FIREARMS TRAINING
Prerequisites: Students must be at least 21 years of age and bring the following to class: a valid Firearm Owner’s Identification Card (FOID) and Illinois driver’s license or state ID. If you have questions, contact Frank Novak at (708) 709-7839 or fnovak@prairiestate.edu.

Illinois Conceal Carry Training Course - 8 Hours
This 8-hour course is for those individuals who have already had some qualified firearms training. This includes active, retired, and honorably discharged military personnel, as well as individuals who have completed approved training courses in another state. Classroom and range instruction are taught by certified instructors. The date listed is for classroom instruction. Arrangements for off-site range qualification will be discussed in class. Range fees must be paid by the student on range day. Students are responsible for fingerprinting and application fees. No senior discount. Please see prerequisites.

<table>
<thead>
<tr>
<th>Code</th>
<th>Dates</th>
<th>Location</th>
<th>Time</th>
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<tbody>
<tr>
<td>GSSEC-004-PS</td>
<td>June 20</td>
<td>ATOC 132</td>
<td>08:00am-04:00pm</td>
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<tr>
<td>GSSEC-004-P1</td>
<td>July 18</td>
<td>ATOC 132</td>
<td>08:00am-04:00pm</td>
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</table>

code:  GSSEC-004-PS  cost:  $125
dates:  June 20  days:  S
time:  08:00am-04:00pm  location:  ATOC 132

code:  GSSEC-004-P1  cost:  $125
dates:  July 18  days:  S
time:  08:00am-04:00pm  location:  ATOC 132

Illinois Conceal Carry Training Course - 16 Hours
This 16-hour course is for individuals seeking certification to carry a concealed weapon in the state of Illinois. It is specifically for individuals who do not possess the Illinois State Police required training credits. The course includes basic knowledge in the use of deadly force, firearms transportation, transfer, and record keeping. It also includes the mandatory range training and qualification as required by the Illinois State Police. The dates listed are for classroom instruction. Arrangements for off-site range qualification will be discussed in class. Range fees must be paid by the student on range day. Students are responsible for fingerprinting and application fees. No senior discount. Please see prerequisites.

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<tr>
<th>Code</th>
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<tr>
<td>GSSEC-005-PS</td>
<td>June 13-June 20</td>
<td>ATOC 132</td>
<td>08:00am-04:00pm</td>
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<tr>
<td>GSSEC-005-P1</td>
<td>July 11-July 18</td>
<td>ATOC 132</td>
<td>08:00am-04:00pm</td>
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</tbody>
</table>

code:  GSSEC-005-PS  cost:  $225
dates:  June 13-June 20  days:  S
time:  08:00am-04:00pm  location:  ATOC 132

code:  GSSEC-005-P1  cost:  $225
dates:  July 11-July 18  days:  S
time:  08:00am-04:00pm  location:  ATOC 132

HAZARDOUS MATERIALS

EPA Lead Safety in Repair, Renovation, and Painting—RRP Training—Lead-Safe Certified
As of April 22, 2010, the EPA requires contractors performing renovation, repair, and painting projects that disturb lead-based paint in homes, child care facilities, and schools built before 1978, to be certified and follow specific work practices to prevent lead contamination. This course fulfills those requirements. Contractors will learn lead-safe work practices by following these three simple procedures: contain the work area, minimize dust and clean up thoroughly. Upon successful completion of this course, you will be “Lead-Safe Certified.”

code:  GSCST-034-MC  cost:  $262
dates:  June 29-June 29  days:  M
time:  08:00am-04:00pm  location:  MAC 111

Lead Worker Training - Lead Abatement
Initial training for workers involved with the abatement of lead, for lead project monitors, and for consultants. This course meets the training requirements of OSHA, EPA, Illinois and Indiana (LVI only). The following topics will be covered: history of lead, types of lead, uses and applications; health effects and medical surveillance requirements; current state and federal regulations; air monitoring and sampling; bulk sampling and analysis; worker protection equipment; negative pressure systems; glove bag removal; establishing high integrity lead abatement work areas; and proper abatement practices and procedures. No senior discount.

code:  GSCST-050-PS  cost:  $499
dates:  June 15-June 17  days:  MTW
time:  07:00am-03:00pm  location:  K 115

OSHA

OSHA 10-Hour Training Course
This 10-hour General Industry OSHA program covers mandated safety and health standards for OSHA. This includes walking and working surfaces, means of egress and fire protection, electrical, and other related topics. Upon successful completion, a 10-hour OSHA safety card will be awarded. Textbook is included.

code:  GSCST-007-MC  cost:  $145
dates:  July 07-July 09  days:  TWTH
time:  05:00pm-08:30pm  location:  MAC 111

OSHA 30-hour Construction Industry Outreach Training Program
This 30-hour course is designed to teach construction workers about their rights, employer responsibilities, and how to file a complaint, as well as how to identify, abate, avoid, and prevent job-related hazards. This course is also helpful to those who have safety responsibilities on the jobsite. Each participant will receive a “Construction Industry” 30-hour OSHA card.

code:  GSCST-040-MC  cost:  $289
dates:  June 01-July 01  days:  MW
time:  06:00pm-09:00pm  location:  MAC 118
SECURITY OFFICER

20-Hour Unarmed Security Officer Training - Basic
(Part 1 of 2 of Armed Security Officer Training)
This course prepares students for Illinois state certification as unarmed security officers. Learn asset protection, patrols, report writing, ethics and conduct, public relations, fire and life safety, emergency situations, and crime prevention. Students are responsible for fingerprinting and application fees.

- code: GSSEC-010-MC  cost: $169
- dates: June 08-June 24  days: MW
- time: 06:00pm-09:30pm  location: MAC 127

20-Hour Security Firearms Training
(Part 2 of 2 of Armed Security Officer Training)
After completing the 20-Hour Unarmed Security Officer Training - Basic course, individuals may enroll in Part II to become Armed Certified. This 20-hour course requires both classroom work and qualification at a certified range. The course includes instruction on safety, maintenance, liability, carrying a weapon, use of force, ethics of weapon use, and legal use of a firearm, as well as search and seizure. Final qualification includes firing range qualification and written examination. Students are responsible for range fees and must qualify using their own weapon. Armed Security Officers in Illinois need a total of 40 hours of instruction to become certified by the Illinois Department of Financial & Professional Regulation (IDFPR). This course is certified by that department. After completing Parts I and II, individuals receive a certificate from IDFPR.

- code: GSSEC-025-MC  cost: $169
- dates: June 29-July 15  days: MW
- time: 06:00pm-09:30pm  location: MAC 127

CONSTRUCTION

Basic Construction Skills for the Homeowner and Rehabber
This course helps individuals learn basic construction skills, whether they are interested in getting into the construction trades, becoming a rehabber, or would like to complete home construction projects. Students build a room in class, and learn proper use of power and hand tools; layout and calculating materials; wall and ceiling construction; drywall installation and taping; painting and staining techniques; plumbing repairs, including sweating copper pipe and working with PVC piping; electrical works, including fixture and ceiling fan installation; installing a suspended ceiling; and installing a pre-hung door and trim. Bring safety glasses to class. Extra tools are available in class.

- code: GSCST-026-PS  cost: $249
- dates: June 02-July 01  days: TW
- time: 06:00pm-09:30pm  location: K 115

Quickbooks for Construction
This is an introductory course in the use of Quickbooks® commercial, microcomputer accounting software. General ledger, financial statements, customer, vendor, payroll, job costing, and inventory applications are included with discussion of specific relevance to the accounting of construction activities. Upon successful completion of the course, the student will be able to set up accounting records for a service business and merchandising business. Good accounting = good business! Come and check out this fantastic, hands-on course.

- code: GSCST-052-MC  cost: $199
- dates: May 27-June 22  days: MW
- time: 06:30pm-09:30pm  location: MAC 115

CONTINUING AND PROFESSIONAL EDUCATION

Breakthrough Strategies for Success for Teachers, Administrators, Coaches, Counselors, Social Workers, Psychologists, and Supervisors
Learn why people do what they do and how to intervene for optimal success. Choice Theory provides an explanation of human behavior and an intervention strategy to help in situations involving human interactions. You will learn how to manage difficult classroom discipline problems, work with non-voluntary clients/learners, coach your clients to success, and manage employees for optimum performance and loyalty. This is the first step in Choice Theory certification, and counselors, teachers, and social workers will earn 27 CEUs.

- code: GSBUS-028-MC  cost: $399
- dates: July 13-July 16  days: MTWTH
- time: 08:30am-04:30pm  location: MAC 112

ELECTRICITY

Fundamentals of Electricity I
This is an introductory course in direct current electricity. Students analyze series, parallel and combination circuits using Kirchhoff’s current and voltage laws, electrical measuring instruments, and measurement techniques. Students verify basic principles of electricity in the laboratory.

- code: GSCST-051-PS  cost: $199
- dates: May 27-June 26  days: MW
- time: 06:00pm-09:40pm  location: 3120

Check WebAdvisor for up-to-date course information: webadvisor.prairiestate.edu
**FIRE SCIENCE**

**Fire Service - Instructor II**
This course is a continuation of Fire Service - Instructor I. It provides basic information on program management, program development, lesson plan development, instructional development, and techniques used to create evaluation instruments. This is an online course.
code: GSFST-009-PS  
dates: June 08-July 31  
location: Online  
cost: $105

**GREEN TRAINING**

**Building Operator Certification**
This seven-week course, hosted by PSC in partnership with the Midwest Energy Efficiency Alliance, is appropriate for facility managers, HVAC technicians, and related personnel. Building Operator Certification (BOC) is a nationally recognized, award-winning competency-based training and certification program that offers facility personnel the improved job skills and knowledge to transform workplaces to be more comfortable, energy efficient, and environmentally friendly. The training includes nearly 74 hours of classroom and project work (7.4 CEUs) in building systems operation and maintenance. To become certified, participants must pass an exam at the end of each training day and complete five assigned projects. For pricing and registration, visit prairiestate.edu/sustainability and click on “Building Operation Certification.”

code: PIHMG-054-MC  
dates: March 3-March 4  
time: 08:00am-12:00pm  
location: MAC 108  
cost: $129

code: PIHMG-054-M1  
dates: March 17-March 18  
time: 06:00pm-09:50pm  
location: MAC 118  
cost: $129

**Landscape Concepts**
Participants will gain an understanding in selecting, placing, conserving, protecting, maintaining, establishing, renovating, and replacing trees. Participants will learn widely accepted practices and standards used by professional turf managers, landscape architects, and landscape professionals. **NOTE**: CEUs have been applied for and are pending approval by PLANET, the lawn and landscape association, and the Illinois Landscape Contractors Association. No senior discount.
code: PIHMG-055-MC  
dates: March 10-March 11  
time: 08:00am-12:00pm  
location: MAC 108  
cost: $129

code: PIHMG-055-M1  
dates: March 24-March 25  
time: 06:00pm-09:50pm  
location: MAC 118  
cost: $129

**GRANT WRITING**

**Introduction to Grant Writing**
Learn where to locate grant sources, how to submit an application, write a proposal, and incorporate proper form and style. Utilize these skills in non-profit and educational environments.
code: GSBUS-071-MC  
dates: June 02-June 16  
time: 07:00pm-10:00pm  
location: MAC 118  
cost: $99

code: GSBUS-071-M1  
dates: June 02-June 16  
time: 07:00pm-10:00pm  
location: MAC 118  
cost: $99
MEDI-CAR

Medi-Car and Service Car Vehicle Safety Training
The Illinois Department of Healthcare and Family Services is now requiring drivers and employee attendants of Medi-Car, and other service car providers who transport participants of the department's medical assistance programs, to complete a safety training program. This class fulfills the state's CE requirement for these employees, which is renewable every three years. The three-hour training class covers passenger assistance; safe driving, safe operation, and emergency procedures; and bloodborne Pathogens. Tuition fee includes class materials and a three-year certification card. No senior discount.

- **MEDI-CAR Safety Training Refresher**
  This refresher class is for those drivers and attendants whose three-year certification cards are up for renewal. Once you complete this class, you will receive another three-year certification. We will review passenger assistance, safe driving, safe operation of a vehicle, and bloodborne pathogens. Any new health issues and preventative measures also will be discussed. No senior discount.

  - **Code:** Pimed-034-MC  |  **Cost:** $49
  - **Dates:** May 27  |  **Days:** W
  - **Time:** 06:00pm-08:00pm  |  **Location:** MAC 111

  - **Code:** Pimed-034-M1  |  **Cost:** $49
  - **Dates:** June 24  |  **Days:** W
  - **Time:** 06:00pm-08:00pm  |  **Location:** MAC 111

  - **Code:** Pimed-034-M2  |  **Cost:** $49
  - **Dates:** July 29  |  **Days:** W
  - **Time:** 06:00pm-08:00pm  |  **Location:** MAC 111

Real Estate

Information Session on Real Estate Courses and Careers
Although the economy has affected many individuals with their employment status, learn about some part-time opportunities in real estate sales and home inspecting. Courses fulfill the state's pre-licensing requirements in these particular areas. Those looking for part-time income and are not sure how to earn that income should sign up for this free two-hour workshop.

  - **Code:** Pibus-019-MC  |  **Cost:** Free
  - **Dates:** June 30  |  **Days:** TH
  - **Time:** 06:30pm-08:30pm  |  **Location:** MAC 111

How to Survive Today’s Mortgage and Real Estate Market
There is a definite need for education to better prepare prospective and existing homeowners on how to survive the market. This three-hour seminar teaches how to make better decisions, from buying a home or to refinancing. Experts explain what is needed to qualify for financing, what type of financing fits an individual’s situation, how to pick the right realtor for buying and selling, the importance of an appraisal, getting a home ready for selling, and many more helpful hints to make real estate transactions go smoothly. It is a reality that foreclosures are on the rise, so take advantage of this seminar. Call (708) 709-3750 to register.

  - **Code:** Pibus-119-MC  |  **Cost:** $10
  - **Dates:** June 25  |  **Days:** TH
  - **Time:** 06:30pm-09:30pm  |  **Location:** MAC 108

Check WebAdvisor for up-to-date course information: [webadvisor.prairiestate.edu](http://webadvisor.prairiestate.edu)
SALES TRAINING

Consultative Selling Online Courses
Sales professionals are among the highest paid members of the national workforce, according to the U.S. Department of Labor statistics. A position in sales is also the one job that cannot be outsourced. If you know how to make a true, consultative sales call, you can get a job at any time and in any industry. Learn the six steps required for becoming proficient in consultative sales situations, and you will have the skills to sell any product or service. These skills will even help you sell yourself in a job interview.

Tapestry Webinar Series
Now you can learn the proven sales techniques and skills practiced by the most experienced and successful sales professionals in an easily accessible series of 45-minute webinars. Enjoy a full immersion in sales, sales support, and management training content through the GDA Tapestry webinar series. Each topic features four video sales tips and four 45-minute webinars. Each webinar includes personal application guides and management coaching tools, along with related articles and success stories that will help to improve your proficiency in each of the topics.

For registration and pricing information for these courses and webinars, please contact Lorraine Richardson of Growth Development Associates, Inc. at (239) 213-0424 or lrichardson@growthdevelopment.com.

WELDING

Welding - Advanced Independent Projects
This course includes independent projects as directed by professor utilizing all welding and fabrication skills. Principles and techniques of steel layout and fabrication welding will be covered. Includes measurement, print reading review, layout tools and techniques, hand-held and large power tool safety and use, drawing interpretation, structural methods, and welding projects.

code: PIWEL-016-PS  cost: $259

dates: May 26-July 17  days: T

time: 06:00pm-09:40pm  location: T 186

Iron, steel, and their alloys, standard classification systems, properties, and methods of testing are considered. Heat treatment processes, critical temperatures, crystalline structure changes, standard physical tests, and welding metallurgy are studied.

code: GSWEL-017-PS  cost: $199

dates: May 28-July 17  days: TH

time: 06:00pm-09:40pm  location: T 192

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- Enhance operations
- Improve your bottom line

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