

WCE

Workforce & Continuing Education

Spring 2024 Schedule

EMPLOYEE TRAINING

Develop talent within.

PLUMBING

Gain the skills to become a plumber.

CREATIVE DECISION MAKING

Learn to think outside the box.

FIBER OPTICS CERTIFICATION

Earn three Fiber-Optics Association (FOA) certifications.



An Equal-Opportunity Institution

Construct Your Future

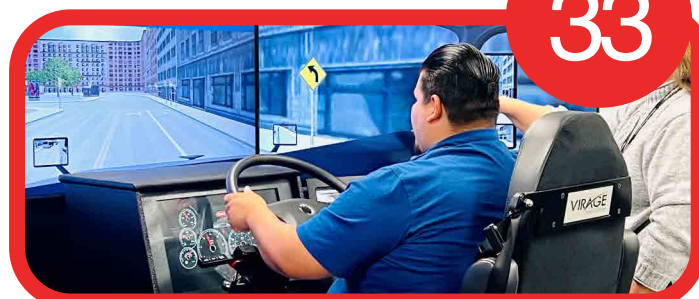
The schedule is subject to change including cancellation/postponement of classes. Visit VictoriaCollege.edu/WCE for current information.

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WELCOME!



Workforce & Continuing Education (WCE)



Rachel Nessel
WCE Director



Dwayne Maly
CE Industrial
Programs Director



Susie Akin
Administrative
Assistant



Mary Hardy
Program
Coordinator



Marisol Johnson
ALL Program
Specialist



John Parks
Training Coordinator
& Instructor



Nicole Uresti
Business Solutions
Coordinator

Gonzales Center



Vince Ortiz
Gonzales Center
Manager



Melissa Robinson
Assistant
Manager



Cindy Finch
Administrative
Assistant



Cindy Leazer
Administrative
Assistant



Jamie Nobles
Academic & Financial
Aid Counselor

Victoria College's Workforce & Continuing Education (WCE) Department offers exciting courses to enhance your knowledge and employability. We offer short-term training in a variety of areas to meet the needs of our community. A majority of our courses are 1) designed to prepare you for high-demand occupations that lead to a nationally recognized certificate or state credential, 2) 4-16 weeks in length, 3) affordable, and 4) taught by knowledgeable instructors with a wealth of experience. If your goal is to gain the knowledge and hands-on training to quickly enter the workforce, start your journey here!

OFFICE HOURS & PHYSICAL LOCATION

Fall & Spring Hours

Monday-Friday • 8 a.m.-5 p.m.

Summer Hours

Monday-Thursday • 8 a.m.-5 p.m.

Closed on Fridays

Emerging Technology Complex
Conference and Education Center, Ste 309
7403 Lone Tree Road
Victoria, TX 77905
(361) 582-2528

VC HOLIDAYS (COLLEGE CLOSED)

- Jan. 1 – Winter Break
- Jan. 15 – Martin Luther King Jr. Day
- March 10-16 – Spring Break
- March 29 – Good Friday
- May 27 – Memorial Day

LOCATIONS

The following are Victoria College locations that Workforce & Continuing Education courses are held.



**VC EMERGING TECHNOLOGY COMPLEX
CONFERENCE & EDUCATION CENTER**
7403 Lone Tree Road, Victoria, TX 77905



**VC EMERGING TECHNOLOGY COMPLEX
INDUSTRIAL TRAINING CENTER**
7403 Lone Tree Road, Victoria, TX 77905



**VC MAIN CAMPUS
COLLEGE SERVICES & TRAINING BUILDING**
2200 E. Red River Street, Victoria, TX 77901



**VICTORIA COLLEGE
LIBERTY STREET INDUSTRIAL TRAINING CENTER**
1404 N. Liberty, Victoria, TX 77901



**VICTORIA COLLEGE
GONZALES CENTER**
424 E. Sarah DeWitt, Gonzales, TX 78629




**VICTORIA COLLEGE
GONZALES WORKFORCE TRAINING BUILDING**
1828 Saint Paul Street, Gonzales, TX 78629


REGISTRATION & PAYMENT


WCE STUDENT CHECKLIST


 VictoriaCollege.edu/WCE


☐  **Apply**
<https://bit.ly/486bmtM>
V# _____


☐  **Set up your Pirate Portal**
<https://MyVC.VictoriaCollege.edu/>
View Step-by-Step Guide


☐  **Register****
Pirate Portal > Register for Classes
View Step-by-Step Guide

☐  **Pay Tuition by Payment Deadline**
Pirate Portal > View/Pay Fees

☐  **Payment Plan (Optional)**
Only eligible for classes over 7 weeks long

☐  **Complete Financial Aid Application (Optional)**
www.FAFSA.gov

☐  **Sign/Submit CE Student Information Sheet to be considered for Financial Aid**
Pirate Portal > View/Pay Fees > Financial Aid Dashboard > General Links > CE Student Information Sheet

☐  **Complete Scholarship application (Optional)**
<https://VictoriaCollege.AwardSpring.com/>

HOW TO READ THE SCHEDULE

Course Title → **Computer Literacy-\$150** ← Course Fee
Course Number → **ITSC 1012**
No prior experience necessary.
In this remarkable beginner course, student will receive hands-on instruction and practice in computer terminology, computer hardware and software, Windows 10, Internet, and e-mail. Topics will include computer terminology, computer hardware and software, Windows operating system, file management, World Wide Web, discussions on how computers are used in today's world and an overview of Microsoft Office productivity suite (word processing, spreadsheets, and presentation software). All course materials included. Provided textbook: *Computer Literacy*. Facilitated by Kelly Klaevemann. 15 contact hours

Course Description →

Registration & Payment Deadline* → **VICTORIA-CRN: 42025** ← Course Reference Number (CRN)*
Registration & Payment Deadline: Jan. 22 • Noon

Start & End Dates → Feb. 6-22 • CRN: 42025 • Term: CE Second Quarter 2023-2024 ← Term

Days → Tues. & Thurs. • 5:30-8 p.m. ← Start & End Times

Location → VC Emerging Technology Complex
Conference and Education Center, Room 307 ← Building, Room Number

Register

* **Registration Deadlines:** Registrations are accepted on a first-come basis. Register and make payment prior to the applicable payment deadline to secure a place in the class of your choice.

* **Term & CRN:** Note your term and CRN or course number to search and register for classes in the Pirate Portal.



* **Payment Deadline:** Pay in full, enroll in a payment plan, or secure alternate funding (scholarships, financial aid, etc.) by your applicable **payment deadline date** to avoid being dropped from classes.

Review available payment options at VictoriaCollege.edu/WCE.

NEED HELP?

WCE OFFICE HOURS

Fall & Spring Hours

Monday-Friday • 8 a.m.-5 p.m.

Summer Hours

Monday-Thursday • 8 a.m.-5 p.m.
Closed on Fridays

MAIN CAMPUS HOURS

Monday-Thursday • 7:30 a.m.-6 p.m.
Friday • 7:30 a.m.-5 p.m.

VC GONZALES CENTER HOURS

Monday-Friday • 8 a.m.-5 p.m.



All locations are closed

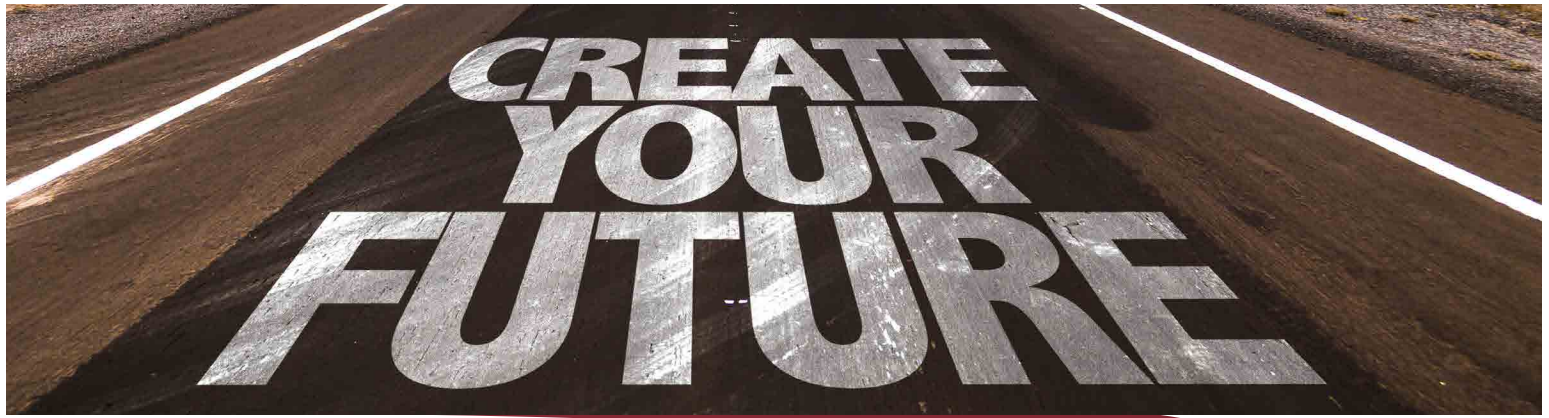
Jan. 1, Jan. 15, March 10-16,
March 29, and May 27

WAYS TO CONNECT

Workforce & Continuing Education is available to assist students via live chat, email, phone, and in-person. No appointments required.

CALL OR LIVE CHAT

 VictoriaCollege.edu/WCE
 (361) 582-2528



Victoria College offers programs and courses in the following career and education pathways.



BUSINESS & TECHNOLOGY



HEALTH CAREERS



INDUSTRIAL TRADES



PUBLIC SERVICE



SCIENCE, ENGINEERING, & MATH





LIBERAL ARTS

Take steps towards a high-paying career that fits you and *your* interests, or save money by completing courses you need at VC before transferring to a university to earn a bachelor's degree.

Transfer to a University 4+ years





Earn an Associate of Arts or Associate of Science Degree and then transfer to a university.

Starting salary:

  \$40,167-\$122,852

Associate of Applied Science Degrees 2 years

Starting salary:

 \$36,000-\$49,000  \$52,000-\$58,000
 \$46,000-\$56,000  \$35,000-\$45,000

Certificates 1 year




Starting salary:

 \$24,000-\$36,000  \$35,000
 \$37,000  \$41,000

Job Training Classes Occupational Skills Awards

6 weeks-5 months

Starting salary:

 \$22,000-\$32,000  \$32,000-\$46,000
 \$18,000-\$28,000  \$27,000

**Let's plan
your future.**

 **Call Us**
(361) 573-3291

 **Chat Live**
VictoriaCollege.edu

 **Schedule a Campus Visit**
VictoriaCollege.edu/CampusVisits

VC VICTORIA COLLEGE

CAREER PATHWAYS



BUSINESS & TECHNOLOGY

16 WK

1 YR

2 YR

in partnership with

Relationship Building OSA

Office Support Staff OSA

Office Management Certificate

Accounting Technician OSA
also included in degree plan

Business Management Degree

1 WK

Fiber Optics
BDI DataLynk

14 WK+

Paralegal
CLS

Self-Paced

Real Estate
The CE Shop

PC & LAN Technician Certificate

Additional OSAs & Certificate
included in degree plan

Network Engineering Technology & Cloud Computing Degree



HEALTH CAREERS

8-14 WK

1 YR

2 YR

Medical Assisting

Medication Aide

Nurse Aide

Phlebotomy

Vocational Nursing Certificate

Physical Therapist Assistant Degree

Professional Nursing Degree

Respiratory Care Degree

Medical Laboratory Technology
in partnership with Del Mar College

Medical Coding

Mental Health Technician

Pharmacy Technician

Veterinary Assistant



INDUSTRIAL TRADES

6-16 WK
(per level)

1 YR

2 YR

Carpentry
Levels 1-4

Electrical
Levels 1-4

Pipefitting
Levels 1-4

Scaffolding

Construction Site Safety Technician

HVAC
Levels 1-4

Plumbing
Levels 1-3

Truck Driving

Millwright
Levels 1-5

Power Line Worker
Levels 1-3

Warehouse Vehicle Operations

Instrumentation Certificates

Electronics Technology Degree

Instrumentation Degree

Process Technology Certificate

Process Technology Degree

Welding OSA

Welding Certificates



PUBLIC SERVICE

4-5 MO

7 MO

14 MO

2 YR

Basic Peace Officer Certification

Must be 21 upon completion of Law Enforcement Academy (Basic Peace Officer Certification); students under 21 often begin criminal justice coursework

Criminal Justice Degree

EMT Certificate

Advanced EMT Certificate

Paramedic Certificate

Emergency Medical Services Degree

GENERAL STUDIES & TRANSFER



SCIENCE, ENGINEERING, & MATH

Earn an AS degree and transfer to a university to earn a bachelor's degree.

4 YR

Associate of Science Degree

Agriculture
Architecture
Astronomy
Biology

Chemical Engineering
Chemistry
Construction Science
Kinesiology

Mathematics
Medical School
Mechanical Engineering
Petroleum Engineering

Pharmacist
Physics
Physical Therapist

Physician's Assistant
Veterinarian



LIBERAL ARTS

Earn an AA degree and transfer to a university to earn a bachelor's degree.

4 YR

Associate of Arts Degree

Anthropology
Archeology
Art
Communication

Creative Writing
Education
Government
History

Hospitality
Interior Design
Philosophy
Political Science

Psychology
Music
Social Work
Sociology

Spanish
Speech
Therapy
Theatre

WE'VE GOT YOUR BACK

College and life can be challenging.
Need help? *Let's connect.*

The following support services are available in
Advising & Counseling Services, Room 105.

Career Counseling

VC advisors coordinate with the Texas Workforce Commission to provide career planning and job search assistance.

Childcare Assistance

VC partners with the YMCA and local childcare providers to offer students discounted childcare.

Counseling

VC provides a licensed counselor to help students who seek anxiety, grief, and depression counseling.

Disability Services

VC provides disability support services to qualified students with documented disabilities.

Veterans Services

VC provides assistance to students in utilizing veteran education benefits.

JP's Market

Assistance is available for students who are in need of food and clothing.

- Main Campus
Advising & Counseling Services
Student Services Building, Room 105
- Emerging Technology Complex
- Gonzales Center

Personal Wellbeing Support

VC partners with Mid-Coast Family Services to provide a variety of supports to victims of sexual assault and domestic abuse.

Counselors from Mid-Coast Family Services are available on Tuesdays from 9 a.m.-3 p.m.

Transportation

Assistance may be available for students who are in need of help with transportation.

MORE INFO

Advising & Counseling Services • Main Campus • Student Services Building
(361) 582-2400 • AdvisorHelp@VictoriaCollege.edu • VictoriaCollege.edu/SupportServices

**CONNECT
WITH US!**



Follow us on
FACEBOOK

**Victoria College
Workforce & Continuing Education**

**Did
you
know?**



is available
at the ETC too.

LOCATIONS

**Conference &
Education Center**
3rd Floor, Room 300
Connection Center

**Industrial
Training Center**
2nd Floor, Breakroom

JP's Market provides food, personal hygiene items,
cleaning products, baby products, and more.

Free to all VC students.

FAQS

Listed are common frequently asked questions.

After registering, when do I have to pay?

Students must make payment arrangements by noon on the registration/payment deadline listed in the WCE schedule to remain enrolled. Registration is not complete until your classes have been paid in full or you have initiated a payment plan. Financial aid and scholarships do not cover 100% of tuition. If you have received a financial aid or scholarship award notification, it will not be applied to your account until you have contacted our office AND paid any remaining balance.

What is your cancellation policy?

Victoria College reserves the right to cancel classes and change class times or instructors as needed without notice.

In the event of inclement weather, class may be cancelled.

Students will be notified of cancellations via the phone number listed on their Pirate Portal account and/or their VC email address.

What is the Refund Policy?

No refunds will be given after the course start date.

A 100% refund is given if a withdrawal request is received before the class begins, or if the class is cancelled by the College. No refund is issued after the class begins. Law Enforcement Academy students will receive an 80% refund if the withdrawal is completed during the first five calendar days following the first class meeting.

Direct deposit refunds are made to students who have designated a checking or savings account through their student portal. If no direct deposit profile has been established, a check is mailed to the student's mailing address of record on file with the registrar.

What special accommodations are available?

Any participants with disabilities who need special accommodations should call to request those accommodations as soon as possible, but no later than one week prior to the beginning of class. For more information, please call (361) 572-6405.

Is tobacco allowed at your training locations?

Tobacco use and the use of smokeless devices like electronic cigarettes is prohibited in all College facilities, grounds, and parking lots.



Enrolled? Yes.
**Don't forget
your Student ID.**

GET YOUR STUDENT ID TODAY.
Stop by the Payments Office located
in the Students Services Building.
Bring a valid ID to get your Student ID.

A STUDENT ID is required for all Student Life activities.
Don't miss out on free food, games, and giveaways!

Fiber Optics Certifications

One-week fiber optics course sanctioned by the Fiber-Optics Association (FOA) and recognized by the United States Department of Labor.

Students who successfully complete the 40-hour course will earn three Fiber-Optics Association (FOA) certifications, which are included within the course hours and costs:

- Certified Fiber Optics Technician
- Certified Fiber Optics Specialist in Testing & Maintenance
- Certified Fiber Optics Specialist in Splicing

Cost: \$3,100

All equipment and supplies provided.

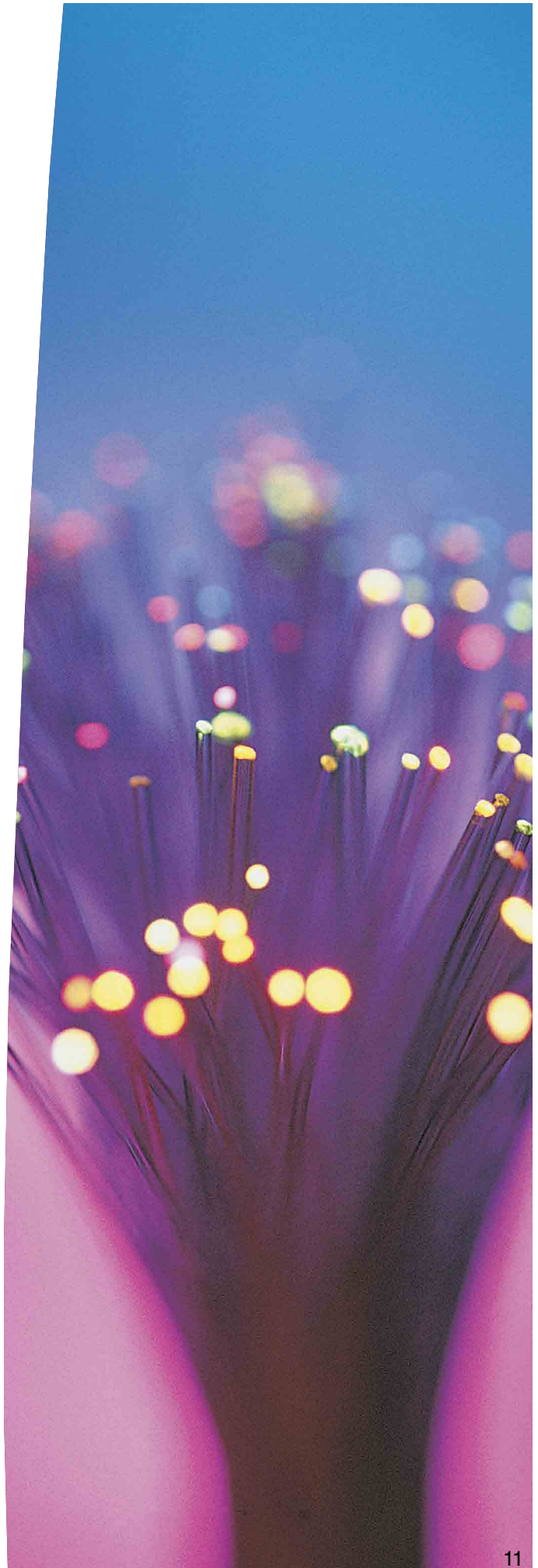


Financial Aid, scholarships, and WIOA funding are available and may cover the majority of tuition.

MORE INFO

Victoria College
Workforce & Continuing Education
(361) 582-2528
WCE@VictoriaCollege.edu
VictoriaCollege.edu/WCE

See page 12-13



BUSINESS & TECHNOLOGY

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Active Listening-\$85 BMGT CE04

Active listening is a key communication skill that helps listeners absorb information that the speaker is sharing with them. Active listening goes beyond simply hearing the words another person is saying to you. Active listening helps the listener understand the meaning and intent behind the words. In this course, you will learn to be an active participant in the communication process. Participants will learn specific communication behaviors that enhance their capacity to listen and empower them to be fully present in conversations by giving verbal and non-verbal feedback that encourages positive responses. All course materials, including lunch, provided. Facilitated by Woodrow Wilson Wagner. 4.5 contact hours

VICTORIA-CRN: 42024

Registration & Payment Deadline: Jan. 29 • Noon
Feb. 6-13 • CRN: 42024 • Term: CE Second Quarter 2023-2024
Tues. • 6-8:15 p.m.
VC Emerging Technology Complex
Conference and Education Center, Room 302

Computer Literacy-\$150 ITSC 1012



No prior experience necessary.

In this remarkable beginner course, student will get hands-on instruction and practice in computer terminology, computer hardware and software, Windows 10, Internet, and e-mail. Students will get hands-on instruction and practice. Topics will include computer terminology, computer hardware and software, Windows operating system, file management, World Wide Web, discussions on how computers are used in today's world and an overview of Microsoft Office productivity suite (word processing, spreadsheets, and presentation software). All course materials included. Provided textbook: *Computer Literacy*. Facilitated by Kelly Klaevemann. 15 contact hours

VICTORIA-CRN: 42025

Registration & Payment Deadline: Jan. 22 • Noon
Feb. 6-22 • CRN: 42025 • Term: CE Second Quarter 2023-2024
Tues. & Thurs. • 5:30-8 p.m.
VC Emerging Technology Complex
Conference and Education Center, Room 307

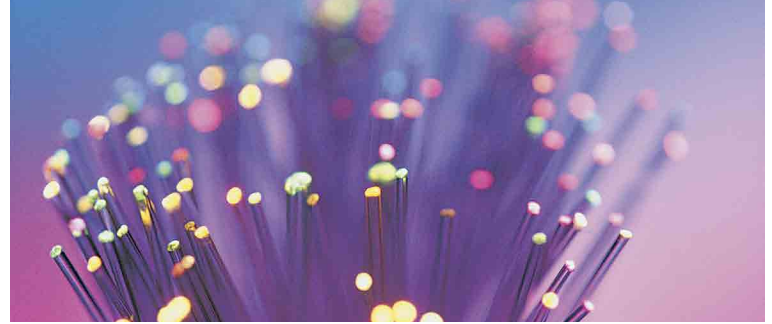
Creative Decision Making-\$80 BMGT-CE13 BMGT 1091

This dynamic course explores creative thinking and its application in making effective decisions. Think outside the box to make innovative, ethical, and impactful choices in both personal and professional contexts. Participants will apply creative thinking principles to diverse real-world challenges via case studies. Facilitated by Geoffrey Tordt. 8 contact hours

VICTORIA-CRN: 43010 43040

Registration & Payment Deadline: Feb. 19 • Noon
Feb. 28-March 7 • CRN: 43010 43040
Term: CE Third Quarter 2023-2024
Wed. & Thurs. • 6-8 p.m.
VC Emerging Technology Complex
Conference and Education Center, Room 302

Revised 11/06/2023



Fiber Optics Technician-\$1,100 CSIR 1052



Prerequisite: Basic working knowledge of computers, the ability to see and identify small items, and the ability to speak the English language.

This introductory fiber optics technician course, which is offered in partnership with BDI DataLink, is designed for anyone interested in becoming a Certified Fiber Optic Technician. The course combines theory and 85% hands-on activities to prepare the student to take the CFOT (Certified Fiber Optic Technician) exam that is sanctioned by the FOA (Fiber Optics Association). Students will learn how to identify fiber types; recognize various connectors used in fiber installation; and install, terminate, splice, and properly test installed fiber cable to existing standards. Certification exams will be administered and graded during the class. Students must pass both the written and hands-on exams to successfully pass this course. All course materials, certification exam costs, and 1-year membership to the FOA are included. 20 contact hours

VICTORIA-CRN: 42028

Registration & Payment Deadline: Feb. 12 • Noon
Feb. 19-21 • CRN: 42028 • Term: CE Second Quarter 2023-2024
Mon.-Tues. • 8 a.m.-5 p.m.
Wed. • 8 a.m.-Noon
VC Emerging Technology Complex
Conference and Education Center, Room 302

VICTORIA-CRN: 43011

Registration & Payment Deadline: April 15 • Noon
Apr. 22-24 • CRN: 43011 • Term: CE Third Quarter 2023-2024
Mon.-Tues. • 8 a.m.-5 p.m.
Wed. • 8 a.m.-Noon
VC Emerging Technology Complex
Conference & Education Center, Room 302

Excel Level 1

"The pacing of the class was great and instructions were clear. I appreciated learning all the shortcuts. Excellent class!"

- Daisy Olivarez

BUSINESS & TECHNOLOGY

The schedule is subject to change including cancellation/postponement of classes. Visit VictoriaCollege.edu/WCE for current information.

Fiber Optics Specialist-\$2,000

CSIR 1091

Corequisite: Registration in Fiber Optic Technician (CSIR 1052); the ability to see, manipulate, and hold small tools and test equipment; and ability to read and speak the English language.

This comprehensive fiber optics course, which is offered in partnership with BDI DataLynk, explains the variety of testing standards, equipment, and technological approaches used in fiber network testing and splicing and how to choose among them. This course combines theory and 85% hands-on activities to prepare the student to take two certification exams, including the CFOS/T (Certified Fiber Optics Testing & Maintenance Specialist), and CFOS/S (Certified Fiber Optic Specialist in Splicing) tests that are sanctioned by the FOA (Fiber Optics Association). Students will explore the overall spectrum of testing and maintenance of singlemode fiber optics networks, see demonstrations of various pieces of equipment used in testing and maintenance, and learn fusion and mechanical splicing of either single or multimode fiber optic cables. Certification exams will be administered and graded during the class. Students must pass both the written and hands-on exams to successfully pass this course. All course materials, certification exam costs, and 1-year membership to the FOA are included. 20 contact hours

VICTORIA-CRN: 42029

Registration & Payment Deadline: Feb. 12 • Noon

Feb. 21-23 • CRN: 42029 • Term: CE Second Quarter 2023-2024

Wed. • Noon-5 p.m.

Thurs.-Fri. • 8 a.m.-5 p.m.

VC Emerging Technology Complex

Conference and Education Center, Room 302

VICTORIA-CRN: 43012

Registration & Payment Deadline: April 15 • Noon

April 24-26 • CRN: 43012 • Term: CE Third Quarter 2023-2024

Wed. • Noon-5 p.m.

Thurs.-Fri. • 8 a.m.-5 p.m.

VC Emerging Technology Complex

Conference and Education Center, Room 302

Microsoft Excel-\$200

ITSW 1022

This course includes hands-on instruction and practice with Excel, the spreadsheet program from Microsoft Office. Students will understand basic concepts of spreadsheet (Excel) functions, create formulas, charts, graphs, and generate reports. Course topics will include an introduction to terminology and machine use; program parameters; display characteristics; mathematical functions and formatting features, and printing. You'll also learn how to create informative, eye-catching charts and harness the power of Excel's data analysis and filtering tools. All course materials included. Provided textbook: *Excel 2021 Complete*. Facilitated by Kelly Klaevemann 21 contact hours

VICTORIA-CRN: 43007

Registration & Payment Deadline: March 4 • Noon

March 26-April 16 • CRN: 43007 • Term: CE Third Quarter 2023-2024

Tues. & Thurs. • 5:30-8:30 p.m.

VC Emerging Technology Complex

Conference and Education Center, Room 307



Microsoft Excel Level 1-\$95

ITSW 1022

This course includes hands-on instruction and practice with Excel, the spreadsheet program from Microsoft Office. Students will understand basic concepts of spreadsheet (Excel) functions, create formulas, charts, graphs, and generate reports. All course materials included. Provided textbook: *Excel 2021 Level 1*. Facilitated by Kelly Klaevemann (Victoria) and Marcus Pridgeon (Gonzales). 8 contact hours

VICTORIA-CRN: 42026

Registration & Payment Deadline: Feb. 5 • Noon

Feb. 17 • CRN: 42026 • Term: CE Second Quarter 2023-2024

Sat. • 8 a.m.-5 p.m.

VC Emerging Technology Complex

Conference and Education Center, Room 307

GONZALES-CRN: 42030

NEW!

Registration & Payment Deadline: Jan. 22 • Noon

Feb. 3 & 10 • CRN: 42030 • Term: CE Second Quarter 2023-2024

Sat. • 8 a.m.-Noon

VC Gonzales Center

Microsoft Excel Level 2-\$95

ITSW 1022

Prerequisite: Successful completion of Microsoft Excel and/or Microsoft Excel Level 1 training.

This course builds on the basic concepts learned in our Level 1 course to provide more advanced tools for analysis and presentation of complex, realistic data in Microsoft Excel 2016: how to manage complex workbooks, build more complex functions, use data analysis tools, make an impact with powerful chart and presentation features, and collaborate with other users. All course materials included. Provided textbook: *Excel 2021 Level 2*. Facilitated by Kelly Klaevemann. 8 contact hours

VICTORIA-CRN: 43006

Registration & Payment Deadline: March 4 • Noon

March 23 • CRN: 43006 • Term: CE Third Quarter 2023-2024

Sat. • 8 a.m.-5 p.m.

VC Emerging Technology Complex

Conference and Education Center, Room 307

Microsoft Word Basics-\$45

POFI CE01

Learn to use the most widely used and recognized word processing software from Microsoft Office. Students will receive an overview of the production of documents, tables, and graphics. Course topics will include word processing terminology and concepts; editing functions; formatting options; special text options; and tables/graphics. All course materials included. Provided reference: *Word 2021 ShortTrack Training Card*. Facilitated by Kelly Klaevemann. 4 contact hours

VICTORIA-CRN: 43009

Registration & Payment Deadline: April 8 • Noon

April 20 • CRN: 43009 • Term: CE Third Quarter 2023-2024

Sat. • 1-5 p.m.

VC Emerging Technology Complex

Conference and Education Center, Room 307



BUSINESS & TECHNOLOGY

The schedule is subject to change including cancellation/postponement of classes. Visit VictoriaCollege.edu/WCE for current information.

QuickBooks Desktop Version-\$300

ACNT 1010

Prerequisite: Basic bookkeeping knowledge strongly preferred.

Utilizing the QuickBooks Desktop application, participants will learn to set up a chart of accounts, reconcile a checking account; create and print invoices, receipts, and statements; track payables, inventory, and receivables; create estimates; and generate reports. Course topics will include lists and bank accounts/using other accounts in QuickBooks; entering sales information and setting up inventory; entering and paying bills/receiving payments and making deposits; analyzing financial data and tracking and paying sales tax. All course materials, including QuickBooks textbook and handouts, provided. Facilitated by Debbie McClanahan, Certified QuickBooks ProAdvisor. 30 contact hours

VICTORIA-CRN: 42023

Registration & Payment Deadline: Jan. 29 • Noon

Feb. 1-March 5 • CRN: 42023 • Term: CE Second Quarter 2023-2024

Tues. & Thurs. • 5:30-8:30 p.m.

VC Emerging Technology Complex

Conference and Education Center, Room 305

VICTORIA-CRN: 43008

Registration & Payment Deadline: March 25 • Noon

April 2-May 2 • CRN: 43008 • Term: CE Third Quarter 2023-2024

Tues. & Thurs. • 5:30-8:30 p.m.

VC Emerging Technology Complex

Conference and Education Center, Room 305



CUSTOMIZED BUSINESS TRAINING

Accounting Basics • Computer Literacy,
Communication Skills • Leadership
Decision Making • Customer Service
Resolving Conflict • and more.

(See page 34 for details)



SATURDAY SPOTLIGHT

FEB. 17

Microsoft Excel Level 1
page 12

MARCH 23

Microsoft Excel Level 2
page 12

APRIL 20

Microsoft Word Basics
page 12

**Can't find a time
that works with
your schedule?**



**Try an online course,
page 36.**



TUITION ASSISTANCE

Workforce & Continuing Education



It's recommended that you apply for Financial Aid at least 4 weeks before the course start date.

FINANCIAL AID

STEP 1

Complete the Free Application for Financial Student Aid (FAFSA) at www.FAFSA.gov.

STEP 2

- Complete the CE Student Information Sheet located in the Pirate Portal > Financial Aid Dashboard > General Links..
- Email the completed sheet to WCE@VictoriaCollege.edu, fax it to (361) 582-2574, or drop it off in person.

STEP 3

Call the Financial Aid Office at (361) 572-6415 to ensure completion of your FAFSA application.

SCHOLARSHIPS

STEP 1

Complete the Workforce and Continuing Education Scholarship Application at VictoriaCollege.edu/WCE.

STEP 2

Include your FAFSA confirmation number in your scholarship essay.

STEP 3

If you are updating a previously submitted scholarship application, call the Workforce & Continuing Education Office at (361) 582-2528.

MORE INFO

VICTORIA

VC Emerging Technology Complex
7403 Lone Tree Road
Victoria, TX 77905
(361) 582-2528 or (877) 843-4369

GONZALES

VC Gonzales Center
424 E. Sarah DeWitt Drive
Gonzales, TX 78629
(830) 672-6251

INDUSTRIAL TRADES

National Center for Construction Education & Research (NCCER)

National Center for Construction Education & Research (NCCER) offers training, assessment, certification, and career development for construction and maintenance craft professionals.

NCCER's industry-recognized credentials provide students and craft professionals with national portability of skills. Victoria College partners with IMSEF, the Industrial Merit Shop Education Foundation, an NCCER Accredited Training Sponsor, NCCER Accredited Assessment Center, and NCCER Authorized Assessment Site, to provide NCCER certification to all students who successfully complete our Core Curriculum, Carpentry, Construction Site Safety Technician, Electrical, HVAC, Millwright, Pipefitting, Plumbing, Power Line Worker, Scaffolding, or Welding training.



Available Options

If you like working with your hands, are mechanically inclined, and enjoy designing and building things, consider a career in industrial trades.



Carpentry⁺
\$26,000-\$46,000
16 Weeks



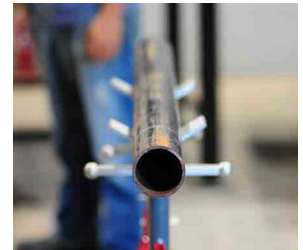
Electrical⁺
\$33,000-\$43,000
16 Weeks:
per level, 4 levels



Heating, Ventilation, Air Conditioning (HVAC)⁺
\$25,000-\$45,000
16 Weeks:
per level, 4 levels



Millwright⁺
\$28,000-\$67,000
12 Weeks:
per level, 5 levels



Pipefitting⁺
\$30,000-\$46,000
12 Weeks:
per level, 4 levels



Plumbing⁺
\$30,000-\$46,000
12 Weeks:
per level, 3 levels



Power Line Worker⁺
\$37,000-\$69,000
12 Weeks:
per level, 3 levels



Welding⁺
\$31,000-\$54,000
18 Weeks
to 1 Year



Scaffolding⁺
\$38,000-\$50,000
6-7 Weeks

*SOURCE: Labor Market & Career Information Department, Texas Workforce Commission (Salaries shown are for the Golden Crescent region.)

* National Center for Construction Education & Research (NCCER) certification is provided at the successful completion of each course.

INDUSTRIAL TRADES

The schedule is subject to change including cancellation/postponement of classes. Visit VictoriaCollege.edu/WCE for current information.

Start Your Journey Here

The NCCER Core Curriculum: Introductory Craft Skills course prepares you for any Level 1 course in the schedule.

NCCER Core Curriculum: Introductory Craft Skills - \$365 CNBT 1091



Prerequisite: Basic reading and math skills.

NCCER Core Curriculum: Introductory Craft Skills is common to all NCCER Training Programs and is required for NCCER Certification for all Level 1 courses. No prior experience necessary. This course provides an introduction to basic safety, construction math, hand tools, power tools, blueprints, rigging, communication skills, and basic employability skills. All course materials, including textbook, provided.
48 contact hours

VICTORIA-CRN: 42036

Registration & Payment Deadline: Jan. 8 • Noon

Jan. 16-Feb. 8 • CRN: 42036 • Term: CE Second Quarter 2023-2024
Tues.-Thurs. • 6-10 p.m.

VC Emerging Technology Complex
Industrial Training Center, Room 223

VICTORIA-CRN: 43018

Registration & Payment Deadline: March 4 • Noon

March 19-April 25 • CRN: 43018 • Term: CE Third Quarter 2023-2024
Tues. & Thurs. • 6-10 p.m.

VC Emerging Technology Complex
Industrial Training Center, Room 223

VICTORIA-CRN: 43019

Registration & Payment Deadline: April 29 • Noon

May 7-June 13 • CRN: 43019 • Term: CE Third Quarter 2023-2024
Tues. & Thurs. • 6-10 p.m.

VC Emerging Technology Complex
Industrial Training Center, Room 223

GONZALES-CRN: 42037

Registration & Payment Deadline: Jan. 8 • Noon

Jan. 16-Feb. 8 • CRN: 42037 • Term: CE Second Quarter 2023-2024
Tues. & Thurs. • 6-10 p.m.

VC Gonzales Center
Continuing Education Building, Room 201

GONZALES-CRN: 43020

Registration & Payment Deadline: March 4 • Noon

March 19-April 25 • CRN: 43020 • Term: CE Third Quarter 2023-2024
Tues. & Thurs. • 6-10 p.m.

VC Gonzales Center
Continuing Education Building, Room 201

GONZALES-CRN: 43021

Registration & Payment Deadline: April 29 • Noon

May 7-June 13 • CRN: 43021 • Term: CE Third Quarter 2023-2024
Tues. & Thurs. • 6-10 p.m.

VC Gonzales Center
Continuing Education Building, Room 201

NCCER Core Curriculum

“Overall, a great detailed course that ANYONE could take and would have a better understanding in work hazards and work safety.” - *Xavier Rodriguez*

Complete the
course and
travel onto any
Level 1 course.

INDUSTRIAL TRADES

The schedule is subject to change including cancellation/postponement of classes. Visit VictoriaCollege.edu/WCE for current information.



CARPENTRY

NCCER

Carpentry Level 1-\$2,000

CRPT 1029/1001



Prerequisite: Successful completion of NCCER Core Curriculum: Introductory Craft Skills (see page 17)

This course provides a basic introduction into the Carpentry Trade. The course includes identification of various building materials and fasteners, estimating materials and reading blueprints. Proper use and care of hand and power tools related to Carpentry is included. Basic framing of various floor, wall, ceiling and roof layouts is covered along with installing doors, windows and building stairways. All course materials, including textbook and basic tools, provided.

Students must wear safety toe boots (pull on or lace up) and long pants. 152 contact hours

VICTORIA-CRN: 42038/43022

Registration & Payment Deadline: Feb. 5 • Noon

Feb. 12-May 22* • CRN: 42038/43022

Term: CE Second Quarter 2023-2024 & CE Third Quarter 2023-2024

Mon. & Wed. • 6-10 p.m.

Additional 7 Saturdays from 8 a.m.-3 p.m. required

VC Liberty Street Industrial Training Center

*(Class will not be held March 11-13 and May 27.)

Carpentry

"I liked how the teachers were involved in the work, and I liked the support."

- Halie Woods

CLASSES FILL QUICKLY
Register Now

ARE YOU CERTIFIED?

ASE Certification verifies your technical knowledge in the automotive service industry.

**Wear your credentials
{and pride} on your sleeve.**



**Victoria College is an
approved testing center
for ASE Certification Testing!**

After registering for your exam at ASE.com, call (361) 582-2528 to schedule your testing appointment.

INDUSTRIAL TRADES

The schedule is subject to change including cancellation/postponement of classes. Visit VictoriaCollege.edu/WCE for current information.



ELECTRICAL

Electrical Level 1-\$1,200

ELPT 1019



Prerequisite: Successful completion of NCCER Core Curriculum: Introductory Craft Skills (see page 17)

This course provides an introduction to the electrical trade; introduction to electrical circuits, theory, and safety; introduction to the National Electrical Code®; conductors and cable, device boxes, hand bending; residential electrical services. All course materials, including textbook, National Electric Code book, and basic tools, provided. 136 contact hours

VICTORIA-CRN: 42039

Registration & Payment Deadline: Feb. 5 • Noon

Feb. 13-June 13* • CRN: 42039 • Term: CE Second Quarter 2023-2024

Tues. & Thurs. • 6-10 p.m.

VC Emerging Technology Complex
Industrial Training Center, Room 221

*(Class will not be held March 12-14.)

GONZALES-CRN: 42040

Registration & Payment Deadline: Feb. 12 • Noon

Feb. 20-June 20* • CRN: 42040 • Term: CE Second Quarter 2023-2024

Tues. & Thurs. • 6-10 p.m.

VC Gonzales Workforce Training Center, Room 204

*(Class will not be held March 12-14.)

Electrical Level 2-\$900

ELPT 1020



Prerequisite: Successful completion of Electrical Level 1

This course is a study in alternating current; motors theory and application; circuit breakers and fuses; conductor installations, terminations and splices; conduit bending; grounding and bonding; pull and junction boxes. All course materials, including textbook, provided. 100 contact hours

VICTORIA-CRN: 42041

Registration & Payment Deadline: Feb. 5 • Noon

Feb. 12-May 13* • CRN: 42041 • Term: CE Second Quarter 2023-2024

Mon. & Wed. • 6-10 p.m.

VC Emerging Technology Complex
Industrial Training Center, Room 221

*(Class will not be held March 11-13.)

GONZALES-CRN: 42042

Registration & Payment Deadline: Feb. 12 • Noon

Feb. 19-May 20* • CRN: 42042 • Term: CE Second Quarter 2023-2024

Mon. & Wed. • 6-10 p.m.

VC Gonzales Center
Workforce Training Center, Room 204

*(Class will not be held March 11-13.)

Electrical Level 3-\$900

ELPT 2005



Prerequisite: Successful completion of Electrical Level 2

This course is a study of the principles of operation of single-and three phase motors and transformers. Topics include ground fault, protective devices, short circuit, size overcurrent, transformer banking, and Wye and Delta connections. All course materials, including textbook, provided. 96 contact hours

VICTORIA-CRN: 42043

Registration & Payment Deadline: Jan. 8 • Noon

Jan. 16-April 11* • CRN: 42043 • Term: CE Second Quarter 2023-2024

Tues. & Thurs. • 6-10 p.m.

VC Emerging Technology Complex
Industrial Training Center, Room 222

*(Class will not be held March 12-14.)

Electrical

Salary \$33,000-\$43,000



Electricians read blueprints or technical diagrams, install and maintain wiring, control, and lighting systems., and inspect electrical components, such as transformers and circuit breakers.

CLASSES FILL QUICKLY
Register Now

INDUSTRIAL TRADES

The schedule is subject to change including cancellation/postponement of classes. Visit VictoriaCollege.edu/WCE for current information.



Electrical Level 4-\$900

ELPT 1041



Prerequisite: Successful completion of Electrical Level 3

This course provides an advanced study in load calculations—feeders and services; health care facilities; standby and emergency systems. Topics include advanced controls, fire alarm systems, HVAC controls; heat tracing and freeze protection; motor operation and maintenance; medium-voltage terminations/splices; specialty transformers. All course materials, including textbook, provided. 96 contact hours

VICTORIA-CRN: 43023

Registration & Payment Deadline: April 8 • Noon

April 16-July 9* • CRN: 43023 • Term: CE Third Quarter 2023-2024

Tues. & Thurs. • 6-10 p.m.

VC Emerging Technology Complex

Industrial Training Center, Room 222

*(Class will not be held July 4.)

Industrial Electrician Certified Plus Performance

Verification-\$400

ELPT CE01

Prerequisite: Successful completion of Knowledge Verification for

Industrial Electrician through the Industrial Merit Shop Education

Foundation (IMSEF) To take the written exam for Industrial Electrician

Knowledge Verification, contact Shelley Callaway, Director of Education for

IMSEF, at (361) 485-6839 or Shelley.Callaway@VictoriaCollege.edu.

NCCER's Certified Plus certification requires both knowledge and performance verification. Participants will be tested on hands-on skills associated with their craft.

Industrial Electrician Certified Plus Performance Verifications will be scheduled on an as needed basis. Please contact (361) 582-2528 for scheduling options.

This course is offered at the VC Emerging Technology Complex, Industrial Training Center, Room 125. Course length will depend on experience level, with a maximum of 4 hours allowable.

Electrical Level 4

"The instructor was great at explaining the real-world expectations in the electrical field."

- Student



Visible Emissions Training

Victoria College hosts Visible Emissions Observation Evaluation Training which includes Methods 9, 22, 203A, 203B, and 203C in the spring and fall.

Initial certifications and recertifications available.

Contact Nicole Uresti at (361) 582-2590 for details, including costs and upcoming dates.



DO YOU OWN A SMALL BUSINESS?

You may be eligible to receive funds from the Texas Workforce Commission to train your employees.

Through the Texas Workforce Commission (TWC) Skills for Small Business Program, up to \$2 million per year has been dedicated to the backbone of the Texas business community – small employers. Small businesses can apply to TWC for training offered by Victoria College. TWC processes the applications and works with the College to fund the specific courses selected by businesses for their employees. This program supports businesses with fewer than 100 employees and emphasizes training for new workers. It has the additional ability to upgrade the skills of incumbent workers.

For more information, contact Nicole Uresti at (361) 582-2590 or Nicole.Uresti@VictoriaCollege.edu.

INDUSTRIAL TRADES

The schedule is subject to change including cancellation/postponement of classes. Visit VictoriaCollege.edu/WCE for current information.



HEATING, VENTILATION, & AIR CONDITIONING

NCCER

Heating, Ventilation, and Air Conditioning (HVAC) Level 1-\$950

HART 1038

Prerequisite: Successful completion of NCCER Core Curriculum:
Introductory Craft Skills (see page 17)

This introductory course covers heating, ventilation, and air conditioning (HVAC) principles. Topics include introduction to cooling and heating; basic electricity; air distributing systems; copper and plastic piping practices; soldering and brazing; trade mathematics; ferrous metal piping practices. All course materials, including textbook and basic tools, provided. 108 contact hours

VICTORIA-CRN: 42044

Registration & Payment Deadline: Feb. 5 • Noon
Feb. 13-May 21* • CRN: 42044 • Term: CE Second Quarter 2023-2024
Tues. & Thurs. • 6-10 p.m.
VC Main Campus
College Services & Training Building, Room 104-A
*(Class will not be held March 12-14.)

GONZALES-CRN: 42045

Registration & Payment Deadline: Feb. 5 • Noon
Feb. 12-May 20* • CRN: 42045 • Term: CE Second Quarter 2023-2024
Mon. & Wed. • 6-10 p.m.
VC Gonzales Workforce Training Center, Room 205
*(Class will not be held March 11-13.)



EPA Technician Certification-\$175 HART 1091

Enrolled participants will receive instruction in compliance with the Federal Clean Air Act, Section 608, and will take the EPA Technician Certification Exam. Certification cards will be issued from ESCO Group to individuals who pass the exam. Exam fees are included in tuition. All participants are required to bring photo identification for testing. Participants who are seeking certifications for additional EPA types should bring a photocopy of their current EPA Certification card. HVAC Level 1 and/or prior HVAC experience recommended. Workbook is included in tuition and will be provided upon registration. 10 contact hours

VICTORIA-CRN: 42046

Registration & Payment Deadline: Jan. 8 • Noon
Jan. 16-18 • CRN: 42046 • Term: CE Second Quarter 2023-2024
Tues. & Thurs. • 5-10 p.m.
VC Emerging Technology Complex
Conference & Education Center, Room 303

VICTORIA-CRN: 43024

Registration & Payment Deadline: May 20 • Noon
May 28-30 • CRN: 43024 • Term: CE Third Quarter 2023-2024
Tues. & Thurs. • 5-10 p.m.
VC Emerging Technology Complex
Conference & Education Center, Room 303

GONZALES-CRN: 42047

Registration & Payment Deadline: Jan. 8 • Noon
Jan. 16-18 • CRN: 42047 • Term: CE Second Quarter 2023-2024
Tues. & Thurs. • 5-10 p.m.
VC Gonzales Workforce Training Center, Room 116

GONZALES-CRN: 43025

Registration & Payment Deadline: May 13 • Noon
May 21-23 • CRN: 43025 • Term: CE Third Quarter 2023-2024
Tues. & Thurs. • 5-10 p.m.
VC Gonzales Workforce Training Center, Room 116

HVAC Level 4

"I liked how we had a lot of lab time, along with hands-on to better educate me on ins and outs of HVAC." - Student

INDUSTRIAL TRADES

The schedule is subject to change including cancellation/postponement of classes. Visit VictoriaCollege.edu/WCE for current information.



Heating, Ventilation, and Air Conditioning (HVAC)

Level 2-\$950

HART 1005

Prerequisite: Successful completion of HVAC Level 1

This is an intermediate HVAC course. Topics include basic installation and maintenance practices; basic electronics; introduction troubleshooting control circuit, and gas heating and cooling; commercial airside systems chimneys, vents, and flues; air quality equipment; leak detection, evacuation, recovery, and charging; fiberglass and flexible duct systems. All course materials, including textbook and basic tools, provided. 108 contact hours

VICTORIA-CRN: 42048

Registration & Payment Deadline: Jan. 16 • Noon

Jan. 22-April 29* • CRN: 42048 • Term: CE Second Quarter 2023-2024

Mon. & Wed. • 6-10 p.m.

VC Main Campus

College Services & Training Building, Room 104-A

*(Class will not be held March 11-13.)

GONZALES-CRN: 42049

Registration & Payment Deadline: Jan. 16 • Noon

Jan. 23-April 30 • CRN: 42049 • Term: CE Second Quarter 2023-2024

Tues. & Thurs. • 6-10 p.m.

VC Gonzales Workforce Training Center, Room 116

*(Class will not be held March 12-14.)

Heating, Ventilation, and Air Conditioning (HVAC)

Level 3-\$700

HART 2036

Prerequisite: Successful completion of HVAC Level 2

This is an advanced course covering the application of troubleshooting principles and the use of test instruments to diagnose air conditioning and refrigeration components and system problems including conducting performance tests. Topics include: use of refrigerants; compressors; expansion valves; refrigeration systems; types of hydronic heating and cooling systems; servicing various HVAC equipment; common water problems; electronic controls; and heat pumps. All course materials, including textbook, provided.

96 contact hours

VICTORIA-CRN: 42050

Registration & Payment Deadline: Jan. 16 • Noon

Jan. 22-April 17* • CRN: 42050 • Term: CE Second Quarter 2023-2024

Mon. & Wed. • 6-10 p.m.

VC Main Campus

Technology Center, Room 118

*(Class will not be held March 11-13.)

NCCER

HVAC

Salary \$25,000-\$45,000



HVAC technicians install, maintain, and repair heating, ventilation, and air conditioning (HVAC) systems. They work in residential, commercial, and industrial settings to ensure that these systems function properly and efficiently.

CLASSES FILL QUICKLY
Register Now

INDUSTRIAL TRADES

The schedule is subject to change including cancellation/postponement of classes. Visit VictoriaCollege.edu/WCE for current information.



MILLWRIGHT

Millwright Level 1/2 Combo-\$1,400

MCHN 1023/1029

Prerequisite: Successful completion of NCCER Core Curriculum: Introductory Craft Skills (see page 17)

This course provides an introductory study of millwright; orientation to the trade; millwright hand tools; fasteners and anchors; Gaskets and O-Rings; basic layout; and Oxyfuel Cutting. This course also provides an intermediate study of millwright; intermediate trade math; field sketching; intermediate blueprint reading; millwright power and specialty tools; setting base and soleplates; and introduction to bearings. All course materials, including textbook, provided. 136 contact hours

VICTORIA-CRN: 43026/43027

Registration & Payment Deadline: March 25 • Noon

April 2-July 30* • CRN: 43026/43027 • Term: CE Third Quarter 2023-2024
Tues. & Thurs. • 6-10 p.m.

VC Emerging Technology Complex
Industrial Training Center, Room 225

*(Class will not be held July 4.)

Millwright Level 3-\$950

MCHN 2005

Prerequisite: Successful completion of Millwright Level 2

This course provides an advanced study of millwright; Advanced Trade Math, Precision Measuring Tools, Installing Packing, Installing Seals, Installing Mechanical Seals, Removing and Installing Bearings, Couplings, Fabricating Shims, Alignment Fixtures and Specialty Jigs, Pre-alignment for Equipment Installation, Installing Belt and Chain Drives and Installing Fans and Blowers. All course materials, including textbook, provided. 96 contact hours

VICTORIA-CRN: 42051

Registration & Payment Deadline: Feb. 5 • Noon

Feb. 12-May 8* • CRN: 42051 • Term: CE Second Quarter 2023-2024
Mon. & Wed. • 6-10 p.m.

VC Emerging Technology Complex
Industrial Training Center, Room 225

*(Class will not be held March 11-13.)

Millwright Level 4-\$950

MCHN 2007

Prerequisite: Successful completion of Millwright Level 3

This course provides an advanced study of millwright; Conveyors; Troubleshooting and Repairing Conveyors; Conventional Alignment; Pumps; Troubleshooting and Repairing Pumps; Compressors and Compressor Maintenance; Basic Pneumatic Systems; Troubleshooting and Repairing Pneumatic Equipment; Basic Hydraulic Systems; Troubleshooting and Repairing Hydraulic Equipment; Troubleshooting and Repairing Gearboxes. All course materials, including textbook, provided. 96 contact hours

VICTORIA-CRN: 43028

Registration & Payment Deadline: May 6 • Noon

May 13-Aug. 7* • CRN: 43028 • Term: CE Third Quarter 2023-2024
Mon. & Wed. • 6-10 p.m.

VC Emerging Technology Complex
Industrial Training Center, Room 225

*(Class will not be held May 27 and June 19.)

Millwright Certified Plus Performance Verification-\$800

MCHN 2009

Prerequisite: Successful completion of Knowledge Verification for Millwright through the Industrial Merit Shop Education Foundation (IMSEF)

To take the written exam for Millwright Knowledge Verification, contact Shelley Callaway, Director of Education for IMSEF, at (361) 485-6839 or Shelley.Callaway@VictoriaCollege.edu.

NCCER's Certified Plus certification requires both knowledge and performance verification. Participants will be tested on hands-on skills associated with their craft.

Millwright Certified Plus Performance Verifications will be scheduled on an as needed basis. Please contact (361) 582-2528 for scheduling options.

This course is offered at the VC Emerging Technology Complex, Industrial Training Center, Room 121. Course length will depend on experience level, with a maximum of 10 hours allowable.

NCCER



Millwright Level 1/2 Combo

"Very easy fun class, enjoyed learning how to tear a pump down and put back together." - Student

INDUSTRIAL TRADES

The schedule is subject to change including cancellation/postponement of classes. Visit VictoriaCollege.edu/WCE for current information.



PLUMBING

NCCER

Plumbing Level 1-\$1,400
PFPB 1013



Prerequisite: Successful completion of NCCER Core Curriculum:
Introductory Craft Skills (see page 17)

This course provides an introduction to the Plumbing trade; introduction to the plumbing profession, safety, and tools; introduction to plumbing math and drawings; plastic and copper pipe and fittings; cast iron and carbon steel pipe and fittings; introduction to fixtures and faucets; DWV systems; and water distribution systems. All course materials, including textbook, provided. 128 contact hours

VICTORIA-CRN: 42052

Registration & Payment Deadline: Feb. 5 • Noon
Feb. 13-June 6* • CRN: 42052 • Term: CE Second Quarter 2023-2024
Tues. & Thurs. • 6-10 p.m.
VC Liberty Street Industrial Training Center
*(Class will not be held March 12-14.)

GONZALES-CRN: 42053

Registration & Payment Deadline: Feb. 5 • Noon
Feb. 13-June 6* • CRN: 42053 • Term: CE Second Quarter 2023-2024
Tues. & Thurs. • 6-10 p.m.
VC Gonzales Center
Workforce Training Center, Room 206
*(Class will not be held March 12-14.)

Plumbing Level 1

"Came into class with little to no knowledge of plumbing. Leaving Level 1 with plenty."
- Leonard Lopez

CLASSES FILL QUICKLY
Register Now



CUSTOMIZED INDUSTRIAL TRAINING

Assembly • Fire Extinguisher • Forklift
Scaffold Training • Lean Manufacturing
Safety & Accident Prevention • and more

(See page 34 for details)

INDUSTRIAL TRADES

The schedule is subject to change including cancellation/postponement of classes. Visit VictoriaCollege.edu/WCE for current information.



POWER LINE WORKER

NCCER

Power Line Worker Level 1-\$925
ELPT 1021 / LNWK 1011



Prerequisite: Successful completion of NCCER Core Curriculum: *Introductory Craft Skills* (see page 17)

This course provides an introduction to the Power Line Worker trade. Key content includes: Power Line Worker Safety, Introduction to Electrical Circuits, Introduction to Electrical Theory, Climbing Wooden Poles, Climbing Structures Other Than Wood, Tools of the Trade, Aerial Framing, Utility Service Equipment, Rigging, Setting and Pulling Poles, Trenching, Excavating, and Boring Equipment, and Introduction to Electrical Test Equipment. Textbook and hardhat included. 136 contact hours

View power line worker course requirement packet at <https://bit.ly/47X1aCu>. Students must purchase some tools and supplies and will be required to pass a criminal and driving record background check. Interested individuals must submit the completed course requirement packet to be considered for enrollment.

Online registration will be available after course requirements are satisfied.

VICTORIA-CRN: 42054/43029

Registration & Payment Deadline: Feb. 5 • Noon

Feb. 12-May 8* • CRN: 42054/43029

Terms: CE Second Quarter 2023-2024 & CE Third Quarter 2023-2024

Mon. & Wed. • 6-10 p.m.

Additional 5 Saturdays from 8 a.m.-5 p.m. required

VC Emerging Technology Complex

Industrial Training Center, Room 222

*(Class will not be held March 11-13.)

Power Line Worker

Revised 01/30/2024

"The class was very hands-on
and instructor was awesome." - Student

In Partnership with



Victoria Electric Cooperative

Your Touchstone Energy® Cooperative



SCAFFOLDING



Scaffolding Certified Plus
Performance Verification-\$250
CBFM CE01

NCCER

Prerequisite: Successful completion of *Knowledge Verification for Scaffolding through the Industrial Merit Shop Education Foundation (IMSEF)*. To take the written exam for Scaffolding Knowledge Verification, contact Shelley Callaway, Director of Education for IMSEF, at (361) 485-6839 or Shelley.Callaway@VictoriaCollege.edu.

NCCER's Certified Plus certification requires both knowledge and performance verification. Participants will be tested on hands-on skills associated with their craft. Participants will need to provide a valid ID and will be required to bring their own tools and harnesses.

Scaffolding Certified Plus Performance Verifications will be scheduled on an as needed basis. Minimum class size is 2 participants. Please contact (361) 582-2528 for scheduling options.

This course is offered at the VC Emerging Technology Complex, Industrial Training Center, Room 121. Course length will depend on experience level, with a maximum of 7 hours allowable.

Students will be required to provide personal protective equipment (Access the list at <https://bit.ly/461qwyO>).

Class A CDL

Electric Cooperatives encourage
Lineworker candidates to obtain their
Class A CDL prior to employment.

Students are encouraged to inquire
with potential employers to determine
hireability. Learn more about the
Truck Driving class on 32.

INDUSTRIAL TRADES

The schedule is subject to change including cancellation/postponement of classes. Visit VictoriaCollege.edu/WCE for current information.



WELDING



NCCER

Welding Level 2/3-\$3,000

WLDG 2013 / WLDG 1041

Prerequisite: Successful completion of Welding Level 1.

This course is an intermediate study of welding and combines certifications for both Level 2 and 3.

Key content includes Welding Symbols, Reading Welding Detail Drawings, Physical Characteristics and Mechanical Properties of Metals, Preheating and Post-heating of Metals, GMAW & FCAW-Equipment and Filler Metals, GMAW & FCAW-Plate, GTAW-Equipment and Filler Metal, and GTAW-Plate; SMAW-Open-Root Pipe Welds, GMAW-Pipe, FCAW-Pipe, GTAW-Carbon Steel Pipe, GTAW-Low Alloy and Stainless Steel Pipe, and SMAW: Stainless Steel Groove Welds. Textbook included.

Students will be required to provide personal protective equipment (Access the list at <https://bit.ly/457cVEQ>). 144 220 contact hours

GONZALES-CRN: 43031/44001

Registration & Payment Deadline: March 18 • Noon

March 26-Oct. 1* • CRN: 43031/44001

Term: CE Third/Fourth Quarter 2023-2024

Tues. & Thurs. • 6-10 p.m.

VC Gonzales Workforce Training Center, Room 206

*(Class will not be held May 27, June 19, July 4, and Sept. 2.)

Welding Level 1

"Learned new skills, very instructive, and great teacher." - Fabian Cardoza

CLASSES FILL QUICKLY
Register Now

Revised 11/07/2023



WAREHOUSE VEHICLE OPERATIONS

Warehouse Vehicle Operations-\$350

OSHT 1010



This course will provide safety and operational training as well as hands-on practice in the use of forklifts, order pickers, reach trucks, and tuggers in a mock warehouse training environment. Instruction will cover vehicle types and the specific aspects of each; health & safety related to the operation of each type of equipment; how to perform pre-user checks; maneuvering exercises; driving; testing vehicle controls; lifting loads; operator risk assessment; and safe operating procedures. Successful trainees will be qualified in the operation of forklifts, order pickers, reach trucks, and tuggers. All course materials provided. 24 contact hours

VICTORIA-CRN: 43030

Registration & Payment Deadline: April 1 • Noon

April 9-April 18 • CRN: 43030 • Term: CE Third Quarter 2023-2024

Tues.-Thurs. • 6-10 p.m.

VC Emerging Technology Complex

Conference & Education Center, Room 303



Keep Up with Career Services Through **in Handshake**

Handshake is a job hub for VC students, offering opportunities that match their education level and location preferences.

Handshake gives you access to:

- Resume templates for specific Victoria College programs
- Cover letter samples
- Employer campus visit information
- Career fairs
- Resume, interview, and other career related workshops
- Victoria College Student Employment Application
- Active job postings in your area
- Active internship postings

Ready to sign up?

Log in to the Pirate Portal >
Handshake icon > create an account



Need Help?

We can assistance you with creating
your Handshake account.



"I can't express how thankful I am that Victoria College has such a scholarship to help out its current and future students with its many helpful career paths and programs. I simply could not get to where I want to be in life without the help of a scholarship like this. Thank you so much!"

Grayson Shackelford

Truck Driving Student



"Thank you for believing in those of us that want to further our careers, and for giving us this opportunity to expand our goals and dreams."

Amber Plummer

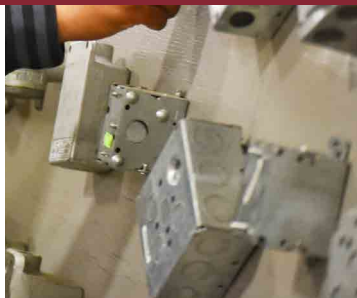
Electrical Student



Thank you, VC Foundation, for
INVESTING
In our students'
FUTURES

Eduardo Izaguirre

Electrical Student



"I would like to say thank you to the donor of this scholarship for providing me with the money needed to further my education. I am now able to attain my goals of becoming an electrician."

Braylon Burton

HVAC Student



"I truly appreciate your generosity for donating to Victoria College's scholarship fund. Your kind-heartedness will allow me to pursue higher education and take the necessary steps to begin my career in the HVAC industry."

Interested in a VC Scholarship? Apply today!

VictoriaCollege.AwardSpring.com

PERSONAL ENRICHMENT

The schedule is subject to change including cancellation/postponement of classes. Visit VictoriaCollege.edu/WCE for current information.

Basic Household Plumbing-\$75

PFPB CE01

Enrolling in Basic Household Plumbing will be an investment that you will not regret! Participants will learn how to change a faucet, install a garbage disposal, change float on a water closet, change out a wax ring, and repair ptrap leaks. No experience necessary. Facilitated by Jeb DeLeon (Victoria) & George Mead (Gonzales). 4 contact hours

VICTORIA-CRN: 43015

Registration & Payment Deadline: Feb. 26 • Noon
March 2 • CRN: 43015 • Term: CE Third Quarter 2023-2024
Sat. • 9 a.m.-1 p.m.
Liberty Street Industrial Training Center

GONZALES-CRN: 43013

Registration & Payment Deadline: Feb. 26 • Noon
March 2 • CRN: 43013 • Term: CE Third Quarter 2023-2024
Sat. • 9 a.m.-1 p.m.
VC Gonzales Center
Workforce Training Center, Room 206

Basic Woodworking-\$250

CRPT CE01

If you are interested in woodworking but are not looking to pursue a career in carpentry, then Basic Woodworking is the class for you! Participants will receive hands-on training to learn the basics of woodworking, including safety, general tools, and their use. During the course, participants will have the opportunity to build two projects to take home, including a picture frame or quilt rack and a small rocking chair or convertible step stool. No experience necessary. Facilitated by Jim Hinojosa. 12 contact hours

Students must wear close toed shoes and jeans.

VICTORIA-CRN: 43017

Registration & Payment Deadline: April 15 • Noon
April 20 & 27 • CRN: 43017 • Term: CE Third Quarter 2023-2024
Sat. • 9 a.m.-4 p.m.
Liberty Street Industrial Training Center

GONZALES-CRN: 42031

Registration & Payment Deadline: Jan. 29 • Noon
Feb. 3 & 10 • CRN: 42031 • Term: CE Second Quarter 2023-2024
Sat. • 9 a.m.-4 p.m.
VC Gonzales Center
Workforce Training Center

Ceramics-\$200

ARTS CE03

Express yourself in a relaxed and creative atmosphere! Intermediate and advanced students may pursue independent projects with instructor guidance if requested. Some open studio time will be available. Students must be 18 years or older to attend. Students must furnish their own clay and tools. Clay will be available for purchase on the first class meeting and the Victoria College Bookstore carries a pottery tool kit. *Students should bring towels, a small bucket for water, and an apron (if desired).* Space is limited. Facilitated by Gerry Bernhard, Owner of Santa Rosa Pottery. 48 contact hours

VICTORIA-CRN: 42034

Registration & Payment Deadline: Jan. 8 • Noon
Jan. 16-March 7 • CRN: 42034 • Term: CE Second Quarter 2023-2024
Tues. & Thurs. • 5:30-8:30 p.m.
VC Fine Arts Studio, Room 113

VICTORIA-CRN: 43016

Registration & Payment Deadline: March 18 • Noon
March 26-May 16 • CRN: 43016 • Term: CE Third Quarter 2023-2024
Tues. & Thurs. • 5:30-8:30 p.m.
VC Fine Arts Studio, Room 113



Ceramics

"This is an amazing class!
I was able to focus and improve in my areas
of interest!" - Katie Luschen

PERSONAL ENRICHMENT

Hobby Welding

"The instructor was very patient and gave positive and constructive remarks on my attempts to learn the art." - *Student*

Hobby Welding-\$200

WLDG CE01

If you are interested in learning how to weld but are not looking to pursue a career in welding, then Hobby Welding is the class for you! Participants will get hands-on training to learn the basics of welding, including safety, very basic oxyfuel cutting, stick welding, and mig welding. No experience necessary. Facilitated by Mike Scott. 12 contact hours.

Students must wear boots (pull on or lace up), jeans, and a long-sleeved shirt (no polyester or nylon).

VICTORIA-CRN: 42035

Registration & Payment Deadline: Jan. 29 • Noon

Feb. 3 & 10 • CRN: 42035 • Term: CE Second Quarter 2023-2024

Sat. • 9 a.m.-4 p.m.

Liberty Street Industrial Training Center

GONZALES-CRN: 43014

Registration & Payment Deadline: April 15 • Noon

April 20 & 27 • CRN: 43014 • Term: CE Third Quarter 2023-2024

Sat. • 9 a.m.-4 p.m.

VC Gonzales Center

Workforce Training Center, Room 204

Understanding Personality Style-\$60

BMGT CE12

This course is designed to help individuals build on strengths, develop weaknesses, and improve communication in everyday life through the recognition of personality styles. Whether in family life, the workplace, or random social situations, participants will learn how to recognize and capitalize on their strengths and overcome their weaknesses. Participants will also learn to recognize different personality styles and increase the success of interactions with family members, co-workers, and customers by understanding the communication preferences of diverse personalities. The Big 5 Personality Test will be utilized as the assessment test to identify personality styles and promote discussion. Facilitated by Jennifer Jennings. 8 contact hours

GONZALES-CRN: 42032

Registration & Payment Deadline: Feb. 12 • Noon

Feb. 19-28 • CRN: 42032 • Term: CE Second Quarter 2023-2024

Mon. & Wed. • 6-8 p.m.

VC Gonzales Center

Can't find a time
that works with
your schedule?



Try an online course,
page 36.

VICTORIA COLLEGE

Academy of Lifelong Learning



The Academy of Lifelong Learning (ALL)

ALL is a member-driven organization for active adults, offering classes and social activities for continued intellectual and personal growth.

Don't miss this opportunity to participate in:

- Events & Activities
- Day & Evening Trips
- Education & Personal Enrichment
- Games
- Hobbies & Leisure Learning

EVENTS & ACTIVITIES

View a complete listing of events & activities at VictoriaCollege.edu/ALL.

ANNUAL MEMBERSHIP

Annual fee is \$60 and renews each fall.

Membership entitles you to participate in any of the ALL activities at no additional charge, with the exception to a few activities that have a supply or travel fee.



VC Academy of Lifelong Learning
Emerging Technology Complex • Conference & Education Center
7403 Lone Tree Road • Victoria, TX 77905

JOIN TODAY!

(361) 582-2520

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VictoriaCollege.edu/ALL

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Collette Trips

March 2024: British Landscapes



June 2024: Western Canada's Rockies, Lakes & Wine Country



Aug. 2024: Pacific Northwest and California



Oct. 2024: Classical Greece



Premier World Discovery Trips

April 2024: Washington DC Cherry Blossoms



May 2024: Best of Chicago



Sept. 2024: Landscapes & Lighthouses of Coastal Maine



Nov. 2024: Highlights of Italy's Amalfi Coast



TRANSPORTATION

The schedule is subject to change including cancellation/postponement of classes. Visit VictoriaCollege.edu/WCE for current information.



TRUCK DRIVING

Truck Driving - \$4,750
(Texas Specific)



Prerequisite: Valid Texas Class C Driver License; Valid Texas Class A Commercial Learner Permit (CLP); Medical Examiner's Certificate and Medical Report

The Commercial Truck Driving course prepares persons for entry-level employment in the industry. This course provides classroom instruction with emphasis on safety, rules, regulations, and techniques. Behind-the-wheel driving range activities, public street and highway driving are also included. Opportunities are available for students to meet with recruiters from the trucking industry. Students will take the Commercial Driver License driving examination at the Department of Public Safety as a class activity. Students must pass DOT physical, drug, and alcohol assessments, and obtain a Valid Texas Class A Commercial Learner Permit prior to course start date. All materials included. 200 contact hours

View the Truck Driving information sheet at <https://bit.ly/48PFLMH>.

Online registration is unavailable for this course. Contact the applicable individual below to complete the course requirements.

VC Emerging Technology Complex, Victoria TX
Mary Hardy • (361) 485-6830
VC Gonzales Center, Gonzales TX
Melissa Robinson • (830) 672-6251

Truck Driving

"Instructors were very professional.
It was a great learning experience"
- Santos Villarreal

CLASSES FILL QUICKLY
Register Now



MOTORCYCLE SAFETY

Basic Motorcycle Safety - \$250
(includes cost of MSF ePackage 1 eCourse)
MBRC CE09

The Motorcycle Basic RiderCourse is designed for both the beginner rider and the experienced rider to sharpen existing skills and learn new ones. Special emphasis is placed on mastering full control of the motorcycle. The course also covers advanced physical and mental skills needed to ride the motorcycle safely, and defensive street riding strategies. Upon successful completion of the course, students are issued an MSB-8 certificate which should satisfy the Texas Department of Public Safety's written and driving exams for those 18 and over. Students less than 18 years of age will still need to take the TX DPS driving exam. Motorcycle is provided. Prior to class, students are required to complete the MSF online ePackage 1 eCourse. Cost of the eCourse is included in tuition. Classes fill quickly; early registration is encouraged. 12 contact hours

Spring 2024 Course Dates:

Jan. 13-14 Class is full.	Feb. 17-18	April 20-21
Jan. 20-21	March 2-3 Class is full.	May 4-5
Jan. 27-28	March 23-24 Class is full.	May 11-12
Feb. 3-4 Class is full.	April 6-7	May 18-19
Feb. 10-11 Class is canceled.	April 13-14	

Class times

This course takes a full weekend to complete. Class meets Saturday 7:30 a.m.-1:30 p.m. and Sunday 7:30 a.m.-1:30 p.m.

Location

This class is held at the VC Emerging Technology Complex, Industrial Training Center, Room 221 which is adjacent to the motorcycle riding range.

Online registration is unavailable for this course. Registration information can be found on our website at: VictoriaCollege.edu/MotorcycleSafety.


revised 03/18/2024

Motorcycle Safety

"The instructor was extremely
patient and helpful and provided excellent
feedback." - Bill Savell


Employee Training

Developing talent within.



BUSINESS

- Accounting Basics
- Customer Service
- Managing Multiple Priorities
- Resolving Conflict



COMPUTER

- Computer Literacy
- Microsoft Excel, Word, PowerPoint, Access, and Outlook
- QuickBooks



HEALTH CAREERS

- Emergency Medical Services (ACLS, PALS, ITLS, EMR, and CPR)
- Medical Professional Development



SOFT SKILLS

- Communication/ Interpersonal Skills
- Interacting with Others
- Leadership
- Decision Making
- Professionalism in the Workplace
- Responsibility



INDUSTRIAL

- Fire Extinguisher
- Forklift
- Lean Manufacturing
- Safety & Accident Prevention
- Scaffold Training
- Truck Driving
- Visible Emissions
- Welding




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Scheduling is at your convenience, including nights, weekends, or early mornings. Training can be conducted at your location or at various Victoria College facilities.

Ask us about other training opportunities not listed.

 **Visit**
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Conference and Education Center, Ste 309
7403 Lone Tree Road
Victoria, TX 77905

 **Call**
Nicole Uresti
Business Solutions Coordinator
(361) 582-2590

 **Email**
Nicole.Uresti@VictoriaCollege.edu

OTHER TRAINING OPPORTUNITIES

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Medical Assisting
Medication Aide for Nurse Aide
Medication Aide Update
Mental Health Technician
Nurse Aide
Pharmacy Technician
Phlebotomy
Veterinary Assistant

EMS Training

Advanced Cardiac Life Support
First Aid, CPR, and AED
CPR Basic Life Support
Pediatric Advanced Life Support



TO APPLY OR MORE INFO: VictoriaCollege.edu/AHCE

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DETAILS

- 18-week Day Academy (each fall and spring)
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TO APPLY OR MORE INFO

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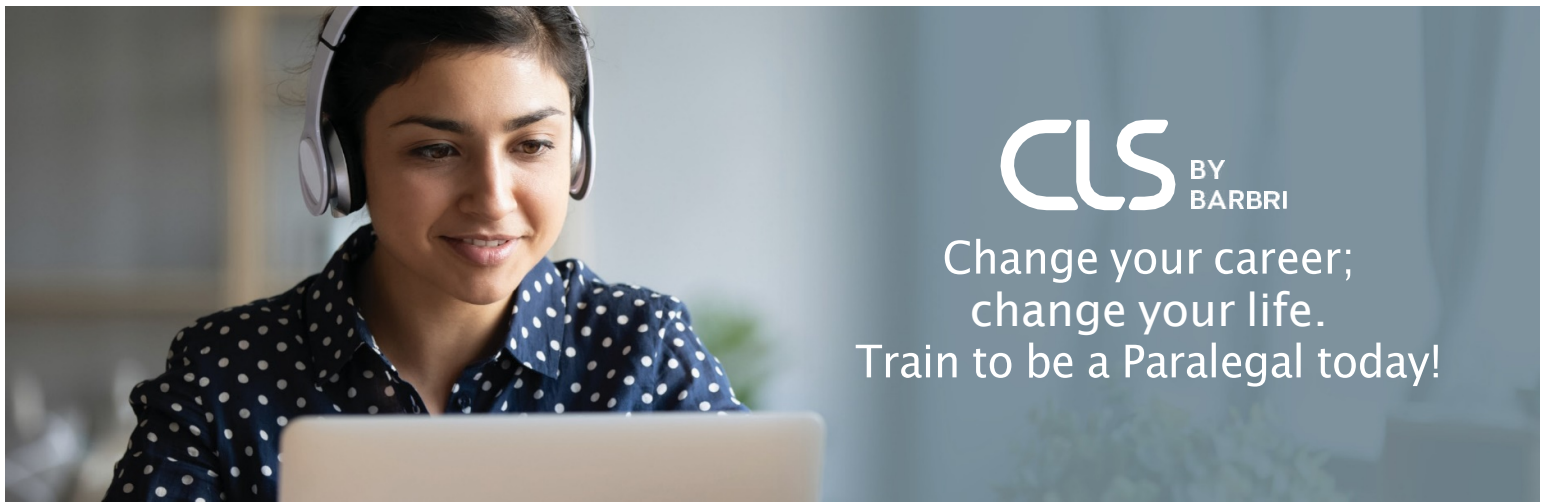
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Upcoming Course Dates:

Jan. 8-Feb. 23, 2024
March 4-April 19, 2024
April 29-June 14, 2024

- Business Law
- Constitutional Law
- Criminal Law
- Criminal Procedure
- eDiscovery
- Education Law
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VC Adult Education

Who's eligible? Individuals with basic education needs and 19 years old or older OR 16-18 years old under special provision.



English as a Second Language (ESL)

- Reading/writing
- Speaking/listening
- Citizenship

Adult Basic Education

Adult Basic Education (ABE) classes include reading, writing, math, science, and social studies. Real-world life skills and job attainment, retention, and advancement.

High School Equivalency Preparation

Classes are offered in basic reading, writing, and math and also prepare you to take the GED. Classes are offered mornings and evenings, through face-to-face, virtual, or online learning.

MORE INFO

VictoriaCollege.edu/AdultEducation
(361) 573-7323

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Houston Community College
Industrial Merit Shop Education Foundation (IMSEF)

Motorcycle Safety Foundation (MSF)
National Center for Construction Education and Research (NCCER)
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- Truck Driving (CDL)



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