

KENNEBEC VALLEY COMMUNITY COLLEGE

PROFESSIONAL AND TECHNICAL TRAINING

Call 207.453.5858 to register



Professional Development Schedule

BUSINESS AND INFORMATION TECHNOLOGY (IT)

COURSE TITLE	Hrs.	Date Time	Cost
Email & Electronic File Management (PDB-010) <i>Instructor: Kim Kennedy</i>	6	TBD	\$79
MS Word (Level #1) (PDB-020) <i>Instructor: Kim Kennedy</i>	6	TBD	\$99

HEALTHCARE

COURSE TITLE	Hrs.	Date Time	Cost
BLS Healthcare Provider CPR (PDH-B30-0643) <i>Instructor: M Fortin</i>	4	July 23 <i>Monday 8 am-1 pm</i>	\$65
BLS Healthcare Provider CPR (PDH-B30-0644) <i>Instructor: M Fortin</i>	4	August 21 <i>Tuesday 8 am-1 pm</i>	\$65
BLS Healthcare Provider CPR Recertification (PDH-B40)	4	TBD	\$49
MHRT-1 Mental Health and Rehabilitation Training (PDS-020)	97	TBD	\$1,100

TRADES

COURSE TITLE	Hrs.	Date Time	Cost
AutoCAD in the Workplace (PDT-C20)	30	TBD	\$249
Build a Small Timber Frame House (ECT-T10)	40	TBD	\$1,500
Build Your Own Adirondack Chair (ECT-A10)	15	TBD	\$229
Delivery Technician and Basic Principles (PDT-P30)	20	TBD	

Ductless Mini Split Heat Pump (PDT-H10)	40	TBD	\$995
High Pressure Boiler (PDT-B50-0201) <i>Instructor: Wayne Dyer</i>	45	August 31-December 13 <i>Th 6-9 pm</i>	\$595
OSHA 10 CFR 1926 Safety and Health Regulations for Construction (PDT-O60-0281) <i>Instructor: TBA</i>	10	August 16-17 <i>Th/F 8 am-1 pm</i>	\$195
National Electric Code 15-Hour Update (PDT-E10)	15	TBD	\$195
Oil Burner Technician (PDT-O10)	200	TBD	\$3,300
Propane Natural Gas: Appliance Connection & Service with Basic Principles of Propane (PDT-P20-0201) <i>Instructor: Kevin Purnell</i>	200	September 10 – March 27 <i>M/W 5:30-9:30 pm</i>	\$2,400
Propane Natural Gas: Large Industrial Gas Fired Equipment (PDT-P40)	20	TBD	\$385
Refrigerant Certification (EPA 608 self-study) (PDT-R10)	6	TBD	\$195
Set Construction Training for Beginners (ECT-C10)	65	TBD	\$1,450
Solar Markets, Applications, Financing & Regulation (PDT-S30)	7	TBD	\$59
Solar PV Design and Install (PDT-S20)	40	TBD	\$995
Solar PV for the Associate Candidate (PDT-S10-0201) <i>Instructors: Keven Vachon</i>	40	August 16-22 <i>Th/F/M/T/W 8 am-4:30 pm</i>	\$525
Timber Frame Pergola Workshop (ECT-P10)	35	TBD	\$575
Welding I (PDT-W10)	45	TBD	\$650
Welding II (PDT-W20)	45	TBD	\$650
Welding III (PDT-W30)	45	TBD	\$650

ENRICHMENT

COURSE TITLE	Hrs.	Date Time	Cost
Professional Bartending (PDL-B10) <i>Instructor: Darlene Ratte</i>	21	TBD	\$190

OTHER			
COURSE TITLE	Hrs.	Date Time	Cost
<u>Advanced Paralegal Certificate</u> (TPB-P95) <i>*15 specialty topics available</i>	50	August 20-October 5 <i>Online format</i>	\$1,800 <i>*or \$300 per topic</i>
<u>Alternative Dispute Resolution Certificate</u> (TPB-M90)	45	August 20-October 5 <i>Online format</i>	\$645
<u>Employment Law Certificate</u> (TPB-E60) <i>Society for Human Resource Mgmt. (SHRM) Preferred Provider</i>	45	August 20-October 5 <i>Online format</i>	\$729
<u>Intellectual Property Law for Engineers</u> (TPB-I40)	45	August 20-October 5 <i>Online format</i>	\$645
<u>Law School Preparation</u> (TPB-L95)	45	August 20-October 5 <i>Online format</i>	\$300
<u>Legal Investigation Certificate</u> (TPB-L90)	50	August 20-October 5 <i>Online format</i>	\$645
<u>Legal Nurse Consultant Training</u> (TPB-L50)	42	August 20-October 5 <i>Online format</i>	\$895
<u>Legal Secretary Certificate</u> (TPB-L60)	50	August 20-October 5 <i>Online format</i>	\$645
<u>Paralegal Certificate</u> [®] (TPB-P90-0352)	45	August 20-October 5 <i>Online format</i>	\$1,289
<u>Personal Injury for Paralegals</u> (TPB-P10)	50	August 20-October 5 <i>Online format</i>	\$729
<u>Software Essentials for the Law Office</u> (TPB-S30)	50	August 20-October 5 <i>Online format</i>	\$729
<u>Victim Advocacy Certificate</u> (TPB-V90) <i>National Organization for Victim Assistance (NOVA) approved</i>	45	August 20-October 5 <i>Online format</i>	\$645

Refund / Cancellation Policy: To receive a full refund a student must cancel/drop their enrollment/registration prior to the start date of the course. There is no partial refund. If a course is cancelled by Kennebec Valley Community College for any reason, the course fee will be refunded. Payment plans are available for eligible courses. CEUs apply for eligible courses.

*Kennebec Valley Community College is an equal opportunity/affirmative action institution and employer.
For more information, please call the Affirmative Action Officer at 207.453.5019.*