ATI Flat Rolled Products
Local Joint Committee
&
The United Steelworkers
ICD Learning Center
presents

Spring 2019
ICD Course Catalog

Brackenridge - NHO - Vandergrift
YOUR LOCAL JOINT COMMITTEE FOR CAREER DEVELOPMENT IS PLEASED TO PRESENT TO YOU THE SPRING 2019 COURSE CATALOG!

How Does Your $3,800/year Allowance Break Down:

**Tuition Assistance Allowance: (ex: Lenape Tech, CCAC, WCCC)**
A maximum of $1,800 per year is available to each employee. These funds can be applied to tuition assistance and books. Contact Joe McAninch for tuition assistance requests.

**Customized Class Allowance: (ex: C&C, Upholstery)**
A maximum of $2,000 per year is available to each employee. When registering for customized classes, please note any special registration requirements. Penn Foster (Online Learning) registration must go through Joe McAninch.

**NOTE:** A Customized Classes & Tuition Reimbursement Application must be fully completed for registration and reimbursement. Please remember to attach any necessary receipts/invoices. A copy of the new form and policy is included in the catalog for your convenience. Please return the form to the ICD Office in Brackenridge by mail or email (ICDoffice@ATImetals.com).

**Contact Information:**
Joe McAninch
Cell Phone: (724) 713-7433
Email: joeruthmac@yahoo.com
Brackenridge Union Hall Hours - Wednesdays 1:30-4:30PM (724-224-9000)
Leechburg Union Hall Hours - Tuesdays 1:30-4:30PM (724-845-1479)

**Your Local Joint Committee**
Matt McIntyre, Local 1138
Todd Cyphert, Local 1138-1
Chris Cummings, Local 1196
Betty Ament, Local 1196-1
Meghan Ambrose, ATI Flat Rolled Products

Thank you for making the Career Development program a success!
New Class Idea?

Have you ever thought of a class you would like to take?

Some of the most popular classes have been created by an idea from a student. Find four likeminded students and let us know! We will find a teacher and site to run the class.
Stay Connected Through Our Facebook Page!!!

Know about upcoming classes!

Read about the experiences of other employees!

See projects that were created!

Find us by typing in the URL above or by searching ICD ATI on Facebook!
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Computer Courses are held at the Brackenridge ICD Learning Center

3RiversPC Computer Courses

Class Times
8:30AM, 11:45AM, & 4:30PM

Due to employee scheduling conflicts, the instructor can sometimes work you in between classes on alternative days. If you have a scheduling conflict, call the computer lab at (724) 904-7756

A minimum of 5 students are required for a computer class. Sign up!

Windows 10 Advanced
Tuesdays February 12th—March 5th (4 Weeks)

Laptop Repairs
Thursdays February 14th—May 2nd (12 Weeks)

Drives and Cloud Computing
Tuesdays March 12th—April 2nd (4 Weeks)

Wix Websites
Mondays March 18th—May 6th (8 Weeks)

Intro to 3D Printing
Tuesdays April 16th—May 21st (6 Weeks)

OneDrive

To Enroll: Call Joe McAninch at (724) 713-7433 and leave your name, phone number (no work numbers) and the course you would like to take. The computer classes are the only classes that do not require completion of a Customized Classes & Tuition Reimbursement Application.
3RiversPC Computer Course Overview

Windows 10 Advance—4 Weeks
*Tuesdays, February 12—March 5, 2019*
In this class we will cover advanced features such as drive images, changing drive partitions and using utilities, such as system restore, and many of the advanced functions in Windows 10.

Laptop Repairs—12 Weeks
*Thursdays, February 14—May 2, 2019*
In this brand new course we will learn how to change drives, laptop screens, and Wi-Fi cards. As well as cleaning the dust and dirt from the insides of your laptop, especially the fan which frequently becomes clogged with lint and dust and can cause overheating issues. We will also cover installing operating systems, the new way with flash drives and images off of the Internet.

Drives and Cloud Computing—4 Weeks
*Tuesdays, March 12—April 2, 2019*
In this class we will cover backing up your computer to the cloud using Microsoft’s One Drive and Google Drive. Cloud back up’s are becoming more prevalent, especially since today’s new computers are no longer coming with CD-ROMs.

Wix Websites—8 Weeks
*Mondays, March 18—May 6, 2019*
If you’ve ever wanted to make your own website but found HTML daunting and impossible to navigate come and learn how to easily create a custom website with a few mouse clicks.

Intro to 3D Printing—6 Weeks
*Tuesdays, April 16—May 21, 2019*
This is a new class that will teach you the basics of how to use a 3D printing. We will explore this new and exciting technology and learn some of the neat things you can re-create or create new.
Students will learn how to reupholster, cut fabric, tie springs and do frame repair. Other skills to be learned include: hand sewing, machine sewing, antique restoration, reupholstering dining room and living room chairs, love seats, and ottomans. Students can also work on a custom project.

Each student is responsible for purchasing all fabric and supplies necessary for their projects. All supplies can be purchase through the instructor.

Classes held at the ICD Learning Center - Brackenridge

Enrollment is on a first come, first serve basis

To Enroll:
1. Complete the customized classes and tuition assistance reimbursement application and submit to the ICD Office in Brackenridge.

2. Call Joe McAninch at (724) 713-7433. Leave your name, phone number (no work numbers), and the name of the course.
Scuba Diving Course

Cost of class $395
Cost of class will be deducted from your tuition amounts.

- Class can be taken at your convenience
- This all inclusive class features classroom instruction, confined and open water instruction
- Upon completion of course you will receive a PADI open water certification card that enables you to dive in any water and purchase any diving equipment

If interested contact Scott Camerlo at Scott’s Scuba
Phone: (724) 295-3500
Email: divein@consolidated.net

To Enroll:
1. Complete the customized classes and tuition assistance reimbursement application and submit to the ICD Office in Brackenridge.
2. Call Joe McAninch at (724) 713-7433. Leave your name, phone number (no work numbers), and the name of the course.
Maintenance Preparation Training

Segment 1 – General Maintenance (75 hours)
Skilled-Trade Safety, Industrial Math, Energy Force and Power, Common Hand Tools

Segment 2 – General Maintenance (85 hours)
Precision Measuring Instruments, Power Tools, Electrician's Tools, Plumber's Tools, Print Reading, Layout Math

Segment 3 – Mechanical Maintenance (140 hours)
Pipe and Welding Drawings, Sketching, Sheet Metal Basics, Preventative Maintenance, Bearings and Seals, Lubrication, Mechanical Power Transmission, Hydraulic Power Basics

Segment 4 – Mechanical Maintenance (130 hours)
Hydraulic Components and Controls, Advanced Hydraulics and Pneumatics, Pipes Fittings and Valves, Predictive Maintenance, Problem Solving and Troubleshooting

Segment 5 – Mechanical Maintenance (105 hours)
Fundamentals of Welding and Cutting, Shielded Metal Arc and Mig Welding, Welding Techniques, Rigging Equipment and Practices

Segment 6 – Electrical Maintenance (70 hours)
AC and DC Principles, Circuit Analysis, Ohm’s Law, Inductors, Capacitors, Motor and Generator Basics

Segment 7 – Electrical Maintenance (70 hours)
Troubleshooting with VOMs, Conductors and Conduit, Industrial Boxes and Raceways, Industrial Electrical Devices, Connecting Equipment, Relay Ladder Logic, Contactors and Solenoids

Segment 8 – Electrical Maintenance (125 hours)
Electrical Blueprint Reading, Wiring Practices, Grounding, Communications Wiring, Industrial DC and AC Motors, Motor Control Technologies

Segment 9 – Electrical Maintenance (80 hours)

Per Segment Cost = $1000 ------- Enrollment Process:

• Choose your Penn Foster Maintenance Segment. All training is provided as printed books and is also available online.

• Fill out your ICD approval form, including a phone number and email address.

• Penn Foster will generate and email a diagnostic pretest to the member's email address. In this email we'll include instructions for taking the pretest and returning it for evaluation.

• After evaluating the pretest, Penn Foster will let the member know (by email) which training topics were excused by the test, and give them a chance to select an equal number of replacement training topics to take their place. Member must respond to the email with a selection of replacement training topics to complete the enrollment process.

• After member is enrolled in customized training, he or she receives training materials in about one week.

For complete segment lists and more information --- see Joe McAninch

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E-Learning
Learn at your own pace!

Have you ever wanted to learn another language? Rosetta Stone offers 28 foreign language programs that you can learn at your own pace!

Visit [www.RosettaStone.com](http://www.RosettaStone.com) to purchase your copy of the program today!

- Arabic
- Chinese (Mandarin)
- Dari
- Dutch
- Filipino (Tagalog)
- French
- German
- Greek
- Hebrew
- Hindi
- Indonesian
- Irish
- Italian
- Japanese
- Korean
- Latin
- Pashto
- Persian (Farsi)
- Polish
- Portuguese
- Russian
- Spanish (Latin America)
- Spanish (Spain)
- Swahili
- Swedish
- Turkish
- Urdu
- Vietnamese

Want to know how to build a website, create 3D animation, or learn how to edit photos and videos using the latest editing software? Go to [www.Lynda.com](http://www.Lynda.com) and find a program that interests you!

All E-Learning programs must be purchased using your own money. Submit a Customized Tuition Reimbursement form AND a copy of proof of purchase to the ICD office and be refunded for your purchase up to $1,800.
ACCEPTING ENROLLMENTS STARTING 1-22-19 AT 8AM
WILL NOT ACCEPT ENROLLMENTS BEFORE THAT DATE
CALL JOE McANINCH AT 724-713-7433 OR EMAIL
JOERUTHMAC@YAHOO.COM

Class Date:  Tuesdays, Feb 5th through Feb 26th, 2019
Class Times:  9am or 4:30pm
Class Location:  ARNOLDS HARDWARE

MAKE STAINED GLASS HEARTS, WINDOW POCKETS OR A THREE DIMENSIONAL CACTUS OR SUCCULENT. YOU WILL LEARN HOW TO CUT, GRIND AND SOLDER TO MAKE THESE ONE OF A KIND PROJECTS TO TAKE HOME.

GREAT GIFTS!!
SOUPS ON!

Everyone loves soups & stews—but how best to prepare these sometimes challenging dishes. Come to class to learn tips, techniques and equipment needed to make tempting soups & stews. We will start with homemade stock, and move on to creams, bisques, chowders, noodle and much more. You will learn to make family favorites like Chicken Noodle Soup and Irish Stew.

STUDENT TUITION IS $350 PAID FOR THROUGH YOUR ICD FUNDS

OPTIONAL PURCHASE:
- 7 in 1 Chopper Pro by Fullstar
- Farberware 16 Quart Covered Stockpot
- NoCry Cut Resistant Gloves
  for $40 plus tax

Class Dates: Tuesdays, March 5th through March 26th, 2019
Class Times: 9am OR 4:30pm
Class Location: USW LOCAL 1196 UNION HALL

ACCEPTING ENROLLMENTS STARTING 2-19-19 AT 8AM
WILL NOT ACCEPT ENROLLMENTS BEFORE THAT DATE
CALL JOE MCANINCH AT 724-713-7433 OR EMAIL
JOERUTHMAC@YAHOO.COM

CLASS WILL BE FILLED ON A “FIRST COME FIRST SERVE”
CLASS LIMITED TO 20 STUDENTS!

Offered by C & C Operations, LLC  Jim Balina and Carol Fuller 1-248-860-1076
Generac Speedwash Generac 2900 psi

Gasoline 2.4 gpm Pressure Washer Gasoline

- PowerDial™ ergonomic spray gun allows you to easily adjust the pressure needed between four different tasks – car, wood, concrete and soap – at your fingertips
- Turbo nozzle attachment with rotating pinpoint stream is designed to remove stubborn dirt and grime off tough surfaces 30% faster than standard nozzles
- Soap Blaster attachment sprays soap 3X farther than a standard nozzle tip to penetrate tough stains and improve cleaning results?
- 30 foot high pressure flex hose, most flexible hose in the industry; kink resistant, non-marring
- Powerful Generac 196cc OHV engine delivers maximum cleaning performance
- Horizontal axial cam pump with easy-access hose connections alleviates kneeling on the ground to connect hoses
- Includes 4 quick-change nozzle tips: 0°, 25°, 40° and soap

STUDENTS CAN PURCHASE FOR $200 plus tax UPON COMPLETION OF COURSE

Student tuition is $550 paid for through your ICD funds

Class Dates: Mondays, March 18th through April 15th, 2019
Class Times: 9am to 12pm OR 4:30pm to 7:30pm
Class Location: Arnolds Hardware
3025 Freeport Road
Natrona Heights, PA 15065

ACCEPTING ENROLLMENTS STARTING 3-11-19 AT 8AM
WILL NOT ACCEPT ENROLLMENTS BEFORE THAT DATE
CALL JOE McANINCH AT 724-713-7433 OR
EMAIL AT JOERUTHMAC@YAHOO.COM

CLASS WILL BE FILLED ON A “FIRST COME FIRST SERVE”
CLASS LIMITED TO 18 STUDENTS!

Offered by C & C Operations, LLC  Jim Balina and Carol Fuller 1-248-860-1076
“HOT & COLD SMOKING”
Learn the craft of salting, smoking & curing and introducing cold smoking. We will be cold smoking fish, cheese, spices, salts & much more!

Students that complete the class will have an option to purchase one of two “kit” choices at a discounted price.

Class Dates: Thursdays, May 2nd through May 23rd, 2019
Class Times: 9am OR 4:30pm
Class Location: Arnolds Hardware
Student Tuition is $425 paid for through ICD Funds

NEW INSTRUCTOR!!

ACCEPTING ENROLLMENTS STARTING 4-18-19 AT 8AM WILL NOT ACCEPT ENROLLMENTS BEFORE THAT DATE CALL JOE MCANINCH AT 724-713-7433 OR EMAIL JOERUTHMAC@YAHOO.COM

Offered by C & C Operations—Jim Balina and Carol Fuller 1-248-860-1076
MOSAICS

Get ready for spring by mosaic-ing a terra cotta planter set. Learn to shape and break glass and found object to create a colorful addition to your planter. Finish by grouting and sealing for an all weather pot.

NO EXPERIENCE NECESSARY!

ELIZABETH FORTUNATO WILL BE YOUR INSTRUCTOR!

Class Date:  Tuesdays, May 7th through May 28th, 2019  
Class Times:  9am or 4:30pm  
Class Location:  Arnolds Hardware

ACCEPTING ENROLLMENTS STARTING 4-23-19 AT 8AM  
WILL NOT ACCEPT ENROLLMENTS BEFORE THAT DATE  
CALL JOE McANINCH AT 724-713-7433 OR EMAIL  
JOERUTHMAC@YAHOO.COM

Offered by C & C Operations, LLC  Jim Balina and Carol Fuller 1-248-860-1076
ATI ALLEGHENY LUDLUM presents . . . .

**BASIC MOTORCYCLE MAINTENANCE**

Class Dates:  Wednesdays, May 22nd through June 26th, 2019  
Class Times:  9am or 4:30pm  
Class Location:  Arnold’s Hardware  

Student Tuition is $495 paid for through your ICD funds

LEARN ABOUT FUEL & IGNITION SYSTEMS, ELECTRICAL SYSTEMS, ENGINES, BRAKING SYSTEMS, EXHAUST SYSTEMS, AND FRAMES, SUSPENSION & CHAINS PLUS MUCH MORE!

ACCEPTING ENROLLMENTS STARTING 5-8-19 AT 8AM  
WILL NOT ACCEPT ENROLLMENTS BEFORE THAT DATE  
CALL JOE MCANINCH AT 724-713-7433 OR EMAIL JOERUTHMAC@YAHOO.COM

CLASS OFFERED BY C&C OPERATIONS 248-860-1076
Refrigerator not working? Dehumidifier, Window Air Conditioner, Ice Machine, Chest Freezer or Pop Cooler not working? Don’t throw it out, bring it in and learn how to trouble shoot and repair. Students will learn Refrigeration theory; understanding Schematic and pictorial drawings with hands on approach.

When: March 4—March 30, 2019

Days/Times: Monday and Tuesday from 4:30p-7:30p; Make-Ups on Saturday’s from 8a-11a

Where: Leechburg Union Hall

To Enroll:
1. Complete the customized classes and tuition assistance reimbursement application and submit to the ICD Office in Brackenridge.
2. Call Joe McAninch at (724) 713-7433. Leave your name, phone number (no work numbers), and the name of the course.
WE ARE PROUD TO ANNOUNCE THAT YOU CAN USE YOUR GI BILL® BENEFITS FOR THE FOLLOWING:
HVACR Fast Track
WELDING Fast Track
MACHINING Fast Track

Lenape Adult Education is committed to helping adults achieve educational and career goals by providing convenient and affordable learning opportunities:

- Evening Career Development Programs & Courses
- Online Learning
- Business & Industry Training Solutions
- Personal Enrichment
- Industry Certification Training

Our programs allow students to explore new areas and develop new abilities for either personal or professional reasons - all for a reasonable investment of time and money and in a friendly yet challenging atmosphere.

Enroll in one of our classes today and see for yourself!
Individual Trade & Industry Classes Winter/Spring 2019:

PA State Inspection Certification Training - Class size limited. $185.00 for first category; all others at an additional reduced cost if taken at the same time. Recertification refresher only: $50

Session 1: Feb 18 - Mar 4 5:30-9:30PM
Session 2: Apr 1– 15 5:30-9:30PM
Session 3: May 6 – 20 5:30-9:30PM
Classes meet Monday & Wednesday nights
Pre-registration required.  
Call for details

WE ALSO OFFER PA STATE INSPECTION RECERTIFICATION TRAINING! PHONE 724-763-5915 FOR DETAILS

HOW TO BUILD A CUSTOM MOTORCYCLE

Are you experienced in fabrication? Have you always wanted to learn how to build your own custom motorcycle from the frame up?

Utilizing basic and advanced fabrication methods, this class will teach you the skills to assemble a rigid motorcycle frame and other components, and an understanding of how to do what it takes to complete a custom motorcycle, which the class will build.

Class will be taught by Pauly Covel, who owns and operates his own custom cycle shop in Indiana County, and was featured in the August 2017 edition of Pittsburgh Moto magazine.

Mondays 5:30-8:30pm Feb 4—April 22, 2019 $379
Class limited to 12 students—please phone for registration details

Advanced Welding  
Tuesdays 5:30-9:30pm (48 hrs) Feb 5 – Apr 30 $625

Welding III: TIG & MIG  
Thursdays 6-9pm (30 hrs) Feb 7 – Apr 18 $625

Basic Weld Inspection—Prepare to become a CWI!
Thursday 6- 9:00 PM (12 hrs) Apr 25—May 16 $395

Computer Numerical Control (CNC) Programming I (Mill)  
Course will provide the knowledge and skills necessary for developing two-dimensional (2D) and three-dimensional (3D) Computer Numerical Control (CNC) milling programs. Emphasis on the use of computer aided manufacturing (CAM) milling software to generate tool paths from part geometry. CNC Code structure and modification will also be addressed for developing well organized and effective programs. This course will benefit the working machinists, tool and die makers, students entering the manufacturing field, and entry-level CNC programmers. (30 hrs)
Mon/Wed 5:00-8:00pm April 22 – May 22 $589

CAM II 3D/Solid Modeling/Turning  
Students will learn how to use Mastercam to create 2D Geometry, 2D Milling Toolpaths and how to use the Work Co-ordinate System; How to use Mastercam's new High Speed Toolpaths; How to import a Solid Model from SolidWorks, Inventor and Creo and use Mastercam's solid chaining features; and how to use Mastercam to create 3D Surface Models, Solid Models and 3D Surface Machining Toolpaths. (30hrs)
Tuesdays 5:00-8:00pm March 12 - May 21 $589

Small Engine Repair  
Tuesdays 6-9pm (30 hrs) Mar 12 – May 21 $229

Electrical Fundamentals Includes Text/materials/meter  
Mondays 6-9pm (30 hrs) Feb 25 –April 29 $525

Understanding & Interpreting Electric Schematics  
Tuesdays 6-9pm (18 hrs) Mar 5—Apr 9 $375

Fundamentals of HVAC/R Includes Text/materials  
Thursdays 6-9pm (30 hrs) Feb 21– May 2 $625

EPA 608 Certification Review & Exam  
5 nights 5-8pm (12 hrs) May 9-16 $179

OSHA 10 General Industry Training  
Mon-Wed 5:00-8:30pm (10hr) May 20-22 $199

Applied Math for Industry  
Wed 5:30-7:30pm Feb 20—May 8 $169

This 24 hr blended course will prepare students to understand math as it relates to industry. Takes place both on campus & online.

ONLINE CLASSES

Introduction to SQL  
Learn the key concepts of Structured Query Language (SQL), and gain a solid working knowledge of this powerful and universal database programming language. Downloads and instructions for Microsoft Access and SQL Server available in the course.
ONLINE $115

Project Management Fundamentals  
Gain the skills you'll need to succeed in the fast-growing field of project management.
ONLINE $199

Introduction to PC Security  
Learn why you're at risk and what you can do to protect your precious personal and business data from the outside world.
ONLINE $115

https://www.ed2go.com/lenape
Workplace Culture & Environment  Tues  5:30-8:30PM  4/16-5/7/2019 $99
Understanding workplace culture with respect to verbal & nonverbal
communication, confidence & attitude, as well as business ethics and etiquette.
Resumes, cover letters, interviewing prep will also be covered. 12hrs.

Medical Law & Ethics  Tuesdays  6:00-9:00PM  3/5-4/9/2019 $259
Designed to introduce the legal side of the medical office and provide a founda-
tion of law to be used as a guide against which individual behavior may be
measured. It will expose the student to legal concepts of standard care, scope
of employment, criminal and civil acts, contract, negligence and ethical concepts
18 hrs.

Basic Computer Literacy  Fridays  9:00am—12:00pm  4/5-26/2019 $99
Learn basic computer skills using Windows. Use of operating system, file sys-
tem, hardware and common software including Microsoft Office, security, &
Internet use. Perfect class for first-time Seniors! 12 hrs.

Supervision & Management Series  Online – classes start monthly $174
Recently been promoted to a supervisor or management position? Want to
learn how to become a more effective manager? This course will help you
master the basics of business by learning the language of management. Learn
how to make a successful transition from employee to manager, learn the skills
required to delegate responsibility and motivate your employees, and learn how
to solve problems and resolve conflicts so you can accomplish your job more
effectively. 48 hrs.

Intermediate Microsoft Excel  Take your Excel skills to the next level! Master
charting, PivotTables, Slicers, Sparklines, and other advanced features of
Microsoft Excel 2016 24hrs. Online—classes run monthly $129

Presentation Skills Suite  Even beginners will find it easy to learn everything
you need to know to master public speaking, create PowerPoint presentations,
and incorporate humor into your presentation delivery. 72 hrs.

Online – classes run monthly $261

Estate Planning & Guardianships—Your Legal Questions Answered!
Every adult should have an advance medical directive (living will) and durable
powers of attorney for health care and for finances. Join us for this informative
question and answer session examining the duties and responsibilities of guardi-
anship, understand the guardianship process and what help is available to you to
make sure your relative is taken care of and that his assets are not lost or deval-
ued in the event of incapacity. Tues  4/30/2019  5:30-7:30 $29

ServSafe® Manager Certification
ServSafe Manager is a food safety program providing high-quality
food safety education and training for the restaurant and foodservice
industry. Learn about foodborne illness, how to prevent it and how
to train employees in food sanitation. Earn nationally accredit-
ed food safety certification from the National Restaurant Association
in this one day class. Registration includes exam fee, text and lunch.
Add $6 if textbook mailing is required.

INSTRUCTORS WANTED:
Do you have a special skill or talent that you would like to share with the
community? Lenape Tech Adult & Continuing Education continues to search for
instructors wanting to teach personal enrichment and/or community education
courses, day or evening. Phone 724-763-5915 for more information.

Home Owner 101—NEW! Tues/Thurs  6-8pm  3/19-3/26/2019 $49
Designed for new, first time homeowners, this class will provide you general
knowledge helping you recognize and becoming familiar with major equipment,
such as furnace filters, water and gas intake, emergency shut off valves, breaker
panel, general maintenance values. Also covered: wall hanging applications,
locks and doors, & security. Students will participate in discussion and light
hands-on repair. 8hr.

DIY Home Maintenance   Wed  6-8pm  3/27-5/15/2019 $99
Are you feeling inspired by the latest DIY craze? A complete remodel may not be the
place for the novice DIYer to begin, but every homeowner should learn some basic
home improvement skills! Register for this 8 week session to learn the DIY
basics of electrical, plumbing, and carpentry! 16hr.

Learn to Belly Dance!  Thurs  6:30-7:30PM  3/21-4/25/2019 $59
Belly dancing is an intriguing dance; it is beautiful, enchanting, & hypnotic. Learn
traditional belly dance set to both traditional belly dance music and modern pop.
Also learn about musicality, theory and history of this beautiful ancient art form.
You will also be doing something that will help you to stay in shape! 6hr.

Advanced Crocheting  Wed  6:00-8:00PM 3/6–4/10/2019 $69
Get set for crocheted success at every step! Expand your stitching skills as you
create fun projects. Move confidently beyond the basics and start exploring the
breathtaking possibilities new crochet techniques have to offer. Supply list for
students will be provided the first night of class. 12 hrs.

Discover Sign Language  ONLINE $99
In this course, you’ll discover how to use this graceful, expressive language to
communicate.

Women’s Health Bundle $240
This course combines Perinatal Issues, Violence Prevention and Awareness, and
Women’s Health Issues as you learn about the well-being of women, women’s
rights, and empowerment.
**CDL Driver’s Training**

*Classes Start Monthly*

Truck drivers have a great deal of freedom – the freedom to choose the job they want, the firm they want to work for, and the type of equipment they want to drive, home time, and the opportunity to become an owner-operator. These are added benefits that go along with the high demand for CDL drivers.

**ENTRY LEVEL**

**HVACR FAST TRACK**

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<td>Applied Math for Industry</td>
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<td>Interpreting &amp; Understanding</td>
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<td>Electrical Schematics</td>
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<td>Fundamentals of HVACR</td>
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<td>Workplace Culture &amp; Environment</td>
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<td>OSHA 10 General Industry</td>
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<td>Esco EPA 608 Certification Review &amp; Exam</td>
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<td><strong>TOTAL PROGRAM HOURS</strong></td>
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**SPRING TERM 2019**

| Program Tuition                                  | $2089.00 |
| Program Application Fee (non-refundable)         | $25.00   |
| **Program Total**                                | **$2114.00** |

**Discounted Program Total if paid in full at least 2 weeks in advance**

**SPRING TERM 2019**

In Lenape Adult Education’s HVACR track, you’ll acquire real-world skills, get hands-on training and benefit from an individualized focus. Additionally, you will learn about common mechanical, electrical, and electronic components such as motors, compressors, fans, switches and thermostats. ESCO EPA 608 certification testing and OSHA 10 for General Industry training included in program. **Program runs twice a year and takes approximately 4 months to complete.** Please refer to program brochure or our website for more program details. **Spring run dates:** Feb 6 - May 22, 2019

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**CDL Driver’s Training**

CLASS A CDL - 160 Hour Program: $5000.00
CLASS A CDL - 200 Hour Program: $5500.00
CLASS A CDL - 240 Hour Program: $6500.00
CLASS A CDL - 280 Hour Program: $7500.00 *
*Includes oil & gas industry training
80 hour Refresher training only $2255†
†with valid permit/license & DOT physical
Testing Only (with valid permit): $225.00

**STUDENTS ARE RESPONSIBLE FOR PERMIT, ENDORSEMENTS, DRUG SCREEN AND DOT PHYSICAL. These fees may vary. †Drug screen fee included in 80 hour Refresher Training only.**

**ALL PROGRAMS INCLUDE MAP READING, TRIP PLANNING, HOURS OF SERVICE AND CSA COMPLIANCE AND TESTING**

Entrance Requirements: Individual must be at least 18 years of age, have an acceptable Motor Vehicle Record, pass a DOT physical prior to the first day of class; and DOT drug screen.

Students receive classroom training and drive time in actual tractor trailer trucks with senior driver instructors. Call 724-763-5916 or 1-800-726-2129 for enrollment details.

*Program Application Fee is non-refundable. †A $50.00 late registration fee will be charged for tuition that is not paid in full at least 2 weeks prior to the start of the first class. Student MUST maintain an overall program grade (attendance and course work) of 80% or better to qualify to take certification testing.*
ENTRY LEVEL

Phlebotomy Technician Training

PROGRAM TRAINING INCLUDES:

- Phlebotomy Core Training 48 hours
- Medical Law & Ethics 18 hours
- Computer Skills for the Workplace (online) 24 hours
- Workplace Culture & Environment 12 hours
- Clinical Rotation 100 hours

Tuition and Fee Schedule:

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<tr>
<th>Item</th>
<th>Amount</th>
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<tr>
<td>Program Tuition†</td>
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<td>Program Application Fee*</td>
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<td>Late Registration Fee**</td>
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Additional Optional fees may apply:

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<th>Item</th>
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<tr>
<td>Health Insurance</td>
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<td>Clearances</td>
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<td>Physical - Including immunizations</td>
<td>Varies</td>
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<td>Drug Screen</td>
<td>$30</td>
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<tr>
<td>ASCP Certification Exam</td>
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</table>

With 102 hours of blended classroom and online learning combined with 100 hours in multiple clinical settings gaining hands-on experience, the benefits of attending the Phlebotomy Technician certificate program through Lenape Tech's Adult and Continuing Education are: Affordability. Program completed in just a few short months, Small class sizes, Opportunity for certification, and Employers actively recruit from our programs. Blended program includes campus classes on Monday, Tuesday & Thursday evenings, as well as an online component. Clinical Rotation requires daylight hours. Text/materials included. Background clearances, and other prerequisites must be satisfied prior to first night of class at student’s expense. Student is provided lab coat and student photo ID with paid tuition.

Spring Session: Feb 21 – May 16, 2019, 5:30-9 pm.

ENTRY LEVEL

EKG Technician Training

PROGRAM TRAINING INCLUDES:

- EKG Core Training 50 hours
- Computer Skills for the Workplace 24 hours

Tuition and Fee Schedule:

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Additional Optional fees may apply:

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<td>ASPT Certification Exam Fee</td>
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EKG technicians are noninvasive technicians who specialize in electrocardiography. They are also known as cardiographic technicians or electrocardiograph technicians. An electrocardiogram, or EKG, monitors a patient’s heart by tracing electrical impulses given by the heart. They help the physician diagnose cardiovascular problems.

Offered in cooperation with Health Education Today, Inc., this comprehensive 74 hour EKG Technician Certification Program prepares students to function as EKG Technicians and to take the ASPT – Electrocardiograph (EKG) Technician exam and other National Certification Exams. This course will include important practice and background information on anatomy and physiology of the heart, medical disease processes, medical terminology, medical ethics, legal aspects of patient contact, electrocardiography and stress testing. Additionally, students will practice with EKG equipment and perform hands on labs including introduction to the function and proper use of the EKG machine, the normal anatomy of the chest wall for proper lead placement, 12-lead placement and other clinical practices.

Similar to other growing healthcare professions, the demand for EKG Technicians is expected to continue to grow substantially. The U.S. Bureau of Labor Statistics (www.bls.gov) has projected a 24% employment growth between 2008-2018 due to an aging population and the high occurrence of heart disease in the United States.

Some background in the healthcare field is a desired prerequisite. This class is intended to be an add-on for someone currently working in a healthcare setting.

Spring Program runs March 19—May 9, 2019, 6-9:30pm.

*Program application Fee is non-refundable. ** A $50.00 late registration fee will be charged for tuition that is not paid in full at least 2 weeks prior to the start of the first class. † There is a program tuition discount offered to those students who pay tuition in full at least 2 weeks prior to the start of the first class.
**Tuition and Fee Schedule:**

Program Tuition $3125
Program Application Fee $25
Late Registration Fee $50

Additional Optional fees may apply:

- Health Insurance/Physical Including immunizations Varies
- Clearances $20
- CPR Varies
- Uniforms/Lab Coat Varies
- Drug Screen $30

This program will train students to assist physicians by performing functions related to the clinical responsibilities of a medical office. Instruction includes preparing patients for examination & treatment, routine lab procedures, diagnostic testing, technical aspects of the cardiac life cycle; includes 194 hours of classroom lecture/hands on labs plus clinical externship opportunity. To be eligible for clinical rotation, students must successfully complete 194-hour academic program, submit to a thorough background check, drug screening and other requirements. Note: Upon successful completion of this program, students are eligible to sit for the National Healthcareer Association (NHA) Certified Clinical Medical Assistant (CCMA) national examination. Incoming students are encouraged to be CPR certified prior to clinical rotation start. Program runs Feb 4-May 18, 2019, 3 evenings a week. Clinical Externship immediately follows classroom training and requires daylight hours. Refer to program schedule for specific days/times.
The future of your organization depends on an educated workforce. A knowledgeable staff fuels innovation and productivity.

Starting with a strategic approach to your training goals, Lenape Adult & Continuing Education can help you map out achievable short and long term plans that fit your budgetary needs, excite your learners and achieve your training objective.

Call 724-763-5915 to discuss your organization’s training needs today!

Preparing today’s workforce for tomorrow’s opportunities

Career Training for Individuals
Customized Training for Industry

24/7 Access • All classes start new every month
Certificate of completion • 6-week format • Average 24 work hours
Discussion boards • Mobile accessible

Enroll or view all our online courses at: www.ed2go.com/lenape

LENAPA TECH ADULT EDUCATION
2215 Chaplin Ave. Ford City, PA 16226
Tel 724.763.5916 Fax 724.763.3073
www.lenanetech.net
Keystone Diesel: The Truck Driving School

CDL Licensing Course

◊ Receive your Commercial Driver’s License - Class A
◊ If you already have a Class B License, upgrade to a Class A
◊ Day / Evening / Weekend Classes
◊ Flexible Training Schedule

All Applicants:
- Must pass DOT physical and drug test
- Must hold valid PA driver’s license
- Must be able to read, write, and speak English

Training Times (October, November, December)
Cost = $2,000
Classroom Training is 2 weeks in length
Topics Covered: General Knowledge, Combination Vehicles, Air Brakes, Doubles and Triples, Tankers, and Hazardous Materials
Endorsements and Log Books

Skills Training Times (January, February, March)
Cost = $2,000
Skills Training is 2 weeks in length
Topics Covered: Various Backing Maneuvers, On the Road Exercises Needed to Pass CDL Testing Requirements

Applicant Costs:
DOT Physical and Drug Test = $150.00
CDL Learner’s Permit = $30.00-80.00

To Enroll:
1. Complete the Customized Classes & Tuition Assistance Reimbursement Application and submit to the ICD Office in Brackenridge.
2. Call Joe McAninch at (724) 713-7433. Leave your name, phone number (no work numbers) and the name of the course.

Training Today For A Better Tomorrow
Heavy Equipment Operator Training

To Enroll
1. Complete the Customized Classes & Tuition Assistance Reimbursement Application and submit to the ICD Office in Brackenridge.
2. Call Joe McAninch at (724) 713-7433. Leave your name, phone number (no work numbers), and the name of the course.

- Heavy Construction Program - Backhoe, Dozer, and Excavator
- Municipal and Residential Program - Backhoe Only
- Utility Line Program - Backhoe and Excavator
- Heavy, Residential and Utility Program - Backhoe, Dozer, and Excavator

Classes conducted by Tack Operator Training, LLC, located in Butler County, PA. Four on-site heavy equipment construction programs are offered.

Students receive one-on-one instruction with full time spent on the heavy equipment. Programs range from a 48 hour - 4 week program to a 160 hour - 10 week program.
Course Offerings

- Automotive Training
- Building Technology
- Combination Welding
- Industrial Maintenance
- Commercial Truck Driving
- Construction Trades
- Diesel and Heavy Equipment Repair Technology
- Electrical Technology
- Heavy Equipment Operators
- Machinist Technology
- Motorcycle & Power Equipment Technology
- Refrigeration/AC Technology
- Industrial maintenance With Wind & Solar Technology

For details on courses offered, contact Jim Cateline at New Castle School of Trade at 1800-837-8299 or online at www.ncstrades.edu

To Enroll
1. Complete the Customized Classes & Tuition Assistance Reimbursement Application and submit to the ICD Office in Brackenridge.
2. Call Joe McAninch at (724) 713-7433. Leave your name, phone number (no work numbers), and the name of the course.
Northern Westmoreland Career & Technology Center

Sample Course Offerings:
- Computers
- Software
- Business
- Automotive

For details on courses offered, contact Jill Awes at Northern Westmoreland CTC at (724) 335-9389 ext. 214 or visit www.nwctc.k12.pa.us
Experience the convenience of learning at home, at your own pace. You can study online, in print, or a combination of both. Expert instructors and helpful support staff are just a phone call or email away. The accredited Penn Foster Career School offers the affordable and complete educational experience that can prepare you for a better future. Below is a sample of the programs offered.

**School of Trade**
- Career Diploma
  - Appliance Repair
  - Carpenter
  - Dog Obedience Trainer
  - Electrician
  - Furniture/Cabinet Maker
  - Gunsmith
  - Home Inspector
  - Home Remodeling/Repair
  - HVAC Technician
  - Jewelry Design & Repair
  - Landscaper
  - Locksmith
  - National Electric Code
  - Pet Groomer
  - Plumber
  - Residential Electrician
  - Small Engine Repair
  - Travel/Tourism Specialist

**School of Technology**
- Assoc. in Specialized Business Degree
  - Electronics Technician
  - Forensic Computer Examiner
  - Internet Marketing
  - PC Fundamentals
- Career Diploma
  - Electronics Technician
  - PC Maintenance & Repair
  - PC Specialist
  - Telecomm Technician
  - Web Page Designer

**School of Business**
- Assoc. in Specialized Business Degree
  - Accounting
  - Business Management
  - HR Management
  - Internet Marketing
  - Marketing
  - Public Relations
- Career Diploma
  - Bookkeeping
  - Hotel & Rest. Management
  - Small Business Management

An email address is now required by Penn Foster for each applicant. Please include one on the Tuition Reimbursement Application.

See course descriptions at www.pennfoster.edu

TO ENROLL:
1. Complete the Customized Classes & Tuition Assistance Reimbursement Application and submit to the ICD Office in Brackenridge.
2. Call Joe McAninch at (724) 713-7433. Leave your name, phone number (no work numbers), and the name of the course.
USW/ATI Flat Rolled Products
Customized Classes & Tuition Assistance Reimbursement Application

Instructions: Complete ALL fields and forward to the ICD Office, Brackenridge, PRIOR to the start of class. Please Print.

Name: ________________________________ Plant: ____________________ Email: ________________

Home Address: ________________________________________________________________

Last four digits of Social Security Number: ___________ Telephone Number: __________________________

School Name: ________________________________________________________________

School Address: ________________________________________________________________

Program (Check applicable program)

☐ Customized Classes (You may not have an invoice to attach if the vendor invoices the company directly)

Tuition Assistance:

☐ GED ☐ Certificate ☐ Associate Degree ☐ Bachelor’s Degree

☐ Master’s Degree ☐ Continuing Education Courses ☐ Other (explain) ________________________________

Course Names

1. ________________________________________________________________

2. ________________________________________________________________

Term Beginning Date: ________________ Term Ending Date: ________________

List Costs

Tuition $ __________

Textbooks $ __________

Fees $ __________

Total $ __________

Office Use:

Employee within ICD dollar limits ☐ Yes ☐ No Verified by: ________________________________

LJC Approval: ________________________________________________________________

Company Approval: _____________________________________________________________

PRIOR TO THE START OF THE CLASS: Send to the ICD Office, 100 River Rd Brackenridge, PA 15014
Incomplete forms will be returned to the employee.
Customized Classes & Tuition Assistance Reimbursement Process

All USW represented members at ATI Flat Rolled Products may apply for customized classes/tuition assistance each calendar year for credit or non-credit courses taken through an institution certified by a recognized accreditation agency. Customized classes/tuition assistance will pay for tuition, required textbooks and course-related fees. These funds will not pay for travel, food, parking or personal items such as pens, paper, calculators, or notebooks. Tuition will be paid directly to the institution. Textbooks and fees will be reimbursed to the employee.

The Customized Classes & Tuition Assistance Reimbursement Application serves as your registration for class and your reimbursement application. The only time a Customized Classes & Tuition Assistance Reimbursement Application does not need to be completed is when an employee is taking a computer class offered at the learning centers.

Each USW represented employee is allotted up to $2,000 per year for customized classes and up to $1,800 per year to cover the cost of tuition assistance and books.

The reimbursement process is as follows:

1. Employee completes **all** fields on the Customized Classes & Tuition Assistance Reimbursement Application **PRIOR to the start of class**.
2. Employee forwards the completed Customized Classes & Tuition Assistance Reimbursement Application to the ICD Office in Brackenridge.
   - **Customized Classes** – Some vendors bill the company directly for customized classes, the employee may or may not receive an invoice from the vendor for their class. In the event the employee is provided with an invoice, it should be attached to the completed application.
   - **Tuition Assistance** – Requires that an invoice or letter from the institution stating the name of the employee, the course(s) being taken and the tuition cost be attached to the completed application.
3. ICD staff will verify that the employee is within their annual ICD dollar allotment, obtain approval signatures and process the application accordingly. (If an employee will exceed the annual allotment, the application will not be processed but will be presented to the Local Joint Committee (LJC) for discussion.)
4. A check for reimbursement will be processed. Original receipts are required for proper documentation and reimbursement and all receipts are to be forwarded to the ICD Office. No checks will be issued without proper documentation.
   - If tuition is to be paid to an institution, a check will be processed and sent directly to the institution.
   - If reimbursement is due the employee, a check will be sent directly to the employee’s mailing address.
5. For tuition assistance, a copy of the transcript/certificate or other proof of completion is sent to the ICD Office. Proof of completion must be submitted before a second application will be approved.

In the instance that an application is denied, the opportunity exists for the employee to request a second review. This is done by requesting the review and explaining the circumstances in writing within 30 days of the denial. The Local Joint Committee will review the application and issue a written decision. The decision of the Local Joint Committee is final.

**It is the employee’s responsibility to complete and submit the application following the proper reimbursement process.** Incomplete applications, or applications received after a class has started, will be handled in the following manner:

1. ICD staff will provide the employee with a reminder that applications must be completed and submitted **PRIOR to the start of class**. The LJC and company representative will be notified.
2. If a second incomplete or late application is submitted, it will not be approved for reimbursement. The employee will become responsible for paying the invoice.
3. If a third incomplete or late application is submitted, the employee will not be eligible for any additional classes the remainder of the calendar year.
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