



Online Advanced Career Training

Our online programs can start you on a path to an in-demand profession or help advance your current career with industry certification. You may begin these programs at any time and learn at your own pace. Upon successful completion of all coursework, you will receive a certificate of completion.

All materials are included in the program fees. Each course has an instructor assigned to answer questions and solve student problems.

Features:

- **6-18 month self-paced, start anytime**
- **Textbook and materials included**
- **Prepare for industry certification**
- **Certification exam vouchers are included**
- **Financial assistance available**
- **Student advisors provide you coaching, motivation, and career readiness support**

CBCS Medical Billing and Coding

This nationally recognized program combines the Medical Billing and Coding program with 60 hours of medical terminology training to give you a competitive edge in the healthcare field.

Certified Bookkeeper

The Certified Bookkeeper Online Training Program helps professional bookkeepers earn prestigious American Institute of Professional Bookkeepers (AIPB) certification.

Clinical Dental Assistant

The Clinical Dental Assistant Online Training Program will provide you with the skills you need to become a dental assistant. After you've completed this program, you'll be ready to pursue certification as a dental assistant by passing the radiology and infection control portions of the Dental Assisting National Board examination.

CompTIA A+ Certification Training

CompTIA A+ certification is the industry standard for validating the skills of entry-level computer technicians. It opens the door to an exciting career in computer technology, and this online program makes training convenient and interactive.

CompTIA Certification Training: A+, Network+, Security+

This program incorporates CompTIA A+, CompTIA Network+ and CompTIA Security+ specific training and prepares you for the corresponding industry exams that are desirable for IT professionals.

CPC Administrative Medical Specialist with Medical Billing and Coding

This Administrative Medical Specialist program with training in medical billing and coding will give you a competitive edge in the healthcare field.

Event Management and Design

From planning to pyrotechnics, the Event Management and Design Online training program will teach you everything you need to know to create events that are truly special.

Freight Broker/Agent Training

Prepare to enter the freight/logistics industry. This program will prepare you to start your own freight broker business or become a freight agent.

Grant Writing

Learn to write grant proposals that get funded in this nationally recognized Grant Writing online training program.

Human Resource Professional

Master the skills you need to gain an entry-level position in human resources and prepare to take the PHR (Professional in Human Resources) certification exam.

HVACR Certified Technician

The HVACR Certified Technician program is a comprehensive online training that encompasses heating, ventilation, air conditioning, and refrigeration.

Mobile and Desktop Web Developer

Students who successfully complete this career course will have developed a solid background in all of the latest technologies associated with web development for both desktop and mobile environments, and at the very end of the program, students will be able to build traditional and mobile websites.

Paralegal

This program will prepare you for success in this growing career field. You'll learn about the American legal system, how to conduct legal research and legal interviews, how to perform legal analyses, and more. Your training will prepare you to become a legal secretary or paralegal and take the certification exam.

Payroll Practice and Management

Become knowledgeable in all facets of payroll rules and regulations, and join one of the fastest-growing career fields today.

Pharmacy Technician

Pharmacy technicians support licensed pharmacists in providing health care to patients. Train to enter this rapidly growing field with this respected online program.

Physical Therapy Aide

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

Professional Bookkeeping with QuickBooks 2015

This program teaches students how to master professional bookkeeping using QuickBooks 2015 software.

Six Sigma Green Belt

This program encompasses all aspects of running a Six Sigma Green Belt business, including management, service delivery, design, production and customer satisfaction.

The Complete Project Manager with CAPM and PMP Prep

This is a comprehensive project management program for those who want to expand their knowledge and application of project management concepts. It is designed to create skills for today's project practitioners and prepare them for either CAPM or PMP certification.

Veterinary Assistant

This program will prepare you to become a productive member of a veterinary team.

To enroll or learn more, visit or call us at: