

Tunxis Community College

Summer 2021

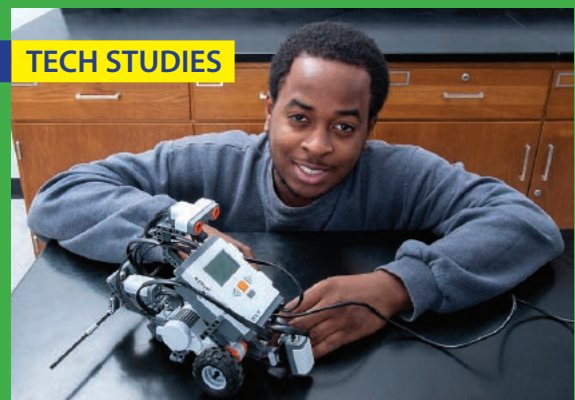
Career Training and Credit Programs



See page 20 for list of credit & transfer degree programs.

SCHOLARSHIPS AVAILABLE!

Please see page 2 for SNAP
information and last page
for Energy Management
credit program information.

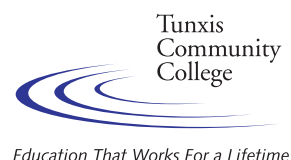


860.773.1448
tunxis.edu/ce
tx-continuing-ed@tunxis.edu



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
- Skin Esthetics
- 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 7/2/2021.

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 Email: 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.

The Tunxis community is looking forward to welcoming you back.

Summer 2021

Career Training and Credit Programs

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



Tunxis
Community
College
Education That Works For a Lifetime

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

NEW! 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 Medical Administrative Assistant
- Certified Patient Care Technician
- Certified Pharmacy Technician
- Certified Phlebotomy Technician
- Certified Sterile Processing Technician
- Certified Phlebotomy & EKG Technician
- Emergency Medical Technician
- Registered Medical Assistant
- Veterinary Assistant
- Legal Secretary

Note: 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 860.773.1454 or SNAP@tunxis.edu to see if you qualify and sign up for a mandatory orientation.

HEALTHCARE CAREERS INFORMATION

Payment Plans

Take advantage of our new, easy payment plans! No interest and a one-time fee of \$25 per plan. **Call Continuing Education at 860.773.1450 or email at Tx-continuing-ed@tunxis.edu for details!**

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 Medical Administrative Assistant, Certified Patient Care Technician, Certified Phlebotomy Technician, Certified Pharmacy Technician, CNA, and/or EKG and Pulse Oximetry Skills 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 information
PLEASE READ.**

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

CPCTs are valuable members of the health care team. Doctors, nurses and other health care professionals rely on them to assist with critical day-to-day care. CPCTs have a diverse range of knowledge and skills such as:

- Providing basic patient care — bathing, feeding, turning and repositioning, transfers, patient care set-up
- Acquiring, distributing and administering patient care supplies
- Performing safety checks and ensuring cleanliness in patient rooms and areas
- Assisting patients with special needs
- Obtaining EKG readings and monitoring vital signs
- Performing phlebotomy procedures
- Providing emotional support to patients and families

Payment Information

Total program cost is \$5,628 (327 hrs.). For current CNAs, \$3,977 (214 hrs.).

- Includes tuition, administrative fee, books, uniforms, Essential Job Skills & Career Development course (see p. 3) and NHA CPT & CPCT examination fees
- \$285 (Optional) Phlebotomy Externship fee (24 hours)
- A payment plan is available

Contact Information

For more info, call 860.773.1448 or email tx-continuing-ed@tunxis.edu.



**This course is required
for all Healthcare
Career Programs**

Essential Job Skills & Career Development

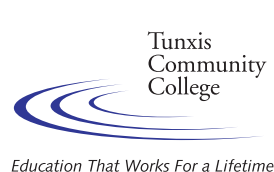
This 14-hour course is designed to aid students in successfully transitioning into their chosen careers. Emphasis will be placed on the development of a resume, essential interview skills, and soft skills to give students the tools to secure and retain employment. Students will engage in mock interviews 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

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 148-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).

Program will be offered in Fall 2021.

Instructors: CT Pharmacists Assoc.

Payment Information

Total program cost is \$2,491.

- Includes tuition, administrative fee, books, Essential Job Skills & Career Development course (see page 3), and the PTCB examination fee.
- A payment plan is available.
- Optional Externship: \$625 (40 hrs.)

Contact information

For more info, call 860.773.1448 or email tx-continuing-ed@tunxis.edu.

BLS CPR for Health Care Providers and 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. Cost includes textbook, course completion card and exam.

Note: this course is required for all Healthcare Career Programs.

Date for all students: July 16 (F)

9AM – 12PM (CPR) and 12:30 – 3:30PM (First Aid)

Dates for Dental Assistant students:

Aug. 18 (TH), 1 – 4PM (CPR)

Aug. 20 (TH), 1 – 4PM (First Aid)

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

Room: Founders Hall



**American
Heart
Association.**

Massage Therapy

WIOA Approved

Contact us for more information.

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: TBA

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 email tx-continuing-ed@tunxis.edu.



CAREER TRAINING: HEALTHCARE

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.

May 12 – Aug. 18 (Hybrid), on campus labs: June 1, 29, July 20, Aug. 10, 6 -9PM

- **Essential Job Skills & Career Development: May 24 – June 18 (Online)**

Instructor: Michael Lavoie

Total program cost \$1,159.

- **Includes tuition and textbooks. A payment plan is available.**

Contact Information: for more information or to register, call 860.773.1448 or email tx-continuing-ed@tunxis.edu.



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.

- **Lab groups are held at the college 9am-12pm every Saturday during clinical classes**
- **Clinical externships are held at physicians' offices and clinics within our college service area.**
- **Summer program starts Monday, June 14**

Instructor: TBA

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.

Every pet owner should take this popular class! Sells out quickly, so sign up today!

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.

May 8 (SA); 9AM – 1PM

June 26 (SA); 9AM – 1PM

August 21 (SA); 9AM – 1PM

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

**For more information or to register, call 860.314.4700,
email tx-bcc@tunxis.edu,
or fax 1.860.606.9722.**



Tunxis
Community
College
Education That Works For a Lifetime

Celebrating...
50
YEARS
1970-2020
TUNXIS
COMMUNITY COLLEGE

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: May 3 – July 21 (Hybrid)

- on-campus labs: May 11 - July 15 (T/TH), 9AM-2PM
- Essential Job Skills & Career Dev.: May 24 - June 18 (Online)

Evening program: May 21 – Aug. 13 (Hybrid)

- on-campus labs: June 1 - Aug. 11 (T/W), 5:30-9:15PM
- Essential Job Skills & Career Dev.: Aug. 8 (Online)

Payment Information: Total program cost is \$2,642.

- Includes tuition, administrative fee, books, uniforms, Essential Job Skills & Career Development Course (see p. 3) , and NHA CPT examination fee.
- \$285 (Optional) Phlebotomy Externship fee (24 hours).
- A payment plan is available.

Instructors: TBA

Contact Information

For more information or to register, call 860.773.1448 or email tx-continuing-ed@tunxis.edu.



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.

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

Medical Math "Ed2Go" Online Course

Master medical calculations online. Gain the medical math skills you need to do anything from calculating dosages to using scientific formulas. Review fractions, decimals, and percentages, and then cover the measurement systems and conversions used in the medical field. Learn to do real-world dosage calculations for oral, parenteral, and intravenous medications. This course is an excellent review for those planning to take the Pharmacy Technician program.

Six weeks – Offered online monthly
Fee: \$129

ed2go.com/tunxis (see page 30)

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.

**April 5 – June 27 (49 hours) Hybrid;
4 labs on campus, 5:30-9PM (TH)**

Payment Information:

Total program cost is \$1,129.

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



WIOA Approved

SNAP Approved

Contact Information

For more information or to register, call 860.773.1448
or email tx-continuing-ed@tunxis.edu.

**The Certified EKG Technician Program is Now Offered
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


Education That Works For a Lifetime

Celebrating...
50
YEARS
1970-2020
TUNXIS
COMMUNITY COLLEGE

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.

Section 1: May 13 - July 2 (Online)

- Essential Job Skills & Career Development: May 24 - June 18 (Online)

Pick one Lab from the following:

Clinic/Lab: May 17 - June 23, 6 weeks (M&W), 8AM - 2:30PM, no class 5/31

Clinic/Lab: May 18 - June 24, 6 weeks (T&TH), 8AM - 2:30PM

Section 2: July 1 - Aug. 20 (Online)

- Essential Job Skills & Career Development: July 19 - Aug. 13 (Online)

Pick one Lab from the following:

Clinic/Lab: July 7 - Aug. 16, 6 weeks (M&W), 8AM - 2:30PM

Clinic/Lab: July 6 - Aug. 12, 6 weeks (T&TH), 8AM - 2:30PM

Instructors: Erin Moll, LPN, Barbara Korza, RN, & Nancy Leroy

Payment information: Total program cost \$1,651 (payment plan available)

- Includes tuition, administrative fee, books, uniforms, Essential Job Skills & Career Development course (see page 3), and CNA examination and registry fee.



For more information or to register, call 860.773.1448 or email 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). Certification is mandatory for employment. Medical Terminology (available online: ed2go.com/tunxis) is suggested but not required.

Option 1: April 19 – June 24 (Online), on-campus dates: June 10 & 17

- Essential Job Skills & Career Development: May 17 - June 11 (Online)

Option 2: Aug. 17 – Oct. 18 (Online), on-campus dates: Oct. 7 & 10

- Essential Job Skills & Career Development: Sept. 13 - Oct. 8 (Online)

Instructor: TBD

Payment information: Total program cost is \$2,218.

- Includes tuition, administrative fee, textbook, Essential Job Skills & Career Development course, and CBSPD national 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.



Certified Sterile Processing Technician Internship (Optional) (20 hours)

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

Dates: Students will work with coordinator to set up schedule

Coordinator: Cheryl Conaty, RN
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.

June 10 – Aug. 12 (T/TH); 6-10PM – Plus select Saturdays, 9AM-3PM

Fee: \$849 (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: 860.606.9722

Instructors: Sharon Kenney and James Dubowsky



NEW! Skin Esthetics

Estheticians provide skin treatments, hair removal, and other processes that help men and women maintain their personal appearance. Estheticians have extensive knowledge of skin types, potential allergies, and other complications that may arise from treatments so they can make expert recommendations for each client. The work environment can vary from sterile to spa-like and plush resorts to home-based businesses, as well as medical spas. This program meets the new 650 hours requirement for the State of Connecticut.

Total program cost is \$10,108

For more info., call 860.773.1448 or email Tx-continuing-ed@tunxis.edu.



CAREER TRAINING: PARAPROFESSIONAL & LEGAL

NEW! Paraprofessional 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: June 14 – July 25 (Online with live components)

Cost \$399

Instructor: Tina Taylor

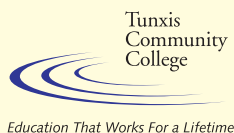


To register, call
860.773.1448 or
email tx-continuing-ed@tunxis.edu.



Classes Forming For Fall 2021!

According to the U.S. Department 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 certificate program.

NON-CREDIT TUNXIS ONLINE LEARNING

Now you can learn anywhere! Classes begin monthly.

Visit ed2go.com/tunxis for more than 300 online classes.

 My Classroom About Us Help


Education That Works For a Lifetime

Course fees start at \$129.

Home View Catalog Search for Courses:

Browse Catalog

Bundles Popular New

Accounting and Finance

Business

College Readiness

Computer Applications

Design and Composition

Healthcare and Medical

Language and Arts

Law and Legal

Personal Development


Teaching and Education

Technology

Writing and Publishing

NEW POPULAR BUNDLES

Accounting Fundamentals Series
If you're interested in increasing your financial awareness while also gaining a marketable skill, this series of courses is perfect for you. [Learn More>>](#)

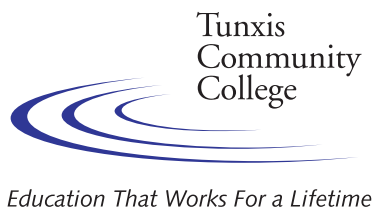


[View More Courses](#)

Welcome to our Online Instruction Center.

We offer a wide range of highly interactive courses that you can take entirely over the Internet. All of our courses are led by expert instructors, many of whom are nationally known authors. Our online courses are affordable, fun, fast, convenient, and geared just for you.

Ready to explore our catalog? Browse our catalog or check out our [Popular](#) and [Featured](#) courses.



Also visit
careertraining.ed2go.com/tunxis
**for more advanced
Career Training Programs.**

The courses below have open enrollment so you can start at any time!

- Computer Mastery
- Microsoft Access
- Computer Skills for the Workplace
- Excel
- Keyboarding
- PC Troubleshooting
- PowerPoint
- Publisher
- Windows 7, 8 and 10
- Word
- Languages
- Spanish
- French
- Italian
- Medical Math

Note: courses listed above are a small sample.

All Ed2Go courses require a student to have Internet access, an email address, and a compatible web browser such as Internet Explorer, Safari or Firefox. Some courses may have additional requirements.

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.

**For more information, call 860.773.1446
or visit 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 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.

Dates: To Be Announced

Instructor: Paul Rich teaches SMART certification across CT and has been in the bartending industry for more than 15 years.

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

Fee: \$TBD plus materials
(Materials fee of \$35 is payable to the instructor at the first class.)



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.

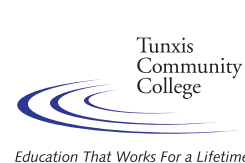
Instructor: Laura Higgins

Fee: \$539 plus text

June 7 – August 25 (M/W);

9AM-12PM (no classes 6/28-7/5)

Online



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.

Date: April 17 (S)

Time: 8AM – 4PM

Please call 860.773.1448 or

email tx-continuing-ed@tunxis.edu for more information.

Fee: \$125



Electrical License Renewal Training Program 2021

C5, C6, L5, L6, T1, and T2 Training

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 C5, C6, L5, L6, T1, T2 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 the "NEC 2017" (National Electrical Code) book and a calculator to class. **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!**

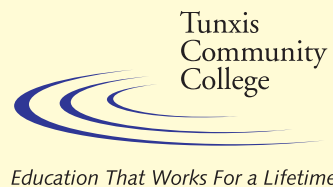
4-hour Format!

May 8 (S) - C5, C6, L5, L6 types
May 21 (F) - C5, C6, T1, T2 types
May 24 (M) - C5, C6, L5, L6 types
June 11 (F) - C5, C6, T1, T2 types
June 19 (S) - C5, C6, L5, L6 types
July 30 (F) - C5, C6, T1, T2 types
July 31 (S) - C5, C6, L5, L6 types
August 16 (M) - C5, C6, T1, T2 types
August 20 (F) - C5, C6, L5, L6 types
August 28 (S) - C5, C6, T1, T2 types
August 30 (M) - C5, C6, L5, L6 types
September 10 (F) - C5, C6, T1, T2 types
September 21 (T, 5-9PM) - C5, C6, L5, L6 types
September 24 (F) - C5, C6, T1, T2 types
September 25 (S) - C5, C6, L5, L6 types

Any license type may take our classes. From E to PV!



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



NOTE:

Electrical License Classes meet 8AM – noon, at Tunxis@Bristol, 430 North Main Street, Bristol (except as noted).

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.

Classes to be announced

Location: Tunxis@Bristol, 430 North Main Street, Bristol
Instructor: David Stevens
Fee: \$135



For more information on any of the above course offerings or to register, call 860.314.4700, email tx-bcc@tunxis.edu, or fax 1.860.606.9722.

PHOTOGRAPHY COURSES

Creative Photography Certificate

Credit-free photography students who complete the following classes and have their portfolio reviewed and accepted by our instructors will earn a credit-free certificate in Creative Photography from Tunxis Community College.

Tunxis Community College Credit-free Creative Photography Certificate will be awarded in May/June. Please allow 30 days for the review process to take place.

- **Understanding Your Digital SLR Camera** – 12 hours
"Digital Photography Boot Camp" can substitute for this class
- **Applied Creative Photography** – 12 hours
- **Photoshop for Photographers** (formerly Photoshop Elements) – 18 hours
- **Basic Artificial Lighting or Flash Portraits** (formerly Flash Photography) – 12 hours
- **Advanced Photography** – 18 hours
(A portfolio review will be conducted in the Advanced Photography class by all instructors.)

NOTE: Additional workshops may be offered throughout the year based on student interest. Early registration is encouraged for best selection and to ensure your class is not canceled due to lack of enrollment.

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.

**June 7 – 28 (M);
6-9PM (4 sessions)**

Location: Farmington Campus
Room: 6-173
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.



**August 7 – 28 (S);
10AM-1PM (4 sessions)**

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

Social Distancing and Face Coverings Are Required For All Photography Courses.

For more information on any of the above course offerings or to register, call 860.314.4700, email tx-bcc@tunxis.edu, or fax 1.860.606.9722.



PHOTOGRAPHY COURSES

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.

**March 23 & 30 (T - Online);
6 – 9PM (2 sessions)**

**Location: Tunxis@Bristol,
430 North Main Street, Bristol
Instructor: Kristen Hines-Baker
Fee: \$79**



**Social Distancing and Face Coverings Are
Required For All Photography Courses.**

SPECIAL INTEREST COURSE



**Every pet owner should take this popular class!
Sells out quickly, so sign up today!**

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.

May 8 (SA); 9AM – 1PM

June 26 (SA); 9AM – 1PM

August 21 (SA); 9AM – 1PM

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

Fee: \$43 (includes text)

**For more information or to register, call 860.314.4700,
email tx-bcc@tunxis.edu, or fax 1.860.606.9722.**

SPECIAL INTEREST COURSES

IMPORTANT: PRIOR TO TAKING A BOATING CLASS, each student must create an account online at 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.



One-Day Combination Safe Boating/Personal Watercraft

A complete basic safe boating certification course taught in one 8-hour day. Successful completion will allow the student to obtain a Connecticut Certificate of Personal Watercraft Operation, which enables them to operate recreational vessels up to 65 feet in length (including jet skis). An easy to understand classroom format is designed for students age 10 and over. Course fee does not include the one-time lifetime license fee. Students should bring a pen or pencil to class.

All classes meet on Saturdays from 8:30AM – 4:30PM

Dates: To Be Announced (TBA)

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

Fee: \$89

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.

Dates: To Be Announced (TBA)

Room: 313

Fee: \$25 non-refundable

Continuing Education and Workforce Development REGISTRATION and GENERAL INFORMATION

In-Person Registration:

Register at Continuing Education & Workforce Development
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 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 Continuing Education & Workforce Development Office 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 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.

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.

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.



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



Are You a Dislocated Worker?

You May Qualify For Career Training at Tunxis.

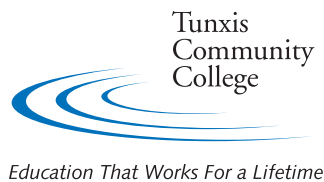
Through a partnership with Capital Workforce Partners (CWP), Certified Dislocated Workers who live in Connecticut are eligible to receive tuition waivers from CWP for training in high-growth employment sectors at Tunxis Community College and other partner colleges in the state.

Approved Health Care programs at Tunxis include:

- **Registered Medical Assistant**
- **Certified Nurse Aide**
- **Certified Phlebotomy Technician**
- **Certified Phlebotomy Technician with EKG Skills Component**
- **Certified Patient Care Technician**
- **Massage Therapy**
- **Certified Sterile Processing Technician**
- **Certified Pharmacy Technician**
- **Emergency Medical Technician (EMT)**
- **Certified Medical Administrative Assistant**

For more information on how to qualify for scholarships, contact your regional American Job Center. New Britain/Manchester/Bristol contact: Suzette Ireland 860.899.3620.

For more information on Tunxis programs, contact TCC Continuing Education & Workforce Development at 860.773.1448.



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
- 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.

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

Tunxis
Community
College



Education That Works For a Lifetime

The College of Technology

Manufacture Your Future



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 or visit www.nextgenmfg.org.



Find us on Facebook and [Twitter@RCNGM](https://twitter.com/RCNGM).



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



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
860.773.1490

To start the Tunxis admission process, please go to tunxis.edu/apply.

Rev. 4/22/2019

Tunxis Academic Degree Programs



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

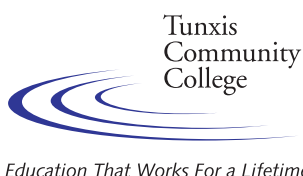
Business Administration Program

Associate Degrees

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

Career Certificates

- **Accelerated Business Administration**
(can be completed online)
- **Accounting**
- **Business Administration**
- **Finance**
- **Marketing**



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.

* Contact the program coordinator for details and requirements, or visit tunxis.edu/academics.

For more information, contact:

Admissions
tx-admissions@tunxis.edu
860.773.1490



To start the Tunxis admission process, please go to 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)

Certificates (can be completed online)

- Computer Programming
- Network Administration
- Microcomputer Processing



Education That Works For a Lifetime

Rev. 12/12/2018

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.

For more information, contact:

Admissions
tx-admissions@tunxis.edu
860.773.1490

To start the Tunxis admission process, please go to 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.

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.



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 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.



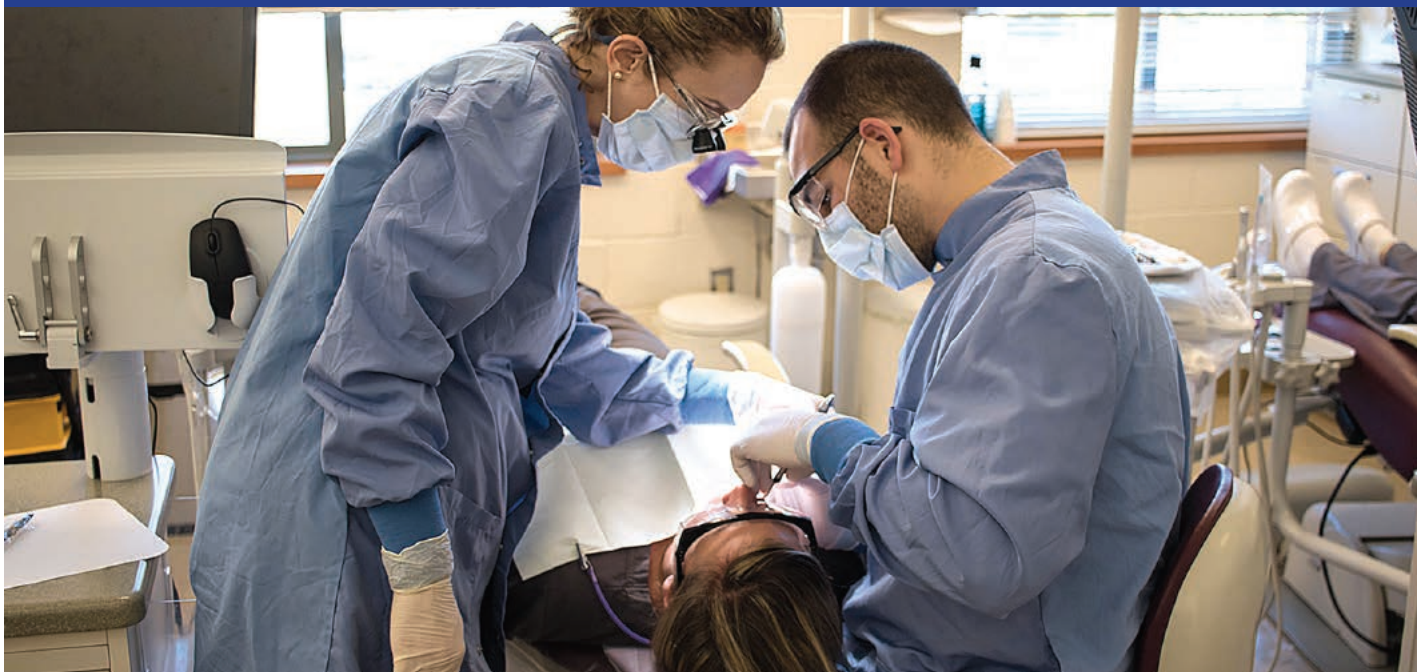
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Dental Hygiene

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.



Education That Works For a Lifetime

For more information, contact:

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Tunxis Academic Degree Programs



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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.



Education That Works For a Lifetime

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.

For more information, contact:

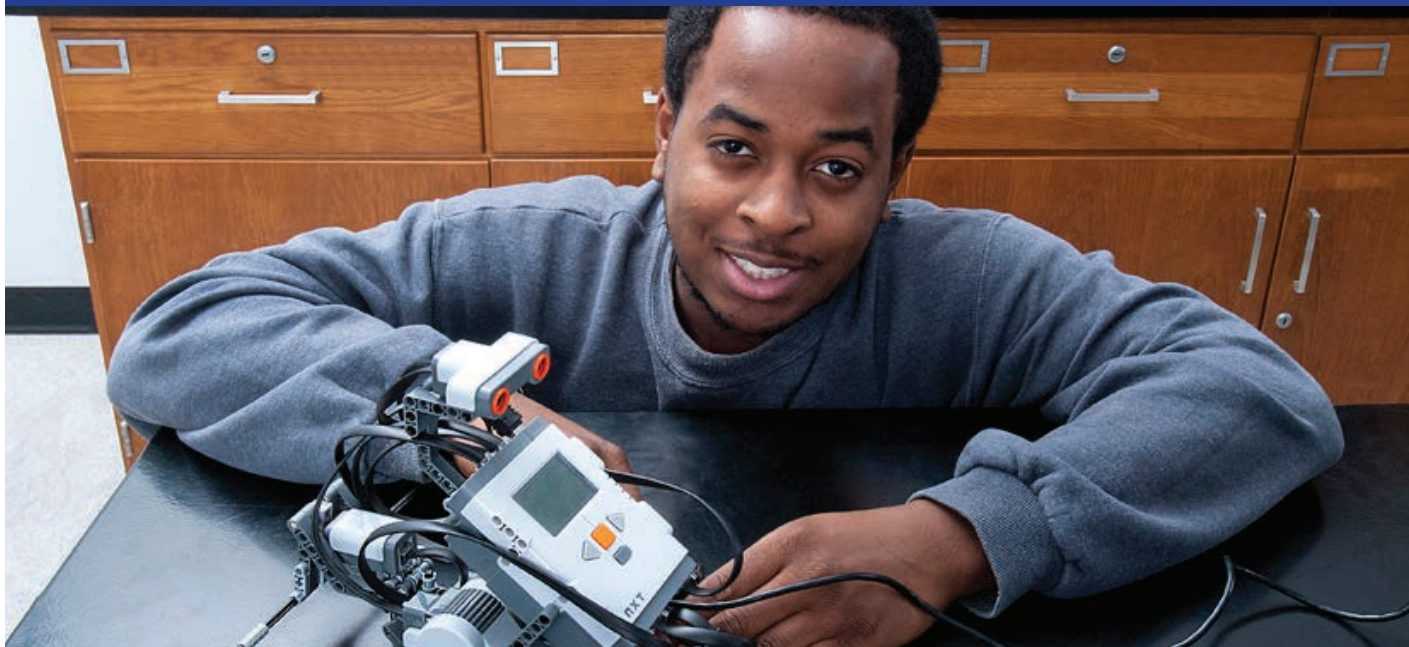
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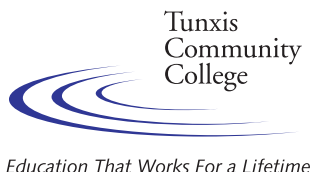
Engineering & Technology

Associate Degrees

- **Data Science - NEW!**
- **Energy Management - NEW!** Scholarship 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!** Scholarship 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.

For more information, contact:

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860.773.1490

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Tunxis Academic Degree Programs



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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.

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
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Tunxis Academic Degree Programs



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Pathway to Teaching Careers

Associate Degree

Program Information

The Pathway to Teaching Careers program is designed to parallel the first two years of study at Central Connecticut State University for students preparing to enter a bachelor's degree program in elementary or secondary education.

Under this agreement with CCSU, students will save on the first two years of a bachelor's degree as they prepare to become a teacher, an occupation that continues to show high demand in Connecticut.

While attending Tunxis, students will benefit from dual advising with Tunxis and CCSU faculty. Pathway to teaching careers graduates will have the 15 CCSU credit requirement to apply to the teaching program waived.

For all provisions of the articulation agreement and a complete guide with recommended sequence of required courses, find your program of interest at tunxis.edu/academics.



For more information, contact:

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Tunxis Academic Degree Programs



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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 may 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.



For more information, contact:

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To start the Tunxis admission process, please go to tunxis.edu/apply.

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 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
FOR MORE INFO

Tunxis
Community
College

Education That Works For a Lifetime



"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

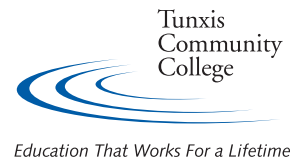
Microcomputer Processing Certificate

Registered Medical Assistant

Veterinary Assistant Program



For more information visit: tunxis.edu/programs.



Note: Some programs may require student placement exams and/or completion of English Composition. Some programs may have an age restriction.



271 Scott Swamp Road
Farmington, CT 06032-3187



Energy Management Scholarship for Full-time Students

Tunxis Community College and the Connecticut Department of Energy and Environmental Protection (DEEP) have announced a renewable scholarship to help full-time students earn energy management credentials tuition-free. **Up to 20 awards will be distributed each semester.**

Tunxis students can earn a Technology Studies: Energy Management degree or certificate and prepare for entry-level energy management positions throughout the state. 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. Seats are limited for the spring term.

Tunxis Community College's Energy Management program was developed to help the state meet the demand for skilled energy analysts and other positions in the energy sector. The associate degree and certificate provide skills in measuring, analyzing and reducing commercial and industrial building energy use. Students receive hands-on experience in "living laboratories" at Tunxis, where they perform energy analysis on Tunxis campus building systems.

The deadline to apply for the fall 2021 semester Energy Management scholarship is Aug. 20. Scholarship application and more information can be found on the Tunxis website: www.tunxis.edu. While recipients will need to complete a FASFA form, all students who apply will be considered for the scholarship since it is not based on financial need. Students selected can renew funding—which covers tuition, fees and books, for up to three years, including summer and winter classes. 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.

For more information on the Energy Management program, contact Mathew Spinelli, Tunxis STEAM program director, at 860.773.1672, MSpinelli@tunxis.edu.