



Business

- **Become a Social Media Strategist** – Open the door to a new career as a Social Media Strategist with a certification from the National Institute for Social Media.
- **Business Communications** - Learn and experience Communications for Positive Results and Powerful Presentations
- **Insurance Industry Certificate** – Be part of a worldwide multibillion dollar industry that touches every aspect of modern life protecting people from the unknown
- **Office Administration** – Choose an area of interest and get your start in office administration
- **Production & Inventory Management** – Gain cutting-edge industrial production skills to maximize ROI on systems & technologies
- **Supervision** – For those newly appointed or aspiring to a supervisory role. Get started with the basics and move on to the advanced course

Healthcare

- **Personal Care Attendant** - Join the rewarding field of homecare giving and be part of this fast-growing occupation
- **Licensed Nursing Assistant** - Learn how to care for residents in long-term care facilities and become eligible for the NH licensing exam

Law Enforcement

- **Entry Level Police Exam** - Take your first step toward a career in law enforcement.
www.greatbay.edu/policetesting

For Complete Program Info and Course Descriptions visit: www.greatbay.edu/btc

Technology

- **CNC Production Certificate Program** – Train to become an entry-level CNC operator in this eight-week full-time boot camp that combines hands-on training and education with the potential to enter a US Dept. of Labor registered apprenticeship program.
- **Machine Tool & CNC Technology** – Learn to shape the tools and objects that make up our life and start as an entry-level machinist then increase earning potential with the advanced course in CNC machine programming and operation.
- **Outdoor Power Equipment Program** – Acquire skills to maintain and repair a variety of outdoor power equipment at home or as a professional with EETC certification



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Transition Programs for Young Adults

- **Project SEARCH Seacoast NH** - Youth in transition experience work immersion at Portsmouth Regional Hospital to learn employability and independent living skills in preparation for competitive employment
- **START Hospitality Certificate** - Prepare for an entry-level position in one of the many exciting venues in the hospitality and tourism industry in this classroom and internship program for transition-age youth and adults with disabilities



CRN	CRSE	TITLE	DATES	DAYS	TIMES	TUITION
BUSINESS TRAINING						
Office Administration Program						
	NCPD 246	WorkReadyNH	See WRNH Page			Free
	CIS 110	Introduction to Computers	Required			\$726
	CIS 156	Computer Applications in Business	Required			\$726
20450	NCBU 113	Office Skills & Technology for the 21st Century	3/31-5/19	T	12:00-3:00 PM	\$540
(Electives	ACCT 113	Accounting & Financial Reporting	Elective			\$666
Courses	AH 110	Medical Terminology	Elective			\$666
Select 1)	BUS 100	Introduction to Business	Elective			\$666
Insurance						
20452	NCBU 122	Personal Insurance	1/6-3/10	T	9:00-12:00 PM	\$799
20453	NCBU 123	Commercial Insurance	3/24-6/2	T	9:00-12:00 PM	\$799
Production Inventory & Management Certificate						
20455	NCBU 98	Basics of Supply Chain Management	1/14-3/4	W	6:00-9:00 PM	\$425
Social Media						
20454	NCBU 125	Becoming a Social Media Strategist	3/24-4/30	TR	6:00-9:00 PM	\$895
Business Communication						
20461	NCBU 126	Supervisory Skills - Basics	1/21-2/12	WR	9:00-12:00 PM	\$599
20465	NCBU 126	Supervisory Skills - Basics - Rochester Campus	4/29-5/21	WR	9:00-12:00 PM	\$599
20462	NCBU 127	Smart Supervision - Advanced	3/25-4/16	WR	9:00-12:00 PM	\$599
20463	NCBU 128	Communication for Positive Results	2/25-3/12	WR	5:30-8:30 PM	\$449
20464	NCBU 129	Powerful Presentations	4/29-5/15	WR	5:30-8:30 PM	\$449
HEALTHCARE						
Massage Therapy						
20483	NCHC 36	Basic Massage Therapy Workshop	3/7	Sa	9:00-1:00 PM	\$49
Personal Care Attendant Certificate Program						
20451	NCHC 32	Personal Care Attendant	3/3-4/23	TR	5:30-8:30 PM	\$569
Red Cross Nursing Assistant Program – Register at the Red Cross 603-225-6697 x215						
N/A	N/A	LNA Red Cross Nursing Assistant - Days	Choose from 1/26-3/23, or 3/30-5/22, or 6/1-7/24	MTRF	9:00-2:00 PM	\$1250
N/A	N/A	LNA Red Cross Nursing Assistant - Evenings	Choose from 1/26-3/25, or 3/30-5/26, or 6/1-7/27	MTWR	5:00-10:00 PM	\$1250
LAW ENFORCEMENT						
Great Bay Police Testing Alliance						
50003	N/A	Entry-level Police Exam	3/7	Sa	9:00-12:00 PM	\$40
50004	N/A	Entry-level Police Exam	6/6	Sa	9:00-12:00 PM	\$40
TECHNOLOGY						
Machine Tool/CNC Certificate Program – Creteau Technology Center, Rochester						
20473	NCAM 100	Introduction to Machine Tool/CNC Technology	2/3-5/7	TR	5:00-8:00 PM	\$1850
20472	NCAM 200	Advanced Machine Tool/CNC Technology	2/3-5/7	TR	5:00-8:00 PM	\$1850
CNC Production Certificate - Pease International Tradeport, Portsmouth						
20510	NCAM 300	CNC Production	1/5-2/27	MTWRF	8:00-5:00 PM	\$6500
20511	NCAM 300	CNC Production	3/9-5/1	MTWRF	8:00-5:00 PM	\$6500
20509	NCAM 300	CNC Production	5/11-7/3	MTWRF	8:00-5:00 PM	\$6500
Outdoor Power Equipment (OPE) Program – Portsmouth High School						
20470	NCPE 001	OPE Small Engine Repair	1/20-3/17	T	5:30-9:30 PM	\$349
20467	NCPE 002	OPE Electrical System Certification	1/22-2/12	R	5:30-9:30 PM	\$199
20475	NCPE 003	OPE Mobile Generator Certification	2/19-3/19	R	5:30-9:30 PM	\$199
20477	NCPE 001	OPE Small Engine Repair	3/31-5/26	T	5:30-9:30 PM	\$349
20476	NCPE 002	OPE Electrical System Certification	4/2-4/23	R	5:30-9:30 PM	\$199
20474	NCPE 003	OPE Mobile Generator Certification	5/7-5/28	R	5:30-9:30 PM	\$199
TRANSITION WORKFORCE DEVELOPMENT PROGRAM						
Project SEARCH Seacoast NH						
20471	NCHC 34	SEARCH II	1/5-5/15	MTWRF	9:00-3:00 PM	\$6300