

DSC

CENTER FOR
CONTINUING
EDUCATION

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The Center for Continuing Education provides non-credit programs that help meet the lifelong learning needs of Northwest Georgia. Dalton State College, through the Center for Continuing Education, emphasizes and encourages life-long learning and regional economic development. Programs and services are designed to foster intellectual, professional, cultural, and recreational development for all interested persons in the community. The Center for Continuing Education is located in The James E. Brown Center, 550 College Drive, on the north end of the Dalton State campus.

PROGRAM AREAS

CONFERENCE FACILITIES – The James E. Brown Center offers state-of-the-art facilities that can accommodate corporate training groups, conferences and meetings of varying sizes in unparalleled comfort and technological sophistication. Media support and food service are available.

CUSTOMIZED CONTRACT TRAINING – Programs are designed at the specific request of a company. Training can be conducted at The James E. Brown Center on the Dalton State campus, or at a site convenient to the client. Credit and non-credit, academic and technical programs are all available through Contract Training. Some of our most popular programs include supervisory and leadership development, workplace writing, OSHA training, Spanish, computer training, first aid/safety and more.

PERSONAL GROWTH/ENRICHMENT – A wide variety of lifelong learning classes that are both fun and educational are offered through The James E. Brown Center. Some of our most popular offerings include foreign languages, photography, knitting, yoga and Tai' Chi. The Center for Continuing Education coordinates Kids College each year to provide stimulating educational and recreational experiences throughout the summer months.

PROFESSIONAL DEVELOPMENT – Courses are offered to obtain or renew professional licenses, or learn new technical/occupational skills to re-enter the job market. Examples of our more popular programs include real estate, paralegal, child care development, welding, electrical and contractor licensure.

DSC DESTINATIONS – Join us as we explore the world through DSC Destinations. Our domestic and international travel programs are enhanced by educational programming here on campus so we're more knowledgeable before we ever leave home. Learn about our upcoming trips at www.daltonstate.edu/cce/travel.

NONCREDIT PROGRAM INFORMATION

ADMISSIONS/REGISTRATION – There are no formal educational requirements necessary for admission to noncredit programs. Registration procedures and complete course listings are published four times per year in *FOCUS*. The registration process is simple and can be conducted by phone, fax, mail, in person or online. Registration for noncredit classes can be accessed online by visiting Dalton State College's Web site at www.daltonstate.edu/cce. Participants are encouraged to register at least five working days prior to the beginning of class. The mailing address is Dalton State College, Center for Continuing Education, 650 College Drive, Dalton, Georgia 30720.

For more information, call the Center at (706) 272-4454, (800) 829-4436, or fax (706) 272-2467.

FEES – Tuition for noncredit classes is based on the cost of each program. Registration is not completed until class fees are paid. Unless registration is completed, there is no guarantee of a place in the class.

CONTINUING EDUCATION UNITS – No grades or academic credit are given for participation in noncredit courses. However, certain courses are awarded Continuing Education Units (CEUs). One CEU is earned by students for each ten hours of class time. All CEU records are maintained by the Center for Continuing Education.