

Continuing Education

Center for Workforce and Community Education

The Center for Workforce & Community Education serves as the community's resource for professional development training, personal enrichment, and community enrichment activities. The Center promotes workforce and community education through a comprehensive program of training and educational services and participation in economic development initiatives. The Center is a catalyst for economic growth and enhanced competitiveness within the Germanna service region.

The Center's educational services are designed to meet the needs of local business, industry, public schools, and individuals and include seminars, workshops, noncredit courses, and consulting services. Recognizing that the economic vitality of the region depends upon the ability of its workforce to respond to the ever-changing demands of global markets, Germanna Center for Workforce & Community Education offers training programs in the areas of Customer Service, Managerial and Supervisory training, Manufacturing, Allied Health, and Information Technology training, among others. These programs were designed in partnership with the business community, and these constituents continue to assist in directing the programs to assure that skills and knowledge are upgraded continuously as new work patterns emerge.

Training programs are scheduled to allow flexibility for the working adult. Classes are offered as open enrollment and can also be customized to the individual needs of business and industry and offered on-site or on campus. A wide variety of on-line programs are also available.

Cisco networking classes are offered for persons interested in becoming certified as a network associate engineer. The Center for Workforce & Community Education also offers courses to prepare students for a variety of career credentials including Certified Nurse Aide, Phlebotomy, CompTIA A+®, CompTIA Network+®, CompTIA Security+®, CISCO®, CISSP®, Certified Ethical Hacker, Certified Internet Web Professional, Journeyman Electrician, Journeyman Industrial Maintenance, CDL Driver, and Microsoft® and Adobe® Certifications.

Registering for Noncredit Community Education Courses

Students who desire to take noncredit courses offered through the Center for Workforce & Community Education do not need to apply for admission to the College. Registration by mail, fax, phone, and in-person is also available. Contact the Center for Workforce & Community Education at (540) 891-3012 for more information. Registration is recommended one week prior to the class start date for most classes.

Continuing Education Units (CEUs)

Continuing Education Units are awarded upon successful completion of professional course requirements. The CEU is a nationally recognized standard for recording participation in noncredit continuing education. One CEU is defined as ten contact hours of participation in an organized continuing education experience under responsible sponsorship, capable direction, and qualified instruction.

Policy on Students under Age 18 Taking Noncredit Classes

The Center for Workforce & Community Education occasionally receives requests to enroll in noncredit classes from potential students who are less than 18 years of age or from their parents. These individuals may enroll in noncredit classes at Germanna Community College provided both the parent or guardian and the student sign a letter indicating they both understand and acknowledge:

- The student will be in a class intended for adults.
- Any behavior that is not that of a responsible adult may result in the student being asked to leave the class and the campus.
- Full payment of tuition and any fees must be made at the time of registration.

The Center for Workforce & Community Education retains the option of denying enrollment to students younger than 18 in courses the College deems potentially hazardous, unsafe, or otherwise inappropriate for minors. Minors

are not eligible to enroll in noncredit classes that are also offered as credit classes. Motorcycle safety classes are open to students who hold either a valid learner's driving permit or a valid driver's license.

Event Management

Space is available at the Fredericksburg Area Campus and at Germanna's Joseph R. Daniel Technology Center in Culpeper. Whether the event is a meeting or a conference, accommodations are available at one of the Workforce centers. We manage corporate and private events, both large and small, and provide technical support, and suggest catering and accommodations. We can accommodate groups of up to over 600. Call (540) 937-2916 for information about facilities rentals.

Senior Citizens

Students at least 60 years of age who have been domiciled in Virginia for at least one year may be eligible to take up to three noncredit courses free of charge each semester on a space available basis. Some exclusions apply.