

Online Learning

anytime, anywhere...
just a click away!



ONLINE CAREER TRAINING PROGRAMS

Prepare for employment in some of today's hottest careers with a comprehensive, affordable, and self-paced online Career Training Program. You can begin these Programs at any time and learn at your own pace. Upon successful completion of all required coursework, you will receive a Certificate of Completion.

- 6-18 Month Format
- All materials included
- Prepare for certification
- Student advisors

Some of our most popular programs include:

Medical Transcription

Learn to transcribe medical reports in hospitals, offices, or from home with the most popular transcription program in the country for entry-level training.

Certified Electronic Health Records Specialist

Learn how to implement and utilize electronic health records and become a Certified Electronic Health Records Specialist.

Physical Therapy Aide

Master the skills needed to begin a career as a physical therapy aide.

CompTIA Healthcare IT Technician (Voucher Included)

The CompTIA Healthcare IT Technician course teaches the fundamentals of healthcare IT (HIT) by using the CompTIA Healthcare IT Technician (HIT-001) exam objectives as the framework.

Medical Transcription + Medical Terminology

Start a new career as a medical transcriptionist with the training provided in this program, which includes medical terminology training.

Administrative Dental Assistant

Learn how to perform the administrative tasks essential for managing the business aspects of a dental practice.

Optician Certification Training

Master the skills you need for a successful career as an optician and prepare yourself to take the ABO certification exam.

Administrative Medical Specialist with Certified Electronic Health Records Specialist + Medical Terminology

This program combines the Administrative Medical Specialist program with training in electronic health records and medical terminology to give you a competitive edge in the healthcare field.

Certified Electronic Health Specialist with Medical Terminology

Learn how to implement and utilize electronic health records and become a Certified Electronic Health Records Specialist with 60 hours of medical terminology training to give you a competitive edge in the healthcare field.

Visit our website for program details!

ONLINE SHORT COURSES

Our instructor-led online courses are informative, fun, convenient, and highly interactive. We focus on creating warm, supportive communities for our learners. New course sessions begin monthly, are project-oriented and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links, and more.

- 6 Week Format
- 24-Hour Access
- Discussion Areas
- Monthly start sessions
- Expert Instructor

Some of our most popular courses include:

Accounting Fundamentals

Gain a marketable new skill by learning the basics of double-entry bookkeeping, financial reporting, and more.

Administrative Assistant Applications

Gain the skills and knowledge you'll need to prepare for the Certified Administrative Professional exam and begin a career in this field.

Computer Skills for the Workplace

Gain a working knowledge of the computer skills you'll need to succeed in today's job market.

Explore a Career as a Paralegal

Find out if a paralegal career is the perfect choice for you, as you explore the fundamentals of U.S. law and legal terminology.

Introduction to Google Analytics

Learn how to track and generate traffic to your website, create reports, and analyze data with Google's free, state-of-the-art Web analytics tools.

Introduction to PHP and MySQL

Learn how to create dynamic, interactive Web sites using PHP and a MySQL database server.

Introduction to QuickBooks 2013

Learn how to quickly and efficiently gain control of the financial aspects of your business with this powerful accounting software program.

Introduction to SQL

Gain a solid working knowledge of the most powerful and widely used database programming language.

Java Programming

Deepen your understanding of the Java programming language, and start writing programs that are more sophisticated and professional.

Medical Coding

Learn how to use the CPT manual and the ICD-10-CM to find medical codes for any disease, condition, treatment, or surgical procedure.

Start Your Own Small Business

Stop dreaming and learn how to start your own successful small business.

Visit our website to view start dates!