READ MORE ABOUT THESE INSPIRING STUDENTS ON PAGE 6.

ADULT TRAINING PROGRAMS
SPRING/SUMMER 2021 COURSE CATALOG
OCM BOCES - LIVERPOOL & CORTLAND

Click for Full-Time Programs
Click for Part-Time Classes
Click for HS Equivelency & Literacy

“It’s a great program.”

“It’s never too late.”
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## FULL-TIME
CAREER CERTIFICATION PROGRAMS

### PART-TIME
DOZENS OF CLASSES

FREE HIGH SCHOOL EQUIVALENCY & LITERACY CLASSES

### FOR BUSINESSES
CUSTOMIZED TRAINING

### MISSION
We commit to provide our community with the highest quality education and training necessary to successfully meet the challenges and opportunities of the 21st century.

### LEARN MORE
ATTEND A LIVE, VIRTUAL OPEN HOUSE EVERY THURSDAY AT 1 P.M.
OR
SCHEDULE AN IN-PERSON TOUR
Visit ocmboces.org/adulted and click on Full-Time Certification Programs.

### CONTACT INFORMATION

General Information: (315) 453-4455 or 1-800-444-4406
Part-Time Class Information: (315) 453-4600
Part-Time Registration: [www.ocmboces.org/adulted](http://www.ocmboces.org/adulted)
Full-Time Admissions: (315) 453-4400
Literacy: (315) 453-4672
Business & Industry Training: (315) 453-4466

### OCM BOCES LEADERSHIP

District Superintendent: Matthew L. Cook, Ed.D.
Deputy Superintendent: Colleen Viggiano
Director, Adult Education: Mari Ukleya
Coordinator, Training & Continuing Education: Matt Tarolli
Coordinator, Health Occupations: Emeline McShane
OUR LITERACY PROGRAMS

- We offer literacy classes geared toward individual student academic levels.
- Day and evening classes are available.
- A distance-education program is available for those who are unable to attend regular classes and are over 21.
- Classes are FREE of charge for students without a high school diploma or equivalency.

Please see the next page for more detailed information on our literacy programs.

DID YOU KNOW?

New York State's High School Equivalency Exam is called the TASC.

2021 TASC TEST DATES

Syracuse
April 16 & 17

Cortland
May 14 & 15

For more information please call 315-453-4672.

TASC tests are held at Main Campus and in Cortland. Test dates, once available, are subject to enrollment.

DID YOU KNOW?

If you passed a Regents exam, it can replace a sub-test on the TASC test.

Call for details.

HSE (HIGH SCHOOL EQUIVALENCY) PREPARATION

Improve your skills to pass New York State’s TASC test to earn a high school equivalency diploma. For further information, call (315) 453-4672.

CLASSROOM LOCATIONS FOR HSE PREP

LIVERPOOL

OCM BOCES MAIN CAMPUS
110 Elwood Davis Road

Day Classes
Mon - Thurs 8:30 AM - 11:30 PM
Mon - Thurs 12:30 PM - 3:30 PM

Evening Classes
Mon - Thurs 5:00 PM - 8:00 PM

Click Here to Register Online
HIGH SCHOOL EQUIVALENCY & LITERACY PROGRAMS

NATIONAL EXTERNAL DIPLOMA PROGRAM

The web-based high school equivalency diploma program assesses student knowledge in eight competency areas, including: Cultural Literacy, Health Literacy, Civic Literacy and Community Participation, Consumer Awareness and Financial Literacy, 21st Century Workplace Skills, Geography and History and Science, as well as foundation skills in communication and technology. Candidates work from home and meet weekly with an assessor. This program is designed for adults who have work skills, training and/or life experience. Candidates must be 21 or older and have internet access.

For information, call (315) 453-4672 or (315) 453-4662.

DISTANCE EDUCATION

Do you want your high school equivalency diploma but are unable to attend class? Prepare for the TASC exam in your own home. Materials will be sent to you through your local library. In-house tutoring is available.

For more information, call (315) 453-4672 or (315) 453-4686 or (315) 453-4682.

ESOL CLASSROOM LOCATIONS & DISTANCE EDUCATION

<table>
<thead>
<tr>
<th>LIVERPOOL</th>
<th>DEWITT</th>
<th>MANLIUS</th>
</tr>
</thead>
<tbody>
<tr>
<td>OCM BOCES Main Campus 110 Elwood Davis Road</td>
<td>DeWitt Community Library 5110 Jamesville Road</td>
<td>Manlius Library 1 Arkie Albanese Avenue</td>
</tr>
<tr>
<td>Day Classes Mon/Wed 8:30 AM - 12:30 PM Tues/Thurs 8:30 AM - 1:30 PM</td>
<td>*Mon/Wed 10:00 AM - 1:00 PM</td>
<td>*Tues/Thurs 9:00 AM - 12:00 PM</td>
</tr>
<tr>
<td>Evening Classes Mon/Wed 5:30 PM - 8:30 PM</td>
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</tr>
</tbody>
</table>

*Libraries will be closed until further notice

ENGLISH FOR SPEAKERS OF OTHER LANGUAGES (ESOL)

Learn English to get a job or enter training/college programs. Study reading, writing, and vocabulary. Practice pronunciation and conversation. All levels of classes available. Students can register in the ESOL classroom. For more information, call Colleen at (315) 453-4684 or (315) 453-4672.

CROSSROADS CAFÉ — DISTANCE EDUCATION FOR OUR ESL/ESOL STUDENTS

Crossroads Café is an award-winning television and print series for learning English as a Second Language (ESL/ESOL) that combines 26 half-hour dramas with multi-level print materials to meet the needs of adult ESL learners at a distance. Students who do not have the ability to attend on-site classroom instruction can now enroll in school and work on their English skills through Crossroads Café.

LITERACY SERVICES DIRECTORY

Main number: ...................................................................................................................................(315) 453-4672
English for Speakers of Other Languages (ESOL): ......................................................................................(315) 453-4684
National External Diploma Program: ...........................................................................................................(315) 453-4662
High School Equivalency Classes: ...............................................................................................................(315) 453-4672
Distance Education Program: .......................................................................................................................(315) 453-4682
ADMISSION REQUIREMENTS

Every student interested in training is required to take a free assessment called the TABE (Test of Adult Basic Education). The assessment takes approximately one hour and is offered on Tuesdays at 10 a.m. or Thursdays at 2:00 p.m. by appointment. Please inquire about additional times. A TABE preparation guide with practice questions and resources is available at Open House or can be emailed by request. (315) 453-4400.

<table>
<thead>
<tr>
<th>TRAINING PROGRAM</th>
<th>TUITION*</th>
<th>GRADE EQUIVALENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Central Sterile Processing Technician</td>
<td>$7,750</td>
<td>10.0</td>
</tr>
<tr>
<td>Cosmetology</td>
<td>$10,300</td>
<td>8.9</td>
</tr>
<tr>
<td>Construction Trades</td>
<td>$8,375</td>
<td>8.9</td>
</tr>
<tr>
<td>Dental Assisting</td>
<td>$8,525</td>
<td>10.9</td>
</tr>
<tr>
<td>Electrical Maintenance Technician</td>
<td>$9,590</td>
<td>10.0</td>
</tr>
<tr>
<td>HVAC/R Technician</td>
<td>$8,150</td>
<td>10.0</td>
</tr>
<tr>
<td>Practical Nursing**</td>
<td>$13,585</td>
<td></td>
</tr>
<tr>
<td>Medical Assisting</td>
<td>$7,950</td>
<td>10.9</td>
</tr>
<tr>
<td>Office Technology</td>
<td>$7,950</td>
<td>10.0</td>
</tr>
<tr>
<td>Welder/Fitter</td>
<td>$8,950</td>
<td>10.0</td>
</tr>
</tbody>
</table>

* Additional fees required for books, supplies & uniforms. See pages 7-11 for specific fee estimates for each full-time program.

** PN program: TEAS test (Test of Essential Academic Skills). Cost is $75. Cost is subject to change.

ATTEND A LIVE, VIRTUAL OPEN HOUSE EVERY THURSDAY AT 1 P.M. OR SCHEDULE AN IN-PERSON TOUR

Visit ocmboces.org/adulted & click on Full-Time Certification Programs.
STUDENT SUCCESSES

TYPES OF AID

Federal Pell Grants: Money available that does not have to be repaid.

Student Loans: The U.S. Department of Education offers eligible students Direct Subsidized Loans and Direct Unsubsidized Loans. No credit check involved. These are need-based loans.

Parent Plus Loans: Loans available to parents of dependent students to help pay for college or career school.

PAYMENT PLANS

Payment plans are available. Our financial aid office will help you secure the best financial aid package to suit your needs and help you attain your education goals. Contact them with your financial aid questions at:

315-453-4422 or 315-453-4677

GETTING STARTED: FINANCIAL AID RESOURCES

OUR COMMUNITY PARTNERS

ACCES-VR

ACCES-VR (Adult Career and Continuing Education Services – Vocational Rehabilitation) may provide financial assistance for training costs to eligible individuals with disabilities.

Syracuse ACCES-VR Office (Cayuga, Cortland, Jefferson, Madison, Onondaga, Oswego counties)
315-428-4179 or 800-782-6164

Southern Tier ACCES-VR Office (Broome, Chenango, Chemung, Delaware, Otsego, Schuyler, Steuben, Tioga and Tompkins counties)
607-721-8400 or 800-888-5010

CORTLAND WORKS

(Cortland County residents)
99 Main Street
Cortland, NY 13045
607-758-7585

WORKING SOLUTIONS ONE-STOP CAREER CENTER

1006 Oneida Plaza Drive
Oneida, NY 13421
315-363-2400

CNY WORKS

(Onondaga County residents)
960 James Street
Syracuse, NY 13203
315-473-8250

TOMPKINS WORKFORCE NEW YORK

(Tompkins County residents)
Center Ithaca Building
171 East State Street
Ithaca, NY 14850
607-272-7570

VETERAN SERVICES

Post 9/11 GI Bill
Phone: 1-888-GIBILL-1 or 1-888-442-4551
OCM BOCES Certifying Official:
315-453-4400

OCM BOCES is accredited through the Council on Occupational Education
7840 Roswell Road
Building 300, Suite 325
Atlanta, GA 30350
(770) 396-3898 or (800) 917-2081

americanjobcenter

OCM BOCES is a proud partner of the America Job Center network.
PRACTICAL NURSING GRADUATE LIASIA WALKER

As a child growing up, LiAsia Walker always aspired to become a nurse. Like many people, though, her career goals had to be put on hold when "life" happened. Still, after losing her father to cancer, LiAsia decided it was time to make her career goals a priority.

“I prayed and studied for the TABE and TEAS test,” LiAsia said, referring to the entrance exams for the OCM BOCES Practical Nursing (PN) program. “I passed on my first try.”

LiAsia started the PN program in September 2019. In July 2020, she graduated with honors and was able to walk across the outdoor stage, holding her newborn daughter. Since graduating, LiAsia has started working at Loretto Health and Rehabilitation.

LiAsia is grateful for her time with the OCM BOCES PN program, as it has helped her on the path to becoming a registered nurse. She credits her teacher, Carol Vigiotti, and all her clinical instructors for helping to explain things in a way that was easy for her to understand. She plans to enroll at Onondaga Community College to take some of her prerequisites to obtain her associate’s degree in nursing.

“My ultimate goal is to get a master’s degree in nursing,” LiAsia said. “Completing the OCM BOCES PN program has put me closer to my goal. It’s a great program.”

HVAC GRADUATE BRYAN POULETTE

During his 25 years in the restaurant industry, Bryan Poulette did it all — bus boy, prep cook, line cook, bartender, and waiter. He supported himself and his family, but after so many years of working evenings, weekends and holidays — with no substantial employee benefits — he decided to make a change.

Last year, Bryan enrolled in the full-time HVAC/R program at the OCM BOCES Main Campus in Liverpool. He graduated at the top of his class. Despite the COVID-19 shutdown, Bryan worked hard and landed a four-week internship at Century Heating and Cooling in Syracuse. After his internship, they hired him full-time.

Bryan works as a service technician at Century, a company that has given him daytime hours, a full benefits package, and several opportunities for on-the-job training.

“I love it,” he said. “Believe it or not, it’s definitely less physical than being a waiter.”

Bryan had always kicked around the idea of working in HVAC/R, but he is especially thankful for his timing. Throughout the pandemic, the restaurant industry has suffered tremendously from fewer customers, periodic shutdowns and ongoing restrictions.

“I didn’t really plan it that way, but it worked out well,” he said.

At age 42, Bryan says he would recommend a career in HVAC/R to anyone, with BOCES as a path to get there. Even with COVID, Bryan credited his instructor, Joe Miuccio, for setting up virtual classes and keeping everyone engaged.

“I got into it late in the game, but I guess it’s never too late.” Bryan said. “I definitely like what I’m doing and have no intentions of changing.”
This is your opportunity to join one of most in-demand health occupations in the country. As a Practical Nursing (PN) student, you will be challenged with a rigorous program of study that will prepare you for the National Council Licensure Examination for Practical Nurses (NCLEX-PN). The Nursing faculty will cultivate an environment in which your success can be measured, validated and reproduced. With the foundations of knowledge and skills, you will become a well-qualified and safe practitioner. A review of the National Council Licensure Examination (NCLEX-PN) is included at the end of the program. For more additional information email PNprogram@ocmboces.org

Tuition: ..................................................$13,585*
Median student loan: .........................$9,500
Graduation Rate: ................................77%
Job Placement Rate: ............................77%
Program Length..............1 year (1143 hours)
3-year NCLEX-PN pass rate average 2018-2020........................................67.4%
3-year attrition average 2018-2020..................................................76.3%
Start Date: .............................September 2021
Daytime .......... M-F, 8:00 AM - 3:00 PM
Clinical as assigned 6:45 AM - 1:15 PM
Evening ............... M-Th, 4:00 - 9:30 PM
F: Lab 8:00 AM - 3:00 PM or Clinical 6:45 AM - 1:15 PM as assigned
Additional Requirements: TEAS exam ($75),
Physical, immunizations and BLS CPR
SOC Code: ..............................................29-2061
HEGIS Code ..................5209.20
U.S. Dept. of Labor: ..... www.bls.gov/SOC
*Tuition subject to change. Estimated books and fees $2,123.

Train for a rewarding career in one of the fastest-growing occupations in the medical profession. Work with physicians and other health professionals, assisting with the delivery of high-quality health care. Students learn both the administrative and clinical aspects of working in the medical office, including: word processing, HIPAA requirements, medical office procedures, and medical billing including ICD-10 and CPT-4 coding. Clinical coursework includes infection control, vital signs, medical office laboratory tests, pharmacology, EKGs, medical specialty assisting, and phlebotomy. The program includes a four-week clinical experience in a health care facility. Upon completion, students can sit for the Certified Clinical Medical Assistant exam.

Tuition: ..................................................$7,950*
Median student loan: .................$4,766
Graduation Rate: .................................90%
Job Placement Rate: .............................74%
Program Length: .........................780 hours
Start Dates: ...........................................August 2021
Main Campus in Liverpool
M-F, 8:00 AM-3:00 PM
Additional Requirements: .................Physical & professional CPR testing fee
SOC Code: .............................................31-9092
U.S. Dept. of Labor: ...... www.bls.gov/SOC
*Tuition subject to change. Estimated fee for books, supplies & fees is $508, with another $195 in optional costs.
*Cortland option based on enrollment.

The Central Sterile Processing Technician is responsible for the procurement of surgical supplies and sterile equipment. Central Sterile Processing Technicians provide support to all patient-care services, including diagnostic and surgical application in a health care facility. They are responsible for cleaning, decontaminating, processing, assembling, sterilizing, storing and distributing the medical devices required for patient care. The 21-week training program includes the basics of medical terminology, anatomy and physiology, microbiology, infection prevention and control, principles and methods of the sterilization process, cleaning, decontaminating, processing, packaging, distributing, storing and inventory control of sterile goods, instruments, trays and equipment. Also included is a 200-hour internship component at a local health care facility.

Students completing the program can sit for the Certification Board for Sterile Processing and Distribution (CBSPD) certification.

Tuition: ............................................$7,750*
Median student loan: .................$3,404
Graduation Rate: .................................79%
Job Placement Rate: .............................72%
Program Length: .........................678 hours
Start Date: ...........................................August 2021
M-F, 8:00 AM - 3:00 PM
Additional Requirements: ......Physical, current immunizations (MMR, Varicella, PP) and testing fee
SOC Code: .............................................31-9093
U.S. Dept. of Labor: ...... www.bls.gov/SOC
*Estimated fee for books, supplies, & uniform is $275, with another $125 in optional costs.
COSMETOLOGY

Cosmetology is an adult program designed to prepare students for a career in the appearance enhancement field. Classes follow the New York State approved curriculum required for taking the state licensing exams. The Cosmetology program offers students the opportunity to practice their skills during regular classes and clinics. An advanced placement option is also available to students who have already completed partial training.

Tuition: ...............................................$10,300*
Median student loan: ...........................................$6,501
Graduation Rate: ...........................................78%
Job Placement Rate: ...........................................83%
Program Length: ...........................................1,100 hours
Start Date: .............................................September 2021
M-F, 8:30 AM - 3:30 PM
SOC Code: ......................................................39-5012
U.S. Dept. of Labor: ............................................www.bls.gov/SOC
Additional Requirement: ..................................Licensing Fee

* Tuition subject to change. Additional fees for books & kit is $910.

DENTAL ASSISTING

This program is approved by the New York State Education Department Office of the Professions for licensure and certification purposes. The hands-on program format provides an excellent opportunity for those with an interest in the dental profession to begin a rewarding career. Students receive training in a well-equipped dental classroom/lab and are trained on state-of-the-art Eaglesoft software. Coursework includes: sciences in dentistry, dental terminology, emergency care, infection control, preventive dentistry, clinical assisting and procedures, dental radiology, and a minimum 200 hours of internship experience in a dental office.

Tuition: ..................................................$8,525*
Median student loan: ......................................$8,133
Graduation Rate: ..........................................91%
Job Placement Rate: ......................................83%
Program Length: ...........................................900 hours
Start Dates: ..............March & October 2021
M-F, 8:00 AM - 3:00 PM
Additional Requirements: ..................................Physical, health immunizations, Professional CPR and testing fee.
SOC Code: ......................31-9091

* Tuition subject to change. Estimated fee for books, supplies, & uniform is $455, with another $788 in optional costs.

We have a full-service salon clinic available to the public on Wednesdays and Fridays.

Our adult students, under the supervision of their instructors, provide many salon services at substantial savings to you and your family. Please call (315) 453-4650 for your appointment or for additional information.

Due to COVID, the clinic has been temporarily suspended.

Stay healthy & safe! We’ll be back soon!

Click Here to Register Online
### OFFICE TECHNOLOGY

Begin with the office basics of keyboarding, letter writing, business English, filing, and the use of various office machines including desktop computers, copiers and multi-line telephone systems. Each one of these focus areas requires a four-week internship to complete the program. Students may specialize in one or more of the following areas:

<table>
<thead>
<tr>
<th>OFFICE SUPPORT SPECIALIST</th>
<th>ADMINISTRATIVE SUPPORT SPECIALIST</th>
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<tbody>
<tr>
<td>Continue to develop skills required to be proficient in a business office setting. This program is designed for people who are looking to take their basic computer skills to the next level. The curriculum includes Microsoft Windows®, Word®, Excel®, PowerPoint®, and Access®, in addition to incorporating the administrative skills needed for a variety of office-related careers.</td>
<td>This training program will focus on the skills necessary for mid-to upper-level office support positions such as administrative assistant, executive secretary, legal secretary, medical secretary, and general secretary. The focus is on extensive Word® proficiency and also incorporates Excel®, PowerPoint®, and Access®, depending on the clerical position of interest.</td>
</tr>
<tr>
<td>Tuition: .............................................. $7,950*</td>
<td><strong>Tuition subject to change. Estimated fee for books &amp; supplies is $405.</strong></td>
</tr>
<tr>
<td>Median student loan: ...................................... $3,899</td>
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<tr>
<td>Graduation Rate: ............................................... 90%</td>
<td></td>
</tr>
<tr>
<td>Job Placement Rate: ........................................... 100%</td>
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<tr>
<td>Program Length: .............................................. 780 Hours</td>
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</tr>
<tr>
<td>Start Dates: ..................................... September 2021 M-F, 8:00 AM - 3:00 PM</td>
<td></td>
</tr>
<tr>
<td>SOC Codes: ........................................ 43-6014 • 43-3021 • 43-3031 • 43-9060</td>
<td></td>
</tr>
<tr>
<td>U.S. Dept. of Labor: ......................... <a href="http://www.bls.gov/SOC">www.bls.gov/SOC</a></td>
<td></td>
</tr>
</tbody>
</table>

### MEDICAL BILLING & CODING

Learn necessary medical and technological skills for entry-level medical billing and coding. The curriculum includes training in medical terminology, anatomy and physiology, medical office administration and medical billing and coding, utilizing the new ICD-10-CM as well as the current ICD-10-CM, along with computers and more general administrative skills. Class will also focus on electronic medical health care record management with state-of-the-art Medent software.

| Tuition: .............................................. $7,950* | **Tuition subject to change. Estimated fee for books & supplies is $405.** |
| Median student loan: ...................................... $3,899 | |
| Graduation Rate: ............................................... 90% | |
| Job Placement Rate: ........................................... 100% | |
| Program Length: .............................................. 780 Hours | |
| Start Dates: ..................................... September 2021 M-F, 8:00 AM - 3:00 PM | |
| SOC Codes: ........................................ 43-6014 • 43-3021 • 43-3031 • 43-9060 | |
| U.S. Dept. of Labor: ......................... www.bls.gov/SOC | |

### BOOKKEEPING & ACCOUNTING

Continue to a concentration in the financial aspect of running an office. Develop skills in manual bookkeeping procedures and payroll as well as computerized methods of these functions using software such as Excel® and QuickBooks®.

| Tuition: .............................................. $7,950* | **Tuition subject to change. Estimated fee for books & supplies is $320.** |
| Median student loan: ...................................... $3,899 | |
| Graduation Rate: ............................................... 90% | |
| Job Placement Rate: ........................................... 100% | |
| Program Length: .............................................. 780 Hours | |
| Start Dates: ..................................... September 2021 M-F, 8:00 AM - 3:00 PM | |
| SOC Codes: ........................................ 43-6014 • 43-3021 • 43-3031 • 43-9060 | |
| U.S. Dept. of Labor: ......................... www.bls.gov/SOC | |

*Cortland option based on enrollment.
**TRAVES & TECHNOLOGY**

### WELDER/FITTER

This intensive, hands-on training program offers participants the opportunity to become a member of a well-paying, skilled profession. Students will develop an understanding and proficiency in the areas of shop math, basic drafting, blueprint reading, safety, and the use of oxy-acetylene and plasma-arc cutting equipment. MIG (GMAW), TIG (GTAW), Flux-Core (FCAW) and Stick (SMAW) welding processes will be taught in all positions, as well as an introduction to basic pipe-welding processes. Training follows the standards set by the American Welding Society (AWS). The program includes job shadowing and a four-week internship.

Upon completion of the program, students will have an opportunity to obtain AWS D1.1 Welder Qualification. Welders are employed in industrial settings such as manufacturing, heavy construction, and repair shops.

- **Tuition:** $8,950*
- **Median student loan:** $4,963
- **Graduation Rate:** 91%
- **Job Placement Rate:** 100%
- **Program Length:** 812 hours

**Start Dates:**
- **Days:** August 2021
  - Main Campus: M-F, 8:00 AM - 3:30 PM
- **Evenings:** March & October 2021
  - Thompson Road: M-F, 3:30 PM - 8:30 PM

**SOC Code:** 51-4121

**U.S. Dept. of Labor:** [www.bls.gov/SOC](http://www.bls.gov/SOC)

**Added Requirements:** jacket, helmet, boots

*Tuition subject to change. Estimated total for books, tool kit, fees and exams is $620. *Cortland option based on enrollment.

### CONSTRUCTION TRADES

This is a comprehensive introduction to all aspects of residential building construction from foundations to rough and finished carpentry. Skills will be taught through classroom instruction, job shadow experiences and a four-week internship with a local contractor, builder or home remodeling company. Topics will include hand and power tools, construction math, blueprint reading, masonry, rigging, electrical wiring, basic plumbing, framing, roofing, and finishing. Hands-on training and projects will reinforce all classroom learning. A student tool kit will be provided and will include the fundamental tools of the trade.

- **Tuition:** $8,375*
- **Median student loan:** $3,087
- **Graduation Rate:** 83%
- **Job Placement Rate:** 95%
- **Program Length:** 780 hours

**Start Dates:** August 2021
- **M-F:** 8:00 AM - 4:00 PM

**SOC Code:** 47-2000

**U.S. Dept. of Labor:** [www.bls.gov/SOC](http://www.bls.gov/SOC)

*Tuition subject to change. Estimated fee total books, tool kit, fees and exams is $610.

[Click Here to Register Online](#)
HVAC/R TECHNICIAN

Heating, ventilation, air conditioning and refrigeration (HVAC/R) is a comprehensive, technical and hands-on training program covering all critical aspects of the HVAC/R field. The program offers a combination of classroom, lab and field work under the supervision of an experienced, qualified instructor. This is an opportunity to learn and understand refrigeration and cooling systems, electrical circuitry, electronic solid state control applications, and electric, gas and oil-fired heat and heat pumps. Learn to install, maintain, troubleshoot and repair both residential and commercial systems. Students work on fully operational cooling and heating systems in our well-equipped HVAC/R lab. Opportunities exist as entry-level service technicians, installation personnel, facilities maintenance technicians and commercial sales and service representatives. The EPA Universal Certification Exam for refrigerant handling is offered at an additional fee.

Tuition: ...............................................$8,150*
Median student loan: ..........................$3,836
Graduation Rate: ...................................95%
Job Placement Rate: ............................97%
Program Length: .................................715 hours
Start Dates: .................................August 2021
M-F, 8:00 AM - 3:00 PM
SOC Code: ........................................49-9020
Additional fees: ..................OSHA exam, EPA
*Tuition subject to change. Estimated total for books, kits & fees is $864.

Electrical Maintenance Technician

Electrical Maintenance Technician is an intensive program of study on electrical maintenance fundamentals. Students will receive training in basic shop math, hand and power tools, precision measuring instruments, electrical blueprints, the National Electrical Code standards and practices, OSHA, electrical theory, conduit bending, motors and NEMA designations. Students will also be eligible to earn National Fire Protection (NFPA) certification. A four-week work experience is included in the training program. According to U.S. Department of Labor statistics, the employment of electrical maintenance technicians is expected to increase with the emergence of new technologies that will stimulate the demand for these skills, along with the large number of expected retirements in this field.

Tuition: ...............................................$9,590*
Median student loan: ..........................$4,952
Graduation Rate: ...................................100%
Job Placement Rate: ............................92%
Program Length: .................................810 hours
Start Dates: .................................August 2021
M-F, 8:00 AM - 3:30 PM
SOC Code: ........................................47-3013
*Tuition subject to change. Estimated total for books, kits & fees is $855.
*Cortland option based on enrollment.

LEWIS CARINCI is an AWS/ASME certified welder with 37+ years of experience in welding and fabrication. He has a degree from Herkimer Community College in business administration and a degree from Cornell University in county government laws and procedures. He also graduated from the Schenectady Modern Welding School.

LARRY CASEY is a graduate of Onondaga Community College with a degree in business administration. He has 30 years of experience working in the electronics and mechanical fields. He is a certified proctor for BPI and a certified EPA/HVAC technician.

GORDON MCCAFFER is a nationally certified AWS D1.1 Code Welder (#1402161W) with 38+ years of experience in welding, custom fabrication and manufacturing. He also holds a NYS DOT Welding Certification (all-position/unlimited thickness). Prior to OCM BOCES, he was an ASME code-qualified pressure-vessel welder for a large local manufacturer. This included 6G (all position) pipe welding using multiple welding processes. He is an OCM BOCES graduate and has an A.A.S. in Business from Onondaga Community College. He has been an AWS District Welding Educator of the Year. He has a NYS Adult Education Certification.

JOSEPH MIUCCIO has an M.S. in vocation technical education and B.S. in industrial arts from SUNY Oswego. He holds Building Performance Institute (BPI) certifications in Building Analyst, Envelope Professional, Heating Professional and RESNET.
JOHN SWEENEY is a graduate of Virginia Commonwealth University with a B.A. in English. He completed a master’s degree in secondary education at SUNY Oswego. He holds a NYS Code Enforcement Certification and is a certified instructor through the National Center for Construction Education and Research (NCCER).

INSTRUCTORS:

MICHELE CALIVA, MA, RN, completed her master’s degree training at the Naval Post Graduate School.

SHIKELA GILES, NP-C, is certified as a Family Nurse Practitioner and holds a masters in nursing from SUNY Upstate with a minor in education.

JENNIFER HARWOOD, BSN, RN holds a bachelor’s in nursing from Utica College.

TRISTYN JUDD, BSN, RN

AMANDA KELLY, RN, holds an A.A.S. in nursing from Cayuga Community College.

JASON LABATOS, RN, holds an A.A.S. in nursing from Onondaga Community College.

JULIE OKTAVEC, BSN, RN, holds a bachelor’s in nursing from James Madison University.

BRENDA PARKER, BSN, RN, holds a bachelor’s in nursing from Excelsior College.

AMANDA PEET, BSN, RN holds a bachelor’s in nursing from Roberts Wesleyan College.

STACY SEVERIN, MSN, RN, holds a master’s degree in nursing education from SUNY IT.

SUSAN SQUADRITO, BSN, RN, holds a bachelor’s in nursing from Franciscan Missionaries of Our Lady University.

MARK TRUEX, RN, holds an A.A.S. in nursing from Tompkins County Community College.

CAROL VIGLIOTTI, MS, BSN, RN, obtained a B.S. in nursing from Keuka College and an M.S. in health services administration from The New School. She completed her vocational teacher education at SUNY Oswego. In addition, she holds a NYS Permanent Teaching Certificate in Licensed Practical Nursing and Business.

CHARLENE YOUNG, MS, RN, holds a master’s degree in nursing education from Le Moyne College.

COSMETOLOGY

DAWN IOZZO has 35 years of experience in the salon industry. She holds a NYS Cosmetology License, certification for teaching Adult Education, as well as a certified NYS Cosmetology examiner. Dawn has been successful as a salon stylist/ salon manager. She found her true passion for the industry as an educator and training manager at MATRIX/L’Oreal, where she facilitated advanced cutting and coloring programs to stylists in salons as well as training other trainers to train in salons.

HEALTH OCCUPATIONS

NANCY CHAPPELL re-joined the OCM BOCES Adult Education program last fall after working as the full-time Dental Assisting instructor for 14 years, from 2001 to 2015. After leaving her instructing position in 2015, Nancy worked as a dental sales representative and dental office manager. In total, she has 30 years of experience in the field. Nancy graduated from the PIMA Medical Institute in Denver in 1989 and was certified by the Dental Assisting National Board in 1993. She has been a NYS Certified Dental Assistant since 2000.

JAMIE TROUTMAN, NRCMA, is a 2011 graduate of the BOCES Medical Assisting Program. She has worked in a variety of medical settings, including general surgery, pain management and neurology. She excels in both the clinical and administrative sides of medical assisting.

COORDINATOR:

EMELINE MCSHANE, BS, RN, is the Health Occupations Coordinator at OCM BOCES. She holds an A.A.S. in nursing from the Crouse Hospital School of Nursing and a B.S. in Biomedical Sciences from SUNY Cortland. She has also completed the RN-to-MS Certificate program at Le Moyne College.
ART

DRAWING BASICS
Explore pencil, charcoal, and pastel while drawing simple subjects. Drawing exercises will warm you up, and you will be delighted at your improvement. As you perfect some basic skills, you can begin to work with other media. Supplies required. Please call 315-453-4600 to obtain a supply list prior to class.

CEART0655Spri4 3/18/21 - 4/8/21
CEART0655Sum4 6/10/21 - 7/1/21
Thursday $65.00
Eve Troncone 4 Sessions
6:30 PM - 9:00 PM Main Campus

JEWELRY & LAPIZARY
Learn how to cut and polish stone and set the results into your handmade sterling silver setting. Learn to use saws and stone polishing equipment and basic soldering techniques. Basic tools and materials needed to purchase complete your project will be discussed at the first class. Some tools available for use in class.

CEART0651Spri4a 4/22/21 - 6/24/21
Thursday $129
John Sweeney 10 Sessions
6:30 PM - 9:30 PM Main Campus

PAINTING BASICS
Whether you have been a student of art in the past or have never picked up a brush, this class will guide you through everything you need to know to start painting. Discover how to mix colors, how color can set the mood, how to prepare your surface, and techniques for applying paint. You’ll be working with acrylic paints on canvas, but the concepts can apply to watercolor, oil, pastel, or decorative painting. Supplies needed. Please call 315-453-4600 to obtain supply list prior to class.

CEART0658Spri4 4/15/21 - 5/6/21
CEART0658Sum4 7/8/21 - 7/29/21
Thursday $65.00
Eve Troncone 4 Sessions
6:30 PM - 9:00 PM Main Campus

PAINTING WITH ACRYLICS
Learn to blend, shade, and highlight with acrylic paints! You will learn the basic strokes and advance to more complex strokes, blending and mixing colors, and choosing subjects for your work. Come to learn, paint and relax. Basic painting and drawing supplies required. Call 315-453-4600 to obtain a supply list prior to class.

CEART0664Spri4 5/13/21 - 6/3/21
CEART0664Sum4 8/5/21 - 8/26/21
Thursday $65.00
Eve Troncone 4 Sessions
6:30 PM - 9:00 PM Main Campus

PHOTOGRAPHY IN THE DIGITAL AGE
Get better acquainted with your camera! Improve your photography skills through the creative use of camera functions, exposure, composition, and lighting. Learn to send photos, transfer photos, catalogue and much more. Weekly projects will be critiqued as you work on improving your photos. Bring digital (or 35mm) camera and instructions to class.

CEPER0619Spri4 3/22/21 - 4/26/21
CEPER0620Spri4 5/3/21 - 6/14/21
CEPER0619Sum4 7/12/21 - 8/16/21
Monday $95.00
Al Miles 6 Sessions
6:00 PM - 8:00 PM Main Campus

BUSINESS

ABC’S OF ACCOUNTING
This class will introduce you to basic accounting skills, the accounting equation—assets, liabilities and owner’s equity—and the rules of debits and credits. We will discuss a variety of business entities such as sole proprietorship, partnership, corporation and limited liability company. You will also learn about the business transactions as well as the correct terminology for use with accountants. Text required.*

CESBM0423Spri4 3/25/21 - 5/27/21
Thursday $139.00
Fred Intondi 10 Sessions
6:00 PM - 8:00 PM Main Campus

BETTER BUSINESS WRITING FOR TODAY
Create a positive impression with your customers, co-workers and management by learning to produce clear, concise business documents that are both effective and professional. Review spelling, word usage, punctuation and sentence structure needed to correctly write letters, memos, reports, proposals and minutes.

CEBUS0436Spri4 3/16/21 - 4/6/21
Tuesday $69.00
Mary Elizabeth Alberts 4 Sessions
6:30 PM - 9:00 PM Main Campus

COMPUTERS

INTRO TO COMPUTERS
Become familiar with computers in a non-threatening setting. In this hands-on class, you will learn about the basic hardware of a PC and become skilled at using a mouse. Learn to create, save and retrieve a file and learn about creating and changing directories and drives. Become familiar with the terms “word processing,” “database,” and “spreadsheet,” among others, and how they relate to your new world of computer literacy. Now using Windows 10. Textbook required. No experience necessary.*

CECOM5000Spri4 3/22/21 - 4/12/21
CECOM5000Sum4 6/28/21 - 7/14/21
Monday $135.00
Jean Duva 4 Sessions
12:00 PM - 2:30 PM Main Campus
INTRO TO WINDOWS 10
This class offers an easy way to become familiar with the Windows 10 system. Explore the basic features of Windows 10, including the task bar, desktop, start menu, developing shortcuts, drag-and-drop, recycle bin, and control panel. Create folders to manage files and documents. Use Explorer to locate files. Learn about installing or uninstalling hardware and software, plug-and-play, and other features of Windows. Create, delete, or rearrange icons, customize your desktop and start menu. Learn about passwords and security within the Windows environment. Prerequisite: Introduction to computers or equivalent experience. Textbook required. Please bring a flash drive to class.

CECOM5430Spri4 ........................................4/19/21 - 5/10/21
CECOM5430Sum4 .....................................7/5/21 - 7/26/21
Monday ..............................................$135.00
Jean Duva ..............................................4 Sessions
12:00 PM - 2:30 PM Main Campus

EXCEL® 2016 1
This class covers the basics of entering and editing entries, selecting cells and ranges, creating basic formulas and functions, absolute formulas, AutoSum and multiple-sheet workbooks. It also includes modifying columns and row heights, hiding columns and rows, changing text alignment, and printing entire worksheets and worksheet selections. Experience with Windows recommended. Text required.* Please bring a flash drive to class.

CECOM5521Spri4 ........................................3/16/21 - 4/6/21
CECOM5521Sum4 .....................................6/15/21 - 7/6/21
Tuesday ..............................................$145.00
Frank McCarthy ......................................4 Sessions
6:00 PM - 8:30 PM Main Campus

EXCEL® 2016 2
Prerequisite: Excel® Level I or equivalent experience. Text required.* Please bring a flash drive to class.

CECOM5526Spri4 ........................................4/13/21 - 5/4/21
Tuesday ..............................................$145.00
Frank McCarthy ......................................4 Sessions
6:00 PM - 8:30 PM Main Campus

EXCEL® 2016 3
Prerequisite: Excel® Level II or equivalent experience. Text required.* Please bring a flash drive to class.

CECOM5529Spri4 ........................................5/11/21 - 6/1/21
Tuesday ..............................................$145.00
Franck McCarthy ......................................4 Sessions
6:00 PM - 8:30 PM Main Campus

WORD® 2016 1
Learn this unique and common word processing software. With this new version, discover the ease with which you can create, edit, add and delete graphics, as well as print documents for both the office and home. Prerequisite: Windows experience. Text required.* Please bring a flash drive to class.

CECOM5562Spri4 ........................................3/22/21 - 4/12/21
CECOM5562Sum4 .....................................6/14/21 - 7/5/21
Monday ..............................................$145.00
Mary Elizabeth Alberts ................................4 Sessions
6:30 PM - 9:00 PM Main Campus

WORD® 2016 2
Prerequisite: Word® Level I. Text required.* Please bring a flash drive to class.

CECOM5595Spri4 ........................................4/19/21 - 5/10/21
CECOM5595Sum4 .....................................7/12/21 - 8/2/21
Monday ..............................................$145.00
Mary Elizabeth Alberts ................................4 Sessions
6:30 PM - 9:00 PM Main Campus

INTRO TO QUICKBOOKS® 2018
QuickBooks is a software program designed to help small and medium-sized businesses keep their books easily and accurately. Get an introduction to this software package, learn file management tasks and learn the skills to effectively deal with customers, vendors, and banking transactions. Inventory control and payroll functions will also be taught. Basic computer knowledge required. Basic bookkeeping knowledge is a prerequisite. Text required.* Please bring a flash drive to class.

CECOM0900Spri4 ........................................4/26/21 - 6/7/21
Monday ..............................................$175.00
Frank McCarthy ......................................6 Sessions
6:00 PM - 8:30 PM Main Campus

Click Here to Register Online
**QUIZCATS® 2018 - ADVANCED**  
Prerequisite: Basic computer skills and QuickBooks  
Level 1 required. Text required.* Please bring a flash drive to class.  
CECOM0903Spr4  6/14/21 - 7/12/21  
Monday  
Frank McCarthy  
6:00 PM - 8:30 PM  
Main Campus

**INTRO TO AUTOCAD 2019 1**  
Increase your design and drafting skills using AutoCAD, the computer-aided drafting tool. Gain an understanding of AutoCAD by setting up files; navigating work space; and learning about drawing tools, hot keys, icon buttons, drawing and modifying concepts, orthographic drawings, layers, dimension styles, hatching, Xref and raster images. One computer per student. Prerequisite: Basic computer skills and understanding of basic drafting. Text required.*  
CECOM5604Spr4  3/13/21 - 4/24/21  
CECOM5604Sum4  6/19/21 - 7/31/21  
Saturday  
David Trembley  
6:00 AM - 12:00 PM  
Main Campus

**AUTOCAD 2019 2**  
Build on the skills gained in the basic AutoCAD class or elsewhere. Prerequisite: Basic AutoCAD or equivalent experience. Text required.*  
CECOM5605Spr4  5/1/21 - 6/5/21  
Saturday  
David Trembley  
6:00 AM - 12:00 PM  
Main Campus

**COSMETOLOGY**

**NYS COSMETOLOGY PRACTICAL REVIEW** *NEW*  
This class is designed for students who have graduated with 1,000 hours from cosmetology school and are looking for a state board refresher class. Class includes instruction and hands-on practice of all state board disciplines required to pass the New York State exam; a practice mannequin for class; a New York State practical exam kit; a mannequin for the test; and mannequin stand for the actual state board exam. Must call 315-453-4650 or 315-453-4401 to register.  
CECOS0002Spr4  4/15/21  
CECOS0002Spr4a  5/20/21  
CECOS0002Sum4  6/24/21  
Thursday  
Dawn Iozzo  
4:00 PM - 8:00 PM  
Main Campus

**SECRET MAGIC OF THE CORRECT COLORS**  
Learn how to look younger, healthier, and thinner by wearing your correct colors! Bright, beautiful colors surround us everywhere, and their effect on our appearance is amazing! Find out how the seasonal color theory works and discover the best colors for you. You will receive a professional and individualized color analysis. You will leave knowing your best colors and how wearing your right colors can help you look 10 pounds thinner and years younger.  
CECOS0422Spr4  3/30/21  
Tuesday  
Dianne Stancampiano  
6:30 PM - 9:30 PM  
Main Campus

**I HAVE NOTHING TO WEAR! LEARN HOW TO LOOK 10 POUNDS THINNER & 10 YEARS YOUNGER**  
Have a closet FULL of clothes and NOTHING to wear? Get the “skinny” on what wardrobe styles and silhouettes are most flattering no matter your shape and learn the art of dressing with ease. Learn your figure and how clothing can help your diet along through proportional dressing! How many of us can say we are a perfect size 8 or 10? How many times have you been able to buy a garment which needs no additional tailoring? Few of us have perfect figures, and that’s why proportional dressing is so important in creating a successful image. By recognizing and accepting your figure’s strengths and weaknesses, you can make adjustments to your wardrobe that will flatter and enhance your looks. Receive Personal Image Information which will recommend wardrobe, makeup, hair and accessories based on your physical characteristics, coloring and fashion personality.  
CECOS0450Spr4  4/13/21  
Dianne Stancampiano  
6:30 PM - 9:00 PM  
Main Campus

**GET YOUR GLAM ON, LEARNING MAKEUP LIKE A PRO**  
Unleash your inner beauty with a class on makeup application. Learn professional tips and tricks for a soft-finish makeup you can use! Does the vast selection of makeup make it difficult for you to decide what is best for you? Learn what’s available, what to look for when purchasing makeup, and how to apply it correctly. Find ways to look your very best. Bring your makeup bag or use BeautiControl samples that will be provided.  
CECOS0420Spr4  4/27/21  
Dianne Stancampiano  
6:30 PM - 9:30 PM  
Main Campus

**COOKING 101 - KITCHEN BASICS**  
This class is designed specifically for the beginning cook who has little or no cooking experience. Over a three-week period, we will focus on beginner knife skills, basic cooking definitions, and basic cooking techniques. This class will give you the skills you need to prepare simple recipes with success. If you’ve ever had the desire to cook, this class is for you!  
CEEAT0101Spr4  3/18/21 - 4/1/21  
Thursday  
6:00 PM - 9:00 PM  
3 Sessions  
Michael Fitzgerald  
Thompson Road Campus

**COOKING 102 - BASIC MEAL PREPARATIONS**  
This class follows Cooking 101 to expand your basic cooking skills and ultimately prepare full-course meals, from soup to dessert. By the end of this class, you will be able to impress anyone with your cooking skills and tackle almost any recipe with success. This class is also great if you already have some basic cooking skills and want to expand your knowledge base.  
CEEAT0102Spr4  4/8/21 - 4/22/21  
Thursday  
6:00 PM - 9:00 PM  
3 Sessions  
Michael Fitzgerald  
Thompson Road Campus

**COOKING 103 - ADVANCED COOKING SKILLS**  
The last of the basic cooking classes. In this class you will master your knife skills, learn more advanced cooking techniques and learn how to read and follow recipes to create advanced culinary creations.  
CEEAT0103Spr4  4/29/21 - 5/13/21  
Thursday  
6:00 PM - 9:00 PM  
3 Sessions  
Michael Fitzgerald  
Thompson Road Campus

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Click Here to Register Online
COOKING WITH KIDS - BASIC
This class will foster the desire of any child who has an interest in the culinary arts. In this class, we will make a hot dog salad, chicken noodle soup, chicken cordon bleu, twice-baked potatoes, creamy macaroni and cheese, homemade meatball sandwiches, and a strawberry trifle for dessert. This class is designed for 7- to 15-year-old children with an accompanying adult. Class is limited to eight groups of two.

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<td>3/17/21</td>
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<tr>
<td>CEEAT0423Spri4</td>
<td>4/7/21</td>
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<td>Thompson Road Campus</td>
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<tr>
<td>CEEAT0422Spri4</td>
<td>5/19/21</td>
<td>6:00 PM - 9:00 PM</td>
<td>Thompson Road Campus</td>
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COOKING WITH KIDS - BRUNCH
This is a fun way to learn some great recipes and experience some great one-on-one time with your child. In this class, we will prepare quiche Lorraine apple croissant bread pudding, cheese strata with bacon tomato, chicken and biscuits, easy eggs Benedict, potato hash, and roasted vegetable salad. After this class, you will both be able to throw a great brunch for the whole family. This class is designed for 7- to 15-year-old children with an accompanying adult. Class is limited to eight groups of two.

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<td>CEEAT0601Spri4</td>
<td>3/31/21</td>
<td>6:00 PM - 9:00 PM</td>
<td>Thompson Road Campus</td>
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COOKING WITH KIDS - DESSERTS
This is a fun way to bond with a child and experience some great one-on-one time as you both prepare some very tasty desserts. We will make chocolate mousse cupcakes, mixed berry tarts, almond bread, strawberry whipped cream cake, chocolate chip pie, and apple cheesecake strudel bars. Get ready to have a really sweet time! This class is designed for 7- to 15-year-old children with an accompanying adult. Class is limited to eight groups of two.

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MORE COOKING WITH KIDS
This class is a continuation of the original “Cooking with Kids” course with new recipes that are a bit more difficult than the previous ones. In this class, we will prepare homemade chili with corn bread, shrimp scampi over pasta, Beef Wellington with a brown sauce, chocolate cream pie, sausage with potato and roasted red pepper salad and stuffed pork chops. This class is designed for 7- to 15-year-old children with an accompanying adult. Class is limited to eight groups of two.

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<td>5/27/21</td>
<td>6:00 PM - 9:00 PM</td>
<td>Thompson Road Campus</td>
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A TASTE OF THE SOUTH Y’ALL!
We will prepare chicken fried steak with milk gravy, collard greens, Hoppin’ John, BBQ pork sandwich with pickled onions, shrimp “po’ boy” sandwich, fried green tomatoes with pimento cheese sauce, and a chocolate chip pie with ice cream. You will have a great time testing and tasting in this class. Y’all will also be given online resources and challenging recipes to try at home.

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<td>CEEAT0431Spri4</td>
<td>3/24/21</td>
<td>6:00 PM - 9:00 PM</td>
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COOKING WITH KIDS - CHOPPED
You and your child will be split into teams. All teams get a mystery basket and will create a menu with the help of the instructor. We will sample all the teams’ creations, and a winner will be crowned. Fun and exciting for all. This class is designed for 7- to 17-year-old children with an accompanying adult. Class limited to eight groups of two.

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<td>CEEAT0607Spri4</td>
<td>5/26/21</td>
<td>6:00 PM - 9:00 PM</td>
<td>Thompson Road Campus</td>
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A NIGHT ON THE BAYOU
In this class, we will take a tour of Louisiana with its Cajun and Creole dishes. We will prepare a traditional jambalaya, deviled crab cakes, shrimp and andouille pot pies, stewed corn and tomatoes with okra, chicken and sausage gumbo, Creole shrimp and a chocolate yummy, which is sure to please.

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<td>CEEAT0432Spri4</td>
<td>4/7/21</td>
<td>6:00 PM - 9:00 PM</td>
<td>Thompson Road Campus</td>
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IT’S ALL GREEK TO ME!
Explore the Mediterranean flavors of Greece as we prepare an orzo, feta and tomato salad, pork gyros with tzatziki sauce, Greek pasta and sausage casseroles, spanakopita, chicken with olives and feta, spicy baked shrimp, and a delicious baklava to finish off the meal. Food, fun and laughter will fill the room as we cook and eat together.

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<td>5/19/21</td>
<td>6:00 PM - 9:00 PM</td>
<td>Thompson Road Campus</td>
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HEALTHY COOKING WITH GREAT TASTE
Looking for some great recipes that are tasty and good for your waistline, too? This class is for you! We will prepare a delicious julienne salad with a mustard dressing, tortellini soup, rice and beans, turkey meatloaf, stuffed peppers with eggs and quinoa, crispy oven-baked chicken, potato casserole, Mexican seafood skewers, oven-baked ham and cheese strata, roasted red pepper and spinach cheese mold, and mixed berry and lime trifle, just to name a few! This is a three-week series of classes that will get you on your way to a healthier way of eating! The best part is, no one but you will realize these recipes are low-cal!

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<td>CEEAT0700Spri4</td>
<td>4/28/21 - 5/12/21</td>
<td>6:00 PM - 9:00 PM</td>
<td>Thompson Road Campus</td>
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Remember, you can see full course descriptions anytime at: www.ocmboces.org/adulted
PART-TIME CAREER TRAINING

DRIVER’S ED

This Driver Education program consists of 24 hours of virtual classroom instruction. The 24 hours of vehicle instruction must be completed with a licensed parent or guardian. Parent/guardian will be provided with a detailed curriculum/checklist that will allow them to document and attest that the student has received the 24 hours of combined in vehicle instruction, observation and applied practice. This program is available only for high school students who are 16 years old before the first class and have a NYS learner permit. Proof of age must be emailed to registrar prior to class. Attendance is required for all virtual classroom sessions. Please call or send your registration in early as class size is limited. Textbooks are required at an additional fee. (Textbooks are available from BOCES or purchased on your own. ISBN: 978-0-13-367266-4)

Registration Spring deadline: 4/8/21

CEAINS0902Spr4 4/15/21 - 6/15/21
Virtual
5:30 PM - 7:00 PM
Shelly Hilts
$329.00

CECAR0201Spr4 4/14/21 - 6/16/21
Virtual
5:30 PM - 7:00 PM
Shelly Hilts
$329.00

Registration Summer deadline: 6/30/21

CEAINS0902Sum4 7/7/21 - 7/30/21
Virtual
5:30 PM - 7:00 PM
Shelly Hilts
$329.00

CECAR0201Sum4 7/7/21 - 7/30/21
Virtual
9:00 AM - 10:30 AM
Kevin Lloyd
$329.00

FINANCIAL

PARENT’S GUIDE TO COLLEGE FINANCIAL AID

Michael Zoli, a certified college planner, will walk you through the steps to maximize your financial aid and get the most money from colleges. Topics covered include navigating the admission process, maximizing need- and merit-based aid, obtaining scholarships and grants, and how to succeed with college applications. Second parent may attend for free.

CEF30803Spr4 3/24/21
CEF30803Spr4a 5/12/21
CEF30803Sum4 6/23/21
Wednesday
Michael Zoli
1 Session
6:30 PM - 8:30 PM
Main Campus

HOW TO TEACH YOUR KIDS ABOUT MONEY NEW

This class is designed to help parents teach their children simple financial strategies now, so they’ll be better equipped to deal with money matters on their own later. Help give your children a leg up and teach them how money works. You have the power right now to help your children avoid common money mistakes by helping them grow up “money smart!” Learn how to help your children to manage money wisely and avoid many of the money mistakes people make.

CEF3001Spr4 3/11/21
CEF3001Spr4a 5/12/21
CEF3001Sum4a 7/12/21
Wednesday
Michael Zoli 1 Session
6:30 PM - 8:30 PM
Main Campus

SOCIALLY RESPONSIBLE INVESTING NEW

This class will introduce you to Socially Responsible Investing (SRI), also termed ethical or green investing. SRI allows you to build your investment portfolio while doing good. This course will cover topics such as: the differences in various SRI themes, what SRI is, how you can implement an SRI strategy in your investment portfolio, investment choices in the SRI arena and what to look for in a SRI investment.

CEF301000Spr4 4/14/21
CEF301000Sum4 6/16/21
Wednesday
Robert Just 1 Session
6:30 PM - 8:30 PM
Main Campus

BACK TO BLACK: CREATING A DEBT-FREE LIFE

Do you want to live a debt-free and stress-free lifestyle? Learn how you, on your current income, can become completely debt-free, including being free from your home mortgage, in five to seven years! Using simple linear math, critical path technology demonstrates how to eliminate debt and become financially independent. Please bring your list of debts so you can begin to implement your plan immediately. A workbook fee of $5 is payable in class.

CEF30828Spr4 4/8/21
CEF30828Sum4 7/15/21
Thursday
Lee Livermore 1 Session
6:30 PM - 9:30 PM
Main Campus

Click Here to Register Online
2 YOUNG 2 RETIRE: RE-DEFINING RETIREMENT YOUR WAY
The longed-for goal of previous generations is mostly irrelevant for this generation, the inhabitants of a new age. We now have the good fortune to choose from different and evolving models for work, play, relationships, and life with more meaning and purpose. With expectations to live longer and enjoy better health, we will have many more opportunities from which to choose. This engaging and thought-provoking session will examine the changing nature of retirement and its impact on individuals and couples. We are in a unique place to design the work, leisure and lifestyle that fits us best, and will explore how those aged 50+ can develop a clear vision for purposeful and satisfying post-career options.

CEPER0900Spri4 4/14/21
CEPER0900Sum4 7/21/21
Wednesday $35.00
Lee Livermore 1 Session
6:30 PM - 8:30 PM Main Campus

BUILDING YOUR FINANCIAL HOUSE
Is it time to put your financial house in order? Learn how to set goals to achieve your dreams. You’ll understand key concepts to plan for retirement, pay off credit card or loan debts efficiently, build savings for education, protect your income and much more.

CEFIN0011Spri4 4/1/21
CEFIN0011Sum4 7/1/21
Thursday $19.00
CEFIN0011Sum4Virtual 6/30/21
Wednesday $19.00
Mike Rienhardt 1 Session
6:30 PM - 8:30 PM Main Campus

HOW MONEY WORKS
Learn the three root causes of financial problems along with an overview of the “Rule of 72,” the D’s of successful investing, credit card traps, debt payoff, life insurance and much more. Understanding these concepts can have an incredible impact on your personal finances. Here is where you can learn and take control.

CEFIN0009Spri4 4/15/21
CEFIN0009Sum4 6/17/21
Thursday $19.00
CEFIN0009Sum4Virtual 6/16/21
Wednesday $19.00
Mike Rienhardt 1 Session
6:30 PM - 8:30 PM Main Campus

INVESTING AT RETIREMENT
Over the next few years, more than 82 million people in the United States will be entering retirement. Are you one of them? Whether you’re retiring now or a few years down the road, make sure you’re on track to live the retirement of your dreams. No matter where you are, you can learn how to avoid the mistakes so many others make if you are armed with this simple, yet powerful retirement information.

CEFIN0013FSpri4 4/29/21
CEFIN0013Sum4 7/28/21
Thursday $19.00
CEFIN0013Sum4Virtual 7/28/21
Wednesday $19.00
Mike Rienhardt 1 Session
6:30 PM - 8:30 PM Main Campus

MARRIAGE & MONEY: SETTING UP YOUR FINANCIAL HOUSE
Everyone looks forward to their honeymoon... but what about the “moneymoon?” Whether your getting married or have been married for decades, come and learn. Creating a few simple programs in your relationship can lead to nuptial and financial bliss in the long run! Plan for the unexpected and eliminate debt. As a couple, create a total financial strategy. Start saving for your future together! (Spouse or partner are admitted free of charge.)

CEFIN0820Spri4 5/13/21
Thursday $19.00
Mike Rienhardt 1 Session
6:30 PM - 8:30 PM Main Campus

INVESTING SUCCESS
Americans today are investing a record-low percentage of their income. At the same time, traditional methods of funding retirement have been in jeopardy. Do you want to turn the tide and be prepared for your financial future? If so, come and learn these critical concepts: understanding the market; the “Rule of 72”; top problems facing most investors; three factors to protect against; mutual funds, annuities and IRAs; and the three D's of successful investing.

CEFIN0012Spri4 5/27/21
CEFIN0012Sum4 7/15/21
Thursday $19.00
CEFIN0012Sum4Virtual 7/14/21
Wednesday $19.00
Mike Rienhardt 1 Session
6:30 PM - 8:30 PM Main Campus

MEDICARE PRINCIPLES
This course involves a careful examination of Medicare principles, other Medicare insurance plans, awareness of the late-enrollment penalties and options for controlling costs. Emphasis will be placed on the development of basic principles and knowledge of what Medicare Advantage plans are, Medicare supplements, and prescription drug plans. This course also covers how to get additional health and prescription drug coverage for veterans and those on SSDI (disability). You will learn about the enrollment process, the initial seven-month enrollment period and how the Medicare enrollment periods work. This is an informational class to educate persons who are getting ready to retire, are approaching age 65, or who are 65 and older and looking for options.

CEFIN1180Spri4 3/23/21
CEFIN1180Spri4a 4/27/21
CEFIN1180Sum4 6/15/21
CEFIN1180Sum4a 8/17/21
Tuesday $49.00
Theresa Cangemi 1 Session
6:30 PM - 8:30 PM Main Campus

CHAIR CANING
Here is your opportunity to restore a chair while developing an appreciation for the beautiful heritage craft of sewing cane. Work on a small piece of your choice. Your piece should be stained and varnished prior to caning. Here is your opportunity to restore a chair while developing an appreciation for the beautiful heritage craft of sewing cane. Work on a small piece of your choice. Your piece should be stained and varnished prior to caning. Please, no press-in or rush seats. Storage space is not available for your materials. Please bring your own materials; the instructor will supply a kit for $15.00. Cane can be purchased as a kit from your instructor. Prices depend on size of the project but begin around $43. Supplies will be sold the first night of class.

CEART0606Spri4 3/24/21 - 4/21/21
CEART0606Sum4 6/16/21 - 7/14/21
Wednesday $60.00
John LaPointe 5 Sessions
6:30 PM - 9:00 PM Main Campus

See full course descriptions and register online today at: www.ocmboces.org/adulted
**PRINCIPLES OF LANDSCAPING & GARDENING** NEW
Understanding plants and their relationship with the environment they live in is key to growing healthy plants. This class will provide an overview of plant structure and function, how to evaluate site conditions and select the right plants, how to conduct soil tests and apply soil amendments, introduce basic design principles, how to care for annuals and perennials, and show you how to safely and effectively manage pests and diseases. Taught by a NYS Certified Nursery and Landscape Professional with gardening experience, you will receive quality information and valuable resources to help you build a beautiful, eco-friendly garden and landscape you can enjoy year round. This class is virtual using the ZOOM platform.

CEFLO0802Spr4Virtual
3/18/21 - 3/25/21
Thursday
$35.00
Pamela Wildridge
2 Sessions
6:30 PM - 8:00 PM
Virtual - Zoom platform

**DECLUTTER YOUR HOME AND KEEP IT ORGANIZED**
Is your cluttered home driving you crazy? Do you have trouble parting with sentimental items? Are you struggling to set up storage and filing systems that work? If any of this sounds familiar, this class is for you! You will learn how to manage emotional attachments to things, optimize storage in your home with low-cost supplies, and set up systems to keep your home clutter-free. Let go of the stuff that is weighing you down and make space for what really matters with this information-packed course.

CEHOM2000Spr4
4/13/21 - 4/20/21
Tuesday
$39.00
Carne Luteran
2 Sessions
6:30 PM - 8:00 PM
Main Campus

**ORGANIZE END-OF-LIFE PAPERWORK WITH A BUCKET BINDER** NEW
No one wants to think about their own passing, but it will happen to all of us. Everyone needs a Bucket Binder: a place to organize all the relevant paperwork your family will need when you “kick the bucket.” Learn about what is important to include and assemble your own binder in class. Have peace of mind knowing you have organized all your essential documents that your loved ones will need. Supplies included in course fee.

CEHOM2001Spr4
5/4/21
CEHOM2001Sum4
7/20/21
Tuesday
$39.00
Carne Luteran
1 Session
6:30 PM - 8:00 PM
Main Campus

**HOME REMEDIES FOR EVERYDAY**
Do you want to learn how to make homemade natural products for yourself and your home? In this class, you will get back to basics, learning how to use items already in your pantry: ketchup for cleaning copper, toothpaste for treating pimples, and many more. Have fun while you think outside the box for this home remedies class.

CEHOM1050Spr4
3/23/21
Tuesday
$45.00
Angela D’Amico
1 Session
6:00 PM - 8:00 PM
Main Campus

**INTRODUCTION TO HOME INSPECTION**
Inspecting a home for a future buyer can be energizing because it could be one of the first steps in getting a family into their new home. The home inspection industry is rapidly growing, and this new career could be waiting for you. This course will serve as an overview, addressing questions such as: What is a home inspector? How do I begin this new career? What are the New York State requirements? What are the kind of things I need to know to complete a home inspection? Come and learn how to be a professional educator for homeowners, helping them have peace of mind about protecting their investment.

CEHOM5000Spr4
4/29/21
CEHOM5000Sum4
6/24/21
Thursday
$39.00
Randy Luckette
1 Session
6:00 PM - 8:30 PM
Main Campus

**HOW TO PROTECT YOUR BIGGEST INVESTMENT: YOUR HOME** NEW
You might be aware that your home looks a little different then it did when you purchased it. That is, of course, because homes age, move, shift, and settle over time. This aging process usually is not a problem or a cause for concern unless you let it go unnoticed. A home is one of the biggest investments you will make, so it is important to protect it. Doing this simply means being aware of the key areas you should watch for through seasonal inspections and maintenance. This course will address those areas to look so your home retains its value and beauty.

CEHOM5001Spr4
3/25/21 - 4/1/21
CEHOM5001Sum4
7/8/21 - 7/15/21
Thursday
$79.00
Randy Luckette
2 Sessions
6:00 PM - 8:30 PM
Main Campus

**LANGUAGES**

**INTRODUCTION TO FRENCH**
Join a lively study of conversational French for the beginner. Textbook required.*

CELN1824Spr4
3/20/21 - 6/1/21
CELN1824Sum4
6/29/21 - 8/31/21
Tuesday
$135.00
Kathy Ackermann
10 Sessions
6:00 PM - 8:00 PM
Main Campus

**FRENCH LEVEL II**
Continue to build upon your vocabulary, pronunciation skills, and reading and writing skills in this continuation of French - Level I. More nouns, more verbs and more conversation. Text required.*

CELN1825Spr4
4/1/21 - 6/3/21
Thursday
$135.00
Kathy Ackermann
10 Sessions
6:00 PM - 8:00 PM
Main Campus

**AMERICAN SIGN LANGUAGE LEVEL I - VIRTUAL**
This basic course is intended for those with no experience with American Sign Language. Students will learn everyday signs, grammar, finger-spelling, numbers, deaf culture. The students will be taught with minimum voicing but with visual and printed handouts. There will be a final exam. A text is suggested if students do not have internet access.

CELG1800Spr4virtual
3/15/21 - 4/7/21
Monday/Wednesday
$129.00
Jim Skvorak
8 Sessions
6:15 PM - 8:15 PM
Virtual - Zoom platform

Click Here to Register Online
**AMERICAN SIGN LANGUAGE LEVEL II - VIRTUAL**
Prerequisite: Passing score on the ASL I exam or permission of instructor.

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<th>Course Code</th>
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<th>Instructor</th>
<th>Sessions</th>
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<td>CELNG1802Spr4virtual</td>
<td>4/12/21 - 5/5/21</td>
<td>$129.00</td>
<td>Jim Skvorak</td>
<td>8 Sessions</td>
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**AMERICAN SIGN LANGUAGE LEVEL III - VIRTUAL**
This course will utilize the grammar and signs learned in ASL I & II. The course will consist of stories, games and exercises to enhance the student’s skills. There will be no voicing. Signs generated from the students’ stories will be incorporated in the curriculum. Students scoring well on their evaluation will have developed community social signing skills. Prerequisite: Passing score on the ASL II exam or permission of instructor.

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<th>Course Code</th>
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<td>CELNG1804Spr4virtual</td>
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<td>$129.00</td>
<td>Jim Skvorak</td>
<td>8 Sessions</td>
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**CONVERSATIONAL ITALIAN**
An introduction to Italian with basic grammar and practical expressions needed when traveling to Italy. Some reading and reading also included.

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<th>Course Code</th>
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<tr>
<td>CELNG1814Spr4</td>
<td>4/12/21 - 6/21/21</td>
<td>$135.00</td>
<td>George Alessio</td>
<td>10 Sessions</td>
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**MEDICAL**

**INFECTION CONTROL STANDARDS**
OCM BOCES is certified to provide the required coursework for Infection Control Standards, per the NYS Education Department and the Department of Health. This program will help licensed, registered and/or certified health professionals understand principles of blood-borne pathogen transmission in the workplace. It covers infection control and principles and professional standards of practice.

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<th>Course Code</th>
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<tr>
<td>CEMED1171Spr4</td>
<td>4/10/21</td>
<td>$59.00</td>
<td>Lynn Hallowell</td>
<td>1 Session</td>
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**TEST OF ESSENTIAL ACADEMIC SKILLS (TEAS) PREP CLASS**
The Test of Essential Academic Skills (TEAS) is an admission requirement for the OCM BOCES PN program. Students need at least a 50% on the test to enter the PN program. This class is a prep class to help obtain that goal. Students are required to buy their own book prior to class, titled *ATI TEAS Study Manual - Sixth Edition*. The book can be purchased here.

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<th>Course Code</th>
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<tr>
<td>CEPER1200Win4b</td>
<td>3/13/21</td>
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<td>Lynn Hallowell</td>
<td>1 Session</td>
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**NCLEX-PN REVIEW**
This is an intensive, 10-week review course to prepare participants for the licensing exam. A general review along with test-taking strategies will be discussed. Review topics will include: basic nursing skills, pharmacology, infection control, adult medical-surgical nursing, mental health nursing, care of children, and maternal newborn nursing. Text required. Participants should purchase their text prior to the first class and should expect homework.

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<th>Course Code</th>
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<tr>
<td>CEMED1111Spr4</td>
<td>3/31/21 - 6/2/21</td>
<td>$165.00</td>
<td>Lynn Hallowell</td>
<td>10 Sessions</td>
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**PHLEBOTOMY TECHNICIAN CERTIFICATION**
For persons in the medical field, this certification program is approved by the National Phlebotomy Association. Topics include the role of the phlebotomist, patient identification, suitability of specimens, collection equipment, interfering substances, venipuncture and capillary puncture techniques, test requisitioning, specimen transport, specimen processing, and quality assurance in phlebotomy. Anatomically correct arms are used in class; there is no clinic with this class. Testing for NPA certification will be given at the final session. The testing fee of $160.00 is required by the third class meeting. Testing will be done virtually on the Thursday or Friday after class ends. Date will be given at first class. Student must be in scrubs for the NPA exam. Text required.* Prerequisite: LPN, EMT, CNA, RN, MA and have proof of certification and currently working in the medical field. THIS CLASS DOES NOT OFFER A CLINICAL.

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<th>Course Code</th>
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<tr>
<td>CEMED1145Spr4</td>
<td>4/7/21 - 6/9/21</td>
<td>$369.00</td>
<td>Karen Henchen</td>
<td>10 Sessions</td>
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**PERSONAL DEVELOPMENT**

**GROUP CENTERGY CLASSES**
Grow longer and stronger with an invigorating 60-minute mind-body workout. Incorporating Yoga and Pilates fundamentals with athletic training for balance, mobility, flexibility, and core strength. Emotive music drives the experience as you breathe and sweat through this full-body fitness journey. Wear comfortable clothes, bring a towel, water bottle and a yoga mat.

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<tr>
<td>Centergy1234</td>
<td>5/20/21 - 5/27/21</td>
<td>Free</td>
<td>Patrick Shaw</td>
<td>2 Sessions</td>
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**MAKE YOUR OWN SPA DAY**
Make-n-take with essential oils. You deserve to be pampered and enjoy a fun evening. Join us to make these great creations using essential oils and other natural products. We will be making three take-home items to spoil and relax you. Bring your friends. Everything is more fun when you are with your tribe.

- Customized face mask just for your skin type
- Deep hair serum to make your hair shine
- Soaking salt to soften and relieve a tired body (bath or feet)

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<tr>
<td>CEPER1500Spr4</td>
<td>4/7/21</td>
<td>$45.00</td>
<td>Christine Taylor</td>
<td>1 Session</td>
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*See full course descriptions and register online today at: www.ocmboces.org/adulted*
**BALLOON TWISTING FOR ADULTS**  NEW

Bring joy and laughter to any occasion with balloon sculptures. Balloon artist Ron Cain teaches the basics of balloon twisting. Students will learn how to make balloon animals, hats, bracelets, flowers, character figures, airplanes, and other shapes. Special twists and techniques will be taught that are only known to balloon experts. $10 Supply fee for balloons and balloon pumps.

- **CEPER1728Sum4** 8/12/21 - 8/26/21
  - Thursday
  - Ron Cain
  - 3 Sessions
  - Main Campus

**MAGIC FOR ADULTS**  NEW

Entertain friends and family at the drop of a hat! Educators, health professionals and people working in sales or service jobs also benefit from knowing a few tricks. A little magic can go a long way toward smoothing relationships or soothing folks in distress. Professional magician Ron Cain can show you how to perform tricks with ordinary objects like cards, coins, rope and paper. Plus, you’ll learn about misdirection and basic sight-of-hand. Students will also learn how to create a magic routine and build a show. Card and close-up magic is great for entertaining friends and family on Zoom and other video platforms. $10 fee for magic supplies.

- **CEPER1729Spr4** 5/4/21 - 5/18/21
  - Tuesday
  - Ron Cain
  - 3 Sessions
  - Main Campus

**HOW TO READ A NAUTICAL CHART: THE BASICS**  NEW

If you love boating and have the desire to confidently navigate the waters around the world, you will first need to familiarize yourself with chart symbols and the information contained within a nautical chart. This class is a hands-on course that will provide: NOAA Chart 14802, Clayton to False Ducks (Eastern Lake Ontario to the Thousand Islands); a parallel ruler; mechanical pencil; dividers; and a workbook. Each student will actively work on their chart as they navigate through the five sections of this course, solving problems associated with identifying aids to navigation, measuring distances, using the compass rose, and using latitude and longitude to locate a position.

- **CEPER9000Spr4** 3/16/21 - 4/13/21
  - Tuesday
  - Captain Gregory Bennett
  - 5 Sessions
  - 6:00 PM - 8:00 PM
  - Main Campus

**BRAIN FOOD: EATING FOR A HEALTHY MIND**

We all fear losing our mental capacities, but did you know that, according to research, we can reduce our risk of dementia by 90% through a healthy diet and lifestyle? These changes will save you time and money as your reap the benefits of better mental and physical health. Change is possible! Come learn how to keep your mind sharp!

- **CEPER0952Spr4** 5/13/21
  - Thursday
  - Suzanne Taddeo
  - 1 Session
  - Certified & Registered Dietitian/Nutritionist
  - 7:00 PM - 8:30 PM
  - Main Campus

**SUGAR BLUES: HOW TO AVOID & REVERSE TYPE 2 DIABETES**

Do you have Type 2 Diabetes or PreDiabetes? Does Diabetes run in your family? Are you committed to avoiding this dangerous disease which can lead to heart disease, kidney disease and blindness? The good news is that the vast majority of Type 2 Diabetes is lifestyle induced and can be reversed with a healthy lifestyle. Come learn what you can do to avoid or reverse diabetes through a healthy diet and lifestyle. You have more power than you think to avoid and reverse chronic disease... time to get in the driver’s seat! This class is FUN, interactive and memorable. Come join us!

- **CEPER0950Spr4** 3/25/21
  - Thursday
  - Suzanne Taddeo
  - 1 Session
  - Certified & Registered Dietitian/Nutritionist
  - 7:00 PM - 8:30 PM
  - Main Campus

**ENHANCE YOUR IMMUNE SYSTEM & REDUCE YOUR RISK OF CANCER**

Are you doing all you can to avoid cancer and infectious or viral illness? Are you tired of catching every virus that comes around? It’s time to fight back! Build your immunity through healthy diet and lifestyle choices and help your body fight the invaders that can make you sick. What you eat and how you live makes a huge difference in the frequency and severity of illness. Come learn how to build your defenses! This class is FUN, interactive and memorable. Come join us!

- **CEPER0951Spr4** 4/15/21
  - Thursday
  - Suzanne Taddeo
  - Certified & Registered Dietitian/Nutritionist
  - 7:00 PM - 8:30 PM

**GETTING PAID TO TALK: VOICEOVER WORK**

Have you ever been told you have a great voice? This exciting class will explore numerous aspects of voiceover work for television, film, radio, audiobooks, documentaries and the internet. We will cover how to prepare a demo, how to be successful, and how to earn a great income in this exciting field. Class participants will have a chance to record a commercial script under the direction of our voicecoaches.com producer.

- **CEPER1975Spr4** 3/23/21
- **CEPER1975Spr4a** 4/20/21
- **CEPER1975Sum4** 7/13/21
  - Tuesday
  - $45.00
  - Creative Voice Development
  - 1 Session
  - 6:30 PM - 9:00 PM
  - Main Campus

**INTRO TO THE MELT METHOD WORKSHOP**

Experience changes in how your body feels after performing MELT. This all-levels workshop will use specialized soft rollers and small MELT hand and foot treatment balls to simulate the results of manual therapy. Learn to eliminate stuck stress before it accumulates, causing chronic aches, pains and unwanted signs of aging. Reduce inflammation, ease chronic neck and lower back strain, improve alignment, enhance athletic performance, and keep your whole body feeling great at any age. Bring yoga mat to class.

- **CEPER0630Spr4** 3/29/21
- **CEPER0630Sum4** 6/28/21
  - Monday
  - $35.00
  - Susan Giegold
  - 1 Session
  - 6:00 PM - 8:00 PM
  - Main Campus

**MELT: BEYOND THE BASICS**

In this three-week class, you will learn all of the moves from the book, “The MELT Method,” to create a MELT practice at home. Master the fundamentals of MELT techniques to get the most out of your self-care efforts to create a pain-free, active lifestyle. Participants must be able to lie on a soft roller on the floor. Wear comfortable clothing and bring a yoga mat and a water bottle to class.

- **CEPER0631Spr4** 4/12/21 - 4/26/21
- **CEPER0631Sum4** 7/12/21 - 7/26/21
  - Monday
  - $65.00
  - Susan Giegold
  - 3 Sessions
  - 6:00 PM - 8:00 PM
  - Main Campus

*For all MELT classes, please bring a yoga mat and water bottle to class. Students must be able to lie on a soft roller on the floor.*
Find Your Psychic Self

Venture into the mysterious world of psychics and New Age practices. Discover how meditation, hypnosis, and dream interpretation can help you develop your intuitive abilities. Instructor Ron Cain also discusses palmistry, numerology, card reading, color analysis, astrology and pendulum divining. You will also discover the psychic connection between sun-sign astrology, Chinese astrology, and Native American totems. Learn about auras (energy fields around your body), chakras (energy points in your body), and how to balance, mind, body, and spirit. Students should have a regular deck of cards. $10 textbook fee required at first class.

CEPER1720Sum4
Wednesday
Ron Cain
7:00 PM - 9:00 PM
Main Campus

Cost: $55.00

Discover the Tarot

Unlock the mysteries of the Tarot, a centuries-old fortune-telling system. Learn how cards meant for game playing are used for divination and meditation. The Tarot’s Major Arcana consists of 22 cards signifying virtues, vices and elemental forces. The remaining 56 cards the Minor Arcana represent life events and are divided into four suits. Instructor Ron Cain will discuss the meaning of the suits, numbers, and symbols. Students will learn how to read the cards for friends, clients, and themselves. Several different layouts will be taught to provide the reader with different options for the client. $10 textbook fee required at first class. Students should bring a Tarot deck or plan to purchase one.

CEPER1724Spr4
Wednesday
Ron Cain
7:00 PM - 9:00 PM
Main Campus

Cost: $55.00

Gathering of Ghosts

What should you do if you see a ghost? How do you get rid of one? Here’s your chance to study various types of ghosts and hauntings, including local spirits and haunts. Hear theories explaining ghostly phenomena and learn ghost-hunting techniques. Instructor Ron Cain sheds light on famous haunted houses and spooky places like the Amityville house, the Island of the Dolls, and the Bell Witch house. Ghostly tales from Hollywood and the White House will also be shared. Learn about ghosts from around the world, including Japanese ghosts (Yurei: faint or dim spirits, angry ghosts), Chinese ghosts (Jiangshi: hopping ghosts, hungry ghosts), ghosts of Mexico (La Llorona: Weeping Woman), Native American/Navajo ghosts (Chindi/Dust Devils), Jewish folklore spirits (Dybbuk), Romanian ghosts (Strigoi), and many others. Harbingers of doom are also discussed, such as Banshees and Fetches from Ireland and ghost ships like The Flying Dutchman as well as scary spirits like shadow people, succubi, and poltergeists. The origins of Bedsheet Ghosts and the Boogymen in folktales like El Cucú are investigated. Be prepared to share your own ghost stories! $10 textbook fee required at first class.

CEPER1716Spr4
Tuesday
Ron Cain
7:00 PM - 9:00 PM
Main Campus

Cost: $55.00

Mysterious World: Unexplained Things & Places

Do alternate realities exist? Investigate strange creatures and supernatural phenomena. How do cryptozoologists distinguish between Sasquatch, the Abominable Snowman, and Wild Men of legend? Is the Loch Ness monster really a plesiosaur? Do UFO’s exist? Are the Pyramids of Giza, Easter Island, and Stonehenge places of raw power and magic? Are the Bermuda Triangle, the Devil’s Highway, and the Alaskan Triangle places of negative energy? You be the judge after you hear stories of monster sightings and aliens encounters. Could the Men In Black, Bigfoot be connected to extraterrestrials? Could objects, such as Annabelle the Doll really be cursed? Learn about other creatures, such as El Chupacabra, Batsquatch, Thunderbird, the Kracken, and Goatman. Students will also discuss theories about cryptids, including portals or doorways to other dimensions, time slips, tulpas, genetic experimentation, and trickster spirits. $10 textbook fee required at first class.

CEPER1718Sum4
Tuesday
Ron Cain
7:00 PM - 9:00 PM
Main Campus

Cost: $55.00

Introduction to Meditation - Virtual

Meditation is an excellent way to cope with the chronic stress of daily life, especially in our current times. It only takes a few moments out of a busy day, and brings many benefits and positive energies to our lives. To begin a meditation practice, one needs only a few minutes a day in a quiet place to be, and one’s breath. Learning to meditate is as easy as learning to focus on breathing. Gradually it can become an easy and natural process to allow the mind to let go of the stress and worries of the day. If we train our mind to become peaceful we can create serenity throughout our day, even under the most adverse conditions. This class will be virtual using the Zoom platform.

CEPER0715Spr4Virtual
Wednesday
Virginia Waldron
6:30 PM - 8:30 PM
Virtual - Zoom

Cost: $35.00

Introduction to Karma & Reincarnation - Virtual

In this class we will explore the concept of reincarnation and past life regression. This will include the history and philosophy of the pre-existence of the soul, eastern and western views, and how these beliefs and ideas have changed through history. We will discuss what part of our consciousness survives death and how our past lives affect our current lifetime. Then, we will talk about past lives, our past life’s progression. This class will be virtual using the Zoom platform.

CEPER1707Spr4Virtual
Wednesday
Virginia Waldron
6:30 PM - 8:30 PM
Virtual - Zoom

Cost: $35.00

Your Soul’s Journey - Virtual

This class is based on the work of Dr. Michael Newton, author of “Journey of Souls” and “Destiny of Souls.” The class focuses on where we are when we are not incarnated in human body and the experiences we have when we are in the spiritual realms. Dr. Newton focused his work on exploring what we, as souled beings, experience when we are not in a human incarnation. Virginia Waldron is certified in Dr. Newton’s techniques, known as Life Between Lives Regression. This class will be virtual using the Zoom platform.

CEPER0707Spr4Virtual
Wednesday
Virginia Waldron
6:30 PM - 8:30 PM
Virtual - Zoom

Cost: $35.00

Click Here to Register Online
ANGELS THROUGH THE AGES - VIRTUAL NEW
Join this two-hour presentation to learn about angels, guides, where they come from and how can they help us. This class will discuss how we all have guides and angels who walk beside us, help us if we allow and are always sending us love and acceptance, even when we do not love or accept ourselves. Learn how to communicate with them, ask for guidance and/or healing, so even when we feel like we are alone, we are not. Join us for this multimedia class, filled with wonderful pictures and images of angels, guides, demons, archangels, animal guides, and more! Virginia explores these questions with information, stories, anecdotes and facts. This class is virtual using the Zoom platform.

CEPER0708Spri4Virtual 4/14/21
Wednesday
Virginia Waldron 1 Session
6:30 PM - 8:30 PM Virtual - Zoom

SPIRIT GUIDES & POWER ANIMALS - VIRTUAL NEW
We do not walk the earth alone, even when it feels like we are totally on our own. Each of us have spirit guides and animal guides. We may not always be aware of them, but they are always there, and ready to lend a hand when ever we ask. How to ask? How to hear? How to listen? That is what this class is about. Who are these divine guides? Are they guardians, helpers, teachers? How do they help me, and how do I know when they are listening? Through lecture and discussion, guided journeys, and with a bit of help from the guides themselves, we will learn and explore what this all means. Do you want to know your guides? Do you want to find out who your animal spirit guides are, and how they help you? Join us and find out.

CEPER0701Spri4Virtual 4/28/21
Wednesday
Virginia Waldron 1 Session
6:30 PM - 8:30 PM Virtual - Zoom

AGING GRACEFULLY NEW
Are you getting better with age? Do you want to feel healthier, stronger and have more energy? Would you like to widen your social circle? You can learn this and more. This class will teach you how to transform your mindset - what you believe you can achieve. This class is for adults who are 50 and over.

CEPER0721Spri4 4/6/21
Tuesday
Angela D’Amico 1 Session
6:00 PM - 9:00 PM Main Campus

SELF HYPNOSIS
All hypnosis is self hypnosis, and this training will give the student, advanced or basic, a better understanding of how they are hypnotized every day. This class will also include instructional information, but also includes active participation. Students will use hypnosis during class on their individual topics. Everyone will learn to use their self hypnosis for relaxation, forgiveness, stress release and communication skills.

CEPER0775Spri4 5/3/21 - 5/17/21
Monday
Joshua Kinzie 3 Sessions
6:00 PM - 8:00 PM Main Campus

ENERGY WORK WITH ANIMALS NEW
Learn what it takes to do energy work and how it can help your pets. Animals are naturally very open to giving and receiving energy. Think how calming it is to sit quietly with your pet, that is a basic part of energy. Learn how to be focused and more effective for both you and your pets. (Methods based on Reiki; no attunements.)

CEPET0001Spri4 4/21/21
CEPET0001Sum4 6/30/21
Wednesday
Chris Taylor 1 Session
6:00 PM - 8:00 PM Main Campus

SAFELY USING ESSENTIAL OILS WITH DOGS
Essential oils for dogs can be used for calming fear, reducing anxiety, improving skin care, repelling pests in a non-toxic way, and for promoting general wellness. Still, not all oils are safe for dogs. Learn which oils to use and how to apply them safely. We will be using Young Living essential oils in class. Optional: You can order essential oils at www.essentialoilsbychris.com

CEPET0002Spri4 5/5/21
CEPET0002Sum4 7/14/21
Wednesday
$45.00
Chris Taylor 1 Session
6:00 PM - 8:00 PM Main Campus

LIVING WITH A TIMID OR FEARFUL DOG NEW
Help your dog be confident when he or she faces his fears. Living with a timid or fearful dog can be heartbreaking and frustrating. You can help. Learn many different ways to make your dog more calm and confident by discussing the triggers, behaviors and methods of calming to put together a plan to make both your lives easier.

CEPET0003Spri4 5/26/21
CEPET0003Sum4 7/28/21
Wednesday
$45.00
Chris Taylor 1 Session
6:00 PM - 8:00 PM Main Campus

RECREATION

AMERICA’S BOATING COURSE
Plan to learn before you get on the water. This course includes an introduction to types of boats, boating law, boat safety equipment, safe boating practices, navigation, trailering and storage. We will also discuss boating problems such as accidents, rescues, emergency radio calls and engine problems. You will be well-prepared before you take that first step into the water. This course is taught by the U.S. Power Squadron. Participants will purchase a coursework book from the instructor at the first class for $35. Final exam will be given at the last class.

CEREC2010Spri4 3/17/21 - 4/14/21
Wednesday
$39.00
James Sharpe, U.S. Power Squadron 5 Sessions
6:00 PM - 8:00 PM Main Campus

DRONES & R/C MODEL AVIATION
This introductory level class will give you the “right stuff” to enter the high-flying world of model aviation! Drones seem to be everywhere, and we will explore their roles for the hobbyist and beyond. Learn the basics of radio control systems, propulsion, model selection, craftsmanship and maintenance/repair of your models. Experience all model types of radio control systems, including helicopters to quadcopters, indoor flyers to giant scale models. Experience all model types from helicopters to quadcopters, indoor flyers to giant scale models. No model purchase is necessary prior to class.

CEREC0604Spri4 4/21/21 - 5/12/21
CEREC0604Sum4 6/30/21 - 7/21/21
Wednesday
$55.00
Joe Chovan 4 Sessions
6:00 PM - 8:00 PM Main Campus

BALLROOM DANCING - BASIC
Be the hit on the dance floor at your next social event! Discover new opportunities for fun and exercise as you develop your skills in social ballroom dancing. This class features the most popular dances, including the foxtrot, cha-cha, waltz, swing and rumba. Sign up with someone, a partner is needed. Cost is per couple.

CERC1280Spri4 3/18/21 - 4/22/21
Thursday
$135.00
Walt Medicis Associates 6 Sessions
7:00 PM - 8:30 PM Thompson Rd. - Alt Building
BALLROOM DANCING - INTERMEDIATE
Continue your social ballroom dance skills to learn new steps and variations. This class includes some additional focus on partnering and styling. In addition to the foxtrot, cha-cha, waltz, swing, and rumba, some tango and polka may be introduced. Sign up with a partner is needed. Cost is per couple.
CEREC1283Spri4 4/29/20 - 6/3/21
Thursday $135.00
Walt Medicis Associates 6 Sessions
7:00 PM - 8:30 PM Thompson Rd. - Alt Building

COUNTRY TWO-STEP
The “Country Two-Step” is the most fun dance for country music-loving folks. With its constant rhythm of quick and slow dance moves, it’s easy to learn and remember. There are several more moves and dance positions to share with a partner as you move around the dance floor. Sign up with someone, a partner is needed. Cost is per couple.
CEREC1285Spri4 4/14/21 - 5/5/21
Wednesday $145.00
Walt Medicis Associates 4 Sessions
7:00 PM - 8:30 PM Thompson Rd. - Alt Building

COUNTRY TWO-STEP LEVEL II
Continue on with skills learned from Level 1. Fee is per couple
CEREC1286Spri4 5/12/21 - 6/2/21
Wednesday $145.00
Walt Medicis Associates 4 Sessions
7:00 PM - 8:30 PM Thompson Rd. - Alt Building

SWING DANCE NEW
No matter what type of music you like, you can dance the swing to it! Swing dance is fast and energetic and a great way to dance at many social events, parties and clubs. You’ll learn basic steps, turns and partnering to get you up and dancing. The most popular and widely used forms of swing dance are taught in this class. Sign up with someone, a partner is needed. Fee is per couple.
CEREC1260Spri4 3/17/21 - 4/7/21
Wednesday $145.00
Walt Medicis Associates 4 Sessions
7:00 PM - 8:30 PM Thompson Rd. - Alt Building

BELLY DANCING
Enjoy this creative, feminine alternative to aerobics — a delightful, low-impact cardiovascular workout that offers a variety of movement while creating figure 8s, circles, spirals, undulations and vibrations throughout the body. Belly dancing is great exercise for all women of any size or age. Please wear loose-fitting clothes. Bare feet required.
CEREC1261Spri 4/8/21 - 5/13/21
Thursday $85.00
Pam McGrath, Maya Studio 6 Sessions
7:15 PM - 8:15 PM Main Campus

BEGINNER ADULT KARATE/SELF-DEFENSE
We will cover the basic elements of karate and self-defense: blocks, kicks, punches and stances. We will also focus on flexibility, balance and overall mental wellness, as well as proper eating. Karate uniforms available for purchase on site. Class at Salt City Karate & Kick Boxing , 1900 Brewerton Rd., Mattydale.
CEREC1000Spri4 3/15/21 - 4/19/21
CEREC1000Sum4 7/12/21 - 8/16/21
Monday $85.00
Jeffrey Bertolo, Salt City Karate 6 Sessions
6:00 PM - 7:00 PM Salt City Karate

TRADITIONAL KICKBOXING
Learn the art of kickboxing through this station-based format. Training involves heavy-bag drills, focus-pad drills, speed-bag development and kick-shield strikes. Get a high-calorie burn. Sparring drills are incorporated in a safe and controlled manner. Kickboxing gloves required and may be purchased on site. Class at Salt City Karate & Kick Boxing , 1900 Brewerton Rd., Mattydale.
CEREC1001Spri4 3/18/21 - 4/22/21
CEREC1001Sum4 7/15/21 - 8/19/21
Thursday $85.00
Jeffrey Bertolo of Salt City Karate 6 Sessions
6:45 PM - 7:45 PM Salt City Karate

T’AI CHI CH’UAN LEVEL 1
A wonderful yet easy workout for both the body and mind. This beginner-level class will include warm-ups and breathing and relaxation techniques in the form of 20 movements. The practice of T’ai Chi is suitable for all ages. Be sure to wear comfortable clothing.
CEREC0507Spri4 3/30/21 - 5/19/21
Wednesday $95.00
CEREC0508Spri4 4/1/21 - 5/20/21
Thursday $95.00
CEREC0507Sum4 6/9/21 - 7/28/21
Wednesday $95.00
CEREC0508Sum4 6/10/21 - 7/29/21
Thursday $95.00
Patrick Favalo 8 Sessions
6:00 PM - 7:00 PM Main Campus

T’AI CHI CH’UAN LEVEL 2
This next-level class will include warm-ups, breathing and relaxation techniques in the form of 20 movements. We will add the next 20 movements.
CEREC0509Spri4 3/30/21 - 5/18/21
Tuesday $95.00
Patrick Favalo 8 Sessions
6:00 PM - 7:00 PM Main Campus

TRADES & TECHNOLOGY

AIR CONDITIONING & REFRIGERATION 1
Gain information about this fast growing industry. Definitions, pressure-temperature relationships, theory of refrigeration cycle, various types of compressors, evaporators, condensers, water/air cooled, accessories, principles of thermodynamics and cycle controls will be covered. Text required, please read first three chapters prior to first class.
CEIND1400Win4 2/16/21 - 3/18/21
Tuesday/Thursday $209.00
Scott Tanner 10 Sessions
6:30 PM - 9:30 PM Main Campus

AIR CONDITIONING & REFRIGERATION 2
This next step includes the use and interpretation of basic symbols, voltages, and schematic diagrams. Review the refrigeration cycle and relevant technical electrical knowledge and terms. Troubleshooting fundamentals of various 1- and 3-phase motors and compressors will also be covered. Includes some hands-on. Text required. Prerequisite: AC&R I or equivalent.
CEIND1402Win4 3/30/21 - 4/29/21
Tuesday/Thursday $209.00
Scott Tanner 10 Sessions
6:30 PM - 9:30 PM Main Campus
CAREER TRAINING

AIR CONDITIONING & REFRIGERATION 3
Here’s your opportunity to gain hands-on experience by trouble-shooting line equipment and trainers, including heat pumps, air conditioners, electrical systems and various motor relay and control systems. Text required. Prerequisite: AC&R I/II or equivalent.

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<tr>
<th>Course Code</th>
<th>Dates</th>
<th>Instructor</th>
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<th>Fee</th>
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<td>CEIND1404Win4</td>
<td>5/11/21 - 6/10/21</td>
<td>Tuesday/Thursday</td>
<td>Scott Tanner</td>
<td>$209.00</td>
<td>Main Campus</td>
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<td>CEIND1420Win4</td>
<td>6/9/21 - 6/16/21</td>
<td>Michael Birdsell</td>
<td>5:00 PM - 9:30 PM</td>
<td>$209.00</td>
<td>Main Campus</td>
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</table>

REFRIGERATION TRANSITION & RECOVERY REVIEW & CERTIFICATION TEST
This review course and exam are EPA-approved and sponsored by ACA/FSU. The review portion covers information required for certification in Type I (Small Appliance), Type II (High-Pressure Appliance) and Type III (Low-Pressure Appliance). The principles covered in the text will be reviewed prior to the test given at the end of the second session. Pick up your text (included in the fee) at Main Campus prior to class.*

<table>
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<tr>
<th>Course Code</th>
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<td>Monday/Wednesday</td>
<td>Michael Birdsell</td>
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<td>CEIND0704Spri4</td>
<td>5/10/21 - 6/14/21</td>
<td>Monday/Wednesday</td>
<td>Michael Birdsell</td>
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<td>Virtual</td>
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BASIC ELECTRICITY 2 - VIRTUAL
Continue the work begun with Basic Electricity I, with discussion of RLC circuits, oscillators and power supplies, and using semiconductors, including diodes, PNP, and NPN transistors. We will explore the use of oscilloscopes and function generators, in the Lab working with IC’s to create and test various timing circuits and motor control. The class will also explore digital logic, micro controllers and PLCs as well as the programming languages and networks that connect them for process control in industry. Text required. Students must also purchase an UNO Project Super Starter Kit with Tutorial and UNO R3 Compatible with Arduino IDE prior to class. Laptops required. Prerequisite: Basic Electricity I.

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<tr>
<td>CEWEL0200Spring</td>
<td>4/13/21 - 5/13/21</td>
<td>Tuesday/Thursday</td>
<td>Gordon McCaffer</td>
<td>$319.00</td>
<td>Virtual</td>
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</table>

BASIC ELECTRICITY 1 - VIRTUAL
Become familiar with the theory and concepts of voltage, current power, and resistance and their relationship through Ohm’s law. The class will discuss AC and DC current, as well as measurement tools for voltage, current and resistance. Participate in discussion of circuit simulators and laboratory work with resistors, capacitors, inductors, magnetism, transformers, and the calculation of power efficiency and phase angles between voltage and current. Discuss electrical power generators and distribution, AC and DC motors, and how they’re used in industry. Text and calculator required. Laptop computers are required for simulator labs.

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<tr>
<td>CEWEL2000Win4</td>
<td>6/9/21 - 6/16/21</td>
<td>Michael Birdsell</td>
<td>5:00 PM - 9:30 PM</td>
<td>$209.00</td>
<td>Main Campus</td>
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RESIDENTIAL WIRING I
Covered in this course are the basic and practical aspects of residential wiring components, special purpose equipment, electrical safety, and the National Electrical Code (NEC). Included are electrical symbols, schematics, conductors, switches, fuses, circuit breakers, lighting, and GFCIs. Special purpose equipment includes: water pumps, water heaters, ranges, garbage disposals, ceiling fans, furnaces, air conditioners, TVs, telephones, smoke and carbon monoxide detectors, alarm systems, hot tubs, and swimming pools. Text required. Prerequisite: Basic Electricity I or equivalent experience.

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<td>CEWEL0706Spri4</td>
<td>4/13/21 - 5/18/21</td>
<td>Tuesday/Thursday</td>
<td>Aaron Bellows</td>
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<td>CEWEL0712Spr4</td>
<td>5/25/21 - 6/29/21</td>
<td>Tuesday</td>
<td>Aaron Bellows</td>
<td>6 Sessions</td>
<td>Main Campus</td>
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RESIDENTIAL WIRING II
This course covers the electrical wiring for an entire residential home, done room by room. In addition, this course covers the service entrance calculations and required equipment for the wired home, along with discussion of the homes of the future and residential standby power. Text required. Prerequisite: Residential Wiring Level I.

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<tr>
<td>CEELE0712Spr4</td>
<td>5/25/21 - 6/29/21</td>
<td>Tueaday/Thursday</td>
<td>Scott Tanner</td>
<td>$169.00</td>
<td>Main Campus</td>
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WELDING I
Welding I provides instruction and hands-on experience in the use of arc welding and gas (oxy/acetylene) equipment, in addition to a study of welds and metals most commonly used in the trade. Required supplies include: safety glasses, work boots, long pants, a heavy long-sleeved shirt or welding jacket & welding gloves.

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<th>Course Code</th>
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<td>CEMCWEL3005Spr</td>
<td>3/9/21 - 4/8/21</td>
<td>Tuesday/Thursday</td>
<td>Kevin Auyer</td>
<td>$329.00</td>
<td>McCvoy-Cortland</td>
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WELDING II
Prerequisite: Welding I or equivalent experience.

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<th>Course Code</th>
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<td>4/13/21 - 5/13/21</td>
<td>Tuesday/Thursday</td>
<td>Kevin Auyer</td>
<td>$319.00</td>
<td>McCvoy-Cortland</td>
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WELDING TEST
For more information, call 315-453-4600.

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<tr>
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<td>CEWEL2000Win4</td>
<td>6/9/21 - 6/16/21</td>
<td>Michael Birdsell</td>
<td>5:00 PM - 9:30 PM</td>
<td>$209.00</td>
<td>Thompson Road</td>
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AUTO TECHNOLOGY I
Catch problems before they become serious and gain the skills needed to do many of the procedure yourself. Includes lecture and hands-on instruction in basic engine tune-ups, cooling systems, batteries, basic brakes, tire care, lubrication, shocks and struts.

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<td>CECAR0106Spr4</td>
<td>3/25/21 - 4/27/21</td>
<td>Tuesday/Thursday</td>
<td>Tom Scott</td>
<td>$349.00</td>
<td>Thompson Road</td>
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</table>

AUTO TECHNOLOGY II
Shift into overdrive as you continue to develop the skills you need to maintain and repair today’s vehicles. Includes transmission services, wheel alignment, distributors and distributorless systems, low voltage electrical, ABS brakes, compression testing and sensor operation.

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<td>CECAR0108Spr4</td>
<td>4/29/21 - 6/1/21</td>
<td>Tuesday/Thursday</td>
<td>Tom Scott</td>
<td>$349.00</td>
<td>Thompson Road</td>
</tr>
</tbody>
</table>

Click Here to Register Online
PART-TIME

1. Every effort is made to conduct classes as listed in this catalog. However, circumstances sometimes make it necessary for classes to be canceled, postponed or combined, or for instructors and classrooms to be changed. We are sorry for any inconvenience this may cause you.

2. Classes must reach a minimum enrollment at least four business days prior to the start date. If it is necessary for OCM BOCES to cancel a class, you will be notified by phone or by mail. You may transfer to another class or receive a full refund or tuition voucher.

3. You are enrolled as soon as your registration and payment are received, unless you are otherwise notified. A receipt will not be mailed unless requested.

4. Fees for all classes must be paid in full at the time of registration. A $20 fee will be charged on all returned checks.

5. If it is necessary for you to withdraw from a class, please notify us.

   A. You will receive a refund (minus a $10 processing fee) if notification is received at least four business days prior to the start of that class.

   B. You will receive a tuition voucher (minus a $10 processing fee) if notification is received less than four days prior to the start of that class and before the second class session. Your tuition voucher may be used toward any part-time OCM BOCES Continuing Education course within one year.

6. Our programs are open to all persons regardless of residency. OCM BOCES affirms the right of all citizens to participate equally in our programs regardless of race, religion, sex, age, national origin, or disability.

7. Students are expected to purchase textbooks and materials as mentioned in course descriptions. Textbooks can be purchased in the Registration Office at the OCM BOCES Main Campus. If your class is scheduled for the Thompson Road Campus, textbooks for those classes will also be made available at the Thompson Road Campus the first night of class. Occasionally, classes are canceled due to low enrollment. Please make sure your class is running prior to purchasing supplies or textbooks, as texts are not returnable.

8. All parking areas and lots are designated for student use.

9. Certificates will be awarded for successful completion of classes (based on 80% attendance).

10. Although some of our classes are taught by people who are practicing financial planners, salespersons, or actively involved in a business or profession that is related to the subject they teach, we only endorse their ability as instructors, not the value of any product or service they sell.

11. We assume students recognize the risk of physical injury or damage and that they agree to take responsibility for any personal accident that might occur in the course of any activity associated with an Adult Education program.

FULL-TIME

STUDENT CONDUCT - FULL-TIME

Our expectations for student conduct in full-time certification programs is outlined in detail in our Student Handbook. As a student at OCM BOCES, you are expected to conduct yourself in a professional manner at all times. You will not engage in any behavior that endangers the safety and welfare of others, violates their rights or violates state statutes. To get a complete copy of the Student Handbook, please call 315-453-4400.

FINANCIAL AID & REFUNDS - FULL-TIME

Adult students at OCM BOCES may be eligible to receive many different forms of financial aid. A typical financial aid package may look something like this:

<table>
<thead>
<tr>
<th>Average Tuition:</th>
<th>$8,791</th>
</tr>
</thead>
<tbody>
<tr>
<td>Average Pell Grant</td>
<td>$4,171</td>
</tr>
<tr>
<td>Student Loan</td>
<td>$5,722</td>
</tr>
</tbody>
</table>

The actual cost for your education may vary. Not all students will qualify for a Pell Grant, local grant and/or student loan. Our Financial Aid Office staff will assist you in securing the best available financial aid package to suit your needs and help you attain your education goals.

Please call (315) 453-4422 in Liverpool or (607) 758-5181 in Cortland.

FEDERAL TITLE IV REFUNDS

The financial aid (Pell Grant and student loans) earned by the student is equal to the percentage of the period of enrollment completed. When a student withdraws before completing more than 60 percent of the period of enrollment, the percentage of financial aid is prorated using the Federal Refund/Repayment Policy.

The returned funds must be refunded to the following sources in this specific order:

1. Unsubsidized Federal Direct Loans
2. Subsidized Federal Direct Loans
3. Federal PLUS Loans
4. Federal Pell Grant

VETERANS’ REFUND POLICY

Students not accepted by the school and students who never begin the program are entitled to a full refund of all tuition and fees paid.

In the case of student withdrawal after the commencement of classes, the school shall retain $10.00 of the registration fee plus a percentage of tuition and fees, which are prorated on a day to day basis. The refund is based on the last date of recorded attendance. All refunds will be made within 30 days from the date of termination.
Spring/Summer 2021

PROGRAM POLICIES

Full-time policies continued

OUTSTANDING BALANCES
Upon termination of enrollment, any balance due to OCM BOCES (based on the school’s refund policy) is payable immediately. All charges on the student’s account must be paid in full prior to the completion of the training program. OCM BOCES reserves the right to withhold student transcripts and deny approval for state board examinations to any student who has an outstanding tuition balance.

Onondaga-Cortland-Madison BOCES offers specialized, short-term clock hour training programs and is a non-credit bearing institution. Therefore, the institution does not allow students to transfer between programs within the facility.

WITHDRAWAL OR DISMISSAL FROM SCHOOL AND REFUND POLICY
To withdraw from school after beginning attendance, student must notify program coordinator of intent in writing, in person, or by phone. If withdrawal or dismissal occurs after the start of the program, tuition liability will accrue as follows:

- Withdrawal prior to the first day of class will require a $50 processing fee.
- The student will be responsible for cost of supplies already issued or fees previously applied.
- Up to 6% of authorized program hours offered, 20% of tuition will be charged.
- Up to 20% of authorized program hours offered, 50% of tuition will be charged.
- Up to 30% of authorized program hours offered, 75% of tuition will be charged.
- Over 30% of authorized program hours offered, 100% of tuition will be charged.

Tuition payments of more than $5.00 in excess of the amount owed will be made within 45 days of the last date of attendance.

VA PAYMENT COMPLIANCE
In accordance with Title 38 US Code 3679 subsection (e), this school adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post 9/11 G.I. Bill® (Ch. 33) or Vocational Rehabilitation and Employment (Ch. 31) benefits, while payment to the institution is pending from the VA. This school will not:

- Prevent nor delay the student’s enrollment;
- Assess a late penalty fee to the student;
- Require the student to secure alternative or additional funding;
- Deny the student access to any resources available to other students who have satisfied their tuition and fee bills to the institution, including but not limited to access to classes, libraries, or other institutional facilities.

However, to qualify for this provision, such students may be required to:

- Produce the Certificate of Eligibility by the first day of class;
- Provide written request to be certified;
- Provide additional information needed to properly certify the enrollment.

CREDIT EVALUATION POLICY FOR VA RECIPIENTS
OCM BOCES will inquire about the previous education and training of each veteran or veterans who are eligible for benefits and request transcripts from all prior institutions, including military training, traditional college coursework and vocational training. Previous transcripts will be evaluated and credit will be granted, as appropriate.

ACADEMIC CALENDAR & GRADING
Full-time certification courses generally begin in the fall and winter. Please see specific programs for detailed start/end dates. Part-time courses run throughout the academic year. Specific class times/dates are noted in this course catalog. Grading is based on hands-on evaluations, tests, quizzes and in-class assignments.

TRANSFER POLICY - FULL-TIME PROGRAMS

TRANSFER POLICY (COSMETOLOGY & PRACTICAL NURSING)
Students transferring from another institution must provide official transcripts of any previous education received, including documented clinical hours.

Cosmetology:
A prospective student’s clinical competency skills will be assessed by the cosmetology instructor to determine his or her level of proficiency. The instructor and/or program coordinator will then determine the number of OCM BOCES clock hours required to complete the New York State licensing requirements. Tuition will be prorated based on the number of hours to be completed. Transfer students will be responsible for providing all kit supplies, including a mannequin.

Please Note: Transfer students must be enrolled for a period of 100, 300 or 700 clock hours.

Practical Nursing (PN):
The OCM BOCES PN program is broken into trimesters. A review of transcripts will determine if and when a previously enrolled student will be able to re-enroll in the program. Please reference the re-admission policy.

TRANSFER FROM OTHER INSTITUTIONS
Onondaga-Cortland-Madison BOCES offers specialized, short-term, clock-hour training programs and is a non-credit bearing institution. Therefore, with the exception of the Cosmetology Program, we do not allow students to transfer credits or clock hours from other institutions. (See above for Cosmetology transfer students.)

TRANSFER WITHIN THE INSTITUTION
Due to the specialized content in each of our vocational training programs, clock hours attended are only applicable to each individual program. No transfer between training programs is accepted. Students are free to withdraw from a program and re-apply to another at the next scheduled start date. Acceptance to the new program will be based upon fulfilling all prerequisites and available space.

continued

27 Spring/Summer 2021
If you or any Onondaga-Cortland-Madison BOCES division of Adult/Continuing Education Program applicant/participant or other interested party have a grievance involving the program or treatment by any staff member, subcontractor’s staff or any other person, regulation or WIOA or other program operation, you should notify the case manager or designated staff person of the program or department of the nature of the complaint. If, however, you feel your complaint may involve fraud, abuse or any other criminal activity, you have the right to notify the United States Secretary of Labor directly. When a complaint is reported to the Secretary of Labor (those regarding fraud, abuse or other criminal activity), the grievant must additionally submit a written notification to the Director of Career, Technical and Adult Education at Onondaga-Cortland-Madison BOCES and the New York State Department of Labor in the case of a WIOA program.

For PN Students Only: PN may also grieve directly to the Office of The Professions.

The appropriate addresses are (PN only):

- Director of Adult Education
- Main Campus
- PO Box 4754
- Syracuse, NY 13221

- New York State Department Office of the Professions
  - 89 Washington Ave
  - Albany, NY 12234

For complaints not involving fraud, abuse or other criminal activity, please adhere to the following procedures.

A complaint of this nature must be filed within one year of the occurrence of the grievance.

a. A complaint is a signed statement, which contains information that, if true, indicates in sufficient detail that there has been a violation. If State or local laws, regulations or guidelines are relevant, then citations should also be included.

b. Complaints must be sent in writing to the Director of Adult Education. Upon receipt of the written complaint, the Director of Adult Education or a designated staff representative will perform an investigation. This investigation will be made following adequate advance notice to the parties involved, will include the gathering of information through interview and examination of records concerning each allegation of the complaint, and will provide appropriate opportunity for the complainant and for OCM BOCES to present evidence concerning the allegations.

c. Within five (5) days after the receipt of the complaint, the Director of Adult Education, or a designated staff representative, will provide to the complainant a written summary of the complaint and notice of procedures to be followed in resolving the complaint.

d. Within thirty (30) days after receipt of a complaint, the Director of Adult Education or a designee responsible for investigation of the complaint shall conclude the investigation, transmit a written decision and contact the parties.

e. If you feel that the decision made is not satisfactory, you may request a review of your complaint by the District Superintendent of the Onondaga-Cortland-Madison BOCES. This request must be made within ten (10) days of receiving a decision or within ten (10) days of the date you should have received a decision. The District Superintendent or his/her designee will make a decision within thirty (30) days of receiving the request to review the complaint.

f. If you do not receive a decision from the District Superintendent within thirty (30) days of the date your original request was filed with him/her or you feel the decision made is not satisfactory, you may request a review of your complaint by the school’s accrediting entity:

- Council on Occupational Education
  - 7840 Roswell Road
  - Building 300, Suite 325
  - Atlanta, GA 30350
  - (770) 396-3898 or (800) 917-2081

You must exhaust all steps at the institutional level before seeking resolution from the Council.

If you need help with your grievance, the program or department will assign someone to help you. You will always be allowed to have your own counsel or other representative assist you. Where there are allegations regarding the WIA program and there are other allegations whose resolutions are provided for under other legislation or collective bargaining agreements, you may proceed simultaneously in both places. If there are any questions regarding procedures, contact:

- Supervisor, Adult Education
- Main Campus
- OCM BOCES
- PO Box 4754
- Syracuse, NY 13211

The BOCES shall not discriminate on the basis of age, sex, sexual orientation, race, color, creed, religion, national origin, political affiliation, marital status, military status, veteran status, disability, or under the Boy Scout Act in the educational programs or activities which it operates, or against any employee or applicant seeking a position of employment or admission to a BOCES program. The BOCES will be in full compliance with all applicable rules and regulations pertaining to civil rights for students and employees (e.g., Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990).

Appropriate procedures shall be developed to ensure the implementation of these rules and regulations concerning civil rights. The Board shall appoint a Civil Rights Compliance Officer to coordinate civil rights activities applicable to the BOCES (see subheading below).

**Civil Rights Compliance Officer**

The Civil Rights Compliance Officer is the Director of Human Resources/School Attorney, with offices at 110 Elwood Davis Road, Liverpool, NY (phone number 315-433-2631; e-mail jbufano@ocmboces.org). The Civil Rights Compliance Officer shall be appointed by the Board and shall be responsible for providing information, including complaint procedures, and for handling complaints relative to civil rights (e.g., Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans With Disabilities Act of 1990) for any student, parent, employee or applicant. For civil rights discrimination claims based on race, color, national origin, sex, age and/or disability, a complainant can, at any time, also contact the Office of Civil Rights. Phone: 646-428-3900/800-421-3481.
HOW TO FIND US

MAIN CAMPUS
110 Elwood Davis Road
Liverpool, NY 13088

FROM NY STATE THRUWAY, EXIT 37:
Merge onto I-81 South (Exit 36) toward Binghamton/Syracuse. Take Exit 25 (7th North St.) toward Liverpool. Turn right onto 7th North St. Continue through first light (Buckley Road). Continue past Denny’s and Burger King. Watch for OCM BOCES sign on right and turn onto OCM BOCES Drive.

FROM THE SOUTH:
Take I-81 North to Exit 25 (7th North St.) toward Liverpool. Turn right onto 7th North Street. Continue through first light (Buckley Road). Continue past Denny’s and Burger King. Watch for OCM BOCES sign on right and turn onto OCM BOCES Drive.

FROM THE NORTH:
Take I-81 South to Exit 25 (7th North St.) toward Liverpool. Turn right onto 7th North Street. Continue through first light (Buckley Road). Continue past Denny’s and Burger King. Watch for OCM BOCES sign on right and turn onto OCM BOCES Drive.

THOMPSON ROAD CAMPUS
6820 Thompson Road
Syracuse, NY 13211

NORTH FROM NYS THRUWAY, EXIT 35:
Bear right onto Thompson Road North. Continue through two traffic lights and take the third driveway on the right.

FROM THE SOUTH:
Take Route 81 North to Route 690 East. Follow Route 690 East to Exit 16N at Thompson Road North. Follow Thompson Road, Carrier Circle Exit, onto Thompson Road North. Continue through two traffic lights and take the third driveway on the right.

FROM THE NORTH:
Take Route 81 South to Route 481 South. Follow Route 481 South to Exit 8 at Northern Boulevard. Turn right onto Northern Boulevard. Continue on Northern Boulevard. After bearing right, it becomes East Molloy Road. At the second light, turn right onto Thompson Road and take the third driveway on the right.

CORTLANDVILLE CAMPUS - CENTER FOR NEW CAREERS
Center for New Careers
1710 NYS Route 13, Cortland NY 13045

FROM THE CITY OF CORTLAND:
Take Clinton Ave./Rt.13 towards East Homer. We are located ¼ mile past Yaman Park. Building on right.

FROM THE SOUTH:
Take Rt. 81 North to Exit 11. Turn right on Rt. 13 East for ½ mile. Building is on the right.

FROM THE NORTH:
Take Rt. 81 South to Exit 11. Turn left on Rt. 13 East for ½ mile. Building is on the right.

FROM THE EAST:
Take Rt. 13 West towards Cortland. We are located directly on the city line. Building is on the left.
MAIL-IN REGISTRATION FORM

Name: ______________________________________________________________

Address: ______________________________________________________________________

City: ___________________________ Zip: ___________________________

Email: ______________________________________________________________

Home # ___________________________ Cell # ___________________________

Course # ___________________________ Title: _________________________

Course # ___________________________ Title: _________________________

Course # ___________________________ Title: _________________________

Mail to:
OCM BOCES Continuing Ed Registration
PO Box 4754, Syracuse NY 13221
Make checks payable to OCM BOCES (No Cash)
At the time this catalog goes to print, we are expecting to provide in-person instruction for our full-time training programs. If classes shift to any form of remote learning due to the pandemic, we will continue to provide students with the knowledge and hands-on skills they need to complete their certifications and be ready for the workplace.

**LEARN MORE**

ATTEND A LIVE, VIRTUAL OPEN HOUSE EVERY THURSDAY AT 1 P.M.

**OR**

SCHEDULE AN IN-PERSON TOUR

Visit ocmboces.org/adulted & click on Full-Time Certification Programs.

**Main Campus** – 110 Elwood Davis Road, Liverpool NY 13088

**Cortlandville Campus** – 1710 NYS Route 13, Cortland NY 13045

(315) 453-4455  |  ocmboces.org/adulted

Courses also held at our Thompson Road Campus and other locations.

OCM BOCES is accredited by the Council on Occupational Education

ocmboces.ae  
facebook.com/ocmboces.ae  
@ocmboces