a licensed healthcare provider. Administrative duties for the certified medical assistant include; Scheduling and receiving patients, Preparing and maintaining medical records, Performing basic secretarial skills and medical transcription, Handling telephone calls and writing correspondence, Serving as a liaison between the physician and other individuals, and Managing practice finances. Clinical duties of the certified medical assistant include; Asepsis and infection control, Taking patient histories and vital signs, Performing first aid and CPR, Preparing patients for clinical procedures, Assisting the physician with examinations and treatments, Collecting and processing specimens, Performing selected diagnostic tests, Preparing and administering medications, and other delegated assignments directed by the licensed healthcare provider. Students may register for individual modules, or register for all modules together as one course.

Cost: \$6,000
9:00 a.m.-3:00 p.m.

MWTH
720 hours

Medford
11/01/2018

MEDICAL ADMINISTRATIVE ASSISTING

MED603

This is Module I of the MA Program. The Administrative Medical Assisting course is a 150 hour module towards completion of the Medical Assisting program. The Medical Assisting program is completed in two semesters. The Certified Administrative Medical Assistant duties will include: Scheduling and receiving patients, preparing and maintaining medical records, performing basic secretarial skills and medical transcription, handling telephone calls and writing correspondence, serving as a liaison between the physician and other individuals, and managing practice finances. *In order to earn a passing grade in this course, the student must successfully complete cognitive, psychomotor and affective competencies of the course.*

Cost: \$948
9:00 a.m.-3:00 p.m.

MTWTH
150 hours

Medford
09/11/2018

ELECTROCARDIOGRAPHY (ECG)

MED604

This is Module II of the MA Program. This comprehensive ECG Technician Certification Program prepares students to function as ECG

11/27/2018

Technicians and to take the National Healthcareer Association Electrocardiograph (EKG) Technician exam in addition to other National Certification Exams. This course will include important practice and background information on anatomy of the heart and physiology, medical disease processes, medical terminology, medical ethics, legal aspects of patient contact, the Holter monitor, electrocardiography and echocardiography.

Cost: \$910
9:00 a.m.-3:00 p.m.

MTWTH
58 hours

Medford
11/01/2018

PHLEBOTOMY

MED605

This is Module III of the MA Program. This Phlebotomy module will prepare the student to be able to demonstrate cognitive, psychomotor, and affective competencies in the role of a certified phlebotomy technician, and as a member of the healthcare team. This course will teach the theory and practice of phlebotomy procedures, including proper collection techniques, special collections, processing and transporting specimens, and safety and compliance regulations. Certified phlebotomy technicians draw blood specimens from patients in hospitals, blood centers, or similar facilities, for analysis or other medical purposes. They also evaluate patients for their ability to withstand venipuncture procedures, explain venipuncture procedures and answer patient questions, perform basic point of care testing such as checking blood glucose levels, and prepare blood, urine, and other body fluid specimens for testing, according to established standards. One hundred (100) hours of hands on clinical training and practicum experiences will provide students the opportunity to make at least 100 successful unaided blood collections, including venipunctures and skin punctures.

Cost: \$1,919
9:00 a.m.-3:00 p.m.

MTWTH
160 hours

Medford
11/26/2018

CLINICAL MEDICAL ASSISTING

MED606

This is Module IV of the MA Program. Clinical Medical Assisting is a 192 hour module towards completion of the Medical Assisting program. The Medical Assisting program is completed in two semesters. The Certified Clinical Medical Assistant duties will include; Asepsis and infection control, Taking patient histories and vital signs, Performing first aid and CPR, Preparing patients for clinical procedures, Assisting the physician with examinations and treatments, Collecting and processing specimens, Performing selected diagnostic tests, Preparing and administering medications, and other delegated assignments directed by the licensed healthcare provider. In order to earn a passing grade in this course, the student must successfully complete cognitive, psychomotor and affective competencies of the course. *In order to earn a passing grade in this course, the student must successfully complete cognitive, psychomotor and affective competencies of the course. Prerequisite: Admin. Med Assist, ECG and Phlebotomy*

Cost: \$1,213
9:00 a.m.-3:00 p.m.

MTWTH
192 hours

Medford
02/02/2019

CLINICAL PRACTICUM

MED607

This is Module V of the MA Program. The Medical Assisting Practicum is a 160- hour module (Module V) towards completion of the Medical Assisting program. The Medical Assisting program is completed in two semesters. The Medical Assisting Practicum is the unpaid supervised performance of administrative and clinical medical assisting functions, in an ambulatory medical healthcare setting. *In order to earn a passing grade in*

this course, the student must successfully complete cognitive, psychomotor and affective competencies of the course. Prerequisite: Clinical Medical Assisting

Cost: \$1,010 MTWTH Medford
9:00 a.m.-3:00 p.m. 160 hours 04/08/2019

Patient Care Program

PATIENT CARE TECHNICIAN PROGRAM

PCT600

The Patient Care Technician (PCT) program can be completed in two semesters. The program is a collection of five (5) modules. Each module in the program provides the cognitive, psychomotor and affective competency training for the student to develop the knowledge, skill sets, and professional behaviors of a multi-skilled healthcare professional. Certified Patient Care Technicians provide direct patient care under the supervision of the licensed healthcare providers, in acute and outpatient healthcare settings. PCTs provide patients?? basic healthcare needs including bathing, feeding, maintaining patient environment and equipment, acquiring, distributing and administering patient care supplies, accommodating the special needs of patients, obtaining and documenting vital signs, and phlebotomy and electrocardiography functions.

INTRODUCING THE PATIENT CARE TECHNICIAN

IPC601

This 12-hour course addresses additional Patient Care Technician responsibilities that are not included in modules I - IV of the Patient Care Technician program. This course serves to complete requirements in the cognitive, psychomotor and affective domains to meet direct patient healthcare needs. Successful completion of Modules I - V in the Patient Care Technician program provides eligibility to sit for the final exam for certification as a Patient Care Technician.

Cost: \$4,883 MTWTHF Medford
Call for schedule 320 hours 09/11/2018

Cost: \$563 F Medford
9:00 a.m.-1:15 p.m. 12 hours
11/30/2018 05/17/2019

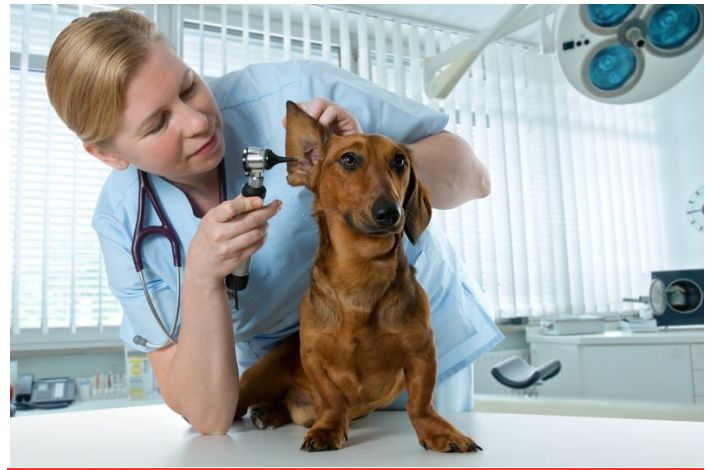
Animal Care/Veterinary Technology

PET GROOMING I

PET101

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: \$630 MW Westampton
6:30 p.m.-9:30 p.m. 72 hours 09/24/2018



ADVANCED PET GROOMING

PET102

This course provides primarily hands-on training to perfect grooming techniques necessary to work in pet grooming salons and some local veterinary practices. **Prerequisite: PET101**

Cost: \$630 MW Westampton
6:30 p.m.-9:30 p.m. 72 hours 01/07/2019

VETERINARY ASSISTING I

VET501

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.

VETERINARY ASSISTING II

VET502

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: VET501**

Cost: \$1,731 MWTH Medford
5:00 p.m.-10:00 p.m. 180 hours 09/12/2018

Cost: \$1,731 MWTH Medford
5:00 p.m.-10:00 p.m. 180 hours 01/07/2019

Building Trades Technology

CARPENTRY I

BLD101

The Carpentry I program will enable you to learn and build your skills and confidence to become a carpenter, home remodeler or handyman. What is learned in class is applied hands on as students will be building an 8' X 8' house. Course work will provide coverage in hand and power tools, tool and jobsite safety, building materials, carpentry math, blueprint reading, material estimating, footings and foundations, floor framing, wall framing (to include door and window openings), wall sheathing, ceiling joist, gable (common) roof rafters and the interpretation of building codes

Cost: \$1,838 MTW Medford
5:30 p.m.-10:00 p.m. 180 hours 09/11/2018

CARPENTRY II

BLD102

The Carpentry II program is a continuation of Carpentry I. Course work will provide coverage in hip rafters, stairs and railings, windows, doors. Siding, roofing, drywall, interior trim (door/window casing, baseboard and crown molding), tile, flooring and the interpretation of building codes.

Prerequisite: BLD101

Cost: \$1,838 MTW Medford
5:30 p.m.-10:00 p.m. 180 hours 01/07/2019

HOME REPAIR

BLD103

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: \$420 M Medford
7:00 p.m.-10:00 p.m. 36 hours
09/17/2018 02/04/2019

BLUEPRINT READING FOR RESIDENTIAL CONSTRUCTION

BLD104

This course prepares students to work with residential blueprints.

Cost: \$309 T Medford
7:00 p.m.-10:00 p.m. 36 hours
09/11/2018 01/08/2019

ELECTRICAL TRADES I

ELC501

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: \$1,704 MTW Medford
6:00 p.m.-10:00 p.m. 180 hours 09/11/2018

ELECTRICAL TRADES II

ELC502

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:** ELC501

Cost: \$1,704 MTW Medford
6:00 p.m.-10:00 p.m. 180 hours 01/23/2019

ELECTRICITY I

ELC101

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: \$605 MW Westampton
6:00 p.m.-10:00 p.m. 88 hours 09/12/2018

ELECTRICITY II

ELC102

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: ELC101

Cost: \$605 MW Westampton
6:00 p.m.-10:00 p.m. 88 hours 01/07/2019

ELECTRICITY III

ELC103

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:** ELC102

Cost: \$605 MW Westampton
6:00 p.m.-10:00 p.m. 88 hours 09/12/2018

ELECTRICITY IV

ELC104

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:** ELC103

Cost: \$605 MW Westampton
6:00 p.m.-10:00 p.m. 88 hours 01/07/2019

ELECTRICITY V

ELC105

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, and variable frequency drives for alternating current motors, and inputs and outputs of programmable controllers. **Prerequisite:** ELC104

Cost: \$605 MW Westampton
6:00 p.m.-10:00 p.m. 88 hours 09/12/2018

ELECTRICITY VI - BLUEPRINT READING FOR ELECTRICAL

ELC106

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: \$605 MW Westampton
6:00 p.m.-10:00 p.m. 88 hours 01/07/2019

ELECTRICITY VII – JOURNEY WORKER'S **ELC107**
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: ELC105**

Cost: \$605 TTH Westampton
6:00 p.m.-10:00 p.m. 88 hours 01/08/2019

HEATING, VENTILATION, AIR **ACR501**
CONDITIONING & REFRIGERATION I **ACR503**

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 and actual components will be taught along with good safety practices.

Cost: \$2,385 MTTH Westampton
6:00 p.m.-10:00 p.m. 180 hours 09/11/2018

HEATING, VENTILATION, AIR **ACR502**
CONDITIONING & REFRIGERATION II **ACR504**

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 and actual components will be taught along with good safety practices. EPA Certification Test given. **Prerequisite: HVAC I**

Cost: \$2,385 MTTH Westampton
6:00 p.m.-10:00 p.m. 180 hours 01/28/2019

HVAC LICENSING EXAM **ACR102**
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: \$415 TTH Westampton
7:00-10:00 p.m. 36 hours Call for schedule

PLUMBING FOR BEGINNERS **PLB100**

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 repair 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: \$625 MW Westampton
6:30 p.m.-9:30 p.m. 60 hours
09/18/2018 01/07/2019

PLUMBING I **PLB501**

The plumbing program is a course that will provide students with theory and knowledge from basic practices and applications to a more advanced level of design code compliance and evaluation of installation practices. Modules of information, trade terms and methods of design, application and installation will be reviewed, discussed and exercised in a shop setting lab and the use of live equipment tools, parts, fittings and fixtures will be

installed and serviced. Plumbing Sciences and mathematics will be integrated into each module of learning where applicable, as well as, business law and marketing and contracting terminology and common practices.

Cost: \$2,100 MTW Westampton
6:00 p.m.-10:00 p.m. 180 hours Call for schedule

PLUMBING II **PLB502**

Prerequisite: COS551

This is the second semester and continuation of Plumbing I.

Cost: \$2,100 MTW Westampton
6:00 p.m.-10:00 p.m. 180 hours Call for schedule

PLUMBING IA **PLB101**

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

Cost: \$646 MW Westampton
6:30 p.m.-9:30 p.m. 87 hours 09/12/2018

PLUMBING IB **PLB102**

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

Cost: \$646 MW Westampton
6:30 p.m.-9:30 p.m. 87 hours 01/23/2019

PLUMBING IIA **PLB103**

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

Cost: \$646 MW Westampton
6:30 p.m.-9:30 p.m. 87 hours 09/12/2018

PLUMBING IIB **PLB104**

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

Cost: \$646 MW Westampton
6:30 p.m.-9:30 p.m. 87 hours 01/23/2019

PLUMBING IIA **PLB105**

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

Cost: \$646 MW Westampton
6:30 p.m.-9:30 p.m. 87 hours 09/12/2018

PLUMBING IIB **PLB106**

This is the sixth semester of the 4-year NAPHCC curriculum, which is required for plumbing apprentices.

Cost: \$646 MW Westampton
6:30 p.m.-9:30 p.m. 87 hours 01/23/2019

PLUMBING IVA **PLB107**

This is the seventh semester of the 4-year NAPHCC curriculum, which is required for plumbing apprentices.

Cost: \$646 MW Westampton
6:30 p.m.-9:30 p.m. 87 hours 09/12/2018

PLUMBING IVB **PLB108**

This is the eight semester of the 4-year NAPHCC curriculum, which is required for plumbing apprentices.

Cost: \$646 MW Westampton
6:30 p.m.-9:30 p.m. 87 hours 01/23/2019

PLUMBING CODE STATE EXAM PREP **PLB109**
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: \$536 T Westampton
7:00 p.m.-10:00 p.m. 36 hours 01/22/2019

Automotive/Diesel & Small Engine Technology

AUTO COLLISION REPAIR I **ARP501**
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: \$1,470 TWTH Medford
6:00 p.m.-10:00 p.m. 128 hours 09/11/2018

AUTO COLLISION REPAIR II **ARP502**
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: \$1,470 TWTH Medford
6:00 p.m.-10:00 p.m. 128 hours 01/08/2019

AUTOMOTIVE TECHNOLOGY I **AUT501**
(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: \$2,766 MTWTH Medford
5:00 p.m.-10:00 p.m. 240 hours 12/10/2018

AUTOMOTIVE TECHNOLOGY II **AUT502**
(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: \$2,766 MTWTH Medford
5:00 p.m.-10:00 p.m. 240 hours 03/18/2019

AUTOMOTIVE FUEL AND EMISSION SYSTEMS **AUT503**
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: \$1,088 MW Westampton
6:00 p.m.-10:00 p.m. 128 hours 09/12/2018

AUTOMOTIVE ENGINE REPAIR **AUT504**
This course is recommended for persons wanting to attain ASE Certification in A-1 Engine Repair. **Prerequisites: AUT501 and AUT502**

Cost: \$1,067 TTH Westampton
6:00 p.m.-10:00 p.m. 128 hours 09/11/2018

AUTOMATIC TRANSMISSIONS/ TRANSAXLES **AUT506**
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. Automatic Transmission Certification exam, this class is for you. **Prerequisite: AUT501 and AUT502.**

Cost: \$1,067 TTH Westampton
6:00 p.m.-10:00 p.m. 128 hours 02/05/2019

ADVANCED COMPUTERIZED ENGINE CONTROLS, FORMERLY-AUTOMOTIVE COMPUTER SYSTEMS **AUT507**
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 injections systems, variable valve timing, variable valve lift and computer networking. **Prerequisite: AUT501 and AUT502.**

Cost: \$1,088 MW Westampton
6:00 p.m.-10:00 p.m. 128 hours 02/04/2019

ASE TEST PREP **ASE101**
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: \$1,285 MTWTH Westampton
6:00 p.m.-10:00 p.m. 120 hours 01/07/2019

COMMERCIAL DRIVERS LICENSE (CDL) – TRUCK DRIVING PROGRAM – CLASS A **CDL601**
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. Certified trainers teach individualized instruction. The start of class is customized to student’s availability and many carriers and/or employers reimburse tuition expenses.

Cost: \$3,998 MTWTHF Westampton
CDL601 8:00 a.m.-3:30 p.m. 150 hours
09/11/2018 01/07/2019

CDL602 MTWTHF Westampton
8:00 a.m.-3:30 p.m. 150 hours
12/11/2018 03/04/2019

COMMERCIAL DRIVERS LICENSE (CDL) – CDL701
TRUCK DRIVING – CLASS B

Earn a CDL Class "B" license. Over 80% of training for this license is hands-on. Certified trainers teach individualized instruction.

Cost: \$3,275

CDL701 MTWSa Westampton
M-W 7-10:00 a.m./Sa .8-3 p.m. 100 hours 12/17/2018

DIESEL TECHNOLOGY I DSL501

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: \$1,706 MTW Westampton
6:00 p.m.-10:00 p.m. 180 hours
9/11/2018 01/22/2019

DIESEL TECHNOLOGY II DSL502

This program provides entry level training. Students learn by servicing and repairing diesel engines used in today's fleet operations. **Prerequisite: DSL 501**

Cost: \$1,706 MTW Westampton
6:00 p.m.-10:00 p.m. 180 hour 01/22/2019

EMISSION TECHNICIAN AUM304
EDUCATION PROGRAM (ETEP FIRST/SECTIONS #1-5)

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: \$1,017 MW Westampton
6:00 p.m.-10:00 p.m. 64 hours 01/07/2019

EMISSION TECHNICIAN AUM300
EDUCATION PROGRAM (SECTION #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: \$2,419 MW Westampton
6:00 p.m.-10:00 p.m. 112 hours 01/07/2019

ETEP SECTION #6 AUM303
DIAGNOSING AND REPAIRING
OBD II MONITORING FAILURES

This state-approved course fulfills the Section 6 requirements 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: \$349 MW Westampton
6:00 p.m.-10:00 p.m. 16 hours 02/13/2019

ETEP SECTION #7 AUM301
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: \$349 MW Westampton
6:00 p.m.-10:00 p.m. 16 hours 03/04/2019

ETEP SECTION #8 AUM318
ADVANCED GASOLINE TECHNOLOGIES

This course will coincide with the ASE L1
Cost: \$349 MW Westampton
6:00 p.m.-10:00 p.m. 16 hours 03/18/2019

ETEP SECTION #9 AUM319
ADVANCED DIESEL TECHNOLOGIES

This course will coincide with the ASE A9.
Cost: \$268 MW Westampton
6:00 p.m.-10:00 p.m. 8 hours 04/01/2019

ETEP SECTION #10 AUM320
HYBRID TECHNOLOGIES

This course will coincide with the ASE L3.
Cost: \$268 MW Westampton
6:00 p.m.-10:00 p.m. 8 hours 04/08/2019

STATE INSPECTOR TRAINING SSI101

This class will be scheduled based on request. State testing times will be determined by NJ Motor Vehicle Commission.

Cost: \$296 FSA Westampton
F 6:00 p.m.-10:00 p.m. 12 hours 11/30/2018
Sa 8:00 a.m. - 4:00p.m.

STATE SPECIFIC TRAINING SSI101A

This four-hour program is required by the NJ Motor Vehicle Commission.

Cost: \$134 F Westampton
6:00 p.m.-10:00 p.m. 4 hours 11/30/2018



Welding Technology

WELDING TECHNOLOGY I

WLD503

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: \$2,300 MTTH Medford
6:00 p.m.-10:00 p.m. 180 hours
09/11/2018 01/28/2019

WELDING TECHNOLOGY II

WLD504

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: \$2,300 MTTH Medford
6:00 p.m.-10:00 p.m. 180 hours
09/11/2018 01/28/2019

Cosmetology

BARBERING CROSSOVER EXAM REVIEW

COS505

This 25-hour course reviews cosmetology skills. Candidate must have completed the requisite number of hours required by the previous training institution. Transcripts must be presented upon registration.

Cost: \$368 MTWTH Westampton
8:00 a.m.-4:00 p.m. 25 hours Call for schedule

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: \$2,773 MTWTH Westampton
8:00 a.m.-4:00 p.m. 270 hours 01/29/2019

COSMETOLOGY I-IV

COS600

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. High School diploma or GED required or state licensing examination.

Cost: \$8,310 MTWTH Westampton
8:00 a.m.-4:00 p.m. 1080 hours 09/05/2018

ESTHETICIAN

This course will prepare the student to specialize in Esthetics. The student will learn the necessary skills to enter the Skin Care industry with confidence and the ability to grown within the field.

The program will cover the material needed to qualify for the New Jersey state board examination. With competencies established by the New Jersey State Board of Cosmetology & Hairstyling, the student will have the preparation for the New Jersey license: Skin Care Specialist.

ESTHETICIAN I

COS551

Cost: \$2,225 MTWTH Westampton
4:00 p.m.-9:00 p.m. 340 hours Call for schedule

ESTHETICIAN II

COS552

Prerequisite: COS551
Cost: \$2,225 MTWTH Westampton
4:00 p.m.-9:00 p.m. 340 hours Call for schedule

COSMETOLOGY REFRESHER COURSE

COS605

This class will be scheduled based on requests. The course reviews basic cosmetology theory and practical concepts, and is designed to meet the

Water/ Wastewater Management

INTRODUCTION TO WATER AND WASTEWATER OPERATION

WWA101

The first 90-hours of this course covers the 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 addresses 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.

Cost: \$1,920 TTH Westampton
6:00 p.m.-10:00 p.m. 180 hours 09/11/2018

INDUSTRIAL WASTE TREATMENT

WWA102

This course provides an introduction to industrial waste treatment and preparation for the N-1/N-2 exams. **Prerequisite: WWA101 and WWA104**

Cost: \$397 TH Westampton
6:30 p.m.-9:30 p.m. 45 hours
09/13/2018 02/07/2019

ADVANCED WATER OPERATION

WWA103

Prerequisite: WWA101
Cost: \$922 MT Westampton
6:00 p.m.-9:00 p.m. 90 hours
09/11/2018 02/04/2019

ADVANCED WASTEWATER OPERATION**WWA104**

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: WWA101**

Cost: \$922 MW Westampton
 6:00 p.m.-9:00 p.m. 90 hours
 09/12/2018 02/04/2019

ADVANCED COLLECTIONS OPERATIONS**WWA105**

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: WWA101**

Cost: \$397 TTH Westampton
 6:00 p.m.-9:00 p.m. 45 hours
 09/11/2018 01/03/2019

VERY SMALL WATER SYSTEMS**WWA106**

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.7:110A-1.15. (\$200.00 is paid by DEP grant)

Cost: \$260 MW Westampton
 6:00 p.m.-9:00 p.m. 12 hours
 09/24/2018 01/07/2019

Payment Plans

BCIT Adult Education Payment plans are available for certain courses. In order to qualify, you must complete and submit the agreed upon scheduled payment plan with deposit in person at the Adult Education Office.

Advanced Manufacturing & Fabrication

ADVANCED MANUFACTURING & FABRICATION**AMF601**

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: \$5,050 MTWTH Medford/ RCBC-Mt. Laurel
 5:00 a.m.-10:00 p.m. 340 hours 09/24/2018

Digital Accounting

ACCOUNTING FUNDAMENTALS**ACT101**

The Accounting Fundamentals course will provide an understanding of the purpose of the accounting system and the accounting cycle. Students will learn the concepts, principles, and standard guidelines that are used to operate an accounting system. Students will gain an understanding of how to operate the accounting system through use of the double entry method to classify, record, and reconcile transactions. In addition, students will gain a full understanding of the cash versus accrual method of recording and reporting. By applying these concepts, students will learn how to produce financial reports that are utilized by management of businesses and non-profits, as well as external users.

available in QuickBooks to be able to navigate through the accounting system to classify, record, and produce timely and accurate financial statements. **Prerequisite: ACT101**

Cost: \$500 TWTH Medford
 6:00 a.m.-9:00 p.m. 12 hours 03/05/2019

Cost: \$600 TTH Medford
 6:00 a.m.-9:00 p.m. 18 hours 03/19/2019

QUICKBOOKS INTERMEDIATE**ACT103**

The QuickBooks Intermediate course will provide a full understanding of the process of properly recording financial transactions leading up to producing accurate financial statements. The course provides instruction on how to record revenue and expenses, how to record these transactions through the use of invoicing and entering bills on accrual method, as well as writing checks and making deposits on the cash method. With this knowledge, students will be able to produce and customize the financial statements of the business such as the Profit & Loss and Balance sheet with a full understanding of how to intercept the reports. The goal of the course is to have the knowledge of how to operate the accounting system, process, produce, and comprehend the Financial Statements and become a digital accounting through a certification exam. **Prerequisite: ACT102**

QUICKBOOKS BASICS**ACT102**

The QuickBooks Basic course will provide the student with the knowledge of how to create a QuickBooks company file and customize the file to meet the needs of the business and operate the accounting system. The course is designed to gain an understanding of the purpose of the chart of accounts and items and be able to customize these to provide accurate and valuable financial reports. Students will be introduced to the interface and tools

Cost: \$750 TWTH Medford
 6:00 a.m.-9:00 p.m. 30 hours 04/09/2019

Unsure how to pay for school or sharpen your skills?

Looking to launch a successful career?

Earn while you learn with registered apprenticeship.

What are the benefits?

- Earn while you learn! From day one you will earn a paycheck guaranteed to grow as you learn new skills
 - Learn the skills for a rewarding career in almost any industry
- Learn skills that are in demand, due to the shortage of skilled workers in many industries
 - Earn college credit, even an associate or bachelor's degree
 - Build a successful, long-term career with little or no educational debt

What kinds of careers are available to registered apprentices?

Choose from 1,000+ career areas, including these top occupations:

- Carpenter
- Automotive Technology
- Plumbing
- HVAC
- Dental Assistant
- Electrician
- Welding
- Pipefitter
- Truck Driver

Do I qualify?

- Most apprenticeship programs require a high school diploma or GED
 - You must be 17 to register and 18 to begin the program
 - You must be physically fit to work in the chosen occupation
 - Qualifications vary by industry
- Pre-apprenticeship programs are available to help you build qualifications

Mr. Jesse Pappler

County Apprenticeship Coordinator

Jpappler@burlcoschools.org

(609) 267-4226 ext. 8330

Governor's Industry Vocations Scholarship for Women and Minorities

This scholarship pays up to \$2,000 per year or up to the cost of tuition, less any federal, State, or institutional aid in an eligible certificate or degree program at one of New Jersey's eligible institutions. The scholarship is funded by the Schools Development Authority (SDA) and administered in partnerships with HESAA. The award benefits women and minority students pursuing a certificate or degree program in a construction-related field.

For additional information, call your County College Financial Aid Office or the HESAA Customer Care Line Monday thru Thursday – 8 a.m. to 8 p.m., Friday – 8 a.m. to 5 p.m. at 609-584-4482 or visit www.njgrants.org.



Use Your Veterans Education Benefits

Contact: Brenda Shinn
BCIT Adult Education Veterans Coordinator
(609) 267-4226, Ext. 8230 bshinn@burlcoschools.org