WHAT PEOPLE ARE SAYING ABOUT SCC CONTINUING EDUCATION . . .

“I now have a better understanding of PLCs. If and when I come across this problem, I can now address it with my new knowledge, not guess work.”

**RODNEY L.**
Basic Automation

“Very informative and professionally conducted. Instructor took time to ensure that all students understood and were comfortable with content.”

**GIULIO P.**
Electrical Troubleshooting

“Hands-on activities, labs and practical information that can be used in any industry setting.”

**ERIN S.**
Motor Controls & Relay Logic

TRAINING SOLUTIONS FOR BUSINESS & INDUSTRY

SCC provides customized training for companies and organizations. You are encouraged to contact Marguerite Himmelberg, Training Solutions, at 402-323-3388; 800-828-0072, ext. 3388; or mhimmelberg@southeast.edu to discuss your training needs and how SCC can help your organization meet the demands of maintaining a trained workforce.
Classes listed on calendar only show start date. See class listing for full details.

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<td>Gas Metal Arc Welding II (Aluminum) (p. 27; Deshler)</td>
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www.southeast.edu/Training  |  402-437-2700  |  800-828-0072  |  Page 1
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| Forklift Operator  
(p. 22; Lincoln) |
| 2    | 3    | 4     | 5    | 6      | 7    | 8    |
| Motor Control & Relay Logic  
(p. 9; Lincoln)  
Variable Frequency Drives  
(p. 12; Falls City) |
| 9    | 10   | 11    | 12   | 13     | 14   | 15   |
| Basic Precision Machining  
(p. 28; Milford)  
Advanced Precision Machining  
(p. 28; Milford) |
| Troubleshooting Automotive Electrical System  
(p. 21; Milford) |
| 16   | 17   | 18    | 19   | 20     | 21   | 22   |
| Industrial Electro-Pneumatics  
(p. 11; Lincoln) |
| Electrical Troubleshooting  
(p. 9; Lincoln) |
| 23   | 24   | 25    | 26   | 27     | 28   | 29   |

Classes listed on calendar only show start date.
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|      |      |       |      |        | **Motor Control & Relay Logic** (p. 9; Falls City)  
**Gas Metal Arc Welding** (p. 26; Falls City)  
Forklift Operator (p. 22; Milford) |
|      |      |       | 5    | 6      | 7    | 8    |
|      |      | **Electrical Code** (p. 7; Lincoln)  
Basic RS Logix 500, Allen-Bradley PLCs (p. 14; Lincoln)  
Troubleshooting Automotive Electrical System (p. 21; Milford) |    | 9    | 10   | 11   |
|      |      |       | 12   | 13     | 14   | 15   |
|      |      | **Electrical Fundamentals** (p. 8; Nebraska City) | 16 | 17 | 18 |
|      |      |       |      |        | **Southeast-NE Electro-Mechanical Conference** (p. 17; Milford)  
Nebraska Finishing Technologies Certification Program (p. 23; Lincoln) | |
|      |      |       | 19   | 20     | 21   | 22   |
|      |      | **Advanced AutomationDirect PLC Programming** (p. 13; Lincoln) | 23 | 24 | 25 |
|      |      |       | 26   | 27     | 28   | 29   |
|      |      | **Basic RS Logix 500, Allen-Bradley PLCs** (p. 14; Falls City)  
**Six Sigma Green Belt Certification Training** (p. 25; Lincoln) | 30 | | |
# May 2020

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Electrical & Pneumatics

Electrical Code

This course studies the national electrical code and helps to prepare apprentices for the exam that leads to licensing.

Required book available at the SCC Campus Store, 8800 O St., Lincoln, or at www.sccbookstore.com and should be purchased prior to class. This course has been approved for 30 code hours by the Nebraska State Electrical Board. Gap Tuition Assistance available to those who qualify. See page 31 or visit www.southeast.edu/cefinassist for assistance options.

REGISTER using Keyword: Electrical

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National Electrical Code Seminar

Code topics include wiring, protection, equipment, special occupancies, code changes, and more.

This 12-hour seminar for licensed electricians meets the Nebraska State Electrical Act’s 12 contact hours of continuing education requirement. The seminar will be held Friday 8 a.m.-5 p.m. and Saturday 8 a.m.-noon.

REGISTER using Keyword: Electrical

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CUSTOMIZED ON-site TRAINING FOR BUSINESS & ORGANIZATIONS

SCC provides ON-SITE TRAINING. This training can be customized to meet the specific training needs of the business. Grant writing assistance is provided to help you offset the training costs for qualified employees.

Contact Marguerite Himmelberg, Training Solutions, at 402-323-3388; 800-828-0072, ext. 3388; or mhimmelberg@southeast.edu.

# Electrical & Pneumatics

## Electrical Fundamentals

This three-day seminar covers electrical fundamentals from a troubleshooting perspective. Participants will learn what to expect in operational series, parallel and combination circuits through measuring voltage, resistance and current flow with digital multimeters. Topics include electrical terminology, Ohm’s Law, schematic reading, components, wiring, and safe work practices.

To help the participants develop and retain skills, 50 percent of the time is hands-on lab time using custom training consoles. **Gap Tuition Assistance available to those who qualify.** See page 31 or visit [www.southeast.edu/cefinassist](http://www.southeast.edu/cefinassist) for assistance options. SCC staff tuition waiver does not apply.

**REGISTER** using Keyword: **Electrical**

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See page 29 for Job Enhancement Scholarship information.

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Motor Control & Relay Logic

Three-phase motors, motor starters, wiring, relays, timers, schematics, wiring diagrams, industrial symbology, relay logic, and timer circuits will be covered using discussion and hands-on training equipment.

Digital multimeters are provided, however, learn more by bringing the digital multimeter you normally use. SCC staff tuition waiver does not apply. Gap Tuition Assistance available to those who qualify. See page 31 or visit www.southeast.edu/cefinassist for assistance options.

REGISTER using Keyword: Motor

Dates: Feb. 4-6  Time: 8 a.m.-5 p.m.  Cost: $629
Days: Tues., Wed., Thurs.  Course #: ELEC-6076-CESA  CEUs: 2.4
Location: Jack J. Huck Continuing Education Center  Inst.: Blaser
301 S. 68th St. Place, Lincoln, NE • Room 415

Dates: April 3-17  Time: 8 a.m.-5 p.m.  Cost: $629
Days: Fri.  Course #: ELEC-6076-FCSA  CEUs: 2.4
Location: SCC Learning Center at Falls City  Inst.: Blaser
3200 Bill Schock Blvd., Falls City, NE • Room TBA

Electrical Troubleshooting

Prerequisite: Electrical Fundamentals (ELEC-6075) and Motor Controls & Relay Logic (ELEC-6076) or equivalent

Participants will use training equipment with industry standard devices to improve their electrical troubleshooting skills. Course includes proven tips and techniques for experts and beginners.

Lunch is on your own. Gap Tuition Assistance available to those who qualify. See page 31 or visit www.southeast.edu/cefinassist for assistance options.

REGISTER using Keyword: Electrical

Dates: Feb. 18-20  Time: 8 a.m.-5 p.m.  Cost: $629
Days: Tues., Wed., Thurs.  Course #: ELEC-6548-CESA  CEUs: 2.4
Location: Jack J. Huck Continuing Education Center  Inst.: Blaser
301 S. 68th St. Place, Lincoln, NE • Room 415

Dates: June 2-4  Time: 8 a.m.-5 p.m.  Cost: $629
Days: Tues., Wed., Thurs.  Course #: ELEC-6548-BESA  CEUs: 2.4
Location: SCC Beatrice Campus, Kennedy Center  Inst.: Blaser
4771 W. Scott Road, Beatrice, NE • Room 334

Dates: June 12-26  Time: 8 a.m.-5 p.m.  Cost: $629
Days: Fri.  Course #: ELEC-6548-FCUA  CEUs: 2.4
Location: SCC Learning Center at Falls City  Inst.: Blaser
3200 Bill Schock Blvd., Falls City, NE • Room TBA
Basic Programmable Logic Controllers (PLCs) for Electricians

Training consists of six hours (three hours lecture/three hours lab) that covers Basic PLCs applicable to the Electrical trade. This is an excellent opportunity for individuals to apply theory to hands-on lab projects that reflect problems that may be encountered in one’s daily work.

This training can be used to fulfill a portion of the bi-annual, non-code recertification as prescribed by the Nebraska State Electrical Division. Lunch is on your own. Registration deadline Jan. 9. Please call to inquire if deadline can be extended.

REGISTER using Keyword: PLC

Date: Jan. 17  Time: 8 a.m.-3 p.m.  Cost: $225
Day: Fri.  Course #: ELEC-7218-CESA  CEUs: 0.6
Location: Jack J. Huck Continuing Education Center
301 S. 68th St. Place, Lincoln, NE • Room 404

Motor Controls for Electricians

Prerequisite: Basic electrical knowledge

Training consists of six hours (three hours lecture/three hours lab) that covers Motor Controls applicable to the Electrical trade. This is an excellent opportunity for individuals to apply theory to hands-on lab projects that reflect problems that may be encountered in one’s daily work.

This training can be used to fulfill a portion of the bi-annual, non-code recertification as prescribed by the Nebraska State Electrical Division. Lunch is on your own. Registration deadline Jan. 30.

REGISTER using Keyword: Motor

Date: Feb. 7  Time: 8 a.m.-3 p.m.  Cost: $225
Days: Fri.  Course #: ELEC-7219-CESA  CEUs: 0.6
Location: Jack J. Huck Continuing Education Center
301 S. 68th St. Place, Lincoln, NE • Room 406

Electrical & Pneumatics

Customized On-site Training for Business & Organizations

SCC provides ON-SITE TRAINING. This training can be customized to meet the specific training needs of the business. Grant writing assistance is provided to help you offset the training costs for qualified employees.

Contact Marguerite Himmelberg, Training Solutions, at 402-323-3388; 800-828-0072, ext. 3388; or mhimmelberg@southeast.edu.
Variable Frequency Drives (VFD) for Electricians

Prerequisite: Basic understanding of 3-phase motors

Training consists of six hours (three hours lecture/three hours lab) that covers Variable Speed Motor Controls applicable to the Electrical trade. This is an excellent opportunity for individuals to apply theory to hands-on lab projects that reflect problems that may be encountered in one’s daily work.

This is a one-day, non-credit class for Electricians that are looking for six hours of non-code continuing education. This training can be used to fulfill a portion of the bi-annual recertification as prescribed by the Nebraska State Electrical Division.

REGISTER using Keyword: Variable

Dates: March 6  
Time: 8 a.m.- 3 p.m.  
Cost: $225

Days: Fri.  
Course #: ELEC-7220-CESA  
CEUs: 0.6

Location: Jack J. Huck Continuing Education Center  
Inst.: Aden  
301 S. 68th St. Place, Lincoln, NE • Room 406

Industrial Electro-Pneumatics

Participants with industrial experience will learn the principles of basic pneumatic and electro-pneumatic circuits starting with using a computer layout and simulation program. After any problems with the simulated pneumatic circuits have been diagnosed and fixed, then the circuits will be constructed and operated on the trainer board using actual valves, cylinders and compressed air.

Lunch is on your own. Gap Tuition Assistance available to those who qualify. See page 31 or visit www.southeast.edu/cefinassist for assistance options. SCC staff tuition waiver does not apply.

REGISTER using Keyword: Pneumatics

Dates: Feb. 17-20  
Time: 8 a.m.-5 p.m.  
Cost: $699

Course #: ELEC-6871-CESA  
CEUs: 3.2

Location: Jack J. Huck Continuing Education Center  
301 S. 68th St. Place, Lincoln, NE • Room 415
Industrial Measurement, Sensors & Controls

This course is designed to increase skill levels for engineers, technicians, sales representatives, and anyone involved with manufacturing, process controls, energy generation or automation. Training includes lecture and hands-on usage of actual devices such as photo-electric, inductive, capacitive, and temperature sensors. Interface to PLCs and control techniques will be covered using simulation trainer consoles. Such sensors are keys to green building automation.

Lunch is on your own. **Gap Tuition Assistance available to those who qualify.** See page 31 or visit [www.southeast.edu/cefinassist](http://www.southeast.edu/cefinassist) for assistance options.

**REGISTER using Keyword: Sensors**

- Dates: March 10-12
- Time: 8 a.m.-5 p.m.
- Cost: $629
- Course #: ELEC-6234-CESA
- CEUs: 2.4
- Location: Jack J. Huck Continuing Education Center
- Inst.: Aden
- 301 S. 68th St. Place, **Lincoln**, NE • Room 415

Variable Frequency Drives

This course gives maintenance technicians, specifiers and supervisors insights to basic theory, installation considerations, control wiring, and programming of parameters to utilize VFDs in industrial and commercial applications. This is an excellent opportunity to apply theory to hands-on lab projects that reflect problems that may be encountered in one’s daily work.

The class is approximately 50 percent hands-on time, utilizing actual industry devices. Lunch is on your own. **Gap Tuition Assistance available to those who qualify.** See page 31 or visit [www.southeast.edu/cefinassist](http://www.southeast.edu/cefinassist) for assistance options. SCC staff tuition waiver does not apply.

**REGISTER using Keyword: Variable**

- Dates: Feb. 4 & 5
- Time: 8 a.m.-5 p.m.
- Cost: $459
- Days: Tues., Wed.
- Course #: ELEC-6077-FCSA
- CEUs: 1.6
- Location: SCC Learning Center at Falls City
- 3200 Bill Schock Blvd., **Falls City**, NE • Room TBA

- Dates: March 25 & 26
- Time: 8 a.m.-5 p.m.
- Cost: $459
- Course #: ELEC-6077-CESA
- CEUs: 1.6
- Location: Jack J. Huck Continuing Education Center
- 301 S. 68th St. Place, **Lincoln**, NE • Room 415

- Dates: June 2 & 3
- Time: 8 a.m.-5 p.m.
- Cost: $459
- Days: Tues., Wed.
- Course #: ELEC-6077-NCUA
- CEUs: 1.6
- Location: SCC Learning Center at Nebraska City
- 819 Central Ave., **Nebraska City**, NE • Room 101

See page 29 for Job Enhancement Scholarship information.
Basic AutomationDirect PLC

Prerequisite: Knowledge of industrial machine controls

This three-day session will provide general background theory, applications information and programming practice for mechanics, technicians and engineers who specify or maintain Programmable Logic Control-based systems. Automation is used in green building engineering.

Class size is limited to 12 to permit hands-on practice using an AutomationDirect software and simulator workstations. Gap Tuition Assistance available to those who qualify. See page 31 or visit www.southeast.edu/cefinassist for assistance options.

REGISTER using Keyword: PLC

Dates: March 17-19
Location: Jack J. Huck Continuing Education Center
285 S. 68th St. Place, Lincoln, NE • Room 406

Time: 8 a.m.-5 p.m.
Course #: ELEC-6331-CESA
Inst.: Aden
Cost: $659
CEUs: 2.4

Advanced AutomationDirect PLC Programming

Prerequisite: Basic AutomationDirect PLC (ELEC-6331)

This three-day class is an extension of the AutomationDirect DS-5 programming class. It starts with a review of the software package, basic PLC instructions and their applications. Then it will proceed to more involved subject areas, including accumulator operations, pointers, shift registers, and drum sequencer.

Gap Tuition Assistance available to those who qualify. See page 31 or visit www.southeast.edu/cefinassist for assistance options.

REGISTER using Keyword: PLC

Dates: April 21-23
Location: Jack J. Huck Continuing Education Center
301 S. 68th St. Place, Lincoln, NE • Room 415

Time: 8 a.m.-5 p.m.
Course #: ELEC-6563-CESA
Inst.: Aden
Cost: $689
CEUs: 2.4
Basic RS Logix 500, Allen-Bradley PLCs

Prerequisite: Knowledge of industrial machine controls

This three-day session will provide general background theory, applications information and programming practice for mechanics, technicians and engineers who specify or maintain PLC-based systems using RS Logix 500.

Class size is limited to 12 to permit hands-on practice using Allen-Bradley PLCs and RSLogix 500 and RSLinx on training workstation. Lunch is on your own. Gap Tuition Assistance available to those who qualify. See page 31 or visit www.southeast.edu/cefinassist for assistance options. SCC staff tuition waiver does not apply.

REGISTER using Keyword: PLC

Dates: April 7-9  
Time: 8 a.m.-5 p.m.  
Cost: $659  
Course #: ELEC-6078-CESA  
CEUs: 2.4  
Location: Jack J. Huck Continuing Education Center  
Inst.: Aden  
301 S. 68th St. Place, Lincoln, NE • Room 415

Dates: April 28-30  
Time: 8 a.m.-5 p.m.  
Cost: $659  
Course #: ELEC-6078-FCSA  
CEUs: 2.4  
Location: SCC Learning Center at Falls City  
Inst.: Aden  
3200 Bill Schock Blvd, Falls City, NE • Room TBA

Advanced RS Logix 500, Allen-Bradley PLCs

Prerequisite: Basic Allen-Bradley PLCs (ELEC-6078) or equivalent

This course is intended to provide the skills needed to write, enter and test ladder logic programs (RS LOGIX 500) using advanced programming instructions such as: comparison, move, program control, shift registers, data handling, sequencers, indirect addressing, interrupts and other topics. Lunch is on your own. Gap Tuition Assistance available to those who qualify. See page 31 or visit www.southeast.edu/cefinassist for assistance options.

REGISTER using Keyword: PLC

Dates: May 5-7  
Time: 8 a.m.-5 p.m.  
Cost: $689  
Course #: ELEC-6079-CESA  
CEUs: 2.4  
Location: Jack J. Huck Continuing Education Center  
Inst.: Aden  
301 S. 68th St. Place, Lincoln, NE • Room 406

Electrical & Pneumatics

CUSTOMIZED ON-SITE TRAINING FOR BUSINESS & ORGANIZATIONS

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Basic RS5000/LOGIX Programming

Prerequisite: Basic Allen-Bradley PLCs (ELEC-6078) or equivalent

Participants will receive an introduction to the “Logix” family of Allen-Bradley Controllers. Topics include an overview of Logix family hardware, an introduction to the RS5000 software, basic ladder logic programming, time, counter, math, compare, tags, organizing projects, uploading/downloading, online editing, and more.

Hands-on training provided with Allen-Bradley PLCs and custom designed training stations. Lunch is on your own. Gap Tuition Assistance available to those who qualify. See page 31 or visit www.southeast.edu/cefinassist for assistance options. SCC staff tuition waiver does not apply.

REGISTER using Keyword: Logix

Dates: May 26-28
Time: 8 a.m.-5 p.m.
Cost: $729
Course #: ELEC-6080-CESA
CEUs: 2.4
Location: Jack J. Huck Continuing Education Center
301 S. 68th St. Place, Lincoln, NE • Room 415

PLC Operator Interface Programming

Prerequisite: Familiarity with machine controls and a basic understanding of programming PLCs

Students will learn how to program an Industrial HMI Touch Panel for operator interface with various brands of PLCs. Entry and display of variables, operator prompts, statistical data display, and alarm messages will be developed and tested on the trainer console with PLC and AutomationDirect C-More HMI.

Lunch is on your own. Gap Tuition Assistance available to those who qualify. See page 31 or visit www.southeast.edu/cefinassist for assistance options. SCC staff tuition waiver doesn’t apply.

REGISTER using Keyword: PLC

Dates: May 12-14
Time: 8 a.m.-5 p.m.
Cost: $729
Course #: ELEC-6524-CESA
CEUs: 2.4
Location: Jack J. Huck Continuing Education Center
301 S. 68th St. Place, Lincoln, NE • Room 415
Inst.: Aden
Industrial Communications & Networking

This training will provide students with an overview of common industrial networking protocols. Introduction to the OSI model, TCP/IP, IP networking, switches and routing. Introduction to VLANs. Hands-on network setup and testing.

REGISTER using Keyword: *Industrial*

Dates: May 19-21  
Time: 8 a.m.-5 p.m.  
Cost: $895  
Course #: ELEC-7346-CEUA  
Location: Jack J. Huck Continuing Education Center  
301 S. 68th St. Place, *Lincoln*, NE • Room 405

Introduction to Siemens PLC Programming

This training will provide participants with an overview of the Siemens PLC architecture and terminology with a comparison to Allen-Bradley. Basic programming of a Siemens PLC using the S7-1200 and TIA-Portal.

REGISTER using Keyword: *PLC*

Dates: May 26-28  
Time: 8 a.m.-5 p.m.  
Cost: $895  
Course #: ELEC-7347-CESA  
Location: Jack J. Huck Continuing Education Center  
301 S. 68th St. Place, *Lincoln*, NE • Room 405

Connect with Us!

SCC provides ON-SITE TRAINING. This training can be customized to meet the specific training needs of the business. Grant writing assistance is provided to help you offset the training costs for qualified employees.

Contact Marguerite Himmelberg, Training Solutions, at 402-323-3388; 800-828-0072, ext. 3388; or mhimmelberg@southeast.edu.
Southeast NE Electrical Conference
Southeast Nebraska Electrical Conference is for industry professionals, as well as those interested in a career in electrical technology. Hear from experts working in the field and education partnering to provide the best in electrical technology education.

Lunch included.

REGISTER using Keyword: Electrical

PROFESSIONALS
Date: Feb. 21  
Time: Noon-4 p.m.  
Cost: $39
Day: Fri.  
Course #: ELEC-7345-MLSA
Location: SCC Milford Campus, Dunlap Center  
Inst.: Ives
600 State St., Milford, NE • Room A

STUDENTS
Date: Feb. 21  
Time: Noon-4 p.m.  
Cost: $19
Day: Fri.  
Course #: ELEC-7345-MLSB
Location: SCC Milford Campus, Dunlap Center  
Inst.: Ives
600 State St., Milford, NE • Room A

Southeast NE Electro-Mechanical Conference
Southeast Nebraska Electromechanical Conference is for industry professionals, as well as those interested in a career in electromechanical technology. Hear from experts working in the field and education partnering to provide the best in electromechanical technology education.

Lunch included.

REGISTER using Keyword: Electrical

PROFESSIONALS
Date: April 17  
Time: Noon-4 p.m.  
Cost: $39
Day: Fri.  
Course #: ELEC-6880-MLSA
Location: SCC Milford Campus, Dunlap Center  
Inst.: Ives
600 State St., Milford, NE • Room A

STUDENTS
Date: April 17  
Time: Noon-4 p.m.  
Cost: $19
Day: Fri.  
Course #: ELEC-6880-MLSB
Location: SCC Milford Campus, Dunlap Center  
Inst.: Ives
600 State St., Milford, NE • Room A
Certified Fiber Optics Technician (CFOT®)

Prerequisite: Basic computer knowledge

This introductory course is designed for anyone interested in becoming a Certified Fiber Optic Technician. It also introduces the industry standards governing Fiber to the Desk, Fiber to the Home, K-12 (schools), and explains Zone vs. Distribution Cabling. Students will learn how to identify fiber types; recognize various connectors used in fiber installation; and install, terminate, splice, and properly test installed fiber cable to existing standards. Anyone interested in becoming a CFOT should attend this class.

This fiber optic training combines theory and 50 percent hands-on activities to prepare participants to take the CFOT® test sanctioned by The Fiber Optic Association, Inc., given and graded the final class day. BICSI recognizes this course for continuing education credits. Lunch is on your own.

Gap Tuition Assistance available to those who qualify. See page 31 or visit www.southeast.edu/cefinassist for assistance options. SCC staff tuition waiver does not apply.

REGISTER using keyword: Fiber

Dates: March 23-25
Days: Mon., Tues., Wed.
Location: Jack J. Huck Continuing Education Center, 301 S. 68th St. Place, Lincoln, NE • Room 403

Time: 8 a.m.-5 p.m.
Course #: ELEC-6059-CESA
Inst.: Holbrook

Cost: $895
CEUs: 2.4

Customized On-site Training for Business & Organizations

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Certified Fiber Optics Specialist/Splicing (CFOS/S)

Prerequisites: CFOT® Course or any other formal fiber optics training course within previous six months or one year fiber optics-related experience and passed the Basic CFOT® Exam.

This course explains the importance of high-performance splicing and further details the points necessary to achieve these splices. An overview of OTDR functions and trace understanding also is provided. Both inside and outside plant fiber optic cable types will be utilized during these hands-on sessions, along with inside and outside plant enclosures and splice trays. The technician will make and test both single- and multi-mode mechanical and fusion splices. In addition, they will be required to correctly and efficiently install spliced fibers into splice trays and trays in enclosures, including both rack and wall-mounted splice enclosures, as well as outside plant enclosures.

Seventy-five percent hands-on classroom activities will provide training in both fusion and mechanical splicing of both single- and multimode fiber optic cables. The course standards are a splice loss of less than 0.15 dB for all splices and demonstrated proficiency in interpretation of splice loss using OTDR splice traces. BICSI recognizes this course for continuing education credits. Lunch is on your own. Gap Tuition Assistance available to those who qualify. See page 31 or visit www.southeast.edu/cefinassist for assistance options. SCC staff tuition waiver does not apply.

REGISTER using Keyword: Fiber

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<tr>
<th>Dates: March 26 &amp; 27</th>
<th>Time: 8 a.m.-5 p.m.</th>
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<td>Days: Thurs., Fri.</td>
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<td>Location: Jack J. Huck Continuing Education Center, 301 S. 68th St. Place, Lincoln, NE • Room 403</td>
<td>Inst.: Holbrook</td>
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</table>
Certified Fiber Optics Specialist/Testing & Maintenance (CFOS/T)

Prerequisites: CFOT® Course or any other formal fiber optics training course within previous six months, or one year fiber optics-related experience and passed the Basic CFOT® Exam.

This course is designed to offer specialized fiber optics training to anyone involved with the testing and maintenance of fiber optics networks. It includes background information to allow the technician to understand what he/she is testing and how to troubleshoot problems in long-haul and short-haul fiber optics networks. This course will teach differences between applications (telco/CATV/LAN, etc.), so the student can intelligently work in today’s fiber optics environment; explain the variety of testing standards, equipment and technological approaches and how to choose among them; explore the overall spectrum of testing and maintenance; and provide a better comfort level with regard to testing and maintenance of both single mode and multimode networks.

Includes detailed study of ANSI/TIA/EIA-562-14A, OTDR fundamentals and uses, OTDR vs. insertion loss testing, return loss testing, and proper maintenance of high performance fiber networks. The CFOS/T exam is given the final day of class. BICSI recognizes this course for continuing education credits. Lunch is on your own. Gap Tuition Assistance available to those who qualify. See page 31 or visit www.southeast.edu/cefinassist for assistance options. SCC staff tuition waiver does not apply.

REGISTER using Keyword: Fiber

Dates: March 28 & 29
Days: Sat., Sun.
Location: Jack J. Huck Continuing Education Center, 301 S. 68th St. Place, Lincoln, NE • Room 403

Time: 8 a.m. – 5 p.m.
Course #: ELEC-6060-CESA
Inst.: Holbrook

Cost: $849
CEUs: 1.6

Register Today!
Troubleshooting Automotive Electrical System

Learn to read and use wiring schematics. Discover basic principles and applications of electronic circuits, electromagnetism and the safe use of a digital multi-meter when measuring volts, amperes and Ohms. Explore circuit theory to understand Ohm’s Law for series, parallel and series parallel circuits. Become versed in the design, safe operation and testing of lead acid storage batteries.

Training consists of six hours (three hours lecture / three hours lab). Safety glasses must be worn at all times by students while in the shop, and loose clothing and jewelry are not allowed in the shop.

REGISTER using Keyword: Automotive

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<th>Cost</th>
<th>CEUs</th>
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<td>April 7 &amp; 9</td>
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<td>Eicher Technical Center, 600 State St., Milford, NE • Room 155</td>
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</table>
Forklift Operator

This course designed for all operators includes safety inspections; design restriction; lifting, moving, and placing loads, driving speeds, directions and ramps. Students will perform a pre-start safety inspection and operate a forklift.

Students are required to purchase the textbook prior to class and have with them in class. It can be purchased at the SCC Campus Store at 8800 O St., Lincoln (402-437-2560) or at 600 State St., Milford, or online at www.sccbookstore.com. Please allow for 7-10 days if requesting delivery. NSC Certificate of completion will be given following the examination and completion of the course.

REGISTER using Keyword: Forklift

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<tr>
<td>SCC Beatrice Campus, Ford Hall</td>
<td>4771 W. Scott Road, Beatrice, NE • Room 109</td>
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<td>SCC Beatrice Campus, Ford Hall</td>
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<td>Southeast Community College, Lincoln Campus</td>
<td>8800 O St., Lincoln, NE • Room M-8</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date: June 6</th>
<th>Time: 8:30 a.m.-1:30 p.m.</th>
<th>Cost: $65</th>
</tr>
</thead>
<tbody>
<tr>
<td>Day: Sat.</td>
<td>Course #: TRAN-3928-LNUA</td>
<td>Inst.: Breidenstine</td>
</tr>
<tr>
<td>Location:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Southeast Community College, Lincoln Campus</td>
<td>8800 O St., Lincoln, NE • Room M-8</td>
<td></td>
</tr>
</tbody>
</table>
Nebraska Finishing Technologies Certification Program

This class uses state-of-the-art virtual reality technology to provide hands-on training on increasing transfer efficiencies, decreasing material usage, spray booth maintenance, safety procedures, and environmental regulations. This technology shows each finisher how well they do within 1 percent for transfer efficiency and .5 mil for finish thickness.

Participants completing this training by passing an exam will earn a five-year certification that can be used as an option to satisfy the federal certification standard and the Nebraska hazardous air pollutant best available control technology requirements. Lunch is on your own.

REGISTER using Keyword: Finishing

Date: March 14  Time: 8 a.m.-3 p.m.  Cost: $239
Days: Sat.  Course #: AUTB-6101-CESA  CEUs: 0.6
Location: Jack J. Huck Continuing Education Center  Inst.: Jirovec
301 S. 68th St. Place, Lincoln, NE • Room 404

Date: April 18  Time: 8 a.m.-3 p.m.  Cost: $239
Days: Sat.  Course #: AUTB-6101-CESB  CEUs: 0.6
Location: Jack J. Huck Continuing Education Center  Inst.: Jirovec
301 S. 68th St. Place, Lincoln, NE • Room 404

Date: May 16  Time: 8 a.m.-3 p.m.  Cost: $239
Days: Sat.  Course #: AUTB-6101-CESC  CEUs: 0.6
Location: Jack J. Huck Continuing Education Center  Inst.: Jirovec
301 S. 68th St. Place, Lincoln, NE • Room 404

Nebraska Worker Training Grant Writing Workshop

If you are planning to submit a Nebraska Worker Training Grant for the March 31 or June 30 application cycle, this is an opportunity you don’t want to miss. The Training Solutions staff is offering a grant-writing workshop that includes an introduction and overview of the Nebraska Worker Training Grant followed by hands-on grant application writing itself. A worksheet to assist you in preparing for the application completion will be provided during the workshop.

There is NO CHARGE to attend the workshop.

To register, visit http://sccneb.eventbrite.com.

Date: Feb. 14  Day: Fri.  Time: 8:30 a.m.-12:30 p.m.
Location: Jack J. Huck Continuing Education Center Registration
301 S. 68th St. Place, Lincoln, NE • Room 407  Deadline: Feb. 12

Date: May 8  Day: Fri.  Time: 8:30 a.m.-12:30 p.m.
Location: Jack J. Huck Continuing Education Center Registration
301 S. 68th St. Place, Lincoln, NE • Room 407  Deadline: May 6
Professional Development

Six Sigma White Belt Workshop

White Belt training provides participants with fundamental comprehension of Lean Six Sigma (LSS). Topics include process improvement, variability, process performance and the specific roles that different team members play. Those who attend this workshop lend support to the process improvement projects as either a Project Leader (Champion) or as a Team Member. Specific tools and methods introduced in this course are Six Sigma, Lean, the DMAIC process, waste and resource reduction while augmenting satisfaction among customers.

REGISTER using Keyword: Sigma
Date: Feb. 13  Time: 8 a.m.-Noon  Cost: $199
Days: Thurs.  Course #: BSAD-7136-CESA  CEUs: 0.4
Location: Jack J. Huck Continuing Education Center
  301 S. 68th St. Place, Lincoln, NE • Room 302  Inst.: Gengenbach
Reg. Deadline: Feb. 6

Six Sigma Yellow Belt Certification

The Six Sigma Yellow Belt Certification is designed for those new to the world of Six Sigma who may have a general interest or a need to learn about Yellow Belt. Yellow Belts can be entry level employees that seek to improve their world or executive champions who require an overview of Six Sigma and DMAIC. This certification adopts the approach of advancing the concept and potential of using Six Sigma tools and methodologies with an organization.

Individuals who successfully complete the class will be certified.

REGISTER using Keyword: Sigma
Date: Feb. 13  Time: 8 a.m.-5 p.m.  Cost: $375
Days: Thurs.  Course #: BSAD-7137-CESA  CEUs: 0.8
Location: Jack J. Huck Continuing Education Center
  301 S. 68th St. Place, Lincoln, NE • Room 302  Inst.: Gengenbach
Reg. Deadline: Feb. 6

Customized On-site Training for Business & Organizations

SCC provides ON-SITE TRAINING. This training can be customized to meet the specific training needs of the business. Grant writing assistance is provided to help you offset the training costs for qualified employees.

Contact Marguerite Himmelberg, Training Solutions, at 402-323-3388; 800-828-0072, ext. 3388; or mhimmelberg@southeast.edu.
Six Sigma Green Belt Certification Training

The Six Sigma Green Belt Certification training is designed to give you a comprehensive understanding of Six Sigma principles and teach you how to effectively work on a Six Sigma team. What makes SCC’s offering unique is that every student will identify a project applying various Green Belt principles that will drive improvements. Students will have an opportunity to work closely with our instructors to apply the DMAIC process to their project and begin to implement changes that will produce measurable results in efficiency, profitability and/or customer service.

Individuals who successfully complete the class will be certified through SCC. **Gap Tuition Assistance available to those who qualify.** See page 31 or visit [www.southeast.edu/cefinassist](http://www.southeast.edu/cefinassist) for assistance options.

**REGISTER** using Keyword: **Sigma**

- **Dates:** April 28-30, May 19-21 & June 23-25
- **Days:** Tues., Wed., Thurs.
- **Course #:** BSAD-7701-CESA
- **Time:** 8:30 a.m.-4:30 p.m.
- **CEUs:** 6.3
- **Cost:** $3,550
- **Inst.:** Gengenbach
- **Location:** Jack J. Huck Continuing Education Center, 301 S. 68th St. Place, Lincoln, NE • Room 302
- **Reg. Deadline:** April 14

Any organization who registers two team members will receive a third seat for ONLY $65. **Use course numbers BSAD-7701-CESB when filling out the registration form and must be submitted together.**
**Basic Welding**

Basic Welding is an opportunity to learn basic welding skills and for experienced welders to enhance their skills. Classes include safe operation of stick, Mig, Tig and Oxy-acetylene welders and related shop equipment through hands-on practical welding experiences.

Students will need to provide their own safety glasses, leather gloves, leather boots, arc-welding helmet, and pliers. Students also must pass the shop safety test to remain in this class. **Gap Tuition Assistance available to those who qualify.** See page 31 or visit [www.southeast.edu/cefinassist](http://www.southeast.edu/cefinassist) for assistance options.

**REGISTER using Keyword:** *Welding*

<table>
<thead>
<tr>
<th>Dates: Jan. 11-Feb. 29</th>
<th>Time: 9 a.m.-Noon</th>
<th>Cost: $229</th>
</tr>
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<tbody>
<tr>
<td>Days: Sat.</td>
<td>Course #: WELD-6185-LNSA</td>
<td>CEUs: 2.4</td>
</tr>
<tr>
<td>Location: Southeast Community College, Lincoln Campus</td>
<td>Inst.: Yueill</td>
<td>8800 O St., Lincoln, NE • Room K-1</td>
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<table>
<thead>
<tr>
<th>Dates: March 21-May 16 (No class March 28)</th>
<th>Time: 9 a.m.-Noon</th>
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<tr>
<td>Days: Sat.</td>
<td>Course #: WELD-6185-LNSB</td>
<td>CEUs: 2.4</td>
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<td>Location: Southeast Community College, Lincoln Campus</td>
<td>Inst.: Yueill</td>
<td>8800 O St., Lincoln, NE • Room K-1</td>
</tr>
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**Gas Metal Arc Welding**

This is basic instruction in Gas Metal Arc Welding (MIG) for manufacturing and is designed to be two-thirds hands-on practice. This course includes steel and stainless steel hands-on welding; theory, safety, reading prints, and welding symbols; welding principles and procedures; filler wires, shielding gases, welding power sources, and joint configurations; and manipulative skills and welding positions.

Students’ personal safety gear is required and can be purchased at your local farm store. The items needed are welding gloves, safety glasses, helmet, pliers, burn jacket, boots, and vise grip. **Gap Tuition Assistance available to those who qualify.** See page 31 or visit [www.southeast.edu/cefinassist](http://www.southeast.edu/cefinassist) for assistance options. SCC staff tuition waiver does not apply. Half-hour lunch on your own for full-day class.

**REGISTER using Keyword:** *Welding*

<table>
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<tr>
<th>Dates: April 3-May 22</th>
<th>Time: 8:30 a.m.-4:30 p.m.</th>
<th>Cost: $529</th>
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<tr>
<td>Days: Fri.</td>
<td>Course #: WELD-7729-FCSA</td>
<td>CEUs: 6.0</td>
</tr>
<tr>
<td>Location: SCC Learning Center at Falls City</td>
<td>3200 Bill Schock Blvd., Falls City, NE</td>
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<table>
<thead>
<tr>
<th>Dates: May 26-June 23</th>
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<tr>
<td>Days/Time: Tues. &amp; Thurs. 5:30-8:30 p.m. &amp; Fri. 8 a.m.-4:30 p.m.</td>
<td>Location: SCC Learning Center at Falls City</td>
<td>Course #: WELD-7729-FCSB</td>
</tr>
<tr>
<td>3200 Bill Schock Blvd., Falls City, NE</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Dates: June 5-July 31</th>
<th>Time: 8:30 a.m.-4:30 p.m.</th>
<th>Cost: $529</th>
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<tbody>
<tr>
<td>Days: Fri.</td>
<td>Course #: WELD-7729-FCUA</td>
<td>CEUs: 6.0</td>
</tr>
<tr>
<td>Location: SCC Learning Center at Falls City</td>
<td>3200 Bill Schock Blvd., Falls City, NE</td>
<td></td>
</tr>
</tbody>
</table>
Gas Metal Arc Welding I (Steel)

This is an introduction to Gas Metal Arc Welding theory, safety, applications, manipulative skills, welding principles, and procedures. Filler wires, shielding gases, welding power sources, welding of carbon steel, and welding processes on different joint configurations are included. There will be plenty of instructor-guided welding practice to prepare students for the workplace.

Students must supply their own safety glasses, leather gloves, arc welding helmet, and pliers. For a credit registration form, please contact Paul Lytle at 800-828-0072, ext. 2508, or continuinged@southeast.edu.

(1.5 semester credits)
Cost: NE Resident: $162/Non-Resident: $193.50

Dates: Jan. 13-March 30 Time: 5:30-9:10 p.m. Course #: WELD-1000-OCSA
Days: Mon. Location: Deshler High School Inst.: Hatzenbuehler
1402 Third St., Deshler, NE • Shop

Gas Metal Arc Welding II (Aluminum)

Prerequisite: Successful completion of WELD-1000 or appropriate AWS Certification

This class is intermediate to advanced instruction in Gas Metal Arc Welding theory, safety, applications, manipulative skills, welding principles, and procedures. Filler wires, shielding gases, welding power sources, welding of aluminum and welding processes on different joint configurations are included.

Students must supply their own safety glasses, leather gloves, arc welding helmet and pliers. For a credit registration form, please contact Paul Lytle at 800-828-0072, ext. 2508, or continuinged@southeast.edu.

(1.5 semester credits)
Cost: NE Resident: $162/Non-Resident: $193.50

Dates: Jan. 15-April 1 Time: 5:30-9:10 p.m. Course #: WELD-1010-OCSA
Days: Wed. Location: Deshler High School Inst.: Hatzenbuehler
1402 Third St., Deshler, NE • Shop
Basic Precision Machining

This course uses a practical approach to basic machining, including proper speed, feed rates and machine setups of drill presses, band saws, lathes, mills, and grinders.

Participants must bring their own safety glasses, calculator and materials for taking notes. No shorts or open-toed shoes allowed. No outside projects are used in class. Students who successfully complete this class are eligible to take the advanced machine shop night class, where instructor-approved outside projects are allowed.

Gap Tuition Assistance available to those who qualify. See page 31 or visit www.southeast.edu/cefinassist for assistance options.

REGISTER using Keyword: Precision

Dates: Feb. 10-April 6 (No class March 23)   Time: 6-9 p.m.   Cost: $169
Days: Mon.   Course #: MACH-6142-MLSA   CEUs: 2.4
Location: Southeast Community College, Milford Campus   Inst: Beck Eicher Technical Center, 600 State St., Milford, NE • Room 102A

Advanced Precision Machining

This is a machine shop class designed to enhance individual skills. Students work on their own projects brought from home. Projects also can be supplied by the College to further help their development. There are no project completion requirements. Instructor assistance is available.

All projects must be approved by the program chair of the PMA program. Operation of CNC equipment by persons that are not currently enrolled in the PMA program is not permitted without a thorough review of the individual’s ability which will be done by the PMA program chair or designated instructor. Students must bring their own safety glasses. No shorts or open-toed shoes allowed.

Gap Tuition Assistance available to those who qualify. See page 31 or visit www.southeast.edu/cefinassist for assistance options.

REGISTER using Keyword: Precision

Dates: Feb. 10-April 6 (No class March 23)   Time: 6-9 p.m.   Cost: $169
Days: Mon.   Course #: MACH-6052-MLSA
Location: Southeast Community College, Milford Campus   Inst: Beck Eicher Technical Center, 600 State St., Milford, NE • Room 102A

CUSTOMIZED ON-SITE TRAINING FOR BUSINESS & ORGANIZATIONS

SCC provides ON-SITE TRAINING. This training can be customized to meet the specific training needs of the business. Grant writing assistance is provided to help you offset the training costs for qualified employees.

Contact Marguerite Himmelberg, Training Solutions, at 402-323-3388; 800-828-0072, ext. 3388; or mhimmelberg@southeast.edu.
Artificial Insemination in Cattle

This course is designed to provide participants instruction and “hands-on” training with the basic skills necessary to successfully artificially inseminate cattle.

Participants will receive one-on-one training and assistance. Classwork will be both indoors and outdoors. Dress should be comfortable and appropriate for the situation, and overshoes are recommended. Students are required to assist in handling cattle and restraining for practice AI. The first session will be held from 2-6 p.m. The second and third sessions will be held from 9 a.m.-4 p.m. Class will be held at the SCC Agriculture Center, one mile south of the SCC Beatrice Campus on Highway 136.

REGISTER using Keyword: Artificial

Dates: March 23-25
Time: See Desc.
Day: Mon., Tues., Wed.
Course #: AGRI-3101-BESA
Inst.: Select Sires
Location: Beatrice, See Desc.
Cost: $399

Job Enhancement Scholarship Available

(For selected courses)

Attention: Nebraska City Residents

Are you looking for a scholarship for training that could:
• Make a difference in your career/job?
• Help you reach your professional goals?
• Potentially advance your position or pay?
• Have a positive impact on your employer?

For more information, visit www.southeast.edu/nebraskacitylc or contact Cindy at 402-323-3636 or cmeyer@southeast.edu.

Funds are being provided by the Nebraska City Community Foundation Fund
FREE TRAINING — Check out how to qualify!

Can the Gap Tuition Assistance Program help you with your education goals?

The Gap Tuition Assistance Program provides funding for short-term training for in-demand jobs – making your education FREE!

Who is eligible?

Gap Tuition Assistance is based on several criteria: financial need, Nebraska resident, high school diploma or GED®. To qualify you must meet the income criteria and be eligible to work in the United States.

<table>
<thead>
<tr>
<th>Household Size</th>
<th>Annual Income</th>
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<tbody>
<tr>
<td>1</td>
<td>$31,225</td>
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<tr>
<td>2</td>
<td>$42,275</td>
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<tr>
<td>3</td>
<td>$53,325</td>
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<tr>
<td>4</td>
<td>$64,375</td>
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<tr>
<td>5</td>
<td>$75,425</td>
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<tr>
<td>6</td>
<td>$86,475</td>
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</tbody>
</table>

* Annual Income subject to change

Coverage

You may receive full or partial assistance with direct training costs, including tuition, books and required fees and equipment. Funding is only available for one training program of study*.

Training Programs of Study

Gap Tuition Assistance covers short-term training in the following in-demand job fields:

- Leadership Certificate
- Business/Information Technology
- Manufacturing/Industrial Technology
- Computer Programming & Networking

- Lean/Six Sigma
- Welding
- Fiber Optics
- Health Care

Support

Meet with us to explore what career options are best for you. We will connect you with local resources and get the eligibility process started.

NOTE: Beginning Fall 2019 Gap Tuition Assistance program will be able to cover specific credit courses. Please contact Heather for more information!

For more information, contact:

**Heather Bloomquist**

402-323-3394

hbloomquist@southeast.edu

OR visit [www.southeast.edu/cefassist](http://www.southeast.edu/cefassist)

* Programs of study can be found at the web address above, and can be bundled.
Browse Courses In:
Accounting and Finance
Business
College Readiness
Computer Applications
Design and Composition
Health Care and Medical
Language and Arts
Law and Legal
Personal Development
Teaching and Education
Technology
Writing and Publishing

Supervision and Management Series
Whether you’re new to managing employees or are a seasoned pro, these courses will help you brush up on your leadership and interpersonal communication skills, to help you lead your team to success.

Project Management Suite
In this suite, learn the essentials of project management as you learn to plan, implement, control, and close any type of project along with essential quantitative and qualitative project management applications.

Grant Writing Suite
Learn everything you need to know to start writing grant proposals and consult or volunteer for non-profit, public foundations.

Mastering Public Speaking
Learn the secrets of effective public speaking and small group communication.

Building Teams That Work
What are the secrets to managing successful teams in the workplace? Explore communication techniques and problem-solving skills that will help you get your team on track in no time.

Distribution and Logistics Management
Learn how to improve your company’s distribution and logistics management activities, increase customer satisfaction, and improve operational throughput.

www.ed2go.com/sccne
Registrations will be accepted up to the day of the workshop or the deadline specified in the course description, providing space is available. **Enroll early as class size is limited.** Enrollments are accepted on a first-come, first-served basis.

Cash, check and credit card (Mastercard, American Express, Discover, and Visa) payments are accepted.

Make a COPY of the completed form, or record the information for your reference.

Report to the workshop/course unless you are notified that the workshop/course is full or has been cancelled. **CONFIRMATIONS ARE NOT MAILED.**

SCC reserves the right to cancel workshops/courses that do not have sufficient enrollment. Refund checks are mailed to the student’s current address and will usually be received within three to four weeks.

Questions about registration or space availability, contact:
Continuing Education • 402-437-2700 or 800-828-0072

SCC Non-credit Refund/Drop Policy
You must call the Continuing Education office at 402-437-2700 or 800-828-0072 the day before the class begins to receive 100% refund. If you call the day of the class or after it has started, no refund will be issued. If a class is cancelled or student drops (according to the refund policy), refunds will be issued to the student, unless a third party has been formally billed by SCC Business Office.

**4 Easy Ways to Register**

   **Complete the registration form** on the inside back cover. Please Print.
   then either...

2. **FAX** the registration form with credit card number to **402-437-2703** **OR**

3. **MAIL** the registration form with payment to:
   **Southeast Community College, Continuing Education**
   301 S. 68th St. Place, Lincoln, NE 68510 **OR**

4. **WALK-IN** with payment to the Jack J. Huck Continuing Education Center Mondays-Thursdays 7:30 a.m.-7:30 p.m., Fridays 7:30 a.m.-5 p.m. or Saturdays 7:30-11:30 a.m.

**Questions?**
Southeast Community College Continuing Education
402-437-2700 • 800-828-0072
continuinged@southeast.edu

**Accredited by the Higher Learning Commission.**

Equal Opportunity/NonDiscrimination Policy: It is the policy of Southeast Community College 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 Southeast Community College’s policies on equal opportunity and nondiscrimination should be directed to the Vice President for Access/Equity/Diversity, SCC Area Office, 301 S. 68th St. Place, Lincoln, NE 68510, or jsoto@southeast.edu.

Declaración de política sobre equidad/antidiscriminación: La política publica de Southeast Community College es de proveer equidad, y prohibe discriminación, en todos asuntos referentes a la admisión, participación, y empleo contra toda persona por motivo de raza, color, religión, sexo, edad, estado civil, origen nacional, etnia, condición de veterano, orientación sexual, incapacidad, u otros factores prohibidos por ley o política del Colegio. Preguntas relacionadas a la política sobre equidad/antidiscriminación de Southeast Community College deben dirigirse a: Vice President for Access/Equity/Diversity, SCC Area Office, 301 S. 68 St. Place, Lincoln, NE 68510, o jsoto@southeast.edu.
### Registration Form - Non-Credit Course

Complete this form with payment information and send via mail to Southeast Community College, Continuing Education, 301 S. 68th St. Place, Lincoln, NE 68510 OR FAX to 402-437-2703

The College requests, but does not require, a student provide their Social Security number during the admissions process. Visit www.southeast.edu/collegecatalog for additional information.

<table>
<thead>
<tr>
<th>Social Security Number OR SCC Student ID Number</th>
<th>Birth Date</th>
<th>Name: Last</th>
<th>First</th>
<th>Middle Initial</th>
</tr>
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<tbody>
<tr>
<td>Residence Mailing Address</td>
<td>City</td>
<td>State</td>
<td>Zip</td>
<td>County #</td>
</tr>
<tr>
<td>Email Address</td>
<td>Cell Phone</td>
<td></td>
<td></td>
<td>Home</td>
</tr>
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</table>

I identify as:  
- [ ] Male  
- [ ] Female  
- [ ] Nebraska Resident  
- [ ] Non-Resident  
- [ ] Hispanic or Latino  
- [ ] Not Hispanic or Latino  
- [ ] White  
- [ ] Asian  
- [ ] Native Hawaiian/Other Pacific Islander  
- [ ] Black/African-American  
- [ ] American Indian/Alaska Native

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<tr>
<th>COURSE NUMBER</th>
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<td>___________</td>
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</tbody>
</table>

**Please Print Today's Date**

[ ] Check  
[ ] Cash  
[ ] Mastercard  
[ ] AMEX  
[ ] Discover  
[ ] VISA  
V Code ______

Name as it appears on card: ________________________________

Exp.Date ____________________________ CC # ____________

Billing agency (INCLUDE LETTER OF AUTHORIZATION ON COMPANY LETTERHEAD)

Would you like a receipt mailed to you?  
- [ ] Yes  
- [ ] No

TOTAL DUE ________

SCC Staff Tuition Waiver (______)

FOR OFFICE USE ONLY

<table>
<thead>
<tr>
<th>ID#</th>
<th>DE</th>
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</table>

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 SIN, 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 St. Place, Lincoln, NE 68510, or jsofo@southeast.edu.

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