Adult Education Classes

FALL 2019

Classes Will Fill QUICKLY!
Register EARLY!

Check Out NEW Classes!

Easy Online Registration
www.OCVTS.org
REGISTRATION INFORMATION
Registration for all classes, seminars and demo dinners is on a first-come, first-serve basis

THE BEST WAY TO REGISTER IS ONLINE!
REGISTRATION STARTS ON JULY 23, 2019

THIS IS AVAILABLE 24 HOURS A DAY, 7 DAYS A WEEK

PLEASE REGISTER ONLINE AT
WWW.OCVTS.ORG

LOOK FOR THE ONLINE REGISTRATION LINK:
‘Fall Adult Education Evening Classes’

REGISTRATION FOR FIRST YEAR APPRENTICES BEGIN AUGUST 1, 2019, 9:00AM-1:00PM
SEE PAGE 6

Classes begin September 4th unless otherwise noted
No registration accepted the first night of class
Enrollment is limited, so register early!

Online registration will be extended for classes that start later in the semester.

GO TO WWW.OCVTS.ORG FOR
DRIVING DIRECTIONS TO OCVTS CENTERS

OCVTS ADULT EDUCATION
CALENDAR OF EVENTS

*Indicates Evening School Closed

**SEPTEMBER**

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*September 2 - Labor Day
September 4 - Evening School Classes Begin

**OCTOBER**

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*October 3 - District Back to School Night (Accelerated Classes are in Session)
*October 9 - Yom Kippur
October 14 - Staff In-Service (No Accelerated Classes/Evening Classes in Session)

**NOVEMBER**

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*November 4-8 - NJEA Convention
*November 28-29 - Thanksgiving Recess (Accelerated and Evening Classes are in Session 11/27)

**DECEMBER**

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*December 23 - January 3 - Holiday Recess

Classes may need to be rescheduled or extended at the end of the semester due to inclement weather.
**REGISTRATION INFORMATION**

**ADMISSION REQUIREMENTS**
Adult vocational education classes are open to all persons eighteen years of age or older, who can profit from training, are capable of performing the course work, meet prereq

usite requirements and can pay the applicable fees. Students applying for state licensing programs, which have a completion of high school requirement, must provide a copy of a high school diploma or high school equivalency diploma at registration.

**TUITION & FEES**
All courses are tuition-based. Each course has the required fee listed with the course description in the catalog. Fees include tuition, a non-refundable $15 registration fee and, where noted, textbooks and supplies. All fees must be paid in full at time of registration.

**REFUND POLICY**
Prior to and after the first scheduled class meeting, you may request a tuition refund in accordance with Board of Education Policy. There will be no refunds after the first night of class. (A $15 registration fee will be deducted from refunds). Students must notify the Adult Education Office at 732.473.3100 x 1000 to initiate the refund process. Check refunds will take 6-8 weeks to process.

**COURSE CANCELLATION**
Courses may be cancelled by OCVTS or merged, if enrollment does not permit economical operation. Registered students, who cannot be accommodated, may elect to transfer to another course, receive credit for a future course or receive a full refund (including the $15 registration fee).

**TEXTBOOKS**
When a textbook is required for a class, students must purchase them on their own. Information can be located on our website www.ocvts.org. Students must have the textbook for the first night of class.

**SUPPLIES/PERSOAL SAFETY EQUIPMENT**
Supplies used for personal projects are the responsibility of the student. Items such as auto body paint, lumber, motor oil and sandpaper are examples of personal supplies. All items used, as required training exercises, are supplied by the school. Personal safety equipment such as safety glasses and goggles must be used and are not included in the tuition fee. No one will be allowed to participate in the training instruction without required safety items.

**AWARDING CERTIFICATES**
Students must attend a minimum of 85% of all school class hours and meet the course requirements, in order to receive the recommendation of the Adult Education Principal to be eligible for a Certificate of Completion. (LICENSING, CERTIFICATION AND APPRENTICE PROGRAMS MAY REQUIRE HIGHER ATTEN

DANCE RATES. SEE INDIVIDUAL PROGRAM REQUIREMENTS. ALL FEES MUST BE PAID OR CERTIFICATES WILL NOT BE ISSUED.)

**CLASS SIZE AND SCHEDULES**
Shops and classes are designed so that each student has access to the tools and equipment necessary to acquire the skills taught in the course. All classes and shops are planned with a student-teacher ratio that provides an optimum learning situation. (A minimum of 10 students is required to begin a course). The school reserves the right to cancel any course with insufficient enrollment. Every attempt will be made to maintain the class schedule as printed. In order to accommodate the greatest number of students possible, some changes in campus locations or days may be necessary.

**CLASS MEETING DATES, TIMES & LOCATION**
Classes begin September 4, 2019, unless otherwise noted. Refer to individual course listing for class meeting dates and times. Students will receive notification by email upon enrollment. Classes may be extended due to inclement weather. No refunds for inclement weather.

**PARKING**
All students are to park in the designated lots. Parking in fire lanes, along driveways or behind shops is strictly prohibited. Please lock your car. OCVTS is not responsible for theft or damage to your vehicle on school property.

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**CONDUCT ON CAMPUS/BOARD POLICIES**
Students may be dismissed without refund of fees when their behavior or actions violate Board of Education Policy for students that follow NJ State Law Title 18A:37-2 “Cause for Suspension or Expulsion of Pupils.” These policies include, but are not limited to, actions such as disruptive behavior, vehicle parking violations, visitors, alcohol or drugs, smoking, vandalism, disregard of safety rules, plus any action covered by civil or criminal law. According to State and Municipal laws, OCVTS is a NON-SMOKING CAMPUS. (The utilization of technology that disrupts the learning environment is prohibited.)

**EMERGENCY SCHOOL CLOSING**
Inclement weather or emergency closing will be announced on radio station WOBM (92.7FM), The Point (94.3), Magic (100.1), The Boss (107.1) and News 12 New Jersey after 3:00PM.

IF DAY SCHOOL IS CANCELLED, EVENING SCHOOL IS CANCELLED.

The Adult Education emergency closing number is 732.473.3100 x 3199 after 3:00PM.

Please do not call before 3:00PM to inquire about closings.
OCEAN COUNTY VOCATIONAL TECHNICAL SCHOOL
Board of Chosen Freeholders

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John P. Kelly .................................................................. Deputy Director
Gerry P. Little .................................................................. Member
Gary Quinn ...................................................................... Member
Joseph H. Vicari ................................................................ Member/OCVTS Liaison

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Stephanie Scaturro ...................................................... Vice President
Kevin W. Ahearn ................................................................ Member
Ronald Rosetto ................................................................ Member
Maureen Stankowitz .................................................... Member

OCVTS Administration

Karen Homiek .................................................................. Acting Superintendent
Dr. Michael B. Maschi .................................................... Assistant Superintendent
Frank J. Frazee ................................................................ Business Administrator
Mary Beatty-Sharsky .................................................... Principal, Adult Education
John Biscardi ................................................................. Principal, MATES
Alison Carroll .................................................................. Principal, Student Services
Kevin Dineen .................................................................. Principal, Jackson
Gary MacDonald ................................................................ Director, Curriculum/Grants
Thomas Mclnerney ........................................................ Principal, Waretown/ALPS
Christine Santasiere ........................................................ Acting Principal, Lakehurst
Lynn Sauer ....................................................................... Principal, Brick
Tiffany Seeley .................................................................... Vice Principal, Brick
Dr. Michael Tash ............................................................. Vice Principal, Toms River
Dr. John Wnek .................................................................. Supervisor, MATES
Lillian Zavattieri ............................................................. Principal, Toms River/LPN

OCVTS Adult Education Division

Kathy Wixted ................................................................. Principal's/Apprentice Administrative Assistant
Michael Dimino ............................................................. Adult Evening Administrative Assistant
Sharon Noble ................................................................. Post Secondary Admissions
Jacqueline Lamazza ...................................................... Post Secondary Administrative Assistant
Frank Morelli .................................................................. CE Coordinator

It is the mission of the Ocean County Vocational Technical School system to prepare students for job placement or further education leading to successful employment. We develop partnerships with affiliated schools, parents, business, industry and community agencies to create and deliver opportunities for students to participate in quality occupational programs and support services. These programs and services are designed to meet the needs of high school students and adult learners, as well as the requirements of employers, colleges, technical schools and the community. All students will achieve the New Jersey Core Curriculum Standards at all grade levels.

Our most important products are our quality graduates and our most important service is to provide them with skills for a lifetime. We measure our success by: enrollment in our programs; student attainment of marketable occupational skills; graduates capable and desirous of life-long learning; employer and graduate satisfaction; cost effectiveness of our total system; achievement of our graduates and organizational and individual recognition and awards received.

It is the policy of the Board of Education of Ocean County Vocational Technical School not to discriminate in its technical programs, vocational opportunities, activities, employment practices or admission policies and practices on the basis of race, color, creed, religion, sex, ancestry, national origin, affectional and sexual orientation, disability, social or economic status. Lack of English language skills will not be a deterrent to admission to any program at Ocean County Vocational Technical School.

Inquiries regarding affirmative action, discrimination (including Federal Title IX requirements), sexual harassment or equity should be directed to:

Michael B. Maschi, Ed. D., Title IX/Affirmative Action Officer, 732.240.6414 x 3332

Alison Carroll, Americans with Disabilities Officer, 732.473.3100 x 4001

We are an Equal Opportunity Employer and Educator who fully and actively supports equal access for all people regardless of race, color, religion, gender, age, national origin, veteran status, disability, genetic information or testing, family and medical leave, sexual orientation and gender identification and expression. We prohibit retaliation against individuals who bring forth any complaint, orally or in writing, to the employer or the government, or against any individuals who assist or practice in the investigation of any complaint, or otherwise oppose discrimination.

OCEVTS CENTERs

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Cuisine on the Green at Atlantis ~ 261 Country Club Boulevard, Little Egg Harbor, NJ 08087

GO TO OCVTS.ORG FOR DRIVING DIRECTIONS

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OCEAN COUNTY VOCATIONAL TECHNICAL SCHOOL
APPRENTICE PROGRAMS
An apprentice program is coordinated between labor, industry and education to prepare individuals for a specific-skilled trade, craft or occupation.

RETURNING APPRENTICES
ONLINE REGISTRATION BEGINS
Tuesday, July 16, 2019

THE FOLLOWING APPRENTICESHIP COURSES
WILL BE OFFERED IN THE FALL OF 2019

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<th>Machine Trades I</th>
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ADDITIONAL APPRENTICE OPPORTUNITIES AVAILABLE

FIRST-YEAR APPRENTICE AND NEW APPRENTICE APPLICATIONS WILL BE ACCEPTED
IN-PERSON AT THE OCVTS TOMS RIVER CENTER ONLY
STARTING THURSDAY AUGUST 1, 2019, 9:00AM - 1:00PM.

The following are required for the application process:
1) Current proof of employment in the trade area (pay stub or letter on company letterhead)
2) Tuition payment for the year (VISA/MasterCard, check or money order)

The School of Adult Education currently provides an Apprentice Coordinator who is available to register students who have their employer’s support as apprentices. The Coordinator can help you plan your training at Ocean County Vocational Technical School. Please call 732.473.3159 Monday through Friday from 9:00AM to 1:00PM to talk directly with the Coordinator of Apprenticeship Programs. The US Department of Labor identifies over 800 occupations as apprenticeable. Employers who wish to start apprenticeship programs for their employees can also request assistance in developing an apprenticeship training program.

ALL APPRENTICE REGISTRATION ENDS AUGUST 30, 2019
CALL 732.473.3159

NEW JERSEY GIVS - THE GOVERNOR’S INDUSTRY VOCATIONS SCHOLARSHIP FOR WOMEN AND MINORITIES
The NJ-GIVS program provides funding for training. It is funded by the State of New Jersey Schools Development Authority and administered in partnership with HESSA.

OCVTS Welding, Computer-Aided Drafting, Electrical Trades, HVAC-R and Plumbing Apprenticeship Programs qualify for NJ GIVS
Go to www.njgrants.org for eligibility requirements
Call 732.473.3100 x 3139 for More Information
APPRENTICESHIP PROGRAM
A program coordinated between labor, industry and education to prepare individuals for a specific-skilled trade, craft or occupation.

The following courses will be offered:
Electrician
HVAC-R
Machine Trades
Plumber

Additional Apprentice Opportunities Available
Registration to begin an apprenticeship program must be given prior approval by the Apprenticeship Coordinator. Please call 732.473.3159 between 9:00AM-1:00PM.

NO ONLINE REGISTRATION WILL BE PERMITTED FOR YEAR ONE APPRENTICE STUDENTS.

Enrollment in an apprentice class does not automatically grant a student registered apprentice status through the US Department of Labor.

What is an Apprenticeship Program?
An apprenticeship program is a voluntary arrangement between a licensed employer (sponsor) and employee (apprentice). As part of this agreement, the employer agrees to provide the apprentice with on-the-job-training (work processes), and the apprentice agrees to attend a related-technical, instruction class for a specified-time frame. Ocean County Vocational Technical School will provide the related and technical training through Adult Education coursework. The apprentice, as well as his/her employer, will be registered with the United States Department of Labor, when an agreement is signed.

How do you become a registered apprentice?
To become a registered apprentice, you must be working in the field of your choice with an employer willing to sponsor you. It is important to have a sincere desire to learn a trade. Contact our Apprenticeship Coordinator as soon as you decide to become a registered apprentice.

What else should the apprentice know?
1. Apprenticeships may take up to four years in length.
2. 2000 hours per year of on-the-job-training are required for each year of the apprenticeship.
3. 144 hours per year in the related-instruction program are required.

4. These programs are designed to provide individuals working in the trade with related technical instruction necessary to advance in their jobs and to qualify for BAT journeyman status.

Why complete an apprenticeship?
Upon completion of an apprenticeship, participants will receive a completion certificate from the US Department of Labor. Employers honor this certificate nationwide.

Apprentice Regulations
1. Please note that the programs are scheduled for up to four years of classes. All classes meet two nights a week for both the fall and spring semesters. Each student, whether a registered apprentice or non-registered apprentice, is responsible to meet all of the same requirements of the course including, but not limited to, class work and attendance.
2. To receive a certificate at the end of the school year, ALL STUDENTS must attend a minimum of 144 hours of the scheduled classes for the entire year.
3. Working overtime will not be viewed as an excused absence.

The Apprenticeship Coordinator
The Adult Education Division currently provides an Apprenticeship Coordinator, who is available to register persons who have their employer’s support as apprentices. The coordinator can help you plan your training at Ocean County Vocational Technical School. Please call 732.473.3159, Monday through Friday, from 9:00AM-1:00PM to talk directly with the Apprentice Coordinator. Employers, who wish to start apprentice programs for their employees, can also receive assistance in developing an apprenticeship training program.

Apprenticeship Prerequisites
The Apprenticeship Coordinator will evaluate all new applicants’ trade and educational experience to determine if advanced standing in the program will be given. Successful completion of a 144-hour course and a passing grade allows the apprentice to continue in the program. In New Jersey, union and open shops are eligible for apprentice training.

First-year apprentice and new apprentice applications will be accepted in person beginning August 1, 2019, at the OCVTS Toms River Center only. Proof of employment and tuition fee are required.

Some classes require a textbook. Information is located on our website www.ocvts.org. Students must bring textbooks to first night of class.
APPRENTICE ELECTRICITY

The Apprentice Electricity program is only for those currently working for an Electrical Contractor. Applicants must show proof of employment prior to acceptance by the Apprenticeship Coordinator into Electricity I. These are theory classes and are considered related training and will not include hands-on training.

Applying for the Electrical License requires completion of the four-year Electricity Apprentice Program and registration with the US Department of Labor. www.dol.gov/apprenticeship www.njconsumeraffairs.gov

Those not yet working in the trade should register for Residential Electric (page 34).

ELECTRICITY I (FALL REGISTRATION ONLY)

This course will consist of knowledge and information required to understand basic, residential wiring practices. The main content of the course will be electrical theory. Instruction includes: introduction to the electrical trade, safety, AC, DC series, parallel circuits, electrical energy and power sources, electrical conductors, wire sizes and voltage drop, wiring methods and box sizes, service calculations, use and navigation of the National Electrical Code book. Coursework will be based on the current edition of the National Electrical Code 2017.

Mon/Wed 6:30-9:30PM Toms River
Course # 7010-F19A $725 162 hours Start Date: Sept 4

ELECTRICITY II (FALL REGISTRATION ONLY)

Electricity II focuses on Commercial and Industrial Electrical wiring installations. All coursework will be based on the current edition of the (NEC) National Electrical Code. Instruction will emphasize electrical safety procedures, bending and installation of conduit and raceways, blueprint and wiring diagram reading, layout of commercial and industrial building and wiring plans, 3-phase power (3-wire and 4-wire systems), 3-phase transformers (wye and delta), voltage combinations and their uses, panel boards and switchgear, and grounding and bonding of electrical installations.

Mon/Wed 6:30-9:30PM Toms River
Course # 7020-F19A $725 162 hours Start Date: Sept 4

Tues/Thurs 6:30-9:30PM Toms River
Course # 7020-F19B $725 162 hours Start Date: Sept 5

ELECTRICITY III (FALL REGISTRATION ONLY)

Electricity III provides an in-depth study of electrical motors, transformers and motor controls. Instruction includes: industrial safety procedures, 3-phase AC and DC motors, ladder diagrams, motor controls, across-the-line starters, reversing starters, soft start technology, variable frequency drives, logic circuits, application and installation of control devices, proximity switches, programmable logic controllers, the latest in touch-screen technology and factory automation.

Mon/Wed 6:30-9:30PM Brick
Course # 7030-F19A $725 162 hours Start Date: Sept 4

Tues/Thurs 6:30-9:30PM Jackson
Course # 7030-F19B $725 162 hours Start Date: Sept 5

ELECTRICITY IV (FALL REGISTRATION ONLY)

This course is a thorough and intensive study of the National Electrical Code (NEC). The curriculum will emphasize code calculations and code application. Instruction includes: mathematics for electricians, raceway outlet box and junction box calculations, conductor sizing and over-current protection calculations, voltage drop calculations, residential and commercial load calculations, contractor business law and basics.

Tues/Thurs 6:30-9:30PM Toms River
Course # 7040-F19A $725 162 hours Start Date: Sept 5

STAY CONNECTED TO OCVTS NEWS, UPDATES AND EMERGENCY CLOSINGS

WWW.OCVTS.ORG
APPRENTICE HEATING, VENTILATION, AIR CONDITIONING & REFRIGERATION (HVAC-R)
The Apprentice HVAC-R program is only for those currently working for a HVAC-R Contractor. Applicants must show proof of employment prior to acceptance by the Apprenticeship Coordinator into HVAC-R I. These are theory classes and are considered related training and will not include hands-on training.

Applying for the HVAC-R License requires completion of the four-year HVAC-R Apprentice Program and registration with the US Department of Labor.


Those not yet working in the trade should register for Basic Home Systems: HVAC (page 34).

HVAC-R I (FALL REGISTRATION ONLY)
Upon completion of this course, the student will have a basic knowledge and understanding of servicing HVAC-R equipment. Instruction includes: safety, fundamentals of refrigeration, air conditioning and heating, refrigeration tools and materials, basic sheet metal, domestic hermetic systems and mechanisms, silver soldering, tube bending and flaring. AC and DC series and parallel circuits will be explained, as well as electrical energy and power sources, electrical conductors, wire sizes and voltage drops. Introduction to computers will be included.

Mon/Wed 6:30-9:30PM  Brick
Course # 7111-F19A $725  162 hours  Start Date: Sept 4

HVAC-R II (FALL REGISTRATION ONLY)
This course is a continuation of year one with advanced fundamentals, covering residential, commercial and industrial systems. The course will include: instruction in basic electricity and magnetism, introduction to automatic controls, (components, application and troubleshooting) as well as electronic and programmable controls. Also covered will be electric motors, motor applications, motor controls and troubleshooting electric motors, test instruments and computers. Schematics for electrical controls of electric, gas, oil and heat pumps, air conditioning and applications will be demonstrated.

Tues/Thurs 6:30-9:30PM  Brick
Course # 7121-F19A $725  162 hours  Start Date: Sept 5

HVAC-R III (FALL REGISTRATION ONLY)
Commercial-Industrial HVAC-R
This class will look at industrial and commercial applications, work with controls, understand wiring diagrams and advanced troubleshooting. Students will pick up where HVAC II left off with a look at more advanced controls. Wiring diagrams and schematics training will be covered.

Mon/Wed 6:30-9:30PM  Brick
Course # 7130-F19A $725  162 hours  Start Date: Sept 4

HVAC-R IV (FALL REGISTRATION ONLY)
Design and Theory - Practical Applications
This class will look at and build systems utilizing design skills learned in class. Instruction will include: residential and commercial sizing, refrigeration storage design - low and medium temperature as well as industrial cooling applications. Field trips will be provided to demonstrate design applications.

Tues/Thurs 6:30-9:30PM  Brick
Course # 7140-F19A $725  162 hours  Start Date: Sept 5

MACHINE TRADES
Proof of employment is required prior to acceptance by Apprenticeship Coordinator.

MACHINE TRADES I (FALL REGISTRATION ONLY)
Machine Trades I is the first year of a four-year apprenticeship. Emphasis will be on safety and machine operation. Instruction will include: introduction to machines, machine shop procedures, safety, blueprint reading and drawing. The use of hand tools and measuring instruments for machinists will be demonstrated, as well as the set-up for various machines such as lathes, milling machines, drill presses and grinding machines.

Mon/Wed 5:30-8:30PM  Lakehurst (Vetting Process Required)
Course # 7550-F19A $725  162 hours  Start Date: Sept 4
APPRENTICE PLUMBING

The Apprentice Plumbing program is only for those currently working for a Plumbing Contractor. Applicants must show proof of employment prior to acceptance by the Apprenticeship Coordinator into Plumbing I. These are theory classes and are considered related training and will not include hands-on training.

Applying for the Plumbing License requires completion of the four-year Plumbing Apprentice Program and registration with the US Department of Labor.


PLUMBING I (FALL REGISTRATION ONLY)

This is the first year of a four-year apprentice program for those working in the plumbing field. The course follows the curriculum standards for the plumbing industry and includes some “hands-on” training. History of plumbing and plumbing as a career and the plumber apprentice will be discussed. Instruction includes the “22 Basic Principles of Plumbing,” plumbing math, water pipes and gas pipes, water and venting, tools, safety, personal safety, job site safety and OSHA rules. Basic layout will be taught, as well as plumbing materials including: cast iron, abs, pvs, copper and galvanized, basic boiler operations and controls.

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<th>Mon/Wed</th>
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<tr>
<td>Course #</td>
<td>7210-F19A</td>
<td>$825</td>
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<tr>
<td>Duration</td>
<td>162 hours</td>
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<tr>
<td>Start Date</td>
<td>Sept 4</td>
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<tr>
<td>Tuition</td>
<td>includes Plumbing Code Book 2018.</td>
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</table>

PLUMBING II (FALL REGISTRATION ONLY)

This course picks up where Plumbing I left off and will include instruction in the following areas: tank installation and operations, drainage, venting, house sewers, traps, water supply, gas piping, sizing and fitting. Blueprint reading, isometric drawing, layout and related math will be included, as well as layout and location of different types of vents and water main connections at the house and street. Instruction will include: beginning hydronics, design and layout of boilers and controls. Emphasis will be placed on the plumbing codes.

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<th>Mon/Wed</th>
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<td>Start Date</td>
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</table>

PLUMBING III (FALL REGISTRATION ONLY)

This class is a continuation of the four-year plumbing program. The curriculum includes a review of the second-year curriculum and proceeds through installation and practices of appliances and fixtures, gas piping and gas codes. Blueprint reading and interpretation will be included, as well as mathematical and related-science aspects of the above-mentioned topics. This course will also cover hydronics, 1-zone layout, mono-flow system and radiant heating and an in-depth study of boiler operations, controls and applications.

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<th>Mon/Wed</th>
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<tr>
<td>Course #</td>
<td>7230-F19A</td>
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<td>Duration</td>
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<tr>
<td>Start Date</td>
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PLUMBING IV (FALL REGISTRATION ONLY)

This is the final year of the four-year program which includes updating the previous curriculum to current standards. Upon completion of this course, the student will be well-versed for a career in plumbing. Instruction includes: plumbing code, application of code to residential and commercial plumbing, controls and liens and business administration. Additional textbooks required.

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<tr>
<th>Mon/Wed</th>
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<tr>
<td>Course #</td>
<td>7240-F19A</td>
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<td>Duration</td>
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<tr>
<td>Start Date</td>
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Great Career Training is Within Your Reach!

U.S. VETERANS CAN QUALIFY FOR VETERANS BENEFITS THROUGH WWW.VA.GOV

Call the OCVTS VA Certifying Official for more information

732.473.3100 x 3139
CULINARY ARTS ~ BAKING

Students are encouraged to bring bottled water, an apron and take-home containers. Be prepared to feast at the end of the night!

BREAKFAST BREADS
Students will learn to create delicious, breakfast breads such as biscuits, scones, muffins and coffee cake. What a great way to start off the day with company coming for the holidays! **Instructor: Chef Vitalis.**

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
<th>Venue</th>
<th>Price</th>
<th>Duration</th>
<th>Class Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wed</td>
<td>6:30-9:30PM</td>
<td>Brick</td>
<td>$50</td>
<td>3 hours</td>
<td>Sept 18</td>
</tr>
</tbody>
</table>

CREAM PUFFS AND ÉCLAIRS
Make delicious and mouthwatering pastries with ease. Learn how to make airy pâte à choux, your own pastry cream and finally homemade ganache! Wow your guests! **Instructor: Chef Vitalis.**

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<tr>
<th>Day</th>
<th>Time</th>
<th>Venue</th>
<th>Price</th>
<th>Duration</th>
<th>Class Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mon</td>
<td>6:30-9:30PM</td>
<td>Brick</td>
<td>$50</td>
<td>3 hours</td>
<td>Sept 23</td>
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</tbody>
</table>

CUPCAKES FOR KIDS
Make fun, decorative cupcakes for your child or grandchild featuring Marvel, Disney, Pokémon and princess themes. **Instructor: Chef Vitalis.**

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<tr>
<th>Day</th>
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<th>Venue</th>
<th>Price</th>
<th>Duration</th>
<th>Class Date</th>
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<td>Wed</td>
<td>6:30-9:30PM</td>
<td>Brick</td>
<td>$50</td>
<td>3 hours</td>
<td>Oct 2</td>
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BREADS OF THE WORLD
This three-session class will focus on breads from Germany, Italy, France, India and China. Students will learn to create delicious, specialty breads such as naan, laugenbrezel, ciabatta, miche and croissant. Impress family and friends during the holidays with breads from around the world! **Instructor: Chef Vitalis.**

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<th>Day</th>
<th>Time</th>
<th>Venue</th>
<th>Price</th>
<th>Duration</th>
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<tr>
<td>Mon</td>
<td>6:30-9:30PM</td>
<td>Brick</td>
<td>$115</td>
<td>9 hours</td>
<td>Oct 7</td>
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</table>

SOURDOUGH BREADS
Are you ready to take on the challenge of a true, sourdough bread? Learn how to make artisan rye, French miche and a San Francisco sourdough using different preferments. **Instructor: Chef Vitalis.**

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<th>Day</th>
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<th>Venue</th>
<th>Price</th>
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<tr>
<td>Mon</td>
<td>6:30-9:30PM</td>
<td>Brick</td>
<td>$50</td>
<td>3 hours</td>
<td>Oct 28</td>
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THANKSGIVING DESSERT
Thanksgiving isn’t complete without a scrumptious, dessert spread. This dessert class features a brown butter chocolate cheesecake, pumpkin cream brûlée and bourbon chocolate pecan tart. **Instructor: Chef Vitalis.**

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<th>Duration</th>
<th>Class Date</th>
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<td>Mon</td>
<td>6:30-9:30PM</td>
<td>Brick</td>
<td>$50</td>
<td>3 hours</td>
<td>Nov 18</td>
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HOLIDAY BREADS
Looking for holiday bread recipes? This course will feature panettone, holiday scones and eggnog muffins. Make the holiday mornings a little more special for family and friends! **Instructor: Chef Vitalis.**

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<th>Day</th>
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<th>Venue</th>
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<th>Duration</th>
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<td>Wed</td>
<td>6:30-9:30PM</td>
<td>Brick</td>
<td>$50</td>
<td>3 hours</td>
<td>Dec 4</td>
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VEGETARIAN BRUNCH FOR A CROWD
Learn how to make beautiful biscuits, quiche, roasted root vegetables and a salad in a few hours. Perfect for any holiday, bridal, baby shower or book club. **Instructor: Chef Vitalis.**

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<th>Venue</th>
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<td>Mon</td>
<td>6:30-9:30PM</td>
<td>Brick</td>
<td>$50</td>
<td>3 hours</td>
<td>Dec 9</td>
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</table>
HALLOWEEN CUPCAKES “WITH A KICK”
Learn the basic techniques to fill and decorate beautiful cupcakes with a liquor-laced filling that will be fun for Halloween and fall. Create delicious art with clever piping techniques using buttercream. Intermediate piping skills will enhance your experience in this class. Each student will learn to make buttercream, fill cupcakes, practice various, demonstrated decorating styles and take home their work. Please bring a container to take your treasures home. **Instructor: Chef Vergona.**

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<tr>
<th>Thurs</th>
<th>6:30-9:30PM</th>
<th>Brick</th>
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<tbody>
<tr>
<td>Course # 6165-F19A</td>
<td>$50</td>
<td>3 hours</td>
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YOU CAN BAKE A FABULOUS THANKSGIVING CAKE!
Learn various techniques needed to bake a delicious holiday cake. Participants will learn about ingredients and skills required for fabulous results. Each student will bake, decorate and take home their own cake. Please bring a container to take home your masterpiece. **Instructor: Chef Vergona.**

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<th>Thurs</th>
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<tr>
<td>Course # 6166-F19A</td>
<td>$50</td>
<td>3 hours</td>
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CREATIVE CULINARY SEMINARS
**OCVTS Adult Evening School offers a selection of hands-on seminars, which allow students to prepare a variety of dishes. Be prepared to feast at the end of the night! Students should bring an apron, take-home containers and bottled water.**

**INSTANT POT PRESSURE COOKER THEMED SESSIONS**
Wondering what the fuss with the Instant Pot is all about? Or, maybe you have one and aren’t sure what to do with it? People love cooking with an electric pressure cooker for its versatility, as well as its ability to let individuals easily prepare a large variety of dishes. In this class, you will learn how to prepare different recipes that call for less time and effort than needed when making them the traditional way. These simple recipes are a great way to introduce you to your Instant Pot or to help you take advantage of features you may not be familiar with. Participants will have a chance to help prepare and sample the recipes, then take them home to make for their family and friends. Hands-on “Q” and “A” time will be available. Sign up today as space is limited! **Instructor for all Instant Pot classes: Food Blogger Valerie Gray.**

**INSTANT POT BASICS**
Learn how to make three popular family favorites while learning the basics of using an Instant Pot! Recipes include broccoli cheddar soup, whole chicken, potatoes and rice pudding.

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<th>Thurs</th>
<th>6:30-9:30PM</th>
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<tr>
<td>Course # 6636-F19A</td>
<td>$50</td>
<td>3 hours</td>
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**INSTANT POT BACK TO SCHOOL**
Give yourself more free time by learning to make three recipes that will keep your on-the-go family coming back for more! Recipes include bacon cheddar egg bites, chicken vegetable soup and bacon tomato mac and cheese.

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<thead>
<tr>
<th>Thurs</th>
<th>6:30-9:30PM</th>
<th>Jackson</th>
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<tr>
<td>Course # 6637-F19A</td>
<td>$50</td>
<td>3 hours</td>
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**INSTANT POT BUSY NIGHTS**
Do busy fall nights get you frazzled? Save time and energy with three recipes that go from pot to table in no time! Recipes include chicken pot pie soup, ziti with ground beef and chocolate cake.

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<th>Thurs</th>
<th>6:30-9:30PM</th>
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<tr>
<td>Course # 6638-F19A</td>
<td>$50</td>
<td>3 hours</td>
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**INSTANT POT HOLIDAY**
Learn how to make three popular dishes which are perfect for family get-togethers and holiday entertaining! Recipes include ham, risotto and bread pudding.

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<td>Course # 6639-F19A</td>
<td>$50</td>
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**INSTANT POT COLD WEATHER COMFORT**
Take the chill off with these three cold weather comfort dishes! Recipes include corn chowder, chicken and rice and mashed potatoes.

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<tr>
<td>Course # 6640-F19A</td>
<td>$50</td>
<td>3 hours</td>
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</table>
FAMILY PIZZA NIGHT
The art of pizza making made easy! Why spend twenty or more dollars when you can make your own fresh pizza at home with a few simple ingredients? Spend some quality time with the family making your own signature pizza at home. Get your culinary talents in motion and create a pie with originality!
Instructor: Chef McGrath, award-winning chef and NJ Boss of the Sauce.

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The art of pizza making made easy! Why spend twenty or more dollars when you can make your own fresh pizza at home with a few simple ingredients? Spend some quality time with the family making your own signature pizza at home. Get your culinary talents in motion and create a pie with originality!
Instructor: Chef McGrath, award-winning chef and NJ Boss of the Sauce.

Mon 6:30-9:30PM
Course # 6607-F19A $50
3 hours
Class Date: Sept 9

Mon 6:30-9:30PM
Course # 6607-F19B $50
3 hours
Class Date: Oct 7

HOMEMADE PASTA AND SAUCES OF ITALY
Impress family and friends by making fresh homemade pasta served along with a variety of popular Italian sauces, including marinara, vodka, alfredo and carbonara. Impress both family and friends at your next get-together!
Instructor: Chef McGrath, award-winning chef and NJ Boss of the Sauce.

Mon 6:30-9:30PM
Course # 6606-F19A $50
3 hours
Class Date: Sept 23

Mon 6:30-9:30PM
Course # 6606-F19B $50
3 hours
Class Date: Oct 11

SOUP’S ON FOR THE WINTER BLUES
There’s no need to buy those processed, sodium-filled canned soups, when you can easily make them fresh at home! Learn the difference between clear, pureed and cream soups and prepare a sampling of each. This class will provide you with the tools to make the perfect comfort food. Soups include traditional chicken soup, cream of wild mushroom with fontina cheese and white truffle and New Jersey clam chowder. Bring your Tupperware! Instructor: Chef McGrath, award winning chef and NJ Boss of the Sauce.

Mon 6:30-9:30PM
Course # 6605-F19A $50
3 hours
Class Date: Oct 21

Mon 6:30-9:30PM
Course # 6605-F19B $50
3 hours
Class Date: Nov 25

HOLIDAY HORS D’OEUVRES
This class will feature easy-to-make hors d’Oeuvres and simple starters to take holiday entertaining to the next level. Be prepared to create, sample and share with family and friends. Instructor: Chef McGrath, award winning chef and NJ Boss of the Sauce.

Mon 6:30-9:30PM
Course # 6750-F19A $50
3 hours
Class Date: Dec 2

THAI TASTE
The complex flavors of Thai cuisine literally explode in your mouth in this exciting hands-on workshop. Master tricky Thai techniques for rolling light and crisp spring rolls and cooking in banana leaves. Students will learn a Thai chef’s secret to perfect curry every time! Instructor: Chef Dimm.

Mon 6:30-9:30PM
Course # 6506-F19A $50
3 hours
Class Date: Sept 30

GIRLS’ NIGHT OUT: IN ROME
From antipasti to dolce, you will experience the ancient capital city of Rome and the Italian joy of life by exploring its foods – steeped in tradition yet modern in its purity of flavors. Instructor: Chef Dimm.

Thurs 6:30-9:30PM
Course # 6749-F19A $50
3 hours
Class Date: Oct 10

POLISH COOKERY
Polish cuisine evolved over centuries, a combination of East and West, aristocratic hauteur and peasant fare. It is a rich culinary heritage, where good food is a tradition and Polish hospitality is legendary. Join Chef Deborah as she shares some of her family’s traditions. Instructor: Chef Dimm.

Wed 6:30-9:30PM
Course # 6600-F19A $50
3 hours
Class Date: Dec 4
BROWNIE WORKSHOP

Just in time for Halloween treats ~ bye-bye boxed mixes! Brownies are unquestionably one of America’s most beloved treats. From light and cakey, to chewy ooey gooey, America’s favorite treat comes in all tastes and textures. Whether you like them plain, iced, with nuts or chocolate chunks, Chef Deborah has assembled the best tips and techniques to make every batch a sensation. Wanna earn some “brownie” points with your family and friends? Then, sign up now as this class will fill up quickly! **Instructor:** Chef Dimm.

**Mon** 6:30-9:30PM  
Course # 6755-F19A  
Waretown  
$50  
3 hours  
Class Date: Oct 21

SOUTHERN FAVORITES

You do not have to live in the South to appreciate soulful Southern cookin’. In this new workshop, we will teach you how to create traditional Southern food from the heart. **Instructor:** Chef Dimm.

**Mon** 6:30-9:30PM  
Course # 6747-F19A  
Brick  
$50  
3 hours  
Class Date: Dec 9

KNIFE SKILLS 101

No other tool in the kitchen is more important than your knife. The only piece of equipment more basic to cooking is the human hand. Good quality knives will make your work easier, more efficient and more enjoyable; furthermore, good knives, when properly cared for, will last a lifetime. Knives should be selected, sharpened, cleaned and handled with great care and respect. Knives will be supplied in class; however, Chef Deborah asks to please consider bringing in your own personal knife for a more comfortable experience. **Instructor:** Chef Dimm.

**Tues** 6:30-9:30PM  
Course # 6504-F19A  
Brick  
$50  
3 hours  
Class Date: Dec 17

MURDER MYSTERY DINNER THEATRE

*If a dinner theatre event sells out quickly, there may be a second night offered*  
*Check [www.cuisineonthegreen.com](http://www.cuisineonthegreen.com) for additional offerings!*

Wine selections and a full service bar are available at an additional cost.  
DOORS OPEN AT 5:15PM.

HORROR HOMICIDE

It’s spooky enough at the annual Halloween Ball for the denizens of Transyltucky, but when murder makes a visit, it’s up to you to help Horror Homicide find the culprit!

**Sat Oct 26** 5:30-8:30PM  
Cuisine on the Green, Atlantis  
Course # 6697-F19A  
$60  
3 hours

MIND OVER MURDER

Murder and laughter ensue when a world-famous psychic performs a séance to resurrect the spirit of the original owners of the Publick House. You’ll witness the crime, meet the suspects and try to solve this hysterically funny interactive murder mystery!

**Sat Nov 16** 5:30-8:30PM  
Cuisine on the Green, Atlantis  
Course # 6698-F19A  
$60  
3 hours

MURDER AT THE KRINGLE VARIETY HOUR

Merry turns to murder on the set of Kris Kringle’s annual TV variety show. Join Santa and his guests for a jingle bell rockin’ night of holiday cheer, Yuletide hilarity and a ho-ho-homicide.

**Sat Dec 21** 5:30-8:30PM  
Cuisine on the Green, Atlantis  
Course # 6699-F19A  
$60  
3 hours
Cooking Demonstration Dinners include a multiple-course meal prepared before you with wine service available. Each course will be demonstrated by the chef in the dining room. Participants are able to ask questions during the demonstrations. Upon completion of each course demonstration, you will be served exactly what the chef prepared. Seating is limited.

Registration fee $55 per person. Doors open at 6:15PM.

Wine selections and a full service bar are available at an additional cost.

**OKTOBERFEST**

Join us for an autumn festival of German cuisine. Celebrate with foods of Munich, Germany. Throughout the demonstration, we will be serving the classic Bavarian fare with demonstrations on how to prepare these items. Guests will be listening to traditional German folk music. A cash bar will be available for those that would like to try the seasonal selection of draft beers.

- **Tues Oct 1**
  - 6:30-9:30PM
  - Cuisine on the Green, Atlantis
  - Course # 6521-F19A
  - $55
  - 3 hours

**STUDENT SHOWCASE**

Each of our students grasps inspiration from somewhere in their lives or heritage. This night will showcase these moments. As a class project, students will plan, research, develop a menu and assist in demonstrating a seasonal dinner event. This evening will allow these up-and-coming chefs to show all of us that they have what it takes to make it in this competitive industry.

- **Tues Oct 22**
  - 6:30-9:30PM
  - Cuisine on the Green, Atlantis
  - Course # 6694-F19A
  - $55
  - 3 hours

**TRADITIONAL JAPANESE CUISINE**

It’s not all sushi and raw fish! Our chef will explain various ingredients that can be sourced from your local market’s Asian foods section to recreate dishes served at traditional Japanese restaurants across the country. Courses will include miso soup, a spicy kani salad and “nobu style” miso sakana (fish). The evening will finish with mochi making, a dessert made from sweet rice.

- **Tues Nov 12**
  - 6:30-9:30PM
  - Cuisine on the Green, Atlantis
  - Course # 6695-F19A
  - $55
  - 3 hours

**NEW YEAR, NEW YOU**

What are the techniques of healthy cooking? This evening’s demonstration will feature a variety of options that could work for you! Our chef will exhibit multiple courses, and yes, even dessert with adapted techniques to help you achieve your health goals by inspiring you with ideas that you can bring home to your dinner table!

- **Tues Dec 3**
  - 6:30-9:30PM
  - Cuisine on the Green, Atlantis
  - Course # 6696-F19A
  - $55
  - 3 hours

**Job Services Department**

Always here to assist our students, past and present, with their job searches.

Connecting businesses directly with our skilled students.

Free Service!

732.473.3100 x 3175 or x 3177
ALLIED HEALTH

PHARMACY TECHNICIAN PREP PROGRAM
This is a comprehensive program designed to prepare students for an entry-level position, as a Pharmacy Technician within a community or hospital setting. Students will review fundamental information, as it relates to the practice of pharmacy and to the work tasks and duties that are required to be performed within a pharmacy environment. The program will cover medical terminology, pharmacy calculations, medication names and drug classes. Materials are presented in a concise and practical manner, which will be supplemented by required text reading and homework assignments as determined by the instructor. Upon completion of the program, students will be prepared to take the National Certification Examination that is given by the Pharmacy Technician Certification Board, which is recognized in all states within the United States.

Tues/Thur 6:30-9:30PM Toms River
Course # 3450-F19A $410 72 hours Start Date: Sept 5

MEDICAL ADMINISTRATIVE OFFICE ASSISTANT PROGRAM
The OCVTS Medical Administrative Office Assistant program prepares students with the skills necessary to enter the medical workforce in doctor’s offices, hospitals and other facilities. Specialized, course content focuses on medical terminology, forms and billing. Students may elect to take single, specialized courses or complete the entire program.

Upon completion, students will be eligible to apply for the following certifications from the National Healthcare Association (NHA) as a:
- Certified Electronic Health Records Specialist - CEHRS
- Certified Billing and Coding Specialist - CBCS

OCVTS MEDICAL ADMINISTRATIVE OFFICE ASSISTANT PROGRAM OVERVIEW
The OCVTS Medical Administrative Office Assistant Program consists of four, individual 72-hour courses for a total of 288 hours over a two-year period.
- Medical Secretary 72 hours
- Medical Terminology for the Medical Office 72 hours
- Electronic Health Records Specialist 72 hours
- Introduction to Medical Insurance, Billing and Coding 72 hours

MEDICAL SECRETARY
This program is designed to train students effectively to handle front desk responsibilities in a medical office. Instruction includes: communication skills, professionalism and patient confidentiality, medical law and ethics, medical terminology and telephone skills. Students will learn procedures for appointment scheduling and cancellation, preparation and filing charts and HIPAA compliance. Insurance billing and coding will be introduced (CPT & ICD codes). Insurance referrals will be emphasized.

Mon/Wed 6:30-9:30PM Toms River
Course # 3400-F19A $410 72 hours Start Date: Sept 4

MEDICAL TERMINOLOGY FOR THE MEDICAL OFFICE
Because of advances in the medical field and an aging population, the medical industry is in constant need of medical professionals, especially those with an understanding of medical terminology. Medical terminology is the specific language used by professionals in the medical industry. The ability to understand medical terminology is vital when entering a number of medical professions, including, but not limited to, medical billing and coding, medical transcription and medical administrative assisting. Terms are introduced in the context of human anatomy and physiology in such a way that even a student who is not strong in the sciences will be able to develop the skills to understand complex medical terms.

Mon/Wed 6:30-9:30PM Toms River
Course # 3415-F19A $410 72 hours Start Date: Sept 4

REGISTRATION BEGINS JULY 23, 2019
REGISTRATION IS QUICK AND EASY ONLINE AT WWW.OCVTS.ORG
LOOK FOR THE ONLINE REGISTRATION LINK:
‘Fall Adult Education Evening Classes’
THIS IS AVAILABLE 24 HOURS A DAY, 7 DAYS A WEEK
ELECTRONIC HEALTH RECORDS SPECIALIST
This course includes instruction in obtaining and documenting patient information. Students may specialize in various areas of electronic health records, such as entry-level coders, encoding within a hospital setting, abstractors and/or coding specialist, HIPAA Compliance Officers and Health Information Managers. This course includes: hands-on training experience that introduces the EHR software applications to enter patient demographics, store and retrieve patient health records, transfer and import documents to electronic formats, create patient health information records and more. Upon successful completion of the course, students will qualify to obtain certification as a Certified Electronic Health Records Specialist (CEHRS) through the National Healthcareer Association (NHA) at a location to be specified. (Prerequisites: Completion of the Medical Secretary course; Medical Terminology course or equivalent experience in a medical office; basic computer skills). Test fee not included.

Tues/Thurs 6:30-9:30PM Toms River
Course # 3421-F19A $410 72 hours Start Date: Sept 5

INTRODUCTION TO MEDICAL INSURANCE, BILLING AND CODING (ICD-10)
This course provides students with the fundamentals necessary to perform health information functions, such as coding medical procedures (including modifiers), diagnoses, diseases, surgeries and other therapies for billing and collection. An overview will be provided of basic medical terminology and coding definitions, as well as how to apply codes to medical documents. Instruction includes: accurate completion of CMS-1500 claim forms, billing management, Electronic Data Interchange, government programs, various types of medical insurance, managed care and billing management. Upon successful completion of the course, students will qualify to obtain certification as a Certified Billing and Coding Specialist (CBCS) through the National Healthcareer Association (NHA) at a location to be specified. (Prerequisites: Completion of the Medical Secretary course; Medical Terminology course or equivalent experience in a medical office; basic computer skills). Test fee not included.

Tues/Thur 6:30-9:30PM Toms River
Course # 3430-F19A $410 72 hours Start Date: Sept 5

DENTAL ASSISTING (FALL REGISTRATION ONLY)
This course provides the fundamentals needed to enter the dental assisting field. This program is designed for students who have little or no dental background. This course will provide instruction on basic, dental assisting terminology, anatomy, equipment and instrument identification, infection control and most of the dental set-ups utilized in a general office. The student will be trained in basic, clinical skills including four-handed instrument transfer. The student will also be introduced to many dental materials and instruction on how they are prepared in our updated dental lab. Basic lab skills, such as model pouring and trimming, will also be demonstrated and practiced. Students will also have the opportunity to learn a vast array of procedures including hygiene visits, fillings, root canals and crown and bridge, along with many tasks that are done daily in a dental practice. Successful completion of this course includes passing the final exam and attending the required hours of classroom instruction. Upon completion, students can further advance their dental career by enrolling in the Dental Radiology program.

Thurs 6:30-9:30PM Toms River
Course # 3100-F19A $550 84 hours Start Date: Sept 5

BASIC DENTRIX
Learn basic Dentrix, the world’s leading practice management software for administrative and clinical dental assistants. Instruction would include, but not limited to, patient registration, scheduling appointments, generating various reports, financial and clinical essentials. Clinical charting, periodontal charting, continuing care, treatment planning and using the Lab Case Manager will be covered. Students entering class must have dental experience or have taken a dental assisting course. Knowledge of dental terminology is necessary.

Mon 6:00-8:00PM Toms River
Course # 3101-F19A $100 10 hours Start Date: Sept 16
DENTAL RADIOLOGY
See required documentation link online under program description
Successful completion of this course, which is accredited by the New Jersey Radiological Technology Board of Examiners, qualifies students to take the Dental X-ray examination given by DANB. Included will be: X-ray procedures related to dentistry, safety precautions, exposures, processing, mounting and interpretation. The student must be at least 18 years old, presently working at an approved clinical site, be familiar with dental terminology and have a high school diploma or high school equivalency diploma, which must be presented at time of registration. Students with diplomas from foreign countries must have them evaluated prior to registration. Students must attend the required 45 hours of class time, followed by required clinical practice and complete/pass all NJ Radiological Technology Board of Examiners required lab objectives, didactic time and clinical requirements. Students will be required to make a $20 cash deposit for their Dosimeter Badge the first night of class.
Pre-requisite: Student must have completed a Dental Assisting program or been a chairside assistant for at least one year.

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<tr>
<th>Days</th>
<th>Course #</th>
<th>Start Time</th>
<th>Location</th>
<th>Cost</th>
<th>Hours</th>
<th>Start Date</th>
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<tbody>
<tr>
<td>Tues</td>
<td>3300-F19A</td>
<td>6:30-9:30PM</td>
<td>Toms River</td>
<td>$475</td>
<td>45 hours</td>
<td>Sept 10</td>
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<tr>
<td>Wed</td>
<td>3300-F19B</td>
<td>6:30-9:30PM</td>
<td>Toms River</td>
<td>$475</td>
<td>45 hours</td>
<td>Sept 4</td>
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</table>

ECG AND PHLEBOTOMY
This dual course will commence with ECG concepts, theory and practicum, based activities. Topics include: medical terminology, pharmacology, placement of electrodes and leads, ECG machine and components and patient identification and care. The second component of this course will cover phlebotomy safety in the lab, handling and insertion of needles, bracing, set up procedures and supplies, safety control procedures, OSHA/HIPAA, medical terminology pertaining to the vascular systems, veins, arteries and blood flow. Upon completion of the course, students will be prepared to take the national certification examination for ECG and Phlebotomy. A uniform or lab coat is required after the first night of class.

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<tr>
<th>Days</th>
<th>Course #</th>
<th>Start Time</th>
<th>Location</th>
<th>Cost</th>
<th>Hours</th>
<th>Start Date</th>
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<tbody>
<tr>
<td>Mon/Tues/Wed</td>
<td>3452-F19A</td>
<td>6:00-9:00PM</td>
<td>Toms River</td>
<td>$500</td>
<td>120 hours</td>
<td>Sept 4</td>
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HEALTH AND FITNESS CERTIFICATION COURSES
Please register early for certification classes. Classes must have 10 students registered to run. Certification fees not included in tuition.

PERSONAL FITNESS TRAINER - BASIC
This 12-week course, held at the Health and Fitness facility at our Toms River Center, will be a great value for individuals interested in a career as a personal trainer and/or group fitness instructor, or anyone interested in increasing their individual knowledge of health/fitness and for athletes. The instruction will include: basics in human anatomy and exercise physiology, kinesiology, exercise program design, sport-specific exercises, cardiorespiratory training, muscular strength and endurance training, flexibility training, physiological and functional-assessment skills and basics in nutrition. Students will practice developing programs for various, special populations in fitness, including common, musculoskeletal injuries, cardiorespiratory disorders, respiratory disorders, diabetes, perinatal exercise and more. Hands-on activities in our spacious, exercise room and state-of-the-art fitness equipment will be incorporated as well. Upon successful completion of the course, students will qualify to take the certification exam(s) as a Personal Fitness Trainer and/or Group Fitness Instructor. Additional fees for each exam are approximately $50.00. Texts/Study Guides will be discussed the first night of class.

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<tr>
<th>Days</th>
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<th>Cost</th>
<th>Hours</th>
<th>Start Date</th>
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<tr>
<td>Tues/Thurs</td>
<td>3700-F19A</td>
<td>6:30-9:30PM</td>
<td>Toms River</td>
<td>$435</td>
<td>72 hours</td>
<td>Sept 5</td>
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SPORTS NUTRITION  
(Certification via AAAI/ISMA Optional)

Do you work out? Learning proper nutrition can help you get the most out of your workout. This course will cover many aspects of personal nutrition such as macro and micro nutrients, hydration, supplements, meal planning, pre and post workout nutrition and the role of nutrition in exercise. **This course will conclude with an AAAI-ISMA Sports Nutrition certification (optional), which can help advance the student’s fitness career.** Anyone can take the course for their personal knowledge as well. **This course may be utilized for AAAI-ISMA CEC. Additional fee for exam is $50.**

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<tr>
<td>Wed</td>
<td>6:30-9:30PM</td>
<td>Brick</td>
<td>3713-F19A</td>
<td>$150</td>
<td>18</td>
<td>Sept 4</td>
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**WEIGHT MANAGEMENT AND WELLNESS  
(Certification via AAAI/ISMA Optional)**

Are your clients struggling with weight loss? This course will cover many aspects of personal nutrition. Emphasis will be placed on nutrition for different illnesses, as well as continuing information on diets and meal plans. Learn how to calculate the caloric needs of your clients. **The course will conclude with an AAAI-ISMA Weight Management certification (optional) which can help advance the student’s fitness career.** Anyone can take the course for their personal knowledge as well. **Additional fee for exam is $50.**

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<tr>
<td>Tues</td>
<td>6:30-9:30PM</td>
<td>Brick</td>
<td>3714-F19A</td>
<td>$150</td>
<td>18</td>
<td>Sept 10</td>
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**LIFE WELLNESS/HOLISTIC HEALTH CONSULTANT  
(Certification via AAAI/ISMA Optional)**

This course will review holistic modalities for wellness. Topics include: life-wellness coaching, becoming empowered and life-wellness coach client evaluation. The holistic toolbox for success will be reviewed, as well as programming a wellness lifestyle. **This course will conclude with an AAAI-ISMA Life Wellness/Holistic Consultant certification (optional), which can help advance the student’s fitness career.** Anyone can take the course for their personal knowledge as well. **Additional fee for exam is $50.**

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<th>Course #</th>
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<tr>
<td>Mon</td>
<td>6:30-9:30PM</td>
<td>Brick</td>
<td>3715-F19A</td>
<td>$150</td>
<td>18</td>
<td>Oct 14</td>
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**CPR ~ BASIC LIFE SAVER**

The Basic Life Saver course features group interaction and hands-on coaching and feedback from an American Heart Association instructor. This course is for anyone with limited or no medical training, who needs a course completion card in CPR and the AED used to meet job, regulatory or other requirements. Students will learn the correct procedures to save adults, children or infants in medical emergencies. Participants will also learn how to save adults, children or infants from choking. **Course completion will include a BLS CPR Certification valid for two years (included in fee).**

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<th>Hours</th>
<th>Class Date</th>
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<tr>
<td>Thurs</td>
<td>6:30-9:30PM</td>
<td>Toms River</td>
<td>3745-F19A</td>
<td>$70</td>
<td>3</td>
<td>Sept 26</td>
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<tr>
<td>Thurs</td>
<td>6:30-9:30PM</td>
<td>Toms River</td>
<td>3745-F19B</td>
<td>$70</td>
<td>3</td>
<td>Oct 24</td>
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**REIKI LEVEL I**

This first level offers the basic understanding of Reiki - its history, principles, lineage and how it works. You will learn about Chakras and the body’s energy system, how to feel/sense energy, learn the hand positions and experience the giving and receiving of Reiki. Having completed this class, you will be able to use Reiki on yourself, family, friends and pets.

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<tr>
<td>Tues</td>
<td>6:30-9:30PM</td>
<td>Toms River</td>
<td>3752-F19A</td>
<td>$100</td>
<td>9</td>
<td>Oct 1</td>
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<tr>
<td>Tues</td>
<td>6:30-9:30PM</td>
<td>Brick</td>
<td>3752-F19B</td>
<td>$100</td>
<td>9</td>
<td>Sept 17</td>
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Presented by: Jennifer Chamberlin, CRMT, IHME, Wellness Coordinator, Certified HealthRHYTHMS Drum Facilitator.
PERSONAL HEALTH ENRICHMENT

SOCIAL BALLROOM 101
This class is an introduction to partnered dancing. The focus of this course is to gain necessary partnering skills and foot patterns commonly used in social ballroom dancing like Waltz, Foxtrot, Tango, Cha Cha, Rumba and Swing. No partner or experience necessary. Instructor: Missy Piegaro, ISTD-International and Modern Ballroom Dance.

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<th>Start Date</th>
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<tbody>
<tr>
<td>Mon</td>
<td>5:00-6:00PM</td>
<td>Lakehurst (Vetting Process Required)</td>
<td>$80</td>
<td>12 hours</td>
<td>Sept 23</td>
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<tr>
<td>Wed</td>
<td>6:00-7:00PM</td>
<td>Lakehurst (Vetting Process Required)</td>
<td>$80</td>
<td>12 hours</td>
<td>Sept 25</td>
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SOCIAL BALLROOM 202
This is an intermediate level ballroom class. Learn additional figures as well as proper technique for a more polished presence on the social dance floor. Must have completed Ballroom 201, or obtain permission from the instructor to sign up for this class. Instructor: Missy Piegaro, ISTD-International and Modern Ballroom Dance.

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<tr>
<td>Mon</td>
<td>6:00-7:00PM</td>
<td>Lakehurst (Vetting Process Required)</td>
<td>$80</td>
<td>12 hours</td>
<td>Sept 23</td>
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SOCIAL BALLROOM 103
This class is a continuation of our ballroom 100 series. Round out your knowledge and execution of the fundamentals for the six main dances. Participants must have completed Ballroom 102 or obtain permission from the instructor prior to taking this class. Instructor: Missy Piegaro, ISTD-International and Modern Ballroom Dance.

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<tr>
<td>Mon</td>
<td>7:00-8:00PM</td>
<td>Lakehurst (Vetting Process Required)</td>
<td>$80</td>
<td>12 hours</td>
<td>Sept 23</td>
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</table>

LATIN DANCING 101
Learn the basics to the fun and flirty Salsa, Bachata and Merengue in our Latin Dancing 101 course. No experience or partner needed. Instructor: Missy Piegaro, ISTD-International and Modern Ballroom Dance.

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<tbody>
<tr>
<td>Mon</td>
<td>8:00-9:00PM</td>
<td>Lakehurst (Vetting Process Required)</td>
<td>$80</td>
<td>12 hours</td>
<td>Sept 23</td>
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LATIN CARDIO LIGHT
This is a great place for new ballroom dancers to start without the pressure of dancing in a partnered hold. It is also ideal for experienced dancers to practice their hip action, arm styling and footwork. All students will benefit from increased balance and added steps to their day. No partner nor experience needed. Instructor: Missy Piegaro, ISTD-International and Modern Ballroom Dance.

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<tr>
<td>Wed</td>
<td>5:00-6:00PM</td>
<td>Lakehurst (Vetting Process Required)</td>
<td>$40</td>
<td>6 hours</td>
<td>Sept 25</td>
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HOT HIPS
Learn the sensual movement of Hula and Belly Dancing. This class provides a great way to work your core while standing. No crunches or floor work. What a great way to tone the whole body and improve posture, flexibility and coordination. No partner nor experience needed. Instructor: Missy Piegaro, ISTD-International and Modern Ballroom Dance.

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<tr>
<td>Wed</td>
<td>5:00-6:00PM</td>
<td>Lakehurst (Vetting Process Required)</td>
<td>$40</td>
<td>6 hours</td>
<td>Nov 20</td>
</tr>
</tbody>
</table>

WEDDING RECEPTION DANCING
This is a great class to take if you are getting married or are attending a social event in the near future, like a wedding or holiday party. This class will focus on slow and fast rhythms, so you can enjoy being out on the dance floor all evening! No partner nor experience needed. Instructor: Missy Piegaro, ISTD-International and Modern Ballroom Dance.

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<thead>
<tr>
<th>Day</th>
<th>Time</th>
<th>Location</th>
<th>Fee</th>
<th>Hours</th>
<th>Start Date</th>
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<tr>
<td>Wed</td>
<td>8:00-9:00PM</td>
<td>Lakehurst (Vetting Process Required)</td>
<td>$80</td>
<td>12 hours</td>
<td>Sept 25</td>
</tr>
</tbody>
</table>
BEGINNER TAP FIT

Beginner Tap Fit combines tap dancing, cardio and mind sculpting that benefits both the body and brain. This course is for beginners with little or no tap experience. The class will keep you dancing to tap rhythms for fun and fitness!

Instructor: Sondra Attridge, DEA.

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<tr>
<th>Day</th>
<th>Time</th>
<th>Location</th>
<th>Fees</th>
<th>Notes/Start Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wed</td>
<td>6:00-7:00PM</td>
<td>Lakehurst</td>
<td>$60</td>
<td>(Vetting Process Required) Sept 11</td>
</tr>
</tbody>
</table>

TAP FIT II

More experienced tappers may want to try Tap Fit II, which combines tap dancing, cardio and mind sculpting that benefits both body and brain. This class is a continuation of Beginner Tap Fit. Challenge your tap dancing abilities for fun and fitness!

Instructor: Sondra Attridge, DEA.

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
<th>Location</th>
<th>Fees</th>
<th>Notes/Start Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mon</td>
<td>6:00-7:00PM</td>
<td>Lakehurst</td>
<td>$60</td>
<td>(Vetting Process Required) Sept 9</td>
</tr>
</tbody>
</table>

BALLET FOR BALANCE

This class provides ballet-based exercises for those with or without any dance training. This is the perfect class to improve strength, balance and flexibility. Whether you are a dance enthusiast or just want to try a different type of workout, this class may awaken the inner dancer in you!

Instructor: Sondra Attridge, DEA.

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
<th>Location</th>
<th>Fees</th>
<th>Notes/Start Date</th>
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<tbody>
<tr>
<td>Wed</td>
<td>7:00-8:00PM</td>
<td>Lakehurst</td>
<td>$60</td>
<td>(Vetting Process Required) Sept 11</td>
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<tr>
<td>Mon</td>
<td>7:00-8:00PM</td>
<td>Lakehurst</td>
<td>$60</td>
<td>(Vetting Process Required) Sept 9</td>
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</table>

LINE DANCING FOR BEGINNERS

The basics of line dancing are very easy to learn, because the steps are simple and don’t involve dancing with a partner. Line dancing is ideal for singles, couples and non-dancers alike. Line dancing is taught and practiced in country and western bars, dance clubs and dance halls around the world. Dances are done to country and western, pop, rock and roll, and club music as well as old standards. This is not your grandfather’s line dancing!

Instructor: Thomas Allen.

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<tr>
<th>Day</th>
<th>Time</th>
<th>Location</th>
<th>Fees</th>
<th>Notes/Start Date</th>
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<tr>
<td>Wed</td>
<td>6:00-7:30PM</td>
<td>Lakehurst</td>
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LINE DANCING FOR ADVANCED BEGINNERS

This class is ideal for anyone who has taken Line Dancing for Beginners or anyone with up to one year of line dancing experience. The course is designed for dancers who would like to learn intermediate dances. The degree of difficulty of the dances will be based on the enrolled dancers’ skills. The dances will be done to a mixture of country, pop, rock and club music.

Instructor: Tom Allen

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<th>Day</th>
<th>Time</th>
<th>Location</th>
<th>Fees</th>
<th>Notes/Start Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wed</td>
<td>7:30-9:00PM</td>
<td>Lakehurst</td>
<td>$90</td>
<td>(Vetting Process Required) Sept 11</td>
</tr>
</tbody>
</table>

POUND® THE ROCKOUT WORKOUT

POUND® is the world’s first cardio jam session inspired by the infectious, energizing and sweat-dripping fun of playing the drums using lightly, weighted drumsticks called Ripstix®. POUND® transforms drumming into an incredibly effective way of working out. Instead of listening to music, you become the music in this exhilarating, full-body workout that combines cardio, conditioning and strength training with pilates-inspired movements. Designed for all fitness levels, POUND® provides the perfect atmosphere for letting loose, getting energized, toning up and rockin’ out! Ripstix® (drumsticks) are provided. Wear comfortable clothes and bring a water bottle.

Instructor: Lisa Pepper, POUND® Pro Certified, AAALISMA-Group Fitness and Aqua Certified Instructor.

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<th>Day</th>
<th>Time</th>
<th>Location</th>
<th>Fees</th>
<th>Notes/Start Date</th>
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<tbody>
<tr>
<td>Tues/Thur</td>
<td>3:00-4:00PM</td>
<td>Toms River</td>
<td>$125</td>
<td>(Vetting Process Required) Sept 5</td>
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<tr>
<td>Mon/Wed</td>
<td>7:30-8:30PM</td>
<td>Toms River</td>
<td>$125</td>
<td>(Vetting Process Required) Sept 4</td>
</tr>
</tbody>
</table>
YOGA

Come and discover the benefits of yoga! Yoga has wonderful harmonizing and balancing effects on the body, mind and emotions. Yoga helps you to relax and rejuvenate your mind. This yoga course is designed to help build muscle strength and promote balance and flexibility. The program will focus on asana (postures), breathing techniques and meditation. This course will run for one-hour sessions, 2 days per week, for 12 weeks. **VERY LIMITED ENROLLMENT. Instructors: Francesca Chirelli, E-RYT, Nicole Franchino, E-RYT and Dawn Selig, C-YT.**

Please arrive five minutes before start of class and bring your own yoga mat.

**Tues/Thurs (Chirelli)**
- 4:00-5:00PM
- Toms River
- Course # 3749-F19C
- $125
- Start Date: Sept 5

**Tues/Thurs (Chirelli)**
- 5:15-6:15PM
- Toms River
- Course # 3749-F19D
- $125
- Start Date: Sept 5

**Mon/Wed (Franchino)**
- 4:00-5:00PM
- Toms River
- Course # 3749-F19A
- $125
- Start Date: Sept 4

**Mon/Wed (Franchino)**
- 5:15-6:15PM
- Toms River
- Course # 3749-F19B
- $125
- Start Date: Sept 4

**Mon/Wed (Selig)**
- 6:30-7:30PM
- Waretown
- Course # 3749-F19E
- $125
- Start Date: Sept 4

YOGA FOR ACTIVE ADULTS

It’s never too late to begin a yoga practice! Yoga helps to build strength and stamina, improve focus and balance and relax your body and mind. This class is perfect for active older adults, who are new to yoga as well as those with some experience. We will practice on the floor; please bring a yoga mat and wear comfortable clothing.

**Instructor: Nicole Franchino, E-RYT.**

**Wed**
- 3:00-4:00PM
- Toms River
- Course # 3790-F19A
- $65
- Start Date: Sept 4

RESTORATIVE YOGA

Restorative Yoga is a relaxing approach to the stretching of ligaments and tendons within the body. Furthermore, it is a great way to end a hectic day and prepare for a restorative sleep at night. Participants will be required to remain in their “posture” for a longer period of time rather than the gentle yoga. It is beneficial to bring a bolster and a blanket to class. The first class will provide instructions on additional class requirements. **Instructor: Dawn Selig, C-YT.**

**Wed**
- 7:45-8:45PM
- Waretown
- Course # 3819-F19A
- $65
- Start Date: Sept 4

GENTLE RESTORATIVE YOGA

This series will focus on poses that promote relaxation, restoration and rejuvenation. The calming, stress-relieving postures are designed to stretch and strengthen the body gradually. We will move slowly and gently, as we learn to connect movement with breath. This class focuses on longer holds to deeply stretch the muscles and reduce tension in the joints. The class will conclude with guided meditation and quiet relaxation and is suitable for all levels. Please bring a yoga mat and wear comfortable clothing. **Instructor: Nicole Franchino, E-RYT.**

**Mon**
- 6:30-7:30PM
- Toms River
- Course # 3787-F19A
- $25
- Start Date: Sept 9

**Mon**
- 3:00-4:00PM
- Toms River
- Course # 3787-F19B
- $25
- Start Date: Sept 9

HAPPY HIPS YOGA

Loosen tight hips, improve your range of motion and circulation, and alleviate back pain with hip-opening, yoga poses. This specialty yoga series will concentrate on stretching the lower body, while improving focus and creating an overall feeling of calm and relaxation. This is the perfect class for walkers, runners, athletes, those who have tightness in the lower back and those who may sit at a desk all day. This class is suitable for all levels. Please bring a yoga mat and wear comfortable clothing. **Instructor: Nicole Franchino, E-RYT.**

**Mon**
- 6:30-7:30PM
- Toms River
- Course # 3788-F19A
- $25
- Start Date: Oct 7

**Mon**
- 3:00-4:00PM
- Toms River
- Course # 3788-F19B
- $25
- Start Date: Oct 7

**PERSONAL HEALTH ENRICHMENT CLASSES CONTINUED ON PAGE 27**
ACCELERATED CAREER DEVELOPMENT PROGRAMS FOR ADULTS

Ocean County Vocational Technical School offers Accelerated Career Development Programs to provide adult students with flexible options for career advancement, certification or a new career direction. Programs are open to adults, 18 and older with a high school diploma or high school equivalency diploma.

Classes begin in September and run Monday-Friday

Program descriptions are listed on pages 23-26.

TWILIGHT PRECISION MACHINE TECHNOLOGY ~ CULINARY ARTS
TWILIGHT COSMETOLOGY ~ NEW HOME CONSTRUCTION
TWILIGHT AUTOMOTIVE TECHNOLOGY ~ PRACTICAL NURSING
TWILIGHT CERTIFIED MEDICAL ASSISTANT

Programs qualify for Financial Aid Assistance:

~Federal Financial Aid
~Veterans Education Benefits (for Veterans or immediate family members)
More Information available through WWW.VA.GOV
~NJ-GIVS Scholarships and Grants
~Unemployment Retraining Benefits

TWILIGHT PRECISION MACHINE TECHNOLOGY
10 Months, Mon~Fri, 4:30PM-9:30PM, Jackson Center  Tuition: $6,500

The OCVTS Precision Machine Technology Program (PMT) offers accelerated training in modern and relevant career pathways in the manufacturing industry. Areas of study include: Computer Numerical Control (CNC) theory and operations, manual machine operations (mill and lathe), basic welding, automation, prototyping, production planning, CNC milling, CNC lathe, engineering analysis and quality control, theory, programming and operations, and robotics. Students are afforded the opportunity to receive OSHA-10 Safety Certification Training.

The current manufacturing environment provides many career-training opportunities for employees, who have experience operating an expansive range of machine tools and systems, who know how to read engineering drawings, set up, operate and program CNC machines and also use precision measuring and inspection instruments. The OCVTS Precision Machine Technology program provides a solid foundation of skills and workplace-ready competencies to successfully enter this in-demand career. Potential SLE/internship opportunities may be available.

This program qualifies for the NJ-GIVS Scholarship Program for Minorities and Women.
The Ocean County Center for Culinary Arts, located at Cuisine on the Green at the Atlantis Golf Course, provides students experience in the preparation, service and management tasks involved in the food service industry. This Culinary Arts training center, located in the newly-renovated restaurant facilities at the Atlantis Golf Course in Little Egg Harbor, offers exciting opportunities as students train for careers in the Culinary Arts. The 10-month curriculum includes classroom instruction, culinary skills training, and working internships. The teaching philosophy at the Ocean County Center for Culinary Arts involves a curriculum and training program, incorporating a foundation of ecology, wellness, and responsibility to the overall reduction of the environmental footprint by the culinary industry. The use of locally-sourced foods, responsibly-caught seafood, and environmentally-conscious practices are essential elements at the Ocean County Center for Culinary Arts. Areas of concentration include: safety, sanitation, food preparation, commercial baking, advanced baking, table skills, and dining room management. Students will also receive certifications in ServSafe Food Protection Manager, TIPS Alcohol Training, CPR, Nutrition, and Food Cost Management.

An articulation agreement with the Restaurant School at Walnut Hill College provides students with an opportunity to earn advanced college credit upon successful completion of this program.

The Twilight Cosmetology Program provides the skills and the knowledge necessary to pass the New Jersey State Board of Cosmetology licensing exam. The skills taught relate to the major areas of instruction including, hair services, skin and nail services and business management. Curriculum content will cover: sterilization and sanitation procedures; techniques to cut, shape, set, style, color and highlight hair; permanent wave and chemical relaxation techniques; hair removal - waxing; grooming techniques for male clients; make-up applications and facials; manicures and pedicures; salon reception functions; maintenance of individual employee records; care and styling of wigs; and thermal pressing and curling. In-school clinical experiences provide hands-on training. All applicants will be required to pass a written examination for admission. Good attendance is critical for completion of hourly requirements to sit for licensing exam. Home educated diploma will not be recognized for licensure.

Gainful Employment Disclosure: ocvts.org/financialaid
The OCVTS Twilight Automotive Technology program introduces students to major concepts and theories of maintenance, service and repairs on modern automobiles. Students are instructed on shop safety and proper usage of tools and equipment. Upon successful completion, students are prepared for entry-level employment in the automotive field and will have acquired the knowledge necessary to take ASE certification tests. This program is evaluated and accredited by NATEF. (National Automobile Technician Educational Foundation). The following subjects are NATEF accredited: Engine Repair, Engine Performance, Electrical/Electronic Systems, Brakes, Steering and Suspension, Heating and Air-Conditioning, Automatic and Manual Transmissions, and Drive-Axles. Articulation agreements with Brookdale Community College, Mercer County College, Lincoln Technical Institute and the University of Northwestern Ohio provide students with opportunities to earn advanced college credits upon successful completion of this program.

NEW HOME CONSTRUCTION
10 Months, Mon–Fri, 8:00AM-1:00PM, Waretown Center  Tuition: $6,500

In response to a growing demand for skilled construction workers, the OCVTS New Home Construction program was developed as an accelerated training program for adults. Curriculum includes: extensive safety training, use of hand and power tools, blueprint reading, layout, industry-related mathematics, skills in framing, roofing, sheathing, siding, door and window installation, staircases, drywall installation, insulation, trim work, ceilings and floors. Students will receive the 10-hour OSHA Hazard Recognition Training Program as well as CPR/AED First Aid training. Through ongoing partnerships with outside agencies, such as Habitat for Humanity, students receive real-world, hands-on experience in all phases of construction as they work on-site at a selected home construction site in Ocean County.

This program qualifies for the NJ-GIVS Scholarship Program for Minorities and Women.

TWILIGHT AUTOMOTIVE TECHNOLOGY
10 Months, Mon–Fri, 2:00PM-7:00PM, Waretown Center  Tuition: $6,500

The OCVTS Twilight Automotive Technology program introduces students to major concepts and theories of maintenance, service and repairs on modern automobiles. Students are instructed on shop safety and proper usage of tools and equipment. Upon successful completion, students are prepared for entry-level employment in the automotive field and will have acquired the knowledge necessary to take ASE certification tests. This program is evaluated and accredited by NATEF. (National Automobile Technician Educational Foundation). The following subjects are NATEF accredited: Engine Repair, Engine Performance, Electrical/Electronic Systems, Brakes, Steering and Suspension, Heating and Air-Conditioning, Automatic and Manual Transmissions, and Drive-Axles. Articulation agreements with Brookdale Community College, Mercer County College, Lincoln Technical Institute and the University of Northwestern Ohio provide students with opportunities to earn advanced college credits upon successful completion of this program.

NEW JERSEY GIVS
THE GOVERNOR’S INDUSTRY VOCATIONS SCHOLARSHIP FOR WOMEN AND MINORITIES
The NJ-GIVS program provides funding for training. It is funded by the State of New Jersey Schools Development Authority and administered in partnership with HESSA.
Go to www.njgrants.org for eligibility requirements
Call 732.473.3100 x 3139 for More Information
This program consists of lecture and clinical experiences to educate students to care for acute, sub-acute, chronically ill and convalescent patients. It is regulated by the State Board of Nursing and prepares students for the state licensing examination. Classroom theory and clinical experience are equitable in the number of hours required in the course. Students who successfully complete the program and pass the state licensing examination can find employment in hospitals, nursing homes, industry, clinics, private homes and public and federal health agencies.

Curriculum includes the study of anatomy and physiology, nutrition and diet therapy, pharmacology, medical/surgical nursing, geriatrics, maternity, pediatrics, psychiatric nursing, interpersonal relationship in nursing, maintaining records and independent study.

Competitive admissions process includes: written essay, admissions test, criminal background check, physical examination and negative drug screening.

*Ocean County Residents: $10,000  Out of County: $12,000  (Additional fees apply)

CALL THE OCVTS PRACTICAL NURSING INFORMATION HOTLINE AT 732.473.3100 x 3145

The National Certified Medical Assistant program provides the skills and knowledge necessary to pass the NCMA exam. This program emphasizes physician assisting skills and includes administrative and clinical components. The curriculum covers medical terminology and abbreviations, medical law and ethics, insurance billing and coding, medical history intake, computerized scheduling, in-depth computerized software, infection control, vital signs and electrocardiograms. Laboratory procedures include urinalysis, strep tests, capillary sticks and venipuncture techniques. Students will learn to assist the physician with special procedures.

Students may pursue certification as a National Certified Medical Assistant (NCMA) or continue their studies for radiology technician, licensed practical or registered nurse, health information technologist, billing and coding specialist or other healthcare careers. Students may also pursue certification as a NCMOA (National Certified Medical Office Assistant) through the National Center for Competency Testing (NCCT). Additional coursework and certification opportunities in Phlebotomy and EKG will be provided in the second semester. Technology proficiency is highly recommended.

* (Additional fees apply)
PERSONAL HEALTH ENRICHMENT CLASSES CONTINUED

YOGA FOR CORE STRENGTH
Join us for this specialty yoga series focusing on improving core strength. A strong core will improve posture and balance...get ready to find those muscles in your belly and lower back! This class will focus on strong challenging poses to get you fit, strong and healthy by developing your core strength, balance and flexibility. Some experience recommended, but all levels are welcome; please bring a yoga mat and wear comfortable clothing.

Instructor: Nicole Franchino, E-RYT.

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<tr>
<th>Course #</th>
<th>Start Date</th>
<th>Location</th>
<th>Time</th>
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<tbody>
<tr>
<td>3789-F19A</td>
<td>Nov 11</td>
<td>Toms River</td>
<td>Mon 6:30-7:30PM</td>
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<tr>
<td>3789-F19B</td>
<td>Nov 11</td>
<td>Toms River</td>
<td>Mon 3:00-4:00PM</td>
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</tbody>
</table>

T’AI CHI CHIH® ~ JOY THROUGH MOVEMENT
Experience the gentle “moving meditation” of T’ai Chi Chih®, which consists of twenty simple movements which are easy to learn. Tibetan Bowl Meditation and guided meditation will also be introduced. This is an evidenced-based practice, which can help reduce stress, improve balance and increase focus and attention. T’ai Chi Chih® can be both self-soothing while invigorating. Each class concludes with a “mindfulness meditation”.

Dress comfortably. Appropriate for beginner and ongoing students.

Instructor: Anthony Risos, BA, MS, Accredited T’ai Chi Chih® Instructor.

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<thead>
<tr>
<th>Course #</th>
<th>Start Date</th>
<th>Location</th>
<th>Time</th>
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<tbody>
<tr>
<td>3815-F19A</td>
<td>Sept 9</td>
<td>Lakehurst</td>
<td>Mon 5:30-7:00PM (Vetting Process Required)</td>
</tr>
<tr>
<td>3815-F19B</td>
<td>Sept 12</td>
<td>Toms River</td>
<td>Thurs 5:30-7:00PM</td>
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</table>

T’AI CHI CHIH® ~ JOY THROUGH MOVEMENT
Experience the gentle “moving meditation” of T’ai Chi Chih®, which consists of nineteen movements and one pose which are easy to learn. This is an evidenced-based practice, which can help reduce stress, improve balance and increase focus and attention. Students are encouraged to explore our website: www.taichichih.org for further information. T’ai Chi Chih® can be both self-soothing while invigorating. Each class concludes with a guided, mindful meditation designed to enhance one’s overall well-being. Participants are encouraged to wear comfortable attire and shoes. Appropriate for beginner and ongoing adult students.

Instructor: Annette McNeil, MSW, LSW, Accredited T’ai Chi Chih® and Seijaku Instructor, Reiki Master Practitioner.

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<th>Start Date</th>
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<tr>
<td>3815-F19C</td>
<td>Sept 16</td>
<td>Jackson</td>
<td>Mon 6:00-7:30PM</td>
</tr>
<tr>
<td>3815-F19D</td>
<td>Sept 18</td>
<td>Brick</td>
<td>Wed 6:00-7:30PM</td>
</tr>
</tbody>
</table>

MEDITATION AND HEALING
Join us in beginning or continuing your practice of meditation and journey in healing. This series of classes will be a practice of various techniques and cover various types of meditations. We will heal through these active practices. With some education included when needed, you will gain the know-how to continue on your own after this series. Participants should wear comfortable clothes, bring a yoga mat and any other tools needed to sit comfortably for an hour practice. Plan on coming to relax, reduce stress and reap the reward of meditating.

Presented by: Jennifer Chamberlin, CRMT, IHME, Wellness Coordinator, Certified HealthRHYTHMS Drum Facilitator.

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<tr>
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<tbody>
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<td>Sept 11</td>
<td>Brick</td>
<td>Wed 6:30-8:30PM</td>
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MEDITATION AND RELAXATION FOR WELLNESS THROUGHOUT THE HOLIDAYS
Meditation is proven to decrease blood pressure, stress hormones, anxiety and depression, and it has a positive influence on self-esteem and overall health. This class will offer simple techniques to incorporate meditation into your everyday life and offer practical approaches for relaxation to lower-stress levels.

Presented by Ellen Hreha, CRT, CRMT, CCH.

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<tr>
<th>Course #</th>
<th>Start Date</th>
<th>Location</th>
<th>Time</th>
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</thead>
<tbody>
<tr>
<td>3822-F19A</td>
<td>Nov 19</td>
<td>Toms River</td>
<td>Tues 6:30-9:30PM</td>
</tr>
</tbody>
</table>

27
FOCUS ON FITNESS AFTER 55
This is a low-impact exercise program designed to address the challenges we face as our bodies age. With a focus on balance, flexibility and maintaining muscle strength, this program is beneficial for individuals of all abilities. As we age we can see drastic changes in hormones, a decrease in our metabolism and a gradual loss of muscle mass. We may perceive these changes as the natural course of aging, but a proactive approach to fitness may slow the aging process and improve mobility, increase stability and strength and help maintain independence.

Mon/Wed 4:00-5:00PM Waretown Course # 3796-F19A $110 24 hours Start Date: Sept 4
Mon/Wed 5:15-6:15PM Waretown Course # 3796-F19B $110 24 hours Start Date: Sept 4

FOCUS ON FITNESS AFTER 55 ~ OFF THE FLOOR!
This full body workout focuses on gentle, yet effective exercises and movements for individuals of all abilities looking to ease into a fitness program. All exercises will be done in a standing or seated position and are designed to minimize and/or eliminate movements which could cause dizziness or overexertion. This class will focus on balance, flexibility and muscle maintenance while allowing each participant to stay within their comfort zone. Instructor: Jean Sullivan, AAAI-ISMA Certified: Personal Training, Group Fitness, Sports Nutrition, Weight Management/Wellness, Older Populations and Life Wellness/Holistic Health Consultant.

Tues 4:00-5:00PM Waretown Course # 3820-F19A $55 12 hours Start Date: Sept 10

SIX KEYS TO WORKING WITH YOUR INTUITION FOR THE NEW YEAR
We all have intuitive ability. Innate within us is one or more senses we could learn to tap into. This class may help you discover yours! If you are already working with your intuition, implementing six, simple key guidelines will benefit you to master the mystery as you move forward on your personal journey. Presented by Ellen Hreha, CRT, CRMT, CCH.

Tues 6:30-9:30PM Toms River Course # 3823-F19A $45 3 hours Class Date: Dec 3

THE HEALING POWER OF CRYSTALS
This class will introduce students on how to use crystals in their everyday life. Participants will learn how to connect, choose, clear, cleanse, program and store crystals. Explore the utilization of crystals for healing your body, spaces around you, and balancing Chakras. Learn safe methods for making crystal elixirs. Presented by Ellen Hreha, CRT, CRMT, CCH.

Tues 6:30-9:30PM Toms River Course # 3824-F19A $45 3 hours Class Date: Nov 12

RESTORE YOUR ENERGY THROUGH THE CHAKRA SYSTEM
The Chakra system plays a vital role in the health of your physical body. A simple quiz pinpoints the relationship between your physical body and which Chakra, or energy centers, are strong or depleted. Techniques to restore and balance each energy center will be discussed. This class explores how color, sound, smell, environment and even the foods we eat can play an important role to keep that energy flowing. Presented by Ellen Hreha, CRT, CRMT, CCH.

Tues 6:30-9:30PM Toms River Course # 3821-F19A $45 3 hours Class Date: Sept 17

MESSAGES CALLING YOU THROUGH YOUR ANIMAL SPIRIT GUIDES
Does it appear that some animals are trying to communicate with you? Is there a reason why you have always wanted that certain pet, or why did your parents choose a zebra or giraffe for your nursery when you were young? Totem animals, power animals and animals as spirit guides will be examined and discussed. Presented by Ellen Hreha, CRT, CRMT, CCH.

Tues 6:30-9:30PM Toms River Course # 3801-F19A $45 3 hours Class Date: Oct 29
SEVA ACUPRESSURE FOR SELF-CARE ~ PART I
Seva, a Sanskrit word that means selfless, compassionate service, is simple to learn, easy to perform, and profoundly supportive for physical, mental, emotional and spiritual health. This three-hour workshop teaches participants on how to use the Seva acupressure protocol for self-care, addressing needs from general relaxation and well-being to shock and stress. Participants will experience the healing and transformative power of acupressure, learn a unique method of touch through demonstration and hands-on practice, and learn Chakra Tai Chi, a movement practice for self-care. Presented by Regina Rosenthal, PT, MA, RYT-200.
Mon 6:30-9:30PM Toms River
Course # 3784-F19A $45 3 hours Class Date: Sept 23

USING SEVA ACUPRESSURE WITH OTHERS ~ PART II
Seva Part I is a pre-requisite for Seva Part II. This three-hour workshop builds upon skills learned in Seva Part I. Participants will experience receiving the Seva Stress Release, learn how to use Seva with others and review and practice use of an Awareness Journal and Chakra Tai Chi. Presented by Regina Rosenthal, PT, MA, RYT-200.
Mon 6:30-9:30PM Toms River
Course # 3785-F19A $45 3 hours Class Date: Oct 7

ACUPRESSURE FOR ANYONE ~ GREAT CENTRAL CHANNEL
Seva Parts I and II are pre-requisites for this program. Students will learn the Great Central Alignment Formula. They will also have the opportunity to practice the Chakra Tai Chi movement meditation. In this class, you will gain greater understanding about Chinese Medicine, two meridians (Governing and Conception vessels), the chakra system and balancing Yin and Yang. Participants will also learn to read the Great Central Channel formula and give and receive a full acupressure session. Presented by Regina Rosenthal, PT, MA, RYT-200.
Mon 6:30-9:30PM Toms River
Course # 3806-F19A $45 3 hours Class Date: Oct 21

ACUPRESSURE FOR ANYONE ~ HARMONY AND BALANCE
Seva Parts I and II are pre-requisites for this program. The most fundamental principles of Chinese Medicine are based on establishing and maintaining balance and harmony throughout our whole being ~ body, mind, emotions and spirit. You will practice locating acupressure points and reading formulas. You will also give and receive a full acupressure session. Presented by Regina Rosenthal, PT, MA, RYT-200.
Mon 6:30-9:30PM Toms River
Course # 3807-F19A $45 3 hours Class Date: Nov 11

ACUPRESSURE FOR ANYONE ~ HEAD AND NECK
ACUPRESSURE FORMULAS
Seva Acupressure For Self-Care ~ Part I and Using Seva Acupressure With Others ~ Part II are pre-requisites for this program. In our culture, a high priority is placed on being able to think and respond quickly and clearly ~ not just intellectually, but physically, emotionally and spiritually as well. The free flow of energy in the head and neck is crucial for obtaining and maintaining this clarity. In this course, we introduce three acupressure formulas that will help open the pathways of communication between the head and the rest of the body. Students will learn and practice the Basic Neck Release, the Head Formula and the Special Headache Release. Presented by Regina Rosenthal, PT, MA, RYT-200.
Mon 6:30-9:30PM Toms River
Course # 3831-F19A $45 3 hours Class Date: Nov 18

ACUPRESSURE FOR ANYONE ~ COLDS, FLU AND THE IMMUNE SYSTEM
Our ability to stay healthy is directly related to the vitality of our energy system. We all have a layer of protective chi (wei chi) that runs just under the surface of our skin and through every organ and system in the body. The protective chi is accessed and supported using the acupressure formulas in this module. The formulas learned can be used for prevention and addressing colds, flu, allergies and/or immune system symptoms. Presented by Regina Rosenthal, PT, MA, RYT-200.
Mon 6:30-9:30PM Toms River
Course # 3786-F19A $45 3 hours Class Date: Dec 2
EMOTIONAL INTELLIGENCE (EI)
Reading others well can give you a personal and professional advantage. Join this class to learn about Emotional Intelligence (EI). People with higher EI tend to be more agreeable, open to new experiences and conscientious. Learn how to develop your EI with understanding and compassion. Learn about: why we feel grief, happy, sad, joy, anger, bliss, fear, laughter, and many more emotions. This class will also go over holistic health modalities that deal with mental well-being, and the subconscious and conscious mind. Presented by: Jennifer Chamberlin, CRMT, IHME, Wellness Coordinator, Certified HealthRHYTHMS Drum Facilitator.

Tues 6:30-9:30PM  Brick  Course # 3828-F19A $45  3 hours  Class Date: Oct 8

ESSENTIAL OILS: A WAY TO BALANCE YOUR LIFE AND TAKE AWAY TOXINS
Many essential oils have antibacterial, antimicrobial, antiviral, anti-inflammatory, anti-septic and antibiotic properties. In addition to these impressive qualities, they often also transfer very pleasurable, sensory experiences within minutes, because of their fragrances and restorative natures, making them impactful on our brain chemistry, emotional well-being, and spiritual wellness. This class will focus on ten to twelve primary oils. Participants will receive a “take home” sample. Presented by: Danielle Boska.

Thurs 6:30-9:30PM  Toms River  Course # 3830-F19A $45  3 hours  Class Date: Oct 24
Thurs 6:30-9:30PM  Toms River  Course # 3830-F19B $45  3 hours  Class Date: Dec 5

INTRODUCTION TO REFLEXYLOGY
Reflexology enhances one’s overall health and well-being. This seminar will provide students with the basic anatomy and reflexes of the foot, along with practical, hands-on techniques and knowledge of the methods and benefits of reflexology. Reflexology is the application of appropriate pressure to specific points and areas on the feet, hands or ears. Reflexologists believe that these reflex points relate to different body organs and systems, and the application of pressure to these various points creates real benefits for the person's health.

Mon 6:30-9:30PM  Toms River  Course # 3818-F19A $45  3 hours  Class Date: Sept 16

AROMATHERAPY FOR REFLEXYLOGY
This class will incorporate the use of essential oils with the basic principals and treatments of reflexology. Learn precise locations on the hands, feet and scalp to apply essential oils to help with energetic as well as physical and emotional healing.

Mon 6:30-9:30PM  Toms River  Course # 3832-F19A $45  3 hours  Class Date: Oct 28

CHAKRA RHYTHMIC DRUMMING
Join in this four week series in chakra balance through sound vibrational healing. Participants must have a buffalo framed drum. Comfortable attire is suggested. We will be taking a drumming journey through the chakra system while clearing stagnant energy, aligning your body to its natural rhythm, reducing stress, increasing insight and connecting to a higher power. Presented by: Jennifer Chamberlin, CRMT, IHME, Wellness Coordinator, Certified HealthRHYTHMS Drum Facilitator.

Wed 6:30-8:30PM  Brick  Course # 3838-F19A $65  8 hours  Start Date: Oct 2

INFORMATION TECHNOLOGY
AUDIO FOR ELECTRONIC MEDIA (FALL REGISTRATION ONLY)
The student will be guided through the process of capturing sound (audio), and storing it in both the digital and analog mediums for reproduction. Students will learn recording technology through course instruction and “hands-on” applications of these techniques using professional, recording equipment. The instruction will include: multimedia production, physics of sound, acoustics, multiple track recording/digital audio technology, MIDI (musical-instrument, digital interface) and musical-instrument technology, design and application of microphones, computer-digital editing and mastering, the studio-production console, signal processors, audio-visual production and post-production, the music business and concert sound.

Mon/Wed 6:00-9:00PM  Lakehurst (Vetting Process Required)  Course # 5025-F19A $1,015  144 hours  Start Date: Sept 4
A+ COMPTIA COMPUTER CERTIFICATION  
(FALL REGISTRATION ONLY)
This 144-hour full-year course prepares students for the A+ Certification Exam in computer-repair technology. The increased demand for qualified PC technicians has made A+ Certification a must-for-improved job opportunity and advancement in the world of PC repair and maintenance. Recommended skills: a general foundation in electronics and/or computers is strongly recommended. In addition, strong math and science skills are recommended.

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<th>Days/Time</th>
<th>Location</th>
<th>Course Code</th>
<th>Price</th>
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INTRODUCTION TO PERSONAL COMPUTERS
This course is for the individual who has little or no computer experience. The class will provide instruction on the general applications of how to utilize a PC using the Windows operating system, mouse and keyboard. The objective of this course is for the student to become more comfortable with using a personal computer, navigating within the Windows environment, as well as using the Internet and email.

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BEGINNER: INTRODUCTION TO MICROSOFT® EXCEL
Students will explore the ribbon, enter data, edit and print worksheets. Participants will also learn keyboard shortcuts, format text, copy and paste, create basic formulas and work with everyday functions. Prerequisite: Introduction to Microsoft® Office or working knowledge of Microsoft® Office.

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INTERMEDIATE: VISUALIZATION WITH EXCEL
In this class, students will learn to format their spreadsheets for printing and presentation. Participants will work with conditional formatting, charts and sparklines to make their data visually appealing. Prerequisite: Introduction to Microsoft® Excel or working knowledge of Microsoft® Excel.

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ADVANCED: DATA ANALYSIS WITH EXCEL
In this class, students will learn how to clean and summarize data, connect multiple worksheets and workbooks and perform advanced calculations. Participants will work with logic and lookup functions, subtotals, filters, pivot tables and basic macros. Prerequisite: Introduction to Microsoft® Excel or intermediate knowledge of Microsoft® Excel.

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INTRODUCTION TO MICROSOFT® OFFICE
Looking to update your skills or perhaps seek a different path? Many employers today require employees to be familiar with Microsoft® Office. In this course, students will learn how to use Microsoft® Word to create and edit documents including letters, flyers and resumes. You will also learn how to use Microsoft® PowerPoint to create and edit simple and attractive professional presentations.

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INTRODUCTION TO MICROSOFT® POWERPOINT
Learn how to create a presentation! In this course, students will learn how to use Microsoft® PowerPoint to create and edit a basic presentation by adding text and images, as well as modifying the appearance and adding transitions. Students must be familiar with how to use a Windows-based computer. A basic knowledge of Microsoft® Word is strongly recommended.

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REGISTRATION IS QUICK AND EASY ONLINE AT WWW.OCVTS.ORG
MICROSOFT® POWERPOINT LEVEL II

Learn how to take your PowerPoint presentations to the next level! In this course, students will learn how to use Microsoft® PowerPoint to make their presentations even more dynamic and interesting using animation. This course includes a quick review of skills, including transitions and inserting objects. Students must be familiar with how to use a Windows-based computer and have completed the Introduction to Microsoft® PowerPoint course.

Mon
Course # 4513-F19A
6:30-9:30PM Toms River
$50 6 hours Start Date: Dec 9

INTRODUCTION TO MICROSOFT® PUBLISHER

Create your own brochures, newsletters, flyers, invitations or announcements! Microsoft® Publisher makes it easy for you to design any of these documents and many more! Concepts in this course include creating and editing a publication, using templates and working with text boxes and graphics.

Tues
Course # 4514-F19A
6:30-9:30PM Toms River
$50 6 hours Start Date: Dec 10

WINDOWS 10 REPAIR

In this course, you will learn how to care for your home computers, both desktop and laptop. This course will provide you with the information you need to increase and upgrade your memory. Video and audio capabilities will be demonstrated. Also, learn how to increase hard-drive space, as well as how to avoid computer viruses and how to recover from them. Learn how to stop those annoying operating systems and application, file freeze-ups. The tuition will pay for itself with the money you save on costly, computer repairs.

Wed
Course # 4301-F19A
6:30-9:30PM Toms River
$150 18 hours Start Date: Sept 11

iPAD AND iPHONE DEVICES

This course will ensure that the users of iPads and iPhones are taking full advantage of all of the valuable features they offer. Topics to be covered include: how to navigate the interface, the Apple App Store and iTunes, as well as built-in apps, such as the Safari web browser and email application and iMessage. You will leave class with an understanding of basic-level personalization settings and how to connect to wireless networks. You must have an iPad or iPhone to take this class.

Mon
Course # 4175-F19A
6:30-9:30PM Toms River
$75 9 hours Start Date: Nov 11

eBAY ESSENTIALS

This class is designed for beginners through experts who want to learn how to sell auction treasures or start an online eBay business, such as antiques, collectibles and other merchandise. Learn how to list, price, ship and manage the items appropriately. Also, learn how to search for and buy items on the world’s largest auction, eBay. You will also learn how to set up an account. Strategies and techniques for being successful will be discussed. Some internet and e-mail experience is recommended.

Mon
Course # 4162-F19A
6:30-9:30PM Toms River
$150 18 hours Start Date: Sept 16

PERSONAL BLOGGING WITH WORDPRESS

Keep family and friends around the country up-to-date right from your keyboard! Interested in sharing stories and photos with friends and family around the world? This introductory course, designed for people of all ages, will teach you the basics of blogging using a free WordPress.com blog. In this class, you will receive hands-on lessons on how to establish your own blog and how to use it. Topics include: starting a blog, composing posts and pages, creating links, uploading images, and more. If you have some publishing experience, please contact the instructor as the Professional Blogging with WordPress course may be a more appropriate fit for you. Students must already have an email account and be familiar with Windows. There is no textbook required, but a notepad may be helpful.

Instructor: VGray@mail.ocvts.org

Tues
Course # 4167-F19A
6:30-9:30PM Toms River
$75 9 hours Start Date: Sept 10
PROFESSIONAL BLOGGING WITH WORDPRESS
Discover how to use self-hosted WordPress to create a professional blog or business site that you can manage on your own. The enormously popular WordPress content management system empowers you to create and manage a site without having to take hundreds of hours of technical courses. You will love how easy it is to keep customers, family and friends up-to-date on your latest news! During each class, you will receive hands-on lessons on how to operate your site, which you will be able to access from virtually any computer with an internet connection. Topics covered in weeks 1-5 include: choosing a domain name and host, setting up a new blog, creating posts and pages, working with images and multimedia, using categories and tags, modifying the appearance, using widgets and plugins. The course also introduces different methods of monetizing a blog and know how to put them into place. Topics covered in weeks 6-8 include: affiliate programs, ad networks, influencer networks and sponsored posts. Students must already have an email account and be familiar with the Windows operating system. Students must also purchase a domain and be willing to open a hosting account on the first evening of class, which costs approximately $50-$75 per year. There is no textbook required, but a notepad may be helpful. Please contact the instructor with any questions regarding this course, particularly if you have not taken the Personal Blogging With WordPress course. Instructor: VGray@mail.ocvts.org
Tues 6:30-9:30PM Toms River Course # 4168-F19A $175 24 hours Start Date: Oct 1

INTRODUCTION TO SOCIAL MEDIA
In this single session course, you will learn the basics of two of today’s most popular forms of social media ~ Twitter and Instagram. Both of these services continue to grow in popularity, because they can be used by both consumers and businesses. Twitter is a great way to reach many people at once for free. It enables you to share information and market products and services, while lending itself as an exceptional customer service tool for businesses. Instagram is successful, because it’s simple and fun to use. It is also a great way for businesses to connect with current and potential customers, as well as a fabulous way for friends and family to share photos. This wildly popular app has been shown to have more engagement than other platforms such as Facebook. In order to participate in this class, you must have or be willing to create a free account for Twitter and Instagram. The class will be held in a computer lab. The Twitter portion of the class can be done on a computer, so a basic knowledge of the Windows operating system is suggested. The Instagram portion of the class requires a cell phone or tablet capable of running the Instagram app. Most mobile phones on the iOS, Android and Windows platforms can run the free Instagram app.
Tues 6:30-9:30PM Toms River Course # 4170-F19A $40 3 hours Class Date: Dec 3

CONSTRUCTION TRADES
WOODWORKING ~ BEGINNER/NOVICE
This is a project-based course with an emphasis on safety in all areas of instruction. Students will work on two projects (assigned by the instructor), consisting of wood joinery, gluing, clamping, veneering and assembly. Students will be responsible for purchasing their own materials. Class size is limited.
Mon 6:30-9:30PM Jackson Course # 5052-F19A $340 36 hours Start Date: Sept 9

WOODWORKING ~ INTERMEDIATE/EXPERIENCED
This is a project-based course with an emphasis on safety in all areas of instruction. Students will work on their own individual projects, consisting of more complex and advanced woodworking tasks. Students will be responsible for purchasing their own materials. Class size is limited. Pre-requisite: Student must have taken the Monday Beginner/Novice class prior.
Wed 6:30-9:30PM Jackson Course # 5053-F19A $340 36 hours Start Date: Sept 4
RESIDENTIAL ELECTRIC ~ PRE-APPRENTICE
(FALL REGISTRATION ONLY)
This 162-hour course is designed to provide students with job entry-level skills required for the Electrical trade. Basic theories and laws of electricity will be taught. Basic electrical circuits used in the home are covered including: service installation, conduit wiring, BX and Romex wiring and single pole switches for lamps and outlets. Topics include: circuit designs, wiring safety and alternate methods of wiring. During this time, you will learn layout, assembly, installation and testing of electrical systems. The course progresses with a heavy emphasis on circuit wiring, including all 3-way and 4-way switching circuits, basic control wiring and basic conduit bending. Electric service design and installation will be taught. The National Electrical Code will be emphasized throughout all topics covered. Students must have the current National Electrical Code book. Phone, data, cable/satellite TV and alarm systems will also be covered. Please note that 144 hours are required for advancement to the apprentice program.

Mon/Wed 6:30-9:30PM Jackson
Course # 5011-F19A $725 162 hours Start Date: Sept 4

Mon/Wed 6:30-9:30PM Toms River
Course # 5011-F19B $725 162 hours Start Date: Sept 4

Tues/Thurs 6:30-9:30PM Jackson
Course # 5011-F19C $725 162 hours Start Date: Sept 5

BASIC HOME SYSTEMS: HVAC ~ PRE-APPRENTICE
(FALL REGISTRATION ONLY)
This 162-hour course is designed to provide students with job entry-level skills required for those interested in the HVAC-R trades. Practical hands-on training and operating theory of today’s boilers and heating and air conditioning systems will be covered. Students will learn entry skills needed to service, repair and install systems, making them marketable and career ready for a potential job or the apprentice program. Please note that 144 hours are required for advancement to the apprentice program.

Tues/Thurs 6:30-9:30PM Brick
Course # 5016-F19A $725 162 hours Start Date: Sept 5

INTRODUCTION TO WATER/WASTEWATER OPERATION
(FALL REGISTRATION ONLY)
This two-semester, 180 hour training course is designed to assist water and wastewater operators prepare for the first level of certification in Water Treatment (S-1), Wastewater Collections (C-1), Water Treatment (T-1), and Water Distribution (W-1). Students will gain the knowledge and classroom experience necessary to pass all four tests created by the Association of Board of Certification (ABC) to gain licenses issued by the New Jersey Department of Environmental Protection (NJDEP). Students will be comprehensively engaged in all aspects of water and wastewater operation and will be presented with course material in mathematics including algebra, trigonometry, probability statistics, and logic, geology, hydraulics, hydrology, physics, physical science, chemistry, biology, engineering, economics, accounting, management and psychology. Students need to attend 90% of the course and attain a certificate of completion to register for the exam.

Tues/Thurs 6:30-9:30PM Toms River
Course # 8300-F19A $990 180 hours Start Date: Sept 5

COMPUTER-AIDED DRAFTING
This course will introduce students to Computer-Aided Drafting (CAD) utilizing Autodesk’s latest industry standard software AutoCAD. Topics covered will provide the student with the necessary skills to create and edit shapes in preparation of various architectural and engineering drawings. CAD fundamentals will be taught through instructional lessons and CAD lab experiences. Basic keyboarding is suggested. The final two classes will provide brief, exploratory experiences in the use of Autodesk’s Inventor and Revit software applications.

Thurs 6:00-9:00PM Jackson
Course # 4001-F19A $280 36 hours Start Date: Sept 5

34
BLACK SEAL ~ LOW PRESSURE STEAM
This course prepares qualified people to take and pass the Black Seal Operators Examination, under the rules and regulations of the Mechanical Inspection Bureau. Demonstrations, theory, boilers, safety controls, water treatment, fuels and combustion principles are covered. Tours of industrial sites are included. (Application information for low-pressure licensing will be furnished). It is important that the students have at least three months experience working with a boiler of over 100HP.

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<th>Course #</th>
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<td>8023-F19A</td>
<td>$265</td>
<td>36</td>
<td>Sept 10</td>
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BLACK SEAL ~ HIGH PRESSURE STEAM
This is a course in the safe operation of high pressure boilers. An understanding of safety valves, water level devices, blow down systems, fuel pumps and fuel preparation, feed water and circulating pumps, turbines, condensers, heat exchangers, soot blowers, steam separators, DA tanks, and all other auxiliary equipment associated with boiler and turbine operation are stressed. Students will review appropriate rules and regulations for boilers and boiler operation in preparation for the high-pressure-boiler operator license. (Application information for high-pressure licensing will be furnished). It is important that students have at least three months experience working with a boiler of over 100HP or more and more than 15 lbs of pressure of steam.

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<td>8024-F19A</td>
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AUTOMOTIVE

AUTO MECHANICS
This course is primarily for “car owners,” with limited mechanical knowledge and/or service experience who are interested in doing their own maintenance and light repair on their personal vehicle. Instruction will include: proper and safe use of tools lubrication procedures and newer lubricant requirements, basic vehicle maintenance, brakes, steering and suspension systems, wheel alignment, basic troubleshooting and engine performance. Those interested in pursuing a career as an automotive service technician should take our more “in-depth”, full-year, Automotive Technician I and II programs offered in September 2019 at the OCVTS Brick Center.

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AUTOMOTIVE MAINTENANCE
Learn how to perform basic, preventive maintenance procedures to keep your vehicle in perfect condition and lower repair costs. Topics include: oil and filter changes, battery and charging, system service, front and rear brakes - inspection and replacement, automatic transmission service, front end inspection and component replacement and cooling system maintenance. Students will be able to perform these repairs on their own vehicles, guided by the instructor.

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<td>1420-F19B</td>
<td>$135</td>
<td>18</td>
<td>Oct 21</td>
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AUTO BODY REPAIR I
This course consists largely of classroom instruction combined with some demonstrations and work performed in the shop. All expendable supplies, reducers and paints are to be supplied by the student. Students must provide own safety gear. Instruction includes: basic metal working, use of oxyacetylene torch and MIG welding. Students will learn sheet-metal shrinking, how to use body filler, proper masking techniques, rust repair and spray guns.

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<tbody>
<tr>
<td>Wed</td>
<td>6:30-9:30PM</td>
<td>Jackson</td>
<td>1110-F19A</td>
<td>$290</td>
<td>36</td>
<td>Sept 4</td>
</tr>
</tbody>
</table>
AUTO BODY REPAIR II
This class is oriented toward supervised, shop work and includes advanced skills in painting and refinishing. Class size is limited. Instruction will include: painting, making pulls, MIG welding, paint problems and cures, panel replacement, rust repairs, metal forming, fiberglass, flexible panels and bumpers. All expendable supplies, reducers and paints are to be supplied by the student. All students must provide own safety gear. **Pre-Requisite: Auto Body Repair I.**

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<tr>
<th>Day</th>
<th>Time</th>
<th>Price</th>
<th>Duration</th>
<th>Instructor</th>
<th>Start Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mon</td>
<td>6:30-9:30PM</td>
<td>$290</td>
<td>36 hours</td>
<td>Jackson</td>
<td>Sept 9</td>
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<tr>
<td>Wed</td>
<td>6:30-9:30PM</td>
<td>$290</td>
<td>36 hours</td>
<td>Jackson</td>
<td>Sept 4</td>
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</tbody>
</table>

AUTO RESTORATION
This course is for the antique, auto enthusiast who wants to do body work to that vintage automobile. It covers all aspects of auto-body repair and maintenance. All expendable supplies, reducers and paints are to be supplied by the student. All students must provide their own safety gear. **Pre-Requisite: Auto Body Repair I.**

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<th>Day</th>
<th>Time</th>
<th>Price</th>
<th>Duration</th>
<th>Instructor</th>
<th>Start Date</th>
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<tbody>
<tr>
<td>Thurs</td>
<td>6:30-9:30PM</td>
<td>$290</td>
<td>36 hours</td>
<td>Jackson</td>
<td>Sept 5</td>
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</table>

AUTO PAINTING
This course consists largely of classroom instruction, combined with demonstrations and work performed in the shop. Students must provide their own safety gear. Instruction will include the proper selection and set-up of spray guns. Spray gun training will cover the shooting of the surface prep, sealers, primers, single stage paint, base coat and clear coat. The course will also review the final techniques of buffing and polishing. All expendable supplies, paint and additives must be supplied by the student.

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<th>Day</th>
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<th>Price</th>
<th>Duration</th>
<th>Instructor</th>
<th>Start Date</th>
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</thead>
<tbody>
<tr>
<td>Tues</td>
<td>6:30-9:30PM</td>
<td>$290</td>
<td>36 hours</td>
<td>Jackson</td>
<td>Sept 10</td>
</tr>
</tbody>
</table>

SMALL GAS ENGINES (Lawn and Maintenance Equipment)
This course will teach basic maintenance and repair of small gas engines. Instruction focuses primarily on lawn and yard maintenance equipment, such as lawnmowers, edgers, blowers, weed whackers, power washers, snowblowers, etc. Students also learn basic, small engine design including: ignition, fuel and carburation and valve train systems theory. Students will apply their knowledge in the shop as they troubleshoot, tune-up and repair small gas engines. Students are permitted to bring personal equipment in for repair.

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<th>Day</th>
<th>Time</th>
<th>Price</th>
<th>Duration</th>
<th>Instructor</th>
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<tbody>
<tr>
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<td>$265</td>
<td>36 hours</td>
<td>Jackson</td>
<td>Sept 4</td>
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</tbody>
</table>

FLUKE DIGITAL MULTI-METER (DMM)
This course is designed for the entry-level mechanic with limited or no knowledge on using the Fluke DMM as an automotive, diagnostic tool. This course will cover the Fluke DMM features, how to correctly and safely perform measurements and how to test various automotive components and meter maintenance.

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<th>Price</th>
<th>Duration</th>
<th>Instructor</th>
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<tbody>
<tr>
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<td>$75</td>
<td>9 hours</td>
<td>Jackson</td>
<td>Sept 23</td>
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</table>

INTRODUCTION TO AUTOMOTIVE AND LIGHT TRUCK BRAKES
This course emphasizes the design, operation, diagnosis and repair procedures associated with modern brake systems. Beginning with the overhaul of standard drum and disc brakes, the course includes instruction on hydraulic system design and repair, power brakes, emergency brakes and anti-lock brake systems.

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<tbody>
<tr>
<td>Tues</td>
<td>6:30-9:30PM</td>
<td>$135</td>
<td>18 hours</td>
<td>Jackson</td>
<td>Sept 10</td>
</tr>
</tbody>
</table>

**COURSE CANCELLATION**
Courses may be cancelled by OCVTS or merged, if enrollment does not permit economical operation. Registered students, who cannot be accommodated, may elect to transfer to another course, receive credit for a future course or receive a full refund (including the $15 registration fee).
MY CHECK ENGINE LIGHT IS ON, HELP!
This three session course will cover the principles of what causes a check engine light to glow. Students will learn how to decipher engine codes, ABS and SRS codes. Participants will also review the severity of different types of codes, from a loose gas cap to a faulty, catalytic converter system. Students will acquire knowledge on how to purchase an inexpensive, level code reader or a scan tool for the average car owner. The instructor will teach and demonstrate on live vehicles.

### Automotive Technician

OCVTS is now offering a two-year program that is designed to prepare individuals to work as an automotive-service technician in this high-demand area. The student will participate in hands-on experiences in testing, diagnosing and repairing automobiles. Emphasis in class and laboratory is placed on real-world, hands-on experience. This program will help prepare students for ASE certification. ASE stands for National Institute for Automotive Service Excellence, which is a nationally, recognized standard. Upon completion the graduate will be fully prepared to take the A-1, A-3, A-4, A-5, and A-8, ASE exams, and be qualified to work in an auto service center/dealership as an Automotive Technician.

**AUTOMOTIVE TECHNICIAN I (FALL REGISTRATION ONLY)**

#### ASE PREP BRAKES/STEERING & SUSPENSION/ENGINE REPAIR
This course covers automotive fundamentals, as well as basic vehicle maintenance and troubleshooting. Classroom and shop instruction includes: proper and safe use of tools and equipment, lubrication procedures, transmission, brakes, steering, engine performance and exhaust systems. This class will cover A-4 steering and suspension diagnosis and repair, independent front and rear suspension, light truck applications, wheel and tire theory and diagnosis, in preparation for the A-1, A-4 and A-5 ASE certification.

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<tr>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Price</th>
<th>Hours</th>
<th>Start Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tues/Thurs</td>
<td>6:30-9:30PM</td>
<td>Brick</td>
<td>$775</td>
<td>144</td>
<td>Sept 5</td>
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<td>Course # 1300-F19A</td>
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**AUTOMOTIVE TECHNICIAN II (FALL REGISTRATION ONLY)**

#### ASE PREP ELECTRICAL/HVAC/ENGINE PERFORMANCE
This is the second-year course for those who have successfully completed Automotive Technician I. This one-year course in advanced automotive technology will include engine computer controls, anti-skid brake systems, automotive electrical fuel and air management systems, as well as automotive power trains and drive-lines. This course will help prepare the student for the A-3, A-8, and Intro to A-6 ASE certification.

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<tr>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Price</th>
<th>Hours</th>
<th>Start Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mon/Wed</td>
<td>6:30-9:30PM</td>
<td>Brick</td>
<td>$775</td>
<td>144</td>
<td>Sept 4</td>
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<tr>
<td>Course # 1305-F19A</td>
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**MARINE TRADES**

**OUTBOARD ENGINE MAINTENANCE**
O.E.M. is an 8-week class that covers the theory, operation, maintenance and basic repair of 2 and 4-stroke, carbureted or fuel-injected outboards. The course is both classroom and hands-on utilizing late model engines, specialty tools and industry-training materials. Main subject areas include: 2 and 4-stroke engine mechanical systems, electrical, fuel, cooling and winterizing.

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<tr>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Price</th>
<th>Hours</th>
<th>Start Date</th>
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<tbody>
<tr>
<td>Mon</td>
<td>6:30-9:30PM</td>
<td>Toms River</td>
<td>$190</td>
<td>24</td>
<td>Sept 9</td>
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<tr>
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<tr>
<td>Wed</td>
<td>6:30-9:30PM</td>
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<td>$190</td>
<td>24</td>
<td>Sept 4</td>
</tr>
<tr>
<td>Course # 9315-F19B</td>
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**EMERGENCY SCHOOL CLOSING**

**IN CASE OF INCLEMENT WEATHER,**
**REFER TO EMERGENCY SCHOOL CLOSING INFORMATION ON PAGE 3.**
GENERAL INTEREST

THE MOBILE DJ ACADEMY
The goal of this course is to motivate the participant to become more confident, while enjoying the art and craft of DJing through mixing music and using technology. No prior experience is required. Learn the techniques and discover industry secrets to enjoy the lifestyle of a pro DJ with confidence and ease! **Instructor:** Gregory Lambiase, GSL Entertainment.

<table>
<thead>
<tr>
<th>Thurs</th>
<th>6:00-9:00PM</th>
<th>Toms River</th>
<th>$75</th>
<th>12 hours</th>
<th>Start Date: Sept 5</th>
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</thead>
</table>

MORE THAN JUST A VISION BOARD WORKSHOP
What do you truly want out of life? A Vision Board is where you place images/pictures and words/phrases that help you create the life you have always dreamed ~ a place to put all your positive energy and thus realize your specific life goals!!! **More Than Just A Vision Board Workshop** will be interspersed with life coaching exercises. This will, in turn, help you clarify life goals and aspirations, making your Vision Board as powerful as possible for you!

**Instructor:** Jessica L. Conrad, Life Coach, MA, BA, CPC.

<table>
<thead>
<tr>
<th>Thurs</th>
<th>6:00-9:00PM</th>
<th>Toms River</th>
<th>$45</th>
<th>3 hours</th>
<th>Class Date: Sept 19</th>
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</table>

CREATIVE WRITING
In this class, you will learn to craft classic characters, set up scintillating settings, construct conflicts that contort reality and boggle the mind. All genres of fiction and non-fiction writing will be covered. Students can work on and develop ideas for novels, short stories, etc. Students will be expected to submit their work for a combination of peer review and one-on-one evaluation. **Students are urged to bring a writing pad.**

<table>
<thead>
<tr>
<th>Wed</th>
<th>6:30-9:30PM</th>
<th>Toms River</th>
<th>$65</th>
<th>12 hours</th>
<th>Start Date: Nov 13</th>
</tr>
</thead>
</table>

PAINT AND WHINE PARTY
Come to a paint and whine party! Leave all of your troubles behind and bring out your inner artist! Each student will be provided with a 12X15 canvas and acrylic paints. All level painters are welcome! The final product would make a great holiday gift! All supplies will be provided.

**Celebrate the fall harvest as the theme will be Pumpkin Patch!**

<table>
<thead>
<tr>
<th>Mon</th>
<th>6:30-9:30PM</th>
<th>Toms River</th>
<th>$45</th>
<th>3 hours</th>
<th>Class Date: Oct 21</th>
</tr>
</thead>
</table>

**Celebrate the holiday season as the theme will be Frosty the Snowman!**

<table>
<thead>
<tr>
<th>Mon</th>
<th>6:30-9:30PM</th>
<th>Toms River</th>
<th>$45</th>
<th>3 hours</th>
<th>Class Date: Nov 18</th>
</tr>
</thead>
</table>

GUITAR ~ Beginner
This course is designed for those who have never played guitar or had any formal musical training and would like to learn how to play the guitar. It will cover the basics: chord playing, tuning, reading music notation, exercises, scales and how to practice. Getting started and playing some favorite songs is the goal. You will need a guitar for this class. The instructor will discuss how to purchase a guitar the first night of class.

<table>
<thead>
<tr>
<th>Wed</th>
<th>6:30-8:00PM</th>
<th>Waretown</th>
<th>$120</th>
<th>18 hours</th>
<th>Start Date: Sept 4</th>
</tr>
</thead>
</table>

GUITAR ~ Intermediate
This class picks up where the beginner class left off. The course will cover basic theory, reading standard notation and tab, barre chords, and introduce new chords and inversions. In addition, the class will also include strum patterns, basic song composition, fingerpicking and simple improvisation.

<table>
<thead>
<tr>
<th>Mon</th>
<th>7:30-9:30PM</th>
<th>Waretown</th>
<th>$135</th>
<th>24 hours</th>
<th>Start Date: Sept 9</th>
</tr>
</thead>
</table>
GUITAR ~ Intermediate to Advanced
This course is an interactive workshop that will include: basic and advanced chord forms, movable chord forms, major and minor scales, pentatonic and blue scales, modes, theory, songwriting, soloing techniques, chord identification and construction through music theory and practice techniques. It will explore various styles and techniques found in Blues, Jazz and Pop on both acoustic and electric guitars.

Wed 8:00-9:30PM  Course # 5035-F19A  $120  Waretown  Start Date: Sept 4

VOICE I ~ SINGING MADE SIMPLE
Students will learn the basics of singing techniques, such as breath support, diction, vowel shape, etc. and apply these skills to your individual repertoire. This will culminate in an in-class recital on the last day of class. Students are free to bring piano/vocal sheet music from home to work on in class.

Wed 5:30-6:30PM  Course # 5046-F19A  $55  Lakehurst  (Vetting Process Required)  Start Date: Sept 11

VOICE II ~ BEGINNING VOICE
Beginning Voice is a continuation of the skills learned in Singing Made Simple and will focus on classical voice technique as the foundation of all singing. The class will learn an Italian art song, as well as singing in simple two-part harmony in English. Students will learn about proper breathing, articulation and resonance in their singing.

Wed 6:45-7:45PM  Course # 5047-F19A  $55  Lakehurst  (Vetting Process Required)  Start Date: Sept 11

DIGITAL PHOTOGRAPHY 101
This is an introductory course for digital photography that will commence with the basic features of the digital camera and explore what type of camera will fit the student’s needs. This class will help you select and purchase the appropriate camera and will also provide students with the opportunity to take sharp clear photos in creative zones, program and manual mode. Instruction includes: displaying and sharing your digital photos, pixels and image size and proper settings on your camera. File formats, quality settings, resolution and general photography principles will be discussed. There may also be opportunities for field trips to shoot images outside the walls of the classroom.

Tues 6:00-9:00PM  Course # 2311-F19A  $135  Brick  Start Date: Sept 10

PIANO/KEYBOARD FOR BEGINNERS
Do you have a desire to learn a new hobby? Enroll in Keyboard for Beginners! Students will learn the basics of piano including pitch and rhythm notation, finger positions, scales and repertoire work. Students will work in class on technical skills, while practicing repertoire each week at home that applies the skills taught in the class.

Mon 5:30-7:00PM  Course # 5044-F19A  $65  Lakehurst  (Vetting Process Required)  Start Date: Sept 9

Mon 7:00-8:30PM  Course # 5044-F19B  $65  Lakehurst  (Vetting Process Required)  Start Date: Sept 9

FINANCIAL STRATEGIES FOR SUCCESSFUL RETIREMENT
You can control the outcome of your financial future. Hear what you may need to know about investments, long term care, Social Security and Medicare, estate planning, lifestyle issues and pension options. This informational, four-week seminar will focus on money-management strategies and lifestyle issues facing retirees. Your registration fee includes an in-depth workbook and retirement planning data form that will help individuals develop a written inventory of assets, income, Social Security and pension benefits. Will you be ready for retirement? Spouse may attend free of charge. Seating is limited - please register early.

Thurs 6:30-9:30PM  Course # 5127-F19A  $100  Toms River  Start Date: Oct 10

Tues 6:30-9:30PM  Course # 5127-F19B  $100  Jackson  Start Date: Oct 1
MAH JONGG ~ BEGINNER
Learn the American version of Mah Jongg. It’s a game for all ages and is played typically with four people. The game is sociable, competitive, exciting and addictive. Learn the tiles and their function to the Charleston and National Mah Jongg League rules. No Mah Jongg experience or knowledge is required. A practice Mah Jongg set is provided for the duration of the four week class. Upon completion of the class, participants will be fully confident and knowledgeable to join a game of Mah Jongg while making new friends! Please purchase an official, National Mah Jongg League yearly card at www.nationalmahjonggleague.org/store.aspx# before class commences. The price is $8.00 for regular print or $9.00 for large print.

Instructor: Christine Blackford, Group Leader and Avid Player.

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<th>Day</th>
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<th>Course #</th>
<th>Cost</th>
<th>Hours</th>
<th>Start Date</th>
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<tbody>
<tr>
<td>Thurs</td>
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<td>Toms River</td>
<td>5309-F19A</td>
<td>$65</td>
<td>12 hours</td>
<td>Sept 12</td>
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<tr>
<td>Wed</td>
<td>6:00-9:00PM</td>
<td>Brick</td>
<td>5309-F19B</td>
<td>$65</td>
<td>12 hours</td>
<td>Oct 23</td>
</tr>
<tr>
<td>Tues</td>
<td>6:00-9:00PM</td>
<td>Toms River</td>
<td>5309-F19C</td>
<td>$65</td>
<td>12 hours</td>
<td>Nov 12</td>
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MAH JONGG ~ INTERMEDIATE
Raise the level of your game! We will continue to play American Mah Jongg with emphasis on strategies and techniques designed to improve your game and to help you play more defensively. Classes provide ample time for play to test your new skills and have fun. Players should bring their National Mah Jongg League (NMJL) card. Note: This class is designed for players who are already comfortable reading the card and who have been playing consistently for a minimum of 3 months, or who have completed a Beginner American Mah Jongg series. Instructor: Christine Blackford, Group Leader and Avid Player.

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<th>Course #</th>
<th>Cost</th>
<th>Hours</th>
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<tbody>
<tr>
<td>Mon</td>
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<td>Brick</td>
<td>5321-F19A</td>
<td>$65</td>
<td>12 hours</td>
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<tr>
<td>Tues</td>
<td>6:00-9:00PM</td>
<td>Toms River</td>
<td>5321-F19B</td>
<td>$65</td>
<td>12 hours</td>
<td>Oct 8</td>
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GENEALOGY 101 GETTING STARTED ON YOUR GENEALOGY ~ PART I
Come and learn how easy it is to research your family. You may have heard a story about your grandparents or their parents, but you aren’t certain about how to discover the truth behind the story. The beauty of researching your family is not finding the documents but the new stories that you uncover! Instructor: Family Historian, Casey Zahn.

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<th>Cost</th>
<th>Hours</th>
<th>Class Date</th>
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<tbody>
<tr>
<td>Tues</td>
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<td>Toms River</td>
<td>5312-F19A</td>
<td>$45</td>
<td>3 hours</td>
<td>Nov 12</td>
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GENEALOGY 101 CENSUS RECORDS ~ PART II
Families are changing constantly. Government uses information gathered from families to determine the needs of the government. A census is used to determine these goals and also used to track your family on a state or national level. Come and learn how to find census records and use the information that was collected to get a better idea how your family lived in the past. Instructor: Family Historian, Casey Zahn.

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<th>Class Date</th>
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<tbody>
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<td>Tues</td>
<td>6:00-9:00PM</td>
<td>Toms River</td>
<td>5313-F19A</td>
<td>$45</td>
<td>3 hours</td>
<td>Nov 19</td>
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GENEALOGY 101 ONLINE RESEARCH ~ PART III
Researchers can be overwhelmed by the wealth of online databases. How do you find the material you need to further your research? Online databases will give you tricks and hints how to make the most of online services. Instructor: Family Historian, Casey Zahn.

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<th>Cost</th>
<th>Hours</th>
<th>Class Date</th>
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<tbody>
<tr>
<td>Tues</td>
<td>6:00-9:00PM</td>
<td>Toms River</td>
<td>5314-F19A</td>
<td>$45</td>
<td>3 hours</td>
<td>Nov 26</td>
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</tbody>
</table>
GENEALOGY 101 IMMIGRATION, PASSENGER AND OVERSEAS RESEARCH – PART IV
This class will focus on extracting information from census and other records to finding your ancestors on passenger records. Passport records will also be discussed as well as overseas research. Instructor: Family Historian, Casey Zahn.
Tues 6:00-9:00PM Toms River, Course # 5315-F19A $45 3 hours Class Date: Dec 3

DRONES FOR BEGINNERS
This fun, hands-on class is designed to teach the student, with little-to-no experience, how to takeoff, land and fly a drone safely. No prior experience is necessary. The classroom component of this class will include instruction on drone basics, types of drones, rules of operation, drones and the FAA, registration process, most common mistakes, flying safely and battery considerations. During the hands-on phase, students will train on DJI drones, where they will complete a series of flight drills which include emergency procedures. At the conclusion of this course, the student will know how to confidently, safely and legally operate a drone and minimize the risk of a crash and/or injury. It should be noted that this is not a course designed to certify the student as a FAA remote pilot. The course instructor is an FAA licensed, commercial airplane pilot and remote pilot, who operates a drone consulting company for public safety agencies. There will be drones available for use during the class. Required: Android or IOS smartphone with DJI GO 4 app installed (app is free). Class size limited to 4 students. Instructor: James Komsa.
Thurs 6:00-9:00PM Brick, Course # 9299-F19A $65 6 hours Start Date: Sept 19

US CERTIFIED COAST GUARD CAPTAIN
The Blended OUPV 6-Pack Captain’s License Course, designed by US Captains Training, is certified by the USCG and enables the student to sit for their four-hour USCG Captains exam given at the end of the class. Students must register at https://uscaptainstraining.com/product/blended-oupv. Once at the site, proceed to the location and date window and scroll to NJ-OCVT. Select, register and pay. The Blended Captain’s Course is a combination of classroom and online instruction. The on-site instructor-led classes are forty-two hours, while the homework/on-line modules are thirty hours. The student needs to pass all online quizzes and tests in order to sit for the final exam. The class is taught by a USCG qualified instructor who holds a USCG Masters License. Exam modules include: rules of the road; navigation general-near coastal; navigation problem-chart plot; deck general/safety. Students will receive a complete class package prior to class. Instructor: Captain John Stypulkoski
Tues/Thurs 6:00-9:00PM Brick, Course # 9354-F19A $795 42 hours Start Date: Sept 10

SPANISH FOR LAW ENFORCEMENT PERSONNEL
This course is designed specifically for police officers, public safety workers, correction and parole officers, welfare and social workers, as well as court officers to help them understand essential vocabulary words and phrases they must use when dealing with traffic stops, criminal investigations and other legal issues. The course will prepare participants to respond appropriately to situations they encounter while performing their duties.
Wed 6:00-8:00PM Brick, Course # 5606-F19A $135 24 hours Start Date: Sept 11

SPANISH FOR HEALTHCARE PROFESSIONALS
This course will address some of the needs of health care professionals by providing essential and specific vocabulary, medical terminology and expressions needed to communicate effectively when interacting with Spanish-speaking patients and their families.
Tues/Thurs 6:00-8:00PM Toms River, Course # 5607-F19A $270 48 hours Start Date: Sept 10
WELDING

BASIC WELDING I

This is a beginners program, which teaches simple, basic knowledge and skills involved in welding. Students will be encouraged to join the American Welding Society (AWS). This course emphasizes the following: safety regulations and basic, electrical current (as it applies to welding), practice welding in training booths on steel plates, safety and proper use of machines and tools, oxy fuel cutting, plasma arc cutting, amperage and current selection on machines, electrode sizing and numbering, basic weld joint design, shielded, metal-arc welding and metal identification.

All students must provide own safety equipment (i.e., safety glasses, protective clothing, welding headgear, etc.).

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<th>Day</th>
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<tr>
<td>Mon</td>
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BASIC WELDING II

This course is a continuation of Basic Welding I. All enrolled students must have Basic Welding I as a prerequisite. This course introduces more difficult tasks such as vertical up and overhead welding and emphasizes the following: weld on carbon steel, stainless steel and aluminum plate, practice welding carbon steel, stainless steel and aluminum, welding safety practices and good work mannerisms, welding codes and standards explained, basic weld symbol interpretations, continued shielded, metal-arc welding, gas, metal-arc welding, gas, tungsten-arc welding and an opportunity to take a welding certification practical exam.

Pre-requisite: Basic Welding I or Welding Technology I. All students must provide own safety equipment (i.e., safety glasses, protective clothing, welding headgear, etc.). Additional fee for certification will be charged.

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GTAW (TIG)

This course is designed to instruct welders in welding safety and basic GTAW (TIG) process fundamentals. Welding will be taught on mild steel and aluminum. Core processes will consist of edge, corner, lap and fillet welds. Welding is limited to thinner material, which does not include pipe.

Pre-requisite: Basic Welding I and Basic Welding II or Welding Technology I and Welding Technology II. All students must provide own safety equipment (i.e., safety glasses, protective clothing, welding headgear, etc.).

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GMAW (MIG) AND FCAW (FLUX CORE)

This course is designed to instruct welders in welding safety, basic GMAW (MIG) and FCAW (flux core) process fundamentals. This class uses mild steel and aluminum, and will review the following modes of transfer: short circuit, globular and spray. Students will weld on 1/8", 1/4", 3/8" (mild steel) and 1/8", 1/4", 3/8" (aluminum), which does not include pipe. Welding will be done in all positions.

Pre-requisite: Basic Welding I and Basic Welding II or Welding Technology I and Welding Technology II. All students must provide own safety equipment (i.e., safety glasses, protective clothing, welding headgear, etc.).

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### ADULT EDUCATION FALL 2019 MAIL-IN REGISTRATION FORM

**OCEAN COUNTY VOCATIONAL TECHNICAL SCHOOL**  
1299 OLD FREEHOLD ROAD, TOMS RIVER, NJ 08753-4298  
732.473.3100 x 1000

**ALL INFORMATION BELOW IS REQUIRED TO ENROLL YOU IN OUR COMPUTER SYSTEM. PLEASE PRINT CLEARLY.**

NAME: ___________________________________________________________  EMAIL ADDRESS: ________________________________

ADDRESS: ________________________________________________________  TOWN: ___________________  ZIP: _________

PREFERRED CONTACT PHONE #: _______________  ADDITIONAL CONTACT PHONE #: ____________________________

EMERGENCY CONTACT (NAME/PHONE #): ___________________________  BIRTH DATE: ___________  MALE  __FEMALE

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<tr>
<th>COURSE NO.</th>
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Payment by: Money Order____  Check_____  Make Payable to: OCVTS  $25 Returned Check Fee

Credit Card:  ____VISA  ____MASTERCARD  
CREDIT CARD PAYMENT PREFERRED.

Credit Card #: ___________________________  EXP DATE: _________  CVV #: _________

Download additional Registration Forms, if needed, at www.ocvts.org

PLEASE NOTE REFUND POLICY ON PAGE 3
Our Culinary Arts students are excited to serve you a fabulous meal prepared with only the freshest, seasonal ingredients from our local sources.

Come Dine with Us!

15% OFF FOOD
When you dine at Cuisine
Valid Sunday-Thursday. Limit one per table. Must present this coupon. Cannot be combined with any other offers such as sunset menu or daily promotions, banquet menus, catering menus, promotions, or holiday/event menus. Not valid on holidays. Excludes alcohol, tax and gratuity. Expires 12/20/2019

Visit our website at www.cuisineonthegreen.com for menu and driving directions!

609.296.2137
261 Country Club Boulevard, Little Egg Harbor