THE TRAINING CONNECTION
Training and Educational Solutions for Workers and Employers

Continuing Education
Professional Development
Workforce Training
August - December 2021

San Jacinto College
A publication of the San Jacinto College Continuing and Professional Development Division
Training and Educational Solutions for Workers and Employers

The San Jacinto College Continuing and Professional Development (CPD) Division offers programs and courses for individuals to retain or advance in their jobs or make career transitions. We provide training to companies and their employees to meet employers’ demands for a highly-skilled workforce, while helping incumbent workers reach their potential.

No matter what your professional and educational goals, CPD is your training connection for career success. Our courses provide practical skills and hands-on training in a targeted, time-limited environment rather than a purely academic setting. We stand ready to help individuals manage the rapid changes and new realities of today’s workplace.

Linked Classes

Classes labeled “Linked” are held in conjunction with academic/credit classes. Enrollment in these sections is limited and is on a space-available basis. CPD students in linked CE sections do not have to be admitted into the College and are TASP/THEA exempt. Courses that are linked with academic courses will adhere to the stated CPD refund policy.

Key to Days of Week

| M | Monday                  |
| T | Tuesday                 |
| W | Wednesday               |
| R | Thursday                |
| F | Friday                  |
| S | Saturday                |
| Su| Sunday                  |

Take Your Choice

More than 1,500 courses offered from our credit schedule may be taken for non-credit. Contact the appropriate credit division for more information.
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To register: All campuses 281-542-2020
### San Jacinto College will be closed this semester:

- **September 6, 2021** – Labor Day
- **November 24-28, 2021** – Thanksgiving
- **December 22, 2021** - **January 2, 2022** – Winter Break

NO CLASSES WILL MEET ON THESE DAYS.

### How To Read The Schedule

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<th>Course ID</th>
<th>Course Description</th>
</tr>
</thead>
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<tr>
<td><strong>Acct Specialist Fast Track</strong></td>
<td>ACNT 55035</td>
<td><strong>Prerequisites:</strong> High school/GED and proficiency in reading, writing, mathematics, and speaking English. <strong>Note:</strong> Textbook is required. This course is a study of basic accounting cycle from the source documents to the post-closing documents. Using a workbook, learners will have the opportunity to analyze, record, journal, post, etc. for a fictitious business. Learners will acquire the understanding of banking procedures and control of cash. Students will also be exposed to the payroll process by calculating, paying, recording, and reporting payroll and payroll taxes.</td>
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<tr>
<td>Cost</td>
<td>$630</td>
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<td>Course Reference Number</td>
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<td>ACNT 55035</td>
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<tr>
<td>Cost</td>
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<td>Course Reference Number</td>
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<tr>
<td>Time class is held</td>
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<tr>
<td>Day Class is Held</td>
<td>TR</td>
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<tr>
<td>Campus</td>
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<td></td>
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<tr>
<td>(room and building information will be provided to you at registration)</td>
<td>56 CEU 5.6 Hrs: 56</td>
<td></td>
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Business Operations, Supply Chain, and Entrepreneurship

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Accounting/Financial

Acct Specialist Fast Track
ACNT 55035
Prerequisites: High school/GED and proficiency in reading, writing, mathematics, and speaking English. Note: Textbook is required. This course is a study of basic accounting cycle from the source documents to the post-closing documents. Using a workbook, learners will have the opportunity to analyze, record, journalize, post, etc. for a fictitious business. Learners will acquire the understanding of banking procedures and control of cash. Students will also be exposed to the payroll process by calculating, paying, recording, and reporting payroll and payroll taxes.

$640.00 CEU 5.6 Hrs: 56
50325 Central TR
Sep. 7 - Oct. 28 6 - 9:30 p.m.

CPP Mastery Exam Prep
ACNT 55030
Note: Materials will be provided.
Designed to prepare participants for the CPP mastery exam, participants may be expected to acquire study materials from the U.S. Department of Labor, Internal Revenue Service, and other resources.

$735.00 CEU 3.2 Hrs: 32
50327 Central S
Oct. 2 - Nov. 20 9 a.m. - 1 p.m.

FPC/Payroll Specialist
ACNT 55036
Prerequisite: Successful completion of Accounting Specialist program. Proficiency in reading, writing, and speaking English. This program was designed by the American Payroll Association (APA) to meet the specific educational needs of payroll professionals and those involved with payroll-related businesses. The PayTrain Fundamental Payroll course teaches the fundamental payroll calculations and applications providing students with the basic knowledge and skills required to maintain payroll compliance and prevent costly penalties. Information will be provided for those interested in taking the optional FPC exam.

$960.00 CEU 3.2 Hrs: 32
50326 Central S
Oct. 2 - Nov. 20 9 a.m. - 1 p.m.

Federal Income Tax Accounting
ACNT 55003
Note: Additional distance learning fees for online or hybrid courses will be assessed at time of payment. Learn to prepare your individual income taxes using the accounting methods described in this training course. Study the tax laws as implemented by the Internal Revenue Service to provide a working knowledge of preparing taxes for the individual (ACNT 1331).

$311.00 CEU 4.8 Hrs: 48
95537
Aug. 23 - Dec. 10 Online

Intermediate Accounting I
ACNT 55004
Analyze the generally accepted accounting principles, concepts, and theories underlying the preparation of financial statements. (ACNT 2303).

$311.00 CEU 4.8 Hrs: 48
95538
Aug. 23 - Oct. 13 Online

Intermediate Accounting II
ACNT 55040
Prerequisite: ACCT 2301
This course is a continued in-depth analysis of generally accepted accounting principles, underlying the preparation of financial statements including comparative analysis and statement of cash flows (ACNT 2304).

$234.00 CEU 4.8 Hrs: 48
50032
Oct. 18 - Dec. 10 Online

Intro to Computerized Accounting
ACNT 55005
Prerequisite: ACNT 1003.
Note: Textbook required. Additional distance learning fees for online or hybrid courses will be assessed at time of payment.
This course examines the program parameters, maximum accounts, and company's user specified accounts. In addition, we will look at department jobs, number of open months, maximum fiscal periods, program control, error handling, automatic budget updates, reversing entries, recurring entries, flexible month ends and user specified growth rates (ACNT 1311).

$311.00 CEU 4.8 Hrs: 48
95525
Aug. 23 - Dec. 10 Online

To register: All campuses 281-542-2020
Payroll/Business Tax Accounting
ACNT 55008
Note: Textbook required
A study of payroll procedures, taxing entities, and reporting requirements of local, state, and federal taxing authorities in a manual and computerized environment (ACNT 1329).
$311.00  CEU 4.8  Hrs: 48
50031
Sep. 7 - Dec. 3  Online

Business Operations, Supply Chain, and Entrepreneurship

Business Continuity
HMSY 55001
A study of Business Continuity Planning (BCP) and Continuity of Operations (COO). Includes techniques for implementing effective Continuity of Operations plans, existing and emerging legislative requirements governing the implementation of continuity programs, and the differences between public and private sector programs. End of course outcomes you will define BCP and COO; list existing and emerging legislative requirements governing continuity programs; describe the difference between public and private sector continuity programs; and write a BCP or COO.
$300.00  CEU 0.8  Hrs: 8
50343  Central  M
Sep. 27  8 a.m. - 4 p.m.

Exploring Entrepreneurship
BUSG 55024
Overview of business startups, idea identification, value proposition, and competitive advantages. Identify new business ideas; prepare business plans; and identify capital sources for new ventures.
$300.00  CEU 0.8  Hrs: 8
50344  Central  T
Sep. 14  8 a.m. - 4 p.m.

Job Seeker Strategies Series
NFND 59711
Finding a job usually isn’t as easy as walking into a local business and asking for work. Doing some upfront work before you start your job search can pay off in more than one way. In this course, you’ll discover everything you need to know to prepare for a successful job search from creating a cover letter, creating your resume, starting your job search, responding to interview question, and more.
$105.00  CEU 1.0  Hrs: 10
50337
Sep. 13 - Nov. 15  Online

Job Seeker Strategies - Addressing Special Interview Concerns
NFND 59705
In this course, you’ll learn about some of the other types of interviews you may encounter. You’ll find out how to identify and respond to illegal questions and overcome objections to hiring. You’ll also learn how to handle age discrimination.
$15.00  CEU 0.1  Hrs: 1
50341
Sep. 13 - Nov. 15  Online

Job Seeker Strategies - Crafting a Cover Letter
NFND 59706
In this course, you’ll learn tips on writing a cover letter, how to address your cover letter, understand the importance of proof-reading your cover letter, and how to format your cover letter.
$15.00  CEU 0.1  Hrs: 1
50340
Sep. 13 - Nov. 15  Online

Job Seeker Strategies - Creating Your Resume
NFND 59707
In this course, you’ll find out how to create a resume that helps you win employers over. You’ll discover how to customize a master resume to each position you apply for. You’ll also learn what to include in each section of your resume and discover writing tips to present yourself in the best possible light.
$15.00  CEU 0.1  Hrs: 1
50342
Sep. 13 - Nov. 15  Online

Job Seeker Strategies - Finding Job to Apply For
NFND 59708
After you know which industry you’d like to target, it’s time to start applying for jobs. In this course, you’ll learn how to keep track of the application process, as well as how to find positions to apply for.
$15.00  CEU 0.1  Hrs: 1
50339
Sep. 13 - Nov. 15  Online

To register: All campuses 281-542-2020
Job Seeker Strategies - Kicking Off Your Job Search
NFND 59709
Finding a job usually isn’t as easy as walking into a local business and asking for work. Doing some upfront work before you start your job search can pay off in more than one way. In this course, you’ll discover everything you need to know to prepare for a successful job search.
$15.00 CEU 0.1 Hrs: 1
50338
Sep. 13 - Nov. 15 Online

Job Seeker Strategies - Responding to Interview Questions
NFND 59710
In this course, you’ll discover how to prepare your answers for common interview questions. You’ll also get the opportunity to choose the best answers to common interview questions and find out whether your responses earned you a job at the end of the course.
$15.00 CEU 0.1 Hrs: 1
50345
Sep. 13 - Nov. 15 Online

Job Seeker Strategies - Understanding the Interview Process
NFND 59712
In this course, you’ll learn about the interview process. You’ll discover the purpose of an interview and the keys to interviewing well. You’ll also find out about the different types of interviews and what you need to do to prepare for an interview.
$15.00 CEU 0.1 Hrs: 1
50346
Sep. 13 - Nov. 15 Online

Orientation Eyelash Extensions
CSME 55041
Prerequisite: Concurrent enrollment required in Orientation, Principles, and Application of Eyelash Extensions.
This course provides the student with the basic knowledge of chemistry, eyelash growth cycles and proper selection, supplies and equipment of the industry, safety, sanitation, laws and rules of TDLR as they relate to eyelash extensions.
$865.00 CEU 14.4 Hrs: 144
50332 North TW
Aug. 24 - Dec. 15 5:30 -10 p.m.

Principles of Eyelash Extensions
CSME 55042
Prerequisite: Concurrent enrollment required in Orientation, Principles, and Application of Eyelash Extensions.
This course provides the student with the practical skills necessary to safely and effectively apply eyelash extensions.
$590.00 CEU 6.4 Hrs: 64
50334 North WR
Aug. 25 - Dec. 16 6:30 -10 p.m.

Human Resource Management
HR Impact - Human Resources Certificate Program
HRPO 55022
This course covers the evaluation of the current methods of job analysis, recruitment, selection, training/development, performance management, promotion and separation. Topics also include ethical, social, and legal responsibilities; the assessment methods of compensation and benefits planning; and analysis of the role of strategic human resource planning in support of organizational mission and objectives.
$580.00 CEU 8.0 Hrs: 80
50329 South TR
Sep. 7 - Nov. 11 6 -10 p.m.

Cosmetology
Application of Eyelash Extensions I
CSME 55040
Prerequisite: Concurrent enrollment required in Orientation, Principles, and Application of Eyelash Extensions.
This course provides the student with the skills necessary to perform client services using current techniques and business practices.
$660.00 CEU 11.2 Hrs: 112
50333 North M
Aug. 23 - Dec. 16 5:30 -10 p.m.
Logistics & Material Management

Domestic and International Transportation Management
LMGT 55018
This course is an overview of the principles and practices of transportation and its role in the distribution process. Emphasis on the physical transportation systems involved in the United States as well as on global distribution systems. Topics include carrier responsibilities and services, freight classifications, rates, tariffs, and public policy and regulations. Also includes logistical geography and the development of skills to solve logistical transportation problems and issues (LMGT 1323).

$234.00  CEU 4.8  Hrs: 48
95542
Aug. 23 - Dec. 10  Online

Economics of Transportation and Distribution
LMGT 55014
This is a study of the basic economic principles and concepts applicable to transportation and distribution (LMGT 1345).

$234.00  CEU 4.8  Hrs: 48
95541
Aug. 23 - Dec. 10  Online

Intro Business Logistics
LMGT 55011
This course is a systems approach to managing activities associated with traffic transportation, inventory management and control, warehouse, packaging, order processing, and materials handling (LMGT 1319).

$234.00  CEU 4.8  Hrs: 48
95539
Aug. 23 - Dec. 10  Online

Intro to Materials Handling
LMGT 55015
This course introduces the concepts and principles of materials management to include inventory control and forecasting activities (LMGT 1321).

$234.00  CEU 4.8  Hrs: 48
95540
Aug. 23 - Dec. 10  Online

Project Management

PM - Project Management Certificate
Program Fast Track
BMGT 55102
Learn critical path methods for planning and controlling projects. This includes time/cost tradeoffs, resource utilization, considerations, task determination, time management, scheduling management, status reports, budget management, customer service, professional attitude, and project supervision.

$725.00  CEU 5.6  Hrs: 56
50331  South  MW
Sep. 8 - Nov. 1  6 - 9:30 p.m.

Supervision

Transitioning to Supervision; New Leader Academy
BMGT 55198
Becoming a new supervisor means you have been assigned an increased level of responsibility, accountability and authority because of your abilities, behaviors and potential for continuous growth. Transitioning into supervision is designed to help familiarize you with your new role and responsibilities and understand the benefits and typical challenges you may face as you learn to get work done through others. Participants will learn communication techniques, managing customer service, teambuilding and staff development, and personal leadership and accountability.

$735.00  CEU 6.4  Hrs: 64
50347  Central  TR
Sep. 7 - Oct. 28  5:30 - 7:30 p.m.
Supply Chain

Introduction to Business Logistics
LMGT 55021
Prerequisite: High school/GED and proficiency in reading and writing. (self-led online training modules)
This self-led course provides students with the basic information needed to understand logistics. It is a prerequisite for the Certified Logistics Associate and the Certified Logistics Technician courses.

$100.00 CEU 0.7 Hrs: 7
50435
Oct. 4 - 22 Online

Certified Logistics Associate
LMGT 55019
Prerequisite: High school/GED and proficiency in reading, writing and math; Introduction to Business Logistics
Note: eBook required - Supply Chain Logistics: Foundation Knowledge.
This instructor-led course provides students with the foundational broad knowledge they will need to understand the world of supply chain and related core competencies. Students will acquire an understanding of the global supply chain, the logistics environment, safety, safe equipment operation, material handling equipment, quality control, workplace communication, teamwork and problem solving and using computers. This course is aligned with MSSC standards and the first step towards eligibility of the CLT industry certification.

$400.00 CEU 3.5 Hrs: 35
50434
Nov. 1 - Dec. 10 Online
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IT Tech
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Advanced Manufacturing
Basic Aerospace Manufacturing Skills
NFND 59699
This course introduces students to the various concepts of manufacturing within the aerospace industry.
$180.00  CEU 1.2  Hrs: 12
50368
Sep. 1 - Dec. 17  Online
(May enroll any date from Sep. 1 - Nov. 30)

Basic Math for Manufacturing
MCHN 55042
In this course you will learn essential math skills needed in a shop setting. You will work with decimals, fractions, positive and negative numbers, Cartesian Coordinates and the metric system.
$240.00  CEU 1.6  Hrs: 16
50360
Sep. 1 - Dec. 17  Online
(May enroll any date from Sep. 1 - Nov. 30)

Blueprint Reading for CNC
DFTG 55037
In this short course you will learn blueprint reading fundamentals, engineering drawing terminology, views, lines, dimensions and tolerances. In addition you will learn geometric dimensions and tolerances, how components assemble or fit together, and how threads and fastener are used in assemblies.
$180.00  CEU 1.2  Hrs: 12
50361
Sep. 1 - Dec. 17  Online
(May enroll any date from Sep. 1 - Nov. 30)

Intermediate CNC HAAS Lathe
MCHN 55028
Prerequisite: Intro to CNC Lathe Operator.
Note: PPE, textbook, and flash drive required.
In this course, students will learn G and M codes for the lathe. They will learn how to write standard programs; using the codes to operate CNC turning centers. For the final project, they will program and produce a part on a dual spindle CNC lathe given a blueprint. This course aligns with NIMS (National Institute of Metalworking Skills) standards.
$750.00  CEU 4.8  Hrs: 48
95035
Aug. 12 - Oct. 7  6 - 9 p.m.

CNC Mill Complete
MCHN 55013
Note: PPE, textbook and flash drive required.
In this course you will learn shop math, machine shop safety, measurements, blueprint reading and setup and operations of a CNC milling machine. In the second half of the course, you will learn G & M codes and how to write standard G and M code programs to operate CNC milling machines writing and running programs with an actual CNC machine control. The final project is a part produced on a 5-axis CNC mill. This course aligns with NIMS (National Institute of Metalworking Skills) standards and HAAS Mill operator certification and HAAS Mill operator certification.
$1145.00  CEU 9.6  Hrs: 96
50349  North  TR
Oct. 12 - Feb. 24  6-9 p.m.

GD&T for CNC
DFTG 55038
In this course you will learn GD&T terms and symbols, the rules of GD&T; geometric tolerances, datum, and form, profile, orientation, runout and location tolerances.
$240.00  CEU 1.6  Hrs: 16
50362
Sep. 1 - Dec. 17  Online
(May enroll any date from Sep. 1 - Nov. 30)

Geometry for Machining
MCHN 55043
In this course you will learn the relationships of lines, triangles, circles and other geometric shapes. You will learn about angles, polygons, triangles, quadrilaterals, circles.
$240.00  CEU 1.6  Hrs: 16
50363
Sep. 1 - Dec. 17  Online
(May enroll any date from Sep. 1 - Nov. 30)

Hand & Power Tools for Machining
MFGT 55001
In this course you will learn hand and power tool safety, the use of hand and power tools. You will learn about drilling techniques, stationary power tools, disc, belt sanders, drill press, band saw, arbor press, bench grinder and table saw and how to operate each tool.
$315.00  CEU 2.1  Hrs: 21
50367
Sep. 1 - Dec. 17  Online
(May enroll any date from Sep. 1 - Nov. 30)
Fiber Network Technician
CSIR 5512
Prerequisite: Experience or background in the low voltage, telecommunications, cabling, and networking fields.
This hands-on course is intended to train you to become certified fiber network technicians. The Fiber Network Technician course is a comprehensive course designed to train students in various techniques to layout, install and maintain fiber optic cabling systems. This course prepares you to take the Fiber Optic Technician (ETA) Exam for Fiber Optic Certification.

$2000.00  CEU 3.2  Hrs: 32
50436  North  SU
Oct. 2 - 10  8 a.m. - 5 p.m.

Metals and Materials for CNC
MFGT 55002
In this course, you will distinguish between different types of metals and learn the properties and composition of such metals. You will discover how heat treatment can be used to increase the machinability and performance of metals.

$120.00  CEU 0.8  Hrs: 8
50364
Sep. 1 - Dec. 17  Online
(May enroll any date from Sep. 1 - Nov. 30)

PMI for CNC
MFGT 55003
In this course you will become proficient in using and reading basic measuring devices. You will master the essentials of handling, applying, and reading the most common gauges on the shop floors including rulers, dial calipers, outside micrometers, depth micrometers, inside micrometers height gauges, sine bar, gauge blocks and surface tables, travel dial indicators, radius gauges, precision squares, combination square set, and thread form gauges

$315.00  CEU 2.1  Hrs: 21
50365
Sep. 1 - Dec. 17  Online
(May enroll any date from Sep. 1 - Nov. 30)

Begin Here/Foundations
Digital Literacy IC3
POFI 55021
Prerequisite: English Proficiency, Keyboarding 20 WPM.
Learn to use a computer in a business environment. Begin with an introduction to the computer hardware. Learn how to use the Windows 10 operating system. Gain a basic understanding of the most popular business applications - MS Word, MS Excel, and PowerPoint. Additionally, learn to use the internet and email. All of these skills prepare you to take the optional IC3 certification exam.

$1280.00  CEU 9.6  Hrs: 96
50437  South  MTR
Oct. 18 - Dec. 16  6-10 p.m.

Keyboarding on the PC
POFT 55004
Prerequisite: None. Note: No textbook required.
The primary input device to a computer is the keyboard. Therefore, proficiency and accuracy in keyboarding is your first foundational course to all other computer classes. This course provides an introduction to fundamental keyboarding techniques such as finger position and movement, increasing speed, and reducing errors. Without this course, or a typing speed of at least 20 wpm, you will not be prepared for any other computer class.

$190.00  CEU 1.6  Hrs: 16
50348  North  TR
Sep. 7 - Sep. 16  6-10 p.m.
50370  Central  S
Sep. 18 - Oct. 9  8:30 a.m. - 12:30 p.m.

Business Applications
Basic Business Applications
ITSC 55045
Prerequisite: Windows for the desktop or equivalent knowledge. Note: Textbook is required; flash drive is recommended.
Learn the commonalities of the Microsoft Office Programs and practice using the basic features of Windows, Microsoft Word, Excel, and PowerPoint programs

$420.00  CEU 3.2  Hrs: 32
50369  Central  TR
Sep. 21 - Oct. 14  6-10 p.m.
50357  South  S
Oct. 2 - Nov. 20  8:30 a.m. - 12:30 p.m.

To register: All campuses 281-542-2020

MAIN TABLE OF CONTENTS
Excel - One Day
ITSW 55002
Prerequisite: Basic computing skills.
Note: Textbook is required; flash drive is recommended.
In this fast-paced course, you will create and edit basic Microsoft Excel worksheets and workbooks. You will learn to create basic formulas and perform basic calculations. You will learn to format worksheets and cell content, and then you will learn how to create charts using worksheet data. In addition, you will explore line charts and pie charts and learn how to display trend lines of your data on your charts.

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<thead>
<tr>
<th>Course Code</th>
<th>CEU</th>
<th>Hours</th>
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<tbody>
<tr>
<td>50352</td>
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<tr>
<td>50371</td>
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<tr>
<td>50355</td>
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</tr>
</tbody>
</table>

$155.00  CEU 0.7  Hrs: 7

50352  North  F
Sep. 10  8:30 a.m. - 4:30 p.m.
50371  Central  F
Sep. 24  8:30 a.m. - 4:30 p.m.
50355  South  F
Oct. 1   8:30 a.m. - 4:30 p.m.

Excel One Day-Advanced
ITSW 55065
Prerequisite: Excel One Day Intermediate or equivalent knowledge. Note: Textbook required; flash drive required.
In this course, you will extend your knowledge into some of the more specialized and advanced capabilities of Excel by automating some common tasks, applying advanced analysis techniques to more complex data sets, collaborating on worksheets with others, and sharing Excel data with other applications.

$155.00  CEU 0.7  Hrs: 7

50354  North  F
Nov. 12  8:30 a.m. - 4:30 p.m.
70066  South  F
Dec. 3   8:30 a.m. - 4:30 p.m.
70067  Central  F
Dec. 10  8:30 a.m. - 4:30 p.m.

Excel: One Day-Intermediate
ITSW 55026
Prerequisite: Excel One Day or equivalent knowledge. Note: Textbook is required; flash drive is recommended.
In the first course in this series, Excel - One Day, students gained all the basic skills needed to create, edit, format, and print basic spreadsheets. This continuation provides the next step: to apply conditional formatting and manage multiple-sheet workbooks.
In this fast-paced course, students will use Microsoft Office Excel to enhance spreadsheets with templates, charts, graphics, and advanced formulas.

$155.00  CEU 0.7  Hrs: 7

50353  North  F
Oct. 8   8:30 a.m. - 4:30 p.m.
50356  South  F
Nov. 5   8:30 a.m. - 4:30 p.m.
50372  Central  F
Nov. 19  8:30 a.m. - 4:30 p.m.

MOS Applications
POFI 55035
Prerequisite: Requires basic skills in Microsoft Office Applications or completion of Digital Literacy IC3. Note: Textbook required, Flashdrive recommended.
Continued studies of intermediate topics of Microsoft Office Applications to prepare the users for taking the MOS Certification exams.

$950.00  CEU 8.0  Hrs: 80

50366  Central  MW
Oct. 4 - Dec. 15  6-10 p.m.

QuickBooks Complete w/ Excel
ACNT 55038
This is course is designed to for the student with basic Excel skills and/or basic accounting skills. It offers a full course in Excel Intermediate skills and includes coverage of basic accounting concepts. You will learn to manage Excel workbooks, data, tables, special charts and PivotTables The step by step approach to learning QuickBooks Online is used as the lessons begins as a service company and then moves to a service and merchandise company. There are lots of repetition exercises in performing QuickBooks tasks allowing you to learn and master new skills such as working with customers and vendors, banking, creating a company file, managing inventory, working with balance sheets, performing payroll, job costing, reporting and closing the books.

$845.00  CEU 8.0  Hrs: 80

50359  Sep. 7 - Oct. 11  Online

Integrated Software Apps
ITSC 55013
Note: Textbook required, flash drive is recommended.
A study of the integration of applications from popular business productivity software suites. Instruction in embedding data, linking and combining documents using word processing, spreadsheets, databases, and/or presentation media software is presented. Fundamentals of personal computer operations and the Windows operating system will be covered (ITSC 1309).

$234.00  CEU 6.4  Hrs: 64

95529  Aug. 23 - Dec. 10  Online
95530  Aug. 23 - Dec. 10  Online
50018  Aug. 23 - Dec. 6  North  M
50017  Oct. 18 - Dec. 12  Online

To register: All campuses 281-542-2020
**Networking**

**Fund of Networking Tech**  
ITNW 55010  
Prerequisite: ITSC 1305 or Department Chair Approval.  
Note: Textbook required, flash drive required.  
Learn networking essential concepts and implementation; network protocols, transmission media, hardware and software, how to connect servers and clients in a network (ITNW 1325).  
$234.00  
CEU 9.6  
Hrs: 96  
50015  
Aug. 23 - Dec. 6  
6 - 7:40 p.m.  
95526  
Aug. 23 - Dec. 10  
Online

**Intro to PC Operating Systems**  
ITSC 55049  
Prerequisite: Basic computer skills.  
Note: Textbook required; flash drive required.  
This course covers a study of personal computer operating systems. Topics include installation and configuration, file management, memory, and storage management, control of peripheral devices and use of utilities. Operating systems covered include DOS, Windows, and UNIX (ITSC 1305).  
$234.00  
CEU 6.4  
Hrs: 64  
50016  
Aug. 23 - Dec. 8  
11:45 a.m. - 1:40 p.m.  
95527  
Aug. 23 - Dec. 10  
Online

**Personal Computer Hardware**  
ITSC 55000  
Prerequisite: ITSC 1305 or department chair approval. Note: Textbook is required.  
This course is a study of current personal computer hardware, including personal computer assembly and upgrading, setup and configuration, and troubleshooting. Major topics include an overview of the computer system, installing and configuring hardware and software, troubleshooting hardware and software problems, management of the computer's resources (including hard drive space and memory), data storage on hard drives, data recovery methods, and installing peripheral equipment (ITSC 1325).  
$234.00  
CEU 6.4  
Hrs: 64  
50020  
Aug. 24 - Dec. 7  
6 - 9:50 p.m.

**Programming**

**Advanced C++ Programming**  
ITSE 55007  
Prerequisite: ITSE 1307 or department chair approval.  
Further application of C++ programming techniques, including subjects such as file access, abstract data structures, class inheritance, and other advanced techniques. Students will study Object Oriented Programs (OOP) by using, creating, and modifying C++ classes. In addition, they will use many of the standard built-in C++ classes and data structures to solve programming assignments (ITSE 2331).  
$234.00  
CEU 6.4  
Hrs: 64  
50024  
Aug. 25 - Dec. 8  
6 - 7:25 p.m.

**Intro C++ Programming**  
ITSE 55014  
Prerequisite: Department chair approval or ITSE 133. Note: Textbook is required.  
Learn structured design, development, testing and implementation, syntax, data and file structures, coding, testing, and debugging (ITSE 1307).  
$234.00  
CEU 8.0  
Hrs: 80  
50021  
Aug. 24 - Dec. 9  
12:30 - 2:20 p.m.

**Programming Logic & Design**  
ITSE 55029  
Prerequisite: None. Note: Textbook and flash drive required.  
Take a disciplined approach to problem solving with techniques and algorithms using design tools such as charts and pseudo code (ITSE 1329).  
$234.00  
CEU 9.6  
Hrs: 96  
95531  
Aug. 23 - Dec. 10  
Online  
50022  
Aug. 24 - Dec. 9  
10:20 a.m. - 12:10 p.m.

**UNIX Operating Systems I**  
Linux  
ITSC 55025  
Study the UNIX operating system, multi-user concepts, terminal emulation, basic commands, and writing script files (ITSC 1307).  
$234.00  
CEU 6.4  
Hrs: 64  
95528  
Aug. 23 - Dec. 10  
Online

To register: All campuses 281-542-2020
## Security

### Information Tech Security

**ITSY 55005**

**Prerequisite:** Fundamentals of Networking or Cisco Expl1 NW Fundamentals. Note: Textbook and flash drive required.

This course provides instruction in security for network hardware, software, and data, including physical security, backup procedures, relevant tools, encryption, and protection from viruses (ITSY 1342).

<table>
<thead>
<tr>
<th>Course Fee</th>
<th>CEU</th>
<th>Hours</th>
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<tbody>
<tr>
<td>$234.00</td>
<td>6.4</td>
<td>64</td>
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</table>

**95533**

Aug. 23 - Dec. 10  
50025  
Aug. 25 - Dec. 8  
6 - 7:40 p.m.

## Web Development

### Internet/Web Page Development

**ITSC 55046**

**Note:** Textbook required.

This course includes instruction in the use of Internet concepts and the introduction to Web page design and website development. It is an introduction to designing and publishing Web documents. It includes basic markup language, hyperlinks, tables, frames, images, forms, and an exploration of tools available for creating and editing Web documents. Additional distance learning fees for online or hybrid classes will be assessed at time of payment (ITSC 1319).

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>$234.00</td>
<td>6.4</td>
<td>64</td>
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</tbody>
</table>

**50019**

Aug. 23 - Dec. 6  
6 - 9:50 p.m.

## Java Programming

**ITSE 55012**

**Prerequisite:** ITSE 1307 or department chair approval. Note: Textbook and flash drive required.

Learn to develop executable programs; create appropriate documentation using object-oriented programming techniques. This course emphasizes the fundamental syntax and semantics of JAVA for applications and web applets (ITSE 2317).

<table>
<thead>
<tr>
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<th>Hours</th>
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<tbody>
<tr>
<td>$234.00</td>
<td>6.4</td>
<td>64</td>
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</tbody>
</table>

**95532**

Aug. 23 - Dec. 10  
50023  
Aug. 26 - Dec. 9  
6 - 7:40 p.m.
AEROSPACE & MANUFACTURING BEGINS WITH THE CORE COURSE

ENROLL NOW
The CORE COURSE is the prerequisite to all of the tracks

- Study skills
- Basic math
- Intro to safety
- Personal protective equipment safety
- Tool, machine, and material handling safety
- Workplace safety
- Electrical and fire safety
- Introduction to all of the certification tracks

CERTIFICATION TRACKS

- Electrical Technician
- Manufacturing Technician
- Mechatronics and Industrial Automation Technician
- Aerospace Mechanical Technician
- Aerospace Quality Technician
- Composites Manufacturing Technician

FOR MORE INFORMATION, CONTACT AEROSPACE EDUCATION AND WORKFORCE DEVELOPMENT AT 281-998-6150 EXT. 1187 OR AEROSPACE@SJCD.EDU

To register: All campuses 281-542-2020
THE TRAINING CONNECTION

Training and Educational Solutions for Workers and Employers

August - December 2021

Health and Safety

Certified Nurse Aide
Community Health
Emergency Health
Healthcare Professional
Medical Office
Phlebotomy

A publication of the San Jacinto College Continuing and Professional Development Division
**Certified Nurse Aide**  

**Certified Nurse Aide Training**  
NURA 55006  
Prerequisites: Immunizations/titers as per TX Admin Code website at: http://bit.ly/TXimmunizations and background check through Precheck. Note: Clinical scrubs are required.  
Co-requisites: CNA Clinical and BLS CPR. Required textbook for CNA is available at the SJC bookstore. Additional Note: No GED/HS diploma required. Students 16-17 are eligible for certification by the Texas Health & Human Services, Nurse Aide Training program. Parental waiver is required if under 18.  
Enter the field of nursing by becoming a Certified Nurse Aide. This class will teach you the skills, knowledge and abilities to care for patients of long-term care facilities. You will learn how to provide safety and preventive measures in the care of patients as well as how to function as a member of the health care team. You will be prepared for entry-level employment in long-term care facilities, hospitals, and doctor’s offices. Includes 40 hours of clinical practice (five 8-hour days). “This course of study prepares candidates to be certified. After completion of the class, you will be eligible to take the State of Texas Certified Nurse Aide Certification Exam. Candidates become “Certified” by passing the required certifying agency exam. Certification fee is not included in the cost of the course.

**$615.00**  
50395  
Sep. 21 - Nov. 16  
50397  
Oct. 4 - Oct. 26  
50399  
Oct. 4 - Dec. 1  

**Certified Nurse Aide-Clinical**  
NURA 55010  
Prerequisite: Successful completion of BLS CPR and Certified Nurse (NURA 1001). Note: Co-requisite NURA 1001.  
Application of knowledge, skills, and abilities essential to provide basic care to residents of long-term care facilities. Topics include resident’s rights, communication, safety, observation, reporting and assisting residents in maintaining basic comfort and safety. Emphasis on effective interaction with members of the health care team, restorative services, mental health, and social services needs.

**$650.00**  
50398  
Oct. 27 - Nov. 9  
50396  
Nov. 17 - Dec. 3  
70070  
Dec. 2 - Dec. 15

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**Community Health**  

**Community Health Field Methods**  
CHLT 55001  
Note: Must be taken in conjunction with Introduction to Community Health. To receive state certification, students must be 18 years of age or older and a resident of Texas. Preparation for field work with individuals, families, and groups emphasizing teaching and capacity-building skills. Topics include outreach methods, area canvassing, home visiting, group work, community events, and community organizing.

**$1175.00**  
CEU 6.0  
Hrs: 60  
50411  
Sep. 13 - Nov. 5  
Online

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**Emergency Health**  

**CPR for Healthcare Providers**  
EMSP 55008  
Prerequisites: Student must arrive at class on time with textbook. Late students or students without books will be sent home. Students sent home for these reasons will NOT be transferred to another class or receive a refund. The cost of the textbook is NOT included in the course cost. Ebook can be purchased at https://shopcpr.heart.org/blsprovider-manual-ebook. NOTE: Requires own tablet or mobile device.  
This CPR course is for health care providers and professional rescuers. It will meet the requirements for initial certification and recertification for industrial rescue workers, nurses, nursing students, EMTs, and other allied health professionals involved with patient care. The class will include the use of Automated External Defibrillators (AEDs), and provide the lifesaving skills for respiratory and cardiac emergencies involving adults, children, and infants. Successful completers will receive an American Heart Association (AHA) certification. The certification card for this course is titled Basic Life Support. The card is electronic and will be provided within 72 work-week hours.

**$80.00**  
CEU 0.6  
Hrs: 6  
50385  
North  
S  
Sep. 11  
50386  
South  
S  
Sep. 18  
50387  
Central  
S  
Sep. 25  
50388  
North  
S  
Oct. 2  
50389  
South  
S  
Oct. 9  
50390  
Central  
S  
Oct. 16  
50391  
North  
S  
Oct. 23  
50392  
South  
S  
Oct. 30  
50393  
Central  
S  
Nov. 6  
50394  
North  
S  
Nov. 13

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To register: All campuses 281-542-2020
Healthcare Professional

EKG Technician
ECRD 55000
Prerequisites: None.
Learn the fundamentals of anatomy and physiology of the cardiovascular system and the role of the electrocardiograph in patient assessment. As an EKG Technician, you will perform diagnostic tests to assess the heart rhythm and rate in patients. The EKG technician is an integral part of the management of patients with heart disease and is employed by hospitals, medical/surgical clinics, and insurance companies. This class will prepare you to take the American Certification Agency for Healthcare Professionals Certification Exam for ECG Technician. Certification fee is not included in the cost of the course.

$505.00   CEU 5.2   Hrs: 52
50403
Sep. 13 - Nov. 5  Online
50404  Central  S
Sep. 18 - Nov. 6  8 a.m. - 1 p.m.
50405
Oct. 18 - Dec. 10  Online
50406  Central  MW
Nov. 1 - Dec. 15  6 - 10 p.m.

Medical Office

Medical Office Professional
MDCA 55001
Prerequisite: None. Note: Textbook is required.
This class will prepare you to work in a medical office setting and will provide a foundation for more advanced medical records careers. The content includes basic office procedures, medical records administration, medical terminology, and pathophysiology. This course is the prerequisite course for AAPC Medical Coding Curriculum for CPC Certification.

$1175.00   CEU 9.0   Hrs: 90
50400
Sep. 6 - Nov. 12  Online
50401
Oct. 4 - Dec. 10  Online
50402  Central  MTWR
Nov. 1 - Dec. 14  12:30 - 4:15 p.m.

Phlebotomy

Phlebotomy Technician Basic
PLAB 55000
Prerequisites: Proof of high school diploma/GED completion. Immunizations, drug, and background check through Precheck. Note: Clinical scrubs are required. Co-requisite: Phlebotomy Practicum. Required textbook for phlebotomy is available at the SJC bookstore.
Students are involved in skill development to perform a variety of blood collection methods using proper techniques and universal precautions. This course includes vacuum collection devices, syringes, capillary skin puncture, butterfly needles and blood culture, and specimen collection on adults, children, and infants. Emphasis on infection prevention, proper patient identification, labeling of specimens and quality assurance, specimen handling, processing, and accessioning. Topics include professionalism, ethics, and medical terminology.

$490.00   CEU 5.4   Hrs: 54
50407  Central  TR
Sep. 21 - Oct. 28  9 a.m. - 1 p.m.
50409  Central  MW
Oct. 11 - Nov. 17  5:30 - 9:30 p.m.

Phlebotomy Tech Practicum
PLAB 55001
Prerequisites: Successful completion of Phlebotomy Basic. Additional immunizations are required to attend clinicals. Note: Take after completion of Phlebotomy Technician Basic. Dates, times, and location determined by clinical site. No textbook required.
This is a work-based learning experience with direct client care. This course enables the student to apply the theory, skills and concepts learned in the basic phlebotomy class in a supervised clinic or lab setting. Specific learning objectives are developed by the faculty.

$835.00   CEU 11.2   Hrs: 112
50408
Nov. 1 - Nov. 18  TBD
50410
Nov. 22 - Dec. 14  TBD
Community Health Worker

Do you enjoy helping address the needs of your community? Then our Community Health Worker/Promotora certification could be the right program for you!

For more information, email healthoccupations&safety@sjcd.edu

Applying to nursing school or radiography?

Prepare by taking San Jac’s HESI A2 Boot Camp

For more information, email healthoccupations&safety@sjcd.edu

281-452-2020 | sanjac.edu/cpd
Health Career Pathways Partnership Grant

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Grant-Approved Courses

- Certified Nurse Aide
- Community Health Worker
- EKG Technician
- Eye Care Technician
- Licensed Vocational Nurse
- Medical Assistant
- Medical Billing & Coding Certificate
- Medical Office Professional
- Pharmacy Technician
- Phlebotomy Technician
- Associate degree programs may be approved with a completed short-term course.

Student can earn:

- Laptops
- Scrubs/Supplies
- Books

For more information, visit the website or contact:

www.sanjac.edu/cpd/hpog
hcpp-grant@sjcd.edu or 281-478-2723

This document was supported by Grant [90FX0035-01-00] from the Administration for Children and Families, U.S. Department of Health & Human Services (HHS). Its contents are solely the responsibility of the authors and do not necessarily represent the official views of HHS. HPQG is a study funded by the federal government which is being conducted to determine how these training opportunities help people improve their skills and find better jobs. During the study, all new eligible applicants will be selected by lottery to participate in these training opportunities. Not all eligible applicants will be selected to participate in these opportunities.

An Equal Opportunity Institution
THE TRAINING CONNECTION
Training and Educational Solutions for Workers and Employers

August - December 2021

Applied Trades

- Automotive ............................................................. 24
- Construction........................................................... 24
- Diesel ....................................................................... 24
- Electrical................................................................. 25
- Motorcycle Riders Course.................................... 26
- Occupational Health & Safety ............................... 26
- Truck Driving ....................................................... 27
- Welding...................................................................... 27
### Automotive

**Fuel System**
**DEMR 55013**
This course is an in-depth coverage of fuel injector pumps and injection systems (DEMR 1413).

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Location</th>
<th>Dates</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>50012</td>
<td>North</td>
<td>Aug. 23 - Dec. 6</td>
<td>6 - 9 p.m.</td>
</tr>
</tbody>
</table>

$312.00  CEU 9.6  Hrs: 96

### Construction

**Basic Pipefitting Skills**
**PFPB 55018**
Prerequisite: None.
This course covers mathematical operations necessary to calculate laying lengths of pipe fittings for fabrication. It includes identification and use of hand tools and power tools and identification of pipe, pipe fittings, flanges and fasteners used in the trade (PFPB 1308).

<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Dates</th>
<th>Time</th>
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</thead>
<tbody>
<tr>
<td>95515</td>
<td>North</td>
<td>Aug. 23 - Dec. 10</td>
<td>6 - 8:40 p.m.</td>
</tr>
</tbody>
</table>

$312.00  CEU 9.6  Hrs: 96

### Diesel

**Basic Electrical Systems**
**DEMR 55000**
Prerequisite: Reading Level 4. Note: Textbook is required.
This is an introduction to the basic principles of electrical systems of diesel-powered equipment with emphasis on starters, alternators, batteries, and regulators (DEMR 1405).

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Location</th>
<th>Dates</th>
<th>Time</th>
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</thead>
<tbody>
<tr>
<td>50011</td>
<td>North</td>
<td>Aug. 24 - Dec. 7</td>
<td>6 - 9 p.m.</td>
</tr>
</tbody>
</table>

$312.00  CEU 9.6  Hrs: 96

### Construction

**Basic Pipefitting Skills**
**PFPB 55018**
Prerequisite: None.
This course covers mathematical operations necessary to calculate laying lengths of pipe fittings for fabrication. It includes identification and use of hand tools and power tools and identification of pipe, pipe fittings, flanges and fasteners used in the trade (PFPB 1308).

<table>
<thead>
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<th>Dates</th>
<th>Time</th>
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</thead>
<tbody>
<tr>
<td>95516</td>
<td>North</td>
<td>Aug. 23 - Dec. 10</td>
<td>6 - 8:40 p.m.</td>
</tr>
</tbody>
</table>

$312.00  CEU 9.6  Hrs: 96

### Diesel Eng Test/Rpr II
**DEMR 55012**
Prerequisite: Reading level 4. Note: Textbook Required.
This course is a continuation of Diesel Engine Testing and Repair I. It includes coverage of testing and repairing diesel engines including related systems and specialized tools (DEMR 2412).

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Location</th>
<th>Dates</th>
<th>Time</th>
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</thead>
<tbody>
<tr>
<td>50014</td>
<td>North</td>
<td>Aug. 24 - Dec. 7</td>
<td>6 - 9 p.m.</td>
</tr>
</tbody>
</table>

$312.00  CEU 9.6  Hrs: 96

### Power Train I
**DEMR 55009**
Prerequisite: Reading Level 4. Note: Textbook is required.
This is an introduction to fundamentals, repair and theory of power trains including clutches, transmissions, drive shafts, and differentials, with an emphasis on inspection and repair. Specific attention will include the Allison V-Drive, HD 740, World Transmission, and the 1000 and 2000 Series Transmissions (DEMR 1421).

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Location</th>
<th>Dates</th>
<th>Time</th>
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<tbody>
<tr>
<td>50013</td>
<td>North</td>
<td>Aug. 26 - Dec. 9</td>
<td>6 - 9 p.m.</td>
</tr>
</tbody>
</table>

$312.00  CEU 9.6  Hrs: 96

### Shop Safety & Procedures
**DEMR 55002**
Prerequisite: Reading level 4. Note: Textbook is required.
A study of shop safety, rules, basic shop tools, and test equipment (DEMR 1301).

<table>
<thead>
<tr>
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<th>Location</th>
<th>Dates</th>
<th>Time</th>
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</thead>
<tbody>
<tr>
<td>95524</td>
<td>Online</td>
<td>Aug. 23 - Dec. 10</td>
<td>Online</td>
</tr>
</tbody>
</table>

$234.00  CEU 4.8  Hrs: 48

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To register: All campuses 281-542-2020
Applied Trades

Electrical

Commercial Wiring
ELPT 55008

Note: Textbook Required.
This course provides instructions in commercial wiring methods. It includes overcurrent protection, raceway panel board installation, proper grounding techniques, and associated safety procedures. The National Electrical Code (NEC) is used to size branch circuits, feeders, service equipment, outlet and junction boxes, and conduit and installation of lighting and utilization of equipment. Students gain experience in safe workplace practices, the proper use of hand tools and ladders, interpreting blueprints and specifications, bending and installation of conduit, installation of armored cable, and wiring of devices, load centers, and service equipment (ELPT 1345).

$234.00   CEU 6.4  Hrs: 64  
50005   North  T  
Aug. 24 - Dec. 7  6 - 8 p.m.

Electrical Calculations I
ELPT 55009

Note: Textbook Required.
Introduction to mathematical applications utilized to solve problems in the electrical field. Topics include fractions, decimals, percentages, simple equations, ratio and proportion, metric conversion, and applied geometry. Electrical calculations to solve DC and AC electrical circuits are included (ELPT 1215).

$156.00   CEU 3.2  Hrs: 32  
95513  
Aug. 23 - Dec. 10  Online

Electrical Machines
ELPT 55020

Prerequisite: ELPT 1311. Note: Textbook is required.
This is a study of direct current (DC) motors, single-phase and polyphase alternating current (AC) motors, generators and alternators. Emphasis will be on construction, characteristics, efficiencies, starting and speed control (ELPT 1351).

$234.00   CEU 6.4  Hrs: 64  
50006   North  M  
Aug. 23 - Dec. 6  6 - 8 p.m.

Electricity Principles
CETT 55008

Prerequisite: Reading level 6, Writing level 6, Math level 6.
This course covers principles of electricity, including proper use of test equipment, A/C and D/C circuits, and component theory and operation (CETT 1302).

$234.00   CEU 6.4  Hrs: 64  
50004   North  T  
Aug. 24 - Dec. 7  6 - 8 p.m.

Motor Controls
ELPT 55011

Prerequisite: ELPT 1311 or approval of department chair. Note: Textbook is required.
A study of operating principles dealing with solid-state and conventional controls along with their practical applications. Includes braking, jogging, plugging, safety wiring, ladder diagrams, relay logic and timers (ELPT 1441).

$312.00   CEU 9.6  Hrs: 96  
50008   North  W  
Aug. 25 - Dec. 8  6 - 9 p.m.

National Electric Code I
ELPT 55013

Note: Textbook is required.
An introductory study of the National Electric Code (NEC). Emphasis will be on wiring design, protection, methods and materials, equipment for general use, and basic calculations (ELPT 1325).

$234.00   CEU 4.8  Hrs: 48  
95514  
Aug. 23 - Dec. 10  Online

Residential Wiring
ELPT 55015

Note: Textbook is required.
This course focuses on wiring methods for single family and multi-family dwellings. It includes load calculations, service entrance sizing, proper grounding techniques, and associated safety procedures (ELPT 1429).

$312.00   CEU 9.6  Hrs: 96  
50007   North  R  
Aug. 26 - Dec. 9  6 - 9 p.m.

To register: All campuses 281-542-2020
Motorcycle Riders Course

Motorcycle-Basic Rider Course
NFND 59032
Prerequisite: Student must have a valid driver’s license or instructional permit. Students must be able to ride a bicycle. Students must also pass the state mandated E-course before registering for the in-person course.
Note: Motorcycle and helmet for class will be provided. Full attendance for each class day is required. No rescheduling or refunds allowed once class begins.

Upon successful course completion, certificate is issued for submission to the Texas Department of Public Safety (DPS). Motorcycles are furnished (250cc). Students must wear over-the-ankle leather shoes/boots with heels, gloves, long-sleeve shirt, long pants, glasses, or face shield. Rider gear is only required to be worn on Saturday and Sunday. Provided helmet must be worn. Depending on student skill level and size of class, hours may vary. Meets Friday 6 - 9 p.m. Saturday and Sunday 7 a.m. - 4 p.m.

$250.00   CEU 1.9   Hrs: 19
50422   South   SU
Sep. 11 - Sep. 12  7 a.m. - 4 p.m.
50423   South   SU
Sep. 25 - Sep. 26  7 a.m. - 4 p.m.
50425   South   SU
Oct. 9 - Oct. 10  7 a.m. - 4 p.m.
50426   South   SU
Oct. 23 - Oct. 24  7 a.m. - 4 p.m.
50427   South   SU
Nov. 13 - Nov. 14  7 a.m. - 4 p.m.
70072   South   SU
Dec. 4 - Dec. 5  7 a.m. - 4 p.m.
70073   South   SU
Dec. 18 - Dec. 19  7 a.m. - 4 p.m.

Certified Occupational Safety Specialist-COSS
OSHT 55016
Prerequisite: None. Note: Materials are provided.
This course is designed to build core competencies in the field of safety for adult learners. COSS is a highly intensive, highly interactive course that focuses on providing individuals who are responsible for safety, the tools and techniques they need to make safety work for them. This is a challenging class requiring study time outside of the classroom hours.

$1799.00   CEU 4.0   Hrs: 40
50421   Central   MTWRF
Sep. 20 - Sep. 24  8 a.m. - 5 p.m.
50419   Central   MTWRF
Oct. 4 - Oct. 8  8 a.m. - 5 p.m.

OSHA 10-Construction
OSHT 55026
Prerequisite: None.
This course teaches the recognition. Avoidance, abatement and prevention of safety and health hazards in the construction workplace. The course also provides information regarding workers rights, employer responsibilities and how to file a complaint. Course is designed to help workers stay up-to-date with their OSHA safety requirements.

$125.00   CEU 1.0   Hrs: 10
50431   Central   TR
Sep. 21 - Sep. 23  8 a.m. - 1 p.m.

Safe Supervisor
OSHT 55024
Achieving an injury-free workplace takes a team effort. Your frontline supervisors interact with more employees on a daily basis and therefore, must understand their role in creating and maintaining a safe work environment. Safe Supervisor is a 3-day certificate course designed to enhance a frontline supervisor’s understanding of their safety responsibilities.

$525.00   CEU 2.0   Hrs: 20
50418   Central   MTW
Sep. 13 - Sep. 15  8 a.m. - 5 p.m.
50420   Central   WRF
Sep. 29 - Oct. 1  8 a.m. - 5 p.m.

Occupational Health & Safety

Certified Occupational Safety Manager
OSHT 55027
Prerequisites: Must have a minimum of two years of safety, health and environmental work experience. Note: Materials are provided.
This course is designed for high-level safety managers. The COSM program is an advanced, executive-level safety program consisting of: Essentials of Safety Management, Strategic Planning and Evaluating for Safety Success, Managing Risk, Safety Finance, Communicating the Safety Message, Injury Management and Incentives and Discipline.

$1999.00   CEU 4.0   Hrs: 40
50424   Central   MT
Sep. 27 - Sep. 28  8 a.m. - 5 p.m.
70071   Central   MTWRF
Dec. 13 - Dec. 17  8 a.m. - 5 p.m.
**Truck Driving**

**Professional Truck Driver One**  
CVOP 53000  
Prerequisite: Must sign up for Professional Truck Driver Two at the same time AND contact SJC Commercial Truck Driving department at (281)476-1886.  
Note: Textbook is required. It is recommended that students obtain a Commercial Learners Permit (CLP) before the first day of class; cost of the CLP is $25, and the student must pass Sections 2, 5, 6, and 14. However, students will have until the eighth day of class to obtain CLP. If student does not obtain the CLP by the eighth day of class, student will be dropped, and no refund or transfer will be granted. Contact the Texas Department of Motor Vehicles for more information on this process.

This course focuses on general truck driving with the cab skills development and instruction coordinated with the Department of Transportation.

<table>
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<tr>
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<th>Dates</th>
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<td>Nov. 1 - Dec. 17</td>
<td>7 a.m. - 6 p.m.</td>
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</table>

**Professional Truck Driver Two**  
CVOP 53001  
Prerequisite: Must sign up for Professional Truck Driver One at the same time AND contact SJC Commercial Truck Driving department at (281)476-1886.  
Note: Textbook is required. It is recommended that students obtain a Commercial Learners Permit (CLP) before the first day of class; cost of the CLP is $25, and the student must pass Sections 2, 5, 6, and 14. However, students will have until the eighth day of class to obtain CLP. If student does not obtain the CLP by the eighth day of class, student will be dropped, and no refund or transfer will be granted. Contact the Texas Department of Motor Vehicles for more information on this process.

This course is a continuation of Professional Truck Driver One. General truck driving with the cab skills development and instruction coordinated with the Department of Transportation. Instruction in the operation of a tractor-trailer combination in city and highway conditions, including control and maneuvering of the vehicle through various traffic situations in different conditions with numerous tractor-trailer combinations.

<table>
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<tr>
<th>Course Code</th>
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<td>50415</td>
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<td>Nov. 1 - Dec. 17</td>
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**Welding**

**Adv Gas Tungsten ARC (GTAW)**  
WLDG 55002  
Prerequisite: WLDG 1430 or approval of department chair.  
Note: Textbook is required.

This course covers advanced topics in GTAW welding, including welding in various positions and directions (WLDG 2451).

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<td>6 - 8:50 p.m.</td>
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</table>

**Adv Shielded Metal Arc Welding**  
WLDG 55008  
Prerequisite: WLDG 1428 or approval of department chair.  
Note: Textbook is required.

This course covers advanced topics based on accepted welding codes. Training is provided with various electrodes in shielded metal arc welding with open V-groove joints in all positions (WLDG 2443).

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<tr>
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<th>Time</th>
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<td>Aug. 23 - Dec. 9</td>
<td>6 - 8:50 p.m.</td>
<td>CEU 12.8</td>
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**Advanced Pipe Welding**  
WLDG 55005  
Prerequisite: WLDG 2406 or approval of department chair.  
Note: Textbook is required.

This course covers advanced topics involving welding of pipe using the shielded metal arc welding process. Topics include electrode selection, equipment setup, and safe shop practices, with an emphasis on weld positions 5G and 6G using various electrodes (WLDG 2453).

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<th>Course Code</th>
<th>Location</th>
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<th>Time</th>
<th>Hrs:</th>
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<td>Aug. 24 - Dec. 9</td>
<td>6 - 8:50 p.m.</td>
<td>CEU 12.8</td>
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**Intro Gas Tungsten ARC Wldg**  
WLDG 55001  
Note: Textbook is required.

This course is an introduction to the principles of gas tungsten arc welding (GTAW), setup/use of GTAW equipment, and safe use of tools and equipment. It includes welding instruction in various positions on joint designs (WLDG 1434).

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<td>Aug. 24 - Dec. 9</td>
<td>6 - 8:50 p.m.</td>
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</table>
Intro Shielded Metal Arc-SMAW
WLDG 55000

Note: Textbook is required.
This is an introduction to shielded metal arc welding process. Emphasis is placed on power sources, electrode selection, oxy-fuel cutting and various joint designs. Instruction provided in SMAW fillet welds in various positions (WLDG 1428).

$312.00   CEU 12.8   Hrs: 128
95518     North     MTWR
Aug. 23 - Dec. 9 6 - 8:50 p.m.

Intro to FCAW
WLDG 55055

An overview of terminology, safety procedures, and equipment set-up. Practice in performing T-joints, lap joints, and butt joints using Flux Cored Arc Welding (FCAW) equipment (WLDG 1412).

$312.00   CEU 12.8   Hrs: 128
95517     North     MW
Aug. 23 - Dec. 8 6 - 8:50 p.m.

Metal Sculpture
WLDG 55052

Prerequisite: None.
This course covers techniques and methods of oxy-acetylene and electric welding and cutting to produce metal sculptures. It includes skill development in material forming, welding, brazing and finishing techniques. It also covers work ethics, artistic styles and professionalism (WLDG 1308).

$234.00   CEU 6.4   Hrs: 64
50010     North     F
Aug. 27 - Dec. 10 6 - 8 p.m.

Oxyfuel Cut and Weld
WLDG 55056

This course covers Oxy-fuel welding and cutting equipment. Includes equipment safety, setup, and maintenance (WLDG 1204).

$156.00   CEU 6.4   Hrs: 64
50009     North     F
Aug. 27 - Dec. 10 6 - 8:50 p.m.
For more information: 281-459-5483
Maritime

Able Bodied Seaman
MART 55004

Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.

A mariner who successfully completes our Able Seaman course within one year of application will satisfy the professional examination requirements of 46 CFR 12.401(c)(5) for any national rating endorsement as Able Seaman AND the knot-tying demonstration requirements of 46 CFR 12.405(c) for any national rating endorsement as Able Seaman. Pursuant to National Maritime Center Policy Letter 11-02, appropriate photo identification is required for enrollment into a USCG-approved course.

$800.00  CEU 4.0  Hrs: 40
50034     Central  MTWRF
Sep. 13 - Sep. 17  8 a.m. - 5 p.m.
50035     Central  MTWRF
Oct. 11 - Oct. 15  8 a.m. - 5 p.m.
50036     Central  MTWRF
Nov. 8 - Nov. 12  8 a.m. - 5 p.m.
70003     Central  MTWRF
Dec. 6 - Dec. 10  8 a.m. - 5 p.m.

Advanced Cargo Handling & Stowage
MARS 55000

Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.

USCG STCW approved, this course will cover the principles of materials handling and their application to the movement of marine cargoes, safe cargo operations, certification of cargo gear, stresses on cargo gear, mathematical calculations of safe and efficient cargo stowage, de-humidification units, and prevention of moisture damage due to cargo and ship sweat. In addition, this course will examine ship stability and trim and the practical application of these principles in the loading of vessels carrying break bulk, bulk and container cargoes. A container loading project will be completed involving computing stowage, trim, KG, GM, and LCG. The objective of this course is to provide students with the detailed knowledge to support the training outcomes related to Cargo Handling and Stowage at the Management Level and in doing so, satisfy company, national, and international regulations for candidates for certification as master or Chief Mate.

$2000.00  CEU 8.0  Hrs: 80
50050     Central  MTWRF
Oct. 11 - Oct. 22  8 a.m. - 5 p.m.
70006     Central  MTWRF
Nov. 29 - Dec. 10  8 a.m. - 5 p.m.

Adv Fire Fighting Revalidation
VFFT 55003

Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.

The completion of Advanced Fire Fighting Revalidation course will satisfy the Advanced Fire Fighting training revalidation requirements of STCW Code Section A-VI/3 and 46 CFR 11.201(h)(1), and 11.303(d), provided that the mariner has at least 1 year of sea service within the last 5 years; AND Tasks 1.3.A, 1.5.A, 2.1.A, 2.1.B, 3.1.A, 3.1.B, 4.1.A, 4.1.B, and 4.1.C from NVIC 09-14, Advanced Fire Fighting.

$375.00  CEU 0.8  Hrs: 8
50037     Central  R
Sep. 2     8 a.m. - 5 p.m.
50038     Central  R
Sep. 23    8 a.m. - 5 p.m.
50039     Central  R
Oct. 7     8 a.m. - 5 p.m.
50040     Central  R
Oct. 21    8 a.m. - 5 p.m.
50041     Central  R
Nov. 4     8 a.m. - 5 p.m.
50049     Central  R
Nov. 18    8 a.m. - 5 p.m.
70005     Central  R
Dec. 9     8 a.m. - 5 p.m.

Advanced Fire Fighting
VFFT 55000

Prerequisite: USCG-approved Basic Fire Fighting.

Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.

This course of instruction is designed to provide a training experience that combines formal classroom instruction with practical exercises, hands-on shipboard firefighting procedures and tactics, practical training, and assessment. Each student who successfully completes this course will have gained practical knowledge of how to conduct and execute shipboard firefighting procedures and tactics. The course is open to mariners who should have previously completed the training required for Fire Prevention and Fire Fighting (Basic Fire Fighting) to the standards set forth in: Section A-VI, Table A VI/1 2 of the STCW Code and 46 CFR 11.202(b)(2) for Basic Safety Training prior to the attendance of the Advanced Fire Fighting training. There are no educational requirements. The mariner must be in good health. The student should have the agility, strength and flexibility to maintain balance on a moving deck, rapidly don firefighting personal protection equipment, handle physical labor, climb vertical ladders, handle moderate weights (from 30 to 60 pounds), and haul/move 50 to 100 foot lengths of charged fire hoses. Pursuant to National Maritime Center Policy Letter 11-02.

$800.00  CEU 3.2  Hrs: 32
50051     Central  MTWR
Sep. 20 - Sep. 23  8 a.m. - 5 p.m.
50052     Central  MTWR
Oct. 4 - Oct. 7  8 a.m. - 5 p.m.
50053     Central  MTWR
Oct. 18 - Oct. 21  8 a.m. - 5 p.m.
Advanced Fire Fighting Refresher
VF7T 55001

Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.

This course is to meet the requirements of Advanced Fire Fighting Refresher training requirements of 46 CFR 11.201(h)(1) and 11.303(e) while providing our personnel and the required firefighting training at an easily accessible and convenient location. This syllabus covers the requirements of the Standards of Training Certification and Watchkeeping as amended Chapter VI, Section A-VI/3 and Table A-VI/3. On meeting the minimum standard of competence in Advanced Fire Fighting, a trainee will be competent to control fire-fighting operations aboard ships, organize and train fire parties, inspect and service fire-detection and fire extinguishing systems and equipment, and investigate and compile reports on incidents involving fire.

$500.00
CEU 1.6
Hrs: 16

50043
Central
WR

Sep. 1 - Sep. 2
8 a.m. - 5 p.m.

50044
Central
WR

Sep. 22 - Sep. 23
8 a.m. - 5 p.m.

50045
Central
WR

Oct. 6 - Oct. 7
8 a.m. - 5 p.m.

50046
Central
WR

Oct. 20 - Oct. 21
8 a.m. - 5 p.m.

50047
Central
WR

Nov. 3 - Nov. 4
8 a.m. - 5 p.m.

50048
Central
WR

Nov. 17 - Nov. 18
8 a.m. - 5 p.m.

70004
Central
WR

Dec. 8 - Dec. 9
8 a.m. - 5 p.m.

Advanced Meteorology
SCIT 55000

Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.

This course encompasses the following: the earth-atmosphere system, weather elements, atmospheric thermodynamics, wind systems, cyclones and anti-cyclones, air masses, fronts, middle-latitude cyclones, violent local storms, tropical storms, the synoptic weather map, weather service for merchant shipping, weather forecasting, ocean waves, sea ice and ice accretion, weather map construction and analysis, optimum ship routing utilizing the prevailing and projected weather conditions to advantage, weather routing to avoid adverse conditions, and practice of practical shipboard reporting procedures. Forecasting and hurricane avoidance techniques. Students will be able to understand and interpret synoptic charts and forecast area weather. This syllabus covers the requirements of the 1995 STCW Convention Chapter II, Section A-II/2. This functional element provides the detailed knowledge to support the training outcomes related to the Navigation at the Management Level. Any applicant who has successfully completed this 40-hour Advanced Meteorology course will satisfy the Advanced Meteorology training requirements for STCW certification as Master or Chief Mate on vessels of 500 or more gross tonnage (ITC). The practical assessments in this course will be accepted as the equivalent of the following assessments from the National Assessment Guidelines for Table A-II/2 of the STCW Code: M-6-1A; M-6-2A. Applicants who have successfully completed your course need not present completed Control Sheets for these assessments in application for STCW certification.

$950.00
CEU 4.0
Hrs: 40

50056
Central
MTWRF

Sep. 13 - Sep. 17
8 a.m. - 5 p.m.

70008
Central
MTWRF

Dec. 13 - Dec. 17
8 a.m. - 5 p.m.

Advanced Shiphandling
MARS 55019

Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.

The objective of this course is to provide students with the detailed knowledge to support the training outcomes related to the training requirements of 46 CFR 11.305(a)(3)(i) and 11.307(a)(3)(i) for STCW endorsements as Chief Mate or Master on vessels of 3,000 GT or more and 46 CFR 11.311(a)(3)(i) and 11.313(a)(3)(i) for STCW Code, as amended 2010, endorsements as Master or Chief Mate on vessels of more than 500 GT and less than 3,000 GT and specific tasks from the National Assessment Guidelines found in NVIC 10-14 and 11-14 (Tasks 4.1.B, and 8.1.A through 9.17.A). Applicants are not required to present the completed record of assessment sheets when applying for the STCW endorsement.

$3200.00
CEU 8.0
Hrs: 80

50057
Central
MTWRF

Sep. 27 - Oct. 8
8 a.m. - 5 p.m.

70009
Central
MTWRF

Nov. 29 - Dec. 10
8 a.m. - 5 p.m.

To register: All campuses 281-542-2020
Advanced Stability
MARS 55006
Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.
USCG STCW approved. Trainees will become proficient in stability and trim theory and its practicable applications. The course objectives are also aimed at providing the ship’s senior officers with the knowledge and competence sufficient to make full use of the stability booklet required for a vessel by 46 CFR 170.110. This course requires the trainee to have a fundamental understanding of basic stability and trim theory, as well as basic math and trigonometry.

$1000.00  CEU 4.0  Hrs: 40
50058   Central   MTWRF
Sep. 20 - Sep. 24  8 a.m. - 5 p.m.
50059   Central   MTWRF
Nov. 15 - Nov. 19  8 a.m. - 5 p.m.

Apprentice Mate Western Routes
MARS 55003
Prerequisite: 540 days seetime.
Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.
This course provides training to mariners seeking a license as Apprentice Mate (Steersman) of Towing Vessels on Western Rivers provided they have successfully completed our Apprentice Mate (Steersman) Upgrade (33) course or hold a license as Apprentice Mate (Steersman) Near Coastal or Inland or have satisfied the examination requirements for a license as Apprentice Mate (Steersman) Near Coastal or Inland and have met the requirements of 46 CFR 11.466 requirements for national endorsements as apprentice mate (steersman) of towing vessels. Pursuant to National Maritime Center Policy Letter 11-02.

$400.00  CEU 0.8  Hrs: 8
50060   Central   S
Oct16  8 a.m. - 5 p.m.
70010   Central   S
Dec18  8 a.m. - 5 p.m.

Apprentice Mate
MART 55019
Prerequisite: 540 days seetime.
Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.
Each student who successfully completes this course will gain the knowledge and understanding of all subject areas covered in this training course, including the unique aspects of towing vessel management, operations, maneuvering, towing gear, and making and breaking various towing configurations. Safety and emergency response, firefighting, seamanship, U.S. maritime regulations, and meteorology are also presented and examined as part of this training course. This course is open to the candidate who has met or will meet the requirements of 46 CFR 11.466 requirements for national endorsements as apprentice mate (steersman) of towing vessels. Pursuant to National Maritime Center Policy Letter 11-02.

$1600.00  CEU 12.0  Hrs: 120
50061   Central   MTWRF
Sep. 27 - Oct. 15  8 a.m. - 5 p.m.
70011   Central   MTWRF
Nov. 29 - Dec. 17  8 a.m. - 5 p.m.

Automatic Radar Plotter Aid
MARS 55015
Prerequisite: Previously passed USCG-approved RADAR class.
Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.
Trainees who successfully complete this course will be able to make efficient and effective use of ARPA as a navigational aid in congested, confined waters, recognize potential threats and make valid navigational and collision-avoidance decisions based on sound ARPA observations in compliance with the Navigation Rules and the International Regulations for Preventing Collisions at Sea (COLREGs 1972). As a prerequisite to attendance, the trainees must either hold a current endorsement to their U.S. Coast Guard License as Radar Observer (Unlimited) or present proof of successful completion of a U.S. Coast Guard-approved course for endorsement as Radar Observer (Unlimited) within the one year prior to the ARPA course. Pursuant to National Maritime Center Policy Letter 11-02.

$700.00  CEU 4.0  Hrs: 40
50062   Central   MTWRF
Sep. 27 - Oct. 1  8 a.m. - 5 p.m.
50063   Central   MTWRF
Nov. 1 - Nov. 5  8 a.m. - 5 p.m.
70012   Central   MTWRF
Nov. 29 - Dec. 3  8 a.m. - 5 p.m.
### Basic Fire Fighting (BST Pt 1)

**FIRS 55001**  
*Prerequisite: None. Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment. Students must be clean shaven for this class to ensure proper fitting of SCBA mask. Clothing: Long pants, closed toe shoes with socks, short sleeve shirt (no tank tops).*  
The course is open primarily to entry-level mariners and preferably should be given before they take up employment in sea-going vessels. There are no educational requirements. The mariner must be in good health. The student should have the agility, strength and flexibility to maintain balance on a moving deck, rapidly don firefighting personal protection equipment, handle physical labor, climb vertical ladders, handle moderate weights (from 30 to 60 pounds), and haul/move 50 to 100 foot lengths of charged fire hoses. Pursuant to National Maritime Center Policy Letter 11-02.

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<th>Location</th>
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<td>Oct. 12 - Oct. 13</td>
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<td>Nov. 9 - Nov. 10</td>
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<td>Nov. 30 - Dec. 1</td>
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### Basic Safety Training Refresher

**MART 55020**  
*Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment. Students must be clean shaven for this class to ensure proper fitting of SCBA mask. Clothing: Long pants, closed toe shoes with socks, short sleeve shirt (no tank tops). Students must be able to swim or float unassisted for 60 seconds.*  
This course is for applicants who cannot meet the requirement for one year of sea service within the last five years, as described in 46 CFR 11.302(c) or 46 CFR 12.602(c). They will be required to meet the requirements of 46 CFR 11.302(a) or 46 CFR 12.602(e) by completing an approved refresher training. The student should have the agility, strength and flexibility to maintain balance on a moving deck, rapidly don firefighting personal protection equipment, handle physical labor, climb vertical ladders, handle moderate weights (from 30 to 60 pounds), and haul/move 50 to 100 foot lengths of charged fire hoses. Pursuant to National Maritime Center Policy Letter 11-02.

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<td>Nov. 9 - Nov. 11</td>
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<tr>
<td>Dec. 14 - Dec. 16</td>
<td>Central</td>
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### Basic Ship & Steer Control Sys

**MARS 55018**  
*Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.*  
The completion of this course will satisfy the competency requirements of Table A-II/1 of the STCW, as amended 2010, and the tasks listed below from NVIC 12-14, for Officer in Charge of a Navigational Watch on Vessels of 500 GT or more, and will satisfy the training requirements of 46 CFR 11.309(a)(4)(xi); AND The following Tasks from Enclosure (3) to NVIC 12-14: 1.8.A, 1.8.B, 9.1.A, 9.2.A, 9.3.A, 9.4.A, AND 9.5.A.

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<td>Dec. 13 - Dec. 17</td>
<td>Central</td>
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*To register: All campuses 281-542-2020*
Basic Training Revalidation  
MARI 55004

Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment. Students must be clean shaven for this class to ensure proper fitting of SCBA mask. Clothing: Long pants, closed toed shoes with socks, short sleeve shirt (no tank tops) Students must be able to swim or float unassisted for 60 seconds.

The completion of Basic Training Revalidation course will satisfy the continued competency requirements for Personal Survival Techniques and Fire Prevention and Fire Fighting in STCW as amended 2010, Section A-VI/1, 46 CFR 11.302(d) and 46 CFR 12.602(d), provided that they have at least one year of sea service in the last five years.

$300.00  

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<tr>
<th>Date</th>
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Bridge Resource Management  
MART 55006

Prerequisite: AB, Mate or Master’s license.

Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.

This course is open to mariners seeking a certification as Officer In Charge of a Navigational Watch on vessels of 500 or more gross tonnage (ITC) or as Master or an officer in charge of the navigational watch on vessel of less than 500 gross tonnage limited to near coastal waters. Pursuant to National Maritime Center Policy Letter 11-02.

$600.00  

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Cargo Handling (Op Level)  
LMGT 55010

Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.

USCG STCW approved, this course will satisfy the candidate with reliable knowledge of technical principles of sea transport of cargo and skills in the assessment of cargo securing arrangements. Also covered are the duties undertaken by the deck watch while loading and discharging cargo in port and the care of cargo in transit. Subjects include inspection and preparation of holds, cargo segregation, securing cargo, cargo handling equipment and safety, confined space entry, and an overview of ship types (tankers, bulk carrier, container, etc).

$900.00  

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Celestial Navigation  
MARS 55008

Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.

USCG STCW approved, this course covers the most common forms of position fixing by celestial bodies. Subjects include the study of celestial bodies; their locations and apparent motion relative to an observer on Earth; their ephemeris elements of the celestial sphere; concepts and use of time, including predictions of celestial phenomena, nautical astronomy, sextant and altitude correction, sight reduction, and lines of position; meridian transits; time of sunrise, sunset, and noon; star identification and selection; sailings; and ocean route planning. The course will encompass celestial theory derived from qualitative and quantitative analysis of the combined coordinate systems for reductions.
of celestial observations to lines of position. Celestial observations will be used to determine compass error. Studies will also involve practical application through the use of the sextant, azimuth ring, alidade, and other standard shipboard equipment and publications. Course is designed to enable the applicant to calculate and plot celestial observations to determine the vessels position, determine gyro and compass error by celestial observations, and determine the vessels position using terrestrial navigation practices. The objective of the course is to provide students with the detailed knowledge to support the training outcomes related to celestial navigation at the operational level and, in doing so, satisfy company, national and international.

$2500.00  CEU 12.0  Hrs: 120
50097  Central  MTWR
Oct. 4 - Oct. 22  8 a.m. - 5 p.m.
70021  Central  MTWR
Nov. 29 - Dec. 17  8 a.m. - 5 p.m.

DDE 1000/4000 HP
MARS 55010
Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.
This four-week USCG-approved course provides limited HP designated duty engineer candidates practical knowledge and training in all phases of off-shore supply and towing vessel engine room operations in preparation for licensing. Topics covered include engine room safety, tools and supplies, piping system hardware, miscellaneous piping systems, pollution abatement equipment, vessel habitability and fluid power systems, and electricity generating and diesel propulsion plants. Emphasis is placed on theory of operation and arrangements, monitoring procedures and conducting of machinery space rounds, inspections and record keeping, and engine room operating procedures.

$4000.00  CEU 16.0  Hrs: 160
50106  Central  TWRFM
Sep. 7 - Oct. 1  8 a.m. - 5 p.m.
50107  Central  MTWR
Oct. 4 - Oct. 29  8 a.m. - 5 p.m.
50108  Central  MTWR
Nov. 1 - Nov. 24  8 a.m. - 5 p.m.

Electrical Machinery and Basic Electronics - OICEW
MARI 55006
The completion of the Electrical Machinery and Basic Electronics (SANJCC-861) course will satisfy the training requirements of 46 CFR 11.329(a)(4)(x) for STCW endorsements as OICEW on vessels on vessels powered by main propulsion machinery of 750 kW 1,100 HP propulsion power or more. The following specific TASKs from the OICEW NVIC 17-14: 6.1.A; 6.1.B; 6.1.C; 6.1.D; 6.1.E and 6.2.A. applicants are not required to present completed Task Control sheets in application for an STCW endorsement.

$4000.00  CEU 16.0  Hrs: 160
50106  Central  TWRFM
Sep. 7 - Oct. 1  8 a.m. - 5 p.m.
50107  Central  MTWR
Oct. 4 - Oct. 29  8 a.m. - 5 p.m.
50108  Central  MTWR
Nov. 1 - Nov. 24  8 a.m. - 5 p.m.

Electronic Chart Display Information System (ECDIS)
MART 55005
Prerequisite: Previously passed USCG-approved RADAR class. Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.
This course is designed for mariners employed on vessels equipped with modern ECDIS navigation systems. The course is also of value to individuals who require a knowledge of electronic navigation and charting procedures. Trainees undertaking this course should have some formal instruction in terrestrial navigation and preferably have at minimum some familiarization with visual navigation, have accomplished a period of supervised bridge watch-keeping duties, and have prior completion of basic radar/ARPA. Trainees should also have familiarization with personal computing operating systems, keyboards and mice, and/or trackballs. Pursuant to National Maritime Center Policy Letter 11-02.

$1000.00  CEU 4.0  Hrs: 40
50100  Central  MTWR
Oct. 4 - Oct. 8  8 a.m. - 5 p.m.
70022  Central  MTWR
Dec. 13 - Dec. 17  8 a.m. - 5 p.m.
Engine Room Resource Mgmt
MARS 55020

Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.

The completion of this course will satisfy the engine resource management training requirements of 46 CFR 11.325(a)(3)(i) and (b)(1); 46 CFR 11.327(a)(3)(i) and (b)(1); 46 CFR 11.329(a)(4)(iv); 46 CFR 11.331(a)(3)(i) and (b)(1); 46 CFR 11.333(a)(3)(i) and (b)(1); and leadership and team working skills requirements of 46 CFR 11.329(c); and satisfy the engine resource management knowledge requirement of Table A-III/1 of the STCW Code, as amended 2010, within Function: Marine engineering at the operational level; Competence: Maintain a safe engineering watch. Specific tasks from NVIC 17-14 Officer in Charge of an Engineering Watch: 1.1.F; 1.4.A; 3.1.A; 16.1.A; 16.2.A; 16.3.A; 16.4.A.

$1000.00  CEU 4.0  Hrs: 40
50101  Sep. 27 - Oct. 1  8 a.m. - 5 p.m.  Central MTWRF
50102  Oct. 25 - Oct. 29  8 a.m. - 5 p.m.  Central MTWRF
50103  Nov. 15 - Nov. 19  8 a.m. - 5 p.m.  Central MTWRF
70023  Dec. 13 - Dec. 17  8 a.m. - 5 p.m.  Central MTWRF

Global Maritime Distress and Safety Systems (GMDSS)
MARS 55004

Prerequisite: AB, Mate, or Master's License.

Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.

This course framework requires a little knowledge of maritime radio communication practice but a working knowledge of English as a second language. Elementary computer skills are assumed in the recommended course timetable. Candidates are assumed to have basic computer skills to participate in the course. However, additional computer skills training will be required by candidates without any basic proficiency in the use of computers. All students must have at least one year experience as a member of a navigational watch on the bridge of oceangoing vessels or service as a licensed Radio Officer or Engineer. Cadets or candidates for U.S. Coast Guard licenses must be members of a formal training program such as at a state or Federal Maritime Academy or have acquired equivalent experience and basic communications training as a prerequisite for this course. The course shall be taught in English. If a student speaks the course language as a second language, he or she shall demonstrate total fluency, both written and oral, of GMDSS technical terms in the language used in teaching the course. Candidates desiring the license must submit their completed application package to the appropriate U.S. Coast Guard Regional Examination Center for evaluation as prescribed by applicable regulations and policies. Candidates need not be approved by the U.S. Coast Guard prior to participating in this course. However, a photo ID is required. Pursuant to National Maritime Center Policy Letter 11-02 appropriate photo identification is required for enrollment into a USCG-approved course.

$1500.00  CEU 7.0  Hrs: 70
50115  Sep. 7 - Sep. 17  8 a.m. - 5 p.m.  Central MTWRF
50116  Oct. 18 - Oct. 28  8 a.m. - 5 p.m.  Central MTWRF
70025  Dec. 6 - Dec. 16  8 a.m. - 5 p.m.  Central MTWRF

First Aid & CPR (BST Part 2)
EMSP 55052

Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.

This course is open primarily to entry-level mariners and other mariners needing to satisfy the emergency medical training requirements and preferably should be given before they take up employment in sea-going vessels. There are no educational requirements. Pursuant to National Maritime Center Policy Letter 11-02.

$100.00  CEU 0.8  Hrs: 8
50109  Sep. 13  8 a.m. - 5 p.m.  Central M
50110  Sep. 27  8 a.m. - 5 p.m.  Central M
50111  Oct. 11  8 a.m. - 5 p.m.  Central M
50112  Oct. 25  8 a.m. - 5 p.m.  Central M
50113  Nov. 8  8 a.m. - 5 p.m.  Central M
50114  Nov. 29  8 a.m. - 5 p.m.  Central M
70024  Dec. 13  8 a.m. - 5 p.m.  Central M

To register: All campuses 281-542-2020
Leadership & Managerial Skills
MART 55021
Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.
This course is open to mariners who are pursuing STCW endorsement and must satisfy the requirements to have demonstrated the following competencies, application of leadership and team working skills in Tables A-II/1 or A-III/1 of the STCW Code, as amended; and/or use of leadership and managerial skills in Tables A-II/2 or A-III/2 of the STCW Code, as amended. Pursuant to National Maritime Center Policy Letter 11-02.
$950.00 CEU 3.6 Hrs: 36
50117 Central MTWR
Sep. 13 - Sep. 16 8 a.m. - 5 p.m.
50118 Central MTWR
Oct. 11 - Oct. 14 8 a.m. - 5 p.m.
50119 Central MTWR
Nov. 8 - Nov. 11 8 a.m. - 5 p.m.
70026 Central MTWR
Dec. 13 - Dec. 16 8 a.m. - 5 p.m.

Management of Electrical & Electronic Control Equipment (MEECE)
MARI 55000
Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.
This course will satisfy the Management of Electrical and Electronic Control Equipment training requirements of 46 CFR 11.325(a)(3)(iii) for original and (b)(3) for renewal; 46 CFR 11.327(a)(3)(iii) for original and (b)(3) for renewal; 46 CFR 11.331(a)(3)(iii) for original and (b)(3) for renewal; and 46 CFR 11.333(a)(3)(iii) for original and (b)(3) for renewal.
$1000.00 CEU 4.0 Hrs: 40
50137 Central MTWRF
Sep. 20 - Sep. 24 8 a.m. - 5 p.m.
50138 Central MTWRF
Oct. 18 - Oct. 22 8 a.m. - 5 p.m.
50139 Central MTWRF
Nov. 8 - Nov. 12 8 a.m. - 5 p.m.
70031 Central MTWRF
Dec. 6 - Dec. 10 8 a.m. - 5 p.m.

Leadership and Teamwork
MART 55022
Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.
A mariner who successfully completes the leadership and teamwork skills (SAN)CC 768) course will satisfy the Leadership and Teamworking Skills requirements for certification as Officer in Charge of a Navigational Watch or Officer in Charge of an Engineering Watch for the Application of Leadership and Teamworking Skills from Tables A-II/1 or A-III/1 of the STCW Code, as amended; and the leadership and teamwork skills within 46 CFR 11.309; 46 CFR 11.319; 46 CFR 11.321; and the specific tasks from the National Assessment Guidelines found in NVIC 12-14 (Tasks 18.1.A thru 18.5.A); and the leadership and teamwork skills within 46 CFR 11.329; and the specific tasks from the National Assessment Guidelines found in NVIC 17-14 (Tasks 16.1.A thru 16.4.A) an endorsement as Officer in Charge of an Engineering Watch. Pursuant to National Maritime Center Policy Letter 11-02, appropriate photo identification is required for enrollment into a USCG-approved course.
$300.00 CEU 0.8 Hrs: 8
50120 Central F
Sep. 17 8 a.m. - 5 p.m.
50121 Central F
Oct. 15 8 a.m. - 5 p.m.
50122 Central F
Nov. 12 8 a.m. - 5 p.m.
70027 Central F
Dec. 17 8 a.m. - 5 p.m.

Management of Medical Care
NFND 59623
Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.
The completion of the Management of Medical Care course will satisfy the management of medical care training requirements of Table A-II/2 of the STCW Code, as amended 2010; and 46 CFR 11.305(a)(3)(ix); 11.307(a)(3)(ix); 11.311(a)(3)(vi); 11.313(a)(3)(vi) and 11.315(a)(3)(ii). The specific tasks from the National Assessment Guidelines found in NVIC 10-14 CH1; Tasks 15.5.A, 19.1, 19.2, and 19.3.
$200.00 CEU 0.4 Hrs: 4
50123 Central W
Oct. 13 8 am-12 pm
50124 Central W
Nov. 24 8 am-12 pm
70028 Central F
Dec. 17 8 am-12 pm
Master 100 Tons/Mate 200 Tons
MART 55001
Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.
The student who presents his or her Certificate of Training within one year of the completion of training will satisfy the examination requirements of 46 CFR 11.201(j) for original issuance, 46 CFR 10.227(e)(1)(iii) for renewal, and 46 CFR 10.227(i) for reissuance of a merchant mariner endorsement as Master or Mate of not more than 100 gross tons Upon Near Coastal, or Great Lakes and Inland, or Inland Waters; and the examination requirements of 46 CFR 11.201(j) for original issuance, 46 CFR 10.227(e)(1)(iii) for renewal, and 46 CFR 10.227(i) for reissuance of a merchant mariner endorsement as Operator of Uninspected Passenger Vessels (OUPV) Upon Near Coastal, or Great Lakes and Inland, or Inland Waters.

$1200.00   CEU 8.0   Hrs: 80
50125   Central   MTWRF
Sep. 20 - Oct. 1   8 a.m. - 5 p.m.
50126   Central   MTWRF
Nov. 8 - Nov. 19   8 a.m. - 5 p.m.

Medical Care Provider
EMSP 55019
Prerequisite: None. Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.
San Jacinto College Maritime Medical Care Provider (SANJCC 310) course is intended to provide the necessary training for mariners seeking to complete the requirements to provide medical first aid on board ships. Any student who successfully completes the training and presents a certificate of training within five years to a US Coast Guard will satisfy the Medical First Aid training requirements of Section A-VI/4 and Table A-VI/4-1 of the STCW Code, as amended; and the Medical First-Aid Provider training requirements of 46 CFR 11.309, 11.319, 11.329, 11.335 and 46 CFR 12.619(a)(1). A mariner who successfully completes our Medical Care Provider (SANJCC 310) course will satisfy the following STCW Code Table A-VI/4-1; and the competency requirements of 46 CFR 12.619(a)(2); and the Medical First-Aid Provider training requirements of 46 CFR 11.309(a)(4)(i); 46 CFR 11.317(a)(3)(i); 46 CFR 11.319(a)(4)(i); 46 CFR 11.329(a)(4)(i); 46 CFR 11.335(a)(3)(i); and 46 CFR 12.619(a)(1). Pursuant to National Maritime Center Policy Letter 11-02, appropriate photo identification is required for enrollment into a USCG-approved course.

$800.00   CEU 2.4   Hrs: 24
50127   Central   WRF
Sep. 8 - Sep. 10   8 a.m. - 5 p.m.
50128   Central   MTW
Nov. 22 - Nov. 24   8 a.m. - 5 p.m.
70029   Central   WRF
Dec. 8 - Dec. 10   8 a.m. - 5 p.m.

Meteorology (Operational)
SCIT 55001
Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.
This course provides the background knowledge, and student will have a thorough understanding of meteorology. The course provides an introduction to meteorology with specific emphasis on marine applications. Focuses on ocean weather phenomena as they impact vessel operations and the role of the ship’s officer in observing, recording, and analyzing developing weather patterns. Knowledge of the characteristics of various weather systems, reporting procedures, and recording systems.

$850.00   CEU 4.0   Hrs: 40
50129   Central   MTWRF
Sep. 20 - Sep. 24   8 a.m. - 5 p.m.
50130   Central   MTWRF
Nov. 8 - Nov. 12   8 a.m. - 5 p.m.

OICEW-Auxiliary Machinery
MAR 55013
Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.
This course will satisfy Auxiliary Machinery training requirements of 46 CFR 11.329(a)(4)(vi) for STCW endorsements as OICEW on vessels powered by main propulsion machinery of 750 kW I 1,000 HP propulsion power or more; and satisfy the specific TASKs from the OICEW NVIC 17-14: 4.2.A 4.3.M, 4.3.N, 4.3.O, 4.3.P, 4.3.Q, 4.3.R, 4.3.S, 4.3.T, 4.3.U, 4.3.V, 5.1.A, 5.2.A, 5.2.B, 5.2.C, 5.2.D, 5.2.E, and 5.3.A. Satisfy the Engineering Terminology and Shipboard Operations (ETSO) training requirements of 46 CFR 11.329(a)(4)(v) for STCW endorsements as OICEW on vessels powered by main propulsion machinery of 750 kW I 1,000 HP propulsion power or more.

$4000.00   CEU 12.0   Hrs: 120
50131   Central   TWRFM
Sep. 7 - Sep. 24   8 a.m. - 5 p.m.
50132   Central   MTWRF
Oct. 4 - Oct. 22   8 a.m. - 5 p.m.
50133   Central   MTWRF
Nov. 1 - Nov. 19   8 a.m. - 5 p.m.
70030   Central   MTWRF
Nov. 29 - Dec. 17   8 a.m. - 5 p.m.
OICEW-Diesel Engine  
MARI 55007  
This course will satisfy the Motor Plants training requirements of 46 CFR 11.329(a)(4)(ix) towards an STCW endorsement as OICEW on vessels on vessels powered by main propulsion machinery of 750 kW/1,000 HP propulsion power or more; will be credited with the following specific TASKs from the OICEW NVIC 17-14: 1.1.A; 1.1.B; 1.1.E; 1.1.F; 1.2.A; 3.1.A; 4.1.A; 4.2.A; 4.3.A (Motor); 4.3.C; 4.3.F; 6.1.B; and 6.1.D. Applicants are not required to present the completed record of assessment sheets when applying for the STCW endorsement.  
$4000.00 CEU 16.0 Hrs: 160  
50134 Central TWRFM  
Sep. 7 - Oct. 1 8 a.m. - 5 p.m.  
50135 Central MTWR  
Oct. 4 - Oct. 29 8 a.m. - 5 p.m.  
50136 Central MTWR  
Nov. 1 - Nov. 24 8 a.m. - 5 p.m.  

Personal Survival Techniques  
(BST Part 3)  
MART 55014  
Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.  
The course is open primarily to entry-level mariners and preferably should be given before they take up employment in sea going vessels. There are no educational requirements. The mariner must be in good health. The student should have the agility, strength, and flexibility to maintain balance on a moving deck, rapidly don an exposure suit, handle physical labor, climb vertical ladders, and handle moderate weights (from 30 to 60 pounds). Pursuant to National Maritime Center Policy Letter 11-02, appropriate photo identification is required for enrollment into a USCG-approved course.  
$300.00 CEU 1.2 Hrs: 12  
50140 Central RF  
Sep. 16 - Sep. 17 8 a.m. - 5 p.m.  
50141 Central RF  
Sep. 30 - Oct. 1 8 a.m. - 5 p.m.  
50142 Central RF  
Oct. 14 - Oct. 15 8 a.m. - 5 p.m.  
50143 Central RF  
Oct. 28 - Oct. 29 8 a.m. - 5 p.m.  
50144 Central RF  
Nov. 11 - Nov. 12 8 a.m. - 5 p.m.  
70032 Central RF  
Dec. 2 - Dec. 3 8 a.m. - 5 p.m.  
70033 Central RF  
Dec. 16 - Dec. 17 8 a.m. - 5 p.m.  

Proficiency in Survival Craft  
MART 55009  
Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.  
USCG and STCW approved, this course provides the knowledge, understanding, and proficiency required to take charge of a survival craft during and after launching. Topics include all the knowledge and duties associated with management of the preparation, embarkation, launching, and taking command of a lifeboat under oars or power or an inflatable life raft.  
$700.00 CEU 3.2 Hrs: 32  
50148 Central MTWR  
Sep. 20 - Sep. 23 8 a.m. - 5 p.m.  
50149 Central MTWR  
Oct. 18 - Oct. 21 8 a.m. - 5 p.m.  
50150 Central MTWR  
Nov. 15 - Nov. 18 8 a.m. - 5 p.m.  
70035 Central MTWR  
Dec. 13 - Dec. 16 8 a.m. - 5 p.m.  

Proficiency In Survival Craft Refresher  
MARS 55029  
Prerequisite: Previously passed Basic Safety Training.  
Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.  
The completion of Proficiency in Survival Craft Refresher course will satisfy the competency requirements of Table A-VI/2-1 of the STCW Code, as amended 2010, for Proficiency in Survival Craft and Rescue Boats Other Than Fast Rescue Boats (PSC), for those seafarers not having evidence of 1 year of sea service within the last 5 years, provided that the applicant had previously been issued a Proficiency in Survival Craft and Rescue Boats other than Fast Rescue Boats endorsement and will satisfy the professional examination and practical demonstration requirements of 46 CFR 12.407(b)(3) for endorsements for Lifeboatman and PSC. Applicants are not required to present completed record of assessment sheets when applying for the STCW endorsement.  
$500.00 CEU 1.6 Hrs: 16  
50145 Central WR  
Sep. 22 - Sep. 23 8 a.m. - 5 p.m.  
50146 Central WR  
Oct. 20 - Oct. 21 8 a.m. - 5 p.m.  
50147 Central WR  
Nov. 17 - Nov. 18 8 a.m. - 5 p.m.  
70034 Central WR  
Dec. 15 - Dec. 16 8 a.m. - 5 p.m.  

To register: All campuses 281-542-2020
QMED-Oiler
MARS 55017
Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.
This four-week course includes hands-on practical and a classroom lecture portion for theory and familiarization.

$3500.00 CEU 14.5 Hrs: 145
50151
Sep. 7 - Sep. 24 8 a.m. - 5 p.m.
50152
Oct. 4 - Oct. 22 8 a.m. - 5 p.m.
50153
Nov. 1 - Nov. 19 8 a.m. - 5 p.m.

Qualified Assessor
MARS 55030
Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.
This course will satisfy the requirements for Qualified Assessor training and instruction in assessment techniques of 46 CFR 10.405(a)(1) and 46 CFR 10.405(d). To provide knowledge and skills for trainees to administer, supervise and monitor training and assessment of seafarer competence in accordance with the provisions of Section A-1/6 of the STCW Code.

$650.00 CEU 2.4 Hrs: 24
50154
Sep. 20 - Sep. 22 8 a.m. - 5 p.m.
50155
Oct. 18 - Oct. 20 8 a.m. - 5 p.m.
50156
Nov. 22 - Nov. 24 8 a.m. - 5 p.m.
70036
Dec. 6 - Dec. 8 8 a.m. - 5 p.m.

RFPEW
MARI 55002
Any applicant who successfully completed your Rating Forming Part of an Engineering Watch Motor Assessments Only (SAN)CC-746) course, including specific practical assessments from the Guidelines for Qualification for STCW Endorsements as Rating Forming Part of an Engineering Watch, NVIC 07-14 will satisfy the assessment requirement of 46 CFR 12.609(a)(3) and Table A-III/4 of the Seafarers’ Training, Certification and Watchkeeping (STCW) Code, as amended, 2010, Specification of Minimum Standard of Competence for Ratings Forming Part of an Engineering Watch. Applicants using this approval to apply for endorsement as RFPEW-Motor Only must document at least 60 days of sea-going service that involves experience associated with engine room functions and involves the performance of duties carried out under the direct supervision of an engineer officer or a qualified STCW rating. Those specific TASKs performed in the course are considered equivalent to those of NVIC 07-14, and are: 1.1.A; 1.1.B(M); 1.1.C; 1.1.D; 1.1.E; 1.1.F; 1.1.G; 1.1.H(M); 1.1.H(M/G); 1.1.I(M); 1.1; 1.1.K1.2.A; 1.2.B; 1.2.C; 1.2.D; 1.2.E; 1.2.F; 1.3.A; 1.3.B; 1.3.C; 2.1.A; 2.1.B; 2.1.C; 2.2.A; 2.2.B; 2.3.A; 3.1.B; 4.1.A; 4.2.A; 4.2.B. Applicants who have successfully completed your course need not present completed “Control Sheets” for these assessments in application for STCW certification. Removal of the Motor Only limitation shall be satisfied by submission of the following completed TASKs from NVIC 07-14: 1.1.B(S); 1.1.B(G); 1.1.H(S); 1.1.I(S); 1.1.I(G); 3.1.A; 3.1.C; 3.1.E; 3.1.F; 3.1.G; 3.1.H; and 3.1.

$900.00 CEU 2.4 Hrs: 8
50169
Sep. 29 - Oct. 1 8 a.m. - 5 p.m.
50170
Oct. 27 - Oct. 29 8 a.m. - 5 p.m.
70041
Nov. 29 - Dec. 1 8 a.m. - 5 p.m.

Radar Obs (Inland/GIWW) Recert
MART 55025
Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.
The completion of Radar Observer (Inland Waters and GIWW) Recertification course will satisfy the requirements of 46 CFR 11.480(d) for renewal of a Radar Observer (Inland Waters and GIWW) endorsement.

$225.00 CEU 0.8 Hrs: 8
50157
Sep. 24 8 a.m. - 5 p.m.
50158
Oct. 22 8 a.m. - 5 p.m.
50159
Nov. 19 8 a.m. - 5 p.m.
70037
Dec. 17 8 a.m. - 5 p.m.

Radar Observer Recertification
MART 55010
Prerequisite: Must have held a RADAR certificate within the past five years. Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.
This course is intended for candidates to satisfy the requirements of 46 CFR 10.480(d) for renewal of any Radar Observer endorsement. Pursuant to National Maritime Center Policy Letter 11-02, appropriate photo identification is required for enrollment into a USCG-approved course.

$225.00 CEU 0.8 Hrs: 8
50160
Sep. 24 8 a.m. - 5 p.m.
50161
Oct. 22 8 a.m. - 5 p.m.
50162
Nov. 19 8 a.m. - 5 p.m.
70038
Dec. 17 8 a.m. - 5 p.m.

To register: All campuses 281-542-2020
To register: All campuses 281-542-2020

Radar Observer-Inland
MART 55007
Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.
This course is open to and principally intended for candidates for certification as operators or officers in charge of a navigational watch. Prior to enrolling in this course, the trainee should have completed at least one year at sea and preferably have gained some experience in bridge watch-keeping. The course would also be of value to others using radar for example, those working harbor craft, patrol launches, and training vessels, in which case the entry standards may be adjusted to suit the particular circumstances. However, the trainee background for each course should be similar. Pursuant to National Maritime Center Policy Letter 11-02, appropriate photo identification is required for enrollment into a USCG-approved course.

$400.00  CEU 3.2  Hrs: 32
50163   Central  MTWR
Sep. 20 - Sep. 23  8 a.m. - 5 p.m.
50164   Central  MTWR
Oct. 18 - Oct. 21  8 a.m. - 5 p.m.
50165   Central  MTWR
Nov. 15 - Nov. 18  8 a.m. - 5 p.m.
70039   Central  MTWR
Dec. 13 - Dec. 16  8 a.m. - 5 p.m.

Radar Observer-Unlimited
MART 55008
Prerequisite: Previously passed USCG-approved Masters License class. Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.
Each student who successfully completes this course will gain the knowledge and understanding of the aspects covered, including the theory necessary for an understanding of how radar information is obtained and displayed. In addition, an understanding of the limitations and accuracy of radar information, the formation and recognition of unwanted responses. The correct use of radar operational controls and adjustments to obtain an optimal display and checks on radar set performance are emphasized. This course is open to and principally intended for candidates for certification as operators or officers in charge of a navigational watch. Prior to enrolling in this course, the trainee should have completed at least one year at sea and preferably have gained some experience in bridge watch-keeping. The course would also be of value to others using radar for example, those working harbor craft, patrol launches, and training vessels, in which case the entry standards may be adjusted to suit the particular circumstances. However, the trainee background for each course should be similar. Pursuant to National Maritime Center Policy Letter 11-02, appropriate photo identification is required for enrollment into a USCG-approved course.

$600.00  CEU 4.0  Hrs: 40
50166   Central  MTWRF
Sep. 13 - Sep. 17  8 a.m. - 5 p.m.

Rose Point ECS Training
MARI 55003
This course will provide you the knowledge and the capability and limitations of Rose Point Electronic Charting System (ECS) operations, including a thorough understanding of ECS data, data accuracy, presentation rules, display options and other chart data formats; the dangers of over-reliance; and familiarity with the functions of ECS required by performance standards in force.

$300.00  CEU 0.8  Hrs: 8
50171   Central  F
Sep. 24  8 a.m. - 5 p.m.
50172   Central  F
Oct. 22  8 a.m. - 5 p.m.
50173   Central  F
Nov. 19  8 a.m. - 5 p.m.
70042   Central  F
Dec. 17  8 a.m. - 5 p.m.

Safety & Social Res (BST Pt 4)
MART 55016
Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.
The course is open primarily to entry-level mariners and preferably should be given before they take up employment in sea going vessels. There are no educational requirements. The mariner must be in good health. Pursuant to National Maritime Center Policy Letter 11-02, appropriate photo identification is required for enrollment into a USCG-approved course.

$100.00  CEU 0.4  Hrs: 4
50174   Central  F
Sep. 17  1 pm-5 pm
50175   Central  F
Oct. 15  1 pm-5 pm
50176   Central  F
Oct. 29  1 pm-5 pm
50177   Central  F
Nov. 12  1 pm-5 pm
70043   Central  F
Dec. 3  1 pm-5 pm
70044   Central  F
Dec. 17  1 pm-5 pm

To register: All campuses 281-542-2020
Search & Rescue (Op Level)
MARS 55023
Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.
This course will satisfy the training requirements of 46 CFR 11.309(a)(4)(iii) for an STCW endorsement as Officer in Charge of a Navigational Watch on vessels of 500 or more gross tonnage (ITC). The following practical assessment performed during this course has been determined to be equivalent of National Assessment Guidelines Tasks, as documented in NVIC 12-14 Guidelines on Qualifications for Officer in Charge of a Navigational Watch on Vessels of 500 GT or More: 6.1.A. The following practical assessment performed during this course has been determined to be equivalent of National Assessment Guidelines Tasks, as documented in NVIC 13-14 Guidelines on Qualifications for Officer in Charge of a Navigational Watch on Vessels of Less Than 500 GT Limited to Near-Coastal Waters: 4.1.A. Applicants are not required to present completed Task Control Sheets when applying for an STCW endorsement.
$400.00   CEU 1.6   Hrs: 16
50178   Central   RF
Oct. 14 - Oct. 15  8 a.m. - 5 p.m.
50179   Central   RF
Nov. 4 - Nov. 5  8 a.m. - 5 p.m.
70045   Central   MT
Dec. 13 - Dec. 14  8 a.m. - 5 p.m.

Search and Rescue (Mgmt Level)
MARS 55022
Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.
This course of instruction designed to familiarize and assist the trainee in gaining knowledge and understanding in ship construction and design and becoming proficient in the methods and procedures to determine the initial stability condition of vessels. This course covers basic ship construction features and terminology and principles of stability. Subjects include ship dimensions, ship stresses, hull structure, rudders and propellers, displacement, buoyancy, statical and initial stability, list, trim and free surface effect.
$800.00   CEU 4.0   Hrs: 40
50190   Central   MTWRF
Oct. 11 - Oct. 12  8 a.m. - 5 p.m.
50191   Central   MTWRF
Nov. 22 - Nov. 23  8 a.m. - 5 p.m.

Ship Construction & Basic Stability (Operational Level)
MARS 55024
Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.
$1500.00   CEU 4.0   Hrs: 40
50182   Central   MTWRF
Oct. 4 - Oct. 8  8 a.m. - 5 p.m.
70046   Central   MTWRF
Dec. 6 - Dec. 10  8 a.m. - 5 p.m.

Ship Management
MARS 55025
Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.
$500.00   CEU 1.6   Hrs: 16
50180   Central   MT
Oct. 11 - Oct. 12  8 a.m. - 5 p.m.
50181   Central   MT
Nov. 22 - Nov. 23  8 a.m. - 5 p.m.
Tank Barge Dangerous Liquids
MART 55011
Prerequisite: 90 days sea time on a towing vessel.

Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.

Any applicant who has successfully completed our Tank Barge Dangerous Liquids (SANJCC 491) course will satisfy the training requirements of 46 CFR 13.201(c)(4) and 13.301(c)(4) for an endorsement as Tankerman-PIC (Barge) DL, and meet the standards of competence in Table A-V/1-1-2 and A-V/1-1-3 of the STCW Code, AND satisfy the training requirements of 46 CFR 13.120(a)(2) for renewal of a merchant mariner credential as Tankerman-PIC (Barge) DL, and meet the standards of competence for renewals of endorsement as Tankerman PIC (Barge) Dangerous Liquids. Anyone may enroll in this course. For the actual Tankerman candidate, he/she should be able to attain the requirements outlined in 46 CFR 13.201(c)(4) and 13.301(c)(4) within five years from the date of completion on the certificate for this course. Pursuant to National Maritime Center Policy Letter 11-02, appropriate photo identification is required for enrollment into a USCG-approved course.

$900.00
50183  Central  MTWRF
Sep. 6 - Sep. 10 8 a.m. - 5 p.m.
50184  Central  MTWRF
Oct. 4 - Oct. 8 8 a.m. - 5 p.m.
50185  Central  MTWRF
Nov. 1 - Nov. 5 8 a.m. - 5 p.m.
70047  Central  MTWRF
Nov. 29 - Dec. 3 8 a.m. - 5 p.m.

Tankerman PIC-Tankship
MART 55023

Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.

San Jacinto College Maritime Tank Ship Dangerous Liquids (SANJCC 501) cover all subjects in Table 2 to 46 CFR 13.121(e) and STCW Code Table A-V/1-1-2 and A-V/1-1-3. This course also provides training to have the knowledge and understanding of the aspects of transferring dangerous liquid cargo safely, following the environmental protection measures. How to respond to emergencies and ensure compliance with the applicable regulations for oil and chemical tanker cargo operations on tank ships and tank barges. This course is intended to provide the training to the prospective Tankerman, Person in Charge of Dangerous Liquids, which will satisfy the training requirements of 46 CFR 13.201(c)(4), 13.301, 13.401 or 13.501 for any Tankerman endorsement; and satisfy the basic and advanced oil tanker cargo operations and chemical tanker cargo operations training requirements of 46 CFR 13.603 and 13.605 for an STCW endorsement; AND satisfy the training requirements of 46 CFR 13.120(b)(2) for renewal of a merchant mariner credential as Tankerman PIC Dangerous Liquids. Any applicant who successfully com-

$2500.00
50189  Central  MTWRF
Sep. 13 - Oct. 1 8 a.m. - 5 p.m.
50192  Central  MTWRF
Nov. 1 - Nov. 19 8 a.m. - 5 p.m.

Terrestrial/Coastal Navigation
MARS 55005

Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.

USCG and STCW approved, this course covers every aspect of traditional navigation. This course is designed to teach the student the technical and practical concepts of Terrestrial Navigation. Areas covered include terrestrial coordinates, navigational charts, navigation publications, plotting and position lines, navigation aids, compass corrections including Azimuths and Amplitudes, charts and chart work, logbooks and voyage planning, the computation of tides, and tidal currents.

$2500.00
50189  Central  MTWRF
Sep. 13 - Oct. 1 8 a.m. - 5 p.m.
50192  Central  MTWRF
Nov. 1 - Nov. 19 8 a.m. - 5 p.m.
Train the Trainer
POFT 55058
Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.
This course will satisfy the Train the Trainer and Assessor training requirements of 46 CFR 10.402(b)(2)(i)(A), 10.405(a) (1), and 46 CFR 10.407(c)(5)(i). We approve completion of this course as satisfying the requirement for instructors and assessors as stated in Section A-I/6, paragraph 7, of the STCW Code, as amended 2010, and the guidance regarding Qualified Instructors as stated in NVIC 03-14 and Qualified Assessors as stated in NVIC 19-14.
$1000.00  CEU 4.0  Hrs: 40
50193
Central  MTWRF
Sep. 27 - Oct. 1  8 a.m. - 5 p.m.
50194
Central  MTWRF
Oct. 25 - Oct. 29  8 a.m. - 5 p.m.
70049
Central  MTWRF
Nov. 29 - Dec. 3  8 a.m. - 5 p.m.

Upgrade Master 100 to 200 GRT
MART 55002
Prerequisite: Student must hold 100 Ton Master License.
Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.
Upon completion of this USCG-approved course, the student shall have a good understanding of the subjects for upgrade from not more than 100-Ton to not more than 200-Ton Great Lakes, Inland, and Near Coastal Master licenses. This course builds upon and further advances the learning objectives for the Master 100 GRT class.
$400.00  CEU 2.4  Hrs: 24
50195
Central  MTW
Sep. 13 - Sep. 15  8 a.m. - 5 p.m.
50196
Central  MTW
Nov. 1 - Nov. 3  8 a.m. - 5 p.m.

Upgrade to Apprentice Mate
MART 55003
Prerequisite: Student must take this class with the upgrade to have 200 Master class. Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.
Upon completion of this USCG-approved course, the student shall have a good understanding of the subjects pertaining to a mariner in training to become master or mate (pilot) of towing vessels or master of towing vessels (harbor assist).
$400.00  CEU 1.6  Hrs: 16
50197
Central  RF
Sep. 16 - Sep. 17  8 a.m. - 5 p.m.
50198
Central  RF
Nov. 4 - Nov. 5  8 a.m. - 5 p.m.

VPDSV
MART 55018
Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.
A mariner who successfully completes our Vessel Personnel with Designated Security Duties (VPDSD) SANJCC-747 course will satisfy the training requirements of 46 CFR 12.625(a)(1) and STCW as amended Paragraphs 6-8 of Section A-VI/6 and Table A-VI/6-2 2 for an STCW endorsement as Vessel Personnel with Designated Security Duties and satisfy the training requirements of 33 CFR 104.220. It is assumed that those attending this course will be serving seafarers (or other vessel personnel) and are likely to be assigned specific security duties in connection with the Vessel Security Plan. Training providers must verify trainee identity and citizenship. Pursuant to National Maritime Center Policy Letter 11-02, appropriate photo identification is required for enrollment into a USCG-approved course.
$250.00  CEU 0.8  Hrs: 8
50199
Central  W
Sep. 15  8 a.m. - 5 p.m.
50200
Central  W
Sep. 29  8 a.m. - 5 p.m.
50201
Central  M
Oct. 11  8 a.m. - 5 p.m.
50202
Central  M
Oct. 25  8 a.m. - 5 p.m.
50209
Central  W
Nov. 10  8 a.m. - 5 p.m.
70051
Central  W
Dec. 1  8 a.m. - 5 p.m.
70052
Central  M
Dec. 13  8 a.m. - 5 p.m.

Vessel & Company Security Officer
MART 55000
Prerequisite: 90 days sea time. No prerequisite requirement for CSO. Note: It shall be the policy of this school that all students provide appropriate photo identification upon enrollment.
It is assumed that those attending this course are U.S. Coast Guard-credentialed mariners who are employed (or are to be employed) by a vessel owner or operator and who are likely to be designated as Vessel Security Officer (VSO). Trainees must be 18 years of age or older and able to speak and understand the English language as would be relevant to the duties of a VSO. Training providers are responsible for verifying that these conditions are met before accepting candidates for training. However, no specific entry requirements are contemplated. All trainees must be certified by a doctor to be in good health. Although the course is designed with the professional mariner in mind, it remains open for anyone simply wishing to expand his or her maritime knowledge. Candidates desiring the endorsement must submit their completed application package to the appropriate U.S. Coast Guard Regional Examination Center for evaluation as prescribed by applicable regulations and policies. Candidates need not be
approved by the U.S. Coast Guard prior to participating in this
course. However, a Photo ID is required Pursuant to National
Maritime Center Policy Letter 11-02 appropriate photo identifica-
tion is required for enrollment into a USCG-approved course.

$500.00  CEU 1.6  Hrs: 16
50203  Central  MT
Sep. 13 - Sep. 14  8 a.m. - 5 p.m.
50204  Central  MT
Sep. 27 - Sep. 28  8 a.m. - 5 p.m.
50205  Central  TW
Oct. 12 - Oct. 13  8 a.m. - 5 p.m.
50206  Central  TW
Oct. 26 - Oct. 27  8 a.m. - 5 p.m.
50207  Central  MT
Nov. 8 - Nov. 9  8 a.m. - 5 p.m.
50208  Central  MT
Nov. 29 - Nov. 30  8 a.m. - 5 p.m.
70050  Central  TW
Dec. 14 - Dec. 15  8 a.m. - 5 p.m.

Watchkeeping (Operational Level)
MARS 55028

Note: It shall be the policy of this school that all students pro-
vide appropriate photo identification upon enrollment.

This course will satisfy the Watchkeeping and SMCP training
requirements of 46 CFR 11.309(a)(4)(ix) for an STCW endorse-
ment as Officer in Charge of a Navigational Watch on vessels of
500 or more gross tonnage (ITC) and 46 CFR 11.319(a)(4)(iii)
for an STCW endorsement as Officer in Charge of a Navigational
Watch on vessels of less than 500 gross tonnage (ITC). The follow-
ing practical assessments performed during this course have been
determined to be equivalent of National Assessment Guidelines
Tasks, as documented in NVIC 12-14 (Ch-1) Guidelines on
Qualifications for Officer In Charge of a Navigational Watch on
Vessels of 500 GT or More: 2.1.A - 2.6.A and 7.1.A.

$2700.00  CEU 8.0  Hrs: 80
50210  Central  MTWRF
Oct. 11 - Oct. 22  8 a.m. - 5 p.m.
70053  Central  MTWRF
Nov. 29 - Dec. 10  8 a.m. - 5 p.m.

To register: All campuses 281-542-2020
Education

- Child Development ........................................................... 47
- English Communication Skills ........................................ 47
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Child Development

CDA Training I
CDEC 55008
Note: Textbook is required.
This course is based on the requirements of the Child Development Association credential (CDA). Topics include CDA overview, observation skill, and child growth and development overview. The four functional areas of study are creative, cognitive, physical, and communication. It provides educational training for persons interested in teaching young children and/or directing child care centers (CDEC 1417).

$312.00   CEU 11.2   Hrs: 112
50026
Sep. 10 - Oct. 17   Online

CDA Training II
CDEC 55009
Prerequisite: Child Development Associate Training I.
Note: Textbook is required.
This course is a continuation of the study of the requirements for the Child Development Association (CDA). The functional areas of study include safe healthy learning environment and self and social guidance. It provides educational training for persons interested in teaching young children and/or directing child care centers (CDEC 2422).

$312.00   CEU 11.2   Hrs: 112
50027
Oct. 22 - Dec. 5   Online

English Communication Skills

ESL-Advanced A
COMG 55072
Prerequisite: Pre-assessment required.
Note: Textbook and workbook are required. If age 17, parental or guardian consent is required.
This course is designed for the students to focus on comprehending challenging materials for the workplace or for academic success. This level will prepare the student with the skills to determine meaning from written text, identify word forms and variation in meaning, synonyms and antonyms, context clues, connotation and denotation, and fact and opinion. It is designed for advancing students into higher level English language skills. This is the seventh class in our sequence of “Everyday English” language instruction.

$175.00   CEU 3.2   Hrs: 32
50246   South
Sep. 13 - Oct. 7   8 -10 p.m.
50249   North
Sep. 13 - Oct. 7   8 -10 p.m.
50247   South
Oct. 11 - Nov. 4   8 -10 p.m.
50250   North
Oct. 11 - Nov. 4   8 -10 p.m.
50248   South
Nov. 8 - Dec. 9   8 -10 p.m.
50251   North
Nov. 8 - Dec. 9   8 -10 p.m.

ESL-Advanced B
COMG 55073
Prerequisite: Pre-assessment required.
Note: Textbook and workbook are required. If age 17, parental or guardian consent is required.
This course is designed for the students to focus on comprehending challenging materials, texts, or practical discussions for fluency in the English language. This is the eighth class in our sequence of Everyday English language instruction. After the completion of this class, the students will transition into either the LEAP or STEP courses. LEAP and STEP courses are ESL-specialized programs focused on workforce or academic ESL in preparation for college credit classes.

$175.00   CEU 3.2   Hrs: 32
50252   South
Sep. 13 - Oct. 7   8 -10 p.m.
50255   North
Sep. 13 - Oct. 7   8 -10 p.m.
50253   South
Oct. 11 - Nov. 4   8 -10 p.m.
50256   North
Oct. 11 - Nov. 4   8 -10 p.m.
50254   South
Nov. 8 - Dec. 9   8 -10 p.m.
50257   North
Nov. 8 - Dec. 9   8 -10 p.m.

To register: All campuses 281-542-2020
ESL-Beginning A
COMG 55074
Prerequisite: Pre-assessment preferred but not required.
Note: Textbook and workbook required. If age 17, parental or guardian consent is required.
Designed for students whose primary language is other than English, this course presents industry-related basic reading, writing, speaking, and listening skills. The emphasis is on high-frequency vocabulary (basic sight words) and phonics, refining oral and written production, assisting with listening skills for enhanced job productivity, and increasing the control of the English sound system to minimize on-the-job miscommunication or misinterpretation due to foreign accent. This is the first class in our sequence of “Everyday English” language instruction.

$175.00
50258
Sep. 13 - Oct. 7
9 - 11 a.m.
South
MTWR

50261
Sep. 13 - Oct. 7
9 - 11 a.m.
North
MTWR

50259
Oct. 11 - Nov. 4
9 - 11 a.m.
South
MTWR

50262
Oct. 11 - Nov. 4
9 - 11 a.m.
North
MTWR

50260
Nov. 8 - Dec. 9
9 - 11 a.m.
South
MTWR

50263
Nov. 8 - Dec. 9
9 - 11 a.m.
North
MTWR

ESL-Beginning B
COMG 55075
Prerequisite: Pre-assessment required.
Note: Textbook and workbook are required. If age 17, parental or guardian consent is required.
This is a continuation of Beginning English Level. The emphasis is on high-frequency vocabulary (basic sight words) and phonics, refining oral and written production, assisting with listening skills for enhanced job productivity; and increasing control of the English sound system to minimize on-the-job miscommunication or misinterpretation due to foreign accent. This is the second class in our sequence of “Everyday English” language instruction.

$175.00
50264
Sep. 13 - Oct. 7
9 - 11 a.m.
South
MTWR

50267
Sep. 13 - Oct. 7
9 - 11 a.m.
North
MTWR

50265
Oct. 11 - Nov. 4
9 - 11 a.m.
South
MTWR

50268
Oct. 11 - Nov. 4
9 - 11 a.m.
North
MTWR

50266
Nov. 8 - Dec. 9
9 - 11 a.m.
South
MTWR

50269
Nov. 8 - Dec. 9
9 - 11 a.m.
North
MTWR

ESL-High Intermediate A
COMG 55076
Prerequisite: Pre-assessment required.
Note: Textbook and workbook are required. If age 17, parental or guardian consent is required.
This level focuses on the improvement in reading and vocabulary/comprehension skills, as well as speaking, writing, and listening skills for job or academic success. The emphasis is on recognition and comprehension of idioms, analogies, antonyms and synonyms, and context clues. The interpretation of factual material and opinions associated with job-related and daily life communications is the focus of this course. This is the fifth class in our sequence of “Everyday English” language instruction.

$175.00
50270
Sep. 13 - Oct. 7
5:45 - 7:45 p.m.
South
MTWR

50273
Sep. 13 - Oct. 7
5:45 - 7:45 p.m.
North
MTWR

50271
Oct. 11 - Nov. 4
5:45 - 7:45 p.m.
South
MTWR

50274
Oct. 11 - Nov. 4
5:45 - 7:45 p.m.
North
MTWR

50272
Nov. 8 - Dec. 9
5:45 - 7:45 p.m.
South
MTWR

50275
Nov. 8 - Dec. 9
5:45 - 7:45 p.m.
North
MTWR

ESL-High Intermediate B
COMG 55077
Prerequisite: Pre-assessment required.
Note: Textbook and workbook are required. If age 17, parental or guardian consent is required.
This is a continuation of the high intermediate English Level. This course focuses on the improvement in reading and vocabulary/comprehension skills, as well as speaking, writing, and listening skills for job or academic success. This is the sixth class in our sequence of “Everyday English” language instruction.

$175.00
50276
Sep. 13 - Oct. 7
5:45 - 7:45 p.m.
South
MTWR

50279
Sep. 13 - Oct. 7
5:45 - 7:45 p.m.
North
MTWR

50277
Oct. 11 - Nov. 4
5:45 - 7:45 p.m.
South
MTWR

50280
Oct. 11 - Nov. 4
5:45 - 7:45 p.m.
North
MTWR

50278
Nov. 8 - Dec. 9
5:45 - 7:45 p.m.
South
MTWR

50281
Nov. 8 - Dec. 9
5:45 - 7:45 p.m.
North
MTWR

ESL-High Intermediate A
COMG 55076
Prerequisite: Pre-assessment required.
Note: Textbook and workbook are required. If age 17, parental or guardian consent is required.
This level focuses on the improvement in reading and vocabulary/comprehension skills, as well as speaking, writing, and listening skills for job or academic success. The emphasis is on recognition and comprehension of idioms, analogies, antonyms and synonyms, and context clues. The interpretation of factual material and opinions associated with job-related and daily life communications is the focus of this course. This is the fifth class in our sequence of “Everyday English” language instruction.

$175.00
50270
Sep. 13 - Oct. 7
5:45 - 7:45 p.m.
South
MTWR

50273
Sep. 13 - Oct. 7
5:45 - 7:45 p.m.
North
MTWR

50271
Oct. 11 - Nov. 4
5:45 - 7:45 p.m.
South
MTWR

50274
Oct. 11 - Nov. 4
5:45 - 7:45 p.m.
North
MTWR

50272
Nov. 8 - Dec. 9
5:45 - 7:45 p.m.
South
MTWR

50275
Nov. 8 - Dec. 9
5:45 - 7:45 p.m.
North
MTWR

ESL-High Intermediate B
COMG 55077
Prerequisite: Pre-assessment required.
Note: Textbook and workbook are required. If age 17, parental or guardian consent is required.
This is a continuation of the high intermediate English Level. This course focuses on the improvement in reading and vocabulary/comprehension skills, as well as speaking, writing, and listening skills for job or academic success. This is the sixth class in our sequence of “Everyday English” language instruction.

$175.00
50276
Sep. 13 - Oct. 7
5:45 - 7:45 p.m.
South
MTWR

50279
Sep. 13 - Oct. 7
5:45 - 7:45 p.m.
North
MTWR

50277
Oct. 11 - Nov. 4
5:45 - 7:45 p.m.
South
MTWR

50280
Oct. 11 - Nov. 4
5:45 - 7:45 p.m.
North
MTWR

50278
Nov. 8 - Dec. 9
5:45 - 7:45 p.m.
South
MTWR

50281
Nov. 8 - Dec. 9
5:45 - 7:45 p.m.
North
MTWR
ESL-Intermediate A
COMG 55078
Prerequisite: Pre-assessment required.
Note: Textbook and workbook are required. If age 17, parental or guardian consent is required.
This intermediate course will provide a communicative English practice. Students will learn to match vocabulary words with their respective definitions when terms and definitions are presented in writing. Students will learn to select the correct meaning of a word based on the context of the word and give examples of the pronunciation, meaning, and part of speech of vocabulary words that relate to work or everyday life activities. This level will provide the student with skills to summarize the main idea in writing. This is the third class in our sequence of “Everyday English” language instruction.

$175.00
50282  CEU 3.2  Hrs: 32
South  MTWR
Sep. 13 - Oct. 7  11:15 a.m. - 1:15 p.m.
50285
Sep. 13 - Oct. 7  11:15 a.m. - 1:15 p.m.
50283  MTWR
Oct. 11 - Nov. 4  11:15 a.m. - 1:15 p.m.
50286
Oct. 11 - Nov. 4  11:15 a.m. - 1:15 p.m.
50287  MTWR
Nov. 8 - Dec. 9  11:15 a.m. - 1:15 p.m.

ESL-Intermediate B
COMG 55079
Prerequisite: Pre-assessment required.
Note: Textbook and workbook are required. If age 17, parental or guardian consent is required.
This course will provide dynamic communicative practice for students whose primary language is other than English, exposing students to the uses of language in a variety of situations. This level will provide the student with skills to summarize the main idea in writing. This is the fourth class in our sequence of Everyday English language instruction.

$175.00
50288  CEU 3.2  Hrs: 32
South  MTWR
Sep. 13 - Oct. 7  11:15 a.m. - 1:15 p.m.
50291
Sep. 13 - Oct. 7  11:15 a.m. - 1:15 p.m.
50289  MTWR
Oct. 11 - Nov. 4  11:15 a.m. - 1:15 p.m.
50292
Oct. 11 - Nov. 4  11:15 a.m. - 1:15 p.m.
50290  MTWR
Nov. 8 - Dec. 9  11:15 a.m. - 1:15 p.m.
50293
Nov. 8 - Dec. 9  11:15 a.m. - 1:15 p.m.

Para Educator Training
Para Educator Cert Re-take
NFND 59077
Prerequisite: Para Educator Training.
Note: Materials provided.
Paraprofessional certification re-take provided for those students needing to retake paraprofessional exam.

$70.00  CEU 0.6  Hrs: 6
50298  Central  S
Sep. 25  8 a.m. - 1 p.m.
50299
Oct. 23  8 a.m. - 1 p.m.
50300
Nov. 20  8 a.m. - 1 p.m.
70063  Central  S
Dec. 11  8 a.m. - 1 p.m.

Para Educator Institute Training
CDEC 55000
Prerequisite: High School Diploma or GED from a Texas-accredited institution. Note: Materials provided.
The first two days of each institute will consist of training in four modules. On day three, participants will take a formal local academic assessment. Upon successful mastery of the content, participants will receive certification.

$295.00  CEU 1.8  Hrs: 18
50301  Central  S
Sep. 11 - Sep. 25  8 a.m. - 3 p.m.
50302
Oct. 9 - Oct. 23  8 a.m. - 3 p.m.
50303
Nov. 6 - Nov. 20  8 a.m. - 3 p.m.
70064  Central  S
Dec. 4 - Dec. 18  8 a.m. - 3 p.m.

Para Educator Institute Training ISD
CDEC 55006
Prerequisite: High School Diploma or GED from a Texas-accredited institution. Note: Materials provided.
The first two days of each institute will consist of training in four modules. On day three, participants will take a formal local academic assessment. This class is geared toward the districts within our service region. Upon successful mastery of the content, participants will receive certification.

$280.00  CEU 1.8  Hrs: 18
50304  Central  S
Sep. 11 - Sep. 25  8 a.m. - 3 p.m.
50305
Oct. 9 - Oct. 23  8 a.m. - 3 p.m.
50306
Nov. 6 - Nov. 20  8 a.m. - 3 p.m.
70065  Central  S
Dec. 4 - Dec. 11  8 a.m. - 3 p.m.

To register: All campuses 281-542-2020
Test Preparation

GED Preparation Tutorial
NFND 59002
Note: Textbook and Texas Instruments TI 30 XS Multi-View calculator are required. GED registrations are accepted in person only. Photo ID (with date of birth) or birth certificate must be presented. The student must be 18 or older. If you are 16, you must have a court order from a judge; also, you must have been withdrawn from high school for at least six months and not be a high school graduate. If you are age 17, parental or guardian consent is required; also, you must have been withdrawn from high school for at least six months and not be a high school graduate.
The longer GED preparation series allows for a greater focus on subject matter than the traditional GED review. Subject matter is covered at a slower pace and a more in-depth level than the GED review. The series includes mathematics, social studies/science, and language arts. Take each course separately or as a series.

$455.00   CEU 9.6   Hrs: 96
50294   Central   MTWR
Sep. 13 - Nov. 4   6 - 9 p.m.

GED Preparation: Language Arts
NFND 59005
Note: Textbook is required. GED registrations are accepted in person only. Photo ID (with date of birth) or birth certificate must be presented. The student must be 18 or older. If you are 16, you must have a court order from a judge; also, you must have been withdrawn from high school for at least six months and not be a high school graduate. If you are age 17, parental or guardian consent is required; also, you must have been withdrawn from high school for at least six months and not be a high school graduate.
For GED applicants who have yet to complete the language arts portion of the test, this course is ideal for GED candidates who need more intense preparation and practice in reading and writing. The Language Arts preparation includes test-taking practice.

$200.00   CEU 3.6   Hrs: 36
50295   Central   MTWR
Oct. 4 - Oct. 21   6 - 9 p.m.

GED Preparation: Math
NFND 59003
Note: Textbook and Texas Instruments TI-30 XS Multi-View calculator are required. GED registrations are accepted in person only. Photo ID (with date of birth) or birth certificate must be presented. The student must be 18 or older. If you are 16, you must have a court order from a judge; also, you must have been withdrawn from high school for at least six months and not be a high school graduate. If you are age 17, parental or guardian consent is required; also, you must have been withdrawn from high school for at least six months and not be a high school graduate.
This course is ideal for GED applicants who need more intense review in math including those who will be learning some mathematical concepts for the first time. The math preparation includes test-taking techniques.

$200.00   CEU 3.6   Hrs: 36
50296   Central   MTWR
Sep. 13 - Sep. 30   6 - 9 p.m.

GED Preparation: Social Studies/Science
NFND 59004
Note: Textbook is required. GED registrations are accepted in person only. Photo ID (with date of birth) or birth certificate must be presented. You must be age 18 or older. If you are 16, you must have a court order from a judge; also, you must have been withdrawn from high school for at least six months and not be a high school graduate. If you are age 17, parental or guardian consent is required; also, you must have been withdrawn from high school for at least six months and not be a high school graduate.
For GED applicants who have yet to complete the social studies and science portions of the test. This course is ideal for GED candidates who need more intense tutoring and practice. Like the traditional GED preparation class, test-taking preparation is included

$150.00   CEU 2.4   Hrs: 24
50297   Central   MTWR
Oct. 25 - Nov. 4   6 - 9 p.m.

To register: All campuses 281-542-2020
San Jacinto College offers free courses to take you to the next step!

Choose from:
- English as a Second Language (ESL)
- EL Civics for ESL learners
- Adult Basic Education (ABE)
- Adult Secondary Education (ASE)
- Contextualized education courses

These courses are available for free for those who qualify, thanks to the Adult Education and Literacy Grant from the Houston Galveston Area Council and the Texas Workforce Commission (TWC), the Distance Learning Grant through College of the Mainland, and the TWC and the Accelerate Texas (ATX) Grant through the Texas Higher Education Coordinating Board (THECB).

For information about enrollment, email Denise.Orand@sjcd.edu or call 281-478-3615.

www.sanjac.edu/cpd registration.cpd@sjcd.edu

San Jacinto College
CONTINUING & PROFESSIONAL DEVELOPMENT
An Equal Opportunity Institution

To register: All campuses 281-542-2020
August - December 2021

Life Long Learning

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Dance ....................................................................... 54
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Painting/Drawing ................................................... 54
Photography ............................................................ 54
Sports & Recreation ............................................... 54
Wellness ................................................................... 55
Arts & Crafts

Bridal and Floral Seminar
NFND 59437
Note: Materials included
This seminar is designed for individuals who truly enjoy beautiful wedding work and new ideas. We will cover bowmaking techniques, and corsage and boutonniere ideas for the wedding party. You will be able to create a beautiful basic bouquet. Come enjoy this wonderful learning adventure!

$110.00   CEU 0.5   Hrs: 5
50376   North   R
Oct. 14 - Nov. 4  12 - 1 p.m.

Container Gardening
NFND 59497
This class will cover potting soil mixes, how to make your potting soil mixes, what container fertilizers to use and when, as well as troubleshooting. Perennial, biennials, annuals, deciduous and non-deciduous plants, (evergreens and non-evergreens) and some shrubs.

$50.00   CEU 0.4   Hrs: 4
50318   Central   R
Sep. 9 - Sep. 30  12 - 1 p.m.

Ceramics I
NFND 59024
Note: No textbook required and must be approved by the credit department.
Studio course. This is an introduction to basic ceramic processes and an exploration of clay as an artistic medium. It includes mechanical (wheel-thrown) and hand-built techniques and glazing and firing processes (ARTS 2346).

$234.00   CEU 9.6   Hrs: 96
95535   Central   MW
Aug. 23 - Dec. 8  6 - 9 p.m.

Ceramics II
NFND 59025
Prerequisite: ARTS 2346. Note: No textbook required and must be approved by the credit department.
Studio course. This is a continuation of ARTS 2346. The class includes an exploration of clay as an artistic medium, concentrating on combinations of mechanical and hand-built techniques (ARTS 2347).

$234.00   CEU 9.6   Hrs: 96
95536   Central   MW
Aug. 23 - Dec. 8  6 - 9 p.m.

Cake Decorating

Cake Decorating 1:
Building Buttercream Skills
NFND 59242
Prerequisite: None. Note: Wilton textbook required (available in San Jacinto College bookstore prior to class starting).
This is the foundation for all Wilton Method Courses. Build buttercream skills you can use for all decorating projects—from cupcakes to cakes for any occasion. Learn to ice and decorate a cake and other treats, make six different flowers, pipe lines and make simple borders and letters, transfer images to cakes, and fill and use a decorating bag.

$70.00   CEU 0.8   Hrs: 8
50308   Central   R
Sep. 2 - Sep. 23  6:30 - 8:30 p.m.

Cake Decorating 2:
Flowers & Cake Design
NFND 59298
Prerequisite: Wilton Course 1. Note: Wilton textbook required (available in San Jacinto College bookstore prior to class starting).
Design a professional-looking cake! Learn how to select colors, arrange flowers and work with royal icing. You’ll learn core techniques to make a wide variety of flowers, such as pansies, lilies, and The Wilton Rose. Learn to design the color palette and pattern for a cake, complete piping techniques, create seven different types of flowers, learn to pipe royal icing appliques, and new decorative borders.

$70.00   CEU 0.8   Hrs: 8
50310   North   T
Sep. 28 - Oct. 19  6:30 - 8:30 p.m.
50309   Central   R
Sep. 30 - Oct. 21  6:30 - 8:30 p.m.

Cake Decorating 3:
Gum Paste and Fondant
NFND 59299
Prerequisite: Wilton Course 1. Note: Wilton textbook required (available in San Jacinto College bookstore prior to class starting).
Develop your skills working with fondant and gum paste, and apply them to create shapes, borders and flowers. You’ll also learn how to cover a cake with fondant. Plus, you’ll design and create a complete project using all the techniques you were taught. You will also learn to create different types of bows and flowers, including the calla lily, rose and carnation.

$70.00   CEU 0.8   Hrs: 8
50315   North   T
Oct. 26 - Nov. 16  6:30 - 8:30 p.m.
50316   North   R
Oct. 28 - Nov. 18  6:30 - 8:30 p.m.
**Wedding Cake Workshop**  
NFND 59361  
This is the foundation for all wedding cake decorations. Successful decorating begins with the basics of organizing ingredients and supplies, baking the cake, preparing it for decoration, making the icing and learning how to use decorating tools. Begin with intricate accents such as embroidery and lace.  
$70.00  
CEU 0.4  
Hrs: 4  
50374  
North  
T  
Oct. 12 - Nov. 2  
12 - 1 p.m.  

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**Dance**  
**Latin Dancing**  
NFND 59344  
Zumba fuses hypnotic Latin rhythms and easy to follow moves to create a one of a kind fitness program. Our goal is simple: We want you to work out, love working out and to get hooked. Any age person will benefit and improve fitness levels.  
$35.00  
CEU 1.2  
Hrs: 12  
50375  
Central  
T  
Oct. 12 - Nov. 2  
11 a.m. - 12 p.m.  
70068  
Central  
M  
Nov. 29 - Dec. 20  
11 a.m. - 12 p.m.  

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**Financial Management**  
**First Time Homebuyers**  
NFND 59246  
The first time homebuyers class takes you through the homebuying process step by step. This course discusses the steps in buying a home from shopping for a home, obtaining a home mortgage, properly insuring the home, closing the sale and maintaining the house. This class meets the requirements for down payment assistance established by the City of Houston, Harris County and SETH (South East Texas Housing). Each participant receives a certificate of completion at the conclusion of the class.  
$35.00  
CEU 0.8  
Hrs: 8  
50377  
Central  
T  
Oct. 12 - Nov. 2  
5:30 - 7:30 p.m.  

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**Photography**  
**Fine Art Photography I**  
NFND 59342  
This is a beginning course in the taking, developing, and printing of photographs. Students receive instruction in photographic principles and are given assignments to complete in the laboratory periods or outside class. The College furnishes darkroom facilities and a limited number of cameras. Students will not receive credit for both ARTS 2356 and COMM 1318.  
$234.00  
CEU 9.6  
Hrs: 96  
50028  
Central  
T  
Aug. 24 - Dec. 7  
2:55 - 4:30 p.m.  

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**Sports & Recreation**  
**Kickboxing for Fitness**  
NFND 59040  
Kickboxing is a fitness program designed to improve muscle tone and cardiovascular endurance through constant motion and repetition using martial arts techniques. A variety of combinations and some martial arts applications are taught (PHED 1145).  
$78.00  
CEU 4.8  
Hrs: 48  
50030  
North  
R  
Aug. 26 - Dec. 9  
6:30 - 9:25 p.m.  

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**Retirement Planning Today**  
NFND 59058  
Prerequisite: None.  
This course examines many aspects of personal finance and how they can work together to create an integrated successful retirement plan. You will also learn how to assess your financial situation and develop a personalized plan to achieve your financial and retirement goals.  
$80.00  
CEU 0.9  
Hrs: 9  
50384  
South  
R  
Sep. 16 - Sep. 30  
6:30 - 9:30 p.m.
Martial Arts  
NFND 59036  
Prerequisite: None. Note: Textbook required.  
This class is affiliated with the Aikido World Alliance. Certified rank promotion and testing are available through this class. Classes are coed, and anyone in reasonably good health can participate. No uniforms are required for the class. Instructor is certified through the Aikido World Alliance. This martial arts course is open to beginners as well as experienced martial arts students. No prior experience is necessary, only the desire to learn. The class is a great way to learn a non-competitive self-defense Japanese Martial Art. Warm-up exercises, throws, pins, basic Aikido history, theory, and tradition are taught. Emphasis is on movement, stress control, and self-defense. You will learn how to redirect an attacker’s strength and momentum as a way to effectively deal with an aggressor. Male or female, big or small, anyone in reasonably good health or physical condition can participate and benefit from this Aikido class (PHED 1140).  
$78.00   CEU 4.8  Hrs: 48  
50029   North  T  
Aug. 24 - Dec. 7  6:30 - 9:25 p.m.

Wellness  
Chi Kung/Qi Kong  
NFND 59724  
Prerequisite: None.  
Chi Kung is a traditional Chinese exercise system that uses slow, rhythmic movement, deep breathing and meditative visualization to help its practitioners relax. Chi Kung is not physically demanding, but students should be at least capable of slow movement, standing, and sitting on the floor. They should wear comfortable clothes.  
$35.00   CEU 0.6  Hrs: 6  
50383   Central  T  
Oct. 5 - Oct. 26  5:30 - 6:30 p.m.  
70069   Central  T  
Nov. 30 - Dec. 21  5:30 - 6:30 p.m.

Pilates  
NFND 59609  
Note: Wear comfortable clothing and bring a yoga/pilates mat if available.  
Created by Joseph Pilates over a century ago, this discipline helped him to successfully cope with childhood asthma and bodily weakness. Joseph became a boxer, diver, skier, gymnast, and yoga devotee. Later, he dedicated his life to developing the Pilates method of exercise. Pilates is centered on building a good foundation through a strong abdomen, deep stretching, and focused breathing. The many benefits include, Increased Body Awareness, Development of a strong body core, and Body control. Today, Pilates experts teach that a strong core is necessary to avoid being injury-prone and susceptible to the pitfalls of our daily occupational or exercise routines.  
$35.00   CEU 0.4  Hrs: 4  
50378   Central  R  
Sep. 9 - Sep. 30  12 - 1 p.m.  
50379   Central  R  
Oct. 14 - Nov. 4  12 - 1 p.m.

Gentle Yoga  
NFND 59612  
This is an introduction to basic yoga postures, breathing and relaxation techniques. It is a gentle and relaxed workout that takes in consideration students physical capabilities.  
$35.00   CEU 0.4  Hrs: 4  
50382   Central  T  
Sep. 7 - Sep. 28  5:30 - 6:30 p.m.  
50380   Central  R  
Sep. 9 - Sep. 30  5:30 - 6:30 p.m.  
50381   Central  R  
Oct. 14 - Nov. 4  5:30 - 6:30 p.m.

Reiki 1 - Intro to Reiki  
NFND 59591  
Note: Textbook is required.  
This class consists of 11 hours of instruction and practice. It focuses on meditation, Reiki foundations, level 1 attunement and basic hand positions to promote relaxation and wellbeing. According to the International Center for Reiki Training, Reiki is a Japanese technique for stress reduction and relaxation that promotes health. It is based on the principle that an unseen 'life force energy' flows through us. If one’s ‘life force energy’ is low, then we are more likely to get sick or feel stress, and if it is high, we are more capable of being happy and healthy. Reiki is a simple, natural and safe method that everyone can use. Recent research studies are finding evidence of the benefits of Reiki to improve overall wellness. For this reason, prestigious institutions such as the Cleveland Clinic offers Reiki as a complementary service to patients. Reiki assists the whole person including body, emotions and mind creating a beneficial environment that promotes feelings of peace, security and happiness.  
$35.00   CEU 0.4  Hrs: 4  
50319   Central  F  
Sep. 10 - Oct. 1  12 - 1 p.m.
Tai Chi
NFND 59076

Note: No textbook required; dress in loose-fitting clothing and be capable of mild exertion and slow, rhythmic movements.

Students will learn and practice the popular Yang-style short form of Tai Chi. Classes will include an explanation of the background of the art. Beginners are welcome.

$35.00  CEU 0.4  Hrs: 4
50312  Central  T
Sep. 7 - Sep. 28  6 - 7 p.m.
50313  Central  T
Oct. 5 - Oct. 26  6 - 7 p.m.
Do you have a passion for shaping the future? Do you desire to inspire the youth around you? San Jacinto College’s child development program is designed for students like you! Our program offers the knowledge and technical skills you need to enter the child development profession through linked classes such as:

Educational Aide Associate
CDA I
CDA II
CDA III

For more information, visit http://bit.ly/SanJacCDA
To register:
All campuses 281-542-2020

A publication of the San Jacinto College Continuing and Professional Development Division

August - December 2021

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To register: All campuses 281-542-2020
Aerospace Education & Workforce Development

FAA Part 107 Test Prep (Drone/sUAS Test Prep)
NFND 59635
Prerequisite: Must meet the requirements listed in the Code of Federal Regulations, Title 14, Part 107.61.
Note: Per Part 107.61: Must be at least 16 years of age. Must be able to read, speak, write, and understand the English language. If the applicant is unable to meet one of these requirements due to medical reasons, the FAA may place such operating limitations on that applicant’s certificate as are necessary for the safe operation of the small unmanned aircraft. Must not know or have reason to know that he or she has a physical or mental condition that would interfere with the safe operation of a small unmanned aircraft system.
This course prepares students for the Federal Aviation Administration (FAA) Aeronautical Knowledge Test required to earn the FAA Part 107 pilot’s license.

$169.00     CEU 1.6     Hrs: 16
50213     Edge Center     RF
Sep. 2 - Sep. 3
50214     Edge Center     MTWR
Oct. 4 - Oct. 7
50215     Edge Center     MT
Oct. 25 - Oct. 26
50216     Edge Center     RF
Nov. 4 - Nov. 5
70054     Edge Center     RF
Dec. 2 - Dec. 3

sUAS/Drone Flight Operations
NFND 59718
Prerequisite: Must meet the requirements listed in the Code of Federal Regulations, Title 14, Part 107.61.
Per Part 107.61: Must be at least 16 years of age. Must be able to read, speak, write, and understand the English language. If the applicant is unable to meet one of these requirements due to medical reasons, the FAA may place such operating limitations on that applicant’s certificate as are necessary for the safe operation of the small unmanned aircraft. Must not know or have reason to know that he or she has a physical or mental condition that would interfere with the safe operation of a small unmanned aircraft system.
In this course, the student will learn about basic principles of flight operations, basic laws/regulations associated with unmanned flight and factors that affect flight.

$279.00     CEU 1.6     Hrs: 16
50211     Edge Center     MT
Sep. 13 - Sep. 14
50212     Edge Center     WR
Oct. 27 - Oct. 28
70055     Edge Center     MT
Dec. 13 - Dec. 14

Edge Center

Edge Center Core (Pre-Track)
NFND 59645
This online course is a pre-requisite for all tracks. It includes basic math and safety modules.

$250.00     CEU 4.4     Hrs: 44
50219
Sep. 1 - Oct. 15     Online
50220
Sep. 20 - Oct. 29     Online
50221
Oct. 4 - Nov. 19     Online
50222
Nov. 1 - Dec. 6     Online
70057
Dec. 10 - Jan. 31     Online

Composites Technician Track - Edge Center
NFND 59648
Prerequisite: Core Pre-Track.
This course prepares a student to become an entry-level composites technician in the workforce. These courses can lead to industry certification.

$2070.00     CEU 10.2     Hrs: 102
50235
Sep. 1 - Oct. 29     Online
50236
Oct. 4 - Dec. 17     Online
50237
Nov. 1 - Jan. 14     Online
70058
Nov. 29 - Feb. 11     Online

Aerospace Mechanical (Structures) Technician Track - Part 1
NFND 59650
Prerequisite: Core Pre-Track.
This course prepares a student to become an entry-level aerospace structures technician in the workforce. These courses can lead to industry certification.

$1750.00     CEU 8.7     Hrs: 87
50238
Sep. 1 - Oct. 29     Online
50239
Nov. 1 - Jan. 14     Online
70059

To register: All campuses 281-542-2020
Aerospace Mechanical (Structures) Technician Track - Part 2  
NFND 59682  
Prerequisite: Aerospace Mechanical (Structures) Technician Track - Part 1.  
Part II: Continuation of Part I. This course prepares a student to become an entry-level aerospace structures technician in the workforce. These courses can lead to industry certification.  
$1330.00  
CEU 7.8  
Hrs: 78  
50241  
Nov. 1 - Jan. 14  
70060  
Nov. 29 - Feb. 11  

Quality Aerospace Structures Technician Track - Part 1  
NFND 59651  
Prerequisite: Core Pre-Track.  
This course prepares a student to become an entry-level quality technician in the workforce. These courses can lead to industry certification.  
$1965.00  
CEU 10.3  
Hrs: 103  
50243  
Oct. 4 - Dec. 17  

Quality Aerospace Structures Technician Track - Part 2  
NFND 59683  
Prerequisite: Quality Aerospace Structures Technician Track - Part 1.  
Part II: Continuation of Part I. This course prepares a student to become an entry-level quality technician in the workforce. These courses can lead to industry certification.  
$1900.00  
CEU 10.3  
Hrs: 103  
70062  
Dec. 12 - Feb. 28  

Aerospace Engineering Drawings  
NFND 59695  
This course introduces students to engineering drawings, blueprints, and other associated principles within the aerospace industry.  
$615.00  
CEU 4.1  
Hrs: 41  
50223  
Sep. 1 - Oct. 15  
50224  
Nov. 1 - Dec. 6  

Aerospace Safety  
NFND 59698  
This course introduces students to the various concepts associated with safety in the aerospace industry.  
$500.00  
CEU 3.4  
Hrs: 34  
50225  
Sep. 1 - Oct. 15  

Aerospace Precision Measurements  
NFND 59697  
This course introduces students to the various types of precision measurements and the tools used for precision measurements within the aerospace industry.  
$450.00  
CEU 3.0  
Hrs: 30  
50229  
Sep. 1 - Oct. 15  

Power Tools in Aerospace  
NFND 59701  
This course introduces students to the various power tools used in the aerospace industry.  
$225.00  
CEU 1.5  
Hrs: 15  
50227  
Sep. 1 - Oct. 15  

Aerospace Fasteners  
NFND 59696  
This course introduces students to various hardware and fasteners used in aerospace.  
$190.00  
CEU 1.25  
Hrs: 12.5  
50231  
Sep. 1 - Oct. 15  

Aerospace Basic Electrical  
NFND 59735  
This course provides an overview of basic aerospace electrical principles and concepts.  
$1250.00  
CEU 7.4  
Hrs: 74  
50242  
Oct. 4 - Dec. 17  

To register: All campuses 281-542-2020
Aerospace Non-Destructive Testing/Inspection Course Technician Track
NFND 59723
This course is designed to prepare a student to become an entry-level Aerospace NDI/NDT Technician. Coursework is virtual.
$1250.00  CEU 7.3  Hrs: 73
50244
Sep. 1 - Dec. 17  Online
50245
Nov. 1 - Feb. 28  Online

Aerospace Career Building
NFND 59694
This course provides students with the tools needed to enter into the aerospace workforce.
$305.00  CEU 2.0  Hrs: 20
50233
Sep. 1 - Oct. 15  Online
Online Learning

Partnership with Education to Go
Online learning anytime, anywhere...just a click away!

How to Get Started: Please review the list of available online courses at www.Ed2Go.com/sanjac. After selecting your course(s), please contact your nearest CPD registration office to request your class to be created. You must make payment for all CPD classes the same day you register. If you have questions about payment arrangements, please ask your registration specialist at the time of registration.

Once you have completed the registration process with San Jacinto College, you will need to access www.ed2go.com. Locate the course title that you registered for and click “Add to Cart.” Once you have chosen the desired start date, click “Begin Checkout” If you have never taken an online class, please click “Create Account” and follow the prompts to create a new login. Returning students will login with their previous usernames and passwords.

After the login process, choose the “Already Paid” option as you have already made your required payments to San Jacinto College. You will then have the option to click on the blue highlighted link to complete the orientation process, granting you access to the classroom.

When your class begins, return to the Online Instruction Center and simply click on the “My Classroom” tab at the top of the page. To begin your studies, simply login with the username and password you selected during orientation.

General Requirements: All courses require internet access, email, and Microsoft Internet Explorer or Firefox web browsers. Some courses may have additional requirements. Please visit our Online Instruction Center for more information on any of our Ed2Go classes. Call your nearest CPD office to register and pay for your online class!

Requirements for computer/software courses: internet access, email, Microsoft Internet Explorer or Firefox web browser, and the Adobe Flash and PDF plug-ins (two free and simple downloads you obtain at www.adobe.com/downloads by clicking Adobe Acrobat Reader and Adobe Flash Player under "Download" at the bottom of the page). You must have your own personal copy of any software required in the course. Software must be installed and operational on your personal computer before the course begins.

To Register: Call 281-542-2020
How to Contact Us
Continuing and Professional Development (CPD) offices are at each San Jacinto College campus:

Central Campus: 281-542-2020, Room C1.128, Interactive Learning Center (Building 1), 8060 Spencer Hwy., Pasadena, TX 77505

North Campus: 281-542-2020, Room N12.212, Slovacek Student Center (Building 12), 5800 Uvalde Road, Houston, TX 77049

South Campus: 281-542-2020, Room S8.1403, Academic Administration (Building 8), 13735 Beamer Road, Houston, TX 77089

Office hours at all campuses are:
Mon-Thurs: 8 a.m. - 6:30 p.m.
Fri: 8 a.m. - 4:30 p.m.

Información General
Para adquirir información en español sobre los programas, llame a los siguientes números:

Campo Central: 281-542-2020
Campo Norte: 281-542-2020
Campo Sur: 281-542-2020
y pida que se le envíe ésta información.

Registration Is Easy
You can register at any time for most CPD classes. There are normally no special registration days. Registration is accepted in person (photo identification required) or web/online (for those who have previously enrolled in credit or non-credit classes at San Jacinto College). If a course has a prerequisite, you may be required to show proof of completion and will need to register in person. Inquire early about any classes you are interested in taking since all classes have limited enrollment and some classes fill very quickly. Please register no later than three business days prior to the first class date. Unless otherwise stated in the course description, the minimum age for independent participation in CPD courses is 18.

Phone Registration
To register by phone, please have the student’s personal information and all course information when you call. For hours, see preceding “How to Contact Us” section.

Central, North, and South Campuses: 281-542-2020

Fax or Email Registration
Fax or email your completed registration form at any time. A blank registration form is in this schedule. Fax and email access are available 24 hours a day. Registration forms can be received any time but will not be processed until normal office hours.

Central Campus Fax: 281-476-1833
North Campus Fax: 281-459-7196
South Campus Fax: 281-922-3422
Email: registration.cpd@sjcd.edu

In-Person Registration
Identification is required. / Se requiere ID al registrarse en persona.

Visit our offices at the following locations:
Central Campus: 281-542-2020, Room C1.128, Interactive Learning Center (Building 1), 8060 Spencer Hwy., Pasadena, TX 77505

North Campus: 281-542-2020, Room N12.212, Slovacek Student Center (Building 12), 5800 Uvalde Road, Houston, TX 77049

South Campus: 281-542-2020, Room S8.1403, Academic Administration (Building 8), 13735 Beamer Road, Houston, TX 77089

Payment
To complete registration for a course, payment must be made at the time of class selection, regardless of method of enrollment. Non-payment will result in an automatic withdrawal from the selected class(es). The College accepts Visa, MasterCard, Discover, American Express, and web checks (must be an individual checking or savings account). The College assesses a $30 processing fee for each stopped payment or returned check. Debit cards must have a Visa or MasterCard logo; cash is also accepted. Payment may be made in person at the campus business office or online at www.sanjac.edu by accessing the SOS system ("Student Services” tab and then "Academic Resources” column).

To register at Central, North, or South Campus, call 281-542-2020.
Web Registration

Go to noncredit.sanjac.edu.

Each course schedule will show only available classes in that instructional area. Begin your registration by selecting one of the course schedules: Aerospace Academy; Applied Technologies & Trades; Business Operations, Supply Chain Management, & Entrepreneurship (BOSE); Center for Petrochemical, Energy, & Technology; Community Engagement; Computers/IT Training; Edge Center; Education; Health Occupations; Life Long Learning; and Maritime.

How to Search for Courses: Use the search feature at the top of the page by entering keyword for the course or a five digit course registration number (CRN). Select the search icon for a list of available courses.

How to Register and Pay:

Step 1: Select the course(s) you would like to attend by clicking on the + sign within the course box or the "Add to Cart" button.

Step 2: Select "Add to Cart," and you will have a chance to view the selected courses. Select the checkout button.

2a: The first time you sign in with an existing G#, select “Forgot Password?” to create a password and security questions for this software. If you are still encountering difficulties logging in, please contact tech support at 281-998-6137 for further assistance. Please make changes under the “My Profile” down arrow if any of your personal information, such as address or phone number, has changed.

2b: You can create an account to obtain a San Jacinto College student ID (G#) if you do not have one by using “I am a new user.”

Write down the new ID and password and store in a secure place.

Step 3: Select “Proceed to Payment,” which displays the registration disclosure. Accept the registration disclosure to continue. Click “Proceed to Payment,” then select "Submit Payment" to enter credit card or electronic check information. A “Proceed to Payment” box will appear letting you know that you are going to a secure external payment site. Select "Continue." Payment will need to be made in full. If you would like to set up a payment plan, please contact the registration office at 281-542-2020.

Step 4: Enter credit card or electronic check information.

Step 5: Select “Submit Payment.”

Student Web Payment Process

Prior to accessing the SOS login screen, you must be admitted and/or registered for your class(es). This is for in-person registrations only.

- Access the San Jacinto College website at www.sanjac.edu and go to the SOS Login under "Student Services" tab and then "Academic Resources" column.

- First enter your user ID# (student ID number G00XXXXXX).

- New student: If you have never claimed your account or set up a password for SOS, please click the highlighted text to claim your account. If you need assistance retrieving your login information, please contact tech support at 281-998-6137.

- Current student: You will need your student ID (G00XXXXXX) and your password to access SOS.

To Make a Payment on a Student Account:

Step 1: Select “My Student Records, Registration, and Financial Aid.”

Step 2: Select “My Registration.”

Step 3: Select “Step 6: Review your changes and make a payment.”


Step 5: Select "Student Account Suite" (another webpage will open after selecting this option).

- CPD students must make payment at the time of registration.

- You can view the refund policy from this screen.

- Classes at least four weeks long are eligible for a convenient payment plan (CPP). Payment plans can be set up by selecting this payment option and entering your information by following the directions given.

Step 6: Select “Make a Payment.”

Step 7: Select “Pay” (please verify the class fees before paying).
Step 8: Select “Payment Method,” then select the “Go” button.

Step 9: Process payment according to online directions. Please verify that all of your information is correct before you submit your payment.

Once processed, please print out the confirmation page for your records.

If you have any problems or questions, please contact your CPD registration office or the campus business office.

Convenient Payment Plan (CPP)
Convenient payment plans are available to CPD students under the following guidelines:

1. The length of the course section must be a minimum of 30 calendar days.

2. Two plans are available: one for classes four to seven weeks long, the other for classes eight to 16 weeks long. There will be a prorated $25 service fee over all installments (including the down payment) for the CPP.

3. For a four- to seven-week class, the student will pay half the total charges as a down payment (which includes half of the $25 service fee). The other half is due 30 days after the set-up date for the CPP. If this date falls on a weekend or College closure, the student is responsible to pay either online by the due date or the previous business day at any campus business office.

4. For an eight- to 16-week class, the student will pay half the total charges as a down payment (which includes one third of the $25 service fee). The other half is due in two equal installments 30 and 60 days after the set-up date for the CPP. If these dates fall on a weekend or College closure, the student is responsible to pay either online by the due date or the previous business day at any campus business office.

   The student will be assessed a $25 late payment fee for failure to pay on or before the prescribed payment due dates.

5. A student will be limited to only one CPP.

6. Failure to make all payments may result in the CPP being forwarded to the collection agency of the College and subject to additional collection fees.

*Please note: If you have an academic IPP, you will be unable to set up a continuing education CPP plan. Only one type of plan may be set up for payment.

To register at Central, North, or South Campus, call 281-542-2020.
Cancelled Classes
If San Jacinto College cancels a class, a 100 percent tuition refund is automatically processed for students who do not choose to transfer to another available class. CPD personnel will make every attempt to contact you using contact information you have provided if a class cancels. Please make sure we have a valid daytime phone number on file. You may also inquire by calling your respective campus or by logging onto the SOS system on the College website: www.sanjac.edu.

Transfer Requests
Students may request a transfer into another available section prior to the first class date of the course for which they are registered. Transfers are considered only on an available seat basis.

Transcript Requests
Most CPD courses earn Continuing Education Units (CEUs), which are reported as part of your permanent student record. Unofficial transcripts may be obtained and printed by logging into your SOS account. You may request copies of your transcript in person or by mail by contacting one of the campus enrollment services offices. That office will need a completed transcript request form and a copy of your photo ID. For questions, call 281-542-2020.

Screening Requirements for Classes with Clinicals
A criminal background check and drug screen for phlebotomy courses are required before a student can participate in a clinical assignment. This is a requirement of all clinical facilities in the Houston/Gulf Coast area, as mandated by JCAHO (Joint Commission on Accreditation of Healthcare Organizations). The approximate cost of the screening is less than $60. Background check through Precheck.com is required at time of registration.

Linked Classes
Proof of meningitis vaccine is required for students 21 and under.

Classes labeled “Linked” are held with academic/credit classes but do not earn semester credit or transfer toward academic certificates or degrees. Enrollment into these courses is extremely limited and is on a space-available basis. Should the credit course completely fill, the concurrent/linked CPD course may be cancelled.* CPD students in linked academic classes may be required to take and pass the TASP/THEA. They are held to the same TASP/THEA performance standards and prerequisites required for semester-credit students. Additionally, the course costs may differ for the credit section.

* Courses that are linked with academic courses will adhere to the stated CPD refund policy.

To register at Central, North, or South Campus, call 281-542-2020.
• Classes labeled “Linked” are held with academic/credit classes but do not earn semester credit or transfer toward academic certificates or degrees. Enrollment into these courses is extremely limited and is on a space-available basis. Should the credit course completely fill, the concurrent/linked CPD course may be cancelled.* Although CPD students in linked academic classes are TASP/THEA exempt, they are held to the same performance standards required for semester credit students. Additionally, the course costs may differ for the credit section.

* Courses that are linked with academic courses will adhere to the stated CPD refund policy.

• ESL assessments will not be started after 5 p.m. and are done in the CPD offices.

San Jacinto College will be closed this semester:

September 6, 2021 – Labor Day
November 24-28, 2021 – Thanksgiving
December 22, 2021 - January 2, 2022 – Winter Break

NO CLASSES WILL MEET ON THESE DAYS.
Campus Carry

Purpose

The purpose of this policy is to comply with the requirements of S.B. 11, which is generally referred to as the “campus carry” law, to allow the concealed carrying of handguns by license holders on the campuses of certain institutions. The policy grants permission for a valid Texas license to carry holder (LTC) to generally carry a concealed handgun on campus. The policy also identifies certain campus locations and activities that a valid LTC holder may be excluded from carrying a handgun due to previously existing Texas statutes or exclusion zones identified by the College.

Policy Statement

The San Jacinto Community College District is committed to providing a safe environment for students, employees, affiliates, and visitors and to respecting the right of individuals licensed to carry a handgun in the state of Texas. Individuals licensed to carry may do so on campus except in locations and at activities prohibited by law or by this policy. The carrying of any handgun by an unlicensed person or the open carry of a handgun is not permitted in any place at the College.

1. Individuals who hold a valid Texas license to carry a handgun (LTC), including a valid Texas concealed handgun license (“license holders”) may (1) carry a handgun on campus so long as the handgun is not in plain view, is on or about their person at all times, and is under their control (e.g., in purse, backpack, bag, etc.) or (2) secure their handgun in a locked motor vehicle. The carrying of an unconcealed handgun on campus is restricted to authorized law enforcement officers and other persons who may be designated by appropriate law enforcement agencies.

All other weapons are strictly prohibited for students, faculty, staff, and visitors; their possession on campus is grounds for immediate action by law enforcement. See Section 46.05 of the Texas Penal Code for a list of weapons.

A license holder’s handgun must be concealed at all times. In compliance with Texas Penal Code §46.035(a-1), a license holder may not carry a partially or wholly visible handgun on campus premises or on any college driveway, street, sidewalk or walkway, parking lot, parking garage, or other parking area. Anyone intentionally or knowingly displaying a handgun in plain view for others to see is in violation of Texas law.

A license holder must display his or her license to carry when directed by a law enforcement officer in accordance with section 411.205 of the Texas Government Code. Otherwise, an individual is not required to disclose whether he or she is a license holder in order to participate in any program or service offered by the College, except as required by law.

A license holder may not carry a handgun if he/she is intoxicated under Texas Penal Code 46.035(d).

2. It is the responsibility of license holders to carry their handguns on or about their person at all times. “About” the person means that a license holder may carry a holstered handgun in a backpack or handbag, but the backpack or handbag must be close enough that the license holder can grasp it without materially changing position. A license holder who carries a handgun on campus must carry it in a holster that completely covers the trigger and the entire trigger guard area. The holster must have sufficient tension or grip on the handgun to retain it in the holster even when subjected to unexpected jostling.

The College does not provide storage for handguns.

The open carry of handguns is not permitted on College premises.

3. The College is often the site of pre-K-12 school-sponsored activities, such as field trips. When a pre-K-12 school-sponsored activity is conducted at a particular location, the carrying of concealed handguns is prohibited. A sign shall be posted reading “pre-K-12 school-sponsored activity in progress” during these activities. “School-sponsored activities” for purposes of this policy are defined as tours, demonstrations, field trips, events, clubs, camps, clinics, programs, etc., held on College property that are authorized by a K-12 school district or individual school(s) as a curricular, co-curricular, or interscholastic activity and are managed or supervised in part by the district or school or district or school employee.

Upon a survey of the College campuses, areas identified as routinely hosting such school-sponsored activities shall be posted on the College’s rules and regulations regarding campus carry.

4. Texas Penal Code §46.03(a)(2) excludes license holders of handguns from carrying a handgun on premises of a polling place on the day of an election or while early voting is in progress, according to Policy 2-19. A sign shall be posted at any polling place on campus from the commencement of early voting through Election Day that reads either “Polling Place” or “Vote Here.” (See Electioneering Procedure 2-19A)

5. Texas Penal Code §46.035(b)(6) excludes license holders of handguns from carrying a handgun on the premises of a church, synagogue, or other established place of religious worship. A sign shall be posted that conforms to Section 30.06 of the Texas Penal Code.
6. Texas Penal Code §46.035(b)(2) excludes license holders of handguns from carrying a handgun where a high school, collegiate, or professional sporting event or interscholastic event is taking place, unless the license holder is a participant in the event and a handgun is used in the event. Notice shall be given for all collegiate sporting events. If possible, for ticketed sporting events this notice should be given by means of a written communication on the back of or appended to the ticket. Vendors and others who are permitted to enter the premises without a ticket shall be provided written notice through other means. A sign shall be posted that conforms to Texas Penal Code, Section 30.06.

7. The concealed carry of handguns shall be prohibited in areas for which state or federal law, licensing requirements, or contracts require exclusion at the exclusive discretion of the state or federal government or by a campus accrediting authority. Where appropriate, signage must conform to the overriding federal or state law requirements. Otherwise, notice conforming to Texas Penal Code §30.06 must be provided.

8. The concealed carry of handguns shall be prohibited in patient care areas, including those in which professional mental health and counseling services are provided. A sign shall be posted that conforms to Texas Penal Code, Section 30.06.

9. The concealed carry of handguns shall be prohibited in areas in which formal hearings are being conducted, pursuant to Code of Student Conduct (Student Handbook): academic hearings, veterans appeal hearings, financial aid appeal hearings, employee hearings, and employee grievances. A sign shall be posted that conforms to Texas Penal Code, Section 30.06.

10. The concealed carry of handguns shall be prohibited in areas where the discharge of a firearm might cause great harm, such as laboratories with extremely dangerous chemicals, biologic agents, explosive agents, critical infrastructure, and areas with equipment that is incompatible with metallic objects, such as magnetic resonance imaging machines. A sign shall be posted that conforms to Texas Penal Code, Section 30.06.

11. Counselors, staff, and volunteers who work in a campus program for minors must, as a condition of their participation, agree not to carry a concealed handgun on the grounds or in buildings where the program is conducted. Parents of attendees must also agree, as a condition of their child’s participation, not to carry a concealed handgun on the grounds or in buildings where the program is conducted. “Campus program for minors” is defined as to provide oversight and training for camps and programs involving minors held on College premises or operated by the College which have recreational, athletic, religious, or educational activities for the campers. This includes all camps or programs covered by Texas Education Code, Chapter 51, Section 51.976, as well as any day camp, activity, or University Interscholastic League (“UIL”) event sponsored by the College. A sign shall be posted that conforms to Texas Penal Code, Section 30.06.

This policy does not apply to College course-based academic service learning or research approved by the Institutional Review Board (“IRB”).

12. The College shall amend the Code of Student Conduct, Faculty Handbook, and San Jacinto Policy and Procedure Manual to provide that causing the accidental or intentional showing of a firearm or the accidental discharge of a firearm is conduct subject to disciplinary action.

13. Exclusion zones created by Texas Penal Code §§46.03 and 46.035 as well as by the rules and regulations enacted under S.B. 11 may sometimes comprise only a portion of a building. In some instances it may not be feasible to exclude concealed handguns only from the designated exclusion zones. The following factors and principles shall govern the implementation of these rules and regulations in those buildings in which some, but not all, parts are designated as exclusion zones.

Governing factors
- The percentage of assignable space or rooms in a building that are designated as exclusion zones.
- The extent to which the area (or areas) designated as exclusion zones are segregated from other areas of the building.
- The extent to which use of the building and hence its status as an exclusion zone varies from day to day or week to week.

Governing principles: If a small number of rooms or a small fraction of assignable space in a building is subject to exclusion, only the rooms or areas that qualify for exclusion should be excluded.
- If 85 percent or more of the total building in terms of number of rooms or assignable space is subject to exclusion or if the excludable space is not segregated from other space, then as a matter of practicality, the whole building may be excluded.
- Appropriate signage shall be posted that conforms to Texas Penal Code, Section 30.06.

14. The College shall develop training materials particular to San Jacinto College on how to respond to an active shooter situation. These shall be incorporated in the active shooter training, and all faculty and staff shall be required to complete this module. All students are encouraged to complete training on how to respond to an active shooter situation.
15. The College shall develop and post in a prominent place detailed Campus Carry FAQs.

16. The College shall develop materials that educate and inform current and prospective San Jacinto College students about campus carry and how it is being implemented.

17. To the extent possible, areas within gun-exclusion zones should be made available on a scheduled basis to faculty and staff. These spaces can be used for conferences that faculty or staff would prefer to conduct in a gun-exclusion zone.

18. The following factors and principles shall govern the implementation of exclusions or allowances for graduation ceremonies.

**Governing factors:** Off-campus location shall follow the venue’s rules and regulations in regards to the permitted carrying of firearms.

- On-campus location shall follow the use of the building and/or exclusion zone criteria set forth herein.

19. The campus safety and security council, appointed by the Chancellor, shall be established and tasked, at a minimum, with the following responsibilities:
   1. Support the consistent implementation of these policies.
   2. Provide a review process for recommendations to the Chancellor.
   3. Compile, maintain, and provide a periodic review of the premises where license holders are prohibited from carrying a handgun.

A student or a member of the faculty or staff of the College may appeal a decision regarding the implementation of a policy or procedure contained herein to the campus safety and security council for consideration. A further appeal of the decision of the campus safety and security council may be submitted to the vice chancellor of fiscal affairs for consideration. The vice chancellor of fiscal affairs may choose to make a final decision or submit the appeal to the Chancellor for reconsideration. The decision of the Chancellor to approve, reject, or modify the decision is final.

Additional policies or exclusion areas not provided for in this policy will not be the subject of or considered as a matter of appeal. In accordance with Texas Government Code, Section 411.2031, the Chancellor is authorized to enact reasonable rules and regulations regarding the concealed carry of handguns on campus.

20. Not later than Sept. 1 of each even-numbered year, the College shall submit a report to the Texas Legislature and to the standing committees of the legislature with jurisdiction over the implementation of these policies that:
   1. Describes the rules and regulations adopted by the College regarding the carrying of concealed handguns on its campuses.
   2. Outlines the reasons the College established the provisions adopted.

**Definitions**

**Campus:** All land and buildings owned or leased by the San Jacinto Community College District.

**College:** The San Jacinto Community College District.

**Concealed Carry:** The Texas Department of Public Safety defines a concealed handgun as a handgun not openly discernable to the ordinary observation of a reasonable person.

**Employee:** A full-time or part-time employee of the San Jacinto Community College District as defined by human resources policy and procedure.

**Exclusion Zones:** An area of campus, building, or room where the possession of a handgun is prohibited by current Texas statute or an area of campus, building, or room designated and approved by the SLT and board of trustees in which the possession of a handgun is prohibited.

**Handgun:** A handgun is any firearm that is designed, made, or adapted to be fired with one hand.

**License to Carry Holder:** A person licensed to carry a concealed handgun under Chapter 411 of the Texas Government Code.

“**On or about their person**”: A person licensed to carry a handgun must carry a handgun in a manner that the handgun is close enough to the license holder that he or she can reach it without materially changing position.

**Patient Care Areas:** An area, including research areas, that involves the treatment or evaluation of a medical or mental health condition of a patient by a licensed health care provider or under the supervision or direction of a licensed health care provider and that results in a formal record of treatment.

**Student:** A currently enrolled student of the San Jacinto Community College District as defined by instruction policy and procedure.
Campus Carry Facts and Helpful Hints

Campus carry takes effect for San Jacinto College on August 1, 2017.

- License to carry holders may carry a concealed handgun on campus.
- The handgun must remain concealed and within arm's reach of the license to carry holder.
- Handguns may not be openly carried.
- Handguns may not be openly displayed at any time.
- No other prohibited weapons may be carried.
- Only members of the San Jacinto College Police Department may ask someone if they are licensed to carry a concealed handgun.
- San Jacinto College does not provide handgun storage.
- Handguns may be stored in a locked motor vehicle.
- There will be several areas of campus called gun exclusion zones where a license to carry holder may not enter with a concealed handgun.
- License to carry holders are responsible for knowing gun exclusion zone locations.

What is a gun exclusion zone?
An area of campus, building, or room where the possession of a handgun is prohibited by current Texas statute or an area of campus, building, or room designated and approved by the SLT and board of trustees in which the possession of a handgun is prohibited.

Gun exclusion zones will be clearly marked by signs like this sample:

Where may a license to carry holder carry a concealed handgun?
Any area that is not designated as a gun exclusion zone. Examples:
- Public or private driveway
- Streets
- Sidewalk or walkway
- Parking lot, parking garage, or other parking area
- Hallways
- Classrooms
- Offices open to the general public
- Financial aid
- Nursing labs
- Culinary labs
- Gym/wellness centers

If you see someone with a handgun on campus: Do not confront him or her!
- Call San Jacinto College Police Department immediately at 5555 from college phones or 281-476-9128.
- Hearing impaired text: 713-469-1071
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<td>Shop Safety &amp; Procedures</td>
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<td>Sports &amp; Recreation</td>
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<td>sUAS/Drone Flight Operations</td>
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<td>Supervision</td>
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<td>Supply Chain</td>
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<td>UNIX Operating Systems I Linux</td>
<td>15</td>
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<tr>
<td>Upgrade Master 100 to 200 GRT</td>
<td>44</td>
</tr>
<tr>
<td>Upgrade to Apprentice Mate</td>
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<tr>
<td>Vessel &amp; Company Security Officer</td>
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<td>VPDSO</td>
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<tr>
<td>Watchkeeping (Operational Level)</td>
<td>45</td>
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<tr>
<td>Web Development</td>
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<tr>
<td>Wedding Cake Workshop</td>
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<tr>
<td>Welding</td>
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</tr>
<tr>
<td>Wellness</td>
<td>55</td>
</tr>
</tbody>
</table>

To register: All campuses 281-542-2020
**Please Print Clearly and Complete ALL Unshaded Areas**

### Student Information—REQUIRED

- **Name**
- **Last First Mi**
- **If known, provide your San Jacinto College ID Number G**

### Demographics/Other Information

- **RACE** (SELECT ALL THAT APPLY) (MARK WITH AN X)
  1. White
  2. Black or African American
  3. Asian or Pacific Islander
  4. American Indian or Alaskan Native
  5. Native Hawaiian
  6. Not reported

### Home Address

- **Street**
- **Apt. No.**

### City State ZIP code

- **County or Country**

### Home Phone ()

### Work Phone ()

### Additional Information (Optional—Mark all that apply)

- **(1) Academically Disadvantaged**
- **(2) Economically Disadvantaged**
- **(3) Disability**
- **(4) Limited English Skills**
- **(5) Displaced Homemaker**
- **(6) Single Parent**

### Email

### Type of Disability:

### Highest Grade or Degree Completed:

- **Grade 7, 8, 9, 10, 11, High School, Some college, Associate, Bachelor’s, Master’s, or Doctorate**

### Registration Information

<table>
<thead>
<tr>
<th>Section No./CRN</th>
<th>Course Title</th>
<th>Start Date</th>
<th>Course Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

I certify that all information provided on this form is correct. I understand that this registration cannot be transferred to any other individual. If my tuition for a class(es) is being paid by a company or organization, I hereby give the College permission to release my grades and attendance records for that class(es).

**Signature**

**Date**

**Important:** Payment for classes, unless billed to your employer or sponsor, is due the same day registered and can be made online or at any campus business office. Enrollment into a class is not complete until payment is received.

### Registration Office and Fax Numbers

- **Office Number**
  - Central: 281-542-2020
  - North: 281-542-2020
  - South: 281-542-2020

- **Fax Number**
  - Central: 281-476-1833
  - North: 281-459-7196
  - South: 281-922-3422

- **Campus (circle one)**
  - C
  - N
  - S

### Office Use Only

- **Staff ID:**
- **Date:**
- **Refund Request Date:**
- **Staff ID:**

**To register:** All campuses 281-542-2020
To register: All campuses 281-542-2020

An Equal Opportunity Institution

Updated 6/21/2021
To register: All campuses 281-542-2020

13455 Lockwood Rd. | Houston, Texas 77044
281-998-6150

An Equal Opportunity Institution

Updated 6/28/2021
San Jacinto College Community College District
Mission and Vision Statements

MISSION
San Jacinto College is focused on student success, academic progress, university transfer, and employment. We are committed to opportunities that enrich the quality of life in the communities we serve.

Our Values

Integrity: We Act Honorably and Ethically
“We conduct ourselves in ways that are professional, instill confidence, and promote trust.”

Inclusivity: We Grow through Understanding
“We respect and learn from the diversity of our cultures, experiences, and perspectives.”

Collaboration: We Are Stronger Together
“We believe in the power of working together.”

Innovation: We Embrace New Possibilities
“We anticipate change, explore opportunities, and create continuously evolving solutions.”

VISION
San Jacinto College will advance the social and economic mobility of all members of our community. We will be known for our excellence in teaching and learning, our intentional student-centered support, and our commitment to every student. We will be the preferred workforce and economic development partner in the region and a champion for lifelong learning. San Jacinto College will inspire students to explore opportunities, define their educational and career paths, and achieve their goals and dreams.

Accountability: We Are Responsible Individually and Collectively
“We take ownership for our commitments and outcomes.”

Sense of Community: We Care for Those We Serve
“We demonstrate concern for the well-being and success of our students, our communities, and our people.”

Excellence: We Strive for Outstanding Results
“We take risks, we assess our work, and we aspire to improve the quality of everything we do.”

Campus Security and Fire Safety Report
The San Jacinto Community College District is committed to assisting all members of the San Jacinto College community in providing for their own safety and security. The annual security compliance document is available on the San Jacinto College Police Department website at www.sanjac.edu/police.

A hard copy of the report is available for review at each of the campus police offices.

Central Campus
Maintenance/Police Building
C34.105
8060 Spencer Highway
Pasadena, Texas 77505
281-542-2020

North Campus
Slovacek Student Center
N12.205
5800 Uvalde Road
Houston, Texas 77049
281-476-1863

South Campus
J.D. Bruce Student Center
S11.100
13735 Beamer Road
Houston, Texas 77089
281-476-1863

Maritime Technology
and Training Center
3700 Old Highway 146
Room M1.210q
La Porte, Texas 77571

Generation Park Campus
13455 Lockwood Road
Houston, Texas 77044

The website and report contain information regarding campus police, personal safety, sexual assault awareness and prevention, crime reporting policies and statistics, information on compliance with the Jeanne Clery Act, crime prevention techniques, incident reporting and response, College emergency notification procedures, and the annual fire/safety report.

Graduation and Completion Rates
In compliance with Public Law 101-542 (as amended by P.L. 102-26), San Jacinto College publishes a report of completion rates for full-time undergraduate students seeking an associate degree, a certificate of technology, or transfer to a four-year institution. This report is updated annually. The report is available separately for each San Jacinto College campus and is stratified by gender, ethnicity, and varsity sport. The report is available upon request in the campus president’s office. Current and prospective students and student-athletes are encouraged to avail themselves of the information in this report prior to enrolling or entering in any financial obligations with or through the College.

Accreditation Statement
San Jacinto College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award associate and baccalaureate degrees. Questions about the accreditation of San Jacinto College may be directed in writing to the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, GA 30033-4097, by calling (404) 679-4500, or by using information available on SACSCOC’s website (www.sacscoc.org).

Equal Opportunity Statement
The San Jacinto College District is committed to equal opportunity for all students, employees, and applicants without regard to race, creed, color, national origin, citizenship status, age, disability, pregnancy, religion, gender, sexual orientation, gender expression or identity, genetic information, marital status, or veteran status in accordance with applicable federal and state laws.

No person, including students, faculty, staff, part-time, and temporary workers, will be excluded from participation in, denied the benefits of, or be subjected to discrimination or harassment under any program or activity sponsored or conducted by the San Jacinto College District on the basis of the categories listed.

The following College officials have been designated to handle inquiries regarding the College’s non-discrimination policies:

Vice Chancellor, Human Resources
Sandra Ramirez - Equal Opportunity Compliance Officer
4624 Fairmont Parkway
Pasadena, Texas 77504
sandra.ramirez@sjcd.edu
281-991-2659

Associate Vice Chancellor, Student Services
Joanna Zimmermann (students) - Co-Lead Title IX Coordinator
8060 Spencer Highway
Pasadena, Texas 77505
joanna.zimmermann@sjcd.edu
281-476-1863

Vice Chancellor, Human Resources
Sandra Ramirez (employees) - Co-Lead Title IX Coordinator
4624 Fairmont Parkway
Pasadena, Texas 77504
sandra.ramirez@sjcd.edu
281-991-2659

Vice Chancellor, Strategic Initiatives, Workforce Development, Community Relations, and Diversity
Allatia Harris (equity in athletics)
8060 Spencer Highway
Pasadena, Texas 77505
allatia.harris@sjcd.edu
281-459-7140
Training and Educational Solutions for Workers and Employers

To register for training, call or visit:

**Central Campus**
8060 Spencer Hwy., Pasadena, Texas 77505  
Building 1, Suite 128 (C1.128)  
Interactive Learning Center  
281-542-2020

**North Campus**
5800 Uvalde Road, Houston, Texas 77049  
Building 12, Suite 212 (N12.212)  
Slovacek Student Center  
281-542-2020

**South Campus**
13735 Beamer Road, Houston, Texas 77089  
Building 8, Suite 1403 (S8.1403)  
Academic Administration Building  
281-542-2020

**Maritime Technology and Training Center**
3700 Old Highway 146  
La Porte, Texas 77571  
281-974-2200

**Generation Park Campus**
13455 Lockwood Road  
Houston, Texas 77044  
281-998-6150

**The EDGE Center**
13150 Space Center Blvd.  
Houston, Texas 77059  
noncredit.sanjac.edu

Hours are Monday – Thursday from 8 a.m. – 6:30 p.m. and Friday from 8 a.m. – 4:30 p.m

sanjac.edu/cpd  
An Equal Opportunity Institution