

ROP COURSE DESCRIPTIONS FOR ADULTS

ROP does not offer financial aide.

* **Pre-enrollment assessment required**

** **Prerequisite required**

** **ADVANCED LAW ENFORCEMENT:**

Spring semester only, see Introduction to Law Enforcement description. (Fee \$200)

AUTO SERVICE:

Overview & training in engine systems including brake, ignition, electrical, steering. Diagnose of computerized engine controls. (Auto Dealership Technician, Auto Service Technician) (Fee \$200)

BUS DRIVER TRAINING:

30-hour course covers laws and regulations needed to prepare for the California Highway Patrol written examination. Does NOT include behind-the-wheel training. (Fee \$100-New/\$75-Renewal)

* **CERTIFIED NURSING ASSISTANT (CNA):**

Preparation course for the California Department of Public Health Certified Nursing Assistant exam. Course includes instruction in the fundamentals of nursing care at the entry-level for nursing assistant jobs. (Fee \$795)

** **CNA Continuing Education Units:**

6 hours of continuing education for Certified Nursing Assistants; topics vary. (Fee \$50)

CHECKER/CASHIER:

Learn skills to work in retail sales, cash register operation, marketing techniques and customer service. (Cashier, Salesperson) (Fee \$100)

COSMETOLOGY:

Hair cutting, color, permanents, facials, and nail care. (hairstylist, manicurist) (Fee - Contact Beauty Colleges)

* **DENTAL CAREERS:**

Learn the anatomy of the mouth and the tools & skills necessary to assist a dentist. (Dental Assistant) (Fee \$1,025, includes book and Dental X-Ray course) *Schedule to be announced.*

** **DENTAL X-RAY:**

Learn radiation physics and biology, radiation health, safety and protection, film exposure, processing factors, intraoral techniques, film mounting and viewing, labeling, filing and storage of X-rays. (Prerequisite - currently employed by dentist, have minimum of 6 months experience or a graduate from Dental Careers) (Dental X-Ray Technician) (Fee \$375) – *Schedule to be announced.*

FLORISTRY:

Working with flowers, floral design and arrangements. (Florist, Floral Designer) (Fee \$200)

FORKLIFT:

Drive and operate a forklift. Practice and earn a forklift license. (Forklift Operator) (Fee \$100-New/\$75-Renewal)

INDUSTRIAL WELDING & FABRICATION:

MIG / TIG / Gas / Arc welding, and metal fabrication. Includes training in forklift operation. Articulates with Hartnell College. (Agricultural Mechanic, Welder, Sheet Metal Worker, Forklift Operator) (Fee \$300)

INTRODUCTION TO LAW ENFORCEMENT:

Learn about law enforcement careers, introduction to criminal law, evidence, search, seizure, investigations, community relations, verbal & written communications, arrest techniques, use of force, real life scenario evaluation. The students will receive First Aid/CPR certification during the course. (Security Officer, Police, Sheriff, Probation, Highway Patrol etc.) (Fee \$ 200)

HEALTH CAREERS:

Learn about health careers, patient care procedures, vital signs, body systems and other health skills. (Fee \$200)

* **MEDICAL RECEPTIONIST OR ADMINISTRATIVE SPECIALIST:**

Front office clerical in hospital, doctor office. Filing, billing, and medical terminology (Medical Receptionist, Medical Records clerk) (Fee \$ 200)

MILL CABINET/CONSTRUCTION:

Learn basic construction techniques as you design & build furniture cabinets and refinishing skills. (Furniture Maker, Cabinet Maker, Carpenter) (Fee \$ 200)

PHARMACY TECH:

Course will prepare you to work in a retail pharmacy. (Fee - Contact Boston Reed College)

** **PHYSICAL THERAPY AIDE:**

Learn basic therapy techniques to assist in a physical therapy office. (Physical Therapy Aide, Chiropractic Aide) (Fee \$200)

** **RESTORATIVE NURSING ASSISTANT:**

Course is designed for Certified Nursing Assistants who are interested in enhancing their knowledge of restorative care and advancing clinical skills. (Fee \$210)

RETAIL SALES:

Marketing clothing & other merchandise, customer service. (Salesperson, Cashier) (Fee \$100)

ENGINE REPAIR & MAINTENANCE:

Training for off & on road vehicles including trucks, tractors, and motorcycles. Includes welding & metal fabrication and training in forklift operation. (Agricultural Mechanic, Tractor Driver, Forklift Operator) (Fee \$200)

TV/MEDIA PRODUCTION CAREERS:

Introduction to a career in television and video related industries with hands-on training with television studio and production equipment. (Fee \$100)