



Fees Subject to Change

Continuing Education Schedule

11/16/2017

Classes	Dates	Days	Time	Fee	Location	Instructor
Small Engine Repair						
Small Motor Repair	Sept 6 - Dec 6	W	5:30 - 8:30 PM	\$375	C113	D. Dillingham
2018						
Small Motor Repair	Feb 7 - May 9	W	5:30 - 8:30 PM	\$375	C113	D. Dillingham
Introduction to Auto Technology						
Electrical / Electronic Systems	Sep 7,11,14	M, TH	5:30 - 8:30 PM	\$135	C123	R. Oswald
Engine Diagnostic / Engine Performance	Sep 25,28, & Oct 2, 5	M, TH	5:30 - 8:30 PM	\$180	C123	R. Oswald
Brakes / Steering and Suspension	Oct 9,12,16	M, TH	5:30 - 8:30 PM	\$135	C123	R. Oswald
Drivetrain Automatic/Manual	Oct 23, 26, 30 & Nov 2	M, TH	5:30 - 8:30 PM	\$135	C123	R. Oswald
Heating and Air Conditioning	Nov 13,16	M, TH	5:30 - 8:30 PM	\$90	C123	R. Oswald
2018						
Electrical / Electronic Systems	Feb 5,8,12	M, TH	5:30 - 8:30 PM	\$135	C123	R. Oswald
Engine Diagnostic / Engine Performance	Feb 19,22,26 & Mar 1	M, TH	5:30 - 8:30 PM	\$180	C123	R. Oswald
Brakes / Steering and Suspension	Mar 8,12,15	M, TH	5:30 - 8:30 PM	\$135	C123	R. Oswald
Drivetrain Automatic/Manual	Mar 26,29 & Apr 2	M, TH	5:30 - 8:30 PM	\$135	C123	R. Oswald
Heating and Air Conditioning	Apr 9,12	M, TH	5:30 - 8:30 PM	\$90	C123	R. Oswald
Microsoft Access						
Access 2016						
Access 2016 -Level 1	Aug 11	F	9:00 AM-4:00 PM	\$125	AW101	K. Skillman
Access 2016 -Level 2	Aug 22 - 23	T, W	9:00 AM-4:00 PM	\$175	AW101	K. Skillman
Access 2016 -Level 3	Sep 15	F	9:00 AM-4:00 PM	\$125	AW101	K. Skillman
2018						
Access 2016 -Level 1	Jan 23	T	9:00 AM-4:00 PM	\$125	AW101	K. Skillman
Access 2016 -Level 2	Feb 6, 7	T, W	9:00 AM-4:00 PM	\$175	AW101	K. Skillman
Access 2016 -Level 3	Feb 27	T	9:00 AM-4:00 PM	\$125	AW101	K. Skillman
Access 2016 -Level 1	Mar 6	T	9:00 AM-4:00 PM	\$125	AW101	K. Skillman





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Classes	Dates	Days	Time	Fee	Location	Instructor
Access 2016 -Level 2	Mar 27, 28	T, W	9:00 AM-4:00 PM	\$175	AW101	K. Skillman
Access 2016 -Level 3	Apr 10	T	9:00 AM-4:00 PM	\$125	AW101	K. Skillman
Access 2013						
Access 2013 -Level 1	Sept 5	T	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Access 2013 -Level 2	Oct 3 - 4	T,W	9:00 AM-4:00 PM	\$175	AW101	K. Skillman
Access 2013 -Level 3	Nov 7	T	9:00 AM-4:00 PM	\$125	AW101	K. Skillman
2018						
Access 2013 -Level 1	Jan 9	T	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Access 2013 -Level 2	Jan 16, 17	T,W	9:00 AM-4:00 PM	\$175	AW101	K. Skillman
Access 2013 -Level 2	Jan 23, 24	T, W	9:00 AM-4:00 PM	\$175	AW101	K. Skillman
Access 2013 -Level 1	Jan 24	W	9:00 AM-4:00 PM	\$125	AW101	K. Skillman
Access 2013 -Level 3	Jan 30	T	9:00 AM-4:00 PM	\$125	AW101	K. Skillman
Microsoft Excel						
Excel 2016						
Excel 2016 - Level 1	Aug 2	W	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Excel 2016 - Level 1	Aug 22	T	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Excel 2016 - Level 2	Sept 26	T	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Excel 2016 - Level 3	Oct 10	T	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
2018						
Excel 2016 - Level 1	Feb 9	F	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Excel 2016 - Level 2	Mar 13	T	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Excel 2016 - Level 3	Apr 6	F	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Excel 2013						
Excel 2013 - Level 1	July 7	F	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Excel 2013 - Level 1	July 27	Th	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Excel 2013 - Level 2	Aug 1	T	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Excel 2013 - Level 2	Aug 15	T	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Excel 2013 - Level 3	Sept 6	W	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Excel 2013 - Level 1	Sept 13	W	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Excel 2013 - Level 1	Oct 4	W	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Excel 2013 - Level 1	Oct 20	F	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Excel 2013 - Level 2	Nov 3	F	9:00 AM-4:00 PM	\$125	AW101	S. Bowman



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Classes	Dates	Days	Time	Fee	Location	Instructor
Excel 2013 - Level 3	Dec 8	F	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
2018						
Excel 2013 - Level 1	Feb 9	F	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Excel 2013 - Level 2	Mar 2	F	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Excel 2013 - Level 3	Apr 4	W	9:00 AM-4:00 PM	\$125	AW101	S. Bowman

Microsoft One-Note

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your company training needs!

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Contact us to set up a custom
class.

Microsoft Outlook

Outlook 2016						
Outlook 2016- Level 1	Aug 23	W	9:00 AM-4:00 PM	\$125	AW101	K. Skillman
Outlook 2016- Level 2	Sept 26	T	9:00 AM-4:00 PM	\$125	AW101	K. Skillman
2018						
Outlook 2016- Level 1	Feb 16	F	9:00 AM-4:00 PM	\$125	AW101	K. Skillman
Outlook 2016- Level 2	Mar 7	W	9:00 AM-4:00 PM	\$125	AW101	K. Skillman
Outlook 2013						
Outlook 2013- Level 1	Sept 12	T	9:00 AM-4:00 PM	\$125	AW101	K. Skillman
Outlook 2013- Level 2	Oct 24	T	9:00 AM-4:00 PM	\$125	AW101	K. Skillman
2018						
Outlook 2013- Level 1	Jan 16	T	9:00 AM-4:00 PM	\$125	AW101	K. Skillman
Outlook 2013- Level 2	Jan 30	T	9:00 AM-4:00 PM	\$125	AW101	K. Skillman

PowerPoint 2016

PowerPoint 2016 - Level 1	Sept 13	W	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
PowerPoint 2016 - Level 2	Oct 6	F	9:00 AM-4:00 PM	\$125	AW101	S. Bowman

2018



Fees Subject to Change

Continuing Education Schedule

11/16/2017

Classes	Dates	Days	Time	Fee	Location	Instructor
PowerPoint 2016 - Level 1	Feb 2	F	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
PowerPoint 2016 - Level 2	Mar 9	F	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
PowerPoint 2013						
PowerPoint 2013 - Level 1	Oct 20	F	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
PowerPoint 2013 - Level 2	Nov 17	F	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
2018						
PowerPoint 2013 - Level 1	Feb 6	T	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
PowerPoint 2013 - Level 2	Feb 20	T	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Microsoft Project						
Project 2016						
Project 2016 - Level 1	Sep 8	F	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Project 2016 - Level 2	Sep 29	F	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
2018						
Project 2016 - Level 1	Jan 23	T	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Project 2016 - Level 2	Feb 13	T	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Project 2013						
Project 2013 - Level 1	July 25	W	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Project 2013 - Level 2	July 26	Th	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Project 2013 - Level 1	Sept 27	W	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Project 2013 - Level 2	Sept 29	F	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
2018						
Project 2013 - Level 1	Jan 18	Th	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Project 2013 - Level 2	Jan 24	W	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Project 2013 - Level 1	Mar 7	W	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Project 2013 - Level 2	Mar 14	W	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Microsoft SharePoint						
2013 / 2016						
Microsoft Word						
Word 2016						
Word 2016 - Level 1	Aug 15	T	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Word 2016 - Level 2	Sep 1	F	9:00 AM-4:00 PM	\$125	AW101	S. Bowman



Fees Subject to Change

Continuing Education Schedule

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Classes	Dates	Days	Time	Fee	Location	Instructor
Word 2016 - Level 3	Oct 3	T	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
2018						
Word 2016 - Level 1	Jan 26	F	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Word 2016 - Level 2	Feb 16	F	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Word 2016 - Level 3	Mar 27	T	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Word 2013						
Word 2013 - Level 2	July 12	W	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Word 2013 - Level 1	Aug 16	W	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Word 2013 - Level 2	Sept 15	F	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Word 2013 - Level 3	Oct 4	W	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Word 2013 - Level 1	Oct 11	W	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
2018						
Word 2013 - Level 1	Jan 24	W	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Word 2013 - Level 2	Feb 6	T	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
Word 2013 - Level 3	Mar 7	W	9:00 AM-4:00 PM	\$125	AW101	S. Bowman
PROGRAMMING / INTERNET / COMPUTER REPAIR						
Basic PC Repair	Aug 5 - 26	Sat.	9:00 AM-Noon	\$550	C210	S. Bowman
BUILDING & INDUSTRIAL TECHNOLOGY						
Introduction to Woodworking	Oct 17 - Dec 14	T,TH	4:30 - 7:30 PM	\$1,000	L117	J. Lemon
Machine Tool	Aug 22 - Dec 5	T,TH	6:00 - 9:00 PM	\$425	D102	D. Schafer
2018						
Introduction to Woodworking	Jan 30 – Apr 3	T,TH	4:00 - 7:00 PM	\$1,000	L117	J. Lemon
OSHA 10 General						
OSHA 10 General	Sept 13; 20, 27	W	3:30 - 7:30 PM; 3:30-6:30PM	\$145	Bldg. L	D. Praiswater
OSHA 10 General	Oct 4; 11, 18	W	3:30 - 7:30 PM; 3:30-6:30PM	\$145	Bldg. L	D. Praiswater
OSHA 10 General	Nov 1; 8, 15	W	3:30 - 7:30 PM; 3:30-6:30PM	\$145	Bldg. L	D. Praiswater



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Classes	Dates	Days	Time	Fee	Location	Instructor
2018						
OSHA 10 General	Feb 7, 14, 21	W	3:30 - 7:30 PM; 3:30-6:30PM	\$145	Bldg. L	D. Praiswater
OSHA 10 General	Mar 7, 14, 21	W	3:30 - 7:30 PM; 3:30-6:30PM	\$145	Bldg. L	D. Praiswater
OSHA 10 General	Apr 4, 11, 18	W	3:30 - 7:30 PM; 3:30-6:30PM	\$145	Bldg. L	D. Praiswater
OSHA 10 General	May 9, 16, 23	W	3:30 - 7:30 PM; 3:30-6:30PM	\$145	Bldg. L	D. Praiswater
BUSINESS TECHNOLOGY						
Beginning QuickBooks Pro 2015	Dec 2	Sat.	9:00 AM-4:00 PM	\$160	AW120A	R. Hinshaw
Advanced QuickBooks Pro 2015	Dec 9	Sat.	9:00 AM-4:00 PM	\$160	AW120A	R. Hinshaw
2018						
Beginning QuickBooks Pro 2015	Jan 20	Sat.	9:00 AM-4:00 PM	\$160	AW120A	R. Hinshaw
Advanced QuickBooks Pro 2015	Jan 27	Sat.	9:00 AM-4:00 PM	\$160	AW120A	R. Hinshaw
Beginning QuickBooks Pro 2015	Mar 3	Sat.	9:00 AM-4:00 PM	\$160	AW120A	R. Hinshaw
Advanced QuickBooks Pro 2015	Mar 10	Sat.	9:00 AM-4:00 PM	\$160	AW120A	R. Hinshaw
EMT / TRAINING OFFICER I						
EMT		M,T,W,TH	5:30 - 8:30 PM	\$1,153	AE118	W. Hollis
CULINARY						



Fees Subject to Change

Continuing Education Schedule

11/16/2017

Classes	Dates	Days	Time	Fee	Location	Instructor
HEALTH OCCUPATIONS						
<p>NOTE: C.N.A., CMA and HHA training sessions require the attendee to pass standard Entrance Exams before enrolling in those programs. Contact Washburn Tech at 785.670.2010 to schedule the exams.</p>						
CPR - Health Care Providers	Jul 7	F	9:00 AM - 1:30 PM	\$85	AE118	W. Hollis
CPR - Health Care Providers	Jul 14	F	9:00 AM - 1:30 PM	\$85	AE118	W. Hollis
CNA Refresher	Jul 19 - 20	W,TH	8:00 AM-2:00 PM	\$135	AE140	P. Snook
CPR - Health Care Providers	Jul 21	F	9:00 AM - 1:30 PM	\$85	AE118	W. Hollis
HHA	Jul 24 - 27	M,T,W,TH	8:00 AM-3:00 PM	\$361	AE140	P. Snook
CPR - Health Care Providers	Jul 28	F	9:00 AM - 1:30 PM	\$85	AE118	W. Hollis
CNA	Aug 14 - Sep 11	M,T,W,TH,F	8:00 AM-3:00 PM	\$719	AE140	P. Snook
CMA	Aug 21 - Dec 6	M,W	8:00-11:00 AM	\$746	AC012	C. Campbell
CNA	Aug 22 - Dec 12	T,TH	5:30-8:30 PM	\$719	AE143	R. Davenport
CNA	Sep 12 - Oct 10	M,T,W,TH,F	8:00 AM-3:00 PM	\$719	AE140	P. Snook
CNA Refresher	Sept 25 - 27	M, T, W	5:00-8:30 PM	\$135	AE140	P. Snook
CNA	Oct 11 - Nov 8	M,T,W,TH,F	8:00 AM-3:00 PM	\$794	AE140	P. Snook
CMA Update	Oct. 12 & 13	Th, F	8:00 AM-1:30 PM	\$95	AC012	C. Campbell
CNA	Nov 9 - Dec 11	M,T,W,TH,F	8:00 AM-3:00 PM	\$794	AE140	P. Snook
CNA Refresher	Nov 13 -15	M, T, W	5:00-8:30 PM	\$135	AE140	P. Snook
CPR - Health Care Providers	Nov 29	W	8:00 AM- 12:00 PM	\$85	AE118	S. Sutton
2018						
CNA	Jan 8 - Feb 5	M,T,W,TH,F	8:00 AM-3:00 PM	\$794	AE140	P. Snook
CNA	Jan 9 - May 3	T,TH	5:30-8:30 PM	\$794	AE143	R. Davenport
CMA	Jan 17 - May 9	M,W	8:00-11:00 AM	\$821	AC012	C. Campbell



Fees Subject to Change

Continuing Education Schedule

11/16/2017

Classes	Dates	Days	Time	Fee	Location	Instructor
CNA Refresher	Jan 22 - 24	M, T, W	5:00-8:30 PM	\$135	AE140	P. Snook
CPR - Health Care Providers	Feb 2	F	9:00 AM - 1:30 PM	\$85	AE118	S. Sutton
HHA	Feb 5 - 13	M - Th	5:00 -9:00 PM	\$361	AE140	P. Snook
CNA	Feb 6 - Mar 7	M,T,W,TH,F	8:00 AM-3:00 PM	\$794	AE140	P. Snook
CMA Update	Feb 22 & 23	Th, F	8:00 AM-1:30 PM	\$95	AC012	C. Campbell
CPR - Health Care Providers	Mar 2	F	9:00 AM - 1:30 PM	\$85	AE118	S. Sutton
CNA	Mar 8 - Apr 12	M,T,W,TH,F	8:00 AM-3:00 PM	\$794	AE140	P. Snook
CNA Refresher	Mar 12 - 14	M, T, W	5:00-8:30 PM	\$135	AE140	P. Snook
CPR - Health Care Providers	Mar 30	F	9:00 AM - 1:30 PM	\$85	AE118	S. Sutton
CNA	Apr 13 - May 11	M,T,W,TH,F	8:00 AM-3:00 PM	\$794	AE140	P. Snook
CPR - Health Care Providers	Apr 27	F	9:00 AM - 1:30 PM	\$85	AE118	S. Sutton
CNA	May 15 - Jun 12	M,T,W,TH,F	8:00 AM-3:00 PM	\$794	AE140	P. Snook
CNA Refresher	May 21 - 23	M, T, W	5:00-8:30 PM	\$135	AE140	P. Snook
CMA Update	May 23 & 24	W, T	8:00 AM-1:30 PM	\$95	AC012	C. Campbell
CPR - Health Care Providers	May 25	F	9:00 AM - 1:30 PM	\$85	AE118	S. Sutton
CNA	Jun 13 - Jul 11	M,T,W,TH,F	8:00 AM-3:00 PM	\$794	AE140	P. Snook
CMA Update	Jun 20 & 21	W, T	8:00 AM-1:30 PM	\$95	AC012	C. Campbell
CNA Refresher	Jul 12 - 13	TH, F	8:00 AM-2:00 PM	\$135	AE140	P. Snook
HHA	Jul 16 - 19	M - Th	8:00 AM-1:30 PM	\$361	AE140	P. Snook

MEDICAL BILLING/CODING



Medical Billing/Coding	Aug 1 - Nov 29	T,W	5:30 - 8:30 PM	\$1,975	AE146	S. Berndt
Medical Terminology	Nov 2 - Dec 14	Th	5:30 - 8:30 PM	\$345	AE146	S. Berndt

2018

Medical Billing/Coding	Jan 11 - Aug 16	Th	5:30 - 8:30 PM	\$1,975	AE146	S. Berndt
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PERSONAL ENRICHMENT



Fees Subject to Change

Continuing Education Schedule

11/16/2017

Classes	Dates	Days	Time	Fee	Location	Instructor
Photography						
Your Camera Explained	Sep 12, 19	T	6:00 - 9:00 PM	\$125	AW101	L. Colcher
Photography I	Sep 27, Oct 4, 11, 18	W	6:00 - 9:00 PM	\$175	AW101	L. Colcher
Your Camera Explained	Oct 16, 23	M	6:00 - 9:00 PM	\$125	AW101	L. Colcher
Photography I	Nov 7, 14, 21, 28	T	6:00 - 9:00 PM	\$175	AW101	L. Colcher
Photography II	Nov 8, 15, 29, Dec 6, 13	W	6:00 - 9:00 PM	\$225	LL Conf. Cntr	L. Colcher
Your Camera Explained	Nov 13, 20	M	6:00 - 9:00 PM	\$125	AW101	L. Colcher
2018						
Your Camera Explained	Jan 16, 23	T	6:00 - 9:00 PM	\$125	AW101	L. Colcher
Photography I	Feb 14, 21, 28, Mar 7	M	6:00 - 9:00 PM	\$175	AW101	L. Colcher
Your Camera Explained	Feb 26, Mar 5	M	6:00 - 9:00 PM	\$125	AW101	L. Colcher
Photography II	Apr 11, 18, 25, May 2, 9	W	6:00 - 9:00 PM	\$225	LL Conf. Cntr	L. Colcher
Your Camera Explained	Apr 9, 16	M	6:00 - 9:00 PM	\$125	AW101	L. Colcher

BUSINESS TECHNOLOGY



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MISSION STATEMENT

Washburn Tech's mission is to deliver innovative and training opportunities for individuals to strengthen the community we serve.

ACCREDITATION

Washburn Tech is affiliated with Washburn University and is accredited by Higher Learning Commission: A Commission of the North Central Association of Colleges and Schools, 30 North LaSelle Street, Suite 2400, Chicago, Ill 60602-2504, Phone 312.263.0456.

CONTACT WASHBURN TECH INFORMATION

<http://www.washburntech.edu/continuing-education/index.html>

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