

# Corporate & Career Development

## March 2018

### Location Schedules



*All classes require pre-enrollment. Please call, go online, or stop by the main campus to pay and enroll.*

**Enroll online at [www.sotech.edu](http://www.sotech.edu) - Click Short Term Offerings tab, then Enrollment.**

#### **ARDMORE CAMPUS to enroll call (580)224-8201**

<b>Class Name</b>	<b>Days</b>	<b>Begin</b>	<b>End</b>	<b>Start</b>	<b>Finish</b>	<b>HRS</b>	<b>In-Dist</b>
Paint a Pillow	Th	Mar 1	Mar 1	6:00 PM	8:00 PM	2	\$0
ASIST - Applied Suicide Intervention	Th,F	Mar 1	Mar 2	8:30 AM	4:00 PM	16	\$0
CNA Fast-Track (Orientation 2/22/18)	Th,F	Mar 1	Apr 27	7:30 AM	4:00 PM	112	\$455
Gardening and Landscaping	Th	Mar 1	May 31	5:00 PM	7:00 PM	26	\$104
Pre-Pharmacy Technician	Th	Mar 1	Mar 1	5:30 PM	6:30 PM	1	\$0
Safety Awareness - Bloodborne Pathogens	Th	Mar 1	Mar 1	5:00 PM	7:00 PM	2	\$15
Agribusiness Business Plans	Sat	Mar 3	Mar 3	8:30 AM	12:30 PM	4	\$30
Introduction to Becoming a Geology Technician	Sat	Mar 3	Mar 3	8:00 AM	4:00 PM	8	\$45
Sewing & Quilting Workshop	Sat	Mar 3	Mar 3	9:00 AM	3:00 PM	6	\$39
Change Management	Sat	Mar 3	Mar 3	9:00 AM	4:00 PM	7	\$35
Cosmetology	M,T,Sat	Mar 3	Mar 27	5:00 PM	9:30 PM	34.5	\$160
BLS CPR for Health Care Provider	Sat	Mar 3	Mar 3	8:30 AM	2:30 PM	5.5	\$57
Confined Space - Rescue	Sat	Mar 3	Mar 3	8:00 AM	4:00 PM	7	\$60
Basic Cake Decorating - Beginner	Sat	Mar 3	Mar 3	8:30 AM	3:30 PM	6	\$49
Digital Photography Workshop	Sat	Mar 3	Mar 3	9:00 AM	4:00 PM	6	\$47
Excel - Doing More with Excel	Sat	Mar 3	Mar 3	8:00 AM	10:00 AM	2	\$15
Esthetician	M,T,Sat	Mar 3	Mar 27	5:00 PM	9:30 PM	34.5	\$160
Forklift Training and Certification	Sat	Mar 3	Mar 3	8:00 AM	12:00 PM	4	\$50
Cosmetology - Master Teacher	M,T,Sat	Mar 3	Mar 27	5:30 PM	9:30 PM	34.5	\$160
Progressive Blacksmith 2	Sat	Mar 3	Mar 3	8:00 AM	4:00 PM	8	\$50
Self-Defense Act: Conceal Carry	Sat	Mar 3	Mar 3	8:00 AM	5:00 PM	8	\$65
SkidSteer CAT 246 D	Sat	Mar 3	Mar 3	9:00 AM	3:00 PM	6	\$75
Canvas Painting	M	Mar 5	Mar 5	6:00 PM	8:30 PM	2.5	\$21
Double Lemon Cake	M	Mar 5	Mar 5	6:00 PM	8:30 PM	2.5	\$36
Diffusing Difficult Situations	M	Mar 5	Mar 5	6:00 PM	9:00 PM	3	\$23
Orientation for CNA	M	Mar 5	Mar 5	7:30 AM	11:30 AM	3	\$0
Problem Solving & Decision Making	M	Mar 5	Mar 26	6:00 PM	9:00 PM	12	\$75
Security Guard Phase 1	M-Th	Mar 5	Mar 21	6:00 PM	9:00 PM	21	\$95
Windows 10 Workshop	M	Mar 5	Mar 5	6:00 PM	9:00 PM	3	\$25
iPhone/iPad Workshop	M	Mar 5	Mar 5	6:00 PM	8:00 PM	2	\$16

# Corporate & Career Development

## March 2018

### Location Schedules



*All classes require pre-enrollment. Please call, go online, or stop by the main campus to pay and enroll.*

**Enroll online at [www.sotech.edu](http://www.sotech.edu) - Click Short Term Offerings tab, then Enrollment.**

#### **ARDMORE CAMPUS to enroll call (580)224-8203**

<b>Class Name</b>	<b>Days</b>	<b>Begin</b>	<b>End</b>	<b>Start</b>	<b>Finish</b>	<b>HRS</b>	<b>In-Dist</b>
Wreath Making: Easter	T	Mar 6	Mar 6	6:00 PM	8:30 PM	2.5	\$25
Basic Cake Decorating - Beginner	T	Mar 6	Mar 27	6:00 PM	9:00 PM	9	\$74
safeTALK - Suicide Alertness	T	Mar 6	Mar 6	6:00 PM	8:30 PM	4	\$0
Heartsaver CPR, First Aid, & AED	W	Mar 7	Mar 7	4:00 PM	9:30 PM	6	\$72
Safety Awareness - Machine Guarding	W	Mar 7	Mar 7	6:00 PM	7:00 PM	1	\$10
How to Finance Your Business	Th	Mar 8	Mar 8	11:00 AM	12:00 PM	1	\$0
Dermaplaning	F	Mar 9	Mar 9	8:00 AM	5:00 PM	8	\$195
CNA Fast-Track (Orientation 3/5/18)	M-F	Mar 9	Apr 10	7:30 AM	4:00 PM	136	\$455
Expected Progeny Differences EPD's	Sat	Mar 17	Mar 17	8:30 AM	12:00 PM	3.5	\$27
DIY Chalkboard Photo Prop	M	Mar 19	Mar 19	6:00 PM	9:00 PM	2	\$35
Complete Your Pinterest Project	M	Mar 19	Mar 26	6:00 PM	8:30 PM	5	\$35
Managing Customer Service	M	Mar 19	Mar 26	6:00 PM	9:00 PM	6	\$40
Buying and Selling on Ebay	M	Mar 19	Mar 26	6:00 PM	8:00 PM	4	\$29
Home Health Deeming	M	Mar 19	Mar 26	8:00 AM	4:30 PM	16	\$181
Microsoft Office Spec. Word Level 3	M,W	Mar 19	Mar 28	6:00 PM	9:00 PM	12	\$75
Word - Working with Text	M	Mar 19	Mar 19	6:00 PM	8:00 PM	2	\$15
BLS CPR for Health Care Provider	T	Mar 20	Mar 20	4:00 PM	9:30 PM	5.5	\$57
Creating a Dynamite Job Portfolio	T	Mar 20	Mar 27	9:00 AM	12:00 PM	6	\$40
Excel - Formulas & Functions	T	Mar 20	Mar 20	6:00 PM	8:00 PM	2	\$15
Personal Finance	T,Th	Mar 20	Apr 12	6:00 PM	9:00 PM	24	\$147
Safety Awareness - Hydrogen Sulfide	W	Mar 21	Mar 21	6:00 PM	7:00 PM	1	\$10
No-Sew Fabric Memory Board	Th	Mar 22	Mar 22	6:00 PM	8:00 PM	2	\$19
Apps for the classroom	Th	Mar 22	Mar 29	6:00 PM	8:00 PM	4	\$25
Business Succession Planning	Th	Mar 22	Mar 29	1:00 PM	4:00 PM	6	\$35
Safety Awareness - Portable Fire Extinguishers	Th	Mar 22	Mar 22	6:00 PM	8:00 PM	2	\$15
Security Guard Phase 2	M-Th	Mar 22	Apr 3	6:00 PM	9:00 PM	21	\$95
Amazing Carrot Cake	M	Mar 26	Mar 26	6:00 PM	8:30 PM	2.5	\$36
AIA - Basic Adjusting	M-F	Mar 26	Apr 6	8:00 AM	5:00 PM	80	\$1,495
Microsoft Office Spec. Excel Level 1	M-Th	Mar 26	Mar 29	6:00 PM	9:00 PM	12	\$75

# Corporate & Career Development

## March 2018

### Location Schedules



*All classes require pre-enrollment. Please call, go online, or stop by the main campus to pay and enroll.*

**Enroll online at [www.sotech.edu](http://www.sotech.edu) - Click Short Term Offerings tab, then Enrollment.**

#### **ARDMORE CAMPUS to enroll call (580)224-8203**

<b>Class Name</b>	<b>Days</b>	<b>Begin</b>	<b>End</b>	<b>Start</b>	<b>Finish</b>	<b>HRS</b>	<b>In-Dist</b>
PowerPoint - Text & Objects	M	Mar 26	Mar 26	6:00 PM	8:00 PM	2	\$15
Word - Reviewing Documents & Collaboration	M	Mar 26	Mar 26	6:00 PM	8:00 PM	2	\$15
Advanced Cabinet Making	T,Th	Mar 27	May 10	5:30 PM	8:30 PM	42	\$350
Digital Photography 1	T,Th	Mar 27	Apr 5	6:00 PM	9:00 PM	12	\$72
Friends and Family CPR Anytime	W	Mar 28	Mar 28	6:00 PM	8:00 PM	2	\$21
Unstuffed Cabbage Roll	Th	Mar 29	Mar 29	6:00 PM	8:00 PM	2	\$35
MMPI Exam	Call for Appointment					3	\$100
Nurse Refresher	Call or Go Online for More Information					160	\$2,599
Pre-Pharmacy Technician	FLEX Track					300	\$399

# Corporate & Career Development

March 2018

## Location Schedules



*All classes require pre-enrollment. Please call, go online, or stop by the main campus to pay and enroll.*

**Enroll online at [www.sotech.edu](http://www.sotech.edu) - Click Short Term Offerings tab, then Enrollment.**

**LOVE COUNTY EXTENSION CENTER to enroll call (580)224-8201**

<b>Class Name</b>	<b>Days</b>	<b>Begin</b>	<b>End</b>	<b>Start</b>	<b>Finish</b>	<b>HRS</b>	<b>In-Dist</b>
Digital Photography Workshop	T,Th	Mar 6	Mar 8	6:00 PM	9:00 PM	6	\$47
Nurse Refresher	Call or Go Online for More Information					160	\$2,599
Pre-Pharmacy Technician	FLEX Track					300	\$399

## March 2018

### Location Schedules

All classes require pre-enrollment. Please call, go online, or stop by the main campus to pay and enroll.

Enroll online at [www.sotech.edu](http://www.sotech.edu) - Click Short Term Offerings tab, then Enrollment.

#### MURRAY COUNTY EXTENSION CENTER to enroll call (580)622-6710

Class Name	Days	Begin	End	Start	Finish	HRS	In-Dist
HAZWOPER Awareness	M,W	Mar 5	Mar 7	5:00 PM	9:00 PM	8	\$75
Double Lemon Cake	M	Mar 5	Mar 5	6:00 PM	8:30 PM	2.5	\$36
10 Hour OSHA - General	T,W,Th	Mar 6	Mar 8	5:00 PM	9:00 PM	10	\$65
Coaching & Mentoring	T,W,Th	Mar 6	Mar 7	9:00 AM	4:00 PM	12	\$75
Managing Money: Financial Literacy	W	Mar 7	Mar 28	6:00 PM	9:00 PM	9	\$63
Facebook and Skype for Beginners	W	Mar 7	Mar 7	3:00 PM	5:00 PM	2	\$16
Customer Service	Th	Mar 8	Mar 8	5:30 PM	8:00 PM	2.5	\$20
Excel - Working with Data	Th	Mar 8	Mar 8	3:00 PM	5:00 PM	2	\$15
Closing the Generation Gap	F	Mar 9	Mar 23	9:00 AM	12:00 PM	6	\$35
Talent Management	T	Mar 20	Mar 27	6:00 PM	9:00 PM	6	\$40
Networking for Success	T	Mar 20	Mar 27	6:00 PM	9:00 PM	6	\$40
Microsoft Office Spec. Word Level 1	T,Th	Mar 20	Mar 29	6:00 PM	9:00 PM	12	\$75
BLS CPR for Health Care Providers Online/Skills	W	Mar 21	Mar 21	1:00 PM	3:00 PM	6	\$69
Sewing: 2 Pillow Cases from 1 Blanket	W	Mar 21	Mar 21	4:30 PM	6:30 PM	2	\$19
Canvas Painting: Landscape	Th	Mar 22	Mar 22	5:30 PM	8:00 PM	2.5	\$15
Administrative Assistant 3	W	Mar 28	Apr 25	9:00 AM	12:00 PM	15	\$93
Canvas Painting	W	Mar 29	Mar 29	10:00 AM	12:00 AM	2	\$0
Nurse Refresher	Call or Go Online for More Information					160	\$2,599
Pre-Pharmacy Technician	FLEX Track					300	\$399

#### WESTERN EXTENSION CENTER to enroll call (580)224-8201

Class Name	Days	Begin	End	Start	Finish	HRS	In-Dist
Customer Service	Th	Mar 1	Mar 1	5:30 PM	8:00 PM	2.5	\$20
Logistics & Supply Chain Management	Th	Mar 1	Mar 29	6:00 PM	9:00 PM	12	\$75
Inventory Control	T	Mar 6	Mar 6	5:00 PM	9:00 PM	4	\$35
Android Phone/Tablet Workshop	W	Mar 7	Mar 7	2:00 PM	4:00 PM	2	\$0
Buying and Selling on Ebay	Th	Mar 8	Mar 8	6:00 PM	9:00 PM	3	\$29
Safety Awareness - Bloodborne Pathogens	Th	Mar 8	Mar 8	5:00 PM	7:00 PM	2	\$15
Canvas Painting: Sunflower	Th	Mar 15	Mar 15	5:30 PM	8:00 PM	2.5	\$15
German Chocolate Cake	M	Mar 19	Mar 19	6:00 PM	8:30 PM	2.5	\$36
Self-Leadership	T	Mar 20	Mar 27	6:00 PM	9:00 PM	6	\$40
Twitter 101	W	Mar 21	Mar 21	2:00 PM	4:00 PM	2	\$0
Estate Planning	Th	Mar 22	Mar 22	6:00 PM	9:00 PM	3	\$25
HAZWOPER Awareness	M,T	Mar 26	Mar 27	5:00 PM	9:00 PM	8	\$75
Calligraphy & Monograms	Th	Mar 29	Mar 29	5:30 PM	7:30 PM	2	\$15
Nurse Refresher	Call or Go Online for More Information					160	\$2,599
Pre-Pharmacy Technician	FLEX Track					300	\$399

**\*\*Meeting at the Ringling Library**

All classes require pre-enrollment. Please call, go online, or stop by the main campus to pay and enroll.

SOTC is a Title IX School