

# Martin Community College

## Continuing Education and Workforce Development

### SCHEDULE – SPRING 2025

- Descriptions of classes and programs can be found in the MCC Continuing Education and Workforce Development Course Catalog.
- The schedule below is subject to change depending on class enrollment and instructor availability. Every attempt will be made to adhere to this schedule.
- Location specified is on the Williamston Campus unless otherwise noted.
- Preregistration is required for EMS courses: <https://martincc-register.fundfive.com/course>

| CLASS NAME                                    | TUITION      | DATE  | TIME  | LOCATION                       |
|---|--------------|---|---|--------------------------------|
| Advanced EMT<br>(483 Hours)                   | \$360*****   | 2/18/25 – 8/15/25                             | 6:00 PM - 10:00 PM  | Building 4<br>Room 21          |
| Advanced EMT:<br>Didactic                     | \$180*****   | 2/18/25 – 8/15/25                             | Tuesday & Thursday<br>6:00 PM - 10:00 PM  | Building 4<br>Room 21          |
| Advanced EMT:<br>OL & Clinical                | \$180*****   | 2/8/25 – 5/31/25                              | 24-Hour Access  | Online                         |
| Apprentice Line Technician<br>(420 Hours)     | \$180        | 2/3/25 – 5/23/25                              | Monday - Thursday<br>9:00 AM - 4:00 PM  | Building 4<br>Room 14          |
| Auto Maintenance & Repair<br>(96 Hours)       | \$180        | 2/5/25 – 5/29/25                              | Wednesday & Thursday<br>6:00 PM - 9:00 PM   | Building 3<br>Room 10          |
| Basic Computer Introduction<br>(24 Hours)     | \$70         | 1/28/25 – 2/20/25                             | Tuesday & Thursday<br>9:00 AM - 12:00 PM  | Building 4<br>Room 50          |
| Basic Horse Introduction<br>(24 Hours)        | \$70         | 2/18/25 – 5/13/25                             | Tuesday<br>6:00 PM - 8:00 PM  | MCC Equine<br>Facility         |
| Basic Law Enforcement<br>Training (868 Hours) | Sponsorship* | Anticipated start<br>date is March 3,<br>2025 | Monday - Friday<br>6:00 PM - 10:00 PM<br>(11:00 PM on PT nights)<br>(some weekends possible)    | Building 1<br>Room 11          |
| Bow & Wreath Making<br>(18 Hours)             | \$70         | 2/18/25 – 4/15/25                             | Tuesday<br>6:00 PM - 8:30 PM  | Building 2<br>Room 20B         |
| Cake Decorating<br>(18 Hours)                 | \$70         | 2/11/25 – 3/18/25                             | Tuesday<br>6:00 PM - 9:00 PM  | Building 2<br>Room 20B         |
| Cake Decorating<br>(18 Hours)                 | \$70         | 4/8/25 – 5/13/25                              | Tuesday<br>6:00 PM - 9:00 PM  | Windsor Campus<br>Room 25      |
| College & Career Readiness<br>(ABE)           | Free         | 1/6/25 – 5/7/25                               | Monday - Wednesday<br>8:00 AM - 12:00 PM &<br>12:30 PM - 3:30 PM<br>Thursday 8:00 AM - 12:00 PM | Windsor Campus<br>Room 6A      |
| College & Career Readiness<br>(ABE/HSE/GED)   | Free         | 1/6/25 – 5/7/25                               | Monday - Thursday<br>8:00 AM - 12:00 PM &<br>1:00 PM - 4:00 PM                                  | Building 2<br>Room 22          |
| College & Career Readiness<br>(ABE/HSE/GED)   | Free         | 1/6/25 – 5/7/25                               | Monday - Wednesday<br>8:00 AM - 12:00 PM  | Windsor Campus<br>Room 19      |
| College & Career Readiness<br>(ABE/HSE/GED)   | Free         | 1/7/25 – 5/7/25                               | Tuesday & Wednesday<br>9:00 AM – 12:00 PM   | Robersonville<br>Senior Center |

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| College & Career Readiness:<br>Online (ABE/HSE/GED) | Free     | 1/6/25 – 5/7/25   | 24-Hour Access                          | Online  |
| Computers for Seniors<br>(18 Hours)                 | \$70     | TBD   | Tuesday<br>9:00 AM - 12:00 PM           | Windsor Campus<br>Room 18                       |
| Concealed Carry Handgun<br>(8 Hours)                | \$70     | New class each 1 <sup>st</sup><br>Saturday beginning<br>1/4/25  | Saturday<br>8:00 AM - 5:00 PM           | NC Telecenter<br>Conference Rm<br>(Williamston) |
| Concealed Carry Handgun<br>(8 Hours)                | \$70     | New class each 3 <sup>rd</sup><br>Saturday beginning<br>1/18/25 | Saturday<br>8:00 AM - 5:00 PM           | Windsor Campus<br>Room 25                       |
| Create a Dynamic Resume                             | \$125*** | TBD   | TBD                                     | Building 2,<br>HRD Center                       |
| Create a Dynamic Resume                             | \$125*** | TBD   | TBD                                     | Windsor Campus<br>Computer Lab                  |
| Defensive Driving<br>(4 Hours)                      | \$70     | 1/27/25   | Monday<br>8:00 AM - 12:00 PM            | Building 4<br>Room 3                            |
| Defensive Driving<br>(4 Hours)                      | \$70     | 2/1/25  | Saturday<br>8:00 AM - 12:00 PM          | Building 4<br>Room 3                            |
| Defensive Driving<br>(4 Hours)                      | \$70     | 2/17/25   | Monday<br>8:00 AM - 12:00 PM            | Building 4<br>Room 3                            |
| Defensive Driving<br>(4 Hours)                      | \$70     | 3/17/25   | Monday<br>8:00 AM - 12:00 PM            | Building 4<br>Room 3                            |
| Defensive Driving<br>(4 Hours)                      | \$70     | 4/21/25   | Monday<br>8:00 AM - 12:00 PM            | Building 4<br>Room 3                            |
| Defensive Driving<br>(4 Hours)                      | \$70     | 4/26/25   | Saturday<br>8:00 AM - 12:00 PM          | Building 4<br>Room 3                            |
| Defensive Driving<br>(4 Hours)                      | \$70     | 5/12/25   | Monday<br>8:00 AM - 12:00 PM            | Building 4<br>Room 3                            |
| Defensive Driving<br>(8 Hours)                      | \$105    | 1/29/25   | Wednesday<br>8:00 AM - 5:00 PM          | Building 4<br>Room 3                            |
| Defensive Driving<br>(8 Hours)                      | \$105    | 2/19/25   | Wednesday<br>8:00 AM - 5:00 PM          | Building 4<br>Room 3                            |
| Defensive Driving<br>(8 Hours)                      | \$105    | 3/19/25   | Wednesday<br>8:00 AM - 5:00 PM          | Building 4<br>Room 3                            |
| Defensive Driving<br>(8 Hours)                      | \$105    | 4/23/25   | Wednesday<br>8:00 AM - 5:00 PM          | Building 4<br>Room 3                            |
| Defensive Driving<br>(8 Hours)                      | \$105    | 5/14/25   | Wednesday<br>8:00 AM - 5:00 PM          | Building 4<br>Room 3                            |
| Digital Photography for<br>Beginners (24 Hours)     | \$70     | 2/11/25 – 4/1/25  | Tuesday<br>6:00 PM - 9:00 PM            | Building 2<br>Room 20B                          |
| Digital Photography for<br>Beginners (24 Hours)     | \$70     | 4/3/25 – 5/22/25  | Thursday<br>6:00 PM - 9:00 PM           | Windsor Campus<br>Room 25                       |
| Effective Teacher Training<br>(30 Hours)            | \$125    | 2/3/25 – 3/5/25   | Monday & Wednesday<br>6:00 PM - 9:00 PM | Building 2<br>Room 20B                          |
| Effective Teacher Training<br>(30 Hours)            | \$125    | 2/10/25 – 3/12/25   | Monday & Wednesday<br>6:00 PM - 9:00 PM | Windsor Campus<br>Room 18                       |

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| Electrical Contractor License Renewal (8 Hours)                | \$70       | 2/22/25           | Saturday<br>8:00 AM - 5:00 PM  | Building 1<br>Room 29                     |
| Electrical Contractor License Renewal (8 Hours)                | \$70       | 5/10/25           | Saturday<br>8:00 AM - 5:00 PM  | Building 1<br>Room 29                     |
| Emergency Medical Tech (260 Hours)                             | \$180***** | 2/3/25 – 6/4/25   | Monday & Wednesday<br>6:00 PM - 10:00 PM   | Building 4<br>Room 21                     |
| Fire Alarm Install/Technician Certificate (96 Hours)           | \$180      | 1/13/25 – 4/30/25 | Monday & Wednesday<br>5:30 PM - 8:00 PM  | Building 1<br>Room 29                     |
| Fire Academy (450 Hours)                                       | \$180**    | 5/5/25 – 12/6/25  | Mon, Tues, Thurs<br>6:00 PM - 10:00 PM<br>2 Saturdays per Month<br>8:00 AM - 5:00 PM | MCC Public<br>Safety Training<br>Facility |
| Forklift Operator (6 Hours)                                    | \$70       | 2/8/25            | Saturday<br>8:00 AM - 2:00 PM  | Building 1<br>Room 14                     |
| Forklift Operator (6 Hours)                                    | \$70       | 4/19/25           | Saturday<br>8:00 AM - 2:00 PM  | Building 1<br>Room 14                     |
| Fundamentals of Pistol Shooting & Gun Safety (4 Hours)         | \$70       | 2/12/25           | Wednesday<br>5:30 PM - 9:30 PM   | Building 2<br>Room 20B                    |
| HRD Career Exploration for Healthcare Professionals (30 Hours) | \$125***   | TBD               | 5:00 PM - 9:00 PM  | Building 2<br>HRD Center                  |
| HRD Career Exploration for Healthcare Professionals (30 Hours) | \$125***   | TBD               | 5:00 PM - 9:00 PM  | Windsor Campus<br>Computer Lab            |
| HRD Career Exploration for Lineman Apprentice (30 Hours)       | \$125***   | TBD               | 5:00 PM - 9:00 PM  | Building 2<br>HRD Center                  |
| HRD Employability Skills Lab                                   | \$125***   | 1/6/25 – 5/7/25   | Monday - Thursday<br>9:00 AM - 3:00 PM   | Building 2<br>HRD Center                  |
| HRD Employability Skills Lab                                   | \$125***   | 1/8/25 – 5/7/25   | Wednesday<br>9:00 AM - 12:00 PM  | Windsor Campus<br>Computer Lab            |
| HRD Human Services Exploration: DSS Caseworker (45 Hours)      | \$125***   | TBD               | 5:00 PM - 9:00 PM  | Building 2<br>HRD Center                  |
| HRD Human Services Exploration: DSS Caseworker (45 Hours)      | \$125***   | TBD               | 5:00 PM - 9:00 PM  | Windsor Campus<br>Computer Lab            |
| Human Resources Development (HRD)                              | \$125***   | 1/6/25 – 5/7/25   | Monday - Thursday<br>9:00 AM - 3:00 PM   | Building 2<br>HRD Center                  |
| Human Resources Development (HRD)                              | \$125***   | 1/8/25 – 5/7/25   | Wednesday<br>9:00 AM - 12:00 PM  | Windsor Campus<br>Computer Lab            |
| In Transition  | \$125***   | TBD               | TBD  | Building 2<br>HRD Center                  |
| In Transition  | \$125***   | TBD               | TBD  | Windsor Campus<br>Computer Lab            |
| Income Maintenance Caseworker - NCFast (48 Hours)              | \$125***   | TBD               | 5:00 PM - 9:00 PM  | Building 2<br>HRD Center                  |

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|---|-----------|---------------------|--|-----------------------------|
| Income Maintenance Caseworker - NCFast (48 Hours)   | \$125***  | TBD                 | 5:00 PM - 9:00 PM  | Windsor Campus Computer Lab |
| Introduction to Shooting for Beginners (3 Hours)    | \$70      | 3/19/25             | Wednesday<br>9:00 AM - 12:00 PM                          | Building 2<br>Room 20B      |
| Line Dancing (18 Hours)                             | \$70      | 2/19/25 – 4/16/25   | Wednesday<br>6:00 PM - 8:00 PM                           | Building 1<br>Room 7        |
| Solar Technician Training Certification (101 Hours) | \$180     | 5/12/25 – 6/28/25   | Monday & Wednesday<br>5:30 PM - 8:30 PM<br>& Some Online | Building 1<br>Room 29       |
| Microsoft Excel (24 Hours)                          | \$70      | 2/5/25 – 3/26/25    | Wednesday<br>6:00 PM - 9:00 PM                           | Building 2<br>Room 20A      |
| Microsoft Publisher (24 Hours)                      | \$70      | 2/20/25 – 4/10/25   | Thursday<br>6:00 PM - 9:00 PM                            | Building 2<br>Room 20A      |
| Microsoft Word (24 Hours)                           | \$70      | 3/19/25 – 5/7/25    | Wednesday<br>6:00 PM - 9:00 PM                           | Building 2<br>Room 20A      |
| North Carolina's Career Readiness Certificate (CRC) | \$125***  | By Appointment Only | By Appointment Only                                      | Building 2<br>HRD Center    |
| North Carolina's Career Readiness Certificate (CRC) | \$125***  | By Appointment Only | By Appointment Only                                      | Windsor Campus Computer Lab |
| Notary (7 Hours)                                    | \$70      | 1/27/25 – 1/29/25   | Monday & Wednesday<br>5:30 PM - 9:00 PM                  | Building 1<br>Room 10       |
| Notary (7 Hours)                                    | \$70      | 3/24/25 – 3/26/25   | Monday & Wednesday<br>5:30 PM - 9:00 PM                  | Building 1<br>Room 14       |
| Notary (7 Hours)                                    | \$70      | 1/18/25             | Saturday<br>8:30 AM - 4:00 PM                            | Windsor Campus<br>Room 18   |
| Notary (7 Hours)                                    | \$70      | 3/15/25             | Saturday<br>8:30 AM - 4:00 PM                            | Windsor Campus<br>Room 18   |
| Notary (7 Hours)                                    | \$70      | 5/17/25             | Saturday<br>8:30 AM - 4:00 PM                            | Windsor Campus<br>Room 18   |
| Paramedic (1166 Hours)                              | \$360**** | TBD                 | 9:00 AM - 5:00 PM  | Building 4<br>Room 21       |
| Spanish for Beginners (24 Hours)                    | \$70      | 1/25/25 – 3/15/25   | Saturday<br>9:00 AM - 12:00 PM                           | Building 4<br>Room 3        |
| Spanish for Beginners (24 Hours)                    | \$70      | 2/8/25 – 3/29/25    | Saturday<br>9:00 AM - 12:00 PM                           | Windsor Campus<br>Room 18   |
| Upholstery (30 Hours)                               | \$70      | TBD                 | 6:00 PM - 9:00 PM  | Building 3<br>Room 38       |
| Vehicle Safety Inspection (8 Hours)                 | \$70      | 1/27/25 – 1/28/25   | Monday & Tuesday<br>6:00 PM - 10:00 PM                   | Building 3<br>Room 10       |
| Vehicle Safety Inspection (8 Hours)                 | \$70      | 3/17/25 – 3/18/25   | Monday & Tuesday<br>6:00 PM - 10:00 PM                   | Building 3<br>Room 10       |
| Vehicle Safety Inspection (8 Hours)                 | \$70      | 5/19/25 – 5/20/25   | Monday & Tuesday<br>6:00 PM - 10:00 PM                   | Building 3<br>Room 10       |
| Welding (96 Hours)                                  | \$180     | TBD                 | 6:00 PM - 9:00 PM  | Building 2<br>Room 28       |

## Asterisks Key

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| *     | To enroll in the BLET program, cadets must be sponsored by a North Carolina municipal, county, or state law enforcement agency. |
| **    | For fee waiver, proof of current employment as a firefighter is required.   |
| ***   | Fee waiver available for qualifying students.   |
| ****  | For fee waiver, proof of current affiliation with a Paramedic-level agency is required.   |
| ***** | For fee waiver, proof of current affiliation with an Advanced EMT-level (or higher) agency is required.                         |

## MCC Small Business Center SCHEDULE – SPRING 2025

|  |         |         |
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| How to Start a New Business or Side Hustle | Tuesday | 1/14/25 |
| Start-Up Business Planning & Budgeting 101 | Tuesday | 1/21/25 |
| Low Budget – High Performance Marketing    | Tuesday | 1/28/25 |

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| Reel in Customers                                       | Tuesday | 2/4/25  |
| Money-Credit Management and Cash Flowing a New Business | Tuesday | 2/11/25 |
| Bookkeeping, Negotiating, and Forecasting               | Tuesday | 2/18/25 |
| Taxes, Depreciation, Record Keeping Basics, and Selling | Tuesday | 2/25/25 |

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| How to Start a Food Truck Business                     | Wednesday | 1/29/25 |
| Fuel Your Success – Top Strategies for Your Food Truck | Wednesday | 2/12/25 |

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|---|---------|---------|
| DIY Food and Product Photography for Small Businesses | Tuesday | 3/18/25 |
| Business Photography for Non-Photographers            | Tuesday | 3/25/25 |

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| Part 1: ABCs of Starting a Small Business on a Limited Budget: 2:00 PM - 3:00 PM   | Thursday | 3/20/25 |
| Part 1: ABCs of Starting a Small Business on a Limited Budget: 6:30 PM - 7:30 PM   | Thursday | 3/20/25 |
| Part 2: Finding Your Customer and Creating a Marketing Plan: 2:00 PM - 3:00 PM     | Thursday | 3/27/25 |
| Part 2: Finding Your Customer and Creating a Marketing Plan: 6:30 PM - 7:30 PM     | Thursday | 3/27/25 |
| Part 3: Dynamite Marketing on a Firecracker Budget: 2:00 PM - 3:00 PM              | Thursday | 4/3/25  |
| Part 3: Dynamite Marketing on a Firecracker Budget: 6:30 PM - 7:30 PM              | Thursday | 4/3/25  |
| Part 4: Treasure Hunt – Finding Funding for Your Small Business: 2:00 PM - 3:00 PM | Thursday | 4/10/25 |
| Part 4: Treasure Hunt – Finding Funding for Your Small Business: 6:30 PM - 7:30 PM | Thursday | 4/10/25 |
| Part 5: Creating a Winning Business Plan: 2:00 PM - 3:00 PM                        | Thursday | 4/17/25 |
| Part 5: Creating a Winning Business Plan: 6:30 PM - 7:30 PM                        | Thursday | 4/17/25 |

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| Start-Up Series with Mike Collins | TBD | TBD |
|-----------------------------------|-----|-----|