NEW! WORKFORCE CLASSES AVAILABLE
LOOK INSIDE

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NEED A ROOM FOR YOUR NEXT BUSINESS MEETING?
*FREE WI-FI
*FREE TABLE & CHAIRS USAGE
*FREE TECHNICAL EQUIPMENT
*ON-SITE CATERING AVAILABLE
*ROOMS ACCOMMODATE UP TO 224 PEOPLE
CONTACT:
LISA ESKEW AT 217-875-7211, EXT. 6240
OR LDESKEW@RICHLAND.EDU

WHEN BAD WEATHER STRIKES . . .

Are classes cancelled?
Check the Richland website: www.richland.edu or tune in to WAND TV for weather related closings.
Questions: 217.875.7200

RICHLAND COMMUNITY COLLEGE DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, SEX, DISABILITY, OR AGE IN ITS PROGRAMS. THE FOLLOWING PERSON(S) HAS BEEN DESIGNATED TO HANDLE INQUIRIES REGARDING THE NON-DISCRIMINATION POLICIES: ALEX BERRY [TITLE IX COORDINATOR] | ONE COLLEGE PARK, DECATUR, IL 62521 | 217-875-7211 EXT. 6314; LEANNE BROOKS | SECTION 504 COORDINATOR | ONE COLLEGE PARK, DECATUR, IL 62521 | 217-875-7211 EXT. 6362. FOR FURTHER INFORMATION ON NOTICE OF NON-DISCRIMINATION, VISIT HTTP://WDCROBCOLP01.ED.GOV/CFAPPSC/OCR/CONTACTUS. CFM FOR THE ADDRESS AND PHONE NUMBER OF THE OFFICE THAT SERVES YOUR AREA, OR CALL 1-800-421-3481.
READY TO START A CAREER IN TRUCKING?

Earn your CDL in only 4 weeks and begin a career in a high demand industry. richland.edu/cpe/cdl for more information or by calling 217-875-7211 ext. 6261.

CUSTOMIZED CONTRACT TRAINING

Richland Community College provides training to keep individuals and businesses on the cutting edge of new technology. Providing workshops and/or seminars that are customized to fit the specific needs of any business, industry, or individual is our priority to serve the needs of the College District’s varied population. A variety of training options are available, from full day classes to short-term workshops, in the evenings, during the day and on Saturdays. Training is provided on site at a company or organization or on the Richland Campus. Instructors are experts in their fields and material can be customized to fit the specific needs of any business or industry. A broad scope of programs ranging from basic skills to professional development ("soft skills" and highly technical training) to computer software and hardware is available. Contact us today at 217-875-7211 ext. 6239.

Safety for Central Illinois

We offer over 50 specialized safety courses and a listing of these courses can be found at http://www.richland.edu/cpe/oshacourses. Richland also serves as a host training organization for the National Safety Education Center and provides advanced courses for compliance with OSHA regulation as well as general safety and health courses to meet safety awareness and new hire orientation needs.

CONTACT US TODAY AT 217.875.7211 EXT. 6219 FOR UPCOMING CLASSES. WWW.RICHLAND.EDU/CPE/OSHA
REGISTER TODAY
BY CALLING
217.875.7211, ext. 6170
Visa, MasterCard, Discover accepted

All classes, unless noted, are held in the Shilling Community Education Center, South Wing Room SC54, Parking Lot A+

**MONDAY**

<table>
<thead>
<tr>
<th>Sect.</th>
<th>Mon, August 13–October 8</th>
<th>Sect.</th>
<th>Mon, October 15–December 10</th>
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*I'M TWO, I'M TERRIFIC*

DNCE 9266 ....................................... $55.00
Time: 11:00am - 11:30am
Instructor: Taylor, J

*TUMBLING FOR TOTS*  
(AGES 3-4)
A tumbling/dance class on coordination skills.
DNCE 9272 ....................................... $60.00
Time: 11:30am - 12:15pm
Instructor: Taylor, J

*BEGINNING JAZZ*  
(AGES 7-12)
Designed for students who are interested in learning basic jazz moves and combinations. The Cathy Roe style of jazz will provide the basis for the class instruction.
DNCE 9309 ....................................... $65.00
Time: 6:00pm - 7:00pm
Instructor: Urquhart, Hannah

*ADVANCED BALLET*  
(AGES 13-ADULT)
Four or more years of ballet training and instructor approval.
DNCE 8178 ....................................... $78.00
Time: 7:00pm - 8:30pm
Instructor: McReynolds, N

*INTERMEDIATE & ADVANCED POINTE*  
(AGES 13-ADULT)
Doctor’s permission note on file for Pointe. Must be currently in ballet class at an intermediate level and have had previous Pointe work in Ballet IV & V along with 3 or more years of ballet.
DNCE 9248 ....................................... $30.00
Time: 8:30pm - 9:00pm
Instructor: McReynolds, N

**TUESDAY**

<table>
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<tr>
<th>Sect.</th>
<th>Tue, August 14–October 2</th>
<th>Sect.</th>
<th>Tue, October 9–November 27</th>
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<td>(No class November 21, December 5)</td>
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*PRIMARY BALLET/BALLET I*  
(AGES 5-6)
DNCE 9247 ....................................... $65.00
Time: 5:00pm - 6:00pm
Instructor: White, C

*BALLET II & III*  
(AGES 7-8)
DNCE 9185 ....................................... $65.00
Time: 6:00pm - 7:00pm
Instructor: White, C

*BALLET IV & V AND PRE-POINTE*  
(AGES 9-11)
Three or more years of ballet training and instructor approval.
DNCE 9186 ....................................... $78.00
Time: 7:00pm - 8:30pm
Instructor: White, C

**WEDNESDAY**

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<th>Sect.</th>
<th>Wed, August 15–October 3</th>
<th>Sect.</th>
<th>Wed, October 10–December 12</th>
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<td>(No class November 21, December 5)</td>
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*PRE-BALLET TUMBLING & TAP*  
(AGES 4-6)
Ballet and tap shoes required.
DNCE 9254 ....................................... $65.00
Time: 3:30pm - 4:30pm
Instructor: Taylor, J

*PRE-BALLET/TAP II*  
(AGES 6-8)
DNCE 9291 ....................................... $65.00
Time: 4:30pm - 5:30pm
Instructor: Taylor, J

*TEEN/ADULT HIP HOP*  
(AGES 13-ADULT)
DNCE 8825 ....................................... $65.00
Time: 5:30pm - 6:30pm
Instructor: Taylor, J

*ADVANCE TEEN/ADULT HIP HOP*  
With Instructor Permission Only
DNCE 9312 ....................................... $65.00
Time: 6:30pm – 7:30pm
Instructor: Taylor, J

*BEGINNING/INTERMEDIATE POINTE*  
(AGES 12-ADULT)
Doctor’s permission note on file for Pointe.
DNCE 9301 ....................................... $65.00
Time: 7:30pm - 8:30pm
Instructor: Gillis, M
BEGINNING/INTERMEDIATE TAP (AGES 10-ADULT)
DNCE 9220 ..................................................... $60.00
Time: 8:30pm - 9:15pm
Instructor: Hauge, L

THURSDAY
Sec. 01 Thur, August 16-October 4
Sec. 02 Thur, October 11-December 13
(No class November 22, December 6)

KIDS HIP HOP (AGES 4-6)
DNCE 9307 ..................................................... $60.00
Time: 3:30pm - 4:15pm
Instructor: Taylor, J

YOUTH HIP HOP (AGES 7-12)
DNCE 9244 ..................................................... $65.00
Time: 4:30pm - 5:30pm
Instructor: Taylor, J

PRE-TAP/JAZZ (AGES 3-6)
Tap shoes required. Must be 3 by September.
DNCE 9188 ..................................................... $65.00
Time: 5:30pm - 6:15pm
Instructor: Taylor, J

BEGINNING TAP/JAZZ (AGES 7-8)
Introduces basic tap skills and jazz exercises for the beginner.
DNCE 9189 ..................................................... $65.00
Time: 6:15pm - 7:00pm
Instructor: Taylor, J

INTERMEDIATE/ADVANCED BALLET (AGES 12-ADULT)
DNCE 9256 ..................................................... $65.00
Time: 7:00pm - 8:30pm
Instructor: McReynolds, N

ADULT BALLET (AGES 12-ADULT)
Designed for the adult with prior ballet experience.
DNCE 8572 ..................................................... $65.00
Time: 8:30pm - 9:30pm
Instructor: Gillis, M

FRIDAY
Sec. 01 Fri, August 17–October 5
Sec. 02 Fri, October 12-December 14
(No class November 23 & December 7)

RICHLAND APPRENTICE DANCE COMPANY (AGES 6-9)
Two or more years of ballet required.
DNCE 9300 ..................................................... $40.00
Time: 4:00pm - 4:45pm
Instructor: McReynolds, N

RICHLAND JUNIOR DANCE COMPANY (AGES 10-13)
DNCE 9314 ..................................................... $40.00
Time: 4:45pm - 6:00pm
Instructor: McReynolds, N

RICHLAND SENIOR DANCE COMPANY (AGES 11-18)
Four or more years of ballet and permission from instructor required. Students provide their own dancewear and shoes.
DNCE 8213 ..................................................... $65.00
Time: 6:00pm - 7:00pm
Instructor: McReynolds, N

ADVANCED JAZZ (AGES 13-ADULT)
Two or more years of jazz or approval from instructor.
DNCE 8206 ..................................................... $65.00
Time: 7:00pm–8:00pm
Instructor: Urquhart, H

SATURDAY
Sec. 03 Sat, August 18-October 6
Sec. 04 Sat, October 13-December 15
(No class November 24 & December 8)

I'M TWO, I'M TERRIFIC
DNCE 9266 ..................................................... $55.00
Time: 10:30am-11:00am
Instructor: Gillis, M

PRE-BALLET I
(AGES 3-4)
DNCE 9273 ..................................................... $55.00
Time: 11:00am - 11:30am
Instructor: Gillis, M

PRIMARY BALLET
(AGES 5-7)
DNCE 9306 ..................................................... $60.00
Time: 11:30am - 12:15pm
Instructor: Gillis, M

Upon registration for Richland Dance classes, parents agree to abide by all expectations and procedures in the Parent/Student Dance Handbook. Handbooks will be available in all dance classes during registration or in the Shilling Center offices.

HOBBY AND LEISURE

INTRODUCTION TO DIGITAL PHOTOGRAPHY
Learn how to take a better picture with your digital camera! Bring your camera and instruction manual.
PHOT 8655 ..................................................... Cost: $65.00
Sec. 01 Thur, October 4-November 8
Time: 6:30pm-8:30pm
Instructor: Cicenas
Location: South Wing S186
DRAMA CLASSES

INTRO TO ACTING FOR KIDS
Classes will focus on developing self-confidence, encouraging creativity and teamwork. Stage directions, vocal techniques, body and spatial awareness are some of the concepts that will be introduced to your performer. Parents and friends will be invited to a showcase highlighting what has been learned.

THRE 1000 .......................................................... $50.00
Sect. 01 Tuesday, October 2 – November 20
Time: 6:00pm – 7:30pm
Location: Shilling Auditorium
Instructor: Lightner, M

INTRO TO ACTING FOR ADULTS (AGES 16 AND UP)
Explore the basics of acting in an accepting class environment including the voice, face and body. Opportunities to perform in front of each other will be offered encouraging self-confidence, ensemble building and creativity.

THRE 1001 .......................................................... $50.00
Sect. 02 Tuesday, October 2 – November 20
Time: 7:45pm – 9:15pm
Location: Shilling Auditorium
Instructor: Lightner, M

CULINARY ARTS INSTITUTE
All culinary classes are held at the Richland Culinary Arts Institute located in the Shilling Community Education Center, Parking Lot A, Room SC23, unless noted. Note any allergies upon registration.

Must sign Waiver of Liability.

INTERNATIONAL FRIDAY NIGHTS
Take a culinary trip around the world. Each week of class we will cover a new country. Learn to prepare a variety of dishes from each country. After preparing the meal you will sit down and enjoy your handiwork. The countries covered are Ethiopia, India and France. Must be 21; alcohol served.

CUL 1088 ............................................. Cost: $120.00
Sect. 01 Fri, September 21, 28 and October 5
Time: 6:00pm - 8:30pm
Instructor: Tucker, B
Location: South Wing S239

SWORDS OF THE KITCHEN (KNIFE SKILLS)
Learn proper knife safety and a variety of knife cuts to use in your kitchen. Course fee includes an $18 ten-inch Chef knife.

CUL 1001 ............................................................. Cost: $65.00
Sect. 01 Fri, October 19
Time: 6:00pm - 8:00pm
Instructor: Tucker, B

ADVANCED SWORDS OF THE KITCHEN (KNIFE SKILLS)
Course fee includes a boning knife. Must have completed “Swords of the Kitchen” previously. (Please bring knife from previous class). Learn how to break down a chicken properly as well as more advanced techniques.

CUL 1143 ............................................................. Cost: $85.00
Sect 01 Fri, November 16
Time: 6:00pm – 8:00pm
Instructor: Tucker, B

FITNESS/HEALTH

BASIC YOGA
Bring a yoga mat.

HLFT 8028 ....................................................... Cost: $65.00
Sect. 01 Mon, September 10 – October 15
Time: 5:00pm-6:00pm
Instructor: Nicholls, D
Location: Shilling Center SC54
(No class October 9)

Sect. 02 Mon, October 22 – November 26
Time: 5:00pm-6:00pm
Instructor: Nicholls, D
Location: Shilling Center SC54

COMPUTERS

INTRODUCTION TO MICROSOFT EXCEL
This ILT Series course will familiarize students with spreadsheet terminology and the fundamental concepts of Microsoft Excel, including identifying Excel window components, navigating worksheets, and downloading templates. In addition, students will learn the basics of entering and editing text, values, and formulas, and how to save workbooks in the native Excel format, as well as in other formats. They will learn how to move and copy data and formulas, how to determine absolute and relative references, and how to work with ranges, rows, and columns. Students will also learn how to use simple functions, and how to easily apply formatting techniques to worksheet data. They will create and modify charts, and work with graphics. The class will be taught utilizing Excel 2016, but the information can be applied to previous Excel versions.

Textbook included

COMP 1294 ....................................................... Cost: $60.00
Sect. 01 Tue & Thur, October 16-18
Time: 5:00pm-8:30pm
Instructor: Zimmerman, S
Location: South Wing S239

FOREIGN LANGUAGE

CONVERSATIONAL SPANISH
Required textbook: Easy Spanish Phrase Book by Pablo Garcia Loaeza.

LANG 6207
Sect. 01 Tue, September 11 – October 16
Time: 6:00pm-8:00pm
Instructor: Lanza Pomales, A
Location: South Wing S187
Cost: $75.00

Sect. 02 Tue, Oct 23- Dec 4 (no class November 6)
Time: 6:00 pm-8:00 pm
Instructor: Lanza Pomales, A
Location: South Wing S187
Cost: $75.00
HORTICULTURE

Classes are held in the Horticulture Building, Room M100
Parking Lot B

FALL VEGETABLE GARDENING
Discover methods for extending your vegetable garden production into the fall, crops to plant in the fall, and tasks to prepare your garden for next year.

HRCT 8881 .............................................. Cost: $45.00
Sect. 01 Tue, September 18
Time: 5:30pm-7:30pm
Instructor: Koenigs, D

WINTER INDOOR HERBS
Learn what herbs are good for growing indoors during the winter, how to care for them, and how to use them. Bring a small rectangular planter; we’ll supply the rest.

HRCT 8850 .............................................. Cost: $45.00
Sect. 01 Tue, October 18
Time: 5:30pm-7:30pm
Instructor: Koenigs, D

WORKFORCE DEVELOPMENT

Employers, consider these courses for training your current workforce. Individuals, these courses could provide you the necessary skills for starting a business or enhancing your skills that employers seek.

CREATING A MARKETING PLAN FOR SMALL BUSINESSES
Do you have a small or medium-sized business or thinking about starting one soon? Ideas are great, but it all comes down to selling your products or services. Learn the best practices on branding, buying advertising, creating PR, using social media and improving your sales efforts. Join us for three informative sessions and walk away with a basic marketing plan you can use to increase your sales!

SKIL 1001 .................................................. $85.00
Sect. 01 Mon, Tues, and Thur, October 15-18
Time: 5:30pm-7:15pm
Instructor: Phillips, C
Location: South Wing S210

MANUFACTURING SKILLS SHORT COURSE
The goal of the Manufacturing Skills Short Course is to create work-ready candidates with a competitive advantage for entry-level manufacturing jobs in 12 weeks. This non-credit program emphasizes useful problem-solving and hands-on learning, and is led by instructors with industry and teaching/training experience. The course was conceived and developed in partnership with local manufacturers who seek job candidates who have proven themselves ready with the professional standards and basic skills necessary for local manufacturing jobs. Students will gain exposure to the expectations of a professional environment, develop skills including measurements, basic tool usage, reading, writing, math specific to the manufacturing work environment. Further, students will be expected to demonstrate punctuality, reliability and practical problem-solving abilities required in a professional work environment. Participants will receive a certificate of completion to present to current or potential employers.

SKIL 1004 .................................................. $100.00
Sec. 01, T,W,TH Sept. 18-Dec. 12
Time: 6:00 pm-8:00 pm
Instructor: Doran, C
Location: RCC Campus TBA

INDUSTRIAL EQUIPMENT TRAINING

BASIC FORKLIFT OPERATION SKILLS
This class provides training to keep you in compliance with OSHA’s forklift safety standard, 1910.178. The program gives details on the powered industrial truck from the way it’s constructed to the way it operates. The class will help you better understand the factors that affect forklift balance and maneuverability. This training meets both the classroom instruction and driving requirements, making safety the top priority. Participants will receive a certificate of completion to present to current or potential employers.

SKIL 1000 .................................................. $175.00
Sec. 01 Fri, Sept 28
Time: 8:00 am – 2:30 pm
Instructor: DeBose, S
Location: E117A
Must be 18 years old
Must dress for outdoor forklift work
Long pants, Closed-toe shoes
Lunch on your own

Sec. 02 Sat, Oct 6
Time: 8:00 am – 2:30 pm
Instructor: DeBose, S
Location: East Wing E117A
Must be 18 years old
Must dress for outdoor forklift work, Long pants, Closed-toe shoes, Lunch on your own

REGISTER TODAY
217-875-7211, ext. 6265
Advance registration requested as classes cancel 7 days prior to start for low enrollment.
CUSTODIAL SERVICE BASIC TRAINING
Commercial Cleaning for the Custodial Service Worker course provides training for those seeking entry-level professional custodial jobs with commercial cleaning companies, hotels, medical facilities, and others. You will gain the knowledge and skills necessary to achieve success through safe, and appropriate use of cleaning supplies, techniques, equipment, and responsiveness for the daily cleaning of commercial facilities.

Topics Covered:
• Safe handling of chemicals and equipment and how to use Safety Data Sheets (SDS) in an emergency.
• Occupational safety (Bloodborne pathogen, asbestos awareness, personal protective equipment (PPE), etc.)
• Daily cleaning of facilities:
  • Floor care (basic custodial tasks: sweep, mop, vacuum, scrub, and buff/burnish)
  • Space Care (walls, doors, furniture, etc.)
  • Restroom cleaning to prevent disease and cross contamination of facility
  • Kitchen cleaning to prevent food illnesses and cross contamination of facility

A certificate of completion will be provided to each operator at successful course completion.

SKIL 1003 .......................................................... $35.00

Sec. 01 Mon, Tue, Thu, Sept 17, 18, 20
Time: 6:00 pm – 8:00 pm
Instructor: Fraley, J
Location: TBA

AERIAL LIFT TRAINING
Learn OSHA regulations for operation of vehicle-mounted elevating and rotating work platforms (OSHA 1910.67 and 1926.453). Students will learn safe practices required to operate a scissor lift and a Genie aerial work platform. OSHA requires that powered platforms used for building maintenance be operated only by persons who are proficient in the operation, safe use and inspection of the particular working platform utilized. Attendees will gain knowledge of safety hazards associated with this equipment, inspection prior to operation, fall protection, emergency procedures and required work procedures. Operators will participate in classroom instruction, hands on operation of equipment and a written test. A certificate of completion will be provided to each operator at successful course completion.

SKIL 1002 .......................................................... $175.00

Sec. 01 Thur, November 1
Time: 8:00 am – 2:30 pm
Instructor: DeBose, S
Location: East Wing E117A
Must be 18 years old
Must dress for outdoor forklift work, Long pants, Closed-toe shoes, Lunch on your own

PARALEGAL ONLINE STUDY PROGRAM
Midwest Paralegal Study Program, in partnership with Richland Community College, is offering a 12-month Paralegal certificate of completion. The five-class generalist and entry-level program gives a comprehensive overview of paralegal roles and responsibilities. Recommended for people with a minimum of a high school diploma/GED or for those in the legal profession seeking advancement. If you elect to take individual classes instead of the complete 5-course program, you will not receive a program certificate of completion.

ALL STUDENTS must email instructor before registration for advising & take the free orientation seminar online at zoran1990@juno.com or visit the Website www.paralegalstudies.com; but you must register at Richland, 217-875-7211, Ext. 6265, at least seven days before the start date.

This 5-course series begins with a “FREE” one-hour online orientation seminar to discover if this program may be the new career field change for you!

http://www.paralegalstudies.com/free_orientation.htm

Sect. 01: Thurs, September 13 – October 25
Sect. 02: Thurs, November 1 – December 13

Paralegal Research – ONLN 8711
Cost: $195 per course (Inc. all study materials online)
This course will coach you in paralegal research and writing tools.

Paralegal Jurisprudence – ONLN 8712
Cost: $195 (Inc. all study materials online)
This course will coach you in the paralegal profession.

Paralegal Litigation – ONLN 8713
Cost: $195 (Inc. all study materials online)
This course will coach you in litigation and trial support used by entry-level practicing paralegals in daily procedural work.

Paralegal Management – ONLN 8714
Cost: $195 (Inc. all study materials online)
This course will coach you in paralegal office manager tools.

Paralegal Career – ONLN 8715
Cost: $195 (Inc. all study materials online)
This course will coach you in paralegal job search/portfolio method and will help you identify special legal skills that are part of your unique niche in the paralegal market.

Questions: Contact Zoran P. by email: zoran1990@juno.com or view the website http://www.paralegalstudies.com/free_orientation.htm
INSTRUCTOR LED ONLINE COURSES

Introduction to Stock Options
Learn how stock options can protect your portfolio and help you profit in any type of market.

Accounting Fundamentals
Give yourself skills that are in high demand by exploring corporate accounting with a veteran instructor.

Creating Web Pages
Learn the basics of HTML so you can design, create, and post your very own site on the Web.

Creating a Successful Business Plan
Turn your business ideas into a solid plan for financing and long-term success.

How to Make Money From Your Writing
Whether you want to create your own business, add to your income, supplement your retirement, or boost what you’re earning as a writer, you’ll find the how-to’s here.

Introduction to Microsoft Outlook 2010
Take control over your meetings, emails, and lists by mastering the essentials of Microsoft Outlook 2010.

Solving Classroom Discipline Problems
Veteran teacher reveals the secrets to an orderly classroom. A step-by-step approach to effective, positive discipline.

• Instructor-Facilitated
• 24-Hour Access
• Online Discussion Areas
• 6 Weeks of Instruction
• 100s of Courses to Choose From
• Learn from the comfort of home!

Prices start as low as: $89

Find a course at ed2go.com/rccdecatur

CAREER TRAINING PROGRAMS

Certified Personal Trainer - 62 hrs
Prepare for an in-demand career as a personal trainer as you earn a nationally recognized W.I.T.S. certification and gain real-life experience in an internship.

Travel Agent Training – 200 hrs
Learn the basic skills needed to operate a computer reservation system for airlines, travel agencies, cruise lines, hotel, or as a home-based agent, and get started in a career in the travel industry.

Principles of Green Building – 30 hrs
The Principles of Green Buildings (PGB) program explains the science that individuals in the building, remodeling, or trade industries need to know in order to make buildings perform more efficiently.

Lean Six Sigma Black Belt -75 hrs
Lean Six Sigma Black Belt training and certification program efficiently and effectively helps you further develop your process improvement, project management and leadership skills using clear language and plenty of practical examples.

Home Inspection Certificate – 200 hrs
Learn how to create a home inspection report that will detail the home’s condition, including the heating/cooling systems, the plumbing/electrical systems, the roof and siding, and the framing and foundation.

Event Management & Design -300 hrs
From planning to pyrotechnics, the Event Management and Design Online Training Program will teach you everything you need to know to create events that are

Wedding & Event Design (240hrs)
This course will give you an inside look at the business-side of event design. You will learn how to manage the costs of projects, budget, and price jobs using formulas that will help you become successful.

• One-On-One Instructor Assistance
• 24-Hour Access
• All Materials and Books are Included!
• Certificate Upon Successful Completion
• Courses Start Anytime
• 3-6 Months of Instruction

Learn more at careertraining.ed2go.com/rccdecatur
DURING THIS INTENSIVE 450-HOUR PROGRAM, YOU WILL LEARN THE SKILLS YOU NEED FOR ACCEPTANCE INTO THE HIGHWAY CONSTRUCTION TRADES AND THE OPPORTUNITY FOR A CAREER WITH HIGH WAGE-EARNING POTENTIAL.

Contact us at 217-875-7211, ext. 6321 or register for the next orientation at richland.edu/highwayconstruction
# Registration Form
non-credit classes | richland community college

Name ________________________________ Student ID/Social Security No. ____________________ Term/Year ____________________

Address ________________________________ City/State/Zip ____________________ Home Phone ____________________

Company Name __________________________________________________________________________________________________________________________

Company Address ________________________________ City/State/Zip ____________________ Business Phone ____________________

Birth Date ____________________ Email ____________________________________________ (Email address is required for online courses)

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<th>HOURS</th>
<th>FEE</th>
<th>DAYS</th>
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- Check Enclosed (payable to Richland Community College)
- Visa o Mastercard o Discover
- Card Number ___________________________ Expiration Date _______________________

Name of Card Holder ____________________________________________________________

Parent’s Name (if student is a minor) ____________________________________________

Please mail to
Richland Community College
One College Park | Decatur, Illinois 62521-8513
217.875.7200, ext. 6170 | 217.875.6964 (fax)

NOTE: Full refunds are issued for cancelled classes. No refunds are issued for classes after the registration deadline, which is 7 days prior to class start. On withdrawals prior to the registration deadline, a $10.00 administration fee will be deducted.