

CONTINUING EDUCATION

2021 COURSE CATALOG

THE UNIVERSITY OF TEXAS ★ ARLINGTON

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!



PROFESSIONAL | TECHNOLOGY | MANAGEMENT | BUSINESS | ENRICHMENT

ENROLL TODAY: 817.272.2581 | cedquestions@uta.edu | uta.edu/ded/ced

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3 EASY WAYS TO REGISTER



Online
uta.edu/ded/ced



By Phone
817.272.2581



In Person
140 W. Mitchell St.
Arlington, TX 76010



UPCOMING FREE WEBINARS

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



UNIVERSITY OF
TEXAS
ARLINGTON

**CONTINUING
EDUCATION**

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
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PROJECT MANAGEMENT PROFESSIONAL (PMP) EXAM PREP

05/17/21 - 05/21/21.....	M, Tu, W, Th, F : 8:30a - 5:30p.....	\$1695
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2019 MICROSOFT WORD/POWERPOINT/OUTLOOK

02/22/21 - 03/03/21.....	M & W : 6p - 10p.....	\$435
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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
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

READY TO ENROLL?

Go online at uta.edu/ded/ced or call 817.272.2581

LEAN SIX SIGMA



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.....	\$195
Business Coach.....	\$1,295
Business Communication Professional	\$2,295
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 (GCCP)	\$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	\$2,295
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

READY TO ENROLL?

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CONSTRUCTION MANAGEMENT



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
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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)	\$2,595
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
Entrepreneurship Suite	\$299
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

QUICKBOOKS: ADVANCED

06/05/21 - 06/12/21.....Sa : 8a - 5p.....	\$395
08/18/21 - 08/19/21.....W & Th : 8a - 5p	\$395
01/22/22 - 01/29/22.....Sa : 8a - 5p.....	\$395

CAPSTONE: ACCOUNTING

07/10/21 - 07/17/21.....Sa : 8a - 5p.....	\$435
09/01/21 - 09/02/21.....W & Th : 8a - 5p	\$435
02/26/22 - 03/05/22.....Sa : 8a - 5p.....	\$435

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

READY TO ENROLL?

Go online at uta.edu/ded/ced or call 817.272.2581

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 - 08/02/22.....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 with Payroll Practice and Management	\$3,495
Professional Bookkeeping with QuickBooks 2018 with Payroll Practice and Management	\$3,595
Professional Bookkeeping with QuickBooks 2019.....	\$2,095
Professional Bookkeeping with QuickBooks 2019 and Payroll Practice and Management.....	\$3,495
Professional Bookkeeping with QuickBooks 2019 and Payroll Practice and Management.....	\$3,595
Senior Professional in Human Resources with Payroll Practice and Management	\$3,295



*Certificate programs require a \$50 certificate fee

BUSINESS EDUCATION AND CERTIFICATE PROGRAMS



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

05/15/21 - 05/22/21Sa : 8:30a - 4:30p\$495
08/14/21 - 08/21/21Sa : 8:30a - 4:30p\$495

CERTIFICATE IN DIVERSITY & INCLUSION

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

04/17/21 - 04/24/21S : 8:30a - 4:30p\$495
06/22/21 - 07/01/21T & Th : 6p - 9:30p\$495
11/06/21 - 11/13/21S : 8:30a - 4:30p\$495

FINANCE AND ACCOUNTING FOR NON-FINANCIAL MANAGERS

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

02/13/21S : 8:30a - 4:30p\$199
07/24/21S : 8:30a - 4:30p\$199
10/16/21S : 8:30a - 4:30p\$199

ANTI-FRAUD AND FORENSIC INTERVIEW SPECIALIST CERTIFICATE

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

04/05/21 - 04/28/21M & W : 6p - 9:30p\$395
08/14/21 - 06/23/21M & W : 6p - 9:30p\$395
10/11/21 - 10/20/21M & W : 6p - 9:30p\$395

DIGITAL MARKETER CERTIFICATE

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

IN-PERSON ON-CAMPUS | LIVE WEBCASTS

03/22/21 - 03/31/21M & W : 6p - 9:30p\$395
06/14/21 - 06/23/21M & W : 6p - 9:30p\$395

READY TO ENROLL?

Go online at uta.edu/ded/ced or call 817.272.2581



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 PLANNER

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*

BUSINESS CONTINUITY

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

05/01/21 - 05/15/21.....Sa : 9a - 5p.....	\$795
10/02/21 - 10/16/21.....Sa : 9a - 5p.....	\$795

BUSINESS CONTINUITY & DISASTER RECOVERY ONE-DAY WORKSHOP **NEW**

03/13/21.....S : 8a - 5p.....	\$395
04/14/21.....F : 8a - 5p.....	\$395
08/20/21.....F : 8a - 5p.....	\$395
10/23/21.....S : 8a - 5p.....	\$395

GREEN BUSINESS MANAGEMENT **NEW**

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

03/02/21 - 03/03/21.....T & W : 8:30a - 4:30p.....	\$495
06/06/21 - 06/07/21.....T & W : 8:30a - 4:30p.....	\$495
10/05/21 - 10/06/21.....T & W : 8:30a - 4:30p.....	\$495

MARKETING & SALES

ONLINE COURSES These courses can be taken any time.

Introduction to Google Analytics.....	\$135
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
Measuring Customer Satisfaction.....	\$40
Mobile Marketing.....	\$195
OMCA Content Marketing Associate.....	\$1,495
OMCA Conversion Optimization Associate.....	\$1,595
OMCA Display Advertising Associate.....	\$1,495
OMCA Email Marketing Associate.....	\$1,495
OMCA Mobile Marketing Associate.....	\$1,595
OMCA Social Media Associate.....	\$1,595
OMCA Web Analytics Associate.....	\$1,595
OMCP Digital Analytics & Conversion Prof.....	\$1,995
OMCP Digital Analytics and Conversion Professional.....	\$1,795
OMCP Email Marketing & Automation Prof.....	\$1,995

FACILITY MANAGEMENT

OMCP Email Marketing and Automation Professional.....	\$1,795
OMCP Paid Search Professional.....	\$1,995
OMCP Search Marketing Professional.....	\$1,795
OMCP Search Marketing Professional.....	\$1,995
OMCP Social & Mobile Marketing Prof.....	\$1,995
OMCP Social and Mobile Marketing Professional.....	\$1,795
Paid Search (PPC).....	\$195
Pay Per Click Marketing.....	\$2,995
Professional Sales Skills.....	\$135
Professional Sales Skills (Self-Paced Tutorial).....	\$115
Retail and Sales Management.....	\$1,995
Sales Manager.....	\$1,995
Sales Representative.....	\$1,295
Sales Training Suite.....	\$299
Salesforce Administrator.....	\$595
Salesforce: Power User.....	\$695
Small Business Marketing on a Shoestring.....	\$135
Using Social Media in Business.....	\$135

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

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

ONLINE COURSES These courses can be taken any time.

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

*Certificate programs require a \$50 certificate fee

READY TO ENROLL?

Go online at uta.edu/ded/ced or call 817.272.2581

REAL ESTATE

LANDSCAPING



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-licensing 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 Finance, 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

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 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



HUMAN RESOURCES

HUMAN RESOURCE 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 \$1923*	

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 IS THE DIFFERENCE?

02/17/21 - 02/17/21	Th : 6p - 10p	\$99
09/08/21 - 09/08/21	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

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 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 WEBCASTS ONLY

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

04/24/21	Sa : 9a - 4:30p	\$199
12/04/21	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

READY TO ENROLL?

Go online at uta.edu/ded/ced or call 817.272.2581



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	\$89
Managing Real World Projects	\$395
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 - 09/11/21	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	\$449
08/14/21 - 08/28/21	Sa : 9a - 4p	\$449
11/13/21 - 12/04/21	Sa : 9a - 4p	\$449

TECHNICAL WRITING: BOOTCAMP

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 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

BUSINESS WRITING

BUSINESS WRITING CERTIFICATE NEW

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
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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
11/10/21 - 11/11/21	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

READY TO ENROLL?

Go online at uta.edu/ded/ced or call 817.272.2581

CREATIVE WRITING



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, Waxing 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

WRITING ONLINE COURSES

These courses can be taken any time.

A to Z Grant Writing Series.....	\$199
Advanced Fiction Writing.....	\$99
Advanced Grant Proposal Writing.....	\$135
Becoming a Grant Writing Consultant.....	\$135
Beginner's Guide to Getting Published.....	\$135
Beginning Writer's Workshop.....	\$135
Blogging and Podcasting for Beginners.....	\$99
Business and Marketing Writing.....	\$135
Business Communication Basics.....	\$89
Business Writing Basics.....	\$89
Certificate in Business Communications.....	\$299
Creating a Successful Business Plan.....	\$135
Critical Thinking.....	\$695
Effective Business Writing.....	\$135
Effective Emails, Memos and Letters.....	\$99
Effective Professional Communications.....	\$89
Effective Public Speaking.....	\$195
English Composition I.....	\$695
English Composition II.....	\$695
Explore Fiction Writing Genres Suite.....	\$375
Explore Non-Fiction Writing Suite.....	\$375
Fundamentals of Technical Writing.....	\$135
Get Grants!.....	\$135
Grammar Refresher.....	\$99
Grammar Refresher II.....	\$99
Grammar Refresher Series.....	\$199
Grant Writing 101.....	\$195
Grant Writing Suite.....	\$299
How to Make Money From Your Writing.....	\$135
Interpersonal Communication.....	\$99
Introduction to Critical Thinking.....	\$99
Introduction to Grant Research and Writing.....	\$2,295
Introduction to Grant Writing.....	\$295
Introduction to Internet Writing Markets.....	\$135
Introduction to Screenwriting.....	\$135
Keys to Effective Communication.....	\$99
Mastering Public Speaking.....	\$135
Mystery Writing.....	\$99
Public Speaking and Presentations.....	\$89
Publish and Sell Your E-Books.....	\$135
Research Methods for Writers.....	\$135
Resume Writing Workshop.....	\$135
Romance Writing.....	\$99
Successful Public Speaking.....	\$195
The Keys to Effective Editing.....	\$135
Travel Writing.....	\$99
Write and Publish Your Nonfiction Book.....	\$99
Write Better.....	\$195
Write Effective Web Content.....	\$135
Write Fiction Like a Pro.....	\$99
Write Your Life Story.....	\$99
Writeriffic: Creativity Training for Writers.....	\$99
Writing and Editing Value Suite.....	\$299
Writing Effective Grant Proposals.....	\$135
Writing Effective Grant Proposals (Self-Paced Tutorial).....	\$135
Writing Essentials.....	\$135
Writing Fiction Series.....	\$199
Writing for Children.....	\$99
Writing for ESL.....	\$99
Writing Professional.....	\$2,295
Writing the Fantasy Novel.....	\$99
Writing Young Adult Fiction.....	\$99

PARALEGAL

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

Legal Terminology.....	15 Hours	\$175
Legal Ethics	15 Hours	\$175
Civil Law and Advanced Civil Discovery	30 Hours	\$350
Trial Prep and Technology in the Law Office	30 Hours	\$350
Legal Research & Writing.....	48 Hours	\$435
Family Law	15 Hours	\$175
Criminal Law and Procedure.....	15 Hours	\$175
Employment Law	15 Hours	\$175
Real Estate Law (online)	30 Hours	\$250
Bankruptcy Law (online)	30 Hours	\$250
Probate Law and Estate Planning (online).....	30 Hours	\$250

Total Program Cost \$2760*

NO SUBSTITUTIONS

ELECTIVE COURSES:

Intellectual Property Law (online)	30 Hours	\$250
Intro to Business Law/Trans. (online)	30 Hours	\$250
Paralegal Career Preparation	15 Hours	\$175

IN-PERSON ON-CAMPUS | LIVE WEBCASTS

LEGAL TERMINOLOGY

01/07/21 - 03/11/21.....Th : 6p - 7:30p	\$175
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LEGAL ETHICS

01/07/21 - 03/11/21.....Th : 8p - 9:30p	\$175
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EMPLOYMENT LAW

01/12/21 - 03/16/21.....W : 6p - 7:30p	\$175
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PARALEGAL CAREER PREPARATION

01/12/21 - 03/16/21.....W : 8p - 9:30p	\$175
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CIVIL LAW AND ADVANCED CIVIL DISCOVERY

04/07/21 - 06/09/21.....W : 6p - 9p	\$350
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TRIAL PREP AND TECHNOLOGY IN THE LAW OFFICE

06/23/21 - 08/25/21.....W : 6p - 9p	\$350
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LEGAL RESEARCH AND WRITING

09/11/21 - 10/16/21.....Sa : 8a - 5p	\$435
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FAMILY LAW

10/06/21 - 12/15/21.....W : 6p - 7:30p	\$175
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CRIMINAL LAW AND PROCEDURE FOR PARALEGALS

10/06/21 - 12/15/21.....W : 8p - 9:30p	\$175
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ONLINE COURSES These courses can be taken any time.

Advanced Paralegal Studies.....	\$3,995
Business Law for Entrepreneurs	\$195
Business Law Specialist	\$2,295
Certificate in Family Mediation	\$3,895
Certificate in Mediation and Restorative Justice	\$3,895
Certificate in Workplace Mediation	\$3,495
Certified Legal Secretary.....	\$3,495
Certified Paralegal.....	\$3,995
Civil Litigation Specialist	\$2,295
Court Interpreter (Spanish/English)	\$2,395
Criminal Courts	\$695
Criminal Investigation Professional	\$2,295
Criminal Justice Ethics	\$695
Criminal Justice Professional	\$2,495
Criminal Law & Procedure Specialist	\$2,295
Criminal Procedure Specialist.....	\$2,295
Criminology.....	\$695
Discover a Career as a Paralegal	\$195
Employment Law	\$89
Employment Law Fundamentals	\$135
Explore a Career as a Paralegal (Self-Paced Tutorial).....	\$135
Family Law Professional	\$2,295
Federal Court Interpreter.....	\$2,395
International Law and Global Business.....	\$89
Introduction to Criminal Law	\$135
Introduction to Law Suite.....	\$299
Introduction to the Paralegal Profession	\$2,495
Juvenile Justice Specialist.....	\$2,295
Law Enforcement Professional.....	\$2,295
Law Office Technology	\$2,295
LearnLaw - Pre-Law School Curricula	\$2,695
Legal & Business Issues for Exit & Acquisition Strategies.....	\$2,695
Legal Issues in Phlebotomy	\$40
Legal Secretary	\$2,295
Legal Secretary (Assistant)	\$2,795
Legal Writing Specialist.....	\$2,295
Paralegal Preparation 1	\$135
Paralegal Suite	\$395
Police Techniques	\$595
Probation and Parole.....	\$595
Technology in the Law Office	\$695
Tort Law Specialist	\$2,295
Victimology	\$2,295

*Certificate programs require a \$50 certificate fee

CAREER TRAINING 100% ONLINE | TOP PROGRAMS NATIONWIDE



BUSINESS TRAINING

CERTIFIED PARALEGAL **NEW**

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 **NEW**

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 **NEW**

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 **NEW**

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) **NEW**

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

GRANT WRITING + NON-PROFIT MANAGEMENT **NEW**

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 **NEW**

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 **NEW**

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 business distinctive coaching style. This course also incorporates the International Association of Professional Recovery Coaches (IAPRC) Code of Ethics, used to enhance the lives of individuals impacted by addiction. You will learn strategies for applying the IAPRC Code of Ethics, ICF Core Competencies, and other recognized coaching concepts. Upon completion of the course's final exam, you will receive the Certified Professional Coach (CPC) certification. This credential is issued through the International Association of Professional Recovery Coaches (IAPRC). Finally, you will have gained the industry-recognized skills needed to become a certified life coach and establish a successful coaching business.

Online \$1,795



CAREER TRAINING 100% ONLINE | TOP PROGRAMS NATIONWIDE

CERTIFICATE IN MEDIATION AND ARBITRATION **NEW**

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 **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 \$1,995

ACCOUNTS PAYABLE SPECIALIST CERTIFICATION **NEW**

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 **NEW**

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 **NEW**

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 **NEW**

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 **NEW**

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



READY TO ENROLL?

Go online at uta.edu/ded/ced or call 817.272.2581



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 \$995

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 \$2,295

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

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 its 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

CORPORATE EVENT PLANNING

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
Measuring Sustainable Management Performance	\$99
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

READY TO ENROLL?

Go online at uta.edu/ded/ced or call 817.272.2581

PHOTOGRAPHY



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
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INTRODUCTION TO WEDDING PHOTOGRAPHY

02/08/21 - 02/17/21	M & W : 6p - 10p	\$240
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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
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SPORTS PHOTOGRAPHY **NEW**

06/15/21 - 06/24/21	Tu & Th : 6p - 10p	\$240
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PHOTOSHOP RETOUCHING FOR PHOTOGRAPHERS **NEW**

06/29/21 - 07/08/21	Tu & Th : 6p - 10p	\$435
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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
Photoshop Elements for the Digital Photographer II	\$99
Professional Photography	\$2,595
Secrets of Better Photography	\$99
The Art of Photographing Nature	\$195
Travel Photography for the Digital Photographer	\$99
Unforgettable Digital Photography	\$195



*Certificate programs require a \$50 certificate fee

CONTINUING EDUCATION FOR K - 12 EDUCATORS



ONLINE COURSES These courses can be taken any time.

Advanced Classroom Management	\$219
Attention Deficit Disorder.....	\$219
Behavior is Language	\$269
Build School Communities	\$219
Bullying in Schools.....	\$195
Certificate in Innovation & Critical Thinking.....	\$395
Certificate in Music Therapy and Sound Healing	\$99
Certified Child Care Worker	\$3,295
Child Abuse.....	\$219
Child Development Associate Training	\$850
Child Development Associate Training Renewal	\$499
Classroom Management Secrets	\$195
Content Literacy: Grades 6-12.....	\$135
Creating a Classroom Website.....	\$135
Creating Classroom Centers.....	\$135
Creating Safe Classroom Environments	\$195
Creating the Inclusive Classroom: Strategies for Success	\$115
Critical Thinking.....	\$695
Developing School Wellness - Children Nutritional Programs.....	\$195
Developmentally Appropriate Practice in the Classroom.....	\$195
Differentiated Instruction in the Classroom	\$135
Differentiating K-12 Assessments.....	\$135
Differentiation for the Elementary Classroom.....	\$195
Disabilities: Practical Info for the Special Education Teacher.....	\$195
Discover a Career as a Teaching Assistant	\$195
Drugs & Alcohol in Schools	\$219
Early Childhood: Family-Centered Services.....	\$219
Early Childhood: Observation & Assessment	\$269
Early Childhood: Program Planning.....	\$269
Early Childhood: Typical & Atypical Development.....	\$269
Educational Assessment	\$219
Educator's Fundamentals Series	\$299
Empowering Students With Disabilities.....	\$135
English as a Second Language (ESL) for Spanish Speakers.....	\$695

English Composition I.....	\$695
English Composition II	\$695
English Language Learner: Methods & Materials.....	\$269
English Language: Learner: Language Acquisition	\$269
Enhancing Language Development in Childhood.....	\$135
Everyday Math	\$135
Exercise and Aging for Special Populations	\$195
Flipped Learning for the Elementary Instruction	\$195
Fueling Creativity in the Classroom	\$195
Guidance Strategies in the Early Childhood Classroom.....	\$195
Guided Reading & Writing: Strategies for Max Achievement	\$135
Guided Reading: Strategies for the Differentiated Classroom.....	\$135
Harassment, Bullying & Cyber-Intimidation in Schools.....	\$219
Healthy Children Nutrition:	
At the Home, Work & External Environments.....	\$195
Healthy Moms and Infant Nutrition	\$195
Homeschool With Success	\$99
Inclusion.....	\$219
Individualized Education Plan for English Language Learners.....	\$195
Infant & Toddler Mental Health (Early Childhood).....	\$219
Instruction for Academically Diverse Classrooms.....	\$195
Instructional Strategies for Academic Success	\$195
Integrating Technology in the Classroom	\$135
Learning Disabilities	\$269
Merrill Ream Speed Reading.....	\$99
Narrative Learning	\$195
Nonverbal Communication, Dress, and Manner	\$89
Online Learning Accessibility	\$195
Planning and Implementing Classroom Curriculum.....	\$195
Preschool Fun Ideas!	\$195
Project Based Learning Techniques.....	\$195
Promoting Children's Nutrition and Wellness.....	\$195
Reading & Writing in Content Area	\$219
Reading Fundamentals #1	\$219
Reading Fundamentals #2	\$219

*Certificate programs require a \$50 certificate fee

READY TO ENROLL?Go online at uta.edu/ded/ced or call 817.272.2581**AUTISM SPECTRUM SPECIALIST**

Reading Fundamentals #3	\$269
Reading Strategies Suite	\$395
Ready, Set, Read!	\$99
Response to Intervention	\$269
Response to Intervention: Reading Strategies That Work	\$99
Role in the Prevention & Discipline of Harassment & Bullying	\$195
Rookie Teacher Survival Guide	\$195
Safe Practices Through Effective Classroom Management	\$195
School Nutrition and Wellness	\$2,195
School Wellness & Nutrition - Problems & Effective Solutions	\$195
Security & Strategies for Counteracting the Mass Shooter Threat	\$195
Six Traits of Writing Model	\$219
SMARTBoard Training	\$195
Solving Classroom Discipline Problems	\$135
Solving Classroom Discipline Problems II	\$135
Spanish in the Classroom	\$135
STEM for Teachers in Grades 4-8	\$195
STEM in the Elementary Classroom	\$195
Student Engagement and Learning	\$195
Supporting Student Diversity & Special Needs in the Classroom	\$195
Supporting Students with Autism Spectrum Disorders	\$195
Survival Kit for New Teachers	\$135
Surviving an Active Shooter in School	\$195
Talented & Gifted	\$219
Teacher's Aide	\$1,795
Teacher's Aide Associate Program	\$2,995
Teacher's Aide Professional Program (CCTP)	\$4,295
Teacher's Aide Specialist Program	\$2,995
Teaching 21st Century Learners	\$195
Teaching Adult Learners	\$135
Teaching Adults	\$195
Teaching Assistant	\$4,295
Teaching Diversity	\$219
Teaching Elementary Math Conceptually	\$219
Teaching Gifted Learners	\$195
Teaching High School Students	\$135
Teaching Math: Grades 4-6	\$135
Teaching Online	\$195
Teaching Preschool: A Year of Inspiring Lessons	\$135
Teaching Secondary Math Conceptually	\$269
Teaching Struggling Readers	\$195
Teaching Students With ADHD	\$135
Teaching Students With Autism: Strategies for Success	\$135
Teaching Students With Learning Disabilities	\$135
Teaching Writing: Grades 4-6	\$135
Teaching Writing: Grades K-3	\$135
Technology and The Flipped Classroom	\$585
The Creative Classroom	\$135
The Differentiated Instruction & Response to Intervention Connection	\$135
The Flipped Classroom	\$195

The Technology of Online Learning	\$195
Threat Assessment in Schools	\$195
Traumatized Child	\$219
Try DI! Planning & Preparing	\$269
Understanding Aggression	\$269
Using Technology in Your Classroom	\$195
Violence in Schools	\$219
Why DI: An Introduction to Differentiated Instruction	\$269
Working Successfully With Learning Disabled Students	\$135
Writing for ESL	\$99

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
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COMPTIA 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

COMPTIA 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

COMPTIA S+ CERTIFICATION TRAINING

06/07/21 - 06/19/21.....M & W : 6p - 10p; Sa : 8a - 5p	\$1495
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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

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.



IN-PERSON ON-CAMPUS

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

READY TO ENROLL?

Go online at uta.edu/ded/ced or call 817.272.2581



LSAT Preparation - Part 1	\$99
LSAT Preparation - Part 2.....	\$99
LSAT Preparation Series.....	\$199
Math Helper.....	\$195
Praxis Core Preparation	\$135
Prepare for GED Test Series	\$199
Prepare for the GED Math Test	\$135
Prepare for the GED Test (Self-Paced Tutorial).....	\$135
SAT/ACT Prep Course - Part 1	\$99
SAT/ACT Prep Course - Part 2.....	\$99
SAT/ACT Prep Series.....	\$199
TOEFL Test Preparation.....	\$895

AUTOMOTIVE **NEW**

ASE Technician Test Preparation Truck Series: T1 Gas Engines	\$30
ASE Technician Test Preparation Truck Series: T2 Diesel Engines.....	\$30
ASE Technician Test Preparation Truck Series: T3 Drive Train	\$30
ASE Technician Test Preparation Truck Series: T4 Brakes	\$30
ASE Technician Test Preparation Truck Series: T5 Suspension/Steering.....	\$30
ASE Technician Test Preparation Truck Series: T6 Electrical	\$30
ASE Technician Test Preparation Truck Series: T7 Heating, and A/C.....	\$30
ASE TTP Truck Series: T8 Preventative Maintenance	\$30
ASE Technician Test Preparation 2.0: Auto Maintenance (G1)	\$30
ASE Technician Test Preparation 2.0: Automotive Exhaust Systems (X1).....	\$30
ASE Technician Test Preparation 2.0: Auto Light Diesel Engines (A9).....	\$30
ASE TTP 2.0: Automotive Manual Drive Trains and Axles (A3).....	\$30
ASE TTP 2.0: Automotive Parts Specialist (P2).....	\$30
ASE TTP 2.0: Automotive Advanced Engine Performance (L1).....	\$30
ASE TTP 2.0: Automotive Automatic Transmissions and Transaxles (A2).....	\$30
ASE Technician Test Preparation 2.0: Automotive Brakes (A5).....	\$30
ASE TTP 2.0: Automotive Electrical Electronic Systems (A6).....	\$30
ASE TTP 2.0: Automotive Engine Performance (A8).....	\$30
ASE TTP 2.0: Automotive Engine Repair (A1)	\$30
ASE TTP 2.0: Automotive Heating and Air Conditioning (A7)	\$30
ASE TTP 2.0: Automotive Service Consultant (C1).....	\$30
ASE TTP 2.0: Automotive Suspension & Steering (A4).....	\$30
ASE TTP 2.0: Medium/Heavy Duty Truck Electronic Diesel Diagnosis (L2)	\$30
ASE Technician Test Preparation H1: Compressed Natural Gas Engines.....	\$30
ASE Technician Test Preparation H2: Diesel Engines.....	\$30
ASE Technician Test Preparation H3: Drive Train	\$30

ASE Technician Test Preparation H4: Brakes	\$30
ASE Technician Test Preparation H5: Suspension and Steering	\$30
ASE Technician Test Preparation H6: Electrical/Electronic Systems.....	\$30
ASE TTP H7: Heating, Ventilation, and Air Conditioning.....	\$30
ASE Technician Test Preparation H8: Preventive Maintenance.....	\$30

FITNESS **NEW**

ACE Prep Course	\$995
ACSM Prep Course	\$995
NASM Certified Nutrition Coach (Exam Included)	\$1,295

PROJECT MANAGEMENT **NEW**

Agile Certified Practitioner Exam Prep.....	\$495
PMP Certification Prep 1	\$145
PMP Certification Prep 2	\$145
Project Management Professional (PMP) Prep I.....	\$145
Project Management Professional (PMP) Prep II.....	\$105

TECHNOLOGY **NEW**

Certified Information Security Systems Professional (CISSP) Prep	\$395
Certified Information Systems Auditor (CISA) Exam Prep.....	\$795
CompTIA A+ Certification (220-1001 and 220-1002	\$1,295
CompTIA Advanced Security Practitioner (CASP).....	\$995
CompTIA Certification Training: A+, Network+, Security+	\$3,995
CompTIA Certification Training: ITF+ and A+.....	\$2,095
CompTIA Certification Training: ITF+, A+, Network+, Security+	\$4,695
CompTIA Cloud+ Certification Training (Voucher Included).....	\$1,695
CompTIA Computer Technician Specialist.....	\$3,995
CompTIA IT Fundamentals (Voucher Included).....	\$895
CompTIA Library	\$695
CompTIA Linux+ (Vouchers Included)	\$1,295
CompTIA Master: CASP + Practice Labs & Exam Voucher.....	\$2,995
CompTIA N10-007: Network+	\$159
CompTIA Network+ Certification Prep.....	\$145
CompTIA Network+ Certification Training (Voucher Included).....	\$1,695
CompTIA Project+ (Voucher Included).....	\$1,695
CompTIA Security+ Certification Training (Voucher Included)	\$1,695
CompTIA SY0-501 Security + Practice Lab & Exam Voucher.....	\$1,995
CompTIA: Advanced Security Practitioner (CASP).....	\$159
Intermediate CompTIA A+ Certification Prep.....	\$139
LPI Linux Essentials Exam Prep	\$135

AUTOCAD

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
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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
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APPLIED MACHINE SHOP THEORY

10/02/21 - 10/23/21	Sa : 8a - 1p	\$260
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CNC PROGRAMMING - MILL 1

11/06/21 - 12/11/21	Sa : 8a - 4:30p	\$650
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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:

CompTIA A+	80 Hours	\$1495
CompTIA N+	80 Hours	\$1495
CompTIA S+	32 Hours	\$1495



IN-PERSON ON-CAMPUS ONLY

COMPTIA 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

COMPTIA 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

COMPTIA SECURITY+ CERTIFICATION TRAINING

06/07/21 - 06/19/21	M & W : 6p - 10p; Sa : 8a - 5p	\$1495
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ONLINE COURSES These courses can be taken any time.

Advanced Computer Technician: CompTIA Specialist.....	\$4,595
An Introduction to CompTIA: A+ Network+ Security+	\$2,995
Basic CompTIA A+ Certification Prep	\$145
CompTIA A+ Certification (220-1001 and 220-1002.....	\$1,295
CompTIA A+ with ITIL Foundation (Vouchers Included)	\$2,495
CompTIA Advanced Security Practitioner (CASP)	\$995
CompTIA Certification Training: A+, Network+, Security+	\$3,995
CompTIA Certification Training: ITF+ and A+	\$2,095
CompTIA Certification Training: ITF+, A+, Network+, Security+	\$4,695
CompTIA Cloud+ Certification Training	\$1,695
CompTIA Computer Technician Specialist.....	\$3,995
CompTIA IT Fundamentals (Voucher Included)	\$895
CompTIA Library.....	\$695
CompTIA Linux+ (Vouchers Included).....	\$1,295
CompTIA Master: CASP + Practice Labs & Exam Voucher	\$2,995
CompTIA N10-007: Network+	\$159
CompTIA Network+ Certification Prep.....	\$145
CompTIA Network+ Certification Training.....	\$1,695
CompTIA Project+ (Voucher Included)	\$1,695
CompTIA Security+ Certification Training.....	\$1,695
CompTIA SY0-501 Security + Practice Lab & Exam Voucher	\$1,995
CompTIA: Advanced Security Practitioner (CASP)	\$159

*Certificate programs require a \$50 certificate fee

DEVELOPER TRAINING

DEVELOPER TRAINING **NEW**

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 the 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



UI/UX

GRAPHIC DESIGN

UI/UX DESIGN CERTIFICATE

12 COURSES:

Programming Fundamentals	16 Hours \$435
Web Page Design Level 1	16 Hours \$435
Web Page Design Level 2	16 Hours \$435
Adobe Photoshop Level 1	16 Hours \$435
Adobe Photoshop Level 2: Adv for Designers.....	16 Hours \$435
JavaScript Programming.....	16 Hours \$435
Responsive Design Using Bootstrap.....	16 Hours \$435
HTML5 & CSS3.....	12 Hours \$435
UI/UX Fundamentals	16 Hours \$435
UI/UX Architecture.....	16 Hours \$435
Web Design Best Practices.....	8 Hours \$199
Capstone	16 Hours \$435

Total Program Cost \$4984*

GRAPHIC DESIGN CERTIFICATE

12 COURSES:

Programming Fundamentals	16 Hours \$435
Web Page Design Level 1	16 Hours \$435
Web Page Design Level 2	16 Hours \$435
Adobe Photoshop Level 1	16 Hours \$435
Adobe Photoshop Level 2: Adv for Designers.....	16 Hours \$435
JavaScript Programming.....	16 Hours \$435
Adobe Illustrator Level 1	16 Hours \$435
Adobe Illustrator Level 2.....	16 Hours \$435
Adobe InDesign Level 1.....	16 Hours \$435
Adobe InDesign Level 2.....	16 Hours \$435
Web Design Best Practices.....	8 Hours \$199
Capstone	16 Hours \$435

Total Program Cost \$4984*

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	\$435
09/07/21 - 09/16/21.....Tu & Th : 6p - 10p	\$435

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

WEB PAGE DESIGN - LEVEL 1

04/06/21 - 04/15/21.....Tu & Th : 6p - 10p	\$435
11/09/21 - 11/18/21.....Tu & Th : 6p - 10p	\$435

WEB PAGE DESIGN - LEVEL 2

04/27/21 - 05/16/21.....Tu & Th : 6p - 10p	\$435
11/30/21 - 12/09/21.....Tu & Th : 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

HTML5 & CSS3

05/18/21 - 05/27/21.....Tu & Th : 6p - 10p	\$435
01/11/22 - 01/20/22.....Tu & Th : 6p - 10p	\$435

JAVASCRIPT PROGRAMMING

06/08/21 - 06/17/21.....Tu & Th : 6p - 10p	\$435
02/01/22 - 02/10/22.....Tu & Th : 6p - 10p	\$435

ADOBE INDESIGN - LEVEL 1

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

RESPONSIVE DESIGN USING BOOTSTRAP

02/02/21 - 02/11/21.....Tu & Th : 6p - 10p	\$435
06/22/21 - 07/01/21.....Tu & Th : 6p - 10p	\$435
02/22/22 - 03/03/22.....Tu & Th : 6p - 10p	\$435

UI/UX FUNDAMENTALS

02/23/21 - 03/04/21.....Tu & Th : 6p - 10p	\$435
07/13/21 - 07/22/21.....Tu & Th : 6p - 10p	\$435
03/15/22 - 03/24/22.....Tu & Th : 6p - 10p	\$435

UI/UX ARCHITECTURE

03/23/21 - 04/01/21.....Tu & Th : 6p - 10p	\$435
08/03/21 - 08/12/21.....Tu & Th : 6p - 10p	\$435
04/05/22 - 04/14/22.....Tu & Th : 6p - 10p	\$435

WEB PAGE DESIGN BEST PRACTICES

04/13/21 - 04/15/21.....Tu & Th : 6p - 10p	\$199
08/24/21 - 08/26/21.....Tu & Th : 6p - 10p	\$199
04/26/22 - 04/28/22.....Tu & Th : 6p - 10p	\$199

CAPSTONE

05/04/21 - 05/13/21.....Tu & Th : 6p - 10p	\$435
09/07/21 - 09/16/21.....Tu & Th : 6p - 10p	\$435
05/10/22 - 05/19/22.....Tu & Th : 6p - 10p	\$435

WORDPRESS

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
11/08/21 - 11/17/21.....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 - 04/05/21.....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

GAME DEVELOPMENT

GAME DEVELOPMENT CERTIFICATE **NEW**

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



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
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ADOBE INDESIGN - LEVEL 1

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

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

MUSIC PRODUCTION



Digital Marketing Strategist.....	\$3,595
Drawing for the Absolute Beginner	\$99
Graphic Design with Photoshop (Software Included).....	\$2,295
How to Get Started in Game Development.....	\$135
Instructional Design: Adobe Photoshop & InDesign	\$2,695
Intermediate CSS3 and HTML5.....	\$115
Intermediate InDesign CC.....	\$135
Intermediate Photoshop CC.....	\$135
Intermediate Photoshop CS5.....	\$135
Intermediate Photoshop CS6.....	\$135
Intermediate WordPress Websites.....	\$135
Introduction to Adobe Acrobat X	\$135
Introduction to Digital Scrapbooking.....	\$99
Introduction to Illustrator CS6	\$135
Introduction to InDesign CC	\$135
Introduction to InDesign CS6.....	\$135
Introduction to Interior Design.....	\$135
Introduction to Lightroom 5	\$135
Introduction to Lightroom Classic CC	\$135
Introduction to Photoshop CC	\$135
Introduction to Photoshop CS5.....	\$135
Introduction to Photoshop CS6.....	\$135
Learn Photoshop Elements.....	\$149
Learn Photoshop Elements 2019.....	\$195
Marketing Design Certificate.....	\$3,295
Multimedia Arts Certificate.....	\$3,295
Photoshop CC for the Digital Photographer	\$99
Photoshop CC for the Digital Photographer II	\$99
Photoshop Elements for the Digital Photographer.....	\$99
Photoshop Elements for the Digital Photographer II.....	\$99
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

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 song writing, 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*

IN-PERSON ON-CAMPUS ONLY

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

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
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JAPANESE: LEVEL 4

07/13/21 - 08/17/21.....Tu : 7p - 9p.....	\$149
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FRENCH

FRENCH REFRESHER

01/05/21 - 02/09/21.....Tu : 7p - 9p.....	\$149
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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
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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

READY TO ENROLL?

Go online at uta.edu/ded/ced or call 817.272.2581

POLICIES AND PROCEDURES



TEXTBOOKS

All course materials will be provided by UTA unless otherwise indicated. Additional Codes of Federal Regulations (CFRs) may be purchased in English or Spanish by contacting our office. A minimum purchase amount of \$200 is required.

ACCOMMODATIONS

The Division for Enterprise Development is dedicated to providing equal educational opportunities to all qualified course participants. Contact cedquestions@uta.edu or call 866-906-9190 for information regarding special accommodations.

TITLE IX POLICY

The University of Texas at Arlington does not discriminate on the basis of race, color, national origin, religion, age, gender, sexual orientation, disabilities, genetic information, and/or veteran status in its educational programs or activities it operates. For more information, visit uta.edu/eos. For information regarding Title IX, visit uta.edu/titleix.


WITHDRAWAL AND TRANSFER POLICY

The University of Texas at Arlington reserves the right to change or cancel any class. In the event that a class must be changed or canceled, you will be notified by email and/or phone. You are required to provide a valid email address and phone number to ensure notification. Cancellations due to insufficient enrollment will be made approximately one (1) to two (2) business days prior to the class start date. Participant withdrawals from a course, may result in a processing fee. If a course is canceled by UTA, participants have the option to transfer to another course, hold their funds in escrow, or receive a refund. No fees will be charged for these transactions if UTA cancels a class.

ABOUT THE UNIVERSITY OF TEXAS AT ARLINGTON

Founded in 1895, The University of Texas at Arlington is a Carnegie Research 1 institution with more than 100 years of academic excellence and tradition. As the largest university in North Texas and second largest in The University of Texas System, UTA is located in the heart of Dallas-Fort Worth, challenging our students to engage with the world around them in ways that make a measurable impact. UTA offers state-of-the-art facilities that encourage students to be critical thinkers. Through academic, internship, and research programs, our students receive real-world experiences that help them contribute to their community and, ultimately, the world. We have more than 180 baccalaureate, masters', and doctoral degree programs, and more than 60,000 students walking our campus or engaging in online coursework each year.



UNIVERSITY OF TEXAS  ARLINGTON

CONTACT US

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

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ENROLL TODAY

817.272.2581 | CEDQUESTIONS@UTA.EDU | UTA.EDU/DED/CED

20 VIRTUAL EVENT PLANNER

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.

10 CERTIFICATE IN SUSTAINABILITY AND 21ST-CENTURY BUSINESS SOLUTIONS

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.

DEDICATED TO SUPPORTING YOUR LEARNING NEEDS
on-campus | online | live webcasts | hybrid

**CHECK OUT OUR LIVE
INSTRUCTOR-LED WEBCASTS!**

