LenapeTech

Adult Education

Get in. Get trained. Get to work!

COURSE CATALOG



Our vision is to empower every adult learner to unlock their full potential, transform their lives, and build stronger communities through lifelong learning.

www.lenapeadulteducation.com

SO, WHY CHOOSE US?

SUPPORTIVE ENVIRONMENT

You're never just a number here. Our staff is committed to helping you succeed academically, personally, and professionally.

CAREER-FOCUSED TRAINING

We offer practical programs that prepare you for real jobs in today's workforce, so you can start building your future right away. We coordinate with businesses in our area to determine the need for education.

NO JUDGEMENT, JUST PROGRESS

It doesn't matter where you came from. It only matters where you're going. Whether you're starting over or starting fresh, we meet you where you are with encouragement, respect, and the tools to move forward.

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ON-CAMPUS LEARNING

OPENINGS TWICE PER YEAR

On-campus career training programs are offered twice yearly, in the fall and spring, with the exception of the CDL program that runs almost monthly on a first come-first serve basis.

Spring Semester - February to May
Fall Semester - September to December

TRADE & INDUSTRY TRAINING

*All program costs outlined below do not include the $50 registration fee.

- CDL Drivers Training
  - **160- hours at $5,750.00**
- Entry Level Electrical Technician Fast Track
  - **102- hours at $2,099.00**
- Entry Level HVAC/R Fast Track Pre-Apprenticeship
  - **139- hours at $3,274.00**
- Entry Level Welding Fast Track
  - **251- hours at $4,599.00**

HEALTHCARE TRAINING

- Phlebotomy Technician
  - **202- hours at $2,295.00**

TRADE & INDUSTRY

CDL TRAINING

Training is offered monthly and space is extremely limited so early registration is **strongly** encouraged!

All programs include map reading, trip planning, hours of service, and CSA compliance.

CDL 160- HOUR PROGRAM

*The 160- hour program consists of 4 weeks of comprehensive training. The first (1) week of training will consist of classroom-based training. During this week, students will learn the skills needed to pass the Class A permit test with air brake endorsements. The remaining three weeks will be spent practicing road and range training.

160-hours ($5,750.00) + $50 registration fee= **$5,800.00**

If the student would like to add Hazmat or Tanker endorsements, new cost will be $5,950.00

MODIFIED CDL PROGRAM

Our modified CDL program consists of 120- hours spent solely in a truck practicing road and range training. This program is only available to applicants that already have a CDL permit.

120- hours ($3,850) + $50 registration fee= **$3,900**
*Endorsements can be added for additional fee.

**** Students are also responsible for additional CDL-related fees: permit, endorsements, drug screen, and DOT physical**

TRADE & INDUSTRY

ENTRY LEVEL ELECTRICAL TECHNICIAN FAST TRACK

Electricians read blueprints and use hand and power tools such as conduit benders, drills, and wire strippers to install and maintain electrical systems. They also troubleshoot using devices such as voltmeters and cable testers. With job growth projected at 8% from 2019–2029 (much faster than average) and a 2024 median salary of $77,180, the field offers strong opportunities.

PROGRAM HIGHLIGHTS

Gain foundational skills, hands-on training, and techniques for entry-level electrical careers. Students can also earn their
OSHA 10 General Industry Certification.

Courses students will take:

- Electrical Fundamentals
- Applied Math for Industry
- Interpreting and Understanding Electrical Schematics
- Workplace Culture and Environment
- OSHA10 General Industry

Program cost is $2,099.00 and registration fee of $50.00, totaling **$2,149.00 for 102 hours**.

TRADE & INDUSTRY

ENTRY LEVEL HVAC/R FAST TRACK PRE-APPRENTICESHIP

Enjoy working with your hands or have mechanical aptitude? A career in HVACR could be a great fit. As energy-efficient technologies advance, demand for skilled HVACR technicians is rising. According to the U.S. Department of Labor, employment in this field is projected to grow 9% from 2023–2033, faster than average, with a 2024 median annual wage of $59,810.

PROGRAM HIGHLIGHTS

Gain hands-on, one-on-one training in mechanical, electrical, and electronic components like motors, compressors, and thermostats. Students can also take the ESCO EPA 608 Certification exam and earn their OSHA 10 General Industry Certification.

Courses students will take:

- Electrical Fundamentals
- Applied Math for Industry
- Fundamentals of HVACR
- Interpreting and Understanding Electrical Schematics
- Workplace Culture and Environment
- OSHA10 General Industry
- ESCO EPA608 Certification review and exam

Program cost is $3,274.00 and registration fee of $50.00, totaling **$3,324.00 for 139 hours**.

TRADE & INDUSTRY

ENTRY LEVEL WELDING FAST TRACK

Welders use high heat to join or repair metal in structures like pipelines, bridges, buildings, and ships. With skills that transfer across industries, welding offers flexibility and opportunity. Employment is projected to grow 2% from 2023–2033, and the median annual wage in 2024 was $51,000.

PROGRAM HIGHLIGHTS

Get hands-on training in SMAW welding and prepare for the American Society of Welding's D1.1 Structural Welding Code exam (included). Students also earn their OSHA 10 Construction Safety and Health certification. The 4-month program runs twice a year.

† Certification eligibility requires an overall program grade of 80% or higher; retesting fees apply if needed.

Courses students will take:

- Pipe welding
- Applied Math for Industry
- Blueprint reading
- Basic welding
- Workplace Culture and Environment
- OSHA10 General Industry
- Advanced welding
- Welding II: TIG & MIG
- Basic weld inspection
- Basic weld certification review and testing

Program cost is $4,599.00 and registration fee of $50.00, totaling **$4,649.00 for 251 hours**.

HEALTHCARE PROGRAMS

PHLEBOTOMY TECHNICIAN CERTIFICATION TRAINING

With 102 hours of blended classroom and online instruction plus 100 hours of hands-on clinical experience, Lenape Tech's Adult & Continuing Education Phlebotomy program prepares students to become job-ready in just a few short months. This program includes classroom learning and online learning.

Program Benefits:

- Affordable tuition
- Small class sizes
- Opportunity for certification
- Employers actively recruit our graduates

Outcomes:
Graduates will be prepared as competent entry-level phlebotomy technicians in knowledge, skills, and professional behavior. The program emphasizes professionalism, ethics, communication, and proper patient evaluation. Our instructor-facilitated approach combines proven teaching strategies with in-person labs and real-world practice.

PROGRAM HIGHLIGHTS

Courses students will take:

- Phlebotomy Core training
- Medical law & ethics
- Computer skills for the workplace
- Workplace Culture & Environment
- **Clinical externship rotations off campus**

Program cost is $2,399 and registration fee of $50.00, totaling **$2,449.00 for 202 hours**.

Additional costs will be required for clearances, drug screen, clinical fee, and NHA certification exam.

Students must have high school diploma or GED, current health insurance, and recent physical exam with updated immunizations.

HEALTHCARE PROGRAMS

MODIFIED PHLEBOTOMY TECHNICIAN CERTIFICATION TRAINING

Lenape Tech's Modified Phlebotomy Technician program is designed for students who have already completed the classroom portion of phlebotomy training and are ready for hands-on experience. Over approximately 6 weeks, students will perform live blood draws in a classroom setting, followed by a clinical externship at partnering medical facilities, preparing them to confidently enter the workforce.

This program is ideal for:

- Recent graduates of technical school phlebotomy programs
- Individuals who completed training in the past and want to refresh skills
- Students who meet or exceed the core training standards of Lenape Tech's full-length program

****Only those with prior approved phlebotomy training are eligible.**

PROGRAM HIGHLIGHTS

Courses students will take:

- Live classroom sticks
- **Clinical externship rotations off campus**

Program cost is $500 and registration fee of $50.00, totaling **$550 for 6 weeks.**

Additional costs will be required for clearances, drug screen, clinical fee, and NHA prep and certification exam.

Students must have high school diploma or GED, current health insurance, and recent physical exam with updated immunizations.

HEALTHCARE PROGRAMS

HYBRID CLINICAL MEDICAL ASSISTANT WITH PHLEBOTOMY

Lenape Tech's hybrid healthcare pathway offers students the opportunity to expand their training through a combination of classroom theory, online learning, and hands-on clinical experience in both phlebotomy and clinical medical assisting.

Program Format:
- On-Campus: Phlebotomy Technician Program
- Online: Certified Clinical Medical Assistant (CCMA) Program

On-campus programs are offered twice a year:
- Fall: September – December
- Spring: February – May

Students will work with the Program Coordinator to create a customized schedule that aligns with program availability, personal preferences, and career goals.

Certification Opportunities:
Upon completion, students may sit for both National Healthcareer Association (NHA) exams:
- Certified Phlebotomy Technician (CPT)
- Certified Clinical Medical Assistant (CCMA)

PROGRAM HIGHLIGHTS

This course is partially open enrollment so you can start anytime and you can learn at your own pace. You can take phlebotomy or CCMA first or you can take them both at the same time, whichever works best for you!

Program cost is $4739 and registration fee of $50, totaling **$4789 for 577 hours.**

Additional costs will be required for clearances, drug screen and clinical fee..

Students must have high school diploma or GED, current health insurance, and recent physical exam with updated immunizations.

HEALTHCARE ONLINE ONLY

CERTIFIED CLINICAL MEDICAL ASSISTANT

Prepare for a rewarding career in healthcare with Lenape Tech's Clinical Medical Assistant program. This comprehensive 540-hour course trains students to support physicians with clinical responsibilities in a medical office setting.

Students will gain skills in:

- Patient preparation and routine lab procedures
- Phlebotomy and diagnostic testing
- Medication administration and pharmacology
- Vital signs and EKG lead placement
- Professionalism, ethics, and healthcare law

This course will also allow for a clinical externship if the student is local to Lenape Tech Adult Education.
Clinical Externship Requirements:
To be eligible, students must:

- Successfully complete the 375-hour course
- Pass a background check, drug screening, physical exam, and provide proof of up-to-date immunizations

Certification:
Upon completion, students will sit for the NHA Certified Clinical Medical Assistant (CCMA) national exam.

PROGRAM HIGHLIGHTS

This course is open enrollment so you can start anytime and you can learn at your own pace.
**Course must be completed within 1 year of enrollment.

Program cost is $2525 and registration fee of $50, totaling **$2575 for 375 hours.**

Additional costs will be required for clearances and drug screen.

Students must have high school diploma or GED, current health insurance, and recent physical exam with updated immunizations.

HEALTHCARE ONLINE ONLY

CERTIFIED MEDICAL ADMINISTRATIVE ASSISTANT WITH MEDICAL BILLING AND CODING

Administrative healthcare professionals are in high demand, with medical assistant jobs projected to grow 16% through 2031—much faster than average (U.S. Bureau of Labor Statistics). Whether you're starting fresh or changing careers, now is a great time to become a Certified Medical Administrative Assistant or specialize in medical billing and coding.

This flexible online certification course equips you with the skills to become a key member of any healthcare team, handling a variety of administrative and billing responsibilities. You'll be prepared to sit for the CMAA exam through the National Healthcareer Association (exam voucher included), plus your choice of a medical billing and coding certification exam:

- Certified Professional Coder (CPC) – AAPC
- Certified Coding Associate (CCA) – AHIMA
- Certified Billing and Coding Specialist (CBCS) – NHA

Launch your career with confidence and credentials that open doors.

PROGRAM HIGHLIGHTS

This course is open enrollment so you can start anytime and you can learn at your own pace.
**Course must be completed within 1 year of enrollment.

Program cost is $4,119 and registration fee of $50.00, totaling **$4,169 for 530 hours.**

Additional costs will be required for NHA certification exam.

Students must have high school diploma or GED.

HEALTHCARE ONLINE ONLY

CERTIFIED ELECTRONIC HEALTH RECORDS SPECIALIST

In today's fast-paced healthcare environment, electronic health record (EHR) specialists play a vital role in ensuring accurate, secure, and accessible patient information. This course will equip you with the skills to manage EHR systems and prepare you for the National Healthcareer Association's (NHA) CEHRS certification exam.

What You'll Learn:

- Manage patient visits, prescriptions, and follow-up care
- Track vital data like allergies and medications
- Understand and interpret health records
- Communicate effectively with patients and report public health data

How You'll Benefit:

- Master HIPAA compliance and EHR software
- Gain practical experience in charting, billing, and insurance processing
- Prepare for careers such as medical records coordinator, EMR technician, or health information clerk
- Receive a voucher for the CEHRS exam

PROGRAM HIGHLIGHTS

This course is open enrollment so you can start anytime and you can learn at your own pace.
**Course must be completed within 6 months of enrollment.

Program cost is $2,471 and registration fee of $50.00, totaling **$2,521 for 134 hours.**

Additional costs will be required for NHA certification exam.

Students must have high school diploma or GED.

HEALTHCARE ONLINE ONLY

MEDICAL BILLING AND CODING

Whether you're new to the workforce or changing careers, now is the perfect time to enter the growing field of medical billing and coding. Over one million U.S. physicians depend on trained professionals to ensure accurate reimbursement, and opportunities span hospitals, insurance companies, pharmacies, and more.

This comprehensive course covers the entire revenue cycle—from patient registration to coding, claims submission, reimbursement, and collections. You'll gain a strong foundation in legal and ethical standards, HIPAA compliance, coding guidelines, and third-party payer requirements.

Why Enroll?

- Learn in-demand skills that apply across the healthcare industry
- Prepare to sit for one of three nationally recognized certification exams (voucher included):
  - **Certified Professional Coder (CPC) – AAPC**
  - **Certified Coding Associate (CCA) – AHIMA**
  - **Certified Billing and Coding Specialist (CBCS) – NHA**
- Boost your earning potential—certified specialists earn 15% more on average (AAPC 2023)

PROGRAM HIGHLIGHTS

This course is open enrollment so you can start anytime and you can learn at your own pace.
**Course must be completed within 1 year of enrollment.

Program cost is $3,604 and registration fee of $50.00, totaling **$3,654 for 370 hours.**

Additional costs will be required for certification exam.

Students must have high school diploma or GED.

ONLINE CAREER TRAINING

ONLINE PROGRAM OVERVIEW

Lenape Tech Adult Education offers students the ability to utilize online learning through our educational partner, Ed2Go. Online programs provide an opportunity for adults who are employed full-time or otherwise unable to attend traditional, in-person trainings, to learn the skills needed to enter an entry level position. Although the programs we offer are non-credited, students who successfully complete an online career training program will receive a certificate of completion and if needed, a voucher to sit for industry-recognized certification exams that coincide with the program of study. With over 500+ options to choose from, there is truly a course for everyone! A full catalog can be found at **https://careertraining.ed2go.com/lenape/**

Categories include:

- Arts and Design
- Business
- Hospitality
- Computer Applications
- Information Technology
- Language
- Legal
- Computer Science
- Construction and Trades
- Teacher Professional Development
- Health and Fitness
- Writing

TUITION ASSISTANCE

Similar to the on-campus programs, several of the online programs are eligible for funding through the Workforce Innovation and Opportunity Act (WIOA) as well as the Office of Vocational Rehabilitation (OVR). Funding for these programs is handled directly through the county office, not Lenape Tech. Students interested in tuition assistance must contact the funding providers directly to determine if they qualify for funding.

ONLINE LEARNING

PROFESSIONAL BOOKKEEPING WITH QUICKBOOKS ONLINE AND PAYROLL PRACTICE AND MANAGEMENT

Gain essential skills in bookkeeping and payroll management with this comprehensive online course. Learn how to balance books, track finances, and manage payroll using QuickBooks Online, an in-demand tool for small businesses.

What You'll Learn:

- Navigate QuickBooks Online for everyday bookkeeping tasks
- Manage the chart of accounts, inventory, and general ledger reports
- Understand payroll processing and compliance basics
- Utilize cloud-based tools for anytime, anywhere access

How You'll Benefit:

- Be prepared for the QuickBooks Certified User (QBCU) exam
- Get ready for the Fundamental Payroll Certification (FPC) exam from PayrollOrg
- Build a strong foundation for roles in bookkeeping, payroll, or small business finance

Whether you're starting a new career or upskilling, this course will help you confidently manage business finances from day one.

PROGRAM HIGHLIGHTS

This course is open enrollment so you can start anytime and you can learn at your own pace.
**Course must be completed within 1 year of enrollment.

Program cost is $4,119.00 and registration fee of $50.00, totaling **$4,169 for 200 hours.**

Additional costs will be required for certification exam.

Students must have high school diploma or GED.

COST BY CLASS

INDIVIDUAL CAREER TRAINING CLASSES

Students interested in Welding, Electrical, or HVACR training have the option to enroll in individual courses without committing to the full program. Each course is priced separately and can be taken as a standalone class.

However, please note:

- Program students receive priority registration due to limited class sizes.
- We strongly encourage early registration to secure a spot.
- Enrollment is granted on a first-come, first-served basis after submitting the Program Enrollment Agreement and paying the $50.00 registration fee.

Course pricing is outlined below by program.

CLASS COSTS

- Electrical Fundamentals - **$999.00**
- Understand & interpreting electrical schematics - **$699.00**
- Fundamentals of HVACR - **$999.00**
- ESCO EPA-608 review and exam - **$189.00**
- Welding I: Basics - **$1,499.00**
- Welding II: TIG & MIG - **$999.00**
- **Welding certification testing - **$350.00**
- Basic weld inspection - **$450.00**
- Blueprint reading for the Trades - **$299.00**
- Pipe welding basics - **$729.00**
- Applied math for industry - **$169.00**
- Workplace Culture & Environment - **$169.00**
- OSHA 10 General Industry - **$69.00**
- CPR/BLS for healthcare professionals - **$69.00**

INDUSTRY CERTIFICATIONS

PA STATE INSPECTION MECHANIC CERTIFICATION

Learn the rules, regulations, and hands-on procedures for conducting written and tactile exams for passenger cars and light trucks. Categories 1, 2, 3 & 4 available.

Requirements:

- **Must be at least 18 years old**
- **Must hold a valid driver's license**
- **Attendance is mandatory**

- Safety Inspection Category 1 Auto - **$195**
- Safety Inspection Category 2 Motorcycle - **$99**
- Safety Inspection Category 3 Trucks - **$185**
- Category 4 Enhanced (*Document Reviewer*) - **$55**
- Safety Inspection Category 1 and 2 - **$245**
- Safety Inspection Category 1 and 3 - **$285**
- Safety Inspection Category 2 and 3 - **$235**
- Safety Inspection Category 1, 2 and 3 - **$335**
- Course Retake - **$99**
- Recertification Refresher - **$50**
- Recertification Testing - ***$60+**

*Price will vary depending on which category of recertification is required.

EEIC EMISSIONS CERTIFICATION

To certify as an emissions inspector, students must purchase the Emissions Inspector Certification Training Package from **www.patrainingportal.com** prior to class. The training package is **$39.99** and **students are responsible** for the purchase of this package, as well as the Lenape course fee of **$150.00**. Student will need login information at class from purchasing training package so this is **REQUIRED**. Students will be considered a retest and incur additional fees if they do not have this completed ahead of time. Students must hold a valid driver's license and must be at least 18 years old to participate in training. Detailed instructions on how to purchase the training package will be provided during registration.

- EEIC Emissions Certification - **$150.00 + $39.99 training package**
- EEIC Emissions Re-test - **$45.00**

INDUSTRY CERTIFICATIONS

SERVSAFE® FOOD PROTECTION MANAGER

The ServSafe program was developed by the National Restaurant Association with the help of food service industry experts to provide training in all aspects of food safety, personal hygiene, cross contamination, time and temperature, receiving and storage, etc. The cost of the training includes the ServSafe Manager book and exam voucher, as well as lunch.

Certification - **$195.00**

OSHA 10 CONSTRUCTION SAFETY AND HEALTH

This 10-hour training provides general industry workers information about employment rights, employers' responsibilities, how to file a complaint and identify/prevent job-related hazards and injuries on a job site.

Certification - **$69.00**

EPA 608 REVIEW AND CERTIFICATION

The Clean Air Act requires EPA 608 certification for anyone who works with equipment that contains refrigerants; to ensure that refrigerants are not released into the environment.

Certification - **$169.00**

CPR/BLS CERTIFICATION

Learn how to provide basic life support in response to an obstructed airway. American Safety & Health Institute's Basic Life Support (BLS,) course for Healthcare Providers and Professional Rescuers has been approved for training for Emergency Medical Services personnel and is accepted by the National Registry of Emergency Medical Technicians.

Certification - **$69.00**

FUNDING RESOURCES

CAREER T.R.A.C.K.

CareerT.R.A.C.K. is the designated WIOA Title I Operator for the Adult and Dislocated Workers and offers services free of charge through the use of federal grants designated to provide quality employment and training that serves to assist eligible residents of Armstrong, Butler, and Indiana counties.

Armstrong County Career T.R.A.C.K., Inc.-
11931 State Route 85
Suite C
Kittanning, PA 16201
Phone: 724-919-8544
Toll-free: 1-800-841-1852
TTY: 724-543-4510
www.tricountyct.com

PA CareerLink of Armstrong County
Phone: 724-548-5693

OFFICE OF VOCATIONAL REHABILITATION

The Pennsylvania Office of Vocational Rehabilitation (OVR) serves individuals with disabilities that present a substantial impediment to their employment. Services are provided to individuals who can benefit from and who need assistance to prepare for, enter, engage in, or retain employment.

Vocational Rehabilitation is a direct service program provided through 21 district offices throughout the commonwealth.

www.dli.pa.gov, PA Keyword: OVR
Contact: New Castle 724-656-3070

ARMSTRONG ASSOCIATES FEDERAL CREDIT UNION

As an adult education student at Lenape Tech, you are eligible for membership at Armstrong Associates Federal Credit Union (AAFCU)! AAFCU offers short-term, low interest rate loans for specific Lenape Tech Adult Education courses to those who qualify.

www.aafcu4u.coop
Phone: 724-763-1172

ADMINISTRATION AND STAFF CONTACT INFORMATION

Wesley Kuchta - Administrative Director
Lynette Evans - Adult Education Coordinator
Shay Marsh - Adult Education Administrative Assistant

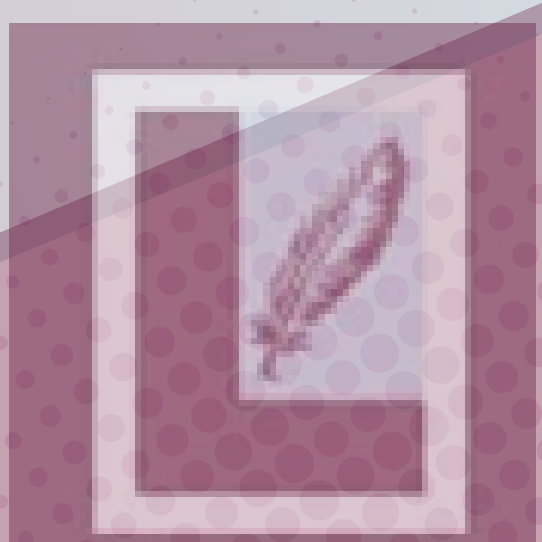
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REGISTER HERE!



Lenape Tech Adult Education reserves the right to change any provisions, offerings, or requirements at any time without prior notice for the purpose of fulfilling its mission and program objectives. Such changes will not conflict with those areas specifically governed by state and federal regulations.

Lenape Technical School reserves the right to change any provisions, offerings, or requirements at any time without prior notice for the purpose of fulfilling its mission and program objectives. Such changes will not conflict with those areas specifically governed by state and federal regulations.

Lenape Technical School also reserves the right to make changes to its policies, tuition and fees, class schedules, academic calendars, and/or to change or modify a program's content, curricula, sequence of courses, equipment, staff, materials, or other such components as deemed necessary without prior notice, provided that such change is within the terms and conditions of the enrollment agreement between the school and the student and does not create an undue disruption to the student's course of study. In no event will any such changes result in additional tuition charges for the student.

In order to continually provide current information, as changes occur, this catalog will be amended by addenda that will be made available to all currently enrolled students. Such addenda are to be regarded as an integral part of this catalog.

This catalog is applicable to students attending all campuses of Lenape Technical School. Students are also provided a program-specific information upon registration, which further defines program-specific policies and rules governed by this catalog. Additionally, all students must sign an Enrollment Agreement as part of the enrollment process, indicating their review and understanding of the content of this catalog.

Updated July 2025

VISION

Our vision is to empower every adult learner to unlock their full potential, transform their lives, and build stronger communities through lifelong learning.



OUR FUTURE

We are **always growing** - just like our students.

Our vision for the future is rooted in expanding opportunities for our students, meeting the ever-evolving needs of our community, and creating more pathways for personal and professional development and success.