



**Northwest Technical Institute**  
rethink education

# **Community Classes Professional Development Short Term Classes**

## **Summer & Fall 2021 Schedule**



**Website:** [www.nwti.edu](http://www.nwti.edu)

**Email:** [communityed@nwti.edu](mailto:communityed@nwti.edu)

**Telephone:** 479-751-8824 ext. 110

709 S. Old Missouri Rd • Springdale, AR 72765

## FALL 2021

### Administrative Skills

Course#	Course Name	Day	Dates	Time	Price
CEPM189	Advanced Administrative Assistant		Online	Self-Paced	\$200
CEPM190	Administrative Assistant		Online	Self-Paced	\$200
CEPM006	Basic Bookkeeping		Online	Self-Paced	\$50
CEPM007	Collaborative Business Writing		Online	Self-Paced	\$50
CEPM008	Social Meeting in the Workplace		Online	Self-Paced	\$50
CEPM009	Supply Chain Management		Online	Self-Paced	\$50

### Allied Health

c	Course Name	Day	Dates	Time	Price
AHP1112	CNA	T/TH	TBA	8:00am – 4:30pm	\$665
AHP1112	CNA	M/W	TBA	8:00am – 4:30pm	\$665
AHP1112	CNA	M/W	TBA	8:00am – 4:30pm	\$665
AHP1112	CNA	T/TH	TBA	8:00am – 4:30pm	\$665
SPT1000	Sterile Processing	T-TH	Jan 12 – April 22	5:30 pm –8:30 pm	\$1465

### Ammonia Refrigeration

c	Course Name	Day	Dates	Time	Price
CEPM500	Operator I	M-Th	TBA	8:00am-4:00pm	\$1150
CEPM500	Operator I	M-Th	TBA	8:00am-4:00pm	\$1150
CEPM500	Operator I	M-Th	TBA	8:00am-4:00pm	\$1150
CEPM500	Operator I	M-Th	TBA	8:00am-4:00pm	\$1150
CEPM501	Introduction to Refrigeration	M/T	TBA	8:00am-4:00pm	\$850
CEPM502	Boiler I Training	M/T	TBA	8:00am-4:00pm	TBA
CEPM503-1	Intro Hazmat Ammonia	M/T	TBA	8:00am-4:00pm	\$850
CEPM503-3	Intro Hazmat Ammonia	M/T	Aug 23-24	8:00am-4:00pm	\$850

CEPM503-4	Intro Hazmat Ammonia	M/T	Sep 13-14	8:00am-4:00pm	\$850
CEPM503-5	Intro Hazmat Ammonia	M/T	Oct 4-5	8:00am-4:00pm	\$850
CEPM503-6	Intro Hazmat Ammonia	M/T	Nov 8-9	8:00am-4:00pm	\$850
CEPM503-7	Intro Hazmat Ammonia	M/T	Dec 13-14	8:00am-4:00pm	\$850

## Apprenticeship

c	Course Name	Day	Dates	Time	Price
APW200	Welding Apprenticeship	T	Aug 3-May 17	5:30 -9:30	\$650
APW200	Welding Apprenticeship	M	Aug 2-May 16	5:30 -9:30	\$650
APW201	IT Apprenticeship		Online	Self-Paced	---
AP202	Industrial Electrician Apprenticeship	T	Aug 3-May 17	5:30 -9:30	\$650
AP202	Industrial Electrician Apprenticeship	Th	Aug 5-May 19	5:30 -9:30	\$650
AP203	Carpentry Apprenticeship	T	Aug 3-May 17	5:30 -9:30	\$
AP204	Plumbing Apprenticeship NWAPS	T	Call for times	5:30-9:30	\$
AP1ABC	Plumbing 1 Apprenticeship ABC	M	Call for times	5:30-9:30	\$
APEABC	Plumbing 2 Apprenticeship ABC	T	Call for times	5:30-9:30	\$
APECOE	Electrical Apprenticeship ACOE		Aug 9 – May 13	5:30 – 9:30	\$

## Career Development

Course#	Course Name	Day	Dates	Time	Price
CEOL001	Communication Strategies		Online	Self-Paced	\$50
CEOL002	Entrepreneurship		Online	Self-Paced	\$50
CEOL003	Personal Branding		Online	Self-Paced	\$50
CEOL004	Project Management		Online	Self-Paced	\$50
CEOL005	The Cloud and Business		Online	Self-Paced	\$50
CEOL006	Women in Leadership		Online	Self-Paced	\$50

## Construction/Industrial

c	Course Name	Day	Dates	Time	Price
CEPM 5040	OSHA 10		Online	Self-Paced	\$50
CEPM5041	OSHA 30	T W	TBA	8:00-4:00	\$400

## Diesel

c	Course Name	Day	Dates	Time	Price
CEDTT 1204	Electrical Systems	MTWTF	TBD	8:00 - 10:00 am	\$300
CEDTT 2304	Diesel Engines	MTWTF	TBD	8:00 – 10:00am	\$240
CEDTT 3502	Tractor Climate Control	MTWTF	TBD	1:00 – 3:00pm	\$120
CEDTT 3506	Heavy Duty Electrical	MTWTF	TBD	1:00 – 3:00pm	\$360
CEDTT 2901	Truck Trailer Hydraulics	MTWTF	TBD	8:00 – 10:00 am	\$120
CEDTT 1505	Tractor Trailer Brakes	MTWTF	TBD	8:00 –10:00am	\$300
CEDTT 2604	Heavy Duty Drive Trains & Axles	MTWTF	TBD	8:00 – 10:00am	\$240
CEDTT 3302	Preventative Maintenance Inspections Diesel	MTWTF	TBD	1:00 – 3:00pm	\$120
CEPM225	ASE Certification Test Prep		Call for times		\$85
CEPM220	609 Certification Test Prep		Call for times		\$85
CEPM244	Multi-meter	M	Oct 11	6:00 – 900 pm	\$75
CEPM300	Introduction to Diesel	T,TH	Sep 14 – Oct 21	6:00-9:00pm	\$300
CEPM408	After Treatment	M,T	Oct 25- Oct 26	6:00-9:00pm	\$150

## Human Resources

Course#	Course Name	Day	Dates	Time	Price
CEPM175	Aphr Test Prep	TH	TBA	4:30-6:30	\$595
CEOL007	Developing a Lunch and Learn		Online	Self-Paced	\$50
CEOL008	Diversity and Inclusion		Online	Self-Paced	\$50
CEOL009	Generation Gaps		Online	Self-Paced	\$50
CEOL010	Health and Wellness at Work		Online	Self-Paced	\$50
CEOL011	Millennial Onboarding		Online	Self-Paced	\$50
CEOL012	Office Health and Safety		Online	Self-Paced	\$50
CEOL013	Train-The-Trainer		Online	Self-Paced	\$50

## Information Systems

c	Course Name	Day	Dates	Time	Price
CEPM175	CompTIA IT Fundamentals		Online	Self-paced	\$450
CEPM176	CompTIA A+ with voucher		Online	Self-Paced	\$650
CEPM177	CompTIA Network + with voucher		Online	Self-Paced	\$650
CEPM178	CompTIA Security + with voucher		Online	Self-Paced	\$650

## Microsoft Office Specialist

Course#	Course Name	Day	Dates	Time	Price
CEPM179	Microsoft Word 2016 Essentials		Online	Self-Paced	\$50
CEPM180	Microsoft Word 2016 Expert		Online	Self-Paced	\$50
CEPM181	Excel 2016 Essentials		Online	Self-Paced	\$50
CEPM182	Excel 2016 Expert		Online	Self-Paced	\$50

## Personal Development

Course#	Course Name	Day	Dates	Time	Price
CEOL015	Anger Management		Online	Self-Paced	\$50
CEOL016	Critical Thinking		Online	Self-Paced	\$50
CEOL017	Improving Self-Awareness		Online	Self-Paced	\$50
CEOL018	Public Speaking		Online	Self-Paced	\$50
CEOL019	Social Learning		Online	Self-Paced	\$50
CEOL020	Taking Initiative		Online	Self-Paced	\$50

## Sales and Marketing

Course#	Course Name	Day	Dates	Time	Price
CEPM191	Frontline Supervisor in Retail Sales		Online	Self-Paced	\$200
CEOL020	Body Language Basics		Online	Self-Paced	\$50
CEOL021	Creating a Great Webinar		Online	Self-Paced	\$50
CEOL022	High Performance Teams Inside the Company		Online	Self-Paced	\$50
CEOL023	Presentation Skills		Online	Self-Paced	\$50
CEOL024	Servant Leadership		Online	Self-Paced	\$50
CEOL025	Social Media Marketing		Online	Self-Paced	\$50

## Small Gas Engine Repair

Course#	Course Name	Day	Dates	Time	Price
CEPM205	Small Gas Engine Repair	M	Feb 21	6:00-9:00pm	\$250

## Supervisors and Managers

Course#	Course Name	Day	Dates	Time	Price
CEOL026	Budgets and Financial Reports		Online	Self-Paced	\$50
CEOL027	Employee Motivation		Online	Self-Paced	\$50
CEOL028	Lean Process and Six Sigma		Online	Self-Paced	\$50
CEOL029	Supervising Others		Online	Self-Paced	\$50
CEOL030	Virtual Team Building and Management		Online	Self-Paced	\$50
CEOL031	Budgets and Financial Reports		Online	Self-Paced	\$50

## Workplace Essentials

Course#	Course Name	Day	Dates	Time	Price
CEOL032	Appreciative Inquiry		Online	Self-Paced	\$50
CEOL033	Civility in the Workplace		Online	Self-Paced	\$50
CEOL034	Customer Service		Online	Self-Paced	\$50
CEOL035	Respect in the Workplace		Online	Self-Paced	\$50
CEOL036	Risk Assessment and Management		Online	Self-Paced	\$50
CEOL037	Respect in the Workplace		Online	Self-Paced	\$50
CEOL038	Teamwork and Team Building		Online	Self-Paced	\$50

## Welding

Course#	Course Name	Day	Dates	Time	Price
CEPM200	Basic Welding	M	Jan 24	6:00 - 9:00pm	\$450
CEPM288	Stainless Welding	T/W	TBA	8:00-3:00	\$250

## Registration Information

**PLEASE** register at least five (5) business days prior to the beginning of the class. Classes are first come first serve. For on campus classes tuition must be paid at the time of registration in order to hold your spot in the class.

Registration and payment may be completed in person or by mail. Acceptable payment methods include cash, check, Visa, MasterCard, and Discover. If registering by mail, please print the registration form from the Community Education link on the NTI website, complete and mail with payment to:

**Northwest Technical Institute**  
**Attn: Registrar**  
**P. O. Box 2000**  
**Springdale, AR 72765**

## **Refund Policy**

At least two business days prior to the class: 100% refund.

***Call NOW or Visit us the web for more information!***

***709 S Old Missouri Road \* Springdale, AR 72764***

***479-751-8824***