CHECK OUT OUR LIVE INSTRUCTOR-LED WEBCASTS!

GROW PROFESSIONALLY

Gain new skills
4 Project Management
16 Business Writing
20 Event Planning

PREPARE FOR YOUR NEXT CAREER

Discover growth opportunities
5 Lean Six Sigma
7 Construction Management
12 Business Continuity & Disaster Recovery

OVER 2,000 ONLINE COURSES AVAILABLE!

ENROLL TODAY: 817.272.2581 | cedquestions@uta.edu | uta.edu/ded/ced
1. **UPCOMING FREE WEBINARS**

2. **BUSINESS AND CAREER DEVELOPMENT**
   - Project Management Certificate
   - Lean Six Sigma
   - Construction Management
   - Accounting Specialist Certificate
   - Certificate in Sustainability and 21st-Century Business Solutions
   - Certificate in Diversity & Inclusion
   - Finance and Accounting for Non-Financial Managers
   - Anti-Fraud and Forensic Interview Specialist Certificate
   - Digital Marketer Certificate
   - Mini-MBA Certificate Program
   - Customer Service Specialist Certificate
   - Marketing & Sales Certificate
   - Non-Profit Management
   - Business Continuity & Disaster Recovery Certificate
   - Green Business Management
   - Facility Management Professional Certificate
   - Texas Real Estate Pre-licensing Platinum Solution
   - Alternative Dispute Resolution For Property Tax Appraisal
   - Landscape Irrigation Training
   - Human Resource Generalist Certificate
   - Technical Writing Certificate
   - Business Writing Certificate
   - Creative Writing
   - Novel Writing 6-Unit Series
   - Paralegal Certificate

3. **CAREER TRAINING 100% ONLINE**
   - Certified Paralegal
   - Business Operations Specialist
   - Certified Credit Counselor
   - Certified Green Business Professional
   - Certified Quality Improvement Associate (CQIA)
   - Grant Writing + Non-Profit Management
   - Chartered Tax Professional
   - Certified Professional
   - Life Coach
   - Certificate in Mediation and Arbitration
   - Advertising and Outreach Specialist
   - Administrative Training

4. **TEST PREP**
   - Personal Training Certification
   - Academic
   - Automotive
   - Fitness
   - Project Management
   - Technology

5. **TECHNOLOGY AND COMPUTER TRAINING**
   - AutoCAD
   - CNC Programming Certificate
   - CompTIA Certification Training
   - Developer Training
   - UI/UX Design Certificate
   - Graphic Design Certificate

6. **DIGITAL ARTS**
   - Wordpress Developer Certificate
   - Game Development Certificate
   - Adobe Creative Suites Training
   - Music and Sound Design Production Certificate

7. **FOREIGN LANGUAGES**
   - Spanish
   - Japanese
   - French

8. **POLICIES AND PROCEDURES**
3 EASY WAYS TO REGISTER

Using Quickbooks: New Tools, Tips & Tricks .................. 01/07/2021
Creative Writing ...................................................... 01/12/2021
Your Food as Medicine ........................................... 01/13/2021
Hidden Features in Excel ......................................... 01/21/2021
Job Searching & Resumes for Paralegals .................... 01/28/2021
How to Stay Fit at Home .......................................... 02/03/2021
Teaching Strategies for Digital Learning Part 1 ............ 02/11/2021
Understanding Contracts from a Legal Aspect .......... 02/18/2021
Exploring Emotional Intelligence ............................. 02/25/2021
Teaching Strategies for Digital Learning Part 1 ............ 03/04/2021
Marketing Your Photography Business..................... 03/10/2021
Digital Marketing 101 ............................................. 03/25/2021
Grammar: The Backbone of Effective Communication .... 04/01/2021
What Every Photographer Needs to Know about Contracts... 04/08/2021
The Steps to Clean Eating ....................................... 04/15/2021
Earth Day Outreach Event ........................................ 04/22/2021
Winding Down the School Year with Digital Tools ....... 04/29/2021
Virtual Leadership .................................................. 05/05/2021
Understanding Employee Relations .......................... 05/13/2021
Understanding BI Tools .......................................... 05/20/2021
When Can I Retire .................................................. 05/27/2021
Tips on the Correct Use of Diction Part 1 .................... 06/03/2021
Create a Website in a Snap ...................................... 06/10/2021
How to Manage Tasks Effectively ............................. 06/16/2021
Tips on the Correct Use of Diction Part 2 .................... 06/24/2021
Ensuring a good workplace culture ............................ 07/08/2021
Sentence Structure: Appeal to the needs of your reader ... 07/15/2021
Navigating the law Firm for Paralegals ..................... 07/22/2021
Digital Tools for Teachers ....................................... 07/29/2021
No Programming Experience No Problem ................. 08/05/2021
Make your company LEAN: Getting Started ............. 08/12/2021
Proper Punctuation: Essential Tools for Writers .......... 08/19/2021
Recruiting Strategies .............................................. 08/26/2021
Virtual Leadership .................................................. 09/01/2021
What Makes a Good Project Manager ....................... 09/09/2021
Becoming an Successful Leader as an Introvert .......... 09/16/2021
Surviving Ageism in the Workplace ......................... 09/23/2021
Getting Back on Track Financially POST Covid .......... 09/30/2021
The Power of Lean Six Sigma: How to get started ....... 10/07/2021
Effective Job Searching .......................................... 10/14/2021
Tips for Correct Diction .......................................... 10/21/2021
Learn How to Travel for Free ................................... 10/28/2021
Planning a Virtual Event ........................................ 11/04/2021
Benefit Updates/EEO-1 .......................................... 11/11/2021
Understanding Excel Marcos ................................... 11/18/2021
New Year: New Financial Goals ............................... 12/02/2021
Ensuring a Diverse and Inclusive Workplace ............. 12/09/2021
PROJECT MANAGEMENT

PROJECT MANAGEMENT CERTIFICATE
This program provides you with practical knowledge that can be applied immediately to enhance your job performance and productivity. In addition, the curriculum fulfills the 35-hour educational requirement for those preparing to take the Project Management Institute (PMI) PMP certification exam.

Project Management Body of Knowledge (PMBOK®)
All courses align with the A Guide to Project Management Body of Knowledge (PMBOK® Guide) Sixth edition. PMBOK is a registered term of the Project Management Institute, Inc.

4 COURSES:
- Project Management Fundamentals ................ 8 Hours | $335
- Effective Project Initiation & Planning ............ 15 Hours | $685
- Effective Project Execution & Control ............. 15 Hours | $685
- Introduction to Agile/Scrum Project Mgmt ........ 15 Hours | $685

Total Program Cost: $2390*

ELECTIVE COURSES:
- Project Management Professional (PMP) Exam Prep .................................................. 40 hours | $1995
- 2019 Microsoft Word/Powerpoint/Outlook ...... 16 Hours | $435
- Microsoft Project .................................. 8 hours | $299

These Project Management Certificate courses are also available online, at your own pace at dedtraining.com

IN-PERSON ON-CAMPUS | LIVE WEBCASTS

PROJECT MANAGEMENT FUNDAMENTALS
- 02/05/21 ................................ F: 8:30a - 5:30p .................................. $335
- 06/11/21 ................................ F: 8:30a - 5:30p .................................. $335
- 09/17/21 ................................ F: 8:30a - 5:30p .................................. $335

EFFECTIVE PROJECT INITIATION & PLANNING
- 03/04/21 - 03/05/21 .................. Th & F: 8:30a - 5:30p ...................... $685
- 07/08/21 - 07/09/21 .................. Th & F: 8:30a - 5:30p ...................... $685
- 10/14/21 - 10/15/21 ................. Th & F: 8:30a - 5:30p ...................... $685

EFFECTIVE PROJECT EXECUTION & CONTROL
- 04/08/21 - 04/09/21 ............... Th & F: 8:30a - 5:30p ...................... $685
- 08/05/21 - 08/06/21 ............... Th & F: 8:30a - 5:30p ...................... $685
- 11/11/21 - 11/12/21 ............... Th & F: 8:30a - 5:30p ...................... $685

INTRODUCTION TO AGILE/SCRUM
- 05/14/21 ................................ F: 8:30a - 5:30p .................................. $335
- 09/03/21 ................................ F: 8:30a - 5:30p .................................. $335
- 12/03/21 ................................ F: 8:30a - 5:30p .................................. $335

PROJECT MANAGEMENT BOOTCAMP
- 05/03/21 - 05/07/21 ................. M - F: 8:30a - 5:30p ...................... $1695

PROJECT MANAGEMENT PROFESSIONAL (PMP) EXAM PREP
- 05/17/21 - 05/21/21 ............... M, Tu, W, Th, F: 8:30a - 5:30p .............. $1695

2019 MICROSOFT WORD/POWERPOINT/OUTLOOK
- 02/22/21 - 03/03/21 ................ M & W: 6p - 10p ............................... $435

MICROSOFT PROJECT
- 02/19/21 ........................................ F: 8:30p - 5:30p ...................... $435
- 06/18/21 ........................................ F: 8:30p - 5:30p ...................... $435
- 10/01/21 ........................................ F: 8:30p - 5:30p ...................... $435

ONLINE COURSES These courses can be taken any time.
- Agile Certified Practitioner Exam Prep ............................................................... $495
- Agile Certified Product Manager & Product Owner ........................................ $2,595
- Agile Team Challenges ................................................................................. $195
- Basics of Organizational Strategy ............................................................... $89
- Become a Multiplying Manager ................................................................. $195
- Business Operations Specialist ................................................................. $1,895
- Certificate in Sustainable Management ...................................................... $495
- Certified Associate in Project Management with Simulation ..................... $2,995
- Certified Global Business Professional ....................................................... $2,495
- Emotional Intelligence for Project Managers .............................................. $99
- Ethics for Project Managers ....................................................................... $99
- Global Business Management ................................................................. $395
- Global Supply Chain Management ......................................................... $395
- Integrating Agile and Waterfall Practices ................................................. $99
- Introduction to Agile .................................................................................. $395
- Introduction to Certified Associate in Project Management ...................... $169
- Lean Training (Exam Cost Included) ......................................................... $695
- Managing Real World Projects ................................................................. $395
- Measuring Sustainable Management Performance ................................ $99
- Project Management .......................................................... $2,295\n- Project Management for CAPM ................................................................. $2,295
- Project Management for Information Technology ..................................... $595
- Project Management for PMP ................................................................. $2,995
- Project Management Fundamentals II ....................................................... $135
- Project Management Professional (PMP) ................................................ $169
- Project Management Professional (PMP) Exam Prep ............................. $795
- Project Management Skills for Non-Project Managers ........................... $159
- Project Management Team Leadership .................................................... $495
- Project Risk Management: PMI-RMP Exam Prep .................................... $695
- Scrum Immersion .................................................................................... $399

*Certificate programs require a $50 certificate fee
LEAN SIX SIGMA

LEAN SIX SIGMA is a methodology aimed at reducing waste. The overall goal is to identify and eliminate non-essential and non-value added steps in the business process in order to streamline production, improve quality, and establish customer loyalty.

3 COURSES:
Yellow Belt ................................................................. 24 Hours | $895
Green Belt ................................................................. 32 Hours | $895
Black Belt ................................................................. 32 Hours | $895
Total Program Cost: $2685*

These Lean Six Sigma courses are also available online, at your own pace at dedtraining.com

IN-PERSON ON-CAMPUS | LIVE WEBCASTS
YELLOW BELT
01/16/21 - 01/30/21 Sa : 8:30a - 5:30p ...................... $895
06/12/21 - 06/26/21 Sa : 8:30a - 5:30p ...................... $895
09/11/21 - 09/25/21 Sa : 8:30a - 5:30p ...................... $895

GREEN BELT
02/13/21 - 03/06/21 Sa : 8:30a - 5:30p ...................... $895
07/10/21 - 07/31/21 Sa : 8:30a - 5:30p ...................... $895
10/09/21 - 10/30/21 Sa : 8:30a - 5:30p ...................... $895

BLACK BELT
04/10/21 - 05/01/21 Sa : 8:30a - 5:30p ...................... $895
11/13/21 - 12/11/21 Sa : 8:30a - 5:30p ...................... $895

ONLINE COURSES These courses can be taken any time.
Advanced Automation and Mechatronics ..................... $3,995
Advanced Industrial Process Control ......................... $3,995
Advanced Mechanical Systems ................................. $3,995
Agile Certified Practitioner Exam Prep ................. $495
Agile Certified Product Manager & Product Owner .... $2,595
Agile Team Challenges ............................................. $195
Basics of Organizational Strategy ......................... $89
Become a Multiplying Manager .............................. $1,295
Business Coach ...................................................... $2,295
Business Communication Professional ................. $1,895
Business Operations Specialist ......................... $1,895
CCBA Certification Training ...................................... $495
Certificate in Sustainable Management ............. $495
Certified Associate in Project Management w/ Simulation $2,995
Certified Global Business Professional .................. $2,495
Certified Green Supply Chain Professional ............ $1,595
Certified Green Supply Chain Professional (GCCP) .... $2,595
Certified Quality Improvement Associate (CQIA) .... $995

Distribution and Logistics Management .................. $135
Global Business Management .............................. $395
Global Supply Chain Management ....................... $395
Lean Six Sigma Black Belt (Exam Cost Included) .... $1,695
Lean Six Sigma Black Belt with 1-on-1 Project Coaching $2,695
Lean Six Sigma Green Belt (Exam Cost Included) .... $1,495
Lean Six Sigma Green Belt and Black Belt .......... $2,295
Lean Six Sigma Yellow Belt (Exam Cost Included) .. $295
Lean Six Sigma Yellow Belt and Green Belt ........ $1,695
Lean Training (Exam Cost Included) ...................... $695
Logistics and Distribution Manager ....................... $1,895
Logistics, Supply Chain and Purchasing Management $2,395
Managing Inventory ............................................. $89
Managing Operations .......................................... $89
Measuring Sustainable Management Performance .... $99
Organizational Processes ................................ $89
Organizational Structure and Communications .... $99
Purchasing and SCM/Freight Broker/Agent .......... $3,695
Purchasing and Supply Chain Management .......... $2,295
Purchasing Fundamentals ..................................... $135
Purchasing Management ....................................... $2,295
Six Sigma Black Belt Prep Course ....................... $399
Six Sigma Black Belt with Exam ......................... $2,195
Six Sigma Green Belt (Exam only) ....................... $595
Six Sigma Green Belt Prep Course and Exam .......... $1,595
Six Sigma Yellow Belt ........................................... $1,295
Six Sigma Yellow Belt (Exam only) ..................... $395
Six Sigma Yellow Belt Prep Course and Exam .... $995
Six Sigma: Total Quality Applications ................. $135
Six Sigma: Total Quality Fundamentals ............... $135
Supply Chain Management Basics ..................... $898
Supply Chain Management Fundamentals .......... $135
Supply Chain Management Professional .......... $2,995
Supply Chain Suite .............................................. $299

*Certificate programs require a $50 certificate fee
LOGISTICS AND SUPPLY CHAIN MANAGEMENT

LOGISTICS AND SUPPLY CHAIN MANAGEMENT CERTIFICATE
This certificate program provides a foundation in supply chain and logistics management from both a U.S., as well as a global perspective, preparing participants for professional careers with manufacturers and distributors, transportation carriers, and logistics service providers.

5 COURSES:
Introduction to Logistics ........................................... 16 Hours | $395
Intro to Materials Management .................................. 20 Hours | $445
Warehouse/Distribution Center Mgmt .......................... 16 Hours | $395
International Logistics and SCM ............................... 20 Hours | $445
Capstone..................................................................... 12 Hours | $349

Total Program Cost $2029*

IN-PERSON ON-CAMPUS | LIVE WEBCASTS

INTRODUCTION TO LOGISTICS
02/15/21 - 02/24/21.................................................. M & W : 6p - 10p ........................................ $395
06/07/21 - 06/16/21.................................................. M & W : 6p - 10p ........................................ $395
10/04/21 - 10/13/21.................................................. M & W : 6p - 10p ........................................ $395

INTRODUCTION TO MATERIALS MANAGEMENT
03/08/21 - 03/24/21.................................................. M & W : 6p - 10p ........................................ $395
07/12/21 - 07/26/21.................................................. M & W : 6p - 10p ........................................ $395
10/25/21 - 10/14/21.................................................. M & W : 6p - 10p ........................................ $395

WAREHOUSE & DISTRIBUTION CENTER MANAGEMENT
04/05/21 - 04/14/21.................................................. M & W : 6p - 10p ........................................ $395
08/09/21 - 08/14/21.................................................. M & W : 6p - 10p ........................................ $395
11/29/21 - 12/08/21.................................................. M & W : 6p - 10p ........................................ $395

INTERNATIONAL LOGISTICS & SUPPLY CHAIN MGMT
01/04/21 - 01/20/21.................................................. M & W : 6p - 10p ........................................ $395
04/26/21 - 05/05/21.................................................. M & W : 6p - 10p ........................................ $395
09/13/21 - 09/27/21.................................................. M & W : 6p - 10p ........................................ $395
01/08/22 - 01/17/22.................................................. M & W : 6p - 10p ........................................ $395

CAPSTONE
01/25/21 - 02/01/21.................................................. M & W : 6p - 10p ........................................ $395
05/17/21 - 05/26/21.................................................. M & W : 6p - 10p ........................................ $395
10/18/21 - 10/27/21.................................................. M & W : 6p - 10p ........................................ $395
01/31/22 - 02/09/22.................................................. M & W : 6p - 10p ........................................ $395

ONLINE COURSES These courses can be taken any time.
Advanced Automation and Mechatronics.......................... $3,995
Advanced Industrial Process Control............................. $3,995
Advanced Mechanical Systems .................................. $3,995
Basics of Organizational Strategy ................................. $89
Become a Multiplying Manager................................... $195
Building Teams That Work........................................ $135
Business Coach...................................................... $1,295
Business Operations Specialist.................................... $1,895
Certificate in Sustainable Management........................ $495
Certified Green Supply Chain Professional .................... $1,595
Certified Green Supply Chain Professional (GSCP) ........ $2,595
Certified Quality Improvement Associate (CQIA) ............ $995
Chemical Plant Operations ....................................... $3,395
Communicating Collaboratively................................ $195
Creativity in Teams and Organizations ......................... $195
Decision Making...................................................... $99
Distribution and Logistics Management ....................... $135
Diversity and Individual Differences .......................... $89
Emotional Intelligence in the Workplace ....................... $195
Enhancing Team Effectiveness ................................ $89
Ethical Management................................................. $89
Ethics and Professionalism....................................... $40
Executive Strategy & Management ............................ $169
Global Business Management ................................... $395
Global Supply Chain Management ............................. $395
Implementing Change.............................................. $89
Innovation in Teams and Organizations ....................... $99
Introduction to Leadership........................................ $99
Leading and Managing Change.................................. $99
Leading Teams....................................................... $99
Logistics and Distribution Manager ............................ $1,895
Logistics, Supply Chain and Purchasing Management ...... $2,395
Managing in the Modern Organization ....................... $99
Managing Inventory................................................ $89
Managing Operations............................................. $89
Managing Productivity and Quality ............................ $89
Managing Real World Projects..................................... $395
Measuring Sustainable Management Performance .......... $99
Motivating and Leading Others ............................... $89
Networking For Success.......................................... $99
Organizational Processes........................................ $89
Organizational Structure and Communications.............. $99
PMI Risk Management Professional............................ $695
Project Management Applications .............................. $135
Project Management Fundamentals............................. $135
Project Management Suite........................................ $299
Purchasing and SCM + Freight Broker/Agent Training .... $3,695
Purchasing and Supply Chain Management .................. $2,395
Purchasing Fundamentals........................................ $135
Purchasing Management.......................................... $2,295
Quality Management Basics..................................... $495
Stress Management Coaching.................................... $1,895
Supply Chain Management Basics .................. $898
Supply Chain Management Fundamentals .................... $135
Supply Chain Management Professional ..................... $2,995
Supply Chain Suite................................................ $299
Sustainable Management: Leadership Ethics ............... $195
The Origins and Evolution of Management.................. $89
What is Management.............................................. $89

*Certificate programs require a $50 certificate fee
CONSTRUCTION MANAGEMENT

This certificate is designed to meet the industry’s evolving needs due to advances in construction technologies, financing, and methods that underscore a sound and systematic management of construction projects.

4 COURSES:
- Principles of Construction ...........................................15 Hours | $795
- Specifications & Documentation ...................................15 Hours | $795
- Project Cost Estimation ...............................................15 Hours | $795
- Project Planning & Scheduling .....................................15 Hours | $795
Total Program Cost $3180*

ELECTIVE COURSES:
- 3D Building Information Modeling ...................................15 Hours | $795

IN-PERSON ON-CAMPUS | LIVE WEBCASTS
PRINCIPLES OF CONSTRUCTION MGMT & CONTRACTS
- 02/06/21 - 02/13/21...Sa : 8a - 4:30p.................................$795
- 06/05/21 - 06/12/21...Sa : 8a - 4:30p.................................$795
- 09/11/21 - 09/18/21...Sa : 8a - 4:30p.................................$795

CONSTRUCTION SPECIFICATIONS & DOCUMENTATION
- 02/27/21 - 03/06/21...Sa : 8a - 4:30p.................................$795
- 06/19/21 - 06/26/21...Sa : 8a - 4:30p.................................$795
- 09/25/21 - 10/02/21...Sa : 8a - 4:30p.................................$795

CONSTRUCTION PROJECT COST ESTIMATION
- 03/27/21 - 04/03/21...Sa : 8a - 4:30p.................................$795
- 07/10/21 - 07/17/21...Sa : 8a - 4:30p.................................$795
- 10/23/21 - 10/30/21...Sa : 8a - 4:30p.................................$795

PROJECT PLANNING & SCHEDULING
- 04/17/21 - 04/24/21...Sa : 8a - 4:30p.................................$795
- 07/31/21 - 08/17/21...Sa : 8a - 4:30p.................................$795
- 11/13/21 - 11/20/21...Sa : 8a - 4:30p.................................$795

3D BUILDING INFORMATION MODELING
- 05/08/21 - 05/15/21...Sa : 8a - 4:30p.................................$795
- 12/04/21 - 12/11/21...Sa : 8a - 4:30p.................................$795

ONLINE COURSES
- These courses can be taken any time.
  - Achieving Success with Difficult People ......................$135
  - Basics of Organizational Strategy ..............................$89
  - Become a Multiplying Manager .................................$195
  - Becoming a First Time Manager .................................$195
  - Becoming a Grant Writing Consultant ........................$135
  - Business Ethics in the 21st Century .........................$395
  - Business Information Systems Professional ...............$2,295
  - Business Law for Entrepreneurs .............................$195
  - Business Law Specialist .........................................$2,295
  - Business Management Professional .........................$2,695
  - Business Operations Specialist ...............................$1,895
  - Capital Campaigns ................................................$195
  - Certificate in Entrepreneurship ...............................$695
  - Certificate in Innovation & Critical Thinking .............$395
  - Certificate in Leadership .......................................$395
  - Certified Global Business Professional ....................$2,495
  - Certified Green Supply Chain Professional (GCCP) ....$2,295
  - Contract Specialist ................................................$2,295
  - Creating Organizational Strategies ..........................$89
  - Economics Professional .........................................$2,695
  - Effective Negotiations ..........................................$99
  - Effective Presentations .........................................$195
  - Effective Public Speaking .......................................$195
  - Entrepreneur Specialist .........................................$2,295
  - Entrepreneurship and Leadership for the 21st Century ...$2,295
  - First Line Supervision & Leadership .........................$795
  - Foundations for Start-up & Owner Management ..........$2,295
  - Global Business Management ................................$395
  - Global Marketing ..................................................$395
  - Global Supply Chain Management ..........................$395
  - High Performance Organization ...............................$135
  - Introduction to Business Analysis ...........................$135
  - Leadership and Work-Life Balance .........................$99
  - Leadership Skills for Women .................................$1,595
  - Macroeconomics ...................................................$695
  - Management and Leadership Studies .......................$2,795
  - Management for High-Technology Professionals .........$2,695
  - Managing Productivity and Quality .........................$89
  - Managing Real World Projects ...............................$395
  - Mastery of Business Fundamentals .........................$135
  - Measuring Sustainable Management Performance .......$99
  - Microeconomics ....................................................$695
  - Mobile Marketing ..................................................$195
  - Networking For Success ........................................$99
  - Organizational Processes .......................................$89
  - Organizational Structure and Communications ..........$99
  - Problem Solving ...................................................$89
  - Public Speaking and Presentations ..........................$89
  - Skills for Making Great Decisions .........................$135
  - Small Business Suite ............................................$299
  - Statistics .............................................................$695
  - Successful Public Speaking ....................................$195
  - Supervision ..........................................................$695
  - Supervisor Suite ....................................................$299
  - Supervisory and Managerial Skills .........................$2,695
  - The Origins and Evolution of Management ...............$89

*Certificate programs require a $50 certificate fee
**ACCOUNTING**

### ACCOUNTING SPECIALIST CERTIFICATE *NEW*

This program is for the accounting enthusiast, whose goal is to gain a better understanding of basic accounting and accounting procedures or for those who plan to work in an accounting department. Whether you need a refresher course or looking to enhance your accounting skills, this certificate program will help you advance your accounting career.

#### 8 COURSES:
- **Introduction to Accounting Cycle** ........................................ 16 Hours | $395
- **Financial Account Management** ........................................ 16 Hours | $395
- **Excel: Beginner** ................................................................... 16 Hours | $395
- **Excel: Advanced** ................................................................. 16 Hours | $395
- **QuickBooks: Beginner** ......................................................... 16 Hours | $395
- **QuickBooks: Advanced** ......................................................... 16 Hours | $395
- **Business Writing Basics** ....................................................... 6 Hours | $199
- **Capstone** .................................................................................... 16 Hours | $395

**Total Program Cost: $2964**

#### ELECTIVE COURSES:
- **Payroll PayTrain Level 1** ....................................................... 28 Hours | $795
- **Payroll PayTrain Level 2** ....................................................... 36 Hours | $895
- **2019 Microsoft Word/Powerpoint/Outlook** ............................... 16 Hours | $435

**IN-PERSON ON-CAMPUS | LIVE WEBCASTS**

#### INTRODUCTION TO ACCOUNTING: THE ACCOUNTING CYCLE
- 01/25/21 - 02/06/21................................................................. Sa : 8a - 5p .................................................. $395
- 06/02/21 - 06/06/21................................................................. W & Th : 8a - 5p .................................................. $395
- 09/18/21 - 09/25/21................................................................. Sa : 8a - 5p .................................................. $395

#### FINANCIAL ACCOUNT MANAGEMENT
- 02/20/21 - 02/27/21................................................................. Sa : 8a - 5p .................................................. $395
- 06/23/21 - 06/24/21................................................................. W & Th : 8a - 5p .................................................. $395
- 10/09/21 - 10/16/21................................................................. Sa : 8a - 5p .................................................. $395

#### 2019 MICROSOFT WORD/POWERPOINT OUTLOOK
- 02/22/21 - 03/03/21................................................................. M & W : 6p - 10p .................................................. $435
- 09/19/22-09/28/22................................................................. M & W : 6p - 10p .................................................. $435

#### BUSINESS WRITING BASICS
- 03/23/21 - 03/25/21................................................................. Tu & Th : 6p - 9p .................................................. $199
- 06/30/21 ................................................................. W : 8a - 5p .................................................. $199
- 09/28/21 - 09/30/21................................................................. Tu & Th : 6p - 9p .................................................. $199

#### EXCEL: BEGINNER
- 03/27/21 - 04/03/21................................................................. Sa : 8a - 5p .................................................. $395
- 07/14/21 - 07/15/21................................................................. W & Th : 8a - 5p .................................................. $395
- 10/30/21 - 11/06/21................................................................. Sa : 8a - 5p .................................................. $395

#### EXCEL: ADVANCED
- 04/17/21 - 04/24/21................................................................. Sa : 8a - 5p .................................................. $395
- 07/21/21 - 07/22/21................................................................. W & Th : 8a - 5p .................................................. $395
- 11/13/21 - 11/20/21................................................................. Sa : 8a - 5p .................................................. $395

#### QUICKBOOKS: BEGINNER
- 05/08/21 - 05/15/21................................................................. Sa : 8a - 5p .................................................. $395
- 08/11/21 - 08/12/21................................................................. W & Th : 8a - 5p .................................................. $395
- 12/04/21 - 12/11/21................................................................. Sa : 8a - 5p .................................................. $395

**ONLINE COURSES** These courses can be taken any time.

- **Accounting and Bookkeeping Studies** ................................... $2,895
- **Accounting and Finance for Entrepreneurs** ......................... $195
- **Accounting Fundamentals** .................................................. $135
- **Accounting Fundamentals II** .............................................. $135
- **Accounting Fundamentals Series** ....................................... $199
- **Accounting Math Professional** ........................................... $2,695
- **Accounting Professional** .................................................... $2,495
- **Accounting with Excel 2016 Suite** ...................................... $395
- **Accounting with MS Excel 2019 Suite** ................................. $395
- **Administrative Assistant Applications** ................................ $135
- **Administrative Assistant Fundamentals** .............................. $135
- **Administrative Assistant Suite** ........................................... $299
- **Administrative Assistant with Microsoft Office 2016** ............. $2,995
- **Advanced Microsoft Excel 2016** .......................................... $145
- **Advanced Microsoft Excel 2019/Office 365** ......................... $145
- **Become Confident & Assertive** ........................................... $195
- **Becoming a First Time Manager** .......................................... $195
- **Better Interpersonal Communication** .................................. $195
- **Business Admin & Mgmt Aspects for Personal Trainers** ........ $195
- **Business Communication Basics** ........................................ $89
- **Business Finance for Non-Finance Personnel** ....................... $135
- **Business Law for Entrepreneurs** ......................................... $195
- **Business Law Specialist** ..................................................... $2,295
- **Business Management and Admin for the Mature Market** ...... $195
- **Business Math Specialist** ................................................... $2,495
- **Capital Campaigns** ........................................................... $195
- **CCBA Certification Training** ............................................... $495
- **Certificate in Finance Essentials** ........................................ $495
- **Certified Admin Assistant & Professional Bookkeeper** .......... $4,495
- **Certified Admin Professional w/Microsoft Office Master** ...... $3,195
- **Certified Administrative Professional (Voucher Included)** ...... $1,695
- **Certified Bookkeeper** .......................................................... $1,995
- **Certified Bookkeeper with Microsoft Excel 2019** .................. $2,495
- **Certified Credit Counselor (Exam Included)** ......................... $1,995
- **Certified Financial Health Counselor (Exam Included)** ........ $1,995
- **Certified Microsoft Office Specialist: 2016** ......................... $3,995
- **Certified Professional Bookkeeper** ....................................... $2,295

*Certificate programs require a $50 certificate fee
PAYROLL PROFESSIONAL

Certified Quality Auditor (Voucher Included) ........................................... $1,695
Chartered Tax Professional ....................................................................... $1,895
Chartered Tax Professional for California Residents ......................... $1,995
College Algebra ....................................................................................... $695
Computer Skills for the Workplace ....................................................... $135
Contract Specialist .................................................................................. $2,295
Conversion Rate Optimization ................................................................. $195
Crystal Reports ......................................................................................... $995
Customer Service Survival Skills ............................................................. $195
Customer-Focused Listening ................................................................. $40
Dealing with Difficult People ................................................................. $195
Finance Professional ............................................................................... $2,295
Financial Analyst Suite ......................................................................... $395
Financial Planning and Control ............................................................... $99
Financial Principles and Business Concepts ......................................... $195
General Office Skills ............................................................................... $2,295
Global Trade Finance ............................................................................... $395
How to Read a Financial Statement ...................................................... $99
How to Read a Nonprofit Financial Statement ..................................... $99
Introduction to Business Statistics ......................................................... $99
Introduction to Finance ......................................................................... $99
Management for Tax Exempt and Non-Profits ...................................... $2,695
Managing Practice Finances ................................................................. $40
Payroll Practice and Management ......................................................... $1,795
Triple Bottom Line Accounting ........................................................... $195
Understanding and Managing Budgets ................................................ $99

PAYROLL PROFESSIONAL CERTIFICATE

These comprehensive payroll courses are designed as prep courses for payroll professionals preparing to sit for their FPC or CPP Certification through the American Payroll Association. These courses are great for new payroll professionals and for those who support the payroll industry.

IN-PERSON ON-CAMPUS ONLY

PAYROLL PAYTRAIN® FUNDAMENTALS
06/05/21 - 06/26/21 Sa : 8:30a - 5:30p ........................................ $795
06/04/22 - 06/25/22 Sa : 8:30a - 5:30p ........................................ $795

PAYROLL PAYTRAIN® MASTERY
07/10/21 - 08/07/21 Sa : 8:30a - 5:30p ........................................ $895
07/09/22 - 08/06/22 Sa : 8:30a - 5:30p ........................................ $895

ONLINE COURSES

These courses can be taken any time.

HR Professional with Payroll Practice and Management ...................... $2,995
Payroll Practice and Management ......................................................... $1,795
Performing Payroll in QuickBooks 2013 .............................................. $135
Performing Payroll in QuickBooks 2014 .............................................. $135
Performing Payroll in QuickBooks 2015 .............................................. $135
Professional Bookkeeping with QuickBooks 2018 ......................... $3,495
with Payroll Practice and Management .............................................. $3,495
Professional Bookkeeping with QuickBooks 2018 ......................... $2,095
with Payroll Practice and Management .............................................. $3,595
Professional Bookkeeping with QuickBooks 2019 ......................... $3,595
with Payroll Practice and Management .............................................. $3,595
Professional Bookkeeping with QuickBooks 2019 ......................... $3,595
with Payroll Practice and Management .............................................. $3,595
Senior Professional in Human Resources ........................................... $3,995

*Certificate programs require a $50 certificate fee
### Certificate in Diversity & Inclusion NEW

This program will explore the participant’s responsibility to ensure an inclusive work environment that is supportive and engaging. Participants will gain the perceptual, institutional, and psychological processes that impact the ways people interact with each other. Participants will explore building employee engagement and identifying interventions surrounding unconscious bias and specific diversity and inclusion strategies. 14 hours.

**IN-PERSON ON-CAMPUS | LIVE WEBCASTS**

<table>
<thead>
<tr>
<th>Dates</th>
<th>Time</th>
<th>Cost</th>
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<tbody>
<tr>
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<td>08/14/21 - 08/21/21</td>
<td>Sa 8:30a - 4:30p</td>
<td>$495</td>
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### Certificate in Sustainability and 21st-Century Business Solutions

This certificate is designed to provide the participant with economic- and business-based solutions to 21st-Century problems. Participants will gain the skills to lead the transition to a more value-oriented process to generate revenue while considering societal and environmental concerns while becoming more equitable, efficient, and sustainable. 14 hours.

**IN-PERSON ON-CAMPUS | LIVE WEBCASTS**

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<td>08/14/21 - 08/21/21</td>
<td>Sa 8:30a - 4:30p</td>
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### Finance and Accounting for Non-Financial Managers NEW

Finance and accounting principles and practices are critical in today’s competitive business world for non-financial managers. Participants will learn how to analyze transactions and financial statements to reconciling accounts. 7 hours.

**IN-PERSON ON-CAMPUS | LIVE WEBCASTS**

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### Anti-Fraud and Forensic Interview Specialist Certificate NEW

This program will explore the components of fraud and economic crime investigation between the government and private sectors. 28 hours.

**IN-PERSON ON-CAMPUS | LIVE WEBCASTS**

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<td>$395</td>
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### Digital Marketer Certificate NEW

Get the employable skills and hands-on practice you need to become a digital marketer. 14 hours.

**IN-PERSON ON-CAMPUS | LIVE WEBCASTS**

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<tr>
<th>Dates</th>
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<th>Cost</th>
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<td>06/14/21 - 06/23/21</td>
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<td>$395</td>
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MINI-MBA CERTIFICATE PROGRAM
The mini-MBA program is an intense, six-weekend program designed specifically for individuals looking for an alternative to a traditional MBA degree program. It focuses on business theory and the key areas of business and management.

- Organization Theory and Management
- Human Resources and Legal Issues
- Finance and Accounting Principles
- Information Systems and Technology Management
- Economics
- Law and Ethics
- Marketing and Strategy

LIVE WEBCASTS ONLY
05/02/21 - 06/13/21...Sa : 9a - 5p................................................. $3995

CERTIFIED FINANCIAL PLANER
Whether you’re new to the industry or an experienced financial planner, you know about the prestigious CFP® certification and what it can mean to your future. Recognized as the highest standard, earning the CFP® mark will open up rewarding opportunities and earning potential. This program is completely online and can be taken at your pace. We are pleased to partner with Kaplan Schweser to offer online Certified Financial Planner™ courses. Kaplan’s CFP® board registered programs provide the focus and structure you need to master the eight major domains covered on the CFP® program. Online/Accelerated Certificate Program for CFP® Certification. Upon successful completion of all 7 courses, you will be eligible to sit for the comprehensive CFP® exam.

7 ONLINE COURSES:
General Financial Planning Principles........................................... $799
Risk Management, Insurance & Employee Benefits Planning........... $799
Investment Planning.................................................................. $799
Tax Planning.............................................................................. $799
Retirement Savings and Income Planning................................. $799
Estate Planning.......................................................................... $799
Capstone: Financial Plan Development........................................ $799
Total Program Cost: $5,593*

CUSTOMER SERVICE SPECIALIST CERTIFICATE [NEW]
This program explores the tenets of delivering excellent customer service. Participants will gain critical skills that make a positive impression on current and future customers, communication and interpersonal skills, creative thinking and conflict resolution solutions. 7 hours.

IN-PERSON ON-CAMPUS | LIVE WEBCASTS
04/01/21..............................................Th : 8:30a - 4:30p............................. $199
06/14/21 - 06/16/21..............T & Th : 6p - 9:30p........................... $199
09/14/21..............................................S : 8:30a - 4:30p............................. $199

MARKETING & SALES CERTIFICATE
Discover proven methods that will support you in establishing an Internet presence and building an online brand identity. You will learn how to turn prospects into buyers, establish proper customer service, develop a sales plan, and much more.

6 ONLINE COURSES:
Achieving Top Search Engine Positions................................. 24 Hours
Effective Selling.......................................................................... 24 Hours
Keys to Effective Communication........................................... 24 Hours
Marketing Your Business on the Internet................................ 24 Hours
Professional Sales Skills.......................................................... 24 Hours
Using Social Media in Business................................................ 24 Hours
Estimated Program Cost: $700*

SUPervisory and managerial certificate [NEW]
Our online courses provide you with a foundation of core supervisory knowledge and the skills to be successful in planning and assigning work, coaching and mentoring, and motivating others.

5 ONLINE COURSES:
Leadership.................................................................................. 24 Hours
Fundamentals of Supervision and Management..................... 24 Hours
Fundamentals of Supervision and Management II................. 24 Hours
Building Teams that Work.......................................................... 24 Hours
Achieving Success with Difficult People............................... 24 Hours
Estimated Program Cost: $700*

Non-profit Management Certificate [NEW]
Gain a deeper understanding of the skills and knowledge needed to solve problems, contribute ideas, and offer solutions for a non-profit organization.

4 ONLINE COURSES:
Starting a Non-profit................................................................. 24 Hours
Introduction to Non-profit Management............................... 24 Hours
Marketing Your Non-profit....................................................... 24 Hours
Writing Effective Grant Proposals........................................... 24 Hours
Estimated Program Cost: $600*

*Certificate programs require a $50 certificate fee
BUSINESS CONTINUITY & DISASTER RECOVERY CERTIFICATE

This program will provide individuals with the knowledge to implement a business continuity/disaster recovery program. This three-day course is designed to take the participants from a novice level, with little or no past experience, to an advanced level of recovery planning.

These Business Continuity & Disaster Recovery courses are also available online, at your own pace at dedtraining.com

LIVE WEBCASTS ONLY

BUSINESS CONTINUITY & DISASTER RECOVERY

<table>
<thead>
<tr>
<th>Date</th>
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<tbody>
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<tr>
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BUSINESS CONTINUITY & DISASTER RECOVERY ONE-DAY WORKSHOP

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GREEN BUSINESS MANAGEMENT

Learn the newest ways to improve energy performance and efficiency. Going green in business means more than just reducing expenses. Participants will explore energy conservation, waste reduction, and environmental responsibility. 14 hours.

IN-PERSON ON-CAMPUS | LIVE WEBCASTS

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MARKETING & SALES ONLINE COURSES

These courses can be taken any time.

<table>
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<tr>
<th>Course</th>
<th>Fee</th>
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<tbody>
<tr>
<td>Introduction to Google Analytics</td>
<td>$135</td>
</tr>
<tr>
<td>Marketing &amp; PR</td>
<td>$195</td>
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<tr>
<td>Marketing Professional</td>
<td>$2,295</td>
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<tr>
<td>Marketing Your Business on the Internet</td>
<td>$135</td>
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<tr>
<td>Marketing Your Nonprofit (Self-Paced Tutorial)</td>
<td>$115</td>
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<tr>
<td>Marketing, Sales &amp; Customer Service Management (CSM)</td>
<td>$195</td>
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<tr>
<td>Measuring Customer Satisfaction</td>
<td>$40</td>
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<tr>
<td>Mobile Marketing</td>
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<tr>
<td>OMCA Content Marketing Associate</td>
<td>$1,495</td>
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<tr>
<td>OMCA Conversion Optimization Associate</td>
<td>$1,595</td>
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<tr>
<td>OMCA Display Advertising Associate</td>
<td>$1,495</td>
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<tr>
<td>OMCA Email Marketing Associate</td>
<td>$1,495</td>
</tr>
<tr>
<td>OMCA Mobile Marketing Associate</td>
<td>$1,595</td>
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<tr>
<td>OMCA Social Media Associate</td>
<td>$1,595</td>
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<tr>
<td>OMCA Web Analytics Associate</td>
<td>$1,595</td>
</tr>
<tr>
<td>OMCP Digital Analytics &amp; Conversion Prof.</td>
<td>$1,995</td>
</tr>
<tr>
<td>OMCP Digital Analytics and Conversion Professional</td>
<td>$1,795</td>
</tr>
<tr>
<td>OMCP Email Marketing &amp; Automation Prof.</td>
<td>$1,995</td>
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</table>

FACILITY MANAGEMENT PROFESSIONAL CERTIFICATE

This program is a comprehensive training and assessment program that provides facility management professionals with the practical knowledge and skills required by today’s employers. Participants will make use of all aspects of project management, beginning with planning, scoping, scheduling, and completing with evaluating.

IN-PERSON ON-CAMPUS | LIVE WEBCASTS

<table>
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<th>Date</th>
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ONLINE COURSES

These courses can be taken any time.

<table>
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<tr>
<th>Course</th>
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<tbody>
<tr>
<td>Business Operations Specialist</td>
<td>$1,895</td>
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<tr>
<td>Certified Global Business Professional</td>
<td>$2,495</td>
</tr>
<tr>
<td>Certified Green Supply Chain Professional</td>
<td>$1,595</td>
</tr>
<tr>
<td>Certified Quality Auditor (Voucher Included)</td>
<td>$1,695</td>
</tr>
<tr>
<td>Certified Quality Engineer (Voucher Included)</td>
<td>$1,695</td>
</tr>
<tr>
<td>Certified Quality Improvement Associate (CQIA)</td>
<td>$995</td>
</tr>
<tr>
<td>Distribution and Logistics Management</td>
<td>$135</td>
</tr>
<tr>
<td>High Performance Organization</td>
<td>$135</td>
</tr>
<tr>
<td>Introduction to Business Analysis</td>
<td>$135</td>
</tr>
<tr>
<td>Lean Training (Exam Cost Included)</td>
<td>$695</td>
</tr>
<tr>
<td>Mastery of Business Fundamentals</td>
<td>$135</td>
</tr>
<tr>
<td>MSP Foundation and Practitioner Certification Training</td>
<td>$895</td>
</tr>
<tr>
<td>PMI Risk Management Professional (Voucher Included)</td>
<td>$995</td>
</tr>
<tr>
<td>Purchasing and SCM + Freight Broker/Agent Training</td>
<td>$3,695</td>
</tr>
<tr>
<td>Purchasing and Supply Chain Management</td>
<td>$2,295</td>
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<tr>
<td>Purchasing Fundamentals</td>
<td>$135</td>
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<tr>
<td>Senior Certified Sustainability Professional</td>
<td>$2,495</td>
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<tr>
<td>Supply Chain Management Fundamentals</td>
<td>$135</td>
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</tbody>
</table>

*Certificate programs require a $50 certificate fee
REAL ESTATE

TEXAS REAL ESTATE
PRE-LICENSING PLATINUM SOLUTION

Set yourself up for success with the Texas Real Estate Pre-licensing Platinum Solution (Now includes textbooks)! Get the required pre-license online courses and a variety of tools to prepare for the state exam and your new career. From our state-of-the-art exam prep tool—Exam Prep—to instructor-led study webinars, textbooks and our quality guarantee, you can’t go wrong with this all-inclusive package.

ALL INCLUSIVE PACKAGE: $599
INCLUDED IN THE PLATINUM SOLUTION:

1. **Texas Principles of Real Estate**: 60-hour course fulfills both the Principles I & II Texas core requirement.
2. **Texas Promulgated Contract Forms**: 30-hour course satisfies the core course requirement for Texas for Promulgated Contract Forms.
3. **Law of Agency**: 30-hour course focuses on agreements with buyers and sellers, intermediaries, agency concepts, fiduciary duties, employment issues and agency termination.
4. **Law of Contracts**: 30-hour course highlights contract creation, contract law, contract forms and breaches and provisions.
5. **Real Estate Finance**: 30-hour course focuses on the set of concepts and techniques used to analyze and finance income-producing real property.
6. **Texas Master Exam Prep Package**: This package comprised of the Complete Texas Real Estate Exam Prep - State and National exam prep tool, the Real Estate Exam Prep Toolkit that includes flashcards to help you learn important national terminology, a course review of agency, contracts, finance and law, as well as helpful exam taking tips to maximize efficiency throughout the exam and Mathmaster.
7. **Textbooks**: Texas Real Estate, Real Estate Fiance, Texas Real Estate Brokerage and Law of Agency, Texas Real Estate Contracts and Texas Real Estate Promulgated Contracts.
8. **Instructor Support**: Every course comes with the support from an industry expert that can help answer questions you may have throughout the course.

ONLINE COURSES These courses can be taken any time.

- Real Estate Investing ......................................................... $99
- Real Estate Law ................................................................. $135
- Real Estate Law (Self-Paced Tutorial) ................................ $135
- Real Estate Professional ..................................................... $2,295
- Real Estate Suite ............................................................... $299
- Texas Law of Agency ......................................................... $169
- Texas Law of Contracts .................................................... $169
- Texas Principles of Real Estate 2 ....................................... $169
- Texas Principles of Real Estate I ....................................... $169
- Texas Promulgated Contracts ......................................... $130

*Certificate programs require a $50 certificate fee

LANDSCAPING

ALTERNATIVE DISPUTE RESOLUTION FOR PROPERTY TAX APPRAISAL

This program provides participants with knowledge of the Alternative Dispute Resolution (ADS) system used to end disputes in many areas of both personal and business matters. The focus of these this course is on the actions of an arbitrator during a property tax value appeal through the Texas Comptroller’s office. This course satisfies the Texas Comptroller’s requirements of 8 hours of continuing education for renewals.

**LIVE WEBCASTS ONLY**

ADVANCED ALTERNATIVE DISPUTE RESOLUTION FOR PROPERTY TAX APPRAISAL

- 04/22/21..........................Th : 8a - 5p........................................ $195
- 10/21/21..........................W : 8a - 5p........................................ $195

LANDSCAPE IRRIGATION TRAINING

This 40 - hour course provides the fundamentals of landscape irrigation for future landscape irrigation designers, contractors, consultants, and installers. It has in-depth coverage of irrigation systems, including history, definitions, components, hydraulics, design, installation, repair, troubleshooting, maintenance, technological advances in system design and equipment, new Texas regulations, and water conservation for residential, as well as commercial applications.

IN-PERSON ON-CAMPUS | LIVE WEBCASTS

LANDSCAPE IRRIGATION TRAINING

- 01/11/21 - 01/15/21 ........... M - F : 8a - 5p.............................. $525
- 11/08/21 - 11/12/21 ........... M - F : 8a - 5p.............................. $525

TEXAS REAL ESTATE
PRE-LICENSING PLATINUM SOLUTION

Set yourself up for success with the Texas Real Estate Pre-licensing Platinum Solution (Now includes textbooks)! Get the required pre-license online courses and a variety of tools to prepare for the state exam and your new career. From our state-of-the-art exam prep tool—Exam Prep—to instructor-led study webinars, textbooks and our quality guarantee, you can’t go wrong with this all-inclusive package.

ALL INCLUSIVE PACKAGE: $599
INCLUDED IN THE PLATINUM SOLUTION:

1. **Texas Principles of Real Estate**: 60-hour course fulfills both the Principles I & II Texas core requirement.
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4. **Law of Contracts**: 30-hour course highlights contract creation, contract law, contract forms and breaches and provisions.
5. **Real Estate Finance**: 30-hour course focuses on the set of concepts and techniques used to analyze and finance income-producing real property.
6. **Texas Master Exam Prep Package**: This package comprised of the Complete Texas Real Estate Exam Prep - State and National exam prep tool, the Real Estate Exam Prep Toolkit that includes flashcards to help you learn important national terminology, a course review of agency, contracts, finance and law, as well as helpful exam taking tips to maximize efficiency throughout the exam and Mathmaster.
7. **Textbooks**: Texas Real Estate, Real Estate Fiance, Texas Real Estate Brokerage and Law of Agency, Texas Real Estate Contracts and Texas Real Estate Promulgated Contracts.
8. **Instructor Support**: Every course comes with the support from an industry expert that can help answer questions you may have throughout the course.

ONLINE COURSES These courses can be taken any time.

- Real Estate Investing ......................................................... $99
- Real Estate Law ................................................................. $135
- Real Estate Law (Self-Paced Tutorial) ................................ $135
- Real Estate Professional ..................................................... $2,295
- Real Estate Suite ............................................................... $299
- Texas Law of Agency ......................................................... $169
- Texas Law of Contracts .................................................... $169
- Texas Principles of Real Estate 2 ....................................... $169
- Texas Principles of Real Estate I ....................................... $169
- Texas Promulgated Contracts ......................................... $130

*Certificate programs require a $50 certificate fee

READY TO ENROLL?
Go online at uta.edu/ded/ced or call 817.272.2581
HUMAN RESOURCES

HUMAN RESOURCES GENERALIST CERTIFICATE
Practicing HR professionals teach practical skills that can be applied directly to the workplace. Participants learn the fundamental knowledge essential for the human resources profession.

7 COURSES:
- Fundamentals of Human Resources ........................................... 12 Hours | $289
- Business Communication Basics ............................................. 6 Hours | $199
- Human Resource Law .............................................................. 24 Hours | $349
- Compensation & Benefits ....................................................... 12 Hours | $289
- Mediation in the Employment Sector ......................................... 24 Hours | $349
- Workers’ Compensation Online ................................................ 24 Hours | $99
- Capstone ..................................................................................... 24 Hours | $349

Total Program Cost $1,923*

These Human Resource courses are also available online, at your own pace at dedtraining.com

IN-PERSON ON-CAMPUS | LIVE WEBCASTS
FUNDAMENTALS OF HUMAN RESOURCES
02/23/21 - 03/02/21 .................................................. Tu & Th : 6p - 10p ................................................. $289
06/08/21 - 06/15/21 .................................................. Tu : 8:30a - 5:30p ..................................................... $289
09/14/21 - 09/21/21 .................................................. Tu & Th : 6p - 10p ..................................................... $289

BUSINESS WRITING BASICS
03/23/21 - 03/25/21 .................................................. Tu & Th : 6p - 9p ....................................................... $199
06/30/21 ............................................................................. W : 8:30a - 5:30p ..................................................... $199
09/28/21 - 09/30/21 .................................................. Tu & Th : 6p - 9p ....................................................... $199

COACHING, COUNSELING OR DISCIPLINING EMPLOYEES: WHAT’S THE DIFFERENCE?
02/17/21 - 02/21/21 .................................................. Th : 6p - 10p ............................................................. $99
09/08/21 - 09/09/21 .................................................. Th : 6p - 10p ............................................................. $99

COMPENSATION & BENEFITS
04/06/21 - 04/13/21 .................................................. Tu & Th : 6:30p - 9:30p .................................................... $289
07/13/21 - 07/20/21 .................................................. Tu : 8:30a - 5:30p ....................................................... $289
10/12/21 - 10/19/21 .................................................. Tu & Th : 6:30p - 9:30p .................................................... $289

MEDIATION IN THE EMPLOYMENT SECTOR
04/27/21 - 05/13/21 .................................................. Tu & Th : 6:30p - 9:45p ..................................................... $349
10/26/21 - 11/11/21 .................................................. Tu & Th : 6:30p - 9:45p ..................................................... $349

HUMAN RESOURCE LAW
05/25/21 - 06/03/21 .................................................. Tu & Th : 6p - 10p ........................................................ $349
07/27/21 - 08/03/21 .................................................. Tu : 8:30a - 5:30p ........................................................ $349
12/02/21 - 12/14/21 .................................................. Tu & Th : 6p - 10p ........................................................ $349

CAPSTONE: HUMAN RESOURCE MANAGEMENT
01/05/21 - 01/21/21 .................................................. Tu & Th : 6p - 10p ........................................................... $349
06/22/21 - 07/01/21 .................................................. Tu & Th : 6p - 10p ........................................................... $349
01/11/22 - 01/20/22 .................................................. Tu & Th : 6p - 10p ........................................................... $349

SHRM® EXAM PREPARATION
Designed using a proven approach for teaching adult learners, this system helps students understand, apply and engage with behavioral competencies and HR knowledge. Online learning modules, based on the SHRM Body of Certifiable Knowledge (BoCK), and interactive study tools, are incorporated into the study process to test students’ knowledge and decision-making skills. There is no better way to successfully prepare for SHRM certification.

PROVEN RESULTS:
Designed specifically for adult learners, this interactive system combines in-depth HR knowledge with real-life situations.

PERSONALIZED APPROACH:
The SHRM Learning System dynamically serves up the content and tools to bridge students’ learning gaps.

CURRENT AND RELEVANT TOPICS:
The globally applicable content helps students master the SHRM BoCK and learn everything they need to be an effective HR professional.

RESOURCES TO BOOST EXAM CONFIDENCE:
Includes more than 2,000 practice questions, flashcards and Quickstart videos.

LIVE WEBASTS ONLY
SHRM-CP™ AND SHRM-SCP™ CERTIFICATION PREPARATION COURSE
04/24/21 .................................................. Sa : 9a - 4:30p ................................................................. $199

ONLINE COURSES These courses can be taken any time.
- 12 Steps to a Successful Job Search ........................................... $135
- Achieving Success with Difficult People ................................... $135
- Advanced Human Resource Management ................................ $3,995
- Basics of Organizational Strategy .............................................. $89
- Become Confident & Assertive ................................................ $195
- Becoming a First Time Manager .............................................. $195
- Better Interpersonal Communication ...................................... $195
- Building Teams That Work ..................................................... $135
- Business Ethics in the 21st Century ....................................... $395
- Business Management Professional ......................................... $2,695
- Career Counselor ..................................................................... $1,295
- Communicating Collaboratively .............................................. $195
- Compensation ........................................................................ $195
- Computer Skills for the Workplace ......................................... $135
- Contract Specialist ................................................................. $2,295
- Corporate Compliance and Ethics ........................................... $89
- Corporate Social Responsibility .............................................. $195
- Creating Organizational Strategies ........................................ $89
- Creativity in Teams and Organizations ..................................... $195
- Customer Service Survival Skills .......................................... $195
- Customer-Focused Listening ................................................ $40

*Certificate programs require a $50 certificate fee
Invest in Yourself with SHRM Certification

Dealing with Difficult People ................................................................. $195
Decision Making ................................................................................. $99
Departmentalization in an Organization .............................................. $89
Diversity and Individual Differences .................................................. $89
Effective Public Speaking .................................................................... $195
Emotional Intelligence for Managers ................................................... $195
Emotional Intelligence in the Workplace ............................................. $195
Employee Compensation ...................................................................... $89
Employee Selection .............................................................................. $99
Employment Law Fundamentals .......................................................... $135
Enhancing Team Effectiveness ............................................................ $89
Equal Employment Opportunity .......................................................... $99
Ethical Management ........................................................................... $89
Ethics and Professionalism ................................................................. $40
Finding Purpose in Your Career ........................................................... $99
First Line Supervision & Leadership .................................................... $795
Fundamentals of Supervision and Management .................................... $135
Get Assertive! .................................................................................... $99
Handling Difficult Employee Behavior ................................................. $395
Handling Workplace Conflict ............................................................. $99
Happy Employees Give Better Service ............................................... $89
Harassment Free Workplace ............................................................... $89
High Performance Organization ........................................................ $135
HIPAA Compliance ........................................................................... $135
Human Resources Professional w/ Payroll & Management ................. $2,995
Implementing Change .......................................................................... $89
Improve Your Interviewing Skills ....................................................... $195
Initiative & Self-Direction .................................................................... $595
Innovation in Teams and Organizations ............................................... $99
Interviewing & Hiring ......................................................................... $89
Introduction to Critical Thinking ........................................................ $99
Introduction to Leadership ................................................................... $99
Job Design in an Organization ............................................................. $89
Keeping Employees On Track and Safe On The Job ................................ $99
Leadership (Self-Paced Tutorial) ......................................................... $135
Leadership and Work-Life Balance ..................................................... $99
Leading and Managing Change ........................................................ $99
Leading Teams ................................................................................... $99
Managing and Motivating Employees ............................................... $99
Managing in the Modern Organization ................................................. $99
Managing People ................................................................................. $99
Managing Productivity and Quality .................................................... $99
Managing Real World Projects ........................................................... $89
Measuring Sustainable Management Performance .......................... $99
Motivating and Leading Others ......................................................... $89
Networking For Success ....................................................................... $99
New Manager Suite ........................................................................... $299
Organizational Behavior Professional ................................................. $2,295
Organizational Processes ................................................................. $89
Organizational Structure and Communications .................................. $99
People and Productivity ................................................................. $99
Performance Appraisals ..................................................................... $40
Performance Management ............................................................... $99
Planning and The Manager’s Role ....................................................... $99
Problem Solving ................................................................................. $89
Productivity and Quality ................................................................. $99
Resume Writing Workshop (Self-Paced Tutorial) ................................. $135
Senior Professional in HR w/ Workplace Mediation ......................... $4,995
Senior Professional In Human Resources ........................................... $1,795
Skills for Making Great Decisions .................................................... $135
Supervision ....................................................................................... $695
Supervision and Management Series ............................................... $199
Supervisory and Managerial Skills .................................................... $2,695
Sustainable Management: Leadership Ethics .................................... $195
Talent and Performance Management .............................................. $135
Talent Management and Career Development .................................. $99
The Effective Manager’s Toolbox ...................................................... $495
The First 30 Days of Employment ....................................................... $99
The Origins and Evolution of Management ...................................... $89
Time Management ............................................................................. $99
Twelve Steps to a Successful Job Search .......................................... $135
Understanding the Human Resources Function ................................ $135
What Do Managers Do ....................................................................... $89
What is Management ......................................................................... $89
Worker’s Compensation: A Guide for Employers .............................. $195
Workers’ Compensation ................................................................... $135
Workplace Law Essentials Value Suite .............................................. $199

*Certificate programs require a $50 certificate fee
TECHNICAL WRITING

TECHNICAL WRITING CERTIFICATE

While technical writing overlaps other genres of writing, mainly business writing, what separates it from other types is that its over-arching goal is to simplify complex information for an external intended audience. Further, the sphere of technical writing focuses on technology, engineering, various reports, formal and informal proposals, analyses and other reader-useful correspondences. Because technical writers, including editors and proofreaders, are in high demand—given the growing need for coherent, fluent professional writing—a certificate in technical writing will assuredly open many career doors of opportunities; indeed, the TWCP is a prolific certificate worth pursuing.

5 COURSES:
Technical Writing Introduction .......................................................... 7 Hours | $199
Technical Writing Techniques Level 1 ............................................. 16 Hours | $435
Technical Writing Techniques Level 2 ............................................. 16 Hours | $435
Editing .............................................................................................. 15 Hours | $435
Capstone: Portfolio Development .................................................... 20 Hours | $449
Total Program Cost $1953*

IN-PERSON ON-CAMPUS | LIVE WEBCASTS

TECHNICAL WRITING INTRODUCTION
01/23/21........................................Sa : 9a - 4p.............................. $199
06/12/21........................................Sa : 9a - 4p.............................. $199
08/28/21........................................Sa : 9a - 4p.............................. $199

TECHNICAL WRITING TECHNIQUES LEVEL 1
02/06/21 - 02/13/21........Sa : 9a - 5p......................................... $435
06/19/21 - 06/26/21........Sa : 9a - 5p......................................... $435
09/04/21 - 09/12/21........Sa : 9a - 5p......................................... $435

TECHNICAL WRITING TECHNIQUES LEVEL 2
02/27/21 - 03/06/21........Sa : 9a - 5p......................................... $435
07/10/21 - 07/17/21........Sa : 9a - 5p......................................... $435
10/02/21 - 10/09/21........Sa : 9a - 5p......................................... $435

EDITING
03/27/21 - 04/10/21........Sa : 9a - 5p......................................... $435
07/31/21 - 08/07/21........Sa : 9a - 5p......................................... $435
10/23/21 - 10/30/21........Sa : 9a - 5p......................................... $435

CAPSTONE: TECHNICAL WRITING PORTFOLIO DEVELOPMENT
04/24/21 - 05/08/21........Sa : 9a - 4p......................................... $499
08/14/21 - 08/28/21........Sa : 9a - 4p......................................... $499
11/13/21 - 12/04/21........Sa : 9a - 4p......................................... $499

TECHNICAL WRITING: BOOT CAMP
05/11/21 - 05/14/21.........Tu, W, Th, F : 9a - 5p........................ $995
12/07/21 - 12/10/21.........Tu, W, Th, F : 9a - 5p........................ $995

BUSINESS WRITING

BUSINESS WRITING CERTIFICATE

The Business Communications 50-hour certificate program is designed for professionals who are in one of three career spaces: eager to augment their current professional communication skills; or ready to improve upon their established written, verbal and electronic communication skills; or prepared to start an entirely new career, including transitioning into any number of growing fields grounded on business communication: customer relations, HR, accounting, marketing, etc. Participants will develop usable critical thinking skills by crafting email messages; building a professional portfolio, consisting of seven documents; polishing editing skills; advancing team skills; perfecting leadership skills; resolving conflict; improving cross-culture communication, and implementing other useful strategies of public speaking. In addition to improving a variety of hard skills, participants will increase their self-confidence as a professional writer and speaker and a durable critical thinker.

4 COURSES:
Introduction to Business Communications ............................. 7 Hours | $199
Professional Communications .......................................................... 21 Hours | $495
Editing .............................................................................................. 15 Hours | $435
Capstone .......................................................................................... 7 Hours | $199
Total Program Cost $1328*

SUPPLEMENTAL:
Business Writing Basics ................................................................. 6 Hours | $199

IN-PERSON ON-CAMPUS | LIVE WEBCASTS

INTRODUCTION TO BUSINESS COMMUNICATIONS
02/10/21 - 02/11/21........W & Th : 6p - 9:30p.............................. $199
06/09/21 - 06/10/21........W & Th : 6p - 9:30p.............................. $199
09/08/21 - 09/09/21........W & Th : 6p - 9:30p.............................. $199

PROFESSIONAL COMMUNICATIONS
02/24/21 - 03/11/21........W & Th : 6p - 9:30p.............................. $495
06/23/21 - 07/15/21........W & Th : 6p - 9:30p.............................. $495
09/22/21 - 10/07/21........W & Th : 6p - 9:30p.............................. $495

EDITING
03/27/21 - 04/10/21........Sa : 9a - 5p......................................... $435
07/31/21 - 08/07/21........Sa : 9a - 5p......................................... $435
10/23/21 - 10/30/21........Sa : 9a - 5p......................................... $435

CAPSTONE: BUSINESS COMMUNICATION PORTFOLIO
04/21/21 - 04/22/21........W & Th : 6p - 9:30p.............................. $199
08/18/21 - 08/19/21........W & Th : 6p - 9:30p.............................. $199

BUSINESS WRITING BASICS
03/23/21 - 03/25/21.........Tu & Th : 6p - 9p.............................. $199
06/30/21................................W : 8:30a - 4:30p ........................ $199
09/28/21 - 09/30/21.........Tu & Th : 6p - 9p.............................. $199

*Certificate programs require a $50 certificate fee
CREATIVE WRITING

Get ready to ignite your creativity with one of our creative writing classes. They offer you to explore your own life, through classes such as Writing About Yourself, Waking Poetic, and Writing a Cookbook, or to create whole new worlds in the Short Story Fundamentals Course and the Novel Writing 6-Unit Series. There are also courses to help you understand the publishing industry and navigate the pitfalls new writers face. Students learn practical techniques for improving their existing work/ works in progress. They also gain tools for streamlining the process of planning and executing future projects.

NOVEL WRITING 6-UNIT SERIES

This series of web-based courses is designed to develop your knowledge of novel writing progressively, allowing you to work through different aspects of a novel-length project. Take the units in order or focus in on the areas where you need help. There will be in-class writing exercises and critique, as well as lecture on writing craft and homework assignments that help you explore the writing industry, contemporary literature and real-world observation skills. Worksheets used in this course series are from the instructor’s textbook, Story Like a Journalist. The textbook is not required, but is recommended.

LIVE WEBCASTS ONLY

FOCUS ON MYSTERY
08/30/21 - 10/04/21........M : 10:30a - 12:30n........................ $179

FOCUS ON SCIENCE FICTION AND FANTASY
08/30/21 - 10/04/21........M : 5:30p - 7:30p........................ $179

NOVEL WRITING UNIT 4
08/30/21 - 10/04/21........M : 8p - 10p................................ $179

WRITING ABOUT YOURSELF
10/11/21 - 11/08/21........M : 10:30a - 12:30n........................ $179

WRITING THE COOKBOOK
10/11/21 - 11/08/21........M : 5:30p - 7:30p........................ $179

NOVEL WRITING UNIT 5
10/11/21 - 11/08/21........M : 8p - 10p................................ $179

BEGINNER’S FICTION
11/15/21 - 12/13/21........M : 10:30a - 12:30n........................ $179

FOCUS ON CHILDREN’S AND YOUNG ADULT
11/15/21 - 12/13/21........M : 5:30p - 7:30p........................ $179

NOVEL WRITING UNIT 6
11/15/21 - 12/13/21........M : 8p - 10p................................ $179
**PARALEGAL CERTIFICATE**

This rigorous program is designed to prepare participants with essential skills needed to become a professional paralegal. Participants will learn the essentials of legal terminology, ethics, research, and writing, before advancing to substantive law courses of family law, criminal and civil law, real estate, probate, bankruptcy, and employment law.

### REQUIRED 11 COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
<th>Fee</th>
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<tbody>
<tr>
<td>Legal Terminology</td>
<td>15</td>
<td>$175</td>
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<tr>
<td>Legal Ethics</td>
<td>15</td>
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<tr>
<td>Civil Law and Advanced Civil Discovery</td>
<td>30</td>
<td>$350</td>
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<tr>
<td>Trial Prep and Technology in the Law Office</td>
<td>30</td>
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<tr>
<td>Legal Research &amp; Writing</td>
<td>48</td>
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<tr>
<td>Family Law</td>
<td>15</td>
<td>$175</td>
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<tr>
<td>Criminal Law and Procedure</td>
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<tr>
<td>Employment Law</td>
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<tr>
<td>Real Estate Law (online)</td>
<td>30</td>
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<td>Bankruptcy Law (online)</td>
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<tr>
<td>Probate Law and Estate Planning (online)</td>
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**Total Program Cost $2760**

### ELECTIVE COURSES

<table>
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<tr>
<th>Course</th>
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<tbody>
<tr>
<td>Intellectual Property Law (online)</td>
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<tr>
<td>Intro to Business Law/Trans. (online)</td>
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<tr>
<td>Paralegal Career Preparation</td>
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### IN-PERSON ON-CAMPUS | LIVE WEBCASTS

**LEGAL TERMINOLOGY**

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**LEGAL ETHICS**

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**EMPLOYMENT LAW**

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**PARALEGAL CAREER PREPARATION**

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<td>01/12/21 - 03/16/21</td>
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**CIVIL LAW AND ADVANCED CIVIL DISCOVERY**

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<th>Course</th>
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<td>04/07/21 - 06/09/21</td>
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**TRIAL PREP AND TECHNOLOGY IN THE LAW OFFICE**

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<tr>
<th>Course</th>
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<tr>
<td>06/23/21 - 08/25/21</td>
<td>W : 6p - 9p</td>
<td>$350</td>
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**LEGAL RESEARCH AND WRITING**

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<th>Course</th>
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<tr>
<td>09/11/21 - 10/16/21</td>
<td>Sa : 8a - 5p</td>
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**FAMILY LAW**

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<th>Course</th>
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<td>10/06/21 - 12/15/21</td>
<td>W : 6p - 7:30p</td>
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**CRIMINAL LAW AND PROCEDURE FOR PARALEGALS**

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<td>10/06/21 - 12/15/21</td>
<td>W : 8p - 9:30p</td>
<td>$175</td>
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**ONLINE COURSES**

These courses can be taken any time.

<table>
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<th>Course</th>
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<tbody>
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<td>Advanced Paralegal Studies</td>
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<tr>
<td>Business Law for Entrepreneurs</td>
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<tr>
<td>Business Law Specialist</td>
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<tr>
<td>Certificate in Family Mediation</td>
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<tr>
<td>Certificate in Mediation and Restorative Justice</td>
<td>$3,895</td>
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<tr>
<td>Certificate in Workplace Mediation</td>
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<tr>
<td>Certified Legal Secretary</td>
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<tr>
<td>Certified Paralegal</td>
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<tr>
<td>Civil Litigation Specialist</td>
<td>$2,295</td>
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<tr>
<td>Court Interpreter (Spanish/English)</td>
<td>$2,395</td>
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<tr>
<td>Criminal Courts</td>
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<td>Criminal Investigation Professional</td>
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<tr>
<td>Criminal Justice Ethics</td>
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<tr>
<td>Criminal Law &amp; Procedure Specialist</td>
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<tr>
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<td>Discover a Career as a Paralegal</td>
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<tr>
<td>Employment Law</td>
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<td>Explore a Career as a Paralegal (Self-Paced Tutorial)</td>
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<td>Federal Court Interpreter</td>
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<td>International Law and Global Business</td>
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<tr>
<td>Introduction to Criminal Law</td>
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<td>Introduction to Law Suite</td>
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<tr>
<td>Introduction to the Paralegal Profession</td>
<td>$2,495</td>
</tr>
<tr>
<td>Juvenile Justice Specialist</td>
<td>$2,295</td>
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<tr>
<td>Law Enforcement Professional</td>
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<tr>
<td>Law Office Technology</td>
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<tr>
<td>LearnLaw - Pre-Law School Curricula</td>
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<td>Legal &amp; Business Issues for Exit &amp; Acquisition Strategies</td>
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<tr>
<td>Legal Secretary</td>
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<tr>
<td>Legal Secretary (Assistant)</td>
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<td>Paralegal Preparation 1</td>
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<td>Police Techniques</td>
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<td>Probation and Parole</td>
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<td>Technology in the Law Office</td>
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<td>Tort Law Specialist</td>
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<tr>
<td>Victimology</td>
<td>$2,295</td>
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</tbody>
</table>

*Certificate programs require a $50 certificate fee*
**BUSINESS AND CAREER DEVELOPMENT**

**CAREER TRAINING 100% ONLINE | TOP PROGRAMS NATIONWIDE**

**BUSINESS TRAINING**

**CERTIFIED PARALEGAL**

The Paralegal course will help you gain the skills you need to enter the paralegal workforce. You will learn how to conduct legal research and legal interviews, how to perform legal analyses, and more. As you prepare for your paralegal career, you will also receive soft skills training to increase workplace effectiveness. The course concludes with a capstone project and a portfolio review. You will first create a complete litigation file that includes: a legal analysis brief, an investigative report, client interview checklist, intake memo, complaint, legal research, and interoffice memorandum of law. Then, you will learn how to create a strong resume that encompasses your specialized skill set and showcases the impact you would make for your next employer.

Online ........................................................................................................ $2,495

**BUSINESS OPERATIONS SPECIALIST**

Regardless of company size, operational management drives business success. This practical online course will teach you the fundamentals of business management and operational planning. You will gain essential skills and strategies that you can put into action at your workplace, such as risk management, scheduling, and control.

Online ........................................................................................................ $1,895

**CERTIFIED CREDIT COUNSELOR**

Becoming a Certified Credit Counselor signifies that you have achieved a standard of excellence in the credit and personal finance counseling industry. Upon completing this course and passing the final exam, you will receive an industry-recognized Credit Counseling Certification from the National Association of Certified Credit Counselors (NACCC).

Online ........................................................................................................ $1,995

**CERTIFIED GREEN BUSINESS PROFESSIONAL**

The Certified Global Professional Online course was created by academics, industry practitioners, and professionals who assisted in the development of the credential and is backed by their extensive backgrounds related to the material. The Certified Global Business Professional course prepares you for the credential exam by educating you in four areas: global management, global marketing, supply chain management, and trade finance.

Online ........................................................................................................ $2,495

**CERTIFIED QUALITY IMPROVEMENT ASSOCIATE (CQIA)**

This course introduces quality concepts to help you understand what quality means and how it is used every day gathered from a variety of industries. It will help prepare you for the American Society for Quality (ASQ) Certified Quality Improvement Associate certification exam. The course outline follows the Certified Quality Improvement Associate (CQIA) body of knowledge (BoK) and explores the history and evolution of quality, quality tools, working with teams, assessing customer-supplier relationships, and more.

Online ........................................................................................................ $995

*Certificate programs require a $50 certificate fee

**GRANTWRITING + NON-PROFIT MANAGEMENT**

If you’re passionate about having a meaningful career that helps others, this course is ideal. Throughout this career training course, an experienced grant writer will teach you the essentials of writing or acquiring grants for private, public, and/or government use. You’ll discover how to develop compelling grant proposals. You will then study the components to successfully manage a non-profit or work in a management role within the non-profit sector. In addition to fundamental management skills, you’ll learn about finance and accounting, employment law, marketing, budgeting, and communications, as they apply to a non-profit organization.

Online ........................................................................................................ $3,795

**CHARTERED TAX PROFESSIONAL**

A Chartered Tax Professional (CTP) is someone who has completed a specific series of tax courses in individual and small business income tax preparation. This nationally recognized innovative online certificate course enables you to start working and earning money while completing coursework toward the CTP professional credential. After successfully completing this course, you will be qualified to prepare individual tax returns for almost all U.S. taxpayers and will also have the tax knowledge to successfully pass the Special Enrollment Examination (SEE). The Special Enrollment Examination (SEE) is a test that individuals can take to become an Enrolled Agent in the United States. The Enrolled Agent credential is issued and regulated by the Internal Revenue Service (IRS).

Online ........................................................................................................ $1,895

**CERTIFIED PROFESSIONAL LIFE COACH**

The Certified Professional Life Coach course teaches the Core Competencies of the International Coach Federations (ICF). The ICF is the leading organization dedicated to advancing the coaching profession through high standards, independent certification, and a worldwide network of trained coaching professionals. You will learn ICF-recognized protocols and use these to build your own coaching business.

Online ........................................................................................................ $1,795

READY TO ENROLL?
Go online at uta.edu/ded/ced or call 817.272.2581
CERTIFICATE IN MEDIATION AND ARBITRATION

This course will provide you with the comprehensive training needed to become a certified mediation or arbitration professional. It is structured around the Mediators Without Borders INACCORD® conflict resolution model, and offers you the chance to practice your skills through simulated roleplaying exercises. Skills covered include facilitating hearings, weighing evidence and testimony, and rendering awards, as well as fundamentals of conflict analysis and resolution. Upon successful completion, Mediators Without Borders will award you four individual certificates in Mediation, Applied Mediation Practice, Arbitration and Professional Mediator and Arbitrator. A final exam is optional upon completion of the course.

Online ................................................................. $3,495

ADVERTISING AND OUTREACH SPECIALIST

Nearly every business uses some form of advertising to promote their products or services. Even in today’s digital marketing arena, advertising professionals play a vital role in driving product awareness. This course will teach you how to create advertisements for print and digital media.

Online ................................................................. $1,295

ADMINISTRATIVE TRAINING

CERTIFIED BOOKKEEPER

Certified Bookkeepers are the elite of their profession, much like CPAs are the best in the accounting field. For bookkeepers, gaining industry-recognized certification increases your earning potential and enhances your professional status. From bank reconciliation to inventory methods, this online course will prepare eligible bookkeepers for the American Institute of Professional Bookkeepers (AIPB) certification exam.

Online ................................................................. $1,995

ACCOUNTS PAYABLE SPECIALIST CERTIFICATION

Accounts payable specialists are key members of any organization, ensuring bills and commitments are paid on time, accurately, and completely. Many AP specialists rely on software like Microsoft’s Excel 2019 program to collect, track, and update important financial data. This online course will prepare you for the Microsoft Office Specialist (MOS) Expert certification exam for Excel 2019 and award you an Accounts Payable Specialist (APS) certification upon successful course completion. APS is an associate-level certification offered Institute of the Finance & Management (IOfM), which demonstrates your understanding of invoices, payments, T&E, Automation, and other key financial functions.

Online ................................................................. $1,945

CERTIFIED ADMINISTRATIVE PROFESSIONAL

The Certified Administrative Professional (CAP) course serves two purposes. First, it prepares you to take the CAP exam offered by the International Association of Administrative Professionals (IAAP). Second, it provides you with a broad selection of essential skills and knowledge to effectively work as an administrative assistant in fields including education, technology, government, and medicine. In this course, you will learn the basics of workplace administration as well as how to begin and grow a successful career as an administrative professional. The course covers the intricacies of organizational communication, office and records management, and human resources fundamentals, among other topics.

Online ................................................................. $1,695

PAYROLL PRACTICE AND MANAGEMENT

Payroll is one of the fastest-changing career fields in the business world today. This course will help you navigate ever-changing payroll rules and regulations, so you can succeed as a payroll professional. You will learn all facets of payroll from basic laws to complex areas like fringe benefits, taxation, and garnishments. By course completion, you will be ready to pass the Fundamental Payroll Certification exam, developed by the American Payroll Association.

Online ...................................................................... $1,795

CAREER TRAINING

FREIGHT BROKER/AGENT TRAINING

Freight brokerage is a growing, service-based industry. As a freight agent or broker, you connect shippers and manufacturers with transportation companies and manage those shipments. Entrepreneur magazine has rated the freight brokerage business as one of the top home-based businesses to own, and a Wall Street Journal article cited freight brokering and logistics as the largest growing sector of the transportation industry.

Online ...................................................................... $1,895

HVAC/R TECHNICIAN

If you have more than a year of HVAC/R experience, this course will prepare you for the next step—certification. HVAC/R technicians are in demand, but certified technicians can earn more and have better career opportunities. This course uses hands-on service call simulations to prepare for the HVAC Excellence or NATE certification exams. By course completion, you will be ready to pass. However, please research your state’s requirements prior to enrollment to ensure this course is the right fit for you.

Online ...................................................................... $8,895

RESIDENTIAL ELECTRICIAN

With booming infrastructure, new energy conservation projects, and an aging workforce, the demand for skilled electricians is on the rise. In fact, the Bureau of Labor Statistics projects that jobs for electrician will increase 14% through the year 2024. The Electrician Training course is designed to teach you general and electrical safety procedures, use of common hardware and materials used in an electrical system, how to read and understand building plans, and more. In addition, you will be prepared for electrician licensing tests.

Online ...................................................................... $2,495
TECHNOLOGY TRAINING

WEB DESIGN PROFESSIONAL NEW
Certified Bookkeepers are the elite of their profession, much like CPAs are the best in the accounting field. For bookkeepers, gaining industry-recognized certification increases your earning potential and enhances your professional status. From bank reconciliation to inventory methods, this online course will prepare eligible bookkeepers for the American Institute of Professional Bookkeepers (AIPB) certification exam.

Online ........................................................................................................ $2,995

AUTOCAD 2021 CERTIFIED USER WITH AUTOCAD 3D 2021 NEW
This course will teach you how to create and edit a simple drawing, and then gradually introduces more advanced tools. Once you master the basic 2D skills, you will move on to explore more advanced efficiency tools, complex objects, using external reference and image files, collaboration tools, publishing, and enhancing productivity with simple customization. You will then learn the fundamentals of 3D and explores the main features of the advanced 3D modeling workspace. The course content is heavily focused on hands-on exercises which require that the software be installed. All examples and exercises are taken from a variety of fields where AutoCAD is used.

Online ........................................................................................................ $3,295

PYTHON DEVELOPER NEW
this in-depth course will teach you the ins and outs of Python programming. You will learn all about Python programming in this comprehensive course that covers introductory through advanced methods of Python and get coding quickly. You’ll start by learning the basics of programming in Python, including how it works and what it’s good for. You will also gain an understanding of Python’s place in the wider programming world. Then, you’ll move on to more advanced methods where you’ll learn how to work with iPhone Notebook, the Collections Module, regular expressions, databases, CSV files, JSON, and XML. You will also learn advanced sorting, how to write object-oriented code in Python, and how to test and debug your Python code. Finally, you’ll get a rapid introduction to NumPy, pandas, and matplotlib, which are Python libraries.

Online ........................................................................................................ $3,295

FULL STACK SOFTWARE DEVELOPER NEW
Whether you’re new to web development or want to build on existing skills, this course will teach you how to create and maintain full-service websites. You will learn all the significant aspects of front-end, back-end, and full-stack development through several milestone exercises and a hands-on project. Throughout the course, you will build a website that hosts learning games. By course completion, your website will allow users to log in, play games, track their progress, see leaderboards, and manage their accounts.

Online ........................................................................................................ $4,495

CERTIFIED ETHICAL HACKER NEW
This accredited course provides you with advanced hacking tools and techniques so that you can assess the security posture of an organization with the same approach these malicious hackers use. You’ll be able to identify weaknesses and fix the problems before they are identified by the enemy, preventing what could potentially be catastrophic damage to your organization. Upon completion of this course, you will gain exam eligibility and be prepared to sit for the Certified Ethical Hacker Exam 312-50, offered by EC-Council. This course also includes a voucher which covers the fee of the exam.

Online ........................................................................................................ $2,895

GRAPHIC DESIGN WITH PHOTOSHOP (SOFTWARE INCLUDED) NEW
This nationally recognized training course will teach you the fundamentals of Adobe Photoshop, the gold standard for image creation and editing. This course will teach you graphic design basics and build your skills step-by-step, as you master the terms and processes used by professional graphic artists. You’ll not only learn the rules and standards for effective graphic design, but you’ll also discover strategies for creating graphics that convey desired messages, styles, and tones.

Online ........................................................................................................ $2,995

INFORMATION TECHNOLOGY COURSES

These courses can be taken any time.

Advanced CSS3 and HTML5 ................................................................. $135
AWS System Operations Certification Bundle ................................. $3,995
C# Programming Series ..................................................................... $199
C++ for the Absolute Beginner .......................................................... $135
Creating Mobile Apps with HTML5 .................................................. $135
CSS Cascading Style Sheets ............................................................... $169
Front End Developer Suite ................................................................. $299
Front-End Web Developer ................................................................. $1,995
How to Get Started in Game Development ....................................... $135
HTML and CSS Series ....................................................................... $299
Introduction to C# Programming (Self-Paced Tutorial) ..................... $135
Introduction to C++ Programming (Self-Paced Tutorial) .................... $135
Introduction to CSS3 and HTML5 (Self-Paced Tutorial) ..................... $135
Introduction to Database Development .............................................. $135
Introduction to PHP and MySQL ......................................................... $135
Introduction to Python 3 Programming .............................................. $135
Introduction to SQL ............................................................................. $135
Introduction to Visual Basic ............................................................... $135
Introduction to XML ........................................................................... $135
Java Developer Suite .......................................................................... $299
Oracle Series ....................................................................................... $199
PHP and MySQL Series ..................................................................... $199
Responsive Web Design .................................................................... $135
SQL Series ........................................................................................... $199
UNIX Administration Basics ............................................................... $695
Visual Basic Series ............................................................................. $199
Web Animation ................................................................................... $1,995

READY TO ENROLL?
Go online at uta.edu/ded/ced or call 817.272.2581
EVENT MANAGEMENT

EVENT PLANNING
In partnership with the Wedding Planning Institute, The University of Texas at Arlington offers Corporate Event Planning and Certified Wedding and Event Planning certifications. These courses provide thorough, step-by-step formulas for detailing the personal and professional aspects of social and corporate events.

WE OFFER THREE EVENT PLANNING COURSES:
- Wedding & Event Planning........................................ 40 Hours | $995
- Corporate Event Planning........................................ 40 Hours | $995
- Virtual Event Planning........................................... 16 Hours | $495

CERTIFIED WEDDING & EVENT PLANNER
Recognized as The #1 Academic Program for Wedding & Event Professionals. The Certificate in Wedding and Event Planning course is a training program designed to prepare students for LWPI's Certification exam and educates students on the business best practices, methods, and techniques to get started right away in the planning industry.

CORPORATE EVENT PLANNING
The Corporate Event Planning course will cover many types of corporate events from a new product launch to a retirement dinner. Corporations and their employees celebrate many milestones and accomplishments within the lifespan of the growth and evolution of their people, products, and success. The course provides a detailed guideline on how to design and plan the event, set budgets, successfully execute events, review performance, and finance services.

VIRTUAL EVENT PLANNING
As event planning moves into the virtual landscape this certification will provide the participant the key differences between planning a live event and a virtual event. Learn from those in the field and gain the knowledge you need to plan virtual events. This program will explore the strategic planning to the production of a digital event.

IN-PERSON ON-CAMPUS | LIVE WEBCASTS
CERTIFIED WEDDING & EVENT PLANNER
- 02/03/21 - 04/27/21........M - 6p - 9: 20p ........................................ $995
- 02/19/21 - 05/13/21........W - 6p - 9: 20p ........................................ $995

VIRTUAL EVENT PLANNING NEW
- 03/02/21 - 03/11/21........T & Th : 6p - 9p .................................... $495
- 06/08/21 - 06/17/21........T & Th : 6p - 9p .................................... $495
- 10/05/21 - 10/14/21........T & Th : 6p - 9p .................................... $495

ONLINE COURSES These courses can be taken any time.
- Catering Professional................................................. $1,295
- Certified Catering Professional................................. $4,295
- Certified Event Planning Specialist............................ $4,495
- Certified Master Wedding and Event Planner................ $5,495
- Certified Professional Photographer.......................... $3,895
- Certified Wedding Planner........................................ $2,195
- Corporate Event Planner.......................................... $2,195
- Create Stunning Digital Photographs.......................... $195
- Dining Room & Banquet Management......................... $1,995
- Discover Digital Photography.................................... $99
- Event Management and Design.................................. $1,995
- Event Planning Entrepreneur.................................... $3,395
- Event Planning Suite............................................... $199
- Food and Customer Service Skills Training.................. $850
- High Performance Organization................................. $135
- Hospitality Operations and Management..................... $3,995
- Hospitality Sales and Marketing............................... $3,695
- Hotel Management with Executive Housekeeper............ $1,595
- Household Manager with Executive Housekeeper........... $2,195
- Introduction to Business Analysis.............................. $135
- Introduction to Google Analytics............................... $135
- Introduction to Lightroom Classic CC........................ $135
- Leadership Skills for Women..................................... $1,595
- Managing Productivity and Quality............................ $89
- Managing Real World Projects................................. $395
- Marketing & PR ................................................. $195
- Marketing Professional............................................. $2,295
- Marketing Your Business on the Internet...................... $135
- Marketing Your Nonprofit (Self-Paced Tutorial)............. $115
- Marketing, Sales & Customer Service Management (CSM) $195
- Mastery of Business Fundamentals........................... $135
- Measuring Customer Satisfaction.............................. $40
- Mobile Marketing.................................................. $195
- Photographing People With Your Digital Camera............ $99
- Photography Suite................................................ $299
- Preston Bailey's Fundamentals of Floral Design............... $1,695
- Preston Bailey's Intermediate Floral Design................... $1,895
- Preston Bailey's Signature Wedding & Event Design....... $1,795
- Professional Photography........................................ $2,595
- Professional Sales Skills.......................................... $135
- Public Speaking and Presentations............................ $89
- Public Speaking Expert.......................................... $2,295
- Retail and Sales Management................................. $1,995
- Secrets of Better Photography................................... $99
- Skills for Making Great Decisions............................. $135
- Small Business Marketing on a Shoestring.................... $135
- Small Business Suite.............................................. $299
- Successful Public Speaking...................................... $195
- The Origins and Evolution of Management.................... $89
- Travel Photography for the Digital Photographer............ $99
- Unforgettable Digital Photography............................ $195
- Using Social Media in Business................................. $135
- Wow, What a Great Event!...................................... $99

*Certificate programs require a $50 certificate fee
PHOTOGRAPHY CERTIFICATE

Our program is designed to teach you the skills and knowledge to become a professional photographer or an enthused hobbyist. You will start by exploring the capabilities of your digital camera and then learn the techniques to improve the quality of your photographs.

9 TOTAL COURSES:

6 Required Courses:
- Introduction to Photography 1 ........................................ 16 Hours | $240
- Introduction to Photography 2 ........................................ 16 Hours | $240
- Photography Light & Lighting ........................................ 16 Hours | $240
- Adobe Photoshop Level 1 ........................................ 16 Hours | $435
- Editing for Photographers: Adobe Lightroom ............... 16 Hours | $435
- Photography Portfolio ........................................ 16 Hours | $240

Choose 3 Electives:
- Nature & Wildlife Photography ........................................ 16 Hours | $240
- Portrait Photography ........................................ 16 Hours | $240
- Introduction to Wedding Photography ......................... 16 Hours | $240
- Travel Photography ........................................ 16 Hours | $240
- The Business of Photography ........................................ 16 Hours | $240
- Photography Light & Lighting II: Studio ................. 16 Hours | $240
- Photography Posing Workshop ........................................ 8 Hours | $199
- Photoshop Retouching for Photographers ............... 16 Hours | $435

Total Program Cost $2509 - 2550*

IN-PERSON ON-CAMPUS

THE BUSINESS OF PHOTOGRAPHY
01/19/21 - 01/28/21     Tu & Th : 6p - 10p  $240

INTRODUCTION TO WEDDING PHOTOGRAPHY
02/08/21 - 02/17/21     M & W : 6p - 10p  $240

ADOBE PHOTOSHOP - LEVEL 1
02/23/21 - 03/04/21     Tu & Th : 6p - 10p  $435
09/28/21 - 10/07/21     Tu & Th : 6p - 10p  $435

INTRODUCTION TO PHOTOGRAPHY 1
02/09/21 - 02/18/21     Tu & Th : 6p - 10p  $240
06/07/21 - 06/16/21     M & W : 6p - 10p  $240
08/31/21 - 09/09/21     Tu & Th : 6p - 10p  $240

INTRODUCTION TO PHOTOGRAPHY 2
03/16/21 - 03/25/21     Tu & Th : 6p - 10p  $240
06/21/21 - 06/30/21     M & W : 6p - 10p  $240
09/14/21 - 09/23/21     Tu & Th : 6p - 10p  $240

EDITING FOR PHOTOGRAPHERS: ADOBE LIGHTROOM
04/06/21 - 04/15/21     M & W : 6p - 10p  $240
07/12/21 - 07/21/21     M & W : 6p - 10p  $240

PHOTOGRAPHY LIGHT & LIGHTING
04/27/21 - 05/06/21     Tu & Th : 6p - 10p  $240
08/02/21 - 08/11/21     Tu & Th : 6p - 10p  $240
10/19/21 - 10/28/21     Tu & Th : 6p - 10p  $240

PHOTOGRAPHY LIGHT & LIGHTING 2: STUDIO
05/11/21 - 05/20/21     Tu & Th : 6p - 10p  $240
08/16/21 - 09/01/21     Tu & Th : 6p - 10p  $240
11/02/21 - 11/11/21     Tu & Th : 6p - 10p  $240

NATURE & WILDLIFE PHOTOGRAPHY
05/04/21 - 05/13/21     Tu & Th : 6p - 10p  $240

SPORTS PHOTOGRAPHY NEW
06/15/21 - 06/24/21     Tu & Th : 6p - 10p  $240

PHOTOSHOP RETOUCHING FOR PHOTOGRAPHERS NEW
06/29/21 - 07/08/21     Tu & Th : 6p - 10p  $435

PHOTOGRAPHY PORTFOLIO
07/20/21 - 07/29/21     Tu & Th : 6p - 10p  $240
12/06/21 - 12/15/21     Tu & Th : 6p - 10p  $240

ONLINE COURSES These courses can be taken any time.
- Certified Professional Photographer ........................................ $3,895
- Create Stunning Digital Photographs ........................................ $195
- Discover Digital Photography ........................................ $99
- Introduction to Lightroom Classic CC ........................................ $135
- Mastering Your Digital SLR Camera ........................................ $99
- PHOTOGRAPHING NATURE WITH YOUR DIGITAL CAMERA ........................................ $99
- PHOTOGRAPHING PEOPLE WITH YOUR DIGITAL CAMERA ........................................ $99
- Photography Suite ........................................ $299
- Photoshop CC for the Digital Photographer ........................................ $99
- Photoshop Elements for the Digital Photographer ........................................ $99
- Professional Photography ........................................ $2,955
- Secrets of Better Photography ........................................ $99
- The Art of Photographing Nature ........................................ $195
- Travel Photography ........................................ $99
- Unforgettable Digital Photography ........................................ $195

*Certificate programs require a $50 certificate fee
### ONLINE COURSES

These courses can be taken any time.

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<td>Attention Deficit Disorder</td>
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<td>Behavior is Language</td>
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<tr>
<td>Build School Communities</td>
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<tr>
<td>Bullying in Schools</td>
<td>$195</td>
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<tr>
<td>Certificate in Innovation &amp; Critical Thinking</td>
<td>$395</td>
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<tr>
<td>Certificate in Music Therapy and Sound Healing</td>
<td>$99</td>
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<tr>
<td>Certified Child Care Worker</td>
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<td>Child Abuse</td>
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<td>Child Development Associate Training</td>
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<td>Creating the Inclusive Classroom: Strategies for Success</td>
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<td>Critical Thinking</td>
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<td>Developing School Wellness - Children Nutritional Programs</td>
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<td>Developmentally Appropriate Practice in the Classroom</td>
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<td>Differentiating K-12 Assessments</td>
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<td>Disabilities: Practical Info for the Special Education Teacher</td>
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<td>Discover a Career as a Teaching Assistant</td>
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<td>Drugs &amp; Alcohol in Schools</td>
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<td>Early Childhood: Family-Centered Services</td>
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<td>Early Childhood: Program Planning</td>
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<td>Early Childhood: Typical &amp; Atypical Development</td>
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<td>Educational Assessment</td>
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<td>Educator’s Fundamentals Series</td>
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<td>Empowering Students With Disabilities</td>
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<td>English as a Second Language (ESL) for Spanish Speakers</td>
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<tr>
<td>English Composition II</td>
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*Certificate programs require a $50 certificate fee
### AUTISM SPECTRUM SPECIALIST

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<td>Ready, Set, Read!</td>
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<td>Role in the Prevention &amp; Discipline of Harassment &amp; Bullying</td>
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<td>Rookie Teacher Survival Guide</td>
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<td>Safe Practices Through Effective Classroom Management</td>
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<td>Student Engagement and Learning</td>
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<td>Threat Assessment in Schools</td>
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<td>Try DI! Planning &amp; Preparing</td>
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<td>Using Technology in Your Classroom</td>
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### AUTISM SPECTRUM DISORDER CERTIFICATE

This Autism Spectrum Disorder awareness certificate provides therapist and caregivers the introduction, background, aptitude, and skills needed to work effectively with this growing special needs population.

**5 COURSES:**
- Intro to Autism Spectrum Disorder ........................................ 9 Hours | $179
- Ethics & Cultural Issues in Treatment .................................... 9 Hours | $179
- Alternative Communication Techniques .................................... 9 Hours | $179
- Developing the Support Network ............................................. 9 Hours | $179
- Portfolio Project ........................................................................ 9 Hours | $179

**Total Program Cost** $895*

### LIVE WEBCASTS ONLY

#### INTRO TO AUTISM SPECTRUM DISORDER
- 02/03/21 - 02/17/21 .................................................. W: 6p - 9p ........................................... $179
- 06/02/21 - 06/16/21 .................................................. W: 6p - 9p ........................................... $179
- 09/05/21 - 09/29/21 .................................................. W: 6p - 9p ........................................... $179

#### ETHICS AND CULTURE ISSUES IN TREATMENT
- 02/24/21 - 03/10/21 .................................................. W: 6p - 9p ........................................... $179
- 06/23/21 - 07/07/21 .................................................. W: 6p - 9p ........................................... $179
- 10/13/21 - 10/27/21 .................................................. W: 6p - 9p ........................................... $179

#### ALTERNATIVE COMMUNICATION TECHNIQUES
- 03/24/21 - 04/07/21 .................................................. W: 6p - 9p ........................................... $179
- 07/21/21 - 08/04/21 .................................................. W: 6p - 9p ........................................... $179
- 11/03/21 - 11/17/21 .................................................. W: 6p - 9p ........................................... $179

#### DEVELOPING THE SUPPORT NETWORK FOR SPECIAL NEEDS PROVIDERS
- 04/21/21 - 05/05/21 .................................................. W: 6p - 9p ........................................... $179
- 08/18/21 - 09/01/21 .................................................. W: 6p - 9p ........................................... $179
- 12/01/21 - 12/15/21 .................................................. W: 6p - 9p ........................................... $179

#### PORTFOLIO: TECHNIQUES FOR SOCIALIZING INDIVIDUALS WITH ASD AND/OR SPECIAL NEEDS
- 05/19/21 - 06/02/21 .................................................. W: 6p - 9p ........................................... $179
- 09/01/21 - 09/15/21 .................................................. W: 6p - 9p ........................................... $179
- 01/12/22 - 01/26/22 .................................................. W: 6p - 9p ........................................... $179

*Certificate programs require a $50 certificate fee
TEST PREP

IN-PERSON ON-CAMPUS | LIVE WEBCASTS

GMAT
03/23/21 - 04/27/21………T : 5:30p - 8:30p ........................................ $399
06/01/21 - 08/03/21………T : 5:30p - 8:30p ........................................ $399
08/31/21 - 11/02/21………T : 5:30p - 8:30p ........................................ $399

GRE
03/23/21 - 04/27/21………T : 5:30p - 8:30p ........................................ $399
06/01/21 - 08/03/21………T : 5:30p - 8:30p ........................................ $399
08/31/21 - 11/02/21………T : 5:30p - 8:30p ........................................ $399

FACILITY MANAGEMENT PROFESSIONAL (FMP) CREDENTIAL PROGRAM
04/10/21 - 05/23/21………Every other Sa & Su : 8a - 4:30p .......... $2495
04/09/22 - 05/22/22………Every other Sa & Su : 8a - 4:30p .......... $2495

PROJECT MANAGEMENT PROFESSIONAL (PMP) PREP
05/17/21 - 05/21/21………M - F : 8:30a - 5:30p ............................... $1695

COMPTEA A+ CERTIFICATION TRAINING
02/01/21 - 03/06/21………M & W : 6p - 10p; Sa : 8a - 5p ............... $1495
06/14/21 - 06/25/21………M - F : 8:30a - 5:30p ............................... $1495
09/13/21 - 10/16/21………M & W : 6p - 10p; Sa : 8a - 5p ............... $1495

COMPTEA NETWORK+ CERTIFICATION TRAINING
04/12/21 - 05/15/21………M & W : 6p - 10p; Sa : 8a - 5p ............... $1495
07/19/21 - 07/30/21………M - F : 8:30a - 5:30p ............................... $1495

COMPTEA S+ CERTIFICATION TRAINING
06/07/21 - 06/19/21………M & W : 6p - 10p; Sa : 8a - 5p ............... $1495

LIVE WEBCASTS
SHRM-CP™ AND SHRM-SCP™ CERTIFICATION PREPARATION COURSE
01/30/21 - 03/06/21………Sa : 9a - 4:30p ................................. $1195
05/01/21 - 06/12/21………Sa : 9a - 4:30p ................................. $1195
09/18/21 - 10/23/21………Sa : 9a - 4:30p ................................. $1195

SHRM™ TIPS AND TRICKS 1-DAY BOOTCAMP NEW
04/24/21……………………Sa : 9a - 4:30p.............................. $199
12/04/21……………………Sa : 9a - 4:30p.............................. $199

PERSONAL TRAINING CERTIFICATION NEW
A World Instructor Training Schools Personal Trainer Certification is the ideal way to increase your credentials in this expanding industry. W.I.T.S. is an approved CEU provider for the Board of Certification for Athletic Trainers (BOC), the American Occupational Therapy Association (AOTA), National Certification Board for Therapeutic Massage & Bodywork (NCBTMB), Veterans Training and Education, the International Association of Continuing Education and Training (IACET) and a proud partner of UTA Continuing Education.

PERSONAL TRAINER NATIONAL CERTIFICATION
02/13/21 - 03/13/21………Exam on 03/27/21.............................. $784
06/19/21 - 07/24/21………Exam on 08/07/21.............................. $784
10/16/21 - 11/13/21………Exam on 12/04/21.............................. $784

ONLINE COURSES These courses can be taken any time.

ACADEMIC NEW
Algebra Helper................................................................. $195
CCBA Certification Training .............................................. $495
Certified Green Supply Chain Professional (GCCP).............. $2,595
GED Preparation ........................................................... $135
GED Test Preparation ..................................................... $195
GED Math Test Preparation ......................................... $195
GMAT Preparation......................................................... $99
GMAT Preparation (Self-Paced Tutorial)......................... $99
GRE Prep Series........................................................... $199
GRE Preparation - Part 1 (Verbal and Analytical)............. $99
GRE Preparation - Part 2 (Quantitative) ......................... $99
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**AUTOMOTIVE**

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<td>ASE Technician Test Preparation Truck Series: T3 Drive Train</td>
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<td>ASE Technician Test Preparation Truck Series: T4 Brakes</td>
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<td>ASE Technician Test Preparation Truck Series: T5 Suspension/Steering</td>
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<td>ASE Technician Test Preparation Truck Series: T6 Electrical</td>
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<td>ASE Technician Test Preparation Truck Series: T7 Heating, and A/C</td>
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<td>ASE TTP Truck Series: T8 Preventative Maintenance</td>
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<td>ASE Technician Test Preparation 2.0: Auto Maintenance (G1)</td>
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<tr>
<td>ASE Technician Test Preparation 2.0: Automotive: Exhaust Systems (X1)</td>
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<td>ASE Technician Test Preparation 2.0: Auto: Light Diesel Engines (A9)</td>
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<td>ASE TTP 2.0: Automotive Manual Drive Trains and Axles (A3)</td>
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<td>ASE TTP 2.0: Automotive Parts Specialist (P2)</td>
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<td>ASE TTP 2.0: Automotive Suspension &amp; Steering (A4)</td>
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<td>ASE TTP H7: Heating, Ventilation, and Air Conditioning</td>
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**FITNESS**

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<td>NASM Certified Nutrition Coach (Exam Included)</td>
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**PROJECT MANAGEMENT**

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<td>Project Management Professional (PMP) Prep I</td>
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**TECHNOLOGY**

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<td>Certified Information Systems Auditor (CISA) Exam Prep</td>
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<td>CompTIA A+ Certification (220-1001 and 220-1002)</td>
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<tr>
<td>CompTIA Advanced Security Practitioner (CASP)</td>
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<tr>
<td>CompTIA Certification Training: A+, Network+, Security+</td>
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<td>CompTIA Certification Training: ITF+ and A+</td>
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<td>CompTIA Certification Training: ITF+, A+, Network+, Security+</td>
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<td>CompTIA Cloud+ Certification Training (Voucher Included)</td>
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<td>CompTIA Library</td>
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<td>CompTIA Master: CASP + Practice Labs &amp; Exam Voucher</td>
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<tr>
<td>CompTIA Network+ Certification Training (Voucher Included)</td>
<td>$1,695</td>
</tr>
<tr>
<td>CompTIA Project+ (Voucher Included)</td>
<td>$1,695</td>
</tr>
<tr>
<td>CompTIA Security+ Certification Training (Voucher Included)</td>
<td>$1,695</td>
</tr>
<tr>
<td>CompTIA SYO-501 Security + Practice Lab &amp; Exam Voucher</td>
<td>$1,995</td>
</tr>
<tr>
<td>CompTIA: Advanced Security Practitioner (CASPI)</td>
<td>$159</td>
</tr>
<tr>
<td>Intermediate CompTIA A+ Certification Prep</td>
<td>$139</td>
</tr>
<tr>
<td>LPI Linux Essentials Exam Prep</td>
<td>$135</td>
</tr>
</tbody>
</table>
AUTOCAD

COMPUTER AIDED DESIGN
AND DRAFTING CERTIFICATE

This program is designed to develop your skills in areas such as freehand sketching, drawing, organization, computer-aided drafting, proper line of work, abstract and mechanical reasoning, spatial relations, as well as graphic design and layout.

5 COURSES:
AutoCAD Introduction .................................................. 16 Hours | $435
AutoCAD Advanced 3D .................................................. 16 Hours | $435
Revit Level 1 ................................................................. 16 Hours | $435
Revit Level 2 ................................................................. 16 Hours | $435
Capstone ..................................................................... 16 Hours | $435

Total Program Cost $2175*

IN-PERSON ON-CAMPUS ONLY

AUTOCAD INTRODUCTION
02/06/21 - 02/13/21..............................................Sa : 8a - 5p .............................................. $435
09/11/21 - 09/18/21..............................................Sa : 8a - 5p .............................................. $435

AUTOCAD ADVANCED 3D
02/27/21 - 03/06/21..............................................Sa : 8a - 5p .............................................. $435
10/02/21 - 10/09/21..............................................Sa : 8a - 5p .............................................. $435

REVIT - LEVEL 1
03/27/21 - 04/03/21..............................................Sa : 8a - 5p .............................................. $435
10/23/21 - 10/30/21..............................................Sa : 8a - 5p .............................................. $435

REVIT - LEVEL 2
04/17/21 - 04/24/21..............................................Sa : 8a - 5p .............................................. $435
11/13/21 - 11/20/21..............................................Sa : 8a - 5p .............................................. $435

CAPSTONE: AUTOCAD
05/08/21 - 05/15/21..............................................Sa : 8a - 5p .............................................. $435
12/04/21 - 12/11/21..............................................Sa : 8a - 5p .............................................. $435

BASIC BLUEPRINT READING
09/14/21 - 09/23/21..............................................Tu & Th : 6p - 10p ...................................... $260

ONLINE COURSES
These courses can be taken any time.

AutoCAD 2018 Certified User (Voucher Included) ............................................. $2,595
AutoCAD 3D 2018 ..................................................................... $1,695
Autodesk Inventor (Voucher Included) ............................................. $2,595
Autodesk Revit Architecture (Voucher Included) ..................................... $2,595
Certified Residential Interior Designer ............................................. $1,995

CNC PROGRAMMING

CNC PROGRAMMING CERTIFICATE
This program provides the learner with the entry-level training needed to review computer-aided design (CAD) blueprints for a program, calculate the tool paths required to produce the item from a solid block of material or casting, select the appropriate tools for the job, and plan the sequence of operations needed to complete the job, while assuring that the product adheres to precise measurement requirements.

6 COURSES:
Basic Blueprint Reading ...................................................... 16 Hours | $260
Applied Machine Shop Theory .............................................. 20 Hours | $260
CNC Programming Mill 1 .................................................... 40 Hours | $650
CNC Programming Mill 2 .................................................... 40 Hours | $650
CNC Programming Lathe 1 .................................................... 40 Hours | $650
CNC Programming Lathe 2 .................................................... 40 Hours | $650

Total Program Cost $3120*

IN-PERSON ON-CAMPUS ONLY

BASIC BLUEPRINT READING
09/14/21 - 09/23/21..............................................Tu & Th : 6p - 10p ...................................... $260

APPLIED MACHINE SHOP THEORY
10/02/21 - 10/23/21..............................................Sa : 8a - 1p .............................................. $260

CNC PROGRAMMING - MILL 1
11/06/21 - 12/11/21..............................................Sa : 8a - 4:30p ...................................... $650

CNC PROGRAMMING - MILL 2
01/23/21 - 02/20/21..............................................Sa : 8a - 4:30p ...................................... $650
01/08/22 - 02/12/22..............................................Sa : 8a - 4:30p ...................................... $650

CNC PROGRAMMING - LATHE 1
03/06/21 - 04/17/21..............................................Sa : 8a - 4:30p ...................................... $650
02/26/22 - 04/02/22..............................................Sa : 8a - 4:30p ...................................... $650

CNC PROGRAMMING - LATHE 2
05/01/21 - 06/05/21..............................................Sa : 8a - 4:30p ...................................... $650
04/16/22 - 05/14/22..............................................Sa : 8a - 4:30p ...................................... $650

*Certificate programs require a $50 certificate fee
COMPTIA CERTIFICATION

COMPTIA CERTIFICATION TRAINING

CompTIA is a provider of professional certifications for the information technology (IT) industry and a global association of IT industry companies with the goal of standardized qualifications for professionals working in the industry.

WE OFFER THREE TEST PREP OPTIONS:

<table>
<thead>
<tr>
<th>Certification</th>
<th>Hours</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>CompTIA A+</td>
<td>80</td>
<td>$1,495</td>
</tr>
<tr>
<td>CompTIA N+</td>
<td>80</td>
<td>$1,495</td>
</tr>
<tr>
<td>CompTIA S+</td>
<td>32</td>
<td>$1,495</td>
</tr>
</tbody>
</table>

IN-PERSON ON-CAMPUS ONLY

COMPTIA A+ CERTIFICATION TRAINING

02/01/21 - 03/06/21...........M & W : 6p - 10p; Sa : 8a - 5p........$1,495
06/14/21 - 06/25/21...........M - F : 8:30a - 5:30p ..................$1,495
09/13/21 - 10/16/21...........M & W : 6p - 10p; Sa : 8a - 5p........$1,495

COMPTIA NETWORK+ CERTIFICATION TRAINING

04/12/21 - 05/15/21...........M & W : 6p - 10p; Sa : 8a - 5p........$1,495
07/19/21 - 07/30/21...........M - F : 8:30a - 5:30p ..................$1,495

COMPTIA SECURITY+ CERTIFICATION TRAINING

06/07/21 - 06/19/21...........M & W : 6p - 10p; Sa : 8a - 5p........$1,495

ONLINE COURSES

These courses can be taken any time.

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Price</th>
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<tbody>
<tr>
<td>Advanced Computer Technician: CompTIA Specialist</td>
<td>$4,595</td>
</tr>
<tr>
<td>An Introduction to CompTIA: A+ Network+ Security+</td>
<td>$2,995</td>
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<tr>
<td>Basic CompTIA A+ Certification Prep</td>
<td>$145</td>
</tr>
<tr>
<td>CompTIA A+ Certification (220-1001 and 220-1002)</td>
<td>$1,295</td>
</tr>
<tr>
<td>CompTIA A+ with ITIL Foundation (Vouchers Included)</td>
<td>$2,495</td>
</tr>
<tr>
<td>CompTIA Advanced Security Practitioner (CASP)</td>
<td>$995</td>
</tr>
<tr>
<td>CompTIA Certification Training: A+, Network+, Security+</td>
<td>$3,995</td>
</tr>
<tr>
<td>CompTIA Certification Training: ITF+ and A+</td>
<td>$2,095</td>
</tr>
<tr>
<td>CompTIA Certification Training: ITF+, A+, Network+, Security+</td>
<td>$4,695</td>
</tr>
<tr>
<td>CompTIA Cloud+ Certification Training</td>
<td>$1,695</td>
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<tr>
<td>CompTIA Computer Technician Specialist</td>
<td>$3,995</td>
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<tr>
<td>CompTIA IT Fundamentals (Voucher Included)</td>
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<td>CompTIA Library</td>
<td>$695</td>
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<td>CompTIA Linux+ (Vouchers Included)</td>
<td>$1,295</td>
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<tr>
<td>CompTIA Master: CASP + Practice Labs &amp; Exam Voucher</td>
<td>$2,995</td>
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<tr>
<td>CompTIA N10-007: Network+</td>
<td>$159</td>
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<td>CompTIA Network+ Certification Prep</td>
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</tbody>
</table>

*Certificate programs require a $50 certificate fee

DEVELOPER TRAINING

DEVELOPER TRAINING

Update your skills by earning a certificate online. In partnership with our online providers, UTA Continuing Education proudly offers a wide range of online certificate programs. There is no set time for you to be online to complete the lessons so you have the flexibility to access the course material at times that work best for you.

Full Stack Software Developer...........................................$4,995
Android App Developer ....................................................$495
Mobile/Desktop Web Developer/Responsive Design ...............$2,995
Oracle SQL & PL/SQL Developer .........................................$995
Oracle SQL & PL/SQL + Python Developer ..........................$1,795
Oracle SQL & PL/SQL Developer + Java Programmer ...............$1,795
Oracle SQL & PL/SQL + Python + Java Programmer ...............$2,595
Oracle SQL & PL/SQL Developer with Crystal Reports ...........$1,895
Python Developer ...........................................................$995
Web Applications Developer ..............................................$2,395

Go online at uta.edu/ded/ced or call 817.272.2581
### UI/UX Design Certificate

**12 Courses:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Programming Fundamentals</td>
<td>16</td>
<td>$435</td>
</tr>
<tr>
<td>Web Page Design Level 1</td>
<td>16</td>
<td>$435</td>
</tr>
<tr>
<td>Web Page Design Level 2</td>
<td>16</td>
<td>$435</td>
</tr>
<tr>
<td>Adobe Photoshop Level 1</td>
<td>16</td>
<td>$435</td>
</tr>
<tr>
<td>Adobe Photoshop Level 2: Adv. for Designers</td>
<td>16</td>
<td>$435</td>
</tr>
<tr>
<td>JavaScript Programming</td>
<td>16</td>
<td>$435</td>
</tr>
<tr>
<td>Responsive Design Using Bootstrap</td>
<td>16</td>
<td>$435</td>
</tr>
<tr>
<td>HTML5 &amp; CSS3</td>
<td>12</td>
<td>$435</td>
</tr>
<tr>
<td>UI/UX Fundamentals</td>
<td>16</td>
<td>$435</td>
</tr>
<tr>
<td>UI/UX Architecture</td>
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<td>$435</td>
</tr>
<tr>
<td>Web Design Best Practices</td>
<td>8</td>
<td>$199</td>
</tr>
</tbody>
</table>

**Capstone**

16 Hours | $435

**Total Program Cost:** $4984*

*Certificate programs require a $50 certificate fee

### Graphic Design Certificate

**12 Courses:**

<table>
<thead>
<tr>
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<th>Hours</th>
<th>Fee</th>
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</thead>
<tbody>
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<td>$435</td>
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<td>Web Page Design Level 1</td>
<td>16</td>
<td>$435</td>
</tr>
<tr>
<td>Web Page Design Level 2</td>
<td>16</td>
<td>$435</td>
</tr>
<tr>
<td>Adobe Photoshop Level 1</td>
<td>16</td>
<td>$435</td>
</tr>
<tr>
<td>Adobe Photoshop Level 2: Adv. for Designers</td>
<td>16</td>
<td>$435</td>
</tr>
<tr>
<td>JavaScript Programming</td>
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<td>$435</td>
</tr>
<tr>
<td>Adobe Illustrator Level 1</td>
<td>16</td>
<td>$435</td>
</tr>
<tr>
<td>Adobe Illustrator Level 2</td>
<td>16</td>
<td>$435</td>
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<td>16</td>
<td>$435</td>
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<td>Adobe InDesign Level 2</td>
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<td>$435</td>
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<td>8</td>
<td>$199</td>
</tr>
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</table>

**Capstone**

16 Hours | $435

**Total Program Cost:** $4984*

*Certificate programs require a $50 certificate fee

### IN-PERSON ON-CAMPUS ONLY | COURSES APPLY FOR BOTH UI/UX AND GRAPHIC DESIGN

**Programming Fundamentals**

- 02/02/21 - 02/11/21...Tu & Th : 6p - 10p ...
- 09/07/21 - 09/16/21...Tu & Th : 6p - 10p ...

**Adobe Photoshop - Level 1**

- 02/23/21 - 03/04/21...Tu & Th : 6p - 10p ...
- 09/28/21 - 10/07/21...Tu & Th : 6p - 10p ...

**Adobe Photoshop - Level 2: Adv. for Designers**

- 03/16/21 - 03/25/21...Tu & Th : 6p - 10p ...
- 10/19/21 - 10/28/21...Tu & Th : 6p - 10p ...

**Web Page Design - Level 1**

- 04/06/21 - 04/15/21...Tu & Th : 6p - 10p ...
- 11/09/21 - 11/18/21...Tu & Th : 6p - 10p ...

**Web Page Design - Level 2**

- 04/27/21 - 05/16/21...Tu & Th : 6p - 10p ...
- 11/30/21 - 12/09/21...Tu & Th : 6p - 10p ...

**Adobe Illustrator - Level 1**

- 04/10/21 - 04/17/21...Sa : 9a - 5p ...
- 09/11/21 - 09/18/21...Sa : 9a - 5p ...

**Adobe Illustrator - Level 2**

- 04/24/21 - 05/11/21...Sa : 9a - 5p ...
- 10/02/21 - 10/09/21...Sa : 9a - 5p ...

**HTML5 & CSS3**

- 05/18/21 - 05/27/21...Tu & Th : 6p - 10p ...
- 01/11/22 - 01/20/22...Tu & Th : 6p - 10p ...

**JavaScript Programming**

- 06/08/21 - 06/17/21...Tu & Th : 6p - 10p ...
- 02/01/22 - 02/10/22...Tu & Th : 6p - 10p ...

**Adobe InDesign - Level 1**

- 06/19/21 - 06/26/21...Sa : 9a - 5p ...
- 10/23/21 - 10/30/21...Sa : 9a - 5p ...

**Adobe InDesign - Level 2**

- 07/10/21 - 07/17/21...Sa : 9a - 5p ...
- 11/13/21 - 11/20/21...Sa : 9a - 5p ...

**Responsive Design Using Bootstrap**

- 02/02/21 - 02/11/21...Tu & Th : 6p - 10p ...
- 10/23/21 - 10/30/21...Tu & Th : 6p - 10p ...

**Ui/UX Fundamentals**

- 02/23/21 - 03/04/21...Tu & Th : 6p - 10p ...
- 07/13/21 - 07/22/21...Tu & Th : 6p - 10p ...
- 03/15/22 - 03/24/22...Tu & Th : 6p - 10p ...

**Ui/UX Architecture**

- 03/23/21 - 04/01/21...Tu & Th : 6p - 10p ...
- 08/03/21 - 08/12/21...Tu & Th : 6p - 10p ...
- 04/05/22 - 04/14/22...Tu & Th : 6p - 10p ...

**Web Page Design Best Practices**

- 04/13/21 - 04/15/21...Tu & Th : 6p - 10p ...
- 08/24/21 - 08/26/21...Tu & Th : 6p - 10p ...
- 04/26/22 - 04/28/22...Tu & Th : 6p - 10p ...

**Capstone**

- 05/04/21 - 05/13/21...Tu & Th : 6p - 10p ...
- 09/07/21 - 09/16/21...Tu & Th : 6p - 10p ...
- 05/10/22 - 05/19/22...Tu & Th : 6p - 10p ...
WORDPRESS DEVELOPER CERTIFICATE
This certificate program will teach the WordPress Content Management System, help you build and edit WordPress websites, teach SEO optimization to increase rankings, explain how to add content, edit pages, and understand the basics of marketing and ecommerce.

**6 COURSES:**
- WordPress Fundamentals/Manager .................. 16 Hours | $435
- WordPress Administrator / Master ................. 16 Hours | $435
- WordPress Developer .................................... 16 Hours | $435
- SEO for Small Businesses ............................... 16 Hours | $435
- Multiple Types of Plug-Ins............................. 16 Hours | $435
- Capstone .................................................... 16 Hours | $435

**Total Program Cost $2610**

**IN PERSON ON-CAMPUS | LIVE WEBCASTS**

**WORDPRESS FUNDAMENTALS/ MANAGER**
- 01/25/21 - 02/03/21 | M & W: 6p - 10p | $435
- 06/07/21 - 06/16/21 | M & W: 6p - 10p | $435
- 10/04/21 - 10/13/21 | M & W: 6p - 10p | $435

**WORDPRESS ADMINISTRATOR / MASTER**
- 02/15/21 - 02/24/21 | M & W: 6p - 10p | $435
- 06/21/21 - 06/30/21 | M & W: 6p - 10p | $435
- 10/25/21 - 11/03/21 | M & W: 6p - 10p | $435

**WORDPRESS DEVELOPER**
- 03/01/21 - 03/10/21 | M & W: 6p - 10p | $435
- 07/12/21 - 07/21/21 | M & W: 6p - 10p | $435

**SEO FOR SMALL BUSINESSES**
- 03/22/21 - 03/31/21 | M & W: 6p - 10p | $435
- 08/02/21 - 08/11/21 | M & W: 6p - 10p | $435
- 11/29/21 - 12/08/21 | M & W: 6p - 10p | $435

**MULTIPLE TYPES OF PLUG-INS**
- 04/12/21 - 04/21/21 | M & W: 6p - 10p | $435
- 08/16/21 - 08/25/21 | M & W: 6p - 10p | $435
- 01/10/22 - 01/19/22 | M & W: 6p - 10p | $435

**CAPSTONE: WORDPRESS DEVELOPER**
- 04/26/21 - 05/05/21 | M & W: 6p - 10p | $435
- 09/13/21 - 09/22/21 | M & W: 6p - 10p | $435
- 02/01/22 - 02/10/22 | M & W: 6p - 10p | $435

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GAME DEVELOPMENT

**GAME DEVELOPMENT CERTIFICATE**
Our online game development training courses make it easy to learn game development on your schedule. Stay up to date on the tools and skills you need to build games for Windows PCs, tablets, and mobile devices.

**2 ONLINE COURSES:**
- How to Get Started in Game Development ................ 24 Hours
- Video Game Design and Development .................. 500 Hours

**Estimated Program Cost $2200**

**ONLINE COURSES**
- These courses can be taken any time.
- Advanced CSS3 and HTML5 ................................ $135
- Advanced Web Pages ..................................... $135
- AWS System Operations Certification Bundle .......... $3,995
- Certified Residential Interior Designer ............... $1,995
- Certified Web Designer with Adobe Creative Cloud .... $4,495
- Creating Web Pages ..................................... $135
- Creating WordPress Websites ............................ $135
- Creating WordPress Websites Series .................... $199
- Crystal Reports .......................................... $995
- CSS Cascading Style Sheets ............................. $169
- Designing Effective Websites ............................ $135
- Digital Arts Certificate ................................ $3,295
- Digital Game Artist Certificate ........................ $2,595
- Digital Marketing Strategist ............................. $3,595
- Drawing for the Absolute Beginner ...................... $99
- eBusiness ................................................. $2,295
- Graphic Design with Photoshop (Software Included) .. $2,295
- How to Get Started in Game Development ............. $135
- Intermediate InDesign CC ................................ $135
- Intermediate Photoshop CC ............................ $135
- Introduction to Digital Scrapbooking ................... $99
- Introduction to InDesign CC ............................ $135
- Introduction to Interior Design ........................ $135
- Introduction to Photoshop CC .......................... $135
- Learn Photoshop Elements 2019 ......................... $195
- Marketing Design Certificate .......................... $3,295
- Multimedia Arts Certificate ........................... $3,295
- Video Game Design and Development ................. $1,995
- Web and Mobile Application Design and Development .. $1,995
- Web Animation .......................................... $1,995
- Web Applications Developer ........................... $2,395
- Web Design ............................................. $1,995
- Web Design Professional ............................... $2,995
- Web Design Professional Certification Program ....... $3,695
- Web Design Value Suite ................................ $299
- Web Design with WordPress ........................... $2,095
- WordPress .............................................. $195
ADobe CReative suites training
Adobe's collection of software gives you the design tools you need to create brilliant designs for photography, video, web, and more. Now you can take your design skills to new heights with our Adobe training courses. Learn the tools and techniques to master the most popular Adobe products with Adobe training offered in-class or online.

IN-PERSON ON-CAMPUS ONLY

Adobe Photoshop - Level 1
02/23/21 - 03/04/21……Tu & Th : 6p - 10p…………………… $435
09/28/21 - 10/07/21……Tu & Th : 6p - 10p…………………… $435

Adobe Photoshop - Level 2: Adv. for Designers
03/16/21 - 03/25/21……Tu & Th : 6p - 10p…………………… $435
10/19/21 - 10/28/21……Tu & Th : 6p - 10p…………………… $435

Adobe Lightroom
04/06/21 - 04/15/21……M & W : 6p - 10p…………………… $240
07/12/21 - 07/21/21……M & W : 6p - 10p…………………… $240

Adobe Premiere Level 1
02/08/21 - 02/17/21……Tu & Th : 6p - 10p…………………… $435
06/07/21 - 06/16/21……Tu & Th : 6p - 10p…………………… $435
09/20/21 - 09/29/21……Tu & Th : 6p - 10p…………………… $435

Adobe Premiere Level 2
03/01/21 - 03/10/21……M & W : 6p - 10p…………………… $435
06/21/21 - 06/30/21……M & W : 6p - 10p…………………… $435
10/11/21 - 10/20/21……M & W : 6p - 10p…………………… $435

Adobe After Effects Level 1
03/22/21 - 03/31/21……M & W : 6p - 10p…………………… $435
07/12/21 - 07/21/21……M & W : 6p - 10p…………………… $435
11/01/21 - 11/10/21……M & W : 6p - 10p…………………… $435

Adobe After Effects Level 2
04/12/21 - 04/21/21……M & W : 6p - 10p…………………… $435
08/02/21 - 08/11/21……M & W : 6p - 10p…………………… $435
11/15/21 - 12/01/21……M & W : 6p - 10p…………………… $435

Adobe Illustrator - Level 1
04/10/21 - 04/17/21……Sa : 9a - 5p…………………………….. $435
09/11/21 - 09/18/21……Sa : 9a - 5p…………………………….. $435

Adobe Illustrator - Level 2
04/24/21 - 05/11/21……Sa : 9a - 5p…………………………….. $435
10/02/21 - 10/09/21……Sa : 9a - 5p…………………………….. $435

Adobe InDesign - Level 1
01/12/21 - 01/21/21……Tu & Th : 6p - 10p…………………… $435

Adobe InDesign - Level 2
06/19/21 - 06/26/21……Sa : 9a - 5p…………………………….. $435
10/23/21 - 10/30/21……Sa : 9a - 5p…………………………….. $435

Adobe InDesign - Level 2
07/10/21 - 07/17/21……Sa : 9a - 5p…………………………….. $435
11/13/21 - 11/20/21……Sa : 9a - 5p…………………………….. $435

ONLINE COURSES These courses can be taken any time.

Adobe Animate CC ………………………………………………… $119
Adobe Certified Associate (3 Vouchers Included) ………….. $2,495
Adobe Certified Associate (5 Vouchers Included) ………….. $2,595
Adobe Creative Cloud …………………………………………….. $1,595
Adobe Value Suite …………………………………………………. $299
Certified Residential Interior Designer …………………………. $1,995
Certified Web Designer with Adobe Creative Cloud ……….. $4,495
Certified Web Designer with Adobe Creative Cloud ……….. $4,495
Creating Web Pages ……………………………………………….. $135
Creating WordPress Websites …………………………………. $135
Creating WordPress Websites Series …………………………… $199
Designing Effective Websites ……………………………………. $135
Digital Arts Certificate …………………………………………… $3,295
Digital Game Artist Certificate …………………………………… $2,595

*Certificate programs require a $50 certificate fee
MUSIC AND SOUND DESIGN PRODUCTION CERTIFICATE

Ready to hear your song on the air? If so, it begins here! This program walks you through the entire process of songwriting, recording, mixing, and producing your work for commercial use.

4 COURSES:
- Song Writing ........................................ 12 Hours | $240
- Home Recording ........................................ 16 Hours | $375
- Business of Music ...................................... 8 Hours | $199
- Capstone .............................................. 16 Hours | $349

Total Program Cost $1163*

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SONG WRITING
02/02/21 - 02/16/21 Th: 6p - 10p ........................................ $240
09/14/21 - 09/28/21 Th: 6p - 10p ........................................ $240

HOME RECORDING BASICS
03/23/21 - 04/01/21 Tu & Th: 6p - 10p .......................... $375
10/05/21 - 10/14/21 Tu & Th: 6p - 10p .......................... $375

BUSINESS OF MUSIC
04/20/21 - 04/22/21 Tu & Th: 6p - 10p .......................... $199
11/02/21 - 11/04/21 Tu & Th: 6p - 10p .......................... $199

CAPSTONE: MUSIC & SOUND
01/05/21 - 01/14/21 Tu & Th: 6p - 10p .......................... $435
05/04/21 - 05/13/21 Tu & Th: 6p - 10p .......................... $435
01/11/22-01/20/22 Tu & Th: 6p - 10p .......................... $435

*Certificate programs require a $50 certificate fee

Ready to enroll? Go online at uta.edu/ded/ced or call 817.272.2581
### Foreign Languages

#### Spanish

**Spanish Total Immersion: Level 1**
- 01/14/21 - 02/18/21: Th: 7p - 9p ................................................... $149
- 05/12/21 - 06/16/21: W: 7p - 9p ................................................... $149
- 09/09/21 - 10/14/21: Th: 7p - 9p ................................................... $149

**Spanish Total Immersion: Advanced**
- 01/13/21 - 02/17/21: W: 7p - 9p (6 week course) ......................... $149
- 03/03/21 - 04/28/21: W: 7p - 9p (8 week course) ......................... $199
- 05/11/21 - 06/15/21: Tu: 7p - 9p (6 week course) ......................... $149
- 07/07/21 - 08/25/21: W: 7p - 9p (8 week course) ......................... $199
- 09/08/21 - 10/13/21: W: 7p - 9p (6 week course) ......................... $149

**Spanish Total Immersion: Introduction**
- 03/04/21 - 04/29/21: Th: 7p - 9p ................................................... $199
- 07/08/21 - 08/26/21: Th: 7p - 9p ................................................... $199

#### Japanese

**Japanese Level 1**
- 01/26/21 - 03/02/21: Tu: 7p - 9p ................................................... $149
- 08/31/21 - 10/05/21: Tu: 7p - 9p ................................................... $149

**Japanese Level 2**
- 03/23/21 - 04/27/21: Tu: 7p - 9p ................................................... $149
- 10/19/21 - 11/30/21: Tu: 7p - 9p ................................................... $149

**Japanese Level 3**
- 05/11/21 - 06/22/21: Tu: 7p - 9p ................................................... $149

**Japanese: Level 4**
- 07/13/21 - 08/17/21: Tu: 7p - 9p ................................................... $149

#### French

**French Refresher**
- 01/05/21 - 02/09/21: Tu: 7p - 9p ....................................................... $149

**French Level 1**
- 02/16/21 - 03/23/21: Tu: 7p - 9p ....................................................... $149
- 08/24/21 - 09/28/21: Tu: 7p - 9p ....................................................... $149

**French Level 2**
- 03/30/21 - 05/04/21:Tu: 7p - 9p ....................................................... $149
- 10/19/21 - 11/30/21: Tu: 7p - 9p ....................................................... $149

**French for Travelers**
- 06/01/21 - 07/06/21: Tu: 7p - 9p ....................................................... $149

### Online Courses

These courses can be taken any time.

- Beginning Conversational French ................................................. $99
- Beginning Conversational Spanish .............................................. $195
- Conversational Japanese ......................................................... $99
- Discover Sign Language ......................................................... $99
- English as a Second Language (ESL) for Spanish Speakers .......... $695
- Grammar for ESL (Self-Paced Tutorial) ................................. $135
- Instant Italian ........................................................................ $99
- Instant Italian (Self-Paced Tutorial) .......................................... $100
- Spanish for Law Enforcement ............................................... $135
- Spanish in the Classroom (Self-Paced Tutorial) ...................... $135
- Speed Spanish ........................................................................ $135
- Speed Spanish II .................................................................... $135
- Speed Spanish III ................................................................. $135
- Speed Spanish Series ......................................................... $299
ABOUT THE UNIVERSITY OF TEXAS AT ARLINGTON

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CONTACT US
817.272.2581 | cedquestions@uta.edu | uta.edu/ded

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