



“The win is within you.”

Read more about these inspiring students on page 6.



“Welding saved my life.”

ADULT TRAINING PROGRAMS WINTER/SPRING 2020-21 COURSE CATALOG OCM BOCES - LIVERPOOL & CORTLAND

CAREER TRAINING

- Welding
- Cosmetology
- Construction
- Electrical
- HVAC/R
- Health Occupations
- Office Technology
- More

PLUS

- Part-time Evening Classes
- Literacy Classes
- Free High School Equivalency Diploma Programs

REMEMBER!

Hold on to this catalog through the winter and spring for program and class dates! See full course descriptions online.

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CAREER CERTIFICATION PROGRAMS

PART-TIME
DOZENS OF CLASSES

FREE HIGH SCHOOL EQUIVALENCY & LITERACY CLASSES

FOR BUSINESSES
CUSTOMIZED TRAINING

MISSION

We commit to provide our community with the highest quality education and training necessary to successfully meet the challenges and opportunities of the 21st century.

LEARN MORE
ATTEND A LIVE, VIRTUAL OPEN HOUSE
EVERY THURSDAY AT 1 P.M.

OR

SCHEDULE AN IN-PERSON TOUR
Visit ocmboces.org/adulted and click on
Full-Time Certification Programs.

CONTACT INFORMATION

General Information: (315) 453-4455 or 1-800-444-4406

Part-Time Class Information: (315) 453-4600

Part-Time Registration: www.ocmboces.org/adulted

Full-Time Admissions: (315) 453-4400

Literacy: (315) 453-4672

Business & Industry Training: (315) 453-4466

OCM BOCES LEADERSHIP

District Superintendent: **Matthew L. Cook, Ed.D.**

Deputy Superintendent: **Colleen Viggiano**

Director, Adult Education: **Mari Ukleya**

Coordinator, Training & Continuing Education: **Matt Tarolli**

Coordinator, Health Occupations: **Emeline McShane**

OUR LITERACY PROGRAMS

- We offer literacy classes geared toward individual student academic levels.
- Day and evening classes are available.
- A distance-education program is available for those who are unable to attend regular classes and are over 21.
- Classes are FREE of charge for students without a high school diploma or equivalency.

Please see the next page for more detailed information on our literacy programs.

HSE (HIGH SCHOOL EQUIVALENCY) PREPARATION

Improve your skills to pass New York State's TASC test to earn a high school equivalency diploma. For further information, call **(315) 453-4672**.

CLASSROOM LOCATIONS FOR HSE PREP

LIVERPOOL

OCM BOCES MAIN CAMPUS
110 Elwood Davis Road

Day Classes

Mon - Thurs 8:30 AM - 11:30 PM
Mon - Thurs 12:30 PM - 3:30 PM

Evening Classes

Mon - Thurs 5:00 PM - 8:00 PM

DID YOU KNOW?

New York State's High School Equivalency Exam is called the TASC.

2020 TASC TEST DATES

Syracuse
Nov. 20 & 21

Cortland
Dec. 4 & 5

Dates for 2021 have not yet been approved by NYSED.

For more information please call 315-453-4672.

TASC tests are held at Main Campus and in Cortland. Test dates, once available, are subject to enrollment.

DID YOU KNOW?

If you passed a Regents exam, it can replace a sub-test on the TASC test.

Call for details.

HIGH SCHOOL EQUIVALENCY & LITERACY PROGRAMS

NATIONAL EXTERNAL DIPLOMA PROGRAM

The web-based high school equivalency diploma program assesses student knowledge in eight competency areas, including: Cultural Literacy, Health Literacy, Civic Literacy and Community Participation, Consumer Awareness and Financial Literacy, 21st Century Workplace Skills, Geography and History and Science, as well as foundation skills in communication and technology. Candidates work from home and meet weekly with an assessor. This program is designed for adults who have work skills, training and/or life experience. Candidates must be 21 or older and have internet access.

For information, call (315) 453-4672 or (315) 453-4662.

DISTANCE EDUCATION

Do you want your high school equivalency diploma but are unable to attend class? Prepare for the TASC exam in your own home. Materials will be sent to you through your local library. In-house tutoring is available.

For more information, call (315) 453-4672 or (315) 453-4686 or (315) 453-4682.

ESOL CLASSROOM LOCATIONS & DISTANCE EDUCATION

LIVERPOOL

OCM BOCES Main Campus
110 Elwood Davis Road

Day Classes

Mon/Wed 8:30 AM - 12:30 PM
Tues/Thurs 8:30 AM - 1:30 PM

Evening Classes

Mon/Wed 5:30 PM - 8:30 PM

Math Tutoring

Mon/Wed 12:30 PM - 3:30 PM

DEWITT

DeWitt Community Library
5110 Jamesville Road

*Mon/Wed 10:00 AM - 1:00 PM

MANLIUS

Manlius Library
1 Arkie Albanese Avenue

*Tues/Thurs 9:00 AM - 12:00 PM

*Libraries will be closed until January 2021

ENGLISH FOR SPEAKERS OF OTHER LANGUAGES (ESOL)

Learn English to get a job or enter training/college programs. Study reading, writing, and vocabulary. Practice pronunciation and conversation. All levels of classes available. Students can register in the ESOL classroom. For more information, call Colleen at (315) 453-4684 or (315) 453-4672.

CROSSROADS CAFÉ – DISTANCE EDUCATION FOR OUR ESL/ESOL STUDENTS

Crossroads Café is an award-winning television and print series for learning English as a Second Language (ESL/ESOL) that combines 26 half-hour dramas with multi-level print materials to meet the needs of adult ESL learners at a distance. Students who do not have the ability to attend on-site classroom instruction can now enroll in school and work on their English skills through Crossroads Café.

LITERACY SERVICES DIRECTORY

Main number:	(315) 453-4672
English for Speakers of Other Languages (ESOL):	(315) 453-4684
National External Diploma Program:	(315) 453-4662
High School Equivalency Classes:	(315) 453-4672
Distance Education Program:	(315) 453-4682

ADMISSION REQUIREMENTS

Every student interested in training is required to take a free assessment called the TABE (Test of Adult Basic Education). The assessment takes approximately one hour and is offered on Tuesdays at 10 a.m. or Thursdays at 2:00 p.m. by appointment. Please inquire about additional times. A TABE preparation guide with practice questions and resources is available at Open House or can be emailed by request. (315) 453-4400.

MINIMUM SCORES REQUIRED ON THE TEST OF ADULT BASIC EDUCATION (TABE)

TRAINING PROGRAM	TUITION*	GRADE EQUIVALENT	
		READING	MATH
Auto Technician	\$8,200	10.0	9.0
Central Sterile Processing Technician	\$7,750	10.0	8.9
Cosmetology	\$10,300	8.9	7.0
Construction Trades	\$8,375	8.9	8.9
Dental Assisting	\$8,525	10.9	8.9
Electrical Maintenance Technician	\$9,590	10.0	10.0
HVAC/R Technician	\$8,150	10.0	10.0
Practical Nursing**	\$13,585	-	-
Medical Assisting	\$7,950	10.9	8.9
Office Technology	\$7,950	10.0	8.9
Welder/Fitter	\$8,950	10.0	10.0

* Additional fees required for books, supplies & uniforms. See pages 7-11 for specific fee estimates for each full-time program.
 ** Additional academic/admission requirement for PN program: TEAS test (Test of Essential Academic Skills). Cost is \$75. Costs are subject to change.

ATTEND A LIVE, VIRTUAL OPEN HOUSE
EVERY THURSDAY AT 1 P.M.

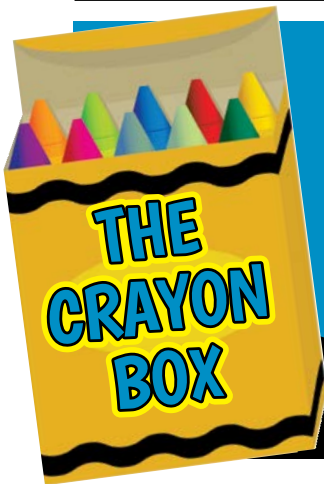
OR

SCHEDULE AN IN-PERSON TOUR



OCM BOCES is a member of the New York State Association for College Admission Counseling.

Visit ocmboces.org/adulted & click on Full-Time Certification Programs.



LOOKING FOR A GREAT HALF-DAY PRESCHOOL?

Try our 3 DAYS per WEEK PRESCHOOL PROGRAM at
OCM BOCES on Thompson Road
ONLY \$190 PER YEAR • CALL 315-431-8407

- ARTS & CRAFTS
- MUSIC APPRECIATION
- CREATIVE MOVEMENT
- ACTIVITIES
- PUPPET SHOWS
- COMPUTER SKILLS
- COOKING
- MATH & SCIENCE
- LANGUAGE ACTIVITIES

Register online today at: www.ocmboces.org/adulted

FULL-TIME FINANCIAL AID/COMMUNITY PARTNERS

GETTING STARTED: FINANCIAL AID RESOURCES

TYPES OF AID

Federal Pell Grants: Money available that does not have to be repaid.

Student Loans: The U.S. Department of Education offers eligible students Direct Subsidized Loans and Direct Unsubsidized Loans. No credit check involved. These are need-based loans.

Parent Plus Loans: Loans available to parents of dependent students to help pay for college or career school.

PAYMENT PLANS

Payment plans are available. Our financial aid office will help you secure the best financial aid package to suit your needs and help you attain your education goals. Contact them with your financial aid questions at:

315-453-4422 or 315-453-4677

OUR COMMUNITY PARTNERS

ACCES-VR

ACCES-VR (Adult Career and Continuing Education Services – Vocational Rehabilitation) may provide financial assistance for training costs to eligible individuals with disabilities.

Syracuse ACCES-VR Office (Cayuga, Cortland, Jefferson, Madison, Onondaga, Oswego counties)

315-428-4179 or 800-782-6164

Southern Tier ACCES-VR Office (Broome, Chenango, Chemung, Delaware, Otsego, Schuyler, Steuben, Tioga and Tompkins counties)

607-721-8400 or 800-888-5010

CORTLAND WORKS

(Cortland County residents)

99 Main Street
Cortland, NY 13045

607-758-7585

WORKING SOLUTIONS ONE-STOP CAREER CENTER

1006 Oneida Plaza Drive
Oneida, NY 13421

315-363-2400

CNY WORKS

(Onondaga County residents)

960 James Street
Syracuse, NY 13203

315-473-8250



TOMPKINS WORKFORCE NEW YORK

(Tompkins County residents)

Center Ithaca Building
171 East State Street
Ithaca, NY 14850

607-272-7570

VETERAN SERVICES

Post 9/11 GI Bill

Phone: **1-888-GIBILL-1 or 1-888-442-4551**

OCM BOCES Certifying Official:

315-453-4400

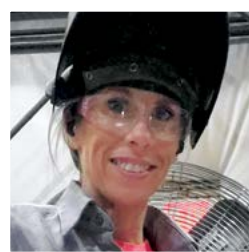


OCM BOCES is a proud partner of
the America Job Center network.



OCM BOCES is accredited through the
Council on Occupational Education
7840 Roswell Road
Building 300, Suite 325
Atlanta, GA 30350
(770) 396-3898 or (800) 917-2081

WELDING GRADUATE SARA IMPAGLIA



Sara Impaglia says welding is the glue that saved her life and held it together for the past 10 years. Before then, a drug addiction had controlled her life. She eventually spent time in state prison, where she worked in the facility's welding shop and built barbecue grills and trash cans for state parks. When she got out, she took the Adult Education Welder/Fitter course at OCM BOCES in the spring of 2015 and interned at G.A. Braun, where she still works today. Sara has been clean and sober for ten years. She recently got married, bought a lake house with her husband, and represents several welding companies at trade shows and on social media. Sara shares her story publicly to help and inspire others. She spoke in October at a Syracuse meeting of the American Welding Society. Her OCM BOCES welding instructor, Gordon McCaffer, is proud:

"When times get challenging," he said, "I try to remember the success stories like Sara and why we do what we do."

LITERACY GRADUATE CHIQUITA PRINGLE

After attending an OCM BOCES literacy program in 2020, Chiquita Pringle walked across the stage at age 33 to accept her high school diploma. It had been a goal for many years. She had tried to pass her GED, now called TASC, four times — and almost passed. But the responsibilities of being a wife, a mother to three children, and a home health aide for 13 years gave her little time to study and get over that edge. When she decided to try BOCES, she said, "the teachers were really on me not to give up. It was a great environment to push myself in." Today her dream is to become an aesthetician, a licensed cosmetology professional who cleans and treats the skin. At her OCM BOCES graduation, she shared this speech with her classmates:

"Some people may think that quitting and giving up is the easiest route in life, when actually quitting and giving up are the hardest things to live with.

No matter how many times you may fail, nothing compares to that win, that one success story. Never give up. Never lose hope. The win is within you. You can achieve anything in your life as long as you have the life and will to fight. At age 33, I did it! Thank you, BOCES."



FULL-TIME CAREER TRAINING

HEALTH OCCUPATIONS

PRACTICAL NURSING

This is your opportunity to join one of most in-demand health occupations in the country. As a Practical Nursing (PN) student, you will be challenged with a rigorous program of study that will prepare you for the National Council Licensure Examination for Practical Nurses (NCLEX-PN). The Nursing faculty will cultivate an environment in which your success can be measured, validated and reproduced. With the foundations of knowledge and skills, you will become a well-qualified and safe practitioner. A review of the National Council Licensure Examination (NCLEX-PN) is included at the end of the program. For more additional information email PNprogram@ocmboces.org

Tuition: \$13,585*
 Median student loan: \$9,500
 Graduation Rate: 77%
 Job Placement Rate: 77%
 Program Length..... 1 year (1143 hours)
 3-year NCLEX-PN pass rate average
 2017-2019 71.6%
 Start Date:..... September 2021
 Daytime M-F, 8:00 AM - 3:00 PM
 Clinical as assigned 6:45 AM - 1:15 PM
 Evening M-Th, 4:00 - 9:30 PM
 F: Lab 8:00 AM - 3:00 PM or
 Clinical 6:45 AM - 1:15 PM as assigned
 Additional Requirements: TEAS exam (\$75),
 Physical, immunizations and BLS CPR
 SOC Code: 29-2061
 HEGIS Code 5209.20
 U.S. Dept. of Labor: www.bls.gov/SOC

*Tuition subject to change. Estimated books and fees \$2,123.

MEDICAL ASSISTING

Train for a rewarding career in one of the fastest-growing occupations in the medical profession. Work with physicians and other health professionals, assisting with the delivery of high-quality health care. Students learn both the administrative and clinical aspects of working in the medical office, including: word processing, HIPAA requirements, medical office procedures, and medical billing including ICD-10 and CPT-4 coding. Clinical coursework includes infection control, vital signs, medical office laboratory tests, pharmacology, EKGs, medical specialty assisting, and phlebotomy. The program includes a four-week clinical experience in a health care facility. Upon completion, students can sit for the Certified Clinical Medical Assistant exam.

Tuition: \$7,950*
 Median student loan: \$4,766
 Graduation Rate: 90%
 Job Placement Rate: 74%
 Program Length: 780 hours
 Start Dates: February 2021
 Main Campus in Liverpool
 M-F, 8:00 AM-3:00 PM
 Additional Requirements: Physical &
 professional CPR testing fee
 SOC Code: 31-9092
 U.S. Dept. of Labor: www.bls.gov/SOC

*Tuition subject to change. Estimated fee for books, supplies & fees is \$508, with another \$195 in optional costs.

*Cortland option based on enrollment.

CENTRAL STERILE PROCESSING TECHNICIAN

The Central Sterile Processing Technician is responsible for the procurement of surgical supplies and sterile equipment. Central Sterile Processing Technicians provide support to all patient-care services, including diagnostic and surgical application in a health care facility. They are responsible for cleaning, decontaminating, processing, assembling, sterilizing, storing and distributing the medical devices required for patient care. The 21-week training program includes the basics of medical terminology, anatomy and physiology, microbiology, infection prevention and control, principles and methods of the sterilization process, cleaning, decontaminating, processing, packaging, distributing, storing and inventory control of sterile goods, instruments, trays and equipment. Also included is a 200-hour internship component at a local health care facility. Students completing the program can sit for the Certification Board for Sterile Processing and Distribution (CBSPD) certification.

Tuition: \$7,750*
 Median student loan: \$3,404
 Graduation Rate: 79%
 Job Placement Rate: 72%
 Program Length: 678 hours
 Start Date: March 2021
 M-F, 8:00 AM - 3:00 PM
 Additional Requirements: Physical,
 current immunizations (MMR, Varicella, PP)
 and testing fee.
 SOC Code: 31-9093
 U.S. Dept. of Labor: www.bls.gov/SOC

*Estimated fee for books, supplies, & uniform is \$275, with another \$125 in optional costs.

COSMETOLOGY

DENTAL ASSISTING

This program is approved by the New York State Education Department Office of the Professions for licensure and certification purposes. The hands-on program format provides an excellent opportunity for those with an interest in the dental profession to begin a rewarding career. Students receive training in a well-equipped dental classroom/lab and are trained on state-of-the-art Eaglesoft software. Coursework includes: sciences in dentistry, dental terminology, emergency care, infection control, preventive dentistry, clinical assisting and procedures, dental radiology, and a minimum 200 hours of internship experience in a dental office.

Tuition:	\$8,525*
Median student loan:	\$8,133
Graduation Rate:	91%
Job Placement Rate:	83%
Program Length:	900 hours
Start Dates:	March 2021 M-F, 8:00 AM - 3:00 PM
Additional Requirements:	Physical, health immunizations, Professional CPR and testing fee.
SOC Code:	31-9091
U.S. Dept. of Labor:	www.bls.gov/SOC

*Tuition subject to change. Estimated fee for books, supplies, & uniform is \$455, with another \$788 in optional costs.

COSMETOLOGY

Cosmetology is an adult program designed to prepare students for a career in the appearance enhancement field. Classes follow the New York State approved curriculum required for taking the state licensing exams. The Cosmetology program offers students the opportunity to practice their skills during regular classes and clinics. An advanced placement option is also available to students who have already completed partial training.

Tuition:	\$10,300*
Median student loan:	\$6,501
Graduation Rate:	78%
Job Placement Rate:	83%
Program Length:	1,100 hours
Start Date:	Fall 2021 M-F, 8:30 AM - 3:30 PM
SOC Code:	39-5012
U.S. Dept. of Labor:	www.bls.gov/SOC
Additional Requirement:	Licensing Fee

*Tuition subject to change. Additional fees for book & kit is \$910.

We have a full-service salon clinic available to the public on Wednesdays and Fridays. A nail clinic is available Fridays only.

Our adult students, under the supervision of their instructors, can provide many salon services at substantial savings to you and your family. Please call (315) 453-4650 for your appointment or for additional information.

Did You Know?

Shampoo, Set, Blow Dry	\$7
Shampoo, Haircut, Style	\$10
Chemical Relaxer (includes cut & style)	\$30+
Ionic Relaxer (includes cut & style)	\$30+
Perm (includes cut & style)	\$30+
Single-Process Color	\$20+
Double-Process Color	\$40+
Corrective Color	\$40+
Highlights-Full Head	\$35+
Highlights-Partial	\$20+
Guylights	\$15+
Facials	\$5
Makeup Application	\$5
Waxing Eye, Lip, Chin	\$5
Paraffin Wax	\$5
Spa Pedicure	\$8

FULL-TIME CAREER TRAINING

OFFICE TECHNOLOGY

Begin with the office basics of keyboarding, letter writing, business English, filing, and the use of various office machines including desktop computers, copiers and multi-line telephone systems. Each one of these focus areas requires a four-week internship to complete the program. Students may specialize in one or more of the following areas:

OFFICE SUPPORT SPECIALIST

Continue to develop skills required to be proficient in a business office setting. This program is designed for people who are looking to take their basic computer skills to the next level. The curriculum includes Microsoft Windows®, Word®, Excel®, PowerPoint®, and Access®, in addition to incorporating the administrative skills needed for a variety of office-related careers.

Tuition: \$7,950*
 Median student loan: \$3,899
 Graduation Rate: 90%
 Job Placement Rate: 100%
 Program Length: 780 Hours
 Start Dates: February 2021
 M-F, 8:00 AM - 3:00 PM
 SOC Codes: 43-6014
 43-3021 • 43-3031 • 43-9060
 U.S. Dept. of Labor: www.bls.gov/SOC

*Tuition subject to change. Estimated fee for books & supplies is \$100.

ADMINISTRATIVE SUPPORT SPECIALIST

This training program will focus on the skills necessary for mid-to upper-level office support positions such as administrative assistant, executive secretary, legal secretary, medical secretary, and general secretary. The focus is on extensive Word® proficiency and also incorporates Excel®, PowerPoint®, and Access®, depending on the clerical position of interest.

MEDICAL BILLING & CODING

Learn necessary medical and technological skills for entry-level medical billing and coding. The curriculum includes training in medical terminology, anatomy and physiology, medical office administration and medical billing and coding, utilizing the new ICD-10-CM as well as the current ICD-10-CM, along with computers and more general administrative skills. Class will also focus on electronic medical health care record management with state-of-the-art Medent software.

Tuition: \$7,950*
 Median student loan: \$3,899
 Graduation Rate: 90%
 Job Placement Rate: 100%
 Program Length: 780 Hours
 Start Dates: February 2021
 M-F, 8:00 AM - 3:00 PM
 SOC Codes: 43-6014 • 43-3021 • 43-3031 • 43-9060
 U.S. Dept. of Labor: www.bls.gov/SOC

*Tuition subject to change. Estimated fee for books & supplies is \$405.

*Cortland option based on enrollment.

BOOKKEEPING & ACCOUNTING

Continue on to a concentration in the financial aspect of running an office. Develop skills in manual bookkeeping procedures and payroll as well as computerized methods of these functions using software such as Excel® and QuickBooks®.

Tuition: \$7,950*
 Median student loan: \$3,899
 Graduation Rate: 90%
 Job Placement Rate: 100%
 Program Length: 780 Hours
 Start Dates: February 2021
 M-F, 8:00 AM - 3:00 PM
 SOC Codes: 43-6014 • 43-3021 • 43-3031 • 43-9060
 U.S. Dept. of Labor: www.bls.gov/SOC

*Tuition subject to change. Estimated fee for books & supplies is \$320.

TRADES & TECHNOLOGY

AUTOMOTIVE TECHNICIAN

You can prepare for direct entry into automotive mechanics, service, and repair employment by completing this program. Instruction includes preparation for the National Automobile Technicians Education Foundation (NATEF) certification in four modules: brake systems, electrical and electronic systems, engine performance, and suspension and steering. You will receive direct instruction and hands-on applications in a well-equipped automotive shop. Prior to completion, all students will perform a four-week internship with a local automotive employer.

Tuition: \$8,200*
 Median student loan: \$6,667
 Graduation Rate: 88%
 Job Placement Rate: 73%
 Program Length: 800 hours
 Start Dates: TBD
 M-F, 4:00 PM to 9:00 PM
 SOC Code: 49-3023
 U.S. Dept. of Labor: www.bls.gov/SOC
 Location: **Thompson Road**
 *Tuition subject to change. Estimated fee for books & supplies is \$240.

WELDER/FITTER

This intensive, hands-on training program offers participants the opportunity to become a member of a well-paying, skilled profession. Students will develop an understanding and proficiency in the areas of shop math, basic drafting, blueprint reading, safety, and the use of oxy-acetylene and plasma-arc cutting equipment. MIG (GMAW), TIG (GTAW), Flux-Core (FCAW) and Stick (SMAW) welding processes will be taught in all positions, as well as an introduction to basic pipe-welding processes. Training follows the standards set by the American Welding Society (AWS). The program includes job shadowing and a four-week internship. Upon completion of the program, students will have an opportunity to obtain AWS D1.1 Welder Qualification. Welders are employed in industrial settings such as manufacturing, heavy construction, and repair shops.

Tuition: \$8,950*
 Median student loan: \$4,963
 Graduation Rate: 91%
 Job Placement Rate: 100%
 Program Length: 812 hours
 Start Dates:
 Days: March 2021
 Main Campus
 M-F, 8:00 AM - 3:30 PM
 Evenings: March 2021
 Thompson Road
 M-F, 3:30 PM - 8:30 PM
 SOC Code: 51-4121
 U.S. Dept. of Labor: www.bls.gov/SOC
 Added Requirements: jacket, helmet, boots
 *Tuition subject to change. Estimated total for books, tool kit, fees and exams is \$620.
 *Cortland option based on enrollment.

CONSTRUCTION TRADES

This is a comprehensive introduction to all aspects of residential building construction from foundations to rough and finished carpentry. Skills will be taught through classroom instruction, job shadow experiences and a four-week internship with a local contractor, builder or home remodeling company. Topics will include hand and power tools, construction math, blueprint reading, masonry, rigging, electrical wiring, basic plumbing, framing, roofing, and finishing. Hands-on training and projects will reinforce all classroom learning. A student tool kit will be provided and will include the fundamental tools of the trade.

Tuition: \$8,375*
 Median student loan: \$3,087
 Graduation Rate: 83%
 Job Placement Rate: 95%
 Program Length: 780 hours
 Start Dates: February 2021
 M-F, 8:00 AM - 4:00 PM
 SOC Code: 47-2000
 U.S. Dept. of Labor: www.bls.gov/SOC
 *Tuition subject to change. Estimated fee total for books, tool kit, fees and exams is \$610.

TRADES & TECHNOLOGY

HVAC/R TECHNICIAN

Heating, ventilation, air conditioning and refrigeration (HVAC/R) is a comprehensive, technical and hands-on training program covering all critical aspects of the HVAC/R field. The program offers a combination of classroom, lab and field work under the supervision of an experienced, qualified instructor. This is an opportunity to learn and understand refrigeration and cooling systems, electrical circuitry, electronic solid state control applications, and electric, gas and oil-fired heat and heat pumps. Learn to install, maintain, troubleshoot and repair both residential and commercial systems. Students work on fully operational cooling and heating systems in our well-equipped HVAC/R lab. Opportunities exist as entry-level service technicians, installation personnel, facilities maintenance technicians and commercial sales and service representatives. The EPA Universal Certification Exam for refrigerant handling is offered at an additional fee.

Tuition: \$8,150*
 Median student loan: \$3,836
 Graduation Rate: 95%
 Job Placement Rate: 97%
 Program Length: 715 hours
 Start Dates: February 2021
 M-F, 8:00 AM - 3:00 PM
 SOC Code: 49-9020
 U.S. Dept. of Labor: www.bls.gov/SOC
 Additional fees: OSHA exam, EPA

*Tuition subject to change. Estimated total for books, kits & fees is \$864.

ELECTRICAL MAINTENANCE TECHNICIAN

Electrical Maintenance Technician is an intensive program of study on electrical maintenance fundamentals. Students will receive training in basic shop math, hand and power tools, precision measuring instruments, electrical blueprints, the National Electrical Code standards and practices, OSHA, electrical theory, conduit bending, motors and NEMA designations. Students will also be eligible to earn National Fire Protection (NFPA) certification. A four-week work experience is included in the training program. According to U.S. Department of Labor statistics, the employment of electrical maintenance technicians is expected to increase with the emergence of new technologies that will stimulate the demand for these skills, along with the large number of expected retirements in this field.

Tuition: \$9,590*
 Median student loan: \$4,952
 Graduation Rate: 100%
 Job Placement Rate: 92%
 Program Length: 810 hours
 Start Dates: February 2021
 M-F, 8:00 AM - 3:30 PM
 SOC Code: 47-3013
 U.S. Dept. of Labor: www.bls.gov/SOC

*Tuition subject to change. Estimated total for books, kits & fees is \$855.

*Cortland option based on enrollment.

TRADES AND TECHNOLOGY

LEWIS CARINCI is an AWS/ASME certified welder with 37+ years of experience in welding and fabrication. He has a degree from Herkimer Community College in business administration and a degree from Cornell University in county government laws and procedures. He also graduated from the Schenectady Modern Welding School.

LARRY CASEY is a graduate of Onondaga Community College with a degree in business administration. He has 30 years of experience working in the electronics and mechanical fields. He is a certified proctor for BPI and a certified EPA/HVAC technician.

GORDON MCCAFFER is a nationally certified AWS D1.1 Code Welder (#1402161W) with 38+ years of experience in welding, custom fabrication and manufacturing. He also holds a NYS DOT Welding Certification (all-position/unlimited thickness). Prior to OCM BOCES, he was an ASME code-qualified pressure-vessel welder for a large local manufacturer. This included 6G (all position) pipe welding using multiple welding processes. He is an OCM BOCES graduate and has an A.A.S. in Business from Onondaga Community College. He has been an AWS District Welding Educator of the Year. He has a NYS Adult Education Certification.

JOSEPH MIUCCIO has an M.S. in vocation technical education and B.S. in industrial arts from SUNY Oswego. He holds Building Performance Institute (BPI) certifications in Building Analyst, Envelope Professional, Heating Professional and RESNET.

MARY SNYDER earned her B.S. degree in vocational-technical education and a master's degree in education from SUNY Oswego.

MEET OUR INSTRUCTORS

She has taught in the private sector as well as academia, including at the U.S. Coast Guard Headquarters, Washington, DC; Baltimore City Community College, Baltimore, MD; New Hampshire Department of Corrections; and Plymouth State University, Plymouth, NH.

JOHN SWEENEY is a graduate of Virginia Commonwealth University with a B.A. in English. He completed a master's degree in secondary education at SUNY Oswego. He holds a NYS Code Enforcement Certification and is a certified instructor through the National Center for Construction Education and Research (NCCER).

COSMETOLOGY

DAWN IOZZO has 35 years of experience in the salon industry. She holds a NYS Cosmetology License, certification for teaching Adult Education, as well as a certified NYS Cosmetology examiner. Dawn has been successful as a salon stylist/ salon manager. She found her true passion for the industry as an educator and training manager at MATRIX/L'Oreal, where she facilitated advanced cutting and coloring programs to stylists in salons as well as training other trainers to train in salons.

HEALTH OCCUPATIONS

NANCY CHAPPELL re-joined the OCM BOCES Adult Education program last fall after working as the full-time Dental Assisting instructor for 14 years, from 2001 to 2015. After leaving her instructing position in 2015, Nancy worked as a dental sales representative and dental office manager. In total, she has 30 years of experience in the field. Nancy graduated from the PIMA Medical Institute in Denver in 1989 and was certified by the Dental Assisting National Board in 1993. She has been a NYS Certified Dental Assistant since 2000.

JAMIE TROUTMAN, NRCMA, is a 2011 graduate of the BOCES Medical Assisting Program. She has worked in a variety of medical settings, including general surgery, pain management and neurology. She excels in both the clinical and administrative sides of medical assisting.

MATTHEW FOSTER, is certified by the International Association of Healthcare Central Service Materiel Management non-profit corporation (IAHCSSMM). He has worked in the Central Sterile Processing field for St. Joseph's Hospital Health Center for 16 years. This gave him extensive knowledge of managing a Central Sterile Department, coordinating with Operating Rooms to facilitate surgeries, technical aspects of instrument processing, and education and training of new staff and interns.

PRACTICAL NURSING

COORDINATOR:

EMELINE MCSHANE, BS, RN, is the Health Occupations Coordinator at OCM BOCES. She holds an A.A.S. in nursing from the Crouse Hospital School of Nursing and a B.S. in Biomedical Sciences from SUNY Cortland. She has also completed the RN-to-MS Certificate program at LeMoyne College.

INSTRUCTORS:

MICHELE CALIVA, MA, RN, completed her master's degree training at the Naval Post Graduate School.

HEATHER COTTER, BSN, RN, holds a bachelor's in nursing from the University of Buffalo.

SHIKELA GILES, NP-C, is certified as a Family Nurse Practitioner and holds a masters in nursing from SUNY Upstate with a minor in education.

AMANDA KELLY, RN, holds an A.A.S. in nursing from Cayuga Community College.

JASON LABATOS, RN, holds an A.A.S. in nursing from Onondaga Community College.

JULIE OKTAVEC, BSN, RN, holds a bachelor's in nursing from James Madison University.

BRENDA PARKER, BSN, RN, holds a bachelor's in nursing from Excelsior College.

STACY SEVERIN, MSN, RN, holds a master's degree in nursing education from SUNY IT.

SUSAN SQUADRITO, BSN, RN, holds a bachelor's in nursing from Franciscan Missionaries of Our Lady University.

MARK TRUOX, RN, holds an A.A.S. in nursing from Tompkins County Community College.

CAROL VIGLIOTTI, MS, BSN, RN, obtained a B.S. in nursing from Keuka College and an M.S. in health services administration from The New School. She completed her vocational teacher education at SUNY Oswego. In addition, she holds a NYS Permanent Teaching Certificate in Licensed Practical Nursing and Business.

CHARLENE YOUNG, MS, RN, holds a master's degree in nursing education from LeMoyne College.

PART-TIME CONTINUING EDUCATION CLASSES

CALL 315-453-4600 OR GO TO OCMBOCES.ORG/ADULTED

ART

DRAWING BASICS

Explore pencil, charcoal, and pastel while drawing simple subjects. Drawing exercises will warm you up, and you will be delighted at your improvement. As you perfect some basic skills, you can begin to work with other media. Supplies required. Please call 315-453-4600 to obtain a supply list prior to class.

CEART0655Win4	1/14/21 - 2/4/21
CEART0655Spr4	3/18/21 - 4/8/21
Thursday	\$65.00
Eve Tronccone	4 Sessions
6:30 PM - 9:00 PM	Main Campus

PAINTING BASICS

Whether you have been a student of art in the past or have never picked up a brush, this class will guide you through everything you need to know to start painting. Discover how to mix colors, how color can set the mood, how to prepare your surface, and techniques for applying paint. You'll be working with acrylic paints on canvas, but the concepts can apply to watercolor, oil, pastel, or decorative painting. Supplies needed. Please call 315-453-4600 to obtain supply list prior to class.

CEART0658Win4	2/11/21 - 3/4/21
CEART0658Spr4	4/15/21 - 5/6/21
Thursday	\$65.00
Eve Tronccone	4 Sessions
6:30 PM - 9:00 PM	Main Campus

JEWELRY & LAPIDARY

Learn how to cut and polish stone and set the results into your hand-made sterling silver setting. Learn to use saws and stone polishing equipment and basic soldering techniques. Basic tools and materials needed to purchase complete your project will be discussed at the first class. Some tools available for use in class.

CEART0651Fall4	11/12/20 - 1/21/21
8 Sessions	\$109.00
CEART0651Spr4	3/25/21 - 5/27/21
10 Sessions	\$129.00
Thursday	6:30 PM - 9:00PM
John Sweeney	Main Campus

PAINTING WITH ACRYLICS

Learn to blend, shade, and highlight with acrylic paints! You will learn the basic strokes and advance to more complex strokes, blending and mixing colors, and choosing subjects for your work. Come to learn, paint and relax. Basic painting and drawing supplies required. Call 315-453-4600 to obtain a supply list prior to class.

CEART0664Spr4	5/13/21 - 6/3/21
Thursday	\$65.00
Eve Tronccone	4 Sessions
6:30 PM - 9:00 PM	Main Campus

PHOTOGRAPHY IN THE DIGITAL AGE

Get better acquainted with your camera! Improve your photography skills through the creative use of camera functions, exposure, composition, and lighting. Learn to send photos, transfer photos, catalogue and much more. Weekly projects will be critiqued as you work on improving your photos. Bring digital (or 35mm) camera and instructions to class.

CEPER0619Win4	1/25/21 - 3/8/21
CEPER0619Spr4	3/22/21 - 4/26/21
CEPER0620Spr4	5/3/21 - 6/14/21
Monday	\$95.00
Al Miles	6 Sessions
6:00 PM - 8:00 PM	Main Campus

BUSINESS

CUSTOMER SERVICE SKILLS

In today's world, providing quality customer service is essential in all organizations and businesses. As a front-line employee, you are usually the first person a potential customer meets, either in person or on the phone. Emphasis will be placed on responding to a customer's needs and incorporating customer service: greeting customers, answering the telephone, transferring a call, message taking, solving problems, and handling complaints. Participants will share customer service experiences and identify key words that lead to either a positive or negative experience.

CEBUS0438Win4	2/2/21 - 2/9/21
Tuesday	\$49.00
Mary Elizabeth Alberts	2 Sessions
6:30 PM - 9:00 PM	Main Campus

ABC'S OF ACCOUNTING

This class will introduce you to basic accounting skills, the accounting equation—assets, liabilities and owner's equity—and the rules of debits and credits. We will discuss a variety of business entities such as sole proprietorship, partnership, corporation and limited liability company. You will also learn about T-accounts to analyze business transactions as well as the correct terminology for use with accountants. Text required.*

CESBM0423Spr4	3/25/21 - 5/27/21
Thursday	\$139.00
Fred Intondi	10 Sessions
6:00 PM - 8:00 PM	Main Campus

BETTER BUSINESS WRITING FOR TODAY

Create a positive impression with your customers, co-workers and management by learning to produce clear, concise business documents that are both effective and professional. Review spelling, word usage, punctuation and sentence structure needed to correctly write letters, memos, reports, proposals and minutes.

CEBUS0436Spr4	3/16/21 - 4/6/21
Tuesday	\$69.00
Mary Elizabeth Alberts	4 Sessions
6:30 PM - 9:00 PM	Main Campus

MANAGEMENT & LEADERSHIP SKILLS WORKSHOP **NEW**

This course will give you the skills for being successful in developing and leading people in the workplace. We will discuss a variety of management styles, covering when and how to use them. This will lead us into discussions on topics such as business ethics, effective communication, time management, the right person for the job, creating a winning team, conflict resolution, and problem-solving techniques.

CESBM0420Win4	1/11/21 - 2/17/21
Monday and Wednesday	\$199.00
Thomas Reidy	10 Sessions
6:00 PM - 8:30 PM	Main Campus

COMPUTERS

INTRO TO COMPUTERS

Become familiar with computers in a non-threatening setting. In this hands-on class, you will learn about the basic hardware of a PC and become skilled at using a mouse. Learn to create, save and retrieve a file and learn about creating and changing directories and drives. Become familiar with the terms "word processing," "database," and "spreadsheet," among others, and how they relate to your new world of computer literacy. Now using Windows 10. Textbook required. No experience necessary.*

CECOM5000Win4	1/11/21 - 2/8/21
CECOM5000Spri4	3/22/21 - 4/12/21
Monday	\$135.00
Jean Duva	4 Sessions
12:00 PM - 2:30 PM	Main Campus

INTRO TO WINDOWS 10 **NEW**

This class offers an easy way to become familiar with the Windows system. Explore the basic features of Windows 10, including the task bar, desktop, start menu, developing shortcuts, drag-and-drop, recycle bin, and control panel. Create folders to manage files and documents. Use Explorer to locate files. Learn about installing or uninstalling hardware and software, plug-and-play, and other features of Windows. Create, delete, or rearrange icons, customize your desktop and start menu. Learn about passwords and security within the Windows environment. Prerequisite: Introduction to computers or equivalent experience. Textbook required. Please bring a flash drive to class.

CECOM5430Win4	2/22/21 - 3/15/21
CECOM5430Spri4	4/19/21 - 5/10/21
Monday	\$135.00
Jean Duva	4 Sessions
12:00 PM - 2:30 PM	Main Campus

EXCEL® 2016 1

This class covers the basics of entering and editing entries, selecting cells and ranges, creating basic formulas and functions, absolute formulas, AutoSum and multiple-sheet workbooks. It also includes modifying columns and row heights, hiding columns and rows, changing text alignment, and printing entire worksheets and worksheet selections. Experience with Windows recommended. Text required.* Please bring a flash drive to class.

CECOM5521Win4	1/12/21 - 2/2/21
CECOM5521Spri4	3/16/21 - 4/6/21
Tuesday	\$145.00
Frank McCarthy	4 Sessions
6:00 PM - 8:30 PM	Main Campus

W.O.W. WORK-OUT WEDNESDAY

Jean Duva,
Instructor

Main Campus
\$145/session
1 session, Wednesday
9:00AM - 4:00PM

Work-Out Wednesdays cover the basics for those in or entering the business world. The swift pace in each eight-hour session allows a large amount of material to be covered. (Class will break for a 1-hour, on-your-own lunch.) Computers will be provided for every student. **Texts required and may be purchased at class.***

W.O.W WORD® 2016 LEVEL 1

CECOM8000Win4	1/13/21
CECOM8000Spri4	3/24/21

W.O.W ACCESS® 2016

CECOM8001Win4	1/27/21
CECOM8001Spri4	4/21/21

W.O.W WORD® 2016 LEVEL 2

CECOM8008Spri4	3/31/21
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W.O.W ACCESS® 2016 LEVEL 2

CECOM8006Spri4	4/28/21
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W.O.W EXCEL® 2016 LEVEL 1

CECOM8004Win4	1/20/21
CECOM8004Spri4	4/7/21

W.O.W POWERPOINT® 2016

CECOM8005Win4	2/3/21
CECOM8005Spri4	5/5/21

W.O.W EXCEL® 2016 LEVEL 2

CECOM8007Spri4	4/14/21
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EXCEL® 2016 2

Prerequisite: Excel® Level I or equivalent experience. Text required.* Please bring a flash drive to class.

CECOM5526Win4	2/9/21 - 3/2/21
CECOM5526Spri4	4/13/21 - 5/4/21
Tuesday	\$145.00
Frank McCarthy	4 Sessions
6:00 PM - 8:30 PM	Main Campus

EXCEL® 2016 3

Prerequisite: Excel® Level II or equivalent experience. Text required.* Please bring a flash drive to class.

CECOM5529Spri4	5/11/21 - 6/1/21
Tuesday	\$145.00
Franck McCarthy	4 Sessions
6:00 PM - 8:30 PM	Main Campus

WORD® 2016 1

Learn this unique and common word processing software. With this new version, discover the ease with which you can create, edit, add and delete graphics, as well as print documents for both the office and home. Prerequisite: Windows experience. Text required.* Please bring a flash drive to class.

CECOM5562Win4	1/11/21 - 2/8/21
CECOM5562Spri4	3/22/21 - 4/12/21
Monday	\$145.00
Mary Elizabeth Alberts	4 Sessions
6:30 PM- 9:00 PM	Main Campus

WORD® 2016 2

Prerequisite: Word® Level I. Text required.* Please bring a flash drive to class.

CECOM5595Spri4	4/19/21 - 5/10/21
Monday	\$145.00
Mary Elizabeth Alberts	4 Sessions
6:30 PM - 9:00 PM	Main Campus

INTRO TO QUICKBOOKS® 2018

QuickBooks is a software program designed to help small and medium-sized businesses keep their books easily and accurately. Get an introduction to this software package, learn file management tasks and learn the skills to effectively deal with customers, vendors, and banking transactions. Inventory control and payroll functions will also be taught. Basic computer knowledge required. Basic bookkeeping knowledge is a prerequisite. Text required.* Please bring a flash drive to class.

CECOM0900Win4	1/11/21 - 3/1/21
CECOM0900Spri4	4/5/21 - 5/10/21
Monday	\$175.00
Frank McCarthy	6 Sessions
6:00 PM - 8:30 PM	Main Campus

QUICKBOOKS® 2018 - ADVANCED

Prerequisite: Basic computer skills and QuickBooks Level 1 required. Text required.* Please bring a flash drive to class.

CECOM0903Win4	3/8/21 - 3/29/21
CECOM0903Spri4	5/17/21 - 6/14/21
Monday	\$155.00
Frank McCarthy	4 Sessions
6:00 PM - 8:30 PM	Main Campus

BUILD A WEBSITE FOR FREE

This practical, hands-on class will give you the opportunity to create a website tailored to your interests. Give yourself the chance to promote your business, create a website for friends or family, or help your local community. You will receive the instruction and materials to build your website and maintain it over time. Basic computer knowledge required. A 3-inch binder is required for the first class.

CECOM0100Spri4	4/7/21 - 4/28/21
Wednesday	\$79.00
Bonnie Strunk	4 Sessions
6:30 PM - 9:00 PM	Main Campus

INTRO TO AUTOCAD 2019 1

Increase your design and drafting skills using AutoCAD, the computer-aided drafting tool. Gain an understanding of AutoCAD by setting up files; navigating work space; and learning about drawing tools, hot keys, icon buttons, drawing and modifying concepts, orthographic drawings, layers, dimension styles, hatching, Xref and raster images. One computer per student. Prerequisite: Basic computer skills and understanding of basic drafting. Text required.*

CECOM5604Win4	1/16/21 - 2/20/21
CECOM5604Spri4	3/13/21 - 4/24/21
Saturday	\$255.00
David Trembley	6 Sessions
8:00 AM - 12:00 PM	Main Campus

AUTOCAD 2019 2

Build on the skills gained in the basic AutoCAD class or elsewhere. Prerequisite: Basic AutoCAD or equivalent experience. Text required.*

CECOM5605Spri4	5/1/21 - 6/5/21
Saturday	\$255.00
David Trembley	6 Sessions
8:00 AM - 12:00 PM	Main Campus

COSMETOLOGY

NYS COSMETOLOGY PRACTICAL REVIEW **NEW**

This class is designed for students who have graduated with 1,000 hours from cosmetology school and are looking for a state board refresher class. Class includes instruction and hands-on practice of all state board disciplines required to pass the New York State exam; a practice mannequin for class; a New York State practical exam kit; a mannequin for the test; and mannequin stand for the actual state board exam. Must call 315-453-4650 or 315-453-4401 to register.

CECOS0002Win4	2/4/21
CECOS0002Spri4	4/15/21
CECOS0002Spri4a	5/20/21
Thursday	\$320.00
Dawn Iozzo	1 Session
4:00 PM - 8:00 PM	Main Campus

SECRET MAGIC OF THE CORRECT COLORS

Learn how to look younger, healthier, and thinner by wearing your correct colors! Bright, beautiful colors surround us everywhere, and their effect on our appearance is amazing! Find out how the seasonal color theory works and discover the best colors for you. You will receive a professional and individualized color analysis. You will leave knowing your best colors and how wearing your right colors can help you look 10 pounds thinner and years younger.

CECOS0422Spri4	3/30/21
Tuesday	\$49.00
Dianne Stancampiano	1 Session
6:30 PM - 9:30 PM	Main Campus

I HAVE NOTHING TO WEAR! LEARN HOW TO LOOK 10 POUNDS THINNER & 10 YEARS YOUNGER

Have a closet FULL of clothes and NOTHING to wear? Get the “skinny” on what wardrobe styles and silhouettes are most flattering no matter your shape and learn the art of dressing with ease. Learn your figure and how clothing can help your diet along through proportional dressing! How many of us can say we are a perfect size 8 or 10? How many times have you been able to buy a garment which needs no additional tailoring? Few of us have perfect figures, and that’s why proportional dressing is so important in creating a successful image. By recognizing and accepting your figure’s strengths and weaknesses, you can make adjustments to your wardrobe that will flatter and enhance your looks. Receive Personal Image Information which will recommend wardrobe, makeup, hair and accessories based on your physical characteristics, coloring and fashion personality.

CECOS0450Spr4 4/13/21
 Tuesday \$59.00
 Dianne Stancampiano 1 Session
 6:30 PM - 9:30 PM Main Campus

GET YOUR GLAM ON, LEARNING MAKEUP LIKE A PRO

Unleash your inner beauty with a class on makeup application. Learn professional tips and tricks for a soft -finish makeup you can use! Does the vast selection of makeup make it difficult for you to decide what is best for you? Learn what’s available, what to look for when purchasing makeup, and how to apply it correctly. Find ways to look your very best. Bring your makeup bag or use BeautiControl samples that will be provided.

CECOS0420Spr4 4/27/21
 Tuesday \$49.00
 Dianne Stancampiano 1 Session
 6:30 PM - 9:30 PM Main Campus

CULINARY

COOKING 101 - KITCHEN BASICS

This class is designed specifically for the beginning cook who has little or no cooking experience. Over a three-week period, we will focus on beginner knife skills, basic cooking definitions, and basic cooking techniques. This class will give you the skills you need to prepare simple recipes with success. If you’ve ever had the desire to cook, this class is for you!

CEEAT0101Spr4 3/18/21 - 4/1/21
 Thursday \$159.00
 6:00 PM - 9:00 PM 3 Sessions
 Michael Fitzgerald Thompson Road Campus

COOKING 102 - BASIC MEAL PREPARATIONS

This class follows Cooking 101 to expand your basic cooking skills and ultimately prepare full-course meals, from soup to dessert. By the end of this class, you will be able to impress anyone with your cooking skills and tackle almost any recipe with success. This class is also great if you already have some basic cooking skills and want to expand your knowledge base.

CEEAT0102Spr4 4/8/21 - 4/22/21
 Thursday \$159.00
 6:00 PM - 9:00 PM 3 Sessions
 Michael Fitzgerald Thompson Road Campus

COOKING 103 - ADVANCED COOKING SKILLS

The last of the basic cooking classes. In this class you will master your knife skills, learn more advanced cooking techniques and learn how to read and follow recipes to create advanced culinary creations.

CEEAT0103Win4 1/28/21 - 2/11/21
 CEEAT0103Spr4 4/29/21 - 5/13/21
 Thursday \$159.00
 6:00 PM - 9:00 PM 3 Sessions
 Michael Fitzgerald Thompson Road Campus

COOKING WITH KIDS - BASIC

This class will foster the desire of any child who has an interest in the culinary arts. In this class, we will make a hot dog salad, chicken noodle soup, chicken cordon bleu, twice-baked potatoes, creamy macaroni and cheese, homemade meatball sandwiches, and a strawberry trifle for dessert. This class is designed for 7- to 15-year-old children with an accompanying adult. Class is limited to eight groups of two.

CEEAT0424Spr4 3/17/21
 Wednesday \$89.00
 Michael Fitzgerald 1 Session
 6:00 PM - 9:00 PM Thompson Road Campus

COOKING WITH KIDS - BRUNCH

This is a fun way to learn some great recipes and experience some great one-on-one time with your child. In this class, we will prepare quiche Lorraine apple croissant bread pudding, cheese strata with bacon tomato, chicken and biscuits, easy eggs Benedict, potato hash, and roasted vegetable salad. After this class, you will both be able to throw a great brunch for the whole family. This class is designed for 7- to 15-year-old children with an accompanying adult. Class is limited to eight groups of two.

CEEAT0601Spr4 3/31/21
 Wednesday \$89.00
 Michael Fitzgerald 1 Session
 6:00 PM - 9:00 PM Thompson Road Campus

COOKING WITH KIDS - DESSERTS

This is a fun way to bond with a child and experience some great one-on-one time as you both prepare some very tasty desserts. We will make chocolate mousse cupcakes, mixed berry tarts, almond bread, strawberry whipped cream cake, chocolate chip pie, and apple cheesecake strudel bars. Get ready to have a really sweet time! This class is designed for 7- to 15-year-old children with an accompanying adult. Class is limited to eight groups of two.

CEEAT0600Win4 3/3/21
 Wednesday \$89.00
 CEEAT0600Spr4 4/14/21
 Wednesday \$89.00
 Michael Fitzgerald 1 Session
 6:00 PM - 9:00 PM Thompson Road Campus

MORE COOKING WITH KIDS

This class is a continuation of the original “Cooking with Kids” course with new recipes that are a bit more difficult than the previous ones. In this class, we will prepare homemade chili with corn bread, shrimp scampi over pasta, Beef Wellington with a brown sauce, chocolate cream pie, sausage with potato and roasted red pepper salad and stuffed pork chops. This class is designed for 7- to 15-year-old children with an accompanying adult. Class is limited to eight groups of two.

CEEAT0602Spr4 5/27/21
 Thursday \$89.00
 Michael Fitzgerald 1 Session
 6:00 PM - 9:00 PM Thompson Road Campus

COOKING WITH KIDS - APPETIZERS **NEW**

In this class, you will learn to make fun and easy party foods like fried mac & cheese balls, foot-long sub sandwiches, Swedish meatballs, pigs in a blanket, fried ravioli and homemade cheese ball. This class is designed for 7- to 15-year-old children with an accompanying adult. Class is limited to eight groups of two.

CEEAT0604Win4	3/10/21
Wednesday	\$89.00
Michael Fitzgerald	1 Session
6:00 PM - 9:00 PM	Thompson Road Campus

COOKING WITH KIDS - INTERNATIONAL **NEW**

This class is a fun way to expand your palette with easy and interesting food that will appeal to you as well as your child. In this class, we will create pho, a Vietnamese noodle dish, beef gyros from Greece, paella from Spain, stuffed cannelloni from Italy, Haricot Vert Almandine from France, and good ole apple pie from the USA! This class is designed for 7- to 17-year-old children with an accompanying adult. Class limited to eight groups of two.

CEEAT0606Win4	2/17/21
Wednesday	\$89.00
Michael Fitzgerald	1 Session
6:00 PM - 9:00 PM	Thompson Road Campus

COOKING WITH KIDS - CHOPPED **NEW**

You and your child will be split into teams. All teams get a mystery basket and will create a menu with the help of the instructor. We will sample all the teams' creations, and a winner will be crowned. Fun and exciting for all. This class is designed for 7- to 17-year-old children with an accompanying adult. Class limited to eight groups of two.

CEEAT0607Win4	2/24/21
CEEAT0607Spri4	5/26/21
Wednesday	\$89.00
Michael Fitzgerald	1 Session
6:00 PM - 9:00 PM	Thompson Road Campus

HEARTY SOUPS AND STEWS **NEW**

This class will take the chill off any cold winter night with these one pot wonders anyone can prepare at home. We will prepare and taste a classic New England clam chowder, chicken fricassee and dumplings, a super easy and quick chili topped with cheese and sour cream, beef barley soup and a delicious Italian stew served over pasta with some crusty garlic bread.

CEEAT0908Win4	1/21/21
Thursday	\$69.00
Michael Fitzgerald	1 Session
6:00 PM - 9:00 PM	Thompson Road Campus

A NIGHT ON THE BAYOU

In this class, we will take a tour of Louisiana with its Cajun and Creole dishes. We will prepare a traditional jambalaya, deviled crab cakes, shrimp and andouille pot pies, stewed corn and tomatoes with okra, chicken and sausage gumbo, Creole shrimp and a chocolate yummy, which is sure to please.

CEEAT0432Win4	1/20/21
CEEAT0432Spri4	4/7/21
Wednesday	\$69.00
Michael Fitzgerald	1 Session
6:00 PM - 9:00 PM	Thompson Road Campus

A TASTE OF THE SOUTH Y'ALL!

We will prepare chicken fried steak with milk gravy, collard greens, Hoppin' John, BBQ pork sandwich with pickled onions, shrimp "po' boy" sandwich, fried green tomatoes with pimento cheese sauce, and a chocolate chip pie with ice cream. You will have a great time testing and tasting in this class. Y'all will also be given online resources and challenging recipes to try at home.

CEEAT0431Win4	1/27/21
CEEAT0431Spri4	3/24/21
Wednesday	6:00 PM - 9:00 PM
\$69.00	1 Session
Michael Fitzgerald	Thompson Road Campus

IT'S ALL GREEK TO ME!

Explore the Mediterranean flavors of Greece as we prepare an orzo, feta and tomato salad, pork gyros with tzatziki sauce, Greek pasta and sausage casserole, spanakopita, chicken with olives and feta, spicy baked shrimp, and a delicious baklava to finish off the meal. Food, fun and laughter will fill the room as we cook and eat together.

CEEAT0436Win4	2/10/21
CEEAT0436Spri4	5/19/21
Wednesday	\$69.00
6:00 PM - 9:00 PM	1 Session
Michael Fitzgerald	Thompson Road Campus

MEXICAN COOKING - OLÉ!

Get ready to head south of the border for a spicy night of fun food! We will make chiles rellenos, baked Mexican rice, Mexican corn, Mexican seafood sauté with avocado and mango, chicken and cheese enchiladas with tomatillo and green chile sauce, fish tacos with salsa and churros with Mexican chocolate sauce!

CEEAT0430Win4	1/13/21
Wednesday	\$69.00
6:00 PM - 9:00 PM	1 Session
Michael Fitzgerald	Thompson Road Campus

HEALTHY COOKING WITH GREAT TASTE

Looking for some great recipes that are tasty and good for your waistline, too? This class is for you! We will prepare a delicious julienne salad with a mustard dressing, tortellini soup, rice and beans, turkey meatloaf, stuffed peppers with eggs and quinoa, crispy oven-baked chicken, potato casserole, Mexican seafood skewers, oven-baked ham and cheese strata, roasted red pepper and spinach cheese mold, and mixed berry and lime trifle, just to name a few! This is a three-week series of classes that will get you on your way to a healthier way of eating! The best part is, no one but you will realize these recipes are low-cal!

CEEAT0700Win4	2/25/21 - 3/11/21
Thursday	\$159.00
CEEAT0700Spri4	4/28/21 - 5/12/21
Wednesday	\$159.00
Michael Fitzgerald	3 Sessions
6:00 PM - 9:00 PM	Thompson Road Campus

DRIVER'S ED

This Driver Education program consists of 24 hours of virtual classroom instruction. The 24 hours of vehicle instruction must be completed with a licensed parent or guardian. Parent/guardian will be provided with a detailed curriculum/checklist that will allow them to document and attest that the student has received the 24 hours of combined in vehicle instruction, observation and applied practice. This program is available only for high school students who are 16 years old before the first class and have a NYS learner permit. Proof of age must be emailed to registrar prior to class. Attendance is required for all virtual classroom sessions. Please call or send your registration in early as class size is limited. Textbooks are required at an additional fee. (Textbooks are available from BOCES or purchased on your own. ISBN: 978-0-13-367266-4)

Registration Winter deadline: 1/4/21

CEXNS0902Win4 Virtual Thursday 5:30 PM - 7:00 PM Shelly Hilts	1/7/21 - 3/16/21 Tuesday/ 18 sessions \$329.00
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CECAR0201Win4 Virtual Wednesday 5:30 PM - 7:00 PM Shelly Hilts	1/6/21 - 3/17/21 Monday/ 18 Sessions \$329.00
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Registration for Spring deadline: 4/8/21

CEXNS0902Spri4 Virtual Thursday 5:30 PM - 7:00 PM Shelly Hilts	4/15/21 - 6/15/21 Tuesday/ 18 sessions \$329.00
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CECAR0201Spri4 Virtual Wednesday 5:30 PM - 7:00 PM Shelly Hilts	4/14/21 - 6/16/21 Monday/ 18 Sessions \$329.00
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5-HOUR PRE-LICENSING COURSE

ALL 5 HOUR CLASSES ARE NOW VIRTUAL ONLY! We will be using the Zoom. Enrolled students must have a device with a camera and sound.

All students must provide us with a valid email address. You will receive an email from Able 2 Driving the evening prior to class with all information needed for the virtual class.

You must have a photo ID permit, paper copies are no longer accepted. Available to all ages. Must call (315) 453-4600 to register or go to OCMBOCES.org to register online.

CEMCCAR0100Win4	1/11/21
CEMCCAR0100Win4a	1/25/21
CEMCCAR0100Win4b	2/8/21
CEMCCAR0100Win4c	2/22/21
CEMCCAR0100Win4d	3/8/21
CEMCCAR0100Spri4	3/22/21
CEMCCAR0100Spri4a	4/5/21
CEMCCAR0100Spri4b	4/19/21
CEMCCAR0100Spri4c	5/3/21
CEMCCAR0100Spri4d	5/17/21
Monday	\$40.00
Able 2 Driving	1 Session
4:30 PM - 9:30 PM	Virtual - Zoom

FINANCIAL

PARENT'S GUIDE TO COLLEGE FINANCIAL AID

Michael Zoli, a certified college planner, will walk you through the steps to maximize your financial aid and get the most money from colleges. Topics covered include navigating the admission process, maximizing need- and merit-based aid, obtaining scholarships and grants, and how to succeed with college applications. Second parent may attend for free.

CEFIN0803Win4	1/13/21
CEFIN0803Win4a	2/3/21
CEFIN0803Spri4	3/24/21
CEFIN0803Spri4a	5/12/21
Wednesday	\$29.00
Michael Zoli	1 Session
6:30 PM - 8:30 PM	Main Campus

HOW TO TEACH YOUR KIDS ABOUT MONEY **NEW**

This class is designed to help parents teach their children simple financial strategies now, so they'll be better equipped to deal with money matters on their own later. Help give your children a leg up and teach them how money works. You have the power right now to help your children avoid common money mistakes by helping them grow up "money smart!" Learn how to help your children to manage money wisely and avoid many of the money mistakes people make.

CEFIN0014Win4	2/11/21
CEFIN0014Spri4	3/11/21
Thursday	\$19.00
CEFIN0014Win4virtual	2/3/21
Wednesday	\$19.00
Mike Rienhardt	1 Session
6:30 PM - 8:30 PM	Main Campus

SOCIALLY RESPONSIBLE INVESTING **NEW**

This class will introduce you to Socially Responsible Investing (SRI), also termed ethical or green investing. SRI allows you to build your investment portfolio while doing good. This course will cover topics such as: the differences in various SRI themes, what SRI is, how you can implement an SRI strategy in your investment portfolio, investment choices in the SRI arena and what to look for in a SRI investment.

CEFIN1000Win4	1/20/21
CEFIN1000Spri4	4/14/21
Wednesday	\$19.00
Robert Just	1 Session
6:30 PM - 8:30 PM	Main Campus

BACK TO BLACK: CREATING A DEBT-FREE LIFE

Do you want to live a debt-free and stress-free lifestyle? Learn how you, on your current income, can become completely debt-free, including being free from your home mortgage, in five to seven years! Using simple linear math, critical path technology demonstrates how to eliminate debt and become financially independent. Please bring your list of debts so you can begin to implement your plan immediately. A workbook fee of \$5 is payable in class.

CEFIN0828Win4	2/4/21
CEFIN0828Spri4	4/8/21
Thursday	\$29.00
Lee Livermore	1 Session
6:30 PM - 9:30 PM	Main Campus

**2 YOUNG 2 RETIRE:
RE-DEFINING RETIREMENT YOUR WAY**

The longed-for goal of previous generations is mostly irrelevant for this generation, the inhabitants of a new age. We now have the good fortune to choose from different and evolving models for work, play, relationships, and life with more meaning and purpose. With expectations to live longer and enjoy better health, we will have many more opportunities from which to choose. This engaging and thought-provoking session will examine the changing nature of retirement and its impact on individuals and couples. We are in a unique place to design the work, leisure and lifestyle that fits us best, and will explore how those aged 50+ can develop a clear vision for purposeful and satisfying post-career options.

CEPER0900Win4	2/10/21
CEPER0900Spr4	4/14/21
Wednesday	\$35.00
Lee Livermore	1 Session
6:30 PM - 8:30 PM	Main Campus

BUILDING YOUR FINANCIAL HOUSE

Is it time to put your financial house in order? Learn how to set goals to achieve your dreams. You'll understand key concepts to plan for retirement, pay off credit card or loan debts efficiently, build savings for education, protect your income and much more.

CEFIN0011Spr4	4/1/21
Thursday	\$19.00
Mike Rienhardt	1 Session
6:30 PM - 8:30 PM	Main Campus

HOW MONEY WORKS

Learn the three root causes of financial problems along with an overview of the "Rule of 72," the D's of successful investing, credit card traps, debt payoff, life insurance and much more. Understanding these concepts can have an incredible impact on your personal finances. Here is where you can learn and take control.

CEFIN0009Win4	1/28/21
CEFIN0009Spr4	4/15/21
Thursday	\$19.00
CEFIN0009Win4virtual	1/20/21
Wednesday	\$19.00
Mike Rienhardt	1 Session
6:30 PM - 8:30 PM	Main Campus

INVESTING AT RETIREMENT

Over the next few years, more than 82 million people in the United States will be entering retirement. Are you one of them? Whether you're retiring now or a few years down the road, make sure you're on track to live the retirement of your dreams. No matter where you are, you can learn how to avoid the mistakes so many others make if you are armed with this simple, yet powerful retirement information.

CEFIN0013Win4	2/11/21
CEFIN0013FSpr4	4/29/21
Thursday	\$19.00
Mike Rienhardt	1 Session
6:30 PM - 8:30 PM	Main Campus

**MARRIAGE & MONEY:
SETTING UP YOUR FINANCIAL HOUSE**

Everyone looks forward to their honeymoon... but what about the "moneymoon?" Whether your getting married or have been married for decades, come and learn. Creating a few simple programs in your relationship can lead to nuptial and financial bliss in the long run! Plan for the unexpected and eliminate debt. As a couple, create a total financial strategy. Start saving for your future together! (Spouse or partner are admitted free of charge.)

CEFIN0820Win4	1/14/21
CEFIN0820Spr4	5/13/21
Thursday	\$19.00
CEFIN0820Win4 Virtual	1/13/21
Wednesday	\$19.00
Mike Rienhardt	1 Session
6:30 PM - 8:30 PM	Main Campus

INVESTING SUCCESS

Americans today are investing a record-low percentage of their income. At the same time, traditional methods of funding retirement have been in jeopardy. Do you want to turn the tide and be prepared for your financial future? If so, come and learn these critical concepts: understanding the market; the "Rule of 72"; top problems facing most investors; three factors to protect against; mutual funds, annuities and IRAs; and the three D's of successful investing.

CEFIN0012Win4	2/25/21
CEFIN0012Spr4	5/27/21
Thursday	\$19.00
CEFIN0012Win4virtual	2/17/21
Wednesday	\$19.00
Mike Rienhardt	1 Session
6:30 PM - 8:30 PM	Main Campus

MEDICARE PRINCIPLES

This course involves a careful examination of Medicare principles, other Medicare insurance plans, awareness of the late-enrollment penalties and options for controlling costs. Emphasis will be placed on the development of basic principles and knowledge of what Medicare Advantage plans are, Medicare supplements, and prescription drug plans. This course also covers how to get additional health and prescription drug coverage for veterans and those on SSDI (disability). You will learn about the enrollment process, the initial seven-month enrollment period and how the Medicare enrollment periods work. This is an informational class to educate persons who are getting ready to retire, are approaching age 65, or who are 65 and older and looking for options.

CEFIN1180Win4	2/23/21
CEFIN1180Spr4	3/23/21
CEFIN1180Spr4a	4/27/21
Tuesday	\$49.00
Theresa Cangemi	1 Session
6:30 PM - 8:30 PM	Main Campus

HOME & GARDEN

CHAIR CANING

Here is your opportunity to restore a chair while developing an appreciation for the beautiful heritage craft of sewing cane. Work on a small piece of your choice. Your piece should be stained and varnished prior to caning. Please, no press-in or rush seats. Storage space is not available for your piece, so please be sure it can be carried back and forth to class. Caning materials can be purchased as a kit from the instructor. Prices depend on size of the project but begin around \$45. Supplies will be sold the first night of class.

CEART0606Win4	1/20/21 - 2/17/21
CEART0606Spr4	3/24/21 - 4/21/21
Wednesday	\$60.00
John LaPointe	5 Sessions
6:30 PM - 9:30 PM	Main Campus

KEEP YOUR HOUSEPLANTS ALIVE & THRIVING **NEW**

Growing houseplants is a great activity for anyone interested in gardening indoors and using live plants for decorative purposes. Session 1 will help you select houseplants that will do well in your home and teach you how to properly care for them so they are healthy and look their best. Session 2 will address common houseplant pests and diseases and what to do to protect your plants and minimize the damage. You will also learn to identify several houseplant pests and how to safely and effectively debug infected plants.

CEFLO0816Win4	2/3/21 - 2/10/21
Wednesday	\$35.00
Pamela Wildridge	2 Sessions
7:00 PM - 8:00 PM	Virtual - Zoom platform

PRINCIPLES OF LANDSCAPING & GARDENING **NEW**

Understanding plants and their relationship with the environment they live in is key to growing healthy plants. This class will provide an overview of plant structure and function, how to evaluate site conditions and select the right plants, how to conduct soil tests and apply soil amendments, introduce basic design principles, how to care for annuals and perennials, and show you how to safely and effectively manage pests and diseases. You will learn research-based gardening and landscaping practices that will reduce maintenance time and the use of synthetic pesticides and fertilizers. Taught by a NYS Certified Nursery and Landscape Professional with gardening experience, you will receive quality information and valuable resources to help you build a beautiful, eco-friendly garden and landscape you can enjoy year round. This class is virtual using the ZOOM platform.

CEFLO0802Spr4	3/18/21 - 3/25/21
Thursday	\$35.00
Pamela Wildridge	2 Sessions
6:30 PM - 8:00 PM	Virtual - Zoom platform

DECLUTTER YOUR HOME AND KEEP IT ORGANIZED

Is your cluttered home driving you crazy? Do you have trouble parting with sentimental items? Are you struggling to set up storage and filing systems that work? If any of this sounds familiar, this class is for you! You will learn how to manage emotional attachments to things, optimize storage in your home with low-cost supplies, and set up systems to keep your home clutter-free. Let go of the stuff that is weighing you down and make space for what really matters with this information-packed course.

CEHOM2000Win4	1/19/21 - 1/26/21
CEHOM2000Spr4	4/13/21 - 4/20/21
Tuesday	\$39.00
Carrie Luteran	2 Sessions
6:30 PM - 8:00 PM	Main Campus

ORGANIZE END-OF-LIFE PAPERWORK WITH A BUCKET BINDER **NEW**

No one wants to think about their own passing, but it will happen to all of us. Everyone needs a Bucket Binder: a place to organize all the relevant paperwork your family will need when you "kick the bucket." Learn about what is important to include and assemble your own binder in class. Have peace of mind knowing you have organized all your essential documents that your loved ones will need. Supplies included in course fee.

CEHOM2001Win4	2/16/21
CEHOM2001Spr4	5/4/21
Tuesday	\$39.00
Carrie Luteran	1 Session
6:30 PM - 8:00 PM	Main Campus

HOME REMEDIES FOR EVERYDAY

Do you want to learn how to make homemade natural products for yourself and your home? In this class, you will get back to basics, learning how to use items already in your pantry: ketchup for cleaning copper, toothpaste for treating pimples, and many more. Have fun while you think outside the box for this home remedies class.

CEHOM1050Spr4	3/23/21
Tuesday	\$45.00
Angela D'Amico	1 Session
6:00 PM - 8:00 PM	Main Campus

INTRODUCTION TO HOME INSPECTION

Inspecting a home for a future buyer can be energizing because it could be one of the first steps in getting a family into their new home. The home inspection industry is rapidly growing, and this new career could be waiting for you. This course will serve as an overview, addressing questions such as: What is a home inspector? How do I begin this new career? What are the New York State requirements? What are the kind of things I need to know to complete a home inspection? Come and learn how to be a professional educator for homeowners, helping them have peace of mind about protecting their investment.

CEHOM5000Win4	1/28/21
CEHOM5000Spr4	4/29/21
Thursday	\$39.00
Randy Lurette	1 Session
6:00 PM - 8:30 PM	Main Campus

HOW TO PROTECT YOUR BIGGEST INVESTMENT: YOUR HOME **NEW**

You might be aware that your home looks a little different than it did when you purchased it. That is, of course, because homes age, move, shift, and settle over time. This aging process usually is not a problem or a cause for concern unless you let it go unnoticed. A home is one of the biggest investments you will make, so it is important to protect it. Doing this simply means being aware of the key areas you should watch for through seasonal inspections and maintenance. This course will address those areas to look so your home retains its value and beauty.

CEHOM5001Win4	2/11/21 - 2/18/21
CEHOM5001Spr4	3/25/21 - 4/1/21
Thursday	\$79.00
Randy Lurette	2 Sessions
6:00 PM - 8:30 PM	Main Campus

LANGUAGES

INTRODUCTION TO FRENCH

Join a lively study of conversational French for the beginner. Textbook required.*

CELNG1824Win4	1/12/21 - 3/16/21
CELNG1824Spr4	3/30/21 - 6/1/21
Tuesday	\$135.00
Kathy Ackermann	10 Sessions
6:00 PM - 8:00 PM	Main Campus

FRENCH LEVEL II

Continue to build upon your vocabulary, pronunciation skills, and reading and writing skills in this continuation of French - Level I. More nouns, more verbs and more conversation. Text required.*

CELNG1825Spr4	4/1/21 - 6/3/21
Thursday	\$135.00
Kathy Ackermann	10 Sessions
6:00 PM - 8:00 PM	Main Campus

AMERICAN SIGN LANGUAGE LEVEL I - VIRTUAL

This basic course is intended for those with no experience with American Sign Language. Students will learn everyday signs, grammar, fingerspelling, numbers and deaf culture. The course will be taught with minimum voicing but with visual and printed handouts. There will be a final exam. A text is suggested if students do not have internet access.

CELNG1800Spr4virtually	3/15/21 - 4/7/21
Monday/Wednesday	\$129.00
Jim Skvorak	8 Sessions
6:15 PM - 8:15 PM	Virtual - Zoom platform

AMERICAN SIGN LANGUAGE LEVEL II - VIRTUAL

Prerequisite: Passing score on the ASL I exam or permission of instructor.

CELNG1802Spr4virtual	4/12/21 - 5/5/21
Monday/Wednesday	\$129.00
Jim Skvorak	8 Sessions
6:15 PM - 8:15 PM	Virtual - Zoom platform

AMERICAN SIGN LANGUAGE LEVEL III - VIRTUAL

This course will utilize the grammar and signs learned in ASL I & II. The course will consist of stories, games and exercises to enhance the student's skills. There will be no voicing. Signs generated from the students' stories will be incorporated in the curriculum. Students scoring well on their evaluation will have developed community social signing skills. Prerequisite: Passing score on the ASL II exam or permission of instructor.

CELNG1804Spr4virtual	5/10/21 - 6/7/21
Monday/Wednesday	\$129.00
Jim Skvorak	8 Sessions
6:15 PM - 8:15 PM	Virtual - Zoom platform

CONVERSATIONAL ITALIAN

An introduction to Italian with basic grammar and practical expressions needed when traveling to Italy. Some writing and reading also included.

CELNG1814Win4	1/11/21 - 3/29/21
CELNG1814Spr4	4/12/21 - 6/21/21
Monday	\$135.00
George Alessio	10 Sessions
7:00 PM - 9:00 PM	Main Campus

MEDICAL

INFECTION CONTROL STANDARDS

OCM BOCES is certified to provide the required coursework for Infection Control Standards, per the NYS Education Department and the Department of Health. This program will help licensed, registered and/or certified health professionals understand principles of blood-borne pathogen transmission in the workplace. It covers infection control and principles and professional standards of practice.

CEMED1171Win4	1/23/21
CEMED1172Win4	3/6/21
CEMED1171Spr4	4/10/21
CEMED1172Spr4	5/15/21
Saturday	\$59.00
Lynn Hallowell	1 Session
8:30 AM - 12:00 PM	Main Campus

TEST OF ESSENTIAL ACADEMIC SKILLS (TEAS) PREP CLASS **NEW**

The Test of Essential Academic Skills (TEAS) is an admission requirement for the OCM BOCES PN program. Students need at least a 50% on the test to enter the PN program. This class is a prep class to help obtain that goal. Students are required to buy their own book prior to class, titled *ATI TEAS Study Manual - Sixth Edition*.

[The book can be purchased here.](#)

CEMED1200Win4	1/30/21
CEMED1200Win4a	2/13/21
CEMED1200Win4b	3/13/21
CEMED1200Spr4	4/17/21
CEMED1200Spr4a	5/8/21
Saturday	\$25.00
Lynn Hallowell	1 Session
9:00 AM - 12:00 PM	Main Campus

NCLEX-PN REVIEW

This is an intensive, 10-week review course to prepare participants for the licensing exam. A general review along with test-taking strategies will be discussed. Review topics will include: basic nursing skills, pharmacology, infection control, adult medical-surgical nursing, mental health nursing, care of children, and maternal newborn nursing. Text required.* Participants should purchase their text prior to the first class and should expect homework.

CEMED1111Win4	1/13/21 - 3/17/21
CEMED1111Spr4	3/31/21 - 6/2/21
Wednesday	\$165.00
Lynn Hallowell	10 Sessions
6:00 PM - 8:30 PM	Main Campus

PHLEBOTOMY TECHNICIAN CERTIFICATION

For persons in the medical field, this certification program is approved by the National Phlebotomy Association. Topics include the role of the phlebotomist, patient identification, suitability of specimens, collection equipment, interfering substances, venipuncture and capillary puncture techniques, test requisitioning, specimen transport, specimen processing, and quality assurance in phlebotomy. Anatomically correct arms are used in class; there is no clinical with this class. Testing for NPA certification will be given at the final session. The testing fee of \$160.00 is required by the third class meeting. Testing will be done virtually on the Thursday or Friday after class ends. Date will be given at first class. Student must be in scrubs for the NPA exam. Text required.* Prerequisite: LPN, EMT, CNA, RN, MA and have proof of certification and currently working in the medical field. THIS CLASS DOES NOT OFFER A CLINICAL.

CEMED1145Win4	1/13/21 - 3/17/21
CEMED1145Spr4	4/7/21 - 6/9/21
Wednesday	\$369.00
Karen Henchen	10 Sessions
5:30 PM - 8:30 PM	Main Campus

PERSONAL DEVELOPMENT

MAKE YOUR OWN SPA DAY **NEW**

Make-n-take with essential oils. You deserve to be pampered and enjoy a fun evening. Join us to make these great creations using essential oils and other natural products. We will be making three take-home items to spoil and relax you. Bring your friends. Everything is more fun when you are with your tribe.

- Customized face mask just for your skin type
- Deep hair serum to make your hair shine
- Soaking salt to soften and relieve a tired body (bath or feet)

CEPER1500Win4	1/27/21
CEPER1500Spri4	4/7/21
Wednesday	\$45.00
Christine Taylor	1 Session
6:00 - 8:00 PM	Main Campus

MAGIC FOR ADULTS **NEW**

Entertain friends and family at the drop of a hat! Educators, health professionals and people working in sales or service jobs also benefit from knowing a few tricks. A little magic can go a long way toward smoothing relationships or soothing folks in distress. Professional magician Ron Cain can show you how to perform tricks with ordinary objects like cards, coins, rope and paper. Plus, you'll learn about misdirection and basic slight-of-hand. Students will also learn how to create a magic routine and build a show. Card and close-up magic is great for entertaining friends and family on Zoom and other video platforms. Instructor Ron Cain In-class students: \$10 supply fee for magic/Virtual class students: Please bring cards, four quarters, string, rope and a handkerchief to virtual class.

CEPER1729Spri4	5/4/21 - 5/18/21
Tuesday	\$55.00
Ron Cain	3 Sessions
7:00 PM - 9:00 PM	Main Campus

HOW TO READ A NAUTICAL CHART: THE BASICS **NEW**

If you love boating and have the desire to confidently navigate the waters around the world, you will first need to familiarize yourself with chart symbols and the information contained within a nautical chart. This class is a hands-on course that will provide: NOAA Chart 14802, Clayton to False Ducks (Eastern Lake Ontario to the Thousand Islands); a parallel ruler; mechanical pencil; dividers; and a workbook. Each student will actively work on their chart as they navigate through the five sections of this course, solving problems associated with identifying aids to navigation, measuring distances, using the compass rose, and using latitude and longitude to locate a position.

CEPER9000Spri4	3/16/20 - 4/13/20
Tuesday	\$60.00
Captain Gregory Bennett	5 Sessions
6:00 PM - 8:00 PM	Main Campus

BRAIN FOOD: EATING FOR A HEALTHY MIND

We all fear losing our mental capacities, but did you know that, according to research, we can reduce our risk of dementia by 90% through a healthy diet and lifestyle? These changes will save you time and money as your reap the benefits of better mental and physical health. Change is possible! Come learn how to keep your mind sharp!

CEPER0952Spri4	5/13/21
Thursday	\$49.00
Suzanne Taddeo	1 Session
Certified & Registered Dietitian/Nutritionist	
7:00 PM - 8:30 PM	Main Campus

INTRO TO KETOGENIC EATING

Have you heard about eating the ketogenic way? This three-week course will teach you about the low-carb, high healthy fat, moderate protein lifestyle that breaks down fatty acids into ketones. Your body will primarily use fat to burn as fuel instead of carbs. You will learn the ratio of the macro-nutrients fat, protein and carbs that will make you feel better as you lose weight. It is advised to check with your doctor prior to class to see if this food plan would benefit you. A workbook is required and can be purchased from instructor at first class for \$7.

CEEAT1050Win4	1/12/21 - 1/26/21
Tuesday	\$65.00
Angela D'Amico	3 Sessions
6:00 PM - 7:30 PM	Main Campus

WHOLE 30/CLEAN EATING

If you want to reset your bad eating habits this class might be for you. This course challenges you for 30 days to remove sugar, grains, alcohol, dairy and legumes, so you can enjoy fruits, veggies, meat ,seafood and healthy fats. A strong commitment to follow this for 30 days is crucial. Weight loss along with increased energy and focus are some of the benefits people who followed this plan have experienced.. Workbook can be purchased at first for \$7 form instructor.

CEEAT0422Win4	2/2/21 - 2/23/21
Tuesday	\$99.00
Angela D'Amico	4 Sessions
6:00 PM - 7:30 PM	Main Campus

SUGAR BLUES: HOW TO AVOID & REVERSE TYPE 2 DIABETES

Do you have Type 2 Diabetes or PreDiabetes? Does Diabetes run in your family? Are you committed to avoiding this dangerous disease which can lead to heart disease, kidney disease and blindness? The good news is that the vast majority of Type 2 Diabetes is lifestyle induced and can be reversed with a healthy lifestyle. Come learn what you can do to avoid or reverse diabetes through a healthy diet and lifestyle. You have more power than you think to avoid and reverse chronic disease... time to get in the driver's seat! This class is FUN, interactive and memorable. Come join us!

CEPER0950Win4	2/4/21
CEPER0950Spri4	3/25/21
Thursday	\$49.00
Suzanne Taddeo	1 Session
Certified & Registered Dietitian/Nutritionist	
7:00 PM - 8:30 PM	Main Campus

DON'T EAT YOUR HEART OUT: EATING FOR A HEALTHY HEART

This workshop focuses on cardiovascular disease: coronary heart disease and ischemic stroke. As the biggest killer of Americans, cardiovascular disease is typically lifestyle induced. Approximately 1 in 4 adults die from one of these conditions. We talk about the causes and how to prevent and reverse this deadly condition. Topics include: Prevalence of Cardiovascular Disease, How the Standard American Diet (SAD) leads to Cardiovascular Disease, How to prevent and potentially reverse atherosclerosis, which leads to Cardiovascular Disease. Eating for a Healthy Heart and Brain.

CEPER0953Win4	1/14/21
Thursday	\$49.00
Suzanne Taddeo	1 Session
Certified & Registered Dietitian/Nutritionist	
7:00 PM - 8:30 PM	Main Campus

ENHANCE YOUR IMMUNE SYSTEM & REDUCE YOUR RISK OF CANCER

Are you doing all you can to avoid cancer and infectious or viral illness? Are you tired of catching every virus that comes around? It's time to fight back! Build your immunity through healthy diet and lifestyle choices and help your body fight the invaders that can make you sick. What you eat and how you live makes a huge difference in the frequency and severity of illness. Come learn how to build your defenses! This class is FUN, interactive and memorable. Come join us!

CEPER0951Spr4	4/15/21
Thursday	\$49.00
Suzanne Taddeo	1 Session
Certified & Registered Dietitian/Nutritionist	
7:00 PM - 8:30 PM	Main Campus

GETTING PAID TO TALK: VOICEOVER WORK

Have you ever been told you have a great voice? This exciting class will explore numerous aspects of voiceover work for television, film, radio, audiobooks, documentaries and the internet. We will cover how to prepare a demo, how to be successful, and how to earn a great income in this exciting field. Class participants will have a chance to record a commercial script under the direction of our voicecoaches.com producer.

CEPER1975Win4	1/26/21
Tuesday	\$45.00
CEPER1975Spr4	3/23/21
Tuesday	\$45.00
CEPER1975Spr4b	5/26/21
Wednesday	\$45.00
Creative Voice Development	1 Session
6:30 PM - 9:00 PM	Main Campus

***For all MELT classes, please bring a yoga mat and water bottle to class. Students must be able to lie on a soft roller on the floor**

INTRO TO THE MELT METHOD WORKSHOP*
Experience changes in how your body feels after performing MELT. This all-levels workshop will use specialized soft rollers and small MELT hand and foot treatment balls to simulate the results of manual therapy. Learn to eliminate stuck stress before it accumulates, causing chronic aches, pains and unwanted signs of aging. Reduce inflammation, ease chronic neck and lower back strain, improve alignment, enhance athletic performance, and keep your whole body feeling great at any age. Bring yoga mat to class.

CEPER0630Win4	2/1/21
CEPER0630Spr4	3/29/21
Monday	\$35.00
Susan Giegold	1 Session
6:00 PM - 8:00 PM	Main Campus

MELT: BEYOND THE BASICS
In this three-week class, you will learn all of the moves from the book, "The MELT Method," to create a MELT practice at home. Master the fundamentals of MELT techniques to get the most out of your self-care efforts to create a pain-free, active lifestyle. Participants must be able to lie on a soft roller on the floor. Wear comfortable clothing and bring a yoga mat and a water bottle to class.

CEPER0631Win4	2/22/21 - 3/8/21
CEPER0631Spr4	4/12/21 - 4/26/21
Monday	\$65.00
Susan Giegold	3 Sessions
6:00 PM - 8:00 PM	Main Campus

FINDING YOUR PSYCHIC SELF

Venture into the mysterious world of psychics and New Age practices. Discover how meditation, hypnosis and dream interpretation can help you develop your intuitive abilities. Instructor Ron Cain also discusses palmistry, numerology, card reading, color analysis, astrology and pendulum dowsing. You will also discover the psychic connection between sun-sign astrology, Chinese astrology, and Native American totems. Learn about auras (energy fields around your body), chakras (energy points in your body), and how to balance, mind, body, and spirit. Instructor Ron Cain In-person classes: \$10 textbook fee required at first class/Virtual class students: Students should have a regular deck of cards.

CEPER1720Win4	2/9/21 - 2/23/21
Tuesday	\$55.00
Ron Cain	3 Sessions
7:00 PM - 9:00 PM	Main Campus

DISCOVER THE TAROT

Unlock the mysteries of the Tarot, a centuries-old fortune-telling system. Learn how cards meant for game playing are used for divination and meditation. The Tarot's Major Arcana consists of 22 cards signifying virtues, vices and elemental forces. The remaining 56 cards the Minor Arcana represent life events and are divided into four suits. Instructor Ron Cain will discuss the meaning of the suits, numbers, and symbols. Students will learn how to how to read the cards for friends, clients, and themselves. Several different layouts will be taught to provide the reader with different options for the client. Instructor Ron Cain In-class students: \$10 textbook fee required at first class (Students should bring a Tarot deck or plan to purchase one.)

CEPER1724Spr4	3/16/21 - 3/30/21
Tuesday	\$55.00
Ron Cain	3 Sessions
7:00 PM - 9:00 PM	Main Campus

GATHERING OF GHOSTS

What should you do if you see a ghost? How do you get rid of one? Here's your chance to study various types of ghosts and hauntings, including local spirits and haunts. Hear theories explaining ghostly phenomena and learn ghost-hunting techniques. Instructor Ron Cain sheds light on famous haunted houses and spooky places like the Amityville house, the Island of the Dolls, and the Bell Witch house. Ghostly tales from Hollywood and the White House will also be shared. Learn about ghosts from around the world, including Japanese ghosts (Yurei: faint or dim spirits, angry ghosts), Chinese ghosts (Jiangshi: hopping ghosts, hungry ghosts), ghosts of Mexico (La Llorona: Weeping Woman), Native American/Navajo ghosts (Chindi/Dust Devils), Jewish folklore spirits (Dybbuk), Romanian ghosts (Strigoi), and many others. Harbingers of doom are also discussed, such as Banshees and Fetches from Ireland and ghost ships like The Flying Dutchman as well as scary spirits like shadow people, succubi, and poltergeists. The origins of Bedsheet Ghosts and the Boogyman in folktales like El Cuco are investigated. Be prepared to share your own ghost stories! Instructor Ron Cain In-person classes: \$10 textbook fee required at first class/Virtual class students: No supplies needed.

CEPER1716Spr4	4/13/21 - 4/27/21
Tuesday	\$55.00
Ron Cain	3 Sessions
7:00 PM - 9:00 PM	Main Campus

MYSTERIOUS WORLD: UNEXPLAINED THINGS & PLACES

Do alternate realities exist? Investigate strange creatures and supernatural phenomena. How do cryptozoologists distinguish between Sasquatch, the Abominable Snowman, and Wild Men of legend? Is the Loch Ness monster really a plesiosaur? Do UFO's exist? Are the Pyramids of Giza, Easter Island, and Stonehenge places of raw power and magic? Are the Bermuda Triangle, the Devil's Highway, and the Alaskan Triangle places of negative energy? You be the judge after you hear stories of monster sightings and aliens encounters. Could the Men In Black, Black-Eyed Kids, and Bigfoot be connected to extraterrestrials? Could objects, such as Annabelle the Doll really be cursed? Learn about other creatures, such as El Chupacabra, Batsquatch, Thunderbird, the Kracken, and Goatman. Students will also discuss theories about cryptids, including portals or doorways to other dimensions, time slips, tulpas, genetic experimentation, and trickster spirits. Instructor Ron Cain In-person classes: \$10 textbook fee required at first class/Virtual class students: No supplies needed.

CEPER1718Win4 1/12/21 - 1/26/21
Tuesday \$55.00
Ron Cain 3 Sessions
7:00 PM - 9:00 PM Main Campus

INTRODUCTION TO SHAMANISM & SHAMANIC HEALING

Modernization, with its trend toward the belief in the absolute "truth" of science, seems to have stripped Western culture of the deeper meaning that can be found in indigenous spirituality. Deeply rooted in the indigenous worldview of several cultures, shamanism is not a religion, but a spiritual practice that is compatible with most belief systems. Shamanic practices can help you reconnect with the natural world, learn how to be mindful, become centered and balanced, and have experiences of direct revelation that can help you feel less alone in the universe. In this survey course, we will explore the concepts of "Power Animals and Teachers", the "Three Worlds", the Shamanic Journey, and divination and healing from a shamanic perspective. Come with an open mind and heart.

CEPER0209Win4 1/13/21
Wednesday \$45.00
Cindy McGinley 1 Session
6:30 PM - 8:30 PM Thompson Road

YOU DESERVE TO BE HAPPY

Join this two-hour presentation and learn about the habits that support the biochemistry of happiness. Discover a natural state of peace and joy, no matter what's going on in your life. You will be introduced to a powerful 7-step process to raise your physical, emotional and mental energy. The presentation is based on the work of Cindy McGinley, transformational life coach and licensed facilitator, and Marci Shimoff, the author of "Happy for No Reason".

CEPER0210Win4 1/27/21
Wednesday \$45.00
Cindy McGinley 1 Session
6:03 PM - 8:30 PM Thompson Road

INTRODUCTION TO MEDITATION - VIRTUAL **NEW**

Meditation is an excellent way to cope with the chronic stress of daily life, especially in our current times. It only takes a few moments out of a busy day, and brings many benefits and positive energies to our lives. To begin a meditation practice, one needs only a few moments, a quiet place to be, and one's breath. Learning to meditate is as easy as learning to focus on breathing. Gradually it can become an easy and natural process to allow the mind to let go of the stress and worries of the day. If we train our mind to become peaceful we can create serenity throughout our day, even under the most adverse conditions. This class will be virtual using the Zoom platform.

CEPER0715Spr4Virtual 3/3/21
Wednesday \$35.00
Virginia Waldron 1 Session
6:30 PM - 8:30 PM **Virtual - Zoom**

INTRODUCTION TO KARMA & REINCARNATION - VIRTUAL **NEW**

In this class we will explore the concept of reincarnation and past life regression. This will include the history and philosophy of the pre-existence of the soul, eastern and western views, and how these beliefs and ideas have changed through history. We will discuss what part of our consciousness survives death and how our past lives affect our current lifetime. Then, we will talk about past lives, our past life's journeys and how each lifetime adds another chapter to our soul's progression. This class will be virtual using the Zoom platform.

CEPER1707Spr4Virtual 3/17/21
Wednesday \$35.00
Virginia Waldron 1 Session
6:30 PM - 8:30 PM **Virtual - Zoom**

YOUR SOUL'S JOURNEY - VIRTUAL **NEW**

This class is based on the work of Dr. Michael Newton, author of "Journey of Souls" and "Destiny of Souls." The class focuses on where we are when we are not incarnated in human body and the experiences we have when we are in the spiritual realms. Dr. Newton focused his work on exploring what we, as souled beings, experience when we are not in a human incarnation. Virginia Waldron is certified in Dr. Newton's techniques, known as Life Between Lives Regression. This class will be virtual using the Zoom platform.

CEPER0707Spr4virtual 3/31/21
Wednesday \$35.00
Virginia Waldron 1 Session
6:30 PM - 8:30 PM **Virtual - Zoom**

ANGELS THROUGH THE AGES - VIRTUAL **NEW**

Join this two-hour presentation to learn about angels, guides, where they come from and how they can help us. This class will discuss how we all have guides and angels who walk beside us, help us if we allow and are always sending us love and acceptance, even when we do not love or accept ourselves. Learn how to communicate with them, ask for guidance and/or healing, so even when we feel like we are alone, we are not. Join us for this multimedia class, filled with wonderful pictures and images of angels, guides, demons, archangels, animal guides, and more! Virginia explores these questions with information, stories, anecdotes and facts. This class is virtual using the Zoom platform.

CEPER0708Spr4virtual 4/14/21
Wednesday \$35.00
Virginia Waldron 1 Session
6:30 PM - 8:30 PM **Virtual - Zoom**

SPIRIT GUIDES & POWER ANIMALS - VIRTUAL **NEW**

We do not walk the earth alone, even when it feels like we are totally on our own. Each of us have spirit guides and animal guides. We may not always be aware of them, but they are always there, and ready to lend a hand when ever we ask. How to ask? How to hear? How to listen? That is what this class is about. Who are these divine guides? Are they guardians, helpers, teachers? How do they help me, and how do I know when they are listening? Through lecture and discussion, guided journeys, and with a bit of help from the guides themselves, we will learn and explore what this all means. Do you want to know your guides? Do you want to find out who your animal spirit guides are, and how they help you? Join us and find out.

CEPER0701Spr4Virtual 4/28/21
Wednesday \$35.00
Virginia Waldron 1 Session
6:30 PM - 8:30 PM **Virtual - Zoom**

AGING GRACEFULLY NEW

Are you getting better with age? Do you want to feel healthier, stronger and have more energy? Would you like to widen your social circle? You can learn this and more. This class will teach you how to transform your mindset - what you believe you can achieve. This class is for adults who are 50 and over.

CEPER0721Spr4	4/6/21
Tuesday	\$59.00
Angela D'Amico	1 Session
6:00 PM - 9:00 PM	Main Campus

SELF HYPNOSIS

All hypnosis is self hypnosis, and this training will give the student, advanced or basic, a better understanding of how they are hypnotized every day. This class will not only include instructional information, but also includes active participation. Students will use hypnosis during class on their individual topics. Everyone will learn to use their self hypnosis for relaxation, forgiveness, stress release and communication skills.

CEPER0775Win4	1/25/21 - 2/8/21
CEPER0775Spr4	5/3/21 - 5/17/21
Monday	\$75.00
Joshua Kirnie	3 Sessions
6:00 PM - 8:00 PM	Main Campus

ENERGY WORK WITH ANIMALS NEW

Learn what it takes to do energy work and how it can help your pets. Animals are naturally very open to giving and receiving energy. Think how calming it is to sit quietly with your pet — that is a basic part of energy. Learn how to be focused and more effective for both you and your pets. (Methods based on Reiki; no attunements.)

CEPET0001Spr4	4/21/21
Wednesday	\$45.00
Chris Taylor	1 Session
6:00 PM - 8:00 PM	Main Campus

SAFELY USING ESSENTIAL OILS WITH DOGS

Essential oils for dogs can be used for calming fear, reducing anxiety, improving skin care, repelling pests in a non-toxic way, and for promoting general wellness. Still, not all oils are safe for dogs. Learn which oils to use and how to apply them safely. We will be using Young Living essential oils in class. Optional: You can order essential oils at www.essentialoilsbychris.com

CEPET0002Win4	2/10/21
CEPET0002Spr4	5/5/21
Wednesday	\$45.00
Chris Taylor	1 Session
6:00 PM - 8:00 PM	Main Campus

LIVING WITH A TIMID OR FEARFUL DOG NEW

Help your dog be confident when he or she faces his fears. Living with a timid or fearful dog can be heartbreaking and frustrating. You can help. Learn many different ways to make your dog more calm and confident by discussing the triggers, behaviors and methods of calming to put together a plan to make both your lives easier.

CEPET0003Spr4	5/26/21
Wednesday	\$45.00
Chris Taylor	1 Session
6:00 PM - 8:00 PM	Main Campus

RECREATION

AMERICA'S BOATING COURSE

Plan to learn before you get on the water. This course includes an introduction to types of boats, boating law, boat safety equipment, safe boating practices, navigation, trailering and storage. We will also discuss boating problems such as accidents, rescues, emergency radio calls and engine problems. You will be well-prepared before you take that first step into the water. This course is taught by the U.S. Power Squadron. Participants will purchase a coursework book from the instructor at the first class for \$35. Final exam will be given at the last class.

CEREC2010Win4	1/20/21 - 2/17/201
CEREC2010Spr4	3/17/21 - 4/14/21
Wednesday	\$39.00
James Sharpe,	5 Sessions
U.S. Power Squadron	
6:00 PM - 8:00 PM	Main Campus

DRONES & R/C MODEL AVIATION

This introductory level class will give you the "right stuff" to enter the high-flying world of model aviation! Drones seem to be everywhere, and we will explore their roles for the hobbyist and beyond. Learn the basics of radio control systems, propulsion, model selection, craftsmanship and maintenance/repair of your models. Experience all model types from helicopters to quadcopters, indoor flyers to giant scale models. No model purchase is necessary prior to class.

CEREC0604Win4	1/20/21 - 2/10/21
CEREC0604Spr4	4/21/21 - 5/12/21
Wednesday	\$55.00
Joe Chovan	4 Sessions
6:00 PM - 8:00 PM	Main Campus

BALLROOM DANCING - BASIC

Be the hit on the dance floor at your next social event! Discover new opportunities for fun and exercise as you develop your skills in social ballroom dancing. This class features the most popular dances, including the foxtrot, cha-cha, waltz, swing and rumba. Sign up with someone, a partner is needed. Cost per couple.

CEREC1280Win4	1/14/21 - 2/18/21
CEREC1280Spr4	3/18/21 - 4/22/21
Thursday	\$135.00
Walt Medicis Associates	6 Sessions
7:00 PM - 8:30 PM	Thompson Rd. - Alt Building

BALLROOM DANCING - INTERMEDIATE

Continue your social ballroom dance skills to learn new steps and variations. This class includes some additional focus on partnering and styling. In addition to the foxtrot, cha-cha, waltz, swing, and rumba, some tango and polka may be introduced. Sign up with someone, a partner is needed. Cost per couple.

CEREC1283Spr4	4/29/20 - 6/3/21
Thursday	\$135.00
Walt Medicis Associates	6 Sessions
7:00 PM - 8:30 PM	Thompson Rd. - Alt Building

COUNTRY TWO-STEP

The "Country Two-Step" is the most fun dance for country music-loving folks. With its constant rhythm of quick and slow dance moves, it's easy to learn and remember. There are several more moves and dance positions to share with a partner as you move around the dance floor. Sign up with someone, a partner is needed. Cost per couple.

CEREC1285Win4	1/20/21 - 2/10/21
CEREC1285Spr4	4/14/21 - 5/5/21
Wednesday	\$145.00
Walt Medicis Associates	4 Sessions
7:00 PM - 8:30 PM	Thompson Rd. - Alt Building

COUNTRY TWO-STEP LEVEL II

Continue on with skills learned from Level 1. Fee is per couple

CEREC1286Spr4	5/12/21 - 6/2/21
Wednesday	\$145.00
Walt Medicis Associates	4 Sessions
7:00 PM - 8:30 PM	Thompson Rd. - Alt Building

SWING DANCE **NEW**

No matter what type of music you like, you can dance the swing to it! Swing dance is fast and energetic and a great way to dance at many social events, parties and clubs. You'll learn basic steps, turns and partnering to get you up and dancing. The most popular and widely used forms of swing dance are taught in this class. Partners recommended. Fee is per couple.

CEREC1260Spr4	3/17/21 - 4/7/21
Wednesday	\$145.00
Walt Medicis Associates	4 Sessions
7:00 PM - 8:30 PM	Thompson Rd. - Alt Building

BELLY DANCING

Enjoy this creative, feminine alternative to aerobics — a delightful, low-impact cardiovascular workout that offers a variety of movement while creating figure 8s, circles, spirals, undulations and vibrations throughout the body. Belly dancing is great exercise for all women of any size or age. Please wear loose-fitting clothes. Bare feet required.

CEREC1261Spr4	4/8/21 - 5/13/21
Thursday	\$85.00
Pam McGrath, Maya Studio	6 Sessions
7:15 PM - 8:15 PM	Main Campus

BEGINNER ADULT KARATE/SELF-DEFENSE

We will cover the basic elements of karate and self-defense: blocks, kicks, punches and stances. We will also focus on flexibility, balance and overall mental wellness, as well as proper eating. Karate uniforms available for purchase on site. This class will be taught at the Salt City Karate & Kick Boxing facility at 1900 Brewerton Road, Mattydale.

CEREC1000Win4	1/11/21 - 3/1/21
CEREC1000Spr4	3/15/21 - 4/19/21
Monday	\$85.00
Jeffrey Bertolo, Salt City Karate	6 Sessions
6:00 PM - 7:00 PM	Salt City Karate

TRADITIONAL KICKBOXING

Learn the art of kickboxing through this station-based format. Training involves heavy-bag drills, focus-pad drills, speed-bag development and kick-shield strikes. Get a high-calorie burn. Sparring drills are incorporated in a safe and controlled manner. Kickboxing gloves required and may be purchased on site. Class held at Salt City Karate and Kick Boxing facility at 1900 Brewerton Road, Mattydale.

CEREC1001Win4	1/21/21 - 2/25/21
CEREC1001Spr4	3/18/21 - 4/22/21
Thursday	\$85.00
Jeffrey Bertolo of Salt City Karate	6 Sessions
6:45 PM - 7:45 PM	Salt City Karate

HATHA YOGA FOR OVERALL HEALTH

Hatha Yoga develops strength, balance and flexibility. Physical movements are combined with breathing and concentration to enhance vitality and improve mental clarity. Taught by Morningside Yoga.

CEWHS0048Win4	1/5/21 - 3/16/21
CEWHS0048Spr4	3/23/21 - 5/25/21
Tuesday	\$125.00
Michael Smith	10 Sessions
5:30 - 6:30 PM	Cherry Rd Elem School
CEREC1297Win4	1/7/21 - 3/11/21
CEREC1297Spr4	3/25/21 - 5/27/21
Thursday	\$125.00
Michael Smith	10 Sessions
5:30 PM - 6:30 PM	Main Campus

ACTIVE MAT YOGA **NEW**

Get moving and energy flowing with Yoga. This Yoga class combines Hatha Yoga and Yoga Flow. The class provides traditional yoga with an emphasis on back strengthening, posture alignment, and stress release. The challenging yoga routines will be instructed based on each individual needs to encourage personal health and well being

CEWHS0058Win4	1/7/21 - 3/4/21
CEWHS0058Spr4	3/18/21 - 5/25/21
Thursday	\$95.00
Linda Rudnick-Smith	8 Sessions
5:15 PM - 6:15 PM	Walberta Park School

BEGINNER/BASIC YOGA

This class is for students who desire gentle movements and may or may not exercise. Students have the option of exercising in a chair or on the floor so they are comfortable with their own limitations and personal challenges. The class format includes yoga movements for flexibility and strengthening the body with breathing techniques for relaxation. Come participate and get healthier!

CEWHS0056Spr4	3/16/21 - 5/4/21
Tuesday	\$95.00
Linda Rudnick-Smith	8 Sessions
5:15 PM - 6:15 PM	Walberta Park School

CHAIR YOGA **NEW**

This yoga class is for students who desire gentle movements and may or may not exercise regularly. Students are encouraged to exercise at their comfort level and still provided a challenge. The class format includes yoga routines utilizing a chair and other props for sitting and standing (optional). Overall the class is enjoyable with flexibility, strength, balance, along with relaxation for a healthier you.

CEWHS0057Spr4	3/15/21 - 5/3/21
Monday	\$95.00
Linda Rudnick-Smith	8 Sessions
5:15 PM - 6:15 PM	Walberta Park School

T'AI CHI CH'UAN LEVEL 1

A wonderful yet easy workout for both the body and mind. This beginner-level class will include warm-ups and breathing and relaxation techniques in the form of 20 movements. The practice of T'ai Chi is suitable for all ages. Be sure to wear comfortable clothing.

CEREC0507Win4	1/20/21 - 3/10/21
Wednesday	\$95.00
CEREC0508Win4	1/21/21 - 3/11/21
Thursday	\$95.00
CEREC0507Spr4	3/31/21 - 5/19/21
Wednesday	\$95.00
CEREC0508Spr4	4/1/21 - 5/20/21
Thursday	\$95.00
Patrick Favalo	8 Sessions
6:00 PM - 7:00 PM	Main Campus

T'AI CHI CH'UAN LEVEL 2

This next-level class will include warm-ups, breathing and relaxation techniques in the form of 20 movements. We will add the next 20 movements.

CEREC0509Spr4	3/30/21 - 5/18/21
Tuesday	\$95.00
Patrick Favalo	8 Sessions
6:00 PM - 7:00 PM	Main Campus

TRADES & TECHNOLOGY

AIR CONDITIONING & REFRIGERATION 1

Gain information about this fast growing industry. Definitions, pressure-temperature relationships, theory of refrigeration cycle, various types of compressors, evaporators, condensers, water/air cooled, accessories, principles of thermodynamics and cycle controls will be covered. Text required, please read first three chapters prior to first class.

CEIND1400Win4	2/16/21 - 3/18/21
Tuesday/Thursday	\$209.00
Scott Tanner	10 Sessions
6:30 PM - 9:30 PM	Main Campus

AIR CONDITIONING & REFRIGERATION 2

This next step includes the use and interpretation of basic symbols, voltages, and schematic diagrams. Review the refrigeration cycle and relevant technical electrical knowledge and terms. Troubleshooting fundamentals of various 1-and 3-phase motors and compressors will also be covered. Includes some hands-on. Text required. Prerequisite: AC&R I or equivalent.

CEIND1402Spr4	3/30/21 - 4/29/21
Tuesday/Thursday	\$209.00
Scott Tanner	10 Sessions
6:30 PM - 9:30 PM	Main Campus

AIR CONDITIONING & REFRIGERATION 3

Here's your opportunity to gain hands-on experience by troubleshooting line equipment and trainers, including heat pumps, air conditioners, electrical systems and various motor relay and control systems. Text required. Prerequisite: AC&R I/II or equivalent.

CEIND1404Fall4a	1/5/2021 - 2/4/2021
CEIND1404Win4	5/11/21 - 6/10/21
Tuesday/Thursday	\$209.00
Scott Tanner	10 Sessions
6:30 PM - 9:30 PM	Main Campus

REFRIGERATION TRANSITION & RECOVERY REVIEW & CERTIFICATION TEST

This review course and exam are EPA-approved and sponsored by ACA/FSU. The review portion covers information required for certification in Type I (Small Appliance), Type II (High-Pressure Appliance) and Type III (Low-Pressure Appliance). The principles covered in the text will be reviewed prior to the test given at the end of the second session. Pick up your text (included in the fee) at Main Campus prior to class.*

CEIND1420Win4	6/9/21 - 6/16/21
Wednesday	\$209.00
Scott Tanner	2 Sessions
5:00 PM - 9:30 PM	Main Campus

BASIC ELECTRICITY 1 - VIRTUAL

Become familiar with the theory and concepts of voltage, current power, and resistance and their relationship through Ohm's law. The class will discuss AC and DC current, as well as measurement tools for voltage, current and resistance. Participate in discussion of circuit simulators and laboratory work with resistors, capacitors, inductors, magnetism, transformers, and the calculation of power efficiency and phase angles between voltage and current. Discuss electrical power generators and distribution, AC and DC motors, and how they're used in industry. Text and calculator required. Laptop computers are welcome for simulator labs.

CEELE0702Win4	1/11/21 - 2/17/21
CEELE0702Spr4	4/5/21 - 5/5/21
Monday/Wednesday	\$199.00
Michael Birdsall	10 Sessions
6:30 PM - 9:30 PM	Virtual

BASIC ELECTRICITY 2 - VIRTUAL

Continue the work begun with Basic Electricity I, with discussion of RLC circuits, oscillators and power supplies, and using semiconductors, including diodes, PNP, and NPN transistors. We will explore the use of oscilloscopes and function generators, in the Lab working with IC's to create and test various timing circuits and motor control. The class will also explore digital logic, micro controllers and PLCs as well as the programming languages and networks that connect them for process control in industry. Text required. * Students must also purchase a ELEGOO UNO Project Super Starter Kit with Tutorial and UNO R3 Compatible with Arduino IDE prior to class. Laptops welcome. Prerequisite: Basic Electricity I.

CEELE0704Win4	2/22/21 - 3/24/21
CEELE0704Spr4	5/10/21 - 6/14/21
Monday/Wednesday	\$199.00
Michael Birdsall	10 sessions
6:30 PM - 9:30 PM	Virtual

RESIDENTIAL WIRING I

Covered in this course are the basic and practical aspects of residential wiring components, special purpose equipment, electrical safety, and the National Electrical Code (NEC). Included are electrical symbols, schematics, conductors, switches, fuses, circuit breakers, lighting, and GFCIs. Special purpose equipment includes: water pumps, water heaters, ranges, garbage disposals, ceiling fans, furnaces, air conditioners, TVs, telephones, smoke and carbon monoxide detectors, alarm systems, hot tubs, and swimming pools. Text required. Prerequisite: Basic Electricity I or equivalent experience.

CEELE0706Win4	1/12/21 - 2/16/21
CEELE0706Spr4	4/13/21 - 5/18/21
Tuesdays	\$169.00
Aaron Bellows	6 Sessions
6:00 PM - 9:00 PM	Main Campus

RESIDENTIAL WIRING II

This course covers the electrical wiring for an entire residential home, done room by room. In addition, this course covers the service entrance calculations and required equipment for the wired home, along with discussion of the homes of the future and residential standby power. Text required. Prerequisite: Residential Wiring Level I.

CEELE0712Win4	2/23/21 - 3/30/21
CEELE0712Spr4	5/25/21 - 6/29/21
Tuesdays	\$169.00
Aaron Bellows	6 Sessions
6:00 PM - 9:00 PM	Main Campus

WELDING I

Welding I provides instruction and hands-on experience in the use of arc welding and gas (oxy/acetylene) equipment, in addition to a study of welds and metals most commonly used in the trade. Required supplies include: safety glasses, work boots, long pants, a heavy long-sleeved shirt or welding jacket and welding gloves. Text required*

CEWEL2115Win4	1/19/21 - 2/18/21
Tuesday/Thursday	\$319.00
Gordon McCaffer	10 Sessions
6:30 PM - 9:30 PM	Main Campus

WELDING II

Prerequisite: Welding I or equivalent experience.

CEWEL2117Win4	2/23/21 - 3/25/21
Tuesday/Thursday	\$319.00
Gordon McCaffer	10 Sessions
6:30 PM - 9:30 PM	Main Campus

WELDING III

For the experienced welder. Prerequisite: Welding I/II or equivalent experience.

CEWEL2119Win4	4/2/21 - 5/4/21
Tuesday/Thursday	\$319.00
Gordon McCaffer	10 Sessions
6:30 PM - 9:30 PM	Main Campus

WELDING TEST

For more information, call 315-453-4600.

CEWEL2000Win4 NYS DOT	\$195.00
CEWEL2002Win4 AWS D1.1	\$295.00
3/10/21	Wednesday
Gordon McCaffer	1 Session
8:30 AM - 4:30 PM	Main Campus

AUTO TECHNOLOGY I **NEW**

Catch problems before they become serious and gain the skills needed to do many of the procedure yourself. Includes lecture and hands - on instruction in basic engine tune-ups, cooling systems, batteries, basic brakes, tire care, lubrication , shocks and struts.

CECAR0106Win4	1/7/21 - 2/9/21
CECAR0106Spri4	3/25/21 - 4/27/21
Tuesday/Thursday	\$349.00
Tom Scott	10 Sessions
5:30 PM - 8:30 PM	Thompson Road

AUTO TECHNOLOGY II **NEW**

Shift into overdrive as you continue to develop the skills you need to maintain and repair today's vehicles. Includes transmission services, wheel alignment, distributors and distributorless systems, low voltage electrical, ABS brakes, compression testing and sensor operation.

CECAR0108Win4	2/16/21 - 3/18/21
CECAR0108Spri4	4/29/21 - 6/1/21
Tuesday/Thursday	\$349.00
Tom Scott	10 Sessions
5:30 PM - 8:30 PM	Thompson Road

PART-TIME

1. Every effort is made to conduct classes as listed in this catalog. However, circumstances sometimes make it necessary for classes to be canceled, postponed or combined, or for instructors and classrooms to be changed. We are sorry for any inconvenience this may cause you.

2. Classes must reach a minimum enrollment at least four business days prior to the start date. If it is necessary for OCM BOCES to cancel a class, you will be notified by phone or by mail. You may transfer to another class or receive a full refund or tuition voucher.

3. You are enrolled as soon as your registration and payment are received, unless you are otherwise notified. A receipt will not be mailed unless requested.

4. Fees for all classes must be paid in full at the time of registration. A \$20 fee will be charged on all returned checks.

5. If it is necessary for you to withdraw from a class, please notify us.

A. You will receive a refund (minus a \$10 processing fee) if notification is received at least four business days prior to the start of that class.

B. You will receive a tuition voucher (minus a \$10 processing fee) if notification is received less than four days prior to the start of that class and before the second class session. Your tuition voucher may be used toward any part-time OCM BOCES Continuing Education course within one year.

6. Our programs are open to all persons regardless of residency. OCM BOCES affirms the right of all citizens to participate equally in our programs regardless of race, religion, sex, age, national origin, or disability.

7. Students are expected to purchase textbooks and materials as mentioned in course descriptions. Textbooks can be purchased in the Registration Office at the OCM BOCES Main Campus. If your class is scheduled for the Thompson Road Campus, textbooks for those classes will also be made available at the Thompson Road Campus the first night of class. Occasionally, classes are canceled due to low enrollment. Please make sure your class is running prior to purchasing supplies or textbooks, as texts are not returnable.

8. All parking areas and lots are designated for student use.

9. Certificates will be awarded for successful completion of classes (based on 80% attendance).

10. Although some of our classes are taught by people who are practicing financial planners, salespersons, or actively involved in a business or profession that is related to the subject they teach, we only endorse their ability as instructors, not the value of any product or service they sell.

11. We assume students recognize the risk of physical injury or damage and that they agree to take responsibility for any personal accident that might occur in the course of any activity associated with an Adult Education program.

FULL-TIME

STUDENT CONDUCT - FULL-TIME

Our expectations for student conduct in full-time certification programs is outlined in detail in our Student Handbook. As a student at OCM BOCES, you are expected to conduct yourself in a professional manner at all times. You will not engage in any behavior that endangers the safety and welfare of others, violates their rights or violates state statutes. To get a complete copy of the Student Handbook, please call 315-453-4400.

FINANCIAL AID & REFUNDS - FULL-TIME

Adult students at OCM BOCES may be eligible to receive many different forms of financial aid. A typical financial aid package may look something like this:

Average Tuition: \$8,791
Average Pell Grant: \$4,171
Student Loan \$5,722

The actual cost for your education may vary. Not all students will qualify for a Pell Grant, local grant and/or student loan. Our Financial Aid Office staff will assist you in securing the best available financial aid package to suit your needs and help you attain your education goals.

Please call (315) 453-4422 in Liverpool or (607) 758-5181 in Cortland.

FEDERAL TITLE IV REFUNDS

The financial aid (Pell Grant and student loans) earned by the student is equal to the percentage of the period of enrollment completed. When a student withdraws before completing more than 60 percent of the period of enrollment, the percentage of financial aid is prorated using the Federal Refund/Repayment Policy.

The returned funds must be refunded to the following sources in this specific order:

1. Unsubsidized Federal Direct Loans
2. Subsidized Federal Direct Loans
3. Federal PLUS Loans
4. Federal Pell Grant

VETERANS' REFUND POLICY

Students not accepted by the school and students who never begin the program are entitled to a full refund of all tuition and fees paid.

In the case of student withdrawal after the commencement of classes, the school shall retain \$10.00 of the registration fee plus a percentage of tuition and fees, which are prorated on a day to day basis. The refund is based on the last date of recorded attendance. All refunds will be made within 30 days from the date of termination.

OUTSTANDING BALANCES

Upon termination of enrollment, any balance due to OCM BOCES (based on the school's refund policy) is payable immediately. All charges on the student's account must be paid in full prior to the completion of the training program. OCM BOCES reserves the right to withhold student transcripts and deny approval for state board examinations to any student who has an outstanding tuition balance.

Onondaga-Cortland-Madison BOCES offers specialized, short-term clock hour training programs and is a non-credit bearing institution. Therefore, the institution does not allow students to transfer between programs within the facility.

WITHDRAWAL OR DISMISSAL FROM SCHOOL AND REFUND POLICY

To withdraw from school after beginning attendance, student must notify program coordinator of intent in writing, in person, or by phone. If withdrawal or dismissal occurs after the start of the program, tuition liability will accrue as follows:

- Withdrawal prior to the first day of class will require a \$50 processing fee
- The student will be responsible for cost of supplies already issued or fees previously applied
- Up to 5% of authorized program hours offered, 20% of tuition will be charged
- Up to 20% of authorized program hours offered, 50% of tuition will be charged
- Up to 30% of authorized program hours offered, 75% of tuition will be charged
- Over 30% of authorized program hours offered, 100% of tuition will be charged

Tuition payments of more than \$5.00 in excess of the amount owed will be made within 45 days of the last date of attendance.

VA PAYMENT COMPLIANCE

In accordance with Title 38 US Code 3679 subsection (e), this school adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post 9/11

G.I. Bill® (Ch. 33) or Vocational Rehabilitation and Employment (Ch. 31) benefits, while payment to the institution is pending from the VA. This school will not:

- Prevent nor delay the student's enrollment;
- Assess a late penalty fee to the student;
- Require the student to secure alternative or additional funding;

- Deny the student access to any resources available to other students who have satisfied their tuition and fee bills to the institution, including but not limited to access to classes, libraries, or other institutional facilities.

However, to qualify for this provision, such students may be required to:

- Produce the Certificate of Eligibility by the first day of class;
- Provide written request to be certified;
- Provide additional information needed to properly certify the enrollment.

CREDIT EVALUATION POLICY FOR VA RECIPIENTS

OCM BOCES will inquire about the previous education and training of each veteran or veterans who are eligible for benefits and request transcripts from all prior institutions, including military training, traditional college coursework and vocational training. Previous transcripts will be evaluated and credit will be granted, as appropriate.

ACADEMIC CALENDAR & GRADING

Full-time certification courses generally begin in the fall and winter. Please see specific programs for detailed start/end dates. Part-time courses run throughout the academic year. Specific class times/dates are noted in this course catalog. Grading is based on hands-on evaluations, tests, quizzes and in-class assignments.

TRANSFER POLICY - FULL-TIME PROGRAMS

TRANSFER POLICY (COSMETOLOGY & PRACTICAL NURSING)

Students transferring from another institution must provide official transcripts of any previous education received, including documented clinical hours.

Cosmetology:

A prospective student's clinical competency skills will be assessed by the cosmetology instructor to determine his or her level of proficiency. The instructor and/or program coordinator will then determine the number of OCM BOCES clock hours required to complete the New York State licensing requirements. Tuition will be prorated based on the number of hours to be completed. Transfer students will be responsible for providing all kit supplies, including a mannequin.

Please Note: Transfer students must be enrolled for a period of 100, 300 or 700 clock hours.

Practical Nursing (PN):

The OCM BOCES PN program is broken into trimesters. A review of transcripts will determine if and when a previously enrolled student will be able to re-enroll in the program. Please reference the re-admission policy.

TRANSFER FROM OTHER INSTITUTIONS

Onondaga-Cortland-Madison BOCES offers specialized, short-term, clock-hour training programs and is a non-credit bearing institution. Therefore, with the exception of the Cosmetology Program, we do not allow students to transfer credits or clock hours from other institutions. (See above for Cosmetology transfer students.)

TRANSFER WITHIN THE INSTITUTION

Due to the specialized content in each of our vocational training programs, clock hours attended are only applicable to each individual program. No transfer between training programs is accepted. Students are free to withdraw from a program and re-apply to another at the next scheduled start date. Acceptance to the new program will be based upon fulfilling all prerequisites and available space.

GRIEVANCE PROCEDURE - FULL-TIME

If you or any Onondaga-Cortland-Madison BOCES division of Adult/Continuing Education Program applicant/participant or other interested party have a grievance involving the program or treatment by any staff member, subcontractor's staff or any other person, regulation or WIOA or other program operation, you should notify the case manager or designated staff person of the program or department of the nature of the complaint. If, however, you feel your complaint may involve fraud, abuse or any other criminal activity, you have the right to notify the United States Secretary of Labor directly. When a complaint is reported to the Secretary of Labor (those regarding fraud, abuse or other criminal activity), the grievant must additionally submit a written notification to the Director of Career, Technical and Adult Education at Onondaga-Cortland-Madison BOCES and the New York State Department of Labor in the case of a WIOA program.

For PN Students Only: PN may also grieve directly to the Office of The Professions.

The appropriate addresses are (PN only):

Director of Adult Education
Main Campus
PO Box 4754
Syracuse NY 13221

New York State Department Office of the Professions
89 Washington Ave
Albany, NY 12234

For complaints not involving fraud, abuse or other criminal activity, please adhere to the following procedure.

A complaint of this nature must be filed within one year of the occurrence of the grievance.

- a. A complaint is a signed statement, which contains information that, if true, indicates in sufficient detail that there has been a violation. If State or local laws, regulations or guidelines are relevant, then citations should also be included.
- b. Complaints must be sent in writing to the Director of Adult Education. Upon receipt of the written complaint, the Director of Adult Education or a designated staff representative will perform an investigation. This investigation will be made following adequate advance notice to the parties involved, will include the gathering of information through interview and examination of records concerning each allegation of the complaint, and will provide appropriate opportunity for the complainant and for OCM BOCES to present evidence concerning the allegations.
- c. Within five (5) days after the receipt of the complaint, the Director of Adult Education, or a designated staff representative, will provide to the complainant a written summary of the complaint and notice of procedures to be followed in resolving the complaint.
- d. Within thirty (30) days after receipt of a complaint, the Director of Adult Education or a designee responsible for investigation of the complaint shall conclude the investigation, transmit a written decision and contact the parties.
- e. If you feel that the decision made is not satisfactory, you may request a review of your complaint by the District Superintendent of the Onondaga-Cortland-Madison BOCES. This request must be made within ten (10) days of receiving a decision or within ten (10) days of the date you should have received a decision. The District Superintendent or his/her designee will make a decision within thirty (30) days of receiving the request to review the complaint.
- f. If you do not receive a decision from the District Superintendent within thirty (30) days of the date your original request was filed with him/her or you feel the decision made is not satisfactory, you may request a review of your complaint by the school's accrediting entity:

Council on Occupational Education
7840 Roswell Road
Building 300, Suite 325
Atlanta, GA 30350
(770) 396-3898 or (800) 917-2081

You must exhaust all steps at the institutional level before seeking resolution from the Council.

If you need help with your grievance, the program or department will assign someone to help you. You will always be allowed to have your own counsel or other representative assist you. Where there are allegations regarding the WIA program and there are other allegations whose resolutions are provided for under other legislation or collective bargaining agreements, you may proceed simultaneously in both places. If there are any questions regarding procedures, contact:

Supervisor, Adult Education
Main Campus
OCM BOCES
PO Box 4754
Syracuse, NY 13211

NON-DISCRIMINATION NOTICE

The BOCES shall not discriminate on the basis of age, sex, sexual orientation, race, color, creed, religion, national origin, political affiliation, marital status, military status, veteran status, disability, or under the Boy Scout Act in the educational programs or activities which it operates, or against any employee or applicant seeking a position of employment or admission to a BOCES program. The BOCES will be in full compliance with all applicable rules and regulations pertaining to civil rights for students and employees (e.g., Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990).

Appropriate procedures shall be developed to ensure the implementation of these rules and regulations concerning civil rights. The Board shall appoint a Civil Rights Compliance Officer to coordinate civil rights activities applicable to the BOCES (see subheading below).

Civil Rights Compliance Officer

The Civil Rights Compliance Officer is the Director of Human Resources/School Attorney, with offices at 110 Elwood Davis Road, Liverpool, NY (phone number 315-433-2631; e-mail jbufano@ocmboces.org). The Civil Rights Compliance Officer shall be appointed by the Board and shall be responsible for providing information, including complaint procedures, and for handling complaints relative to civil rights (e.g., Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans With Disabilities Act of 1990) for any student, parent, employee or applicant. For civil rights discrimination claims based on race, color, national origin, sex, age and/or disability, a complainant can, at any time, also contact the Office of Civil Rights. Phone: 646-428-3900/800-421-3481.

HOW TO FIND US

MAIN CAMPUS

**110 Elwood Davis Road
Liverpool, NY 13088**

FROM NY STATE THRUWAY, EXIT 37:

Merge onto I-81 South (Exit 36) toward Binghamton/Syracuse. Take Exit 25 (7th North St.) toward Liverpool. Turn right onto 7th North St. Continue through first light (Buckley Road). Continue past Denny's and Burger King. Watch for OCM BOCES sign on right and turn onto OCM BOCES Drive.

FROM THE SOUTH:

Take I-81 North to Exit 25 (7th North St.) toward Liverpool. Turn right onto 7th North Street. Continue through first light (Buckley Road). Continue past Denny's and Burger King. Watch for OCM BOCES sign on right and turn onto OCM BOCES Drive.

FROM THE NORTH:

Take I-81 South to Exit 25 (7th North St.) toward Liverpool. Turn right onto 7th North Street. Continue through first light (Buckley Road). Continue past Denny's and Burger King. Watch for OCM BOCES sign on right and turn onto OCM BOCES Drive.

THOMPSON ROAD CAMPUS

**6820 Thompson Road
Syracuse, NY 13211**

NORTH FROM NYS THRUWAY, EXIT 35:

Bear right onto Thompson Road North. Continue through two traffic lights and take the third driveway on the left.

FROM THE SOUTH:

Take Route 81 North to Route 690 East. Follow Route 690 East to Exit 16N at Thompson Road North. Follow Thompson Road, Carrier Circle Exit, onto Thompson Road North. Continue through two traffic lights and take the third driveway on the right.

FROM THE NORTH:

Take Route 81 South to Route 481 South. Follow Route 481 South to Exit 8 at Northern Boulevard. Turn right onto Northern Boulevard. Continue on Northern Boulevard. After bearing right, it becomes East Molloy Road. At the second light, turn right onto Thompson Road and take the third driveway on the right.

CORTLANDVILLE CAMPUS - CENTER FOR NEW CAREERS

**Center for New Careers
1710 NYS Route 13, Cortland NY 13045**

FROM THE CITY OF CORTLAND:

Take Clinton Ave./Rt.13 towards East Homer. We are located ¼ mile past Yaman Park. Building on right.

FROM THE SOUTH:

Take Rt. 81 North to Exit 11. Turn right on Rt. 13 East for ½ mile. Building is on the right.

FROM THE NORTH:

Take Rt. 81 South to Exit 11. Turn left on Rt. 13 East for ½ mile. Building is on the right.

FROM THE EAST:

Take Rt. 13 West towards Cortland. We are located directly on the city line. Building is on the left.

MAIN CAMPUS

110 Elwood Davis Road, Liverpool
p: (315) 453-4455
Off Seventh North Street

THOMPSON ROAD CAMPUS

6820 Thompson Road North, Syracuse
p: (315) 433-2635
Left of main entrance

CORTLANDVILLE CAMPUS

1710 NYS Route 13, Cortland
p: (315) 453-4455
Near Interstate 81

THOMPSON ROAD - ALTERNATIVE BUILDING

6820 Thompson Road North, Syracuse
p: (315) 433-2635
Right of main entrance

EASY WAYS TO REGISTER:



ONLINE AT OCMBOCES.ORG

You will need:

- Name, address, phone number & email address
- Course code & title
- Visa/MC/Discover/American Express number and exp. date



IN PERSON

At the Main Campus:

110 Elwood Davis Road,
Liverpool, NY 13088

Please call 315-453-4455 to
confirm registration hours.

OVER THE PHONE

315-453-4600



BY MAIL

Complete the registration form
below, enclose a check or money
order payable to **OCM BOCES
Continuing Education** and mail to:

OCM BOCES
Continuing Education Registration
PO Box 4754
Syracuse, NY 13221

MAIL-IN REGISTRATION FORM

Name: _____

Address: _____

City: _____ Zip: _____

Email: _____

Home # _____ Cell # _____

Course # _____ Title: _____

Course # _____ Title: _____

Course # _____ Title: _____

Mail to:
OCM BOCES Continuing Ed Registration
PO Box 4754, Syracuse NY 13221
Make checks payable to OCM BOCES (No Cash)

FULL-TIME
CAREER
CERTIFICATION
PROGRAMS

PART-TIME
CLASSES

HIGH SCHOOL
EQUIVALENCY
& LITERACY
CLASSES

Non-profit
Organization
US Postage
PAID
Permit No. 1745
Syracuse, NY

Please send all mail to:
OCM BOCES
Adult Education
P.O. Box 4754
Syracuse, NY 13221

At the time this catalog goes to print, we are expecting to provide in-person instruction for our full-time training programs. If classes shift to any form of remote learning due to the pandemic, we will continue to provide students with the knowledge and hands-on skills they need to complete their certifications and be ready for the workplace.

LEARN MORE

ATTEND A LIVE, VIRTUAL OPEN HOUSE EVERY THURSDAY AT 1 P.M.

OR

SCHEDULE AN IN-PERSON TOUR

Visit ocmboces.org/adulted & click on Full-Time Certification Programs.



Main Campus – 110 Elwood Davis Road, Liverpool NY 13088
Cortlandville Campus – 1710 NYS Route 13, Cortland NY 13045
(315) 453-4455 | ocmboces.org/adulted

Courses also held at our Thompson Road Campus and other locations.



OCM BOCES is accredited by the
Council on Occupational Education



ocmboces.ae
facebook.com/ocmboces.ae
[@ocmboces](https://twitter.com/ocmboces)