



FALL 2023 COURSE CATALOGUE  
2023 GOLD STAR SCHOOL

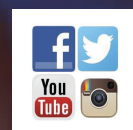
# POWERING WORKFORCE DEVELOPMENT

## INSIDE!

-Meet The  
Instructors For  
Computer & Business  
and Digital Design.

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ALVA, OK 73717  
580.327.0344

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FAIRVIEW, OK 73737  
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[WWW.NWTECH.EDU](http://WWW.NWTECH.EDU)

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# BUSINESS & INDUSTRY SERVICES

## Training Your Workforce Is Our Business!

- **Training for Industry Programs (TIP)**

Available for new and expanding businesses. Plant start-up training materials, supervision training, equipment for training, safety, first aid and CPR training.

- **Customer Service Training**

Provides your front line staff and your entire organization the skills to offer exemplary customer service.

- **Customized Industry Training**

Customized for retail, manufacturing, distribution, business services and much more! The training is industry specific and is provided at a low cost!

- **Existing Industry Training**

Designed to upgrade the existing workforce. This training is appropriate upon the acquisition of new equipment, processes, technology, computerized manufacturing applications and/or for new product lines.

- **Oil & Gas Training**

Provides training to the oil and gas industry including SafelandUSA Orientation, 10 Hour OSHA, 30 Hour OSHA, CDL Training and many services customized to the industry.

- **Business Start Up Service**

Offering assistance to clients who are interested in starting a business. NWTC can help local entrepreneurs in locating resources, developing business strategies and finding the right direction. Call to schedule a consultation for your business.

- **Adult Career Development (ACD)**

Provides on-going, short-term adult training. This training enables adults to upgrade practical skills and provides adults the opportunity to further explore areas of interest.

- **Leadership Training**

Explores various methods of leadership and how to work effectively with people at many levels and with many different personalities.

Northwest Technology Center Campuses are tobacco/smoke free facilities. Payment in full is required at the time of enrollment. Northwest Technology Center will NOT hold classes at either campus October 12 & 13, due to Fall Break. ID =In District Tuition; OD=Out of District Tuition.

# MEET OUR BUSINESS TECHNOLOGY INSTRUCTORS

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## Find Out More About Amy McClure, Fairview Campus ~

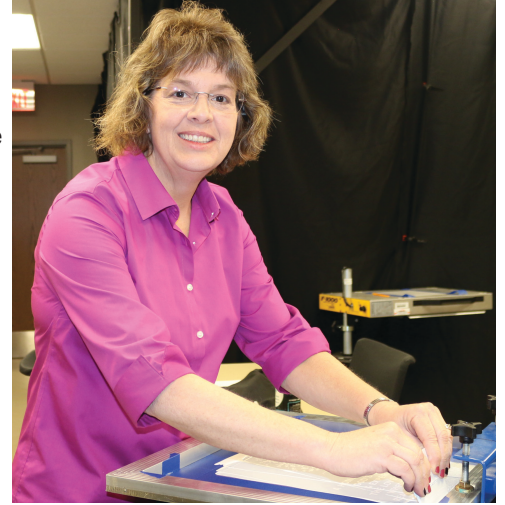
### Marketing, Video and Business Instructor

Amy McClure joined the Northwest Technology staff in July of 2004. She is currently the instructor for the Marketing, Video and Business program at the Fairview campus. McClure taught business education at Waynoka Public Schools for four years before coming to Northwest Technology Center. According to McClure “I have worked with film for about seven years. I attended training in California to learn how the entire film process works. I had the opportunity to work with well known names in the industry. I have also trained on a film set in Oklahoma through the Film Education Institute of Oklahoma as a production assistant.”

According to McClure her goal is for students to come to NWTC and find their passion in the workforce. With the growing film industry in Oklahoma, McClure is training students to fill the positions that are opening up in this industry. Northwest Technology Center, according to McClure, is always growing and evolving to meet the needs of the workforce and help prepare students for success.

McClure graduated from Southwestern Oklahoma State University with a BS in Business Administration and a minor in Finance. She obtained a Master’s Degree in Education specializing in School Counseling from Northwestern Oklahoma State University.

McClure and her husband, Greg live in Dacoma. They have four children and three grandchildren. Taelor Valentiner works in Human Resources at VAP. She and her husband, Taylor live in Alva. Brianna Gentry and her husband, Caddrick live in Ponca City. She is a middle school and high school teacher in Newkirk. Gracelyn McClure lives in Ponca City and is a cosmetologist and Will McClure is a junior at Alva High School. Her grandchildren are Blaklei and Brody Valentiner and Briar Gentry.



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## Meet Pam Malone, Alva Campus ~

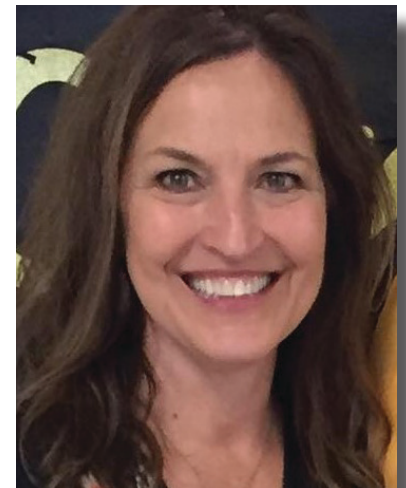
### Computer and Business Technology Instructor

Pam Malone joined Northwest Technology Center in July of 2021. She is the instructor of the Computer and Business program at NWTC in Alva. Malone has previous experience teaching Business and Technology at Valley Center High School in Kansas. She also spent five years teaching at South Barber High School. Malone graduated with a Bachelor of Science in Business Administration from Northwestern Oklahoma State University and obtained a Master’s degree in Education from Fort Hays State University.

Malone’s goal is to help her students gain business, marketing and technology skills, with the opportunity to earn Microsoft Office certifications, that they can use for a wide variety of careers. She wants to inspire her students by demonstrating her belief in their abilities, offering hands-on projects with real world experience, and providing the support they need to succeed. Also a priority is helping students recognize opportunities in the community that could help them become entrepreneurs and seeing them thrive in internships that lead into full-time employment.

According to Malone, “Combining my experience as a business owner and teacher with my passion for helping young people succeed makes this a dream job for me – the relationships made with students along the way are the icing on the cake!”

Malone lives in Alva and has five children. Trey and his wife Caroline live in Fayetteville where he is an Agricultural Economics professor at the University of Arkansas. Madison is the principal at Washington Elementary in Alva. She and her husband Jacob have four children. Natalie is an Occupational Therapist. She lives in southern California with husband, Chris and their two children. Mackenzie is a Physician’s Liaison for a Women’s Cancer Center in Fresno and she and her husband Niles have one daughter. Nick and his son live in Pratt, Kansas where he works for BTI as a certified John Deere Agriculture Technician.



# Extension Classes

Scheduled near your location, for your convenience! Call 580.327.0344 for Cherokee and Waynoka classes or call 580.227.3708 for Canton and Ringwood classes.

CANTON COMMUNITY COURSES		DATES	DAYS	TIMES	COST
Canton	First Aid/CPR/AED American Heart/BLS	Arranged		10:00 - 4:00	60.00
Canton	AAA - Driver Improvement	Arranged		9:00 - 4:00	25.00

CHEROKEE COMMUNITY COURSES		DATES	DAYS	TIMES	COST
Cherokee	AHA Heartsaver CPR	10/20	F	9:00 - 3:00	60.00
Cherokee	AAA Driver Improvement Program	11/11	Sat.	9:00 - 4:00	25.00
Cherokee	15 Passenger Van Safety	9/21	Th	5:30 - 6:30	20.00
Cherokee	Medic 1st CPR/First Aid & AED	11/09	Th	5:00 - 9:00	60.00
Cherokee	Forming an LLC-Live Streamed (Virtual)	8/28	M	5:30-9:30	50.00
Cherokee	Drafting Your Own Will (Notary Available)-Live Streamed (Virtual)	9/25	M	5:30-9:30	50.00
Cherokee	Trusting Trusts for your Estate Plan-Live Streamed (Virtual)	10/30	M	5:30-9:30	50.00
Cherokee	Mastering the Landlord-Tenant Relationship-Live Streamed (Virtual)	12/4	M	5:30-9:30	50.00
Cherokee	Beginners Spanish & ESL Classes Available!	Call for Info			

RINGWOOD COMMUNITY COURSES		DATES	DAYS	TIMES	COST
Ringwood	Rag T-shirt Quilting (skip 9/6)	8/17 - 9/7	Thu	6:00 - 9:00	15.00
Ringwood	First Aid/CPR/AED American Heart/BLS	Arranged		10:00 - 4:00	60.00
Ringwood	AAA - Driver Improvement	Arranged		9:00 - 4:00	25.00

WAYNOKA COMMUNITY COURSES		DATES	DAYS	TIMES	COST
Waynoka	AHA Heartsaver CPR	9/29	F	9:00 - 3:00	60.00
Waynoka	AAA Driver Improvement Program	10/21	Sat	9:00 - 4:00	25.00
Waynoka	15 Passenger Van Safety	10/24	Tu	5:30 - 6:30	20.00
Waynoka	Medic 1st CPR/First Aid & AED	11/16	Th	5:00 - 9:00	60.00
Waynoka	Forming an LLC-Live Streamed (Virtual)	8/28	M	5:30-9:30	50.00
Waynoka	Drafting Your Own Will (Notary Available)-Live Streamed (Virtual)	9/25	M	5:30-9:30	50.00
Waynoka	Trusting Trusts for your Estate Plan-Live Streamed (Virtual)	10/30	M	5:30-9:30	50.00
Waynoka	Mastering the Landlord-Tenant Relationship-Live Streamed (Virtual)	12/4	M	5:30-9:30	50.00
Waynoka	Beginners Spanish & ESL Classes Available!	Call for Info			

## AHA First Aid CPR & AED

This class is designed for anyone with little or no medical training. The AHA First Aid, CPR & AED class trains participants to provide first aid, CPR, and use of an automated external defibrillator (AED) in a safe, timely, and effective manner. This class is being offered in Alva, Canton, Cherokee, Fairview, Ringwood and Waynoka. Call and enroll today so you are prepared for an emergency. More course options are listed on page 9.

# Business Development

COMPUTER/PERSONAL DEVELOPMENT (Alva)		DATES	DAYS	TIMES	COST
Alva	ACT Prep- Shelly Harris	10/18	W	9:00-12:00	20.00
Alva	ACT Prep- Chad Cargill	12/6	W	9:00-12:00	40.00
Alva	Intro to Quickbooks Desktop Series: Bundle & Save! <b>Best Deal!</b> *Online Option Only (Workbook fee not included)	8/7-8/28	M	6:00 - 9:00	100.00
Alva	QuickBooks: Introduction to Quickbooks Desktop	8/7	M	6:00 - 9:00	30.00
Alva	QuickBooks: Reports and Accounts Payable	8/14	M	6:00 - 9:00	30.00
Alva	QuickBooks: Accounts Receivable	8/21	M	6:00 - 9:00	30.00
Alva	QuickBooks: Banking	8/28	M	6:00 - 9:00	30.00
Alva	Focus on Reading with Reading Plus (3rd grade & up!) <b>New!</b> *Hybrid Course- 7.5 class hrs. + unlimited work from home until December!	8/28-9/25	M	4:00 - 5:30	80.00
Alva	Get the Job! Explore Careers, Build a Resume & Job Apps <b>New!</b>	11/8	W	5:00 - 7:00	15.00
Alva	Excel Basics	9/11-9/18	M	6:00 - 9:00	60.00
Alva	Excel Intermediate/Advanced	9/25-10/2	M	6:00 - 9:00	60.00
Alva	Canva Workshop: Canva Basics for Marketing	10/26	Th	6:00-8:00	30.00
Alva	HiSet- HS Diploma Alternative Class Enrollment- Self Tutorial	Call to Enroll	W	Varies	25.00
Alva	Beginners Spanish & ESL Classes Available!	Call for Info			

## Introduction to QuickBooks Intuit Online Desktop Series Bundle & Save (Best Deal)

This series, created with the beginner in mind, will cover the basics of QuickBooks Desktop, including how to navigate the interface, manage money in and money out, and run reports. Mondays, August 7- August 28 - Intro to QuickBooks Intuit Online Desktop Series Take all classes - Bundle & Save - \$100 for the best price all four classes. Topics include: An Intro to Quickbooks Desktop, Reports and Accounts Payable, Accounts Receivable and Banking. This series is offered at Alva.

COMPUTER/PERSONAL DEVELOPMENT (Fairview)		DATES	DAYS	TIMES	COST
Fairview	Computer Flex Hour Session 1	9/7 - 9/21	Th	6:00 - 9:00	30.00
Fairview	Computer Flex Hour Session 2	10/10 - 10/24	Tu	6:00 - 9:00	30.00
Fairview	Computer Flex Hour Session 3	11/2 - 11/16	Th	6:00 - 9:00	30.00
Fairview	Microsoft Office Suite - Excel, Word, PowerPoint, Outlook ( <b>Skip 11/21</b> )	11/7, 11/14, 11/28, 12/5, & 12/7	Varies	6:00 - 9:00	50.00
Fairview	Game Programming	8/22 - 10/3	Tu	6:00 - 9:00	85.00
Fairview	iPhone / iPad	9/5 - 9/19	Tu	6:00 - 9:00	15.00
Fairview	iPhone / iPad	10/19 - 11/2	Th	6:00 - 9:00	15.00

## Computer Flex

This course will give you the opportunity to learn more about Microsoft Office Suite: Excel, Word, PowerPoint and Outlook at your own pace. An instructor will rotate around the room to help each student work on their specific needs in relation to these materials. You may purchase two hour blocks of computer lab time, either 6:00pm - 8:00 pm or 7:00pm - 9:00pm. Space is limited, so call now to reserve your spot.

580.327.0344~ALVA

580.227.3708~FAIRVIEW

# Business Development

SMALL BUSINESS/EMPLOYEE DEV. (Fairview)		DATES	DAYS	TIMES	COST
Fairview	Forming an LLC (Zoom - Online Option Only!)	8/28	M	6:00 - 9:00	50.00
Fairview	Drafting Your Own Will (Zoom - Online Option Only!)	9/25	M	6:00 - 9:00	50.00
Fairview	Trusting Trusts for your Estate Plan (Zoom - Online Option Only!)	10/30	M	6:00 - 9:00	50.00
Fairview	Landlord & Tenant Rights/Obligations (Zoom - Online Option Only!)	12/4	M	6:00 - 9:00	50.00

## Mastering the Landlord-Tenant Relationship

The relationship between landlords and tenants has never been more scrutinized than in the past few years. A pandemic and economic collapse resulted in emergency eviction moratoriums and protections for those renting their homes. With over 100 million tenants renting throughout the United States, understanding your rights and responsibilities as a landlord and as a tenant is critical.

This class is taught by a lawyer who manages his own rental properties. In addition to answering as many questions as possible, this class will cover Oklahoma's Landlord Tenant Act, what a "good" lease might include, what the eviction process looks like, and some practical tips to maintain a good relationship between landlords and tenants. This class is being offered by zoom on Monday, December 4th.

## Drafting Your Own Will

Almost everyone can benefit from having a last will and testament. This course will deliver detailed knowledge and skills to give you a good understanding of the law and skills related to will-writing and will updating. Students will leave the class with their own will. (An Official Notary Public will be on hand.) This class is being offered by zoom on Monday, September 25th.

LUNCH & LEARN-LEADERSHIP/CUSTOMER SERVICE (Alva)		DATES	DAYS	TIMES	COST
Alva	Principles of Leadership (Call for a Group Rate)	10/5	Th	9am-1pm	30.00
Alva	Effective Communication (Call for a Group Rate)	10/11	W	9am-1pm	30.00
Alva	Managing Conflict (Call for a Group Rate)	10/19	Th	9am-1pm	30.00
Alva	Diversity Training (Call for a Group Rate)	10/26	Th	9am-1pm	30.00
Alva	The Simple Truths of Service (Customer Service Training)	12/13	W	12pm-1pm	30.00
Alva	Cowboy Ethics: Code of the West (Bus./Pers. Ethics Training)	8/9	W	12pm-1pm	30.00

## Lunch & Learn-Leadership/Customer Service Series (Lunch Provided)

Join us for this four-part Lunch & Learn Leadership Series that addresses hot topics in today's workplace. Designed for all levels from team lead to the C-suite, these sessions will equip attendees with the tools to be more effective, thoughtful leaders and customer service providers.

Topics include: Principles of Leadership, Effective Communication, Managing Conflict and Diversity Training. Join us for one session, or all of them depending on your training needs.

## Cowboy Ethics: The Code of the West (Business/Personal Ethics)

Are your actions ruled by fear, fear of being judged by others, of making the wrong decision, of failure? Are you frustrated with a scourge of misbehaviors? What we have been missing is a reference point: a clear expression of values we all can share. If you want to strive every day to make your actions line up with your beliefs, join us in exploring these simple, common-sense core values we can all share which contributes to a life worth living! Enroll today!

# Leadership Development

## Trusting Trusts for Your Estate Plan

Most Americans who own a home, a car, or another titled/deeded asset can benefit from a trust. Anyone who wishes to help protect or control their assets during life and after death can benefit from a trust. What kind of trust does one need? What are the tax implications of a trust? Can someone change their trust after it is created? Can someone else change my trust after I die? People are full of questions surrounding this area of estate planning, and much of the beliefs and information readily available is simply not true. This course will teach you the basics of trusts, such as what a trust is, how it works, the benefits of trusts, and the major types of trusts. The instructor for this course is an experienced attorney who will answer your questions and help you better understand these estate planning tools. This class is being offered by zoom on Monday, October 30th.

LEADERSHIP/SERVICE/EMPLOYEE DEVELOPMENT (Alva)		DATES	DAYS	TIMES	COST
Alva	Colors Spectrum - Workplace Personality Profile (Call for Group Rate)	10/17	Tues	1:00 - 4:00	30.00
Alva	Principles of Leadership (Call for a Group Rate)	10/5	Th	9:00 - 1:00	30.00
Alva	Effective Communication (Call for a Group Rate)	10/11	W	9:00 - 1:00	30.00
Alva	Managing Conflict (Call for a Group Rate)	10/19	Th	9:00 - 1:00	30.00
Alva	Diversity Training (Call for a Group Rate)	10/26	Th	9:00 - 1:00	30.00
Alva	The Simple Truths of Service (Customer Service)-Lunch Provided	12/13	W	12:00 - 1:00	30.00
Alva	Cowboy Ethics: Code of the West (Bus./Pers. Ethics)-Lunch Provided	8/9	W	12:00 - 1:00	30.00
Alva	Canva Workshop: Canva Basics for Marketing	10/26	Th	6:00 - 8:00	30.00
Alva	Beginners Spanish & ESL Classes Available!	Call for Info			

ADMINISTRATIVE & PROFESSIONAL SKILLS (Fairview)		DATES	DAYS	TIMES	COST
Fairview	The Administrative Professional	9/5 - 9/19	Tu	9:30 - 11:30	15.00
Fairview	The Administrative Professional	9/5 - 9/19	Tu	6:00 - 8:00	15.00

## The Administrative Professional

If you are an Administrative Professional and are looking to improve your skill set, The Administrative Professional course is for you. Would you like to be seen as a business asset and not just as an assistant? Are you looking to advance your career? This course will cover the skills required to help you meet your goals. It's often said that an executive is only as good as their administrative professional. Handling day-to-day administration for one or more executives, a team or network, an administrative professional is the "eyes and ears" of a company, privy to unique and powerful insights about the company culture, performance, and future direction. Administrative professionals are highly valuable to the smooth running of a business, team, or office. For many new businesses, an administrative professional is the very first hire outside the founding team, with many executives relying on the skill of these professionals in order to do their job effectively. Administrative professionals are essential to the smooth running of businesses. Call 580.227.3708 to enroll and join us September 5 through September 19 for this helpful program.

LEADERSHIP/SERVICE/EMPLOYEE DEV. (Fairview)		DATES	DAYS	TIMES	COST
Fairview	Leaders of Character	Arranged			
Fairview	Essential Telephone Skills	Arranged			
Fairview	Customer Service - Remember Me I'm the Customer	Arranged			
Fairview	Professionalism- Be a Leader in the Workplace	Arranged			
Fairview	Outclass the Competition	Arranged			
Fairview	FISH- Positive Attitude Culture	Arranged			

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# Ag Business / Vehicle Safety

## Ag Business Management/Farm Financial Management

This program assists agricultural producers with planning, recordkeeping, analysis and succession strategies. On-site visits to agricultural operations, seminars and continuing education are also important components of the program for area ag producers. Ag Business Management also focuses on many aspects of agri-tourism development including marketing, business planning, financial analysis, seminars and continuing education. This program is customized and designed to help with specific needs and goals of the ag community. **The Farm Financial Management class serves both the Alva and Fairview areas and meets FSA Borrower Training requirements.**



FARM FINANCIAL MANAGEMENT (Alva)		DATES	DAYS	TIMES	COST
Alva	Goal Setting/Planning/Mktg./Risk Mgt./Balance Sheet/Record Keeping	January 2024	Th	6:00-7:30	50.00

FARM FINANCIAL MANAGEMENT		DATES	DAYS	TIMES	ID Tuition
Fairview	Risk Management / Balance Sheets / Record Keeping	Arranged			

VEHICLE SAFETY COURSES (Alva)		DATES	DAYS	TIMES	COST
Alva	Bumper-to-Bumper Online Entry Level Driving <b>New!</b> Prerequisite for School Bus / CDL Drivers	Call to Enroll			100.00
Alva	School Bus Driver Safety Training ( <i>Pre-Requisite Bumper-to-Bumper</i> )	5/27/2024-5/30/2024	M - Th	4:00 - 9:00	150.00
Alva	15 Passenger Van Safety	8/22 or 8/24	Varies	3:00 - 4:00	20.00
Alva	AAA Driver Improvemnt Program (Partnership with S&H Insurance) To Enroll: <a href="http://www.sandhins.com/defensive-driver-signup">http://www.sandhins.com/defensive-driver-signup</a>	7/15	Sat	9:00 - 4:00	FREE
Alva	AAA Driver Improvement Program	9/7	Th	9:00 - 4:00	25.00
Alva	AAA Driver Improvement Program	10/23 & 10/25	M, W	6:00 - 9:00	25.00
Alva	UTV / ATV Safety <b>New!</b>	9/1	F	3:00 - 4:00	15.00
Alva	UTV / ATV Safety <b>New!</b>	10/6	F	3:00 - 4:00	15.00
Alva	CDL Permit Prep Course	8/26	Sat	9:30-4:30	55.00
Alva	Truck Driver Training Course (Call for Prerequisite Information)	Call for Info	M - F	7:00 - 4:30	4,800.00
Alva	Commercial Motor Vehicle Classes: -CMV Drivers Basics for Entry-Level Training -Driver Vehicle Inspections: The Complete Process -CSA: Know the Basics -Hours of Service -Alcohol & Drug Testing: What Drivers Need to Know	Call for Info			

VEHICLE SAFETY COURSES (Fairview)		DATES	DAYS	TIMES	COST
Fairview	AAA - Driver Improvement Program	Arranged	Two Days	4:30 - 7:30	25.00
Fairview	AAA - Driver Improvement Program	Arranged	One Day	8:00 - 3:00	25.00



# CPR / First Aid

Northwest Technology Center offers a variety of CPR, First Aid and AED courses both in person and on-line. These classes are also offered as a part of our extension courses in several communities. See page 3 for info on extension courses.

AHA HEARTSAVER COURSES (Alva)		DATES	DAYS	TIMES	COST
Alva	First Aid CPR AED	8/18	F	9:00 - 3:00	60.00
Alva	First Aid CPR AED	8/22, 10/24 or 12/12	Tu	5:30	60.00
Alva	First Aid CPR AED	9/23, 11/11 or 1/13	Sat	9:00	60.00

AHA BASIC LIFE SUPPORT COURSES (Alva)		DATES	DAYS	TIMES	COST
Alva	Basic Life Support Provider	Arranged	Varies	Varies	60.00
Alva	Heart Code BLS - Call for more information	<a href="https://shopcpr.heart.org/">https://shopcpr.heart.org/</a>			45.00
Alva	BLS Instructor Course	Arranged			300.00

AHA BASIC LIFE SUPPORT COURSES (Fairview)		DATES	DAYS	TIMES	COST
Fairview	Basic Life Support Provider	8/22	Tu	12:30 - 4:30	45.00
Fairview	Basic Life Support Provider	9/12	Tu	12:30 - 4:30	45.00
Fairview	Basic Life Support Provider	10/10	Tu	12:30 - 4:30	45.00
Fairview	Basic Life Support Provider	11/14	Tu	12:30 - 4:30	45.00
Fairview	Heart Code BLS - Call for more information	<a href="https://shopcpr.heart.org/">https://shopcpr.heart.org/</a>			
Fairview	BLS Instructor Course	Arranged	Varies		300.00
Fairview	BLS Instructor Update	8/15	T	9:00 - 11:00	35.00
Fairview	BLS Instructor Update	12/14	Th	9:00 - 11:00	35.00

AHA HEARTSAVER COURSES (Fairview)		DATES	DAYS	TIMES	COST
Fairview	Heartsaver First Aid/CPR/AED	Arranged	Varies	Varies	60.00
Fairview	Heartsaver First Aid/CPR/AED	9/29	F	8:30 - 1:30	60.00
Fairview	Heartsaver First Aid/CPR/AED	10/20	F	8:30 - 1:30	60.00
Fairview	Heartsaver First Aid/CPR/AED	12/1	F	8:30 - 1:30	60.00

AHA ONLINE COURSES (Both Campuses)		DATES	DAYS	TIMES	COST
A/F	All American Heart Association CPR and First Aid online courses provide a flexible alternative to classroom based training. These are blended learning courses that consist of 2 parts. Part 1, students complete the online curriculum. Part 2, a check off guided by an AHA Instructor at the NWTC campus which takes approximately one hour. After completion, the student will obtain an official AHA e-card. Enroll online at <a href="http://www.heart.org">www.heart.org</a> .	Varies	Varies	Varies	Skills Check-Off \$45.00

AMERICAN HEART ASSOCIATION ONLINE COURSES (Alva and Fairview)					
A/F	<a href="https://elearning.heart.org/">https://elearning.heart.org/</a>	Arranged			Call for Pricing

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# Health and Wellness

HEALTH RELATED COURSES (Alva)		DATE	DAYS	TIMES	COST
Alva	ACMA Diabetes Glucose Monitoring/Insulin Administration	8/21 - 8/22	M/Tu	8:30 - 4:30	295.00
Alva	ACMA Nasogastric/Respiratory	8/23 - 8/24	W/Th	8:30 - 2:30	255.00
Alva	Certified Medication Aide	9/5 - 9/14	Tu-Th, M-Th	8:30 - 4:30	440.00
Alva	Certified Medication Aide	10/31 - 11/14	M, Tu, Th	8:30 - 4:30	440.00
Alva	Certified Medication Aide CEU	8/31	Th	8:00 - 5:00	32.00
Alva	Certified Nurse Aide	10/2 - 10/23	M-Th	8:30 - 4:30	625.00
Alva	Certified Nurse Aide	11/27 - 12/13	M-Th	8:30 - 4:30	625.00
Alva	Massage Therapy Training (CEU's Available) Partnership W/ Sanctuary Massage School	Call for Info	Sat	10:00 - 12:00 & 1:00 - 4:00	100.00
Alva	Childbirth Prep Class	8/26, 10/28 or 12/9	Sat	1:00 - 4:00	35.00/couple
Alva	Medic 1st CPR/First Aid & AED	9/6	W	1:00 - 5:00	60.00
Alva	Medic 1st CPR/First Aid & AED	11/8	W	1:00 - 5:00	60.00
Alva	Paramedic - Call to enroll by October 2023	Begins Feb. 2024	M & W	9:00 - 4:30	\$5030 +Fees
Alva	EMT, Emergency Medical Technician (tuition may vary)	Arranged			
Alva	EMR, Emergency Medical Responder (tuition may vary)	Arranged			
Alva	Advanced EMT, Emergency Medical Technician	Arranged			

## Massage Therapy In Partnership With Sanctuary Massage School

This course is offered as a partnership with the Sanctuary Massage School in Alva. Students will learn massage techniques, safety, sanitation and many other aspects of the massage industry. Call for more information and spend your Saturday learning the varied aspects of this in demand industry. Call 580.327.0344 to enroll.

WELLNESS AND HEALTHY LIVING COURSES (Alva)		DATES	DAYS	TIMES	COST
Alva	Massage Therapy Training (CEU's Available) in partnership with Sanctuary Massage School <b>New!</b>	Call for Info	Sat	10:00 - 12:00 & 1:00 - 4:00	100.00
Alva	Childbirth Prep Class	8/26, 10/28 or 12/9	Sat	1:00 - 4:00	35.00 / Couple

## Childbirth Prep

This course is taught by a former labor and delivery nurse with several years of experience in this field. Join us on August 26, October 28 or December 9 for this informative three hour session. Learn common pregnancy terminology, comfort measures to make the last weeks of your pregnancy more comfortable, relaxation techniques, signs of pre-term labor, when to head to the hospital and what to expect when you arrive, feeding choices and tips, initiating breastfeeding and post-partum and newborn care. Also, explore a variety of different ways to cope with labor including, Lamaze, The Bradley Method and Spinning Babies.



# Health and Wellness

HEALTH RELATED COURSES (Fairview)		DATES	DAYS	TIMES	COST
Fairview	Certified Nurse Aide, Long-term Care	9/5 - 9/22	Varies	8:30 - 5:00	625.00
Fairview	Certified Nurse Aide, Long-term Care	10/23 - 11/13	Varies	8:30 - 5:00	625.00
Fairview	Certified Medication Aide (CMA)	10/02 -10/18	Varies	8:30 - 5:00	440.00
Fairview	Certified Medication Aide (CMA)	11/27 - 12/7	Varies	8:30 - 5:00	440.00
Fairview	Advanced Certified Med Aide-Respiratory & Gastric	8/23 & 8/24	W & Th	9:00 - 3:00	255.00
Fairview	Certified Medication Aide, CEU's (In Alva)	8/31	Th	8:00 - 5:00	32.00
Fairview	Certified Medication Aide, CEU's (In Fairview)	11/15	W	8:30 - 5:00	32.00
Fairview	Feeding Assistant	Arranged	Varies	8:30 - 5:00	50.00
Fairview	Restorative Care Aide	Arranged	Varies	8:30 - 5:00	199.00
Fairview	Dementia Education Caregivers Workshop	8/31	Th	1:00 - 3:00	15.00
Fairview	Dementia Education Caregivers Workshop	11/16	Th	1:00 - 3:00	15.00
Fairview	Medic CPR/First Aid / AED	Arranged	Varies	8:00 - 12:00	60.00
Fairview	Emergency Medical Responder (EMR)	Call for Info	M & W	6:00 - 10:00	582.00
Fairview	Emergency Medical Technician (EMT) Hybrid Class 2 nights per week and 6 hours online for 16 weeks	Call for Info	M & W	6:00 - 10:00	1,210.00
Fairview	Advanced EMT (AEMT) - Hybrid Class	Spring 2024	Varies	Varies	1,000.00
Fairview	Paramedic - Call to enroll by October 2023	Feb. 2024	M & W	9:00 - 4:30	5030.00 +Fees

## Dementia Education Caregivers Workshop

This session helps learners understand and recognize the differences in “normal” and “not normal” aging. The learner will develop better observational skills to recognize and intervene effectively when behavioral challenges occur. Learners will also develop new skills related to approach, cueing, and ability to connect with people affected by dementia. The workshop emphasizes the value of matching helping behaviors to the person’s needs and retained abilities to promote a sense of control and self-direction.

The workshop will also address typical issues that occur from early stages of the condition, through mid-disease, and into the final care concerns that are part of the progression. Hands on training for assisting with activities of daily living and dementia compassionate care are included in the workshop. Objectives include: compare and contrast “normal” aging versus “not normal” aging related to various cognitive functions; describe the five sensory input and processing systems, and highlighting the dominant role of vision changes that occur with dementia. Call 580.227.3708 to enroll.

WELLNESS AND HEALTHY LIVING COURSES (Fairview)		DATES	DAYS	TIMES	COST
Fairview	Tai Chi (Skip 10/12)	9/14 - 10/26	Th	5:00 - 6:00	15.00
Fairview	Tai Chi (Skip 11/23)	11/2 - 12/7	Th	5:00 - 6:00	15.00

Please Note: Health courses with a clinical element have special pre-requisites, including background check, drug testing, immunization records and so forth. Please call for more information 580.327.0344 in Alva or 580.227.3708 in Fairview.

# Feature Classes and Events

**NWTC Offers Spanish Language Services!**

**Call 580.227.3708 (Fairview) or 580.327.0344 (Alva) for more information.**

**-Interpretation -ESL Instruction -Spanish Instruction**

Contact NWTC to learn more about our Mobile Welding Trailer!

Customized Pricing/Options to fit your Schedule! Call to schedule hands-on welding training at your business!

Call Charlotte Hadwiger, Alva Campus

580.327.0344

or

Jason Wallace, Fairview Campus

580.227.3708.



## CEU'S AVAILABLE!

- Nursing
- Certified Med Aides (CMA)
- Home Care Administrators
- Electrical, Plumbing, HVAC
- Law Enforcement
- And many more!

## Certified Driver's Education

*Must be 15 by the first day of class!*

*Call 580.327.0344 or 580.227.3708*

*for more details and dates!*

# Special Interest

## Fall Crafts with Karleen

Join us beginning in September for these Fun Fall Crafts with Karleen White! Learn to make fun crafts to brighten your home or porch this Fall! Instructions are easy to follow, would make a great Mom & Me craft night or a fun girl's night out! Join us Monday's 6:00 pm - 9:00 pm. Create seasonal wreaths, Halloween crafts, a scarecrow craft and a Christmas craft. This class is held in Alva. Call today 580.327.0344 for more details.

	SPECIAL SKILLS / INTEREST (Alva)	DATES	DAYS	TIMES	COST
Alva	Broadband Training Coming Soon!	Call For More Information!			
Alva	Childbirth Prep Class	8/26, 10/28 or 12/9	Sat	1:00 - 4:00	35.00/couple
Alva	Dog Obedience with The Radfords: <i>(Class size limited.)</i> Classes run 6 weeks and will be held in the building south of NWTC.				
Alva	Dog Obedience Basic Class	9/11-10/16	M	7:00 - 8:00	150.00
Alva	Dog Obedience Intermediate Class <i>(Pre-Requisite Basic Class)</i>	9/12-10/17	Tu	7:00 - 8:00	150.00
Alva	Basic Welding	7/10 - 7/14	M-F	8:00 - 12:00	225.00
Alva	Basic Welding <i>(Class will not meet 10/12 or 10/31)</i>	10/10 - 11/9	T & Th	5:30 - 8:30	250.00
Alva	Intro to Stained Glass <i>New!</i>	9/12	T	5:30 - 8:30	45.00
Alva	Intro to Stained Glass <i>New!</i>	9/14	Th	5:30 - 8:30	45.00
Alva	Stained Glass 101 <i>(Prerequisite - Intro to Stained Glass) New!</i>	9/26 - 10/10	T	5:30 - 8:30	100.00
Alva	Paint & Auto Body Basics Class	9/6 - 12/6	W	6:00 - 9:00	210.00
Alva	Babysitting Safety - Friends and Family CPR <i>(Partnership W/ OSU Ext.)</i>	10/3 & 10/5	Tu,Th	6:00 - 8:00	20.00
Alva	DIY Fall Crafting with Karleen <i>(All 3 Best Deal!) New!</i>	9/25 - 11/27	M	6:00 - 9:00	100.00
Alva	*DIY Seasonal Wreaths & Halloween Craft	9/25	M	6:00 - 9:00	40.00
Alva	*DIY Scarecrow Craft	10/23	M	6:00 - 9:00	40.00
Alva	*DIY Christmas Craft	11/27	M	6:00 - 9:00	40.00
Alva	Forming an LLC-Live Streamed*	8/28	M	5:30-9:30	50.00
Alva	Drafting Your Own Will <i>(Notary Available)</i> -Live Streamed*	9/25	M	5:30-9:30	50.00
Alva	Trusting Trusts for your Estate Plan-Live Streamed*	10/30	M	5:30-9:30	50.00
Alva	Mastering the Landlord-Tenant Relationship-Live Streamed*	12/4	M	5:30-9:30	50.00
Alva	Massage Therapy <i>(CEU's Available)</i> Partnership W/ Sanctuary Massage	Call for Info	Sat	10:00 - 12:00 & 1:00 - 4:00	100.00
Alva	"Run-Hide-Fight" and "Stop-the-Bleed"	7/17	M	1:00 - 5:00	FREE
Alva	SDA Handgun Permit Training	7/22, 9/2 or 10/21	Sat	8:00 - 5:00	60.00
Alva	New to Firearms Handgun Training <i>New!</i>	Arranged		2 hr.	120.00
Alva	Cookie Creations with Chloe <i>(Supply List Provided) New!</i>	11/4	Sat	9:00 - 12:00	15.00
Alva	Pie Crust in 5! <i>(Supply List Provided)</i>	9/23	Sat.	9:00 - 12:00	15.00
Alva	Pie Crust in 5! <i>(Supply List Provided)</i>	12/2	Sat.	9:00 - 12:00	15.00

## Introduction to Stained Glass

Create a beautiful stained glass project. In this class we will supply all the tools and materials for you to craft a stained glass creation using the copper foil method. You will learn techniques to create stained glass by cutting and grinding glass, copper foiling, soldering, and finishing your masterpiece. This is a one-night class and is required as a pre-requisite for the Stained Glass 101 class we will also be offering this fall. We are offering this class twice in September. Call to enroll, there is limited space in each class.



580.327.0344~ALVA

580.227.3708~FAIRVIEW

# Special Interest

## Fall & Christmas Seasonal Frame Wreath(s) **NEW!**

Come join our instructors Joni & Penny from Lemons and Lace Marketplace to make a cute frame wreath for the fall and/or Christmas season. All items are supplied, unless you want to bring a sentimental frame. We recommend around 11"x14" size, but it can be bigger if needed. This is a great way to learn how to paint with Annie Sloan Paint and create a fun craft to take home. Hang them on your door, mantle, or office.

SPECIAL SKILLS / INTEREST (Fairview)		DATES	DAYS	TIMES	COST
Fairview	Broadband Training Coming Soon!	Call For More Information!			
Fairview	Meat Processing - Hands-On - BEEF	Instructor Needed - Please Call if Interested			
Fairview	Meat Processing - Hands-On - PORK				
Fairview	Basic/Stick Welding (SMAW) (@ Fairview)	9/5-10/5	Tu & Th	5:30 - 8:30	250.00
Fairview	Stained Glass/Glass Art	8/22 - 11/7	Tu	6:00 - 9:00	125.00
Fairview	Quilting Development	9/5 - 10/10	Tu	6:00 - 9:00	52.50 + Supply List
Fairview	Rag T-shirt Quilting	10/19 - 11/9	Th	6:00 - 9:00	15.00
Fairview	Fall Floral WreathWorkshop	9/19	Tu	6:00 - 9:00	45.00
Fairview	Painted Frame Wreath for Fall	9/11	M	6:00 - 9:00	45.00
Fairview	Painted Frame Wreath for Christmas	9/18	M	6:00 - 9:00	45.00
Fairview	Decoupage Lazy Susan Tray	9/25	M	6:00 - 9:00	35.00
Fairview	Welcome "Name" Sign	10/2	M	6:00 - 9:00	45.00
Fairview	Christmas Wreath Workshop	11/13	M	6:00 - 9:00	45.00
Fairview	Adult Education/GED	TBD	M & W	5:30 - 8:30	0.00

## Decoupage Lazy Susan Tray **(NEW!)**

Repurpose spool tops into a cute serving tray that spins! We will teach you how to stencil, decoupage, and of course will be painting. Taught by Joni & Penny at Lemons and Lace Marketplace. Join us on September 25th for this fun activity and bring a friend!

## Christmas Wreath Workshop

Treat yourself to a festive evening! At this workshop, led by JaNae Barnard, you'll make your own Christmas Wreath. In this class you can put your own creative touch on your wreath by choosing your own design! This will be a super fun and casual workshop...bring a friend and make it a special experience on November 13 as you prepare for the holiday!

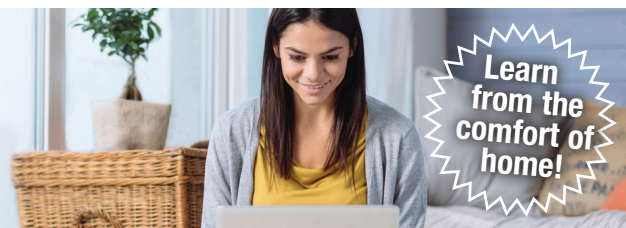
## Basic Welding

In this course students will be developing a working knowledge of welding techniques, equipment setup, and operations. Instruction is primarily focused on Gas Metal Arc Welding. Students will learn about personal protection and safety while operating welding equipment. Students will also be introduced to two different types of thermal cutting using both plasma and oxy/fuel equipment. This is an introduction to basic welding practices. One pair of safety glasses will be provided. It is up to you, the student, to provide his/her own gloves, and welding hood.

# Distance Learning

## Online Learning

anytime, anywhere...just a click away!



Learn from the comfort of home!

### ADVANCED CAREER TRAINING

- 6-18 Month Format
- All materials included
- Prepare for certification
- Student advisors

Courses Include:

- **Certified Wedding Planner**
- **Optician Certification Training**
- **CompTIA Certification Training: A+, Network + Security + (Vouchers included)**
- **Web Design Professional**
- **Digital Game Artist Certificate**
- **Administrative Professional w/ MS Office Specialist 2016**
- **Mobile and Desktop Web Developer**
- **Medical Billing & Coding**

Visit our website for program details!

[careertraining.ed2go.com/nwtech](http://careertraining.ed2go.com/nwtech)

### FUNDAMENTALS COURSES

- 6 Week Format
- Discussion Areas
- Monthly start sessions
- Expert Instructor

Courses Include:

- **Speed Spanish**
- **Accounting Fundamentals**
- **A to Z Grant Writing**
- **Grammar Refresher**
- **Basic CompTIA A+ Certification Prep**
- **Creating WordPress Websites**
- **Introduction to SQL**
- **Secrets to Better Photography**
- **Real Estate Investing**

Visit our website to find a course!

[ed2go.com/nwtech](http://ed2go.com/nwtech)



## On-Line Safety, Human Resources, Compliance

Utilizing online safety training means every employee can complete all of their assigned courses from anywhere, whether they are in the office or out in the field. Save on training costs, improve your safety record, increase employee satisfaction, and enhance your regulatory compliance with engaging and effective training through SafetySkills online training platform! Classes listed at [www.nwtech.edu/online-learning/](http://www.nwtech.edu/online-learning/). Classes as low as \$3 per person per class! Call to enroll!

### Adult Education / GED

Adult Education (AE) department offers free, self-paced High School Equivalency (GED® or HiSET®) courses to the community. This second chance program is for adults desiring to improve basic reading, writing, and math skills or earn a high school diploma in order to get better jobs, continue their education, and improve their lives. Our Certified instructors work with students to meet their educational needs, building from foundational skills and preparing students with everything they will need to pass the GED® or HiSET® exams! Call 580.227.3708 for more info!

580.327.0344~ALVA

580.227.3708~FAIRVIEW

# Safety Training

PUBLIC SAFETY AND LAW		DATES	DAYS	TIMES	COST
Alva	First on Scene - EMS/Fire Service	7/19	W	8:00 - 12:00	FREE
Alva	Trenching, Shoring & Excavation - Competent Person (Call for Company Rate to enroll 5+ employees.)	7/20	Th	8:00 - 5:00	150.00
Alva	Forklift Operator	8/14, 9/18, 10/9 or 11/13	M	9:00 - 12:00	45.00
Alva	Respirator Safety Training	8/14, 9/18, 10/9 or 11/13	M	1:00 - 2:00	15.00
Alva	Respirator Fit Testing (Quantitative)	8/14, 9/18, 10/9 or 11/13	M	2:00 - 3:00	15.00
Alva	Medical Evaluations for Respirator Fit Testing-Online	Arranged			
Alva	Fire Safety with Hands on Fire Extinguisher Training	10/25	M	10:00-11:30	20.00
Alva	Fire Safety with Hands on Fire Extinguisher Training - <b>FREE classes for Fire Safety Month @ NWTC!</b>	10/11	M	Call to Schedule Limited Spaces	FREE
Alva	NFPA 70E Arc Flash Certification	Arranged	M-Tu	8:00 - 5:00 M 8:00 - 12:00 Tu	335.00
Alva	"Run-Hide-Fight" - Active Shooter & Response Plan & Stop-the-Bleed"	7/17	M	1:00 - 5:00	FREE
Alva	SDA Handgun Permit Training	7/22, 9/2 or 10/21	Sat	8:00 - 5:00	60.00
Alva	New to Firearms Handgun Training New!	Arranged		2 hr.	120.00
Alva	EMT, Emergency Medical Technician (tuition may vary)	Arranged			
Alva	EMR, Emergency Medical Responder (tuition may vary)	Arranged			
Alva	Advanced EMT, Emergency Medical Technician	Arranged			
Alva	Confined Space Awareness	Arranged			40.00
Alva	Reasonable Suspicion Training for Supervisors (meets DOT Reg: 49 CFR 382.603)	Arranged		8:00 - 1:00	30.00
Alva	Fall Protection Awareness	Arranged			30.00
Alva	Audiometric (Hearing) Testing	Arranged			30.00
Alva	Forklift Certification	Arranged			45.00
Alva	Hydrogen Sulfide (H2S) Safety Training	Arranged			40.00
Alva	PEC Hydrogen Sulfide (H2S) Clear	Arranged			85.00
Alva	Pulmonary Function Testing	Arranged			30.00
Alva	Paramedic - Call to enroll by October 2023	Feb. 2024	M & W	9:00 - 4:30	5030.00 + Fees

## Run, Hide, Fight – Active Shooter & Response Plan and Stop-The-Bleed Training

**Run, Hide, Fight** In an active shooter attack, survival is the top priority. Learn how the “Run, Hide, Fight” method can help protect you from violence and mitigate the impacts of an increasingly common crime.

**Stop-The-Bleed** A bleeding injury can happen anywhere. We’ve seen it happen too often – on the news or in everyday life. Life-threatening bleeding can happen in people injured in serious accidents or disasters. Instead of being a witness, you can become an immediate responder because you know how to STOP THE BLEED. The life you save may be your own.

NWTC is offering both of these classes for FREE on Monday, July 17th from 1pm-5pm. Call today to enroll.



# Safety Training

OSHA SAFETY TRAINING		DATES	DAYS	TIMES	ID Tuition
Alva	10 Hour OSHA General Industry	Arranged	M & Tu	7:30 - 5:00 M 8:00 - 12:00 Tu	100.00/per person - Call for Company Rate
Alva	30 Hour OSHA General Industry	Arranged	M - Th	8:00 - 4:30	275.00/per person - Call for Company Rate
Alva	OSHA 10 (General Industry) <b>(Online at your own pace!)</b>	Online Arranged			100.00
Alva	OSHA 30 (General Industry) <b>(Online at your own pace!)</b>	Online Arranged			200.00

OSHA SAFETY TRAINING COURSES (Fairview)		DATES	DAYS	TIMES	COST
Fairview	OSHA 10 (General Industry)	Arranged			Call for Pricing
Fairview	OSHA 30 (General Industry)	Arranged			Call for Pricing
Fairview	OSHA 10 (General Industry) <b>Online at your own pace!</b>	Arranged			100.00
Fairview	OSHA 30 (General Industry) <b>Online at your own pace!</b>	Arranged			200.00

NWTC is here to help you meet OSHA's regulations and provide training resources that fit your specific needs.

NWTC can help protect employees from potentially hazardous activities by providing appropriate and relevant safety training.



SafeLandUSA 2021 ORIENTATION - One Day Session		DATES	DAYS	TIMES	COST
Fairview	SafeLandUSA 2021 - Spanish <b>(NEW!)</b>	Arranged		8:00 - 4:00	Call for Pricing
Fairview	SafeLandUSA 2021	Arranged		8:00 - 4:00	75.00/person 300.00/company (Up to 25 people @ \$10 per card)

SafeLandUSA 2021 ORIENTATION (ONE DAY SESSION)		DATES	DAYS	TIMES	ID Tuition
Alva	SafeLandUSA 2021 Orientation	8/25	F	9:00 - 5:00	75.00/person 300.00/company (up to 25 people @ \$10 per card)
Alva	SafeLandUSA 2021 Orientation	11/10	F	9:00 - 5:00	\$75.00/person \$300.00/company (up to 25 people @ \$10 per card)

580.327.0344~ALVA

580.227.3708~FAIRVIEW 17

# Safety Training

INDUSTRY SAFETY COURSES		DATES	DAYS	TIMES	COST
Fairview	Spanish Translation & Safety Training Available! <b>(NEW!)</b>	Arranged			Call for Pricing
Fairview	Excavation - Trenching and Shoring	Arranged			Call for Pricing
Fairview	Forklift Training - 29 CFR 1910.178	Arranged			Call for Pricing
Fairview	Confined Space Awareness/Competent Person Training	Arranged			Call for Pricing
Fairview	Lockout/Tagout Awareness/Competent Person Training	Arranged			Call for Pricing
Fairview	Fire Extinguisher Training-Hands On	Arranged			Call for Pricing
Fairview	Medical Evaluations-Online	Arranged			Call for Pricing
Fairview	Respirator Safety and Quantitative Fit Testing	Arranged			Call for Pricing
Fairview	H2S PEC Clear	Arranged			Call for Pricing
Fairview	H2S PEC Clear - Spanish <b>(NEW!)</b>	Arranged			Call for Pricing
Fairview	Reasonable Suspicion Training for Supervisors (meeting DOT reg: 49 CFR 382.603)	Arranged			Call for Pricing
Fairview	New Employee Safety Orientation	Arranged			Call for Pricing
Fairview	Fire Safety with Hands on Fire Extinguisher Training - <b>FREE classes for Fire Safety Month</b>	10/23	M	Call for Schedule	Free

## Forklift Training

Forklift training contains safety requirements relating to fire protection, design, maintenance, and use of fork trucks, tractors, platform lift trucks, motorized hand trucks, and other specialized powered industrial trucks powered by electric motors or internal combustion engines in correlation with OSHA 1910.178 & applicable ANSI standards. Call 580.227.3708 to schedule in Fairview or 580.327.0344 to schedule in Alva.

NEW EMPLOYEE SAFETY ORIENTATION - OIL & GAS		DATES	DAYS	TIMES	ID Tuition
Alva	Oil & Gas Career Readiness Program -10 Hour OSHA General Industry -CPR/FA & AED -Hydrogen Sulfide Awareness (H2S) -SafeLandUSA 2021 Orientation	Call to Schedule			185.00

ONLINE SAFETY COURSES (Safety Skills) <b>NEW!</b>		DATES	DAYS	TIMES	COST
A/F	OSHA 10 (General Industry)	Online By Arrangement			100.00
A/F	OSHA 30 (General Industry)				200.00
A/F	Confined Space Awareness				\$3 per Safety Credit/Person
A/F	Lockout/Tagout Awareness				
A/F	Fire Extinguisher Awareness				
A/F	Back Safety				
A/F	Too many safety topic options to list!				

# CLEET

CLEET ACCREDITED COURSES (Fairview)		DATES	DAYS	TIMES	COST
Fairview	Law Enforcement Effective Report Writing (4hr CLEET)	11/14	Th	9:00 - 1:00	FREE
Fairview	Traffic Stops w/Live Roleplay (2hr Mental Health Credit)	11/15	W	9:00 - 5:00	40.00
Fairview	Ethical Issues in Law Enforcement	11/28	Tu	9:00 - 1:00	FREE
Fairview	How to Write a Search Warrant (8hr CLEET)	12/5	Tu	9:00 - 5:00	FREE
Fairview	Law Enforcement Effective Report Writing (6hr CLEET)	12/7	Tu	1:00 - 5:00	FREE
Fairview	Traffic Stops w/Live Roleplay (2hr Mental Health Credit)	12/11	M	9:00 - 5:00	40.00

CLEET ACCREDITED COURSES (Alva)		DATES	DAYS	TIMES	COST
Alva	Law Enforcement First Responder (LEFR) - Medical	7/18	T	8:00 - 12:00	FREE
Alva	Law Enforcement Active Shooter Emergency Response (LASER)	7/20-7/21	Th-F	8:00 - 5:00	FREE
Alva	Active Shooter with 2 hours of Mental Health Credit	8/21, 11/06 or 12/04	Varies	8:30 - 4:30	40.00
Alva	Traffic Stops with Live Roleplay and 2 hours of Mental Health Credit	8/28, 10/3 or 12/12	Varies	8:30 - 4:30	40.00
Alva	ALERRT AAIR (16 hours CLEET Credit)	9/25-26	M-Tu	8:30 - 4:30	49.00
Alva	Law Enforcement Effective Report Writing (6hrs CLEET)	11/7	Tu	1:00 - 5:00	Free
Alva	Law Enforcement Effective Report Writing (6hrs CLEET)	12/6	W	1:00 - 5:00	Free
Alva	How to Write a Search Warrant (8 hours CLEET Credit)	12/13	Th	8:30 - 4:30	Free
Alva	Practical Building Searches for 1 and 2 Officer Response	11/27 & 11/28	M-Tu	8:00 - 4:00	55.00
Alva	Ethical Issues in Law Enforcement (4 hours CLEET Credit)	11/30	Th	9:00 - 1:00	Free
Alva	Practical Firearms - Force on Force Training (CLEET Accr. #21-2732)	Arranged		9:00 - 5:00	20.00
Alva	FLETC Active Shooter Threat Training Program (Limited Enrollment)	Arranged		7:00 - 5:00	Free

## Law Enforcement Active Shooter Emergency Response (LASER)

### 16 Hours of CLEET Credit

Terrorism involving active shooter attacks on populations centers has become part of law enforcement officers' awareness; however, increased awareness of a problem does not ensure preparedness or appropriate response tactics.

This course addresses technical aspects of planning and implementing a rapid law enforcement deployment to an active shooter incident through classroom presentations, hands-on performance-based field training, and scenario-based practical exercises.

This course includes: use of AR Platform and Glock 17T pistol simulation training equipment; officer movement, hallway engagement, room entry, room clearing, medical and follow on instruction; single officer response training; introduction to breaching by training with a steel breaching door and specialized tools; emergency lifesaving techniques – including the use of tourniquets in the scenario training; and use of community members as role players.

# Post-Secondary Programs

## PARAMEDIC TRAINING

**CALL FOR MORE INFORMATION 580.227.3708 OR 580.327.0344!**

**2024-2025 Class Begins in February 2024**

**Enrollment Closes October 2023**

**The Paramedic program is a 17-month program that prepares students to perform a comprehensive patient assessment and advanced emergency procedures in the pre-hospital setting. Students are trained in academic theory and a variety of technical skills to aid in the process of autonomous decision making. Class begins in February 2024. Class meetings will be IETV at either the Alva or the Fairview campus and clinical trainings will be done at Fairview.**



### **INFORMATION NEEDED PRIOR TO ENROLLMENT:**

- **High school and college transcripts or GED certificate.**
- **Immunization records**
- **Proof of EMT Credentials**
- **AHA Healthcare Provider CPR certification**
- **Letters of Reference**
- **OSBI background check (3 divisions)**

**Paramedic Training has a separate application and admission process and separate tuition schedule from other daytime programs offered at NWTC.**

**Call 580. 227.3708 or 580.327.0344 for information on enrollment.**

Northwest Technology Center is in compliance with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, -the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and other federal laws and regulations. Northwest Technology Center does not discriminate on the basis of race, color, sex, disability, age in its programs and activities. The following person(s) have been designated to handle inquiries regarding non-discrimination policies: Jeremy Eaton, Alva Campus, Title IX/Section 504 Compliance Coordinator, jeaton@nwtech.edu, 1801 11th Street, Alva, OK 73717, 580-327-0344. Or Jennifer Shaw, Fairview Campus Title, IX/Section 504 Compliance Coordinators, jshaw@nwtech.edu, 801Vo-Tech Drive, Fairview, OK 73737, 580-227-3708. Equal Opportunity Educational Institution.

# Post-Secondary Programs

## PRACTICAL NURSING

**CALL 580.327.0344 TODAY FOR MORE DETAILS!**

**Class Begins in late October 2023!**

**Call now for info!**

**The Practical Nursing program is an 11-month course which includes both clinical hands-on instruction and classroom lecture work. NWTC's program has received approval from the Oklahoma Board of Nursing and has two highly qualified and experienced instructors. Students who complete the program will be prepared to take the national licensure examination.**



**2022-2023 Practical Nursing students at the HOSA International Leadership Conference where they finished first with their Mental Health Matters special project.**

### INFORMATION NEEDED PRIOR TO APPLICATION:

- **All transcripts.**
- **Immunization records**
- **Current CNA certification**
- **AHA Healthcare Provider CPR certification**
- **Medical Terminology**
- **Letter of reference from employer**
- **T.E.A.S. test**

**Practical Nursing has a separate application and admission process and separate tuition schedule from other daytime programs offered at NWTC.**

**Call 580.327.0344 for information on enrollment.**

\*The Northwest Technology Center is approved by the Oklahoma Board of Nursing. Graduates of this state-approved program are eligible to apply to write the National Council Licensure Examination (NCLEX) for practical nurses. Applicants for Oklahoma licensure must meet all state and federal requirements to hold an Oklahoma license to practice nursing. In addition to completing a state-approved nursing education program that meets educational requirements and successfully passing the licensure examination, requirements include submission of an application for licensure, a criminal history records search, and evidence of citizenship or qualified alien status [59 O.S. §§567.5 & 567.6]. To be granted a license, an applicant must have the legal right to be in the United States (United States Code Chapter 8, Section 1621). In addition, Oklahoma law only allows a license to be issued to U.S. citizens, U.S. nationals, and legal permanent resident aliens. Other qualified aliens may be issued a temporary license that is valid until the expiration of their visa status, or if there is no expiration date, for one year. Applicants who are qualified aliens must present to the Board office, in person, valid documentary evidence of: 1. A valid, unexpired immigrant or nonimmigrant visa status for admission into the United States; 2. A pending or approved application for asylum in the United States; 3. Admission into the United States in refugee status; 4. A pending or approved application for temporary protected status in the United States; 5. Approved deferred action status; or 6. A pending application for adjustment of status to legal permanent resident status or conditional resident status.

The Board has the authority to deny a license, recognition or certificate; issue a license, recognition or certificate with conditions and/or an administrative penalty; or to issue and otherwise discipline a license, recognition or certificate to an individual with a history of criminal background, disciplinary action on any professional or occupational license or certification, or judicial declaration of mental incompetence [59 O.S. §567.8]. These cases are considered on an individual basis at the time application for licensure is made, with the exception of felony convictions. Potential applicants to state-approved education programs, with a criminal history, may obtain an initial determination of eligibility for licensure or certification from the Oklahoma Board of Nursing for a fee. The initial determination of eligibility for licensure petition can be accessed at <http://nursing.ok.gov/initialdeterm.pdf>.

Board Approved: 7/92 OBN Policy/Guideline: #E-05 Board Reviewed w/o Revision: 1/29/13 Page 1 of 2 Revised: 9/01; 5/04; 1/25/05; 11/13/07; 5/25/10; 11/4/13; 5/24/16; 11/12/19 P:/Administration/Executive/Policies/Education/E-05 Information for Bulletins and Catalogues of Nursing Education Programs

**580.327.0344~ALVA**

**580.227.3708~FAIRVIEW**

# Daytime Programs



BioMed students and HOSA International Competitors Ashlyn Whitely, Morgan Heath and Carli Argo.

## EARN YOUR FUTURE!

Most students attend a **DAYTIME CAREER PROGRAM** as a junior or senior in high school. Most programs also allow adult enrollment. Students usually attend the morning or the afternoon session. However, some students attend all day. Flexible scheduling may be available depending on the program of enrollment.

For more information on becoming a student at Northwest Technology Center, please contact one of our Career Counselors to begin the process. If you plan to attend the Alva campus, please call Karen Koehn at 580.327.0344 or to attend the Fairview campus, please call Jennifer Shaw at 580.227.3708. We can't wait to see you develop your competitive advantage at NWTC!

### *Electrical Trades* (Alva)

Prepares students for Electrical Trades Careers and Licensure. Focuses on residential electrical procedures and safety.

Learn to diagnose and repair electrical systems for residential applications. Gain an understanding of the basic fundamentals of electricity and its practical applications. Work with direct and alternating current circuitry and gain an understanding of the National Electrical Code and apply it to safe electrical installations.

### *Digital Marketing, Video Production* (Alva, Fairview)

Prepares students to utilize videography equipment. Focuses on Digital Marketing, Videography, Video Editing and Business Office Applications.

Create Digital Marketing campaign materials using state of the art software programs. Learn to use video cameras, the audio booth and editing equipment and software.

### *Auto Technology* (Alva, Fairview)

#### **ASE CERTIFIED PROGRAM**

Prepares students for a career in the automotive industry. Focus on: Auto HVAC, Steering, Suspension, Brakes, Electrical Systems, Engine Repair and Performance.

Learn diagnostic skills, repair techniques, how to communicate with customers, use advanced automotive equipment, and prepare to take state and ASE Certification tests.

### *BioMedical Sciences* (Alva, Fairview) *Secondary Students*

Prepare for careers including medicine and engineering. Focuses on laboratory procedures and problem solving.

Nationally recognized Project Lead The Way (PLTW) curriculum. Enhanced student learning in the areas of biology, anatomy, advanced mathematics and technology. Hands on and scenario based curriculum to allow students to use problem solving skills.

### *Practical Nursing* (Alva) *Adult Students*

Prepare for a career in nursing.

NWTC offers an 11 month Practical Nursing program which has a separate application process. Classes begin each October. See page 21 for more details and pre-requisites.

# Daytime Programs

**Call Today To Learn More About Making NWTC Your Next Step In Education! Ask about tuition scholarships for In-District High School Graduates! Flexible Scheduling Available in Some Programs. Financial Assistance Available to Those Who Qualify. -Math Classes Offered for HS Students Enrolled at NWTC!**

## **Digital Design** (Alva, Fairview)

Prepares students for careers in Graphic Design, Advertising Design, Marketing, and Photography. Focuses on Adobe Photoshop, Adobe Illustrator, Adobe InDesign, and Photography.

Learn skills and techniques used in the graphic design industry to include graphic design and layout, large format printing, photography, image editing, and formatting. Students will prepare to take the Adobe Certification test.

## **Computers & Business** (Alva, Fairview)

Prepares students to utilize software in a variety of careers. Focuses on employment or certifications.

Gain the technical and managerial skills needed for all careers. Learn how to work with multiple software applications in an office setting and learn several software packages used in desktop publishing/microsoft certifications and develop skills needed to create, export and optimize graphics. High school students earn computer credits.

## **Health Careers** (Alva, Fairview)

Prepares students for careers in the healthcare industry. Focuses on CNA, Nursing, Phlebotomy, Veterinary Technician, EMT, Physical Therapy Aid, Occupational Therapy Aide, Health and Sports Trainer.

Learn an overview of health careers along with basic health care skills, and laboratory techniques. The combination of classroom instruction, hands-on laboratory skills, and clinical observations prepares students for the high-demand healthcare field. High school students earn an anatomy science credit.

## **Welding** (Fairview)

Prepares students for a career in the welding or manufacturing industry. Focuses on various types of welding, workplace safety, use of tools and gaining certifications.

Gain a broad-based knowledge in gas, MIG, pipe and TIG welding, Prepare and treat various types of metals, reading blue prints and welding detail drawings. Learn procedures for SMAW and GTAW welding and use of equipment. Work toward gaining certifications.

## **Cosmetology** (Fairview)

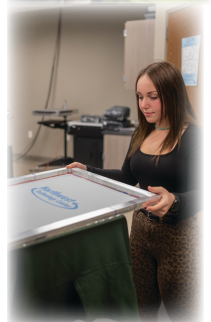
Prepare for state licensure and immediate employment

The Cosmetology program will allow students to express individual creativity by providing a wide range of artistic hair services using the latest trends. Use advanced techniques in makeup, skincare and nail designs. Operate a full-service interactive salon or spa.

## **Paramedic Training** (Alva, Fairview) Adult Students

Prepare for a career in emergency medical services.

NWTC offers a 17 month Paramedic Training program which has a separate application process. Classes begin in February 2024. See page 20 for more details and pre-requisites.



580.327.0344~ALVA

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801 VO-TECH DRIVE  
FAIRVIEW, OK 73737

## Get To Know Our Digital Design Instructors!

### Jessica Schanbacher, Alva Campus ~ Digital Design

Jessica Schanbacher joined the NWTC staff in July of 2011. She is the instructor of Digital Design on the Alva campus. She joined the Alva campus staff after spending seven years teaching on the Fairview campus. Schanbacher grew up in a home of educators which influenced her career when she became older. She always knew she wanted to be a teacher. One of her favorite things about teaching Digital Design is that she gets to see her students go from just needing their computer credit for high school graduation to really enjoying the projects and being proud of the work they complete.

Schanbacher graduated from Geary High School in 2000. She studied Business Education at Northwestern Oklahoma State University graduating in 2004. In 2016, she earned a Master's degree in School Counseling from Southwestern Oklahoma State University. According to Schanbacher, "I loved my high school yearbook class which led me to a major in Business Education, yet I have never taught a single business course in my 18 years in education. I have taught several subjects including Middle Level Math, Technology Engineering and now Graphic Design. This has been key to developing one of my biggest strengths - being able to adapt and learn new things." Schanbacher is excited to have the opportunity to sharpen her knowledge of the graphic design world after being immersed in foreign concepts. She is also looking forward to being able to help prepare students with real-world experiences.

Schanbacher has been married to Bryce Schanbacher, Cherokee Public Schools Superintendent and Football Coach, for 21 years. They have two children - Carson and Dawson. One of her favorite past times is supporting her kids in their activities.



### Stacy Lee, Fairview Campus ~ Digital Design

Stacy Lee joined the staff at NWTC in July of 2018 as the Digital Design instructor on the Fairview campus. Her goal for her students is to provide them with the opportunity to explore the world of Digital Design, find new ways for them to learn, and hopefully to spark a desire for them to have a career in the art/design industry.

Before coming to NWTC, Lee worked as the Marketing Director at Okeene Municipal Hospital. She has a B.A. in Commercial Art from SWOSU.

Lee looks forward to coming to school every day and seeing her students. She thrives on their excitement and loves it when she is able to show them something new on the computer. Next year, a Game Programming course is being added to the Digital Design program at Fairview.

According to Lee, "I am blessed every day that I get to work with the students at NWTC, whether they are in my class or not; the atmosphere at NWTC is just phenomenal. I love watching students go from not knowing what direction they want to go after high school, to knowing that they have so many options when they leave NWTC, whether they choose to be college bound, enter the workforce, continue training at a technology center, or become self-employed, it is worth all the effort of being an instructor!" Lee and her husband have been married for 27 years. They have one daughter in college pursuing a degree in Environmental Conservation at Rogers State University.



580.327.0344-ALVA

580.227.3708-FAIRVIEW