TRADE & INDUSTRY
3 easy ways to register

ONLINE
nwicc.edu/continuing-education/

PHONE
800-352-4907
712-324-5061

BY APPOINTMENT
Stop in the Business Office
Building A, at NCC, 603 West Park St.
Sheldon, Iowa
8:00AM–4:30PM | Monday–Friday

Please save this brochure for future reference.
Classes start weekly through August 2021.
Welder Qualification
This is for experienced welders who want to be qualified under one or more of the AWS, API, or ASME codes. This is not a structured class, but an opportunity to practice in our welding lab and work one-on-one with an AWS certified instructor prior to the qualification test. (The test will determine your ability to deposit sound welds in accordance with the standardized requirements). Practice and test duration is based on the skill level of the participant. The fee for up to 3 hours of guided practice and one qualification attempt is $245. Additional practice time, multiple tests, retests, and on-site training using your equipment are also available. For more information, or to schedule a time for practice and testing, contact Continuing Education at (712) 324-5061.

National Electrical Code
This class is going to be focused on Chapters 1-4 in the 2020 National Electrical Code. Please bring your 2020 code book and calculator.
CEUs: 3 CEUs
Instructor: Byron Krull
Course#  Day    Date     Time    Loc.    Fee
71993   TH    2/18      6-9p    345C    $65

Electrical: Motors
This course will cover requirements for motors from NEC Article 430. This will include conductor sizing, short-circuit and ground fault protection, overload protection, and motor control wire sizing among others. Please bring the 2020 NEC and a calculator.
CEUs: 3 CEUs
Instructor: Byron Krull
Course#  Day    Date     Time    Loc.    Fee
71992   TH    3/25      6-9p    345C    $65

Electrical Safety/Arc Flash
This electrical safety seminar will increase the awareness of safety issues for individuals who work on, or near energized electrical equipment. Discussions will include the different types of electrical hazards and the injuries that can result from those hazards, the importance of maintaining electrical equipment and cords, and the dangers associated with electrical shock and arc flash. Personal protective equipment (PPE) needs, as stated in NFPA 70E Standard for Electrical Safety in the Workplace, will be covered. For more information or to schedule this training at your facility, please contact Jason Anderson at 712-324-5061, ext. 194 or 800-352-4907.

Journeyman Test Prep
This 12 hour course includes a short review of electrical theory and covers calculations you need to know for the Iowa Class A Journeyman license exam. It will review how to use the NEC and will also include practice exam questions. Participants will need to bring a copy of the 2020 National Electrical Code, highlighters, calculators, notebook, and pencils.
Instructors: Byron Krull & Troy Klein.
Course#  Day    Date     Time     Loc.    Fee
71991   T-TH   1/5-1/7   4:30-7:30p 310C  $375

Hobby Machining
This 9 hour course is for those looking to develop a hobby or simply learn ways to perform different operations of manual machining. This will include both lathes and mills. Attendees will learn hole making and profiling operations on the mill as well as turning, taper, and thread operations on the lathe. Projects include a hammer assembly and small quick stop.
Instructor: Willis Radtke.
Course#  Day    Date     Time     Loc.    Fee
71995   T-TH  1/5-1/7   4:30-7:30p 310C  $65
Basic Equipment Operator Certificate Training

This 2-week course is intended to prepare individuals for entry-level work in the road construction industry. Participants will prepare for the written CDL exam, and will learn basic equipment terminology, operational techniques & applications for forklift, skid steer, & mini excavator, using simulators & actual equipment. Basic operation includes prestart checks & inspection of structural hardware, powertrain, hydraulic & electrical systems & controls. Additional topics include: career opportunities, sustainability practices, flagger training, load securement & containment. Participants will also learn job readiness skills including: OSHA 10-hr for Construction, CPR & First Aid & interpersonal skills to work as a team member. **Enrollment is limited. Tuition assistance may be available to those who qualify based on income guidelines.**

<table>
<thead>
<tr>
<th>Course#</th>
<th>Day</th>
<th>Date</th>
<th>Time</th>
<th>Loc.</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>71990</td>
<td>M-F</td>
<td>5/24-6/4</td>
<td>8a-5p</td>
<td>603ATB</td>
<td>$3995</td>
</tr>
</tbody>
</table>

Experienced Crane Operator Certification Training

This course is for the swing cab crane operator who has past experience in the operation of the crane, but is wanting to have the National Commission for the Certification of Crane Operators (NCCCO) certification. During the 5 day course attendees will have a mixture of classroom exam prep and hands-on practice in the provided crane to become a certified swing cab crane operator based upon the NCCCO standards. The participants will be required to take two computer based exams (core and specialty exams) and successfully complete the practical testing for the swing cab crane. Upon completing the course and passing all necessary exams the students will be NCCCO certified. Also the students will become qualified in Rigging/Signaling. **Enrollment is limited. Fee is $2395 plus the NCCCO exam and practical costs. Students register and pay on-line with CC for the NCCCO exams and pay instructor for the practical. Tuition assistance is available to those who qualify based on income guidelines.**

<table>
<thead>
<tr>
<th>Course#</th>
<th>Day</th>
<th>Date</th>
<th>Time</th>
<th>Loc.</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>71994</td>
<td>M-F</td>
<td>3/8-3/12</td>
<td>8a-5p</td>
<td>304C</td>
<td>$2395</td>
</tr>
</tbody>
</table>

OSHA 10 for Construction

OSHA 10 for Construction teaches construction workers how to identify, abate, avoid, and prevent job-related hazards by covering a variety of construction safety and health hazards that may be encountered at a construction site. Participants will also be informed of their rights as workers, employer responsibilities, and how to file a complaint. **Topics to be covered include: a brief introduction to OSHA, OSHA Focus Four Hazards, Personal Protective Equipment, Health Hazards in Construction and more! Instructor: Roger Solberg**

<table>
<thead>
<tr>
<th>Course#</th>
<th>Day</th>
<th>Date</th>
<th>Time</th>
<th>Loc.</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>71999</td>
<td>M,T</td>
<td>2/15-2/16</td>
<td>8a-4p</td>
<td>304C</td>
<td>$300</td>
</tr>
</tbody>
</table>
**MSHA Annual Refresher**
This course is annual refresher instruction designed to train and recertify persons for Part 46 & 48B surface training for underground mines. Refresher classes are not comprehensive in scope; participants should meet the MSHA definition of “experienced miner”. Seats are limited - please pre-register promptly! **Course #71997 will be held in a virtual format.**

<table>
<thead>
<tr>
<th>Course#</th>
<th>Day</th>
<th>Date</th>
<th>Time</th>
<th>Loc.</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>71996</td>
<td>F</td>
<td>3/5</td>
<td>8a-4:30p</td>
<td>328C</td>
<td>$50</td>
</tr>
<tr>
<td>71997</td>
<td>T</td>
<td>3/9</td>
<td>8a-4:30p</td>
<td>INET**</td>
<td>$50</td>
</tr>
</tbody>
</table>

**MSHA New Miner Training**
This course, delivered by an MSHA approved cooperative trainer, must be taken if an individual is going to work at a mine site for the first time. Hands-on, interactive instruction covers MSHA Part 46 & 48B surface training for underground mines, and health and safety issues relevant to mining operations and its employees.

<table>
<thead>
<tr>
<th>Course#</th>
<th>Day</th>
<th>Date</th>
<th>Time</th>
<th>Loc.</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>71998</td>
<td>T, W, TH</td>
<td>3/2-3/4</td>
<td>8a-4:30p</td>
<td>328C</td>
<td>$315</td>
</tr>
</tbody>
</table>

**Hazmat Operations**
This course will instruct Hazmat response from the perspective of the responding firefighter, EMS, or law enforcement personnel. Topics include hazardous substances, protective equipment and decontamination, containment and protective measures, and predicting the behavior of hazardous materials. This course is offered at no cost by the four county EMA Coordinators.

Instructor: John Conyn

<table>
<thead>
<tr>
<th>Course#</th>
<th>Day</th>
<th>Date</th>
<th>Time</th>
<th>Loc.</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>71955</td>
<td>S</td>
<td>5/15-5/29</td>
<td>8a-5p</td>
<td>328C</td>
<td>FREE</td>
</tr>
</tbody>
</table>

**Customized CDL Training**
If you have a group of employees that want or need their CDL, we can help! We can offer you options for training to prepare you for your DOT testing from the ground up. Please call (712) 631-5654 for more information to visit about how we can help you specifically!

**Customized Workforce Training** is also available to businesses based on specific needs and is delivered in a flexible format geared to specific schedules and site locations.

Training topics may include:
* Technical
* Safety
* Computers
* Management & Leadership Skills

For more information call Jason Anderson, 800-352-4907 or 712-324-5061, Ext. 194 or email: janderson@nwicc.edu.

**Machining**
Northwest Iowa Community College provides contract training in the areas of Machining/ Machine Tool Technology/CNC designed to meet long-term and short-term training needs. The intended audience could consist of managers, engineers, office professionals, skilled trades, and production operators and maintenance personnel. Courses can be tailored to meet your individual requirements. For more information, call Jason Anderson at 800-352-4907 or 712-324-5061, ext. 194.
New Bus Driver Face to Face
New Drivers need to attend a three hour class to finish their STOP Online Training within six months from when they began their session. We will be offering this class to complete the requirements on **January 27, 2021, at NCC**. Drivers MUST send in a copy of the certificate showing they have completed the online portion BEFORE they can attend this class with NO EXCEPTIONS. Cost is included in STOP Class.

Bus Drivers Annual Refresher Class
As a Bus Driver, it is mandatory you attend a three hour refresher class each year to keep your training current. If your local school does not offer a class or you were unable to attend your local class, we will be hosting additional opportunities at NCC this spring. It is your responsibility to keep your training current. Cost is $30. **Upcoming dates are February 3, 2021 & April 7, 2021.**

2 Day Class A or B CDL Train & Test
If you have basic truck skills, you are a candidate for NCC’s CDL Train and Test. Train & Test is a 2 day class providing you the knowledge, training & tools to obtain your CDL.*

**Day 1:** Training covers Pre-Trip Inspection & Air Brakes Tests, Practice on the Skills Course used by the DOT, and Over-The-Road driving on the course used by the DOT. Training usually starts at 8am and lasts until you are confident with your abilities for testing the next day.

**Day 2:** Testing will begin at a pre assigned time and usually takes about 90 minutes to complete.

**Location:** NCC Campus Fee: $450
WE RUN CLASSES WEEKLY! Call for the next available date! (712)-631-5654

*Must have Commercial Learner’s Permit for 14 days prior to participating in our Train and Test. Must provide copy of permit in order to register for Train and Test and payment must be made to secure your spot in a specific class.

CDL One-on-One Customized Training
If you are struggling to obtain your CDL and need special attention in a private setting we can assist you with confidential training. Please call (712) 631-5654 for more information and rates.

2 Day Bus Driver’s CDL Train & Test
In just 2 days* we will prepare you for testing with a DOT Examiner in a school bus. We will work & train you for your Pre-Trip Inspection & Air Brake Tests, your Backing Maneuvers and then you will drive the DOT Certified Testing Route to prepare you for your DOT tests the following day. You will learn to maneuver the school bus around corners, over railroad tracks, through backing exercises, and many other real life experiences. You will complete this class with the confidence of driving a full length bus with hands-on experiences under the direction of experienced bus drivers. Class will provide you with the needed information to pass DOT tests and obtain a bus driving position. MANY local schools are looking for bus drivers! Ask your local school’s Transportation Director if they need more bus drivers. Your local school may be willing to pay for, or reimburse you for the cost of the class. *You must have your school bus permit which will allow you to drive on the roadway, as well as your school bus and passenger DOT written tests a minimum of 14 days prior to entering our class. This class will be set up occasionally when we have at LEAST 2 INTERESTED DRIVERS. Please call (712) 631-5654 for details.

**PUBLIC TESTING:** Class A or B or School Bus CDL
NCC offers certified DOT testing for individuals seeking to obtain a Commercial Driver’s License using an NCC-provided vehicle, or your own IF it recently passed a DOT inspection. There are three required tests that must be taken in the following order: Vehicle Inspection, Skills Test, and Road Test. Prior to testing, the participant must take the required written/computer tests at your local driver’s license station to obtain a Commercial Learner’s Permit (CLP) for the class of vehicle you want to acquire. You must have your CLP a minimum of 14 days prior to testing for your license.

The cost for the 3 tests is $300. Retests, if needed, can also be administered for an additional fee. Upon successfully passing all three CDL tests at NCC, you may obtain your CDL at any driver’s license issuance location.

**CALL TO MAKE AN APPOINTMENT:**
(712) 631-5654
GENERAL INFORMATION

Payment
Payment must be made at time of registration unless indicated otherwise in the section description.

Refunds
You may cancel your registration by calling the Continuing Education Office at least one business day before the start of class to receive a 100% refund.

Cancellations
The Continuing Education Department makes every effort to maintain the schedule announced in our tabloid. If a class does not have sufficient enrollment, we reserve the right to cancel, combine, or change the class schedule. If the class you registered for is cancelled, you will be contacted and 100% of the tuition will be refunded.

Postponement of Classes
In the event of inclement weather, classes may be postponed. Listen to local radio stations or check our website for college announcements.

Certificates
Certificates of attendance are awarded at the end of each program. These must be retained by licensed professionals for four years. Duplicate certificates are provided for a fee. No credit will be given for partial attendance.

Accreditation
Northwest Iowa Community College is fully accredited by North Central Association of Colleges and Secondary Schools, Iowa Department of Education, and Iowa State Board of Regents, acting jointly.

Photo Release
Northwest Iowa Community College may use your photo in publications, brochures, videos, web, facebook and similar documents, or releases for public relations purposes. If you would not like your image used, please email ce@nwicc.edu or call the Continuing Education office at 800-352-4907 and talk to your instructor prior to the start of the class.

Policy of Nondiscrimination
It is the policy of Northwest Iowa Community College not to discriminate on the basis of race, color, national origin, sex, disability, age, sexual orientation, gender identity, creed, religion, and actual or potential parental, family or marital status in its programs, activities, or employment practices as required by federal and state civil rights statutes and all other applicable federal and state laws, regulations and orders. The Board of Trustees shall monitor progress on this policy through the President's appointed Affirmative Action/Equity Coordinator(s).

If you have any questions or complaints related to compliance with this policy, please contact one of the Equity Coordinators at Northwest Iowa Community College, 603 West Park Street, Sheldon, Iowa, room D403b or room A101D, email equity@nwicc.edu, phone number 712-324-5061, extension 113 or extension 137, fax 712-324-4136; or the Director of the Office for Civil Rights, U.S. Department of Education, Citigroup Center, 500 W. Madison, Suite 1475, Chicago, IL 60661, email OCR.Chicago@ed.gov, phone number 312-730-1560, fax 312-730-1576.
ENROLL IN A
TRADE & INDUSTRY
CLASS TODAY!

603 West Park Street
Sheldon, Iowa 51201