

Class Schedule | Summer 2026

Mondays: Employment Focused Workshops

Class	Dates	Times	Cost
Labor Market Information	June 8	1:30–3:30 PM	\$200
Financial Literacy I & II Banking, Budgeting, Taxes, & Investments	June 15	1:30–5:30 PM	\$400
Employer/Employee Expectations & Work Ethics	June 22	1:30–5:30 PM	\$400
Leadership Development	June 29	1:30–5:30 PM	\$400
Work/Life Balance & Customer Service	July 6	1:30–3:30 PM	\$200
S.M.A.R.T. Goal Development	July 13	1:30–3:30 PM	\$200

Tuesdays-Fridays: Word & Excel Classes

Class	Dates	Times	Cost
Introductory Word*	June 9–June 23	1:30–5:30 PM	\$700
Word Certification	June 9–June 26	1:30–5:30 PM	\$1,300
Introductory Excel*	June 30–July 15	1:30–5:30 PM	\$700
Excel Certification	June 30–July 17	1:30–5:30 PM	\$1,300

*Introductory classes are recommended as precursors to certification classes.

Certification classes include testing and industry standard certifications.

Please note that programs, schedules, and pricing are all subject to change.

Learn with us anywhere! All classes are available for virtual or in-person learning.

For referrals or enrollments, please contact
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