RED RIVER TECHNOLOGY CENTER
2016-2017 Short-Term Courses
Enrollment Guidelines and Information

Adult Education & Literacy and GED® Testing

Business & Industry Service Center

Medical and Health Careers

Computer and Information Technology

Trade and Industry

General Interest & Security Guard Training

Entry Level Child Care Training & ed2go Online Courses

Administration
Dennis Loafman, Superintendent
Brook Holding, Principal
Lisa Williams, Adult & Career Development and Business & Industry Services Director
Sylvia Loveday, Director of Student Affairs

Board of Education
Rodney Love
Dee Williams
Ricky Sanders
Kristie Gaines
Sandy Pogue

For more information, visit www.rrtc.edu or call 580-255-2903, ext. 330.
**Enrollment Guidelines and Information**

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**2016-17 Short-term Sessions**

**Fall I 2016**
Enrollment Ends: Aug. 10  
Classes Begin: Aug. 15  
Classes End: Oct. 3  

**Fall II 2016**
Enrollment Ends: Oct. 12  
Classes Begin: Oct. 17  
Classes End: Dec. 8  

**Winter 2017**
Enrollment Ends: Jan. 11  
Classes Begin: Jan. 17  
Classes End: March 9  

**Spring 2017**
Enrollment Ends: March 8  
Classes Begin: March 20  
Classes End: May 11  

**Summer 2017**
Enrollment Ends: May 31  
Classes Begin: June 5  
Classes End: July 25  

View the seasonal short-term courses listing, full short-term catalog, and RRTC’s on-line courses anytime at www.rrtc.edu. Plans of study may also be listed for some courses.

**Enrollment**
Enrollment is on-going for any session. Students must be 16 years old to enroll in most classes. Medical courses require a minimum age of 18.

**Payment Information**
- Tuition/Supply Fee due first night of class  
- Tuition/Supply Fee may vary and is subject to change  
- Call to cancel enrollment prior to beginning of course  
- Payment methods: cash, check, money order; no credit or debit  
- Payment contract may be arranged with Director pre-approval  
- Bill community agencies with proper authorization  
- No Free Federal Aid for short-term courses

**Withdraw Information**
- 1st day of Class – 100% refund tuition with $5.00 drop fee  
- 2nd day of Class – 75% refund tuition  
- 3rd day of Class – 50% refund tuition  
- Supply/Fee refunded with Director approval

**RRTC Certifications**
RRTC is proud to be recognized with certifications from the following:
- Okla. State Dept. of Career & Technical Ed.  
- Oklahoma Health Care Authority  
- Oklahoma Nurses Aid Registry  
- Okla. State Department of Education  
- Oklahoma Emergency Management Systems  
- Oklahoma Department of Human Services  
- Oklahoma Real Estate Commission  
- CLEET  
- International Society of Certified Electronics Technicians (ISCET)  
- American Heart Association

**Serving You...**

Information ..........255.2903 or 888.607.2446  
Fax...............................580.252.1327  

**In accordance with the Higher Education Act of 1964 (HEA), as amended by the Higher Education Opportunity Act of 2008 (HEOA), as it relates to Textbook Information to be provided on Internet Course schedules, Red River Technology Center has determined the disclosure of textbook information is not practicable for textbook or supplemental material. This information is “To Be Determined.”**

For more information, visit www.rrtc.edu or call 580-255-2903, ext. 330.
Okla. High School Diploma - GED® and HiSET®
Individuals at least 18 years of age (persons 16-17 with special permission) may receive a high school diploma from the State of Okla. upon successful completion of the GED or HiSET test. Contact Adult Education at 255-2903, ext. 222, for more information.

- The GED and HiSET tests are available in computer-based format only. RRTC is an authorized PersonVue and ETS Testing Center.
- Pre-registration for testing is required and must be completed online at www.MyGED.com.

GED Test:
- Subject Areas: Reasoning Through Language Arts (includes Writing), Science, Social Studies, Mathematical Reasoning
- $136 or $34 per module
- Up to 2 retakes

HiSET Test:
- Subject Areas: Reading, Writing, Science, Social Studies, Mathematics
- $97.50 or $19.50 per module
- Up to 2 retakes

Must present valid ID and report to testing center 15 minutes prior to testing time.

Oklahoma’s selected provider for GED® document fulfillment is DiplomaSender™. Order an official GED® transcript or a duplicate diploma. Choose to receive your document by email, fax or mail. Go to https://www.diplomasender.com. To order by phone: 855-313-5799.

2016-17 GED® and HiSET® Testing Schedule

2016 Test Dates
August 17-18
September 21-22          October 19-20
November 16-17               December 14-15

2017 Test Dates
January 18-19         February 15-16
March 8-9               April 12-13
May 10-11              June 14-15

Adapted Education & Literacy (TEL)
Academic instruction in a variety of courses to prepare students for earning a high school diploma, achieving work readiness, and/or the college admissions process. Free courses are offered at RRTC Monday-Thursday. Courses also available at additional locations in RRTC district. Call 580-255-2903, ext. 222 or 225.

English Literacy
English classes for non-English speaking adults. Classes and materials are free.

Testing and Assessment
Assistance in planning an educational and career path is available through the testing center. This resource is offered to schools, individuals, business and industry.

Cost for testing is as follows:
- TABE - $25
- Career Readiness WorkKeys - $2
- Compass - $45
- Compass Individual Sections - $15
- Scotopic Screening - Call for cost
- POSSE (Peace Officer Screening & Selection Exam) No Charge if employed or $25 otherwise.
- Health Certifications (LTC, CMA, etc.) Cost varies.
- Engage - $7
- Many more available.

Contact Testing and Assessment Coordinator at 255-2903, ext. 276.

Practical Nursing Assessment Test
As part of the application process for the Practical Nursing program at RRTC, potential students must complete an assessment test.

For information and/or a packet, contact the RRTC Counselor at 580-255-2903, ext. 230.

2016-17 Practical Nursing Testing Schedule

Please note that testing start times differ based on testing date. Must present valid ID.

8:00 am Test
September 8, 2016
November 10, 2016
January 12, 2017
March 3, 2017*
April 6, 2017

5:30 pm Test
October 11, 2016
December 6, 2016
February 7, 2017
March 21, 2017
April 20, 2017

*Applicants testing prior to March 3 may retest if necessary.

For more information, visit www.rrtc.edu or call 580-255-2903, ext. 330.
Bid Assistance

Millions of dollars are awarded each year to providers of goods and services to city, county, state, federal agencies, and the Department of Defense. The Bid Assistance program at RRTC can help businesses:

- Obtain a government contract
- Request an opportunity to bid
- Complete and submit a bid package
- A plan room is available for construction clients’ use to bid on projects.

Bid Assistance Coordinator Dana Harwell, CCAS, at ext. 270 or dharwell@rrtc.edu.

Environmental, Health & Safety Services

Red River Technology Center is ready to assist your business with its environmental, health, and safety training program. Our Environmental, Health and Safety team can:

- Prepare and present curriculum
- Provide training
- Conduct safety walkthroughs at your site
- Customize and present topics at your safety meetings
- Provide a more extensive training program
- Direct your organization to be a safer, healthier workplace

EHS Coordinator Kent Brown at ext. 236 or kbrown@rrtc.edu.

Industrial Coordination

The Red River Technology Center Industrial Coordination program:

- Works with new and existing businesses
- Provides customized training and services
- Proactively assists companies by bringing together those resources
- Outlines the content of training
- Outlines implementation and responsibility for completion
- Training can be conducted at your company’s facility or at RRTC.

Industrial Coordinator at ext. 275.

Business Development Services

Small businesses continue to be the underlying economic power base of this country. Red River Technology Center is committed to:

- Helping area businesses succeed
- Providing entrepreneurs with the resources and information they need to start and grow a successful business venture
- Providing financial education
- Providing training workshops and individual consultations

Business Development Services Trainer Jackie Jacobi at ext. 271 or jjacobi@rrtc.edu.

Connect with Jackie online at:
- www.linkedin.com/in/jackiejacobi
- www.twitter.com/jackiejacobi
- www.JackieJacobi.com

For more information, visit www.rrtc.edu or call 580-255-2903, ext. 330.
Environmental, Health & Safety Services

The following is a list of courses available. For customized training, please contact the Environmental, Health & Safety Services Coordinator at 580-255-2903, ext. 236.

Accident Investigation 2 hr.
Asbestos Awareness 1-2 hr.
Behavior Based Safety 4 hr.
Back Injury Prevention 1 hr.
Bloodborne Pathogens 1-2 hr.
Bus Driver Safety 1-2 hr.
Cold Weather Safety 1 hr.
Confined Space Awareness 1 hr.
Confined Space Entry 8 hr.
Crane Safety - up to 8 hrs.
CPR/AED/First Aid 4-8 hr.
Defensive Driving 7 hr.
Dept. of Transportation Hazardous Material - up to 8 hrs.
DOT HazMat Transport 4 hr.
Drug & Alcohol Awareness 1 hr.
Electrical Safety 1-2 hr.
Emergency Response 1 hr.
Environmental Awareness 1 hr.
Ergonomics 1-2 hr.
Eye Safety 1 hr.
Fall Protection 2 hr.
Fire Extinguisher Safety 2 hr.
Forklift Safety Training 4-8 hr.
Hand Safety 1 hr.
Hand & Power Tool Safety 1-2 hr.
Hazard Communications 1-2 hr.
HAZWOPER 40 hr. Technician, and 8 hr. Refresher
Hearing Protection 1-2
Heat Stress Awareness 1 hr.
Hotwork 1-2 hr.
Housekeeping 1 hr.
Hydrogen Sulfide (H2S) Awareness 4-8 hr.
Indoor Cranes 2 hr.
Job Safety Analysis (JSA) 2 hr.
Lockout/Tagout (LOTO) 2 hr.
Machine Guarding 1 hr.
Office Safety 1 hr.
OSHA for General Industry 10-30 hr.
Personal Protection Equipment (PPE) 1-2 hr.
Respiratory Protection 2 hr.
Respiratory Fit Test 1 hr.
SafeLand/Energy Training Council (ETC) Orientation 10 hr.
Safety Culture 4 hr.
Scaffolding 2 hr.
Severe Weather Safety 1 hr.
Sling and Rigging Safety 2 hr.
Slips, Trips and Falls 1 hr.
Spill Prevention and Control 1 hr.
Storm Water Run-off 1 hr.
Trenching and Shoring - 6-8 hrs.
Welding Safety 2 hr.
Workplace Violence 1 hr.

For more information, visit www.rrtc.edu or call 580-255-2903, ext. 330.
Customized Industry Training

Specialized Manufacturing Training

Customized Hydraulics - 2 days

Hydraulics-BASIC or ADVANCED - 5 days

IPC 620 Cert. or Re-Certification - days vary

Overview of IPC Training - 2.5 days

Lead-free Soldering - 3 days

Basic Programmable Logic Controls - 3 days

Customized Electronics/Special Applications

Geometrical Dimensioning & Tolerances - 3 days

Basic Math, Adv. Math; Blueprint Reading

Level I & II Magnetic Particle Inspection or Liquid Penetrant Inspection or Visual Weld Inspection AMSE B31.3 Certification - days vary

Radiograph Interpretation - 1 day

Quality Training

API Spec Q1 9th Edition Understanding - 1 day

ISO 9001: Understanding or 2008 Auditing or Lead Auditor (RABQSA) - days vary

Lean 101 - Manufacturing - 1 day

Software Training

Microsoft Office Suite including Word, Excel, Access, Project and Powerpoint - days vary

Specialized Professional Enrichment Training

Advanced Facilitation for Success - 1 day

Advanced Learning Facilitation - 1 day

Bringing Out the Best in People - 2 days

Can We Count on You - 1/2 day

Change Management - 1 day

Coaching in Action - 2 days

Conflicts - What’s Next - 1 day

Customer Service - 2 days

Effective Business Writing Skills - 2 days

Emotional Intelligence - 1/2 day

Engaging Employees: Buyers vs. Renters - 2 days

Exceeding Customer Expectations - 1 day

Facilitating for Success - 2 days

First Line of Defense Legal Employment - 2 days

Five Dysfunctions of a Team/Five Waves of Trust - 1 day

How to be a “Profit” for Your Company - 2 days

How to be a Better Communicator - 1 day

How to Connect in Business in 90 Seconds or Less - 1/2 day

Leadership Skills - 2 days

Making Change That Doesn’t Jingle in Your Pocket - 1 day

Making the Most of Meetings - 1 day

Needs Analysis to Develop Training - varies

Negotiating with Partners - 2 days

Overview: 7 Habits of Highly Successful People - 1 day

Prescription for Derailed Teams - 1 day

Presentation Skills - 3 days

Many more training options available, along with custom specialized training to meet specific needs. For more information, contact the Industrial Coordinator at 580-255-2903, ext. 275.

For more information, visit www.rrtc.edu or call 580-255-2903, ext. 330.
Important Information
Enrollees must be:
• 18 years of age or older
• Must be able to pass an OSBI background check
• Must provide shot records and pass immunization requirements
• Must be able to lift 50 pounds or more, bend, stoop, and crawl
• A medical uniform may be required

Anatomy and Physiology I and II
Students entering any health care field will benefit from learning this systematic approach to studying the human body. Online or instructor-led. (24 or 42 hrs.)

Math for Health Occupations
Students study math concepts needed in the health care profession. Study will include a review of fractions, decimals, percentages, ratios and conversion to the metric system. Online or instructor-led. (24 or 42 hrs.)

Medical Insurance I - Insurance Coding
Learn CPT, ICD-10-CM, and HCPCS coding, medical coding guidelines and coding principles in order to verify the diagnosis and procedure codes used to report patients’ conditions on insurance claims and encounter forms. Online or instructor-led. (24 or 42 hrs) Prerequisite - Medical Terminology

Medical Insurance II - Claims Processing
Claim filing rules for Medicare, Medicaid, TRICARD, Blue Cross/Blue Shield, Worker’s Compensation and private payers are covered in this course. Attention to insurance providers and their reimbursement methods. Prerequisite - Medical Insurance I and Medical Terminology.(48 hours)

ONLINE - Medical Transcription
Transcribe medical dictation using computers. Learn proper formatting for medical documents. Prerequisites: Medical Terminology, Keyboarding 50 wpm. (24 hrs)

Medical Terminology**
Build a medical vocabulary, terms and abbreviations on a word building system. **This course is required to apply for RRTC’s Practical Nursing program. Available online or instructor-led. (48 hours)

Phlebotomy
Techniques to properly draw blood specimens and the proper handling of the specimen for clinical laboratory testing. Patient contact, medical ethics and legal problems will be discussed. (48 hours classroom; 16 hours clinical; total 64 hours)

Physical Therapy Technician/Restorative Aid
Gain an understanding of anatomy, direction of movement, range of motion, strengthening and patient handling. Individuals will be able to assist physical therapists provide quality care to patients. (48 hours)

Pharmacy Technician - Phase I
Learn skills required to order, stock, package, and prepare medications. Entry-level pharmacy technician positions. Prepares students for the National Certification Exam offered by the Pharmacy Technician Certification Board. Phase II provided by pharmacy. (60 hours)

CPR/First Aid/AED*
American Heart Association with Basic First Aid certification. Designed for most industries from manufacturing to child care. (6 hours)

CPR/Health Care Provider*
Lifesaving skills for a person in cardiac arrest. Includes adult, child and infant CPR and obstructed airway. American Heart Association. (4-8 hours)

* Use of American Heart Association materials in an educational course does not represent course sponsorship by the American Heart Association. Any fees charged for such a course, except for a portion of fees needed for AHA course materials, do not represent income to the Association.

Visit www.rrtc.edu to view career plans of study and the combination of courses required for medical careers.

For more information, visit www.rrtc.edu or call 580-255-2903, ext. 330.
State of Oklahoma Health Care Authority Approved Courses

Long-Term Care Aide (CNA)
Basic care skills used in a long-term health care facility. Approved through Oklahoma State Dept. of Health. Certification required. Prerequisite of CPR/HCP. (96 hours)

Home Health Aide Deeming
Certified long-term care nurse aides can add home health certification with this course. (16 hours)

Certified Medication Aide (CMA)
Course includes: legal responsibilities, ethical conduct, charting and reporting skills, and the skills necessary to identify and provide proper services to patients. Medication Long-term care state certification test. Prerequisite: Must currently be a state Long-Term Care Aide to enroll. Must read, write and speak English, have six months experience in Long Term Care, be 18 years of age, and have a high school diploma or GED. (72 hours - 56 hours theory and 16 hours lab required)

Advanced Certified Medication Aide
Diabetes Care/Glucose Monitoring and Insulin Administering Certification exam with 80% required with 100% skill proficiency. Must have current CMA certification. (16 hours)

Nasogastric/Gastrostomy, Oral Metered Inhaler/Nebulizer No exam required. 100% skill proficiency. (8 hours)

Certified Medication Aide Continuing Ed
Class will be offered monthly. Call for dates. Meets the requirements for CMA re-certification. (8 hours)

Oklahoma Department of Human Services Approved Courses

Developmentally Disabled Medication Administration Technician (DD MAT)
Certification required for all employees in group homes and residential care facilities who administer or monitor medications. For a certificate of completion, successfully finish training and testing. The certificate meets Okla. Dept. of Human Services training requirements and is valid for one year. (16 hours).

DD MAT Recertification
Renew certification with 8 hours of additional training annually. Must show proof of DD MAT Certification. (8 hours)

Medication Administration Technician (MAT)
Units: Ethical/Legal Issues and Documentation; Administering Medications; and Vital Signs. (16 hours)

MAT Recertification
Units: Administering Medications; Ethical/Legal Issues and Documentation; Vital Signs; Control Infection; and Medical Emergencies. (8 hours)

For more information, visit www_rrtc.edu or call 580-255-2903, ext. 330.
State of Oklahoma
Emergency Medical Services
Approved Courses

Emergency Medical Responder (EMR)
First on the scene, the EMR must be proficient in basic life support and taking other actions necessary to minimize the patient’s discomfort and prevent further complications until EMS arrives. National Registry certification testing required. (72 hours)

EMR - Refresher
A continuing education course for EMR. (16 hours)

Emergency Medical Technician (EMT)
216 hours of classroom training and 48 hours in a clinical setting of the hospital emergency department and licensed ambulance service. State Licensure and National Registry examinations offered. Licensure is required for emergency medical service, fire-rescue agencies, law enforcement, and emergency department technicians. Requirements: High school graduate or GED and 18 years of age by end of course. Must pass skills and written exam. Medical Terminology course is recommended. (264 hours)

Advanced Emergency Medical Technician (AEMT)
Students must have completed EMT to enroll. Students receive 180 hours classroom instruction and 140 hours of clinical assignments. Before completing the advanced program, students are required to pass EMT certification. Limited enrollment. (320 hours)

Emergency Medical Technician Transition
Approved and meets all the curriculum requirements for NREMT and State of OK EMS. Course includes: Preparatory, Pharmacology, Airway, Respiratory, Artificial Ventilation, Patient Assessment, Medication, Shock and Resuscitation, Trauma, Special Patient Population, and EMS Operation. (24 hours)

For more information, visit the state or national emergency medical services websites.
Drafting Design Software Application Courses

AutoCAD
Beginner, Intermediate and Advanced - Basics of computer-aided design and drafting. Study 2-D drawings, and create and edit textual data. Edit and verify drawing data integrity. Prerequisite: Basic Computer Knowledge. (48 hours)

Solidworks
Beginner, Intermediate and Advanced - Tools for engineering, design documentation, and simulation 3-D software. (48 hours)

Software Application Courses

Courses are available as instructor-led (42 hrs) or online (24 hrs).

Computer Introduction/Windows
Designed for beginning users. Learn Microsoft Windows fundamentals, Program Manager, and other applications.

Microsoft Office 2013
Students will learn the basic components of this software group--Access, Excel, Power Point and Word.

Access 2013
Microsoft Access is an interactive database to organize, find, and present information. Graphical querying capabilities and produce professional forms and reports.

Excel 2013
Manage budgets, track expenses and even balance a checkbook. Build spreadsheets used in business settings.

Word 2013

ONLINE - Accounting I and II
Learn the accounting cycle in its easiest form. Students use a practice set to simulate the business cycle.

QuickBooks 2015

Business and Information Technology Courses

ONLINE - A+ Certification Preparation – Essentials: Introductory and advanced training in personal computer hardware to achieve success in the Computer Technology Industry and satisfy the majority of the domains associated with the 2015 Comp TIA A+ Certification - Essentials exam (220-701).

ONLINE - A+ Certification Preparation – Practical Applications: Introductory and advanced training in personal computer software fundamentals prepares candidates for achieving success in the Computer Technology Industry and to satisfy the domains associated with the 2015 Comp TIA A+ Certification – Practical Applications exam (220-702).

ONLINE - PC Troubleshooting (Beginning/Advanced): Determine if computer problems are hardware or software related. Learn how the complete system interacts and what common problems can be solved by the user. Designed for the novice user; Advanced for those with computer experience. (42 hours)

Keyboarding I
Build the basic skills necessary to work efficiently on a computer. Online or instructor-led available. (24 hours)

For more information, visit www.rrtc.edu or call 580-255-2903, ext. 330.
Transportation and Logistics Courses

Basic Automotive Maintenance
Receive hands-on training and learn the basics of automotive repair. Course is ASE Certified. (42 hours)

Basic Automotive Heating/Air Conditioning
Hands-on training related to all heating and air conditioning and compressor systems. Course is ASE certified. (42 hours)

GM Special Electrical & Electronics Training
Using actual car components, learn basic electricity through electronics. Training provided is identical to that received by GM factory-trained technicians using FLUKE digital volt ohm meters (DVOM) and the GM SET trainers. Ford and Chrysler manufacturers also accept this training. (48 hours)

Basic Automotive Electronics/Electricity
Pre-requisite: Basic Auto Electricity. Work with different sensors. Hands-on use of diagnostic equipment such as hand-held scanners, and shop manuals will be learned. (42 hours)

Electronics Technology Courses

DC Circuits for Electronics Technicians
Foundational concepts of DC (Direct Current) electricity and electronic circuits. An Independent Industry Certification Exam is available at the completion of this course; Electronics Systems Association – ESA DC Circuits Level 1 Certification ($35.00)** (48 hours)

AC Circuits for Electronics Technicians
Foundational concepts of AC (Alternating Current) electricity including electrical generation, instruments and measurements. An Independent Industry Certification Exam is available at the completion of this course; Electronics Systems Association – ESA AC Circuits Level 2 Certification ($35.00)** (48 hours)

Residential Wiring
Basic wiring in A/C and D/C circuits, wiring methods, and conductors. Includes basic math calculation and measurements. (42 hours)

Solid-State Circuits for Electronics Technicians
This course provides training in the foundational concepts of Solid-State Electronics and Semiconductor components found in today’s electronic devices. An Independent Industry Certification Exam is available at the completion of this course; Electronics Systems Association – ESA Solid-State Circuits Level 3 Certification ($35.00)** (48 hours)

Digital Systems for Electronics Technicians
This course provides training in the foundational concepts, theory and practical principals of today’s Digital Electronic circuits and Microprocessor based devices. An Independent Industry Certification Exam is available at the completion of this course; Electronics Systems Association – ESA Digital Systems Level 4 Certification ($35.00)** (48 hours)

**Upon acquisition of ESA levels 1 through 4 certifications the student is additionally awarded an Associate Level Certification, valid for two years, from the International Society of Certified Electronics Technicians (ISCET).

IPC Certification-Application Specialist (CIS)
IPC/WHMA-A-620B, Requirements and Acceptance for Cable and Wire Harness Assemblies. IPC/WHMA-A-620B describes acceptability criteria for crimped, mechanically secured and soldered interconnection and the corresponding lacing/restraining criteria associated with cable and harness assemblies. The IPC testing fee per module is $10.00.

For more information, visit www.rrtc.edu or call 580-255-2903, ext. 330.
Precision Machining Courses

Machining Technician
Principles of facing, turning, and boring as well as the tools and equipment involved. Safety, setup, blueprint reading, precision measuring instruments, nomenclature, facing, turning, boring, threading, and applied shop math. (42 hours)

Blue Print Reading for Manufacturing
Learn to read basic blueprints used in manufacturing. (24 hours)

CNC Machining Certification
Computer numerical control (CNC) manual programming of vertical mill machining centers and CNC lathes. Training includes manually writing, loading and running programs utilizing Fanuc controls on CNC lathes and mill machining centers. Prerequisite: Machining Technician and Blue Print Reading for Manufacturing. (42 hours)

Manual Lathe Operation
Basic operation of a lathe to produce machine parts to blue print specifications. (42 hours)

Construction Courses

HVACR Technician
Learn shop and equipment safety procedures, terminology, assembly of basic system components, servicing procedures, controls adjustment and system operations. Courses are HVAC Excellence certified. Certification exam available at minimum cost. (5 sessions - 42 hours each)

Residential Trim Design
Use the latest equipment to develop customized residential trim that updates or enhances your home. (42 hours)

Residential Cabinet Making
Use the latest equipment to develop customized residential cabinetry that updates or enhances your home.

Plumbing Code 2015 Continuing Education
Required every 3 years. Approved by the Oklahoma Construction Board. (6 hours)

Mechanical Code 2015 Continuing Education
Required every 3 years. Approved by the Oklahoma Construction Board. (6 hours)

Welding I
Designed for those with little or no previous welding experience. Oxyacetylene welding and cutting and shielded metal arc welding. Gas metal and gas tungsten arc welding are also introduced. (42 hours)

Welding II
Pipe welding only. This course prepares students for the certifications exam required by the Oklahoma Department of Labor. Additional hours may be necessary to demonstrate skill proficiency. (42 hours)

For more information, visit www.rrtc.edu or call 580-255-2903, ext. 330.
General Interest Courses

American Sign Language I and II
Communications needed by parents, teachers, and health care providers, among others. Online or instructor-led. (2 sessions - 42 hrs)

Floral Arranging (offered Fall II session only)
Create artificial, silk and dried flower arrangements and displays. (18 hours)

Special Education Para-Professional
Meets the requirements for Special Ed Teachers Assistants. Exam required by the State Dept. of Education. (24 hours)

AAA Driver Improvement Program
Improve knowledge and understanding of driving. Designed to meet the needs of the mature operator. Drivers may be eligible to receive insurance premium discounts. (6 hours).

Commercial Drivers License Prep. (CDL/ HazMat)
Prepare for the CDL written test. Instruction will include information on general knowledge tests, safety rules and required endorsements. (CDL - 6 hours and HazMat - 3 hours).

Small Animal Vet Tech
Assist the veterinarian in treating small animals, immunizations, administer meds, surgeries, wounds, and much more. (42 hrs.)

Bus Driver Certification & Inspector Courses

Bus Driver Certification - Okla. Schools
Requirements set forth by the OSDE. Prerequisite: CDL (Commercial Drivers License) and P&S endorsement. (24 hours)

School Bus Inspector Training
Inspections on a school bus for maintenance and repairs. Yearly inspections required by the OSDE Transportation Division. For public schools. (6 hours).

No cost for drivers in the RRTC district.

Security Guard Training

Unarmed Security Guard - Phase I & II
Write accurate field notes, respond to emergency situations, hone your observation skills, interpret legal documents, discuss patrolling techniques, public relations, documentation tips, and investigative procedures. Exam required. (40 hours)

Security Guard Private Investigator-Phase III
Surveillance, investigations, communications and court testimony skills. Developing and maintaining client trust. Study federal and state statues, contracts and disclosures. Exam required. (40 hours)

Armed Private Security - Phase IV
Prerequisite: Successful completion of Phases I and II prior to enrollment; minimum age 21; and pass the Minnesota Multiphasic Personality Inventory (MMPI). Armed Security and/or Armed Private Investigator Licensing. Includes: weapon nomenclature and inspection, shooting fundamentals, and safety. Successful completers will have pass all CLEET qualifications on-range, and pass the CLEET Phase IV testing to be eligible for making application for licensing. You will be required to supply all personal protective equipment, weapon, belt, holster, 3 magazines, and 400-450 rounds of NEW ammunition. DO NOT BRING YOUR WEAPON ON TO ANY CAMPUS!

Bail Enforcer - Phase V - Unarmed and Armed
Unarmed: Complete Phases I, II, III and V. Armed: Complete Phases I, II, III, IV and V.

ONLINE - CLEET Continuing Education
Early Education: The Pathway to Your National Credential

Meets training requirements for CDA and 150 clock hours towards CDP. Meets the new CDA Professional Portfolio requirements.

Unit 1: Providing for Children’s Safety (10 hrs)
Unit 2: Providing for Children’s Health (10 hrs)
Unit 3: Providing an Environment for Learning (15 hrs)
Unit 4: Child Growth & Development Concepts (30 hrs)
Unit 5: Ensuring Development Appropriate Practice (25 hrs)
Unit 6: Guiding Children (15 hrs)
Unit 7: Involving Families and the Community (10 hrs)
Unit 8: Program Plans and Record Keeping (10 hrs)
Unit 9: Developing as an Early Education Professional (10 hrs)
Unit 10: Putting It all Together CDA or CCP (15 hrs)

Scholarships are available through:
Gina McPherson
Scholarship Administrator
OK State Regents for Higher Education
Phone: (405) 225-9396
Qualifications apply.
Call for information.
https://okregistry.org

Career and Six-Week Instructor-Led Online Courses
For more information, call 580-255-2903, ext. 330.

Online courses may be what you need to succeed. With a variety of career options, courses vary from 24-700 hours of online instruction.

- Instructor-led
- Technical support 24 hours a day.
- Quick email response from your instructor through online communication.
- Course syllabus, description of the course, and technology needed to support training.
- Books may be purchased online or in the front office at RRTC.

CAREER AREAS
- Accounting and Finance
- Business
- College Readiness
- Computer Applications
- Design Composition
- Healthcare and Medical
- Language and Arts
- Law and Legal
- Personal Development
- Teaching and Education
- Technology
- Writing and Publishing

EASY ENROLLMENT
Six-Week Online Courses
www.ed2go.com/redriver
- Begins the third Wednesday of each month.

Career Training Online Courses
www.gatlineducation.com/redriver
- Begins the first of each month and may allow up to one year to complete.
- Free career guidance is available through RRTC. Call to schedule.

EASY PAYMENT OPTIONS
1. Pay on-line with a credit card.
2. Billing community agencies with approved authorization.
3. Costs vary according to Career Courses.

For more information, visit www.rrtc.edu or call 580-255-2903, ext. 330.
Our Vision
Red River Technology Center ensures our communities’ future by developing a career ready workforce.

Our Mission
Red River Technology Center supports economic development for our communities through leadership and training.

Summary of Our Core Values
Provide quality facilities, technology, programs, and staff.
Respond to the needs of students, clients, and employees.
Adapt quickly to meet current and future needs.
Commit to integrity, quality, and excellence.
Value the success of students, customers, clients and each other.
Develop and maintain partnerships which promote advancements in our communities.

“Taking dreams and building realities.”