Now Enrolling

** Classes held in Chester  ***Classes held at The Hive  +Classes held in Indian Land


Even more business and computer classes are offered online. Learn to grow your own business. Learn new computer skills. Go to [www.ed2go.com/yorktech](http://www.ed2go.com/yorktech) and search the 100s of classes you can take on your own schedule -- at your own location!

**Careers and Certification:**

Real Estate Post License  CLE-771-001  01/11-02/17  6:00pm-9:00pm  MW  $299
Real Estate: Sales  CLE-778-001  01/12-03/03  6:00pm-10:00pm  TTH  $475
Interior Elements & Philosophy  CLE-1017-001  01/25-02/08  6:00pm-10:00pm  MW  $99

American Welding Society Certification Testing (Call for more information)

**Construction Trades:**

Truck Driver Refresher  TRK-511-001  01/11-01/15  8:00am-5:00pm  M-F  $250
Truck Driver Training (6wk)  TRK-509-001  01/11-02/19  8:00am-5:00pm  M-F  $3495
Truck Driver for Line  TRK-518-001  01/11-02/19  8:00am-5:00pm  M-F  $2195
Truck Driver Training (Class B)  TRK-513-001  01/11-02/19  8:00am-5:00pm  M-F  $1995
Industrial Lift Truck  CON-573-007  01/15  8:00am-5:00pm  F  $375
Welding Beginning to Advance  CON-634-001  01/16-02/13  9:00am-12:00pm  S  $250

**Health and Human Services:**

EMT Refresher  HSC 1128-001  01/07- 3/03  6:00pm-10:00pm  M-SU  $100
Nursing Assistant  HSC-6570-001  01/11-2/18  8:30am-2:00pm  M-F  $819
HSC-6570-016  01/16-04/23  7:00am-3:30pm  S  $819
CPR Healthcare Provider  HSC-5521-001  01/16  8:30am-2:30pm  S  $55
EMT Basic Day  HSC 1994 001  01/11-6/13  9:00am-1:00pm  M-SU  $996
EMT Basic Eve  HSC 1994 002  01/11-6/13  6:00pm-10:00pm  M-SU  $996
Unit Secretary  HSC 1630 001  01/12-2/11  5:30pm-9:30pm  TTH  $295
CPR Healthcare Provider  HSC-5521-001  01/16  8:30am-2:30pm  S  $55
HSC-5521-023  01/30  8:30am-2:30pm  S  $55
Phlebotomy  HSC-582-001  01/16-02/13  9:00am-1:00pm  S  $295
ECD Curriculum  HSC-2039-001  01/23  8:15am-1:00pm  S  $35
Hospice/Home Health Aide  HSC-5581-001  01/25-02/03  8:00am-1:00pm  MW  $225
CPR Healthcare Provider  HSC-5521-002  01/30  8:30am-2:30pm  S  $55

Online occupation courses....call for details:

<table>
<thead>
<tr>
<th>Advanced Hospital Coding and CCS Prep</th>
<th>Educode: Professional Medical Billing and Coding Certification</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMT Basic Online Blended</td>
<td>ICD-10 Medical Coding</td>
</tr>
<tr>
<td>Medical Secretary Certificate</td>
<td>Medical Transcription Editor</td>
</tr>
<tr>
<td>Nursing Assistant Online Blended</td>
<td>Pharmacy Technician</td>
</tr>
</tbody>
</table>
Online classes are available for hundreds of topics. Please visit our website: [http://www.yorktech.edu/continuing-education](http://www.yorktech.edu/continuing-education) for course descriptions and availability.

**How to Register**

**Online**
Have your course number handy and follow the directions below:

1. Go to [www.yorktech.edu](http://www.yorktech.edu) and click the Web Advisor icon
2. Click Continuing Education
3. Under Registration: Click Register and pay for Continuing Education classes
4. Register and Pay for Continuing Education Classes Screen: Enter course name in the search for key word field or enter the course number in the course code field (do not include the dash for course number). Return or Submit.
5. Select Classes (check the box next to the class you want to register for). Return or Submit
6. Personal Identification Screen: Complete the information on the person registering (check the "You must certify in order to proceed" box at the bottom). Return or Submit
7. Additional Registration Information Screen: Enter information requested (optional) or leave blank. Return or Submit
8. Pay for Classes Screen: Click "Register Now (Check Out)"
   Choose Payment Type (Visa, MasterCard, Discover or American Express). Return or Submit
9. Process My Credit Card Payment Screen: Continue
10. Pay with Credit or Debit Card Screen: Enter credit card number, expiration date and year, security code. Pay My Bill
11. Class/Payment Acknowledgement Screen: Print for your records.

**Phone**
Have course number and credit card information ready and call (803) 325-2888. Mon - Thurs 8 am - 6 pm & Fri 8 am - 5 pm (8 am - 3 pm in the summer)

**In Person**
Walk-ins are welcome to our Continuing Education Center in Building C. Mon - Thurs 8 am - 6 pm and Fri 8 am - 5 pm (8 am - 3 pm in the summer)
You must register with us and then go to Cashier’s Office to pay.

**Mail-In**
Send the registration form and payment to: York Technical College, Attn: CCE, 452 S. Anderson Road, Rock Hill, SC 29730.

**For more information or to register with credit card, call (803) 325-2888.**

**Refund Policy**
Students should register for classes five business days prior to the start of class. Refunds will not be given to persons cancelling less than two business days prior to the start of class. If we are forced to cancel a class because of low enrollment, full refunds will be made. However, some certificate programs may have non-refundable seating fees.

Refund Policy for Truck Driver Training
In accordance with Sub Article 90-113 "CANCELLATION AND REFUND POLICY" of the South Carolina Department of Motor Vehicles "Truck Driver Training School Regulations" Code of Law, York Technical College maintains the following:

A. A student is entitled to a full refund if one or more of the following criteria are met:
   1. The student cancels the enrollment agreement or application within three days after signing. In the event the cancellation notice is mailed, the postmark date on the envelope is evidence of the date of cancellation.
   2. The student does not meet the post-secondary proprietary educational institutions minimum admissions requirements, accreditation requirements, or federal program requirements.
   3. The student’s enrollment was procured as a result of misrepresentation in the written material utilized by York Technical College's Truck Driver Training School.
   4. If the student has not visited the school prior to enrollment and upon touring the school or attending the first class, the student withdraws from the program within one hour of the end of the first class.
B. A student withdrawing from the school’s published program, after the first day of the instructional program is entitled to a pro-rata refund based on the number of days the class has met. Any student still enrolled after fifty percent (50%) of the course has been taught is not entitled to a refund.
C. For extenuating circumstances, a pro-rata refund will be based upon the last day of attendance.
Students are expected to keep their accounts current with the Corporate and Continuing Education Division of York Technical College. Students with past-due indebtedness will not be allowed to obtain grades, transcripts, or certificates, or to enroll in subsequent courses. The college reserves the right to cancel the enrollment of a student with past-due indebtedness, however; the cancellation of enrollment does not relieve the student of the incurred debt.

In the event an account becomes delinquent, the College reserves the right to assign the account to an external collection agency. Collection costs and attorneys fee will be assessed. This will result in endangering the student’s credit rating on a local and/or national level by being reported to all three credit bureaus (Equifax, TransUnion, and Experian).

The College will also exercise its right under the provisions of Sections 12-54-410 through 12-54-500 and 12-53-20 of the SC Code of Laws to request seizure to offset the outstanding debt.