Welcome to our *Fall 2024 catalog* *of training* OPPORTUNITIES

Please take a few minutes out of your busy day to check out our catalog of training opportunities. The ACM/BCTC Training Center provides a variety of training opportunities for everyone! We offer the option of open enrollment classes which are available for anyone interested in improving their skill levels and we also can take many of those classes and customize them to meet the specific needs of employers. The Center works closely with each customer to guarantee quality and provide a variety of value-added services in the design and delivery of each and every training. This approach allows us to provide and deliver effective, efficient, and affordable training options.

See what continuing your education can do for you!

**For more details call us at 814-624-4812.
You can also find us on the web at
www.allegany.edu or www.bedfordctc.org**

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Search **ACM Pennsylvania CE & Workforce Development at BCTC**
and stay up to date with all our latest courses and events!

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Computer Applications

iPhone In and Out (PWT/402)

So, you just got a new iPhone, and it's absolutely intimidating. You hear about Facebook, eBay, and Amazon Prime Video, but you don't even know how to make phone calls on this new gadget yet! If that sounds like your situation, then join this class, redesigned from the ground up for the latest iPhone models and iPhone software. Join certified Apple instructor Matt Vollbrecht as he takes you through all the basics of using an iPhone, including turning it on and off, making calls, sending messages, using the Calendar, and customizing your phone so it works the way you want. Then, go even further, learning how to surf the web, read books, listen to music, and more, all from your iPhone. You'll even learn how to keep your data safe and secure in this digital world. Even if you took last year's iPhone course, there's lots of new material for you to learn in this year's course.

Date: Tues. & Thurs., Oct. 1 – Oct. 24, 2024 (8 sessions)
Time: 11:00 AM – 12:30 PM
Instructor: Matt Vollbrecht, Certified Apple Instructor
Location: ACM Bedford County Campus
Fee: $75.00
55+ or Veteran Discount fee: $67.00

Staying Safe in a Digital World (PWT/393)

Is Facebook stealing my data? Is Alexa spying on me? And what about cyber threats? Viruses, and spyware, and hacking, oh my! With so many headlines about potential threats to people who use social media, smart speakers, and online shopping and banking sites, some may wonder if it's safe to use technology at all!

Join certified Apple instructor Matt Vollbrecht of TTJ Tech Services, as he helps you understand how to stay safe and still use technology. Many myths and rumors will be put to rest, and you'll learn tips and tricks for keeping yourself, your family, and your data secure. Plus, you'll learn the important signs to look for, so you know when it's really time to take evasive action. You can feel comfortable being online once you learn the concepts taught in this class.

Date: Nov. 5 & 7, 2024 (2 sessions)
Time: 11:00 AM – 12:30 PM
Instructor: Matt Vollbrecht, Certified Apple Instructor
Location: ACM/Bedford County Campus
Fee: $20.00
55+ or Veteran Discount fee: $18.00

Introduction to Microsoft Excel 2019

Learn to quickly and efficiently use Microsoft Excel 2019 as you discover dozens of shortcuts and tricks for setting up fully formatted worksheets. This course, taught by an experience Microsoft Excel instructor, provides in-depth knowledge for beginners that will have you using Excel like a pro.

Online Course

Start dates: 8/14, 9/11 & 10/16
24 Course Hours
Instructor: Chad Wambolt
Cost: $147.00
Call (814) 624-4812 or visit www.ed2go.com/acmpa

Introduction to QuickBooks Online

Manage the financial aspects of your small business quickly and efficiently using QuickBooks Online. This course will give you hands-on experience recording income and expenses; entering checks and credit card payments; tracking your payables, inventory, and receivables; and much more.

Online Course

Start dates: 8/14, 9/11 & 10/16
24 Course Hours
Instructor: Scott Paxton
Cost: $139.00
Call (814)624-4812 or visit www.ed2go.com/acmpa

Healthcare Education

Nurse Aide Training

Call us at 814-624-4812 to be added to our waiting list.

Basic Life Support (BLS) Provider (PWT/343)

The Basic Life Support (BLS) Provider Course is a video-based, instructor-led course that teaches both single-rescuer and team basic life support skills for application in both pre-hospital and in-facility environments, with a focus on high quality CPR and team dynamics. This course trains participants to promptly recognize several life-threatening emergencies, give high-quality chest compressions, deliver appropriate ventilations and provide early use of AED.

Upon successful completion of the course, including a CPR and AED skills test and a written test, students receive a BLS Provider course completion card, valid for 2 years.

Audience: Physicians, nurses, paramedics, EMT's, respiratory, physical and occupational therapists, physician assistants, residents, medical/nursing students, aides, and other allied health personnel and lifeguards that choose to pursue this important credential for personal and/or work-related reasons.

Date: Sat., Nov. 16, 2024
Time: 8:00 AM – 3:30 PM
Instructor: Jeremy Oldham
Location: ACM, Bedford County Campus
Fee: $90.00 (includes workbook)

Heartsaver First Aid, Adult CPR and AED (PWT/336)

According to the Occupational Safety and Health Administration (OSHA), approximately 4 million injuries and illnesses occur annually in the workplace, and nearly 80 percent of sudden cardiac arrests occur outside the hospital. Heartsaver First Aid CPR and AED is a classroom video-based, instructor led course that teaches students critical skills needed to respond to and manage a first aid, choking or sudden cardiac arrest emergency in the first few minutes until emergency medical services (EMS) arrives.

Upon successful completion of the course, including a first aid, CPR and AED skills test, students receive a Heartsaver First Aid CPR AED course completion card, valid for 2 years.

Audience: All lay rescuers, including childcare workers, babysitters, firefighters, police, airline personnel, security guards, or family members of patients at high risk for cardiac arrest. This course meets OSHA standards for First Aid.

Date: Sat., Dec. 14, 2024
Time: 8:00 AM – 3:30 PM
Instructor: Jeremy Oldham
Location: ACM/Bedford County Campus
Fee: $90.00 (includes workbook)

Hospitality

ServSafe Certification (PWT/100)

Upon successful completion, participants can receive their ServSafe® Food Protection Manager Certificate, which meets the Pennsylvania Department of Agriculture requirements for the Food Employee Certification Act.

Who is this for?
- Anyone who needs a ServSafe® Food Protection Manager certification
- Anyone who needs to meet the PDA requirements for food safety certification
- Restaurant managers
- Food service managers

What will you learn?
- How to safely prepare food
- How to safely store, handle, and purchase food
- About foodborne microorganisms and allergens
- About personal hygiene
- How to manage pests
- How to clean and sanitize your facility

Completing the ServSafe® Manager Course and passing the ServSafe® Food Protection Manager Certification Examination with a 70% or higher meets this requirement. To maintain certification, individuals are required to pass a certification exam every five (5) years.

Date: Tues., Wed. & Thurs., Oct. 8, 9, 10, 15, 16 & 17, 2024 (6 sessions)
Time: 5:00 PM – 8:00 PM
Instructor: Robin Sheeder
Location: BCTC
Fee ServSafe Certification: $175.00 (includes textbook and exam voucher)

We never like to cancel a class. However, we do need a minimum of six (6) students so **PLEASE REGISTER EARLY!**

ServSafe Certification Renewal (PWT/203)

The FDA Food Code, which serves as the basis for food safety regulations, is updated on a regular basis and things do change over time. This Recertification class will provide you with the most up to date information on food safety to protect your customers from a foodborne illness.

To maintain certification, individuals are required to pass a certification exam every five (5) years.

Date: Tues., Wed. & Thurs., Oct., 15, 16 & 17, 2024 (3 sessions)
Time: 5:00 PM – 8:00 PM
Instructor: Robin Sheeder
Location: BCTC
Fee ServSafe Certification: $125.00 (includes textbook and exam voucher)

Industrial Trades

Introduction to Industrial Electricity and Motor Controls (BCT/178)

The primary objective of the Industrial Electricity and Motor Controls course is to provide students with a basic knowledge and understanding of electrical circuits, motor controls and systems used in industry. The course will provide some background on Ohm's Law and basic electrical characteristics. It will also cover additional topics with the goal of providing the student with a working knowledge of electrical systems as well as code requirements and safety concerns. It is recognized that students will have varied backgrounds and experience with electrical systems and the goal is to provide a basic unified knowledge. Students who successfully complete the course will be awarded 3.6 CEU's.

Date: Mon. & Wed. Sept. 23 – Oct. 30, 2024 (12 sessions)
Time: 5:30 PM – 8:30 PM
Instructor: Wade Reffner
Location: BCTC
Fee: $600.00

Automotive

Introduction to MIG Welding (BCT/142)

Learn or improve your MIG Welding skills. MIG Welding (Metal Inert Gas Welding) is a simple, versatile arc welding process that is generally considered to be the easiest to learn of the arc welding processes. Our Basic MIG Welding class is designed for the very beginner or the intermediate welder that needs a refresher. In this class, you will learn principles of welding safety, proper set up of the MIG welding machine and welding techniques/welding joints. There are no prerequisites for this class. Students who successfully complete this class may qualify to take the AWS flat or horizontal welding certification.

Date: Tues. & Thurs., Oct. 1 – Nov. 12, 2024
(no class 10/24) (12 sessions)
Time: 6:00 PM – 9:00 PM
Instructor: Jared Long
Location: BCTC
Fee: $600.00

$ **$300 grants available to the first 10 students to register!** **$**

State Auto Inspection (BCT/131)

Upon successful completion of this class, you will take the PA Auto Inspection License Exam. Those who pass will receive their Auto Inspectors License.

Date: Mon. – Thurs., Oct. 28, 29, 30 & 31, 2024
(4 sessions)
Tactile exam date will be schedule by instructor.
Time: 5:00 PM – 9:00 PM
Instructor: Kevin Lawton
Location: BCTC
Fee: $185.00 (includes manual and one category)
Additional categories are $45 each.

Emissions Inspector Certification (BCT/202)

Upon successful completion of this class, you will take the PA Emissions Inspector Certification Exam. Those who pass will receive their initial PA Emissions Inspector License.

Date: Tues. – Thurs., Nov. 12, 13 & 14, 2024
(3 sessions)
Time: 5:00 PM – 9:00 PM
Instructor: Kevin Lawton
Location: BCTC
Fee: $135.00

The Bedford County Technical Center is an official ASE Testing Site.

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Individuals interested in obtaining ASE certifications or renewing certifications can go to www.ase.com/myASE or they can call Prometric at 1-877-346-9327

to register. **Once you have registered call us at 814-624-4812 to schedule a test date and time.**

Hobbies and Pastimes

Have You ever Wanted to Write a Book or Create a Podcast? (PWT/379)

This class should provide a resource for anyone who has always wanted to write a book and wonders how to go through the process. Taught by author Patty A. Wilson who has been writing for 27 years, this is an opportunity to ask questions, hone your skills and decide if you really do want to write a book. Patty A Wilson is the author of 20 published books to date. She has published books with an international publishing house, blogged, podcasted, and self-published. Come and join Ms. Wilson as she helps you to learn the publishing process, from inspiration to publishing and so much more.

Week 1: Introduction to writing and podcasting

Week 2: Opening a book or sketching a podcast

Week 3: Discussing and problems and questions the class is encountering.

Week 4: How to keep the reader reading or listening.

Week 5: How to end the book or produce a podcast.

Week 6: What format are you going to use to print your book and how to market the podcast in print.

Date: Thurs., Oct. 3 – Nov. 7, 2024 (6 sessions)
Time: 5:00 PM – 7:00 PM
Instructor: Patty Wilson
Location: ACM, Bedford County Campus
Fee: $70.00
55+ or Veteran Discount Fee: $67.00

Folklore of the Appalachian Mountains of Pennsylvania (PWT/403)

The Mysteries, Monsters, and folks of the Northern Appalachian Mountains of western PA. John author Patty A Wilson who has documented so much of Pennsylvania's folklore and folk medicine for a unique look at this rarely explored section of the Appalachian Mountains known as the Alleghenies. The native people enchanted the first settlers with tales of giants, demonic entities, ghosts and monsters. The settlers quickly learned that the native people were not exaggerating. Throughout time, a distinct culture emerged filled with history, traditions, superstition and magic distinctly different from other parts of the Appalachian Mountain Lore. Come along on this journey as Ms. Wilson explores the culture of the hill folk, looks at flat landers and the folklore of this area where you live.

Week 1: The Natives, Settlers and Oral traditions of Early Western Pennsylvania

Week 2: The Forest Monsters, Winged Monsters, Water Monsters and Devils of PA

Week 3: Witches, Powwow Doctors and Ghosts

Week 4: Signs, Wonders, Tokens

Week 5: Planting by the Moon, Preserving Crops and Reading Nature

Week 6: A formal Culture that is distinctly Western Pennsylvania

Date: Tues., Oct. 8 – Nov. 12, 2024 (6 sessions)
Time: 5:00 PM – 7:00 PM
Instructor: Patty Wilson
Location: ACM, Bedford County Campus
Fee: $70.00
55+ or Veteran Discount Fee: $67.00

Health & Wellness

Cryptozoology—Myth, Mystery and Science (PWT/404)

Cryptozoology is the study of undiscovered animals, but recently it has become so much more. From Bigfoot to Mothman, cryptozoology has become the study of mythical, interdimensional beings and undiscovered species. Take a deep dive with author Patty A Wilson (author of Totally Bizarre Pennsylvania) as she takes you through a deep dive into cryptozoology. Learn how to cast prints, study photos of actual cryptozoological issues and dive into the science behind some cryptological finds. Check out videos, photos and vocalizations as we explore Bigfoot sightings, monsters, the mysterious black cats and mountain lions of Pennsylvania, and so much more.

Week 1: Myth and Monsters of American History— The Native American and Early American Creatures and Lore

Week 2: The Early Twentieth Century finds and fictions—Thunderbirds, Hairy Men, and Unclassified Creatures (Mothman, Jersey Devil etc.)

Week 3: The 1970's Paranormal Explosion—Bigfoot and the UFO Connections

Week 4: The Crazy World of interdimentsional Creatures—Mothman, Dogmen, Gargoyles, and Shape Shifters

Week 5: What Does Science Say?—From Ancient creatures to DNA

Week 6: Where Do We Go From Here?

Date: Mon., Sept. 30 – Nov. 4, 2024 (6 sessions)
Time: 5:00 PM – 7:00 PM
Instructor: Patty Wilson
Location: ACM, Bedford County Campus
Fee: $70.00
55+ or Veteran Discount Fee: $67.00

Introduction to Beekeeping (PWT/384)

What's all the buzz? Join us for an educational, informative and exciting new course as a skilled beekeeper Brad Duffy leads participants into the exciting world of beginner beekeeping. The class will focus on the history and types of Honey Bees, colony structure, bee biology and development, and keeping a healthy Hive. Participants will also learn about proper protective gear, tools of the trade and hive location. As the class progresses, other discussions topics will include trapping methods, packages, swarms, establishing colonies, invasive extractions, transporting hives and avoiding threats from humans and animals

Brad Duffy demonstrates protective glove options for working the hives.

Date: Mon., Sept. 30 – Nov. 4, 2024 (6 sessions)
Time: 6:00 PM – 8:30 PM
Instructor: Brad Duffy
Location: BCTC
Fee: $90.00 (includes book)
55+ or Veteran Discount Fee: $81.00 (includes book)

Soap Making for Beginners PWT/406)

Join us as Tom and Missy Miller of Bearded Nanny Goat Milk Creations demonstrates the cold process of soap making! From tools and ingredients to the science of soap making, we can teach you how to safely make soap while answering any questions you may have about the process.

Date: Mon., Sept. 23, 2024
Time: 6:00 PM – 8:00 PM
Location: BCTC
Instructors: Tom and Missy Miller
Fee: $20.00 (includes a bar of soap)
55+ or Veteran Discount Fee: $18.00 (includes a bar of soap)

History

The Kennedy Assassination — 60 Years Later (PWT/405)

With the 60th anniversary of the assassination of President John F. Kennedy on November 22, 1963, there are still many unanswered questions and conspiracy theories.

This class will look at some of the details and events that happened on that day and afterwards to discuss if Lee Harvey Oswald acted alone, if he had accomplices, or was a patsy.

Who hated Kennedy? How many gunmen were there? What was Jack Ruby's role? Was there a pristine bullet? What are the facts and fictions of the crime of the century? At the end of the course, participants can share their own thoughts and theories on the assassination.

Date: Tues. & Thurs., Oct. 22 – Nov. 7, 2024 (6 sessions)
Time: 11:00 AM – 12:30 PM
Instructor: Fred Baca
Location: ACM, Bedford County Campus
Fee: $60.00
55+ or Veteran Discount Fee: $54.00

Remember… to register early

…to secure your seat in class!

We make decisions about running classes based on enrollments about one week before the first class. Sometimes good classes get cancelled because too many people wait until the last minute.

Don't miss out register today!

Arts and Crafts

How To Get Started Making Greeting Cards

Are you ready to learn how to make greeting cards? Feeling overwhelmed and not sure where to start? This is the class for YOU! Getting started on the right foot will ensure you have the right supplies, tools and techniques to be successful in your new hobby. All supplies are included in fee so grab a friend and learn how to make greeting cards economically while having a relaxing fun time with others.

Date: Mon., Oct. 14 & 21, 2024 (2 sessions)
Time: 5:00 PM – 7:00 PM
Instructor: Sandy England
Location: ACM, Bedford County Campus
Fee: $29.00 (all supplies included)
55+ or Veteran Discount Fee: $26.00 (all supplies included)

Learn to Crochet (PWT/344)

Crochet is very "On Trend" right now and is truly a very satisfying hobby. In this class, you will learn different stitches and techniques, how to read basic patterns and gain the confidence you need in all things crochet! We will be making granny squares and dish cloths!

Please bring Supplies to first class:
- Yarn: One skein of medium (4-ply)
- Yarn: 2.5 oz 4-ply peaches and creme cotton (no black or brown please)
- Hook: H (5mm)
- Tapestry needle
- Scissors

Date: Mon. & Wed., Oct. 7 – Oct. 23, 2024 (6 sessions)
Time: 6:00 PM – 7:30 PM
Instructor: Angela Conner
Location: ACM Bedford County Campus
Fee: $60.00
55+ or Veteran Discount Fee: $54.00

Art Lecture Series I (PWT/397)

Each Class has a different artistic topic for dissection and discussion. We will spend 2 hours in cultural submersion and historic references! Once a week we will gather as a group and discuss past, present and future potential artistic movements, works, techniques, and artists. This lecture series is meant to further your knowledge and deepen your appreciation of art in the world around you. This class is meant to challenge ideas and expand potentials in a kind, exploratory and guided manor. One should walk away from this lecture series with a broader base of Art History and a deeper connection to why art is so special. It is also meant to help strengthen one's ability to talk about art in a group setting.

- Class 1: Color

- Class 2: 2D Art Forms

- Class 3: 3D Art Forms

Class Supplies: notebook and pencil. Please bring to first class.

Date: Mon., Sept. 16, 23 & 30, 2024 (3 sessions)
Time: 5:00 PM – 7:00 PM
Instructor: Morgan Young
Location: ACM, Bedford County Campus
Fee: $40.00
55+ or Veteran Discount Fee: $36.00

Art Lecture Series II (PWT/408)

As a continuation of Art Lecture Series I, we will gather to discuss artistic movements in depth. With a more contemporary focus, this class will also incorporate field trips to local artists' studios or museums for in-person discussions, and small written assignments. Travel will be required. In each class, we will delve deeper into the world of art and discuss as a group what we are examining. The main focus of this class is to see and appreciate Art outside the classroom where we can expand our appreciation.

- Class 1: Meet and greet. A brief overview of current Art trends and current local artists. Planning – based on current exhibitions and student location, we'll plan the next 3 field trips and set our calendars for the rest of the class

- Class 2: Field Trip 1 – Local WALKING tour in Bedford

- Class 3: Field Trip 2 – Museum (TBD) and small writing assignment

- Class 4: Field Trip 3 – Artist studio (TBD) small writing assignment

- Class 5: Final Gathering – discussion of our growth over the last few classes. Presentation of writing assignments.

Class Supplies: notebook, pencil and sketchbook. Please bring to first class.

Date: Mon., Oct. 7 – Nov. 4 (5 sessions)
Time: 5:00 PM – 7:00 PM
Instructor: Morgan Young
Location: ACM, Bedford County Campus
Fee: $65.00
55+ or Veteran Discount Fee: $58.00

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Work-on-it Wednesdays (PWT/399)

This Art Class is designed to provide participants the opportunity to create with like-minded individuals, and aid of an artist instructor to help with the progress of their project. All artisans gather to work on new projects, old projects, and already started projects with a goal of finishing at least one. The final Day will be spent gathered with the final project in a group discussion on progress, improvements and successes in a guided group critique. The general theme of this workshop is to provide a dedicated time and space to develop your skills in a group setting and to be able to ask for assistance or for advice if necessary. Participants may paint using oil, acrylic, watercolor, or drawing materials of your choice.

Participants will need to bring their own supplies for this course. Supplies will consist of what project you're working on.

Date: Wed., Sept. 25 – Oct. 16, 2024 (4 sessions)
Time: 5:00 PM – 7:00 PM
Instructor: Morgan Young
Location: ACM, Bedford County Campus
Fee: $55.00
55+ or Veteran Discount Fee: $49.00

Charcoal Drawing Exploration (PWT/400)

This is a beginner's course where you will learn basic skills and work towards getting familiar with the medium and supplies. Basic drawing skills are required. Techniques, historical references, famous works of art and local works of art will be discussed. We will explore different ways to define shape and line in space with charcoal. We'll warm up with 10 to 15-minute gestural studies before we work in a more concentrated manor. The final class we will have a group critique and discuss what we see. This gives us all the skills of discussing and learning art in a group setting.

Participants will be given a supplies list on the first-class session. Students will need to bring all supplies to second class.

Date: Tues, Sept. 10 – Oct. 8, 2024 (5 sessions)
Time: 5:00 PM – 7:00 PM
Instructor: Morgan Young
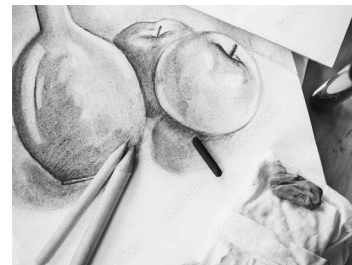**Location:** ACM, Bedford County Campus
Fee: $65.00
55+ or Veteran Discount Fee: $58.00

Charcoals II (PWT/409)

Charcoals II is a continuation of Charcoal Drawing Exploration. We will continue to develop hand-eye coordination through repetition in forms, and mark-making. As we push further, we will work in the negative and expand our knowledge of colored Conte and various drawing surfaces. This is the next step to developing your charcoal skillset.

This is an experience-required class.

- Class 1: Supplies list and overview of the course and expectations. Please bring anything you've been working on. Review and small warm-ups.

- Class 2: 3D forms, the cube, the sphere, and the pyramid (picking up where we left off in Charcoal Drawing Exploration)

- Class 3: Gestural drawing. It's all about hand-eye coordination. You will be timed for the entire 2 hours with a still life.

- Class 4: Different still life and you have 2 hours to perfect a completed work.

- Class 5: Individual reviews and continuation of your still life.

- Class 6: Continuation of Individual reviews and continuation of your perfected work if necessary.

Date: Tues., Oct. 15 – Nov. 19. 2024 (6 sessions)
Time: 5:00 PM – 7:00 PM
Instructor: Morgan Young
Location: ACM, Bedford County Campus
Fee: $75.00
55+ or Veteran Discount Fee: $67.00

World Languages

Introduction to Oil Painting (PWT/401)

This is a beginner's course where you will learn basic skills and work towards getting familiar with the medium and supplies. Basic drawing skills are required. In this class I will cover tools and equipment necessary for a successful oil painting. We will discuss techniques and applications and proper cleaning techniques for brush maintenance. We also will take a look at major works of art and dissect how the artist was able to achieve their desired outcome. The last day of class will be spent in a group critique (instructor included) and we will learn from each other. It another way to talk about art in a group setting in a constructive way.

Participants will be given a supplies list on the first-class session. Students will need to bring all supplies to second class.

Date: Thurs., Oct. 3 – Oct. 31, 2024 (5 sessions)
Time: 5:00 PM – 7:00 PM
Instructor: Morgan Young
Location: ACM, Bedford County Campus
Fee: $65.00
55+ or Veteran Discount Fee: $58.00

Winter Silk Arrangement (PWT/401)

Make the perfect winter themed silk arrangement. Seasonal silk flowers and accessories that will add warmth and beauty to any room. All tools and materials are included.

Date: Thurs., Nov. 14, 2024
Time: 6:00 PM – 8:00 PM
Instructor: Victoria McCloskey
Location: BCTC
Fee: $50.00
55+ or Veteran Discount Fee: $45.00

Beginning Spanish (PWT/167)

This course brings Spanish to life, as participants work toward applying Spanish for the workplace, travel, or just fun and simple conversation. We blend all the elements of communication: listening, speaking, pronunciation, reading, writing, vocabulary and culture. We include basic grammar as necessary for communication and understanding. Students will learn Spanish through active participation in a variety of activities and applications. ***This class qualifies for 1.2 CEU's.***

Date: Mon. & Wed., Oct. 7 – Oct. 30, 2024 (8 sessions)
Time: 11:00 AM – 12:30 PM
Instructor: Fred Baca
Location: ACM, Bedford County Campus
Fee: $95.00 (includes book)
55+ or Veteran Discount Fee: $85.00 (includes book)

Discover Sign Language

Embark on a journey to master the art of American Sign Language (ASL) and unlock the power of communication with the help of our comprehensive program!

In this sign language course, you will learn to skillfully fingerspell, master an array of signs, and confidently engage in conversations using phrases and full sentences. Silent instructional videos throughout the sign language training course provide an immersion in the Deaf experience to showcase proper sign techniques, highlight the importance of facial expressions, and develop fluency for meaningful conversations in this elegant and expressive language.

Whether you are interested in learning sign language for personal or professional reasons, our course is perfectly designed to provide a convenient and effective way to achieve your goals. Learn sign language online today!

Online Course
Start dates: 8/14, 9/11, 10/16
24 Course Hours
Instructor: Erin McHenry
Cost: $115.00
Call (814) 624-4812 or visit www.ed2go.com/acmpa

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offers certificate distance education programs in Automation, Electronics, Electromechanical, Electric Vehicle, Robotics, PLC and PLC II, designed to provide students with a complete technical introduction to these subjects. Programs will help enrich skills and knowledge in design, programming, installation, operation, maintenance and troubleshooting. These programs provide a self-paced distance education alternative to students who cannot attend the traditional college environment on a full or part-time basis.

The cornerstone of these programs is the simulation software, which is fully integrated within the learning material and bridges the gap between theoretical and practical application. The simulation software includes LogixSim for Automation program, CircuitLogix, 3DLab for Electronics and Electromechanical, Electric Vehicle program, RoboLogix for robotics program and PLCLogix500 and PLCLogix5000 for PLC programs.

Robotics Technician

The Robotics Technician training program introduces the concepts of industrial robots and explains how they can be used in a plant or manufacturing system. The primary focus of the program is on automated manufacturing processes, as well as the role of robots and all of their support equipment. Students receive both theoretical and laboratory instruction through a combination of multimedia learning resources and a robotics simulation software package to allow for the programming, testing, and debugging of robot-control programs. Areas of study include motion programming, pick and place, spray painting, arc and spot welding, computer networking, automated sorting systems, vision and tactile sensors and computer integration.

The total cost of the Robotics Technician Certificate Program is $1740.
There are two payment options.
• **Option 1**
Full Registration: $1740
Students register and pay for the complete program at one time.

• **Option 2**
Pay-As-You-Learn Registration
Initial registration is $570 (includes web-based curriculum, laboratory simulation software, user guides and Module 1) and registration for each of the remaining 13 modules is $90/module. Students may register for one or more modules at any time.

Electronic Technician

The Electronics Technician Certificate program prepares graduates of the program for employment and/or further on-the-job training as a service technician in the field of consumer, commercial and industrial electronics. As well, it will enable students to provide technical support and service during the production, installation, operation and repair of electrical equipment and systems.

The total cost of the Electronics Technician Certificate Program is $1800.
There are two payment options.
• **Option 1**
Full Registration: $1800
Students register and pay for the complete program at one time.

• **Option 2**
Pay-As-You-Learn Registration
Initial registration is $430 (includes the web-based curriculum, laboratory simulation and Module 1) and registration for each of the remaining 23 modules is $60/module. Students may register for one or more modules at any time.

ALLEGANY COLLEGE OF MARYLAND
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PLC Technician

The PLC Technician Certificate Program provides a basic introduction to PLCs and focuses on the practical applications of using them in a plant or manufacturing system. This program is designed for students with little or no PLC experience and who require a safe and quick start in the fundamentals of PLC programming.

The total cost of the PLC Program is $1800.
There are two payment options.
• **Option 1**
Full Registration: $1800
Students register and pay for the complete program at one time.

• **Option 2**
Pay-As-You-Learn Registration
Initial registration is $450 (includes the, web-based curriculum, laboratory simulation software and Module 1) and registration for each of the remaining 18 modules is $75/module. Students may register for one or more modules at any time.

PLC Technician II

The PLC Technician II Certificate program provides a more advanced study of PLCs in manufacturing including Distributed Control Systems (DCS), Supervisory Control and Data Acquisition Systems (SCADA) and advanced programming languages. This program can be completed without taking the first PLC program however is more challenging to learn since it uses tag-based addressing.

The total cost of the PLC Technician II Program is $1800.
There are two payment options.
• **Option 1**
Full Registration: $1800
Students register and pay for the complete program at one time.

• **Option 2**
Pay-As-You-Learn Registration
Initial registration is $450 (includes the web-based curriculum, laboratory simulation and Module 1) and registration for each of the remaining 18 modules is $75/module. Students may register for one or more modules at any time.

Electromechanical Technician

The Electromechanical Technician Certificate program provides a complete introduction to electronics and electromechanical systems. This program is often of interest to people who want to study electronics with an emphasis on mechanical systems, for example someone coming from a millwright background. The program covers mechanical topics outside of a typical electronics program, like industrial control devices, DC and AC motors and control circuits, transformers, analog and digital transducers, industrial process control and PLCs.

The total cost of the Electromechanical Technician Certificate Program is $1800.
There are two payment options.
• **Option 1**
Full Registration: $1800
Students register and pay for the complete program at one time.

• **Option 2**
Pay-As-You-Learn Registration
Initial registration is $430 (includes the web-based curriculum, laboratory simulation software and Module 1) and registration for each of the remaining 23 modules is $60/module. Students may register for one or more modules at any time.

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Automation Technician

The Automation Technician Certificate Program is intended to prepare graduates for career opportunities in the expanding field of industrial automation. Upon completion of the program, graduates will be able to design, install, and maintain electronic equipment used in modern industrial processes and work on a wide range of control systems, from the simplest fuses and motors to sophisticated electronic computer interface boards, motor drives, programmable logic controllers, solid-state devices and robotics.

The total cost of the Automation Technician Certificate Program is $1850.
There are two payment options.
• **Option 1**
Full Registration: $1850
Students register and pay for the complete program at one time.

• **Option 2**
Pay-As-You-Learn Registration
Initial registration is $590 (includes web-based curriculum, laboratory simulation software, and Module 1) and registration for each of the remaining 17 can be purchased singly or in groups at a later date.

Electric Vehicle (EV) Technician

The EV Technician Certificate training program is intended to address a global need for people who are skilled in diagnosing, servicing and repairing high voltage EVs and commercial charging stations.
Our program is the right choice whether you are an automotive technician interested in repairing & servicing electric vehicles, an Electrician interested installing and maintaining commercial and/or residential charging stations, or anyone interested in joining the EV revolution.

The total cost of the Electric Vehicle Technician Certificate Program is $1750.
There are two payment options.
• **Option 1**
Full Registration: $1750
Students register and pay for the complete program at one time.

• **Option 2**
Pay-As-You-Learn Registration
Initial registration is $580 (includes all learning materials, laboratory simulation software and Module 1) and registration for each of the remaining 13 modules is $90/module. Students may register for one or more modules at any time.

Our Training programs will help you become job ready!

To register just go to www.alleganytech-gbc.com

or call toll free at 1-866-300-1347

OPEN HOUSE

Bedford County Campus

Saturday

NOVEMBER 9, 2024

10:00 AM – 12:00 PM

WIN *one of* 5 TUITION VOUCHERS

ALLEGANY COLLEGE *of* MARYLAND

ENGAGE YOUR

- $200, $300, or $500 each awarded by the Bedford County Regional Education Foundation
- Tuition vouchers will be drawn at 11:45 a.m.
- Must register in person and be present to win.
- Tuition vouchers must be used at the Bedford County Campus.

LEARN MORE:

814-652-9528, ext. 6200 | info@allegany.edu | allegany.edu/openhouse

REGISTRATION INFORMATION

for further information call (814) 624-4812

5 easy ways to register

In Person
Register in person by visiting the Bedford County Technical Center. Office hours are Monday - Friday, 8:00am - 4:00pm.

By Mail
Complete the registration form in this catalog; attach a check, money order or credit card information and mail to us at ACM BCTC Workforce Development, 195 Pennknoll Road, Everett, PA 15537-6946.

By Phone
Phone registration is available during regular office hours for any customer paying by VISA, Discover, MasterCard, or agency billing. Please have all student, course and billing information ready before calling. The number to register is (814) 624-4812.

By Fax Or Scan
You can fax your registration form if payment by VISA, Discover, MasterCard, or agency billing. FAX cannot be used when paying by check. Please remember to include all information needed for payment when using a credit card or agency billing. FAX to (814) 623-7234 or SCAN to aweicht@allegany.edu.

Allegany College of Maryland does not discriminate on the basis of age, ancestry/national origin, color, disability, gender identity/expression, marital status, race, religion, sex, or sexual orientation in matters affecting employment or in providing access to programs and activities.

For inquiries related to this policy, Title IX, and ADA/504, please contact:

Dr. Renee Conner
Dean of Student and Legal Affairs
Title IX Coordinator
ADA/504 Coordinator
301-784-5206 / rconner@allegany.edu

Allegany College of Maryland is required to inform prospective and current students of important College policies including Non-Discrimination, Title IX, Child Abuse Mandated Reports, Clery Act, Heroin & Opioid, Drug and Alcohol Use, Academic Disabilities, FERPA, Accreditation, Faith-Based/Religious Academic Accommodations, and Medical Disclosure Procedure. For full details on these key policies, please visit the Allegany College of Maryland website at allegany.edu/policy-mandates.

Payment Policy:
For all classes, full payment is due one week prior to first class session.

Cancellations:
The Allegany College of Maryland Center for Workforce Development reserves the right to cancel any course that, in judgement of the Center staff, does not have sufficient enrollment. The decision is usually made one week before the first scheduled class meeting, and all registrants will be notified promptly. A full refund is processed automatically. To help prevent cancellations, please register at least one week before class is to begin.

Refund Policy:
If a student wishes to withdraw from a course and receive a refund, an official withdraw form must be submitted to the ACM/BCTC Training Center Office. All costs will be refunded if the student withdraws before the first session of the course. If the student withdraws after the first session but on or before 20% of the course has been completed, 80% of the tuition will be refunded. No refunds will be issued to students withdrawing after 20% of the course has been completed. Students can obtain a withdraw form by calling the ACM/BCTC Training Center Office at 814-624-4812.

Who Can Register:
Courses are open to all interested persons 16 years of age or older (unless specifically designed as a youth course). High school students are required to submit a letter of approval from their Principal or Guidance Counselor for any course that is not designed as a youth program.

VISION/MISSION STATEMENT

ALLEGANY COLLEGE OF MARYLAND

<u>Vision</u> - We will be the college of choice that transforms lives, strengthens communities, and makes learners the center of everything we do.

<u>Mission</u> - Allegany College of Maryland is a lifelong learning community dedicated to excellence in education and responsive to the changing needs of the communities we serve. Our focus is the preparation of individuals in mind, body, and spirit for lives of fulfillment, leadership, and service in a diverse and global society. We are committed to engaging students in rich and challenging learning opportunities within a small college atmosphere that is known for its personal touch.

ALLEGANY COLLEGE OF MARYLAND
PA CENTERS FOR CONTINUING EDUCATION & WORKFORCE DEVELOPMENT

REGISTRATION FORM

EMAIL TO: aweicht@allegany.edu | **FAX TO:** 814-623-7234

MAIL TO: 195 Pennknoll Road
Everett, PA 15537-6946
PHONE: 814-624-4812

Make checks payable to: Allegany College of Maryland
(Payment must accompany this registration)

ACM

BCTC
Bedford County Technical Center

STUDENT ID OR SS #
(if applicable)

LAST NAME   FIRST   MI

STREET ADDRESS

CITY OR TOWN   COUNTY   STATE   ZIP CODE

Birthdate

| MONTH | DAY | YEAR |

( ) **Male**   ( ) **Female**

ETHNICITY: *(Please check all that apply):*

Are you Hispanic or Latino: ☐ Yes   ☐ No

☐ White   ☐ Asian   ☐ Native Hawaiian / Other Pacific Islander

☐ Black / African American   ☐ American Indian / Alaska Native

HOME PHONE

CELL PHONE

BUSINESS PHONE

EMAIL ADDRESS

Signature _____ Date _____

I certify that the information on this form is correct. Must be signed and dated to be official. By signing this form, I agree to abide by the policies and procedures of the College, including without limitation, the Student Code of Conduct.

Allegany College of Maryland prohibits sexual misconduct and sex discrimination by or against all students, employees, and campus guests. If you have any questions or concerns or if you need to make a complaint, contact ACM's Title IX Coordinator, Dr. Renee Conner in CC-152, by email at rconner@allegany.edu, or by phone at (301) 784-5206. For detailed information about policy, procedures, and prevention education, see www.allegany.edu/titleIX.

COURSE #	COURSE TITLE	BEGIN DATE	TIME	COURSE COST
			TOTAL COSTS	

If your employer is paying, please provide the information below:

AGENCY'S NAME   CONTACT PERSON

STREET ADDRESS   CITY OR TOWN   STATE   ZIP CODE

TELEPHONE NUMBER   FAX NUMBER

FOR CREDIT CARD USE ONLY   ( ) Visa   ( ) Mastercard   ( ) Discover

Account No. _____

Date of Expiration _____ V. Code ____ ____ ____

REGISTRATION OFFICE USE ONLY   Amount Paid _____

_____   ____ Cash   ____ Credit Card
Date Received   Initials   ____ Check   ____ Bill To