

Corporate & Community Development

There is always room to grow in our careers, our personal and family lives, and our cultural and recreational pursuits. We grow as we learn, and knowledge comes to us in many ways throughout our lifetimes.

Continuing Education

The Continuing Education Office in the Division of Corporate & Community Development offers classes, workshops, seminars, and special cultural and community events for lifelong learning for the entire family.

St. Charles Community College cooperates with area schools, businesses, agencies, community groups, and clubs to provide enrichment, recreational, and career-oriented programs.

Get Continuing Education Credit For Learning (CEUs)

The Division of Corporate & Community Development provides Continuing Education Units (CEUs) for professional development courses. Contact the C&CD Office for courses approved for CEUs or information regarding CEU offerings for conferences and company training programs.

Online Classes – Education at Your Convenience

Update your skills, discover a new talent, or pursue professional development at your own pace and convenience with instructor-led online courses. Lessons are supplemented by interactive quizzes, assignments, tutorials, and online discussions.

Our Online Partners:

Ed2Go – www.ed2go.com/stcbas

Gatlin – www.stcbas.edu/divisions/ccd/cce/gatlinDescrip.shtml

AMA – www.stcbas.edu/divisions/ccd/cce/ama.shtml

Watch for the Newest Class Schedule Coming Soon!

The community college publishes separate Continuing Education Class Schedules each spring, summer, and fall, containing a complete listing of noncredit classes and programs, times, and dates.

ACT Cambridge Review

All subjects on the ACT exam are covered in this complete preparation course using materials developed by Cambridge Education Services. Classes are scheduled to be completed immediately prior to scheduled exam dates. Some scholarship opportunities are available. Call 636-922-8233.

SCC Workforce Development

The SCC Workforce Development Department develops a well-equipped workforce in the college's service area. SCC Workforce Development partners with Missouri's Department of Economic Development to offer resources to employers, employees, and schools; it includes three units.

Business & Industry Program (B&I) – Optimizing Our Current Workforce

The Business & Industry Institute, the training arm of the SCC Workforce Development Department, offers customized training programs and performance improvement services. B&I also helps business owners obtain state training funds through the Missouri Customized Training, New Jobs or Job Retention Training programs. Contact the Business and Industry Program at 636-922-8474.

MO Dislocated Worker Program / Missouri Career Center (MOCC) – Redirecting Our Ready Workforce

The MO Dislocated Worker Program is part of the Missouri Career Center, a one-stop shop for unemployed and laid-off workers. MOCC, a partnership of federal, state, and local services, provides career counseling, resume writing and interview skills workshops, job search assistance, and placement services. The MO DWP, partially funded through the federal Workforce Investment Act, helps laid-off workers find employment. Contact the Missouri Career Center at 636-278-1360.

School-Business Programs – Investing in Our Future Workforce

This consortium of business leaders and educators strive to make a difference in the lives of young people through programs that focus on career development, career exploration, and career readiness. Events and programs include Ethics Day, Robotics Day, teacher practicums, career fairs, and in-school seminars. Contact School-Business Programs at 636-922-8474.

Should you have a disability and believe you would benefit from support/accommodations in continuing education classes, call 636-922-8247, TDD/TTY users 800-735-2466.

Adult Education & Literacy (AEL/GED/ESL)

St. Charles Community College coordinates a four-county effort to teach basic reading, math, and writing skills, to prepare people to take the GED Tests, and to assist non-native speakers in gaining English proficiency. Free day and evening classes are available in St. Charles, Warren, Lincoln, and Pike counties. Students may register at the class site they will attend (except Fast-Track classes). Students are assessed and receive an individualized learning plan. They work at their own pace with classroom instructors and trained volunteer tutors. Students must be at least 16 years of age and not enrolled in secondary school.

For more information about class times, class sites, or any of the services described below, call St. Charles Community College at 636-922-8411.

English as a Second Language (ESL)

ESL classes are available at St. Charles Community College for people wishing to improve their English proficiency skills. Classes provide reading, writing, listening, and speaking activities at appropriate English proficiency levels.

Basic Skills Instruction/Literacy

Basic reading, math, and writing instruction is available for students who wish to improve their skills. The Literacy Education Action Program (LEAP) has trained volunteer literacy tutors who provide one-on-one tutoring for people with low skill levels.

GED Fast-Track Classes

A series of five three-hour classes is available for students whose assessment scores indicate readiness for the GED Tests. Registration is required. Call 636-922-8411 to register.

GED Demographics

Students are required to complete a demographics form prior to taking the GED Tests. Sessions are scheduled from 1-2:30 p.m. the first and second Friday of every month at St. Charles Community College in ADM 2217. Students may attend on a walk-in basis but must arrive at the class starting time. An approved GED exam application is required for admittance to the session.

GED Testing

The GED Tests are given one Saturday each month. The exam begins at 8 a.m. and ends at 4:30 p.m. To obtain a registration packet, call 636-922-8406 or 636-922-8598, or come to the Assessment Center in Room 133 of the Student Center. There is a \$20 application fee and a \$20 testing fee to take the GED Tests.

The SCC Division of Corporate & Community Development can help you change that. With several certificate programs to choose from, including online programs, getting the education you need is quick and convenient.

American Management
Bookkeeping
Records Management
Travel Agent
E-Business Certificate
Gerontology

Paralegal
Advanced Paralegal
Residential Appraisal

More certificate classes are available. For more information, visit www.stchas.edu/divisions/ccd/cce/conedcertificates.

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