ALLEGANY COLLEGE of MARYLAND

BEDFORD COUNTY TECHNICAL CENTER

BCTC
Bedford County Technical Center

ALLEGANY COLLEGE OF MARYLAND
A Partnership in Education and Workforce Development

Winter/Spring 2025 NON-CREDIT TRAINING OPPORTUNITIES

LET US HELP MAKE THIS YEAR RAWR-SOME

A PARTNERSHIP IN **EDUCATION**

BCTC
Bedford County Technical Center

Your Guide TO LIFELONG LEARNING

LIKE us on Facebook!

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

814-624-4812 | www.allegany.edu

Welcome to our *Winter/Spring 2025* 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

LIKE us on Facebook!

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

TRAINING STAFF:

Michael C. O'Dellick,
Administrative Director
Bedford County Technical Center
(814) 624-4800
modellick@bedfordctc.org

Amy Weicht,
Administrative Secretary
(814) 624-4812
aweicht@allegany.edu

TABLE OF CONTENTS

INTRO TO MIG WELDING

ENROLL TODAY
814-624-4812

Learn or improve your MIG Welding skills.

Skills for Life!

GRANT FUNDS AVAILABLE

MURPHY - GEORGE & NAOMI MURPHY SCHOLARSHIP

CLASS IS ONLY $400 FOR FIRST 8 THAT ENROLL

**36-Hour Course
Tuesdays/Thursdays
6:00 - 9:00 PM**

February 4 - March 13
See page 8 form more details.

Become a Drone Pilot

AT THE BEDFORD COUNTY TECHNICAL CENTER

Small Unmanned Aerial Systems (sUAS) Operator Certification Course

The sUAS Operator Certification training course is a 32-hour course that will prepare the students to take and pass the FAA's Aeronautical Knowledge Exam for a Remote Pilot Certificate with sUAS rating. The course will provide each student hands-on flight training utilizing the Instant Eye, Skydio 2+, and DJI Phantom drones.

This course will provide students with basic and advanced flight techniques. Students will be trained to legally and safely operate sUAS/drones for many applications including construction, engineering surveys, mapping, farming, photography/videography, property assessment, police/fire/rescue, racing, real-estate, and many others.

This course is broken down into 8 classroom lessons, 4 basic flight operations and 4 advanced flight operations.

Date: Tues. & Thurs., Mar. 25 – May 15, 2025 (16 sessions)
Time: 5:00 PM – 7:00 PM
Instructor: Dr. Michael Knapp & David Devan
Location: BCTC
Fee: $700

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., Mar. 4 – Mar. 27, 2025
(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

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
Date: 1/15 & 2/12
24 Course Hours
Instructor: Chad Wambolt
Fee: $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
Date: 1/15 & 2/12
24 Course Hours
Instructor: Scott Paxton
Fee: $139.00
Call (814)624-4812 or visit www.ed2go.com/acmpa

Accounting Fundamentals

If you want to increase your financial awareness and gain a marketable skill, this course is for you. You will learn the double-entry bookkeeping, financial transactions, financial reporting, and more.

Online Course
Date: 1/15 & 2/12
24 Course Hours
Instructor: Nancy Koenig
Fee: $129.00
Call (814)624-4812 or visit www.ed2go.com/acmpa

A to Z Grant Writing

This course provides students with the hands-on experience and knowledge they need to successfully begin the planning process for projects in need of grant funding. An approach to grantseeking begins with thinking about why the funding is needed and involving the grant applicant's stakeholders in the planning process.

Online Course
Date: 1/15 & 2/12
24 Course Hours
Instructor: Dr. Beverly A. Browning
Fee: $125.00
Call (814)624-4812 or visit www.ed2go.com/acmpa

Healthcare Education

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.

Online Course
Date: Sat., Apr. 12 or Sat., May 10, 2025
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 ManagerCertificate, 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., Mar. 18, 19, 20, 25, 26 & 27, 2025 (6 sessions)
Time: 5:00 PM – 8:00 PM
Instructor: Robin Sheeder
Location: BCTC
Fee: $175.00 (includes textbook and exam voucher)

ServSafe Recertification (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., Mar. 25, 26 & 27, 2025 (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. March 24 – April 30, 2025 (12 sessions)
Time: 5:30 PM – 8:30 PM
Instructor: Staff
Location: BCTC
Fee: $650.00

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 are fresher. 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., Feb. 4 – Mar. 13, 2025 (12 sessions)
Time: 6:00 PM – 9:00 PM
Instructor: Jared Long
Location: BCTC
Fee: $650.00 (includes textbook)

We have 8 spots of $250 of Grant Funds AVAILABLE! Making the class ONLY $400!!

Automotive

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. & Wed., Mar. 10, 12, 17 & 19, 2025
(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: Mon., Tues. & Wed., Apr. 14, 15 & 16, 2025
(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.

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., Mar. 6 – Apr. 10, 2025 (6 sessions)
Time: 5:00 PM – 7:00 PM
Instructor: Patty Wilson
Location: ACM Bedford County Campus
Fee: $75.00
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. Join 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, demonicentities, 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 flatlanders 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: Mon., Mar. 17, Apr. 21, 2025 (6 sessions)
Time: 5:00 PM – 7:00 PM
Instructor: Patty Wilson
Location: ACM Bedford County Campus
Fee: $75.00
55+ or Veteran Discount Fee: $67.00

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, interdimensionalbeings 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: Tues., Apr. 1 – May 6, 2025 (6 sessions)
Time: 5:00 PM – 7:00 PM
Instructor: Patty Wilson
Location: ACM Bedford County Campus
Fee: $75.00
55+ or Veteran Discount Fee: $67.00

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

Health & Wellness

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

Date: Mon., Mar. 24 – Apr. 28, 2025 (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: Tues., May 13, 2025
Time: 5:30 PM – 7:30 PM
Instructor: Tom and Missy Miller
Location: BCTC
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: Mon., Apr. 7 – Apr. 28, 2025 (4 sessions)
Time: 11:00 AM – 12:30 PM
Instructor: Fred Baca
Location: ACM Bedford County Campus
Fee: $45.00
55+ or Veteran Discount Fee: $40.00

Arts and Crafts

How to Get Started Making Greeting Cards (PWT/411)

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., Apr. 7 & 14, 2025 (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., Apr. 28 – May 14, 2025 (6 sessions)
Time: 4:30 PM – 6:00 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: Thur., Mar. 27 – Apr. 10, 2025 (3 sessions)
Time: 5:30 PM – 7:30 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 fieldtrips 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: Thurs., Apr. 24 – May 22, 2025 (5 sessions)
Time: 5:30 PM – 7:30 PM
Instructor: Morgan Young
Location: ACM Bedford County Campus
Fee: 65.00
55+ or Veteran Discount Fee: $58.00

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., Mar. 11 – Apr. 8, 2025 (5 sessions)
Time: 5:30 PM – 7:30 PM
Instructor: Morgan Young
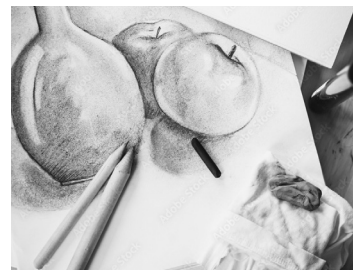**Location:** ACM Bedford County Campus
Fee: $65.00
55+ or Veteran Discount Fee: $58.00

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 skill set. 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., Apr. 15 – May 20, 2025 (6 sessions)
Time: 5:30 PM – 7:30 PM
Instructor: Morgan Young
Location: ACM Bedford County Campus
Fee: $75.00
55+ or Veteran Discount Fee: $67.00

JOIN OUR TEAM!

NEW SKILLS

Do you have a skill you want to share with others? If so, we're looking for you.

If you are interested in teaching Adult Education classes please call
814-624-4812

Art as Self-Care (PWT/410)

This class explores Art as a tool and form of self-care. As a group, we learn about how we see ourselves in context to each other, to our planet, and to ourselves. We will briefly discuss historic and culturally relevant examples of how Art has been utilized in the past in these ways. We then create our own self expressions and work independently. The instructor is there to guide, further ideas, skills and challenge the plasticity of thinking. By the end of the 5 weeks, one will be able to sit and find catharsis in creating, and understand a little bit more about how and why that happens.

- Class 1 - Introductions. We, as a group, learn about everyone's backgrounds. What their experiences with Art are and what they like best about Art. What medium they are drawn to most. Instructor included. The instructor will get each student a list of items they should bring to work on during class. They'll be crafting each session on independent projects. Mediums may vary. Homework! Must come the following week with all supplies needed to create. AND you must come prepared with a written paragraph on how it feels to create, before, during, and after.

- Class 2 - We learn as a group, some historic examples of how art has altered human thinking. Each student starts to work on their independent project as the instructor gets them inspired.

- Class 3 -We learn as a group and continue the conversation on the historic examples of how art has been utilized in the application of healing. The effects of color on the brain and color theory. Each student continues to work on their independent project.

- Class 4 -We learn as a group, some historic examples of how art has altered human thinking. Each student continues to work on their independent project. HOMEWORK!! Write a paragraph or two on how this class expanded your thinking personally. How does it help you as a person? As a human?

- Class 5 - Each student continues to work on their independent project if they want. They're asked to bring everything they've created in the last few weeks for review. Individual Assessments with Instructor and notes for future continuing this journey.

Students must bring all supplies to class 1. Instructor will help direct them to resources.

Date: Mon., Mar. 31 – Apr. 28, 2025 (5 sessions)
Time: 5:30 PM – 7:30 PM
Instructor: Morgan Young
Location: ACM Bedford County Campus
Fee: $65.00
55+ or Veteran Discount Fee: $58.00

Take Home a Springtime Wreath (PWT/393)

Join us for an inspired hands-on class and learn more about flower arranging. Whether you're a beginner or want to take it up as a new hobby! All tools and materials are included.

Shake off the winter gloom and spring into the warm weather season with a DIY wreath.

Date: Tues., April 1, 2025
Time: 6:00 PM – 8:00 PM
Instructor: Victoria McCloskey
Location: BCTC
Fee: $55.00
55+ or Veteran Discount Fee: $49.00

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!

World Languages

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: Tues. & Thurs., Mar. 18 – Apr. 10, 2025
(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 (PWT/409)

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
Date: 11/15 & 2/12
24 Course Hours
Instructor: Erin McHenry
Fee: $115.00
Call (814)624-4812 or visit www.ed2go.com/acmpa

ALLEGANY COLLEGE OF MARYLAND
PA WORKFORCE DEVELOPMENT

in partnership with

GEORGE BROWN COLLEGE

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
PA WORKFORCE DEVELOPMENT
in partnership with
GEORGE BROWN COLLEGE

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.

ALLEGANY COLLEGE OF MARYLAND
PA WORKFORCE DEVELOPMENT

in partnership with

GEORGE BROWN COLLEGE

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

Boost Your Career or Launch a New One!

Web Design
ONLINE COURSES

LEARN ANYWHERE, ANY TIME

COURSE FEATURES:

100% Online

24/7 Course access

6- Week instructor-moderated or 3-month self-guided formats

Learn from industry experts

Receive a certificate of completion

Achieving Top Search Engine Positions

Advanced Web Pages

Color Theory

Creating Mobile Apps with HTML5

Creating Web Pages

Creating WordPress Websites

Creating WordPress Websites Series

Designing Effective Websites

Intermediate WordPress Websites

Introduction to CSS3 and HTML5

Introduction to MySQL for PHP Developers

Managing Web Design Projects

UI/UX Design

Web Design Value Suite

Write Effective Web Content

ACM/BCTC Workforce Training Center

To learn more and enroll, visit:

ed2go.com/acmpa

2309-15103-2402

ADOBE
APPLICATIONS
ADVANCED CAREER TRAINING

| AI | AN | DR | ID | LR | PR | PS |

COURSE FEATURES:

24/7 Course access

Books and materials included

Certification of Completion

Financial assistance available

Student Advisors included

Industry recognized certifications

Take your CREATIVITY even FURTHER!

Transform your creativity into a satisfying career with **online courses** for Adobe applications. Explore the capabilities of this industry-leading software, and take your career to the next level with our **ADVANCED CAREER TRAINING** offerings.

ADVANCED CAREER TRAINING COURSES

Adobe Certified Professional
(Vouchers Included)
This online Adobe Certified Professional course will help teach you how to use Adobe software and prepare you for the Adobe Certified Professional (ACP) exams.

Adobe Certified Professional in Video Design
(Vouchers Included)
Learn Adobe Premiere Pro and Photoshop skills and prepare for the Adobe Certified Professional in Video Design exam.

Adobe Certified Professional in Visual Design
(Vouchers Included)
Learn Adobe Illustrator, InDesign and Photoshop skills, and prepare for the Adobe Certified Professional in Visual Design exams.

Graphic Design with Photoshop
(Software Included)
Develop your graphic design skills and learn how to use Photoshop, the gold standard in photo editing and design software. This course will help you create work that stands apart from the competition, enables you to brand yourself, and positions you for a rewarding career in the ever-expanding world of graphic design.

ACM/BCTC Workforce Training Center

To learn more and enroll, visit:

careertraining.ed2go.com/acmpa

2309-15114-ACT

A Gift of Education

BEDFORD COUNTY REGIONAL EDUCATION FOUNDATION

*Making a difference in the lives of students by awarding more than **$3 million** in scholarship, tuition assistance, and emergency book funding.*

MAKE AN INVESTMENT IN OUR COMMUNITY

by supporting the Bedford County Regional Education Foundation. Here are some options that you may want to consider:

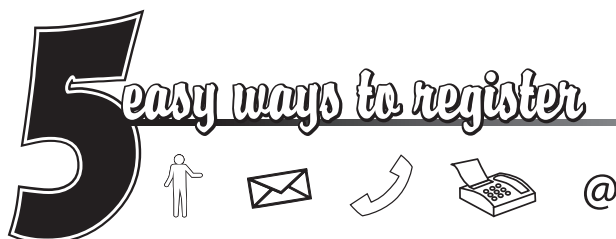| PROVIDE **AN ANNUAL GIFT** | CREATE **A NEW SCHOLARSHIP** | CONTRIBUTE TO **AN EXISTING FUND** | ESTABLISH **A PLANNED GIFT** |

ALLEGANY COLLEGE *of* MARYLAND
BEDFORD COUNTY CAMPUS

▶ BEDFORD COUNTY REGIONAL EDUCATION FOUNDATION
18 North River Lane | Everett, PA 15537
814-652-9528, ext. 6223 | Leah Pepple | lpepple@allegany.edu

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, 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:

An eighty percent refund may be obtained for any student who officially withdraws from a course prior to the second session. Students can obtain a withdrawal form by calling (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

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

Mission - 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)

BCTC
Bedford County Technical Center

ACM

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

_____
Date Received   Initials

Amount Paid _____

_____ Cash   _____ Credit Card
_____ Check   _____ Bill To

ALLEGANY
COLLEGE
of
MARYLAND

12401 Willowbrook Road, SE
Cumberland, MD 21502-2596

Electronic Service Requested