Sam Lazo says all she wants to do is take care of others. First, though, she had to learn to take care of herself and accept help from others.

Originally a nursing student at Treasure Valley Community College in her hometown of Ontario, Ore., Lazo, 20, almost gave up on her dream career when financial struggles made school seem impossible.

“I quit nursing because I was unable to go to school full time and work full time,” Lazo said. Lazo started living alone when she was 19. Like many 19-year-olds, she took on more than she was ready for financially.

“I had to pay rent and a car, plus other living expenses,” she said. “I had to make the decision of leaving school since I couldn’t afford it anymore.”

Lazo, a remote student, discovered North Idaho College through a previous employer and enrolled in the Medical Assistant Apprenticeship program through the Workforce Training Center – an option that was affordable and attainable. Her former employer offered to reimburse her for enrolling, but she had to pay out of pocket. This agreement nearly fell through when a family member who offered to help declined payments.

“This resulted in me receiving a call that I had no payments given and that I would need to give a payment to continue,” Lazo said. “I was homeless when this happened. I had no money and decided that I needed to drop the MA apprenticeship program in order to afford other living expenses. I really couldn’t handle another bill. I had been moving from house to house and my payments were expensive.”

When NIC Workforce Training Center employees discovered Lazo’s plight, they provided resources and hope. NIC WTC Business Operations Manager Andy Ruppel told the young med student he would help find a way for her to stay in the program. Ways that included reaching out to the NIC Foundation, which offered more than $1 million in scholarship funding to assist students this year.

“He gave me a call saying that if I applied for a scholarship that maybe I would be able to continue,” Lazo said. “He mentioned that it would possibly not fully cover, which made me unsure because I could genuinely not afford anything else. I applied anyway and I received the news that I was given a scholarship that covered the full program. That was such an amazing thing that NIC did for me that it brought me to tears. And all thanks to NIC staff who went above and beyond for me.”

Lazo is now on course to graduate. Her mentor, Medical Assistant Apprenticeship Lead Instructor Lori Ritchart, said from the first week of class she could tell Lazo was a natural learner, an excellent critical thinker, and was in class not only to learn but to better herself and her career.

“Over the last eight months, Sam has been through so much adversity and misfortune that no student should ever have to endure,” Ritchart said. “To be honest, most students would have thrown their books in the air and quit the program. But not Sam.”

Lazo is driven and determined to complete the Medical Assistant Apprenticeship program, Ritchart said.

“I remember multiple conversations with Sam discussing if she would be able to complete the program, and together, we set a plan, she worked our plan and she will be graduating next week,” Ritchart said. “I could not be prouder of her and her successful completion of this program.”

She said it has been an honor to walk alongside this student and support her through the multiple trials that were thrown her way. “She just kept treading through the mud thrown into her pathway and now she is in clear water with her goal achieved,” Ritchart said. “My heart is overfilled with joy. It is definitely a proud instructor moment.”

For information about the NIC Workforce Training Center Apprenticeships, visit www.nic.edu/apprenticeship.

For information about the Idaho LAUNCH program and other tuition assistance options, visit www.nic.edu/wtcpaymentoptions.
## ENROLLMENT OPTIONS

**Enroll online at** www.nic.edu/wtc **or call** (208) 769-3333.

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**NIC Workforce Training Center** is committed to delivering quality, accessible, and affordable education. We offer learning opportunities that increase the economic self-sufficiency, business productivity, and quality of life of students and the community. Flexible options are available for credit-free, short-term courses offered weekly and throughout the year. Students can learn via live, self-study, online, and hybrid courses. Classes are open to the public, generally without pre-admission, academic, or residential requirements.

In 2023, there were 6,684 total class enrollments with a student completion rate of 88 percent. The center served 4,757 students.

Don’t let money be a barrier! In addition to Idaho LAUNCH, there are many different payment alternatives available such as scholarships, interest-free payment plans, and more. To explore all tuition assistance options, visit www.nic.edu/wtcpaymentoptions.

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Class Location Key

<table>
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Workforce Training is a program of

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<tr>
<td><a href="http://www.nic.edu/wtc">www.nic.edu/wtc</a></td>
</tr>
<tr>
<td>(208) 769-3333</td>
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</tbody>
</table>

Enroll online at www.nic.edu/wtc or call (208) 769-3333
Health Careers

Certified Nursing Assistant Apprenticeship
For those working as a Nurse Aide, learn and prepare for the state exam and placement on the Idaho Nurse Aide Registry. Course includes textbooks, guest speakers, state testing, Customer Service in Health Care certification, BLS, and CPR.
$995  |  13 sessions  Instructor: Licensed Nurses
Class dates, times, and locations vary. Please visit www.nic.edu/healthcareers for more information.

Dental Assistant Apprenticeship
This course is for those currently working at a dental practice who wish to enter the exciting and challenging field of dental assisting. For students outside of the greater Coeur d'Alene area, you can attend live classes and in-class demonstrations via Zoom, augmented with online class assignments, quizzes, and exams. Work with an approved clinical preceptor at your place of employment to practice skills and meet clinical proficiencies taught in this dynamic class. This program will prepare you to sit for the American Medical Technologist (AMT) Registered Dental Assistant (RDA) certification exam. Textbooks, online programs, and exam fees are included in tuition. This course requires a reliable internet connection. DA Apprenticeship registration closes December 19, 2023. Visit: www.nic.edu/da for more information.
$3,845  |  43 sessions  Instructor: Emily Penberthy, RDH, BSDH, MSDH
Jan 11 – May 14  Tu Th  5:00 pm - 9:00 pm  WTC 112526
F  8:00 am - 12:00 pm

Medical Assistant Apprenticeship
Become a Nationally Certified Medical Assistant (CCMA) in this accelerated 8.5-month program for currently employed health care professionals. Learn direct patient care and the clinical and administrative skills necessary for this high-demand career. Under the supervision of health care providers, Medical Assistants are valued support members of the health care team. Healthcare facilities rely on the Medical Assistant to provide clinical services for patients and ensure the clinic flows smoothly. Take skills learned in class and apply them under the supervision of a clinical preceptor where you work. Prerequisite: You must be employed in a medical facility and have someone available to be a preceptor. A list of employers is available upon request. Please check with your state healthcare regulatory board before registering to ensure this program meets state requirements for your state certification. Textbooks, online study guides, all supplies, and exam fees are included in tuition. Students must have a Windows-capable laptop (Chromebooks and cell phones are NOT compatible with the online portion of this course). This course may be taken remotely by Zoom for those outside the Coeur d'Alene metro area. For more information or to begin the registration process, email wtc_healthcareers@nic.edu
$3,995  |  66 sessions  Instructor: Angela Liffel, BSBA, CMA (AAMA)
May 6 – Jan 27  M Tu  5:00 pm - 9:00 pm  WTC 113530
Industry and Trades

**Construction Apprenticeship - Year 1**
The first year of the Construction Apprenticeship covers a wide variety of content such as safety, blueprint reading, building materials, tools, wall systems, framing, stair layout, roofing, exterior finishing, drywall, cabinet installation, and more. The Construction Apprenticeship is a four-year program that requires 160 hours of Related Technical Instruction (RTI) annually and 6,000-8,000 hours of on-the-job learning. The “Core: Pre-Apprenticeship,” course is a prerequisite. $3,495  
*Instructor: Curt Vitalie*

- Dec 12 – May 16  Tu-Th  5:00 pm - 9:00 pm  NIC-PTE  110145
- Dec 13 – May 8  W  9:00 am - 6:00 pm  NIC-PTE  110147

**Heavy Equipment Apprenticeship - Year 1**
Heavy equipment operators provide necessary skills for any project that requires moving and transporting heavy materials, or any kind of earthmoving. Operators work on regular construction building jobs, as well as in infrastructure (roads, bridges, and ports), mining, and timber. This three-year program will guide trainees through 144-plus hours of related instruction annually, covering theoretical and hands-on training on heavy equipment, civil blueprint reading, soils, and paving. Students must also complete 4,000-6,000 hours of on-the-job learning. The “Core: Pre-Apprenticeship,” course is a prerequisite. $5,695

- Dec 12 – May 16  Tu-Th  1:00 pm - 5:00 pm  NIC-PTE  110155
- Dec 15 – May 17  F  8:00 am - 5:00 pm  NIC-PTE  110154

**Missed the chance to enroll for fall? Start Level 1 this Spring and finish just in time to start Level 2 in Fall 2024!**

**Electrical 1 Correspondence**
North Idaho College Workforce Training Center offers 144 hours of related instruction required for electrical apprentices working in Idaho. The Electrical Correspondence Course is completed online. For more information go to: www.nic.edu/apprenticeship. Textbooks included. Prerequisite: Electrical I is open and has no prerequisites. $1,800  
*Instructor: Gregg Pratt*

- Jan 16 – Aug 5  W  5:30 pm - 7:30 pm  ONLINE  113537
- Jan 17 Orientation  W  5:30 pm - 7:30 pm  NIC-PTE  110145

**HVAC 1 Correspondence**
North Idaho College Workforce Training Center offers 144 hours of related instruction required for HVAC apprentices working in Idaho. The HVAC Correspondence Course is completed online. Textbooks included. Prerequisite: HVAC 1 is open and has no prerequisites. $1,800  
*Instructor: Artty Rude*

- Jan 16 – Aug 5  Th  5:30 pm - 7:30 pm  ONLINE  113538
- Jan 18 Orientation  Th  5:30 pm - 7:30 pm  NIC-PTE  110145

**Plumbing 1 Correspondence**
North Idaho College Workforce Training Center offers 144 hours of related instruction required for plumbing apprentices working in Idaho. The Plumbing Correspondence Course is completed online. Textbooks included. Prerequisite: Plumbing 1 is open and has no prerequisites. $1,750  
*Instructor: Gary Williams*

- Jan 16 – Aug 5  Th  5:30 pm - 7:30 pm  ONLINE  112840
- Jan 18 Orientation  Th  5:30 pm - 7:30 pm  NIC-PTE  110145

Enroll online at [www.nic.edu/wtc](http://www.nic.edu/wtc) or call (208) 769-3333
INDUSTRY & TRADES

Boiler

Boiler: Steam Training
This course will provide a comprehensive overview of the safe and efficient operation of high-pressure boilers and related equipment. Students will learn the latest combustion control technology, as well as EPA regulations and their implications. This eight-week course will be held every Wednesday at NIC’s Workforce Training Center.

$1,250  |  8 sessions  

Instructor: Fred Kayler

Jan 10 – Mar 6  
W 8:00 am - 5:00 pm  WTC  113526

Commercial Driver’s License

Class A Commercial Driver’s License Training
In just a few short weeks, you could be earning an excellent living as a Class A commercial vehicle driver! This four-week course includes one week of convenient, self-paced online theory, followed by up to three weeks of fast-paced skills training in lab and open road settings. Upon completion, students take a CDL skills test with an Idaho DOT-approved tester. Course fee includes: DOT physical and drug screen vouchers; Class A theory, HazMat theory, Class A skills training; and one Idaho skills test voucher. NIC is an FMCSA-registered, ELDT-compliant training provider.

$4,795  

Instructor: Matthew Fox

Monthly start dates (weekends as well)  
NIC-PTE  WD-62-0040

Calculations

This eight-hour, code-related Continuing Education class will satisfy CEU requirements for electricians in Idaho and Washington. Topics covered include proper use of tables in the National Electric Code, calculation methods for motor circuits, fault currents, conductor sizing, overcurrent protection, motor installations, transformer sizing, and load calculations, among other topics. Emphasis is placed on using and interpreting NEC requirements for these calculations. Bring your copy of the 2020 NEC and a calculator to class. The Calculations 2020 Book is included.

$180  |  2 sessions  

Instructor: Charles Williams

Feb 26 – 27  
M Tu 5:00 pm - 9:00 pm  WTC  112883

2023 National Electric Code (NEC) Update
Meet Idaho and Washington continuing education requirements for 2023 National Electric Code change. Learn how to navigate, use, and understand 2023 NEC as it applies to the electrical work you do. Bring your copy of the 2023 NEC and a calculator to class. This class meets the eight-hour Code Update CE credit for journeymen. NEC 2023 code books can be purchased at Platt.

$200  |  2 sessions  

Instructor: Charles Williams

Mar 18 – 19  
M Tu 5:00 pm - 9:00 pm  WTC  112884

“Excellent instructor, excellent equipment, excellent facility. Matt Fox did a fantastic job; his real-world experience is invaluable!”

– David Kissinger, student in ELDT Class A CDL
Manufacturing

Hand Tools
This online class covers the most important hand tools used on the job. It begins with measuring tools, including a discussion of units of measurement. Students will examine the various kinds of wrenches and screwdrivers, their uses and handling techniques. They will learn other hand tools by specialty: pipefitting tools, plumbing tools, electrician’s tools, sheet metalworking tools, and machinists’ metal-working tools. Ends with hoisting and pulling tools.

$149 TPC Instructor
Start Anytime ONLINE 111566

Making Measurements
This online class covers units of measurement used in commercial and industrial applications. It will examine all aspects of basic measurement concepts and procedures, including accuracy and tolerance. This class will discuss techniques and devices for comparison measurements (dial indicators and gauge blocks), as well as learn common methods for measuring volume, motion, force, temperature, fluid flow, and electricity. In addition, students will learn how to use scales and rules, combination calipers, and micrometers.

$149 TPC Instructor
Start Anytime ONLINE 111564

Portable Power Tools
This online class explains the uses, selection, safety, and care of industrial power tools: electric drills, electric hammers, pneumatic drills hammers, screwdrivers, nutrunners, wrenches, linear-motion and circular saws, routers and planes, electric sanders, grinders, and shears. It also covers tool sharpening techniques for selected tools.

$149 TPC Instructor
Start Anytime ONLINE 111567

Programmable Logic Controllers
This class helps prepare technicians to take full advantage of vendor training on specific equipment. Students will cover the basic operating principles of all Programmable Logic Controllers, their inputs and outputs, programming, maintenance, and networking.

$149 TPC Instructor
Start Anytime ONLINE 111569

Reading Blueprints
This online class covers all types of blueprints used in industrial plants. It discusses machine parts and machine drawings and features drawings of a compound rest and a clutch-brake control. Students will also examine hydraulic, pneumatic, piping, plumbing, electrical, air-conditioning, refrigeration drawings, and sketching used in industrial plants.

$149 TPC Instructor
Start Anytime ONLINE 111565

Troubleshooting Skills
This class explores the subject of troubleshooting and the importance of proper maintenance procedures. Students will learn about the importance of teamwork, communication, and trade responsibilities. They will also learn troubleshooting techniques and aids, using schematics and symbols. The class focuses on specific maintenance tasks, breakdown maintenance, and planned maintenance.

$149 TPC Instructor
Start Anytime ONLINE 111568

Three new apprenticeship programs offered:

- Core Pre-Apprenticeship
- Construction Apprenticeship
- Heavy Equipment Operator

All of these programs will qualify for IDAHO Launch and have up to 80% of tuition paid for!

Phone: (208) 769-3333 | Email: Colleen.Hoffman@nic.edu
www.nic.edu/wtc-construction | www.nic.edu/wtc-heavyequipment

NOW UP & RUNNING
Maritime

**Master Captain's License Program**

Earn a master captain's license and take unlimited paying passengers, on a vessel up to 100 GRT. The body of water (i.e. inland, Great Lakes or near coastal) and size of the vessel that you use for your sea service determines whether you earn a 25, 50, or 100-ton Master Captain's License. This course will meet all of the requirements to obtain your Captain's License, assuming that you have met the requirements for underway sea service time. Class is primarily self-paced online. Live instructional support is available Tuesday and Thursday evenings via Zoom. Must be 19 years of age per USCG Regulations.

$1,849 | 14 sessions
Instructor: John Stypulkoski
Feb 5 – Mar 22
Support Sessions Tu Th 5:00 pm - 6:00 pm
ONLINE ZOOM
113544

Apr 8 – May 24
Support Sessions Tu Th 5:00 pm - 6:00 pm
ONLINE ZOOM
113545

**Intro to Stick Welding**

Gain fundamental skills in structural steel welding in this introductory course. You'll learn techniques to safely begin practicing stick (SMAW) welding. Have your own stick welder that you'd like to learn on? You're welcome to bring it along! This course requires that you possess some personal protective equipment (PPE) and tools. You are welcome to bring your own or check out some or all of the items for use in class.

$499 | 4 sessions
Instructor: Frank Rollins
Feb 12 – 15
M – Th 6:00 pm - 9:00 pm
NIC-PTE
113489

**Intro to MIG Welding**

Gain fundamental skills in structural steel welding in this introductory course. You'll learn techniques to safely begin practicing MIG (wire feed) welding. If you have your own wire feed welder that you'd like to learn on, you're welcome to bring it along! This course requires that you possess some personal protective equipment (PPE) and tools. You are welcome to bring your own or check out some or all of the items for use in class.

$499 | 4 sessions
Instructor: Frank Rollins
Apr 15 – 18
M – Th 6:00 pm - 9:00 pm
NIC-PTE
113509

**Intro to TIG Welding**

This course is designed to introduce you to the basic skills of gas tungsten arc (TIG) welding. Learn the principle set-up of TIG (tungsten inert gas) welding equipment, proper tungsten selection and shielding gases for this welding process, and the correct welding parameters for the material to be welded. Learn how to weld in different positions for a variety of weld joints using steel and aluminum. Have your own TIG welder and want to learn on it? Bring it along! This course requires that you possess some personal protective equipment (PPE) and tools. You are welcome to bring your own or check out some or all of the items for use in class.

$499 | 4 sessions
Instructor: Frank Rollins
May 13 – 16
M – Th 6:00 pm - 9:00 pm
NIC-PTE
113511

**Blueprint Reading for Welders**

This online welding course will teach you how to read, use, and make blueprints. You will discuss different types of welds, weld joints, and weld symbols. The course will also touch on advanced shop math and measurement skills.

$149
TPC Instructor
Start Anytime
ONLINE
112202

Wood Products

**Log Scaling - Online License Preparation**

Primarily working in sawmills, log scalers use industry tools and calculations to determine the net volume of harvested logs. Students will learn species identification, proper techniques for calculating log volumes, and rules/calculations applied to determine types of defects. When combined, these three highly skilled techniques determine net volume. Prior timber industry experience is not required; however, a working knowledge of basic math and fractions application is required. This online, self-study course will prepare students to take the Idaho Log Scalers License Exam, which is administered by the Idaho Board of Scaling Practices. Log Scalers are required by Idaho State law to be licensed.

$600
Instructor: Colleen Hoffman
Feb 26 – Apr 26
ONLINE
112896

**Intro to Torch Cutting**

Whether you’re new to oxy-acetylene torch cutting or just need some extra practice, this course will cover the basics, giving you ample practice time to develop your skills. You’ll also have an opportunity to try plasma torch cutting. Already have your own oxy/fuel setup and/or plasma cutter and want to learn to set it up and practice on your own equipment? Bring it along! This course requires that you possess some personal protective equipment (PPE) and tools. You are welcome to bring your own or check out some or all of the items for use in class.

$499 | 4 sessions
Instructor: Frank Rollins
Feb 12 – 15
M – Th 6:00 pm - 9:00 pm
NIC-PTE
113459

ONLINE SAFETY TRAINING COURSES

Take unlimited training for only $195/person - one year access!

Categories for Safety Training:

- Regulatory Compliance Series (OSHA, EPA, DOT, PPE)
- General Safety and Health
- Laboratory Safety
- HAZWOPER

For a full list of classes
visit www.nic.edu/CTonline

Register Today!
nic.edu/CTonline 208-769-7732
MSHA New Miner Training

These courses prepare new miners and contractors for safety and health hazards involved in surface and/or underground mining and meet U.S. Department of Labor–Mine Safety and Health Administration (MSHA) 30 CFR Parts 46 and 48 requirements for New Miner Training. Upon successful completion of the course, a 5000-23 Certificate of Training will be issued.

**Surface**

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<td>Feb 5 – 7</td>
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**Underground**

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<td>WTC</td>
<td>Jason James</td>
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**Annual Refresher Training: Surface/Underground**

This one-day class will refresh experienced miners and contractors in the safety and health hazards involved in surface and underground mining operations. Topics include miners’ rights and responsibilities, industrial hygiene, water hazards, explosives, fall prevention, first aid, respiratory protection, powered haulage, sliding material hazards, and much more. This course meets the US Department of Labor-Mine Safety and Health Administration's (MSHA) requirements per 30 CFR parts 46/48 and is designed for the experienced miner with a current 5000-23 Certificate of Training.

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**MSHA Instructor Training Course**

This three-day course is a prerequisite to becoming an MSHA Approved Instructor. Participants who successfully complete the training and are approved by their respective MSHA district office will be recognized as MSHA-approved instructors and can conduct 30 CFR Part 48 Health and Safety Training.

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**Flagger Certification**

Gain the skills and expertise to enhance the safety of workers and road users during construction, maintenance, and repair projects. This course is 100 percent safety-driven with topics including flagger qualifications and requirements, positions for safety, road user safety, flagging signals, elements of traffic control, specialty lighting, intersections, grade crossings, and short-duration/mobile work. After successful completion of this course, you will be issued a flagger card required by the Idaho Transportation Department and accepted in many other states, including Washington, Montana, and Oregon. Flagger certification is valid for three years. Minimum age required is 18 years. Fee includes Traffic Control Flagger Certification Handbook.

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<tr>
<th>Course</th>
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<th>Location</th>
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<tr>
<td>$109</td>
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**Forklift Operator Certification**

Comply with the latest OSHA 29 CFR 1910.178 training requirements. Forklift fundamentals and operations are provided in this hands-on training and driver-performance testing. Forklift certification can bring value to you as a job seeker!

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<th>Instructor</th>
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<tr>
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<td>NIC-PTE</td>
<td>Dalena Tripplet</td>
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**Unlimited Safety Courses**

Students will receive a 12-month subscription for unlimited, online Industrial Safety Training Courses. There are 140-plus topics designed to train employees on essential safety procedures. In addition to helping maintain regulatory compliance, safety training helps maintain employee morale, well-being, and improves productivity. This online safety offering includes OSHA 10/30 equivalent curriculum and is available in both English and Spanish.

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<th>Location</th>
<th>Instructor</th>
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<tr>
<td>$195</td>
<td>Start Anytime</td>
<td>ONLINE</td>
<td>TPC Instructor</td>
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Spring Opportunities

No need to wait for next fall – start off in one of many career and technical programs this spring. Receive skills-based training from industry professionals to spring your career forward.

Business Administration and Management

- Accounting Assistant
- Administrative Office Management Technology
- Business Management
- Hospitality Management
- Medical Administrative Assistant
- Medical Billing Specialist
- Medical Receptionist
- Paralegal

Healthcare

- Medical Assistant
- Medical Laboratory Technology
- Surgical Technology

Manufacturing and Trades

- Machining and CNC Technology

See a full list of our programs ► nic.edu/cte
HEALTH CAREERS

Assistance with Medications

Assistance with Medications
This course is required for any unlicensed assistive personnel who is delegated the task of assisting with oral, topical, suppository, ear drops, eye drops, nasal, gastrostomy tube, or pre-mixed inhaled medications. This program is designed for individuals who care for clients in a home or assisted living setting, but is beneficial to anyone assisting with medication. Reading medication instructions and labels is a critical skill to safely practice in health care. This course satisfies the requirements of IDAPA 16.03.19.402.01

$85  |  2 sessions  Instructor: Licensed Nurses

Class dates, times, and locations vary. Please visit www.nic.edu/healthcareers for more information.

Assistance with Medications-Online and Skills Test
Experience the flexibility of this Assistance with Medication online format with in-person skills testing. This course is required for any unlicensed assistive personnel who is delegated the task of assisting with medications in the assisted living or residential care setting. Registration provides access to the 8-hour online course and a process for scheduling skills testing at your site of employment. Students gain access to the online content within three business days of registration. Once the online course and written test are completed, students may schedule and take the skills test. Skills tests are administered by a qualified RN approved by NIC Workforce Training Center. Students have 30 days to complete this course after registration. Available to students who live outside a 50-mile radius of the Coeur d’Alene/Post Falls Metropolitan Area

$85  Instructor: Licensed Nurses and Approved Site Administrator

Start Anytime ONLINE

CNA-Nursing Assistant Training

Nursing Assistant Training
Begin your health care career as a Certified Nursing Assistant. This course prepares you to enter the workforce and for the state exams required to be placed on the Idaho Nurse Aide Registry. This registry is transferrable to other states. The 152-hour class includes online assignments, in-class skills practice, and clinical experience at local healthcare facilities.

$995  |  13 sessions  Instructor: Licensed Nurses

Jan 20 – Apr 13  Sa  8:00 am - 4:00 pm  WTC  113463
Feb 5 – May 6  M  8:00 am - 4:00 pm  WTC  113461
Feb 28 – May 22  W  8:00 am - 4:00 pm  WTC  113458
Mar 5 – Jun 4  Tu  8:00 am - 4:00 pm  SVC  113541
Mar 26 – Jun 18  Tu  8:00 am - 4:00 pm  WTC  113460
Mar 28 – Jun 20  Th  8:00 am - 4:00 pm  WTC  113462
Apr 19 – Jul 12  F  8:00 am - 4:00 pm  NIC-SP  113553

Career Pathways in Health Care

Basic Medication Awareness & Infection Control
Basic Medication Awareness and Infection Control is an in-person course specifically designed for certified family home providers and substitute caregivers. This course satisfies the requirements of IDAPA 16.03.19.402.01.

$79  |  1 session  Instructor: Valerie Scafford, BSN, RN

Jan 23  Tu  8:00 am - 2:00 pm  WTC  112868
Mar 15  F  8:00 am - 2:00 pm  WTC  112869
May 21  Tu  8:00 am - 2:00 pm  WTC  113542

Enroll online at www.nic.edu/wtc or call (208) 769-3333

11
Certified Restorative Assistant
Attend in-person or online! Increase your career potential with this advanced course for Certified Nursing Assistants (CNAs) focusing on rehabilitation and restorative care. Course topics include assisting nursing staff and physical, occupational, and speech therapists in rehabilitating patients with neurological, musculoskeletal, and orthopedic conditions. Course fee includes textbooks and Idaho Career and Technical Certified Restorative Assistant exam. This can be taken online for those working in facilities with someone to supervise hands-on skills introduced in class. $595 | 6 sessions  Instructor: Una Alderman, PhD, RN
Apr 11 – May 16 Th 8:00 am - 2:00 pm  WTC  112872

IV Therapy for Healthcare Providers
Are you looking for an opportunity to refresh your IV Therapy skills? This custom class offers one-on-one instruction to complete the competency required to safely perform venipuncture and maintain IV therapy. This course is approved for the LPN to RN application process and is a refresher for RNs needing IV Therapy skills. This meets the Scope of Practice requirements for Certified Medical Assistants in states that approve of MAs providing this level of care. Upon successful completion, you will receive a Certificate to be included in the application for advanced placement in the ADN Program. MAs and others receive a certificate indicating successful course completion. $369  Start Anytime  ONLINE  111536

Mentor Specialist
Do you enjoy sharing your professional skills and knowledge with others? Are you a leader in your facility seeking ways to motivate, empower, and help those around you grow? Learn how to be a mentor specialist in peer development, coaching, and mentoring. You will receive effective tools to enable you to mentor students or new team members. This course is ideal for any healthcare professional who precepts or mentors. $179 | 2 sessions  Instructor: Lee Vaagen, BSN, RN
Apr 1 – 8 M 8:00 am - 2:00 pm  WTC  112871

Patient Care Coordinator
This is a career pathways course for CNAs and others in healthcare. The Patient Care Coordinator (also known as a Health Unit Coordinator, or HUC) course will teach you how to assist in facilitating patient care services as well as practice strong organizational, computer, and interpersonal communication skills. Help your facility perform its best by preparing to guide patients through their health care journey. This course is primarily online with one introductory lab. Students will be prepared to sit for the National Health Unit Coordinator Certification Exam. Textbooks and class materials are included. $599  Instructor: Valerie Scrafford, BSN, RN
Jan 9 – Feb 27  ONLINE  113529
Jan 9 Orientation  Tu 9:00 am - 10:00 am  WTC

Patient Care Technician
Advance your career! Patient Care Technicians possess a diverse range of skills and knowledge to provide care to patients in hospital emergency departments, clinics, long-term acute care, and rehabilitation centers. Build upon your nursing assistant technical and interpersonal skills. Learn mental health First Aid, phlebotomy, wound care, EKG, and advance your patient care skills. This program includes the opportunity to achieve four micro-certifications and a national certification. Exam fees and textbooks are included in tuition. $1,349 | 18 sessions  Instructor: Annika Chatfield-Dietrich RN BSN MEd
Apr 1 – Jun 3  M W 5:00 pm - 9:00 pm  WTC  112870

North Idaho College Foundation
The North Idaho College Foundation is proud to provide over $1 million in scholarship funding this year to assist North Idaho College students!

How to apply:

1. Go to www.nic.edu/wtc
2. Click on "Payment Options"
3. Click on "Scholarship Application"
4. Click on the application link

All NIC students are encouraged to apply for scholarships as there are hundreds of opportunities available for students enrolled in credit courses and short-term training programs.

www.nic.edu/wtc  (208) 769-3333
**Phlebotomy for Health Care Professionals**
Are you looking to refresh your practice or expand your professional health care role by learning phlebotomy skills? In this class, you will receive expert instruction and hands-on practice for safe and successful blood or specimen collection. Upon successful completion of this course, you will receive an Idaho Career & Technical Education SkillStack Badge certification. This course does not prepare you to work as a phlebotomist, but allows you to utilize your skills at your employer’s discretion.

$495  |  7 sessions  
Instructor: Dianna Stone  
Apr 3 – May 15  
W  5:00 pm - 9:00 pm  
WTC  113533

**Wound Care for Health Care Professionals**
Learn the essentials of wound care designed for licensed nurses and patient care technicians. Gain confidence in identifying, treating, and helping to prevent acute and chronic wounds. Receive hands-on instructions on applying and removing dressings. In-depth discussion on advanced wound care, technology, and various types of dressings round out the course. This is an open enrollment course as part of another class where you can join others.

$119  |  2 sessions  
Instructor: Annika Chatfield-Dietrich RN BSN MEd  
Apr 29 – May 6  
M  5:00 pm - 9:00 pm  
WTC  113532

**Medical Office**

**Certified Medical Administrative Assistant with Medical Billing and Coding (Vouchers Included)**
This course will teach you how Administrative Medical Assistants are versatile and valuable healthcare team members who handle a broad range of duties. You will also be prepared for the Certified Medical Administrative Assistant (CMAA) national certification exam offered by the National Healthcareer Association (NHA).

$3,895  Ed2Go Instructor  
Start Anytime  
ONLINE  112211

**Mental Health**

**Mental Health Certification**
Mental Health Certification is an online, instructor-led learning experience. There are three, scheduled in-person or online instructional meetings (students living in the greater Coeur d’Alene area are asked to attend scheduled instructional meetings in person), with the majority of the course offering full online flexibility to work around your busy schedule. Upon successful completion, students are eligible to sit for the American Association of Psychiatric Technicians credentialing exam (included in the course).

$595  Instructor: William Normington  
Jan 22 – Mar 25  
ONLINE  113464  
Apr 15 – Jun 17  
ONLINE  113531

**Phlebotomy**

**Phlebotomy Technician**
This 130-hour program prepares professionals to collect blood specimens from clients for the purpose of laboratory analysis. Classroom and lab work includes terminology, anatomy, physiology, blood collection procedures, hands-on specimen practice, and training in skills and techniques to perform puncture methods. Students will graduate with 65 successful venipunctures. This program has an online component for which you will receive an orientation on the first day of class. Textbooks, online study guides, class materials, and the National Healthcareer Association Certified Phlebotomy Technician exam are included in registration. Scrubs are an additional cost. Students must be at least 18 years of age to register. An Externship is available as a separate class for graduates of this course and is a prerequisite for ASCP certification.

$1,849  Ed2Go Instructor  
Jan 9 – Mar 26  
Sa  9:00 am - 3:00 pm  
WTC  112839

Enroll online at www.nic.edu/wtc or call (208) 769-3333

"I appreciated the layout of the modules, the materials provided, the way each module was designed to really delve into various aspects of mental health. I appreciate the willingness of the instructor to answer any and all questions quickly and the comments that he provided regarding submissions. This was my first online class and I had to work through navigating technology in order to complete this class. I felt like the support that was given to me both by the instructor and by WTC was so helpful and patient. The things emphasized in this class gave a thorough overview of what a CMHA needs to know to effectively assist with this aspect of human care."

– Michelle Darrow, student in Mental Health Certification
Bank credits for a degree while taking Workforce Training Center classes. Upon completion of the following programs, you will have credits that will transfer to an Associate Degree.

### Apprenticeship Pathway

#### Electrical
- Electrical Year I: 12 credits
- Electrical Year II: 12 credits
- Electrical Year III: 12 credits
- Electrical Year IV: 12 credits
- Total: 48 credits

#### HVAC
- HVAC Year I: 12 credits
- HVAC Year II: 12 credits
- HVAC Year III: 12 credits
- HVAC Year IV: 12 credits
- Total: 48 credits

#### Plumbing
- Plumbing Year I: 12 credits
- Plumbing Year II: 12 credits
- Plumbing Year III: 12 credits
- Plumbing Year IV: 12 credits
- Total: 48 credits

### General Education Requirements

- GEM 1 – Written Communication: 3 credits
- GEM 2 – Oral Communication: 3 credits
- GEM 3 – Mathematical Ways of Knowing: 3-5 credits
- GEM 6 – Social and Behavioral Ways of Knowing: 3 credits
- Additional GEM Course: 3-5 credits
- Total: 15 – 19 credits

Total Program Credits Needed for an Associates of Applied Science Degree: 63-67

Upon completion of the apprenticeship program, if students choose to transfer credits, they would pay $10 per credit ($480 total) to transcript HVAC, Plumbing, or Electrical courses to their academic record. Completion of general education requirements may occur prior to, at the same time, or after completion of the apprenticeship courses.
### Emergency Medical Technician (EMT)

**Advanced Emergency Medical Technician (AEMT)**

Are you an EMT looking to advance your career? Advanced Emergency Medical Technician (AEMT) builds on the skills you learned as an EMT, enhancing areas such as advanced airway management, IV management, advanced trauma care, and pediatric care. This program meets all requirements for the AEMT Certification through the National Registry of Emergency Medical Technicians (NREMT). You must apply for the course and provide your NREMT Certification in your application. Applications are being accepted through December 16, 2023. Tuition includes cost for textbooks, training supplies, and study/exam prep material.

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<tr>
<th>Fee</th>
<th>Sessions</th>
<th>Instructor</th>
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<tr>
<td>$2,995</td>
<td>55</td>
<td>Blaine Porter</td>
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#### Course Dates
- **Feb 12 – Jun 14**: M W F 6:00 pm - 9:00 pm
- **Mar 11 – May 11**: Sa 9:00 am - 3:30 pm
- **Jun 14**: F 9:00 am - 5:00 pm

**First Aid, CPR, AED and BLS**

**Basic Life Support (BLS) - CPR Provider**

This course is for health care workers, first responders, and those who seek CPR certification. This four-hour course includes adult, child, and infant CPR and use of the automated external defibrillator (AED). Written and skills test will be given at the conclusion of the course. CPR/AED certification on successful completion. This course does not include first aid.

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<tr>
<td>$69</td>
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<td>Blaine Porter</td>
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**First Aid, CPR Refresher**

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<td>Blaine Porter</td>
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**Heartsaver CPR/AED and First Aid Combo**

Receive CPR/AED and First Aid in one class. This class also satisfies the requirement for certified family homes. Take advantage of this combination class and learn how to save lives and respond in the event of an emergency. You will be prepared to manage a life-threatening event until professional help arrives. Earn or renew both your CPR/AED and First Aid cards, which will be active for two years.

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<tr>
<td>$95</td>
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<td>Blaine Porter</td>
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**Heartsaver CPR and AED**

Learn how to save a life! This course teaches CPR (cardiopulmonary resuscitation) and relief of choking in adults and children (no infants). Earn or renew your CPR card; good for two years. This course does not meet the requirements for Healthcare Provider CPR (BLS).

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**Heartsaver First Aid**

Do you know what to do in case of a medical emergency? This course will give you confidence and knowledge to manage illness and injuries in the first few minutes until professional help arrives. Earn or renew your First Aid card, which is good for two years.

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Enroll online at [www.nic.edu/wtc](http://www.nic.edu/wtc) or call (208) 769-3333
CHECK OUT THESE SELF-PACED, ON DEMAND, ONLINE COURSES THAT ARE OFFERED THROUGHOUT THE YEAR!

**Industry and Trades**

1. Blueprint Reading for Welders: $149
2. Chemical Plant Operations: $2595
3. Tool and Die Maker: $1995
5. Secrets of the Caterer: $125
6. Catering Professional: $1295
7. Press Operator: Cold and Hot Stamping: $1495
9. Certified Wedding Planner: $1595
10. Become a Veterinary Assistant: $1295
11. Become a Veterinary Assistant II: Canine Reproduction: $135
12. Become a Veterinary Assistant III: Practical Skills: $135

**Business & Professional Development**

1. Certified Bookkeeper: $2195
2. Professional Bookkeeping with QuickBooks Online (Voucher Included): $2375
4. Introduction to QuickBooks 2019: $139
5. Introduction to QuickBooks 2019: $139
7. A to Z Grant Writing: $125
9. Payroll Practice and Management: $1795
11. Accounting Fundamentals: $129
12. Accounting Fundamentals II: $129
13. Chartered Tax Professional: $1895
15. Human Resources Professional: $1945
16. Restaurant Management: $995
17. Digital Marketing Certificate: $495
18. Mastering Project Management with PMP Prep: $1295
19. Management Training: $2295
20. Lean Six Sigma (Different Belts) Exam cost included: $1895
22. Solving Classroom Discipline Problems: $129
23. Get Grants!: $135
24. HIPAA Compliance: $135
25. Marketing Your Nonprofit: $135
26. Starting a Nonprofit: $135
27. Teaching Adult Learners: $129
28. Teaching Students with ADHD: $129
29. Teaching Students with Learning Disabilities: $129
30. Teaching Preschool: A year of Inspiring Lessons: $129
31. Starting Your Own Small Business: $129
32. Starting a Consulting Practice: $129
33. Paralegal Certificate Course Online: $1895
34. Advanced Paralegal Certificate Course: $3300
35. eDiscovery for Paralegals: $995
36. Employment Law Certificate Course: $995
37. Legal Secretary Certificate Course: $995
38. Victim Advocacy Certificate Course: $995
39. Certificate in Mediation and Arbitration: $3895
40. Certificate in Family Mediation: $3895

**Computers & Technology**

1. Introduction to PC Security: $129
2. Introduction to Photoshop CC: $129
3. Introduction to Programming: $129
4. Introduction to SQL: $129
5. Intermediate SQL: $129
6. CompTIA A+ Certification prep 1: Hardware: $125
7. CompTIA A+ Certification prep 2: Software: $125
9. Cisco CCNA Certification Training (Voucher included): $2495
10. Digital Game Artist Certificate: $2595
11. Information Security Training (Vouchers Included): $3295
12. Certificate in Data Analysis: $495
13. Coding Certificate: $595
14. Adobe Photoshop Essentials: $225
15. Responsive Web Design: $149
16. Adobe InDesign Essentials: $225
17. Introduction to CSS3 and HTMLS: $149
18. Introduction to Python 3 Programming: $149
19. Certificate in Data Analysis: $495
20. Certified Virtual Assistant: $3295
22. Revit Architecture Certificate: $2599

NIC.EDU/WTCONLINE
Through Idaho LAUNCH, 80% of NIC tuition and fees are covered up to $8,000. Any Idaho high school senior can take advantage of these funds to help pay for college.

80% of Tuition and Fees Covered

100% Accepted at NIC

No GPA or Financial Requirements

nic.edu/niclaunch
BUSINESS & PROFESSIONAL DEVELOPMENT

Communication and Writing

Breakthrough Communication
Communication and Conflict Management are two of the most challenging aspects of our lives and organizations. Now and even more, due to our global and local challenges, we need to create a robust effort to communicate and manage issues within our work groups, through individuals and teams, and the larger organization. Engage in learning the fundamentals of communication and conflict and how the changes in your organization impact your workgroup and lives. We will focus on the process of communication, your personal style, personality, barriers to communication, and the strategies and techniques to make improvements. We will also address conflict management styles and behaviors while viewing the causes of conflict and how we can better arm ourselves to maintain effective relationships for the long term.

$99  |  1 session  
Instructor: Ginny Campbell
Feb 7  W  9:00 am - 12:00 pm  ONLINE  113502
Apr 10  W  9:00 am - 12:00 pm  ONLINE  113503

Conflict to Collaboration
The art of managing conflict and shifting to collaboration is essential in the workplace. Learn the basic conflict behaviors, styles and the effective means to resolve issues by understanding your personal style and those of others. This course will assist you with learning the effectiveness and power of listening, being familiar with diverse backgrounds as well as behavioral styles, and mastering the essentials of communicating in a dynamic way to positively affect collaborative outcomes and solutions.

$99  |  1 session  
Instructor: Ginny Campbell
Feb 13  Tu  9:00 am - 12:00 pm  ONLINE  113498
Apr 17  W  9:00 am - 12:00 pm  ONLINE  113499

Driving the Organizations Culture
Culture isn’t an accident. It’s forged by connected, aligned leadership to support the company’s business strategy. When strategy changes, the culture and direction must change as well. Culture is what makes strategy happen. You will learn to: Define a clear landscape for success with current state identification and gap analysis. Use connected, aligned leadership to drive the adoption of new mindsets and behaviors. Transition to a strong, sustainable culture specifically designed to support your business strategy and assess against the norm to measure progress.

$99  |  1 session  
Instructor: Ginny Campbell
Feb 6  Tu  9:00 am - 12:00 pm  ONLINE  113500

Emotional Intelligence
Our emotional intelligence affects the quality of our lives because it influences our behavior and relationships. Through discussion and self-reflection, discover what emotional intelligence is, why it matters, and its importance for successful leadership. You will leave the class with the tools necessary to take your emotional intelligence to the next level.

$99  |  1 session  
Instructor: Ginny Campbell
Mar 12  Tu  9:00 am - 12:00 pm  ONLINE  113496

Management and Leadership
Achieving your Greatest Potential as a Leader
Reaching your full potential is a balance of being productive and enjoying each moment. Find out how to live up to your potential and succeed. Learn how to focus on the big picture, develop goals, manage your time wisely, practice discipline while having a positive attitude, and recharge while enjoying each moment. The success you’ll find from living life to your highest potential is its own reward.

$99  |  1 session  
Instructor: Ginny Campbell
Mar 14  Th  9:00 am - 12:00 pm  ONLINE  113497
Building High-Performance Teams
Working collaboratively with others to find solutions to complex, everyday issues that organizations face should be fun, dynamic, and sometimes even challenging. Learn how to develop and manage a high-performing team that possesses a strong sense of purpose, properly delineates roles and responsibilities, understands the value of different personalities, and works with defined strengths and weaknesses to accomplish tasks and goals.

$99  |  1 session  Instructor: Ginny Campbell
Jan 9  Tu  9:00 am - 12:00 pm  ONLINE  113490
Apr 18  Th  9:00 am - 12:00 pm  ONLINE  113492

Leading Teams through Change
Managers are the first example that employees look to when they need to adopt a change or understand how a change affects them personally. This workshop is designed to help people and managers proactively lead teams through change. You’ll learn how to define and accept your role in change, plus gain practical frameworks for becoming an effective change leader.

$99  |  1 session  Instructor: Ginny Campbell
Apr 23  Tu  9:00 am - 12:00 pm  ONLINE  113495

Time Management and Prioritization
Time is one of the most valuable resources we have, yet one of the easiest ones to waste. Managing your time wisely is critical to being a high-performing member of your team. This course will show you best practices for understanding how employers view and value time, prioritizing key goals and vital tasks, overcoming procrastination, improving your concentration, and dealing with frequent distractions.

$99  |  1 session  Instructor: Ginny Campbell
Jan 16  Tu  9:00 am - 12:00 pm  ONLINE  113493
May 1  W  9:00 am - 12:00 pm  ONLINE  113494

Professional Development

Resilience, Regret, and Reflection
No regrets. It’s not uncommon to hear people talk about regret as strictly a negative meaning if they have regrets, then they did it wrong. Without regret, we tend not to learn from our mistakes. Professionals at every level are going to make mistakes. This program identifies the differences and similarities among resilience, regret, and reflection. Participants will examine their approach to each of these. Additionally, participants will actively engage a prior decision to learn how to productively move forward.

$125  |  1 session  Instructor: Dr. Sam Jennings II
Jan 10  W  9:00 am - 12:00 pm  ONLINE  112799

Relationships and Employee Engagement
This course will offer key Communication essentials, receiving and giving feedback, and Interpersonal skills development.

$125  |  1 session  Instructor: Ginny Campbell
Feb 14  W  9:00 am - 12:00 pm  ONLINE  112800

Rapid Process Improvement Methods
Gain an easy-to-use set of tools and techniques to apply to any project. Learn how to better understand the multiple steps in a process, the various hand-offs that occur, and the decision gates involved that impact the quality of the process.

$125  |  1 session  Instructor: Gene Hamacher
Mar 13  W  9:00 am - 12:00 pm  ONLINE  112801

Finding Your Why Workshop
Simon Sinek’s books Start with Why and Finding Your Why are great reads and provide interesting reflection. While neither is required reading for this class, participants will learn more about finding their “Why” and will engage in activities that will lead them to more clearly identify their “Why” for their professional lives. A more robust understanding of your “Why” can help stay the course day to day and make intentional career decisions.

$125  |  1 session  Instructor: Dr. Sam Jennings II
Apr 10  W  9:00 am - 12:00 pm  ONLINE  112802

Managing Employee Performance
A leader’s responsibility involves ensuring their own competence in overseeing their employees’ ability to meet the standards and levels of accomplishment expected in an organization. Holding employees accountable to high performance standards is essential; learn how to accomplish this by giving employees consistent feedback while setting goals and planning for success.

$125  |  1 session  Instructor: Ginny Campbell
May 15  W  9:00 am - 12:00 pm  ONLINE  112803
How to be Great at Work  NEW!
A quick browser search can give us millions of ideas of how to manage our time, lead a team, tackle a task, or work more effectively. Spoiler alert: No one can do it all. The class will focus on specific areas of work and will give each participant the opportunity to choose 1-2 behaviors they hope to change; then make a specific plan to do so. No pre-work is needed. Participants will be asked to engage and share their plans openly in order to examine their approach and support one another through change.
$125  |  1 session  Instructor: Dr. Sam Jennings II
Jun 12  W  9:00 am - 12:00 pm  ONLINE  112804

Stress Management
Stress creeps up on the very best of us and, if left unchecked, can wreak havoc on our personal and professional lives. In this course, you’ll learn how to create new models for managing stress and discard ineffective old habits, how to look creatively at old problems in new ways, the place of risk-taking in stress management and the benefits of becoming an intelligent risk-taker, and the importance of developing emotional intelligence.
$99  |  1 session  Instructor: Ginny Campbell
Jan 23  Tu  9:00 am - 12:00 pm  ONLINE  113501

Class Schedule:
9:00am - 12:00pm | Online 2024

Professional Consortium Series 2024
A Monthly Workshop for Business Professionals to Sharpen Their Skills and Stay Ahead of the Competition!

$100 off if you register by Dec. 15
Full workshop descriptions can be found at www.nic.edu/pcs

Supervisory Skills Series Levels 1-3
Help newly promoted supervisors navigate their changing roles and have an immediate impact! Key strategies, hands-on workshop activities, and practical suggestions make this program an excellent choice for organizations that promote from within or train new supervisors regularly. This is a self-study, online program consisting of 15 individual classes. To meet Certified Public Manager Program eligibility, students must complete all 15 courses and receive a Pre-CPM Certificate.
$775  |  Sollah Instructor
Start Anytime  ONLINE  CT-O-SOLLAH

“I liked that the class was very interactive and engaging for all students, and that the instructor provided her own personal experiences to help us learn. I would like to thank Lee Vaagen and Una Alderman for their wonderful help and education they provided throughout the two courses I took. They made learning the material fun, easy and efficient.”
– Daniele Pierce, student in Mentor Specialist Class

Membership Cost: $650 for a “Seat” in the series that can be interchanged within organization.
Idaho learners can reduce out-of-pocket registration expenses by 80% through the Idaho LAUNCH program.

Learn more & register at: NIC.EDU/CDL
Classes that match your life

In-Person
Online
Hybrid
Evening
Late Start

North Idaho College

nic.edu
Recreation

**Avalanche Awareness Seminar**
This classroom session will introduce you to the concepts and practice of avalanche safety for backcountry recreation users. Students will learn the basic terminology, where to find the forecast and how to read it, how to prepare for a day in avalanche terrain, and how to continue their avalanche education. This class complements the Introduction to Backcountry Skiing and Snowboarding as well as the Avalanche Awareness and Rescue Fundamentals and is strongly recommended if you plan to attend those courses.

$35  |  1 session  Instructor: Terry Brinton
Jan 11 Th 5:00 pm - 8:00 pm NIC-CDA 113505

**Avalanche Awareness and Rescue Fundamentals**
There is a world of mountains waiting for you to explore this winter. Now you can feel more confident getting out there with a better understanding of avalanche awareness. In this course, you’ll learn skills needed to play and travel safely in snow. We’ll cover identifying avalanche terrain, basic decision-making, and the risks associated with winter backcountry travel. You’ll also learn to perform companion rescue through fast and efficient transceiver use and efficient digging techniques.

(Two schedule options)  Instructor: Terry Brinton
$145  |  2 sessions
Dec 13 - 16 W 5:00 pm - 8:00 pm NIC-CDA 112204
Sa 7:00 am - 4:00 pm NIC-CDA

$100  |  1 session
Feb 3 Sa 8:00 am - 3:00 pm NIC-CDA 113504

**Cross Country Ski Basics Clinic**
This introductory clinic will get you started in the sport of cross country skiing. Have your questions answered and benefit from expert guidance to get you on the trails quickly. See how the equipment works while learning tips and helpful techniques from seasoned skiers. Before you know it, you’ll be gracefully gliding along on smooth snow through the forests. Fees include all necessary equipment, transportation, and instruction.

$60  |  1 session  Instructor: Terry Brinton
Jan 12 F 9:00 am - 2:00 pm On Site 113508

**Dutch Oven Cooking**
Have you ever wanted to be the pioneer of your camping crew? Then, cooking with a Dutch oven is the way to go. Dutch oven cooking is a unique and fun way to prepare delicious meals and desserts for your friends and family. In this course, you will learn the ins and outs of cooking with a Dutch oven – and you will get to enjoy a delicious meal! Join us for a new experience that will help make you the culinary crowd-pleaser for all of your future adventures.

$55  |  1 session  Instructor: Terry Brinton
May 3 F 10:00 am - 1:00 pm NIC-CDA 113507

**Introduction to Backcountry Skiing and Snowboarding**
Untracked snow, no lift lines, and a fun, safe day with friends is what we're looking for in backcountry skiing. This class will introduce you to the fundamentals of the sport. We will begin in the classroom, covering trip preparations and avalanche safety concepts followed by a full day in the field. The field time will take us into the backcountry for a couple laps up and down the mountain to get comfortable with the equipment and participate in an avalanche rescue demonstration.

$150  |  1 session  Instructor: Terry Brinton
Jan 19 F 7:00 am - 4:00 pm NIC-CDA 113546
Snowshoe Basics Clinic
This introductory clinic will get you started in the sport of snowshoeing. Explore untracked snow away from groomed trails. See how snowshoes work. Pick up simple and useful techniques. Find local snowshoe trails for enjoyment after class. Clinic also covers elements of safety conscious travel while in the backcountry. Fees include all necessary equipment, transportation, and instruction.

$60  |  1 session  
Instructor: Terry Brinton
Feb 10  |  Sa  |  9:00 am - 2:00 pm  |  On Site  |  113506

Home Buying
How to Buy a Home with 100% Financing
Do you have a dream of owning your own home? First-time home buyers, veterans, or experienced homeowners, this is for you! There is no required down payment for a residential purchase on new or existing homes. Discover what you qualify for and what you need to know about purchasing a home in today’s market. Please join us for this Free informational session introducing a Special Guest Speaker. It’s easier than you think! Refreshments and a Free Credit Report will be available. Hosted by Darlene Kacalek and Julia Boord -Treaty Rock Realty. Please call/text/email to make reservations at (208) 773-2524 or darlene@treatyrock.com.

FREE  |  1 session  
Instructor: Darlene Kacalek, Realtor
Jan 17  |  W  |  6:00 pm - 8:00 pm  |  WTC  |  112886
Feb 21  |  W  |  6:00 pm - 8:00 pm  |  WTC  |  112887
Mar 20  |  W  |  6:00 pm - 8:00 pm  |  WTC  |  112889
Apr 17  |  W  |  6:00 pm - 8:00 pm  |  WTC  |  112890
May 15  |  W  |  6:00 pm - 8:00 pm  |  WTC  |  112891

Join the North Idaho College ALUMNI ASSOCIATION!
The NIC Alumni Association encourages a lifelong connection to North Idaho College by its alumni and friends. Membership is free, and open to anyone who has completed at least 12 NIC academic credits or the first semester of a certificate course or apprenticeship program. You need not be a graduate to become a member. The NIC Alumni Association unites individuals in an organization of thousands of alumni who have chosen to express their active support for NIC.

JOIN THE NIC ALUMNI FAMILY TODAY!  www.nic.edu/alumni  alumni@nic.edu

10-week VOLTA Lineworker program located in Rathdrum beginning in April
For more info visit www.nwlinejatc.com or call (360) 816-7100
North Idaho College
ADULT EDUCATION
GED® TESTING

► Continuous Enrollment
► Instructor-led Day & Night Classes
► GED Academy™ Online Option

If you are in need of assistance to improve your fundamental academic skills, we are here to help you meet that goal!

How to Enroll:

► STEP 1: Call (208) 665-5099 to sign up for orientation
► STEP 2: Attend orientation and complete a skills review
► STEP 3: Meet with the student advisor to sign up for classes

Adult Education Center
Molstead Library, Room 262
875 W. Garden Ave.
Coeur d’Alene, ID 83814
(208) 665-5099 • nic.edu/aec
Maps to NIC/WTC

Map to the NIC Workforce Training Center
525 S. Clearwater Loop, Post Falls
(208) 769-3333  www.nic.edu/wtc

From I-90 Westbound:
Take the Pleasant View Rd. (Exit 2) exit. Turn south on Pleasant View Rd. to Riverbend Blvd., turn right. Go to Clearwater Loop (on your left). Turn left into the Riverbend Commerce Park and proceed to 525 S. Clearwater Loop. Free parking.

From I-90 Eastbound:
Take the Beck Rd. (Exit 1) exit. Turn left on W. Pointe Pkwy. to Riverbend Blvd., turn left. Go to Clearwater Loop (on your right). Turn right into the Riverbend Commerce Park and proceed to 525 Clearwater Loop. Free parking.

Map to the NIC Coeur d’Alene Campus
1000 West Garden Ave.
Coeur d’Alene
(208) 769-3300  www.nic.edu

From I-90 East or West, take the Northwest Boulevard Exit (Exit 11) and go south on Northwest Boulevard. Entrances to the college exist at Hubbard Street, River Avenue, and Mullan Avenue. Mullan Avenue is accessible Labor Day to Memorial Day only.

For parking guidelines, go to www.nic.edu/parking.

North Idaho College Locations

NIC Workforce Training Center (WTC)
525 S. Clearwater Loop, Post Falls
(208) 769-3333  www.nic.edu/wtc

NIC Coeur d’Alene Campus
1000 West Garden Avenue, Coeur d’Alene
(208) 769-3300  www.nic.edu

NIC at Sandpoint
515 Pine Street, Sandpoint
(208) 263-4594  www.nic.edu/sandpoint

NIC Parker Technical Education Center
7064 West Lancaster Road, Rathdrum
(208) 929-4040  www.nic.edu/tech
**WAYS TO ENROLL**

**In Person**
North Idaho College
Workforce Training Center
525 South Clearwater Loop
Post Falls, ID 83854

Coeur d’Alene Campus
(Lee Kildow Hall)
1000 West Garden Avenue
Coeur d’Alene, ID 83814

**Online**
Register online at [www.nic.edu/wtc](http://www.nic.edu/wtc)

**Mail**
North Idaho College
Workforce Training Center
525 South Clearwater Loop
Post Falls, ID 83854-9400

**Phone, Fax & Email**
Phone: (208) 769-3333
Fax: (208) 769-3223
nicworkforcetraining@nic.edu

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**CLOSURES:** The Workforce Training Center will be closed and classes will NOT be held on Dec. 25-Jan. 1, Jan. 15, Feb 19, and May 27.

**CLASS CANCELLATIONS:** Courses are subject to cancellation if minimum enrollment is not met. If the Workforce Training Center cancels a class, you will be notified by telephone and/or email. Your registration fee will be fully refunded, or you can transfer to another class, or receive a voucher good for a future class.

**GETTING A REFUND:** To withdraw your registration and receive a full refund, you must notify our office at least three full business days before the class starts. Your full tuition can be refunded, transferred to another class, or you will be issued a voucher for a future class. If notice is received less than three full business days, we cannot issue refunds, transfers, or vouchers.

**PARKING:** The Workforce Training Center has over 200 free, well-lit parking spaces.

**SPECIAL ACCESS NEEDS:** The Workforce Training Center is wheelchair accessible with convenient parking.

**NO OUT-OF-STATE TUITION:** There is no additional charge for students who are not Idaho residents for classes offered through the Workforce Training Center.

**VA:** Students using VA Education Benefits must provide transcripts from any college, university, vocational school and military training previously attended or completed. Prior credit for education and training will be evaluated.

**AUXILIARY SERVICES:** Auxiliary aids and services available upon request.

**EQUAL OPPORTUNITY:** NIC is an equal opportunity employer.

North Idaho College is a tobacco-free campus. Thank you for your cooperation.

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**Request for Confidentiality**
The NIC Workforce Training Center designates the following categories of student information as public or "Directory Information." The following information may be disclosed by the institution for any purpose, at its discretion: student’s name, student’s address or phone number, dates of attendance, email address, or previous institutions attended. Currently enrolled students may withhold disclosure of any category of information under the Family Educational Rights and Privacy Act of 1947, as amended. To withhold disclosure, written notification must be received in the Workforce Training Center office. The North Idaho College Workforce Training Center assumes that failure on the part of any student to specifically request the withholding of categories of Directory Information indicates approval for disclosure.

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**Registration Form**

Last Name ____________________________  First Name ____________________________  Middle __________________________

Mailing/Street Address __________________________________________________________________________________________________________________________________________

City ____________________________  State ____________________________  Zip Code ____________________________

Email ____________________________  Date of Birth ____________________________

Home Phone ____________________________  Business Phone ____________________________  Fax ____________________________

Have you ever attended NIC before?  ☐ No  ☐ Yes

I found out about the class(es) through:  ☐ Class Catalog  ☐ Newspaper  ☐ Internet  ☐ Friend  ☐ other

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Please call for payment information!

Enrollment for Workforce Training is on a first-come basis. Should a class be cancelled, or if the class is full when your enrollment is received, your full payment will be returned.

☐ I verify that I meet minimum course requirements, if any, including age.  Signature: ____________________________
HELP WANTED

INSTRUCTORS

Interested in making some extra cash? Retired, but want to stay active and pass along your passion, skills, and knowledge?

The NIC Workforce Training Center needs instructors! We’re looking for experts to teach in the following fields:

- Programmable Logic Controllers
- Medical Assistant
- Medical Scribe
- Health Careers Peer Support
- CNA
- CNA Pathways Programs
- Class A CDL
- Electrical
- HVAC
- Plumbing
- Welding
- Construction
- Heavy Equipment

Instructors are responsible for providing accurate and timely information about their courses to prospective students, current students, and relevant members of the University community. Instructors must provide academic units and students with accurate course descriptions in a timely fashion.

Continuing education often leads to a raise or a higher starting salary at a new position. Whether you will be offered a raise or promotion in your current job or will qualify for a new job that has a better salary, continuing education will have a major benefit for your income.

Match your skills to employer needs, apply for training funds available to every Idahoan.

If you’re interested in training at the NIC Workforce Training Center please visit www.nic.edu/wtcinstructor