

COMPUTER TRAINING



Class Hours

Classes are held on Tuesdays and Wednesdays, from 5:30 to 8:00 p.m.

Program Cost

Tuition	\$65.00
Book Fee	<u>\$28.00</u>
Total	\$93.00

(Program costs are subject to change.)

Introduction to Microsoft Word 2016 - Oct. 22 & 23, 2019

Introduction to Microsoft Excel 2016 – Oct. 29 & 30, 2019

Introduction to Microsoft PowerPoint 2016 – Nov. 5 & 6, 2019

Intermediate Microsoft Word 2016 – Nov. 12 & 13, 2019

Intermediate Microsoft Excel 2016 – Nov. 19 & 20, 2019

Class space is limited; call today to register!

To Register, Contact:

Tri-County Career Center – Adult Center
15676 State Route 691,
Nelsonville, OH 45764
740-753-5464 or 800-637-6508 ext. 3
www.tricountyhightech.com

The mission of Tri-County Career Center is to inspire, challenge and prepare students to reach their career potential.

Tri-County Career Center has dedicated itself to providing equal admission opportunities, equal education opportunities and equal employment opportunities to all people regardless of race, color, faith, national origin, ancestry, citizenship status, religion, sex, economic status, age, disability, military status, or on the basis of legally acquired genetic information.

In the event that a class is delayed or canceled, all fees paid will be refunded in full by Tri-County Career Center. Refunds due to students will be processed no later than 45 days from the date of determination. There will be no refunds after the first day of class.