

# TUNXIS COMMUNITY COLLEGE

SPRING 2022

Career Training and Credit Programs

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## HEALTH CAREERS

Choose from many In-demand certifications.

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## ENERGY MANAGEMENT

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**SNAP**  
SCHOLARSHIPS  
AVAILABLE!

See page 4.



## Career Training Programs

- Certified Sterile Processing Technician
- Certified Phlebotomy Technician/EKG Technician
- Certified Phlebotomy Technician
- Certified Patient Care Technician
- Certified Pharmacy Technician
- Certified Nurse Aide (CNA)
- Registered Medical Assistant
- Veterinary Assistant
- Massage Therapy
- Legal Secretary
- EMT



**SNAP SCHOLARSHIPS AVAILABLE**



**SAVE \$100**  
off any Career Training Program!



Class must be over \$300 and coupon presented at time of registration. Valid with this coupon.  
CAREER TRAINING PROGRAMS ONLY. Cannot be combined with any other offers. Expires 3/5/2022.



## Healthcare Career Programs

Phone: 860.773.1448 or  
860.314.4700 (EMT Program)

## Continuing Education & Workforce Development

Phone: 860.773.1448      Bristol: 860.314.4700  
Fax: 860.606.9732      Fax: 860.606.9722 (Bristol)  
Online: [tunxis.edu/ce](http://tunxis.edu/ce)      Email: [tx-continuing-ed@tunxis.edu](mailto:tx-continuing-ed@tunxis.edu)

## Accessibility and Equal Opportunity

Tunxis Community College is committed to access and equal opportunity. Should you require academic adjustments to participate in any of the programs offered through Continuing Education & Workforce Development, please contact the Academic Success & Tutoring Center (860.773.1530), and speak to a Learning Accessibility specialist at least three weeks before the start of your class. Alternative formats of this material may be provided upon request.

Tunxis does not discriminate on the basis of race, color, religious creed, age, sex, national origin, marital status, ancestry, present or past history of mental disorder, learning disability or physical disability, sexual orientation, gender identity and expression or genetic information in its programs and activities. In addition, the College does not discriminate in employment on the additional basis of veteran status or criminal record.

The College makes every effort to maintain the schedule of courses as announced in this publication. However, the College reserves the right to extend, expand or delete courses, change course formats and instructors, change rooms or cancel courses without previous announcement, based on enrollment, budget, or other constraints.

## Coronavirus (COVID-19) Pandemic Statement

Beginning March 2020, Connecticut along with the rest of the United States suffered the effects of the COVID-19 coronavirus pandemic. Day-to-day life as it existed before the pandemic changed drastically, and individuals and institutions adapted to new practices and behaviors. Normative actions now include wearing facial masks, maintaining social distance, and working and learning remotely. Learning about and adherence to Center for Disease Control and Prevention (CDC) guidance has become a way of life. This academic year so much is uncertain including the continuing threat of COVID-19.

The Connecticut State Colleges and Universities (CSCU) must adapt to meet this reality. Going forward, it is up to all of us – faculty, staff and students – to do our part to ensure our campus community stays as healthy and safe as possible. This is a shared responsibility, and every member of our community must adhere to national, state, and local health guidelines and requirements, and adhere to those measures Tunxis Community College deems safe and appropriate for the campus. This will include social distancing, wearing masks or other facial coverings, not reporting to class or work if sick, and isolating when required.

Although Tunxis Community College has developed a schedule of courses that includes some in-class and on-ground instruction, no one knows what the future may hold. In the case of an outbreak of the coronavirus or other illness, the institution reserves the right to adapt the format of any class to an entirely online/distance learning modality as public health conditions warrant. Such change will not result in any increase or decrease of tuition and fees. We all understand that tuition and fees are in exchange for learning, academic credit, and certain non-academic services regardless of whether taught on-ground, in a hybrid environment or entirely remotely.

Most important to CSCU and Tunxis Community College is the health, safety and welfare of every member of its community. Yet, despite campus efforts to comply with health and safety guidelines, it is not possible to guarantee a disease free environment, or to guarantee that campuses will not close and return to an online-only learning environment. These are the realities of working and learning during a pandemic. If you choose to return to campus during the pandemic, you accept that you are willing to do your part to keep the campus safe and acknowledge that you may be required to complete your course work in an evolving or remote learning environment.

# Spring 2022

## Career Training and Credit Programs

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Published twice a year by Tunxis Community College,  
271 Scott Swamp Road, Farmington, Connecticut 06032



*From the classroom to a healthcare career in weeks to months.*

## Scholarships for SNAP Recipients

If you are a Connecticut resident and currently receive SNAP assistance, you may be eligible to enroll in one of our healthcare career certificate programs at no cost!

We are proud to be able to offer these federally funded scholarships, which are administered through the state's Department of Social Services.

Website: <https://portal.ct.gov/DSS/SNAP/Supplemental-Nutrition-Assistance-Program---SNAP/Eligibility>

The following certificates\*\* are included in this scholarship program:

- Certified Nurse Aide
- Certified Patient Care Technician
- Certified Pharmacy Technician
- Certified Phlebotomy Technician
- Certified Sterile Processing Technician
- Certified Phlebotomy & EKG Technician
- Emergency Medical Technician
- Legal Secretary
- Registered Medical Assistant
- Veterinary Assistant
- Most degree & credit certificates

\*\*List is subject to change

SNAP scholarships are available to primary card holders who do not receive TANF assistance.

Contact the SNAP Success Coach, Shaina Hamel, at 860.773.1770 or [SNAP@tunxis.edu](mailto:SNAP@tunxis.edu) to see if you qualify and sign up for a mandatory orientation.



## HEALTHCARE CAREERS INFORMATION

### Loan Option - CHESLA

Connecticut Higher Education Supplemental Loan Authority  
<https://www.chesla.org>

The **CHESLA Loan** is a low-cost fixed interest rate student loan available to Connecticut residents attending college in-state or out-of-state and to U.S. students attending college in Connecticut.

- Low fixed interest rate with stable and predictable monthly payments.
- Interest-only payments while in school for undergrads and for a six-month grace period after the student leaves school.
- An online application and pre-approval process.
- No deadline for application and no application fee.
- A student or co-applicant(s) (if any) must have a minimum \$20,000 adjusted gross annual income (AGI). There is no maximum income limit.
- Loans from \$2,000 up to the total cost of education per academic year (less any other financial aid received), to a cumulative maximum total of \$125,000
- The review and processing of an application takes no longer than 2 weeks. The college will then need to certify the loan and there is a required rescission period. At that point, the college will set a disbursement date with the loan servicer.

### WIOA - Workforce Innovation and Opportunity Act

Tunxis Continuing Education offers a number of Workforce Innovation and Opportunity Act (WIOA) approved programs that are funded through the American Job Center, New Britain. **Call 860.899.3500 to learn more.**

### Charter Oak State College

Students who have successfully completed the Registered Medical Assistant, Certified Patient Care Technician, Certified Phlebotomy Technician, Certified Pharmacy Technician, and/or CNA, Programs are eligible to receive college credit through the Connecticut Credit Assessment Program administered by Charter Oak State College. Credits may be used at Charter Oak State College or transferred to another school by setting up a credit registry with Charter Oak.

*(Note: any transfer credit is at the discretion of the institution.)*

<http://www.charteroak.edu/current/programs/creditregistry.cfm>

*Please be advised that if you have been convicted of a felony or misdemeanor, you may not be eligible for clinical experiences, internships, externships or certifications associated with certain healthcare careers courses or programs. Those with previous convictions may also find it difficult to secure employment within a health care setting.*

# CAREER TRAINING: HEALTHCARE

## Certified Patient Care Technician (CPCT) Program

WIOA Approved

SNAP Approved

To earn the CPCT certification from Tunxis, you must successfully complete the following programs within two years (all programs must be taken at Tunxis):

- Certified Nurse Aide program or provide proof of current CNA certification or LPN licensure
- Certified Phlebotomy Technician program
- Certified EKG Technician program
- BLS CPR for Health Care Providers

**IMPORTANT!**

Students who complete this program are eligible to take the National Healthcareer Association CPCT Examination.

### Payment Information

Total program cost is \$5,347.

- Includes CPCT examination fees and exam review guide

### Contact Information

For more info, call 860.773.1448 or email [tx-continuing-ed@tunxis.edu](mailto:tx-continuing-ed@tunxis.edu).



## BLS CPR for Health Care Providers and Heartsaver First Aid

Designed for health care professionals who respond to cardiac and respiratory emergencies, this three-hour course covers one-and two-person rescuer — adult, child and infant CPR, Foreign Body Airway Obstruction, and the AED. Heartsaver First aid course is designed to give you confidence to respond in an emergency situation and necessary skill set that can help save a life. Cost includes textbook, course completion card and exam.

This course is required for some Healthcare Career Programs.

Dates: TBA

Cost: \$206 for both or \$103 each

Room: Founders Hall



This course is required for all Healthcare Career Programs

### Essential Job Skills & Career Development

This 14-hour course is designed to aid students in successfully transitioning into their chosen careers. Emphasis will be placed on the development of a resume, essential interview skills, and soft skills to give students the tools to secure and retain employment. Students will engage in mock interviews to develop these skills. Guest speakers will cover topics such as “what makes a successful employee” and “how to ensure a good interview.” Team building, conflict resolution in the workplace and providing quality customer service will also be covered. Note: Bring USB drive and resume to class.

Required for a certificate of completion from the following programs:

- Certified Nurse Aide
- Certified Phlebotomy Technician
- Certified Phlebotomy/EKG Tech.
- Certified Sterile Processing Tech.
- Certified Pharmacy Technician
- Certified Patient Care Technician
- Registered Medical Assistant
- Veterinary Assistant
- Legal Secretary

Cost: \$175

(Tuition for this course is included in each program's total cost.)



# CAREER TRAINING: HEALTHCARE

## Certified Pharmacy Technician Program

WIOA Approved

SNAP Approved

This 134-hour program prepares you for an entry-level position in a hospital, community or mail order pharmacy. Topics include medical terminology; reading and interpreting prescriptions; and defining drugs by generic and brand names. Students will learn dosage calculation; I.V. flow rate; drug compounding; and dose conversion. Dispensing of prescriptions, inventory control, billing, and insurance reimbursement will also be discussed. Students must attend at least 90% of the classes and a minimum grade of 70 to pass the program.

Course prerequisite: basic fluency in both math and algebra. Students who complete this program are eligible to take the Pharmacy Technician Certification Board Examination (PTCB).

Jan. 10 - April 14 – online

Instructors: CT Pharmacists Assoc.

**Payment Information:** Total program cost is \$2,491.

- Includes tuition, administrative fee, books, Essential Job Skills & Career Development course: Feb. 28 - March 25 (see p. 5) and the PTCB exam. fee.
- A payment plan is available.

### Contact information

For more information or to register, call 860.773.1448 or email [tx-continuing-ed@tunxis.edu](mailto:tx-continuing-ed@tunxis.edu).



## NEW! Medical Cannabis and Hemp CBD Advisor

Enroll in online training based on dosage protocols, peer-reviewed science and renowned cannabis clinician Dr. Dustin Sulak's clinical experience managing 10,000's of patients and training medical providers. The course will teach pharmacy students how to help patients and consumers use cannabis and hemp CBD to achieve the best possible results as a Healer Certified Advisor.



This program is designed for industry professionals, healthcare providers and consumers, and includes curriculum on the pharmacology of cannabis, how it works and effects, dosage, drug interactions and consumer safety, and much more.

**\$225 fee includes webinars and online library access to more materials.**

*Note: In Connecticut you must be a certified pharmacy technician to work in a marijuana dispensary. See program details above.*

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## Massage Therapy

WIOA Approved

Massage therapy is one of the fastest growing and most diverse occupations in the health care industry. This 13-month program prepares you for work in health clubs, gyms, day spas, corporate settings, massage clinics, with chiropractors, or to start your own business. Massage therapists treat clients by using touch to manipulate the muscles and other soft tissues of the body. With their touch, therapists relieve pain, help heal injuries, improve circulation, relieve stress, increase relaxation, and aid in the general wellness of clients. Students who complete this program are eligible to take the national licensure exam (MBLEx). The MBLEx (Massage & Bodywork Licensing Examination) is governed by the Federation of State Massage Therapy Boards (FSMTB). It is designed to provide a standard examination for students of massage for entry-level professional scope of practice in gaining licensure.

Instructor: TBD

### Payment Information

Total program cost is \$9,222

- Includes tuition, administrative fee, textbooks, clinical internship, uniforms and MBLEx examination fee. (Licensing fee is not included)
- A payment plan is available.

### Contact Information

For more information, please call 860.773.1448 or [tx-continuing-ed@tunxis.edu](mailto:tx-continuing-ed@tunxis.edu).



# CAREER TRAINING: HEALTHCARE

## Registered Medical Assistant Program

WIOA Approved

SNAP Approved

Registered medical assistants are in demand. Learn office procedures and everyday tasks MAs perform in doctors' offices, clinics, and hospitals. This program includes computer skills; therapeutic communication skills; anatomy & physiology; clinical office procedures; phlebotomy & pharmacology; electronic health records; financial management; healthcare insurance processing; billing and coding; medical law & ethics; medical office procedures; and medical terminology. Students who complete this program are eligible to take the American Medical Technologists' RMA National Examination.

- Clinical externships are held at physicians' offices and clinics within our college service area.

Spring program starts January 21 (F) - Orientation

**Payment Information:** Total program cost \$8,537.

- Includes tuition, administrative fee, books, uniforms, and AMT examination fees. A payment plan is available.

**Contact Information:** for more information or to register, call 860.773.1448 or email [tx-continuing-ed@tunxis.edu](mailto:tx-continuing-ed@tunxis.edu).



## Veterinary Assistant Program

Gain the knowledge and skills you'll need for an entry-level position as a veterinary assistant. Our 14-week program will prepare you to become part of the veterinary team. Learn routine tasks used on a day-to-day basis to ensure quality pet care. Course components include Veterinary Front Office, Veterinary Assisting I & 2, Dental/Surgical Assisting and Veterinary Clinical Internship. This course is taught by a certified veterinary technician who is actively working in the industry. A minimum grade of 70 and 80% attendance is required to pass the program.

**Dates:** Jan. 21 – April 27 - hybrid

- Essential Job Skills & Career Dev.: Feb. 7 – March 11 (see p. 5) – online

**Instructor:** Michael Lavoie

**Payment Information:** Total program cost \$1,159.

- Includes tuition and textbook.
- A payment plan is available.

**Contact Information:** for more information or to register, call 860.773.1448 or email [tx-continuing-ed@tunxis.edu](mailto:tx-continuing-ed@tunxis.edu).



## Pet First Aid

The program will present those skills necessary for you to care for your pets before, during, and after an emergency. Topics include pet basic first aid, pet CPR, choking care, heat and cold emergencies, health signs to watch out for. This class DOES NOT replace the need for your veterinarian. Pets are not allowed to attend the class with the exception of service and K-9 working dogs.

**Feb. 26 (S); 9AM – 1PM**

**April 2 (S); 9AM – 1PM**

**Location:** Tunxis@Bristol,  
430 North Main Street, Bristol  
**Fee:** \$43 (includes text)

**For more information or to register, call 860.314.4700.**





# CAREER TRAINING: HEALTHCARE

## Certified Phlebotomy Technician Program

WIOA Approved

SNAP Approved

This program is 120 hours and includes classroom and a hands-on training. Course content includes: basic aspects of medical terminology; anatomy and physiology; venipuncture; specimen collection procedures; safety and universal precautions; common laboratory tests with clinical significance to body systems and disease processes; and laboratory equipment. Students must attend 100% of the classes (make-up time available), receive a minimum grade of 75 and satisfactory on all lab evaluations to pass the program.

Students are then eligible to sit for the National Healthcareer Association (NHA) CPT certification examination which is administered at the college. An optional externship experience is available after students complete the program.

**Day program (hybrid): Jan. 10 – April 1,  
on campus labs Feb. 7 – March 24 (T/TH) 9AM-2PM**

- Essential Job Skills & Career Dev.: Feb. 22 – March 25 - online

**Evening program (hybrid): Feb. 14 – May 6,  
on campus labs Feb. 22 – April 27 (T/W), 5:45-9:30PM**

- Essential Job Skills & Career Dev.: March 14 – April 14 - online

### Payment Information

Total program cost is \$2,642.

- Includes tuition, administrative fee, books, uniforms, Essential Job Skills & Career Development Course (see p. 5), and NHA CPT examination fee.
- \$285 (optional) Phlebotomy Externship fee (24 hours).
- A payment plan is available.

### Contact Information

For more information or to register, call 860.773.1448 or email [tx-continuing-ed@tunxis.edu](mailto:tx-continuing-ed@tunxis.edu).

## NEW! Phlebotomy Refresher Course\*\*

If you need to brush up on your venipuncture skills, this 15-hour course may be for you! It includes a review of:

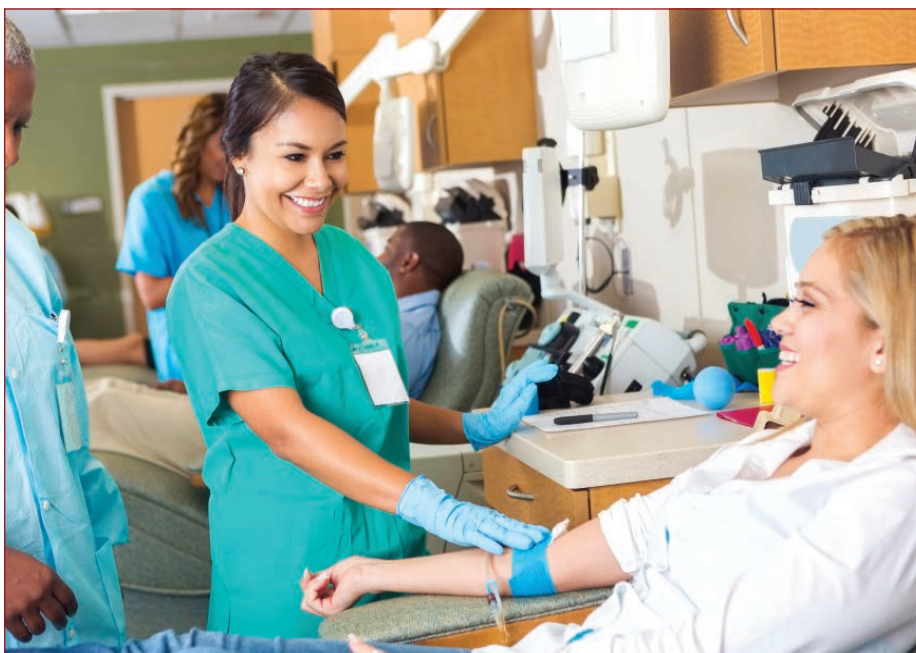
- Venipuncture procedure
- Labeling of specimens
- Tubes
- Order of draw
- Vein and site selection
- Infection control practices
- HIPAA
- Possible complications and special situations

The instructor will assess your current knowledge and technique prior to the start of the class. You may be advised to take a Phlebotomy program again. Hands-on experiences drawing blood and performing fingersticks will be done on fellow students and yourself in a supervised laboratory setting.

**\*\*Recommended if you haven't worked or been employed as a phlebotomist in the last 3 years.**

Students will work with coordinator to set up schedule.

Coordinator: Cheryl Conaty, RN  
Fee: \$399



Education That Works For a Lifetime

*Please be advised that if you have been convicted of a felony or misdemeanor, you may not be eligible for clinical experiences, internships, externships or certifications associated with certain healthcare careers courses or programs. Those with previous convictions may also find it difficult to secure employment within a health care setting.*



# CAREER TRAINING: HEALTHCARE

## Certified EKG Technician Program

Certified EKG technicians perform the critical tasks of administering electrocardiograms (EKGs) as well as Holter monitoring and stress testing. These tests can be performed during physical exams, when cardiovascular problems are suspected, or in preparation for surgery. The majority of technicians work in hospitals, physicians' offices and medical and diagnostic laboratories. Students must attend 100% of the classes (make-up time available), receive a minimum grade of 70 and satisfactory on all lab evaluations to pass the program.

**Jan. 31 – April 8 (49 hours) hybrid;  
4 labs on campus (2/17, 3/10, 3/24, 4/7),  
5:30-9PM**

### Payment Information:

Total program cost is \$1,129.

- Includes tuition, textbook and NHA CET examination fee.
- A payment plan is available.

### Contact Information

For more information or to register, call 860.773.1448 or email [tx-continuing-ed@tunxis.edu](mailto:tx-continuing-ed@tunxis.edu).



WIOA Approved

SNAP Approved

The Certified EKG Technician Program can be combined with the Certified Phlebotomy Program.

Become more marketable and add to your skill set!

Phlebotomy and EKG Technician are often taken together. If you add CNA and CPR/First Aid it will qualify you for Patient Care Technician. Students are then eligible to sit for the National Healthcareer Association (NHA) CPT & CET certification examination which is administered at the college.

An optional Phlebotomy externship experience is available after students complete the program (see below).



## Phlebotomy Technician Externship (optional - 24 hours)

Open to recent program graduates and Phlebotomy Refresher students

Our clinical externship program, in affiliation with UConn Health Center and Bristol Hospital, offers students an opportunity to master their phlebotomy skills in a structured and supervised environment with professionals currently working in the field. Our graduates typically get more than enough "sticks" to make them competitive for job opportunities that require experience. Clinical hours are during the day from 8AM to 4:30PM.

Students will work with coordinator to set up schedule.

Coordinator: Cheryl Conaty, RN

Fee: \$285

Tunxis  
Community  
College



Education That Works For a Lifetime

# CAREER TRAINING: HEALTHCARE

## Certified Nurse Aide (CNA)

WIOA Approved

SNAP Approved

CNAs are in demand and our students have great success with job placement! All of our program options are approved by the CT Department of Public Health and lead to state certification. Students must attend 100% of the classes (make-up time is available), receive a minimum grade of 75 and satisfactory on lab and clinical evaluations to pass the program. The state examination is taken at the College.

1. Lecture: Jan. 7 - Feb. 25 – online (Jobs Skills course: Feb. 7 – Mar. 2 – online)

Pick one section of lab from the following:

A. Day Clinical/Lab: Jan. 10 – Feb. 23 (M/W), 8:30AM - 1:30PM/2:30PM

B. Evening Clinical/Lab: Jan. 11 – Feb. 24 (T/TH), 3:00 - 8:30PM/9:30PM

C. Evening Clinical/Lab: Jan. 27 – Feb. 17 (T/TH), 3:00 - 9:30PM

2. Lecture: Mar. 4 - Apr. 22 – online (Jobs Skills course: Mar. 14 – Apr. 22 – online)

Pick one section of lab from the following:

A. Day Clinical/Lab: Mar. 7 – Apr. 20 (M/W), 8:30AM - 1:30PM/2:30PM

B. Evening Clinical/Lab: Mar. 8 – Apr. 21 (T/TH), 3:00 - 8:30PM/9:30PM

C. Evening Clinical/Lab: Mar. 29 – Apr. 19 (T/TH), 3:00 - 9:30PM

### Payment information

Total program cost is \$1,651 (payment plan available) • Includes tuition, administrative fee, books, uniforms, Essential Job Skills & Career Development course, and CNA examination and registry fee.



For more information or to register, call 860.773.1448 or email [tx-continuing-ed@tunxis.edu](mailto:tx-continuing-ed@tunxis.edu).

## Certified Sterile Processing Technician

WIOA Approved

SNAP Approved

Certified sterile processing technicians are responsible for the sanitation and packaging of surgical instruments in hospitals, surgical centers and clinics. This 15-week program covers anatomy and physiology; microbiology and infection control; decontamination and sterilization processing; and how to handle, care for, and identify surgical instruments. A minimum grade of 70 and 80% class attendance is necessary for successful completion of the course. The student is then eligible to take the national certification examination through the Certification Board for Sterile Processing and Distribution, Inc. (CBSPD). Students must be certified before they reach 18 months of employment.

Jan. 24 – April 14 – hybrid (On campus 2/10, 3/10, 4/7), 5 - 9PM, Room: 6-374

Instructor: Sarah Cruz, CSPDT, CRCST, CHL

### Payment information

Total program cost is \$2,218.

- Includes tuition, administrative fee, textbook, Essential Job Skills & Career Development course (see p. 5): Sept. 13 - Oct. 18 (online), and CBSPD national examination fee.
- A payment plan is available.



## Certified Sterile Processing Technician Internship (optional) (20 hours)

Complete an internship for the CSPT course at either the St. Francis Hospital Orthopedic Associates Surgery Center in Rocky Hill, or Glastonbury Surgery Center. Learn the hands-on skills that will make you more marketable and add this experience to your resume!

Students will work with Coordinator, Cheryl Conaty, RN, to set up schedule.

Fee: \$285



# CAREER TRAINING: HEALTHCARE

## EMT Basic

The curriculum prepares you to take the exams to become nationally registered and state of Connecticut certified at the basic level. Lectures, demonstrations and hands-on training provide the knowledge and skills required for certification. Students must complete the 10 clinical hours with Bristol EMS. There are no prerequisites for this course, but you must be at least 16 years of age.

*Be advised that long-term EMT training is intensive in nature and will require a commitment of time and energy on your part. It is your responsibility to make time in your life to successfully complete the course and pass all certification requirements.*

**Jan. 26 – May 18 (M/W); 6-10PM – Plus select Saturdays, 9AM-3PM**

**Fee: \$859 (includes text, CPR manual, and stethoscope)**

*Note: exam fees of \$100 and \$80 are paid by student directly to the state of Connecticut and the National Registry.*

**Location: Tunxis@Bristol, 430 North Main Street, Bristol**

**Phone: 860.314.4700, Fax: 1.860.606.9722 (Bristol)**



**EMT Training:  
Call 860.314.4700  
to register.**

**Instructors:  
James Dubowsky,  
Sharon Kenney  
and Staff**



## CAREER TRAINING: PARAPROFESSIONAL & LEGAL

### NEW! Paraeducator Training

This 6-week course is designed to prepare individuals to work as a paraprofessional, also known as a paraeducator. This course will also give an overview on current SEL (social and emotion learning) techniques and best practices. A paraeducator is an employee who assists teachers and/or other professional educators or therapists in the delivery of instructional and related services to students. The paraeducator works under the direct supervision of the teacher or other certified or licensed professional. The ultimate responsibility for the design, implementation and evaluation of instructional programs, including assessment of student progress, is a collaborative effort of certified and licensed staff (ct.gov). At the end of the course students will be ready to sit for the Para Pro exam and be prepared for job searching in the field.

**Dates: Feb. 28 – April 11**  
**(online with live components)**  
**Cost \$399**

**Instructor: Tina Taylor**



**To register, call  
860.773.1448 or  
email [tx-continuing-  
ed@tunxis.edu](mailto:tx-continuing-ed@tunxis.edu).**



**To register, call 860.773.1448 or  
email [Tx-continuing-ed@tunxis.edu](mailto:Tx-continuing-ed@tunxis.edu).**

**Dates: Feb. 28 – May 23 (W), 5:30-7:30PM (LRON)**  
**Total Program Cost \$1,099**

According to the U.S. Dept. of Labor's Bureau of Labor Statistics, the median annual wage for a legal secretary in 2018 was \$46,360.

### NEW! Legal Secretary Program

A legal secretary is an administrative assistant trained exclusively in the field of law. Through a comprehensive and specialized training program, legal secretaries are proficient at handling all administrative duties within a law office or legal department setting.

Employed in a number of settings, including law firms and legal departments within private corporations, insurance companies and real estate firms, legal secretaries may perform a number of daily tasks, including:

- Arrange for the delivery of legal paperwork
- Type correspondence and legal paperwork
- Transcribe court proceedings and other recorded meetings
- Schedule, coordinate and confirm court dates, appointments, and meetings
- Conduct research in legal matters

Legal secretaries must have excellent phone and computer skills and must be able to effectively perform a number of routine tasks at a moments notice:

- Maintain calendars and schedules for a number of attorneys
- Develop/maintain comprehensive, organized billing system
- Ensure all billable hours are accurately recorded
- Understand the basics of a number of court documents, such as summons and subpoenas
- Arrange for the filing of court documents

Legal secretaries must possess excellent judgment and make important decisions within the scope of their duties on a daily basis. Source: ParalegalEDU.org

**Tunxis now offers a new Paralegal Studies credit certificate program (contact: Angela Fierro, [Afierro@tunxis.edu](mailto:Afierro@tunxis.edu)).**



# MOTORCYCLE RIDER EDUCATION

## *Largest Program in Connecticut!*

### **Courses available in Farmington, East Granby, Fairfield, and Stratford**

Motorcycling is one of the most exciting forms of transportation. You are totally responsible for every action taken — from timing each shift to keeping a keen eye out for other motorists. To understand these responsibilities, a CT Motorcycle Rider course is the place to start. Expert instruction is offered to both the beginner and the experienced rider. Students must have the ability to ride a bicycle.



**CLASSES RUN APRIL THROUGH OCTOBER.**

#### **Basic Motorcycle Rider Course:**

Designed for the individual with little or no riding experience. Includes six hours of classroom instruction and 12 hours of on-cycle training. Classes are held evenings and weekends. You must have a driver's license and be physically able to operate a motorcycle. Motorcycles will be provided. Scooters available upon request.

**Fee: \$220 non-refundable**

#### **Private Lessons:**

Enjoy a personalized learning environment. Private and semi-private lessons comprise a maximum of 18 hours of both classroom and on-cycle instruction. Rider's ability determines length of course.

**Fee: \$850 private or \$425 semi-private**

Contact us to receive your Motorcycle Rider schedule of dates/times and registration information, or visit [tunxis.edu/motorcycle](https://tunxis.edu/motorcycle).

**For more information, call 860.773.1446  
or visit [tunxis.edu/motorcycle](https://tunxis.edu/motorcycle)**



### ***IT'S THE LAW!***

*All applicants for a new motorcycle license must successfully complete the Connecticut Motorcycle Rider Education Program.*

### **ride4ever.org**

Visit [ride4ever.org](https://ride4ever.org) to prepare for your course (download course manual and study questions in advance), access safety information, and learn all the latest news. Also, watch the Basic Rider Course five-minute video, a summary of the training program.

### **IMPORTANT! NO EXCEPTIONS.**

Motorcycle course fees are nonrefundable. Select your class dates carefully to ensure your ability to attend all sessions of your class, on time. Any absence or tardiness will require you to register for another course, pay again, and start over. If you know you will miss a session due to a vacation, wedding, work, etc., **DO NOT** enroll in that class; please choose another.

# PROFESSIONAL DEVELOPMENT

## Professional Bartending with SMART Certification

This professional bartending course includes state and national SMART certification (Servers and Managers Alcohol Responsibility Training) recognized by the Connecticut Department of Liquor Control and police departments. Learn to serve responsibly, to spot signs of intoxication, and to respond appropriately. Students learn to make over 100 drinks. Instruction includes opening and closing procedures, product knowledge, speed of preparation, and people skills.

**Feb. 19 & 26 (S), 9AM – 5 PM or April 23 & 30 (S), 9AM – 5 PM**

**Instructor:** Paul Rich teaches SMART certification across CT and has been in the bartending industry for more than 20 years.

**Location:** Tunxis@Bristol, 430 North Main Street, Bristol.  
**Call 860.314.4700 for more information or to register.**

**Fee:** \$269 plus materials



*Learn how to serve responsibly!*

**The SMART Program provides servers and those in the liquor industry with the training they need to avoid liquor violations.**



**All Real Estate courses are approved by the Connecticut Real Estate Commission. You must bring your text books to the first class. Books available at the Tunxis Book Store.**

## Principles and Practices of Real Estate

Before you can sell real estate, you must pass the state tests to be licensed. Our class will prepare you by providing clear explanations of modern real estate practices and a working knowledge of real estate in Connecticut. Learn the special language of the real estate business, including operating procedures and important laws governing agency, title transfer, mortgages, agent conduct, and ethical practice. You will gain an extensive understanding of how the real estate marketplace works. Property owners, buyers, sellers, and anyone interested in pursuing real estate careers or operations will find this course beneficial and rewarding.

**Location:** Tunxis@Bristol, 430 North Main Street, Bristol.  
**Call 860.314.4700 for more information or to register.**

**Day class:** Feb. 9 – April 27 (M&W) 9AM – Noon (on ground)  
**Evening class:** Feb. 10 – April 28 (T & TH) 5:30 – 8:30PM (online)

**Instructor:** Laura Higgins  
**Fee:** \$539 plus text

## Security Guard Training

Are you seeking entry-level employment in security, law enforcement or criminal justice? Security guards are in demand at airports, hospitals, shopping malls, recreation and entertainment facilities, office buildings, business complexes, and many other settings. All state of Connecticut security guards are required to complete an 8-hour training course for certification. Successful completion of our course will ensure that you are eligible for certification and well-qualified for employment in this important field.

**Dates and times:** TBA

**Fee:** \$125

**Please call 860.773.1448 or email [tx-continuing-ed@tunxis.edu](mailto:tx-continuing-ed@tunxis.edu) for more information.**





## PROFESSIONAL DEVELOPMENT

### Electrical License Renewal Training Program 2022

#### License Required Electrical Training for Low Voltage Electricians

The Connecticut Department of Consumer Protection requires all Connecticut licensed electricians to take a four-hour continuing education course each year to renew their license. Classes for low voltage electricians are available. The program meets CT Department of Consumer Protection standards and includes OSHA regulations, Connecticut general statutes, building codes, 2017 National Electrical Code (NEC), code updates, and other specific skill areas.

**Students must bring to class the "NEC 2017" (National Electrical Code) book and a calculator.**

**The 2017 NEC electronic version may be used; however, the material must be on either a laptop or iPad.**

**A version on an iPhone will NOT be accepted!**

**Please call  
860.314.4700  
for dates.**

#### **NOTE:**

**4-hour format.  
Electrical license  
classes meet  
8AM – 12 noon,  
at Tunxis@Bristol,  
430 North Main St.  
(except as noted).  
860.314.4700**

**Fee: \$69**



#### OSHA 10 Construction Trades

OSHA 10-hour construction training is required for all employees of any public building project that are paid for in part by state, municipal, or federal funding. Our program meets the criteria outlined by OSHA's Outreach Training Initiative. Ideal for construction workers, project managers and superintendents.

**Feb. 11 & 12 (F/S); or Mar. 18 & 19 (F/S); or April 29 & 30 (F/S)**

**Location: Tunxis@Bristol, 430 North Main Street, Bristol**

**Fee: \$120**



#### OSHA 30 Construction Outreach Training

OSHA 30 Construction Outreach Training provides a variety of safety concerns and scenarios to workers who are responsible for safety on the job. The class includes training in hazard identification, avoidance, control and prevention. A special focus is placed on OSHA Focused Four Hazards, fall protection, electrical, being struck by an object, and caught in between. For construction job supervisors, and those personnel responsible for construction-related projects. Those who complete all 30 hours will receive an OSHA 30 Department of Labor outreach card.

**Mar. 17 & 18 and Mar. 24 & 25 (TH/F); 8AM - 4PM (Note: Social distancing and masks required)**

**Location: Tunxis@Bristol, 430 North Main Street, Bristol**

**Fee: \$269 Instructor: David Stevens**

**NOTE: You must attend all  
4 sessions to earn your card.**



Education That Works For a Lifetime

**For more information on any of the above course offerings or to register,  
call 860.314.4700, email [tx-bcc@tunxis.edu](mailto:tx-bcc@tunxis.edu), or fax 1.860.606.9722.**

Spring 2022 • Contact Tunxis Community College at [tunxis.edu](http://tunxis.edu) • 15

# PHOTOGRAPHY COURSES

## Understanding Your DSLR Camera

Learn how to operate your digital (DSLR) camera and discover its creative potential. Whether you are a beginner or have some experience, you will benefit from this course. Taking full advantage of your camera's capabilities, topics will include camera handling, understanding ISO settings, lens choices, creative filter use, working with aperture and shutter controls, when to use flash, and demystifying your camera's menus, plus much more. Join us in an informal atmosphere, with emphasis on the individual needs of each student. Students will need a digital (DSLR) camera with manual control capability.

**Feb. 28 – Mar. 21 (M);  
6-9PM (4 sessions)**

**Location: Tunxis@Bristol,  
430 North Main Street, Bristol  
Instructor: Eric Dreeke  
Fee: \$149**

## Applied Creative Photography

In **Understanding your Digital SLR Camera** you learned how to use your digital camera. Now it's time to practice what you've learned in this hands-on outdoor course. The class meets every week at four different photogenic locations, all within easy driving distance of the school. Each session will highlight particular camera skills learned in the classroom, and apply them to that week's location. A few of the many skills covered are: choosing the right ISO for the lighting conditions; should aperture, shutter priority, or manual exposure settings be used; when a CPL filter is appropriate; tripod use; "depth-of-field" a concern; the "best" lens choice, and much more. Plus, one session will be devoted to using shutter-priority to "freeze" or "blur" the motion of falling water. Prerequisite: **Understanding Your Digital SLR Camera**, or permission from the instructor before the start of the course.



**April 23 – May 14 (S);  
10AM-1PM (4 sessions)**

**Location: Class will be held off-site.  
Instructor will contact students  
with location.  
Instructor: Eric Dreeke  
Fee: \$149**

**Note: social distancing  
and masks required for all  
photography classes.**

## The Art of Photographic Composition

Take more visually compelling photographs as you learn the importance of compositional elements, subject placement, geometry, and lines. This class will teach effective use of photographic concepts which students will apply through several photo composition assignments and discussions.

**Mar. 22 & 29 (T);  
6 – 9PM (2 sessions)**

**Instructor: Kristen Hines-Baker  
Fee: \$79**

## Basic Artificial Lighting

You can't get this anywhere else!

This course is designed to introduce the beginning photographer to various artificial light sources and modifiers through a series of presentations and hands on practice. Learn how to manipulate artificial light to produce professional looking images that convey a visual mood. Demonstration and practice of: Hot lights, strobe lights, umbrellas, bounce and translucent screens, hard edge and soft edge "quality" of light, color temperature, white balance, digital histogram, light modifiers, directional lighting, mood lighting, "hair" light, lighting ratios, mixed source lighting, portrait, full figure, and group lighting, lighting on a "shoestring," studio strobes – large and small.

Prerequisites: Completion of "Understanding Your Digital SLR Camera" and "Applied Creative Photography" or approval of the instructor. Students are required to bring their digital SLR camera to class. Lighting equipment is not required but may be brought to class for personal use by the student.

**April 4 – 25 (M); 6 – 9PM (4 sessions)**

**Location: Tunxis@Bristol, 430 North Main Street, Bristol  
Instructor: Eric Dreeke  
Fee: \$149**

**For more information on any of the above course offerings or to register,  
call 860.314.4700, email [tx-bcc@tunxis.edu](mailto:tx-bcc@tunxis.edu), or fax 1.860.606.9722.**



# PHOTOGRAPHY COURSES

## DSLR Winter Photography Boot Camp

In this intensive two-and-a-half-day course you'll learn how to use your digital camera, how to photograph indoors with available light, and how sunlight at various times of the day affects your photos when you shoot on location. Understanding quality of light at different times of the day and knowing how to control your camera's settings at these times is tied directly to how your images of people, places and things will turn out. You will be guided through a series of easy to understand steps including setting menu options for specific situations, auto focusing, ISO settings, JPEG vs. RAW and so much more. This program is a great place to start your adventure in quality photography. Prerequisite: Own a digital camera.

**Jan. 12, 13, 14 (W-F); W&TH: 9AM – 3:30PM; F: 9AM – Noon**

**Instructor: Eric Dreek**

**Fee: \$175**

## Photoshop for Photographers

Have you wanted to use Photoshop but didn't know where to start? In this Photoshop course you will learn to navigate the program interface, how to properly use Photoshop tools, discover how to retouch and color correct images as well as an introduction to professional image overflows. Learn techniques used to create professional looking images using Camera Raw, layers, masks, filters, and blend modes. Advanced Photoshop users with no formal training will benefit from this class as tips, tricks, keyboard short cuts and essential foundation skills are covered. Basic computer skills are necessary. Students must have a PC or Laptop.

**Mar. 16 - May 20 (W) 6 – 8PM hybrid (6 sessions)**

**Instructor: Andy Mars**

**Fee: \$149**



## Digital Asset Management

Do you have THOUSANDS of photos? Are you running out of space on your computer hard drive? This is the perfect time to learn how to manage all your images from the comfort of your home!

Learn how to organize, back up, and archive your digital photos. This class will teach you how storage hardware, file formats, metadata and software applications work together to keep your images safe and easy to find. Work in the comfort of your home where you have access to all your images and external hard drives. Please note that Adobe Bridge will be our primary software for class examples. We recommend you take this class prior to Adobe Photoshop and have strong computer skills due to the instructor being virtual and not hands-on for computer issues. Please learn how to "share screen" on your computer in preparation for the class.

**April 5 – 19 (T); 6 – 9PM online (3 sessions)**

**Instructor: Karen Hines-Baker**

**Fee: \$109**

**For more information on any of the above course offerings or to register, call 860.314.4700, email [tx-bcc@tunxis.edu](mailto:tx-bcc@tunxis.edu), or fax 1.860.606.9722.**

## PHOTOGRAPHY COURSES

### iPhone Photography: Ordinary to Extraordinary

From photo enhancement for business, to seniors having fun turning photos into photo paintings – if you use photographs in your work or play, this class will help you with both! Find out how to edit your photos so they look phenomenal. Learn tips on photo composition. Discover how to use creative photo apps. This class will benefit any endeavor, from small businesses to restaurants, start-ups to senior citizens, from aspiring artists to photo sharing with family and friends. Learn how to turn your photos into works of art that may be used in your blog, on your website, or in your social media posts. Learn how to create your own photo art gifts and tell a story using photo collage. You are required to have an iPhone 7 or later and/or an iPad, with the option to purchase photo apps for a few dollars (average \$3-8) for your devices. Remember to have your iPhone and/or iPad batteries charged and remember your Apple id/passwords for downloading apps. Please download the free app Snapseed on your devices before the first class.

**Note:** All students are required to use a second device (any computer/tablet/iPad) during class so they can use their iPhone/iPad to work on apps during class time. The instructor will email students the online instructions one day before class.

**Feb. 2 – Mar. 9 (W); 6-8PM**

**Location:** Tunxis@Bristol, 430 North Main Street, Bristol  
**Instructor:** Andy Mars  
**Fee:** \$149



**For more information or to register, call 860.314.4700, email [tx-bcc@tunxis.edu](mailto:tx-bcc@tunxis.edu), or fax 1.860.606.9722.**

## SPECIAL INTEREST COURSE

**IMPORTANT: PRIOR TO TAKING A BOATING CLASS, each student must create an account online at [www.ct.gov/deep](http://www.ct.gov/deep)**

- Click "Purchase a Hunting/Fishing License" and then click the START button.
- Print the page that includes your Conservation ID number and bring it to class.
- Once your score is entered in the DEEP system, you will use your account to purchase and print the certificate after class.



### Combined Basic Safe Boating/Personal Watercraft



This 9-hour, 3-night course, taught by the Department of Energy & Environmental Protection, is designed to fulfill the requirements for the Connecticut Safe Boating Certificate and Personal Watercraft. Course fee does not include the one-time lifetime license fee. Questions? Call the DEEP Boating Office at 860.434.8638.

**Spring classes to be announced.**

**Fee: \$25 non-refundable**



# Continuing Education and Workforce Development REGISTRATION and GENERAL INFORMATION

## **In-Person Registration:**

Register at Tunxis Admissions and Enrollment Center  
271 Scott Swamp Road, Farmington, CT 06032 • 700 Building, Room 7-116

**Monday-Wednesday • 9AM-6PM**

**Thursday • 9AM- 6:30PM, Friday • 9AM- 5PM**

## **Online Registration:**

Visit [www.tunxis.edu/cereg](http://www.tunxis.edu/cereg) and complete online registration form at least one week prior to the start of the course.

**NOTE:** Course fees are payable at time of registration. No written confirmations are mailed. You are assured of a place in class unless notified otherwise. Please make note of course location (Bristol or Farmington) when registering.

## **Withdrawals/Refunds:**

Refunds may be obtained if your written withdrawal is submitted to the Tunxis Admissions and Enrollment Center three business days prior to the first meeting of your class. Refunds generally take 2-4 weeks to process. There are no refunds once a class has started. There are no refunds for motorcycle classes.

## **Course Cancellations:**

Low enrollment may result in course cancellation. Students may accept a refund or transfer the tuition to another course during that semester. Course schedules may be altered due to instructor availability or in the event of inclement weather. Please check the Weather Line at 860.773.1301 or our website: [tunxis.edu](http://tunxis.edu) or Facebook.

## **Student Conduct:**

Students are expected to behave according to the socially accepted standards of the College community. Each student is expected to uphold ethical standards in academic performance. Failure to comply with the College's guidelines for conduct, as directed by policy of the Connecticut Board of Regents for Higher Education, may be grounds for dismissal.

## **Special Requirements for Healthcare Careers:**

Each of the programs have specific physical and cognitive requirements to be able to perform the duties of the profession. For more details please visit [tunxis.edu/ce](http://tunxis.edu/ce).

## **Attendance Policy:**

Unless otherwise indicated, students must attend at least 80% of a course to receive a certificate of completion.

## **Parking Policy:**

To avoid having to pay a parking fine, please park in designated parking spaces unless you are instructed otherwise by a guard.

## **Directions to Tunxis:**

For directions, visit the Tunxis website at [tunxis.edu/directions](http://tunxis.edu/directions).

Tunxis Community College is located at the intersection of Routes 6 & 177; 271 Scott Swamp Road, Farmington, CT 06032

Tunxis@Bristol is located at 430 North Main Street in Bristol, CT 06010.

## **Mission Statement:**

Tunxis offers its students a quality, yet affordable education in an accessible and supportive environment, fostering the skills necessary to succeed in an increasingly complex world.

## **Vision Statement:**

Tunxis will be a vibrant educational and cultural center responsive to current as well as emerging student and community needs.



Education That Works For a Lifetime



**For Continuing Education information  
and more, follow us on social media.**

# Spring 2022 Credit Classes Start Friday, January 21.

For a list of information session dates and times visit: [tunxis.edu/prospective](https://tunxis.edu/prospective).



**Financial aid, SNAP scholarships, and payment plans available.**

**Seamless transfer to the CT State Universities—  
the most affordable way to start on a bachelor's degree!**

**Experienced faculty dedicated to your success.**

**More than 70 affordable associate degree and certificate options.**

**New to Tunxis? Start the admission  
process by visiting [tunxis.edu/apply](https://tunxis.edu/apply)  
or call 860.773.1490.**



**Tunxis Community College • 271 Scott Swamp Road, Farmington, Connecticut 06032**



# ACADEMIC DEGREE PROGRAMS AT TUNXIS COMMUNITY COLLEGE

## ALLIED HEALTH

- Dental Hygiene - A.S. Degree
- Dental Assisting - Certificate
- Health Career Pathways - Certificate

## BUSINESS

- Business Administration - A.S. Degree
- Accounting - Certificate
- Business Administration - Certificate
- Finance - Certificate
- Marketing - Certificate
- Paralegal Studies - Certificate - **NEW!**

## CIVIC ENGAGEMENT

- Civic Engagement - Certificate

## COMPUTER INFORMATION SYSTEMS

- Computer Information Systems (CIS) - A.S. Degree
- CIS: Computer Programming - A.S. Degree
- CIS: Network Administration - A.S. Degree
- Computer Science/Mathematics (Honors) - A.S. Degree
- Cybersecurity Operations - A.S. Degree - **NEW!**
- Computer Programming - Certificate
- Network Administration - Certificate

## CRIMINAL JUSTICE

- Criminal Justice - A.S. Degree
- Criminal Justice: Corrections - A.S. Degree
- Homeland Security - Certificate

## EARLY CHILDHOOD / EDUCATION

- Early Childhood Education - A.S. Degree
- Pathway to Teaching Careers - A.A. Degree
- Early Childhood Administration - Certificate
- Early Childhood Education - Certificate

## ENGLISH AS A SECOND LANGUAGE

- English as a Second Language - Certificate

## GENERAL STUDIES

- General Studies - A.S. Degree

## HUMAN SERVICES

- Human Services - A.S. Degree
- Human Services: Family Violence Intervention - A.S. Degree
- Family Violence Intervention - Certificate
- Human Services - Certificate

## LIBERAL ARTS

- Liberal Arts and Sciences - A.A. Degree
- Liberal Arts and Sciences - A.S. Degree

**For more information on Tunxis credit classes and programs visit: [tunxis.edu/academics/course-schedule](https://tunxis.edu/academics/course-schedule).**

## TECHNOLOGY STUDIES:

- Advanced Manufacturing Machine Technology - A.S. Degree
- Biomolecular Science - A.S. Degree
- Data Science - A.S. Degree - **NEW!**
- Energy Management - A.S. Degree - **NEW!**
- Engineering Science - A.S. Degree
- Engineering Technology - A.S. Degree
- Manufacturing Electro-Mechanical Maintenance Technology - A.S. Degree
- Technology and Engineering Education - A.S. Degree
- Technology Studies - A.S. Degree
- Advanced Manufacturing Machine Technology - Certificate
- Computer Aided Drafting (CAD) - Certificate
- Data Science - Certificate - **NEW!**
- Electronics Technology - Certificate
- Energy Management - Certificate - **NEW!**
- Lean Manufacturing - Certificate
- Manufacturing Electro-Mechanical Maintenance Technology - Certificate

## VISUAL ARTS

- Graphic Design - A.S. Degree
- Visual Fine Arts - A.S. Degree
- Visual Fine Arts: Photography - A.S. Degree
- Graphic Design - Certificate
- Photography - Certificate

## CSCU TRANSFER TICKETS

- Art Studies - A.A. Degree
- Biochemistry Studies - A.A. Degree
- Biology Studies - A.A. Degree
- Business Studies - A.A. Degree
- Chemistry Studies - A.A. Degree
- Communication Studies - A.A. Degree
- Computer Science Studies - A.A. Degree
- Criminology Studies - A.A. Degree
- Early Childhood Teacher Credential Studies - A.S. Degree
- Economics Studies - A.A. Degree
- English Studies - A.A. Degree
- French Studies - A.A. Degree
- Geography Studies - A.A. Degree
- History Studies - A.A. Degree
- Italian Studies - A.A. Degree
- Mathematics Studies - A.A. Degree
- Physics Studies - A.A. Degree
- Political Science Studies - A.A. Degree
- Psychology Studies - A.A. Degree
- Social Work Studies - A.A. Degree
- Sociology Studies - A.A. Degree
- Spanish Studies - A.A. Degree
- Theater Studies - A.A. Degree



**For more information visit: [tunxis.edu/programs](https://tunxis.edu/programs).**

# Tunxis Academic Degree Programs



Tunxis Community College • 271 Scott Swamp Road, Farmington, CT 06032 • 860.773.1490

## Advanced Manufacturing Technology

### Associate Degree

- Machine Technology
- Manufacturing Electro-Mechanical Maintenance Technology

### Certificates

- Advanced Manufacturing Machine Technology
- Electro-Mechanical Maintenance Technology
- Electronics Controls Technology



Rev. 4/22/2019

## Program Information

Do you want to be a part of CT's growing economy, in a job that is high-tech and well-paying? Consider a career in Advanced Manufacturing Technology.

At Tunxis, you can start your career in as few as two or three semesters! You will gain hands-on experience with new technologies, and expand your knowledge of equipment, programming and mathematics.

More than 90 percent of CT Community College advanced manufacturing graduates finish with a job, and very little out-of-pocket debt. Paid internships are available for those who qualify during the program. Start putting your skills to work right away.

Opportunities abound, with more than 30,000 unfilled skilled manufacturing positions in CT expected in the next decade, from aerospace and defense industries to electronics, submarines and biomedical technology. The average pay with benefits for a career in manufacturing is \$79,553.

## For more information, contact:

Admissions  
tx-admissions@tunxis.edu  
Online at [tunxis.edu/make-it](http://tunxis.edu/make-it)  
860.773.1490

To start the Tunxis admission process, please go to [tunxis.edu/apply](http://tunxis.edu/apply).



# Tunxis Academic Degree Programs



Tunxis Community College • 271 Scott Swamp Road, Farmington, CT 06032 • 860.773.1490

## Business Administration Program

### Associate Degrees

- **Business Administration**
- **Accelerated Business Administration**  
(can be completed online)
- **CSCU Transfer Ticket: Business Studies\***

### Certificates

- **Accelerated Business Administration**  
(can be completed online)
- **Accounting**
- **Business Administration**
- **Finance**
- **Marketing**
- **Paralegal Studies - NEW!**



Rev. 12/12/2018

## Program Information

Finance, business, accounting and marketing are among the top 10 bachelor's degrees in demand by companies hiring new college graduates, according to a survey from the National Association of Colleges and Employers.

Gain valuable skills, advance your career or prepare to pursue a bachelor's degree in business with the many options at Tunxis. The Tunxis business program is the only associate degree in Connecticut to earn accreditation by the Accreditation Council for Business Schools and Programs (ACBSP).

Upon completing an associate degree, you can transfer to a four-year university program leading to a bachelor's degree. Several colleges offer guaranteed admissions to Tunxis students including the Connecticut State Universities, and UConn's regional campuses' School of Business.

For a complete guide with recommended sequence of required courses, find your program of interest at [tunxis.edu/academics](http://tunxis.edu/academics).

\* Contact the program coordinator for details and requirements, or visit [tunxis.edu/academics](http://tunxis.edu/academics).

## For more information, contact:

Admissions  
[tx-admissions@tunxis.edu](mailto:tx-admissions@tunxis.edu)  
860.773.1490



To start the Tunxis admission process, please go to [tunxis.edu/apply](http://tunxis.edu/apply).

# Tunxis Academic Degree Programs



Tunxis Community College • 271 Scott Swamp Road, Farmington, CT 06032 • 860.773.1490

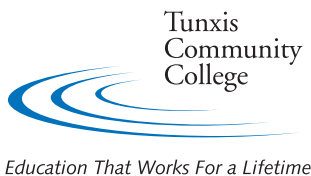
## Computer Information Systems

### Associate Degrees

- Computer Information Systems
- Computer Information Systems:  
Computer Programming Option
- Computer Information Systems:  
Network Administration Option
- Computer Science/Mathematics (Honors)
- Cybersecurity Operations - **NEW!**
- CSCU Transfer Ticket: Computer Science Studies\*

### Certificates (can be completed online)

- Computer Programming
- Network Administration
- Microcomputer Processing



Rev. 11/9/2021

## Program Information

Students in these areas of study will prepare for employment in today's rapidly changing information technology field, gaining theoretical and technical knowledge in the areas of programming, networking, operating systems, systems analysis, and application software.

The Computer Science/Mathematics Honors program is an approved agreement with Central Connecticut State University, designed for those students who plan to pursue a career in computer programming, which requires a bachelor's degree from an ABET-accredited program, among other options such as math.

For a complete guide with recommended sequence of required courses, find your program of interest at [tunxis.edu/academics](http://tunxis.edu/academics).

\* Contact the program coordinator for details and requirements, or visit [tunxis.edu/academics](http://tunxis.edu/academics).

### For more information, contact:

Admissions  
[tx-admissions@tunxis.edu](mailto:tx-admissions@tunxis.edu)  
860.773.1490

To start the Tunxis admission process, please go to [tunxis.edu/apply](http://tunxis.edu/apply).



# Tunxis Academic Degree Programs



Tunxis Community College • 271 Scott Swamp Road, Farmington, CT 06032 • 860.773.1490

## Cybersecurity Operations

### *Associate Degree*

- **Cybersecurity Operations**

## Program Information

Cybersecurity jobs are in high demand — CT alone has 4,153 unfilled security positions, and a 31% growth rate in security analyst employment is projected from 2019-2029.

The Cybersecurity Operations Associate Degree Program provides students with current knowledge and skills for entry-level cybersecurity positions responsible for protecting critical cyber infrastructure and assets. In this program, you'll learn security concepts and observe their application in real-world scenarios you can apply to situations on the job. The curriculum provides specialized knowledge in the areas of information assurance, threat and vulnerability identification, cloud security, selection of security controls for organizational assets, ethical hacking/penetration testing, and related areas such as network security and security policies and procedures, as well as risk management. The degree prepares the student for the foundational certifications: CompTIA CySA+, CompTIA PenTest+, Microsoft Certified Azure Security Engineer Associate, AWS Certified Cloud Practitioner, EC Council CEH, and EC Council ECSA certification exams.



## For more information, contact:

Admissions  
tx-admissions@tunxis.edu  
860.773.1490

To start the Tunxis admission process, please go to [tunxis.edu/apply](https://tunxis.edu/apply).

# Tunxis Academic Degree Programs



Tunxis Community College • 271 Scott Swamp Road, Farmington, CT 06032 • 860.773.1490

## Criminal Justice

### Associate Degrees

- **Criminal Justice**  
(can be taken on campus or completely online)
- **Criminal Justice: Corrections Option**
- **CSCU Transfer Ticket: Criminology Studies\***

### Certificate

- **Homeland Security**  
(can be completely online)

\* Contact the program coordinator for details and program requirements, or visit [tunxis.edu/academics](http://tunxis.edu/academics).

## Program Information

The Criminal Justice programs prepare graduates to perform the duties of entry-level criminal justice and corrections personnel, or go on for further studies. These degrees can be used as a career pathway as a police officer, law enforcement agent or private detective, as well as to transfer toward higher degree in criminal justice, public administration or law.

The Homeland Security certificate offers students an in-depth understanding of the interrelated duties, relationships and issues of the agencies associated with Homeland Security. Upon completion of the certificate, students will be able to identify, describe and analyze security threats as individuals and in coordinated team settings.

Tunxis graduates are employed in many agencies nationwide including Federal Protection Services, U.S. Secret Service, U.S. Bureau of Prisons, CT Department of Correction, Transportation Security Administration, CT State Police, and many local police departments.

For a complete guide with recommended sequence of required courses, find your program of interest at [tunxis.edu/academics](http://tunxis.edu/academics).



Rev. 12/12/2018

## For more information, contact:

Admissions  
[tx-admissions@tunxis.edu](mailto:tx-admissions@tunxis.edu)  
860.773.1490

To start the Tunxis admission process, please go to [tunxis.edu/apply](http://tunxis.edu/apply).



# Tunxis Academic Degree Programs



Tunxis Community College • 271 Scott Swamp Road, Farmington, CT 06032 • 860.773.1490

## Dental Assisting

### Certificate

## Program Information

This 10-month program offers preparation in chairside assisting and related office and laboratory procedures. Dental classes are held in the new state-of-the-art simulated dental clinic and lab facilities at Tunxis. Students gain hands-on clinical experience at various affiliated facilities that may include: the UConn School of Dental Medicine, state hospitals, state correction facilities, community health centers; and private dental offices. Graduates of the dental assisting program are eligible to take the Dental Assisting National Board General Chairside exam, required to become a certified dental assistant. The program also prepares students for the Infection Control Examination Dental Assisting National Board credential now mandated for all dental assistants under Connecticut law along with the study of radiation health and safety.

According to the U.S. Bureau of Labor Statistics, employment of dental assistants nationally is projected to grow 19 percent from 2016 to 2026, much faster than the average for all occupations. Dental assistants in Connecticut earn a median annual income of \$43,788, according to the CT Department of Labor.

Expanded Functions Dental Assisting (EFDA) is a new career opportunity in Connecticut that first requires becoming a Certified Dental Assistant through the Dental Assisting National Board, which can be completed at Tunxis. The Tunxis dental assisting program is accredited by the Commission on Dental Accreditation.

### For more information, contact:

Admissions  
tx-admissions@tunxis.edu  
860.773.1490



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# Tunxis Academic Degree Programs



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## Dental Hygiene

*Associate Degree*

## Program Information

The Dental Hygiene program provides the skills and knowledge necessary to function effectively as an integral member of the dental health team. The program has an affiliation with University of Connecticut School of Dental Medicine and utilizes the facilities of the UCONN School of Dental Medicine, federal, state and local hospitals, and community health clinics.

- Hands-on classes are held in a state-of-the-art simulated dental clinic and lab facilities on campus.
- Tunxis Community College is the only public college in Connecticut to provide a degree in dental hygiene.
- Students have many opportunities to participate in community outreach service learning projects on the local, national and international level.

Graduates of the program are eligible to take the examinations for licensure given by Commission on Dental Competency Assessments. Graduates who pass both examinations are eligible for a Connecticut license.

Tunxis Community College's Dental Hygiene program is accredited by the American Dental Association Commission on Dental Accreditation.

This is a selective admissions program, with an application deadline in December. For a complete list of requirements, visit [tunxis.edu/ah](http://tunxis.edu/ah).



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## For more information, contact:

Admissions  
[tx-admissions@tunxis.edu](mailto:tx-admissions@tunxis.edu)  
860.773.1490

To start the Tunxis admission process, please go to [tunxis.edu/apply](http://tunxis.edu/apply).



# Tunxis Academic Degree Programs



Tunxis Community College • 271 Scott Swamp Road, Farmington, CT 06032 • 860.773.1490

## Early Childhood Education

### *Associate Degree*

- Early Childhood Education
- CSCU Transfer Ticket: Early Childhood Teacher Credential Studies\*

### *Certificates*

- Early Childhood Administration
- Early Childhood Education

\* Contact the Program Coordinator for details and program requirements, or visit [tunxis.edu/academics](http://tunxis.edu/academics).

## Program Information

This program provides students with the skills and competencies necessary to work effectively with young children, birth through age eight, in the field of professional childcare and education.

The degree program prepares students for positions as teachers and assistant teachers in a variety of early childhood settings. Instruction is designed to be practical for prospective teachers as well as individuals already in the field. It also prepares students for academic work at the baccalaureate level. Graduates of the ECE associate degree are eligible for the state of CT Early Childhood Teacher Credential.

Under supervision students gain experience working with children at the Tunxis Early Childhood Center.

For a complete guide with recommended sequence of required courses, find your program of interest at [tunxis.edu/academics](http://tunxis.edu/academics).



Rev. 12/12/2018

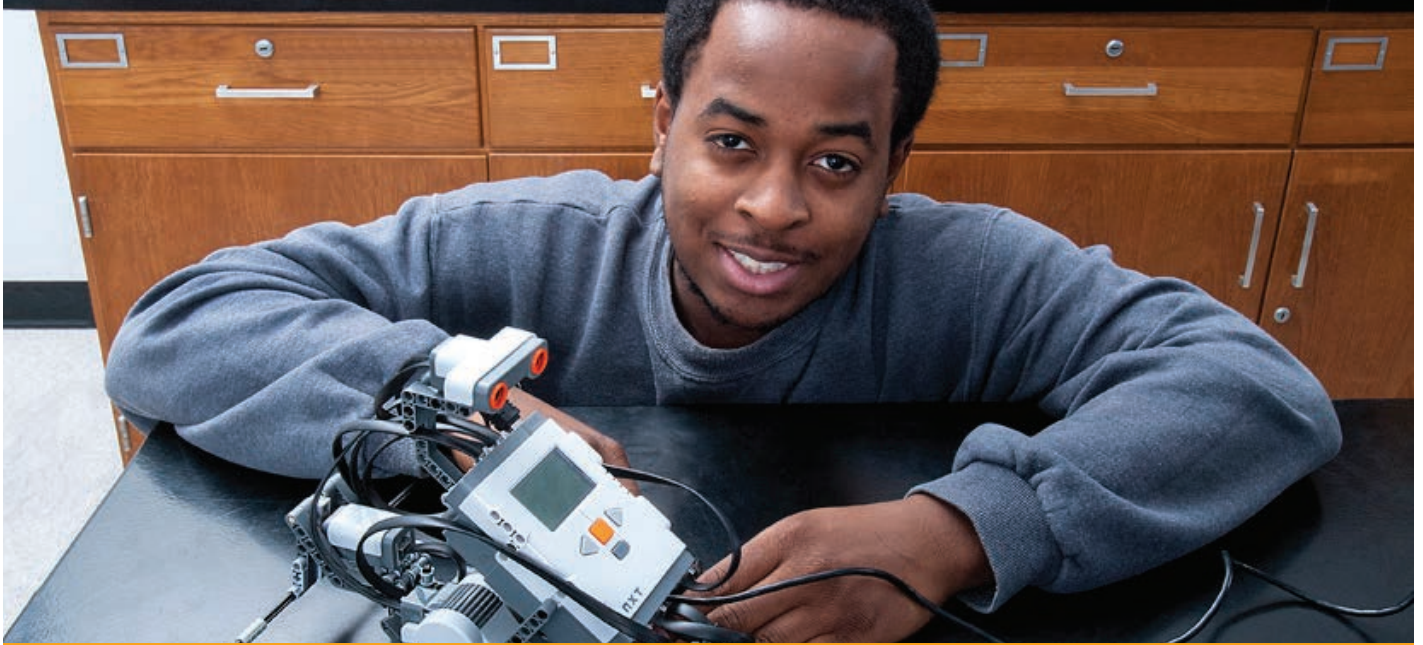
**For more information, contact:**

Admissions  
[tx-admissions@tunxis.edu](mailto:tx-admissions@tunxis.edu)  
860.773.1490



**To start the Tunxis admission process, please go to [tunxis.edu/apply](http://tunxis.edu/apply).**

# Tunxis Academic Degree Programs



Tunxis Community College • 271 Scott Swamp Road, Farmington, CT 06032 • 860.773.1490

## Engineering & Technology

### Associate Degrees

- **Data Science - NEW!**
- **Energy Management - NEW!** Scholarships Available!
- Engineering Science
- Technology Studies
- Technology Studies: Biomolecular Science Option
- Technology Studies: Engineering Technology Option
- Technology Studies: Technology and Engineering Education Option

### Certificates

- Computer Aided Drafting
- **Data Science - NEW!**
- **Energy Management - NEW!** Scholarships Available!
- Lean Manufacturing



Rev. 12/12/2018

## Program Information

These Tunxis programs are a cost-effective way to start on your path to a bachelor's degree and go into a career in technology, biomolecular science, or engineering. Graduates will receive a background in mathematics, science and general education courses for transfer into a four-year program.

**Transfer Information:** The associate in science degrees are part of the statewide College of Technology (COT) initiative, which provides career pathways for students to earn certificates, associate of science and bachelor of science degrees in engineering and technology disciplines. The COT curriculum prepares students enrolled in engineering science or technology program options at any of the Connecticut community colleges to seamlessly transfer their credits toward a four-year degree at sponsoring Connecticut universities.

**Employment Opportunities:** Over 75% of the top 100 fastest growing jobs will be in fields that require knowledge of math, science, or engineering principles (CT Department of Labor).

The average starting salary in the U.S. for a graduate with a bachelor's degree in engineering is approximately \$61,000 (NACE salary survey).

For a complete guide with recommended sequence of required courses, find your program of interest at [tunxis.edu/academics](http://tunxis.edu/academics).

### For more information, contact:

Admissions  
[tx-admissions@tunxis.edu](mailto:tx-admissions@tunxis.edu)  
860.773.1490

To start the Tunxis admission process, please go to [tunxis.edu/apply](http://tunxis.edu/apply).



# Tunxis Academic Degree Programs



Tunxis Community College • 271 Scott Swamp Road, Farmington, CT 06032 • 860.773.1490

## Technology Studies: Data Science Option

### *Associate Degree*

- Data Science

### *Certificate*

- Data Science

## Program Information

The Technology Studies – Data Science Option associate degree program prepares students primarily to transfer to complete a B.S. degree in Data Science or Technology Management. Graduates will receive a background in mathematics, science, data literacy, programming, and general education courses for transfer into a four-year program. Consultation with a faculty advisor is strongly recommended.

The Certificate in Data Science provides exposure to key elements of data science including data structures and data sources, programming languages, statistical principles, computing and analytics, data management, machine learning tools, and data science applications. This certificate needs to be paired with a transfer associates degree in any field (recommended fields include mathematics, applied sciences, computer science, computer programming, business, marketing, web design).



## For more information, contact:

Admissions  
tx-admissions@tunxis.edu  
860.773.1490

Rev. 9/15/2021

To start the Tunxis admission process, please go to [tunxis.edu/apply](https://tunxis.edu/apply).

# Tunxis Academic Degree Programs



Tunxis Community College • 271 Scott Swamp Road, Farmington, CT 06032 • 860.773.1490

## Technology Studies: Energy Management

### *Associate Degree*

- Energy Management

### *Certificate*

- Energy Management

### **Full Scholarships Available!**

See last page for more information.

## Program Information

The Technology Studies: Energy Management Associate of Science Degree is a unique two-year training program that prepares students for rewarding careers in the “clean energy” sector. If you are looking for a rewarding career in a fast-growing field, there’s never been a better time to consider enrolling in the Tunxis Energy Management Program. Skills in energy analysis can be applied across a variety of businesses and careers in renewable energy, energy-efficient HVAC, lighting, energy auditing, and building management.

The certificate in Energy Management is a unique three-semester (or shorter) training program that prepares students for rewarding careers in the “clean energy” sector. The certificate allows students to choose a focus in either Heating, Ventilation, and Air Conditioning (HVAC) or Lighting depending on career needs or intended direction. The certificate can be stacked into the full Associate degree in Technology Studies: Energy Management.



## For more information, contact:

Admissions  
tx-admissions@tunxis.edu  
860.773.1490

To start the Tunxis admission process, please go to [tunxis.edu/apply](https://tunxis.edu/apply).



# Tunxis Academic Degree Programs



Tunxis Community College • 271 Scott Swamp Road, Farmington, CT 06032 • 860.773.1490

## Human Services

### Associate Degrees

- Human Services
- Human Services: Family Violence Intervention Option
- CSCU Transfer Ticket: Social Work Studies

### Certificates

- Human Services
- Family Violence Intervention

## Program Information

These areas prepare students to work in the broad and diverse field of human services through exposure to the most current thinking in the field, hands-on experience, and community networking. The associate degree curriculum provides a general background for work with children, families and adults.

Most professions in human services require academic work beyond the associate degree for continuing professional work and advancement. Individuals with an associate degree may be employed as case management aides, human services workers, residential managers, gerontology aides, special-education teacher aides, mental health technicians and social service technicians.

For a complete guide with recommended sequence of required courses, find your program of interest at [tunxis.edu/academics](http://tunxis.edu/academics).

Students who complete the Transfer Tickets: Social Work Studies degree at Tunxis are guaranteed admission into CCSU, ECSU, SCSU, WCSU, or COSC, however admission into the social work programs at the CT State Universities is competitive and is not guaranteed. Students interested in completing a degree in social work at each of these universities must apply for admission into the program and must meet GPA, course, and other requirements.

## For more information, contact:

Admissions  
[tx-admissions@tunxis.edu](mailto:tx-admissions@tunxis.edu)  
860.773.1490



Rev. 12/12/2018

To start the Tunxis admission process, please go to [tunxis.edu/apply](http://tunxis.edu/apply).

# Tunxis Academic Degree Programs



Tunxis Community College • 271 Scott Swamp Road, Farmington, CT 06032 • 860.773.1490

## Paralegal Studies Program

### Certificate

- Paralegal Studies

**Legal Secretary noncredit program also available.**

See page 12 for more information.



Rev. 9/00/2021

## Program Information

A paralegal or legal assistant is a person – qualified through education, training or work experience – who is employed or retained by a lawyer, law office, governmental agency or other entity.

Students obtaining the paralegal studies certificate will be able to draft and interpret legal documents, including pleadings, deeds, mortgages, probate documents, court forms, business documents, and contracts for review by the supervising attorney.

The paralegal studies certificate program at Tunxis Community College mirrors the American Bar Association (ABA) approved program at Manchester Community College.

The 2019 CT Department of Labor JobsEQ report found that employment of paralegals and legal assistants is expected to increase by 121 jobs over the next ten years, with an additional demand of 3,280 new workers in this field due to separation demand – the replacement of workers in this occupation and industry that retire or move into a different occupation.

While the entry level salary is \$43,100 per year, the average annual wage for Paralegals and Legal Assistants was \$62,800. The average annual wage for an experienced paralegal in Connecticut is \$72,600.

## For more information, contact:

Admissions  
tx-admissions@tunxis.edu  
860.773.1490

To start the Tunxis admission process, please go to [tunxis.edu/apply](https://tunxis.edu/apply).



# Tunxis Academic Degree Programs



Tunxis Community College • 271 Scott Swamp Road, Farmington, CT 06032 • 860.773.1490

## Visual Fine Arts and Graphic Design

### Associate Degrees

- **Graphic Design**
- **Visual Fine Arts**
- **Visual Fine Arts: Photography Option**

### Certificate

- **Graphic Design**
- **Photography**

## Program Information

The Visual Fine Arts program provides students with the skills necessary to transfer to a four-year institution offering undergraduate degrees in art and photography.

Students in some courses have the opportunity to display their work in exhibitions on campus in the Tunxis Barnes-Franklin Art Gallery.

The graphic design program provides an education in graphic design communications, using processes and technologies relevant to the professional design environment. Students develop skills in visual literacy, problem solving, image creation, typography, layout, publication, design, and graphic arts production using a wide array of industry-standard graphics software including Illustrator, InDesign and Photoshop. Students can complete work in a state-of-the-art Mac lab equipped with computers, scanners and color printers, or in the Computer Center on campus.

For a complete guide with recommended sequence of required courses, find your program of interest at [tunxis.edu/academics](http://tunxis.edu/academics).

## For more information, contact:

Admissions  
[tx-admissions@tunxis.edu](mailto:tx-admissions@tunxis.edu)  
860.773.1490



Rev. 4/22/2019

To start the Tunxis admission process, please go to [tunxis.edu/apply](http://tunxis.edu/apply).

# ADMISSIONS PROCEDURES for ACADEMIC DEGREE CREDIT – SPRING 2022

## Apply to Tunxis Community College as a **NEW** or **TRANSFER** Student in 5 Easy Steps:

# 1

### Create an Account & Submit a Completed Application:

New and transfer students interested in registering for classes at Tunxis Community College must create an account and submit the Admission Application. To start the process, go to [www.tunxis.edu/apply](http://www.tunxis.edu/apply). Students who have attended another Connecticut Community College must also submit an application and related documents.

**NOTE: As of May 2019 Tunxis no longer charges an application fee.**

# 2

### Submit Proof of High School Completion & Immunizations\*:

Submit proof of high school completion by submitting a copy of your high school diploma, transcripts that include your graduation date, or your GED certificate. Students who have a college or university degree may submit proof of their degree completion in lieu of a high school diploma. **NOTE:** Students currently in high school can submit the application prior to graduation but must submit proof of graduation prior to registering for classes. Connecticut state law requires that students enrolled in a degree or certificate program, or those who are enrolling full-time must submit proof of immunization against measles, mumps, rubella and varicella (chicken pox); two doses of each immunization are required. This documentation must be on file with the College prior to registering for classes; you will not be able to register for classes until these documents are submitted. Exemptions to this requirement are detailed on our Immunization Form. To upload application materials to the Tunxis Admissions office go to [www.tunxis.edu/apply](http://www.tunxis.edu/apply).

**You may also mail your admissions materials to the following address:**

**Tunxis Admissions Office, 271 Scott Swamp Road, Farmington, CT 06032.**

# 3

### Complete the Course Placement Form:

Math and English course placements are determined through different measures including: high school GPA and grades, SAT scores, and college transcripts. In addition, for Mathematics placement, you will be receiving an email to your Tunxis email from Stemify. You will be asked to create a free account within 14 days and to take a diagnostic exam. Your placement will be used in your advising process to select your starting course levels. See the placement testing page ([www.tunxis.edu/placetest](http://www.tunxis.edu/placetest)) for more information and to complete the Course Placement form. **Questions about placement can be sent to [tx-placement-testing@txcc.commnet.edu](mailto:tx-placement-testing@txcc.commnet.edu).**

# 4

### Request Financial Aid:

While it is optional, students are encouraged to apply for financial aid. To be eligible for financial aid you must enroll, either full-time or part-time, in a degree program or approved certificate. If you are interested in applying for financial aid, you should complete the online Free Application for Tunxis Federal Student Aid (FAFSA) available at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). **The school code for Tunxis Community College is 009764.** Visit the Tunxis Financial Aid web page for additional information, [www.tunxis.edu/offices-departments/financial-aid/](http://www.tunxis.edu/offices-departments/financial-aid/). **For Tuition info visit [www.tunxis.edu/tuition](http://www.tunxis.edu/tuition).**

# 5

### Register for Classes:

As a new or transfer student, you will be contacted by the Admissions Office regarding course enrollment opportunities. Readmitting students (those away two or more years), can meet (virtually) with a New Student Registration (NSR) advisor and register for your classes. **Please email [tx-advising@tunxis.edu](mailto:tx-advising@tunxis.edu) to request an advising appointment.** Readmitting students should have their application on file prior to scheduling an advising appointment.

**WELCOME BACK!**

### How to Apply as a **READMIT** Student:

Students who previously attended Tunxis but have been away from the College for more than two years should begin the readmit process by creating an account and completing the readmit application. As part of this process, and if not previously done, students may have to take the College placement test; submit proof of immunization; and provide proof of high school completion. See step 2 above for materials submission options.

**Readmit students are required to follow the most current year's program guide.**

**QUESTIONS?** Call **860.773.1490** to speak with a member of our staff or email **[tx-admissions@tunxis.edu](mailto:tx-admissions@tunxis.edu)**.



**START**

with an *Associate degree* from Tunxis Community College

- |   |                           |
|---|---------------------------|
| Art Studies                                   | French Studies            |
| Biochemistry Studies                          | Geography Studies         |
| Biology Studies                               | History Studies           |
| Business Studies                              | Italian Studies           |
| Chemistry Studies                             | Mathematics Studies       |
| Communication Studies                         | Physics Studies           |
| Computer Science Studies                      | Political Science Studies |
| Criminology Studies                           | Psychology Studies        |
| Early Childhood Teacher<br>Credential Studies | Social Work Studies       |
| Economics Studies                             | Sociology Studies         |
| English Studies                               | Spanish Studies           |
|   | Theater Studies           |



**CONNECTICUT'S**

**MOST AFFORDABLE BACHELOR'S DEGREE**



**FINISH**

with a *Bachelor's degree* from a Connecticut State University or Charter Oak State College

- Central CT State University
- Eastern CT State University
- Southern CT State University
- Western CT State University
- Charter Oak State College



VISIT  
[WWW.TUNXIS.EDU/ACADEMICS](http://WWW.TUNXIS.EDU/ACADEMICS)  
FOR MORE INFO





# The College of Technology

## Manufacture Your Future

COLLEGE OF  
TECHNOLOGY  
Connecticut  
Community  
Colleges



[www.nextgenmfg.org](http://www.nextgenmfg.org)

A National Science Foundation Center of Excellence



The Regional Center for Next Generation Manufacturing (RCNGM) is one of seven National Science Foundation (NSF) Advanced Technological Education Centers in the United States. The RCNGM is led by the College of Technology (COT) at Tunxis Community College, a consortium of all 12 CT Community Colleges and eight public and private universities.

The COT provides seamless career pathways for students to earn certificates, associate of science and bachelor of science degrees in engineering and technology disciplines, with no loss of credit upon transfer.

For more information on the College of Technology, contact Karen Wosczyzna-Birch at 860.723.0608, or [kwosczyzna-birch@commnet.edu](mailto:kwosczyzna-birch@commnet.edu) or visit [www.nextgenmfg.org](http://www.nextgenmfg.org).



Find us on Facebook and Twitter@RCNGM.





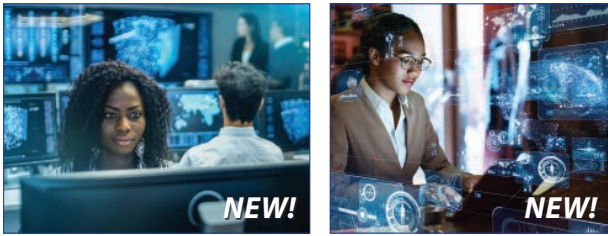


# **"YEAR TO CAREER" PROGRAMS at TUNXIS COMMUNITY COLLEGE**

- Advanced Manufacturing Machining Technology Certificate
- Business Administration Finance Certificate
- Business Administration Certificate
- Certified Medical Administrative Assistant
- Certified Nurse Aide
- Certified Patient Care Technician
- Certified Pharmacy Technician
- Certified Phlebotomy Technician
- Certified Sterile Processes Technician
- Computer Aided Drafting Certificate (CAD)
- Computer Programming Certificate
- Dental Assisting Certificate
- Early Childhood Education Certificate
- Emergency Medical Technician (EMT)
- Energy Management Certificate
- Family Violence Intervention Certificate
- Homeland Security Certificate
- Human Services Certificate
- Lean Manufacturing Certificate
- Legal Secretary
- Massage Therapy
- Microcomputer Processing Certificate
- Registered Medical Assistant
- Veterinary Assistant Program

**For more information visit: [tunxis.edu/programs](http://tunxis.edu/programs).**

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## ***New Tunxis Credit Programs!***

- **Cybersecurity Operations: A.S. Degree (page 25)**

Cybersecurity jobs are in high demand —  
CT alone has 4,153 unfilled security positions.

- **Data Science: A.S. Degree or Certificate (page 31)**

Graduates will receive a background in mathematics,  
science, data literacy, programming, and more.

## **Energy Management Scholarship for Full-time Students**

***Earn a certificate or associate degree in energy management at no cost!***

CT has a growing need for skilled energy workers. The energy management program at Tunxis prepares students for work as skilled energy analysts and auditors, with great starting salaries. **Learn more about the many full scholarships available at [tunxis.edu/energy](https://tunxis.edu/energy).**

The degree offers seamless transfer to the Connecticut state universities, where students can continue with a bachelor's degree in a variety of technology studies programs.

Students selected can renew funding, which covers tuition, fees and books, for up to three years, including summer and winter classes. **For more info., contact Mathew Spinelli, Tunxis STEAM program director, 860.773.1672, [MSpinelli@tunxis.edu](mailto:MSpinelli@tunxis.edu).**

The scholarship is funded by a grant from CT DEEP. Funding for the Tunxis Energy Management program is provided by the U.S. Department of Energy, State Energy Program administered by the CT DEEP.

