

**City Tech
Continuing
Studies Center
Fall
2024**

**NEW YORK CITY
COLLEGE OF
TECHNOLOGY**



**CU
NY**

Start a New Career Here

City Tech Division of Continuing Education CUNY

300 Jay Street, Pearl Building Room 409, Brooklyn NY, 11201, 718-552-1170

citytech.cuny.edu/ce

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Register Online: citytech.cuny.edu/ce/

City Tech Continuing Studies Center

The Division of Continuing Education
300 Jay St, Pearl Building, 4th Floor, Rm. 409
Brooklyn NY 11201, 718 552 1170

Registration Policies

100% refunded when a written email
withdrawal notice is received prior to
first class meeting.

80% refund if a written notice is
received before the second class
meeting.

No refunds after the second class.

With written notice, a valid reason, and
approval from the director, one rollover
to the following semester may be
permitted.



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The Division of Continuing Education and External Partnerships is committed to creating pathways to higher education, job training and professional development programs as well as personal enrichment opportunities for our community. By serving a diverse population of learners, we help meet the economic and workforce development needs of the evolving New York City workplace as we promote and encourage lifelong learning.

City Tech Continuing Studies Center Policies

Please note these binding policies. They allow us to continue to bring you the convenient, affordable, educational choices as you build your career.

- We only accept registrations and payments online at this time. Sign up and register at [citytech.cuny.edu/ce/](https://www.citytech.cuny.edu/ce/)
- All courses require payment of the full tuition, plus a \$20 nonrefundable registration fee before you are admitted to class. Some programs are eligible for an installment plan and are specified in this bulletin.
- The Continuing Studies Center accepts duly authorized vouchers from public agencies, union, and private organizations. Several programs are approved for Veterans' Benefits.
- 100% refunded when a written email withdrawal notice is received prior to first class meeting.
- 80% refunded if a written notice is received before the second class meeting.
- No refunds after the second day of class.
- With written notice, a valid reason, and approval from the director, one rollover to the following semester may be permitted.

REGISTER ONLINE:

<https://www.citytech.cuny.edu/ce/>

We accept **Master Card, Visa, or Discover cards**. At this time we are unable to accept checks or money orders for individual registrations.

GROUP RESERVATIONS AND TRAINING

To register a group of students, or to request a group training for your organization, please contact Barbara Smith
bsmith@citytech.cuny.edu



Registration: [citytech.cuny.edu/ce/](https://www.citytech.cuny.edu/ce/)



Start at City Tech

City Tech Continuing Education | Find your success at City Tech



Your path to success starts at City Tech

The Continuing Studies Center at City Tech is your partner in educational and career success. Start with certifications for healthcare, information technology, building trades, driver instruction, teaching, business, renewable energy, and much more.

Call the Continuing Studies Center Office for Assistance With Registration

Tuesday - Thursday, from 9 am to 5 pm. 718 552 1170

A member of our staff is available to answer questions about courses and assist you with registration

Reach Us by email

See page 3 for email contacts. Send us an email and we will reach out to you by phone.

For immediate assistance contact Barbara Smith: bsmith@citytech.cuny.edu.

We have created a variety of course formats for the Spring 2024 semester so you can update your skills and earn career-enhancing certifications in-person, online, hybrid, or self-paced courses that let you study on your own schedule.

Get Ready for an Online Class

You will meet with your instructor and classmates in a virtual setting. You will need to have internet access, a free Zoom account, and a space at home that will allow you to participate with few distractions. Course registrants will receive a welcome email with the course log-in link prior to the class start date. Please do try to keep your camera on so you can ask questions, interact and benefit from class discussion.

Cameras and Recordings in an Online Classroom

Many instructors record their classes for the convenience of students. Instructors will inform students at the start of class that the session is being recorded. Those students who do not wish to be recorded will be alerted to turn off their cameras during class.

Will I Receive a Refund if a Course is Canceled?

From time to time a course may be canceled. If you are enrolled in a course that is canceled due a change in the instructor's schedule or insufficient enrollment, your entire course fee and registration fee will be refunded to the card used at registration.

To enroll in the college as a matriculated student, earning academic credits towards an Associate's or Bachelor's degree. Contact the City Tech Office of Admissions to learn more. citytech.cuny.edu/admissions.



EFFECTIVE TEACHING PROGRAM WITH CHILD CARE | **HYBRID**

TAP 100

Tues, Thurs, 6 pm - 9 pm, & Sat, 10 am - 2 pm, 9/10 - 11/9
90 hours, \$900 [Register](#)

The Teaching Assistant Program is a course for adults in transition to new careers working with children. Students are prepared for employment in both day care centers and school settings. The program includes 100 hours of online instruction. Instruction includes six hours of test review for the New York State Assessment of Teaching Skills Test (NYSATAS). The student will complete workshops and receive certificates in Child Abuse ID, School Violence Prevention & Intervention, and DASA (Bullying) provided requirements are met.

Prerequisite: High school Diploma or a GED. For other requirements, see the coordinator. Upon successful completion, we will offer a separate internship course with instructor guidance for an additional fee, when internships are again permitted.

NYSATAS PREP CLASSES | **ONLINE**

TAP 091

Wed, Thurs 5 - 8 pm, [Add your name to the waitlist](#)
6 hours, \$65

This is a preparatory course for individuals interested in taking the NYSATAS exam. The course will review the core areas of NYSATAS (reading, writing, math and instructional support) and provide an in-depth analysis of the one hundred multiple-choice questions that have been presented in previous exams. Supplementary handouts will be provided. Students are expected to attend both classes to improve their performance on the test.

CHILD ABUSE IDENTIFICATION AND REPORTING SEMINAR | **ONLINE**

HSX 090

Sec A: Fri, 5:30 - 7:30 pm, 9/30
Sec B Wed, 5:30 - 7:30 pm, 10/23
Sec C Wed, 5:30 - 7:30 pm, 11/25
Sec C Wed, 5:30 - 7:30 pm, 12/18
2 hours, \$55, [Register](#)

This seminar fulfills the NY State requirement for chiropractors, physicians, dental hygienists, dentists, optometrists, podiatrists, registered nurses, psychologists, school administrators, social workers and supervisors, school district administrators, teachers and pupil personnel service professionals who are applying for or renewing a license, registration, certificate or limited permit. This course is approved by the NY State Education Department.

DIGNITY FOR ALL STUDENTS ACT (DASA) BULLYING, CYBERBULLYING AND DISCRIMINATION IN SCHOOL | **ONLINE**

DASA 100

Sec A: Mon, Wed, 5:30 - 8:30 pm, 9/23 & 9/25
Sec B: Mon, Wed, 5:30 - 8:30 pm, 10/28 & 10/30
Sec B: Mon, Wed, 5:30 - 8:30 pm, 11/20 & 11/22
6 Hours, \$80, [Register](#)

The Dignity For All Students Act (DASA) workshop provides training on social patterns of harassment, bullying, cyber-bullying, and discrimination. This is required for all school professionals completing state-registered programs leading to certification.

SCHOOL VIOLENCE PREVENTION & INTERVENTION | **ONLINE**

HSX 091

Sec A: Fri, 6 - 8 pm, 9/27
Sec B: Mon, 6 - 8 pm, 10/21
Sec C: Mon, 6 - 8 pm, 11/18
Sec D: Mon, 6 - 8 pm, 12/16
2 hours, \$55, [Register](#)

New York State Law states that a person applying on or after February 1, 2001, initially, or for the renewal of a license, registration, certificate, or limited permit must provide documentation that he/she has completed the required training in School Violence Prevention and Intervention. This seminar has been approved by the New York State Education Department. Participants will receive the required Certificate of Completion.



PROJECT MANAGEMENT ESSENTIALS WITH CAPM® PREP | SELF PACED

BSX 516

Includes Course Materials and Textbook

Certificate Prep: Project Management Professional (PMP)® 100 hours, \$1,345.00, [Register](#) Payment Plans Available

This course is designed for individuals new to project management, providing a solid foundation of the most common terms and concepts you will need and helping you prepare for the Certified Associate In Project Management (CAPM®) certification exam. CAPM® and PMI® are registered marks of Project Management Institute, Inc.

The materials in this CAPM certification course are aligned with the internationally recognized standards of project management. This CAPM course is oriented to concepts and knowledge areas such as time, cost, risk, and communications. Each lesson in your CAPM training focuses exclusively on a single topic, so you can more easily grasp that topic before moving on to the next.

What you will learn

- Understand the essential elements of a project management foundation
- Learn how to execute a project from start to finish
- Be familiar with most common project management concepts and terminology
- Master the creation of project-driven budgets and timelines
- Learn how to predict and prevent risks

ACCOUNTING WITH QUICKBOOKS ONLINE SUITE | SELF PACED

BSX 515

Instructor-Moderated, Online Discussion Boards

96 hours, \$480, [Register](#) Payment Plans Available

This comprehensive course will teach you the basics of accounting with QuickBooks Online, the most widely used accounting software for small business owners. You'll master the basics double-entry bookkeeping and get hands-on experience handling accounts receivable, accounts payable, and sales.

NYS NOTARY PUBLIC EXAM PREP | ONLINE

BSX 090

Sec D: Wed, 6 - 9:00 pm, 9/25

Sec A: Mon, 6 - 9:00 pm, Watch for Dates

Sec B: Mon, 6 - 9:00 pm, Watch for Dates

3 hours, \$65 [Register](#)

A three-hour workshop in notary public law and legal terminology, designed to prepare candidates for the New York State Notary Public Examination includes information and qualifications necessary for a license. The final half-hour is dedicated to Q&A.



BASIC 30-HOUR COURSE IN HIGHWAY SAFETY – BEHIND THE WHEEL **ONLINE**

DEX 101

Sec A: Mon, Wed & Fri, 6-9 pm, 8/19

Sec B: Mon, Wed & Fri, 6-pm, Watch for Dates

30 hours, \$320 [Register](#)

Designed for both present and prospective behind-the-wheel instructors. Lectures and demonstrations include behind-the-wheel driving procedures, traffic and highway safety, sign regulations, and crash prevention. Special emphasis will be placed on defensive driving. Photo ID required.

DRIVER INSTRUCTOR ED: I **ONLINE** BASIC 30-HOUR COURSE IN TEACHING TECHNIQUES & METHODOLOGY (5-HOUR PRE-LICENSING)

DEX 201

Sec A: Tues & Thurs, 6 - 9 pm, 9/17 - 10/17

30 hours, \$340 [Register](#)

This lecture & demonstration course is designed to effectively provide the information necessary for safe driving. The course includes classroom teaching techniques, preparation of lesson plans, use of visual aids and public speaking. Students will develop sample lessons as a form of practice teaching. Lectures also include discussion of psychophysical testing equipment and techniques for defensive driving. This course meets the DMV's requirements for 30 hours in teaching techniques for instructors of the mandatory 5-hour course.

DEX 101 meets the NYS DMV's 30-hour basic course requirement for driving school behind-the-wheel instructors. DEX 201 meets the Department's requirements for teaching techniques needed to teach the mandatory five-hour classroom session.



MANAGING YOUR COOP OR CONDO **ONLINE**

REAX 201

Wed, 6 - 8 pm, To Be Announced

2 hours, \$100 [Register](#)

How do NYC co-ops and condos operate? Governed by an elected board of directors, these housing corporations are like mini-governments with their own bylaws and governing documents. Board directors need a strong foundation to govern their housing corporation wisely. While homeowner associations are democracies, they are governed by Rules of Law that can sometimes make for conflict among the members.

In this three-hour seminar, you'll learn the best practice for setting up an effective coop or condo governing structure. Are you establishing a new cooperative housing building or trying to sort out thorny problems in your current building? Come with questions and leave with a step by step guide to set your building on a path to peaceful coexistence.

New York City College of Technology Small Business Development Center

The Small Business Development Center at City Tech CUNY is staffed by professionals who, via one-on-one counseling or workshops, offer a variety of free useful services to new and existing businesses. **Our center exists to ensure that your business is prepared for start up, growth or expansion.**

Contact the Center 718-797-0187

brooklyn.nyssbdc.org
SBDC@Citytech.cuny.edu



Registration: citytech.cuny.edu/ce/



AMERICAN CULINARY FEDERATION SPECIALIZED CERTIFICATE IN CULINARY CANNABIS AND EDIBLES

HOSP 1001



Free Culinary Cannabis Program

(Includes Course Materials and Textbook) [Apply Now](#)

As cannabis-infused food and drink products are approaching mainstream, professionals with a mastery of safe extractions, infusions, and dosing will be in demand. This partnership program between NYCCT, Kingsborough, and the American Culinary Federation (ACF) will provide students with the skills, knowledge, and competencies required for safely creating cannabinoid-infused edible products, culminating in an exam to earn an ACF/CUNY Certificate in Culinary Cannabis and Edibles.

Students will also hear from guest speakers and attend workshops on cannabis equity and advocacy, the history of cannabis, networking in the cannabis industry, and job readiness.

Participants must be 21+, interested in pursuing a career in culinary cannabis, and able to demonstrate Math and English-language proficiency by providing a high-school diploma or equivalency. All students are expected to attend class via Zoom with screens on, and to have stable, reliable internet and computer access (a cell phone will not allow participants to view and partake in all class materials).

To apply, visit this link: <https://forms.gle/6tYKeNtL8THwNLRf9>



CATERING PROFESSIONAL | SELF PACED

Six Months, Open Enrollment

100 hours, \$1295, [Register](#)

Course Information 951-387.4225

Ed2Go financing options are available [Learn More](#)

The Catering Professional course provides the foundational skills needed for a career in the catering and events industry by teaching the elements of catering services, including overseeing events and functions and collaborating with other catering services. You will gain the ability to plan for successful food preparation and apply beverage management requirements.

This course will also demonstrate best practices for marketing a catering business, considerations for preparing and executing contracts, effectively manage human resources, and applying basic accounting principles. It will also prepare you for the Certified Professional in Catering and Events (CPCE) exam.

What you will learn

- The foundations of integrated disciplines such as event planning, food and beverage management, sales and marketing, human resources, accounting practices and legal contracts.
- To manage the challenges of employee inductions, performance appraisals, exit interviews, staffing requirements, food safety, legal requirements and licensing, budgeting considerations and profit margins.
- A broad-based training to work in catering prepares you for entry level work in the catering industry.

WEDDING PLANNER | SELF PACED

Six Months, Open Enrollment

340 hours, \$1595, [Register](#)

Course Information 951-387.4225

Ed2Go financing options are available [Learn More](#)

Wedding planners combine creativity and organization to help happy couples celebrate the most important day of their lives. Train for a career surrounded by celebratory events!

In this course, you will master the fundamentals of planning, orchestrating, and delivering stunning weddings and parties. This course allows you to earn your certification as a professional wedding planner and will give you an opportunity to put your new skills to work in an optional internship. Lastly, it includes the opportunity to receive notifications on internships in your area to get hands-on experience.

Upon successfully completing the final exam, you will earn the Certified Wedding Planner certification offered by Lovegevity.

Internship Opportunity

You will receive notifications on internships in your area, an opportunity for you to get hands-on experience in wedding and special event planning. An internship enables you to apply your new knowledge and skills in a work setting while making important professional connections.

What you will learn

- Learn the skills required for a job in the wedding and social event industry
- Create event concepts and plan celebrations from beginning to end
- Understand how to negotiate vendor contracts
- Develop client contracts and service packages
- Access an online resource library containing more than 150 customizable documents you can download and use for your clients
- Receive notifications on internships in your area to get hands-on experience

ACADEMY FOR OCCUPATIONAL HEALTH AND CONSTRUCTION

The city is a little safer with the establishment of our Academy for Occupational Health and Construction Safety facility at City Tech.

Since 2006, we have enabled construction workers and other professionals to obtain the certifications they need to work on job sites.
citytech.cuny.edu/aohcs

The Academy is an approved provider of NYC Department of Buildings' courses, including: Supported and Suspended Scaffolding, Site Safety, and the SST Worker and Supervisor certifications.

Courses are currently conducted in either English, Russian, or Spanish. Open-enrollment courses will be posted on our website for online registration. Classes are available in-person or remotely, as listed.

For information on AOHCS courses or to request private class delivery for your group, [visit our website](http://citytech.cuny.edu/aohcs) or email: AOHCS@citytech.cuny.edu



Bringing Safety to Construction Sites

Safety-compliance training is mandated by the Occupational Safety & Health Administration (OSHA), the New York City Department of Buildings or various other authorities before working with certain equipment and/or moving into job titles as construction super or site safety manager.

For information on AOHCS course offerings, visit our website: www.citytech.cuny.edu/aohcs

City Tech Continuing Studies Center provides free programs to help all New Yorkers gain new skills and stay informed.

FREE COMMUNITY WORKSHOP
MANAGING HOARDING DISORDER IN
RESIDENTIAL BUILDINGS| ONLINE

REX 014

Wed, 6 - 8 pm, 11/13

2 hours, Free, [Join the list](#)

In New York City where neighbors share walls, a hoarding resident becomes a community problem. Fire, odors, vermin, roaches, bedbugs, mice, and other pests can travel from one apartment to another and quickly compromise the health and safety of residents. In this free workshop, a panel of speakers will outline strategies that help the hoarder and building residents to cope with and end the behavior.



REAL ESTATE WORKSHOP
INVESTING IN REAL ESTATE

REAX 016

Tues, 6: - 8 pm, [Watch for Dates](#)

2 hours, Free

Real estate can be a lucrative investment, offering both monthly income and profit when you sell your property. In this course we cover several different approaches to investing and explain how to get started, even with a small amount of capital. Topics covered include:

- Crowdfunding
- Investment trusts
- Limited partnerships
- Becoming a landlord
- House Flipping



FREE COMMUNITY WORKSHOP
BRIDGES TO OFFSHORE WIND

Bridges to Offshore Wind is presented by a consortium of four CUNY campus- City Tech, LaGuardia, Kingsborough, and the College of Staten Island. These two or 10-hour workshops explore offshore wind career pathways. Participants will review labor market data, learn about employment projections, and assess their existing skillsets to evaluate how they align with careers in offshore wind. Existing job training, certification, and degree programs available at the four CUNY schools is presented provides participants with a roadmap into this new and growing renewable energy sector.

For information about scheduling a workshop at your school, community center, or workplace, please contact the coordinator, David Iaconangelo, david.iaconangelo70@citytech.cuny.edu.

City Tech CUNY.
Getting all New Yorkers to Work!



Registration: citytech.cuny.edu/ce/



New to Computers? Learn the Basics for your Personal or Professional Use Coming Spring 2023

COMPUTER BASICS | **IN PERSON**

DPX 109

Tues, 6-9 pm, [Watch for Dates](#)

12 hours, \$255

This course provides an overview of basic computer skills for new users. Learn to create and save files and folders and organize your computer storage. Computer Basics is a foundation class for individuals without computer experience who wish to continue to Microsoft Word, Excel, and Powerpoint.

Windows is the most popular and commonly used operating system today. Through hands-on practice, learn how to customize your Windows display, add and delete icons, control printing, manage files and directories, and browse the internet. Installing and launching apps in the Windows environment will be covered.

MICROSOFT WORD | **IN PERSON**

DPX 301

Tues, 6 pm - 9 pm, [Watch for Dates](#)

15 hours, \$270

Prerequisites: Basic computer knowledge

Microsoft Word is the most frequently used program for personal and professional documents. This course teaches you to enter, edit, format and move text, and use spell check, thesaurus, review and grammar. Learn to set up pages, set margins, create headers and footers, change fonts and set type size. Microsoft Word can be used for brochures, invitations, calendars and much more.

MICROSOFT EXCEL | **IN PERSON**

DPX 300

Wed, 6-9 pm [Watch for Spring Dates](#)

15 hours, \$320

Prerequisites: Basic computer knowledge

Microsoft Excel is a spreadsheet program that is essential for accountants, managers, and administrators. Learn to create tables, columns, and rows in order to present financial information and other data for analysis and decision making. This is a basic class.



MICROSOFT POWERPOINT | **IN PERSON**

DPX 320

Thurs, 6 - 9 pm, [Watch for Spring Dates](#)

15 hours, \$320

Prerequisites: Basic computer knowledge

Microsoft PowerPoint is used for slide shows and presentations. Families, educators, administrators, scientists, sales professionals and others use PowerPoint to organize ideas and information into well designed, interesting presentations.

In this course you will learn to use an existing theme or create your own, and to insert photos, charts, transitions, and video. Present your ideas clearly and tell a story that audiences will respond to with PowerPoint.



BICSI CABLE INSTALLATION | *IN PERSON*

BIC100

Mon-Fri, 8:30 am -5 pm, 9/17 - 11/1

Email sbusby@citytech.cuny.edu

Information: Brooklyn Workforce Innovations

(BWI): 718-237-2017 ext.149

200 hours, Free

Ongoing recruitment is happening right now. To apply for the program, you must first attend an Info Session. <https://bwi.tfaforms.net/f/BNinterest>

Looking for a challenging and rewarding career?

We can help you connect to your future in low-voltage cabling. Our graduates spend most of their day in the field, sometimes on construction or renovation sites. They stand on ladders, pull cable through walls, and test and troubleshoot connectivity.

We invite you to review our eligibility requirements and learn more about this dynamic field in an information session. Applying to Brooklyn Networks is a competitive process.

Eligibility

- New York City resident (6+ months)
- Legally eligible to work in the U.S
- 18 years or older
- Physically fit and able to lift 50-70lbs,
- Cannot be color-blind
- Take a reading and math test at the information session and score at or above the 8th-grade level.
- Able to attend class Monday-Friday 8:30 AM to 5:00 PM in-person on the NYC College of Technology campus
- Unemployed, low-income, or public assistance recipient
- Comfortable with climbing on ladders and crawling in small, dark space.

**Application deadline
for the September class is 9/6**

OSHA/SST: Sept 19, 2024 - Sept 27, 2024

Orientation Date: Wednesday, Sept 18, 2024

Contact Information for BICSI:

Anastasia Counts (she/her)

C: (718) 237 -2017 ext 140



COMPTIA A+ EXAM PREP | **HYBRID**

COMPUTER REPAIR

INFT 100

Tues,Thurs 6- 9:30 pm, 9/24- 12/10

In-person labs meet Thursdays on campus

72 hours, \$1120 [Register](#)

A two-part payment plan is available.

Prerequisites: Basic computer skills, fluency in English.

Required text book: CompTIA A+ Certification All-in-One Exam Guide, Tenth Edition (Exams 220-1001 & 220-1002) 10th Edition.

A+ Certification is your first step in an IT career. Work at a help desk, as a field service technician, or in computer repair. This essential class lays the groundwork for networking and security jobs. Students will prepare for the The CompTIA A+ Core Series requires candidates to pass two exams: Core 1 (220-1001) and Core 2 (220-1002).The course will be conducted using a remote desktop installed on students' computers.

What You Will Learn in CompTIA A+

- How to troubleshoot and manage a computer system
- How to identify computer components
- How to work with computer numbering systems
- How to configure and troubleshoot Windows



COMPTIA NET+EXAM PREP | **ONLINE**

NETWORKING

INFT 101

Mon, Wed, 6 - 9:30 pm, 2/24 - 5/12 (no class 4/21)

72 Hours, \$1100 [Register](#)

CompTIA Network+ certification validates the essential knowledge and skills needed to design, configure, manage, and troubleshoot wired and wireless networks. Lectures and labs will focus on network theory, communication, media, and hardware. Participants will be able to setup and configure a functional network. The course will be conducted using a remote desktop installed on students' computers.

What You Will Learn in CompTIA Net+

- Local Area Network Infrastructure
- TCP/IP, LAN infrastructure
- WAN Infrastructure Network Security
- Remote Networking
- Disaster Recovery
- Network Media and Hardware



FULL STACK WEB DEVELOPMENT 16-WEEK INTENSIVE | **ONLINE**

CRSR 200

Mon, Wed, 6 - 9 pm, 9/16 - 12/30

(No class, 10/14, 11/11, 12/25, 1/1)

96 hours, \$2500 [Register](#)

A two-part payment plan is available.

Full Stack Web Development is a 16-week, 96-hour class focusing on Front End programming languages, including HTML, CSS, Javascript, and jQuery along with BackEnd development concepts, practical knowledge in database design, server scripting languages (PHP) and data objects (XML and JSON). Students with little or no technical background will attain a level of proficiency and problem-solving ability that allows them to find junior-level front-end, back-end or Full Stack DEV (development) jobs and continue to grow their coding skills.

COURSE TOPICS

- Introduction to Programming Languages
- Python Basics
- Variables and Operations
- Control Structures
- Repetition Structures
- Strings
- Functions and Modules
- Lists
- Dictionaries
- File Input and Output
- Programming

INTRO TO PYTHON WITH CHAT GPT | **ONLINE**

CRSR 203

Mon, Wed, 6:30 – 9:30 pm, 10/16– 12/04

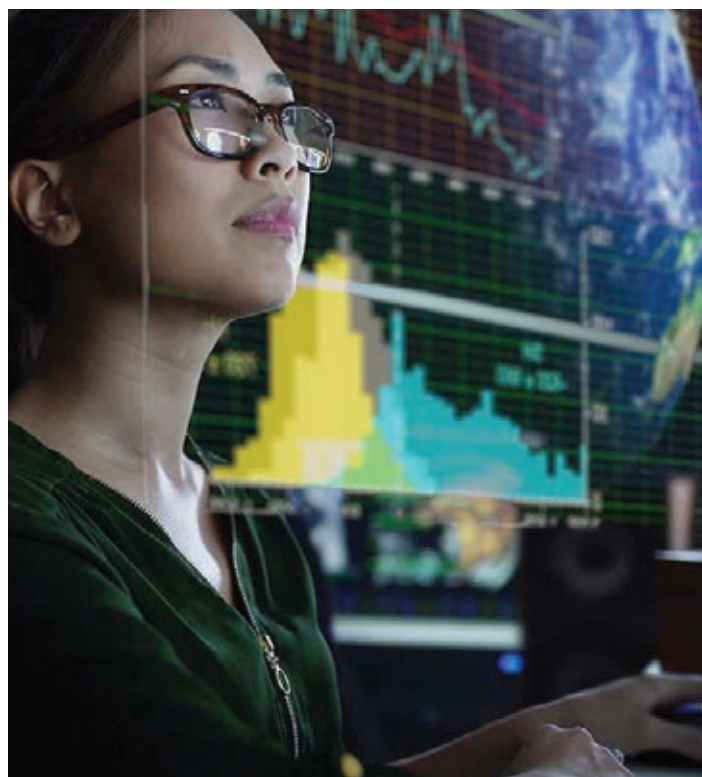
45 Hours, \$975, [Register](#)

Includes a Python Exam PCEP-30-0X Exam Voucher

The exciting entry-level Python programming course is designed specifically for beginners and individuals who have struggled with self-learning Python in the past. This course covers Python fundamentals and guides you through leveraging powerful language models like ChatGPT as tools to enhance your programming journey and confidently tackle Python interviews for entry-level jobs.

Topics

- Bitwise operators
- Data types, variables and operators
- Iteration loops and while statements
- Lists, tuples and list comprehension
- Dictionaries and dictionary comprehension
- Functions and unpacking variables
- Lambda Expressions
- File I/O and context managers
- Using Chat GPT as a programming tool



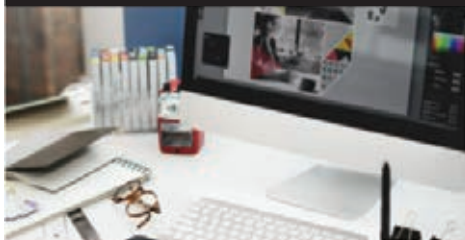
Self-Paced Study On Your Own Schedule

City Tech Continuing Studies Center partners with Ed2Go to bring you a wide range of self-paced programs for busy adults. Add to your existing skills for advancement in your current job or prepare for industry recognized certification exams.

These self-study courses allow you to work when your schedule allows and in the comfort of your own home. [City Tech Ed2Go programs](#) are designed by a team of professionals who provide a complete web-based learning experience. Instructors and mentors participate in your education, responding to questions, and providing the encouragement and motivation you need to succeed.

[Browse City Tech Ed2Go Catalog](#)

ADOBE PROFESSIONAL



BUSINESS



APPLICATIONS



COMPUTER SCIENCE



CONSTRUCTION



HEALTH AND FITNESS



HOSPITALITY



INFORMATION TECHNOLOGY



LANGUAGES



City Tech Success Stories

At City Tech CSC, our students come from many backgrounds. but share the desire to gain new skills and change their career path. From healthcare to technology to green building, to architecture and renewable energy, we are committed to your success.



“ After taking the Pharmacy Technician class at City Tech I got a job at CVS. Nine months later I was promoted to Field Colleague Trainer. I applied to and was accepted to pharmacy school and graduated in May 2021 with a Pharm D degree. Now I teach the CityTech Pharmacy Technician course. I owe a lot to the program for being with me throughout the whole journey.

- **Kiley Margolis**, *Pharmacy Technician Student to Registered Pharmacist*



“ Kelvin is simply great! His patience with the class and mastery of the topic were both world class. He truly is a dedicated professional and I learned so much from him. The basics were presented very well and in an organized and consistent fashion. Kelvin also exposed us to methods of learning on our own which enables us to build on the basics he emphasized in the first half of the class.

-**Michael Bennett**, *Solar PV Installation Professional*



“ When you're in the program, you don't realize the importance of every course. It's very well rounded; when you're out in the field, you find yourself saying: Wow! I'm so glad I learned all these different concepts! I have applied everything that I've learned from GMB to my new position as a Maintenance Supervisor.

- **Carmen Francis** *Green Building Maintenance Student*

The healthcare industry will continue to drive the nation's employment growth through 2026 by adding around 4 million new jobs, accounting for about a third of total job growth, according to Bureau of Labor Statistics data

PHARMACY TECHNICIAN | ONLINE

PHA 090

Sun, 9am- 12 pm, 9/8 - 12/22

45 hours of Instructor-led classes

155 hours self-paced hours on course portal

200 hours, \$1015 [Register](#)

Required textbook expense is additional

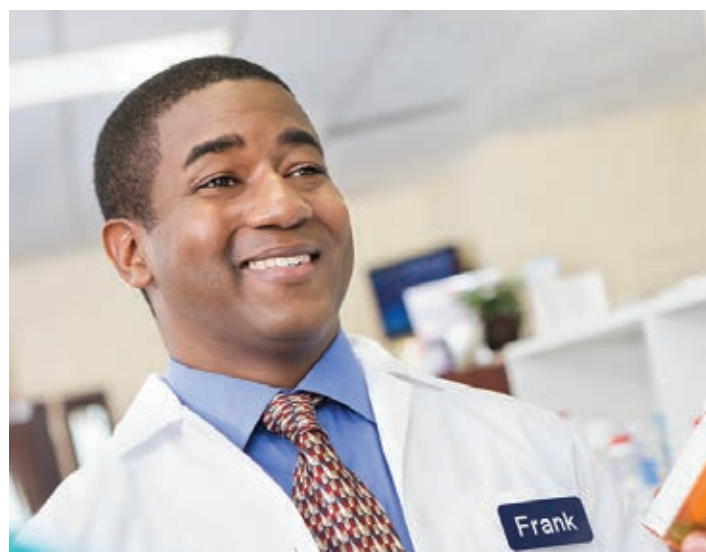
Prerequisite: High school diploma or GED.

This course is being offered online. Students will meet with their instructor once per week. Contact Dania Anderson danderson@citytech.cuny.edu to receive course instructions.

Join this up and coming profession. Over a billion prescriptions are filled in the U.S. each year. Our convenient instructor-led online PTCB exam prep class prepares students for NYS licensure for employment in retail and healthcare settings. Employment in healthcare occupations is projected to grow by 18 percent from 2016 to 2026, much faster than the average for all occupations, adding about 2.4 million new jobs. [Contact us](#) to learn about career pathways in rewarding careers.

Consider:

- Convenient once a week classes
- Online lessons mean you can learn from the comfort of home



PHARMACY TECHNICIAN BILLING AND REIMBURSEMENT PROGRAM | ONLINE

MPHA 100

Watch for Dates

45 hours of classroom instruction and experiential simulated learning

155 hours of self-paced online instruction and assignments

\$1015 200 hours, [Register](#)

*No additional textbook cost

Prerequisite: PHA090

Specialized billing and reimbursement technicians are in high demand and are paid well. These technicians can work in many diverse job settings including insurance companies, hospital finance departments, and specialty pharmacies. This specialty provides faster career growth and opportunities compared to general pharmacy technicians. This course will provide students with advanced training on core competencies required by the Billing and Reimbursement Certification

- Insurance programs and eligibility requirements
- Claim processing and adjudication
- Prior authorizations
- CMS audits and contract compliances

HEMODIALYSIS TRAINING | ONLINE

HHEM 100

Tues and Thurs, 6pm- 9:30 pm, 9/24 - 10/31

60 hours of online, instructor-led classes

\$1,600, [Register](#)

Prerequisite: A High School Diploma or GED is required.

For information email danderson@citytech.cuny.edu

The increase in chronic illnesses prompts a surge in the need for well-trained professionals, skilled in hemodialysis treatment. City Tech, working in partnership with Dialysis 4 Career, provides the comprehensive online training necessary to become a hemodialysis technician or nurse specializing in End-Stage Renal Disease (ESRD). Training will focus on essential topics including: kidney anatomy and physiology, renal nutrition, water treatment, vascular access, infection control, medication, complication, dialysis machine set-up, and patient monitoring.



DENTAL ASSISTING CERTIFICATE | ONLINE

HDEN 100

Fri, 6 pm - 9 pm & Sat, 9 am - 12 pm, 9/6 - 1/18/25

107 hours, Instructor-led classes, \$1,720

Textbook expense additional

Information: danderson@citytech.cuny.edu

Dental Assisting offers excellent career opportunities for those without a college degree. The demand for trained dental assistants is currently excellent. The Dental Assisting Course will introduce students to the various aspects of dentistry necessary to be a competent and proficient Dental Assistant and provide skills needed to help candidates achieve employment as a dental professional in a clinical practice setting. This is challenging interesting work as an integral member of a professional healthcare team.

Admission requirements:

Complete an application for admission.

The applicant must submit proof of high school graduation, GED, diploma or the equivalent of secondary education completed from country of origin, if educated outside of the United States.

MEDICAL BILLING AND CODING | ONLINE

HMBC 100

Mon, Wed, 6 pm to 9:30 pm, 9/4 - 3/3/25

180 hours, \$1,724 [Register](#)

For information email danderson@citytech.cuny.edu

The course will train the student for jobs in computerized medical billing and coding for medical offices, hospitals, and other medical facilities. It will include computer hands-on training on widely used Practice Management Software.

To enhance the student's training in the medical field, the course includes classes in medical terminology with anatomy and physiology, medical insurance for billing and reimbursement, and ICD-10/CPT-4 medical coding. At the end of the course, the student will be reviewed for the Certified Billing

and Coding Specialist (CBCS) national certification exam of the National Health Career Association (NHA/ATI).

The Curriculum includes:

- Medical Terminology with Anatomy and Physiology
- Medical Coding ~ CPT-4 and ICD-10
- Medical Insurance for Billing and Reimbursement
- Practice Management Software
- Preparation for NHA CBCS examination

PHYSICAL THERAPY AIDE PROGRAM | ONLINE

PHT 100

Mon and Wed, 6:00 – 9:00 pm

75 hours, \$1,220 [Watch for Dates](#)

Course tuition does not include the textbook.

Prerequisite: HS Diploma or GED.

For more information please email

danderson@citytech.cuny.edu

Physical Therapy Aides, sometimes called Rehabilitation Aides, are entry-level positions that mirror an emerging trend in healthcare delivery where support services are provided under the supervision of licensed professionals. They are employed in private physical therapy practices, chiropractic offices, long term healthcare facilities, and hospitals. An aging population with improved survival from heart attacks, strokes, and trauma as well as improved survival rates from birth injuries and severe disabilities will create added demand for PT Aides. Career ladder opportunities exist with collegiate study leading to licensure, both on the associate and advanced-degree levels.

Coming Fall 2024

Home Health Aide Program

Home Health Aides support for clients who need help with basic daily activities and physical care. If you are a caring individual who enjoys making a difference, this training may be for you.

For information and dates, please contact

danderson@citytech.cuny.edu.

Healthcare / EKG / Veterinary Assistant

City Tech Continuing Education | Find your success at City Tech



EMERGENCY MEDICAL TECHNICIAN **HYBRID**

In Partnership with Rescue Training International (RTI)

Part A: Synchronous online classes

Tues, Thurs, Watch for Dates

Select day or evening schedule:

Day: 10 am - 2 pm

Eve: 6 pm - 10 pm

Part B: Asynchronous classes - 80 hours

Part C: In-Person Training at City Tech

Tues, Thurs, 4/4 - 5/18, 6 pm - 10 pm

220 hours, \$1299 [Register at City Tech](#)

Includes uniform shirt, physical textbook, EMT equipment package, online access to our learning management system, CPR certification, and the course RTI Financing Options are available. [Learn more](#)

This course prepares candidates to become NYS Department of Health Emergency Medical Technicians (EMT).



CERTIFIED EKG TECHNICIAN | **SELF-PACED**

EKG 100

Self paced, Start anytime

6 months, \$1995,

Voucher and course materials Included

[View Syllabus and Register](#)

Ed2Go financing options are available. [Learn more](#)

This in-depth course will train you to apply, monitor, and measure electrocardiography tests in a flexible, online learning environment. You will also learn key subjects needed to earn a nationally recognized EKG technician

certification, such as measuring basic vital signs, performing rapid response procedures, operating an EKG machine, and identifying rhythms. By course completion, you will be prepared to take and pass the Certified EKG Technician Specialist (CETS) certification exam, offered by American Education Certification Association and the Certified EKG Technician (CET), provided by the National Healthcareer Association.

Choose between two certification paths:

You will have foundational knowledge to sit for AECA's Certified EKG Technician Specialist (CETS) exam to earn a provisional certification that allows you to assist other EKG techs, doctors, nurses, and various healthcare professionals. You will have six months to complete the clinical skills portion of EKG, an externship as an EKG technician, and administering at least 15 live EKGs, to convert to full certification. You will also qualify for the National Healthcareer Association (NHA) full certification, Certified EKG Technician (CET), and may utilize the included Externship Starter Kit to achieve the clinical requirements (10 EKGs on live humans).

VETERINARY ASSISTANT SERIES | **ONLINE**

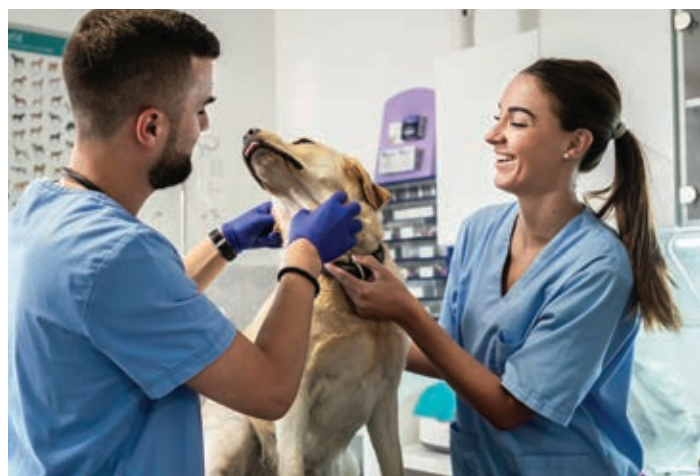
VAT 100

Self paced, Start anytime

[Register](#)

Ed2Go financing options are available. [Learn more](#)

If you love animals and have you ever thought about a career as a veterinary assistant, the Veterinary Assistant Series may be perfect for you. Taught by a practicing veterinarian and college instructor, courses in the series will give you all the information you need to prepare for work as a veterinary assistant including the specific veterinary duties you are likely to face every day.





INTRO TO AUTOCAD | ONLINE

ARCH100

Thurs, 6 pm - 9 pm, 10/10 - 1/16

42 hours, \$550 [Register](#)

Includes a 1 year Revit Educational License

Prerequisite: Basic computer literacy is required. Knowledge of blueprints or drafting is a plus. Includes an AutoCAD Educational License Available for PC or Mac

In this online course, participants learn the fundamentals of AutoCAD 2019 to prepare 2D drawings for architecture, interior design, mechanical & structural engineering, and other design fields. Topics include the AutoCAD drawing interface; display commands; CAD tools and drawing set-up, including scale coordinate systems, snaps and grips, basic draw and edit commands, layers, text, blocks, modify commands, plotting, and printing basics.

INTRO TO REVIT | ONLINE

ARCH101

Mon, 6 pm - 9 p.m, 10/21 - 11/9, No class 11/11

21 hours, \$550, [Register](#)

Includes a 1 year Revit Educational License

All online users must have a PC computer that can run Revit 2022

[See hardware requirements here:](#)

Use Revit® software to produce consistent, coordinated, and complete model-based building designs and documentation. Automatically update floor plans, elevations, sections, and 3D views. Use 3D visualizations to see a building before it's built. Through hands-on exercises, explore advanced 3D building information modeling concepts and learn essential commands for improving workflow and productivity.

REVIT MEP FOR ENGINEERS | ONLINE

BIM 105

Thurs, 6 - 9 pm, 10/21 - 12/2

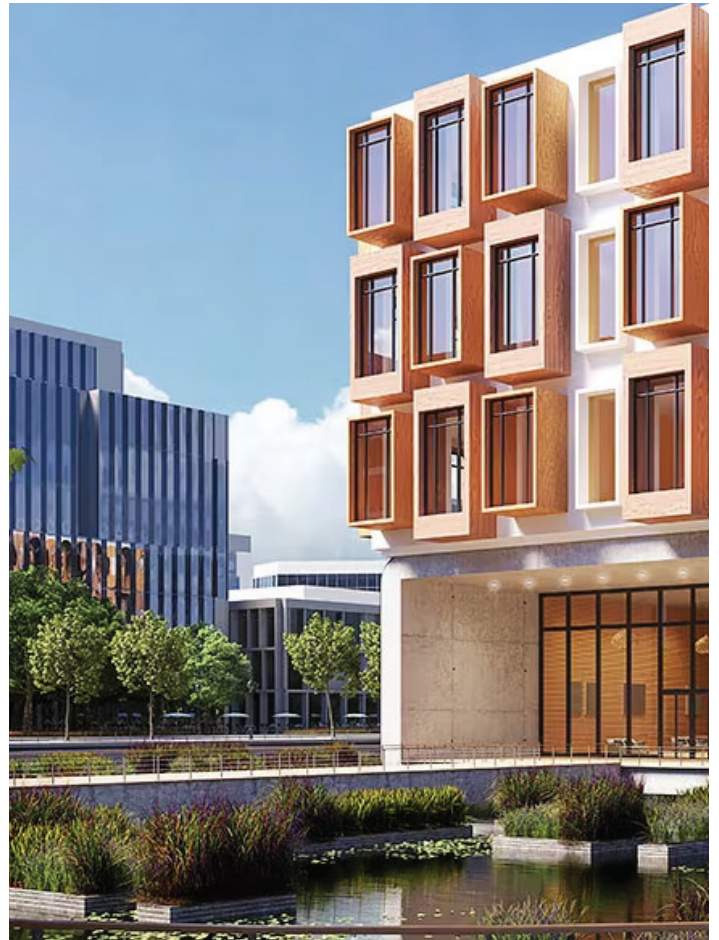
21 hours, \$725 [Register](#)

Prerequisite: Knowledge of AutoCad

Includes a Revit MEP Educational License

Engineers use Revit MEP Building Information Modeling (BIM) software to design, analyze, and document complex building systems. Building Information Modeling (BIM) helps MEP firms improve accuracy, reduce and resolve clashes, and optimize building systems design. In this project-driven class learners will work in teams using MEP BIM software to improve collaboration, share data, and speed project delivery from design to construction.

This high level course is designed for tradespeople and engineers who work on plumbing, electrical and mechanical systems. Design, model, and document building systems in the context of a full building information model, including architectural and structural components.



INTRO TO BLUEPRINT READING

CPMT 101

Sec A: Tue, 6-9 pm, 9/10 - 10/1 | **ONLINE**

Sec B: Wed, 6-9 pm, Watch for Dates **IN PERSON**

12 hours, \$465 [Register](#)

Required Textbook (Students must Purchase)

Print Reading For Construction,

7th Edition by: Walter C. Brown, Daniel P. Dorfmueller,

Goodheart-Willcox, ISBN: 9781631269226, 1631269224

The ability to read blueprints is an essential skill for designers, contractors, real estate brokers, and building owners.

In this lecture and virtual hands-on class, you will learn the vocabulary and language of blueprints.

ADVANCED CONSTRUCTION | IN PERSON BLUEPRINT READING

CPMT 102

Tues, 6 - 9 pm, 11/6 - 11/27

12 hours, \$465 [Register](#)

Required Textbook: Students must purchase

Print Reading For Construction,

7th Edition by: Walter C. Brown, Daniel P. Dorfmueller,

Goodheart-Willcox, ISBN: 9781631269226, 1631269224

This advanced print reading course covers the structural, electrical, mechanical, and plumbing drawings found in a set of construction documents.



COST ESTIMATING FOR CONSTRUCTION | IN PERSON

CPMT 104

Wed & Thurs, 6 - 9 pm, 12/4 - 1/8, No class, 12/25 & 1/1/25

12 Hours, \$465, [Register](#)

Preparing an estimate and bidding a job is essential for contractors, designers, and others in the building trades. In this course you will learn to estimate the cost of general conditions, prepare a quantity take off for the materials to be used in the job, and extend unit prices to prepare an accurate cost estimate.

CONSTRUCTION PROJECT MANAGEMENT | IN PERSON

CPMT108

Wed & Thurs, 6 - 9pm, 2/5- 3/27

45 hours, [Register](#)

Without scholarship, \$775

This hands-on lecture and lab class familiarizes participants with the plans, submittals, RFIs, contracts, and schedule documents that are used to manage a construction project. Students will work in teams, managing simulated jobs in which architects, contractors, and owners communicate and collaborate to keep the work on track.

DOB, PERMITS & FILINGS | ONLINE

CPMT 106

Wed, 6 pm - 9 pm, 11/6

3 hours, \$120 [Register](#)

This intensive 3- hour class teaches you how to navigate the NYC DOB permitting process. It covers a range of required filing tasks relevant to a construction job.



EARN A CITY TECH CE MASTER CERTIFICATE IN CONSTRUCTION PROJECT MANAGEMENT

VALIDATE YOUR EXPERIENCE AT CITY TECH CUNY IN CONVENIENT, INSTRUCTOR LED EVENING CLASSES

Take any three of these:

- ECX 041 Introduction to Blueprint Reading
- ECX 043 Advanced Construction Blueprint Reading
- ECX 044 Building Materials and Methods
- ECX 045 Cost Estimating for Construction

Take one of these:

- ECX 046 Construction Project Management
- ACAD 200 Intro to AutoCAD
- BIM 101 Intro to Revit

Information: dsalomon@citytech.cuny.edu



SKILLS TRAINING FOR BUILDING SUPERS

IN PERSON

PART A: CERTIFICATE OF COMPETENCY

SUPT 400

Sec B: Tues, Wed, Thurs, 6 pm - 9 pm, 9/10 - 10/3

For group trainings email dsalomon@citytech.cuny.edu

24 hours, \$480 [Register](#)

This program prepares individuals to work as residential building supers and/or maintenance workers. Units include plumbing, electrical, tiling, plaster and drywall, and essential communication skills for working with tenants and outside contractors. Students will receive a certificate of completion

SKILLS TRAINING FOR SUPERS, | HYBRID

PART B: BUILDING MECHANICALS

SUPT 401

Tues, Online, & Thurs In person, 6 - 9 pm, 10/15 - 11/12

24 hours, \$480 [Register](#)

Building Supers must understand, operate, and manage all of a building's mechanical systems. This in-depth course explains how each system works and how to maintain it for peak efficiency. Systems covered include: heating, cooling, ventilation, pumps, and elevators. This lecture class is designed to assist building supers who wish to move to the next level of expertise.

ONLINE SKILLS TRAINING FOR SUPERS, ONLINE

PART C: MANAGEMENT AND SUPERVISION

SUPT 402

Tues, Thurs, 6 - 9 pm, 11/19- 12/17

Tues, Thurs, 6 - 9 pm,

24 hours, \$480 [Register](#)

This advanced session of the Skills Training for Building Supers' Program is for those who wish to transition to a supervisory role. Topics include payroll, building protocols, staff evaluations, Maslov Theory, objectives, and leadership styles with a focus on the x and y strategy, as outlined by Douglas McGregor. Achieve a

Building Performance Lab (CUNY BPL) Scholarship Training

BUILDING SCIENCE | IN PERSON

SUPT405

Mon, Tues, 6-9 pm, 11/18 - 11/27/25, No class 1/20/25

60 hours, free, [Apply Here](#)

Textbook and all other program materials will be provided to students at no additional costs.

Required Textbook (Provided at no cost)

Residential Energy: Cost Savings And Comfort For Existing Buildings; John Krigger

Required Materials: (Provided at no cost)

Students will require a laptop or tablet with internet access.

Class Schedule

45 hours of lectures and labs + 12 hours of career related workshop

Certifications Gained (If Applicable):

Certificate of Completion, Preparation for Building Performance Institute, Building Science Principles at third party exam center.

Through the lens of 'Building Science,' this course introduces students to energy use and conservation in buildings, providing them with knowledge and skills essential to reducing carbon dioxide emissions and the climate changes they cause. To achieve occupant safety, health and comfort, buildings use energy in a variety of systems including Heating, Ventilation, Cooling and Lighting.

In addition to exploring how energy efficiency in these end uses can be improved, students will learn how type, source, and transport of energy also influences carbon dioxide emissions. Intended for newcomers to the building performance industries, the course will emphasize plain-language descriptions of energy using systems and components—their names, functions, and general opportunities for performance



FIRE GUARD | ONLINE

FSXS 005

Sec A: Mon, 6 - 10 pm, 9/16

Sec B: Mon, 6 - 10 pm, 11/18

Sec C: Mon, 6 - 10 pm, 1/13

4 hours, \$80, [Register](#)

This fireguard prep course is designed to help students understand the FDNY requirements for impairments of the fire protection system, planned and unplanned shutdowns of the sprinkler/standpipe/fire alarm systems. This prep course will help students pass the FDNY F-01, F-03, F-04, F-60, and S-60 Certificates of Fitness computer-based tests.

FIRE LIFE SAFETY DIRECTOR | ONLINE

FSXS 104

Sec A: Wed, Thurs, 6 - 10 pm, 9/25 - 10/17

Sec B: Wed, Thurs, 6 - 10 pm, 11/20 - 12/18 (no class 11/28)

SP25 Sec A: Wed, Thurs, 6 - 10 pm, 2/5 - 3/5 (no class on 2/12)

31 Hours, \$375 [Register](#)

MODULES

1. Fire Emergency - FSD General Topics, 20 hours
2. Non-Fire Emergencies EAP 7 hours
3. Non-Fire Emergencies Active Shooter/ Medical Emergencies Preparedness 4 hours

The FLSD Graduation Diploma is the first step to achieving a FLS Director Certificate of Fitness, T89 or F89. The diploma is valid for 9 months for the purpose of taking the follow-up FDNY computer based 'Fire Component' "On-Site" exam which must be scheduled with the FDNY.

An FLSD Graduation Diploma will be awarded to those who qualify after successfully completing the three lecture components listed above and taking a final examination for each with a passing score of 70% or better.

Some experience in safety and fire prevention, building maintenance, and/or facilities management would be helpful. Questions about your current professional status should be [directed to the FDNY](#).

This 4 hour preparation course will cover information beyond the regular onsite issues covered in FSD courses. The Complete FDNY Onsite Study

Guide will be reviewed with special emphasis on mandatory and important items that, if not stated during the test, result in automatic failures, for candidates and the possible revocation of any existing FSD certification for a different building.

FIRE SAFETY DIRECTOR | ONLINE ONSITE PREPARATORY

FSXS 008

Sun, 10 am -2 pm, Watch for Dates

4 hours, \$80, [Register](#)

This 4-hour preparation course will cover information beyond the regular onsite issues covered in FSD courses. The Complete FDNY Onsite Study Guide will be reviewed with special emphasis on mandatory and important items that, if not stated during the test, result in automatic failures, for candidates and the possible revocation of any existing FSD certification for a different building.

SPRINKLER AND STANDPIPE | ONLINE PREPARATORY CLASS FOR FDNY CERTIFICATE OF FITNESS

FSXS 010

Sec A: Mon, Tues, 6 - 10 pm, 9/9 - 9/10

Sec B: Mon, Tues, 6 - 10 pm, 11/4 - 11/5

Sec C: Mon, Tues, 6 - 10 pm, 1/27 - 1/28

8 hours, \$150, [Register](#)



Fire deaths have dropped steadily during the past decades and studies have shown that there is a direct link to public education programs.

Watch for these Upcoming
Fire Safety Classes
[Browse our Website](#)



COORDINATOR OF FIRE SAFETY | ONLINE & ALARMS IN HOMELESS SHELTERS

FSX 100

Sec A: Mon, Tues, 6 - 10 pm, 10/28 - 10/29

Sec B: Mon, Tues, 6 - 10pm, 12/9 - 12/10

8 hours, \$140,

A Certificate of Fitness F-80 is now required for FS Coordinators working in shelters as of August 1, 2013. This required course meets the FDNY standards for preparing to take the FDNY's examination for the Certificate of Fitness F-80. This Course will include procedures to prepare for emergencies, operation of fire alarm control panels, sprinkler systems, standpipe systems, and portable fire extinguishers in shelters.

FIRE AND EMERGENCY DRILL | ONLINE CONDUCTOR | ONLINE

FSX 004

Sun, 10 am - 2 pm, Watch for Dates

4 hours, \$80,

The main purpose of a fire drill is to allow occupants to practice emergency evacuation procedures. The Fire and Emergency Drill Conductor must make sure that fire drills are conducted in a safe and orderly manner.

This Preparatory Course will help students pass the FDNY F-07 & W-07 Certificate of Fitness computer-based tests



Advance Your Career

Register for a certificate course at the Continuing Studies Center to give your career the boost it needs.

<https://www.citytech.cuny.edu/ce/>

Whether you are starting, advancing, or changing your career, City Tech Continuing Studies Center offers a wide array of courses to help you achieve your goals. Convenient evening and weekend hours and experienced instructors make City Tech a great place for professional development.

Get Started on a Degree

Enroll in the college as a matriculated student, earning academic credits towards an Associate's or Bachelor's degree. Contact the City Tech Office of Admissions to learn more. [citytech.cuny.edu/admissions](https://www.citytech.cuny.edu/admissions).



Electrical, Plumbing, and HVAC skills are always in demand. Start or continue your path to a secure career. For information about our Building Trades class dates please email ssmart@citytech.cuny.edu.

FUNDAMENTALS OF ELECTRICITY I | ONLINE

ECXH 101

Sat, 9 am - 12 pm, 9/14 - 11/23

30 hours, \$420 [Register](#) (20% Reduced Price)

[Students should have an inexpensive multi-meter for practice.](#)

Introduction to the basic principles of direct current circuits. Topics include engineering notation, series, parallel and series/parallel circuits. Students will learn about current, voltage, resistance and DC theory through lectures and demonstrations which will include measurement techniques and troubleshooting using calculation and multimeter. Students must have at least fundamental math skills.

FUNDAMENTALS OF ELECTRICITY II | HYBRID

ECXH 102

Sat, 9 am - 12 pm, Registration Not Available

30 hours, \$420, [Register](#)

Prerequisite: EMX 090 or equivalent.

Students should have an inexpensive multi-meter for practice. In person dates to be announced.

A continuation of Part 1, this course introduces Alternating Current and Semiconductors in AC circuitry.

Topics include:

- AC Theory
- Series & Parallel Circuits
- Diodes
- Capacitors
- Inductors
- Transformers
- AC to DC Conversion
- Intercom Systems Discussion
- Applications.
- At the end of the course, students will know how to:
-
- Design & Troubleshoot Power Supply Units (PSU)
- Read Electrical Blueprints
- Service Panel Installation
- Electric Meters
- Install 250-Volt Receptacles

FUNDAMENTALS OF HVAC | IN PERSON ELECTRICAL CONTROLS

ECXH 222

Sat, 6 - 9 am - 2 pm, Watch for Dates

50 hours, \$875 [Register](#)

For more information email ssmart@citytech.cuny.edu

This online introductory-level course focuses on the principles of electricity required by HVAC technicians including proper use of test equipment, A/C and D/C circuits, and component theory and operation. Electricity principles provides the foundation to support understanding how to troubleshoot heating, air conditioning and refrigeration equipment. *Note: A good quality auto-ranging digital volt-ohm multimeter is required for testing electrical circuits and components.



BASIC PLUMBING REPAIRS | IN PERSON IN HOUSING

ECX 162

Sat, 10 am - 5 pm, Watch for Dates

90 hours, \$1350

For completers of Online Plumbing Codes and Theory:
45 hours, \$600

This course is for building superintendents and maintenance personnel in multi-unit housing structures. Participants are taught how to perform routine maintenance tasks commonly expected of in-house staff.

The course demonstrates assessment, repair, and how to communicate repair requests to management and plumbing contractors. Demonstrations include installation, maintenance, and basic repair of plumbing fixtures, proper use and care of tools, an introduction to NYC plumbing code, installation planning, water supply & drainage, water treatment, and sump pumps.

Update your skills for the all-electric building as New York City adopts Local Law 154



REFRIGERATION MECHANICS WITH HEAT PUMP SYSTEMS | **IN PERSON**

ECXR 100

Sat, 8 am - 1pm, Watch for Dates

150 hours, \$2580

For information email ssmart@citytech.cuny.edu

NEW! This class will receive an additional 30 hours of Heat Pump training

Prerequisite: Some industry experience is preferred but not required. High school level literacy.

A combination laboratory & lecture course in the operation and service of refrigerating equipment.

Topics include:

- Soldering
- Brazing
- Tube & Pipe Joining & Bending
- Gauge Installation
- Refrigerant Charging
- System Evacuation & Dehydration
- Analysis of Refrigeration Cycle Compression

Electrical issues covered include:

- Schematic Wiring Diagrams
- Electrical / Mechanical Controls
- Refrigeration Systems Analysis

- Operating Sequences
- Installation
- Operating & Troubleshooting Techniques for Commercial Refrigeration and Air Conditioning Systems

NEW! Heat Pump topics to include:

- Heat Pump Systems
- Heat-Load Calculations Sizing
- Heat Pump Installation
- Calculation for Additional Refrigerant Charge
- Heat Pump Checkout & System Startup.

A certificate is issued for successful program completion. 80% attendance is required.



REFRIGERATING SYSTEM | **IN PERSON** OPERATING ENGINEER II

ECXR 104

Tues, 6 - 9:00 pm, Sat, 9 am - 1 pm Watch for Dates

100 hours, \$1220 [Register](#)

Required Prerequisite: ECX 121

Note: in order to qualify for the 200-hour certificate, both ECX 121 & ECX 122 must be taken at NYC College of Technology.

This course is a continuation of Refrigerating System Operating Engineer I, a lecture/review in operating technique for commercial and industrial air conditioning. Includes review of troubleshooting, installation procedures, operating techniques for chillers, and appropriate New York City and ASHRAE codes.

Electrify your HVAC Business HEAT PUMP SYSTEMS

Coming this Spring

Watch Dates and [Registration Information](#)

LOCKSMITH | IN PERSON

LOCX 100

Fri, 6 - 9:30 pm, 9/6 - 1/31

70 hours, \$900 [Register](#)

Textbook and small tools are an additional expense.

The course is designed for building maintenance and security personnel, handymen, hardware specialists, and those aspiring to become locksmiths. It introduces the students to locking devices, keys, methods of picking, repair and service locks in both residential and commercial buildings. Topics include types of locks, keys, doors, openers and closers, and the basic installation of locks, handling emergencies, and key making. The inner workings of locking devices, including the mechanics of pin, disc, and combination locks, safes, and high-security protection will be examined. Students will learn to make keys by impression and create simple master systems. A review of the legal aspects of the locksmith profession will also be covered. Strong dexterity and eye/hand coordination are required.

ELECTRONIC SECURITY SYSTEMS | IN PERSON INSTALLER PROGRAM

SOXE 095

Mon, Wed, 6 - 9:30 pm, 9/16-11/27

70 Hours, \$1150, [Register](#)

Prerequisites: High School diploma, or GED equivalent. Strong dexterity and eye/hand coordination is required. Normal color vision is a must, and the ability to work on a ladder. Good English skills are necessary for this training. [Additional expenses: Students can expect to spend an additional \$120 on textbooks and personal hand tools.

This course is designed to train those with no previous knowledge in the industry for entry-level employment in the field of security system installation. The course provides comprehensive teacher-led instruction in basic security installer topics, skill sets, and hands-on experience. After successful completion of the program, students will be prepared for employment in the security industry as a technician or field installer.

Please note:

Employment as a field installer in the security industry the employer usually requires a background check through the NY State Department of Criminal Justice.

This is not the NY State Pre-requisite "81-hour" course of the Fire & Burglar Alarm test and License.

This program is endorsed by the Metropolitan Burglar & Fire alarm Association (MBFAA).



BASIC ELECTRIC ARC WELDING | IN PERSON

WLDX 520

Mon, Fri, 6 - 10 pm, 9/23 - 12/13

No class, 10/14, 11/11, 11/29

84 hours, \$2,500 [Register](#)

NYC College of Technology 186 Jay St

Limited Class Size, NY State Safety protocols will be in place

This course teaches electric arc welding with metal electrodes and carbon arcs. It provides group and individual instruction in sources of electricity for welding, welding circuits, current controls, types of electrodes, and AWS classifications. It includes weldments from single weave beads to multiple pass lap joints and weaving filler welds with emphasis on length of arcs, rates of arc travel, amounts of current and electrode angles. Physical testing of weldments is required. Standard welding symbols, sample weld specimens, and technical data sheets supplement instruction.

ADVANCED ELECTRIC ARC WELDING | IN PERSON

WLDX 620

Mon, Tues, Wed, Thurs & Fri, 6 - 10 pm, 8/1 - 8/15

42 hours, \$1200

Please Note: Admission to this class requires an interview.

To make an appointment, email Selwyn Smart at

ssmart@citytech.cuny.edu, 718 552 1174.

This advanced class teaches vertical, horizontal, and overhead position weldments with flat angular and pipe type materials. It emphasizes sound weldments and proper positions to measurements. Students prepare their own weld specimens, such as beveling plates and pipes, using special equipment. The course helps prepare students for the American Welding Society welding certification examinations. Prerequisite: Basic Electric Arc Welding (WLDX 520) or permission of instructor. 42-hour Advanced Electric Arc Welding.

METAL INERT GAS (MIG) WELDING | **IN PERSON**

WLDX 640

Sun, 2-5 pm, 9/29 - 11/10

21 hours, \$675, [Register](#)

Prerequisite: HS/GED required, WLDX100, relevant experience or permission from the Instructor.

MIG welding is an arc welding process in which a continuous solid wire electrode is fed through a welding gun and into the weld pool, joining the two base materials together. A shielding gas is also sent through the welding gun and protects the weld pool from contamination.

MIG welding is used to make most types of fabrication and maintenance/repair welds on material from 24-gauge up to 1/2-inch thick.

TUNGSTEN INERT GAS (TIG) WELDING | **IN PERSON**

WLDX 630

Sun, 9 am - 1 pm, 9/29 - 1/19/25, no class 12/1 and 12/29

60 hours, \$1920, [Register](#)

Prerequisite: HS/GED required, WLDX100, relevant experience or permission from the Instructor.

Gas Tungsten Arc Welding or Tungsten Inert Gas (TIG) Welding, is a manual welding process that uses a non-consumable electrode made of tungsten, an inert or inert gas mixture and a separate filler material. The course provides group instructions in the types of current, GTAW welding equipment, shielding gases, AWS classification for the types of tungsten used in the industry. Includes weldments on ferrous and non-ferrous metals. Stringer beads in fillet weld and groove weld. This welding process is for those seeking a new career in GTAW.

Hands-On Home Repair

Do it Yourself and Save Money!

Weds, 6-9 pm

HHTF 078

\$115 for each workshop

Chances are you have noticed dripping faucets, leaking toilets, cracked plaster, broken tiles, and crooked shelves in your homes. These hands-on workshops will teach you how to hold a handsaw, plaster a wall, stop a leaking toilet, install a lock, lay tile and become your own favorite handy-person.

Discover the satisfaction of learning how the systems in your house work so you can solve problems as they arise. Before you call in the contractor for simple repairs, learn how to do it yourself and become the most reliable handy-person in your neighborhood.



HOMEOWNER'S BASIC TOOL KIT

Sec A: Wed, 6- 9 pm, 9/11, [Register](#)

Cut a board, level a shelf; install an anchor bolt in a hollow wall. We'll show you the must-have home repair tools and teach you to use them on your own projects.

HOMEOWNER'S GUIDE TO BASIC ELECTRICAL REPAIRS

Sec C: Wed, 6 - 9 pm, 9/18, [Register](#)

Replace a fuse, change an outlet, install a fixture, test for power and splice a wire.

HOMEOWNER'S GUIDE TO BASIC PLUMBING

Sec B: Wed, 6 - 9 pm, 9/25, [Register](#)

How to fix a toilet, install a faucet, stop a drip, or unclog a drain. Save on costly repairs that you can do yourself.

PLASTER AND SHEETROCK REPAIR

Sec D: Wed, 6- 9 pm, 10/2 [Register](#)

Repair a crack, patch plaster, or fill a deep hole. With a few basic skills, you can do it yourself.

INSTALLING CERAMIC TILE

Sec E: Wed, 6 - 9 pm, 10/9 [Register](#)

Create a level base, select floor tile, lay out a pattern and install like a pro.

CONTAINER GARDENS 101

Sec F: Wed, 6 - 9 pm, 10/ 17, [Register](#)

In this course we'll discuss how to make the most of your small urban garden. Turn a shady corner into a colorful profusion of color, shape and form.

Clean Energy Workforce Training

City Tech Continuing Education | Find your success at City Tech

NABCEP PV ASSOCIATE DESIGN | HYBRID AND INSTALLATION INCLUDES PV ASSOCIATE EXAM SPVI 200

10/21 - 11/18 (Schedule Below)

72 hours, \$1,450 [Register](#)

A two-part payment plan is available for this class.

Includes NABCEP PV Associate Exam

A passing score on the PV Associate exam and the City Tech Certificate of Completion will count for [18 hours towards the PV Installation Professional exam.](#)

Schedule

Mon, 6 - 9 pm, In Person & Tues, Wed, Thurs, 6 - 9 pm,

10/21 - 11/18 - Online, no class 11/5 & 11/11 (45 hours)

Self-paced from online portal (10 hours)

Sat, 10 am - 5 pm, 11/9 & 11/16, hands-on at City Tech Solar Lab at the Brooklyn Navy Yard (15 hours)

Site Visit: Location to be Announced (6 hours)

Get started in Solar. The NABCEP PV Associate 70-hour class is designed for individuals who want to demonstrate a knowledge of the principles of design, installation and operation of Solar PV systems. This lecture/lab course follows the NABCEP PV Associate Job Task Analysis and provides hands-on training at our Brooklyn Navy Yard solar + storage training lab.

The NABCEP PV Associate exam voucher is included in this class. For details about the NABCEP Entry Level program visit: [NABCEP.org](https://www.nabcep.org).

ONLINE NABCEP ADVANCED PV | HYBRID INSTALLATION PROFESSIONAL EXAM PREP SPVI 206

1/27 - 2/11 (Schedule Below)

40 hours, \$1200, [Register](#)

Mon - Thurs, 6 - 9 pm, 1/27 - 2/11/25, online, (30 hours)

Self-paced from online portal (16 hours)

Sat, 10 am - 4:00pm, 2/1 & 2/8 hands-on at City Tech Solar Lab at the Brooklyn Navy Yard

[40 hours towards the PV Installation Professional Exam](#)

This high-level live online course is for those who intend to take the NABCEP PV Installation Professional Exam or other NABCEP Board Certifications. Students will meet in a combination of instructor-led and self paced formats with live, instructor led videos streamed from our Brooklyn Navy Yard Solar + Storage lab. This hybrid format is ideal for those who have solar PV experience and need advanced educational CEUs from a NABCEP provider.

Advanced topics in this class will include NEC code requirements, configuring and installing utility-interactive, bimodal and off-grid PV systems, battery chemistries, energy storage, energy storage safety, FDNY and Department of Buildings codes, and system maintenance. Visit [NABCEP.org](https://www.nabcep.org) for exam requirements including documented installations and click on How to Apply to start your application.

Certificate of completion and 40 CEUs towards the PV Installation Professional exam.



New for 2024 - NABCEP ESIP Training

Get 58 hours of educational credits towards the NABCEP ESIP exam at City Tech

INTRO TO ENERGY STORAGE FOR SOLAR PROFESSIONALS | **HYBRID**

SPIV 407

Mon-Thurs, 6-9 pm, (Schedule Below)

Sat, 10 am - 4 pm, hands-on at City Tech Energy Storage Lab at the Brooklyn Navy Yard

18 hours, \$595 [Watch for Dates](#)

[View eligible NABCEP credits here](#)

This introductory course is designed for solar installers, electricians, and renewable energy developers who plan to incorporate storage into their projects. Topics include battery types, BESS safety, electrical calculations, battery chemistries, battery performance, and imagery databases such as Google Earth and Helioscope.

Topics include

- Overview of BESS technologies and applications
- Identifying and managing customer expectations
- Quantifying financial and energy performance
- Assessing the project site

NABCEP ESIP Exam Requirements

Completion of a minimum of OSHA 40 Outreach Training Program for the Construction Industry.

For City Tech schedule contact:

shanardo.sharpe83@citytech.cuny.edu

Completion of 58 hours of advanced energy storage training

Proof of decision making role in projects involving energy storage

Completion of project within the last 2 calendar years equaling 6 project credits.

Completion of project within the last 2 calendar years equaling 6 project credits.

Project Credits are as follows:

System size of 1 to 80kWh = 1 Project Credits

System size of 81 to 999kWh = 2 Project Credits

System size of 1MWh and up = 3 Project Credits

ADVANCED ENERGY STORAGE DESIGN AND INSTALLATION (ESIP PREP) | **HYBRID**

SUST403

Mon-Wed, Online, Thurs, In-Person

6:30 - 9:30 pm, 9/30 - 10/17 (36 Hours)

Self-Paced exam prep from course portal (12 hours)

Site Visits 2 x 5 hour site visits (10 hours)

58 hours, \$1600, [Register](#)

This advanced course is a comprehensive training for solar PV installers, electricians, contractors and related professionals who work with or plan to incorporate BESS into their renewable energy development and installation services. The course looks at the past, present and future of energy storage with a focus on state and local safety requirements, Fire Department (FDNY) National Electric Code (NEC), and Department of Building codes.

Site visits to the City Tech Brooklyn Navy Yard lab and NYC battery installations provide field experience in system sizing, methods of interconnection, wire sizing, conditioned air temperature, fire detection and prevention.

Participants will complete a case study project plan that aligns with the NABCEP ESIP [JTA content domains](#):

- Development
- Design
- Installation
- Commissioning
- Operations, Maintenance & Decommissioning



Upskill Your Staff at City Tech

Every year brings new skill sets to the workplace. From AI to construction to energy efficiency, to medical and computer technology, your business can't afford to lag behind. Upskill your employees at City Tech. **Retain valuable staff and grow your business.**

The Continuing Studies Center at City Tech offers customized or 'off the shelf' group trainings for any of our courses. If you don't see a course listed let us know. We'll design a course to meet your needs.

For information about scheduling a group training, please call 718 552 1170 or email

Selwyn Smart

ssmart@citytech.cuny.edu

Barbara Smith

bsmith@citytech.cuny.edu

Information Technology

Computer Technician / Help Desk

Computer Net+ / Network Administration

Computer Security+ / Information Security

Renewable Energy

Solar PV

Energy Storage

Building Trades

HVAC/Heat Pumps

Welding

Locksmith

Electronic Security Installer

Electrical Training

Skills Training for Building Supers

Part A: Repairs

Part B: Mechanicals

Part C: Management



Cornerstones of CUNY- ESOL, HSE, CLIP

CUNY Language Immersion Program (CLIP)

An intensive, pre-matriculation English as a Second Language (ESL) program.

CLIP Program classes meet for five hours a day, five days a week, in day or evening sessions. CLIP is an option for students who have been accepted to CUNY and need to improve their academic English skills before taking college courses.

Students who have been accepted to any CUNY college and informed that they are not English proficient can begin CLIP in any semester and spend up to one year in the program. Students can attend any of the 9 CLIP program sites, which are in all 5 boroughs (See CLIP locations.)

Clip is a low-cost program for students who have been accepted to a CUNY college. Most students pay a fee of \$180 for a 14 to 16-week semester (25 hours a week). Students do not use their financial aid while in CLIP. Instead, they save their financial aid for subsequent college coursework.

Students may need to purchase books for their CLIP courses, but the costs will be low. (See CLIP enrollment information, calendar and fees for the upcoming session.) To register for City Tech Clip courses contact the [Eve Wake](#)



Free HSE and ESOL Programs

Free programs in High School Equivalency and English For Speakers of Other Languages

The Adult Literacy Program (HSE / ESL) has been a cornerstone of CUNY's Division of Adult and Continuing Education for more than thirty years. Through the Program, tens of thousands of New York City individuals have learned to speak English, to read, write and do math with greater facility, and to prepare for high school credentialing through the High School Equivalency exam.

Students must be at least 19 years old and meet minimum test requirements. Daytime, evening, and Saturday schedules are available. Classes meet three times a year in January, April and September. Registration is ongoing.

HSE and ESOL Programs are **free to students**. Funded since 1984 through combined New York City and New York State Education Department resources, the Program enrolls nearly 10,000 students a year

Free ESOL Classes

are designed for immigrants seeking to improve their abilities to speak, understand, read and write the English language. Classes are offered at the beginning, intermediate, and advanced levels.

Free HSE Classes

Students improve their reading, writing and math skills through the content areas of science, social studies and literature on the High School Equivalency (HSE) exam.

For information please contact:

(text only) 201-632-3831

(email) nycctalc3@gmail.com

To register: <https://bit.ly/nycctec>



City Tech's **Business and Industry Workforce Training Center** offers immersive industry-specific courses that are financially beneficial to employers and job seekers. The training provides wrap-around services that include training assessment, counseling, career development and job placement assistance. At this time, BIWTC programs are taking place in a hybrid format. For information, please email Shermira Busby, sbusby@citytech.cuny.edu.

City Tech BIWTC staff focuses on individual strengths to enhance motivation and improve performance. Activities are conducted through individual and team-based assignments, in-class exercises, and one-on-one meetings with workforce professionals.

What We Do

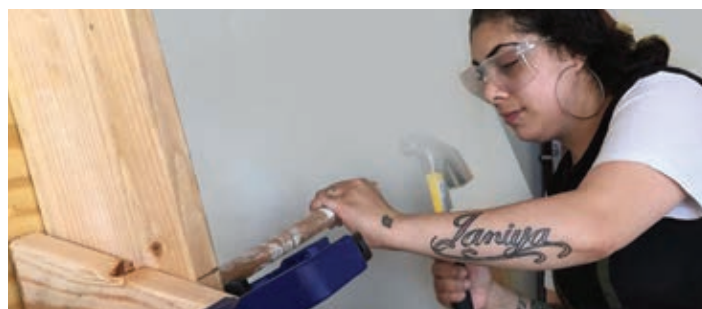
Skills Training - for job readiness

Job Placement - in settings with room to grow

Follow Up - to insure job retention

Construction Training Programs

City Tech works in concert with New York City Housing Authority, Affordable Housing Developers and Local Unions to provide construction skills training and placement services. The program promotes training that results in long term employment, improved lives for participants and their families, and improved housing for residents of New York City. This program offers a free, full-time, and intensive 8-week program that provides participants with knowledge of the building trades and the opportunity to earn industry certificates including OSHA 10 hour and Supported Scaffolding as well as hands-on training in Sustainable Building and Blueprint Reading.



Green Maintenance for Buildings

The Green Maintenance for Building Program prepares individuals to work as janitors, porters and maintenance personnel either in commercial or residential buildings or janitorial service companies. The program encompasses educational enrichment and awareness of sustainable practices, and provides meaningful employment opportunities for low-income individuals with multiple barriers to employment.

Direct Care Professional for English Language Learners

This program is designed to provide high intermediate / advanced level English language learners with the knowledge, practical skills, certifications, and English language skills required to be competent Direct Support Professionals. DSPs work in agencies that provide services to children and adults with developmental disabilities.

Register Online: [citytech.cuny.edu/ce/](https://www.citytech.cuny.edu/ce/)

This Spring, staff are working mostly in-person. If you need assistance, please call 718-552-1170 and we will return your call. For assistance using the registration system, please email bsmith@citytech.cuny.edu or ssmart@citytech.cuny.edu.

Please register online. Payments must be made by credit card. MasterCard, Visa and Discover are accepted.

REGISTRATION DEADLINE

The registration deadline is one week prior to the beginning date of the course.

ADMISSION

Course admission notices are emailed when the required minimum enrollment is achieved and tuition and fees have been paid.

COURSE CANCELLATION

The Center reserves the right to cancel any course or modify the schedule. This can also include cancellation at the first class meeting. In the event of such a cancellation, you will receive a full refund of all tuition and fees.

AUTHORIZED INSTALLMENT PAYMENT PLANS

Some courses/programs have been identified as eligible for a tuition installment plan. All payments on authorized installment plans must be made by credit card only.

! Class Meetings and Attendance Policies

Unless you are notified otherwise, all courses will start according to the schedules listed in the bulletin.

- Successful completion requires a minimum of 80% attendance (with the exception of NY State pre-licensing courses, which require 100% attendance) and an overall passing grade or mark.

! Refund Policy and Guidelines

Tuition refunds are issued to fully paid students under the following conditions:

- 100% refunded when a written email withdrawal notice is received *prior* to first class meeting.
- 80% refunded if a written notice is received *before* the second class meeting.
- No refunds are given after the second class meets.

REFUND POLICIES

Refund policy is based on the total course tuition, regardless of initial payment.

All registration fees are non-refundable. If you withdraw without **written notification**, you will not receive a refund.

To initiate a refund request:

Email refund requests to Selwyn Smart. Include your full name and contact information in the withdrawal request. ssmart@citytech.cuny.edu

Please include

- Date of registration
- Course name
- Date of class.

DISCOUNT POLICIES

If CSC offers a one-time discount for a course, this discount can not be applied to any other time period. There are no exceptions.

DISCOUNTS

Senior citizens 65 years and older, full-time New York City College of Technology faculty/staff, City Tech alumni and current full-time NYCCT students are eligible for a 15% tuition discount on a space available basis.



CERTIFICATES

Certificates for successful course completion are issued to all eligible students. It may take up to 4 weeks to receive your certificate. Please be assured that it will be delivered by email.

LETTERS OF ATTENDANCE

To obtain a letter confirming attendance or to request a replacement certificate, email Selwyn Smart,

ssmart@citytech.cuny.edu

Note: There is a \$10 fee for this service.

ISSUES & CONCERNS

We continue to improve communication with our students. Concerns about our programs can be directed to Selwyn Smart, ssmart@citytech.cuny.edu.

VIRTUAL CLASSROOM POLICIES

Before entering your virtual classroom:

- Mute your cell phone
- Turn on your video settings
- Test your audio settings.
- Greet the class
- Mute your audio when the instructor is speaking

VIRTUAL CLASSROOM RECORDINGS

At the discretion of the instructor, classes will be recorded in the virtual classroom. If you do not wish to be recorded, please alert the instructor at the start of class.

CERTIFICATES POLICY

Certificates will be emailed to students who meet completion requirements will be emailed a pdf certificate. A printed certificate will follow in the mail.

FINANCIAL ASSISTANCE

Except for installment payments permitted for some programs, no college based financial aid is available through the Continuing Studies Center. Several programs are approved for Veterans' benefits. Unemployed workers who meet Federal, State, and City income guidelines may be eligible for Workforce Investment Act assistance.

WORKFORCE ONE ELIGIBILITY

To check for eligibility, contact one of the One- Stop Workforce 1 Career Centers:

Brooklyn: (718) 246-5219

Queens: (718) 557-6755

Lower Manhattan: (212) 618-8871

Upper Manhattan: (917) 493-7000

Bronx: (718) 960-7099

Staten Island: (718) 285-8388

STATEMENT OF NON-DISCRIMINATION

New York City College of Technology is an Equal Opportunity and Affirmative Action Institution. The College does not discriminate on the basis of race, color, national or ethnic origin, religion, age, sex, sexual orientation, transgender status, marital status, disability, genetic predisposition or carrier status, alienage or citizenship, military or veteran status, or status as victim of domestic violence in its student admissions, employment, access to programs, and administration of educational policies.

Patricia Cody, Esq. has been designated at New York City College of Technology to handle inquiries and complaints relating to CUNY's Policy on Equal Opportunity and Non-Discrimination and Policy on Sexual Misconduct and to ensure compliance with CUNY's procedures for implementing Reasonable Accommodations and Academic Adjustments. Her office is located in Namm 322.

If you wish to contact Ms. Cody please email:

pcody@citytech.cuny.edu.

CODE OF CONDUCT

Pursuant to article 129-a of the education law "Henderson rules": Loud, boisterous activity and inappropriate language that causes discomfort to the instructor or students in the program is not permitted. The student will be given written and verbal notice that his/ her behavior is in violation of the Code of Conduct. Repeat infractions will result in dismissal from the program. Violent behavior in the classroom will cause the student to be removed from the building by public safety officers.

An internet connected- device with a microphone is needed for all **online classes**.

Register online. citytech.cuny.edu/ce/

Learn about our many program offerings and training opportunities at: citytech.cuny.edu/continuinged/

To reach a department director, please use the appropriate email on **page 35**.

For questions and concerns, please email Selwyn Smart, ssmart@citytech.cuny.edu.

Continuing Studies Center

Contact Us | 718 552 1170

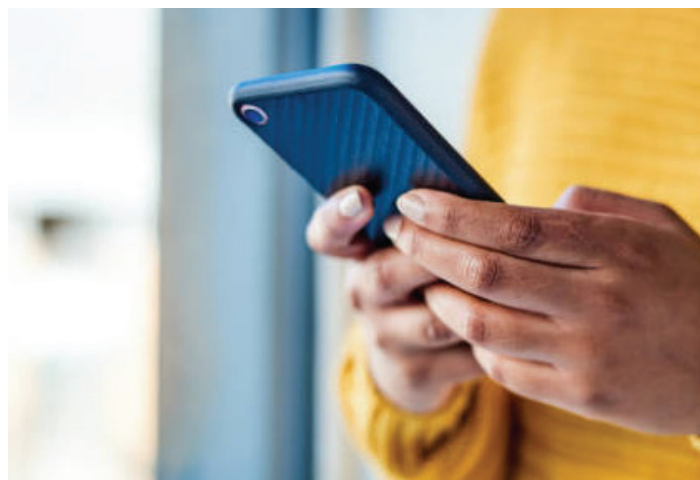
Call the Office

Tuesday - Thursday, from 9 am to 5 pm.

A member of our staff is available to answer questions about courses you are interested in and can take your registration by phone.

718 552 1170.

To speak with us outside of office hours, please leave a message or email a staff member below. We will contact you to set up a convenient time to assist you by phone.



General Inquiries

Edna Casal, Assistant To The Dean
ecasal@citytech.cuny.edu

Selwyn Smart, Interim Director,
City Tech Continuing Studies Center
ssmart@citytech.cuny.edu

Teddy Cruz, Receptionist,
Division of Continuing Education
tcruz@citytech.cuny.edu

For assistance with online course links, payments, certificates and registration

Barbara Smith, Registration
bsmith@citytech.cuny.edu

Shaquanna Thompson, Certificates
sthompson@citytech.cuny.edu

Contact a program director

Selwyn Smart, Building Trades and Professional Programs
ssmart@citytech.cuny.edu

Dania Anderson, Healthcare Programs
danderson@citytech.cuny.edu

Debra Salomon, Technology, Renewables, AutoDesk
dsalomon@citytech.cuny.edu

Shermira Busby, Business & Industry Workforce
Training Programs
sbusby@citytech.cuny.edu

Giovanna Perciballi, Adult Literacy- HSE, ESOL
GPerciballi@citytech.cuny.edu

Gilberto Gerena, CUNY Language Immersion Program
ggerena@citytech.cuny.edu

Anthony Ruvio
Academy For Occupational Health and Construction Safety
aruvio@citytech.cuny.edu



Where Can Technology Take You?

Find your success at City Tech | City Tech Continuing Education

Tech Certificates

Are your skills ready for the new tech economy?



CompTIA A+ Certification **ONLINE**

CompTIA A+ is your first stop in an information technology career. Get Started in computer repair and help desk jobs. Transition to system administration, and upskill to highly paid cybersecurity positions.

[Learn More and Apply](#)



CompTIA Net+ Certification Prep **ONLINE**

CompTIA Network+ certification validates the essential knowledge and skills needed to design, configure, manage, and troubleshoot wired and wireless networks

[Learn More and Register](#)



CompTIA Security+ **ONLINE**

Start a career in cybersecurity by preparing for the CySA+ exam. The course focuses on detecting and preventing threats, analyzing data, cyber incident response; protecting company and customer data from attack.

Watch for Dates



Intro To Python With Chat GPT **ONLINE**

This online course introduces the basic concepts of computer programming using Python, and Chat GPT. AI helps you find the code you need for the job.

[Learn More and Register](#)



BICSI Cable Installation **IN PERSON**

Prepare for a career in the expanding telecom industry with this Level 1 Building Industry Consulting Services International, INC. (BICSI) intensive training course in cabling installation. For information contact Brooklyn Workforce Innovations (BWI): 718-237-2017ext.149 or Email [Shermira Busby, \[Shermira Busby\]\(mailto:Shermira.Busby@citytech.cuny.edu\)](mailto:Shermira.Busby@citytech.cuny.edu)

Directions and Map

City Tech Continuing Education | Find your success at City Tech

The Continuing Studies Center is located at 25 Chapel Street, Howard Building, 4th Floor Brooklyn NY 11201. Check the location of your classroom when you register and use the information and map below for directions.

[Click here](https://www.citytech.cuny.edu/about-us/directions.aspx#) for detailed train directions: <https://www.citytech.cuny.edu/about-us/directions.aspx#>



By car:

Manhattan: Take the FDR Drive to the Brooklyn Bridge. Stay to the left and exit the bridge, turning left onto Tillary. Turn right onto Jay Street at the first light.

Bronx: Take the FDR Drive to the Brooklyn Bridge. Stay to the left and exit the bridge, turning left onto Tillary. Turn right onto Jay Street at the first light.

Queens: Take the Long Island Expressway west to the BQE. Follow the sign to downtown Brooklyn. Exit at Tillary and stay in the center lane past the Flatbush Avenue Extensions; move left and turn left at Jay Street.

Brooklyn: Take the Belt Parkway to the Brooklyn-Queens Expressway and get off at the Atlantic Avenue exit. Turn right on Atlantic; continue for five blocks to Smith Street. Make a left onto Smith; continue across Fulton where Smith becomes Jay.

Staten Island: Cross the Verrazano Bridge to the Brooklyn-Queens Expressway. Take the Belt Parkway to the Brooklyn-Queens Expressway and get off at the Atlantic Avenue exit. Turn right on Atlantic; continue for five blocks to Smith Street. Make a left onto Smith; continue across Fulton where Smith becomes Jay.

By bus:

B26, B37, B38, B41, B51, B52, B54, B61, B67 or B75.

