On behalf of the dedicated St. Petersburg College (SPC) faculty and staff, We would like to take this opportunity to thank you for engaging with us to enhance the training and workforce solutions in your organization.

SPC alumni rank first in Florida for earning the highest entry wages among state community college graduates. SPC was founded in 1927 as St. Petersburg Junior College, Florida’s first two-year college. Access, excellence and student support are the hallmarks of St. Petersburg College. Regionally accredited and nationally recognized, SPC was the first state college in Florida to offer bachelor’s degrees. SPC offers more than 110 degree and workforce certificate programs of study, and many high-demand, high-skill industry-recognized short-term training programs. We offer a career-focused curriculum created in conjunction with industry experts to ensure our students meet the needs of today’s employers.

At SPC, we pride ourselves on offering responsive, competent and excellent training options. Our students and clients are the most important part of our business, and we work tirelessly to ensure your complete satisfaction, from start to finish. We know that you will find our staff to be supportive, knowledgeable and focused on the future to help you reach your desired outcomes.

SPC provides our business partners’ employees the knowledge and skills necessary to increase their potential and to actualize their desired careers. We are confident that your company will achieve its goals through our customized programs that are focused on appealing to your employees’ individual styles of learning.

Thank you once again for entrusting SPC with your training needs. We are honored to work with you to develop a strong and equipped workforce.

Belinthia Berry and Jason Boys
Workforce Leadership
St. Petersburg College
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Looking for training and education that is customized specifically for your business? Need a customized training strategy developed just for your employees? Let the St. Petersburg College do it!

We can manage all your training and development for as many employees as you would like. Choose from a broad base of programs or let us develop a customized curriculum to meet your business needs.

We have multiple training options available:
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• 24/7 online learning
• Small to large work groups
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• Private group training
• Private training for teams online and in-person

Contact us today for your consultation with a representative at by emailing workforce@spcollege.edu or call 727-341-4445. Visit us at spc.edu/workforce for more information.

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Host your next team meeting, computer training, conference/seminar or training session at our convenient location in Clearwater at the SPC EpiCenter.

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For more information about facility rentals contact a representative by emailing workforce@spcollege.edu or call 727-341-4445. Visit us at spc.edu/workforce for more information.
Allied Health

Certified Clinical Medical Assistant
Fees: $3,495
Modality: Hybrid
Contact Hours: 494
Prerequisite: High School Diploma/ GED or College Transcripts.
Successfully pass background/drug screening and must be 18 years of age

This course prepares you to become a Certified Clinical Medical Assistant (CCMA) through the National Healthcareer Association (NHA). The program includes an optional 80 hour (unpaid) externship. Graduates perform both clinical and administrative duties under the direction of physicians, nurse practitioners and physician assistants. CCMA’s typically work in medical offices, clinics, urgent care centers and may work in general medicine or specialty practices.

IV Certificate for Assistive Healthcare Personnel
Fees: $304
Modality: Hybrid
Contact Hours: 11
Prerequisite: Must be a certified Medical Assistant, Phlebotomist, Dialysis Technician

This course provides an introduction and overview of current IV therapy practice. A comprehensive review of current peripheral venous access devices and the insertion procedure, site care and maintenance recommendations, and considerations related to IV medication and fluid administration is covered. Course includes 11 7-hours of online instruction and a 4-hour simulated IV Lab / hands-on skills practice session.

Local Anesthesia for the Dental Hygienist
Fees: $1295
Modality: Hybrid
Contact Hours: 60
Prerequisite: Active FL Dental Hygienist License

This course provides the registered dental hygienist with the required hours in both the didactic instruction and the clinical experience for FL certification. You will learn the neurophysiology, armamentarium, techniques of local anesthesia administration, local and systemic complications and the pharmacology of local anesthetic agents. This course will provide instruction to safely and effectively select and administer local anesthetic agents. This course is specifically designed to obtain your Florida certification.
Medical Administrative Assistant with EHR
Fees: $3199
Modality: Online
Contact Hours: 276
Prerequisite: High School Diploma/GED and 18 years of age

This program is provided in partnership with Career Step and approved by the National Healthcareer Association, the Medical Administrative Assistant (CMAA) and Certified Electronic Health Records Specialist (CEHRS) credentials. Students learn Microsoft Office basics, healthcare documentation and reimbursement, and medical office management topics such as practice finances and standard office procedures. The interactive online curriculum also includes over 20 hours of training on the government-certified ezEMRx EHR software. In addition to one-on-one support from experienced instructors throughout the course and access to personalized graduate support after graduation, students receive e-books and vouchers for the CMAA and CHERS exams.

IV Therapy Education with Lab for RNs and LPNs
Fees: $279
Modality: Hybrid
Contact Hours: 32
Prerequisite: Advanced Registered Nurse Practitioner, Clinical Nurse Specialist, Registered Nurse, Licensed Practical Nurse, Midwife, Post-graduate nursing students.

The I.V. Therapy 32-Hour Program (quite often referred to as I.V. Certification) is designed to provide Nurses and post-graduate nursing students with a basic knowledge of I.V. Therapy practice. This program meets the 30-hour I.V. therapy education requirement set forth in the FBON Nurse Practice Act (Chapter 64B9-12.004) for LPNs practicing I.V. Therapy in the State of Florida. RNs are encouraged to complete the program as a refresher; or as a primer for new RNs. Includes current standards of practice, a venous access device review (including 4 hours of central line education), venipuncture techniques, I.V. medication administration and fluid management, a review of nutritional solutions, management of difficult I.V. insertions, legal aspects and vascular access protocols.

PICC Clinical - 2 Days
Fees: $2995
Modality: Hybrid
Contact Hours: 16
Prerequisite: “Advanced” participants (NP, PA & MD)

The PICC Clinical Program provides precepted live PICC insertions in an acute care environment. Includes observation, simulation, and hands-on PICC insertions. Ultrasound PICC insertions utilizing the Modified Seldinger Technique (MST) and ECG tip confirmation technology.

PICC Clinical - 3 Days
Fees: $4495
Modality: Hybrid
Contact Hours: 24
Prerequisite: “Novice” participants (RN, NP, PA & MD)

Intended for “Novice” participants (RN, NP, PA & MD) who have been licensed for a minimum of 1 year & have peripheral vascular access experience & possess an active clear professional license within the United States. The PICC Clinical Program provides precepted live PICC insertions in an acute care environment. Includes observation, simulation, and hands-on PICC insertions. Ultrasound PICC insertions utilizing the Modified Seldinger Technique (MST) and ECG tip confirmation technology.

Pedorthist Certificate
Fees: $2400
Modality: Hybrid
Contact Hours: 120
Prerequisite: NA

This course prepares students for the Certified Pedorthist exam through combined lecture and laboratory course focuses on orthotic treatment modalities of the lower extremity distal to the junction of the gastrocnemius and the Achilles tendon. Students in this course will receive instruction on the assessment, formulation, implementation, and follow up of an orthotic treatment plan for common foot and/or ankle disorders affecting pediatric, adult and geriatric populations. Lab activities with patient models will allow the student to correlate clinical findings with evidence based practice to synthesize the significance of the appropriate choice of components, principles, material properties, and medical management. The student will interact with multiple orthotic systems.

Certified Phlebotomy Technician
Fees: $1695
Modality: Hybrid
Contact Hours: 209
Prerequisite: High School Diploma/ GED or College Transcripts. Successfully pass background/drug screening and must be 18 years of age

The phlebotomist is a vital member of the clinical laboratory team, whose main function is to obtain patient’s blood specimens venipuncture and microcollection for testing purposes. Phlebotomists are employed throughout the healthcare system including in hospitals, neighborhood health centers, medical group practices, HMO’s, public health facilities, veteran hospitals, insurance carriers, and in other healthcare settings. Earning a Phlebotomy Technician Certification from NHA can give employers confidence in your skills and abilities.
**Certified Patient Care Technician**

*Fees: $2499*  
*Modality: Hybrid*  
*Prerequisite: High School Diploma/ GED or College Transcripts. Successfully pass background/drug screening and must be 18 years of age*

The Patient Care Technician provides hands on assistance to serve patient’s needs, as well as work alongside doctors, nurses and other healthcare providers. Patient Care Technicians may perform basic patient care — bathing, feeding, catheter care, obtain EKG readings and monitor vital signs. Upon completion of the course, students will be eligible to take the PCT, Phlebotomy and EKG technician exams through National Healthcare Association (NHA).

**Healthcare IT**

*Fees: $3899*  
*Modality: Online*  
*Contact Hours: 323*  
*Prerequisite: High School Diploma/GED and must be 18 years of age*

In partnership with Career Step, this program prepares students for a career as a Healthcare IT professional to support the use of technology in the healthcare setting. Specific responsibilities include: installing and maintaining electronic health record systems, working as part of an internal IT team, or providing technical support to employees throughout a healthcare facility. Prepares students to earn the Comp TIA A+, Certified Medical Administrative Assistant (CMAA) and Certified Electronic Health Records Specialist (CEHRS)Certifications. *Exam fees are included in the price*

**Hemodialysis Technician**

*Fees: $3199*  
*Modality: Online*  
*Contact Hours: 90*  
*Prerequisite: High School Diploma/GED and 18 years of age*

In partnership with Career Step, this program prepares students to become a Dialysis technician. Dialysis technician primarily work in doctors’ offices and hospitals, but some provide treatment to patients in their own homes. Primarily, hemodialysis technicians administer dialysis treatment, but there is much more to know than that. They must know how to set up, monitor, and clean the equipment, create and maintain a sterile environment, and provide preparation, education, and comfort to their patients. As a hemodialysis technician, students will be able to measure basic vital signs, recognize different types of kidney disease, and know the different medications available to dialysis patients as well as how diet plays a hand in treating kidney disease.

**Medical Office Manager**

*Fees: $3899*  
*Modality: Online*  
*Contact Hours: 315*  
*Prerequisite: High School Diploma/GED and 18 years of age*

This program is provided in partnership with Career Step. Medical office managers run the day-to-day operations of medical offices nationwide, including scheduling and coordinating appointments, verifying patients’ insurance, creating and updating patients’ electronic health records, completing and submitting insurance claims, and providing quality customer service to patients. They also have experience with medical coding, producing and submitting claims to insurance companies, reviewing unpaid and denied claims, and answering patients’ billing questions. Medical office managers are needed in almost every type of healthcare facility, including hospitals, doctors’ offices, skilled nursing facilities, and home health agencies, among others.

**Pharmacy Technician**

*Fees: $2999*  
*Modality: Online*  
*Contact Hours: 600*  
*Prerequisite: Registration with Career Step. High School Diploma/ GED and 18 years of age*

In partnership with Career Step this program is comprised of online and experiential training, providing 24/7 access to all material and allowing students to progress through the training at their own schedule and at their own pace. The program is broken into online modules, or course subjects, all of which focus on helping students build the essential knowledge and skills of a pharmacy technician. The final exam of the course is designed to provide an experience similar to that of the Pharmacy Technician Certification Board (PTCBA) Exam, ensuring that you are as prepared as possible to sit for national certification immediately upon completion.
ENTREPRENEURSHIP

Arts Business Academy
Fees: $199
Modality: Face-to-Face
Contact Hours: 7.5
Prerequisite: None

These professional development training sessions are specifically geared toward emerging artists, musicians, and writers. The sessions will provide creatives with the skills and confidence to prepare for professional careers. If you are considering developing your talent or a vocation into your arts business, this certificate course will give you the tools to succeed.

Entrepreneurship Essentials and ESB Certification Exam Prep Course
Fees: $995
Modality: Online
Contact Hours: 250
Prerequisite: None

NFTE has partnered with St. Petersburg College to offer the Career Relaunch program to individuals interested in learning the essentials of entrepreneurship. Learn how to develop an idea and launch a business or simply learn to think like an entrepreneur. You will be prompted to think creatively about the skills and talents you can leverage to build a career. Learn about doing market research, refining your business plan, funding a startup, and promoting your business. In addition, individuals will receive instructions to prepare for the Entrepreneurship and Small Business (ESB) Certification exam.
PROJECT MANAGEMENT

PMP/ CAPM Project Management Certification Exam Prep

Fees: $1,595
Modality: Face-to-Face
Contact Hours: 36
Prerequisite: None

This 6-week course will help individuals gain a better understanding of Project Management Institute’s® tools and framework that are used to manage projects effectively and efficiently. This course also satisfies the Project Management Institute’s® educational hour requirement to sit for either the CAPM® or the PMP® Certification Exam(s). It is offered in an interactive and face-to-face setting, led by a highly experienced certified PMP® instructor. Course fees include supplemental course materials. Exam fees are not included.

ONLINE BUSINESS COURSES

Online Leadership Essentials

Fees: $199
Modality: Self-Paced/Online
Prerequisite: None

The topics covered in this course support people of all abilities to become effective leaders and workplace contributors. The content helps build capable leaders early in their careers, support leaders through critical transition points, and develop even tenured leaders. Topics include:

- Effective Succession Planning
- Developing Leadership Skills
- Leveraging Leadership Techniques
- Creating a Positive Atmosphere
- Improving Leadership Skills
- Women in Leadership
- Leading Virtual Teams
- Business Acumen Essentials
- Organizational Awareness
- Performance Measurement

Foundations of Strategic Planning

Fees: $49
Modality: Self-Paced/Online
Prerequisite: None

In this course individuals will learn about what a business plan is, its main ingredients, and the steps needed to take to develop it. It will also teach you how to carry out an internal analysis and about the key elements examined in any external and SWOT analyses. Individuals will learn how to coordinate the implementation of business plans, including developing action plans and determining how the implementation should be measured, monitored, and assessed.

Learn to Communicate Effectively

Fees: $99
Modality: Self-Paced/Online
Prerequisite: None

Effective communication is an essential tool in achieving productivity and maintaining strong working relationships at all levels of an organization. Individuals who communicate effectively with colleagues, managers and customers are always valuable assets to an organization and it is a skill which can often set people apart from their competition when applying for jobs.

Improving Writing Skills in the Workplace

Fees: $99
Modality: Self-Paced/Online
Prerequisite: None

Writing skills are highly important in the workplace. If you are sending emails full of typos, poorly constructed sentences and grammatical errors, then it can imply that you take a similar attitude towards your work. Therefore, good writing skills not only improve communication in the workplace, but can also have an effect on how you are perceived.

Essentials of Marketing

Fees: $49
Modality: Self-Paced/Online
Prerequisite: None

Marketing is a core business process that helps companies develop strong relationships with consumers. Understanding its function will help you better understand the relationship that companies need to build with their customers, how they do it, and the impact these activities can have on a company’s bottom line. In this course, you’ll learn about marketing as a key business process, its link to overall corporate strategy, and how online and social media marketing is changing the face of marketing by bringing companies and customers closer together. The importance of marketing planning is also discussed including careful consideration of key concepts such as segmentation, targeting and positioning. Finally, you’ll learn about the traditional and modern marketing mixes. Course topics include: - Essentials of Marketing Strategy- Essentials of Public Relations- Marketing in the Digital Age
**INSURANCE**

### 4-40 Customer Representative 100% Online No State Exam

**Fees:** $249  
**Modality:** Self-Paced/Online  
**Prerequisite:** None

This course is for those students who are interested in becoming a Customer Representative (4-40). This is a state approved 40-hour designation course that upon successful completion exempts from the state exam. It allows an individual to be a salaried employee of the General Lines (property and casualty) Agent or agency that may transact automobile, watercraft, home, motorcycle, and pet insurance under the supervision of a licensed and appointed general lines agent.

### 4-40 to 2-20 Conversion Course 100% Online

**Fees:** $249  
**Modality:** Self-Paced/Online  
**Prerequisite:** Please see course description

This 40-hour course qualifies for the General Lines Agent (2-20) licensing exam, and it is available to any 4-40 licensee who has held the license for a minimum of one year with experience in either commercial or personal lines insurance. Successful completion of this course waives the 200-hour pre-licensing course requirement and allows the student to register for the state exam.

### General Lines Resident 2-20/Non-Resident 9-20 100% Online

**Fees:** $299  
**Modality:** Self-Paced/Online  
**Prerequisite:** None

This pre-licensing course is for those students who are interested in pursuing the General Lines Agent license (2-20). This license allows an individual to insure automobiles, watercraft, homes, motorcycles, and pets. It is also used to write errors & omissions, workers compensation, and bonds.

**SIX SIGMA**

### Six Sigma Black Belt Certification Prep

**Fees:** $189  
**Modality:** Self-Paced/Online  
**Prerequisite:** None

Six Sigma Black Belts have a thorough understanding of all Six Sigma principles, can explain its philosophies and are the leaders of change within an organization. This course provides individuals with a comprehensive understanding of the Black Belt body of knowledge. Skillsoft’s Black Belt courseware is mapped directly to ASQ Black Belt exam objectives, with realistic examples and simulations derived from real experiences of certified Black Belts. The courseware is mapped to the Six Sigma underlying and rigorous DMAIC (define, measure, analyze, improve and control). While DMAIC is not the only Six Sigma methodology in use, it is certainly the most widely adopted and recognized. Certification exam vouchers must be purchased separately.

### Six Sigma Green Belt Certification Prep

**Fees:** $129  
**Modality:** Self-Paced/Online  
**Prerequisite:** None

Green Belts play a vital role in Six Sigma implementation by leading and executing the projects that improve processes, and supporting the Six Sigma culture throughout an organization. This course provides individuals with the concepts and philosophies necessary to support an organization’s Six Sigma implementation at the Green Belt level. This fully online, self-paced class comes with an online mentor to answer any of your content and certification questions and will even be available after you finish the certification to help you with questions in the field. Certification exam vouchers must be purchased separately.

### Six Sigma Yellow Belt Certification Prep

**Fees:** $99  
**Modality:** Self-Paced/Online  
**Prerequisite:** None

This course is ideal for individuals that are new to the world of Six Sigma or have a small role, interest, or need to develop foundational knowledge; quality professionals; engineers; production managers; frontline supervisors; and all individuals, including process owners and champions, charged with the responsibility of improving quality and processes at the organizational or departmental level.

This fully online, self-paced class comes with an online mentor to answer any of your content and certification questions and will even be available after you finish the certification to help you with questions in the field. Certification exam vouchers must be purchased separately.
Supply Chain Management Principles

The Supply Chain Management Principles certification track is a great place to start and is considered to be a ‘launch pad’ to begin your supply chain educational and certification process. It provides a high-level overview of each of the functions in a supply chain.

After you complete this track, you will have a broad appreciation for how each of the individual supply chain functions operate and how they are ‘linked’ in a chain to enable organizations to plan and execute product and service delivery to achieve customer satisfaction. Since all of the remaining seven certification tracks are introduced at a high level in Principles, this might spark your interest, enthusiasm, and choice for your next track enrollment.

Customer Service Operations

Customer service operations are woven into every aspect of the supply chain; therefore, customer satisfaction and customer retention are of paramount importance for every company. When properly implemented, customer service can be an enabling process and strategy to create customer satisfaction which, in turn, creates pleased and loyal customers. Maintaining these relationships is key for continued sales and repeat business. To provide customer satisfaction at every level, customer service should be embedded in the culture of the organization and needs to be the responsibility of every employee.

This certification track discusses the basics of customer service; sound communications; advice for dealing with challenging customers; the customer order and return processes (reverse logistics); jobs in customer service; and legal concerns.

Transportation Operations

The Transportation Operations certification track provides the details for transporting goods. Transportation of goods often requires multiple modes of transportation. The combination of modes can vary depending on cost, values, dimensions, weights, frequencies, time-sensitive delivery requirements, and other special requirements (e.g., hazardous or refrigerated cargoes).

Key elements of this certification track include modes of transportation; transportation technology; company roles and operations within the transportation field; the impact of transportation on the overall economy; sustainability in transportation; and how the field is evolving to meet the projected needs of the future.

Numerous positions exist in each of the various modes of transportation; rail, water, air, road, and pipeline. Other key positions also exist in customs, freight forwarding, brokering, and transportation security to support the actual movement of goods.

Warehousing Operations

The Warehousing Operations certification track provides the basics of warehousing operations, including distribution centers and fulfillment centers. Key elements of the track include the role of warehousing and distribution centers in the supply chain, and the other key functions of processing goods: receiving, movement, storage, picking, packing, and packaging. Other value-added processes, like cross-docking and kitting, are presented as they are routinely used in warehousing and distribution centers like Amazon and Walmart. Additionally, the Warehouse Management System (WMS) is presented as the backbone that enables the warehouse to function effectively and efficiently.

Numerous positions exist in each of the various modes of transportation; rail, water, air, road, and pipeline. Other key positions also exist in customs, freight forwarding, brokering, and transportation security to support the actual movement of goods.

Demand Planning

Demand planning is often considered the “engine” that drives a business and requires collaboration and inputs from all departments to be successful. The Demand Planning certification track presents the details necessary to create and utilize a forecast to build an actual demand plan. Forecasting is a process that predicts customer demands. The demand planning process uses the forecast to develop a plan that ensures inventory levels are appropriate to meet the predicted demands. The demand plan is used to create requisitions for the procurement department to obtain the needed goods and services. It is also used to plan manufacturing work orders to turn raw materials and components into finished goods.

Analyst and planning positions in a demand planning organization give individuals with a strong foundation of skills to be successful in every aspect of the broader supply chain organization.
Inventory Management
Fees: $199
Modality: Self-Paced/Online
Prerequisite: None

The Inventory Management certification track provides the details to effectively plan for and manage inventory levels to satisfy customer demands and maximize organizational profitability. Inventory management personnel focus on achieving a balance of sufficient supply to meet customer demand. Ineffective planning can result in insufficient inventory levels, resulting in lost sales or excessive inventory and financial write-offs of obsolete stock. This track also covers the importance and use of inventory in the supply chain; exposure to different types of inventory; techniques for effectively managing and controlling inventory levels; the relationship between forecasting and inventory management; and the financial impacts of inventory investments.

Since inventory is a critical aspect within any organization, employers have an ongoing need for skilled personnel to plan, analyze, replenish, and safeguard all assets.

Supply Management & Procurement
Fees: $199
Modality: Self-Paced/Online
Prerequisite: None

The Supply Management & Procurement certification track presents the details of how goods and services are ordered by converting purchase requisitions, created by the demand planning organization, to purchase orders that are issued to suppliers. In this track, specific emphasis is placed on supplier identification, selection and approval, sourcing activities, negotiations with suppliers and the overall systematic selection of goods and services. Technology innovations along with numerous options for transportation modes enable procurement organizations to source items globally to achieve the best value solutions to fulfill their requirements.

Numerous positions often exist in procurement organizations and they are referred to as buyers, sourcing analysts, commodity experts, and subcontract administrators.

Video Production Certificate
Fees: $995
Modality: Face-to-Face
Contact Hours: 54
Prerequisite: None

This certificate is designed to prepare students to produce complex digital video tape presentations for ‘on’ or ‘off’ air. Students will be exposed to hands-on accelerated training in several aspects of digital videography including: Basic Video Camera; Basic Video Editing; and Advanced Videography

Basic Video Camera
This is a video production course designed to introduce the concepts of basic videography. Students are exposed to different types of video cameras, composition styles, lighting techniques and safety concerns. Students will have the opportunity to learn how to operate digital video cameras.

Basic Video Editing
This course introduces the student to the basics of editing through the use of a non-linear video editing system. Topics to be covered include capturing digital and video, organizing projects, storing video clips, explaining the browser, viewer, canvas, and timeline. Students will log and capture, edit with straight cuts and simple effects, and output the final product to tape. Students will also be exposed to some of the more advanced features of an editing program including special effects, compositing, text and titling.

Advanced Videography
This is a video production course designed to introduce the concepts of advanced videography. Students will be exposed to different types of, and techniques, and safety concerns. Professional video editing skills will be taught with special emphasis given to creating complicated video projects with fixed deadlines. Students will be able to demonstrate an ability to organize, video tape, and edit complicated video productions for presentations.

Digital Media Marketing
Fees: $699
Modality: Hybrid
Contact Hours: 24
Prerequisite: None

The certificate program in digital media marketing will prepare students to be able to effectively and efficiently manage marketing campaigns through digital media outlets. The course is designed to serve both small businesses as well as marketing professionals. Topics covered in this course will be an introduction to digital media marketing; understanding the difference between paid media, earned media, and owned media; introduction to content marketing; pay per click advertising; Google AdWords & Search Engine Marketing. This course is also part of the Web Developer Package.
Amazon AWS Certified Solutions Architect Associate Certification

Fees: $1,695
Modality: Hybrid/Virtual
Contact Hours: 60
Prerequisite: Experience in AWS/Cloud Computing and/or CompTIA Network+/Cloud+

Our Amazon AWS Certified Solutions Architect Associate Certification course aims to equip students with every skill required to successfully handle cloud applications on AWS and to become an expert in using the various AWS services. This course prepares students to take the AWS Certified Solutions Architect - Associate (SAA-C02) certification exam.

This exam validates an examinee's ability to effectively demonstrate knowledge of how to architect and deploy secure and robust applications on AWS technologies. It validates an examinee's ability to: Define a solution using architectural design principles based on customer requirements & to Provide implementation guidance based on best practices to an organization throughout the lifecycle of a project. Although the beginning of this course will provide foundational Cloud Computing/Cloud Practitioner knowledge that you will need to be successful, students interested in this course should have some background and experience in networking/cloud computing.

Course time includes test preparation. Exam vouchers must be purchased separately.
Amazon AWS Certified Cloud Practitioner Certification

Fees: $995  
Modality: Hybrid/Virtual  
Contact Hours: 60  
Prerequisite: None

The AWS Certified Cloud Practitioner Certification class is an ENTRY-LEVEL AWS certification for anyone who wants an introduction to Cloud Computing and AWS. This class is a perfect foundational class to lead into the "AWS Certified Solutions Architect-Associate" course.

This entry level certification is intended for individuals who have the knowledge and skills necessary to effectively demonstrate an overall understanding of the AWS Cloud, independent of specific technical roles addressed by other AWS Certifications. The exam can be taken at a testing center or from the comfort and convenience of a home or office location as an online proctored exam.

Course time includes test preparation. Exam vouchers must be purchased separately.

CompTIA Cybersecurity Certification Package

The CompTIA Cybersecurity Certification Package is designed to give students the vital CompTIA industry certifications to earn a job in the Cybersecurity field. This package consists of CompTIA A+ 1001/1002 Combined, CompTIA Network+, and CompTIA Security+ industry certifications. The entire package cost of all three courses is $3,685 and each course is purchased separately.

CompTIA A+ Combined (1001/1002) Certification Prep

Fees: $1,695  
Modality: Hybrid or Online  
Contact Hours: 60  
Prerequisite: None

If you’re getting ready for a career as an entry-level information technology (IT) professional or personal computer (PC) service technician, the CompTIA® A+® Certification course is the first step in your preparation. This course prepares students for the A+ 1001 and A+ 1002 exams. Course includes access to online hands-on virtual labs, a certified mentor to answer course questions for a full year, online Exam Preparation exams, online lecture videos, and numerous eBooks/audiobooks to review. Industry certification exam cost is NOT included. Discounted exam certification vouchers can be purchased here: http://stpe.co/examvouchers.

CompTIA Network+ Certification Prep

Fees: $995  
Modality: Hybrid or Online  
Contact Hours: 40  
Prerequisite: CompTIA A+® Certifications or 70% or higher on SPC's Network+ Pre-Assessment

CompTIA Network+ helps develop a career in IT infrastructure covering troubleshooting, configuring, and managing networks. This course prepares students for the CompTIA Network+ N10-007 industry exam. Course includes access to online hands-on virtual labs, a certified mentor to answer course questions for a full year, online Exam Preparation exams, online lecture videos, and numerous eBooks/audiobooks to review. Industry certification exam cost is NOT included. Discounted exam certification vouchers can be purchased here: http://stpe.co/examvouchers.

CompTIA Security+ Certification Prep

Fees: $995  
Modality: Hybrid or Online  
Contact Hours: 40  
Prerequisite: CompTIA Network+ Certification or 70% or higher on SPC’s Security+ Pre-Assessment

CompTIA Security+ is a global certification that validates the baseline skills you need to perform core security functions and pursue an IT security career. CompTIA Security+ is the first security certification IT professionals should earn. It establishes the core knowledge required of any cybersecurity role and provides a springboard to intermediate-level cybersecurity jobs. This course prepares students for the CompTIA Security+ SY0-501 industry exam. Course includes access to online hands-on virtual labs, a certified mentor to answer course questions for a full year, online Exam Preparation exams, online lecture videos, and numerous eBooks/audiobooks to review. Industry certification exam cost is NOT included. Discounted exam certification vouchers can be purchased here: http://stpe.co/examvouchers.

CompTIA Cloud+ Certification

Fees: $995  
Modality: Hybrid or Online  
Contact Hours: 24  
Prerequisite: None

CompTIA Cloud+ validates the skills you need to maintain and optimize cloud infrastructure services. Cloud+ covers the increased diversity of knowledge, skills and abilities required of system administrators to validate what is necessary to perform effectively in data center jobs.

CompTIA Cloud+ views cloud-based infrastructure services as an increasingly important piece of an organization’s IT systems. It is the only vendor-neutral, performance-based certification covering more than a specific vendor or a single function like security or networking to help you better realize the return on investment of cloud infrastructure services.

Our course trains you to become CompTIA Cloud+ certified! With purchase of CompTIA Cloud+, you will also receive access to full training materials for CompTIA Server+ Online. Course time includes test preparation. Exam vouchers must be purchased separately. Discounted exam certification vouchers can be purchased here: http://stpe.co/examvouchers.
SQL: Introduction to Database Administration Certification Prep

Fees: $995  
Modality: Hybrid or Online  
Contact Hours: 36  
Prerequisite: None

The language of databases. This course will introduce you to the SQL programming language, including tables, views, inserting data, primary keys, secondary keys, and data modification. The course will cover creating table unions, intersections, searching queries, data normalization, and preparation of database design. This course fully prepares you to pass the Microsoft Certified Professional Exam 98-364. Course includes access to online hands-on virtual labs, a certified mentor to answer course questions for a full year, online Exam Preparation exams, online lecture videos, and numerous eBooks/audiobooks to review. Industry certification exam cost is NOT included. Discounted exam certification vouchers can be purchased here: [http://stpe.co/examvouchers](http://stpe.co/examvouchers).

Introduction to Programming Using Python Certification Prep

Fees: $795  
Modality: Hybrid or Online  
Contact Hours: 30  
Prerequisite: None

Learn about scripting and programming languages. This course will introduce you to the world of programming, including number types, strings, if statement logic, functions, lists, tuples, dictionaries and even an introduction to object-oriented programming concepts. This course fully prepares you to pass the Microsoft Introduction to Programming Using Python Exam 98-381. Course includes access to online hands-on virtual labs, a certified mentor to answer course questions for a full year, online Exam Preparation exams, online lecture videos, and numerous eBooks/audiobooks to review. Industry certification exam cost is NOT included. Discounted exam certification vouchers can be purchased here: [http://stpe.co/examvouchers](http://stpe.co/examvouchers).

CompTIA Linux+ Certification Prep

Fees: $995  
Modality: Hybrid or Online  
Contact Hours: 40  
Prerequisite: CompTIA A+ and CompTIA Network+ Certifications or 70% or higher on the Network+ Pre-Assessment

CompTIA Linux+ validates the competencies required of an early career system administrator supporting Linux systems. This course prepares students for the CompTIA Linux+ LX0-103 and LX0-104 industry exams. Course includes access to online hands-on virtual labs, a certified mentor to answer course questions for a full year, online Exam Preparation exams, online lecture videos, and numerous eBooks/audiobooks to review. Industry certification exam cost is NOT included. Discounted exam certification vouchers can be purchased here: [http://stpe.co/examvouchers](http://stpe.co/examvouchers).

IOS Application Development Fundamentals Certification

Fees: $1,695  
Modality: Hybrid  
Contact Hours: 60  
Prerequisite: None

Description: Swift. The language for first-time coders and full-time developers. Swift is a robust and intuitive programming language created by Apple that’s easy to learn, simple to use, and super powerful. Which makes it great for getting started with code. It’s also one of the fastest growing, most popular open-source programming languages used by professional developers. In fact, some of the world’s most popular apps are built in Swift.

This course prepares students for the “App Development with Swift Certification Level 1” industry exam

Industry certification exam cost is NOT included. Discounted exam certification vouchers can be purchased here: [http://stpe.co/examvouchers](http://stpe.co/examvouchers).

Cisco Certified Network Associate (200-301 CCNA) Certification Prep

Fees: $1,695  
Modality: Online  
Contact Hours: 50  
Prerequisite: CompTIA Network+ Certifications or 70% or higher on the Network+ Pre-Assessment

The Cisco Certified Network Associate (200-301 CCNA) course gives you a broad range of fundamental knowledge for all IT careers. You will learn how to install, operate, configure, and verify basic IPv4 and IPv6 networks. The course covers configuring network components such as switches, routers, and wireless LAN controllers; managing network devices; and identifying basic security threats. The course also gives you a foundation in network programmability, automation, and software-defined networking.

This course helps you prepare to take the 200-301 Cisco Certified Network Associate (CCNA) exam. By passing this one exam, you earn CCNA certification. Industry certification exam cost is NOT included.

Discounted exam certification vouchers can be purchased here: [http://stpe.co/examvouchers](http://stpe.co/examvouchers).
Graphic Designer Certification Package

The Graphic Designer Certification Package is designed to prepare you for the Adobe Certified Associate Visual Design Specialist, which is a stackable certification that includes the following certification exams:

- Visual Communication using Adobe Photoshop
- Graphic Design & Illustration using Adobe Illustrator
- Print & Digital Media Publication using Adobe InDesign

The entire package price is $2985. You may also enroll in the courses listed below individually.

Adobe Certified Associate (ACA) Certification: Photoshop

Fees: $995
Modality: Hybrid or Online
Contact Hours: 20
Prerequisite: None

Visual Design Using Adobe Photoshop CC (2018): Adobe conducted research to identify the foundational skills students need to effectively communicate using digital media tools. Based on feedback from educators, design professionals, businesses, and educational institutions around the world, the objectives cover entry-level skill expectations for visual design. This course prepares you for the “Adobe Certified Associate (ACA) Photoshop” industry certification exam. Industry certification exam cost is NOT included. Discounted exam certification vouchers can be purchased here: http://stpe.co/examvouchers.

Adobe Certified Associate (ACA) Certification: Illustrator

Fees: $995
Modality: Hybrid or Online
Contact Hours: 20
Prerequisite: None

Graphic Design & Illustration Using Adobe Illustrator: Adobe conducted research to identify the foundational skills students need to effectively communicate using digital media tools. Based on feedback from educators, design professionals, businesses, and educational institutions around the world, the objectives cover entry-level skill expectations for visual design. This course prepares you for the “Adobe Certified Associate (ACA) Illustrator” industry certification exam. Industry certification exam cost is NOT included. Discounted exam certification vouchers can be purchased here: http://stpe.co/examvouchers.

Adobe Certified Associate (ACA) Certification: InDesign

Fees: $995
Modality: Hybrid or Online
Contact Hours: 20
Prerequisite: None

Print & Digital Media Publication Using Adobe InDesign: Adobe conducted research to identify the foundational skills students need to effectively communicate using digital media tools. Based on feedback from educators, design professionals, businesses, and educational institutions around the world, the objectives cover entry-level skill expectations for visual design. This course prepares you for the “Adobe Certified Associate (ACA) InDesign” industry certification exam. Industry certification exam cost is NOT included. Discounted exam certification vouchers can be purchased here: http://stpe.co/examvouchers.

Web Developer Certification Package

The Web Developer Package is designed to meet today’s needs for skills within the web development career path. Individuals can complete digital media marketing, Programming in HTML5 with JavaScript and CSS3, and WordPress courses, while also being able to supplement their learning experience and tailor their skillset through a choice of online courses.

The entire package price is $1995. CIW JavaScript Specialist Certification is no longer included in the basic package price of $1,995. The “Advanced” package (including CIW JavaScript Advanced Certification is $2,795)

Programming in HTML5 with JavaScript and CSS3 Certification Prep

Fees: $995
Modality: Hybrid
Contact Hours: 36
Prerequisite: None

Students will learn how to use HTML5 and CSS to design Web content. They will learn how to create properly structured web pages that conform to HTML/XHTML and use CSS to control design and layout properties. Students will also learn how to work with lists and tables, create and format links, and work with images and background images. Students will explore effective web site planning and authoring principles, and they will learn how to create a semantic document structure. They will learn how to build interactive forms, apply native data validation, and embed HTML5 audio and video. This course prepares students for the “Programming in HTML5 with JavaScript and CSS3” 70-480 industry certification exam. Course includes access to online hands-on virtual labs, a certified mentor to answer course questions for a full year, online Exam Preparation exams, online lecture videos, and numerous eBooks/audiobooks to review. Industry certification exam cost is NOT included. Discounted exam certification vouchers can be purchased here: http://stpe.co/examvouchers.
WordPress Fundamentals and Beyond!

Fees:$399  
Modality: Hybrid 
Contact Hours: 9  
Prerequisite: None 

WordPress is an open-source Web-based application (software) designed to create Blogs and static Websites. WordPress is useful because it helps you to manage the design, content, and function of your site. In WordPress Fundamentals you will learn how to install and configure WordPress using XAMPP to create static and blog post content including adding text, images and other multimedia files to your pages. In addition, you will learn how to design navigation and change options to better meet the goals of your site. The session provides ample opportunity to practice what you have learned through hands-on practice. You will also learn how to use the basic functions of WordPress to create static and blog post content including adding text, images and other multimedia files to your pages. In addition, you will learn how to use the administrative functions of WordPress to create static and blog post content including adding text, images and other multimedia files to your pages. You will learn how to design navigation and change options to better meet the goals of your site, and how to install and configure WordPress plug-ins. The session provides ample opportunity to practice what you have learned through hands-on practice.

CIW Web Design Specialist Certification

Fees:$995 
Modality: Hybrid 
Contact Hours: 32  
Prerequisite: None 

This course teaches you how to design and publish Web sites. General topics include Web Site Development Essentials (such as the site development process, customer expectations, and ethical and legal issues in Web development), Web Design Elements (such as aesthetics, the site user’s experience, navigation, usability and accessibility), Basic Web Technologies (such as basic Hypertext Markup Language [HTML], Extensible HTML [XHTML] and extended technologies, image files, GUI site development applications, site publishing and maintenance) and Advanced Web Technologies (such as multimedia and plug-in technologies, client-side and server-side technologies, and Web databases).

In this course, you will work with popular production tools such as Microsoft Expression Web, and Adobe Dreamweaver and Flash. You will study design and development technologies such as Cascading Style Sheets (CSS), Extensible Markup Language (XML), JavaScript, Java applets, Dynamic HTML, plug-ins, multimedia and databases. You will also explore the extensibility of design tools, incompatibility issues surrounding these tools, and the functionality of current Web browsers.

Web Design Specialist will also teach you to manage the Web site development process. You will learn about new technologies and traditional strategies involving the Web designer job role. Course time includes test preparation. Industry certification exam cost is NOT included. Discounted exam certification vouchers can be purchased here: http://stpe.co/examvouchers.

CIW JavaScript Advanced Certification Prep

Fees:$995  
Modality: Hybrid 
Contact Hours: 24  
Prerequisite: HTML5 certification or 70% or higher on SPC’s HTML Pre-Assessment 

The CIW JavaScript Specialist course is for individuals who want to understand how to fully use the features of the JavaScript programming language in Web application development. The CIW JavaScript Specialist course teaches developers how to use the features of the JavaScript language to design client-side, platform-independent solutions. Students will also understand and use the most popular applications of JavaScript. These specialized Web language skills can help you begin or grow a career in advanced Web development and technologies. The CIW JavaScript Specialist course prepares candidates to take the CIW JavaScript Specialist exam, which if passed earns the individual the CIW JavaScript Specialist certification. Industry certification exam cost is NOT included. Discounted exam certification vouchers can be purchased here: http://stpe.co/examvouchers.
UAS/DRONES PROGRAM

Fundamentals of Unmanned Aircraft Systems (UAS) & Drones

Fees: $199  
Modality: Face-to-Face  
Contact Hours: 8  
Prerequisite: None

This 8-hour overview course is designed for someone who has no knowledge of experience with UAS/Drones.

This class provides overview of the emerging uses of UAS, the need for safety and awareness of FAA regulations in regard to use of UAS commercially. This course will include: Hands-on flight lessons for students, flight demonstrations and drone displays, appropriate use, weather topics, and resources for drone operators.

Career opportunities for students with drone training include business entrepreneurship, military drone pilot, firefighter, disaster relief, search and rescue, law enforcement, oil and gas operations, border patrol, agriculture, package delivery, forestry, engineering, computer science, real estate, film and photography, and other industries.

UAS/Drones Flight Training

Fees: $599  
Modality: Face-to-Face  
Contact Hours: 20  
Prerequisite: UAS/Drone Certification

This 20-hour hands-on course is a follow-up to the UAS/Drones Certification class. This course provides hands-on/interactive flight time training for certified Drone pilots. Many jobs in the Drone field require students to have Drone flight time logged. This class will give students 20 hours in certified flight time.

UAS/Drones Safety Level 1 Certification

Fees: $1,500  
Modality: Hybrid or Online  
Contact Hours: 60  
Prerequisite: None

The Small UAS Safety Certification is designed to set a safety inspired foundation for any UAS operation. The Unmanned Safety Institute's Small UAS Safety Certification covers all pertinent aeronautical knowledge as outlined by the FAA and augments this knowledge with safety practices that will ensure all participants are responsible remote pilots ready to lead in the UAS industry. The Small UAS Safety Certification meets both the safety-training requirement for USI PRO™ ratings and the FAA knowledge areas required for the Remote Pilot Airman Certificate. The Small UAS Safety Certificate also gives remote pilots a sound foundation in the theoretical, covering a wide survey of UAS technologies and concepts. Course time includes test preparation. Exam vouchers must be purchased separately.

Adobe InDesign CC Fundamentals Online

Fees: $150  
Modality: Online  
Contact Hours: Self-Paced/Online  
Prerequisite: None

Our fully online, self-paced Adobe InDesign Creative Cloud Fundamentals class covers all of the basics of Adobe InDesign including:  
• Introduction/Basics  
• Basic Navigation and Tools  
• Working with Images and Exporting Files  
• Working with Objects and Editing Tools  
• Working with Text  
• Working with Pages

Registration: spc.edu/workforce | 727.341.4445
Adobe Photoshop CC Fundamentals Online
Fees: $150
Modality: Online
Contact Hours: Self-Paced/Online
Prerequisite: None
Our fully online, self-paced Adobe Photoshop Creative Cloud Fundamentals class covers all of the basics of Adobe Photoshop including:
- Introduction/Basics
- File Types and Color Editing
- Selection Tools and Techniques
- Layers and Type
- Enhancement Tools and Techniques
- Cloning and Editing
- Paths Techniques

CompTIA Advanced Security Practitioner (CASP) Certification Prep Online
Fees: $499
Modality: Online
Contact Hours: Self-Paced/Online
Prerequisite: None
The CompTIA Advanced Security Practitioner certification validates advanced-level competency in risk management; enterprise security operations and architecture; research and collaboration; and integration of enterprise security. Our course trains you to become CompTIA CASP-certified! Course includes access to online hands-on virtual labs, a certified mentor to answer course questions for a full year, online Exam Preparation exams, online lecture videos, and numerous eBooks/audiobooks to review. Industry certification exam cost is NOT included. Discounted exam certification vouchers can be purchased here: [http://stpe.co/examvouchers](http://stpe.co/examvouchers).

CompTIA Cybersecurity Analyst CySA+ Certification Prep Online
Fees: $499
Modality: Online
Contact Hours: Self-Paced/Online
Prerequisite: None
CompTIA Cybersecurity Analyst (CSA)+ Prep is a completely self-paced course to prepare you for the CompTIA CSA+ certification exam. Topics covered include: Network Architecture and Reconnaissance, Threat Identification, Threat Mitigation, Reducing Vulnerabilities, Investigating Security Incidents, and Monitoring for Security Issues. Course includes access to online hands-on virtual labs, a certified mentor to answer course questions for a full year, online Exam Preparation exams, online lecture videos, and numerous eBooks/audiobooks to review. Industry certification exam cost is NOT included. Discounted exam certification vouchers can be purchased here: [http://stpe.co/examvouchers](http://stpe.co/examvouchers).

CompTIA Server+ Certification Prep Online
Fees: $399
Modality: Online
Contact Hours: Self-Paced/Online
Prerequisite: None
CompTIA Server+ certified candidates can work in any environment because it is the only vendor-neutral certification covering the major server platforms. It is the only industry certification that covers the latest server technologies including virtualization, security and network-attached storage. Our course trains you to become CompTIA Server+ certified! Course includes access to online hands-on virtual labs, a certified mentor to answer course questions for a full year, online Exam Preparation exams, online lecture videos, and numerous eBooks/audiobooks to review. Industry certification exam cost is NOT included. Discounted exam certification vouchers can be purchased here: [http://stpe.co/examvouchers](http://stpe.co/examvouchers).

Instructional Design Certificate Program Online
Fees: $1,699
Modality: Online
Contact Hours: Self-Paced/Online
Prerequisite: None
The goal of our Instructional Design Certificate Program is to prepare you for a position in Instructional Design with the skills to design and deliver quality training. Through our fully online and self-paced program, our courses are designed to help you show evidence of competency for current and future employers. Upon completion, professionals will be awarded a certificate in Instructional Design.
The core courses included in this certificate program are:
- Essentials of Instructional Design & Technology*
- Evaluation & Assessment
- Learning Theories
- Compliance Requirements in Instructional Design/Technology
- Design & Development
- apostone for Instructional Design

With your registration for this program, you will also receive access to FULL online Microsoft Office training, Adobe Creative Cloud training, and Leadership trainings. These online interactive trainings will help you sharpen your technical and leadership skills, which are required in this field.
**Instructional Technology Certificate Program Online**

**Fees:** $1,699  
**Modality:** Online  
**Contact Hours:** Self-Paced/Online  
**Prerequisite:** None

The goal of our Instructional Technology Certificate Program is to prepare you for a position in Instructional Technology with the skills to design and deliver quality learning in an educational environment. Through our fully online and self-paced program, our courses are designed to help you show evidence of competency for current and future employers. Upon completion, professionals will be awarded a certificate in Instructional Technology.

The core courses included in this certificate program are:
- Essentials of Instructional Design & Technology
- Authoring Tools
- Programming for Instruction
- Compliance Requirements in Instructional Design/Technology
- Learning Systems & Environments
- Capstone for Instructional Design

With your registration for this program, you will also receive access to FULL online Microsoft Office training, Adobe Creative Cloud training, and Leadership trainings. These online interactive trainings will help you sharpen your technical and leadership skills, which are required in this field.

**Instructional Design & Technology Combined Certificate Program Online**

**Fees:** $2,599  
**Modality:** Online  
**Contact Hours:** Self-Paced/Online  
**Prerequisite:** None

The goal of our Instructional Design and Technology Certificate Program is to prepare you for a position in Instructional Design and/or Instructional Technology with the skills to design and deliver quality learning in any environment. Through our fully online and self-paced program, our courses are designed to help you show evidence of competency for current and future employers. Upon completion, professionals will be awarded a certificate in Instructional Design and one in Instructional Technology.

The core courses included in this combined certificate program are:
- Essentials of Instructional Design & Technology
- Evaluation and Assessment* and Authoring Tools
- Learning Theories and Programming for Instruction
- Compliance Requirements in Instructional Design/Technology
- Design & Development and Learning Systems & Environments
- Capstone for Instructional Design and Technology

With your registration for this program, you will also receive access to FULL online Microsoft Office training, Adobe Creative Cloud training, and Leadership trainings. These online interactive trainings will help you sharpen your technical and leadership skills, which are required in this field.

**Introduction to GIS (Geospatial Information Systems)**

**Fees:** $599  
**Modality:** Online  
**Contact Hours:** Self-Paced/Online  
**Prerequisite:** None

Geospatial technology is a very valuable tool for problem solving. Technologies and methods like geographic information systems (GIS) and global positioning systems (GPS) frequently aid municipalities, retail businesses, first responders, and scientists by visualizing information as it relates to its surroundings. This course introduces fundamental concepts necessary to perform geospatial analysis and map interpretation. We will explore how geospatial technologies and tools are used in data collection, analysis, and presentation.

The goals of this course are threefold: 1) To help you to think spatially, analytically, and critically; 2) To help you become better problem solvers; and 3) To teach you the fundamentals of Geographic Information Science and Technology. In this class, you will learn the fundamentals of mapping, GPS, GIS theory, spatial analysis, cartography, and remote sensing.

Geographic Information Science and Technology integrates innovative tools (such as software and hardware) and techniques (such as data capture, display, and analysis) that allows users to view, question, interpret, visualize, and analyze temporal and spatial relationships. GIS technology can be used for scientific investigations, resource management, asset management, environmental impact assessment, urban planning, cartography, criminology, geographic history, marketing, and logistics, to name a few. In fact, whenever (and wherever) there is a spatial and/or temporal component, geospatial technology can serve as a tool for problem solving. For example, a GIS might allow emergency planners to easily calculate emergency response times in the event of a natural disaster. Or, geospatial technology might be used to find wetlands that need protection from pollution, help track the spread of a disease, or be used by a company to site a new business location to take advantage of a previously underserved market. Ultimately, geospatial technology helps you answer questions and solve problems.

**Microsoft Access Core Productivity Online**

**Fees:** $99  
**Modality:** Online  
**Contact Hours:** Self-Paced/Online  
**Prerequisite:** None

Our Microsoft Office Core Productivity online classes teach users the skills to be more productive when using these applications in their daily personal and business lives. These classes are fully-interactive and self-paced. Students will learn skills and new tips/tricks by actively engaging in the lessons and "learning by doing" rather than passively just watching videos. This class prepares students for the Microsoft Office Specialist (MOS) Industry Certification Exam for Microsoft Office Access. Industry certification exam cost is NOT included. Discounted exam certification vouchers can be purchased here: [http://stpe.co/examvouchers](http://stpe.co/examvouchers).
Microsoft Excel Core Productivity Online
Fees:$99  
Modality: Online  
Contact Hours: Self-Paced/Online  
Prerequisite: None

Our Microsoft Office Core Productivity online classes teach users the skills to be more productive when using these applications in their daily personal and business lives. These classes are fully-interactive and self-paced. Students will learn skills and new tips/tricks by actively engaging in the lessons and “learning by doing” rather than passively just watching videos. This class prepares students for the Microsoft Office Specialist (MOS) Industry Certification Exam for Microsoft Office Excel. Industry certification exam cost is NOT included. Discounted exam certification vouchers can be purchased here: http://stpe.co/examvouchers.

Microsoft Office 365 Core Productivity Online
Fees:$99  
Modality: Online  
Contact Hours: Self-Paced/Online  
Prerequisite: None

Our Microsoft Office Core Productivity online classes teach users the skills to be more productive when using these applications in their daily personal and business lives. These classes are fully-interactive and self-paced. Students will learn skills and new tips/tricks by actively engaging in the lessons and “learning by doing” rather than passively just watching videos. This class prepares students for the Microsoft Office Specialist (MOS) Industry Certification Exam for Microsoft Office 365. Industry certification exam cost is NOT included. Discounted exam certification vouchers can be purchased here: http://stpe.co/examvouchers.

Microsoft Office Certification Prep Online (GMetrix Practice Exam)
Fees:$99  
Modality: Online  
Contact Hours: Self-Paced/Online  
Prerequisite: None

Our Microsoft Office Core Productivity online certification exam prep class helps to prepare students for ONE (1) Microsoft Office Specialist (MOS) certification exam of their choice (Access, Excel, Outlook, PowerPoint or Word).

Within TWO-THREE (2-3) business days after registration, students will be e-mailed a GMetrix practice code good for 6 months use. This code will allow students access to practice certification exams (for ONE Microsoft title) as well as additional certification exam training resources and eBooks.

Microsoft Outlook Core Productivity Online
Fees:$99  
Modality: Online  
Contact Hours: Self-Paced/Online  
Prerequisite: None

Our Microsoft Office Core Productivity online classes teach users the skills to be more productive when using these applications in their daily personal and business lives. These classes are fully-interactive and self-paced. Students will learn skills and new tips/tricks by actively engaging in the lessons and “learning by doing” rather than passively just watching videos. This class prepares students for the Microsoft Office Specialist (MOS) Industry Certification Exam for Microsoft Office Outlook. Industry certification exam cost is NOT included. Discounted exam certification vouchers can be purchased here: http://stpe.co/examvouchers.

Microsoft PowerPoint Core Productivity Online
Fees:$99  
Modality: Online  
Contact Hours: Self-Paced/Online  
Prerequisite: None

Our Microsoft Office Core Productivity online classes teach users the skills to be more productive when using these applications in their daily personal and business lives. These classes are fully-interactive and self-paced. Students will learn skills and new tips/tricks by actively engaging in the lessons and “learning by doing” rather than passively just watching videos. This class prepares students for the Microsoft Office Specialist (MOS) Industry Certification Exam for Microsoft Office PowerPoint. Industry certification exam cost is NOT included. Discounted exam certification vouchers can be purchased here: http://stpe.co/examvouchers.

Microsoft Core Productivity Full Suite Online
Fees:$299  
Modality: Online  
Contact Hours: Self-Paced/Online  
Prerequisite: None

This discounted bundle gives participants 24/7 access for one (1) full year to our entire Microsoft Office online training platform.

Course Included Are:

• Microsoft Access 2013/2016  
• Microsoft Excel 2013/2016/2019  
• Microsoft Office Online/365  
• Microsoft OneDrive  
• Microsoft OneNote  
• Microsoft Outlook 2013/2016/2019  
• Microsoft PowerPoint 2013/2016/2019  
• Microsoft Project 2016  
• Microsoft SharePoint 2016  
• Microsoft Skype for Business  
• Microsoft Windows 10  
• Microsoft Word 2013/2016/2019

*Microsoft Office courses above cover Basic, Intermediate, and Advanced skills

Bonus Courses include: Business Writing, Effective Presentations, E-Mail Etiquette, Managing Meetings, Salesforce Training, and SMART Goals Training.

Our Microsoft Office Core Productivity online classes teach users the skills to be more productive when using these applications in their daily personal and business lives. These classes are fully-interactive and self-paced. Students will learn skills and new tips/tricks by actively engaging in the lessons and “learning by doing” rather than passively just watching videos.
Microsoft Word Core Productivity Online
Fees: $99
Modality: Online
Contact Hours: Self-Paced/Online
Prerequisite: None

Our Microsoft Office Core Productivity online classes teach users the skills to be more productive when using these applications in their daily personal and business lives. These classes are fully-interactive and self-paced. Students will learn skills and new tips/tricks by actively engaging in the lessons and “learning by doing” rather than passively just watching videos. This class prepares students for the Microsoft Office Specialist (MOS) Industry Certification Exam for Microsoft Office Word. Industry certification exam cost is NOT included. Discounted exam certification vouchers can be purchased here: http://stpe.co/examvouchers.

Microsoft Visio Online
Fees: $99
Modality: Online
Contact Hours: Self-Paced/Online
Prerequisite: None

This fully online, self-paced class provides a basic/intermediate introduction of Microsoft Visio. You will learn all the essential tasks needed to utilize this software to its full potential.

Microsoft Office Excel Advanced (MOS Expert Certification) Online
Fees: $149
Modality: Online
Contact Hours: Self-Paced/Online
Prerequisite: None

Our Microsoft Office Advanced (MOS Expert Certification) classes prepare you to pass the Microsoft Office Specialist Expert industry certifications. These classes are fully-interactive and self-paced. Students will learn skills and new tips/tricks by actively engaging in the lessons and “learning by doing” rather than passively just watching videos. These classes also introduce Microsoft Office 2019 to you, as well as the most updated version of Office 365, so that you stay on the cutting edge of new technology.

Each class covers the Microsoft Office Specialist (M.O.S.) Expert industry certification exam. Industry certification exam cost is NOT included. Discounted exam certification vouchers can be purchased here: http://stpe.co/examvouchers.

QuickBooks Pro Fundamentals Online
Fees: $99
Modality: Online
Contact Hours: Self-Paced/Online
Prerequisite: None

The QuickBooks Pro interface unlocks the door to a powerful accounting system for businesses of all sizes. At face value it’s deceptively simple, but it holds the ability to manage all day-to-day financial transactions from invoicing to banking. In this course, you’ll be introduced to the QuickBooks Pro interface, and you’ll learn how to get started with QuickBooks by setting up a new company and working with basic transactions. You’ll also discover how to protect your data and recover from unexpected issues, as well as how to set up QuickBooks so it can be accessed by multiple users. The target audience for this self-paced ONLINE course is business professionals who wish to enter and manage all accounting transactions of an organization. The cost of the QuickBooks software is NOT included in the course.

SQL: Database Development MCSA 70-761 Certification Prep Online
Fees: $995
Modality: Online
Contact Hours: Self-Paced/Online
Prerequisite: None

Acquire the skills needed to become a database developer as you prepare for the MCSA: SQL 2016 Database Development certification. This course fully prepares you to pass the Microsoft Certified Solutions Associate (MCSA) exam 70-761. Course includes access to online hands-on virtual labs, a certified mentor to answer course questions for a full year, online Exam Preparation exams, online lecture videos, and numerous eBooks/audiobooks to review. Industry certification exam cost is NOT included. Discounted exam certification vouchers can be purchased here: http://stpe.co/examvouchers.
MECHATRONICS

Fluid Power and Electrohydraulics/ Pneumatics
Fees: $199.00
Modality: Hybrid
Contact Hours: 120
Prerequisite: Non

Explains the fundamental concepts of fluid power and electro-fluid power systems. Covers the principles of fluid power, calculations of physical properties of fluids and their ability to do work. Introduces the various fluid power components, symbols, and circuits. Introduces troubleshooting of fluid power components and systems with an emphasis on safety. Addresses fluids, filters, reservoirs, piping, pumps, actuators, accumulators, control valves, and combination circuits.

General Project Management and Predictive Maintenance
Fees: $199.00
Modality: Hybrid
Contact Hours: 40
Prerequisite: None

Introduces how routine work is done to keep equipment in good working order and to optimize its efficiency and accuracy. Addresses regular routine cleaning, lubricating, testing, checking for wear and tear and eventually replacing components to avoid breakdown. Introduces students to the various types and styles of predictive and preventive maintenance components, principles, and practices used in industrial applications.
Manufacturing

**Blueprint Reading/Schematics**

**Fees:** $199.00  
**Modality:** Hybrid  
**Contact Hours:** 37  
**Prerequisite:** None  

Introduces the fundamental information in drafting necessary to retrieve, read, manipulate and understand a mechanical part print. Instructs students to recognize, identify, describe, and relate the components used in schematics, along with their symbols and connectors, to describe electrical, electronics, pneumatics, hydraulics, and piping circuits, as well as welding and joining symbols interpretation.

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**Controls & Instrumentation**

**Fees:** $199.00  
**Modality:** Hybrid  
**Contact Hours:** 105  
**Prerequisite:** None  

Covers the diversity of control devices including: theory of operation, applications in automation control and troubleshooting and repair. Introduces identification, installation, replacement, and troubleshooting of automation controller circuit boards and modules. This course also introduces the installation, maintenance and troubleshooting of common input devices.

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**Robotics**

**Fees:** $199.00  
**Modality:** Hybrid  
**Contact Hours:** 83  
**Prerequisite:** None  

Introduces robotics in regard to industrial robotic safety standards, applications, types of classes for industrial robots, basic system components, robotic motion concepts, key programming techniques, definitions and the common terms associated with computer integrated manufacturing (CIM) as it relates to robotic cells. Instructs students on the mastering concepts of preventive maintenance techniques required for a robot and their backup systems in addition to recovery procedures needed to interpret robot error codes and perform a safe recovery start up procedure on robotics equipment, as well as integrating robotic applications in a PLC-controlled, automated system.

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**Basic Electricity/Electronics**

**Fees:** $199.00  
**Modality:** Hybrid  
**Contact Hours:** 66  
**Prerequisite:** None  

Introduces the various elements of basic electricity including the identification of electrical symbols as well as interpretation of schematics, cross referencing prints, tracing circuits, interpreting sequential function harts, line drawings and time charts. Introduces the student to electrical measurement instruments, including digital and analog multimeters, clamp-on ammeters, megohmeters, and the oscilloscope. Concentrates on control logic components and circuit function. Introduces the student to solid state devices and applications.

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**Mechanical Systems/Mechanical Drive Systems**

**Fees:** $199.00  
**Modality:** Hybrid  
**Contact Hours:** 112  
**Prerequisite:** None  

Introduces safety, maintenance techniques and procedures used to maintain industrial equipment, including industrial couplings, chains, sprockets, belts, bearings, shafts, brakes, clutches, gears and cams. Addresses the principles of power transmission calculations of speed and force and how they affect a power transmission system.

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**Safety**

**Fees:** $199.00  
**Modality:** Hybrid  
**Contact Hours:** 109  
**Prerequisite:** None  

Introduces OSHA and the OSHA regulations that apply to the manufacturing industry. Introduces safety rules and issues in the use of overhead cranes, hoists, rigging equipment, attachment components, calculating sling angle stresses, and safe lifting and turning loads.
Programmable Logic Controllers (PLCs)

Fees: $199.00  
Modality: Hybrid  
Contact Hours: 25  
Prerequisite: None

Introduces Programmable Logic Controllers (PLCs) and elements needed for an automated industrial control system. Introduces memory and project organization within a PLC and provides instruction in basic numbering systems, computer and PLC terminology. Introduces PLC control functions, program structures, language standards, wiring and troubleshooting methods, as well as, real world communications. Requires the student to program a PLC which may include a combination of ladder logic, structured text, sequential function chart and/or function block languages. Includes various protocols of industrial communications used between PLC controlled machines, PLC to PLC, PLC to computer, and computer to computer.

Rigging Awareness and Fundamentals

Fees: $199.00  
Modality: Hybrid  
Contact Hours: 20  
Prerequisite: None

Introduces the basic concepts and safety rules and issues related to the use of rigging equipment, attachment components, calculating sling angle stresses, and safe lifting and turning loads.

Solar Energy Training (PV Associate Certification)

Fees: $1,495  
Modality: Hybrid/Virtual  
Contact Hours: 60  
Prerequisite: Background/experience in electrical and/or construction.

This 60-hour course is specifically designed for students with a background/experience in electrical and/or construction. This course covers the knowledge and provides students with the skill sets needed to sell, design, install, and maintain solar photovoltaic systems.

Course topics will include applications of solar photovoltaic systems, including types of systems, their benefits, and components; the information and tools needed to properly explain the benefits and economics of a solar PV system to a prospective customer; the design requirements for choosing equipment, configuring, and sizing of solar PV systems; the installation requirements and procedures for solar PV systems; and the testing, operation, maintenance, and troubleshooting of completed solar PV installations.

Career opportunities include solar photovoltaic salesperson, designer, installer, and maintenance technician.

Students will also receive training for and earn OSHA 10 certification as well.

Electrical Lineworker Program (with CDL Certification)

Fees: $4,995.00  
Modality: Hybrid (In-Class @ SPC Allstate Campus)  
Contact Hours: 336  
Prerequisite: None

St. Petersburg College’s Electrical Lineworker training is designed to provide students with the fundamental knowledge and basic practical skills needed when seeking a career opportunity in the electric utility industry as a line worker trainee. Students will develop technological competency, analytical problem-solving skills, workplace ethics, team working skills, and job responsibility. Students will study basic electrical theory, elements of electric power systems operations, fundamental safe work practices, and a variety of overhead and underground electrical construction operation and maintenance standards.

Individuals in this program are expected to develop skill sets in climbing poles, digging holes, working with tools and machinery most closely associated with electric utility systems and basic mechanical technologies. Students will be expected to show that they understand job related safe work practices, first aid, rescue and CPR and apply themselves in mastering basic computer skills applications. Individuals are expected to learn electrical terminology and practices associated with electric utility operations.

Students will receive the following certifications as a result of this training:
- CDL Class A
- OSHA 10 Card
- CPR, AED & First aid
- Bucket Truck Rescue
- Pole Top Rescue

Certified Production Technician (MSSC-CPT)

Fees: $1,295.00  
Modality: Hybrid/Virtual  
Contact Hours: 60  
Prerequisite: None

Provides entry-level training in manufacturing essentials to include safety awareness, production and processes, quality assurance, and maintenance awareness. Upon successful completion, students are prepared to sit for the Manufacturing Skill Standards Council (MSSC) Production Technician (CPT) certification examination.

The CPT Certification addresses the core technical competencies of higher skilled production workers in all sectors of manufacturing. MSSC awards certificates to individuals who pass any of its five Production Modules: Safety; Quality Practices & Measurement; Manufacturing Processes & Production; Maintenance Awareness; Green Production and a full CPT Certification to those who pass all four core modules. Certification exam vouchers are NOT included in the price of the course.
Life Long Learning

Mental Health First Aid

Fee: $125
Modality: Virtual

Mental Health First Aid, known as the CPR of mental health, is a national certification through the National Council for Behavioral Health that has been proven effective to recognize signs, symptoms, and risk factors of mental illnesses and/or addictions. This training is designed to raise awareness of the prevalence of mental health issues in the community, reduce the stigma and provide viable skills needed to address mental health challenges. Upon completion of the training you will be able to understand and respond to someone who may be experiencing a mental health or substance use challenge. Through the course, you learn the skills needed to reach out and provide initial help and support to someone who may be developing a mental health or substance use problem or experiencing a crisis.

Please note: The completion of the course Pre-read is a requirement to attend this course. The pre-read must be completed no later than seven (7) days before start of the training class.

The course begins with the mandatory self-paced introduction and pre-read that takes approximately two (2) hours to complete. The actual training will take place via real-time online instruction that will last from 5 to 6 hours with a class size of 20 people.
Building the workforce and enhancing skills...

SPC Corporate Training is committed to providing personalized, customer-driven workforce solutions that are as unique as your organization. Whether the focus is organizational or individual, SPC draws upon our vast network of resources to customize training programs that will respond to the ever-changing business environment.

We have a broad range of training programs and workshops that are designed to help your organization improve performance, maximize productivity, and stay competitive.

We offer a variety of options:

• Custom designed programs
• Certification exam preparation classes
• Professional development/ specific skill classes
• Continuing Education (CEUs) classes

Benefits of our leading-edge training:

• High quality content
• Flexible schedules
• Face-to-face, online or hybrid formats

• Delivered at your business location or at one of the St. Petersburg College campuses
• Training can be contracted as fee-for-service or connected to grant funding to subsidize employee-training costs.

Our staff is ready to help you take your workforce to the next level, just follow the easy steps below:

Step 1: Contact a Corporate Training representative via email or call us at: workforce@spcollege.edu or 727-341-4445.

Step 2: Schedule a meeting to discuss your needs and identify solutions

Step 3: Work with our team of subject matter experts and industry certified professionals to develop an action plan that meets your goals.

Step 4: We deliver! At your site or at one of our SPC campuses.

Step 5: Assess outcomes and determine next steps

Beyond customized training, we can assist your employees identify professional development training that will help improve their professional knowledge, competence, skills, and effectiveness. To schedule a meeting with our Corporate Training Team, call (727) 341-4445 or email workforce@spcollege.edu.
Intensive English Program

Fees: $1,395 (in-state) / $4,458.64 (out-of-state)
Modality: Face-to-Face
Contact Hours: 308 (14-week term)
Prerequisite: NA

This program is designed for individuals who want to better their English skills. The program presents students with elementary, pre-intermediate, intermediate, upper-intermediate, and advanced levels of intensive instruction in the areas of writing, listening and speaking, grammar and reading. The program specializes in developing these core communicative skills and also prepares students for later academic and professional studies. Students will be immersed in the English language and have the opportunity to participate in cultural trips to enhance language learning and cultural understanding. The lessons accommodate beginner through advanced levels.

Students who successfully finish the Advanced level and exit exams are guaranteed admission to St. Petersburg College!

Accent Reduction

Fees: $125
Modality: Face-to-Face
Contact Hours: 15
Prerequisite: NA

Improve your English speaking skills. This class is designed for non-native speakers of English who want to improve the clarity of their speech and create the sounds of American English. Accent reduction will help you sound more like a native speaker and be better understood in conversations. This course concentrates on language skills such as sounds, stress patterns, rhythm, linking words together and group interactions.

Conversational German

Fees: $125
Modality: Face-to-Face
Contact Hours: 16
Prerequisite: This is not a beginner course. Students should have a background in the German language.

This course is a continuation of the German language for those students who already have an acquaintance with the language previously. Emphasis is placed on conversation in German. The course concentrates on vocabulary and sentence building to expand the student’s comprehension and speaking ability.
International Language

**Spanish I**
*Fees: $125*
*Modality: Face-to-Face*
*Contact Hours: 20*
*Prerequisite: NA*

This course introduces the student to the Spanish language: its pronunciation, basic grammar and vocabulary along with common expressions and bits of cultural facts relating to our neighbor to the south, Mexico. We follow Mr. Adams, an American businessman as he prepares to visit this country. The emphasis is on the development of listening and speaking skills that will help the student to get along when visiting a Spanish speaking country.

At the end of this course, the student should be able to pronounce common Spanish words correctly, recognize everyday words and idiomatic expressions and put together simple sentences.

**Spanish II**
*Fees: $125*
*Modality: Face-to-Face*
*Contact Hours: 20*

Prerequisite: The student who wants to take this course should have a least taken one Spanish course recently.

This course is a continuation of Spanish I. In this course, more basic grammar, vocabulary and idiomatic expressions are introduced along with Mexican cultural facts. The emphasis is on vocabulary and comprehension to allow the student to function as a tourist or a business person in a Spanish speaking country.

At the end of this course, the student should be familiar with the everyday vocabulary, be able to use simple grammar, and be able to put uncomplicated sentences together.

**Spanish III**
*Fees: $125*
*Modality: Face-to-Face*
*Contact Hours: 20*

Prerequisite: The student who wants to take this course should have a least taken two Spanish courses.

This course is a continuation of Spanish II and will finish off the textbook. In this course, more basic grammar, vocabulary and idiomatic expressions are introduced along with Mexican and Latin American cultural facts. The emphasis is on conversation and comprehension to allow the student to function as a tourist or a business person in a Spanish speaking country.

At the end of this course, the student should be familiar with the everyday vocabulary, be able to put simple sentences together and to make his every day’s needs known.

Separation/Divorce: A Child’s View
*Fees: $50.00*
*Modality: Face-to-Face*
*Contact Hours: 4.5*
*Prerequisite: NA*

Separation and Divorce: A Child’s View is an educational course designed to help parents and children cope with separation. Parents will learn effective communication skills, how to identify children’s behavioral reactions at different ages and helpful community resources.

Legal Guardian Family Training
*Fees: $150.00*
*Modality: Online*
*Prerequisite: NA*

This online 8-contact-hour course is designed to help family members with specific aspects of guardianship. It is approved by the Sixth Judicial Circuit Court, and fulfills court-mandated education requirements for legal guardians living in and out of Pinellas County. A computer accounting report component is included in the curriculum.