

Take a Class

Summer 2017

June-August

Includes on-campus, online, part-time, day, evening, weekend and accelerated classes.

Community registration begins May 1.
Classes start as early as June 12.



www.fvtc.edu

For a complete listing of degree and diploma related classes, visit www.fvtc.edu.



You want choices? We've got them!

Choose from hundreds of class options to fit your budget, schedule and learning style. Take a few minutes to look through these pages, or search online at www.fvtc.edu/TakeAClass. For a step-by-step guide on how to register for classes, see page 36.

Or, if you're interested in enrolling in one of our 200+ high-tech degree, diploma and certificate programs, visit www.fvtc.edu/Programs, or call us at 1-800-735-FVTC (3882).

Appleton Chilton Clintonville Oshkosh Waupaca Wautoma



Accredited by The Higher Learning Commission since 1974.



Winner 10 years straight!

10 Summer Classes: A Closer Look

For more information, look for **Hot Pick** in the class listings.

Carrying a Concealed Weapon Basic, p. 18

Learn the facts and requirements when carrying a concealed weapon in the state of Wisconsin. Offered in Chilton.

Employability Strategies, p. 6

In this online class, you'll learn valuable tips on the job search, including applying for jobs, interviewing and corresponding with employers.

Ethical Hacking, p. 7

Learn the techniques computer hackers use to discover network vulnerabilities so you can prevent them from happening.

Global Understanding, p. 13

Working effectively with diverse cultures is vital in today's society. Learn to see the world from multiple perspectives. Topics include negotiating, non-verbal communication, teamwork and more.

HTML, p. 22

Learn the basics of this computer language used to build websites. Offered online.

MS PowerPoint Introduction, p. 9

Perfect those presentations! Learn to create, edit and animate presentations using tables, charts, graphics and much more.

Problem Solving, p. 14

Learn to recognize problems, determine their root causes and develop more effective solutions in this online class.

Reupholstery, p. 14

Reupholster a piece of your furniture using professional manufacturers' techniques. Offered at the Appleton campus.

Spreadsheets, Beginning, p. 4

Learn to develop basic business-related worksheets and reports using spreadsheet software. Offered in Appleton, Chilton and Clintonville.

Wood Carving & Painting, p. 5

Learn to create your own handcrafted, wooden items. Located at 1000 Islands Nature Center in Kaukauna.

Campus & Regional Center Locations

Appleton Campus

1825 N. Bluemound Dr., P.O. Box 2277
Appleton, WI 54912-2277
920-735-5600 or 1-800-735-FVTC (3882)
TTY: 920-735-2569
For class registration: 920-735-5645
www.fvtc.edu

Office Hours

Monday-Thursday, 8 a.m.-6 p.m.
Friday, 8 a.m.-4 p.m.

Classes also offered at the D.J. Bordini Center,
J.J. Keller Transportation Center,
Sustainable Technology Center and Agriculture Center

Additional Appleton Phone Numbers

Adult Basic Education.....	920-993-5210
Arts, Crafts & Hobbies.....	1-800-843-4131
Automation, Instrumentation & Control.....	920-735-2553
Bartending/Resp. Beverage Service.....	920-735-2554
Business.....	920-735-2429
Computer Related.....	920-735-5755
Computer Software.....	920-735-5760
Emergency Medical/CPR.....	920-735-5631
Foreign Language.....	920-735-4810
General Education.....	920-735-5708
Health Related.....	920-735-5689
Motorcycle Rider.....	920-735-2409
Program Preparation.....	920-831-4323
Teaching & Learning Center.....	920-996-2822

Public Safety Training Center

W6400 County Road BB
Appleton, WI 54914
920-560-1600
www.fvtc.edu/PSTC

Oshkosh Riverside Campus

150 N. Campbell Rd.
Oshkosh, WI 54902
920-233-9191 or 1-877-272-4559
www.fvtc.edu/Oshkosh

Office Hours

Monday-Thursday, 8 a.m.-6 p.m.
Friday, 8 a.m.-3:30 p.m.

Classes also offered in Neenah, Omro & Winneconne

Advanced Manufacturing Technology Center

4200 Poberezny Rd.
Oshkosh, WI 54902
Phone: 920-233-9191

S.J. Spanbauer Center

3601 Oregon St.
Oshkosh, WI 54902
Phone: 920-232-6001

Office Hours

Monday-Friday, 8 a.m.-4 p.m.

Chilton Regional Center

1200 E. Chestnut St. (Hwy 32/57 S), P.O. Box 186
Chilton, WI 53014-0186
920-849-4416 or 1-800-843-4131
www.fvtc.edu/Chilton

Office Hours

Monday-Thursday, 8 a.m.-8 p.m.
Friday, 8 a.m.-Noon

Classes also offered at many locations in the Heart of the Valley (Brillion, Freedom, Hilbert, Kaukauna, Kimberly, Little Chute, Oneida, Seymour & Stockbridge)

Clintonville Regional Center

525 S. Main St.
Clintonville, WI 54929
715-823-1555 or 1-800-321-7133
www.fvtc.edu/Clintonville

Office Hours

Monday-Thursday, 8 a.m.-8 p.m.
Friday, 8 a.m.-Noon

Classes also offered in Hortonville, Manawa, Marion, New London & Shiocton

Waupaca Regional Center

1979 Godfrey Dr., P.O. Box 467
Waupaca, WI 54981
715-942-1700 or 1-888-324-3218
www.fvtc.edu/Waupaca

Office Hours

Monday-Thursday, 8 a.m.-8 p.m.
Friday, 8 a.m.-Noon

Classes also offered in Iola & Weyauwega-Fremont

Wautoma Regional Center

205 E. Main St., Suite 12A
Wautoma, WI 54982
920-787-3319 or 1-888-324-3218
www.fvtc.edu/Wautoma

Office Hours

Monday, 8 a.m.-2 p.m.
Tuesday, 8 a.m.-4 p.m.
Wednesday, Noon-4 p.m.
Thursday, 8:30 a.m.-Noon
Friday, 8 a.m.-Noon

Prosperity Center Hours

Monday-Friday, 8:30 a.m.-4:30 p.m.

Classes also offered in Coloma & Wild Rose

Flexible Learning Options

Flexible Learning Options to fit your life!

Choose from a variety of flexible, time-saving learning options that allow you to take classes when, where and how you want. For more information about our flexible learning options, visit www.fvtc.edu/Flexible.

Six locations to serve you:

Appleton Chilton Clintonville Oshkosh Waupaca Wautoma

Online* (ONL)

Course content is delivered entirely online using a computer. You'll interact with other students and your instructor through email, threaded discussions and other online tools. Assignments and activities are completed and submitted electronically.

Hybrid: In-Person & Online* (HYB)

Class includes at least one in-person meeting and required online instructional activities. At least 50% of class instruction will be provided online.

On Campus**

In-Person Classroom (CLS)

Instructors and students interact in a traditional classroom setting. Some computer use may be required outside of class. Computers are available at all campus and regional center locations.

Interactive Video Classroom (IVC)

Courses are delivered via an interactive broadcast network with real-time live interaction between the instructor and students at one or more remote sites.

Accelerated (ACC)

These face-to-face accelerated classes are condensed into a shorter period of time, which requires more outside classwork for the student.

Guided Independent Study (IND)

Students generally work independently to meet established deadlines for learning activities and assignments. Instructors provide support and guidance. These courses are offered on campus with some online delivery.

Lab (LAB)

These courses include both classroom lecture and hands-on learning in a lab environment. You will demonstrate your learning through application-based individual or team activities.

Multiple Concurrent Classes (CON)

Two or three courses taken concurrently (during the same class time), and the coursework overlaps and applies to both/all courses. Contact your faculty advisor for more information.

Work-Based Learning** (WRK)

Work-based educational experiences that relate to your program instruction may include clinicals, internships, on-the-job training, co-ops, etc.

***IMPORTANT:** Courses taught in these formats provide great flexibility, but require a strong commitment from you to stay current with class discussions and assignments, and to maintain communication with your instructor. Also, you must have access to a computer with Internet service, Microsoft Office applications (e.g., Word, Excel, PowerPoint, Access), and the computer/browser technical requirements located within the BlackBoard link (see Supported Technologies) at www.fvtc.edu/MyFVTC.

Software purchase discounts are available through WISC (Wisconsin Integrated Software Catalog) at <http://wiscsoftware.wisc.edu/wisc/>.

**Please note that all FVTC courses may contain some online resources and/or assignments.

Still have questions about which flexible learning options are right for you? Call us at 920-735-5645.

Schedule of Classes

ACCOUNTING

Accounting, Principles of (3 cr.) 10-101-107

Introduces basic concepts and general principles of accounting to non-accounting students. Topics include financial statements, merchandising accounting for cash, inventory, payroll, budgeting and accounting software.

10435	6/13 - 8/8	ACC	Appleton Campus Tu 5:30-9:20 PM	Txt	\$440.55
10433	6/12 - 8/11	ONL	Online Flexible	Txt	\$470.55

QuickBooks Accounting Applications (1 cr.) 10-101-102

Lays the foundation for students to gain experience using QuickBooks Pro. Students practice creating a company using a chart of accounts, creating vendors and customers, demo payroll, record transactions, and generate and use financial reports. Being familiar with Windows, business experience or completion of an accounting course is helpful. COREQ: Principles of Accounting (10101107) or Financial Accounting 1 (10101180).

10436	6/12 - 8/11	IND	Appleton Campus Flexible	Txt	\$147.85
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Spreadsheets, Beginning (1 cr.) 10-101-145

Covers developing, constructing and printing basic business-related worksheets and reports using spreadsheet software. Students create, modify and print various charts based on worksheet data. COREQ: MS Office Suite, Intro (10103120) or Microcomputer Applications (10107150).

10438	6/12 - 8/11	IND	Appleton Campus Flexible	Txt	\$147.85
10284	6/12 - 8/9	IND	Chilton Regional Center Flexible	Txt	\$147.85
10177	6/12 - 8/11	IND	Clintonville Regional Center Flexible	Txt	\$147.85

Spreadsheets, Intermediate (1 cr.) 10-101-152

Covers developing and editing business-related worksheets. Students examine various functions such as If, Round, Sum, Average and Pmt. They also use Data Tables, Goal Seek, Scenarios and Solver to assist in decision making. COREQ: Spreadsheets, Beginning (10101145).

10437	6/12 - 8/11	IND	Appleton Campus Flexible	Txt	\$147.85
10283	6/12 - 8/9	IND	Chilton Regional Center Flexible	Txt	\$147.85
10176	6/12 - 8/11	IND	Clintonville Regional Center Flexible	Txt	\$147.85



Our on-campus Accounting Lab offers help for when you need it.

Accounting Associate Degree

If you have an eye for details, the Accounting degree program could put you on your way to a successful accounting career. Learn how to maintain records of accounts and handle business transactions for expenses, payments, purchases, inventories and much more.

www.fvtc.edu/BusinessManagementFinance

AGRICULTURE

Ag Commodities and Marketing (3 cr.) 30-090-391

Addresses techniques and concepts necessary for creating and implementing ag marketing on an operation. Topics include marketing strategies, ag commodity marketing, direct marketing, risk management and regulatory policies.

10511	6/12 - 5/18	LAB	Appleton Agriculture Center Flexible	\$399.45
10502	6/12 - 5/18	LAB	Brillion High School Flexible	\$399.45
10412	6/12 - 5/18	LAB	Clintonville Regional Center Flexible	\$399.45

Farm Business, Operating a (3 cr.) 30-090-381

Focuses on management skills and concepts that first-year students need to continue farming in today's changing technology. Emphasis is given in establishing and recording farm business records and family goals. Students will organize and maintain farm business records and analyze them to make sound farm management decisions. Entire farming operation is assessed and plans are developed for future needs and goals. Classes are held throughout the year and include classroom and on-farm instruction.

10510	6/12 - 5/18	LAB	Appleton Agriculture Center Flexible	\$399.45
10409	6/12 - 5/18	LAB	Clintonville Regional Center Flexible	\$399.45
10500	6/12 - 5/18	LAB	Freedom High School Flexible	\$399.45

Adult Basic Education: Career & College Readiness Program

Take the next steps towards your career goals. Our program can help with high school completion, career guidance, and navigating college and program entrance. Improve math, reading, science, and writing skills through structured classroom offerings as well as guided independent study.

Call for more information and schedules:

GED/HSED under age 18 920-735-5692

GED/HSED over age 18

Appleton	920-993-5210
Oshkosh	920-236-6142
Chilton	1-800-843-4131
Clintonville/New London	1-800-321-7133
Waupaca	1-888-324-3218
Wautoma	1-888-324-3218 x6313

www.fvtc.edu/GED



Agriculture classes help you maximize your farm's production & profitability.

Farm Records and Business Analysis (3 cr.) 30-090-386

Covers the practical use of a farm record system in managing the farm and financial analysis. Topics include the establishment of farm business goals, selection and use of farm credit, farm business arrangements, farm estate planning, and farm income taxes. Use of computers and/or computer records and financial analysis of farm business and finance strategy to meet the students' needs. Production and financial decisions will be based on students' farm business analysis. Classes are held throughout the year, and include classroom and on-farm instruction.

10410	6/12 - 5/18	LAB	Clintonville Regional Center Flexible	\$399.45
10499	6/12 - 5/18	LAB	Freedom High School Flexible	\$399.45

Farm Safety & Equipment Operation (1 cr.) 10-003-105

Shows the student how to operate a tractor over 20 PTO horsepower, including how to connect and disconnect equipment or equipment parts. Topics include specialized machinery for livestock, toxic environments, agricultural chemicals, blasting, fertilizer and the youth certificate program.

10332	6/19 - 6/23	LAB	Appleton Agriculture Center M-Th 9:00 AM-3:30 PM F 9:00 AM-Noon	\$157.35
10319	7/10 - 7/14	CLS	Chilton Regional Center M-Th 9:00 AM-3:30 PM F 9:00 AM-Noon	\$157.35
10320	7/24 - 7/28	CLS	Chilton Regional Center M-Th 9:00 AM-3:30 PM F 9:00 AM-Noon	\$157.35
10344	6/19 - 6/23	CLS	Waupaca Regional Center M-W 9:00 AM-3:30 PM Th 9:00 AM-3:30 PM F 9:00 AM-Noon	\$157.35

Farm Transitions (3 cr.) 30-090-390

Focuses on different methods and options for transferring a farm or setting up a new farm business enterprise. Topics include family communications, business entities, business principles, business planning, retirement planning, transfer planning and expansions.

10501	6/12 - 5/18	LAB	Brillion High School Flexible	\$399.45
10411	6/12 - 5/18	LAB	Clintonville Regional Center Flexible	\$399.45

ARTS, CRAFTS & HOBBIES

Accent Pieces for Home Decor (12 hour) 60-301-617

Shows how to construct accent pieces for the home at a fraction of designer prices. Includes instruction on reading a commercial pattern, fabric selection, tools, finishing, and closure techniques for a variety of pillow styles, table top fashions, duvet covers, pillow shams, bed skirts, and bath accessories.

10600	6/12 - 7/10	CLS	Waupaca High School M 5:30-8:30 PM	\$55.35 Sup (62+) \$50.38
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Lampshade Making - 15 hour 60-306-621

Focuses on how to restore an existing lampshade or create a new lampshade with all new materials. Sewing, lining, pleating, shearing, edging and appliqué techniques are taught.

10599	6/12 - 7/17	CLS	Waupaca High School M 5:30-8:30 PM	\$71.86 Sup (62+) \$65.24
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Painting - 3 hours 60-306-6796G

Provides the opportunity for students of all skill levels to develop their painting techniques and receive individual assistance with their work. Projects will consist of painting on canvas, stepping stones, saw blades and other mediums. An additional supply fee is required.

10503	7/22 - 7/22	CLS	Brillion Nature Center Sa 9:00 AM-Noon	\$22.32 (62+) \$20.66
10504	6/13 - 6/13	CLS	Chilton Regional Center Tu 5:30-8:30 PM	\$22.32 (62+) \$20.66
10505	6/22 - 6/22	CLS	Chilton Regional Center Th 5:30-8:30 PM	\$22.32 (62+) \$20.66
10506	7/11 - 7/11	CLS	Chilton Regional Center Tu 5:30-8:30 PM	\$22.32 (62+) \$20.66

Wood Carving & Painting (16 hour) 60-306-616

Hol Pract Provides instruction on handcrafted, carved wooden items. Instructor may incorporate presentations and limited use of power tools. Some projects may be painted upon completion. Multiple classes may be needed to complete projects.

10491	6/1 - 6/29	CLS	Kaukauna-1000 Islands Env Cntr Th 8:30-11:30 AM	\$71.86 (62+) \$65.24
10497	6/1 - 6/29	CLS	Kaukauna-1000 Islands Env Cntr Th Noon-3:00 PM	\$71.86 (62+) \$65.24
10496	7/13 - 8/10	CLS	Kaukauna-1000 Islands Env Cntr Th 8:30-11:30 AM	\$71.86 (62+) \$65.24
10498	7/13 - 8/10	CLS	Kaukauna-1000 Islands Env Cntr Th Noon-3:00 PM	\$71.86 (62+) \$65.24

BABYSITTING

Home Alone Baby Sitting Safety 47-531-487

Teaches the babysitter how to deal with crying, tantrums, bedtime issues, how to provide a safe environment and first aid emergencies. Infant/Child CPR and choking are also taught. Students receive a certificate of completion.

10482	6/28 - 6/28	CLS	Chilton Regional Center W 8:00 AM-4:00 PM	\$35.87 (62+) \$9.80
10483	7/19 - 7/19	CLS	Chilton Regional Center W 8:00 AM-4:00 PM	\$35.87 (62+) \$9.80
10221	7/28 - 7/28	CLS	Clintonville Regional Center F 8:00 AM-4:00 PM	\$35.87 (62+) \$9.80
10490	7/15 - 7/15	CLS	Waupaca Regional Center Sa 8:00 AM-4:00 PM	\$35.87 (62+) \$9.80
10578	7/22 - 7/22	CLS	Wild Rose Community Hospital Sa 8:00 AM-4:00 PM	\$35.87 (62+) \$9.80

BARTENDING/RESPONSIBLE BEVERAGE SERVICE

Responsible Beverage Service 47-311-400

Provides the training required by Section 125 of the 1989 Wisconsin Act 253. It is designed for owners/operators in the food and beverage industry. A certificate is awarded to students completing the course with at least an 80% score on the post-test. Attendance is required for the entire scheduled class.

10710	6/9 - 6/9	IVC	Appleton Campus F 8:00 AM-Noon	\$25.00 (62+) \$11.96
10722	6/20 - 6/20	IVC	Appleton Campus Tu 5:00-9:00 PM	\$25.00 (62+) \$11.96
10716	7/14 - 7/14	IVC	Appleton Campus F 8:00 AM-Noon	\$25.00 (62+) \$11.96
10734	7/18 - 7/18	IVC	Appleton Campus Tu 5:00-9:00 PM	\$25.00 (62+) \$11.96
10712	6/9 - 6/9	IVC	Chilton Regional Center F 8:00 AM-Noon	\$25.00 (62+) \$11.96
10724	6/20 - 6/20	IVC	Chilton Regional Center Tu 5:00-9:00 PM	\$25.00 (62+) \$11.96
10718	7/14 - 7/14	IVC	Chilton Regional Center F 8:00 AM-Noon	\$25.00 (62+) \$11.96
10736	7/18 - 7/18	IVC	Chilton Regional Center Tu 5:00-9:00 PM	\$25.00 (62+) \$11.96
10713	6/9 - 6/9	IVC	Clintonville Regional Center F 8:00 AM-Noon	\$25.00 (62+) \$11.96
10725	6/20 - 6/20	IVC	Clintonville Regional Center Tu 5:00-9:00 PM	\$25.00 (62+) \$11.96
10719	7/14 - 7/14	IVC	Clintonville Regional Center F 8:00 AM-Noon	\$25.00 (62+) \$11.96

10737	7/18 - 7/18	IVC	Clintonville Regional Center Tu 5:00-9:00 PM	\$25.00 (62+) \$11.96
10711	6/9 - 6/9	IVC	Oshkosh Riverside Campus F 8:00 AM-Noon	\$25.00 (62+) \$11.96
10723	6/20 - 6/20	IVC	Oshkosh Riverside Campus Tu 5:00-9:00 PM	\$25.00 (62+) \$11.96
10717	7/14 - 7/14	IVC	Oshkosh Riverside Campus F 8:00 AM-Noon	\$25.00 (62+) \$11.96
10735	7/18 - 7/18	IVC	Oshkosh Riverside Campus Tu 5:00-9:00 PM	\$25.00 (62+) \$11.96
10714	6/9 - 6/9	IVC	Waupaca Regional Center F 8:00 AM-Noon	\$25.00 (62+) \$11.96
10726	6/20 - 6/20	IVC	Waupaca Regional Center Tu 5:00-9:00 PM	\$25.00 (62+) \$11.96
10720	7/14 - 7/14	IVC	Waupaca Regional Center F 8:00 AM-Noon	\$25.00 (62+) \$11.96
10738	7/18 - 7/18	IVC	Waupaca Regional Center Tu 5:00-9:00 PM	\$25.00 (62+) \$11.96
10715	6/9 - 6/9	IVC	Wautoma Regional Center F 8:00 AM-Noon	\$25.00 (62+) \$11.96
10727	6/20 - 6/20	IVC	Wautoma Regional Center Tu 5:00-9:00 PM	\$25.00 (62+) \$11.96
10721	7/14 - 7/14	IVC	Wautoma Regional Center F 8:00 AM-Noon	\$25.00 (62+) \$11.96
10739	7/18 - 7/18	IVC	Wautoma Regional Center Tu 5:00-9:00 PM	\$25.00 (62+) \$11.96
10746	6/12 - 8/11	ONL	Online Flexible	\$35.00 (62+) \$21.96

BUSINESS

Business Law 1 (3 cr.) 10-102-103

Introduces legal principles and standard business law concepts and their implications for business. It emphasizes contracts, sales, commercial paper, bailment, agency and real property, with references to the Uniform Commercial Code and recent consumer legislation.

10440	6/12 - 8/11	ONL	Online Flexible	\$464.55 Txt
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Business, Introduction to (3 cr.) 10-102-112

Provides an overview of the variety of activities in the world of business. It focuses on the responsibilities connected with operating a business from both organizational and managerial viewpoints. It also examines the role of government in business.

10335	6/12 - 8/9	ONL	Online Flexible	\$592.05 Txt
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Also See: Management

Accelerated Programs for Working Adults

Fox Valley Technical College offers accelerated associate degree & technical diploma programs for working adults. Accelerated programs are not a shortcut; they require a commitment to independent and group study. Credits transfer to many four-year colleges and universities.

- Accounting
- Business Management
- Culinary Arts
- Early Childhood Education
- Human Resources
- Management Development
- Meeting & Event Management
- Office Assistant

For more information, call 920-735-5645.



Learn valuable tips on how to succeed in college and beyond with one of our career skills & exploration classes.

CAREER SKILLS & EXPLORATION

College Success: On Course (1 cr.) 10-890-100

This course prepares students for the unexpected ways in which college differs from other levels of schooling, and sharpens skills that are easily transferable to work, home and career. Students learn proven tools, tips and techniques that make the goal of college completion easier, more fun, and more personally rewarding. The best time to take this is 1st semester.

10224	7/10 - 8/2	CLS	Appleton Campus MW 4:00-6:15 PM	\$147.85 Txt
10406	7/11 - 8/10	CLS	Oshkosh Riverside Campus TuTh 5:30-7:20 PM	\$147.85 Txt
10225	6/12 - 8/12	ONL	Online Flexible	\$157.85 Txt

Employability Strategies (1 cr.) 10-890-103

Designed to ease the student's transition from school to the world of work. The strategies of getting a job and the interpersonal skills needed in keeping it are emphasized. Topics include the job search, employment correspondence, application for employment and job interviewing. These topics are enhanced by mock interviews, individualized job search planning and employment advising, and presentations from human resource personnel.

10235	6/12 - 8/12	ONL	Online Flexible	\$157.85
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COMMUNICATIONS

English Composition 1 (3 cr.) 10-801-136

Designed for learners to develop knowledge and skills in all aspects of the writing process. Planning, organizing, writing, editing and revising are applied through a variety of activities. Students will analyze audience and purpose, use elements of research and format documents using standard guidelines. Individuals will develop critical reading skills through analysis of various written documents. PREREQ: ACCPL Reading \geq 54 & Sentence \geq 83 OR ACT (Read/English) \geq 18 OR Program Prep OR not pursuing a degree.

10061	6/12 - 8/9	CLS	Appleton Campus MW 5:30-8:20 PM	\$434.55 Txt
10060	6/13 - 8/10	CLS	Appleton Campus TuTh 8:30-11:20 AM	\$434.55 Txt
10062	6/12 - 8/11	ONL	Online Flexible	\$464.55 Txt
10063	6/12 - 8/11	ONL	Online Flexible	\$464.55 Txt

Oral/Interpersonal Comm (3 cr.) 10-801-196 & 10-801-196DE

Focuses on developing various communication skills including speaking and listening. Students practice intrapersonal/interpersonal and nonverbal communication skills through oral presentations, group activities and written projects. PREREQ: ACCPL Reading \geq 54 & Sentence \geq 83 OR ACT (Read/Engl) \geq 18 OR Program Prep OR Not pursuing a degree.

10071	6/12 - 8/9	CLS	Appleton Campus MW 12:30-3:20 PM	\$434.55 Txt
10072	6/12 - 8/9	CLS	Appleton Campus MW 5:30-8:20 PM	\$434.55 Txt

10070	6/12 - 8/11	HYB	Appleton Campus W 8:30 AM-12:20 PM	Txt	\$464.55
Meeting date(s): 6/14, 6/28, 7/19, 8/2					
10073	6/12 - 8/11	HYB	Appleton Campus Tu 5:30-9:20 PM	Txt	\$464.55
Meeting date(s): 6/13, 6/27, 7/18, 8/1					
10069	6/13 - 8/10	CLS	Appleton Campus TuTh 8:30-11:20 AM	Txt	\$434.55
10052	6/13 - 8/10	IVC	Chilton Regional Center TuTh 12:30-3:20 PM	Txt	\$434.55
10053	6/13 - 8/10	IVC	Clintonville Regional Center TuTh 12:30-3:20 PM	Txt	\$434.55
10382	6/12 - 8/9	CLS	Oshkosh Riverside Campus MW 8:30-11:20 AM	Txt	\$434.55
10051	6/13 - 8/10	IVC	Oshkosh Riverside Campus TuTh 12:30-3:20 PM	Txt	\$434.55
10054	6/13 - 8/10	IVC	Waupaca Regional Center TuTh 12:30-3:20 PM	Txt	\$434.55
10074	6/12 - 8/11	ONL	Online Flexible	Txt	\$464.55
10087	6/12 - 8/11	ONL	Online Flexible	Txt	\$464.55

Speech (3 cr.) 10-801-198

Covers the fundamentals of oral presentation, topic selection, audience analysis, speech organization, research, evidence and support, delivery, evaluation, listening and group problem solving. PREREQ: ACCPL Reading >= 54 & Sentence >= 83 OR ACT (Read/Engl) >= 18 OR Program Prep OR Not pursuing a degree.

10075	6/12 - 8/11	HYB	Appleton Campus Tu 8:30-11:20 AM	Txt	\$464.55
Meeting date(s): 6/13, 6/27, 7/11, 7/25, 8/1, 8/8					

Written Communication (3 cr.) 10-801-195

Teaches the writing process which includes prewriting, drafting and revising. Through writing assignments, students analyze audience and purpose, research and organize ideas, and format and design documents based on subject matter and content. Class sessions and assignments involve giving oral presentations and using computers. PREREQ: ACCPL Reading >= 54 & Sentence >= 83 OR ACT (Read/Engl) >= 18 OR Program Prep OR Not pursuing a degree.

10080	6/12 - 8/9	CLS	Appleton Campus MW 8:30-11:20 AM	Txt	\$434.55
10082	6/12 - 8/9	CLS	Appleton Campus MW 12:30-3:20 PM	Txt	\$434.55
10081	6/13 - 8/10	CLS	Appleton Campus TuTh 8:30-11:20 AM	Txt	\$434.55
10083	6/13 - 8/10	CLS	Appleton Campus TuTh 5:30-8:20 PM	Txt	\$434.55
10056	6/12 - 8/9	IVC	Chilton Regional Center MW 8:30-11:20 AM	Txt	\$434.55
10057	6/12 - 8/9	IVC	Clintonville Regional Center MW 8:30-11:20 AM	Txt	\$434.55
10055	6/12 - 8/9	IVC	Oshkosh Riverside Campus MW 8:30-11:20 AM	Txt	\$434.55
10058	6/12 - 8/9	IVC	Waupaca Regional Center MW 8:30-11:20 AM	Txt	\$434.55
10084	6/12 - 8/11	ONL	Online Flexible	Txt	\$464.55
10085	6/12 - 8/11	ONL	Online Flexible	Txt	\$464.55
10086	6/12 - 8/11	ONL	Online Flexible	Txt	\$464.55

Also See: Program Preparation

COMPUTER NETWORKING

Ethical Hacking (3 cr.) 10-150-144

Introduces the techniques hackers use to discover vulnerabilities. Students will learn ways to tighten the network security to protect the exposed data from the discovered vulnerabilities. Focus is on penetration-testing tools and techniques that security testers and ethical hackers use to protect computer networks.

10523	6/12 - 8/12	ONL	Online Flexible	Txt	\$470.55
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Undecided? Free Career Development Workshops

- Discover how your skills, values & interests can lead to a career path
- Explore occupations, labor market information and educational programs
- Set goals & identify steps to achieve them

To register, contact Enrollment Services at 920-735-5645.

Information Assurance (2 cr.) 10-150-161

Examines the basics of information security, including access control and organizational security policies. This course will include the process of securing user workstations, laptops and mobile devices.

10524	6/12 - 8/12	ONL	Online Flexible	Txt	\$313.70
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Linux, Introduction to (2 cr.) 10-150-147

Covers introductory Linux topics including operating system basics, system installation, file system management, file system administration and basic commands. Considerable hands-on learning is included.

10529	6/12 - 8/12	ONL	Online Flexible	Txt	\$313.70
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Network Essentials (2 cr.) 10-150-162

Provides an introduction to networking theory and technologies, including the basics of communication, common protocols, the OSI model, network topologies, local network media, network devices, network security and networking tools. Includes more in-depth study of the components of TCP/IP, Ethernet, and wireless networks. Involves considerable time developing troubleshooting skills.

10531	6/12 - 8/12	ONL	Online Flexible	Txt	\$313.70
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Network Infrastructure 1 (3 cr.) 10-150-116

Covers networking topics including the OSI model, local area and wide area networking. Also focuses on assigning network addresses and configuring network devices including Cisco routers and switches. Includes considerable hands-on learning activities and helps prepare learner for the Cisco CCNA exam. PREREQ: Network Essentials (10150162) OR instructor approval.

10543	6/12 - 8/12	ONL	Online Flexible	Txt	\$470.55
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Operating Systems Security (2 cr.) 10-150-141

Covers the basics of securing Microsoft Windows workstations and servers. Students start by identifying the risks and vulnerabilities associated with Windows and then utilize a variety of tools and techniques to decrease risks arising from these vulnerabilities. Includes considerable hands-on learning activities implementing operating system hardening, application security and incident management. PREREQ: Windows Server (10150156) OR instructor approval.

10532	6/12 - 8/12	ONL	Online Flexible	Txt	\$313.70
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Windows Server (3 cr.) 10-150-156

Covers Microsoft Windows Server 2012 R2 administration including server hardware and software, Active Directory, file resources, printers, disk resources, Web resources, DNS and DHCP. Monitoring and troubleshooting server resources are also examined. Extensive hands-on activities are included. PREREQ: Desktop Management (10154107), Active in A+ Certification OR instructor approval.

10540	6/12 - 8/12	ONL	Online Flexible	Txt	\$470.55
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COMPUTER PROGRAMMING

C# Introduction to Programming (3 cr.) 10-152-111

Introduces students with little or no programming background to programming and logic principles that apply to traditional and Windows systems. Uses C# to apply the principles by developing simple Windows applications.

10519	6/12 - 8/12	ONL	Online Flexible	Txt	\$470.55
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Also See: Web Design

COMPUTER RELATED

Data Access for Programmers (3 cr.) 10-152-168

Provides background in fundamental database concepts, design, documentation, implementation and distribution involving the relational database model. Students will create, query and update relational databases using Structured Query Language (SQL).

10521 6/12 - 8/12 ONL Online Flexible Txt \$470.55

Internet, Intro to 47-103-424A

Demonstrates how to surf the World Wide Web using a browser. Covers creating "favorites," sending e-mail, downloading files, reading and posting newsgroup articles, and the use of online help.

10205 7/17 - 7/26 CLS Clintonville Regional Center MW 1:00-4:00 PM Txt \$44.91 (62+) \$5.80

Introduction to Personal Computers-12 Hrs 47-103-495A

Covers fundamental operations of computers and associated terminology; also introduces Windows operating system as well as word processing, spreadsheets and graphics.

10204 6/19 - 6/28 CLS Clintonville Regional Center MW 1:00-4:00 PM \$44.91 (62+) \$5.80

IT Career Exploration (1 cr.) 10-107-187

Acquaints students with career options and related job skills, salaries and employment trends in the information technology field. Familiarizes them with the IT program degrees offered at Fox Valley Technical College.

10525 6/1 - 6/23 ONL Online Flexible \$157.85

IT Concepts (2 cr.) 10-107-184

Provides students with a foundation in information technology and the use of information systems in today's business environment. Students explore fundamental computer concepts and terminology of the World Wide Web, e-mail, emerging technologies, hardware and software components and devices, programming languages, network basics, operating systems, and ethics.

10527 6/12 - 8/12 ONL Online Flexible Txt \$320.70

IT Project Management (2 cr.) 10-150-127

Examines the organization, planning and controlling of projects; also provides practical knowledge on managing project scope, schedule and resources. Topics include project life cycle, work breakdown structure and Gantt charts, network diagrams, scheduling techniques and resource allocation decisions. Concepts are applied through team projects and tutorials using project management software. COREQ: IT Career Skills (10107186) or IT Professional Skills (10107110).

10541 6/12 - 8/12 ONL Online Flexible Txt \$313.70

Microcomputer Applications (2 cr.) 10-107-150

Designed for students with little or no hands-on computer experience. Presents the basic functions of the Windows operating system and how to use the word processing, spreadsheet and presentation functions of Microsoft Office software. Students will integrate various functions of several Microsoft packages.

10530 6/12 - 8/12 ONL Online Flexible Txt \$320.70

Technology 101 Computer Series I / II 47-103-498

Explores technology and develops personal enrichment skills from a variety of workshops.

Workshops include various topics related to computers and social media.

10576 6/7 - 7/19 CLS Chilton Regional Center W 8:00 AM-Noon \$84.01 (62+) \$5.80

Also See: Office Skills

Business Technology Centers (BTC)

Open lab courses are for the motivated self-starter and independent learner. Look for IND classes in the Computer Software, Computer Software-Microsoft and Office Skills sections.

- Depending on the course, 4-8 hours per week are necessary to successfully complete coursework.
- Credit courses may be taken for credit/grade or audit.
- Instructors are available during scheduled hours to assist with course work.
- The Business Technology Center is a warm, welcoming environment.

Appleton Campus (Room A105) and Oshkosh Riverside Campus (Room 110)

Please check online at www.fvtc.edu/Labs for BTC hours of operation and instructor availability.

Chilton Regional Center
Clintonville Regional Center
Waupaca Regional Center
Wautoma Regional Center

The Business Technology Centers will have instructors available during both day and evening hours to assist students. Instructor schedules will be made available to students during orientation. Please refer to the schedule posted at the center.

COMPUTER SOFTWARE

Introduction to Adobe Acrobat (1 cr.) 10-103-105

Learn how to create, modify, print, view, and distribute PDF documents. Learn how to protect sensitive documents; send and track a PDF document; convert a Web page to PDF format; add bookmarks/links to online PDF documents; fill out and submit electronic PDF forms; and more.

10463 6/12 - 8/10 ONL Online Flexible Txt \$157.85

MS Access Intermediate (1 cr.) 10-103-187

Presents the intermediate features of Microsoft Access 2016. Learners design the structure of tables; build relationships; create advanced queries, forms and reports; and use Access tools and manage objects. Learners automate, customize, secure and integrate Access data.

10286 6/12 - 8/9 IND Chilton Regional Center Flexible Txt \$147.85

10170 6/12 - 8/11 IND Clintonville Regional Center Flexible Txt \$147.85

10195 6/12 - 8/9 IND Waupaca Regional Center Flexible Txt \$147.85

10182 6/12 - 8/11 IND Wautoma Regional Center Flexible Txt \$147.85

10467 6/12 - 8/10 ONL Online Flexible Txt \$157.85

MS Access Introduction (1 cr.) 10-103-182

Presents the basic features of Microsoft Access 2016. Learners enter and edit data in tables, create and apply queries, produce reports and forms, import and export data, and integrate Access data with other programs.

10287 6/12 - 8/9 IND Chilton Regional Center Flexible Txt \$147.85

10169 6/12 - 8/11 IND Clintonville Regional Center Flexible Txt \$147.85

10194 6/12 - 8/9 IND Waupaca Regional Center Flexible Txt \$147.85

Get a solid foundation in information technology for today's business environment, and the skills to manage a single local area network or work in a complex telecommunication wide area network environment.

www.fvtc.edu/IT



Sharpen your computer skills with classes at a location near you.

10181	6/12 - 8/11	IND	Wautoma Regional Center Flexible	Txt	\$147.85
10468	6/12 - 8/10	ONL	Online Flexible	Txt	\$157.85

MS Excel Intermediate (1 cr.) 10-103-186

Presents intermediate features of MS Excel 2016. Learn how to use financial and lookup functions, define names, validate data, and audit worksheets; manage large workbooks and use advanced sorting and filtering; and creating charts, diagrams, and templates.

10294	6/12 - 8/9	IND	Chilton Regional Center Flexible	Txt	\$147.85
10175	6/12 - 8/11	IND	Clintonville Regional Center Flexible	Txt	\$147.85
10203	6/12 - 8/9	IND	Waupaca Regional Center Flexible	Txt	\$147.85
10190	6/12 - 8/11	IND	Wautoma Regional Center Flexible	Txt	\$147.85

MS Excel Introduction (1 cr.) 10-103-181

Presents basic features of Microsoft Excel 2016. Learners develop basic skills to create, edit, and format worksheets; use functions; set print options; add visual elements; work with multiple worksheets, tables, and other file formats; and integration with Word.

10293	6/12 - 8/9	IND	Chilton Regional Center Flexible	Txt	\$147.85
10174	6/12 - 8/11	IND	Clintonville Regional Center Flexible	Txt	\$147.85
10202	6/12 - 8/9	IND	Waupaca Regional Center Flexible	Txt	\$147.85
10189	6/12 - 8/11	IND	Wautoma Regional Center Flexible	Txt	\$147.85
10470	6/12 - 8/10	ONL	Online Flexible	Txt	\$157.85

MS PowerPoint Intermediate (1 cr.) 10-103-185

Presents intermediate level features of Microsoft PowerPoint 2016. Learns focus on creating templates and reviewing, publishing, comparing, combining, and protecting presentations; applying advanced graphic techniques and inserting audio and video; and delivering a presentation.

10291	6/12 - 8/9	IND	Chilton Regional Center Flexible	Txt	\$147.85
10173	6/12 - 8/11	IND	Clintonville Regional Center Flexible	Txt	\$147.85
10197	6/12 - 8/9	IND	Waupaca Regional Center Flexible	Txt	\$147.85
10184	6/12 - 8/11	IND	Wautoma Regional Center Flexible	Txt	\$147.85
10474	6/12 - 8/10	ONL	Online Flexible	Txt	\$157.85

MS PowerPoint Introduction (1 cr.) 10-103-183

Presents the basic features of Microsoft PowerPoint 2016. Learners create, edit and animate presentations, work with tables, charts, graphics, and custom shows, and learn to integrate, share and protect presentations.

10290	6/12 - 8/9	IND	Chilton Regional Center Flexible	Txt	\$147.85
10172	6/12 - 8/11	IND	Clintonville Regional Center Flexible	Txt	\$147.85
10196	6/12 - 8/9	IND	Waupaca Regional Center Flexible	Txt	\$147.85
10183	6/12 - 8/11	IND	Wautoma Regional Center Flexible	Txt	\$147.85
10469	6/12 - 8/10	ONL	Online Flexible	Txt	\$157.85
10475	6/12 - 8/10	ONL	Online Flexible	Txt	\$157.85

MS Word Intermediate (1 cr.) 10-103-184

Presents intermediate level features of Microsoft Word 2016. Learns focus on functions to format, customize and proof documents, automate and customize formatting, navigate in a document, insert special features and references, create specialized tables and indexes, work with shared documents, and protect and prepare documents.

10288	6/12 - 8/9	IND	Chilton Regional Center Flexible	Txt	\$147.85
10168	6/12 - 8/11	IND	Clintonville Regional Center Flexible	Txt	\$147.85
10199	6/12 - 8/9	IND	Waupaca Regional Center Flexible	Txt	\$147.85
10186	6/12 - 8/11	IND	Wautoma Regional Center Flexible	Txt	\$147.85
10476	6/12 - 8/10	ONL	Online Flexible	Txt	\$157.85

MS Word Introduction (1 cr.) 10-103-180

Presents the basic features of Microsoft Word 2016. Learners create, edit, and save documents, format characters, paragraphs, pages and documents, and apply special features when formatting.

10289	6/12 - 8/9	IND	Chilton Regional Center Flexible	Txt	\$147.85
10167	6/12 - 8/11	IND	Clintonville Regional Center Flexible	Txt	\$147.85
10198	6/12 - 8/9	IND	Waupaca Regional Center Flexible	Txt	\$147.85
10185	6/12 - 8/11	IND	Wautoma Regional Center Flexible	Txt	\$147.85
10477	6/12 - 8/10	ONL	Online Flexible	Txt	\$157.85

COMPUTER SOFTWARE - MICROSOFT

Microsoft Word-12 Hrs 47-103-490B

Learn the capabilities and features of Microsoft Word.

10206	7/31 - 8/9	CLS	Clintonville Regional Center MW 1:00-4:00 PM	Txt	\$44.91 (62+) \$5.80
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Intercultural Relations Certificate

Develop skills to compete for high-demand jobs in today's global business environment.

- Working Effectively Across Cultures (3 cr)
- Global Leadership & Professional Development (3 cr)
- World Language (3 cr)
- Travel/Study Abroad – 10-day (3 cr)
- International Relationship Development (3 cr)

920-735-4810

MS Office Suite, Introduction (2 cr.)				10-103-120
Provides an opportunity to gain technical skills employers are seeking, by using the features in Outlook, Word, Excel, and PowerPoint. Through hand-on course work, students will be able to integrate Word, Excel and PowerPoint.				
10285	6/12 - 8/9	IND	Chilton Regional Center Flexible	\$291.20
			Txt	
10163	6/12 - 8/11	IND	Clintonville Regional Center Flexible	\$291.20
			Txt	
10191	6/12 - 8/9	IND	Waupaca Regional Center Flexible	\$291.20
			Txt	
10178	6/12 - 8/11	IND	Wautoma Regional Center Flexible	\$291.20
			Txt	
10471	6/12 - 8/10	ONL	Online Flexible	\$311.20
			Txt	
10472	6/12 - 8/10	ONL	Online Flexible	\$311.20
			Txt	

Also See: Computer Related Office Skills

COMPUTER SUPPORT

Desktop Management (2 cr.) 10-154-107
Introduces students to the skills needed to support client PC Operating Systems. Through significant hands-on activities, learn how to configure, secure, utilize and troubleshoot client operating systems.

10522	6/12 - 8/12	ONL	Online Flexible	\$313.70
			Txt	

Desktop Repair and Maintenance (2 cr.) 10-154-106DE

Covers configuring, maintaining, upgrading and repairing Intel-based computers and exploring functions and interrelations between components. The course examines system configuration, component care, system improvement, troubleshooting and failure identification. Advanced PC operating system concepts are also covered. COREQ: Desktop Management (10154107) OR instructor approval.

10538	6/12 - 8/12	ONL	Online Flexible	\$313.70
			Txt	

CPR & FIRST AID

See: Emergency Medical & CPR

EARLY CHILDHOOD

ECE: Art Music & Lang Arts (3 cr.) 10-307-178

Focuses on beginning level curriculum development in the specific content areas of art, music and language arts. Course competencies include: integrate strategies that support diversity and anti-bias perspectives; examine the critical role of play; establish a developmentally appropriate environment; develop activity plans that promote child development and learning and more. PREREQ: ACCPL Reading >= 54 OR ACT Read >= 18 OR Program Prep.

10606	6/13 - 8/8	HYB	Appleton Campus Tu 4:00-8:00 PM	\$464.55
			Txt	

ECE: Infant & Toddler Dev (3 cr.)				10-307-151
Teaches infant toddler development as it applies to an early childhood education setting. Course competencies include: integrate strategies that support diversity and anti-bias perspectives; analyze development of infants and toddlers (conception to three years); correlate prenatal conditions with development; summarize child development theories; analyze the role of heredity and the environment and more.				
10604	6/12 - 8/11	ONL	Online Flexible	\$464.55
			Txt	

External Environments-Early Childhood (3 cr.) 10-307-183

Examines the external factors and relationships which affect early childhood program quality and ability to flourish. Content includes how to conduct surveys, basic marketing principles, licensing and accreditation requirements, collaboration with other organizations, developing funding resources, advocacy, and working for and with change. Must be a lead teacher or program director.

10602	6/12 - 8/11	ONL	Online Flexible	\$464.55
			Txt	

ELECTRONIC ENGINEERING TECHNOLOGY

AC Circuits 1 (1 cr.) 10-660-114

Covers AC waveforms and different voltage values including Peak, RMS, Average and Peak to Peak. The operation of transformers is also included. Laboratory activities using the oscilloscope are performed to verify the theory. COREQ: DC Circuits 3 (10660112) OR enrolled in the Manufacturing Engineering Tech program (106233) and Coreq: DC Circuits 2 (10660111).

10615	6/6 - 8/2	IND	Appleton Campus Flexible	\$150.35
			Txt	

DC Circuits 1 (1 cr.) 10-660-110

Introduces electrical safety and program procedures. The course covers Ohm's Law, power law, series circuits, and voltmeter, ammeter and ohmmeter applications. Number powers, electronic notations, circuit component recognition and diagrams, resistor power ratings, color code, Kirchhoff's voltage law and atomic structure are also included. COREQ: College Technical Math 1 (10804115) or College Technical Math 1A (10804113) or Industrial Maintenance Math (31804308) or College Algebra and Trigonometry with Applications (10804197).

10610	6/6 - 8/2	IND	Appleton Campus Flexible	\$150.35
			Txt	

DC Circuits 2 (1 cr.) 10-660-111

Covers basic parallel and series-parallel circuits and their properties. Examines the theory, application and design of series-parallel circuits, such as loaded and unloaded voltage dividers and the Wheatstone bridge. Laboratory activities are performed to verify the theory. COREQ: DC Circuits 1 (10660110).

10611	6/6 - 8/2	IND	Appleton Campus Flexible	\$150.35
			Txt	

DC Circuits 3 (1 cr.) 10-660-112

Covers capacitors and inductors including time constants and instantaneous voltage and current values of RC and RL circuits. Applications and various types of capacitors and inductors are discussed. Magnetism, electromagnetism, and devices, such as relays and solenoids, are also presented. Laboratory activities are performed to verify the theory. COREQ: DC Circuits 2 (10660111).

10616	6/6 - 8/2	IND	Appleton Campus Flexible	\$150.35
			Txt	

EMERGENCY MEDICAL & CPR

AHA BLS Provider CPR 47-531-401

Previously known as Healthcare Provider, this course certifies individuals in 1 and 2 rescuer CPR/AED for adult/child/infant, bag-mask techniques for adult/child/infant, rescue breathing for adult/child/infant, relief of choking for adult/child/infant, and introduction to CPR with an Advanced Airway. Upon completion, students are emailed an American Heart Association BLS Provider CPR e-Card with two-year certification.

10298	6/19 - 6/19	CLS	Chilton Regional Center M 12:30-5:00 PM	\$28.84
			Txt (62+)	\$15.80
10299	7/17 - 7/17	CLS	Chilton Regional Center M 5:00-9:30 PM	\$28.84
			Txt (62+)	\$15.80
10322	6/6 - 6/6	CLS	Clintonville Regional Center Tu 5:00-9:30 PM	\$28.84
			Txt (62+)	\$15.80
10324	7/15 - 7/15	CLS	Clintonville Regional Center Sa 8:00 AM-12:30 PM	\$28.84
			Txt (62+)	\$15.80
10323	7/27 - 7/27	CLS	Clintonville Regional Center Th 5:00-9:30 PM	\$28.84
			Txt (62+)	\$15.80
10300	6/6 - 6/6	CLS	Kimberly High School Tu 5:00-9:30 PM	\$28.84
			Txt (62+)	\$15.80

www.fvtc.edu

English Language Learning (ELL)

Fox Valley Technical College offers two English language programs for students whose native language is not English:

- **ELL Basic Skills Program** is a non-credit program for community residents and develops basic English skills for daily life and career advancement.
- **Intensive English Program** is a for-credit program and develops specific pronunciation, reading, writing and grammar skills necessary to prepare for general education classes, technical courses and career advancement. Courses are available in class and also online.

www.fvtc.edu/LearnEnglish • 920-735-2443



Learn important life-saving skills.

10666	6/24 - 6/24	CLS	New London Adult Ed & Fam Lrng	\$28.84
			Sa 8:00 AM-12:30 PM	Txt (62+) \$15.80
10796	6/5 - 6/5	CLS	Oshkosh Riverside Campus	\$28.84
			M 5:30-10:00 PM	Txt (62+) \$15.80
10770	6/24 - 6/24	CLS	Oshkosh Riverside Campus	\$28.84
			Sa 8:00 AM-12:30 PM	Txt (62+) \$15.80
10771	7/15 - 7/15	CLS	Oshkosh Riverside Campus	\$28.84
			Sa 8:00 AM-12:30 PM	Txt (62+) \$15.80
10774	7/24 - 7/24	CLS	Oshkosh Riverside Campus	\$28.84
			M 5:30-10:00 PM	Txt (62+) \$15.80
10426	6/10 - 6/10	CLS	Appleton Public Safety Trg Ctr	\$28.84
			Sa 7:30 AM-Noon	Txt (62+) \$15.80
10485	6/17 - 6/17	CLS	Waupaca Regional Center	\$28.84
			Sa 8:00 AM-12:30 PM	Txt (62+) \$15.80
10488	7/29 - 7/29	CLS	Waupaca Regional Center	\$28.84
			Sa 8:00 AM-12:30 PM	Txt (62+) \$15.80
10414	7/11 - 7/11	CLS	Wild Rose Community Hospital	\$28.84
			Tu 5:00-9:30 PM	Txt (62+) \$15.80

AHA BLS Provider Update

47-531-401A

Previously known as Healthcare Provider Renewal, this course updates certified individuals in 1 and 2 rescuer CPR/AED for adult/child/infant, bag-mask techniques for adult/child/infant, rescue breathing for adult/child/infant, relief of choking for adult/child/infant, and introduction to CPR with an Advanced Airway. Upon completion, students are emailed an American Heart Association BLS Provider CPR e-Card with two-year certification. Must have current BLS Provider CPR certification to enroll in this course.

10301	6/19 - 6/19	CLS	Chilton Regional Center	\$28.84
			M 12:30-5:00 PM	Txt (62+) \$15.80
10302	7/17 - 7/17	CLS	Chilton Regional Center	\$28.84
			M 5:00-9:30 PM	Txt (62+) \$15.80
10325	6/6 - 6/6	CLS	Clintonville Regional Center	\$28.84
			Tu 5:00-9:30 PM	Txt (62+) \$15.80
10326	7/15 - 7/15	CLS	Clintonville Regional Center	\$28.84
			Sa 8:00 AM-12:30 PM	Txt (62+) \$15.80
10327	7/27 - 7/27	CLS	Clintonville Regional Center	\$28.84
			Th 5:00-9:30 PM	Txt (62+) \$15.80
10303	6/6 - 6/6	CLS	Kimberly High School	\$28.84
			Tu 5:00-9:30 PM	Txt (62+) \$15.80
10672	6/24 - 6/24	CLS	New London Adult Ed & Fam Lrng	\$28.84
			Sa 8:00 AM-12:30 PM	Txt (62+) \$15.80
10797	6/5 - 6/5	CLS	Oshkosh Riverside Campus	\$28.84
			M 5:30-10:00 PM	Txt (62+) \$15.80
10768	6/9 - 6/9	CLS	Oshkosh Riverside Campus	\$28.84
			F 7:30 AM-Noon	Txt (62+) \$15.80
10772	6/24 - 6/24	CLS	Oshkosh Riverside Campus	\$28.84
			Sa 8:00 AM-12:30 PM	Txt (62+) \$15.80
10773	7/15 - 7/15	CLS	Oshkosh Riverside Campus	\$28.84
			Sa 8:00 AM-12:30 PM	Txt (62+) \$15.80
10775	7/24 - 7/24	CLS	Oshkosh Riverside Campus	\$28.84
			M 5:30-10:00 PM	Txt (62+) \$15.80
10425	6/10 - 6/10	CLS	Appleton Public Safety Trg Ctr	\$28.84
			Sa 7:30 AM-Noon	Txt (62+) \$15.80

10486	6/17 - 6/17	CLS	Waupaca Regional Center	\$28.84
			Sa 8:00 AM-12:30 PM	Txt (62+) \$15.80
10489	7/29 - 7/29	CLS	Waupaca Regional Center	\$28.84
			Sa 8:00 AM-12:30 PM	Txt (62+) \$15.80
10415	7/11 - 7/11	CLS	Wild Rose Community Hospital	\$28.84
			Tu 5:00-9:30 PM	Txt (62+) \$15.80

AHA Heartsaver Adult/Child/Infant CPR

47-531-401C

This course teaches CPR/AED for adult/child/infant, rescue breathing for adult/child/infant, relief of choking for adult/child/infant. Upon completion, students are emailed an American Heart Association CPR e-Card with two-year certification.

10800	7/13 - 7/13	CLS	Chilton Regional Center	\$22.32
			Th 4:00-8:00 PM	Txt (62+) \$15.80

CPR - Heartsaver AED and First Aid

47-531-483

Teaches and evaluates CPR/AED for adult, rescue breathing for adult, and relief of choking for adult and basic first aid until an ambulance arrives. Students are emailed an American Heart Association Heartsaver CPR/First Aid e-Card with two-year certification.

10304	6/13 - 6/13	CLS	Chilton Regional Center	\$35.35
			Tu 5:00-10:00 PM	Txt (62+) \$15.80
10305	7/27 - 7/27	CLS	Chilton Regional Center	\$35.35
			Th Noon-5:00 PM	Txt (62+) \$15.80
10329	7/13 - 7/13	CLS	Clintonville Regional Center	\$35.35
			Th 5:00-10:00 PM	Txt (62+) \$15.80
10808	6/12 - 6/12	CLS	Oshkosh Riverside Campus	\$35.35
			M 8:30 AM-2:00 PM	Txt (62+) \$15.80
10798	6/19 - 6/19	CLS	Oshkosh Riverside Campus	\$35.35
			M 8:00 AM-1:00 PM	Txt (62+) \$15.80
10799	7/18 - 7/18	CLS	Oshkosh Riverside Campus	\$35.35
			Tu 8:00 AM-1:00 PM	Txt (62+) \$15.80
10579	7/19 - 7/19	CLS	Waupaca Regional Center	\$35.35
			W 5:00-10:00 PM	Txt (62+) \$15.80
10342	6/13 - 6/13	CLS	Wild Rose Community Hospital	\$35.35
			Tu 5:00-10:00 PM	Txt (62+) \$15.80

CPR-Heartsaver AED

47-531-401G

This course teaches CPR/AED for adult, rescue breathing for adult, and relief of choking for adult. Upon completion, students are emailed an American Heart Association Heartsaver e-Card with two-year certification.

10809	6/12 - 6/12	CLS	Oshkosh Riverside Campus	\$28.84
			M Noon-2:00 PM	Txt (62+) \$15.80

Emergency Medical Technician - Basic (5 cr.)

10-531-169

Presents and evaluates the knowledge and skills needed by ambulance personnel to respond to and treat cardiac arrest and critical medical and trauma situations. Extrication and ambulance operations are also covered. Department consent required. Must submit a copy of a signed BLS Healthcare Provider CPR card to the EMS Department office. The card must be valid for at least one year beyond either the end of class or the date of the expected National Registry Exam (whichever is later). Fox Valley Tech offers CPR classes under catalog #47531401. PREREQ: Admission to EMT-Basic or Fire Protection programs; Completion of EMT Basic Checklist (tracked via EMTB stdnt group); Must also submit signed copy of BLS Healthcare Provider CPR card to EMS Dept. FVTC offers CPR classes under catalog #47531401.

10709	6/12 - 8/11	CLS	Appleton Public Safety Trg Ctr	\$786.75
			MWF 7:30 AM-4:30 PM	Txt

First Aid Seminar

47-531-450

Presents and evaluates basic first aid skills necessary to care for the ill and injured until medical help arrives. The course is designed for the layperson. Students receive an American Heart Association First Aid card with two-year certification.

10306	6/21 - 6/21	CLS	Chilton Regional Center	\$22.84
			W 1:00-4:00 PM	Txt (62+) \$9.80
10307	7/31 - 7/31	CLS	Chilton Regional Center	\$22.84
			M 5:00-8:00 PM	Txt (62+) \$9.80
10330	7/13 - 7/13	CLS	Clintonville Regional Center	\$22.84
			Th 5:00-8:00 PM	Txt (62+) \$9.80
10769	6/9 - 6/9	CLS	Oshkosh Riverside Campus	\$22.84
			F 12:30-3:30 PM	Txt (62+) \$9.80
10810	6/12 - 6/12	CLS	Oshkosh Riverside Campus	\$22.84
			M 8:30-11:30 AM	Txt (62+) \$9.80
10580	7/19 - 7/19	CLS	Waupaca Regional Center	\$22.84
			W 5:00-8:00 PM	Txt (62+) \$9.80
10343	6/13 - 6/13	CLS	Wild Rose Community Hospital	\$22.84
			Tu 5:00-8:00 PM	Txt (62+) \$9.80

ENVIRONMENTAL HEALTH & SAFETY

Accident Investigation (3 cr.) 10-449-103

Reviews the practices needed to conduct an effective and thorough accident investigation and prepare a comprehensive accident report. The student will learn to interview witnesses, prepare a site drawing, and gather appropriate visual evidence. In a simulated scenario, the student will prepare a comprehensive report on the incident.

10703 6/12 - 8/11 ONL Online \$464.55
Flexible Txt

Construction Safety Management (3 cr.) 10-449-153

Provides students with an understanding of common construction methods, hazards, and preventive measures. Will provide a detailed understanding of the OSHA Construction Standards, including Excavations, Fall Protection, Scaffolds, Steel Erection, Demolition, and Cranes and Derricks, as well as common components of successful construction safety programs.

10701 6/12 - 8/11 ONL Online \$464.55
Flexible Txt

Environmental Laws & Regulations in Industry (3 cr.) 10-449-134

Provides an overview of regulatory agencies at the local, state and federal levels that apply in an industrial setting. Coursework includes interpreting and applying laws, regulations, inspection programs and potential fines. It also addresses the development of resources to aid in regulatory compliance.

10700 6/12 - 8/11 ONL Online \$464.55
Flexible Txt

Fleet Safety (3 cr.) 10-449-158

Will provide learners with an understanding of the various requirements surrounding managing a fleet safety program, including DOT requirements, FMSCA requirements, and requirements surrounding the shipping of Hazardous Materials.

10702 6/12 - 8/11 ONL Online \$464.55
Flexible Txt

Regulatory Compliance (3 cr.) 10-449-102

Provides the student with an introduction of the federal and state standards that apply to safety and health. The focus will be on how to research and respond to regulatory standards. Using on-line and off-line resources, the student will respond to a series of selected questions about regulatory compliance.

10699 6/12 - 8/11 ONL Online \$464.55
Flexible Txt

FITNESS, HEALTH & WELLNESS

Ballroom/Social Dance 60-807-662M

Gives instruction for several partner dance steps including the waltz, polka, schottish, swing, fox trot and jitterbug. Other steps may be taught if time permits. Must sign up with a partner and both must pay registration fee.

10601 6/12 - 8/7 CLS Waupaca Recreation & Sr Center \$55.35
M 6:30-8:00 PM (62+) \$50.38

Let's Dance 60-807-662S

Teaches guided instruction in free-style dance movement. While utilizing different types of music - have fun, feel less self-conscious on the dance floor, and get some low impact exercise. Students learn to adapt various moves to their own abilities/interests while enjoying the company of others in a casual environment.

10776 6/17 - 8/5 CLS Waupaca Regional Center \$55.35
Sa 9:00-11:00 AM (62+) \$50.38

Low Impact Exercise, Arthritis Sufferers - 10 hours 60-807-613

Provides an exercise program designed for people with arthritis and other chronic pain. Students learn a series of exercises and activities designed to increase mobility, maintain/increase muscle strength, and build overall stamina and increase muscle function. Students should consult with a physician before starting any exercise program.

10308 6/6 - 7/13 CLS Chilton Regional Center \$47.09
TuTh 3:15-4:15 PM (62+) \$42.95
10309 7/18 - 8/17 CLS Chilton Regional Center \$47.09
TuTh 3:15-4:15 PM (62+) \$42.95
10310 6/6 - 7/13 CLS Hilbert-St. Peter Ev Lutheran \$47.09
TuTh 10:30-11:30 AM (62+) \$42.95
10311 7/18 - 8/17 CLS Hilbert-St. Peter Ev Lutheran \$47.09
TuTh 10:30-11:30 AM (62+) \$42.95

Water Exercise 60-807-662R

Focuses on low-impact pool exercises to firm muscles and ease the movement of joints. The exercise routines are choreographed to music.

10314 6/12 - 8/21 CLS Chilton Middle School \$47.09
M 5:15-6:15 PM (62+) \$42.95
10315 6/14 - 8/23 CLS Chilton Middle School \$47.09
W 5:15-6:15 PM (62+) \$42.95

Yoga Relaxation - 10 hours 60-807-614

Focuses on the use of yoga to improve chronic stress patterns in the body, build muscle and joint flexibility, and relax the mind and body.

10312 6/6 - 7/13 CLS Chilton Regional Center \$47.09
TuTh 5:00-6:00 PM (62+) \$42.95
10313 7/18 - 8/17 CLS Chilton Regional Center \$47.09
TuTh 5:00-6:00 PM (62+) \$42.95

FOREIGN LANGUAGE & GLOBAL STUDIES

Chinese Mandarin 1 (3 cr.) 10-802-117

Establishes a foundation in the Mandarin Chinese language presenting everyday situations. It focuses on vocabulary building, basic grammar, word recognition and usage, conversation, and understanding of culture and tradition.

10345 6/12 - 8/11 ONL Online \$464.55
Flexible Txt

English Listening & Speaking Advanced (3 cr.) 10-861-118

Provides comprehensive language training to English language learners while the course instruction focuses on advanced-level listening and speaking skills. Learners will improve their fluency through discussions and debates on a wide variety of topics. This class also trains learners to deepen their critical thinking skills and speaking skills that are essential to success in college-level technical programs. New students, prior to registration contact 920-735-2443 in Appleton or 920-236-6183 in Oshkosh for an assessment to determine your proficiency in English.

10452 6/5 - 7/21 CLS Appleton Campus \$464.55
MWF 8:30-11:20 AM Txt

English Listening & Speaking Beginner (3 cr.) 10-861-114

Provides comprehensive language training sequence focusing on developing communication, writing skills, and cultural awareness necessary for English language learners to prepare for college level technical programs. Listening and speaking skills as well as study skills will be emphasized. New students, prior to registration contact 920-735-2443 in Appleton or 920-236-6183 in Oshkosh for an assessment to determine your proficiency in English.

10450 6/5 - 7/21 CLS Appleton Campus \$464.55
MWF 8:30-11:20 AM Txt

English Listening & Speaking Intermediate (3 cr.) 10-861-116

Provides comprehensive language training focusing on further developing communication, writing skills and cultural awareness necessary for English language learners to prepare for college-level technical programs. Prepares students from an intermediate to advanced level of language proficiency. Listening and speaking skills as well as study skills will be emphasized. New students, prior to registration contact 920-735-2443 in Appleton or 920-236-6183 in Oshkosh for an assessment to determine your proficiency in English.

10451 6/5 - 7/21 CLS Appleton Campus \$464.55
MWF 8:30-11:20 AM Txt



Learn another language with many online and classroom options. www.fvtc.edu/Global

Study Abroad: Your Passport to the World

Earn credit while participating in an International Professional Field Study or Language Immersion course. These study abroad courses last 9-14 days and include academic, cultural and professional learning components. Whether you're visiting businesses in Europe, China or India, or learning Spanish in Spain or Costa Rica, the rewards of studying abroad are endless.

Summer, semester and year abroad opportunities are available through International Student Exchange Program (ISEP) Direct. Study at one of over 60 universities in more than 30 countries around the world.

www.fvtc.edu/Global • 920-735-4728

German 1 (3 cr.) 10-802-119
Establishes a foundation in the German language presenting everyday situations. It focuses on vocabulary building, basic grammar, word recognition and usage, conversation, and understanding of culture and tradition.
10346 6/12 - 8/11 ONL Online Flexible Txt \$464.55

Global Understanding (3 cr.) 10-141-158
Hot Pick Develop global perspectives while acquiring skills to effectively work in global environments. Learners compare and contrast patterns of work related practices. Topics include the impact of geography, history, religion, and politics in shaping behaviors and social interactions like; non-verbal communication, negotiating, conflict management, team work, decision making and motivation.
10259 6/12 - 8/11 ONL Online Flexible Txt \$464.55

Italian 1 (3 cr.) 10-802-120
Establishes a foundation in the Italian language presenting everyday situations. It focuses on vocabulary building, basic grammar, word recognition and usage, conversation, and understanding of culture and tradition.
10347 6/12 - 8/11 ONL Online Flexible Txt \$464.55

Italian 2 (3 cr.) 10-802-180
Builds on a foundation in Italian 1, presenting the language of everyday situations and focuses on vocabulary expansion, basic grammar, word recognition and usage, conversation, and understanding of culture and tradition.
10481 6/12 - 8/11 ONL Online Flexible Txt \$464.55

Spanish 1 (3 cr.) 10-802-100
Presents an introductory approach to conversation using everyday work and social situations. This course provides students with the basic vocabulary, grammar, and cultural understanding needed for interacting with Spanish speakers at home and abroad.
10252 6/14 - 8/9 HYB Appleton Campus W 5:30-8:20 PM Txt \$464.55
10254 6/12 - 8/11 ONL Online Flexible Txt \$464.55
10257 6/12 - 8/11 ONL Online Flexible Txt \$464.55

Spanish 1 Health Care (3 cr.) 10-141-110
Students learn basic phrases and questions necessary for health care tasks. Upon completion, the participant will have the basic ability to understand spoken Spanish, gain insight into cross-cultural issues as well as to express and obtain explanations of common symptoms, the nature and the duration of an illness and obtain patient vitals.
10265 6/13 - 8/10 CLS Appleton Campus TuTh 5:30-8:20 PM Txt \$434.55

Become a Nursing Assistant!

A nursing assistant is an essential member of the healthcare team. By taking just one three-credit class, you can earn a Technical Diploma in this high-demand field. Classes are offered in Appleton, Oshkosh, Chilton, Clintonville and Waupaca.

Learn more & apply online: www.fvtc.edu/NursingAssistant

Spanish 2 (3 cr.) 10-802-101
Enables students to advance their conversational skills in realistic work and social environments while further developing cross-cultural insights needed for successful interactions with Spanish-speaking people both at home and abroad.
10258 6/12 - 8/11 ONL Online Flexible Txt \$464.55

Spanish for True Beginners (1 cr.) 10-802-106
Teaches the basics of meeting and greeting, pronunciation and fundamentals of Spanish sentence structure. Useful words and expressions will boost ability and confidence to communicate in Spanish. Culturally relevant topics will be covered. No previous Spanish language experience needed.
10249 6/14 - 8/9 CLS Appleton Campus W 4:30-6:20 PM \$147.85

HEALTH CARE

Body Structure and Function (2 cr.) 10-501-153
Introduces the basic normal anatomy and physiology of the human body essential for nursing practice. Medical terminology is introduced and plays a significant role in the course. Medical Terminology (10-501-101) is recommended but not required.
10487 6/12 - 8/11 ONL Online Flexible Txt \$311.20

Digital Literacy for Healthcare (2 cr.) 10-501-107S
Provides an introduction to basic computer functions and applications. Students are introduced to the hardware and software components of modern computer systems and the application of computers in the workplace. Emphasizes the use of common software packages, operating systems, file management, word processing, spreadsheet, Internet and electronic mail.
10544 6/12 - 7/28 HYB Appleton Campus Tu 9:00 AM-Noon Txt \$356.20
Meeting date(s): 6/13, 6/27, 7/11, 7/25
10545 6/12 - 7/28 ONL Online Flexible Txt \$356.20

Medical Terminology (3 cr.) 10-501-101
Focuses on the component parts of medical terms: prefixes, suffixes and word roots. Students practice formation, analysis and reconstruction of terms. Emphasis on spelling, definition and pronunciation. Introduction to operative, diagnostic, therapeutic and symptomatic terminology of all body systems, as well as systemic and surgical terminology.
10427 6/12 - 8/11 ONL Online Flexible Txt \$464.55



Up-to-date health care training from CPR to nursing.

You want choices? We've got them!

At Fox Valley Technical College, you can learn **when** you want, **where** you want & **how** you want! Choose from lots of options to fit your budget, schedule and personal learning style. From six locations, we offer credit & non-credit, traditional classroom to online classes, and everything in between. See page 3 for more information on our **flexible learning options**.

INFORMATION TECHNOLOGY

See: Computer Networking
Computer Related

INTERIOR DESIGN

Reupholstery (2 cr.)

10-304-126

Hot Pick Studies manufacturers' upholstery methods and presents the techniques of upholstering and the art of reupholstering. Students reupholster a furniture piece.
10348 6/15 - 8/10 LAB D.J. Bordini Center \$303.70
Th 8:30 AM-4:20 PM

Reupholstery - 15 hour

60-306-620

Shows how to select and prepare a chair for reupholstering. Students remove existing material and measure for the new fabric. Students learn how to cut, sew and apply the new fabric and how to rebuild spring and cushions when necessary. Multiple classes may be needed to complete the project.

10590 7/24 - 8/21 CLS Waupaca High School \$71.86
M 5:30-8:30 PM Sup (62+) \$65.24

LANDSCAPING & HORTICULTURE

Invasive Plants

60-057-605

Trains participants in how to "read the landscape", understand how natural succession occurs, and how invasive plants disrupt the landscape for both plants and animals. They will learn how to identify a variety of invasive and aggressive plants, as well as practical management principles to control problem species.

10805 6/19 - 7/24 CLS Waupaca Regional Center \$47.09
M 9:00-11:00 AM (62+) \$42.95

LEAN & SIX SIGMA

Introduction to Six Sigma (3 cr.)

10-623-194

Explores the basic concepts needed to implement a Six Sigma approach in an organization. Major course topics include Six Sigma definition; impact of quality on cost, project selection, and definition; and process performance measures and Six Sigma roles.

10803 6/5 - 8/4 ONL Online \$464.55
Flexible Txt

Lean Tools (2 cr.)

10-623-195

Introduces useful tools to use when implementing Lean in your organization. Major course topics include team building, lean tools and project management.

10802 6/5 - 8/4 ONL Online \$311.20
Flexible Txt

MANAGEMENT

Cost Controls and Budgeting (3 cr.)

10-196-110

Examines how financial information is interpreted and applied by supervisors/managers in planning and controlling business activities. This managerial accounting course emphasizes the budgeting process.

10337 6/12 - 8/7 ONL Online \$464.55
Flexible

Employment Law (3 cr.)

10-116-150

Introduces employment and labor law. This course emphasizes human resource management and labor relations. It explores employment and labor and social issues in the work environment through the laws that govern the employer/union and employer/employee relationships.

10462 6/12 - 8/11 ONL Online \$464.55
Flexible Txt

Human Resources Internship (2 cr.)

10-116-123

Provides on-the-job supervised Human Resources work experience in various businesses. Weekly in-school seminars emphasize career-related topics. Each student completes a minimum of 72 hours working as an intern. Completion of a minimum of 34 program credits is highly recommended.

10459 6/13 - 8/8 HYB Appleton Campus \$311.20
Meeting date(s): 6/13, 8/1 Tu 5:30-9:20 PM

10460 6/13 - 8/8 HYB Appleton Campus \$311.20
Meeting date(s): 6/13, 8/1 Tu 5:30-9:20 PM

Human Resources Management (3 cr.)

10-116-193

Covers the supervisor's role in human resources planning. Topics include human resource development, employee selection, performance appraisals, compensation, training, labor relations, organizational productivity, motivation, teamwork and affirmative action.

10461 6/12 - 8/11 ONL Online \$464.55
Flexible Txt

Leadership Development (3 cr.)

10-196-190

Covers the supervisor's role in leadership effectiveness. Topics include theories of leadership, development and implementation of teams, impact of leadership style, philosophy of corporate culture and leadership in the global marketplace.

10430 6/12 - 8/7 ONL Online \$464.55
Flexible Txt

Problem Solving (2 cr.)

10-196-131

Hot Pick Presents basic problem-solving techniques. Emphasizes the importance of identifying the real problem, identifying the causes, looking at alternative solutions, arriving at a solution and following up to ensure implementation.

10432 6/12 - 8/7 ONL Online \$311.20
Flexible

Supervision (3 cr.)

10-196-191

Uses a practical approach to training people in the basics of supervision and management. This course emphasizes the application of theory and covers management functions, the skills needed to perform those functions, the history of management, contemporary management trends, ethics, communication and total quality management.

10429 6/12 - 8/7 ONL Online \$464.55
Flexible Txt

2017 Summer Camps

Fox Valley Technical College offers a variety of high-tech, hands-on camp experiences for middle & high school students.

Camp topics include:

Construction
Electric Guitar Building
Information Technology
Japanese
Jewelry Design
Landscaping
Manufacturing
Public Safety
Welding
+ more!

Visit www.fvtc.edu/SummerCamps for a complete list of camps and dates.

MANUFACTURING

Transformational Leadership (3 cr.)	10-623-155
Explores the fundamental truths of good leadership that have stood the test of time. Learners use these fundamentals to develop their leadership skills to see how they can make a difference.	
10804 6/5 - 8/4	ONL Online Flexible Txt \$464.55

MARKETING & SALES

Intro to Sales (3 cr.)	10-104-166
Examines the basic concepts and principles of sales as they apply to retailing. It includes wholesaling and industrial selling, the function of selling in business and living, careers in personal selling, requirements and rewards, buying motives, product knowledge, prospecting and approach, product presentation, sale closing, account servicing and handling objections.	
10333 6/12 - 8/9	ONL Online Flexible Txt \$464.55

Marketing 1, Principles of (3 cr.)	10-104-151
Introduces modern marketing practices. The course examines the role played by marketing in society and covers consumer motivation, market segmentation, product development, advertising and channels of distribution.	
10334 6/12 - 8/9	ONL Online Flexible Txt \$464.55

MATHEMATICS

College Mathematics (3 cr.)	10-804-107
Designed to review and develop fundamental concepts of mathematics pertinent to the areas of arithmetic and algebra; geometry and trigonometry; and probability and statistics. Special emphasis is placed on problem solving, critical thinking and logical reasoning, making connections, and using calculators. PREREQ: ACCPL Arithmetic \geq 65 OR ACT Math \geq 18 OR Program Prep OR Not enrolled in a program.	
10091 6/12 - 8/10	CLS Appleton Campus MTuTh 9:30-11:20 AM Txt \$434.55
10101 6/13 - 8/10	IND Chilton Regional Center TuTh 3:00-5:50 PM Txt \$434.55
10102 6/12 - 8/9	IND Clintonville Regional Center MW 8:30-11:20 AM Txt \$434.55
10424 6/12 - 8/9	CLS Oshkosh Riverside Campus MW 12:30-3:20 PM Txt \$434.55
10103 6/13 - 8/10	IND Waupaca Regional Center TuTh 8:00-10:50 AM Txt \$434.55
10104 6/12 - 8/9	IND Wautoma Regional Center MW 4:30-7:20 PM Txt \$434.55
10092 6/12 - 8/11	ONL Online Flexible Txt \$464.55

College Technical Math 1 (5 cr.)	10-804-115
Includes solving linear, quadratic, and rational equations; graphing; formula rearrangement; solving systems of equations; percents; proportions; measurement systems; computational geometry; right and oblique triangle trigonometry; trigonometric functions on the unit circle; and operations on polynomials. Emphasis will be on the application of skills to technical problems. This course is the equivalent of successful completion of College Technical Math 1A and College Technical Math 1B. PREREQ: ACCPL Arithmetic \geq 65 OR ACT Math \geq 18 OR Program Prep OR not pursuing a degree.	
10117 6/12 - 8/10	IND Appleton Campus MTh 7:30-10:50 AM Txt \$721.25 Tu 7:30-10:20 AM
10118 6/12 - 8/10	IND Appleton Campus MTh 5:30-8:50 PM Txt \$721.25 Tu 5:30-8:20 PM
10416 6/12 - 8/9	IND Oshkosh Riverside Campus MW 8:00-11:20 AM Txt \$721.25 Tu 8:00-10:50 AM

College Technical Math 1A (3 cr.)	10-804-113
Included topics are solving linear, quadratic, and rational equations; graphing; formula rearrangement; solving systems of equations; percent; proportions; and operations on polynomials. Emphasis will be on the application of skills to technical problems. Successful completion of College Technical Math 1A and College Technical Math 1B is the equivalent of College Technical Math 1. PREREQ: ACCPL Arithmetic \geq 65 OR ACT Math \geq 18 OR Program Prep OR Not pursuing a degree.	
10095 6/12 - 8/10	IND Appleton Campus MTh 7:30-10:20 AM Txt \$434.55
10096 6/12 - 8/10	IND Appleton Campus MTh 5:30-8:20 PM Txt \$434.55
10093 6/13 - 8/10	CLS Appleton Campus TuTh 5:30-8:20 PM Txt \$434.55
10097 6/13 - 8/10	IND Chilton Regional Center TuTh 3:00-5:50 PM Txt \$434.55
10098 6/12 - 8/9	IND Clintonville Regional Center MW 8:30-11:20 AM Txt \$434.55
10417 6/12 - 8/9	IND Oshkosh Riverside Campus MW 8:00-10:50 AM Txt \$434.55
10099 6/13 - 8/10	IND Waupaca Regional Center TuTh 8:00-10:50 AM Txt \$434.55
10100 6/12 - 8/9	IND Wautoma Regional Center MW 4:30-7:20 PM Txt \$434.55
10094 6/12 - 8/11	ONL Online Flexible Txt \$464.55

College Technical Math 1B (2 cr.)	10-804-114
Continuation of College Technical Math 1A. Topics include measurement systems; computational geometry; right and oblique triangle trigonometry; and trigonometric functions on the unit circle. Emphasis will be on the application of skills to technical problems. Successful completion of College Technical Math 1A and College Technical Math 1B is the equivalent of College Technical Math 1. PREREQ: College Technical Math 1A (10804113).	
10120 6/12 - 8/7	IND Appleton Campus M 7:30-11:20 AM Txt \$291.20
10122 6/12 - 8/7	IND Appleton Campus M 5:30-9:20 PM Txt \$291.20
10121 6/15 - 8/10	IND Appleton Campus Th 7:30-11:20 AM Txt \$291.20
10123 6/15 - 8/10	IND Appleton Campus Th 5:30-9:20 PM Txt \$291.20
10124 6/13 - 8/8	IND Chilton Regional Center Tu 3:00-6:50 PM Txt \$291.20
10125 6/12 - 8/7	IND Clintonville Regional Center M 8:30 AM-12:20 PM Txt \$291.20
10418 6/12 - 8/7	IND Oshkosh Riverside Campus M 8:00-11:50 AM Txt \$291.20
10419 6/14 - 8/9	IND Oshkosh Riverside Campus W 8:00-11:50 AM Txt \$291.20

Accuplacer Scores a Little Low?

The Accelerated Learning Program may be for you.

The Accelerated Learning Program is:

- A combination of a Program Prep class and a General Education class
- Built to improve student learning and confidence
- An opportunity to earn credit in two classes at the same time
- For people who like smaller classes in a highly supportive learning environment

More Info: 920-735-5696

62 of FVTC's degree & diploma programs
have 100% graduate employment.

10126	6/13 - 8/8	IND	Waupaca Regional Center Tu 8:00-11:50 AM	Txt	\$291.20
10127	6/12 - 8/7	IND	Wautoma Regional Center M 4:30-8:20 PM	Txt	\$291.20

College Technical Math 2 (4 cr.) 10-804-116

Included topics are vectors; trigonometric functions and their graphs; identities; exponential and logarithmic functions and equations; radical equations; equations with rational exponents; dimension of a circle; velocity; sine and cosine graphs; complex numbers in polar and rectangular form; trigonometric equations; conic sections; and analysis of statistical data. Emphasis will be on the application of skills to technical problems. PREREQ: College Technical Math 1 (10804115) or College Technical Math 1B (10804114).

10128	6/12 - 8/10	IND	Appleton Campus MTh 7:30-11:20 AM	Txt	\$577.90
10129	6/12 - 8/10	IND	Appleton Campus MTh 5:30-9:20 PM	Txt	\$577.90
10130	6/13 - 8/10	IND	Chilton Regional Center TuTh 3:00-6:50 PM	Txt	\$577.90
10131	6/12 - 8/9	IND	Clintonville Regional Center MW 8:30 AM-12:20 PM	Txt	\$577.90
10420	6/12 - 8/9	IND	Oshkosh Riverside Campus MW 8:00-11:50 AM	Txt	\$577.90
10132	6/13 - 8/10	IND	Waupaca Regional Center TuTh 8:00-11:50 AM	Txt	\$577.90
10133	6/12 - 8/9	IND	Wautoma Regional Center MW 4:30-8:20 PM	Txt	\$577.90

Industrial Maintenance Math (2 cr.) 31-804-308

Focuses on a wide range of calculation skills using a scientific calculator with an algebraic-entry method. Topics include elementary calculator operations, scientific notation, formula evaluation, measurement systems, rules of estimation and right trigonometry.

10134	6/12 - 8/10	IND	Appleton Campus MTh 7:30-11:20 AM	Txt	\$291.20
10135	6/12 - 8/10	IND	Appleton Campus MTh 5:30-9:20 PM	Txt	\$291.20
10136	6/13 - 8/10	IND	Chilton Regional Center TuTh 3:00-6:50 PM	Txt	\$291.20
10137	6/12 - 8/9	IND	Clintonville Regional Center MW 8:30 AM-12:20 PM	Txt	\$291.20
10421	6/12 - 8/9	IND	Oshkosh Riverside Campus MW 8:00-11:50 AM	Txt	\$291.20
10138	6/13 - 8/10	IND	Waupaca Regional Center TuTh 8:00-11:50 AM	Txt	\$291.20
10139	6/12 - 8/9	IND	Wautoma Regional Center MW 4:30-8:20 PM	Txt	\$291.20

Introductory Statistics (3 cr.) 10-804-189

Teaches students to display data with graphics, describe distributions with numbers, perform correlation and regression analyses, and design experiments. Students use probability and distributions to make predictions, estimate parameters and test hypotheses. They also draw inferences about relationships including ANOVA. PREREQ: ACCPL Arithmetic ≥ 65 OR ACT Math ≥ 18 OR Program Prep OR Not enrolled in a program.

10105	6/12 - 8/11	ONL	Online Flexible	Txt	\$464.55
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Math & Logic (3 cr.) 10-804-133

Students will apply mathematical problem solving techniques. Topics will include symbolic logic, sets, algebra, Boolean algebra, and number bases. PREREQ: Pre-Algebra (10834109) or ACCPL Arithmetic ≥ 65 OR ACT Math ≥ 18 .

10106	6/12 - 8/10	CLS	Appleton Campus MTuTh 9:30-11:20 AM	Txt	\$434.55
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Math for the Trades (2 cr.) 31-804-307

Focuses on the math skills needed for various trades. Topics include arithmetic fundamentals, percent and proportion applications, the metric system, conversions, practical geometry, measurement applications, signed numbers and formula evaluation. Micrometer, equation solving and standard rule measurement units are included as needed. Scientific calculator use is introduced as needed.

10140	6/12 - 8/10	IND	Appleton Campus MTh 7:30-11:20 AM	Txt	\$291.20
10141	6/12 - 8/10	IND	Appleton Campus MTh 5:30-9:20 PM	Txt	\$291.20
10142	6/13 - 8/10	IND	Chilton Regional Center TuTh 3:00-6:50 PM	Txt	\$291.20
10143	6/12 - 8/9	IND	Clintonville Regional Center MW 8:30 AM-12:20 PM	Txt	\$291.20
10422	6/12 - 8/9	IND	Oshkosh Riverside Campus MW 8:00-11:50 AM	Txt	\$291.20
10144	6/13 - 8/10	IND	Waupaca Regional Center TuTh 8:00-11:50 AM	Txt	\$291.20
10145	6/12 - 8/9	IND	Wautoma Regional Center MW 4:30-8:20 PM	Txt	\$291.20

Math w Business Apps (3 cr.) 10-804-123

Covers real numbers, basic operations, linear equations, proportions with one variable, percents, simple interest, compound interest, annuities, applying math concepts to the purchasing/buying process, applying math concepts to the selling process, and basic statistics with business/consumer applications. PREREQ: ACCPL Arithmetic ≥ 65 OR ACT Math ≥ 18 OR Program Prep OR Not pursuing a degree.

10107	6/12 - 8/10	CLS	Appleton Campus MTuTh 9:30-11:20 AM	Txt	\$434.55
10108	6/12 - 8/9	CLS	Appleton Campus MW 5:30-8:20 PM	Txt	\$434.55
10111	6/12 - 8/10	IND	Appleton Campus MTuTh 7:30-9:20 AM	Txt	\$434.55
10112	6/12 - 8/10	IND	Appleton Campus MTuTh 5:30-7:20 PM	Txt	\$434.55
10113	6/13 - 8/10	IND	Chilton Regional Center TuTh 3:00-5:50 PM	Txt	\$434.55
10114	6/12 - 8/9	IND	Clintonville Regional Center MW 8:30-11:20 AM	Txt	\$434.55
10423	6/12 - 8/9	IND	Oshkosh Riverside Campus M-W 8:00-9:50 AM	Txt	\$434.55
10116	6/12 - 8/9	IND	Wautoma Regional Center MW 4:30-7:20 PM	Txt	\$434.55
10110	6/12 - 8/11	ONL	Online Flexible	Txt	\$464.55

Also See: Program Preparation

Want to start or grow your own business?

The FVTC Venture Center's entrepreneurship training programs will prepare you for success as a business owner.

Attend a free information session to learn more.

For a complete list of dates and to register, visit www.fvtc.edu/VentureCenter or call 920-735-5709.



Get inspired on Pinterest!

Follow our **Fun Classes** board & pin your favorites!

pinterest.com/FoxValleyTech

Motorcycle & Scooter Rider Safety

Learn safe and responsible motorcycle riding. When you successfully complete this class, you do not need to take the DMV road test.

FVTC's motorcycle and scooter safety courses include six hours of classroom instruction and 10 hours of on-cycle riding. Instructors are veteran riders trained and certified by the Motorcycle Safety Foundation and approved by the Wisconsin Department of Transportation.

Classes are offered days, evenings and weekends at Fox Valley Technical College's Appleton campus.

Learn more and register: www.fvtc.edu/Motorcycle

OFFICE SKILLS

Keyboarding for PC Users (1 cr.)

10-106-107

Introduces keying by touch. It emphasizes control of the alphabetic keys and the numeric keypad. Practice drills to improve keying skills are included.

10295	6/12 - 8/9	IND	Chilton Regional Center Flexible	\$147.85
10164	6/12 - 8/11	IND	Clintonville Regional Center Flexible	\$147.85
10192	6/12 - 8/9	IND	Waupaca Regional Center Flexible	\$147.85
10179	6/12 - 8/11	IND	Wautoma Regional Center Flexible	\$147.85
10464	6/12 - 8/10	ONL	Online Flexible	\$157.85

Keyboarding Speed Development (1 cr.)

10-106-112

Focuses on improving typing speed and accuracy through the use of skill-building software. Introduces data entry using the numeric keypad.

10296	6/12 - 8/9	IND	Chilton Regional Center Flexible	Txt	\$147.85
10165	6/12 - 8/11	IND	Clintonville Regional Center Flexible	Txt	\$147.85
10193	6/12 - 8/9	IND	Waupaca Regional Center Flexible	Txt	\$147.85
10180	6/12 - 8/11	IND	Wautoma Regional Center Flexible	Txt	\$147.85
10465	6/12 - 8/10	ONL	Online Flexible	Txt	\$157.85
10466	6/12 - 8/10	ONL	Online Flexible	Txt	\$157.85

Office Desktop Publishing: MS Publisher (1 cr.)

10-106-102

Develops skills for working with different types of office documents such as brochures, newsletters and reports. Introduces page layout, graphics, styles and fonts.

10292	6/12 - 8/9	IND	Chilton Regional Center Flexible	Txt	\$147.85
10171	6/12 - 8/11	IND	Clintonville Regional Center Flexible	Txt	\$147.85
10200	6/12 - 8/9	IND	Waupaca Regional Center Flexible	Txt	\$147.85
10187	6/12 - 8/11	IND	Wautoma Regional Center Flexible	Txt	\$147.85
10478	6/12 - 8/10	ONL	Online Flexible	Txt	\$157.85

Business Technology Centers (BTC)

Open lab courses are for the motivated self-starter and independent learner. Look for IND classes in the Computer Software, Computer Software-Microsoft and Office Skills sections.

- Depending on the course, 4-8 hours per week are necessary to successfully complete coursework.
- Credit courses may be taken for credit/grade or audit.
- Instructors are available during scheduled hours to assist with course work.
- The Business Technology Center is a warm, welcoming environment.

Appleton Campus (Room A105) and Oshkosh Riverside Campus (Room 110)

Please check online at www.fvtc.edu/Labs for BTC hours of operation and instructor availability.

Chilton Regional Center
Clintonville Regional Center
Waupaca Regional Center
Wautoma Regional Center

The Business Technology Centers will have instructors available during both day and evening hours to assist students. Instructor schedules will be made available to students during orientation. Please refer to the schedule posted at the center.

Practical Office Software (1 cr.)

10-106-183

Explore how to use Microsoft Office software in the office. Focus will be on basic features and concepts associated with the software.

10297	6/12 - 8/9	IND	Chilton Regional Center Flexible	Txt	\$147.85
10166	6/12 - 8/11	IND	Clintonville Regional Center Flexible	Txt	\$147.85
10201	6/12 - 8/9	IND	Waupaca Regional Center Flexible	Txt	\$147.85
10188	6/12 - 8/11	IND	Wautoma Regional Center Flexible	Txt	\$147.85
10479	6/12 - 8/10	ONL	Online Flexible	Txt	\$157.85



Office skills prepare you for the job market.

To register for **Personal Protection & Safety** classes, visit www.fvtc.edu/MyTraining.

PERSONAL PROTECTION & SAFETY

Advanced M4 Carbine 60-504-612A

Tactical shooting skills and safety course designed around the M4 Carbine. This 4 hour course is for CCW permit holders and is instructed by Law Enforcement Academy Instructors. Course will cover malfunction drills, movement and use of cover, multiple target drills, varied distance shooting and moving target engagements.

10027	7/29 - 7/29	CLS	Appleton Public Safety Trg Ctr	\$157.32
			Sa 1:00-5:00 PM	(62+) \$155.66

Carrying a Concealed Weapon Basic 60-504-605

Hot Pick

This is a Wisconsin Department of Justice sanctioned course designed to give you all the pertinent facts and information on carrying a concealed weapon in the state of Wisconsin. This course will cover all legal aspects in the use of deadly force, as well as weapons safety, handling and storage. Upon completion of this training, you will receive a proof of training certificate that will assist you in applying for a concealed carry permit in Wisconsin. There will be no live fire in this class.

10554	7/25 - 7/25	CLS	Chilton Regional Center	\$22.32
			Tu 5:30-9:30 PM	(62+) \$20.66
10834	6/14 - 6/14	CLS	Appleton Public Safety Trg Ctr	\$22.32
			W 5:00-9:00 PM	(62+) \$20.66
10835	6/21 - 6/21	CLS	Waupaca Regional Center	\$22.32
			W 5:00-9:00 PM	(62+) \$20.66

Civilian Tactical 1 60-504-608

Shooting skills and safety course designed to promote marksmanship and safe weapon handling. Course is for CCW permit holders serious about taking their current skills to the next level. Instructed by Law Enforcement Academy instructors, course will enhance your knowledge of a deadly force incident. Tactical live fire component. All participants must bring proof of a valid CCW permit or HR218 credentials from Wisconsin or a reciprocal state. Participants must bring their own firearm, quality holster and belt. Only calibers allowed are (9mm / .40 / .45 / 357 sig) with a minimum barrel length of 3.5 inches for a semi auto pistol.

10026	6/10 - 6/10	CLS	Appleton Public Safety Trg Ctr	\$87.23
			Sa 8:00 AM-4:30 PM	(62+) \$83.92

Introductory Civilian Street Self-Defense Course 1 60-504-614

This class will go beyond the basic aspects of carrying your firearm in a CCW context. The student will be educated in the most common approaches to street level survival. Deadly force including applications of the firearm, knife and unarmed techniques will be taught. De-escalation and the identification and maintenance of reactionary space, clarifying aggressive intent and other concepts will be taught. The student will learn about the problems associated with the typical martial arts template used by some schools to teach these concepts. This class is NOT a martial arts based program. The student will learn practical reality based concepts for surviving the street level encounter. The student will learn about both the actual mental/physical encounter and the legal/social ramifications to follow.

The class will be held on three separate dates. The first class will cover "Framing the Problem: You, the "Bad-Guy" and Your Body Under Stress". The second class will cover "Using Tactics/Identifying Behavior". The third class will cover "Application of Force/Simulations in River City" (the PSTC training village).

The classes will be comprised of lecture and physical hands-on learning.

10272	6/1 - 6/29	CLS	Appleton Public Safety Trg Ctr	\$40.57
	6/1		Th 6:00-8:00 PM	(62+) \$38.09
	6/15		Th 6:00-8:00 PM	
	6/29		Th 6:00-8:00 PM	

Street Awareness and Defensive Tactics 60-504-611

Tactical skills and safety course designed to promote street awareness and deadly force decision making skills. Course is for CCW permit holders who have completed Civilian Tactical Academy Phase 1 and are serious about taking their current skills to the next level. Instructed by Law Enforcement Academy Instructors, the course will cover awareness, avoidance and deadly force scenarios. Students will train in "River City" at the PSTC, using Simunition force on force training equipment. All participants must possess a valid CCW permit from Wisconsin or a reciprocating state. NO LIVE FIRE. Students will be provided with training equipment.

10328	6/8 - 6/8	CLS	Appleton Public Safety Trg Ctr	\$47.32
			Th 5:30-9:30 PM	(62+) \$45.66

Tactical Civilian Carbine/Handgun 60-504-617

Combined carbine and handgun class for the student who wants to add tactical rifle skills to their personal firearms "toolbox". Instructed by Law Enforcement Academy instructors, the live fire component will include transitioning from rifle to handgun to rifle. Emphasis on 50 yard and closer threats with the use of iron sights or non-magnified optics on the rifle.

10780	6/17 - 6/17	CLS	Appleton Public Safety Trg Ctr	\$134.57
			Sa 8:00 AM-2:00 PM	(62+) \$132.09

Tactical Emergency Casualty Care for the Civilian 60-504-616

Equips students with the knowledge and skills needed to take action and save a life. This 4-hour course focuses on treating traumatic injuries that often and needlessly lead to death. With this training, along with knowing how and when to use the correct equipment, many injury related deaths can be prevented. The Tactical Emergency Casualty Care course addresses self-aid and buddy-aid interventions, in both high-threat, and low-threat environments.

10338	6/15 - 6/15	CLS	Appleton Public Safety Trg Ctr	\$22.32
			Th 5:00-9:00 PM	(62+) \$20.66

PHOTOGRAPHY

Sports Photography 60-306-6050

Covers the essentials of photographing sports from the sidelines, court, or dugout. Gain techniques that will enable you to shoot like a pro regardless of your camera. Learn about lens types, composition, lighting, working in the elements, and proper care of equipment. Includes trip to local sporting event for a practice shoot!

10207	7/18 - 7/19	CLS	Clintonville Regional Center	\$30.57
			TuW 5:30-8:30 PM	(62+) \$28.09

PROGRAM PREPARATION

Introduction to College Writing (3 cr.) 10-831-103

Introduces basic principles of composition including organization, development, unity, and coherence in paragraphs and multi-paragraph documents. This course does not count toward program degree completion.

10064	6/12 - 8/9	CLS	Appleton Campus	\$434.55
			MW 8:30-11:20 AM	Txt
10068	6/12 - 8/9	CLS	Appleton Campus	\$434.55
			MW 5:30-8:20 PM	Txt
10066	6/13 - 8/10	CLS	Appleton Campus	\$434.55
			TuTh 12:30-3:20 PM	Txt
10048	6/12 - 8/9	IVC	Chilton Regional Center	\$434.55
			MW 12:30-3:20 PM	Txt
10049	6/12 - 8/9	IVC	Clintonville Regional Center	\$434.55
			MW 12:30-3:20 PM	Txt
10047	6/12 - 8/9	IVC	Oshkosh Riverside Campus	\$434.55
			MW 12:30-3:20 PM	Txt
10065	6/13 - 8/10	CLS	Oshkosh Riverside Campus	\$434.55
			TuTh 8:30-11:20 AM	Txt
10050	6/12 - 8/9	IVC	Waupaca Regional Center	\$434.55
			MW 12:30-3:20 PM	Txt
10067	6/12 - 8/11	ONL	Online	\$464.55
			Flexible	Txt



Many classes are offered at our Oshkosh locations.

Program Prep Courses

If you need to work on math, science, sentence skills, and/or reading, Program Preparation courses will help build your academic skills to be successful in your program courses.

Program Prep courses are based on your individual needs and program selection.

www.fvtc.edu/ProgramPrep or 920-831-4323

Introduction to Reading and Study Skills (3 cr.) 10-838-105

Provides learners with opportunities to develop study skills and expand reading skills including comprehension, fluency and vocabulary skills. Learners apply reading skills to academic tasks and read to acquire information from a variety of sources. This course does not count toward program degree completion. PREREQ: ACCPL Reading \geq 41 OR ACT Read \geq 14 OR Not pursuing a degree.

10089	6/12 - 8/9	ACC	Appleton Campus MW 5:30-8:20 PM	Txt	\$434.55
10088	6/13 - 8/10	ACC	Appleton Campus TuTh 12:30-3:20 PM	Txt	\$434.55
10090	6/12 - 8/11	ONL	Online Flexible	Txt	\$464.55

Pre-Algebra (3 cr.) 10-834-109

Provides an introduction to algebra. Includes operations on real numbers, solving linear equations, percent and proportion, and an introduction to polynomials and statistics. This course does not count toward program degree completion.

10147	6/12 - 8/9	CLS	Appleton Campus M-W 9:30-11:20 AM	Txt	\$434.55
10148	6/12 - 8/9	CLS	Appleton Campus M-W 12:30-2:20 PM	Txt	\$434.55
10150	6/12 - 8/9	CLS	Appleton Campus MW 5:30-8:20 PM	Txt	\$434.55
10152	6/13 - 8/10	IND	Chilton Regional Center TuTh 3:00-5:50 PM	Txt	\$434.55
10153	6/12 - 8/9	IND	Clintonville Regional Center MW 8:30-11:20 AM	Txt	\$434.55
10146	6/12 - 8/9	CLS	Oshkosh Riverside Campus M-W 8:30-10:20 AM	Txt	\$434.55
10149	6/12 - 8/9	CLS	Oshkosh Riverside Campus MW 4:30-7:20 PM	Txt	\$434.55
10154	6/13 - 8/10	IND	Waupaca Regional Center TuTh 8:00-10:50 AM	Txt	\$434.55
10155	6/12 - 8/9	IND	Wautoma Regional Center MW 4:30-7:20 PM	Txt	\$434.55
10151	6/12 - 8/11	ONL	Online Flexible	Txt	\$464.55

SCIENCE

Basic Anatomy (3 cr.) 10-806-189

Examines concepts of anatomy and physiology as they relate to health careers. Learners correlate anatomical and physiological terminology to all body systems. PREREQ: ACCPL Reading \geq 54 & Sentence \geq 83 OR ACT (Read/Engl) \geq 18 OR Program Prep OR Not pursuing a degree.

10157	6/12 - 8/11	ONL	Online Flexible	Txt	\$464.55
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General education courses prepare you for many career options.

Gen Anatomy & Physiology (4 cr.) 10-806-177 & 10-806-177DE

Examines basic concepts of human anatomy and physiology as they relate to health sciences. Using a body systems approach, the course emphasizes the interrelationships between structure and function at the gross and microscopic levels of organization of the entire human body. It is intended to prepare health care professionals who need to apply basic concepts of whole body anatomy and physiology to informed decision-making and professional communication with colleagues and patients. (This course also provides the foundation, and is prerequisite to, Advanced Anatomy and Physiology.) PREREQ: ACCPL Read \geq 80 OR ACT Read \geq 20 OR Program Prep; ACCPL Sentence \geq 83 OR ACT Engl \geq 18 OR Program Prep; 2 semesters of HS Chemistry OR Gen Chemistry (10806134) with C or better. Can't enroll in multiple sections of Gen A&P in the same term.

10158	6/13 - 8/10	LAB	Appleton Campus Tu 9:00 AM-1:00 PM W 11:30 AM-2:20 PM Th 11:30 AM-3:20 PM	Txt	\$601.40
10159	6/12 - 8/11	ONL	Online Flexible	Txt	\$641.40

General Biology (4 cr.) 10-806-114DE

Introduces general biological concepts and principles. Emphasis is on cell structure and function, genetics, evolution and taxonomical relationships. Consideration is also given to diversity among the various kingdoms. This course emphasizes an environmental perspective and is suitable for students in Natural Resources, Early Childhood Education, Laboratory Science, Forensic Science and others interested in environmental biology. PREREQ: ACCPL Reading \geq 54 & Sentence \geq 83 OR ACT (Read/Engl) \geq 18 OR Program Prep OR Not pursuing a degree.

10160	6/12 - 8/11	ONL	Online Flexible	Txt	\$641.40
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General Chemistry (4 cr.) 10-806-134

Covers inorganic chemistry and basic organic chemistry. Topics include metrics, problem solving, atomic structure, chemical reactions, solutions and concentrations, ionization, pH and organic compounds. PREREQ: ACCPL Algebra \geq 51 OR ACT(Math) \geq 18 OR Program Prep with a C or better OR College Math 1 (10804115/113) OR Algebra (10804109) OR Tech Math (10804121) OR Math Tech Basic (10804125) OR College Math (10804107) OR Math Common Topics (10804117).

10161	6/12 - 8/10	LAB	Appleton Campus M 10:30 AM-2:20 PM MTh 8:30-10:20 AM W 8:30-11:20 AM	Txt	\$601.40
10162	6/12 - 8/10	LAB	Appleton Campus MTh 8:30-10:20 AM Tu 8:30 AM-12:20 PM W 8:30-11:20 AM	Txt	\$601.40

Can't find the class you're looking for? Find more class options online at www.fvtc.edu/TakeAClass.

SEWING & QUILTING

Sewing Open Lab (6 hours) 60-301-612

Provides an opportunity for students to work on individual projects within a less structured classroom environment. Instructors will be available for assistance but will not present specific demonstrations or lectures. This class is for students who have solid intermediate level sewing skills (know the basics of clothing construction and sewing machine operation).

10792	6/13 - 6/13	LAB	Neenah-Lakeland University		\$30.57
			Tu 9:00 AM-3:00 PM	Sup (62+)	\$28.09
10794	6/13 - 6/14	LAB	Neenah-Lakeland University		\$30.57
			TuW 9:00 AM-Noon	Sup (62+)	\$28.09
10793	6/14 - 6/14	LAB	Neenah-Lakeland University		\$30.57
			W 9:00 AM-3:00 PM	Sup (62+)	\$28.09

Sewing Skills, Intermediate - 12 hours 60-301-607

Covers intermediate level techniques including proper construction, accurate measurement, pattern alteration and fitting. Students work on a project of their choice. This course is designed for the person with solid skills in basic sewing construction and machine operation.

10791	6/13 - 6/14	CLS	Neenah-Lakeland University		\$55.35
			TuW 9:00 AM-3:00 PM	Sup (62+)	\$50.38

Sewing with Serger 1 (12 hours) 60-301-608

Introduces students to the basic serging techniques of overlock, flatlock and rolled edging. This class provides a foundation for further serging work. Students are asked to bring their own serger to class if possible.

10795	6/13 - 6/14	CLS	Neenah-Lakeland University		\$55.35
			TuW 9:00 AM-3:00 PM	Sup (62+)	\$50.38

Sewing, Quilt Techniques (16 hours) 60-301-613

Focuses on basic techniques for designing and creating quilts for wall hangings, bed coverings, clothing or home decorating. Students will learn how to read quilt patterns and measure, piece, and machine sew a quilt. Specific techniques for enhancing the quality of quilting are included.

10806	6/5 - 6/14	CLS	Wautoma Regional Center		\$71.86
			MW 8:00 AM-Noon	Sup (62+)	\$65.24

SOCIAL SCIENCE

Abnormal Psychology (3 cr.) 10-809-159

Focuses on a broad description of psychological disorders such as psychosis, neurosis and personality problems. It is geared toward an understanding of the deeper level forces and adjustment problems that create mental and emotional stress. Students prepare to recognize and deal with persons with mental dysfunctions. PREREQ: Introduction to Psychology (10809198) or Psychology of Human Relations (10809199) or instructor consent.

10222	6/13 - 8/10	CLS	Appleton Campus		\$434.55
			TuTh 8:30-11:20 AM	Txt	
10223	6/12 - 8/12	ONL	Online		\$464.55
			Flexible	Txt	

Thinking about getting your bachelor's degree?

You can earn your associate degree at Fox Valley Tech, then apply your credits toward a bachelor's degree. More than 30 four-year colleges accept a significant number of credits from FVTC associate degree programs.

The new Universal Credit Transfer Agreement now allows you to seamlessly transfer many general education classes to UW campuses.

920-225-5991 • www.fvtc.edu/4YearCreditTransfer

Need more flexibility? You can take your first year at FVTC and qualify for sophomore status at either UW-Green Bay or UW-Oshkosh with our 1+3 certificate programs. Call for details: 920-735-5696



Stay in the know: Follow us on Instagram, Twitter, Facebook, YouTube & more. www.fvtc.edu/Connect

Contemporary Amer Society (3 cr.) 10-809-197

Analyzes public policy issues relating to government, media, education, family and the workplace. This course also looks at the impact of global, multicultural and technological trends on American life and explores these issues by using critical thinking skills, advocating points of view, and participating in political processes. PREREQ: ACCPL Reading \geq 54 & Sentence \geq 83 OR ACT (Read/Engl) \geq 18 OR Program Prep OR Not pursuing a degree.

10226	6/12 - 8/9	CLS	Appleton Campus		\$434.55
			MW 8:30-11:20 AM	Txt	
10227	6/12 - 8/12	ONL	Online		\$464.55
			Flexible	Txt	
10228	6/12 - 8/12	ONL	Online		\$464.55
			Flexible	Txt	

Developmental Psychology (3 cr.) 10-809-188

Studies human development across the lifespan from conception through old age and death. It focuses on the physical, intellectual, social, emotional and moral development of a person and presents the normal range of responses, reactions and behaviors of age-related development. It also helps students to distinguish what might be considered dysfunctional. PREREQ: Intro to Psychology (10809198) or enrollment in the Practical Nursing plan or instructor consent.

10380	6/12 - 8/9	CLS	Oshkosh Riverside Campus		\$434.55
			MW 5:30-8:20 PM	Txt	
10229	6/12 - 8/12	ONL	Online		\$464.55
			Flexible	Txt	

Economics (3 cr.) 10-809-195

Provides a foundation of economic concepts and institutions so that students can apply economic thinking to their own decisions as consumers, employees and citizens in a market-oriented economic system. Topics include supply and demand, employment, prices and production, fiscal policy, monetary policy, market structures, and international trade and finance. PREREQ: ACCPL Reading \geq 54 & Sentence \geq 83 OR ACT (Read/Engl) \geq 18 OR Program Prep OR Not pursuing a degree.

10231	6/12 - 8/9	CLS	Appleton Campus		\$434.55
			MW 5:30-8:20 PM	Txt	
10230	6/13 - 8/10	CLS	Appleton Campus		\$434.55
			TuTh 8:30-11:20 AM	Txt	
10273	6/13 - 8/8	HYB	Appleton Campus		\$464.55
			Tu 5:30-9:20 PM	Txt	
			<small>Meeting date(s): 6/13, 6/27, 7/11, 7/25, 8/8</small>		
10214	6/12 - 8/9	IVC	Chilton Regional Center		\$434.55
			MW 5:30-8:20 PM	Txt	
10215	6/12 - 8/9	IVC	Clintonville Regional Center		\$434.55
			MW 5:30-8:20 PM	Txt	
10213	6/12 - 8/9	IVC	Oshkosh Riverside Campus		\$434.55
			MW 5:30-8:20 PM	Txt	
10216	6/12 - 8/9	IVC	Waupaca Regional Center		\$434.55
			MW 5:30-8:20 PM	Txt	
10232	6/12 - 8/12	ONL	Online		\$464.55
			Flexible	Txt	

10233	6/12 - 8/12	ONL	Online Flexible	Txt	\$464.55
10234	6/12 - 8/12	ONL	Online Flexible	Txt	\$464.55

Intro to Ethics: Theory & App (3 cr.) 10-809-166

Provides a basic understanding of ethical theories and uses diverse ethical perspectives to analyze and compare relevant issues. Students will critically evaluate individual, social and/or professional standards of behavior and apply a systematic decision-making process to these situations. PREREQ: ACCPL Reading >= 54 & Sentence >= 83 OR ACT (Read/Engl) >= 18 OR Program Prep OR Not pursuing a degree.

10245	6/13 - 8/10	CLS	Appleton Campus TuTh 12:30-3:20 PM	Txt	\$434.55
10246	6/13 - 8/10	CLS	Appleton Campus TuTh 5:30-8:20 PM	Txt	\$434.55
10247	6/12 - 8/12	ONL	Online Flexible	Txt	\$464.55
10248	6/12 - 8/12	ONL	Online Flexible	Txt	\$464.55
10250	6/12 - 8/12	ONL	Online Flexible	Txt	\$464.55

Intro to Psychology (3 cr.) 10-809-198

Focuses on the theoretical foundation of human functioning and looks at learning, motivation, emotions, personality, deviance and pathology, physiological factors and social influences. Students consider the complexities of human relationships in personal, social and vocational settings. PREREQ: ACCPL Reading >= 54 & Sentence >= 83 OR ACT (Read/Engl) >= 18 OR Program Prep OR Not pursuing a degree.

10251	6/12 - 8/9	CLS	Appleton Campus MW 5:30-8:20 PM	Txt	\$434.55
10210	6/13 - 8/10	IVC	Chilton Regional Center TuTh 8:30-11:20 AM	Txt	\$434.55
10211	6/13 - 8/10	IVC	Clintonville Regional Center TuTh 8:30-11:20 AM	Txt	\$434.55
10209	6/13 - 8/10	IVC	Oshkosh Riverside Campus TuTh 8:30-11:20 AM	Txt	\$434.55
10212	6/13 - 8/10	IVC	Wautoma Regional Center TuTh 8:30-11:20 AM	Txt	\$434.55
10253	6/12 - 8/12	ONL	Online Flexible	Txt	\$464.55
10255	6/12 - 8/12	ONL	Online Flexible	Txt	\$464.55
10256	6/12 - 8/12	ONL	Online Flexible	Txt	\$464.55

Intro to Sociology (3 cr.) 10-809-196

Focuses on the basic concepts of the intercultural discipline of sociology. Emphasis is placed on culture, socialization and social stratification. The course also looks at five institutions: family, politics, economics, religion and education. Additional topics include demography, deviance, technology, environmental social issues, and social change and organization. PREREQ: ACCPL Reading >= 54 & Sentence >= 83 OR ACT (Read/Engl) >= 18 OR Program Prep OR Not pursuing a degree.

10261	6/12 - 8/9	CLS	Appleton Campus MW 4:30-7:20 PM	Txt	\$434.55
10260	6/13 - 8/10	CLS	Appleton Campus TuTh 8:30-11:20 AM	Txt	\$434.55
10217	6/13 - 8/10	IVC	Appleton Campus TuTh 8:30-11:20 AM	Txt	\$434.55
10218	6/13 - 8/10	IVC	Chilton Regional Center TuTh 8:30-11:20 AM	Txt	\$434.55
10219	6/13 - 8/10	IVC	Clintonville Regional Center TuTh 8:30-11:20 AM	Txt	\$434.55
10381	6/12 - 8/9	CLS	Oshkosh Riverside Campus MW 8:30-11:20 AM	Txt	\$434.55
10220	6/13 - 8/10	IVC	Wautoma Regional Center TuTh 8:30-11:20 AM	Txt	\$434.55
10262	6/12 - 8/12	ONL	Online Flexible	Txt	\$464.55
10263	6/12 - 8/12	ONL	Online Flexible	Txt	\$464.55
10264	6/12 - 8/12	ONL	Online Flexible	Txt	\$464.55

“Education is the most powerful weapon which you can use to change the world.”

-Nelson Mandela

The Teach English to Speakers of Other Languages (TESOL) certificate—an online, accelerated hybrid certificate—prepares you to teach English abroad, or volunteer your time at literacy agencies and churches. We will equip you with skills to use when working or teaching non-native English-speaking students or employees.

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Introduction to Diversity Studies (3 cr.) 10-809-172

Develops workplace skills needed to work with diverse groups of people. Ethnic relations are studied in global and comparative perspectives. Students examine their biases and gain awareness of differences and common ground shared. The course emphasizes how personal and cultural diversity enhances the effectiveness of work groups. PREREQ: ACCPL Reading >= 54 & Sentence >= 83 OR ACT (Read/Engl) >= 18 OR Program Prep OR Not pursuing a degree.

10240	6/12 - 8/9	CLS	Appleton Campus MW 8:30-11:20 AM	Txt	\$434.55
10241	6/12 - 8/12	ONL	Online Flexible	Txt	\$464.55
10242	6/12 - 8/12	ONL	Online Flexible	Txt	\$464.55
10243	6/12 - 8/12	ONL	Online Flexible	Txt	\$464.55

Psychology of Human Relations (3 cr.) 10-809-199

Explores the relationship between the general principles of psychology and people’s everyday lives. Students seek a deepened sense of awareness of themselves and others, and to improve their relationships at work, in the family and in society. PREREQ: ACCPL Reading >= 54 & Sentence >= 83 OR ACT (Read/Engl) >= 18 OR Program Prep OR Not pursuing a degree.

10274	6/12 - 8/9	CLS	Appleton Campus MW 8:30-11:20 AM	Txt	\$434.55
10321	6/13 - 8/8	HYB	Appleton Campus Tu 5:30-9:20 PM	Txt	\$464.55
10266	6/12 - 8/12	ONL	Online Flexible	Txt	\$464.55
10267	6/12 - 8/12	ONL	Online Flexible	Txt	\$464.55
10268	6/12 - 8/12	ONL	Online Flexible	Txt	\$464.55

Think Critically & Creatively (3 cr.) 10-809-103

Provides instruction in the vital, realistic and practical methods of thinking which are in high demand in all occupations of substance today. Decision making, problem solving, detailed analysis of ideas, troubleshooting, argumentation, persuasion, creativity, setting goals and objectives, and more are considered in-depth as the student applies specific thinking strategies and tools to situations in a wide variety of workplace, personal, academic and cultural situations. PREREQ: ACCPL Reading >= 54 & Sentence >= 83 OR ACT (Read/Engl) >= 18 OR Program Prep OR Not pursuing a degree.

10269	6/12 - 8/9	CLS	Appleton Campus MW 8:30-11:20 AM	Txt	\$434.55
10270	6/12 - 8/12	ONL	Online Flexible	Txt	\$464.55
10271	6/12 - 8/12	ONL	Online Flexible	Txt	\$464.55

TRUCK DRIVING

CDL Instruction Permit Course-12 hrs 47-458-416A

Focus of this class will be to assist students in getting their Commercial Driver’s License Instruction Permit prior to visiting the DMV. Class will consist of classroom and online instruction to best prepare you in meeting the necessary program and industry requirements.

10484	7/24 - 7/26	CLS	Chilton Regional Center M-W 5:00-9:00 PM	\$75.00 (62+) \$35.89
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WEB DESIGN

HTML (2 cr.) 10-152-120

Hot Pick! Presents the foundation skills necessary to create Web pages using HyperText Markup Language (HTML). Covers design concepts, hypertext links, tables, frames and Cascading Style Sheets (CSS).

10533 6/12 - 8/12 ONL Online Flexible Txt \$313.70

Web Graphics, Introduction to (3 cr.) 10-152-105

Introduces the fundamental concepts necessary to generate and prepare graphics for Web pages. The course will focus on raster as well as vector images. Areas addressed will be color selection, layout, text, optimizing images, creating backgrounds, slicing, creating navigation, transparent graphics and animated graphics. Adobe software will be utilized.

10535 6/12 - 8/12 ONL Online Flexible Txt \$470.55

WELDING & METALS

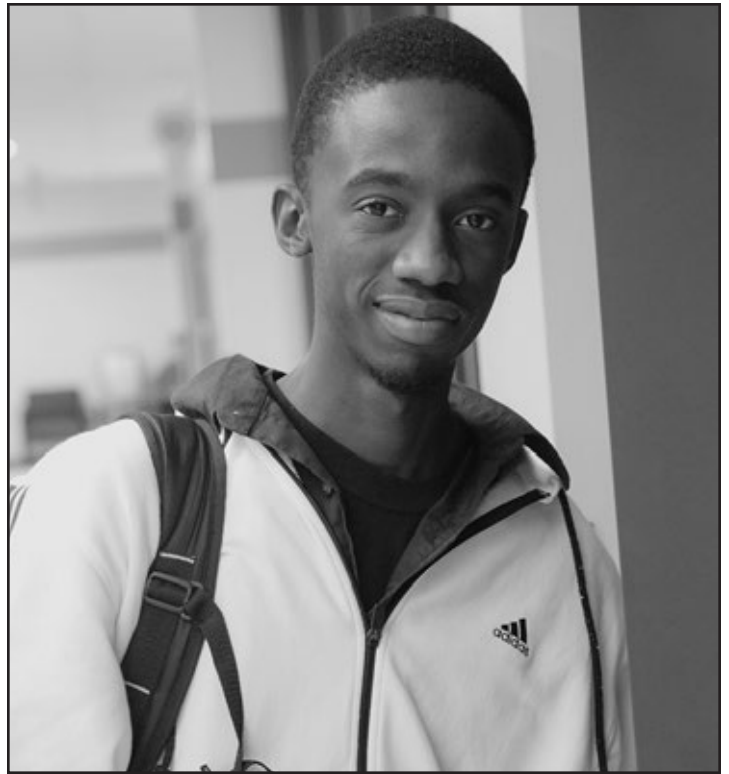
SMAW/GMAW Basic 47-442-441

Emphasizes flat to horizontal welding positions covering the basic joints—tee, lap, butt, corner, etc. Also covers the different welding wire and welding electrodes to be used. Safety, power source setup and operation are discussed.

10119 6/5 - 6/28 CLS Clintonville High School \$143.69
MW 5:30-9:00 PM (62+) \$45.93

WRITING

See: Communications



Just want to take one or two classes? You've come to the right place.

Make an investment in our community's most valuable resource—our people! Support the FVTC Promise!

Over the next several years, our goal is to help 3000 students from low-income families obtain a college education and get one of the thousands of good-paying jobs that exist across our district.

It's a win for the student, their families, employers in our region, and our community.

Your gift will be 100%-invested in helping students succeed. That's a Promise!

www.fvtc.edu/FVTCPromise • 920-735-5608 • facebook.com/FVTCFoundation

Programs of Study

Associate in Applied Science (AAS) degree programs help you prepare for or advance in a particular occupation or field. Most AAS degrees require 60-70 credits and consist of technical studies, general studies and electives. Complete your degree in as little as two years, or attend part-time to fit your schedule. Some or all credits may be applied toward a bachelor's degree program at a four-year college.

Technical Diploma (TD) programs help you prepare for a targeted occupation, typically at the entry level. Credit requirements range from 3-70 credits and many programs offer full- and part-time options. Some credits may be applied to associate degree programs.

Certificate (C) programs include a focused set of courses for skills needed in the workplace. Some credits may bridge into associate degree or technical diploma programs or to a bachelor's degree program at a four-year college.

Apprenticeships (A) are an earn-while-you-learn program of on-the-job training combined with related classroom instruction for a skilled trade. Both the employer and the apprentice must be contracted with the Bureau of Apprenticeship Standards to begin the program.

Agriculture, Horticulture & Natural Resources

Agribusiness Agronomy Technician (TD)
Agribusiness Dairy Technician (TD)
Agribusiness Management Technician (TD)
Agribusiness/Science Technology (AAS)
Agriculture Equipment Service Technician (TD)
Agriculture Power Equipment (AAS)
Crop Application Specialist (C)
Farm Business & Production Management (TD)
Farm Operation (TD)
Forest Management Specialist (C) **New!**
Golf Course Turf & Equipment Technician (C)
Greenhouse Grower/Plant Propagation Technician (C)
Habitat and Land Use Management Specialist (C) **New!**
Horticulture Technician (TD)
Horticulture/Landscape Specialist (TD)
Laboratory Science - Environmental (C)
Laboratory Science - Food (C)
Laboratory Science - Introduction (C)
Laboratory Science - Paper & Packaging (C)
Laboratory Science Assistant (TD)
Laboratory Science Technician (AAS)
Landscape Construction Technician (C)
Landscape Maintenance Technician (C)
Natural Resources Technician (AAS)
Outdoor Power Equipment Technician (TD)
Power Sports Technology (C)
Precision Agriculture Technician (TD)
Urban Forestry Technician (C)

Aviation

Aeronautics-Pilot Training (AAS)
Aeronautics-Professional Pilot (TD)
Aircraft Electronics (AAS)
Airframe & Powerplant Mechanics (TD)

Business, Management & Finance

Accounting (AAS)
Accounting Assistant (TD)
Administrative Professional (AAS) *
Banking & Financial Services (AAS)
Broadcast Captioning (AAS) ▲
Business Fundamentals (C)
Business Management (AAS) *
Business Operations (TD) **New!**
Communications, Professional (AAS)
Court Reporting (AAS) ▲
Digital Media (C)
Entrepreneurship and Small Business Management (C) **New!**
Event Planning (C)
Financial Fraud Detection, Fundamentals of (C)
Human Resources (AAS) **
Law Enforcement Administrative Professional (C) **New!**
Management Development (AAS) **
Medical Administrative Professional (AAS)
Medical Office Assistant (TD)
Meeting & Event Management (AAS) **
Microsoft Office Suite (C)
Office Assistant (TD) *
Office Skills, Basic (C)
Organizational Leadership, Advanced (C)
Organizational Leadership, Basic (C)
Paralegal (AAS)
Small Business Success 1 (C) **New!**
Small Business Success 2 (C) **New!**
Supply Chain Management (AAS)
Supply Chain Operations Specialist (C)
Writing for the Web (C)
Writing, Grant/Proposal (C)

Find the most current information on all FVTC programs at www.fvtc.edu/Programs.

Construction

Construction Project Coordinator (C)
Construction Project Supervision (C)
Construction Management Technology (AAS)
Construction, Residential Building (TD)
Electrician Apprentice (ABC) (A)
Electricity (TD)
Electronic Systems Technician Apprentice (A)
Operating Engineer Apprentice (A)
Photovoltaic Installation Technician (C)
Plumbing Apprentice (A)
Sheet Metal Construction (A)
Steamfitting Apprentice (A)
Steamfitting Service Apprentice (A)

Culinary & Hospitality

Culinary Arts (AAS) *
Culinary Arts - Advanced (C)
Food Service Production (TD)
Hospitality Management (AAS)

Engineering Technologies

Automated Manufacturing Systems Technology (AAS)
Automation & Maintenance, Advanced (C)
CAD Management (C)
Electrical Engineering Technology (AAS)
Electro-Mechanical Technology (AAS)
Electronic Engineering Technology (AAS)
Electronics Manufacturing (C)
Electronics Principles (C)
Electronics, Practical Fundamental (C)
Energy & Environmental Management (C)
Environmental Compliance Specialist (C)
Environmental Health & Safety (C)
Instrumentation & Process Control (C)
Manufacturing Engineering Technology (AAS)
Mechanical CAD Drafting (TD)
Mechanical Design Technology (AAS)
Motors & Variable Speed Drives (C)
Programmable Logic Controllers (PLCs) (C)
Quality Engineering Technology (AAS)
Safety Engineering Technology (AAS)
Wind Energy Technology (AAS) ▲

Health Science

Dental Assistant (TD)
Dental Hygienist (AAS)
Exploring Health Careers (C)
Gerontology (C)

Health Information Technology (AAS)
Medical Assistant (TD)
Medical Coding Specialist (TD)
Nursing - Associate Degree (AAS)
Nursing Assistant (TD)
Nursing Pathway, LPN to ADN (AAS)
Nursing, Licensed Practical Nurse Refresher (C)
Nursing, Paramedic to ADN Pathway (AAS)
Nursing, Practical (TD)
Nursing, Registered Nurse Refresher (C)
Occupational Therapy Assistant (AAS)
Personal Care Worker (C)
Pharmacy Services Management (AAS) ▲
Pharmacy Technician (TD) ▲
Phlebotomy Technician (C) **New!**
Therapeutic Massage (TD) **New!**

Human Services

Alcohol & Other Drug Abuse Associate (AAS)
AODA Specialty Education (C)
Child Care Administrator (C)
Early Childhood Education (AAS) *
Family Child Care (C)
Preschool Credential (C)
Substance Abuse Counselor Education 360 Hr Comprehensive Program (C)
Substance Abuse Counselor in Training (C)
Understanding Autism Spectrum Disorder (C)

Information Technology

Computer Support Specialist (AAS)
Database (C)
Desktop Support (C)
Exploring IT Careers (C)
Help Desk Support Specialist (TD)
Information Systems Security Specialist (AAS) **New!**
Mobile Applications Development (C)
Network Administration (C)
Network Infrastructure (C)
Network Specialist (AAS)
Network Systems Administration (AAS)
PC Programming (C)
Security (C)
Software Developer (AAS)
Web Design (TD)
Web Design Fundamentals (C)
Web Development & Design Specialist (AAS)
Web Development (C)

Find the most current information on all FVTC programs at www.fvtc.edu/Programs.

Manufacturing

Controls Maintenance (C) **New!**
Electrical Maintenance (C) **New!**
Industrial Electrician Apprentice (A)
Industrial Engineering (C)
Industrial Engineering Technology (AAS)
Industrial Maintenance (C)
Industrial Maintenance Mechanic (TD)
Lean/Six Sigma Green Belt (C)
Machine Tool Technician (TD)
Machinist Apprentice (A)
Maintenance Mechanic/Millwright Apprentice (A)
Maintenance Technician Apprentice (A)
Mechanical Maintenance (C) **New!**
Pipe Fabricator Apprentice (A)
Pipefitting Apprentice (A)
Production Inspection & Metrology (C)
Quality, Manufacturing (C)
Quality, Non-Manufacturing (C)
Technical Studies:Journeyworker (AAS)
Tool & Die Apprentice (A)
Welding Fundamentals (C)
Welding Technology, Industrial (AAS)
Welding, Production (TD)
Welding/Metal Fab Technician (TD)
Welding/Metal Fabrication (TD)
Wood Manufacturing Technology (TD)
Woodworking Technician 1 (C) **New!**
Woodworking Technician 2 (C) **New!**

Marketing, Sales & Service

Cosmetology Apprentice (A)
Digital Marketing (TD) **New!**
Interior Design - Kitchen & Bath Design (AAS)
Interior Design (AAS)
Kitchen & Bath Design (C)
Marketing (AAS)

Public Safety

Child Protection Investigator (C)
Corrections (C)
Crime Prevention (C)
Criminal Investigator (C)
Criminal Justice - Law Enforcement 720 Academy (TD)
Criminal Justice (AAS)
Cyber Crime Investigation (C)
Emergency Medical Technician - Advanced (C)
Emergency Medical Technician - Paramedic (TD)
Emergency Medical Technician (TD)
Evidence Technician - Advanced (C)

Evidence Technician (C)
Fire Protection Technician (AAS)
Forensic Science (AAS)
Private Investigation Specialist (C)
Security and Asset Protection (AAS)
Security Management (C)

Transportation

Auto Collision Repair & Refinishing Technician (TD)
Automotive GM Technician (C)
Automotive Maintenance Technician (TD)
Automotive Service Management (C)
Automotive Technician - Imports (TD)
Automotive Technician (TD)
Automotive Technology - Imports (AAS)
Automotive Technology (AAS)
Automotive Technology GM ASEP (AAS)
CDL Straight Truck (C)
Diesel Construction Equipment Service Technician (FABTECH) (TD)
Diesel Engine Service Technician (FABTECH) (TD)
Diesel Equipment Mechanic (TD)
Diesel Equipment Technology (AAS)
Diesel Power Generation & Marine Service Tech (FABTECH) (TD)
Exploring Automotive Careers (C)
Truck Driving (TD)
Truck Driving Refresher (C)
Vehicle Refinishing & Repair Technology (AAS)

General, Global & Individualized Studies

English Business Communication (C)
English Language Competency - Advanced (C)
English Language Competency - Intermediate (C)
General Education (C)
General Studies Transfer (UW-Green Bay) (C)
General Studies Transfer (UW-Oshkosh) (C)
Global Advantage Professional (C)
Global Business Professional (C)
Individualized Technical Studies (AAS)
Intercultural Relations (C)
Spanish (C)
Spanish Health Care (C)
Teach English as a Second or Foreign Language (C)

*Also offered in accelerated format

**Accelerated format only

▲ Shared with another technical college

Find the most current information on all FVTC programs at www.fvtc.edu/Programs.

Certificate Programs

Is a certificate right for you?

A certificate program from Fox Valley Technical College can set you apart in the workplace with highly specialized knowledge and skills. Certificate programs vary from 2 to 36 credits, and many courses are offered online for your convenience. It's possible to complete many certificates in less than a year.

Certificate programs are a good way to organize a collection of related courses – whether you're interested in career development or personal enrichment. We offer over 120 certificates to choose from in a variety of subject areas.

Certificate programs include a focused set of courses for skills needed in the workplace. Some credits may bridge into associate degree or technical diploma programs or to a bachelor's degree program at a four-year college.

For more information, including a complete list of required classes, **visit www.fvtc.edu/Certificates** or call **1-800-735-FVTC (3882)**.

Agriculture, Horticulture & Natural Resources

Crop Application Specialist (26 cr.)

Custom crop applicators are in demand. This program prepares you with the skills you will need including pest management, plant science, weed identification, agronomy equipment and crop scouting. You'll also learn about agribusiness, crop production and computer programs specific to the field. Earn this state-recognized certificate to further your career in agribusiness.

Forest Management Specialist (15 cr.) **New!**

Learn the technical skills required to be successful in a career as a forestry technician in both public and private sector employment. With this certificate, you'll acquire knowledge related to forest and land management, along with wildland fire – both suppression and prescribed burning applications. Intended for Natural Resources Technician students who have completed their first-year program courses.

Golf Course Turf & Equipment Technician (38 cr.)

Do you want to turn your love for golf into a career? This certificate could be your first step. Learn how to install, maintain and care for greens, fairways, tee boxes and sand traps. You'll also gain the skills necessary to maintain and repair specialized equipment used on the golf course grounds.

Greenhouse Grower/Plant Propagation Technician (17 cr.)

Put your green thumb to good use while preparing for this satisfying career field. Through hands-on experience and the study of industry best practices, you will learn about plant propagation and diagnostics, and will gain skills in greenhouse management. You'll also learn how to design and maintain an interior plantscape. The study of ornamental plant health care is included to provide you with a broad knowledge base.

Habitat and Land Use Management Specialist (15 cr.) **New!**

Responsible management of our natural resources is crucial for both our generation and those to come. Understanding the habitat resources we have on the landscape is fundamental to this management. Learn the technical skills required to be successful in gaining employment in both the public and private sectors. With this certificate, you'll acquire hands-on skills and knowledge related to wildlife habitat management, soil and water conservation, landscape restoration techniques, along with wildland fire – both suppression and prescribed burning applications. Intended for Natural Resources Technician students who have completed their first-year program courses.

Laboratory Science - Environmental (10 cr.)

Learn the basic laboratory skills you'll need to be successful in an industrial environmental lab. Your study will include microbiology, math calculations used in lab work, and a broad spectrum of topics related to water and wastewater analysis. You can apply what you're learning with sample testing and hands-on lab experiments. Prerequisite: Laboratory Science Introductory certificate

Laboratory Science - Food (10 cr.)

This certificate will prepare you for an interesting, entry-level position in a food laboratory, or help you enhance your current lab skills in this field. You'll learn about food processing and food safety, along with a review of math concepts used in the lab and an introduction to microbiology. Prerequisite: Laboratory Science Introduction certificate

Laboratory Science - Introduction (14 cr.)

This introductory certificate program is required prior to enrolling in more specific lab science certificates. You'll get a solid introduction to the core concepts and principles of math, biology and chemistry. You'll also learn about laboratory procedures, data analysis, safety and equipment. You'll be well prepared to take your lab science study to the next level.

Laboratory Science - Paper & Packaging (5 cr.)

Get the skills you need to build a career in a paper and packaging laboratory. Whether you're just starting out or want to expand your knowledge, this program will cover a variety of testing

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To learn more about FVTC certificate programs and specific course requirements, visit www.fvtc.edu/Certificates or call 1-800-735-FVTC (3882).

procedures, measurement techniques, and chemical tests used in the industrial lab. Your training also includes a review of math concepts used for data analysis. Prerequisite: Laboratory Science Introduction certificate

Landscape Construction Technician (16 cr.)

Develop a solid foundation in landscape design and construction to become an important member of the landscaping team. Learn how to bring a project design to life with a management system and an action plan. You'll learn the best practices of using brick and block, and work with plants and equipment to create award-winning designs. You will be a valued member of the landscaping team with these skills.

Landscape Maintenance Technician (16 cr.)

Once a landscape design is planted and established, landscape maintenance technicians keep the plants healthy and looking beautiful. This certificate program equips you with the best practices of the industry and gives you experience using cutting-edge equipment and technology. You'll get plenty of hands-on experience learning the skills to diagnose and treat plant problems.

Power Sports Technology (24 cr.)

Learn to repair ATVs, snowmobiles, motorcycles, and marine and personal watercraft in this certificate program. You'll learn how to do pre-delivery inspections, tune-ups and repairs, service clutches, transmissions, differentials, brakes, fuel systems and more. When you have completed the certificate, you'll be ready for the Arctic Cat Technician certification in snowmobiles and ATVs and for the Arctic Cat Master Technician certification test too. No need to bring tools; we supply them.

Urban Forestry Technician (19 cr.)

If you have an interest in the care and maintenance of trees, this program is for you. You will learn urban tree maintenance and management, plant health care operations, how trees function, planting and selection, and chainsaw safety and operation. With these skills you could work in careers

related to arboriculture, urban forestry, nursery management, plant health care and utility line clearance.

Business, Management & Finance

Business Fundamentals (14 cr.)

Learn the basic business skills you need to compete in today's job market. Gain confidence as you practice giving presentations and writing effective business communications. You'll also learn the best business practices and how to be a successful supervisor. All this will be done using the latest computer applications for business.

Digital Media (6 cr.)

Increase or update your technical skills and learn to make great videos, ebooks and graphic files. You'll be in demand with these digital and social media skills. Learn to publish content for mobile devices and how to use social media for marketing and public relations. With these skills you will be a valuable employee for any business.

Entrepreneurship and Small Business Management (15 cr.) *New!*

Have you ever dreamed of starting your own business? Or are you in line to take over the family business? This specialized training will give you the foundational skills you'll need including designing a business model, accounting and finance, marketing and small business leadership. If you're considering continuing your education, this certificate can be combined with other degree programs.

Event Planning (22 cr.)

Event planning skills come in handy in many career fields. You'll learn how to plan, promote and conduct effective meetings, conferences and special events. Learn how to manage financials, address security issues and other risk factors in this certificate program. You'll also learn catering techniques and customer service so you can put on fantastic events for your employer.

Financial Fraud Detection, Fundamentals of (15 cr.)

Develop basic skills to investigate business fraud with this certificate. You'll learn about cash flow and how to identify various types of fraud. Develop your skills in accounting and software such as QuickBooks and Excel. Courses also cover constitutional law and how to conduct an investigation.

Law Enforcement

Administrative Professional (16 cr.) *New!*

Prepare for an administrative support position in a law enforcement agency with this certificate program. You'll learn or improve skills covering written and oral communication, critical thinking and office fundamentals geared specifically to a police department. This flexible program allows you to progress at your own speed with online courses.

Microsoft Office Suite (4 cr.)

Want to get up to speed on the latest Microsoft Office software? This certificate will help you learn the essential computer skills used in most offices today. Become proficient in Word, Excel, Access and PowerPoint. This flexible program allows you to progress at your own speed.

Office Skills, Basic (11 cr.)

Don't know the first thing about using a computer? We can help. This program covers skills such as keyboarding and using the computer to send messages, manage tasks, file contacts and keep track of schedules. You'll learn to maintain records, communicate verbally and in writing, and how to provide good customer service. And, you'll complete business projects in a simulated office environment.

Organizational Leadership, Advanced (18 cr.)

Take your leadership skills to the next level with this certificate. Find out what it takes to manage people in today's organizations. In this program you'll learn how to control costs, develop budgets and train employees. You'll also develop the writing skills you need to communicate effectively in a manager role.

Organizational Leadership, Basic (15 cr.)

If you think you have what it takes to be a leader and move up the ladder, this program will give you the skills to begin your journey. Learn the basics of supervision and management. You'll gain skills for continuous improvement, selecting new employees, conducting performance appraisals, motivating employees and teamwork.

Small Business Success 1 (6 cr.) **New!**

This six-credit certificate is perfect for current students in any program area who want to start their own business and are seeking basic small business training. You'll be introduced to all aspects of business ownership including business models, legal formation, taxes and insurance, funding sources and book keeping. All courses are instructor led and available in the traditional classroom setting or online.

Small Business Success 2 (6 cr.) **New!**

As a complement to the Small Business Success 1 certificate, you can continue learning additional skills necessary to launch and operate a successful business. You'll experience a greater understanding of the financial side of business and have the opportunity to launch a new venture with the hands-on assistance of an instructor and small business mentor.

Supply Chain Operations Specialist (16 cr.)

Learn all about supply chain operations: the flow of goods and information from point of origin to the point of consumption. You'll learn about transportation, inventory control, materials management, operations management, purchasing, international business, logistics management and sustainability for the supply chain. You'll be ready to take the APICS Basics of Supply Chain Management exam.

Writing for the Web (10 cr.)

Learn how to write usable, appropriate content for websites with this certificate. You'll gain an understanding of search engine optimization (SEO) and social media, and you'll learn how to insert and properly use graphics and graphics software on websites. Apply these skills in business, education or non-profit organizations.

Writing, Grant/Proposal (9 cr.)

Learn how to find, research and write grants and proposals using the latest research methods and solid writing principles. As part of your training, you'll gain direct experience in writing a grant. Employers in business, government and non-profit organizations value these skills.

Construction

Construction Project Coordinator (20 cr.)

If you are new to the construction business or want to increase your depth of knowledge in commercial construction materials, methods and construction criteria, this certificate program is for you. You'll master skills in site and building material selection and installation methods, and will learn to evaluate construction plans and specifications for job site supervision. You'll also integrate sustainable design and construction practices into the material and methods of construction. Your classes will cover building plans and specifications, codes, site safety and inspection techniques. There will be plenty of opportunities to practice your skills with daily construction site activities including meetings, submittals, bulletins and shop drawing review.

Construction Project Supervision (15 cr.)

Experienced construction supervisors and commercial construction workers seeking advanced project management skills will find them here. You'll learn how to manage projects, estimate costs and schedule jobs. You will also learn how to keep workers safe on the job and how to manage contracts. Field study allows you to investigate a specific area of project supervision and you'll gain experience through an internship.

Photovoltaic Installation Technician (14 cr.)

The solar industry is one of the fastest-growing industries in the nation, and offers tremendous opportunities for workers from all backgrounds. Study renewable energies, safety, blueprint reading, and photovoltaic design and installation. You'll be ready for an entry-level position with a certified solar energy installer and for the North American Board of Certified Energy Practitioners entry level certificate exam.

Culinary & Hospitality

Culinary Arts - Advanced (15 cr.)

Take your love of cooking to the next level with the Advanced Culinary Arts certificate. This program is designed for the experienced culinary learner who wishes to add to their skills. You'll have the opportunity to learn more about ice carving; wines; and European, Asian and Latin cuisines. You'll explore more modern culinary techniques in classes like Advanced Garde Manger; Molecular Gastronomy; or Local, Sustainable and Organic Foods. Plus, take your cooking on the road and prepare for upcoming culinary competitions in Fox Valley Tech's two competition-based classes or learn what it takes to develop your own hospitality business.

Engineering Technologies

Automation & Maintenance, Advanced (12 cr.)

Technicians and maintenance personnel seeking advanced automation skills will find them here. With this certificate you'll focus on advanced automation skills including programmable logic controllers (PLCs), sensors, software, SCADA and the integration of multiple industrial devices. You'll also learn skills in robotics, motion controllers and motion systems used in industry.

CAD Management (17 cr.)

Become a more valuable employee by learning to keep a Computer-Aided Design (CAD) department running smoothly, quickly and efficiently. This program will add advanced skills to

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your Mechanical Design associate degree. You'll learn to customize and program CAD software and gain skills in networking, data and document management, hardware and software budgeting.

Electronics Manufacturing (14 cr.)

Prepare for a great career in circuit board assembly or design with this certificate program. You'll be job ready to use, program and troubleshoot equipment used in the manufacturing of printed circuit boards. Learn about digital electronics, circuit board assembly, programming and testing. These specialized skills will set you apart in the job market.

Electronics Principles (14 cr.)

A solid electronics foundation is necessary to be successful in a variety of electronics-related careers and degree programs, and this certificate will give you the knowledge and skills you need. Through a mix of classroom and lab experiences, you'll learn about circuit analysis, DC and AC circuits, digital electronics and more. This flexible program will give you a great start on your career in electronics.

Electronics, Practical Fundamental (8 cr.)

If you want a strong foundation in fundamental electronics, this certificate program could be a good choice for you. You'll learn the practical concepts of electronics, and will study components, circuit theory and circuit assembly. You'll also learn how to operate test equipment used for powering and analyzing circuitry. Your training covers basic DC and AC, solid state and digital circuits. This hands-on program allows you to practice what you learn in the lab.

Energy & Environmental Management (15 cr.)

Explore current sustainability standards and regulations, as well as market and projected growth factors. You'll learn how to develop sustainability plans and environmental management programs based on EPA, ISO and other national and international guidelines. You'll also learn the fundamentals of energy, regulations for hazardous materials and waste, and how to reduce the carbon footprint impacts of business.

Environmental Compliance Specialist (13 cr.)

Gain a foundation in the environmental laws and regulations found in industry. You'll learn about safety procedures associated with the day-to-day handling of hazardous materials and waste streams, along with emergency response procedures. Your training will include coursework in auditing and inspection programs, air and water emissions, and hazardous and solid waste stream management. You'll have the skills and training for this specialized career path.

Environmental Health & Safety (15 cr.)

Environmental health and occupational safety have an important impact on business and industry. In this program, you will learn about regulatory standards and the inspection process. You'll also learn about the prevention of risk factors in the workplace, as well as accident investigation and reporting. As part of your training, you will complete a series of simulated reports and policies to prepare you for entry-level work in this interesting field.

Instrumentation & Process Control (4 cr.)

If you have an electrical background and are working in a process industry, this certificate can increase your knowledge and skills with process instruments. Whether you work in food processing, paper or plastic film manufacturing, chemical or petroleum production, waste water treatment or power generation, you will learn to manage process controls such as flow rate, pressure level, temperature control, chemical mix and more. These skills can help you specialize or grow in your career.

Motors & Variable Speed Drives (5 cr.)

Knowledge of fundamental electronics will be helpful to you as you learn the theory, operation, programming, wiring and maintenance of DC and AC motors and variable speed drives commonly used with industrial equipment. This additional knowledge of how motors operate can make you a more valued employee, leading to opportunities for cross-training or advancement.

Programmable Logic Controllers (PLCs) (5 cr.)

If you have knowledge of electronics and want to add new skills for work in an industrial environment, this certificate is the answer. You'll learn about relay ladder logic, wiring various types of industrial control devices and sensors, and programmable logic controllers commonly used with industrial equipment. Labs provide hands-on experience with the latest equipment so you can hit the ground running.

Health Science

Exploring Health Careers (12 cr.)

If you want to pursue a healthcare career but aren't sure which program is right for you, this certificate can help. Learn more about job opportunities, pay and benefits. Discover what additional education you will need and what steps to take to get into the program you choose. You'll learn the people skills necessary for health professions and some of the medical terminology involved in health care work. This program will help you make an important career decision.

Gerontology (7 cr.)

Whether you are pursuing a professional career involving care for the elderly or are a family caregiver or volunteer, this certificate program will give you the knowledge and skills needed to be able, compassionate and resourceful. You'll learn about the physical and psychosocial aspects of aging, as well as public policy, community resources, and safety concerns. This certificate program will prepare you to serve the growing elderly population.

Nursing, Licensed Practical Nurse Refresher (7 cr.)

If you are a licensed practical nurse who has been out of the nursing workforce for more than five years, this program will help you update your skills and clinical performance to return to the nursing field. Your training will cover the nursing process, infection control, medication update, recent trends, the aging population and communications. A precepted clinical experience will help prepare you to return to caring for patients.

To learn more about FVTC certificate programs and specific course requirements, visit www.fvtc.edu/Certificates or call 1-800-735-FVTC (3882).

Nursing, Registered Nurse Refresher (7 cr.)

Are you a registered nurse who's been out of the nursing workforce for five years? This certificate will allow you to practice current nursing skills and give you the clinical experience you need to return to caring for patients. Your training will examine the nursing process, infection control, medication update, recent trends and more. You'll also complete a precepted clinical as part of your training.

Personal Care Worker (2 cr.)

If you want to provide assistance to clients in their assisted living facilities, homes or are a family caregiver or volunteer who assists someone in the home, you will find this program very helpful. You'll learn the proper ways to assist someone with bathing, dressing, grooming and personal hygiene. You'll also explore topics like nutrition, mobility, infection prevention, communication, challenging behaviors, emergencies and family dynamics. You'll have a good foundation to be a skilled personal care provider.

Phlebotomy Technician (17 cr.) *New!*

As a phlebotomy technician, you'll collect blood for testing and analysis in a clinical laboratory. Your training will include the study of anatomy, blood collection procedures, proper storage and handling of blood samples, and safety precautions. Great jobs can be found in clinical laboratories, hospitals, community health centers, physician's offices, blood donation centers and other healthcare facilities.
Human Services

AODA Specialty Education (11 cr.)

This program is a good choice if you already hold a Wisconsin license as a professional counselor, clinical social worker, or marriage and family therapist, and you want to add certification as a substance abuse counselor. You'll gain an understanding of addiction, prevention, treatment options, clients' rights and clinical ethics. Through independent study, you can explore an area of special interest. Completion of this program makes you eligible for the specialty in substance abuse counseling, the equivalent of the Substance Abuse Counselor credential

in Wisconsin. Before applying for this certificate, you must contact Greg Delaney, AODA Program Department Chair at 920-735-4779 or delaney@fvtc.edu

Child Care Administrator (18 cr.)

Lead teachers or program directors currently employed in early childhood programs will benefit from this certificate. You will receive an overview of the roles and responsibilities of administrators in early childhood programs, and will learn about budgeting, fiscal management, marketing, licensing and accreditation, as well as operations and facility management. You'll also explore best practices relating to child growth and development to help you establish a quality child care program. Upon completion, you'll be prepared for the administrator credential from The Registry, Wisconsin's Recognition System for the Childhood Care and Education Profession.

Family Child Care (12 cr.)

If you plan to provide childcare in a home or family setting, this certificate program will help you examine child development, quality standards, community resources, health and wellness, and family partnerships. You'll also learn how to promote desired outcomes through play-based learning, observation and assessment. Choose additional courses to gain skills for curriculum planning, strategies for guiding behavior or care for children at various developmental stages. Upon completion, you'll be prepared for the family child care credential from The Registry, Wisconsin's Recognition System for the Childhood Care and Education Profession.

Preschool Credential (18 cr.)

Early care and education professionals wishing to build upon their skills in the preschool setting will find this certificate invaluable. Each age group requires a little something special and preschoolers are no exception. You'll learn about child development, health, safety, nutrition, how to guide children's behavior as well as developing curriculum related to art, music and language arts. Upon completion, you'll be prepared for the preschool credential from The Registry, Wisconsin's Recognition System for the Childhood Care and Education Profession. Substance Abuse Counselor Education 360 Hr Comprehensive

Substance Abuse Counselor Education 360 Hr Comprehensive Program (14 cr.)

If you already hold the Wisconsin Substance Abuse Counselor (SAC)-IT level credential, this program will help you meet the Department of Safety and Professional Services requirements for the SAC credential. You'll develop the skills to interview clients for the assessment and diagnosis of substance abuse. In addition, you'll gain an understanding of mental disorders that co-exist with substance disorders and develop your group facilitation skills. You'll also learn about case management and the related documentation. Before applying for this certificate, you must contact Greg Delaney, AODA Program Department Chair at 920-735-4779 or delaney@fvtc.edu

Substance Abuse Counselor in Training (8 cr.)

If you already have a bachelor's or master's degree in a human services field and want to meet the Wisconsin Department of Safety and Professional Services educational requirement for the SAC-IT credential, this program will help. You'll learn basic information about substance abuse counseling, including clients' rights and clinical ethics. You'll also gain an understanding of addiction and explore best practices for counseling clients. Before applying for this certificate, you must contact Greg Delaney, AODA Program Department Chair at 920-735-4779 or delaney@fvtc.edu

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Understanding Autism Spectrum Disorder (6 cr.)

This program is designed for teachers, parents of children with autism, paraprofessionals working with students who have special needs, and social workers, nurses and child development specialists. You'll develop skills, strategies and techniques to help promote educational and social success in individuals diagnosed with autism spectrum disorder. You'll learn about the impact of early intervention, strategies to reduce negative behaviors, and how to foster play and friendship.

Information Technology

Database (12 cr.)

With this certificate, you will learn how to design, query and update Microsoft SQL Server and Oracle databases using Structured Query Language (SQL) and other database tools. You'll also learn about the security, performance and maintenance of databases. In addition, you'll explore the operation and management of client/server back-end relational databases. These valuable skills will help further your career in today's business environment.

Desktop Support (12 cr.)

This certificate helps you learn techniques to complete and document software installations. The hands-on training will help you gain skills with Intel-based system configuration and improvement, component care and troubleshooting. You'll also learn how to train end-users on Microsoft applications. With this certificate, you'll be able to provide support in a corporate environment or for home users via phone support, remote support and retail counter support.

Exploring IT Careers (12 cr.)

If you want to pursue a career in information technology, but aren't sure which specific career field matches your personality and abilities, this program will help. You'll learn about IT job opportunities, pay and benefits you can expect, and the necessary steps to get into the program you choose. You'll explore the use of information systems in today's business environment and try out a variety of career tracks.

Mobile Applications Development (15 cr.)

As mobile usage skyrockets, so does the demand for IT professionals who can create mobile applications. This certificate will give you the skills needed to design and build mobile applications for iOS (iPhone, iPad and Touch), Android and Windows environments. You'll get plenty of hands-on experience to build your proficiency. This growing career field holds lots of opportunities.

Network Administration (18 cr.)

This program will help you learn the skills you need to be an effective network administrator in a corporate environment. You'll learn how to configure and install network operating systems and applications in single, multi-platform and virtualized environments. The emphasis will be on learning how to configure, operate and troubleshoot problems associated with various network operating systems. You'll have plenty of opportunities to gain valuable hands-on experience.

Network Infrastructure (17 cr.)

Build your portfolio of professional skills by learning how to design, implement and support a variety of computer networks. Your training will give you a solid base of knowledge in network cabling and hardware technologies, along with hands-on experience with voice, video and data applications. You'll also learn about wireless networking configurations, standards and security.

PC Programming (18 cr.)

This certificate can help you develop or stay current with your computer programming skills. You'll learn the basic principles of logic and programming, and how to write applications with C#, .NET and C++ programming languages. Your training will also include the operation and management of relational databases, including SQL. In addition, you'll learn about project planning and implementation in a business environment.

Security (23 cr.)

Data security is critically important for organizations in today's high tech environment. Get the technical

knowledge and skills to identify the risks and vulnerabilities of computer workstations, networks and mobile devices. You'll learn how to protect against intrusion with detection tools and security design. Your training will also include techniques used for ethical hacking and establishing organizational security policies.

Web Design Fundamentals (11 cr.)

Build your technical and creative skills to design engaging websites for businesses or individuals. You'll learn about web design standards and best practices, along with the skills you need to create responsive websites. There will be opportunities to practice programming and application of these concepts using current design tools. You'll have the knowledge and skills to start designing for the Web.

Web Development (11 cr.)

Learn the basic concepts of programming using JavaScript and XHTML languages, as well as the skills you need to create Web pages using HTML and PHP. You'll also learn about relational databases using Structured Query Language. Your hands-on training includes a capstone project where you'll apply your learning to build a complete and functional website.

Manufacturing

Controls Maintenance (15 cr.) *New!*

Today's machines are controlled with great precision, speed and repeatability. In the Controls Maintenance certificate program, you'll gain a detailed understanding of how machines are wired, programmed and controlled. Motor and drives fundamentals, programming concepts, touch panels and complete system troubleshooting techniques are covered through classroom materials and various hands-on lab activities. Once you've completed this certificate, use what you've learned towards an Industrial Maintenance Mechanic technical diploma, Electro-Mechanical Technology associate degree or Automated Manufacturing Systems Technology associate degree.

To learn more about FVTC certificate programs and specific course requirements, visit www.fvtc.edu/Certificates or call 1-800-735-FVTC (3882).

Electrical Maintenance (10 cr.) *New!*

Electrical skills are in high-demand. With this certificate, you'll focus on the fundamentals of electrical safety, DC and AC circuits, electrical power distribution and electrical control cabinet wiring. You'll acquire electrical and electronic knowledge, and consistent reinforcement of electrical theories through hands-on labs. Once you've completed this certificate, use what you've learned towards an Industrial Maintenance Mechanic technical diploma, Electro-Mechanical Technology associate degree or Automated Manufacturing Systems Technology associate degree.

Industrial Engineering (15 cr.)

Become a highly skilled industrial technician with up-to-date knowledge of tools, machines, language and regulations as they apply in manufacturing. Your courses will cover topics like facility planning, material handling, work measurement and engineering economics.

Industrial Maintenance (15 cr.)

Today's manufacturers need skilled maintenance personnel to keep operations running smoothly. In this program, you'll get a solid foundation in electrical power systems and industrial machinery. You will learn about mechanical concepts and electrical power distribution, and will build your skills in electronics, fluid power and programmable logic controllers.

Lean/Six Sigma Green Belt (19 cr.)

Lean Six Sigma drives operational excellence by reducing waste, eliminating defects and reducing variation in processes in any industry such as manufacturing, health care, business and service. This certificate covers the lean and statistical tools used to identify opportunities and make improvements, and introduces the elements of a successful culture of continuous improvement.

Mechanical Maintenance (9 cr.) *New!*

Prepare to enter the ever-evolving field of Mechanical Maintenance. In this introductory program, you'll focus on hydraulics, pneumatics, mechanical

machine concepts, drawings and print reading. Once you've completed this certificate, use what you've learned towards an Industrial Maintenance Mechanic technical diploma, Electro-Mechanical Technology associate degree or Automated Manufacturing Systems Technology associate degree.

Production Inspection & Metrology (5 cr.)

Growing emphasis on Production Part Approval Processes (PPAP) and Advanced Production Quality Planning (APQP) puts metrology professionals in demand. You'll receive training on basic measurement tools and advanced measurement techniques including the programming and operation of coordinate measuring machines (CMM).

Quality, Manufacturing (14 cr.)

There are great manufacturing careers working in the quality field. This certificate will prepare you for conducting audits, implementing preventive and corrective actions, and using statistics to monitor and improve processes. In addition, you'll gain hands-on experience with many measurement tools commonly used in manufacturing including the programming and operation of coordinate measuring machines.

Quality, Non-Manufacturing (14 cr.)

Working in the food processing or health care industries? Get the skills you need for a career in the quality field. You'll learn the basic skills to work in a laboratory environment and to troubleshoot a variety of instrumentation. In addition, you'll learn how and why to conduct quality audits, how to take preventive and corrective actions, and how to use statistics to monitor and improve processes.

Welding Fundamentals (7 cr.)

Get the skills you need for a high-demand, entry-level career in welding. Your training will cover environmental work and personnel hazards common with the industry and proper personal protection methods. You'll learn how to read shop drawings, interpret detailed weld symbols and will receive hands-on training in welding on a variety of materials and positions.

Woodworking Technician 1 (6 cr.) *New!*

Learn the foundational woodworking skills you need to become a professional woodworker or serious woodworking enthusiast. Gain confidence as you develop layout and measurement skills and use basic machinery for sawing and milling wood to exact specifications. You'll also explore wood species identification and materials used in the woodworking industry such as adhesives, abrasives and metal fasteners.

Woodworking Technician 2 (5 cr.) *New!*

Build on the foundational woodworking skills learned in Woodworking Technician 1. You'll learn to use a variety of stationary sanding machines and a sliding table panel saw. A large focus will be given to the operation of wood shapers and molders. Several projects will be built that incorporate the machining skills learned in both Woodworking Technician 1 & 2. Marketing, Sales & Service

Kitchen & Bath Design (35 cr.)

If you are currently working as a kitchen and bath design professional, this certificate will prepare you for the industry's professional designation, the Kitchen and Bath Design certification offered through the National Kitchen and Bath Association. Your training will cover design fundamentals, color theory, estimating and sales, drafting, construction, furnishings and more. An internship will give you an opportunity to apply your knowledge and skills.

Public Safety

Child Protection Investigator (13 cr.)

Gain skills to aid the investigation and prosecution of child abuse and child predator cases. Learn how to collect forensic evidence of child abuse and how to interview victims and interrogate suspects. Your training will teach you the proper procedures for handling and managing child abuse, missing child or neglected child cases. These specialized skills can open up new opportunities for you.

Corrections (15 cr.)

Learn the skills and knowledge to become a corrections officer or advance your career in corrections. You'll learn about the history and organization of the penal system, including programming, services and inmate populations. You'll also cover security, policy development, ethics and administration. Your training will include correctional law, and the sociology of correctional institution populations.

Crime Prevention (20 cr.)

Whether you are a sworn officer or a civilian working in law enforcement, this certificate will prepare you to advise business owners and community organizations about a broad range of security and safety issues. You'll learn about topics such as burglary, shoplifting, check and credit card fraud, identity theft, sexual assault prevention, Internet safety and more. You'll also choose an area of specialization such as environmental design and planning or security systems.

Criminal Investigator (16 cr.)

Law enforcement officers, private investigators and crime scene technicians who want to learn the basics of criminal investigations should consider this certificate. You'll learn how to contain the crime scene and identify and collect evidence. Investigators also photograph the crime scene, interview witnesses and interrogate suspects. You'll learn how to conduct computer crime investigations too. You will be ready to assume the duties of a criminal investigator.

Cyber Crime Investigation (12 cr.)

Cyber crime is a growing concern in today's technology-based environment. Through a combination of information technology and criminal justice courses, you will get the knowledge and skills to investigate computer and Internet-related crime. You'll learn techniques hackers use and how to tighten network security. You'll also learn about state and federal laws regarding the search and seizure of electronic evidence. Finally, you'll learn how to preserve, verify and analyze data stored on computers.

Emergency Medical Technician - Advanced (4 cr.)

Ready to take your EMT career to the next level? If you already hold a Wisconsin EMT-Basic license and meet other admission requirements, this program gives you the skills necessary for Wisconsin Intermediate Technician certification. You'll train to respond on an Advanced Life Support ambulance. Learn to monitor vital signs, administer advanced drug therapy, cardiac monitoring, oxygen and IV therapy. After successful completion, you qualify for Wisconsin licensure, and the National Registry of Emergency Medical Technicians-Advanced EMT Certification.

Evidence Technician (14 cr.)

If you are a law enforcement or security professional, this certificate can give you the skills to carefully collect and preserve physical crime scene evidence. You'll learn how to examine and reconstruct crime scenes, as well as how to collect, analyze and protect biological and trace evidence. Through hands-on experience, you'll learn techniques for detecting and recovering impression evidence such as footwear marks, fingerprints, tool marks and tire treads. You will become a valuable member of the investigative team.

Evidence Technician - Advanced (12 cr.)

Add to your investigative and evidence collection skills with this certificate. Learn to investigate fire scenes and crash scenes. Gain skills and techniques in forensic anthropology to identify human remains and assist in the detection of crime. You'll also learn how to use the structure and biology of insects in death scene investigations. These skills will take you further in your law enforcement career.

Private Investigation Specialist (18 cr.)

If you want to become a licensed private or corporate security investigator, this is the program for you. You'll learn how to locate witnesses, search public records, conduct background investigations and investigate insurance claims. You'll also develop the skills to conduct criminal defense investigations and financial asset investigations. An exciting and interesting career awaits when you complete this certificate.

Security Management (15 cr.)

If you want to move up in your security career, this certificate can help. Learn the leadership and supervisory skills you'll need to advance. You'll get a basic overview of business, along with a study of supervision, security law and security requirements in the business environment. You'll also learn about the Department of Homeland Security using actual case studies. You'll be ready for that promotion when opportunity knocks.

Transportation

Automotive GM Technician (13 cr.)

This certificate is your ticket to an entry-level technician position in a General Motors or ACDelco Professional Service Center. You'll be prepared to work in the "Express Service" area doing a variety of automobile maintenance activities. Your training will cover engines, brake systems, electrical and electronic systems, as well as steering and suspension systems. You'll learn welding skills too. You'll have the skills you need to get started.

Automotive Service Management (12 cr.)

If you want to focus your automotive career to work more directly with customers, this program will give you the necessary skills and knowledge. You'll learn techniques to maximize profitability and customer satisfaction. You will also develop your communication skills and learn how psychology applies to workplace relationships. Upon completion, you'll be ready to assume a management role in service or customer relations.

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at www.fvtc.edu/Programs.

CDL Straight Truck (5 cr.)

There's a high demand for professional truck drivers, and this program will help you earn your Class B commercial driver's license. You'll learn to operate various types of vehicles such as van body, stake body and dump body delivery trucks. As a professional truck driver, you are responsible for the safe, efficient delivery of goods between locations. You'll have lots of time behind the wheel learning how to maneuver trucks into tight parking spaces, through narrow alleys and up to loading platforms. You'll develop backing and driving skills through classroom, lab, range and roadway experiences. Communications with fellow drivers, dispatchers, shippers, mechanics and law enforcement personnel will also be covered. In addition, you'll learn how to complete the necessary paperwork and appropriate inspections. You'll get the skills you need to hit the road.

Exploring Automotive Careers (10 cr.)

Want to pursue an automotive career but not sure which program is right for you? This certificate will help you learn more about job opportunities, pay and benefits, along with the next steps to pursue the program of your choice. You'll get an introduction to the automotive service industry, as well as a sampling of courses that will give you a good taste of this career field.

Truck Driving Refresher (4 cr.)

If you already hold a Commercial Driver's License, this certificate program will help you refresh your skills for this high demand career field. You'll be well prepared for today's job market with this intensive training. As needed, you'll have classroom time to focus on laws and regulations, logging and pre-trip inspection, along with plenty of time behind the wheel to hone your driving, parking, backing and turning skills, including maneuvering roundabouts. This training will have you job-ready and in demand.

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General, Global & Individualized Studies

English Business Communication (13 cr.)

If English is not your native language, this program can help you develop your communication skills in English and expand your understanding of the American business culture. You'll also learn about starting your own business. Your focus will be on English terminology and its application in business. These courses are designed to help you build a deeper understanding of the subjects both in English and in your first language.

English Language Competency - Advanced (15 cr.)

Improve your ability to communicate and interact effectively with English speakers through this Intensive English certificate. You'll fine tune your English skills in grammar, writing, listening and speaking. After you successfully complete this Intensive English program, you may enroll in a degree program without TOEFL at Fox Valley Technical College or at many other universities and colleges.

English Language Competency - Intermediate (15 cr.)

If you are an English Language Learner with basic English skills and you want to continue building your grammar, writing, listening and speaking skills, this Intensive English certificate can help you get there. Your training includes personal attention and support from your instructors. Cultural field trips will help you learn about the community. After you successfully complete this Intensive English program, you can enroll in the advanced level certificate.

General Education (12 cr.)

Haven't decided on your major or career path yet? This certificate provides a core of general education courses you can apply to a Fox Valley Technical College program or transfer to another college. Choose two courses in communication and two from social science. With this foundation, you'll be ready to jump start your education.

General Studies Transfer (UW-Green Bay) (30 cr.)

Undecided about your major? Want to transfer to a four-year college? If you said yes, then this program is for you! The General Studies Transfer Certificate allows you to take your first year of classes at Fox Valley Technical College and finish your bachelor's degree at UW-Green Bay. It's called a 1+3 Bachelor's Degree. The General Studies Transfer Certificate matches 32 Fox Valley Technical College credits with specific University of Wisconsin-Green Bay general education requirements. Take your first year at Fox Valley Technical College and qualify for sophomore status at UW-Green Bay. That's a smart start on your education!

General Studies Transfer (UW-Oshkosh) (33 cr.)

Undecided about your major? Want to transfer to a four-year college? If you said yes, then this program is for you! The General Studies Transfer Certificate allows you to take your first year of classes at Fox Valley Technical College and finish your bachelor's degree at UW-Oshkosh. It's called a 1+3 Bachelor's Degree. The General Studies Transfer Certificate matches 33 Fox Valley Technical College credits with specific University of Wisconsin-Oshkosh general education requirements. Take your first year at Fox Valley Technical College and qualify for sophomore status at UW-Oshkosh. That's a smart start on your education!

Global Advantage Professional (12 cr.)

The Global Advantage Professional certificate offers a variety of technical or general education courses with internationalized content and at least one global education course. You'll gain global awareness, be introduced to international dimensions of your field of study, and will develop cross-cultural sensitivity and adaptability.

Global Business Professional (6 cr.)

Develop international business skills necessary in today's global marketplace. By completing these six accelerated online courses, you'll develop a diverse set of highly marketable skills in international marketing and product development; culture, communications and strategy;

as well as sales, finance, banking and logistics. Upon completion, you'll have a thorough understanding of international business. The coursework and activities will also prepare you for a national exam (optional) with NASBITE.

Intercultural Relations (15 cr.)

The ability to effectively interact across cultures is a highly sought after skill in today's global business environment. The Intercultural Relations certificate introduces principles in international relationships, explores the impact of culture on work behavior, and advances knowledge and understanding of other cultures. As a result, you'll be equipped to incorporate global perspectives into professional interactions and decision making, in order to excel in today's competitive business environment.

Spanish (15 cr.)

Boost your resume and set yourself apart from the crowd in a competitive job market with language and culture training. You'll learn to effectively communicate and interact with Spanish speaking clients, customers and colleagues. Or you can use your communication skills for travel. Your training includes traveling to another country for a two-week immersion experience to live among Spanish speakers and practice your skills. Will supplement any profession.

Spanish Health Care (15 cr.)

If you are a current or future health care professional who wants to effectively communicate and interact with Spanish speaking patients or clients, this certificate will help you develop specialized health care Spanish language skills. To enhance your learning experience, you will travel to

another country on a two-week language and culture immersion program where you will live among Spanish speakers and practice your skills. Add Spanish language skills to your resume with this certificate. Will supplement any health care job.

Teach English as a Second or Foreign Language (9 cr.)

Learn to teach English as a second or foreign language in the U.S. or abroad with this certificate. You'll learn the theories of second language acquisition, along with English language teaching methods. This certificate can also help you enhance your skills and understanding for working with international students. Your training includes observation of English Language Learning (ELL) instruction, with opportunities to practice teaching in an ELL classroom. You'll have the skills you need to get started.

Community Cooking Demos

See professional chefs prepare food and offer tips in the Jones Dairy Farm Culinary Theatre at the FVTC Appleton Campus. At the conclusion, you'll get to sample the dishes!

Cost: \$25 per person, per session. All sessions run 10 a.m.-noon.

At press time, 2017-2018 dates and times were still being finalized.

Visit www.fvtc.edu/CommunityCooking for more information.



To learn more about FVTC certificate programs and specific course requirements, visit www.fvtc.edu/Certificates or call 1-800-735-FVTC (3882).

Registration Information

Summer registration begins Monday, May 1.

Fox Valley Technical College will be closed Monday, May 29 for Memorial Day.

To Register:

You have four options to register for your classes: **online, by mail, in person or by phone.**

Fees for the Summer term are due on **May 30, 2017**, or 10 days prior to the class start date, whichever is later.

Students are responsible for making sure they have completed prerequisites (see course descriptions).

Online



1. Go to www.fvtc.edu/MyFVTC.

- Log in to MyFVTC Account.
- Enter your *Student ID* and *Password*.
 - Forget your Student ID or Password? Click *Reset Your MyFVTC Password* and follow the instructions.
 - Need to set up a Student ID and Password? Click *Create Your MyFVTC Account* and follow the instructions.
- Click *Sign On*.

2. Register for Classes

- Click *Add Classes* from the *Enrollment* section in MyFVTC and follow the instructions.
- When you've completed the process, if the *Status* is "Success," you are enrolled. (If there was an error, the message *Errors Found* will appear; click this link for more details.)
- Click *My Class Schedule* and *Print Study List*, then click the printer icon to print.

3. Make a Payment

- Click *Make a Payment/eFAS* from the *Finances* section in MyFVTC. Log in using your FVTC Student ID. Select either *Electronic Check* or *Credit Card* as your payment method. *eCheck* is the preferred payment method. Credit card payments are processed through PayPath™, and will incur a 2.75% fee. American Express, MasterCard and Discover are accepted.
- Please see our Payment information and Refund Policy on page 37.

4. Drop Classes

- You are responsible for dropping classes to avoid full payment. See our Refund Policy on page 37.
- Click *Drop Classes* from the *Enrollment* section and follow the instructions.
- When you've completed the process, if the *Status* is "Success," your class has been dropped. (If there was an error, the message *Errors Found* will appear; click this link for more details.)
- Dropping classes may have an impact on your financial aid eligibility. Contact Financial Aid at 920-735-5650 with questions.

By Mail



- Complete the registration form on page 39.
- Include a check or money order **made payable to FVTC**.
- Mail the completed form and check or money order to "Attention: Enrollment Services" at the FVTC site you will be attending. See page 2 for mailing addresses.

In Person



- Complete the registration form on page 39.
- You may register in person at any FVTC location listed on page 2.

By Phone



- Fees for the summer term are due on **May 30, 2017**, or 10 days prior to the class start date, whichever is later.
- Phone registration will only be accepted until the class start date. No telephone registration is accepted for Motorcycle Rider classes.
- Call the campus or regional center nearest you. Phone numbers are listed on page 2.
- Please have the following information ready when you call:
 - a. Name
 - b. Student ID Number (or Social Security Number)
 - c. Class Number
 - d. Class Name
 - e. Course Fee
- Indicate your Student ID Number or Class Number on your check or money order when submitting payment.

Fees

The Wisconsin Technical College System (WTCS) Board and the Fox Valley Technical College Board officially set course fees. Fees are subject to change without notice.

Class fees are due 10 days prior to the class start date or the term fee due date, whichever is later. You are fully responsible for tuition and fees. To avoid late fees and collection activities, you must pay fees by the due date or officially drop classes according to the Refund Policy. You are not automatically dropped from class by simply not attending, but must initiate drop requests online or through Enrollment Services. Drop requests are not accepted through instructors.

There is an additional tuition charge for out-of-state tuition, in addition to regular tuition. This does not apply to online classes. Minnesota residents should use Wisconsin resident fees.

Payment

eCheck is fast and easy and is the preferred method of payment. It is a free payment option available via your MyFVTC Account and eFAS (electronic Financial Account Suite) and provides the ability to pay tuition online via a checking or savings account. FVTC will also accept cash, check, money order, electronic funds transfer, employer/agency contract and financial aid. Credit card payments are accepted and processed through PayPath™ and will incur a 2.75% fee. American Express, MasterCard and Discover are accepted. FVTC also offers a payment plan option that is accessible in your MyFVTC Account and eFAS.

If you have a balance greater than awarded financial aid, you must pay that balance by the designated fee due date. Collection procedures will be initiated and a monthly late fee of \$10.00 will be assessed for accounts that are past due. These collection procedures may include an additional fee. If you have a financial obligation to FVTC, a hold will be placed on your record prohibiting student services (i.e. enrollment, grades, diplomas, transcripts, etc). The outstanding financial obligation must be satisfied before any new activity or request is permitted.

Holds

Past due financial obligation to FVTC will result in a hold placed on your record prohibiting further services (i.e. enrollment, grades, diplomas, transcripts, etc). The hold will remain in effect until the financial obligation has been satisfied. You can view your balance, verify the status of the hold and make a payment by accessing your online account. *Appeal of a financial obligation hold may be made by sending a written request to the Bursar.* FVTC reserves the right to require advance payment from a student with a prior outstanding financial hold.

Refunds

eRefund

Sign up in eFAS (in the Finances section of your MyFVTC Account) to have your refund deposited directly into your checking or savings account. No more waiting for paper checks to be received in the mail.

Policy

Refunds are processed according to the Wisconsin Technical College System Refund Policy. Wisconsin Technical College 10.08, Wisconsin Administrative Code, establishes the requirements for district policies and procedures related to student fee refunds. Refunds are applicable only from the date you officially drop the class through Enrollment Services or your MyFVTC Account. FVTC will not drop classes for you for non-payment or non-attendance. All references to student fees mean applicable program fees (including online course fees), material fees and out-of-state tuition and any fees established in lieu of these fees. Refunds are based on the official start date of the class, not by the date you first attend/access the class or obtain the class materials.

- **100% Refunds** - If FVTC cancels a class, 100% of student fees will be refunded. **If you drop before the first class meeting, 100% of student fees will be refunded.** If you drop a class before or at the time 10% of the class's potential hours of instruction have been completed and add another class on the same day, you will receive a 100% credit for all applicable student fees for the dropped class (must be done through Enrollment Services to ensure proper fee adjustment). This credit will be applied to the fees of the added class. If the credit exceeds the fees for the added class, the excess amount will be refunded to you. If the credit is less than the fees applicable to the added class, the shortfall will be billed to you.
- **80% Refunds** - 80% of all applicable student fees will be refunded if the class is dropped before or at the time 10% of the class's potential hours of instruction have been completed. A "W" grade will be assigned.
- **60% Refunds** - 60% of all applicable student fees will be refunded if the class is dropped after 10% but before more than 20% of the class's potential hours of instruction have been completed. A "W" grade will be assigned.
- **0% Refunds** - No refund will be made if the class is dropped after 20% of the class's potential hours of instruction have been completed and a "W" grade will be assigned. If 60% of the class's potential hours of instruction have been completed, you will receive a "WF" grade.

Appeals

All refund appeals must be initiated by sending a written request with proper documentation to the Registrar no later than sixty (60) calendar days after the class start date. A refund request made after the 60 day grace period will not be accepted and you will be responsible for payment. Refunds for extenuating circumstances (situations outside of your control) will be made at FVTC's discretion. The form is located at www.fvtc.edu/Forms.

Additional Registration Information

Enrollment Requirements for Students under Age 16

Under special circumstances, students who are under the age of 16 may be allowed to enroll in courses at FVTC. You will need to fill out an Admission of Student Under 16 form, located at www.fvtc.edu/Forms.

Class Cancellation

Classes with insufficient enrollment will be cancelled by FVTC. All fees will be refunded automatically. Students should register early to ensure enrollment in desired classes, because many are filled within the first week of advertising. A decision to run, cancel or create new class sections may be made to give students the opportunity to plan accordingly.

Course Requirements/Content

Credit course requirements are the same, regardless of location in the Fox Valley Technical College district. Noncredit courses (usually 18 to 24 hours or less) may vary in content from location to location. Contact the nearest local agent, regional center or campus for information.

Registration

Registrations are accepted in person, by mail, by phone and online. For additional registration forms, you may make copies, call the Enrollment Services Office at 920-735-5645, or contact the nearest FVTC campus or regional center. (NOTE: If your employer is paying the fee, your employer's written authorization must accompany your mail-in or in-person registration.)

Auditing

Any credit course may be audited to gain a general understanding of a subject matter, but you must indicate your intent at time of registration and complete a Course Audit Request Form, located at www.fvtc.edu/Forms. Exams, papers or grades are not required for audited courses. Fees are the same as if taken for credit. You may not change audit status at a later date to receive credit for the course. Audited courses do not apply toward degree, diploma or certificate programs and are not eligible for Title IV financial aid, but may be funded by some agencies.

Right to Privacy

FVTC adheres to the privacy rights of students' records based on the Family Education Rights and Privacy Act.

Senior Citizens

Please see the "Age 62+ Fee" column in the course offering listing for adjusted fees.

Per the 1999 Wisconsin Act 154, individuals who are 60 years of age or older are exempt from paying tuition when auditing courses, excluding community service courses (aid code 60) and apprenticeship courses (aid code 50) on a space available basis. Any age 60+ auditor must be a Wisconsin resident, will be required to pay course material fees and all other applicable student fees, and must request to audit a course upon registration.

Social Security Number

FVTC assigns a unique ID number to each student. However, the college continues to collect Social Security numbers for internal use, as well as to comply with State and Federal reporting guidelines. Social Security numbers are voluntary; however, if it is not available, there may be some difficulty in maintaining records. A Social Security number is also required for students applying for aid through the Free Application for Federal Student Aid (FAFSA).

Employment Connections

Helping Students & Graduates Get Jobs

- Job Listings/Wisconsin TechConnect
- Resume Posting
- Employment Events
 - Job Fairs
 - Resume Review
 - Mock Interviews
 - Employment Seminars
 - Employer Recruitments On Campus
- Job Search Programs
- Individual Resume and Cover Letter Critiques
- Employment Resource Library & Computer Lab

For detailed information and event dates, visit www.fvtc.edu/StudentJobs.
Appleton 920-735-5627 | Oshkosh 920-231-5627

2017-2018 Academic Year Registration Form

***REQUIRED**

PLEASE PRINT

Social Security Number: _____ - _____ - _____ Check One: Male Female *Date of Birth: _____
Month *Day* *Year*

**Last Name* **First Name* *M.I.* *Former Name*

**Mailing Address* *Apartment Number* **City* **State* **Zip Code*

() () _____
Cell Phone *Home Phone* *Email Address*

Resident of: City Village Township of _____ Resident of _____ County

High School Last Attended:

School Name *City* *State* *Year of High School Graduation* *Highest Grade of School Completed*

Highest Credential Earned: None GED/HSED High School Diploma Other: _____

THIS INFORMATION IS REQUIRED BY THE FEDERAL GOVERNMENT FOR STATISTICAL PURPOSES.

Are you Hispanic or Latino? Yes No

Select any other group or groups that apply to you: American Indian or Alaska Native Asian White
 Black or African-American Native Hawaiian or Other Pacific Islander
(Select all that apply)

THIS INFORMATION IS REQUIRED BY THE STATE OR FEDERAL GOVERNMENT FOR STATISTICAL PURPOSES.

Work status at enrollment: Employed Full-Time Employed Part-Time Under-Employed
 Unemployed and Seeking Employment Not in Labor Market Dislocated Worker

Are you a single parent? Yes No

Any disabilities? Yes No

Are you a displaced homemaker? ** Yes No

**DEFINITION: You have been providing unpaid service in a home and are dependent on another for support; OR you are the spouse of an active duty military personnel; OR you are the survivor of an active duty military personnel; OR you are unemployed or underemployed and experiencing difficulty with obtaining employment.

Are you economically disadvantaged? † Yes No

† DEFINITION: Any individual or member of a family who receives need-based financial assistance or whose income is at or below the poverty level as defined by the U.S. Department of Health and Human Services:

Number in Family: 1 2 3 4 5 6 7 8***
Income: \$12,060 \$16,240 \$20,420 \$24,600 \$28,780 \$32,960 \$37,140 \$41,320

***Add \$4,180 for each additional family member

STUDENT START DATE	CLASS NUMBER	CLASS NAME	TIME	INSTRUCTOR	FEE

Student ID _____ **Student Signature** _____

College Services

Have questions about where to turn next? Need more information but don't know who to ask? Here are some ways we can help you succeed at Fox Valley Technical College. Or visit www.fvtc.edu any time for more information about these and other college services.

Admissions	920-735-5645
Counseling & Advising (Career, Academic, Personal)	920-735-5696
Diversity & Inclusion Services	920-735-4825
Educational Support Services	920-735-2569
Employment Connections	920-735-5627
Enrollment Services	920-735-5645
Financial Aid	920-735-5650
Program Information	920-735-5645
Registration	920-735-5645
Student Life	920-735-2545
Student Finance	920-735-4871
Teaching & Learning Center (Tutoring)	920-993-5227
Veterans Services	920-735-5651
Voice/Telecommunications Device for the Deaf (TTY)	920-735-2569
Ways to Visit	920-735-4740

www.fvtc.edu • 1-800-735-FVTC (3882)

Bookstores • www.fvtc.edu/Bookstore

Located at the Appleton and Oshkosh Riverside Campuses. For bookstore hours, buyback information and to order your textbooks online, visit www.fvtc.edu/Bookstore. To purchase textbooks, you will need your student schedule/study list, which includes both course and class numbers. Some textbooks are also available for rental.

Earn FVTC Credit While in High School

FVTC works in collaboration with our K-12 partners. You can earn college credit and experience career exploration through transcribed credit courses at your high school and Youth Options courses on FVTC campuses and over the KSCADE network. You may also be eligible to receive advanced standing through agreements established between your high school and FVTC.

For Information: Contact your high school counselor

Counseling & Advising • www.fvtc.edu/Counseling

Counseling services are available Monday through Friday at FVTC's Appleton campus. For more information or an appointment, call 920-735-5696, or stop in Counseling Services near Entrance 10. These services also are offered at the Oshkosh Riverside campus and the Chilton, Clintonville, Waupaca and Wautoma Regional Centers.

Tutoring Services: Teaching & Learning Center (TLC) • www.fvtc.edu/TLC

Peer tutoring and instructional support is free and available to all FVTC program students featuring: drop-in tutoring for math, accounting, science, reading & study skills, IT, and business technology; drop-in assistance for writing or by appointment; study groups; 1:1 tutoring appointments; net tutor (online tutoring for select classes); and distance tutoring for regional centers. No appointment needed. Appleton Campus, Room G200; Oshkosh Riverside Campus, Room 232.

Get Four-Year College Credit • www.fvtc.edu/4YearCreditTransfer

Is a four-year degree in your future? Save time and money by starting here. You can earn your associate degree at Fox Valley Tech, then apply your credits toward a bachelor's degree.

Global Education & International Opportunities • www.fvtc.edu/Global

Promoting global education with courses, seminars and customized training in global understanding, global management and import/export topics. Also offering training and coursework in translation and interpretation, culture coaching and foreign language (Arabic, Spanish, German, French, Italian, Polish, Portuguese, Russian, Japanese, Mandarin Chinese, Hmong and Intensive English).

Employer Resources • www.fvtc.edu/EmployerResources

To stay competitive, you need to find, select and train new and existing employees. At Fox Valley Technical College, we can help by connecting you with the right person for the job, as well as training for current employees.

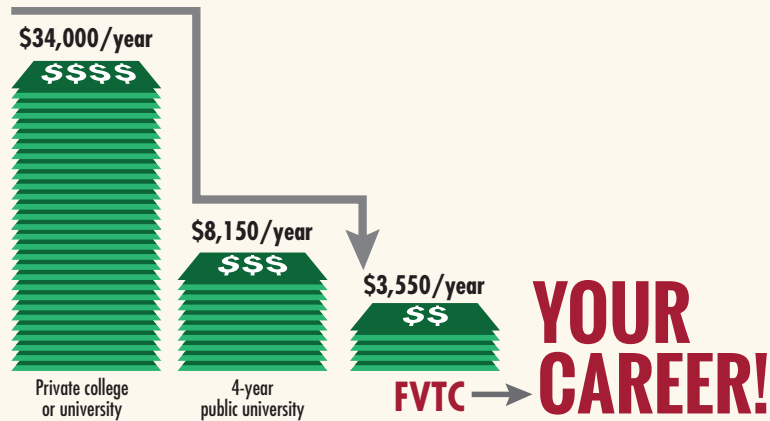
*Fox Valley Technical College does not discriminate on the basis of race, color, national origin, sex, disability, or age in employment, admissions or its programs or activities. The following person has been designated to handle inquiries regarding the College's nondiscrimination policies:
Patti Jorgensen, FVTC Appleton Campus, Office A104C, 920-735-5649.*

Get a Degree or Diploma from FVTC

Small Cost • Big Career

TUITION

Compare Fox Valley Technical College tuition with four-year public or private colleges and universities.*



WHY FVTC?

If you're looking for an affordable education with high graduate employment rates, Fox Valley Tech is a great choice.

94%

Graduate **Employment Rate**

SALARY

\$38,200
AVERAGE STARTING SALARY
Of A 2016 Graduate



\$47,900
AVERAGE CURRENT SALARY
Of A 2011 Graduate

AND FVTC CAN HELP WITH:



- Financial Aid Applications
- Work-Study Jobs & Internships
- Veteran Education Benefits
- FVTC Foundation Scholarships
(Over 1,000 scholarships each year with a total value of \$725,000)

*Annual tuition is based on averages of 2 semesters with 12 credits each. This is tuition only – books, supplies, etc. are extra.

For more information:

fvtc.edu/PayingForCollege

Fox Valley Technical College

1825 N. Bluemound Drive
P.O. Box 2277
Appleton, WI 54912-2277

NON-PROFIT
ORGANIZATION
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PAID
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**@ Join the
email list:**

Sign up to receive an email
when the next Take a Class
booklet is available online.
www.fvtc.edu/TakeAClass

Life is short. Earn that degree.



The average American works 46.7 hours a week.
We think life's too short to spend that time doing something
you don't like.

We can help you find your path.

*Manuel, Alumnus
& Hard-Working Dad*



fvtc.edu/LifelsShort