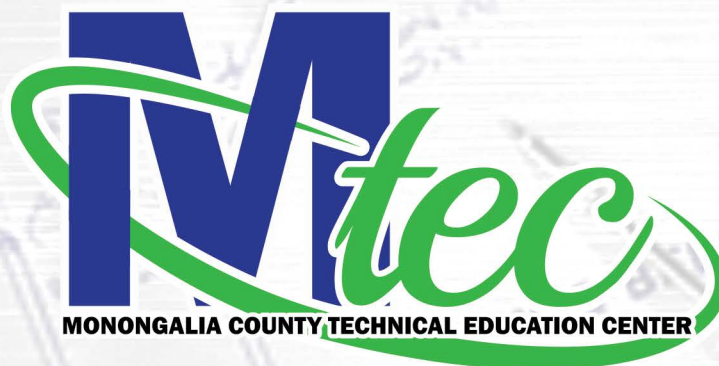


# It's Your Turn!



## Enroll Now for Spring 2024



1000 Mississippi Street, Morgantown, WV 26501

**304.291.9243**

[mtec.mono.k12.wv.us](http://mtec.mono.k12.wv.us)

# REGISTRATION BEGINS DECEMBER 1<sup>st</sup>

## Classes fill on a First-Come, First Served Basis

Registration will be accepted at the Monongalia County Technical Education Center (MTEC) beginning Dec. 1, 2023 at 1:00 pm.

Fees are due at the time of registration.

Registration times are:

Monday-Thursday: 1:00 pm-7:00 pm • Friday: 9:00 am-2:00 pm



Online Payment and  
Registration System  
Payment Accepted - Check  
No Cash Payments

## ADULT EDUCATION COMPUTER COURSES

Course	Place	Dates/Time	Instructor	Fee
Computer Basics	MTEC	1/23 - 2/8 T/TH 5:30-8:30	Gibson	62.50
Excellent class for beginners				
Computer Basics	MTEC	3/4 - 3/20 M/W 5:30-8:30	Gibson	62.50
Excellent class for beginners				
Microsoft Excel	MTEC	2/5 - 2/26 M/W 5:30-8:30	Gibson	62.50

## HEALTH OCCUPATIONS

Course	Place	Dates/Time	Instructor	Fee
CPR BLS Health Care Provider First Aide, AED - Heart Saver	MTEC	See dates below M 5:15 - 8:30	M. Pierce	67.75
Dates available: 1/22, 1/29, 2/19, 2/26, 3/18, 3/25, 4/8, 4/15, 4/22, 5/6, 5/13, 5/20 Class size limited to 8. <b>Mandatory class for all health programs at MTEC.</b>				
Medical Lab Assistant	MTEC	1/18 - 5/2 T/TH 5:00 - 8:00	Boock	728.25
Clinical hours will be during the day.				
Medical Math (T)	MTEC	1/23 - 4/30 T 5:30 - 8:30	McDaniel	156.25
Can be used as a prerequisite for the LPN Program.				
Intro to Anatomy (T)	MTEC	1/18 - 5/2 TH 5:30 - 8:30	Schumacher	156.25
Excellent intro course for the PN Program.				
Phlebotomy Technician (National Cert.)	MTEC	1/17 - 5/1 M/W 5:00-8:00	Rice	728.25

## TECHNICAL

Course	Place	Dates/Time	Instructor	Fee
Hands On Wiring/ Diagrams Electrical/HVAC	MTEC	2/5 - 3/25 M/W 5:30-8:30	Brown	208.25
Home Improvement Basic Techniques	MTEC	2/26 - 3/20 M/W 5:30-8:30	Lakatos	208.25

## TECHNICAL (cont.)

Course	Place	Dates/Time	Instructor	Fee
Home Improvement Intermediate Techniques	MTEC	4/3 - 4/29 M/W 5:30-8:30	Lakatos	208.25
HVAC 3 (T)	MTEC	1/11 - 2/29 T/TH 5:30-8:30	Brown	208.25
Prerequisite HVAC 2				
HVAC 4 (T)	MTEC	3/5 - 4/25 T/TH 5:30-8:30	Brown	208.25
Prerequisite HVAC 3				
Welding I/II SMAW Practice	MTEC	SAT 8:00-2:00 1/20, 2/3, 2/17, 3/2	B. Pierce	156.25

## SPECIAL INTEREST CLASSES

Course	Place	Dates/Time	Instructor	Fee
Introduction to Italian	MTEC	1/18 - 5/2 TH 5:30-8:30	Anderson	156.25
Introduction to Sign Language	MTEC	2/5 - 3/25 M/W 5:30-8:30	Calhoun	156.25
Real Estate Salesperson (Prep Course)	MTEC	1/17 - 5/1 W/TH 5:30-8:30	Commodore	520.25
Fee Includes Textbook/Must have High School Diploma or GED				

## COMMUNITY EDUCATION COOKING CLASSES

Course	Place	Dates/Time	Instructor	Fee
5 Course Food Tasting with Recipes	MTEC	4/2 T 6:00-8:00	Hastings	52.25
Japanese Cuisine (Lab Fee, \$20)	MTEC	3/5 - 3/12 T 6:00-8:00	Hastings	31.50
Italian Cuisine (Lab Fee, \$20)	MTEC	3/19 - 3/26 T 6:00-8:00	Hastings	31.50

## ARTS AND CRAFTS

Course	Place	Dates/Time	Instructor	Fee
Beginning (SLR I) Digital Photography	MTEC	2/15 - 3/14 TH 6:00-8:00	Belmear	83.50
Intermediate (SLR II) Digital Photography	MTEC	3/21 - 4/25 TH 6:00-8:00	Belmear	83.50
Beginning Fly Tying	MTEC	2/6 - 4/9 T 6:30-8:30	Trout Unl.	41.75
Crochet/ Knitting	MTEC	2/29 - 4/25 TH 6:00-8:30	Black	52.25
Drawing/Portraits	MTEC	2/15 - 3/21 TH 4:00-7:00	Martin	52.25
Drawing/Portraits	MTEC	4/4 - 5/9 TH 4:00-7:00	Martin	52.25
Oil Painting	MTEC	2/15 - 3/21 TH 4:00-7:00	Martin	52.25
Oil Painting	MTEC	4/4 - 5/9 TH 4:00-7:00	Martin	52.25
Picture Framing (Lab Fee)	WO	2/21 - 4/24 W 6:00-9:00	Alderson	83.50
Sewing	MTEC	2/26 - 4/22 M 6:00-8:30	Black	52.25

(T) Textbook required



# REGISTRATION BEGINS DECEMBER 1<sup>st</sup>

## ARTS AND CRAFTS (cont.)

Course	Place	Dates/Time	Instructor	Fee
Stained Glass (Lab Fee)	WO	1/23 - 2/27 T 6:00-9:00	Street	83.50
Stained Glass (Lab Fee)	WO	3/5 - 4/9 T 6:00-9:00	Street	83.50
Stained Glass (Lab Fee)	WO	1/22 - 2/26 M 6:00-9:00	Street	83.50
Stained Glass (Lab Fee)	WO	3/4 - 4/15 M 6:00-9:00	Street	83.50
Watercolor Painting	MTEC	2/15 - 3/21 TH 4:00-7:00	Martin	52.25
Watercolor Painting	MTEC	4/4 - 5/9 TH 4:00-7:00	Martin	52.25

## HEALTH AND FITNESS

Classes and Times	Place	Instructor	Fee
Aerobics (T/TH) Pilates (M/W) 6:00-7:00 pm Start Dates: 1st Session: 1/1 - 3/7 2nd Session: 3/11 - 5/16	WO	Sadlek	10 Week Sessions for \$83.50
The fee only covers one session and one course, for people wanting to take both sessions, you would need to register twice.			
Zumba (T/TH) 5:30-6:30 pm Toning on Tuesday Zumba on Thursday Start Dates: 1/2-2/1; 2/6-3/7; 3/12-4/11; 4/16-5/16	MTNV	Bonner	5 Week Sessions for \$41.75
The fee only covers one session, for people wanting to take other sessions, you would need to register each time.			
Gentle Yoga (W) 6:00-7:00 pm Start dates: 1/31 - 2/28; 3/6 - 4/3; 4/10 - 5/8	MTEC	Kalafat	5 Week Sessions for \$36.50
The fee only covers one session, for people wanting to take other sessions, you would need to register each time.			

### GENERAL INFORMATION

#### Age Requirements:

Adult and Community Education classes are intended for adult participation. Age requirements for these programs begin at the age of 18. Individuals not meeting the above age requirements must contact the Adult and Community office at 304-291-9243 concerning admission to classes for individuals under the age of 18.

#### Location Key:

**MTEC** - Technical Education Center **WO** - Westover Annex  
**MTNV** - Mountainview Elementary

#### School Calendar:

The Monongalia County Adult and Community Education programs follow a "similar" schedule as the Monongalia County Schools. Classes will not meet on the following dates: January 1st, 15th; March 28th; April 1st; May 14th, 27th.

#### Non-Discrimination Policy:

Monongalia County Schools operates as an equal opportunity institution and will not discriminate on the basis of race, national origin, religion, gender, marital or family status, age, or disabling condition in its activities, programs, or employment practices as required in Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act (ADA) of 1990. For information about your rights or grievance procedures, call 304-291-9210 for assistance.

Not responsible for typographical errors.

## Make the date - GRADUATE!

HSE™ is West Virginia's new "high school equivalency" diploma.

### Get your HSE™ Diploma!

The Adult Learning Center at MTEC is Monongalia County's only HSE™ testing site.

Call 304-291-9240 or [mtec.mono.k12.wv.us](http://mtec.mono.k12.wv.us) on the web and click **adult learning** to acquire information about HSE™ (Testing Accessing Secondary Completion), DiplomaSender (diploma and transcripts information) and English as a Second Language classes and "new" fall offerings to prepare you for college or a career. All services are free at the Adult Learning Center at MTEC.

**Adult Learning Center at MTEC** Monongalia County Technical Education Center  
Located at the Pierpont Center, Room 108 (MTEC Campus) • Morgantown, WV 26501 • 304-291-9226

## Hands-On Wiring, Diagrams, Electrical/HVAC

**Feb. 5<sup>th</sup> - Mar. 25<sup>th</sup>**  
**Monday & Wednesday 5:30 - 8:30pm**

## Welding I/II

**SMAW Practice**  
**Jan. 20<sup>th</sup>, Feb. 3<sup>rd</sup>, 17<sup>th</sup>, Mar. 2<sup>nd</sup>**

**Saturdays 8:00 am to 2:00 pm**

## Medical Lab Assistant

(National Certification)

**Jan. 18<sup>th</sup> - May 2<sup>nd</sup>**  
**Tuesday & Thursday**  
**5:00 to 8:00 pm**

## Phlebotomy Technician

**Jan. 17<sup>th</sup> - May 1<sup>st</sup>**  
**Monday & Wednesday**  
**5:00 to 8:00 pm**

(Clinical Hours held during business hours)

**For more info. call 304.291.9243**



High Tech Training Low Cost Tuition

## Adult Health Occupations Programs

"Offering Careers with Job Security & Projected Growth

### Practical Nursing

- Become a Licensed Practical Nurse (LPN) in only 12 months
- Work in various healthcare settings: Hospitals, Clinics, Mental Health Facilities, Physician's Offices, Long Term Care, Home Health
- Perform job duties such as administering medications, obtaining vital signs, giving injections-immunizations, performing and recording patient assessments, providing wound care, supervising nursing assistants, scheduling patient appointments and much more
- Earn credit towards RN Programs
- Accredited through the Council on Occupational Education with approval from the WVDE and the WV State Board of Examiner's for LPN's
- Applications accepted October 1st - May 1st
- Affordable Tuition \$5000 (appx.)

### Surgical Technology Central Supply Technology

- Earn your ASSOCIATE DEGREE in as little as 12-15 months!
- Students will be awarded approximately 30 higher education credits through Pierpont Community and Technical College once they've completed MTEC's 9-month Surgical Technology program
- Complete online classes (30 credit hours) via Pierpont Community and Technical College to fulfill the Associate degree requirement
- Earn two National Certifications
  - Certified Surgical Technologist (CST)
  - Certified Registered Central Supply Technician
- Be part of a Surgical-Operating Room team
- Perform job duties such as passing instruments, sutures, and sponges used during procedures, preparing the operating room and patient for surgery, maintaining a sterile field, gowning and gloving members of the surgical team, receiving, inspecting and cleaning/sterilizing instruments, preparing and packaging instruments for the Operating Room and more
- Accredited through The Commission on Accreditation of Allied Health Education Programs (CAAHEP) upon recommendations of The Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (ARC-STSA)
- Applications accepted October 1st – May 1st
- Affordable tuition - \$4800 (appx.)



# 304.291.9246

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