

WITC · First in Training Solutions ·
PROFESSIONAL DEVELOPMENT

Continuing Education

Spring 2020

PAGE 4 HUMAN RESOURCES & LEADERSHIP

PAGE 7 REAL ESTATE

PAGE 9 EMERGENCY MEDICAL SERVICES

PAGE 17 SAFETY



WISCONSIN
INDIANHEAD
TECHNICAL
COLLEGE

ASHLAND • NEW RICHMOND • RICE LAKE • SUPERIOR
BALSAM LAKE • HAYWARD • LADYSMITH

WITC.EDU

WITC Continuing Education

PROFESSIONAL DEVELOPMENT

BUSINESS

pgs 3 – 8

Computers/Information Technology

Human Resources/Leadership

Insurance/Real Estate

HEALTH

pgs 8 – 14

CBRF

EMS

Health & Wellness

Allied Health

HUMAN SERVICES

pgs 14 – 15

Cosmetology

Early Childhood Education

Responsible Beverage & Foods

SAFETY, TRADES & INDUSTRY

pgs 16 – 19

Manufacturing & Technology

Safety

Transportation & Engines

CERTIFICATES

pg 20

CUSTOMIZED TRAINING

pg 21



DON'T FORGET:

Check the **DIGITAL SIGNS** on campus before your class to verify that your class **ROOM NUMBER** hasn't changed.

It's Easy to Register!

ONLINE | PHONE
IN PERSON | MAIL

See **page 22** for registration information.

Class Types

Webinars are courses offered during a specific time period that can be accessed from your home computer with a free BlueJeans software download. Must have a reliable internet connection, microphone and camera. You can interact with the teacher during the class.

Online courses are offered via the Internet using a web browser. You can access the course at any time. Offline supervised tests/exams at specified sites may be conducted in conjunction with these courses.

ITV (Interactive Television) classes are live video/audio classes with students at one or more WITC campuses. The classes are offered during a specified time and students attend at their nearest campus. Class may have students at the same site as the instructor and students at remote sites.

Class Numbers

When you register for a class, please provide *both* the Catalog **and** Class numbers. **Catalog Number** is a hyphenated eight-digit number (12-345-678) found *under* the Class Title. **Class Number** is a bold five-digit number (12345) found to the *left* of class meeting details.

For a complete list of WITC Continuing Education classes go to: courses.witc.edu

BUSINESS

Computers/Information Technology

Microsoft Word Beginning

47-103-438

Learn how to create, format and edit a Word document with a picture; create a research paper with references and sources; create a business letter with a letterhead and table; and create a document with a title page, lists, tables and a watermark. Gain tools to enhance your work or personal use.

25061 Feb 11 – Mar 3 Tu 4p-6p \$35/\$7.70
Webinar Sara Reimann

Powerpoint Beginning

47-103-422

Create and edit a presentation; enhance your presentation with shapes, art and photos; practice reusing a presentation and adding media and animation; add graphics, SmartArt and special formatting. Gain tools to enhance your work or personal use.

25059 Apr 21 – May 12 Tu 4p-6p \$35/\$7.70
Webinar Sara Reimann

Microsoft Excel Beginning

47-103-401

In this beginning Excel class you will create a worksheet and chart; work within formulas, functions and formatting; practice with large worksheets, charting and what-if analysis; and finish with financial functions, data tables and amortization schedules. This extensive beginner course will provide tools to enhance your work, school or personal use.

25060 Mar 17 – Apr 7 Tu 4p-6p \$35/\$7.70
Webinar Sara Reimann

Intro to Excel

47-103-401

You will be amazed at what Excel can do for you! Learn how to create worksheets for work and personal use. Understand the basics of navigating through the cells, formatting and setting up a spreadsheet for maximum efficiency. You will see how easy it is to have your numbers calculated for you in just seconds and how to sort through long lists with ease. Prerequisite: Basic computer skills. You are encouraged to bring your own laptop if you have Office 2016 or 2019 or you can use the computers available in class.

24693 Feb 17 – Feb 19 MW 5p-7p \$29/\$15.35
Rice Lake: 111 Leah Goettl



New at WITC: Take-from-Home CLASSES

- Yoga → Word, Powerpoint, Excel
→ Writing → Leading Meetings → and more!

These live webinar classes will be taught via BlueJeans, a free downloadable software that WITC will provide access to prior to start date of class.

Marked throughout catalog with a 

What's New in Windows 10

47-103-409

Learn the essentials of Windows 10. Become familiar with customizing the start menu and work with the mouse, touchscreen and keyboard. Explore apps, create/modify account settings and understand file storage. Bring your laptop.

25463 Feb 18 – Feb 25 TTh 5p-7p \$35/\$14.52
Ashland: 207 Taylor Foley

24315 Feb 21 F 1p-3p \$19/\$12.17
New Richmond: 1309 Heather Spencer

25450 Mar 10 Tu 5:30p-7:30p \$19/\$12.17
Hayward: 105 Allison Scheffel

25449 Mar 12 Th 5:30p-7:30p \$19/\$12.17
Shell Lake: 128 Allison Scheffel

QuickBooks

47-103-439

Learn the essentials of how to use QuickBooks desktop accounting software. Create a new company file from scratch and learn the flow of customer, vendor and banking activities. Review report options and customize to fit your needs. Basic computer skills required. Break given for lunch on your own.

24308 Apr 17 F 9a-4p \$39/\$11.70
New Richmond: 1309 Charity Williams

Online Marketing for Massage Therapists

47-107-414

Learn the basics of online marketing geared towards massage therapists. You will find out about website options, SEO, Facebook tips and tricks, Instagram, etc. Break will be provided for lunch.

25128 Feb 26 W 10a-5p \$35/\$14.52
Webinar Renee Mason

Online Scheduling: Small Business

47-107-414

Learn how to set up online booking for your small business and how to integrate this into your social media and website. Break provided for lunch.

25127 Mar 4 W 10a-5p \$35/\$14.52
Webinar Renee Mason

Website Basics

47-107-414

Learn the basics of purchasing a URL and building and publishing your own personal website via common website builders. Your instructor is a former Department of Defense IT Specialist and private website administrator for small businesses.

25129 Feb 13 – Feb 20 Th 6p-9p \$35/\$14.52
Rice Lake: 120 Renee Mason

Human Resources & Leadership

Leadership in an Evolving Workforce

The workforce is in the midst of a drastic transition. Baby Boomers are retiring in masses, Millennials are the most predominant generation in the workforce, the independent Gen-X'ers have raised their children to be anything but, and iGen are right around the corner. These changes, along with trying to keep up with technology, are testing many forms of leadership. To exacerbate this evolution, communication, which should be easier with technology advances, has only become more complicated. This workshop will explore the evolution of the workforce, but more importantly provide specific strategies to become the efficient leader and communicator that your staff and colleagues deserve. Light breakfast included.

TBD Feb 27 Th 8:30a-12p \$39
Rice Lake: 241 Brad Gingras

Essential Supervisory Skills

47-196-520

Essential Supervisory Skills training gives you the tools to meet the changing demands of the modern business environment. Whether you have just been promoted or have many years of supervisory experience, these skills will make you and your team more efficient and effective. Modules include: The New Supervisor, Communication, Employee Motivation and Teams, and Leader vs. Manager. This training is interactive with practical skill applications, individual and small group exercises, and real-life examples.

25100 Apr 8 – Apr 29 W 5:30p-8:30p \$149/\$108.05
Superior: 111 Mary Tripp

Leading Meetings: The Informal Leader

47-196-421

Parliamentary Procedures for the Non-Formal Leader You have the passion for leadership and the desire to run an effective meeting, but it's been a while since you've reviewed proper parliamentary procedures. In this short course, discover the basics of opening, running and closing a meeting. Learn about motions to call for action and when public comments are appropriate. Come join us for this informal review of the formal process.

25285 Feb 11 Tu 5:30p-7:30p \$29/\$22.17
Webinar Troy Morgan

Administrative Professional Celebration

47-106-437

Join us to celebrate Administrative Professional Day! Celebration includes lunch, speakers on wellness and software/technology trends, networking and pampering by the Cosmetology students.

NOTE: For all sections course fee is \$25/\$11.35

Apr 22 / W 11:30a-2:30p

24604 *ITV: Superior* *Guest Speakers*24605 *ITV: Rice Lake* *Guest Speakers*

Continuous Process Improvement

47-196-437

Does your organization support a culture of Continuous Improvement (CI)? Perhaps you are in upper management and not quite sure what it takes to implement a successful CI program. Explore principles and values related to CI and how to define a process. Understand and define the key elements for the customer, the employee, the business, and the process. At the end of this session you will understand key factors that will influence the sustainability of your CI journey, apply systematic methods to uncover key information measuring the health of your business systems and understand the importance of communicating process performance to all stakeholders. Enjoy a hot breakfast and receive a certificate of completion.

25038 Mar 27 F 8a-10:30a \$39/\$25.35
Superior: 112 *Scott Bensen*

SafeZone: Diversity/Inclusion

47-520-405

SafeZone: General Session (*This session is perfect for individuals from HR departments, educators, and business professionals.*) Explore how to develop, enhance and maintain environments in workplaces, schools and other social settings that are culturally competent and supportive to LGBTQ+ individuals and people who care about diversity, equality and inclusion. Increase understanding through activities, discussion and videos that will help to put a face on the experiences of LGBTQ+ individuals, provide accurate information to challenge myths and stereotypes, and encourage dialogue beyond the session. Leave with resources for your work or classrooms. Light breakfast included.

25309 Feb 5 W 9a-12:30p \$29/\$15.35
Rice Lake: 241 *Sara Eckstein*

SafeZone for Healthcare Providers This expanded offering includes everything in the general session, plus special focus on issues LGBTQ+ individuals face in the healthcare setting and solutions to put into your care practice. Snacks included.

25310 Feb 19 W 1p-5p \$29/\$15.35
Rice Lake: 241 *Sara Eckstein*

Insurance

Note for all insurance classes: upon request, classes can be set up at other WITC locations. You are required to purchase your books at the WITC bookstore before class.

Insurance: Principles/Laws & Ethics

47-162-425

This course is designed to meet the Section A, eight-hour, prelicensing requirement. This includes the areas of the principles of insurance, general Wisconsin insurance laws, and ethics.

NOTE: For all sections course fee is \$79/\$51.70

Feb 10 / M 8:30a-5:30p

25012 *ITV: Rice Lake* *Rodney Schultz*25013 *ITV: New Richmond* *Rodney Schultz*

Mar 9 / M 8:30a-5:30p

25007 *ITV: Rice Lake* *Rodney Schultz*25009 *ITV: New Richmond* *Rodney Schultz*

Apr 13 / M 8:30a-5:30p

25003 *ITV: Rice Lake* *Rodney Schultz*25004 *ITV: New Richmond* *Rodney Schultz*

May 11 / M 8:30a-5:30p

24999 *ITV: Rice Lake* *Rodney Schultz*25000 *ITV: New Richmond* *Rodney Schultz*

Insurance: Property

47-162-428

This course is designed to meet the 20-hour requirement for prelicensing education in the area of property insurance. Prerequisite: You must take the 8-hour Principles Law & Ethics course to apply for your license. If it is past a year since having the laws course and you are taking additional prelicensing classes, the OCI requires you take the class again before testing.

NOTE: For all sections course fee is \$95/\$54.05

Feb 11 – Feb 12 / Tu 8:30a-5:30p , W 8:30a-12:30p

25016 *ITV: Rice Lake* *Rodney Schultz*25017 *ITV: New Richmond* *Rodney Schultz*

Apr 14 – Apr 15 / Tu 8:30a-5:30p , W 8:30a-12:30p

25018 *ITV: Rice Lake* *Rodney Schultz*25019 *ITV: New Richmond* *Rodney Schultz*

WISCONSIN
INDIANHEAD
TECHNICAL
COLLEGE



Essential Supervisory Skills

April 8 – 29
 Wednesdays, 5:30 – 8:30 p.m.
 WITC-Superior

PG. 4

Insurance: Casualty

47-162-429

This course is designed to meet the 20-hour requirement for prelicensing education in casualty insurance. Prerequisite: You must take the 8-hour Principles Law & Ethics course to apply for your license. If it is past a year since having the laws course and you are taking additional prelicensing classes, the OCI requires you retake the class before testing.

NOTE: For all sections course fee is \$95/\$54.05

Feb 12 – Feb 13 / W 1:30p-5:30p , Th 8:30a-5:30p

25020 *ITV: Rice Lake* *Rodney Schultz*

25021 *ITV: New Richmond* *Rodney Schultz*

Apr 15 – Apr 16 / W 1:30p-5:30p , Th 8:30a-5:30p

25022 *ITV: Rice Lake* *Rodney Schultz*

25023 *ITV: New Richmond* *Rodney Schultz*

Insurance: Accident and Health

47-162-426

This course is designed to meet the 20-hour requirement for prelicensing education in accident and health insurance. Prerequisite: You must take the 8-hour Principles Law & Ethics course to apply for your license. If it is past a year since having the laws course and you are taking additional prelicensing classes, the OCI requires you retake the class before testing.

NOTE: For all sections course fee is \$95/\$54.05

Mar 10 – Mar 11 / Tu 8:30a-5:30p , W 8:30a-12:30p

25026 *ITV: Rice Lake* *Rodney Schultz*

25027 *ITV: New Richmond* *Rodney Schultz*

May 12 – May 13 / Tu 8:30a-5:30p , W 8:30a-12:30p

25024 *ITV: Rice Lake* *Rodney Schultz*

25025 *ITV: New Richmond* *Rodney Schultz*

Insurance: Life

47-162-427

This course is designed to meet the 20-hour requirement for prelicensing education in life insurance. Prerequisite: You must take the 8-hour Principles

Law & Ethics course to apply for your license. If it is past a year since having the laws course and you are taking additional prelicensing classes, the OCI requires you retake the class before testing.

NOTE: For all sections course fee is \$95/\$54.05

Mar 11 – Mar 12 / W 1:30p-5:30p , Th 8:30a-5:30p

25028 *ITV: Rice Lake* *Rodney Schultz*

25029 *ITV: New Richmond* *Rodney Schultz*

May 13 – May 14 / W 1:30p-5:30p , Th 8:30a-5:30p

25030 *ITV: Rice Lake* *Rodney Schultz*

25031 *ITV: New Richmond* *Rodney Schultz*

Insurance Continuing Education

Insurance CE: Principles/Law & Ethics

47-162-425

See how ethics play a role in daily operations of agents and agencies. This course will focus on the areas of the principles of insurance and general WI insurance laws and ethics. You are required to purchase the textbook at the WITC bookstore before the start of class in order to receive CE credit. Upon request, class can be set up at other WITC locations.

NOTE: For all sections course fee is \$79/\$51.70

Feb 10 / M 8:30a-5:30p

25010 *ITV: Rice Lake* *Rodney Schultz*

25011 *ITV: New Richmond* *Rodney Schultz*

Mar 9 / M 8:30a-5:30p

25005 *ITV: Rice Lake* *Rodney Schultz*

25006 *ITV: New Richmond* *Rodney Schultz*

Apr 13 / M 8:30a-5:30p

25001 *ITV: Rice Lake* *Rodney Schultz*

25002 *ITV: New Richmond* *Rodney Schultz*

May 11 / M 8:30a-5:30p

24997 *ITV: New Richmond* *Rodney Schultz*

24998 *ITV: Rice Lake* *Rodney Schultz*

Insurance CE: Ethics in the Sale of Senior Products

47-162-497

Wisconsin's growing senior population has a vast array of insurance product choices such as annuity and life insurance, Medicare, and qualified long term care insurance. Ethical marketing practices are essential to protect and inform them about suitable insurance products. Review ethical marketing practices unique to seniors/senior insurance products.

NOTE: For all sections course fee is \$65/\$51.35

Apr 30 / Th 8:30a-12:30p

24638	<i>ITV: New Richmond</i>	<i>Robert Wierman</i>
24639	<i>ITV: Rice Lake</i>	<i>Robert Wierman</i>
24640	<i>ITV: Superior</i>	<i>Robert Wierman</i>
24641	<i>ITV: Ashland</i>	<i>Robert Wierman</i>
24642	<i>ITV: Hayward</i>	<i>Robert Wierman</i>

Essentials of the Affordable Care Act

47-162-497

The Affordable Care Act was signed on March 23, 2010. Cited as the most significant change in U.S. health policy since Medicare in 1965, the ACA is being implemented over a multi-year period. You will review ACA provisions through 2013 and changes and provisions starting in subsequent years.

NOTE: For all sections course fee is \$65/\$51.35

Apr 30 / Th 1p-5p

24643	<i>ITV: New Richmond</i>	<i>Robert Wierman</i>
24644	<i>ITV: Rice Lake</i>	<i>Robert Wierman</i>
24645	<i>ITV: Superior</i>	<i>Robert Wierman</i>
24646	<i>ITV: Ashland</i>	<i>Robert Wierman</i>
24647	<i>ITV: Hayward</i>	<i>Robert Wierman</i>

Real Estate

Online class options coming soon!

Real Estate Continuing Education Modules

NOTE: Fee for all sections of all modules is \$18.15/\$4.50

47-194-401

Module 1: WI Listing Contracts Real Estate CE Course 1 for the 2019-2020 Biennium.

May 6 / W 8:30a-11:30a

25742	<i>ITV: Superior</i>	<i>Steven McConnell</i>
25743	<i>ITV: Ashland</i>	<i>Steven McConnell</i>
25744	<i>ITV: New Richmond</i>	<i>Steven McConnell</i>
25745	<i>ITV: Rice Lake</i>	<i>Steven McConnell</i>
25746	<i>ITV: Hayward</i>	<i>Steven McConnell</i>

47-194-487

Module 2: WI Offers to Purchase Real Estate CE Course 2 for the 2019-2020 Biennium.

May 6 / W 1p-4p

25747	<i>ITV: Superior</i>	<i>Steven McConnell</i>
25748	<i>ITV: Ashland</i>	<i>Steven McConnell</i>
25749	<i>ITV: New Richmond</i>	<i>Steven McConnell</i>
25750	<i>ITV: Rice Lake</i>	<i>Steven McConnell</i>
25751	<i>ITV: Hayward</i>	<i>Steven McConnell</i>

47-194-403

Module 3: WI New Developments Real Estate CE Course 3 for the 2019-2020 Biennium.

May 13 / W 8:30a-11:30a

25752	<i>ITV: Superior</i>	<i>Steven McConnell</i>
25753	<i>ITV: Ashland</i>	<i>Steven McConnell</i>
25754	<i>ITV: New Richmond</i>	<i>Steven McConnell</i>
25755	<i>ITV: Rice Lake</i>	<i>Steven McConnell</i>
25756	<i>ITV: Hayward</i>	<i>Steven McConnell</i>

47-194-421

Module 4: WI Ethics & Consumer Protection Real Estate CE Course 4 for the 2019-2020 Biennium.

May 13 / W 1p-4p

25757	<i>ITV: Superior</i>	<i>Steven McConnell</i>
25758	<i>ITV: Ashland</i>	<i>Steven McConnell</i>
25759	<i>ITV: New Richmond</i>	<i>Steven McConnell</i>
25760	<i>ITV: Rice Lake</i>	<i>Steven McConnell</i>
25761	<i>ITV: Hayward</i>	<i>Steven McConnell</i>

47-194-483

Module 5: WI Law & Practice Real Estate CE Course 5 for the 2019-2020 Biennium.

May 20 / W 8:30a-11:30a

25763	<i>ITV: Superior</i>	<i>Steven McConnell</i>
25764	<i>ITV: Ashland</i>	<i>Steven McConnell</i>
25765	<i>ITV: New Richmond</i>	<i>Steven McConnell</i>
25766	<i>ITV: Rice Lake</i>	<i>Steven McConnell</i>
25767	<i>ITV: Hayward</i>	<i>Steven McConnell</i>

47-194-484

Module 6: WI Estate Transactions Real Estate CE Course 5 for the 2019-2020 Biennium.

May 20 / W 1p-4p

25768	<i>ITV: Superior</i>	<i>Steven McConnell</i>
25769	<i>ITV: Ashland</i>	<i>Steven McConnell</i>
25770	<i>ITV: New Richmond</i>	<i>Steven McConnell</i>
25771	<i>ITV: Rice Lake</i>	<i>Steven McConnell</i>
25772	<i>ITV: Hayward</i>	<i>Steven McConnell</i>

Real Estate Law for Salespersons

47-194-442

This course meets the 72 classroom hours of prelicense education required for a real estate salespersons license as required in Section 452.09(2)(a) of the Wisconsin Statutes. Completing this course will prepare you for the WI Real Estate license exam. Contents include principles of real estate, real estate law, forms, real estate business operations concepts, ethics, land use control and development, environmental concerns, and miscellaneous additional content. The required book costs approximately \$85 and is available at the WITC bookstore.

NOTE: For all sections course fee is \$263.85/\$4.50

Jan 21 – Mar 24 / TuTh 6p-10p

24677	ITV: Superior	Steven McConnell
24678	ITV: Ashland	Steven McConnell
24679	ITV: New Richmond	Steven McConnell
24680	ITV: Rice Lake	Steven McConnell
24681	ITV: Hayward	Steven McConnell

HEALTH

Community Based Residential Facility

CBRF Standard Precautions Training

47-531-479

This class will teach a person how to handle potential exposure to bloodborne pathogens. You will learn about standard precautions and why they are important in your work. You will understand how bloodborne diseases and other communicable diseases spread from person to person, how to prevent the spread of communicable diseases and learn what to do during and after an exposure incident. Participants must successfully complete this two-hour training to meet the CBRF training requirements of CH DHS 83.20 (2)(a) Standard Precautions. Tuition includes the state registry fee.

24408	Jan 29	W 7:30p-9:30p	\$31.33/\$24.50
	New Richmond: 1602	Kimberly Metcalf	
24406	Jan 30	Th 7:30p-9:30p	\$31.33/\$24.50
	Rice Lake: 155	Kimberly Metcalf	
24407	May 30	Sa 1p-3p	\$31.33/\$24.50
	Rice Lake: 225	Bambi Forcey	

CBRF Fire Safety Training

47-503-432

This course is designed to instruct community-based residential facility (CBRF) operators and staff on how to prepare themselves to react effectively for staff and resident preservation in residential fires of different origins and intensities. Participants will be taught to understand the nature of fire, recognize fire hazards, learn about early warning systems and understand the use of fire extinguishers. They will be taught to focus on the evacuation needs of the residents, follow the CBRF emergency and disaster plan and how to respond well in an emergency. Participants must successfully complete this 4-hour training to meet the requirements of DHS 83.20 (2) (b) Fire Safety. Tuition includes the state registry fee.

24394	Feb 5	W 5:30p-9:30p	\$38.15/\$24.50
	Rice Lake: 155	Gary Strong	
24392	Mar 21	Sa 8a-12p	\$38.15/\$24.50
	New Richmond: 1210	Daniel Roeglin	
24395	Apr 4	Sa 8a-12p	\$38.15/\$24.50
	Rice Lake: 156	Gary Strong	
24393	May 20	W 6p-10p	\$38.15/\$24.50
	New Richmond: 1210	Jack Running	
24396	May 27	W 5:30p-9:30p	\$38.15/\$24.50
	Rice Lake: 155	Gary Strong	

CBRF Dietary

47-303-485

This course will prepare the learner to plan and prepare healthy, nutritious meals using the Food Guide Pyramid. Proper food handling, storage, and sanitation principles will also be covered.

24412	Mar 30	M 12:30p-4p	\$18.15/\$4.50
	Rice Lake: 225	Marsha Stoerber	

CBRF First Aid and Choking

47-531-401

Initial training applicable to the responsibilities of CBRF caregivers designed to meet the requirements of administrative rule DHS 83 for CBRFs in the area of First Aid and choking. The student will be taught how to handle life-threatening emergencies which also includes how to alleviate choking. Tuition includes the state registry fee.

24411	Mar 4	W 5:30p-9:30p	\$38.15/\$24.50
	New Richmond: 1602	Sara Oratch	
24409	Mar 5	Th 5:30p-9:30p	\$38.15/\$24.50
	Rice Lake: 155	Sara Oratch	
24410	May 30	Sa 8:30a-12:30p	\$38.15/\$24.50
	Rice Lake: 225	Bambi Forcey	

CBRF Medications

47-575-401

Initial training applicable to the responsibilities of CBRF caregivers designed to meet the requirements of administrative rule HFS 83 for CBRFs in the area of medication administration and documentation. The learner will be taught general categories of medications, effects and side effects, documentation, proper administration, legal issues of controlled substances and the proper procedure for handling medication errors. Successful completion of this course meets the requirements of administrative rule DHS 83 for CBRF in the area of Medication Administration and documentation. Tuition includes the state registry fee.

24403	Apr 15 – Apr 16	WTh 9a-4p	\$65.45/\$24.50
	New Richmond: 1307		Kimberly Metcalf
24404	May 6 – May 7	WTh 9a-4p	\$65.45/\$24.50
	Rice Lake: 225		Kimberly Metcalf

CBRF Resident's Rights

47-575-403

This course covers respect for and promotion of resident rights. Participants learn how to report violations of residents rights.

24405	Apr 27	M 8:30a-4:30p	\$31.80/\$4.50
	Rice Lake: 223		Kimberly Metcalf

Emergency Medical Services**Advanced EMT Transition Refresher**

47-531-484

This class will include the review and revision of the Intermediate Technician (AEMT) curriculum with

inclusion of the National Emergency Medical Services Education Standards. It will refresh EMT Intermediate Technician students in the competencies required to maintain their present state license or transition to the Advanced EMT. Components will include preparatory, A & P, advanced assessments and treatments in medical and trauma patients, advanced life support per current AHA guidelines, shock and fluid resuscitation, advanced airway management, special considerations for age-related variables, and EMS operations.

Class may include some online coursework.

23108*	Jan 24 – Feb 14	FSaSu	\$158.03/\$14.70
	Birchwood EMS Hall		Marlene Dirkes
	*Class meets Fri 6-10p and SaSu 8a-4:30p		
24310*	Feb 14 – Feb 23	FSaSu	\$158.03/\$14.70
	Chetek Fire Hall		Nathaniel Dunston
	*Class meets Fri 6-10p and SaSu 9a-5:30p		

ASHI Pediatric First Aid and CPR

47-531-420

This course will help students gain the knowledge, skills and confidence necessary to respond to and manage medical emergencies involving children and infants until more advanced help is available. A student will be taught the updated guidelines of CPR, and an automated external defibrillator (AED), and First Aid for children and infants. This course will certify a student for 2 years in CPR/AED/First Aid. Students will have the option to download a book after successful completion of the course.

24943	Feb 18 – Feb 20	TuTh 6p-10p	\$42/\$14.70
	Superior: 134		TBD
24945	Feb 18 – Feb 20	TuTh 6p-10p	\$42/\$14.70
	Ashland: 204		TBD
24942	Apr 20 – Apr 22	MW 6p-10p	\$42/\$14.70
	Superior: 136		TBD
24944	May 5 – May 7	TuTh 6p-10p	\$42/\$14.70
	Ashland: 204		TBD

ESC 2020**Emergency Services Conference**

For Fire and EMS Professionals | March 20 – 21, 2020



www.witc.edu/escconference

ASHI Pedia First Aid/CPR Renewal

47-531-417

ASHI Pediatric CPR, AED, and First Aid training program provides an ideal training solution for schools, child care providers, youth sports coaches, and others required to learn how to respond to medical emergencies involving children. This versatile program is based upon the 2010 *CPR and First Aid Guidelines, Caring for Our Children, 3rd Edition*; and other treatment recommendations.

24963	Mar 4	W 6p-10p	\$35/\$21.35
	<i>Ashland: 204</i>		<i>TBD</i>
24961	Mar 26	Th 6p-10p	\$35/\$21.35
	<i>Superior: 134</i>		<i>TBD</i>
24959	May 12	Tu 6p-10p	\$35/\$21.35
	<i>Superior: 136</i>		<i>TBD</i>
24962	May 12	Tu 6p-10p	\$35/\$21.35
	<i>Ashland: 204</i>		<i>TBD</i>

CPR Health Care Provider - AHA

47-531-437

The AHA for Health Care Providers Course is designed to teach the skills of CPR for victims of all ages including ventilation with a barrier device and use of an automated external defibrillator (AED), and relief of foreign-body airway obstruction (FBAO). It is intended for participants who provide health care to patients in a hospital setting and out-of-hospital settings. This course is for anyone that is required to take a health care provider course for employment. All participants who successfully complete the course, including the written examination and skill demonstrations will receive a BLS for Health Care provider completion card that will certify them for two years (credential). Book provided at class.

23909	Jan 11	Sa 8:30a-4:30p	\$52.05/\$24.75
	<i>Rice Lake: 165</i>		<i>Judith Balog</i>

24989	Jan 14 – Jan 16	TuTh 6p-10p	\$52.05/\$24.75
	<i>Ashland: 204</i>		<i>TBD</i>
24984	Jan 18	Sa 9a-5p	\$52.05/\$24.75
	<i>Superior: 134</i>		<i>TBD</i>
25057	Jan 29 – Jan 30	WTh 6p-10p	\$52.05/\$24.75
	<i>New Richmond: 1327</i>		<i>TBD</i>
24983	Feb 1	Sa 9a-5p	\$52.05/\$24.75
	<i>Superior: 134</i>		<i>TBD</i>
25056	Feb 8	Sa 8a-4p	\$52.05/\$24.75
	<i>New Richmond: 1201</i>		<i>TBD</i>
24988	Feb 17 – Feb 19	M 6p-10p	\$52.05/\$24.75
	<i>Ashland: 204</i>		<i>TBD</i>
23915	Feb 24 – Feb 25	MTu 5:30p-9:30p	\$52.05/\$24.75
	<i>Rice Lake: 221</i>		<i>Judith Balog</i>
24982	Mar 7	Sa 9a-5p	\$52.05/\$24.75
	<i>Superior: 134</i>		<i>TBD</i>
24979	Mar 9 – Mar 11	MW 6p-10p	\$52.05/\$24.75
	<i>Superior: 136</i>		<i>TBD</i>
24987	Mar 10 – Mar 12	TuTh 6p-10p	\$52.05/\$24.75
	<i>Ashland: 203</i>		<i>TBD</i>
23925	Mar 21	Sa 8:30a-4:30p	\$52.05/\$24.75
	<i>WITC-Hayward</i>		<i>Matthew Fitch</i>
25046	Mar 24 – Mar 25	Tu 6p-10p	\$52.05/\$24.75
	<i>Balsam Lake: 108</i>		<i>TBD</i>
23917	Apr 4	Sa 8:30a-4:30p	\$52.05/\$24.75
	<i>Rice Lake: 155</i>		<i>Judith Balog</i>
24981	Apr 4	Sa 9a-5p	\$52.05/\$24.75
	<i>Superior: 111</i>		<i>TBD</i>
24986	Apr 20 – Apr 22	MW 6p-10p	\$52.05/\$24.75
	<i>Ashland: 203</i>		<i>TBD</i>
24980	May 2	Sa 9a-5p	\$52.05/\$24.75
	<i>Superior: 134</i>		<i>TBD</i>
24985	May 9	Sa 9a-5p	\$52.05/\$24.75
	<i>Ashland: 204</i>		<i>TBD</i>
25047	May 9	Sa 8a-4p	\$52.05/\$24.75
	<i>New Richmond: 1201</i>		<i>TBD</i>
23927	May 16	Sa 8:30a-4:30p	\$52.05/\$24.75
	<i>Rice Lake: 165</i>		<i>Sara Oratch</i>

Caregiver CONFERENCES

Ashland Caregiver Conference

April 16 | WITC-Ashland

The Caregiver Experience: Tools to Assist in the Journey

Twin Ports Regional Caregiver Conference

May 14 | WITC-Superior

Protecting Dignity at End of Life

CPR Health Care Provider Renewal-AHA

47-531-439

This course is intended for the biennial renewal of the CPR Healthcare Provider. Students must successfully complete skills testing on one-and two-rescuer CPR (adult, child, infant), foreign body airway obstruction (FBAO) procedures (adult, child, infant), and mask with one-way valve usage. A minimum of 84 percent must be attained on the written test. Prerequisite: CPR Healthcare Provider successful completion within previous two years.

24931	Jan 7 <i>Rice Lake: 155</i>	Tu 9a-1p <i>Stephen Mackiewicz</i>	\$35/\$21.35 <i>TBD</i>
25311	Jan 10 <i>Superior: TBD</i>	F 9a-1p <i>Ray Miles</i>	\$35/\$21.35 <i>TBD</i>
23912	Jan 11 <i>Rice Lake: 165</i>	Sa 12:30p-4:30p <i>Judith Balog</i>	\$35/\$21.35 <i>TBD</i>
23618	Jan 18 <i>Cumberland -Toftness Clinic</i>	Sa 8a-12p <i>Sara Oratch</i>	\$35/\$21.35 <i>TBD</i>
24974	Jan 18 <i>Superior: 136</i>	Sa 9a-1p <i>TBD</i>	\$35/\$21.35 <i>TBD</i>
24978	Jan 28 <i>Ashland: 204</i>	Tu 6p-10p <i>TBD</i>	\$35/\$21.35 <i>TBD</i>
24973	Feb 1 <i>Superior: 111</i>	Sa 9a-1p <i>TBD</i>	\$35/\$21.35 <i>TBD</i>
25055	Feb 8 <i>New Richmond: 1201</i>	Sa 8a-12p <i>TBD</i>	\$35/\$21.35 <i>TBD</i>
23913	Feb 25 <i>Rice Lake: 221</i>	Tu 5:30p-9:30p <i>Judith Balog</i>	\$35/\$21.35 <i>TBD</i>
24977	Feb 26 <i>Ashland: 204</i>	W 6p-10p <i>TBD</i>	\$35/\$21.35 <i>TBD</i>
25050	Feb 27 <i>Balsam Lake: 108</i>	Th 6p-10p <i>TBD</i>	\$35/\$21.35 <i>TBD</i>
24972	Mar 7 <i>Superior: 136</i>	Sa 9a-1p <i>TBD</i>	\$35/\$21.35 <i>TBD</i>
24976	Mar 10 <i>Ashland: 204</i>	Tu 6p-10p <i>TBD</i>	\$35/\$21.35 <i>TBD</i>
25053	Mar 11 <i>New Richmond: 1327</i>	W 6p-10p <i>TBD</i>	\$35/\$21.35 <i>TBD</i>
23924	Mar 21 <i>WITC-Hayward</i>	Sa 12:30p-4:30p <i>Matthew Fitch</i>	\$35/\$21.35 <i>TBD</i>
24969	Mar 23 <i>Superior: 136</i>	M 6p-10p <i>TBD</i>	\$35/\$21.35 <i>TBD</i>
23916	Apr 4 <i>Rice Lake: 155</i>	Sa 12:30p-4:30p <i>Judith Balog</i>	\$35/\$21.35 <i>TBD</i>
24971	Apr 4 <i>Superior: 134</i>	Sa 9a-1p <i>TBD</i>	\$35/\$21.35 <i>TBD</i>
24975	Apr 9 <i>Ashland: 204</i>	Th 6p-10p <i>TBD</i>	\$35/\$21.35 <i>TBD</i>
24970	May 2 <i>Superior: 136</i>	Sa 6p-10p <i>TBD</i>	\$35/\$21.35 <i>TBD</i>
25048	May 9 <i>New Richmond: 1201</i>	Sa 8a-12p <i>TBD</i>	\$35/\$21.35 <i>TBD</i>
25049	May 14 <i>New Richmond: 1201</i>	Th 6p-10p <i>TBD</i>	\$35/\$21.35 <i>TBD</i>
23926	May 16 <i>Rice Lake: 165</i>	Sa 12:30p-4:30p <i>Sara Oratch</i>	\$35/\$21.35 <i>TBD</i>

CPR/AED/Basic First Aid-ASHI

47-531-419

This course is a combined CPR/AED/ Basic First Aid program designed specifically for laypeople. The program is good for the community and the workplace setting. This course is designed to teach people the knowledge and skills that they need to recognize emergencies and perform CPR and use an AED and perform First Aid until EMS arrives. This course will certify a person for 2 years in CPR/AED/ Basic First Aid.

24957	Jan 20 – Jan 22 <i>Superior: 136</i>	MW 6p-10p <i>TBD</i>	\$42/\$14.70 <i>TBD</i>
24956	Jan 27 – Jan 29 <i>Ashland: 204</i>	MW 6p-10p <i>TBD</i>	\$42/\$14.70 <i>TBD</i>
25045	Jan 29 – Jan 30 <i>Balsam Lake: 102</i>	W 6p-9p <i>TBD</i>	\$42/\$14.70 <i>TBD</i>
25054	Feb 19 – Feb 20 <i>New Richmond: 1327</i>	W 5p-10p <i>TBD</i>	\$42/\$14.70 <i>TBD</i>
24938	Mar 10 – Mar 12 <i>Superior: 134</i>	TuTh 6p-10p <i>TBD</i>	\$42/\$14.70 <i>TBD</i>
24940	Mar 24 – Mar 26 <i>Ashland: 204</i>	TuTh 6p-10p <i>TBD</i>	\$42/\$14.70 <i>TBD</i>
25051	Apr 4 <i>New Richmond: 1215</i>	Sa 8a-4p <i>TBD</i>	\$42/\$14.70 <i>TBD</i>
25043	Apr 21 – Apr 22 <i>Balsam Lake: 102</i>	TuW 6p-10p <i>TBD</i>	\$42/\$14.70 <i>TBD</i>
24939	May 11 – May 13 <i>Ashland: 203</i>	MW 6p-10p <i>TBD</i>	\$42/\$14.70 <i>TBD</i>
24937	May 18 – May 20 <i>Superior: 136</i>	MW 6p-10p <i>TBD</i>	\$42/\$14.70 <i>TBD</i>

CPR/AED/Basic First Aid Renewal-ASHI

47-531-459

This course will recertify students in CPR/AED & Basic First Aid. Students will renew their skills in CPR/AED and First Aid. Prerequisite: Students must have taken the original course within the last 2 years.

24952	Feb 6 <i>Superior: 134</i>	Th 6p-10p <i>TBD</i>	\$35/\$21.35 <i>TBD</i>
24955	Feb 13 <i>Ashland: 204</i>	Th 6p-10p <i>TBD</i>	\$35/\$21.35 <i>TBD</i>
24951	Mar 16 <i>Superior: 136</i>	M 6p-10p <i>TBD</i>	\$35/\$21.35 <i>TBD</i>
24954	Mar 25 <i>Ashland: 203</i>	W 6p-10p <i>TBD</i>	\$35/\$21.35 <i>TBD</i>
25052	Apr 4 <i>New Richmond: 1215</i>	Sa 8a-12p <i>TBD</i>	\$35/\$21.35 <i>TBD</i>
25044	Apr 21 <i>Balsam Lake: 102</i>	Tu 6p-10p <i>TBD</i>	\$35/\$21.35 <i>TBD</i>
24950	Apr 27 <i>Superior: 136</i>	M 6p-10p <i>TBD</i>	\$35/\$21.35 <i>TBD</i>
24953	May 19 <i>Ashland: 204</i>	Tu 6p-10p <i>TBD</i>	\$35/\$21.35 <i>TBD</i>

Defibrillation Heartsaver AED - AHA

47-531-463

The Heartsaver AED course teaches the basic techniques of adult CPR and the use of the automated external defibrillator (AED). You will learn about using barrier devices in CPR and giving First Aid for choking. This course follows American Heart Association guidelines for performing CPR and using an AED.

24021 May 18 M 5:30p-9:30p \$38.15/\$24.50
 WITC-Hayward Matthew Fitch

Emergency Medical Tech Transition-Refresher

47-531-443

This class will include the review and revision of the Emergency Medical Technician curriculum including the National Emergency Medical Services Education Standards allowing students to transition from EMT Basic to EMT designation. This program is designed to serve as a refresher for EMTs who have successfully completed the EMT program. Prerequisite: completion of a recognized EMT program. Must be 18 or older. Class includes 2 hrs of online WMD training.

23107* Jan 24 – Feb 9 FSaSu \$112.88/\$10.50
 Birchwood EMS Hall Marlene Dirkes
 *Class meets 1/24 6-10p, 1/25, 1/26 & 2/8 8:30a-4:30

25185* Jan 31 – Feb 8 FSaSu \$112.88/\$10.50
 Iron River Ambulance Hall Thomas Renz
 *Class meets 1/31 & 2/7 6-10p, 2/1, 2/2 & 2/8 9a-5p

24309* Feb 14 – Feb 22 FSaSu \$112.88/\$10.50
 Chetek Fire Hall Nathaniel Dunston
 *Class meets 2/14 & 2/21 6-10p, 2/15 & 2/16 9a-5:30p and 2/22 9a-1p

23619* Feb 21 – Feb 29 FSaSu \$112.88/\$10.50
 Minong EMS Hall Marlene Dirkes
 *Class meets 2/21 & 2/28 6-9p, 2/22, 2/23 & 2/29 8a-4:30p

25187 Mar 10 – May 12 Tu 6p-10p \$112.88/\$10.50
 Dallas Area Ambulance Marlene Dirkes

First Responder Transition Refresher

47-531-446

This class will include the review and revision of the Emergency Medical Responder (EMR) curriculum with inclusion of the National Emergency Medical Services Education Standards to allow students to transition. This program is designed to serve as a refresher for the student who has previously attended and completed the EMR course. Prerequisite: Certification as a First Responder as evidenced by successful completion of the Department of Transportation (DOT) EMR course. Students must do the online WMD course and bring certificate to the instructor. Class includes CPR.

24183* Jan 3 – Jan 5 FSaSu \$90.30/\$8.40
 Dresser/Osceola/Garfield FD Paul Seleski
 *Class meets Fri 6-10p and SaSu 8a-6p

25159 Jan 9 – Feb 13 Th 6p-10p \$90.30/\$8.40
 Hayward-LCO Tribal Ctr TBD

25186* Jan 10 – Jan 19 FSaSu \$90.30/\$8.40
 Summitt Town Hall Joseph LeBouton
 *Class meets Fri 6-10p and SaSu 9a-5p

24185* Jan 27 – May 18 M 6p-10p \$75.25/\$7
 Deer Park Community Ctr Marie Bernatz
 *Class meets the following dates: 1/27, 2/24, 3/30, 4/27 & 5/18

25184* Jan 31 – Feb 2 FSaSu \$75.25/\$7
 Iron River Ambulance Hall Thomas Renz
 *Class meets Fri 6-10p and SaSu 9a-5p

25132* Feb 7 – Feb 14 FSaSu \$90.30/\$8.40
 Chetek Fire Hall Nathaniel Dunston
 *Class meets Fri 6-10p and SaSu 9a-5p

25188 Mar 10 – Apr 14 Tu 6p-10p \$90.30/\$8.40
 Dallas Area Ambulance Marlene Dirkes

Medic First Aid

47-531-404

This course will help students gain the knowledge, skills, and confidence necessary to manage a medical emergency using CPR, an automated external defibrillator (AED), and First Aid until more advanced help is available. This course will certify a student for two years in CPR/AED/First Aid. Book is provided at the class.

23928 Feb 1 Sa 8:30a-3:30p \$42.60/\$15.30
 Rice Lake: 155 Judith Balog

23931 Mar 28 Sa 8:30a-3:30p \$42.60/\$15.30
 WITC-Hayward Matthew Fitch

23945 Apr 18 Sa 8:30a-3:30p \$42.60/\$15.30
 Rice Lake: 165 Judith Balog

23942* May 26 – May 27 TuW 5:30p-9:30p \$42.60/\$15.30
 Rice Lake: 165 Judith Balog
 *Class ends on 8:30p on 5/27



Truck Driving
 Technical Diploma 10 weeks | 10 credits

WITC-New Richmond and WITC-Rice Lake

Start date: March 9, 2020

Visit witic.edu or contact an Admissions Advisor to learn more at **800.243.9482**

Experience. Success.

Medic First Aid Recertification

47-531-405

This course will recertify students in Medic First Aid. Students will renew skills in CPR, an automated external defibrillator (AED) and First Aid. Prerequisite: Students must have taken the Medic First Aid course within the last two years. This course will renew your certification for two years. Book provided.

23929	Feb 1 <i>Rice Lake: 155</i>	Sa 8:30a-12:30p	\$35/\$21.35 <i>Judith Balog</i>
23930	Mar 28 <i>WITC-Hayward</i>	Sa 8:30a-12:30p	\$35/\$21.35 <i>Matthew Fitch</i>
23944	Apr 18 <i>Rice Lake: 165</i>	Sa 8:30a-12:30p	\$35/\$21.35 <i>Judith Balog</i>
23943	May 26 <i>Rice Lake: 165</i>	Tu 5:30p-9:30p	\$35/\$21.35 <i>Judith Balog</i>

Pediatric Medic First Aid & CPR

47-531-464

This course will help students gain the knowledge, skills and confidence necessary to respond to and manage medical emergencies involving children and infants until more advanced help is available. A student will be taught the updated guidelines of CPR, and an automated external defibrillator (AED), and First Aid for children and infants. This course will certify a student for 2 years in CPR/AED/First Aid. Book is provided at class.

24015	Feb 22 <i>Rice Lake: 165</i>	Sa 8:30a-3:30p	\$42.60/\$15.30 <i>Judith Balog</i>
24017	Apr 25 <i>WITC-Hayward</i>	Sa 8:30a-3:30p	\$42.60/\$15.30 <i>Matthew Fitch</i>
24020	May 9 <i>Rice Lake: 155</i>	Sa 8:30a-3:30p	\$42.60/\$15.30 <i>Judith Balog</i>

Pediatric Medic First Aid & CPR Recertification

47-531-477

This course will recertify a student in Pediatric Medic First Aid & CPR. Students will renew their skills in CPR, an automated external defibrillator (AED) and First Aid for infants and children. Students must have taken the original course, Pediatric Medic First Aid & CPR, within the last two years. This course will renew a student's certification for 2 years. Book is provided at class.

24016	Feb 22 <i>Rice Lake: 165</i>	Sa 8:30a-12:30p	\$39.50/\$25.85 <i>Judith Balog</i>
24018	Apr 25 <i>WITC-Hayward</i>	Sa 8:30a-12:30p	\$39.50/\$25.85 <i>Matthew Fitch</i>
24019	May 9 <i>Rice Lake: 155</i>	Sa 8:30a-12:30p	\$39.50/\$25.85 <i>Judith Balog</i>

Health & Wellness**Naturopathic Clinical Assessment**

47-560-440

Seeking additional clinical assessment skills as a natural medicine practitioner? Acquire and practice gentle, non-intrusive assessments. In this class you will learn tools and techniques that are ancient yet hold an important place in contemporary clinical Complementary Alternative Medicine (CAM) practice. Topics include: body language & body constitutions in naturopathy, intuitive styles in patients & practitioners, understanding & utilizing the elements in healing work, and more.

24760	Mar 7 <i>New Richmond: 1215</i>	Sa 9a-3p	\$150/\$129.52 <i>Gigi Stafne</i>
--------------	------------------------------------	----------	--------------------------------------

Intro to Essential Oils for Practitioners

47-537-425

Learn the basics of essential oils, including oil properties, how to store, how to use, contraindications, benefits, recipes and which oils are phyto-hormones and how they can affect the body. Note: Instructor does not sell oils or market any brands. Please purchase and bring the following book to class: *The Beginner's Guide to Essential Oils: Everything You Need to Know to Get Started*. Break provided for lunch on your own.

25125	Feb 19 <i>Oak Tree Massage</i>	W 10a-5p	\$35/\$14.52 <i>Renee Mason</i>
--------------	-----------------------------------	----------	------------------------------------

Beginner's Reflexology

47-537-455

This class is intended for massage practitioners. Learn how reflexology works, learn how to do a basic reflexology routine by applying pressure to points on the hands and feet, to stimulate the body's natural powers of self-healing. Please purchase the following book and bring to class: "Reflexology: Hands-on Treatment for Vitality and Well-being". A lunch break for lunch on your own will be provided.

25126	Feb 12 <i>Oak Tree Massage</i>	W 10a-5p	\$35/\$14.52 <i>Renee Mason</i>
--------------	-----------------------------------	----------	------------------------------------

Dynamic Body Balancing During Pregnancy

47-537-455

Explore balancing of the uterine ligaments during pregnancy, which supports both mother and baby during the developmental stages. These techniques help alleviate pain and discomfort for both mom and baby. Bring massage table to class.

24439	Mar 20 <i>Ashland: 203</i>	F 9a-4p	\$110/\$89.52 <i>Ann Turnquist</i>
--------------	-------------------------------	---------	---------------------------------------

Dynamic Body Balancing for Infant/Toddler

47-537-455

Create an infant model therapy doll and explore infant bodywork and massage techniques for discomforts associated with body and spine growth. Contact instructor for supply list upon registering.

24437 May 22 F 9a-4p \$110/\$89.52
Ashland: 203 Ann Turnquist

Dynamic Body Balancing for Labor/Delivery

47-537-455

Discuss and practice assisting the mother during labor and delivery. Understand the body movements of both mother and baby during labor and delivery and how proper body positioning can ease the transition. Bring a massage table to class.

24438 May 8 F 9a-4p \$110/\$89.52
Ashland: 3 Ann Turnquist

Massage and Body Work

47-537-455

Upper Body: Neck, Shoulders, Hands Explore how to balance the gross muscles of the body, focusing on the musculature, trigger points and fascial restrictions connected with pain and numbness.

24441 Jan 17 F 9a-4p \$110/\$89.52
Ashland: 203 Ann Turnquist

Lower Body: Hips, Legs and Feet Discover ways to balance and release tension and fascial restrictions that cause pain and discomfort in the lower body.

24440 Feb 21 F 9a-4p \$110/\$89.52
Ashland: 3 Ann Turnquist

Allied Health

Caregiver Conferences

47-520-405

The Caregiver Experience—Tools to Assist in the Journey This educational conference for family caregivers and professionals features author and speaker Jim Adams. Day includes a light breakfast, lunch, speakers, other speakers, vendors and door prizes. 6 CEUs available.

25371 Apr 16 Th 9a-3p \$35/\$14.52
Ashland: 306 Guest Speakers

Protecting Dignity at End of Life Don't miss this educational conference for family caregivers and professionals. Day includes a light breakfast, lunch, speakers, vendors and door prizes. 6 CEUs available.

24413 May 14 Th 9a-3p \$35/\$14.52
Superior: 108E Guest Speakers

Certified Medical Assistant Conference

47-509-409

This program is designed to enhance the learning of CMA's working in area health facilities providing new information on current trends in healthcare. This conference will be approved for 6 hours of CEUs through AAMA. Light breakfast and lunch included. Sponsored by WITC and NWAHEC. This conference is being offering in-person at Rice Lake and via ITV to Ashland.

NOTE: For all sections course fee is \$45/\$24.52

Mar 7 / Sa 8a-3:30p

25306 In-Person: Rice Lake Guest Speakers

25307 ITV: Ashland Guest Speakers

Apr 18 / Sa 8a-3:30p

25304 In Person: New Richmond Guest Speakers

25305 ITV: Superior Guest Speakers

HUMAN SERVICES

Cosmetology

Cosmetology Expo

47-502-410

Update your cosmetology skills and learn advanced techniques in all aspects of hair, skin and nails. The day will include speakers, vendor exhibits, WITC student hair show competition, networking and more. Lunch and snacks included.

25308 Apr 29 W 10a-4p \$60/\$46.35
Rice Lake: 241 Guest Speakers



We offer training for

Firefighters

INTERESTED?

Contact Carolyn
Carolyn.Anderson@witc.edu
715.246.1819

Early Childhood Education

Child Care: Licensing Classes

47-307-461

Provides entry level knowledge and skills for those caring for children in group or family childcare. Explore rules and regulations governing group/family child care and the responsibilities of providers. These courses fulfill introductory non-credit course requirements as specified in HFS Chapters 45 and 46 for family and group day care in WI Administrative Code. Last day to register is April 8.

Child Care: Intro to the Child Care Profession

24449	Feb 3 – May 8	24/7	\$172.98/\$16
	Online		Karen Pesik

Child Care: Profession Mod A

24450	Feb 3 – May 8	24/7	\$89.58/\$14.50
	Online		Karen Pesik

Child Care: Profession Mod B

24451	Feb 3 – May 8	24/7	\$96.40/\$14.50
	Online		Karen Pesik

Fundamentals Infant & Toddler Care

47-307-470

Provides requirements and practices for entry level childcare providers who are or will work with infants and toddlers. Course fulfills requirements as specified by WI State Law. WI day care regulations require that individuals working with infants and toddlers must complete this training within 6 months of assuming a position. Last day to register is April 8.

24453	Feb 3 – May 8	24/7	\$69.10/\$15
	Online		Karen Pesik

Skills and Strategies for the Child Care Teacher

47-307-462

Explore skills and strategies for the child care teacher with emphasis on selecting developmentally appropriate activities, planning lessons and facilitating activities. This course meets WI requirements for child care teacher Prerequisite: Introduction to the Child Care Profession. Last day to register is April 8.

24452	Feb 3 – May 8	24/7	\$158.33/\$15
	Online		Karen Pesik

Fundamentals Family Child Care

47-307-420

Provides essential information about establishing a family child care that is in accordance with WI State Law. Class requires a toolkit; all toolkit fees and lunch are included in the registration fee.

24651	Mar 7	Sa 8:30a-3p	\$80.98/\$60.50
	Rice Lake: 155		Rebecca Elbert

Responsible Beverage & Foods

Food Manager Refresher

47-316-430

This course prepares managers for WI Dept. of Health Services recertification and is based on requirements of WI Food Code Ch. 12-402.11 and the Council on Food Protection Practices guidelines on recertification training course approval. Competencies include the requirements for continuing education from DHS 196. Book/test grid (*ServSafe Manager 7th Edition*) available from the WITC-Rice Lake bookstore, 800.243.9482 ext. 5263. Must bring book and grid to class.

24352	Apr 13	M 12p-4p	\$45/\$31.35
	Rice Lake: 225		Marsha Stoeberl

Sanitation for Restaurant Managers

47-303-405

This course provides information needed for the National Restaurant Association's Certification exam for sanitation, which meets state certification requirements for restaurant managers. Topics include: micro-organisms/food-borne diseases, food handling/storage and standards for cleanliness/sanitation. Book/test grid (*ServSafe Manager 7th Edition*) can be purchased at the WITC-Rice Lake bookstore, 800.243.9482 ext. 5263. Must bring book and grid to class.

24348	Feb 11 – Feb 18	Tu 9a-4p	\$45.45/\$4.50
	Rice Lake: 225		Marsha Stoeberl

24349	May 12 – May 19	Tu 9a-4p	\$45.45/\$4.50
	Rice Lake: 225		Marsha Stoeberl

Responsible Beverage Service

47-311-400

Learn responsible beverage service techniques and discuss local and state laws. Learn to create a more profitable business environment by preventing negative and/or unsafe situations in the serving of alcohol. Also learn the implications for legal action against owners/operators of beverage service facilities due to inappropriate patron behavior. Course jointly developed by the Wisconsin Restaurant Association and the WI Technical College System and may fulfill or partially fulfill local municipal ordinance requirements for beverage servers.

24353	May 19	Tu 5:30p-9:30p	\$25/\$11.35
	Rice Lake: 155		Elaine Schuck

SAFETY, TRADES & INDUSTRY

Manufacturing & Technology

Uniform Dwelling Code Update

47-410-422

Contractors needing credits to renew their Dwelling Contractor Qualifier will have an opportunity to earn up to 6.5 WI Department of Commerce approved continuing education credits. Guest speakers will cover a variety of construction and code topics. Attendees include residential builders and remodelers, students and apprentices in construction trades, building performance consultants, weatherization technicians, code officials, residential energy program designers, home inspectors and others with basic knowledge and interest in building high-performance homes.

25303	Jan 29	W 8a-4p	\$35/\$7.70
	<i>Rice Lake: 241</i>		<i>Guest Speakers</i>

Electrical Code for Electricians

47-413-415

This course covers the Wisconsin State Code (SPS316) and National Electrical (NEC) Code. Receive 24 state CEU points for your certification if you attend eight of the ten classes. The curriculum is designed for electrical workers and wiremen who will use electrical code on the job. It also covers the code revisions, formulas, tables, and the intent and general use of the code. This is a primer for all code certification tests. NFPA 70: National Electric Code (2011/2014) is required. You can order the book directly from NFPA or a local supplier. Please note, you must attend the last session to obtain the Education Course Attendance Verification.

NOTE: For all sections course fee is \$106.88/\$4.50

Jan 20 – Mar 23 / M 6:30p-9:30p

24621	<i>ITV: Spring Valley HS</i>	<i>James Biesterveld</i>
24622	<i>ITV: Rice Lake</i>	<i>James Biesterveld</i>
24623	<i>ITV: Superior</i>	<i>James Biesterveld</i>
24624	<i>ITV: Ashland</i>	<i>James Biesterveld</i>
24625	<i>ITV: New Richmond</i>	<i>James Biesterveld</i>
24626	<i>ITV: Hayward</i>	<i>James Biesterveld</i>
24627	<i>ITV: Ladysmith</i>	<i>James Biesterveld</i>

Machine Tool Operation

47-420-455

Gain the basic skills necessary to safely operate machine tool equipment at the beginning and intermediate levels. Through group lecture and demonstrations, learn safety, set ups, proper feeds, and speeds of machine tool equipment. An advanced lab opportunity is available for students demonstrating competency in safe operation of machines. You may be approved to work independently on selected vocational objectives with assistance from your instructor. Safety glasses required; work boots and ear protection recommended.

24609	Jan 22 – Apr 8	W 5:30p-8:30p	\$157.50/\$34.65
	<i>Superior: 118</i>		<i>Paul Kalin</i>
24610	Jan 23 – Apr 9	Th 5:30p-8:30p	\$157.50/\$34.65
	<i>Superior: 118</i>		<i>Paul Kalin</i>
24611	Jan 24 – Mar 20	F 5:30p-9:30p	\$157.50/\$34.65
	<i>Ashland: 119</i>		<i>David Olson</i>

Transition to Trainer

47-455-401

Understand the tools of a jobsite trainer. Explore the role of a journey worker trainer, discover how to deliver hands-on training, and examine the process for giving useful feedback.

24650	Mar 14	Sa 8a-4:30p	\$31.80/\$4.50
	<i>Rice Lake: 155</i>		<i>Anthony Allen</i>

Beyond Welding - MIG and TIG

47-442-406

Enhance your welding skills beyond the basics during these one-day aluminum/stainless MIG and TIG workshops. Practice gas metal arc welding in a state-of-the-art welding lab. Learn advanced techniques while understanding theory and safety, metallurgy, distortion control, heat treatment and machine control. Please bring a lunch, notebook, pliers, safety glasses, work boots, and welding helmet to class.

MIG Courses

25033	Feb 29	Sa 9a-3p	\$28.88/\$8.40
	<i>New Richmond: 1209</i>		<i>Daniel Wilkinson</i>
24607	Mar 21	Sa 9a-3p	\$28.88/\$8.40
	<i>Superior: 128</i>		<i>John Palmer</i>

TIG Courses

25034	Mar 28	Sa 9a-3p	\$28.88/\$8.40
	<i>New Richmond: 1209</i>		<i>Daniel Wilkinson</i>
24608	Apr 18	Sa 9a-3p	\$28.88/\$8.40
	<i>Superior: 128</i>		<i>John Palmer</i>

Welding

47-442-406

Learn oxy-fuel, shielded metal arc, gas metal arc and gas tungsten arc welding processes. This course is designed for beginner or intermediate students who wish to advance their present skills. Individual projects need prior approval from instructor. Bring a notebook, pliers, safety glasses, work boots, goggles and welding helmet to class. This course meets the 30 hr apprentice requirement.

25037	Jan 22 – Mar 25	W 6p-9p	\$144.38/\$42
	<i>Ashland: 118</i>		<i>Matthew Tetzner</i>
24613	Jan 24 – Mar 27	F 6p-9p	\$144.38/\$42
	<i>Superior: 128</i>		<i>Paul Renman</i>
25036	Feb 7 – Mar 27	F 4p-8p	\$154/\$44.80
	<i>New Richmond: 1209</i>		<i>William Stacken</i>
24614	Feb 14 – Apr 3	F 4p-8p	\$154/\$44.80
	<i>Rice Lake: 189</i>		<i>Ric Eckstein</i>
24632*	Mar 5 – May 14	Th 5:30p-8:30p	\$144.38/\$42
	<i>Spoooner High School</i>		<i>Samuel Woods</i>
	<i>*Class does not meet 4/9</i>		

Safety

Safety Day

47-449-431

Safety Day is designed for participants to learn about a wide range of safety and health related topics in a single day long conference. Sessions are fast paced and provide the most relevant, up-to-date information based on today's OSHA standards and regulations. Several workshops will give participants practical experience in applying standards and concepts. Lunch and snacks included.

25296	Apr 1	W 8a-3p	\$65/\$44.52
	<i>Rice Lake: 243</i>		<i>Guest Speakers</i>

Basic Forklift Operation

47-449-442

This is an intro course on the fundamentals of safe forklift operation that fulfills part of OSHA 1910.178(l) standard requirements for powered industrial trucks. Course is required for forklift operators. Topics covered include: industrial trucks, training and basic principles, safe operation, loading and pre-operational inspections. Every forklift operator must receive training and authorization from his/her company prior to operating any type of forklift.

25780	Apr 23	Th 8a-12p	\$49/\$30.85
	<i>Rice Lake: TBD</i>		<i>TBD</i>
25779	May 7	Th 1p-5p	\$49/\$30.85
	<i>New Richmond: TBD</i>		<i>TBD</i>

Lead Safe Renovator Training

47-449-451

Designed for repair and handy persons, remodeling/painting contractors, tradesmen and landlords who conduct or oversee activities that disturb painted surfaces in homes, apartments or child occupied facilities built before 1978. This course satisfies the training requirement to obtain WI Department of Health Services and EPA Lead-Safe Renovator Certification. This course also satisfies HUD requirements for persons conducting non-abatement LBP activity for federally funded projects. Course covers how to conduct repair, renovation and remodeling activities in a lead-safe manner. Other topics include: information on and health effects of lead, regulations, worksite preparation, conducting interim control and non-abatement activities, work site clean-up and disposal.

25778	Jan 27	M 8a-5p	\$250/\$212.20
	<i>Rice Lake: 247</i>		<i>TBD</i>
25777	Mar 6	F 8a-5p	\$250/\$212.20
	<i>Ashland: 305</i>		<i>TBD</i>
25776	Apr 16	Th 8a-5p	\$250/\$212.20
	<i>Rice Lake: 247</i>		<i>TBD</i>



CMA

Certified Medical Assistant
CONFERENCES

March 7

Rice Lake (in-person) | Ashland (ITV)

April 18

New Richmond (in-person) | Superior (ITV)

Pg. 14

MSHA Refresher: Part 46

47-449-418

This course meets the 8-hour annual refresher requirements for MSHA part 46. The purpose of the course is to keep miners informed of conditions presenting potential health or safety hazards. You or your company must have a MSHA Part 46 training plan to attend this class. The plan must be sent to the college or instructor/trainer and the instructor/trainer must be listed on your company's training plan as a competent person least 2 weeks prior to the start of class. Lunch and refreshments included.

25781	Mar 26	Th 8a-4:30p	\$135/\$83.20
	<i>Rice Lake: 223</i>		<i>TBD</i>

OSHA Safety General Industry 30hr

47-449-425

The OSHA 30-hour General Industry Part A and Part B training is intended for supervisors and workers with some safety responsibility. Students who complete the course will receive DOL issued student course completion cards. Students must complete Part A and Part B in consecutive order to receive their OSHA card. Tuition includes lunch and snacks.

Part A

25819	Feb 10 – Feb 11	MTu 8a-4:30p	\$139.50/\$40
	<i>Rice Lake: 223</i>		<i>TBD</i>

Part B

25817	Feb 12– Feb 13	WTh 8a-4:30p	\$139.50/\$40
	<i>Rice Lake: 223</i>		<i>TBD</i>

OSHA Safety Construction Trades 30hr

47-449-426

The OSHA 30-hour Construction Industry Part A and Part B training is intended for supervisors and workers with some safety responsibility. Students who complete the course will receive DOL issued student course completion cards. Students must complete Part A and Part B in consecutive order to receive their OSHA card. The class tuition includes lunch and snacks each day.

Part A

25824	Mar 9 – Mar 10	MTu 8a-4:30p	\$139.50/\$40
	<i>Superior: 134</i>		<i>TBD</i>

Part B

25821	Mar 11– Mar 12	WTh 8a-4:30p	\$139.50/\$40
	<i>Superior: 134</i>		<i>TBD</i>

OSHA Safety Construction 10hr

47-449-426

Course covers OSHA standards, electrical, fall protection, excavations, tools, PPE, materials handling and storage, welding and cutting, fire protection and hazard communications. Upon completion you will receive DOL issued completion cards. This class has been approved for CEUs by WI DSPS. Lunch (day 1 only) and snacks included.

25826*	Feb 20 – Feb 21	ThF	\$169/\$100.37
	<i>Balsam Lake: 108</i>		<i>TBD</i>
	<i>*Class meets Th 8a-4p and F 8a-11:30a</i>		

25825*	Feb 20 – Feb 21	ThF	\$169/\$100.37
	<i>Ashland: 305/TBD</i>		<i>TBD</i>
	<i>*Class meets Th 8a-4p and F 8a-11:30a</i>		

Transportation & Engines**Auto Mechanics for Mechanics**

47-404-411

Learn component identification, basic tune-up, oil change, fuel systems, electrical system troubleshooting, tires and suspension and drive line maintenance. Plan to work on your own vehicle in coordination with instructor.

24606*	Mar 13 – May 8	F 1p-4p	\$92.40/\$10.50
	<i>Superior: 117</i>		<i>Terrance Tucker</i>
	<i>*Class does not meet 4/10</i>		

CDL Permit Prep

47-458-405

Interested in obtaining your Commercial Driver's License? Before learning how to drive a rig, you need to get a learning permit and this class will prepare you for the CDL test. Learn in-person or take the online option which allows you to work at your own pace.

24431	Jan 6 – May 29	24/7	\$69/\$21.22
	<i>Online</i>		<i>Janine Running</i>

24432*	Feb 24 – Feb 29	M-Th, Sa	\$59/\$11.22
	<i>Rice Lake: 160</i>		<i>Janine Running</i>
	<i>*Class meets M-Th 6-8p & Sa 8a-2p</i>		

24433*	Feb 24 – Feb 29	M-Th, Sa	\$59/\$11.22
	<i>New Richmond: 1327</i>		<i>Brian Hudson</i>
	<i>*Class meets M-Th 6-8p & Sa 8a-2p</i>		

24434*	May 26 – May 30	T-F, Sa	\$59/\$11.22
	<i>Rice Lake: 156</i>		<i>Janine Running</i>
	<i>*Class meets Tu-F 6-8p & Sa 8a-2p</i>		

24435*	May 26 – May 30	T-F, Sa	\$59/\$11.22
	<i>New Richmond: 1307</i>		<i>Brian Hudson</i>
	<i>*Class meets Tu-F 6-8p & Sa 8a-2p</i>		

**EMERGENCY MEDICAL SERVICES TRAINING**Search courses online at courses.witc.edu or contact:**Tim Salo, EMS Coordinator** | timothy.salo@witc.edu

Outboard Motor Servicing

47-461-411

Learn how to maintain and repair your outboard motor with personalized instruction. Please no sterndrive powered boats. Limited space is available for outboard powered boats under 18'. Please bring your outboard motor, basic hand tools, and safety glasses.

24612 Mar 24 – Apr 21 Tu 5p-8p \$63/\$8.40
 Ashland: 120 Todd Larson

Lawn & Garden Equipment Clinic

47-461-401

Learn to properly maintain your lawn and garden equipment in an open lab atmosphere. Gain direct experience - bring your lawn tractor, mower, tiller, snow blower or any other lawn and garden equipment. Your instructor will provide training in the classroom along with hands-on work to insure your equipment is ready. Learn to check the battery, change oil, sharpen blades, properly clean carburetor, perform a tune-up, change spark plugs, and do a compression test. For seasonal storage you will treat/stabilize fuel, discuss fuel treatments, fog engine, clean exterior, and discuss proper storage and covering tips.

24907 Apr 6 – Apr 13 M 5:30p-9:30p \$49/\$21.70
 New Richmond: 1211 David Brown



Dental Update

CONTINUING EDUCATION

For Dental Professionals

February 14 | WITC-Rice Lake



Sign Up

for *The CE Connection*,
 our biweekly e-newsletter:

bit.ly/witccenews



Print Reading for Machine Trades

January 14 – March 24

Tuesdays, 5 – 7:50 p.m.

WITC-Balsam Lake Outreach Center

courses.witc.edu

Class # 24637

Featured Certificates 2020

Several classes are offered at **Hayward, Ladysmith and Balsam Lake** in addition to all four main campuses!

Nonprofit Essentials

Pathway certificate

15 credits

As a student in the Nonprofit Essentials career pathway program, you will explore the role of nonprofit organizations, develop volunteer and Board relationships, and coordinate grant and fundraising strategies. Graduates of this certificate can find work with assisted living centers, hospice and home care agencies, childcare programs, domestic abuse and homeless shelters, and many more nonprofit organizations, both locally and nationally.

10196131	Fundamentals of Nonprofit Management	3 credits
10104189	Social Media Marketing	3 credits
10196123	Grant Writing & Management	2 credits
10196127	Fundraising & Event Planning	3 credits
10196149	Dynamics of Board Relations	1 credit
10196158	Managing Volunteers	2 credits
10196159	Nonprofit Field Experience	1 credit

Leadership Essentials

Technical diploma

12 credits

A series of courses to assist you in developing the skills of current and future supervisors to lead today's workforce, Leadership Essentials focuses on leading people within an organization toward strategic goals, through corporate changes, or in directing processes and procedures.

Personal Skills for Supervisors	3 credits
Leadership Development	3 credits
Team Building and Problem Solving	3 credits
Supervision	3 credits

Dementia Care

Pathway certificate

12 credits

Gain relevant and emerging information related to dementia types, symptoms and progression. You will be provided with practical tools and strategies that promote effective communication, honor human dignity, and support the importance of advanced planning. You will examine ways to positively impact your community through advocacy, education and other cutting edge initiatives based on coursework and experiential learning activities.

Communication of Aging	3 credits
Alzheimer's and Dementia	3 credits
Death and Dying	3 credits
Legal and Financial Issues of Aging	3 credits

Microsoft Office

Technical diploma

9 credits

Using the Microsoft Office suite, you'll create letters, reports, forms or other material from rough draft, corrected copy or voice recording. In addition, you'll create spreadsheets, databases, calendars, emails or slides for presentations.

Microsoft Powerpoint	1 credit
Microsoft Outlook	1 credit
Microsoft Word A, B & C	3 credits (1 credit/ea)
Microsoft Excel A & B	2 credits (1 credit/ea)
Microsoft Access A	1 credit
Software Integration	1 credit

Contact your local campus Student Services office for more information and registration details about any certificate. Academic support services are available.

Certified Nursing Assistant

Technical diploma

120 hours

The Nursing Assistant program provides classroom, laboratory instruction and supervised practice in area nursing homes and hospitals. The program is approved by the Wisconsin Department of Health Services, Office of Quality Assurance. Upon completion, students will be eligible to take the written and skills exams to be placed on the Wisconsin Nurse Aide Registry.

WITC BUSINESS TRAINING

FIRST IN TRAINING SOLUTIONS



WISCONSIN
INDIANHEAD
TECHNICAL
COLLEGE



Flexible

Convenient

Customized

**26 of WITC's
programs are
fully online.**

▀ **Solve complex problems.**

To compete in today's global marketplace, your employees need to be well trained and current. WITC can help you get there.

▀ **We start by listening.**

WITC takes the time to understand your needs. We know how to assess and design your customized training supported by business experts and instructional staff. Our experts will be there, every step of the way, keeping in touch, so you can focus on your day-to-day operations.

▀ **Delivering the solution.**

Courses meet the training and certification needs of today's workforce, with convenient locations and a variety of delivery formats to fit your schedule.

Call your regional associate dean today for a free, no obligation customized training assessment!

▀ **Dan Miller**

800.243.9482 ext. 6339

Ashland and Superior campuses including counties of Ashland, Bayfield, Douglas, Iron

▀ **BJ Williams**

800.243.9482 ext. 5179

Rice Lake campus including counties of Barron, Rusk, Sawyer, Washburn

▀ **Liz Pizzi**

800.243.9482 ext. 4376

New Richmond campus including counties of Burnett, Polk, St. Croix

It's Easy to Register!

ONLINE Register and submit your credit card payment online at courses.witc.edu.

PHONE Register by phone using a credit card.

IN PERSON Go online to witc.edu or call ahead to check business hours of your local campus. Cash, checks and credit cards are accepted.

MAIL Fill out the registration and mail it with your payment to the appropriate campus. Your registration must be received before you begin courses.

Registration Locations

WITC-Ashland

2100 Beaser Ave, Ashland, WI 54806
715.682.4591 ext. 3050

WITC-New Richmond

1019 S. Knowles Ave, New Richmond, WI 54017
715.246.6561 ext. 4145

WITC-Rice Lake

1900 College Drive, Rice Lake, WI 54868
715.234.7082 ext. 5045

WITC-Superior

600 N. 21st Street, Superior, WI 54880
715.394.6677 ext. 6050

WITC-Balsam Lake Outreach Center

400 Polk County Plaza Balsam Lake, WI 54810
715.485.3044

WITC-Hayward Outreach Center

15618 Windrose Ln. Suite 106, Hayward, WI 54843
715.634.5167

WITC-Ladysmith Outreach Center

1104 Lake Avenue Suite 1, Ladysmith, WI 54848
715.532.3399

REGISTRATION POLICIES

Nondiscrimination Notice

WITC is an equal opportunity employer/educator functioning under the affirmative action plan. The Wisconsin Indianhead Technical College District does not discriminate on the basis of race, color, national origin, sex, disability or other applicable legislated categories, in its services, employment programs, and/or its educational programs and activities, including but not limited to admissions, treatment, and access. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Amanda Gohde, Director, Human Resources, Equal Opportunity/Access & Affirmative Action Officer, 505 Pine Ridge Drive, Shell Lake WI 54871, 715.468.2815 ext. 2240, Amanda.Gohde@witc.edu. Program information or assistance regarding requests for reasonable accommodation under the Americans With Disabilities Act can be obtained from the College Affirmative Action Office.

Accommodations for Persons With Disabilities

Reasonable accommodations for persons with disabilities will be made to ensure access to academic programs, activities, services and employment in accordance with 504 of the Rehabilitation Act of 1973, the Americans With Disabilities Act of 1990 and the Americans with Disabilities Act (ADA) Amendments Act of 2008. If accommodations are needed, the student should contact the campus Accommodations Specialist or Amanda Gohde, Director, Human Resources, Equal Opportunity/Access & Affirmative Action Officer, at 715.468.2240, 30 days in advance of needed assistance.

Senior Fees

WITC has implemented a waiver for students ages 62 plus. This waiver is for personal enrichment courses only (the catalog number begins with 60) and provides up to a 40% discount. (Amount varies based on material fees.) Student's age must be 62 plus at the start of the term (6/1 for summer, 8/26 for fall and 12/23 for spring). Students ages 62 plus who are enrolled in professional courses (catalog number begins with 42 or 47) are still exempt from program fees under State Statute 38.24 (1)(b) and only required to pay material fees, which is approximately \$4.50 for many courses.

ARE YOU A WITC Alum?



Follow the Alumni Community on Facebook:

[@WITCALumni](https://www.facebook.com/WITCALumni)



Sign up for the e-newsletter:

bit.ly/witcalum



Make a difference; give today:

witc.edu/donate





REGISTRATION FORM

For Continuing Education (non-credit) Courses

WITC is an equal opportunity employer/educator

 Last Name First Name M.I. Former Last Name (if applicable) Date of Birth Age 62+

WITC Student ID No. _____ Social Security No. _____

I've taken classes at WITC in the past.

_____ Email address (required for WITC alerts and important communication)

_____ Home phone _____ Cell phone _____

_____ Home address _____

_____ City _____ State _____ ZIP Code _____

Resident of (check one): Township Village City _____ County _____ School District _____

_____ Last high school attended:

Highest grade COMPLETED (K-12): _____

The information below and right is required for state and federal reporting purposes and will be kept confidential.

Gender: Male Female

Ethnicity: Hispanic/Latino origin? Yes No

Race (check all that apply):

- American Indian/Alaska Native
- Asian Black/African American
- Native Hawaiian/Other Pacific Islander
- White

OFFICE USE ONLY

Term _____

38.14 Contract # _____

Employer # _____

Course Fees \$ _____

Senior Fees \$ _____

Other _____

Received by/ext. _____

Date/time _____

Highest Credential Earned

- 01 = No Credential
- 02 = GED
- 03 = HSED
- 04 = High school diploma
- 05 = Some college credit
- 06 = Short-term diploma/certificate
- 07 = 1yr diploma
- 08 = 2yr diploma
- 09 = Associate degree
- 10 = Associate degree + credential
- 11 = Baccalaureate
- 12 = More than Baccalaureate
- 99 = Student Declined/Unknown

It is your responsibility to contact WITC to officially drop a class. If you decide to drop, you should do so immediately as a single day can affect your refund amount. A full refund will be given if you notify WITC prior to the first scheduled class meeting.

CLASS NO.	CATALOG NO.	CLASS TITLE	LOCATION	START DATE	CLASS FEE
Once registered for a course(s), you have created a liability with WITC and a promise to pay.					TOTAL

PAYMENT METHOD: Check or money order payable to WITC Cash MasterCard Visa Discover Exp. Date _____ Security Code _____

Credit Card No.: _____ Name on Card: _____ Signature: _____

Traffic-Related Registration: Motorcycle, Traffic Safety, Group Dynamics, Multiple Offender

Driver's License Number _____ Assessment Agency and Date _____

Youth Registration: With parent/guardian approval, WITC courses are open to students age 16 or younger when the course meets outside student's normal school hours. Some courses may have minimum age prerequisites.

Signature of Parent/Legal Guardian _____ Date _____

Sponsored Registration: If an agency or employer has agreed to pay your tuition, complete the section below and attach written authorization.

Name of Business/Agency: _____ EMS/Fire Sponsor: _____

I authorize WITC to forward information regarding the completion of this course to the sponsor listed on the line above. _____ Student Signature



Wisconsin Indianhead Technical College
505 Pine Ridge Drive
Shell Lake, WI 54871

2020 CALENDAR

Look inside online at bit.ly/witcCEevents for full descriptions and details.

Register early as events fill quickly!

Law Enforcement Management Conference
January 13-16 | Barkers Island Inn, Superior

UDC Update
January 29 | WITC-Rice Lake

Dental Update
February 14 | WITC-Rice Lake

JA Counter Employer Symposium
February 20 | WITC-New Richmond

Leadership in an Evolving Workforce
February 27 | WITC-Rice Lake

Certified Medical Assistant Conference
March 7 | WITC-Rice Lake (ITV to Ashland)
April 18 | WITC-New Richmond (ITV to Superior)

Emergency Services Conference
March 20-21 | WITC-Rice Lake

Continuous Process Improvement
March 27 | WITC-Superior

Spring Safety Day
April 1 | WITC-Rice Lake

Essential Supervisory Skills
April 8-29 | WITC-Superior

Caregiver Conferences
April 16 | WITC-Ashland
May 14 | WITC-Superior

Administrative Professional Celebration
April 22 | WITC-Superior & Rice Lake

Final Affairs
April 24 | WITC-New Richmond

Cosmetology Expo
April 29 | WITC-Rice Lake

Learning for Life Day
May 7 | WITC-Ashland

