

VISIT OUR WEBSITE AT : www.netech.edu

The Northeast Technology Center does not discriminate on the basis of race, color, national origin, sex/gender, age, disability, religion or veteran status in their educational programs or activities. This includes, but is not limited to recruitment, admissions, educational services and activities, financial aid and employment. Inquiries concerning application of this policy may be referred to Roger Crutchfield, Deputy Superintendent/ Compliance Coordinator, Northeast Technology Center, 483 Airport Road, P.O. Box 487, Pryor, OK 74362, or by phone at 918-825-7040.

ENROLLMENT BEGINS JULY 1st



Pryor Campus

6195 W. Hwy 20, Pryor OK 74362

918-825-5555 / 918-341-8324 / 888-832-7988

Fall 2009

Short-Term Evening Class Schedule

Claremore Campus

1901 N. Hwy 88, Claremore OK 74017

918-342-8066

CLAREMORE CLASSES

C01	Internet & Email for Srs.	W	4-6	7	\$10	\$30 / \$0	9/23	11/4
C02	Beginning Computers for Seniors-XP	M	4-6	6	\$10	\$30 / \$0	9/14	10/19
C03	Beginning Computers & Windows XP	M	6-9	6	\$23	\$30 / \$0	8/24	10/5
C04	Microsoft Access '07 (Basic)	T	6-9	4	\$15	\$30 / \$0	8/25	9/15
C05	Microsoft Access '07 (Comprehensive)	Th	6-9	12	\$45	\$65 / \$0	8/27	11/19
C06	Microsoft Excel '07 (Basic)	T	6-9	4	\$15	\$30 / \$0	10/20	11/10
C07	Microsoft Excel '07 (Comprehensive)	M	6-9	12	\$45	\$65 / \$0	9/21	12/7
C08	Microsoft Outlook FastCourse	Th	6-9	2	\$8	\$30 / \$0	8/20	8/27
C09	Microsoft PowerPoint '07 (Basic)	W	6-9	4	\$15	\$30 / \$0	9/2	9/23
C10	Microsoft Publisher '07	M	6-9	2	\$10	\$30 / \$0	9/14	9/21
C11	Microsoft Word '07 (Basic)	Tu	6-9	4	\$15	\$30 / \$0	9/1	9/22
C12	Microsoft Word '07 (Comprehensive)	M	6-9	12	\$45	\$65 / \$0	8/24	11/16
C13	Transitioning from MS Office 2003 to 2007	W	6-9	3	\$12	\$30 / \$0	10/7	10/21
C14	Setting up Wireless Computing in your Home	Th	6-9	2	\$10	\$20 / \$0	11/5	11/19
C15	Medical Coding (for Insurance/Medical Office)	T, Th	6-9	16	\$60	\$60 / \$10	9/15	11/10
C16	Accounting with Quickbooks 2007	M, W	6-9	8	\$30	\$35 / \$0	10/5	10/28
C17	Public Speaking	M	6-8	6	\$15	\$0 / \$5	10/12	11/16
C18	Job Seeking	W	6-9	2	\$10	\$0 / \$5	8/26	9/2
C19	Running a Business in This Tough Economy	M	6-8	4	\$10	\$0 / \$5	9/14	10/5
C20	Basic CAD (Computer Aided Design)	M	6-9	7	\$27	Student buys / \$10	8/24	10/12
C21	Auto Detailing	W	6-10	4	\$20	\$0 / \$10 + Student buys	9/9	9/30
C22	Auto Upholstery	M	6-9	7	\$27	\$0 / \$30 + Student buys	8/24	10/12
C23	Auto Upholstery	M	6-9	7	\$27	\$0 / \$30 + Student buys	10/26	12/7
C24	Lure Making	Th	6-9	7	\$27	\$0 / \$10 + Student buys	9/17	10/29
C25	Freezer Meals	T	6-9	4	\$15	\$0 / \$190	9/8	9/29
C26	Freezer Meals	T	6-9	4	\$15	\$0 / \$190	11/3	11/4

CODE	CLASS	DAY	TIME	SESSIONS	TUITION	BOOKS/FEES	BEGINS	ENDS
CLAREMORE CLASSES								
C27	Oil Painting	T	6-9	8	\$30	\$0 / \$5 + Student buys	9/1	10/20
C28	Painting with Watercolors	Th	6-9	4	\$15	\$0 / \$5 + Student buys	10/29	11/19
C29	Passport To Retirement	W	6:30-9	3	\$49 in advance/\$69 at the door		11/4	11/18
C30	ACT Prep Course for Sept 12th Test	W	6-9	4	\$15	\$0 / \$5	8/19	9/9
C31	ACT Prep Course for Oct 24th Test	W	6-9	4	\$15	\$0 / \$5	9/30	10/21
C32	ACT Prep Course for Dec 12th Test	W	6-9	4	\$15	\$0 / \$5	11/11	12/9
C33	Exploring Antiques	W	6-8	7	\$18	\$0 / \$5	10/7	11/18
C34	Tommy Allsup Fiddle/Guitar Music Camp Beginner	T, Th	6-8	8	\$20	\$0 / \$10	8/25	9/17
C35	Tommy Allsup Fiddle/Guitar Music Camp Intermediate	T, Th	6-8	8	\$20	\$0 / \$10	9/22	10/20
C36	Tommy Allsup Fiddle/Guitar Music Camp Advanced	T, Th	6-8	8	\$20	\$0 / \$10	10/27	11/19
C37	Natural Hoof Trimming	T, Th	6-9	8	\$30	\$25 / Student buys	9/29	10/27
C38	Auctioneering & The Auction Business	T	6-10	10	\$50	\$0 / \$10	TBA	TBA
C39	Dr. Ruth's (Moore) Relationship Rules	Th	6-9	7	\$27	\$0/\$0	9/17	10/29

Cultivate, Nurture, Grow Your Enterprise



We can help!

The Business Development Program

Del McClung, CPA

Northeast Technology Center

Pryor Campus

Phone: (918) 825-5555 or (918) 341-8324

Email: del.mcclung@netech.edu

Website: www.netech.edu



Tommy Allsup Fiddle/Guitar Music Camp

*Tommy will be the instructor for
the Advanced Music Camp.*

About Tommy Allsup... In a music career spanning more than 60 years, Tommy has played over 100 country chart toppers and has worked with artists and groups as diverse as Bob Wills and the Texas Playboys, Buddy Holly and the Crickets, Gene McDaniels, Walter Brennan, Roy Orbison George Jones, Bob Luman, Tanya Tucker, Buddy Knox, Asleep at the Wheel, the Ventures, Kenny Rogers, Jan & Dean, Paul McCartney, May West, Charlie Rich and Willie Nelson.

Now aged 76 he's produced a New Bob Wills CD and is still gigging several months a year, displaying the guitar licks which have made him a true living legend and with no intention of slowing down. Read more about Tommy Allsup at <http://www.westmainproductions.com>.

BUSINESS & INDUSTRY SERVICES

SEMINARS/TRAINING

AGRI-BUSINESS MANAGEMENT

	DAY	TIME	SESSIONS	TUITION	BOOKS/FEEES	BEGINS	ENDS
ABM is a comprehensive, multi year farm and ranch management program. The course features unlimited personal consultation/instruction as well as class meetings. Annual fee for the first year is \$125; subsequent years are \$75. Twelve classes are offered the first year. Fall sessions are:							
Introduction to Economics	Tu	6:30-9	1	N/A	N/A	10/13	10/13
Accounting Principles	Tu	6:30-9	1	N/A	N/A	11/8	11/8
Record Keeping Systems	Tu	6:30-9	1	N/A	N/A	12/10	12/10

Contact Jay Franklin, Agri-Business Management Coordinator, for further information or to enroll in seminar.

Office: 918-257-8324 ext. 3104 ♦ Toll Free: 888-513-2378 ♦ Email: jay.franklin@netech.edu

BID ASSISTANCE

	DAY	TIME	SESSIONS	TUITION	BOOKS/FEEES	BEGINS	ENDS
*Government Contracting 101 - Session I	Th	1:30-3:30	1	N/C	None	10/8	10/8
*Government Contracting 101 - Session II	Th	1:30-3:30	1	N/C	None	10/29	10/29
*Government Contracting 101 - Session III	Th	1:30-3:30	1	N/C	None	11/5	11/5
*Government Contracting 101 - Session IV	Th	1:30-3:30	1	N/C	None	11/19	11/19

Contact Donna Martin, Government Contracting Coordinator, for further information or to enroll in a seminar.

Office: 918-825-5555 ext. 2113 ♦ Toll Free: 888-832-7988 ♦ Email: donna.martin@netech.edu

BUSINESS DEVELOPMENT

	DAY	TIME	SESSIONS	TUITION	BOOKS/FEEES	BEGINS	ENDS
*Cash Flow - <i>Controlling Your Cash Before It Controls You</i>	M	6:30-9	1	\$10	\$10	7/27	7/27
*Business Forecasting - <i>Understand Where You Want to Go & How to Get There</i>	M	6:30-9	1	\$10	\$10	8/24	8/24
*Management Control - <i>What Needs to Be Done, By Whom, & When</i>	M	6:30-9	1	\$10	\$10	9/28	9/28
*Target Marketing - <i>The Key to Success - Focus, Focus, Focus</i>	M	6:30-9	1	\$10	\$10	10/26	10/26
*Time Management - <i>Time Is an Asset - Once Its Gone, Its Gone</i>	M	6:30-9	1	\$10	\$10	11/23	11/23
*Financing - <i>Use & Abuse</i>	M	6:30-9	1	\$10	\$10	12/7	12/7

Classes are free for Business Development Program Participants

Contact Del McClung, Business Development Coordinator, for further information or to enroll in a seminar.

Office: 918-825-5555 ext. 2149 ♦ Toll Free: 888-832-7988 ♦ Email: del.mcclung@netech.edu

MANAGEMENT TRAINING

	DAY	TIME	SESSIONS	TUITION	BOOKS/FEEES	BEGINS	ENDS
*GLMC Supervisor Training	W	8am-11:30	7	\$165	N/A	9/23	11/4

Course Description: This class is designed for new supervisors and will include sessions on Team Building, Problem Solving, Fundamentals of Managing, Communication, Intro to Quality and Conflict in the Workplace.

Contact Bonnie Anderson, Industry Specialist, for further information.

Office: 918-257-8324 ext. 3145 ♦ Toll Free: 888-513-2378 ♦ Email: bonnie.anderson@netech.edu

Contact Tony Cordray, Industrial Coordinator for customized management training.

Office: 918-257-8324 ext. 3103 ♦ Toll Free: 888-513-2378 ♦ Email: tony.cordray@netech.edu

CUSTOMIZED INDUSTRIAL TRAINING

	DAY	TIME	SESSIONS	TUITION	BOOKS/FEEES	BEGINS	ENDS
*Industrial First Aid, CPR, and AED	Th	8-4:30	1	\$50	NC	8/20	8/20
*Industrial First Aid, CPR, and AED	Tu	8-4:30	1	\$50	NC	11/10	11/10
*OSHA 10 For Contractors	Tu	8-4:30	1	\$50	NC	8/18	8/18
*OSHA 10 For Contractors	Th	8-4:30	1	\$50	NC	11/12	11/12

Contact Jerad Girten, Industrial Coordinator, for further information, to enroll in training or if you need customized or onsite training.

Office: 918-825-7040 ♦ Toll Free: 888-458-8895 ♦ Cell: 918-549-0226 ♦ Email: jerad.girten@netech.edu

SAFETY TRAINING

NTC's safety training center is set up to fulfill any safety training needs your company might have. Training can be done at our facility or on site at yours. The following are a few examples of areas we can do safety training in.

- Blood Borne Pathogens
- Confined Space
- Forklift Safety
- Fire Extinguisher
- Hazardous Communications
- Defensive Driving
- Motor Vehicle Accident Prevention
- Personal Protective Equipment
- Fall Protection
- Trenching and Shoring
- Electrical Safety
- Crane Safety
- Back Safety / Ergonomics
- Emergency Evacuation
- Heat / Cold Stress
- Emergency Action Plans
- Accident Investigation
- Training is not limited to just these areas

Contact Jerad Girten, Industrial Coordinator, for further information, to enroll in training or if you need customized or onsite safety & health training for your business.

Office: 918-825-7040 ♦ Toll Free: 888-458-8895 ♦ Email: jerad.girten@netech.edu

Full tuition will be charged to ALL students enrolled in classes denoted by *