

## Request Additional Information

Mark Career Programs below to request a brochure.

- Administrative Medical Assistant
- Certified Nursing Assistant Preparation
- Clinical Medical Assistant
- Dental Assistant Program
- Emergency Medical Technician (EMT) Program
- Lineworker Pre-Apprenticeship Bootcamp
- Pharmacy Technician Certification Program
- Phlebotomy Program
- Physical Therapy Aide Program
- Professional Medical Billing and Coding Program
- Professional Paralegal Job Training
- Vision Care Ophthalmic Assistant

Please print your contact information below:

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

# Your Career Is Waiting!



Center For Community and Corporate Education  
George Wallace Hall, Room 202  
2601 Carson Road  
Birmingham, Al 35215

Registration: 205-856-7710

Fax: 205-856-7782

E-mail: [workforcedev@jeffstateonline.com](mailto:workforcedev@jeffstateonline.com)

Website: [www.jeffstateonline.com](http://www.jeffstateonline.com)

Jefferson State Follows equal opportunity admission policies and employment practices.  
College facilities are accessible to the handicapped.



## Non-Credit Career Programs



### The Center for Community and Corporate Education

# Non-Credit Career Programs

The Center for Community and Corporate Education focuses on providing training, education, and career development that will lead to lifetime employment opportunities for the workforce. Our career programs assist students to prepare for future careers in various career fields that will last a lifetime. All students who successfully complete a career program is awarded a "Certificate of Completion" and corresponding continuing education units.

Are you ready to jump start your career?  
Get started today!



Below is a list of Jefferson State's Career Programs:

- ◆ Administrative Medical Assistant
- ◆ Certified Nursing Assistant Preparation
- ◆ Clinical Medical Assistant
- ◆ Dental Assistant Program
- ◆ Emergency Medical Technician (EMT)
- ◆ Lineworker Pre-Apprenticeship Bootcamp
- ◆ Pharmacy Technician Certification Program
- ◆ Phlebotomy Training Program
- ◆ Physical Therapy Aide
- ◆ Professional Medical Billing & Coding Program
- ◆ Professional Paralegal Job Training
- ◆ Vision Care Ophthalmic Assistant

## Fast Track Training to Lifetime Employment

## Want to Know More? Contact us!

> Mail > Fax > E-mail > Telephone > Walk In

Jefferson State Community College  
The Center for Community and Corporate Education  
2601 Carson Road  
Birmingham, AL 35215  
Phone: (205) 856-7710  
Fax: (205) 856-7782  
Email: [workforcedev@jeffstateonline.com](mailto:workforcedev@jeffstateonline.com)  
Web: [www.jeffstateonline.com/ccce](http://www.jeffstateonline.com/ccce)

### Payment

Payment is due at the time of registration. Please note that registration is not complete until course fees are paid in full. Payment may be made by VISA, MasterCard, Discover, check, money order, cash, or company-sponsored purchase order/documentation. Please deliver cash payments in person to Jefferson State's Center for Community and Corporate Education, George Wallace Hall, Room 202, 2601 Carson Road, Birmingham, Alabama. Make checks and money order payable to Jefferson State Community College.

### Refunds/Withdrawals

Jefferson State reserves the right to cancel any course for any reason, including insufficient enrollment. If Jefferson State cancels a course for which a student is registered, the student will automatically receive a full refund. If the date and/or time of the course is changed by Jefferson State, the student may request a refund by completing a "Withdrawal Form" within three business days following the date change notification. Jefferson State will not issue full or partial refunds for classes which have been cancelled, nor dismissed early due to inclement weather or other circumstances beyond our control. To withdraw and receive a refund after registering, students must submit a completed "Withdrawal Form" to the Center for Community and Corporate Education at least ten days in advance of the first day of class. Refunds are less an administrative fee of five percent (5%) of the refund amount. Students who register less than ten days in advance to the first day of class, waive their rights to a refund except for insufficient enrollment. The "Withdrawal Form" may be found at [www.jeffstateonline.com](http://www.jeffstateonline.com).