

Refrigeration & Air Conditioning

This series of courses is perfect for technicians who are responsible for maintaining facilities such as apartments, dormitories, homes, and commercial properties and for workers new to the Heating, Ventilation, Air-Conditioning and Refrigeration industry. In addition to theory, hands-on servicing and troubleshooting training, a field trip to a large commercial installation is included.

Refrigeration & Air Conditioning I

This course provides the fundamentals of refrigeration and air conditioning and related basic electricity through classroom presentations and in-shop demonstrations.

Required book available at the SCC Bookstore.
(4.0 CEUs) Class will not meet on Nov. 23, 2011.

Oct. 5-Dec. 14 Wed. 6-10 p.m. \$195
Semler HVAC-6056-LNFA

Refrigeration & Air Conditioning II

Prerequisite: Refrigeration & Air Conditioning I (HVAC-6056)

This course consists of lecture, class discussion, and in-shop demonstrations designed to assist students in understanding electrical components and refrigeration.

Book and safety glasses are required and are available at the SCC Bookstore. (4.0 CEUs)

Jan. 11-Mar. 14 Wed. 6-10 p.m. \$195
Semler HVAC-6057-LNWA

**All classes will be held at
Southeast Community College,
8800 O St., Room S-4, Lincoln, NE**

Refrigeration & Air Conditioning III

Prerequisite: Refrigeration & Air Conditioning II (HVAC-6057)

This course includes classroom instruction, demonstration, and practical application. Areas of study include controls, heat loads and distribution systems, heating and humidifying, heat pumps, circuit controls, and automobile air conditioning.

Book and safety glasses are required and are available at the SCC Bookstore. (4.0 CEUs)

Mar. 28-May 30 Wed. 6-10 p.m. \$195
Semler HVAC-6058-LNSA

EPA Section 608 Certification

This is your opportunity to take the EPA Section 608 certification exam for stationary refrigeration and air conditioning systems. Section 608 tests available include Core Information, Type 1 Certification (Small Appliances), Type 2 Certification (High-Pressure) and Type 3 Certification (Low-Pressure).

You must bring one form of picture identification, two sharpened #2 pencils, a pressure temperature chart, a copy of any previous EPA certification and you may bring a portable, non-programmable, silent calculator.

June 6 Wed. 7-10 p.m. \$75
Semler HVAC-6133-LNSA

**For more information, please contact Jerry Magorian at
402-437-2508 • 800-828-0072, ext. 2508 • jmagorian@southeast.edu**

REGISTRATION FORM - NON-CREDIT COURSE

Complete this form with payment information and send via FAX or mail to: **SCC-Continuing Education Center
301 S. 68th Street Place, Lincoln, NE 68510
FAX: 402-437-2703**

Include credit card information or Letter of Authorization for third-party billing. The College requires a student's Social Security number as a condition for enrollment. A student's Social Security number information constitutes an "educational record" under the Family Educational Rights and Privacy Act (FERPA). The College will be privileged to disclose that information only with the consent of the student or in those very limited circumstances when consent is not required by FERPA.

PLEASE PRINT

2011 QUARTER

<input type="checkbox"/> SUMMER	<input checked="" type="checkbox"/> WINTER
<input checked="" type="checkbox"/> FALL	<input checked="" type="checkbox"/> SPRING

Social Security Number		Name: Last		First	Middle Initial	E-mail address		
Residence Mailing Address			City	State	Zip	County #	Cell <input type="checkbox"/> Business Phone <input type="checkbox"/>	
Birth Date	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	Ethnicity (select one): <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Not Hispanic or Latino	Race (select one or more): <input type="checkbox"/> White <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> American Indian or Alaska Native		<input type="checkbox"/> Asian <input type="checkbox"/> Black or African American	Veteran or Dependent Utilizing Military Benefits <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Resident of Nebraska <input type="checkbox"/> Non-Resident of Nebraska	Home Phone

- Please check all that apply:
- Refrigeration & Air Conditioning I • 10/5-12/14 \$195 • HVAC-6056-LNFA
 - Refrigeration & Air Conditioning II • 1/11-3/14 \$195 • HVAC-6058-LNSA
 - Refrigeration & Air Conditioning III • 3/28-5/30 \$195 • HVAC-6057-LNWA
 - EPA Section 608 Certification • 6/6 \$75 • HVAC-6133-LNSA

SIGNATURE

Check Cash Mastercard AMEX Discover VISA Code

Name as it appears on card: _____

Exp. Date _____ Credit card # _____

Billing agency (INCLUDE LETTER OF AUTHORIZATION ON COMPANY LETTERHEAD)

For the protection of your personal credit card information, do not e-mail this form to SCC. If faxing, only use the fax number listed or verify with SCC before using another SCC fax number.

Submission of this form indicates that I understand: 1) that my registration is complete and that I am accountable for the tuition and fees and subject to a grade in the courses listed; 2) that should I officially drop, cancel, or withdraw, any refund in tuition will be determined by the date I submit my request to Continuing Education; 3) that failure to attend a course does not constitute an official drop/withdrawal; 4) the personal information contained herein is correct as shown; and 5) any changes in SSN, legal name, address, residency, etc. must follow the College procedures in the Student Handbook and College Catalog. It is the policy of SCC to provide equal opportunity and nondiscrimination in all admission, attendance, and employment matters to all persons without regard to race, color, religion, sex, age, marital status, national origin, ethnicity, veteran status, sexual orientation, disability, or other factors prohibited by law or College policy. Inquiries concerning the application of SCC's policies on equal opportunity and nondiscrimination should be directed to the Vice President for Access/Equity/Diversity, SCC Area Office, 301 S. 68th Street Place, Lincoln, NE 68510, 402-323-3412, FAX 402-323-3420, or jsolo@southeast.edu.

SCC Staff Tuition Waiver	()
TOTAL DUE	
FOR OFFICE USE ONLY	
DE _____	ID# _____



WebAdvisor On-Line Registration

You must have an e-mail account to register online.

To Register by Logging In:

You must know your **UserID** and **Password** to proceed.

If you do not know your UserID or Password:

- Click on the "I'm new to Webadvisor" at the bottom of the page.
- Follow the 4 quick steps to get your UserID and Password

1. Click the "**Log In**" Tab at the top of the page.
2. Enter your **UserID** (This will be your first initial of your first and last names and your student ID number, e.g. John Doe would be JD123456)
3. Enter your **Password**
4. Click on the gold "**Continuing Education**" bar

IMPORTANT!!!! *If you have moved or changed your contact information, please click on "Address Change" under User Account to update your information. This is the only method that will provide current contact information if classes are cancelled! If your contact information is not current, we cannot notify you if the class is cancelled.*

5. Click on "**Register and Pay for Continuing Education Classes**"
6. **Search for your class** by entering either a key word in the title or the course number, "Submit" (Enter information in only 1 field for a broader search.)
7. **Select the course** you wish to register for, then click "**Submit**".
8. Enter your **Additional Registration Information** and "**Submit**" or just "Submit"
9. To "Pay for Classes" choose "**Register now**" as your option and select your **Payment Type**, "Submit".
10. Enter your **payment information**, "**Submit**"

Benefits of Logging in to WebAdvisor to register:

- You can add/drop classes.
- You can update your contact information.
- You can see your class schedule.
- No need to provide your SSN each time.

To Register Without Logging In:

- * You must provide your Social Security Number
1. Click on "**Continuing Education**" bar
 2. Click on "**Register and Pay for Continuing Education Classes**"
 3. **Search for your class** by entering either a key word in the title or the course number, "**Submit**" (Enter information in only 1 field for a broader search.)
 4. **Select the course** you wish to register for, "**Submit**".
 5. Enter your **personal information**, certify your identification, "**Submit**"
 6. Enter your **Additional Registration Information** and "**Submit**" or just "Submit"
 7. To "Pay for Classes" choose "**Register now**" as your option and select your **Payment Type**, "Submit".
 8. Enter your **payment information**, "**Submit**"

IMPORTANT!!! *If you register without logging in, you must contact our office at 402-437-2700 to update your contact information or we will not be able to notify you if a class is cancelled.*

Log in to WebAdvisor:

<https://webadvisor.southeast.edu/WebAdvisor/WebAdvisor?TOKENIDX=3694120878.asp&type=M&constituency=WBCE&pid=CORE-WBCE>

*The College requires a student's Social Security number as a condition for enrollment. A student's Social Security number information constitutes an "educational record" under FERPA.