

# CAREER & TECHNICAL EDUCATION

SPRING/SUMMER COURSE GUIDE

APRIL–AUGUST 2021

## Find Your Fit

**Reach Your Destination — Whatever Your Goal**

- Apprenticeships
- Industry Certifications
- Live Online Certificate Programs
- Technical Degree Programs
- Academic Short Term Certificates



**REGISTER TODAY!**  
***RCSJ.edu/CTE***





# Has **COVID-19** affected your job?

**Rowan College of South Jersey is here to help you quickly learn the in-demand skills you need to succeed.**

Our short-term certificate programs will prepare you to meet the new normal in today's world of work.

## **Tuition Assistance is Available**

Tuition assistance is available to support your career goals. Get the funding you need now for many of our in-demand career training programs.

- Displaced Homemakers Program
- Veterans Benefits
- WIOA and DVRS Training Funds—One Stop Career Center
- New Jersey Healthworks Apprenticeship Grant
- Career Advance USA Advanced Manufacturing Apprenticeship Grant



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Online Course

Information in this Course Guide is accurate as of date of publication in February 2021 and is subject to change.

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Rowan College of South Jersey is accredited by the Middle States Commission on Higher Education, 3624 Market Street, Philadelphia, PA 19104 (267-284-5000). The Middle States Commission on Higher Education is an institutional accrediting agency recognized by the U.S. Secretary of Education and the Council for Higher Education Accreditation.



At Rowan College of South Jersey (RCSJ), we are proud to say: We educate heroes. RCSJ graduates make a difference, supporting our community through their expertise and dedication — answering the call of their professions with compassion and grit. The College is proud to offer affordable and accessible educational opportunities that prepare individuals for rewarding careers on which the health, safety, logistics and welfare of our county depends.

RCSJ's Division of Career & Technical Education (CTE) prepares individuals for high-wage, skill-specific careers that are in demand by providing core academics, employability coaching, technical training and adult education opportunities. Offering a combination of academic degree and certificate programs, career-oriented pathways and personal enrichment courses, both online and on campus in compliance with active New Jersey Governor Executive Orders, CTE is poised to provide individuals with diverse and customizable programs that meet the needs of traditional and nontraditional students alike.

CTE also works to grow New Jersey's economy by investing in its workforce. The division provides local businesses with resources, facilities and guidance to assist in training new and existing workforce members. Offering corporate trainings and industry-recognized certification pathways, CTE provides accessible and relevant programs of study based on the regional needs of employers through program alignment with local school districts and RCSJ's premier partner, Rowan University.

If you are an individual seeking to reenter the workforce, or are looking to either establish a new career with options to earn a credential or seek advancement within your current organization — or are a business owner struggling to prepare yourself and your workforce for the demands of a post-pandemic reality — RCSJ's Division of Career and Technical Education stands ready to equip you for your journey forward to a career that is not only relevant for today's world, but also rewarding.

A handwritten signature in dark ink, reading "Frederick Keating". The signature is fluid and cursive, with the first name "Frederick" and last name "Keating" clearly distinguishable.

Frederick Keating, Ed.D.  
President



## Certified Clinical Medical Assistant

Pursue a career in the rapidly growing Health Sciences field and you will join a diverse workforce with jobs that fit your educational plans. Many of the fields have stackable credentials and you can take advantage of career ladder programs. RCSJ has career ladder programs that can take you from a certification, to an associate degree, all the way up to your master's while never leaving our campus.

### GLOUCESTER CAMPUS — REPRESENTATIVE

Randee Davidson, *M.A.S. | Executive Director CTE*  
[rdavidso@rcsj.edu](mailto:rdavidso@rcsj.edu)

### CUMBERLAND CAMPUS — REPRESENTATIVE

Michael Goonan | *Director of CTE*  
[mgoonan@rcsj.edu](mailto:mgoonan@rcsj.edu)

### INFORMATION SESSION DATES:

March 10 — 6 p.m.  
 April 14 — 10 a.m.  
 May 12 — 6 p.m.

The CCMA certificate program is designed to educate students through classroom, laboratory and clinical instruction to become medical assistants capable of performing a variety of tasks to maintain efficiency in the health care environment.

Responsibilities of a medical assistant include:

- Taking medical histories
- Recording vital signs
- Explaining procedures to patients
- Preparing patients for examination
- Assisting physicians in various procedures
- Recording ECG/EKG
- Performing phlebotomy procedures

Upon successful completion of the certificate program, students will be eligible to take the National Career Association (NHA) certificate examinations. Successful exam scores may qualify students for positions as medical assistants, multi-skilled, EKG and Phlebotomy technicians.





## Technical Studies

The Technical Studies — Technical Studies degree program is designed for individuals who wish to validate their prior apprenticeship, corporate, industrial or military training and receive college credits for these experiences so that they may complete their degrees. After a formal assessment of this prior learning, technical credits will be awarded.

### Technical Studies, AAS

#### GLOUCESTER CAMPUS — REPRESENTATIVE

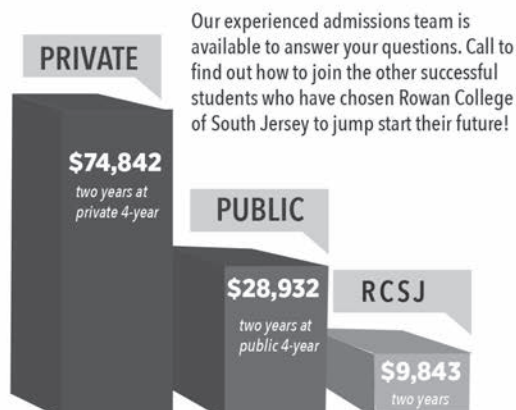
Randee Davidson, M.A.S. | *Executive Director CTE*  
rdavidso@rcsj.edu

#### CUMBERLAND CAMPUS — REPRESENTATIVE

Terrence Hardee, D. Litt. | *Executive Director of CTE*  
thardee@rcsj.edu



### Doing two years at RCSJ can save you thousands!



State of New Jersey Office of the Secretary of Higher Education. 2020-2021 IPEDS Form #14.

Apply online at: **RCSJ.edu/Apply**



## ***AUTOMOTIVE SERVICE TECHNICIANS ARE IN HIGH DEMAND***

**Earn an Associate Degree in Automotive Technology**  
and up to 100% of Ford's Service Technician Specialty Training



### **Become a certified Automotive Technician**

The Ford ASSET program can lead you to a solid career path starting as a Ford/Lincoln Automotive Technician. With hands-on training and mentorship programs offered by our dealerships, your learning experience is thorough and fulfilling.



### **Earn Specialty Training credentials in:**

- Gasoline Engine Repair and Performance
- Steering and Suspension
- Electrical Systems
- Climate Control
- Manual Transmission
- Automatic Transmission
- Brake Systems
- Diesel Engine Repair and Performance
- New Model Training

To learn more, visit ***GloucesterAsset.com***

 **Rowan College**  
**SOUTH JERSEY**  
Division of Career & Technical Education

**Gloucester Campus**  
1492 Tanyard Road, Sewell, NJ 08080  
856-415-2216 • ***RCSJ.edu/CTE***



**ABA-Approved**

## **Certificate in Paralegal Studies**

*Designed for those Who Already Hold a Degree*

**Improve your earning power and enhance your career  
with RCSJ's ABA-Approved Certificate in Paralegal Studies.**

### **What is a paralegal?**

The ABA defines a paralegal as a person, qualified by education, training or work experience who is employed or retained by a lawyer, law office, corporation, governmental agency or other entity and who performs specifically delegated substantive legal work for which a lawyer is responsible. Paralegals may not practice law.<sup>1</sup>

### **Admission Requirements:**

Enrollment in the ABA-Approved Paralegal Certificate Program is limited to students who have already earned an Associates Degree, Bachelor's Degree or Masters Degree. No credits earned in the undergraduate degree can be transferred into the Certificate Program.

### **Program Requirements/Career Preparation:**

RCSJ's Paralegal Certificate is designed to develop professional competence, which requires a solid foundation in previously-earned general education credits and the completion of legal specialty course work. The program curriculum consists of 10 three-credit legal specialty courses and one four-credit computer course (34 credits in total). All paralegal students must complete a 210-hour paralegal internship during the last semester of their program.

### **Certificate Completion Time:**

Full-time students can complete the program in 1 year

<sup>1</sup> [https://www.americanbar.org/groups/paralegals/profession-information/current\\_aba\\_definition\\_of\\_legal\\_assistant\\_paralegal/](https://www.americanbar.org/groups/paralegals/profession-information/current_aba_definition_of_legal_assistant_paralegal/)

***RCSJ.edu/gc/Certificates***



**For more information, please contact:**

**Lucy P. McClain, Esq.**  
Coordinator; Paralegal Program  
856-415-2150





*You are weeks away from your career  
in Advanced Manufacturing*

**JOIN OUR ADVANCED MANUFACTURING BOOT CAMP**

Come Explore RCSJ's new state-of-the-art, M.I.L.L. Center.

Earn college credit on industry-valued credentials



***Where innovation and technology come together***

- Safety Training
- Manual Machine Set-Up and Operation
- Job Layout
- Blue Print Reading
- Computer Numerical Controls (CNC) Set-Up and Operation
- Computer-Aided Design (CAD)
- Industry Recognized Credentials: NIMS, OSHA, SolidWorks
- Programmable Logic Controllers (PLC)
- Circuits

*The Education Leader for Cumberland and Gloucester counties. Look for apprenticeship programs coming Spring 2021.*



**ENROLL TODAY!** Contact our Division by phone at: Gloucester: 856-415-2216 · Cumberland: 856-776-2372  
[RCSJ.edu/Apprenticeship](https://RCSJ.edu/Apprenticeship) · [RCSJ.edu/CTE](https://RCSJ.edu/CTE)

### Advance your career with Rowan College of South Jersey's Division of Business Studies **NEW Certificates of Achievement (COAs)**

The world of business is fast-paced and always evolving. Whether you're looking to enter a new field or supplement your education to get ahead at your current workplace, RCSJ's new COAs can provide you with the qualifications you need to outshine the competition.

Certificates of Achievement are eligible for Federal Financial Aid and can be completed within one full calendar year.

For more information, visit:  
***RCSJ.edu/gc/Certificates***



#### **Management** (16 Credits)

This certificate has been designed to provide basic knowledge for those students who have never managed others or for those who want to sharpen and test their skills. If you will or currently manage people, then these courses will provide an ideal foundation.

#### **Accounting** (16 Credits)

This certificate has been designed to provide the basic knowledge of accounting and the technology that you will use in the field. This certificate may help you to advance within your current job or to consider completing an Accounting degree.

#### **Business Software Tools** (16 Credits)

This certificate has been designed to provide the Microsoft Office and technology skills that are needed in every job. This is an excellent choice for students who want to sharpen their skills or for professionals who are responsible for creating and maintaining their own documents. This certificate could also be beneficial for those students who are searching for jobs, as they are required to build a resumes and market themselves to employers.

#### **Computer Graphic Arts: Print** (16 Credits)

This certificate has been designed to provide basic knowledge and concepts to those students who will be directly responsible for or involved with graphic arts production. This certificate is ideal for those students who are in marketing positions or are completing marketing degrees who need to understand the production side of the house.

#### **Digital Marketing** (16 Credits)

This certificate has been designed to provide basic knowledge of marketing and social media. It is ideal for anyone who wants to enhance their social media presence or understand the analytics behind the technology. This certificate would also be valuable for the small business owner who is responsible for their own social media presence.

#### **Technology Help Desk Support** (16 Credits)

This certificate has been designed to prepare students who are interested in beginning their careers in information technology. These courses will provide a foundation for working as a customer support employee within a help desk environment.

#### **Website Development Certificate** (16 Credits)

This certificate has been designed to prepare entry level web development professionals or to provide knowledge and skills to those who are responsible for the creation, upkeep and maintenance of their own websites.

# Looking for a Career in Allied Health?

## Learn more about these Degree Programs offered by the Nursing and Health Professions Division at RCSJ

*The following programs are selective admission programs:*

### **Diagnostic Medical Sonography (DMS)**

**Associate in Applied Science (A.A.S.)** — Career; The Diagnostic Medical Sonography program prepares the student to function as a medical sonographer. The diagnostic medical sonographer performs sonographic examinations using high-frequency sound waves to visualize soft tissue structures, including the gall bladder, kidneys, pregnant uterus and other organs as requested by the physician. For the vast majority of diagnostic procedures, the sonographer has total responsibility for the care and well-being of the patient and must be prepared to produce quality images with care and empathy.

### **Nursing (NUR) Generic Program**

**Associate in Science (A.S.)** — Transfer; The Nursing program at RCSJ is a four semester sequential program. Each semester builds on previously learned knowledge and skills. The goal of the nursing program is to prepare students for entry-level positions as Registered Nurses. Upon successful completion of the nursing program, students are eligible to apply for state licensure and sit for the National Council Licensure Examination for Registered Nurses (NCLEX-RN).

### **Physical Therapist Assistant (PTA)**

**Associate in Applied Science (A.A.S.)** — Career; The Physical Therapist Assistant program prepares students to work in rehabilitation settings to treat patients under the direction and supervision of a licensed physical therapist. Graduates are eligible to take the National Physical Therapy Examination for PTAs and apply for state licensure.

### **Nuclear Medicine Technology (NMT)**

**Associate in Applied Science (A.A.S.)** — Career; The Nuclear Medicine Technology Program is a selective admission program that prepares the student to work as a Nuclear Medicine Technologist in hospitals and outpatient settings. Upon graduation, students are eligible to take the American Registry of Radiologic Technologist Boards (ARRT) or the Nuclear Medicine Technology Certification Board (NMTCB) to receive national licensure as a Nuclear Medicine Technologist. This exciting modality utilizes radioactive substances (radiopharmaceuticals) to diagnose, stage and treat disease.

Please see the college web page [RCSJ.edu](http://RCSJ.edu) for more information about the selective admission programs or contact the Admissions Administrator at 856-681-6273 or visit [RCSJ.edu/gc/SelectiveAdmissions](http://RCSJ.edu/gc/SelectiveAdmissions)

# ALLIED HEALTH AND FITNESS TRAINING

## Patient Care Technician

The healthcare industry is currently undergoing major changes in the manner in which patient care is provided. These changes have resulted in the introduction of a new category of healthcare worker trained to perform a variety of patient care services. The Patient Care Technician course teaches the technical skills necessary to service complex patient personal care issues including basic bedside care, collection of laboratory specimens, rehabilitation services, phlebotomy and EKGs. The Patient Care Technician works alongside doctors, nurses and other healthcare providers to help oversee and monitor patients. This training course will provide the healthcare worker with the basic medical knowledge and hands on skills necessary to perform direct patient care and technical diagnostic testing. This program prepares students to take the National Health Career Association (NHA) certification exam.

The Certified Patient Care Technician program will provide students with a solid foundation, combining theory learned in the classroom with hands-on practice via clinical rotations. Required textbooks are available in the college bookstore. 27 CEUs

\$3,359    PCT-100-01    Mon. – Thur., April 12 – June 10, 9 am–3 pm  
PCT-100-02    Mon. – Thur., July 12 – Sept. 9, 9 am–3 pm

Orientation is mandatory and held at the RCSJ Career & Technical Education Center

*All clinicals are scheduled during the day and students must be flexible in meeting this requirement.*

## Central Service Technician

Are you looking for a new and exciting career in Healthcare? If so, train to become a Central Service Technician. As a Central Service Technician, you will provide vital support in all patient care services and be responsible for knowing all of the tools used in an operating room, as well as sterilizing and packaging instruments used during surgery. Our training program will provide you with 120 hours of instruction and a 400-hour externship opportunity. You will learn principles of cleaning and processing equipment, methods of sterilization and disinfection, packaging and storage, maintenance of equipment, inventory control, basic surgical instrument identification and more. New Jersey Department of Health standards require certification for everyone working in sterile processing. Upon successful completion, you will be a Registered Central Service Technician (R.C.S.T.) with the International Association of Healthcare Central Service Material Management (IAHCSMM). You will be eligible for permanent certification after completing 400 hours of experience and passing the IAHCSMM certification examination. 52 CEUs

\$3,500    CST-100-01    Mon. – Thur., May 3 – July 15, 6–9 pm

### Allied Health Admission Requirements:

Prior to registration, students must:

- Obtain CPR certification
- Complete online course “Introduction to HIPAA”
- Review program information packet (available at the Career & Technical Education Center)
- Have a high school diploma
- Have health insurance coverage and maintain eligibility while enrolled in the program
- Have proof of immunizations (hepatitis B, MMR, varicella) and two-step PPD
  - ♦ Students must have a two-step PPD and note from their doctors indicating they are in good health.
  - ♦ After students receive the two required injections, doctors must prepare written documentation indicating the dates of the immunizations, the dates read and the final results.
  - ♦ The College cannot accept testing completed more than six months previously.
- Maintain flexible schedules to meet clinical rotation requirements.
- Sign a disclosure and release form giving the College permission to obtain background check information

**Note:** A criminal background report containing negative information may prevent placement for the clinical portion of the program.

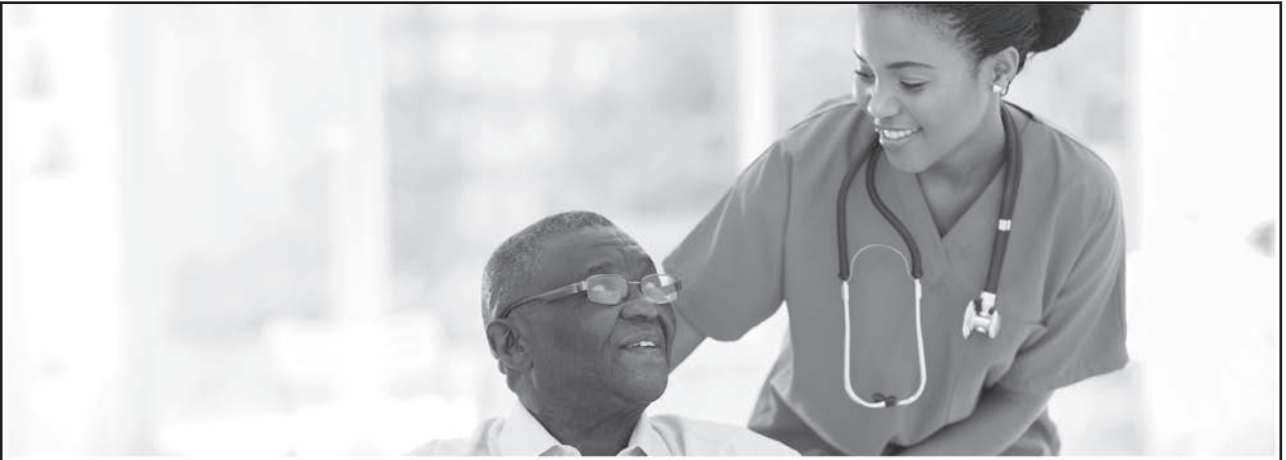


**Live, Online — Information Sessions for Our Allied Health programs**

**March 18, April 15, May 21, June 17 & Aug. 19, 6–7 pm**

**Call 856-415-2216 for information and to register**





## Certified Nursing Assistant APPRENTICESHIP

An apprenticeship program at Rowan College of South Jersey provides a career pathway where individuals can earn and learn at the same time. It includes a paid job where individuals earn a wage from day one, education both in the classroom and on-the-job learning, and credentials that enhance your resume.

The Certified Nursing Assistant (C.N.A) Apprenticeship Program teaches students how to provide daily basic care for patients while providing physical and emotional support for patients in nursing homes, hospitals and other various settings. Classroom learning is taught in a "simulated" long-term care classroom setting and clinical is instructed at a locally designated longterm care facility outside of the school.

The C.N.A. Apprenticeship Program provides students with 174 hours of related technical instruction with 2000 hours of on the job learning. The program gives students the full academic and hands-on skills required to pass the state licensing exams and obtain American Heart Association CPR Certification. Following the completion of all components of the Apprenticeship program, students will receive a certificate from the U.S. Department of Labor, Office of Apprenticeship.



**Employment of nursing assistants is projected to grow 8 percent from 2019 to 2029, much faster than the average for all occupations.\***

—US Bureau of Labor and Statistics

New Jersey HealthWorks Scaling Apprenticeship is sponsored by a \$12 million dollar grant from the U.S. Department of Labor, Employment and Training Administration (Federal Award ID. No. (FAIN): HG-33026-19-60-A-34). The US DOL grant includes additional match funds amounting to over \$500,000 to support OJT and other employer assistance from the New Jersey Department of Labor and Workforce Development GAINS Project.

### STUDENTS WILL

- Be assigned a Success Coach for personalized support throughout the program.
- Complete a 90-hour state approved CNA program.
- Learn medical terminology and basic anatomy and physiology
- Learn Dementia care
- Obtain CPR credential and learn basic first aid skills
- Earn College Credit
- Gain 2000 hours of on-the-job learning



For more information, visit: [RCSJ.edu/Apprenticeships](https://RCSJ.edu/Apprenticeships)  
or call your local RCSJ campus  
**Gloucester: 856-415-2216 | Cumberland: 856-776-2372**

 **CAREER & TECHNICAL  
EDUCATION**  
Rowan College of South Jersey

### Certified Nurse Assistant (CNA)

Nurse Assistants aid in the physical, psychological, social and spiritual needs of clients. CNAs work in health care settings such as hospitals, home care, nursing homes or assisted-living facilities. Students learn basic care skills including monitoring vital signs, controlling infections, transferring and feeding clients as well as the Heimlich maneuver. Communication skills, body mechanics, bed making, restorative care and care of the dying client are among topics covered.

This state-approved program includes 50 hours of classroom instruction and 40 hours of clinical training. In addition, coursework prepares students to take the state licensure examination. Required textbooks available in the college bookstore. 9 CEUs

<b>\$1,799</b>	<b>Day:</b>	<b>Classroom time: 8 am–3 pm</b>
	<b>CNA-100-01</b>	<b>Mon. – Fri., April 5 – May 10</b>
	<b>CNA-100-03</b>	<b>Mon. – Fri., June 7 – July 9</b>
	<b>Evening:</b>	<b>Classroom time: 5–9 pm</b>
	<b>CNA-100-02</b>	<b>Tue. – Thur., May 12 – July 8</b>

### Advanced Skills for the CNA Professional

Take your CNA Certification to the next level! Licensed Certified Nurse Assistants are eligible to take this course that provides training and certification in Patient Care Technician. Topics covered include basic vital signs, basic medical terminology, phlebotomy and EKG training. Meet the changing demands and additional employment opportunities in the healthcare industry. This program prepares students to take the National Health Career Association (NHA) certification exam for Patient Care Technician. Exams fees included in the cost. Pre-requisite are listing under Patient Care Technician Admissions Requirements. Textbooks available in the college bookstore. 16 CEUs

<b>\$1,599</b>	<b>CNA-500-01</b>	<b>Mon.–Thur., May 3 – June 10, 9 am–3 pm</b>
	<b>CNA-500-02</b>	<b>Mon.–Thur., Aug. 2 – Sept. 9, 9 am–3 pm</b>

### Pharmacy Technician

**Admission Requirements:** Current CPR certification, drug screening and criminal background check

Pharmacy technicians work under licensed pharmacists to help dispense prescription medication to customers or health professionals. According to the U.S. Department of Labor, employment of pharmacy technicians is projected to grow 20 percent from 2012 to 2022, faster than the average for all occupations.

This program is comprised of 72 hours of classroom instruction and practical clinical experience. It provides students with the technical knowledge and fundamental principles of pharmacy practice within a retail or hospital setting. It also enables students to take the Pharmacy Technician Certification Board (PTCB) examination and obtain an entry-level position as a pharmacy technician. Textbooks are required and available in the college bookstore.

Exam included 7 CEUs

<b>\$1,400</b>	<b>PHT-200-01</b>	<b>Tue. &amp; Thur., May 4 – July 1, 9 am–3 pm</b>
	<b>PHT-200-02</b>	<b>Tue. &amp; Wed., Feb. 23 – April 21, 9 am–3 pm</b>



### Medical Billing and Coding

Accurate medical billing/coding is necessary to secure maximum reimbursement for the healthcare provider and to ensure legal compliance on claims. The Certificate in Medical /Coding is designed to prepare participants for an entry-level position in one of the fastest growing industries. This administrative position assists medical research and reimbursement in a medical office, hospital, or other healthcare settings. Topics will include Medical Billing, medical coding, medical terminology and electronic health records. Students can test for the Certified Professional Coder Certification (CPC®), this CPC Certification validates proficiency in the correct application of CPT®, HCPCS Level II procedure and supply codes, and ICD-10-CM diagnosis codes used for coding and billing for medical claims in a physician's office.

**Note:** After obtaining the practical work experience (6 months to 2 years), students who complete this course could be qualified to sit for the American Academy of Professional Coders (AAPC)—Certified Professional Coder Exam (CPC or CPC-H Apprentice); the American Health Information Association (AHIMA) Certified Coding Associate (CCA) exam; and/or other National Certification Exams. Course Contact Hours: 80 hrs. 8 CEUs

<b>\$1,999</b>	<b>MCB-100-01</b>	<b>Mon. &amp; Wed., April 5 – June 23, 6–9:30 pm</b>
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**Live Online**



## Personal Fitness Trainer Certification I

This course conveys the principles of cardiovascular fitness, weight training and nutrition. It is an eight-hour program that centers on the principles of strength conditioning, aerobic conditioning, fitness testing and body composition in addition to injury prevention and identification. Students design fitness programs for clients using free weights, resistance training and cardiac conditioning. Additional topics include marketing, motivation, problem solving and career enhancement. The certification exam will be given during the course. .8 CEUs

(Students can purchase the text by calling 609-397-2139)

\$129	PWT-101-01	Sat., April 10, 8:30 am–4:30 pm
	PWT-101-02	Sat., July 10, 8:30 am–4:30 pm
	PWT-101-03	Sat., Aug. 21, 8:30 am–4:30 pm



Live Online

## Sports Nutrition

Learn in-depth principles of nutrition. Assist clients with specific dietary and nutrition needs. This 8-hour program includes information on nutrition to meet your own goals, how to help your clients achieve their goals, nutrition and energetics, nutrition and athletic performance, designing diets, sport specific nutrition, nutrition and ergogenic aids/anabolic steroids and body composition testing. Certification test will be included during the course. Order your book by calling 609-397-2139. .8 CEUs

\$129	SNC-100-01	Sat., May 15, 8:30 am–4:30 pm
	SNC-100-02	Sat., Aug. 7, 8:30 am–4:30 pm



Live Online

## CPR/BLS for the Health Care Provider — BASIC

This course is for health care professionals who need to know how to perform CPR and other basic cardiovascular life-support skills in both hospital and outpatient care settings. Students train in recognizing life-threatening emergencies in adult, child and infant patients; giving high-quality chest compressions, delivering appropriate ventilations and providing early use of an AED. It also covers the use of BVM, pocket masks and relief of choking in responsive and unresponsive victims. This certification is good for two years. .5 CEUs

\$99	HST-101-01	Tue., April 6, 9 am–2 pm
	HST-101-02	Thur., May 13, 9 am–2 pm
	HST-101-03	Tue., June 8, 9 am–2 pm
	HST-101-04	Thur., July 15, 9 am–2 pm
	HST-101-05	Tue., Aug. 10, 9 am–2 pm

## Transfer your credits to earn your degree!

### *Apply your credits to a degree at RCSJ!*

You may be eligible for up to 36 college credits towards an Associate degree at RCSJ

Online classes make completing your degree easy!

For more information on how, please visit: [RCSJ.edu/Transfer](https://www.rcsj.edu/Transfer) or speak with our Transfer Advisor at 856-468-5000, ext. 6411



## Certified Peer Recovery Specialist Certificate Program

Rowan College of South Jersey is pleased to partner with the Center for Family Services: to offer the Certified Peer Recovery Specialist Certificate Program

Do you think you may have a significant part to play in helping people overcome and recover from alcohol and drug use? Do you have a heart for helping and a hope for healing that could lead to a career in the Behavioral Health field, when combined with skills and experience?

The Certified Peer Recovery Specialist Certificate program may be just for you and launch you on your way. This certificate program is designed to meet all the requirements of the New Jersey State Credential "Certified Peer Recovery Specialist" or CPRS.

CPRS give non clinical assistance to help fellow peers in their recovery from alcohol and drug related problems. CPRS training prepares participants to act as skilled Peer Recovery Specialists in a variety of settings including, treatment centers, hospitals, recovery centers, faith-based organizations and other community settings.

Register today for the entire Certified Peer Recovery Specialist Certificate program, which includes the training, 500 hours field recovery work and volunteer experience, a 25 hours of supervised practicum provided by a certified, experienced CPRS and the fees for the NJ Certification Board application and test fees.

### Certified Peer Recovery Specialist Certificate Program

#### Program Requirements

- High School Diploma or GED
  - A minimum of six months in recovery
- or**
- Have been affected by a family member's drug history or have experienced a direct impact of drug use/recovery

\$2,500 PRS-100-01

### Certified Peer Recovery Specialist (training program only)

Participants may attend only the classroom training portion of this program or benefit from participating in the entire sequence of certification requirements. This certification can stand alone as a beginning step into a career pathway in the addiction recovery field

\$700 PRS-101-01

### Peer Recovery Specialist Field Experience

500 hours of recovery-related field work and volunteer experience; 25 hours of supervised practicum provided by a certified, experienced CPRS and financial assistance with the NJ Certification Board application and test fee.

\$1,800 PRS-102-01

## Information Session:

August 10, 6 pm

### Location:

Rowan College of South Jersey–Gloucester  
Career & Technical Education Center  
1492 Tanyard Rd., Sewell, NJ 08080

To register for the information session,  
please call 856-415-2216





## Pet First Aid

Rowan College of South Jersey is pleased to offer a Certified Pet First Aid and Emergency Preparedness for Animals course. This interactive course will focus on the topics such as pet first aid, animal CPR, preparing for and reacting to pet emergencies and general pet care. Learn about animal behavior, "Best Practice" tips and how to plan and prepare for disasters with your animal. .4 CEUs

**Required Course for Veterinarian Assistant program**

\$89 PFA-100-02 Wed., May 5, 5:30–9:30 pm



Live Online

## Peace in the Pack I

Dogs communicate with us and with each other in a variety of ways that are not always recognizable to the people caring for them. Innovative ways to address negative behavioral issues and at times to avert them will be the focus of this course. Developing, understanding and interpreting canine body language and postures is the key to understanding how communicate. This is an excellent for veterinarians and veterinary techs as well as caregivers. .6 CEUs

\$80 PIP-101-01 Wed., March 24 – April 21, 7–9 pm



Live Online

## Peace In The Pack II

**This series is for advanced students only who have already completed the 5 course series of Peace in the Pack.**

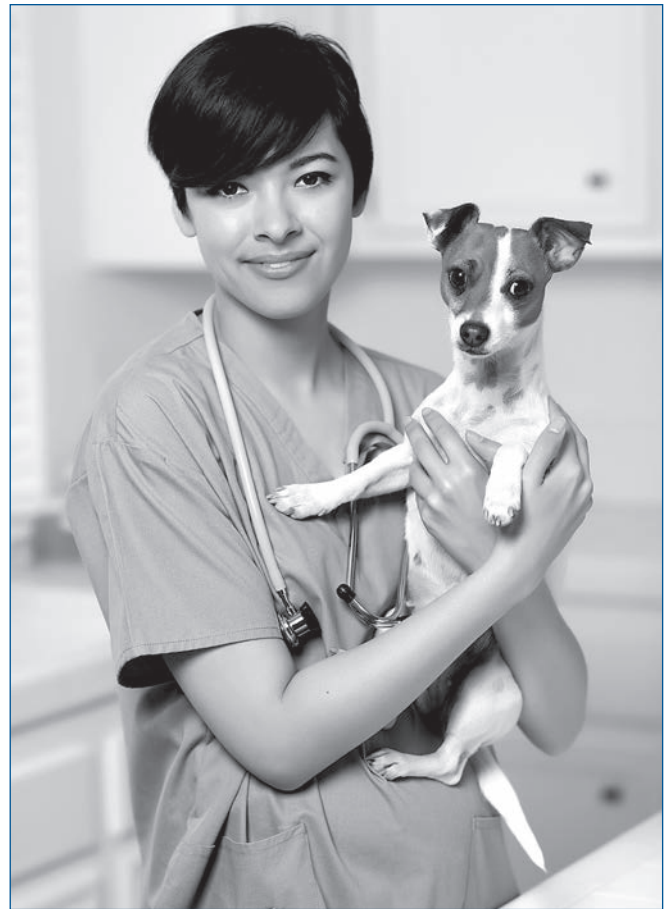
Creating a Calm Dog! Learn ways to create a genuinely calm state of mind for your dog. Learn basic Behavioral and Training Techniques, tasks and techniques are an essential part of gently guiding your dog. Learn interesting and innovative ways to gain your dog's attention and increase motivation so that they truly learn. Create a Healthy Lifestyle for your Best Friend! .6 CEUs

\$80 PIP-100-01 Wed., April 28 – May 26, 7–9 pm



Live Online

**Classes fill  
quickly so  
Register Today!**



## Certified Animal Control Officer

Rowan College is now offering the Animal Control Officer (ACO) Course approved by the New Jersey Department of Health. Participants will have opportunity to be taught and interact with experts regarding animal control. Successful completion of this course meets the requirements of the N.J.A.C. 8:23A-2.2 statute for appointment as an ACO by a New Jersey Municipality. Additionally, this is the only Certified ACO Course whose graduates receive certification for Incident Command Systems 100 & National Incident Management 700 by the National Wildlife Fire Coordinating Group as well as Pet First Aid. **(Field Training** — in addition to the classroom component participants must arrange for and complete a 20-hour field training component in order to receive certification). 5.6 CEUs

\$929 ACO-100-01 Sat., April 10 – May 22, 9 am–5 pm



Live Online



**Call 856-415-2216 for information  
and to register**

**Please plan to attend a  
Career & Technical Education**

** Live, Online:  
Information Session**

## **Allied Health programs**

**March 18, 6 pm**

**April 15, 6 pm**

**May 21, 6 pm**

**June 17, 6 pm**

**Aug. 19, 6 pm**

## **Peer Recovery Specialist**

**August 10, 6 pm**

## **Looking for a career in Physical Therapy?**

**Learn how you can earn a two-year degree  
and become a Physical Therapist Assistant  
(PTA) with RCSJ's accredited program**

PTAs assist in the treatment of patients by working under the direction and supervision of a licensed PT to implement customized therapy programs designed to improve mobility, relieve pain, prevent or limit permanent physical disability and promote overall fitness and wellness.

**Visit us at [RCSJ.edu/gc/PTA](http://RCSJ.edu/gc/PTA)  
to learn more**



The Physical Therapist Assistant Program at Rowan College of South Jersey is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 1111 North Fairfax Street, Alexandria, VA 22314; telephone: 703-706-3245; email: [accreditation@apta.org](mailto:accreditation@apta.org); website: <http://www.capteonline.org>. If needing to contact the program directly, please call 856-415-2185 or email: [shall@rcsj.edu](mailto:shall@rcsj.edu)

## Advanced Manufacturing

### Lean Six Sigma Yellow Belt

Yellow Belt Training is a great way for you, your team or your entire organization to learn the fundamentals of Lean Six Sigma. This Lean Six Sigma training is a high level overview that quickly and effectively builds awareness and covers the Lean Six Sigma concepts and tools. You will learn about the origins of Lean Six Sigma and why organizations benefit from it, the Lean Six Sigma roles, each of the 8 wastes, the improvement method known as DMAIC and the main tools and techniques used in each of the five phases of DMAIC. Upon completing the course, you'll see the world with new eyes and understand how Lean Six Sigma can transform your workplace or home. This program will fully prepare you to sit for the Lean Six Sigma Yellow Belt certification exam and all exam fees are included. 1.0 CEUs

\$295 GES 276-01

### Certified Associate in Project Management (CAPM)

The Certified Associate in Project Management (CAPM) program is designed for those that are seeking education to prepare for a career in project management as well as those that wish to gain the knowledge and skills necessary to take and pass the CAPM exam. This certificate program will give you the expertise necessary to deliver projects on time, on budget and on scope. This course provides the 23 contact hours of Project Management Education required to sit for the CAPM exam. This certificate is relevant for anyone currently working in project management or studying to become a project manager. Includes exam voucher. 2.3 CEUs

\$2,590 PMI-300-01 Tue., May 25 – Aug. 17, 7–10 pm



Live Online

### Green Belt Training and Certification

This online, combined Black Belt and Green Belt training program will teach you Lean Six Sigma process improvement projects from start to finish. The Green Belt Training and Certification program enables you to complete Lean Six Sigma process improvement projects from start to finish. Green Belts can deliver measurable, sustainable improvement by finding the root causes of problems and streamlining processes. After completing your Green Belt Training and Certification, you can take the next step and get your Black Belt Training and Certification which will enable you to transform your organization by reducing costs, increasing revenue and improving collaboration.

Upon completion of this program and required projects, you will be prepared for the Lean Six Sigma Green Belt and Lean Six Sigma Black Belt Certification exams. The registration fee for these exams are included with the program. 12.5 CEUs

\$2,295 GES 275-01

### Project Management Professional (PMP)

The Project Management Professional (PMP) certificate is the most highly-desirable certificate in the Project Management Institute (PMI). This course provides 48 PDUs for currently certified or credentialed members of PMI. This certificate program will give you the knowledge and expertise necessary to deliver projects on time, on budget and on scope. Students that complete this program will have all the required project management training to complete their application with PMI for either the CAPM or PMP exams. This certificate is designed for anyone currently working in project management or studying to become a project manager. 4.8 CEUs

\$2,590 PMP-400-02 Thur., May 13 – Aug. 5, 7–10 pm



Live Online



# Unemployed?

## Moving You Forward

Explore industry-recognized credit and non-credit certificate offerings to gain a competitive edge and boost your resume.

Contact RCSJ's Unemployment Navigator at [future@rcsj.edu](mailto:future@rcsj.edu)



### Gloucester County Fire Academy

#### Firefighter I

The Gloucester County Fire Academy provides training via the Firefighter I course. Students learn about the chemistry of fire, proper ventilation and suppression techniques as well as search-and-rescue strategies.

This program exceeds the minimum requirements for Structural Firefighter Certification as written in NFPA 1001 and NFPA 472 “Standard for Competence of Responders to Hazardous Materials/ Weapons of Mass Destruction Incidents.” 2015 Editions. Upon successful completion of this course, graduates will also receive certifications from National Board of Fire Service Professional Qualifications and the International Fire Service Accreditation Congress. (Complete Firefighter Course and you may be eligible to receive nine college credits in the Technical Studies program. Contact the Fire Academy Director for details.)

#### Eligibility Requirements

- Must be at least 18 years of age
- Must belong to a fire company, department or brigade
- Must provide proof of physical fitness for structural firefighting without restriction from the registrant's medical doctor
- Must provide proof of Self-Contained Breathing Apparatus face-piece fit testing



#### Tuition and Fees

- In-county resident: free
- Out-of-county resident: \$150

FFI-100-01

Sat., August 14

Orientation: Fri., August 13

Gloucester County Fire Academy, Clarksboro

**Mail-in Registration:** Gloucester County Fire Academy  
200 Shady Lane, Clarksboro, NJ 08020  
856-423-4127 or Fax 856-423-4861

**In-person Registration:** Gloucester County Fire Academy  
210 County House Road, Clarksboro, NJ 08020

### Customized Programs Available from Gloucester County Fire Academy Onsite or at Your Location

- **Safety Courses** — including fire extinguisher training and blood borne pathogens
- **Professional Development** — including recognizing and preventing workplace harassment
- **Hazardous Materials Training and confined space training**
- **Working with Chemicals, NJ Right-to-Know, Hazard Communications and HAZWOPER**

The Gloucester County Fire Academy holds classes on-site at business locations. Or you can send your employees to our location in Clarksboro. Training can be customized to address specific issues and offered at convenient times to suit your needs. For more information please call 856-423-4127 or contact Robert Hill at [rhill@rcsj.edu](mailto:rhill@rcsj.edu)

## SHARE YOUR EXPERTISE!

### Become an Instructor with Rowan College's Career & Technical Education

We are currently seeking instructors for the following areas:

#### Information Technology—

- Microsoft Certifications
- Cyber Security
- Cisco Certifications

- Comp TIA Certification
- QuickBooks
- Accounting
- Advanced Manufacturing

- Diversity & Cultural Awareness
- Leadership Development
- Logistics
- Supply Chain Management
- Technical Sales

Email your resume to: Randee Davidson, [rdavidso@rcsj.edu](mailto:rdavidso@rcsj.edu)





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**[RCSJ.edu/CTE](https://www.rcsj.edu/CTE)**  
to learn more about the HR courses we offer.

### SHRM Learning System®

**March 16 – June 15  
6–9 pm**

Define yourself as an HR leader by earning your SHRM-CP or SHRM-SCP certification. This comprehensive course will help you acquire the knowledge and understand the competencies to help you prepare and feel confident on exam day.

Visit **[RCSJ.edu/CTE](https://www.rcsj.edu/CTE)**  
to see available courses or to register.

### Why should you choose our courses?



**Learn from a certified instructor** who provides expertise, insights and one-on-one guidance.



**Network**, share experiences, and discuss topics with a diverse group of HR professionals.



**Stay on track** to build knowledge or earn your certification with a structured learning experience.



**Take advantage** of funding options, such as corporate tuition reimbursement.



**Maintain** your SHRM-CP or SHRM-SCP credential by earning SHRM recertification credits.

## SHRM Learning System

Offered in partnership with the Society for Human Resource Management (SHRM), this comprehensive certificate exam prep course will provide you with all of the tools and knowledge necessary to pass the SHRM-CP (Certified Professional) or SHRM-SCP (Senior Certified Professional) Exam. Designed by global subject matter experts, this course covers the entire SHRM Body and Competency and Knowledge (SHRM BoCK). Upon completion of this course, you will learn how to retain the material effectively and efficiently by combining the best exam preparation system with expert instruction and peer discussion. Conveniently scheduled for working professionals, this 13-week course is the most focused, complete preparation course available for the SHRM Certification Exam. You will receive materials directly from SHRM and have access to online study tools. Our SHRM Certificate Exam Prep course is designed primarily for individuals seeking SHRM-CP or SHRM-SCP certification. While anyone may register for our exam prep course, there are some requirements to qualify for the SHRM-CP and SHRM-SCP Exams. 3.9 CEUs

\$1,299 WSH-200-01 March 16 – June 15, Tue., 6–9 pm



Live Online



## Real Estate

This program, offered in partnership with the Weichert Real Estate School, prepares students to start an exciting, lucrative career in real estate. Students learn the principles of real estate, property interests, contracts, financing titles, deeds and closing sales and appraising leases. Additional course topics include an overview of the state of New Jersey statutes, New Jersey Real Estate Commission rules and regulations and federal laws. Students are prepared to take the New Jersey Real Estate Salesperson examination. 7.5 CEUs

### New Jersey Real Estate Licensure

An applicant for a N.J. real estate license must:

- Possess a high school diploma or HSE
- Be at least 18 years of age
- Complete the 75-hour training course
- Pass the state of New Jersey licensure exam
- Have a N.J. broker sponsor his/her license
- Pass N.J. Real Estate Commission criminal background check

For questions regarding New Jersey Real Estate Licensure, call the Weichert Real Estate School directly at 800-544-3000 or visit [schoolsofrealstate.com](http://schoolsofrealstate.com).

**\$414** Please call 856-415-2216 for dates/times of classes

## Loan Signing Agent

### Advanced Notary Public Education and Training for New Jersey Notaries

Prerequisite: Completion of the NJ Notary Public Course or Current notary commission in NJ, NY or PA.

Are you interested in becoming a Loan Signing Agent? This course is designed to assist the current notary with a knowledge, understanding and training for the sub-specialty as a notary signing agent handling loan document packages for lenders, mortgage companies, title and escrow companies and other financial institution. .8 CEUs

**\$109** LSA-100-01 Sat., May 8, 8:30 am–4:30 pm

## Notary Public Education and Training

The Office of Notary Public provides vital functions; notaries perform many valuable services for New Jersey businesses, legal and financial institutions. Effective notary services ensure that all documents are properly executed, that the facts are duly certified and the general public is protected from fraud. Notarization is essential for many official documents, including mortgages, deeds, contracts and various corporate transactions. Students acquire knowledge of the history, basics, principles and earning potential within the notary business, in addition to the do's and don'ts of becoming a New Jersey Notary Public. .3 CEUs

**\$99** NP-100-01 **Thur., April 22, 6–9 pm**  
NP-100-02 **Thur., June 24, 6–9 pm**



Live Online

## Advanced Wastewater Collection

This course will review all of the core competencies of wastewater collection and treatment objectives of state and federal regulations and requirements: and the source and general characteristics of wastewater. Additionally, the course will cover the wastewater collection system design, materials of construction along with lift stations, and force mains operations and maintenance. There will be a brief look at industrial wastewater monitoring and control; Operator hazards and general safety practices; and collection system management. Lastly, math formulas will be applied to specific problems related to wastewater collections system hydraulics and pumping. 45 hours, 4.5 CEUs.

**\$849.00** WTS307-01 Wed., March 31 – July 7, 6-9pm



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## Cisco® Certified Network Assistant (CCNA®) Certification

The CCNA certification indicates a professional level of knowledge and a foundation in basic networking. This program incorporates the objectives for the CCNA exam, focusing on giving you the skills and knowledge necessary to install, operate, and troubleshoot a small and medium branch office Enterprise network, including operating IP Data Networks, LAN Switching Technologies, IP Addressing, IP Routing Technologies, IP Services, Network Device Security, Troubleshooting and WAN Technologies. Upon successful completion of this program, you will be prepared to sit for either the 200-120 CCNA exam or the 100-101 ICND1 and 200-101 ICND2 exams. Your registration fee will include a voucher for the 200-120 CCNA certifying exam.

This program provides online tutorials, practice questions, online labs (using real Cisco equipment) and a mentor to answer any questions you may have pertaining to the curriculum and program completion.

Upon registering, you are given six (6) months to complete the program. 22.5 CEUs

**\$2,195    GES 332**

## Cisco® Certified Network Professional (CCNP®)

In the CCNP Routing and Switching program you will learn the necessary information needed to become an expert in Cisco technology. Upon completion, you will have an expertise in IP configuration, EIGRP, VLANs and Trunking, LAN and WAN protocols as well as many other topics. The CCNP is one of Cisco's highest ranking certifications and commands a substantial salary in the marketplace.

Once you are CCNP certified, you will be qualified for a variety of networking related positions; including but not limited to: Network Engineer, System Administrator, LAN Engineer and many others. Having the CCNP certification will provide you with a valuable advantage in the marketplace to attain high paying IT positions in the networking sector of the technology field.

Upon completion of this program, you will be prepared for the Cisco Certified Network Professional (CCNP) Routing and Switching Certification Exams 300-101 ROUTE, 300-115 SWITCH and 300-135 TSHOOT. The registration fee for these exams is included with the program.

This program is entirely online and is completed at your own pace. When you register, you receive six (6) months to complete this program. 11 CEUs

**\$2,895    GES 347**

## CompTIA®

### CompTIA™ Network+ Certification

This program will prepare you for a career as a network technician and qualify you to take the CompTIA™ Network+ certification exam (N10-006). CompTIA's Network+ certification is vendor-neutral and will give you the skills you need to manage, maintain, troubleshoot, install and configure basic network infrastructure. You will master basic networking concepts and gain a fundamental knowledge of network design, security, cloud computing, forensics, advanced IP addressing concepts and routing and switching. Upon successful completion of this program, you will receive an exam voucher for N10-006 at no additional cost. Upon registering, you are given six (6) months to complete this program. 11 CEUs

**\$1,695    GES 329**

### CompTIA™ Security+ Certification

Gain the skills you need to be a security professional and prepare to take the CompTIA™ Security+ certification exam, as you master the basics of system security, network infrastructure, access control and organizational security. Once you complete this program, you will be proficient in basic security concepts such as attacks and mitigation, security applications, risk assessment, disaster recovery and incident response, cloud computing, mobile devices, BYOD and SCADA, in addition to vulnerability assessment. Upon successful completion of this program, you will receive an exam voucher for SYO-401 at no additional cost. Upon registering, you are given six (6) months to complete this program. 8 CEUs

**\$1,695    GES 330**

### CompTIA™ Cloud+

The CompTIA™ Cloud+ Certification Training program provides approximately 80 hours of online education. It is designed for individuals new to IT or those with limited experience and prior training. The program provides a solid foundation in key cloud computing skills and is aligned with the highly regarded, CompTIA™ Cloud+ industry certification.

This in-depth program focuses exclusively on cloud computing, starting with the basics of cloud service environments and building from there. It encompasses key areas including virtualization, infrastructure, troubleshooting, resource management, security, systems management and business continuity. 7.5 CEUs

**\$1,695    GES 335**



### **NEW!** Python Programming

The Python programming language was developed to provide a way to develop code that's easy to create and understand. While Python contains the same basic structures as other languages, it also offers unique functionality that makes your life as a programmer easier. This course offers developers insight into the Pythonic way of writing programs, building on the student's fundamental understanding of Python to help write programs more effectively. Each lesson is designed to provide concise and specific guidance on what to do and what to avoid when writing programs using Python. Hands-on demonstration helps you understand how to put each item into action starting with comprehensions and generators, functions, and classes. Next, the content covers problem-solving associated with concurrency and parallelism. Finally, the focus switches to how to make Python programs more robust. 15.5 CEUs

\$1,859 PPC-100-01

### **NEW!** Data Analyst

This course introduces students to everything they need to get started with Python programming for the fast-growing field of data analysis. The content tightly links each new concept with easy-to-apply, relevant examples from modern data analysis. Focused on beginners, this course helps newcomers learn both Python and its popular Pandas data science toolset in the context of tasks they'll really want to perform. More toward analysis, the program then turns to how analytics and data mining work, why they've become so important, and how to apply them to your problems. The program introduces advanced tools and technologies, the entire data mining process, introducing KDD, CRISP-DM, SEMMA, and Six Sigma for data mining. 4.8 CEUs

\$1,859 DAC-100-01

### **NEW!** Agile Professional

This program offers students the opportunity to fully understand the concepts of Agile and Scrum. Students will explore the fundamentals of Agile techniques, how Scrum leverages Agile principles to improve project performance, the specifics of the Scrum framework, how to experience amazing benefits with Scrum today, and real-world situations, like transitioning and common pitfalls. Even though the concept of Scrum itself is easy to explain, the application is often difficult. Real-world success stories across various industries will help you see how scrum fits each unique situation. Further, the content provides students with a basic understanding of managing an Agile software development project with Scrum, a lightweight, adaptive framework for managing complex projects, as well as some of the deeper issues around integrating requirements management and quality assurance into your process. Professional Scrum Master™ Level I (PSM I) Assessment 4.8 CEUs

\$2,294 APC-100-01

### **NEW!** Full Stack Web Developer + MEAN Stack

This program introduces students to front-end (client-side) web development technologies including JavaScript, HTML, CSS and jQuery. Alongside this, students will learn MEAN Stack which introduces students to building dynamic web applications with MongoDB, Express, AngularJS, and Node.js. Students learn essential JavaScript based technologies, async programming, and MVC design. Students also walk through database connectivity and secure user authentication. Students will acquire the basic skills needed to create full-fledged JavaScript-based web solutions from server to browser and integrate all MEAN Stack technologies into full working systems. 16 CEUs

\$2,931 FSW-100-01

### **NEW!** Full Stack Web Developer + Ruby on Rails

This course introduces students to front-end (client-side) web development technologies, including JavaScript, HTML, CSS and jQuery. Once complete, participants will have the basic skills necessary to work as a front-end web developer. Alongside this, students will learn Ruby on Rails which introduces participants to building dynamic, database-backed web applications with the popular Rails web framework. Participants receive hands-on experience planning, designing, coding, securing, testing, and deploying dynamic web applications. Participants also learn how to use Rails-flavored Ruby language features, Git, Heroku, and other valuable development tools. 16 CEUs

\$2,931 FSR-100-01

### **NEW!** Certificate in Data Analysis

Data Analysis is quickly becoming one of the most sought-after skills in the workplace. Companies have vast amounts of data, but it is rare to have someone with the ability to analyze that data to see trends and make predictions. Add a whole new skill set to your portfolio and make a big difference in the success of your organization by acquiring data analysis skills.

Begin with getting a basic understanding of how to analyze data in a business setting. Then learn how many of your business decisions involve comparing groups for differences. You will know the statistics behind these group differences and relationships. Finally you will find out how to perform inquiries that will be useful to your business or organization and have the skill necessary to communicate these results through graphs and text that your fellow employees will understand. Whether your business is home based or a large company, this certificate will take you to the next level where important decision-making is concerned. 4.8 CEUs

\$495      LRN-200-01      April 5 – July 2  
             LRN-200-02      June 7 – August 27



## **NEW! Certificate in Presentation Media**

Presentation media are key to communication, sales, speeches and any other effective presentation today. Whether your presentation is online or in-person, presentation media not only enhance your message, but often make your message successful.

You will be exposed to a powerful, concise way to present information using Infographics. Learn the finer points of Photoshop for presentations. Then, discover the design elements to creating visual presentations for success using any media.

Take away critical skills for both training yourself and others in your organization. You will come away with the latest, most advanced practical and design knowledge in presentation media. 4.8 CEUs

**\$495      LRN-904      March 1 – July 30**

## **NEW! Google Analytics Certificate**

If you are not reviewing your website statistics, then you are missing several key opportunities to profit from your website traffic. This Certificate, aimed at non-technical users, will take you through all the key techniques and how to use website analytics using the world-standard Google Analytics, a free online tool.

You'll understand your visitor traffic better, learn how to calculate return on investment (ROI) for your online advertising and find out how to get more conversions and sales from your website visitors. A must for anyone serious about leveraging more success from their website. 3.2 CEUs

**\$345      LRN-310-01      April 5 – May 28**  
**LRN-310-02      June 7 – July 30**

## **Amazon Web Services (AWS) Systems Operation Certification**

Jump Start your career with the AWS industry recognized credential! This online training program, you will be introduced to Amazon Web Services (AWS) products, services and common solutions. Students will be provided with fundamentals to become more proficient in identifying AWS services so that they can make well-informed decisions about IT solutions based on their business requirements.

You will then learn how to create automatable and repeatable deployments of networks and systems on the AWS platform. AWS System Operations is a program for System Administrators and Developer Operations personnel and will cover the specific AWS features and tools related to configuration and deployment, as well as common techniques used throughout the industry for configuring and deploying systems.

Upon completion of this program you will be prepared to sit for the AWS Certified SysOps Administrator — Associate exam, the registration fee for this exam is included with this program. 9.0 CEUs

**\$3,995      GES 3003**

## **NEW! Power BI Certificate**

Gain insights into your data using business intelligence software, Power Business Intelligence. Power BI is a widely used business analytics service offered by Microsoft. Power BI Desktop is a complete data analysis and report creation tool that you install for free.

Discover the process of creating interactive reports. Integrate financial, marketing, or any other source data in your accounting system, Excel, or on the Web. Streamline the data to what is needed using Power Query. Create charts, maps and other visuals to see your data in real time.

Delve further into Power Query to ETL (Extract, Transform and Load) your data. Build the Data Model using relationships and DAX (Data Analysis Expressions). Utilize Time Intelligence functions to view YoY or YTD reports. Add user friendly features to enhance your reports and analyze your results.

This certificate will enhance your skills in data analysis, giving you greater insight into your organization's performance and allowing you to make more informed decisions. 4.8 CEUs

**\$495      LRN-930-01      April 5 – July 22**  
**LRN-930-02      June 7 – Aug. 27**

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### Excel 2016

#### Excel Mastery Workshop Series

Take your Excel skill level from zero to pro by learning to master Excel techniques in the Excel Mastery Workshop Series. Each one-day workshop is 3 hours, live online and taught by an expert instructor.

\$69.00 per session

#### Working With Excel List

Become an expert Excel list user. Master how to create a list on a worksheet and how to add and remove list items. This workshop will also include advanced filtering techniques, creating and using tables and using data forms. .3 ceus

CPT300-01 Tue, May 4, 6–9pm

#### Using Excel Functions

In this workshop students will learn all about Excel functions. The overview of functions will include: math functions, name range function, logical function, look-up functions, database functions, date and time functions and text functions. .3 ceus

CPT301-02 Tue, May 11, 6–9pm

#### Excel Advanced Features

Learn how to use Pivot Tables and Pivot Charts to streamline and absolutely revolutionize your workflow in Excel. Learn to link workbooks and data validation. Master scenarios, protection and basic macros. .3 ceus

CPT302-03 Tue, May 18, 6–9pm

### Beginner

This course discusses the latest spreadsheet terminology, how to use Excel interface, entering and editing data, modifying a worksheet, using functions, formatting worksheets, creating charts and managing large workbooks. .6 CEUs

CPT-296-01 Tue. & Thur., April 6 & 8, 6–9 pm  
CPT-296-02 Tue. & Thur., July 13 & 15, 6–9 pm

### Intermediate

This course covers using multiple worksheets and workbooks, linking multiple worksheets and workbooks, advanced formatting, using lists and tables, sorting and filtering features and working with styles and themes. .6 CEUs

CPT-296-04 Tue. & Thur., April 13 & 15, 6–9 pm  
CPT-296-05 Tue. & Thur., July 20 & 22, 6–9 pm

### Advanced

This course demonstrates advanced data analysis, collaborating on workbooks with other users, and automating workbook functionality. This course covers creating sparklines and map data, forecast data, advanced functions such as pivot tables and charts, exporting and importing data, lookups and analytical options. .6 CEUs

CPT-293-01 Tue. & Thur., April 20 & 22, 6–9 pm  
CPT-293-02 Tue. & Thur., July 27 & 29, 6–9 pm

**If you are employed full- or part-time you may be eligible to take these courses for Free. For more information, please email Felicia Carroll at [fc Carroll@rcsj.edu](mailto:fc Carroll@rcsj.edu) or call 856-415-2216.**

**If you are planning to take any Computer classes, please bring your own USB flash drive.**





## Adult Center for Transition

### **WORK READINESS AND ACADEMIC PROGRAMS**

- Training in employment preparedness utilizing person-centered planning through career interest inventories, interpersonal skills training for the workplace, self-advocacy and self-determination
- Enhance basic skills in reading, writing, math and digital literacy
- Employment experiences include resume writing, interview skills, job sampling, job shadowing along with supported employment, access to job fairs, business guest speakers
- Access to Career & Technical Education courses and RCSJ credit courses
- Provider agency for NJ Division of Developmental Disabilities
- Provider of Supported Employment services through DDD and DVRS

### **VIRTUAL INFORMATION SESSIONS**

**6:30–7:30 p.m.**

Gloucester Campus  
1400 Tanyard Road, Sewell, NJ 08080

- **Tuesday, March 9, 2021**

Cumberland Campus  
3322 College Drive, Vineland, NJ 08360

- **Tuesday, March 23, 2021**
- **Wednesday, April 21, 2021**
- **Thursday, April 29, 2021**



Information sessions are for individuals with developmental and other disabilities, their families and educational professionals.



These sessions will provide information on:

- Admission Process
- Program Options
- Agency Linkages (DDD and DVRS)



**For more information:**

[RCSJ.edu/ACT](http://RCSJ.edu/ACT) • **856-464-5203** • [act@rcsj.edu](mailto:act@rcsj.edu)

The mission of the Adult Center for Transition is to afford young adults with disabilities the academic, vocational and socialization skills necessary to become independent and contributing members of society.



# Workforce Learning Link



The Workforce Learning Link is a program developed by the New Jersey Department of Labor and Workforce Development to provide adult learners with instruction in reading, mathematics, computer skills, communication, English language skills, HSE preparation, financial literacy and employability skills. The goal of the program is to increase participants' overall readiness to enter the workforce. Services offered at Workforce Learning Link locations are funded by the Gloucester County Workforce Development Board and the State of New Jersey Department of Labor and Workforce Development.

Services at the Workforce Learning Links are available free of charge to help Gloucester County residents enhance their skills that are needed to compete in today's labor market.

### Learning Link Locations:

**americanjobcenter**  
1480 Tanyard Road, Suite B  
Sewell, NJ 08080

Rowan College of South Jersey  
Career & Technical Education Center  
1492 Tanyard Road, Sewell, NJ 08080

**For more information, please call 856-384-3700**

## YOUTH EDUCATION AND CAREER CENTER

High School Equivalency Test Preparation & Career Center  
For ages 16–24

**Earn Your  
High School Equivalency Diploma**

**Start Exploring Your Career Options!**  
Year-Round Youth Program

*In addition to the educational services, Youth Education and Career Center also offers:*

- ◆ Pre-vocational instruction and vocational exploration
- ◆ Opportunities for trips, service learning, and other activities
- ◆ Opportunities to grow academically, socially, and emotionally
- ◆ Monetary incentives
- ◆ NJ Transit bus passes provided as needed

### For more information

856-468-5000, ext. 6841 ◆ [scostello@gcecnj.org](mailto:scostello@gcecnj.org)

Gloucester County is an equal opportunity/ADA compliant Government agency.



**The Gloucester County  
Youth Education and  
Career Center can be  
your First Stop to a Brighter Future**



Sponsored by the Gloucester County Board  
of County Commissioners  
Robert M. Damming – Director  
Heather Simmons – Department of Economic  
Development and Public Works Liaison





## Center for College and Career Readiness

# DESIGN YOUR FUTURE



### HIGH SCHOOL OPTION PROGRAM (HSOP)

- Satisfy college degree requirements as a high school sophomore, junior and senior
- Discounted tuition and fees for an unlimited number of courses (*live online and online available*)
- Receive personal advisement and registration support
- Participate in campus resources, activities and clubs for **FREE**

[RCSJ.edu/DesignYourFuture](http://RCSJ.edu/DesignYourFuture) • 856-415-2205 • [designyourfuture@rcsj.edu](mailto:designyourfuture@rcsj.edu)

Student Services building, second floor  
Gloucester Campus, 1400 Tanyard Road, Sewell, NJ 08080 • 856-468-5000 • [RCSJ.edu](http://RCSJ.edu)



#1  
in NJ

## Moving You Forward

### Online Services and Resources *from the Comfort of Your Home*

*All applications accepted.  
Placement testing optional  
(excluding selective admission programs).*

**1. Apply   2. Register   3. Start Learning**

**Success is only a click away.**  
Sign up for spring classes *now*

**[RCSJ.edu/Enroll](http://RCSJ.edu/Enroll)**



### Get Your High School Diploma NOW!

This course is designed to prepare students for the high school equivalency exam. Students have an option at RCSJ to take the Test Assessing Secondary Completion (TASC) or the HiSet Test, to earn their State of New Jersey issued High School Diploma. Students will be provided preparation in the areas of reading, writing, mathematics and computer literacy as well as take part in career planning and college readiness workshops. Students will also have access to advisement on associate degree and professional certificate options at Rowan College of South Jersey (RCSJ).

### English as a Second Language Courses (ESL)

Learn English at RCSJ! Improve your listening, speaking, reading and writing skills in the English language with our skilled instructors that utilize meaningful daily language lessons while infusing the use of technology. Our goal is to prepare students' English language skills for communicating at work, obtaining training for a career, college readiness as well as promoting increased community involvement. Students will explore American civics, citizenship education, computer literacy skills along with Integrated Educational Career Training opportunities.

#### ENROLL TODAY!

**Please register in person at the RCSJ Career & Technical Education Center, located at 1492 Tanyard Road, Sewell, NJ 08080.**  
**We look forward to helping you reach your career and academic goals! Tomorrow Starts TODAY!**

#### Entrance Requirements

In order to enroll in the program, students must meet the following requirements:

- Be at least 16 years of age and not currently enrolled in high school. Anyone younger than 22 must complete a "Certificate of Non-Enrollment form" along with a "Consent to Participate form" prior to registration.
- Take the program placement test. This exam assess the students' current ability levels in language arts and mathematics.
- Attend our mandatory program orientation.

All necessary program forms for registration can be found on our website: [RCSJ.edu/gc/AdultEducation](http://RCSJ.edu/gc/AdultEducation)

The Adult Education programs at RCSJ are sponsored by the New Jersey Department of Labor and Workforce Development. For more information call 856-468-5000, ext. 6227.

RCSJ online adult education courses are designed to meet the needs of students. We are providing students with various means of instruction in order to make materials and lessons available for individuals with flexible daily schedules. All students must participate in the online classroom orientation.

#### High School Equivalency (HSE) — Gloucester Campus

##### Day Programming:

*Spring Session:* Registration Deadline – April 1

*Online Semester:* April 12 – July 1  
Mon. – Thur., times will vary for each subject and class

*Summer Session:* Course delivery to be determined at a later date

*Summer Session:* Registration Deadline – July 8

*Semester:* July 19 – Sept. 30  
Mon. – Thur., times will vary for each subject and class

#### English as a Second Language (ESL) — Gloucester Campus:

##### Day Programming:

*Online Session:* Registration Deadline – April 1

*Semester:* April 12 – July 1  
Mon. – Thur., times will vary for each subject and class

Please see below for more information.

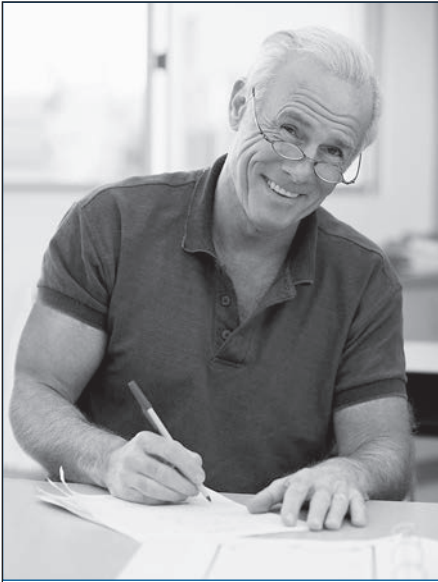
*Subjects:* Reading, Writing, Listening, Speaking and Civics.

*College & Career Ready:* Tuesday only

*Summer Session:* Course delivery to be determined at a later date

*Summer Session:* Registration Deadline – July 8

*Semester:* July 19 – Sept. 30  
Mon. – Thur., times will vary for each subject and class



The State Health Insurance Assistance Program (SHIP) is a statewide program administered by the New Jersey Department of Human Services with financial assistance through a grant from the U.S. Administration for Community Living (ACL).

# MEDICARE and YOU

The State Health Insurance Assistance Program (SHIP)

## Are you maximizing your Medicare Benefits?

*Do you know the difference between*

- Medicare supplements
- Prescription plans
- Medicare Advantage plans

It is important to learn about the benefits that you may be entitled to for your healthcare. Please join us at one of our monthly educational workshops to learn about Medicare options, enrollment periods and more.

*For more information or to register, please call*

**856-468-1742**



**AmeriCorps  
Seniors**

*Are you 55 years young?*

*Are you now engaged in volunteer work?*

*Would you like to be?*

If your answer to any one of these questions is "YES," the AmeriCorps Seniors would like to hear from you

Sponsored by AmeriCorps Seniors,  
Rowan College of South Jersey and the  
Gloucester County Department on Aging

**Please call 856-468-1742**

## Stress-Busting Program for Family Caregivers™

A program for Family Caregivers  
of people with  
Alzheimer's Disease or Dementia

*Do you provide care for a loved one who has  
Alzheimer's Disease or Dementia?*

**You Are Not Alone**

We know care giving can be stressful.  
This program will teach stress management  
techniques, relaxation and coping strategies  
at no cost.

This multi-component program will meet for  
90 minutes per week for 9 weeks, dates  
to be determined. *Space is limited.*

Call **856-468-1742** for more information.

# PEOPLE IN TRANSITION

The Center for People in Transition is a social service agency dedicated to assisting displaced homemakers to become self-sufficient. It operates under the sponsorship of the New Jersey Department of Children and Families, Division on Women, United Way of Gloucester County and Rowan College of South Jersey. Facilitators include financial, human resource, legal and mental health professionals. People in Transition is now located in the RCSJ Career & Technical Education Center, 1492 Tanyard Road, Sewell, NJ 08080.

**Most PIT workshops are FREE. Registration is required. Call 856-415-2222, email [peopleintransition@rcsj.edu](mailto:peopleintransition@rcsj.edu) or visit [RCSJ.edu/gc/PIT](http://RCSJ.edu/gc/PIT)**

## Workshops (March 1 – June 30, 2021)

### How to Create the Perfect Elevator Speech

What's an elevator pitch and how can it help your career? An elevator pitch — also known as an elevator speech — is a quick synopsis of your background and experience. Join us to learn how to create the perfect one!

*Presented by Amy Charlesworth,  
Program Specialist, PIT*  
Tuesday, March 2, 6–8 pm

### Creating an Emotional Buddy System to Help Create Well Being

You are not an Island. Creating a healthy life takes a network of support. It is one of the key ingredients in dealing with painful and difficult changes. You will take an in depth view of your current system of support, make choices and take steps to put a team in place.

*Presented by Sharon Roth-Lichtenfeld,  
Certified Professional Life Coach*  
Wednesday, Mar. 10, 7–9 pm

### Investing for Beginners

Are you interested in investing, but are unclear on how or where to begin? Then, this training session is for you! We hope you will join us so that you're better informed to make investment decisions whether you're investing for retirement or in your individual portfolio. We'll also discuss when and where you can get assistance.

*Presented by Vicky Hills, Retired Wealth Management Professional*  
Thursday, April 1, 6–8 pm

### Advanced Computers

Need to learn new tricks or freshen up old skills? This 8 week, 40-hour workshop will transform the intermediate computer user into an advanced user in just 8 sessions! Microsoft Word, Excel, and PowerPoint will be covered.

*Presented by Amy Charlesworth,  
Program Specialist, PIT*  
Fridays, April 9 – June 28, 10:30 am–3:30 pm

### Cultivating Joy in Your Life

We all crave joy and contentment. Yet it can be elusive and hard to sustain. In this workshop you will learn tools to help you grow your joy.

*Presented by Sharon Roth-Lichtenfeld,  
Certified Professional Life Coach*  
Wednesday, April 14, 7–9 pm

### Building Resilience — The Skill to Weather Any Change

Change and painful events are a part of life. Learn the skills needed to adapt when faced with adversity and painful events and come back stronger.

*Presented by Sharon Roth-Lichtenfeld,  
Certified Professional Life Coach*  
Wed., May 12, 7–9 pm

### Resume and Cover Letter

Learn how to create the perfect resume and cover letter to show prospective employers you are the ideal candidate for the job!

If you have a resume/cover letter, send it to me at [acharles@rcsj.edu](mailto:acharles@rcsj.edu) and I can look it over before class. If you do not have a resume, feel free to request a personal data form to guide you through creating one.

*Presented by Amy Charlesworth,  
Program Specialist, PIT*  
Tuesday, May 18, 6–8 pm

### Interviewing Skills

You've got the interview, now what? Securing an interview in today's market is, in itself, a major victory. Close the deal by getting that job! What you do before, during and after the interview can make a big difference. Join us for information and tips on how to successfully navigate a job interview.

*Presented by Amy Charlesworth,  
Program Specialist, PIT*  
Tuesday, June 8, 6–8 pm

### Healthy Relationships

Our lives are full of different types of relationships. This workshop defines what it means to be in a healthy relationship, provides tips on healthy ways to communicate, and discusses how to move forward after an unhealthy relationship.

*Crystal Noboa, L.S.W., Director,  
People in Transition*  
Thursday, June 17, 6–8 pm

**To make sure everyone is safe and comfortable, all of our workshops will be held online until further notice.**

*Thank you so much for your understanding and continued support!*

To register, email us at [PeopleinTransition@rcsj.edu](mailto:PeopleinTransition@rcsj.edu) or call 856-415-2222. Workshops are FREE unless noted.

People in Transition is now located in the RCSJ Career & Technical Education Center, 1492 Tanyard Road, Sewell, NJ 08080



## To Register —



### By Mail:

Use the registration form on the next page and mail it with your check or money order to Rowan College of South Jersey, Career & Technical Education Center, 1492 Tanyard Road, Sewell, NJ 08080.



### By Phone:

Call 856-415-2216 between 8 am–4 pm, Monday through Friday. For your convenience, 24-hour credit card registration is available via a voice mail box at this number. VISA, MasterCard, Discover and American Express are accepted and the charge must be approved. Please have all credit card information available (type of card, account number, expiration date) and include your daytime phone number on the recording.



### By Fax:

Photocopy and complete the registration form on the next page and fax it, 24 hours a day, to 856-415-7974. You must use VISA, MasterCard, Discover, or American Express as the form of payment.



### In Person:

Complete the registration form on the next page and bring it to the Career & Technical Education Center between 8 am–4 pm, Monday through Friday.



### Online 24/7:

Rowan College of South Jersey's Career & Technical Education offers online registration. Please follow the link [RCSJ.edu/CTE](https://RCSJ.edu/CTE) to register online.



## General Information and Policies

### Who May Enroll

Rowan College of South Jersey's (RCSJ) non-credit courses are open to everyone 18 years and older (unless otherwise noted). Parents or guardians wishing to register students under 18 years of age must contact the Career & Technical Education staff for information on the process. Classes for children are open to the ages noted in each course description.

### Classes Fill Fast!

Registration is accepted until classes are full. Register as early as possible to guarantee enrollment. We recommend that you register at least two weeks prior to the course start date. Registration is on a first-come basis. No registrations are accepted without payment. All course and event listings are accurate as of date of publication. Some information may be subject to change.

### Class Waiting List

If a class is full, place your name on the waiting list by calling Registration at 856-415-2216. When a new section of a class is added during the semester or a space becomes available, students on the wait list are contacted first and given an opportunity to register.

### Tuition and Fees

All course fees are required at the time of registration. No cash payments are accepted. RCSJ will invoice your organization/company if your registration is accompanied by official paperwork which, includes authorization signatures, PO number and billing address. There is a \$35 charge for all returned checks.

### Cancellations

All courses are subject to cancellation. A full refund will be issued within three to four weeks.

### Parking

Parking is available at the Career & Technical Education Center for any classes scheduled at that location. Special parking arrangements at the main campus can be made by calling 856-468-5000, ext. 6287.

### Class Locations

Classes are held at the Career & Technical Education Center, located at 1492 Tanyard Road in Sewell. Classes are also held on the main campus of the College and at the Gloucester County Fire Academy. If your class is scheduled at another site, we will provide the address. Your class location information can be found on your registration confirmation. Directions to the various class locations can be found on our website at [RCSJ.edu/CTE](https://RCSJ.edu/CTE).

### Emergency School Closings

In case of inclement weather, please call **856-415-2216** for cancellation information. Please check one of the following for information: [RCSJ.edu](https://RCSJ.edu), KYW NewsRadio (1060 AM) or [KYW1060.com](https://KYW1060.com). The cancellation code for day classes is **814**. The code for evening classes is **2814**.

### Refund/Withdrawal Policy

We will be happy to offer you a refund or apply payment to another class of your choice if you withdraw five business days prior to the start of a class. All refunds, unless the College cancels the class, will incur a \$20 processing fee. If you wish to withdraw from a course or seminar, please notify Career & Technical Education in writing or in person immediately. Refunds will be made as follows:

- No refunds of fees or costs for any program of two or fewer class meetings will be issued once class begins.
- 100% refund five days prior to the first class meeting
- 50% refund after the first class meeting
- No refund after the second class meeting

Map and directions to the Rowan College Gloucester Campus can be found at: [RCSJ.edu/gc/Directions](https://RCSJ.edu/gc/Directions)

## Personal Information

Last name \_\_\_\_\_ First name \_\_\_\_\_

Date of Birth \_\_\_\_\_

Home address \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

Place of employment \_\_\_\_\_

Work address \_\_\_\_\_

Phone: daytime \_\_\_\_\_ evening \_\_\_\_\_

Email address \_\_\_\_\_

How did you hear about the program?

- |  |   |   |
|--|---|---|
| 1. <input type="checkbox"/> Course guide | 3. <input type="checkbox"/> Previous course | 5. <input type="checkbox"/> Facebook    |
| 2. <input type="checkbox"/> Friend(s)    | 4. <input type="checkbox"/> Work            | 6. <input type="checkbox"/> Other _____ |

## Course Registration

Code	Course Title	Day(s)	Tuition
TOTAL			

## Payment

**Checks:** Please make checks payable to **Rowan College of South Jersey**
**Businesses:** Company Purchase Order # \_\_\_\_\_

**Credit Cards:** All information must be complete and accurate before your registration will be processed

Card # \_\_\_\_\_ Exp. date \_\_\_\_\_ 3- or 4-digit Security Code \_\_\_\_\_

 Check: ☐ M/C ☐ VISA ☐ DISCOVER ☐ American Express

Signature \_\_\_\_\_

### Submit this form to:

**Rowan College of South Jersey**  
 Career & Technical Education Center  
 1492 Tanyard Road, Sewell, NJ 08080  
**Fax:** 856-415-7974

***Please note:*** With the submission of this form, you are registered.  
 Unless notified to the contrary, please report to your first scheduled class. Please feel free to duplicate this form.

## Federal Reporting

The state and federal governments require the College to submit information on student characteristics. Your response to this section is voluntary, but will help RCSJ implement its affirmative action policy. RCSJ is an equal opportunity institution. This information does not affect admission or placement.

 Sex:  
 1 ☐ Male 2 ☐ Female

 Education:  
 1 ☐ Less than high school  
 2 ☐ High school  
 3 ☐ Some college  
 4 ☐ Associate degree  
 5 ☐ Bachelors degree  
 6 ☐ Masters degree  
 7 ☐ Doctorate

 Race:  
 1 ☐ Asian  
 2 ☐ White  
 3 ☐ Black or African American  
 4 ☐ Hispanic or Latino  
 5 ☐ Two or more Races  
 6 ☐ Native Hawaiian or other Pacific Islander  
 7 ☐ Non-resident alien  
 8 ☐ American Indian or Alaska Native

# CHAMBER OF COMMERCE EDUCATION PARTNERSHIP

Participating chamber members and their employees are eligible for a  
**33% discount\***  
on tuition and per-credit fees in the fall and spring semesters.

# CCEP

Chamber of Commerce  
EDUCATION PARTNERSHIP  
Rowan College of South Jersey

Learn new skills, enhance your resume and advance your career through this partnership between RCSJ and the following participating Chambers of Commerce:

Bridgeton  
Gloucester  
Greater Vineland  
Millville

## — See The Savings —



3-credit  
General Education  
**online** course \$531

**cost w/CCEP Discount:**  
**\$355.77**

4-credit  
Science  
**online** course \$683

**cost w/CCEP Discount:**  
**\$457.61**



3-credit  
General Education  
**classroom** course \$456

**cost w/CCEP Discount:**  
**\$305.52**

4-credit  
Science  
**classroom** course \$899

**cost w/CCEP Discount:**  
**\$698.36**

\*Discount does not apply to lab/course fees, textbooks, etc.

## Student Eligibility Requirements

- Be a Chamber of Commerce member or an employee of a Chamber member
- Be a full-time or part-time employee, in accordance with Chamber employer requirements
- Complete the CCEP form at **[RCSJ.edu/CCEP](https://www.rcsj.edu/CCEP)** and upload proof of employment to be enrolled for the program discount

## Contact Us

**[CCEP@rcsj.edu](mailto:CCEP@rcsj.edu)**

**Gloucester Enrollment Navigator:**  
Nina Crowder  
856-681-6248

**Cumberland Enrollment Navigator:**  
Andrea Enders  
856-200-4660



**Cumberland Campus**  
3366 College Drive  
Vineland, NJ 08360

**Gloucester Campus**  
1400 Tanyard Road  
Sewell, NJ 08080



ROWAN COLLEGE of SOUTH JERSEY  
Career & Technical Education Center  
1492 Tanyard Road, Sewell, NJ 08080

## Look What's New!

- Apprenticeship Programs .....7, 11
- Data Analytic Programs .....22, 23
- Technical Certificate and Degree Programs .....3–9

*Look for NEW, Live Online classes throughout this guide*

Postal Customer

Non-Profit Organization  
EORWSS  
U.S. Postage PAID  
Belmar, NJ  
Permit No. 75



## Moving You Forward



### Prior Learning Assessment — Where Experience and What YOU Know Earn College Credit

Save time and money by applying your prior learning towards a college degree. RCSJ offers more than 100 degree and certificate programs.

#### Earn college credit for:

*non-credit coursework • hands-on work knowledge  
corporate experience • military training*

For more information, contact  
Danielle Zimecki-Fennimore, Ed.D.  
at [dzimecki@rcsj.edu](mailto:dzimecki@rcsj.edu).

