

TECH GUIDE

MIDLANDS TECHNICAL COLLEGE | FALL 2026

YOUR INNER MAVERICK IS CALLING

Pick up.

PAGE 02

BREAKER 1-9

You can be east bound and down with only 160 hours of **Truck Driver Training**.

PAGE 07



THERE'S A BETTER WAY

Optimize your workflow with the new **AI Project Management** program.

PAGE 13

JUMP ON!

New **Small Bites** courses are fast, focused, and friendly.

PAGE 25





**"Your future
is built at
Midlands Tech."**

Dr. Greg Little
Midlands Technical College | President

Ready to Follow Your Inner Maverick?

Do you want to get ready for a great career in two years or less? Or do you want to transfer to a four-year college or university? Whatever your goals, MTC's small classes and accessible faculty will help you get there.

MTC has more than 150 academic and training programs within eight Schools of Study. If you aren't sure what program or path is right for you, we are ready to help.

MTC LOCATIONS



1

Airport Campus

1260 Lexington Drive
West Columbia, SC 29170

2

Beltline Campus

316 South Beltline Blvd.
Columbia, SC 29205

3

Harbison Campus

7300 College Street
Irmo, SC 29063

4

Northeast Campus

151 Powell Road
Columbia, SC 29203

5

Batesburg-Leesville Campus

423 College Street
Batesburg-Leesville, SC 29070

6

Fairfield Campus

1674 Hwy. 321 North Business
Winnsboro, SC 29180

7

Fort Jackson Center

Army Continuing Education Center
Imboden Street
Fort Jackson, SC 29207

8

Lexington North Lake Center

702 North Lake Drive
Lexington, SC 29072

150+ PROGRAMS IN 8 SCHOOLS OF STUDY

What's inside this guide?

You'll find an overview of MTC's academic and training programs, sorted by the college's 8 Schools of Study.

What's the difference between academic and training programs?

Academic programs

- > Receive academic and/or transfer credits
- > Complete programs in two years or less
- > Apply to MTC to enroll
- > Eligible for federal financial aid (FAFSA)

Training programs

- > Receive continuing education units (CEUs)
- > Enter the workforce quickly
- > Enroll directly in classes without applying
- > Eligible for scholarships and other funding

Learn more and view a full program list at MIDLANDSTECH.EDU/schools



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SCHOOL OF Advanced Manufacturing and Skilled Trades

Manufacture your own skills.

Are you interested in technology? Do you prefer hands-on instruction? MTC's School of Advanced Manufacturing and Skilled Trades will prepare you for great careers in two years or less with individual training courses and academic transfer programs.

Academic Associate Degrees

- > Automotive Technology
- > Building Construction Technology
- > Commercial Graphics Communications
- > HVAC/R
- > Machine Tool Technology
- > Mechatronics Technology
- > Welding Technology

Academic Diplomas

- > HVAC/R Technician
- > Industrial Electricity/Electronics
- > Machine Tool

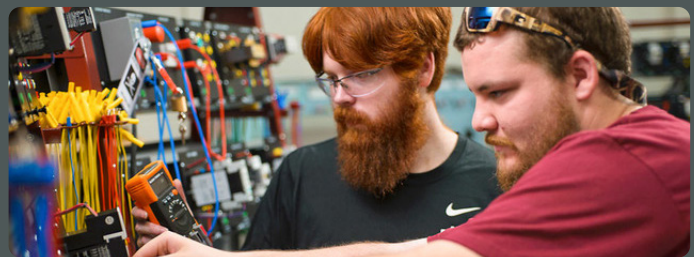
Academic Certificates

- > Automotive Brake, Suspension, and Steering Repair
- > Automotive Drive Train Repair
- > Automotive Electrical Systems Repair
- > Automotive Engine Performance
- > Automotive Engine Repair
- > Automotive Heating and Air Conditioning Repair
- > Basic Electrical Wiring
- > Carpentry – Qualified Framer
- > HVAC/R Mechanics
- > Machine Tool
- > Welding and Cutting Fundamentals
- > Welding Qualifications

Training Certificates

- > Advanced Welder
- > Commercial Driver's License (CDL)
- > Comprehensive Welder
- > Computer Numerical Control Operator (CNC)
- > Entry Level Plumber
- > Forklift Operator
- > Heavy Equipment Operator- Comprehensive
- > Heavy Equipment Operator- Construction
- > Heavy Equipment Operator- Transportation and Public Works
- > HVAC Entry Level
- > Industrial Electrical Maintenance Technician
- > Industrial Mechanical Maintenance Technician
- > ManuFirstSC
- > MIG and Flux Cored Welder
- > Production Technician
- > Small Engine Mechanic
- > Stick Welder
- > TIG Welder

For a complete, up-to-date listing of all programs, visit MIDLANDSTECH.EDU/schools.



MECHATRONICS PROGRAM SPOTLIGHT

Associate Degree | Academic Certificate

Advanced automated manufacturing requires skilled maintenance and repair professionals. This program focuses on the engineering of electrical, mechanical, and computer systems to solve technical problems and maintain automated equipment.

These programs offer excellent opportunities for people who desire hands-on careers, enjoy troubleshooting, and are technically inclined.

HOW TO GET STARTED

ACADEMIC PROGRAMS | Enroll by applying to the college at MIDLANDSTECH.EDU/apply.

TRAINING PROGRAMS | Enroll directly into classes at MIDLANDSTECH.EDU/schools or call 803.732.0432

IN THIS SECTION | TRAINING COURSES OFFERED WITHIN THE NEXT FEW MONTHS

HEAVY EQUIPMENT OPERATOR

LEVEL 1 BACKHOE LOADER

Using a state-of-the-art Caterpillar simulator, the student will initially learn to perform a safety walkaround of a Backhoe. Students will then learn the fundamentals of operation, including maneuvering, driving, braking, backfilling, trenching, and lifting materials with a backhoe loader. \$999

Sep 24-Oct 28, MTWTh, 6 pm-9 pm, NLCLC, CEHEO 500 13

LEVEL 1 FRONT END LOADER

Using a state-of-the-art Caterpillar simulator, the student will initially learn to perform a safety walkaround of a Front End loader. Students will then learn the fundamentals of operation, including driving, loading, carrying and stockpiling material, truck loading, and utilizing the quick coupler and accessories. \$999

Sep 24-Oct 28, MTWTh, 1 pm-4 pm, NLCLC, CEHEO 504 11

LEVEL 1 MOTOR GRADER

Using a state-of-the-art Caterpillar simulator, the student will initially learn to perform a safety walkaround of a Motor Grader. Students will then learn the fundamentals of driving, including straight frame operation, articulated turning, and crab steering. Students will also learn rough and finish grading, v-ditching, ripping, scarifying, and other activities that require control over the placement of terrain. \$999

Oct 29-Dec 10, MTWTh, 6 pm-9 pm, NLCLC, CEHEO 501 16

LEVEL 1 SKID-STEER LOADER

Using a state-of-the-art Caterpillar simulator, you will initially learn to perform a safety walkaround of a compact track loader. You will then learn the fundamentals of the operation of steering a small, versatile construction machine with lift arms that can be fitted with a wide variety of attachments, such as buckets, augers, trenchers, pallet forks, or sweepers. \$999

Oct 29-Dec 10, MTWTh, 1 pm-4 pm, NLCLC, CEHEO 505 04

CAREER SPOTLIGHT

HEAVY EQUIPMENT OPERATOR COMPREHENSIVE

Combining all five types of heavy equipment, including the dozer, excavator, backhoe loader, front-end loader and motor grader, the comprehensive heavy equipment operator program will train students using a state-of-the-art Caterpillar simulator to enter the workforce knowing how machinery operates, safety procedures, and how to perform certain maneuvers.

REQUIREMENTS | HOURS | COST

Level 1 Bulldozer | 60 | \$999

Level 1 Excavator | 60 | \$999

Level 1 Motor Grader | 60 | \$999

Level 1 Backhoe Loader | 60 | \$999

Level 1 Front End Loader | 60 | \$999

Level 1 Skid-Steer Loader | 60 | \$999

Total: 360 hrs. \$5,994

TRUIST  Truist Foundation

UNDERSTANDING COURSE LISTINGS

COURSE NAME

Course description. \$0

Oct 8-Oct 23, MTWTh, 9 am-12 pm, AIRPT, CEHVA 532 31

Location  Course  code

LOCATIONS

AIRPT: Airport | BLTLN: Beltline | FF: Fairfield

HARBN: Harbison | NEAST: Northeast

NLCLC: Lexington North Lake



Approved for VA Education Benefits



QuickJobs Programs

TRANSPORTATION AND LOGISTICS

FREIGHT BROKER AGENT TRAINING

The Freight Broker/Agent Training course provides you with the comprehensive training needed to gain valuable knowledge for building a successful freight brokerage or freight brokerage agency. From learning the laws and terminology, setting up your business, learning about valuable tools and software, contracts and forms, how to find shippers and do ratings, and much more, it will provide you with the knowledge, insight, and direction to help you stand out in this growing industry. \$2085

Sep 1-Mar 1, ONLINE, CEGAT-688

Oct 1-Apr 1, ONLINE, CEGAT-688

Nov 1-May 1, ONLINE, CEGAT-688

Dec 1-Jun 1, ONLINE, CEGAT-688

FORKLIFT OPERATOR **FORKLIFT TRAINING**

Learn the correct care and use of forklift equipment. Topics include information covered in OSHA's Powered Industrial Truck Standard (OSHA Standard 1910.178). Successful students receive a three-year forklift certificate. Safety requirements prohibit open, cloth, or high-heeled shoes. Students must be 18 years of age. \$209

Sep 12, S, 8 am-5 pm, AIRPT, CEHEQ 501 43

Sep 26, S, 8 am-5 pm, AIRPT, CEHEQ 501 44

Oct 10, S, 8 am-5 pm, AIRPT, CEHEQ 501 45

Oct 24, S, 8 am-5 pm, AIRPT, CEHEQ 501 46

Nov 21, S, 8 am-5 pm, AIRPT, CEHEQ 501 47

Dec 12, S, 8 am-5 pm, AIRPT, CEHEQ 501 48

SCHOOL OF ADVANCED MANUFACTURING AND SKILLED TRADES

MANUFACTURING

CAREER SPOTLIGHT

MACHINIST/COMPUTER NUMERICAL CONTROL (CNC) OPERATOR

Machinists and Computer Numerical Control (CNC) Operators work in small, medium, and large facilities manufacturing parts for almost everything you see in your daily life. Anything from a part for a kitchen appliance to a machined part for your car was created by a machinist or a CNC operator. Machinists and CNC operators are enjoying a strong job market with full-time and part-time employment opportunities and varied working hours available. High-volume manufacturers typically run their machining centers 24/7. Salaries range from \$15-\$22 per hour with proficient CNC programmers making from \$50,000-\$60,000 based on expertise. If you are good with your hands and technically inclined, this could be a career path for you.

REQUIREMENTS | COST

Blueprint Reading and Basic Measuring Tool | \$629

Introduction to Mills | \$629

Introduction to Lathes | \$629

Fundamentals of CNC Operator/Programmer Training | \$945

Principles of CNC Programming | \$1,049

Mastering CNC Programming | \$895

Total: \$4,776

CLASSES FILL QUICKLY.

Plan now for this 10-month CNC certificate training program that begins in August and November.

Note: Classes must be taken in the order listed.

INTRODUCTION TO LATHES

Learn the set-up and basic working knowledge of machining lathes. Learn proper safety, care, set-up, and operation of manual turning lathe. An excellent course for students with little machining background or students taking the CNC Operator/Programmer Certificate program. Prerequisite: Blueprint Reading & Basic Measuring Tools course. \$695

Oct 20-Nov 17, TWTh, 1 pm-4 pm, NEAST, CEMFG 656 01

Oct 20-Nov 17, TWTh, 5 pm-8 pm, NEAST, CEMFG 656 02

INTRODUCTION TO MILLS

Learn the set-up and basic working knowledge of vertical mills. Learn proper safety, care, set-up, and operation of manual machine shop mills. An excellent course for students with little machining background or students taking the CNC Operator/Programmer Certificate program. Prerequisite: Blueprint Reading & Measuring Tools course. \$695

Sep 15-Oct 8, TWTh, 1 pm-4 pm, NEAST, CEMFG 655 01

Sep 15-Oct 8, TWTh, 5 pm-8 pm, NEAST, CEMFG 655 02

CAREER SPOTLIGHT

PLUMBING PROGRAM

In 6-8 months, students will gain the skills to help plumbers install, maintain, and repair plumbing systems. This program was designed in cooperation with local residential and commercial plumbers to ensure the training covered meets industry needs.

REQUIREMENTS | HOURS | COST

Customer Service for Plumbing | 12 | \$389

Plumbing Math | 15 | \$395

Pipes and Fittings | 48 | \$1299

Valves, Fixtures, Water Tanks | 48 | \$1,299

Drains, Vents, Water Systems | 24 | \$759

Plumbing System Design and Installation | 21 | \$859

Total: 168 hrs | \$5,000

PLUMBING

DRAINS, VENTS, WATER SYSTEMS

This course introduces students to the core plumbing systems that ensure safe water supply and effective wastewater removal. Students will learn the function and layout of drain-waste-vent (DWV) systems and water distribution networks, with an emphasis on proper slope, venting, pipe sizing, and pressure regulation. \$759

Dec 8-Jan 7, TTh, 6 pm-10 pm, AIRPT, CEPLU 552 05

PIPES AND FITTINGS

This course provides students with hands-on training in the tools, materials, and techniques used to cut, connect, and install piping systems commonly found in residential and commercial plumbing. Students will work with PVC, PEX, PEX-A, copper (using both soldering and ProPress methods), and cast iron. \$1299

Sep 3-Oct 13, TTh, 6 pm-10 pm, AIRPT, CEPLU 550 05

VALVES, FIXTURES, WATER TANKS

This course prepares students to install, diagnose, and repair a wide range of plumbing fixtures and components found in both residential and light commercial settings. Students will gain hands-on experience working with faucets, toilets, sinks, tubs, water heaters, shut-off valves, pressure-reducing valves, and expansion tanks. \$1299

Oct 15-Dec 3, TTh, 6 pm-10 pm, AIRPT, CEPLU 551 05

Veterans Education Benefits

All MTC academic programs and some training programs are eligible for veterans education benefits.

For more information, visit MIDLANDSTECH.EDU/financial-aid-and-tuition/veterans-educational-benefits



LOOK FOR THIS SYMBOL TO IDENTIFY PROGRAMS
APPROVED FOR VA EDUCATION BENEFITS

WELDING

BASIC STICK WELDING

This class will provide extensive practice of fillet welds in all positions using the shielded metal arc welding (SMAW) process, also known as stick welding. \$1819

Oct 12-Dec 16, MTWTh, 8 am-11:20 am, AIRPT, CEWLD 883 411
Oct 12-Dec 16, MTWTh, 1 pm-4:20 pm, AIRPT, CEWLD 883 421
Oct 12-Dec 16, MTWTh, 6 pm-9:20 pm, AIRPT, CEWLD 883 431

ADVANCED STICK WELDING

This class will provide extensive practice of groove welds in all positions, both open root and with backing, using the shielded metal arc welding (SMAW) process, also known as stick welding. \$1819

Oct 12-Dec 16, MTWTh, 8 am-11:20 am, AIRPT, CEWLD 890 411
Oct 12-Dec 16, MTWTh, 1 pm-4:20 pm, AIRPT, CEWLD 890 421
Oct 12-Dec 16, MTWTh, 6 pm-9:20 pm, AIRPT, CEWLD 890 431

STICK PIPE WELDING

This class will provide extensive practice of welding pipe using the shielded metal arc welding (SMAW) process, also known as stick welding. The final objective of the class will be welding a 6" schedule 40 pipe in the 6G fixed position. \$2099

Oct 12-Dec 16, MTWTh, 8 am-11:20 am, AIRPT, CEWLD 886 411
Oct 12-Dec 16, MTWTh, 1 pm-4:20 pm, AIRPT, CEWLD 886 421
Oct 12-Dec 16, MTWTh, 6 pm-9:20 pm, AIRPT, CEWLD 886 431
Oct 12-Dec 16, MTWTh, 6 pm-9:20 pm, AIRPT, CEWLD 886 431

MIG WELDING

This class will provide extensive practice of fillet welds in all positions, using the gas metal arc welding (GMAW) process, also known as MIG welding. Using the MIG welding process to repair metals will also be introduced. \$1819

Oct 12-Dec 16, MTWTh, 8 am-11:20 am, AIRPT, CEWLD 888 411
Oct 12-Dec 16, MTWTh, 1 pm-4:20 pm, AIRPT, CEWLD 888 421
Oct 12-Dec 16, MTWTh, 6 pm-9:20 pm, AIRPT, CEWLD 888 431

FLUX CORED WELDING

This class will provide extensive practice of groove welds in all positions on 3/8" and 1" plate, using the gas metal arc welding (FCAW) process, also known as Flux Core welding. \$1819

Oct 12-Dec 16, MTWTh, 8 am-11:20 am, AIRPT, CEWLD 889 411
Oct 12-Dec 16, MTWTh, 1 pm-4:20 pm, AIRPT, CEWLD 889 421
Oct 12-Dec 16, MTWTh, 6 pm-9:20 pm, AIRPT, CEWLD 889 431

TIG WELDING

This class will provide extensive practice of fillet and groove welds using the gas tungsten arc welding (GTAW) process, also known as TIG welding. \$1929

Oct 12-Dec 16, MTWTh, 8 am-11:20 am, AIRPT, CEWLD 887 411
Oct 12-Dec 16, MTWTh, 1 pm-4:20 pm, AIRPT, CEWLD 887 421
Oct 12-Dec 16, MTWTh, 6 pm-9:20 pm, AIRPT, CEWLD 887 431

TIG PIPE WELDING

This class will provide extensive practice of welding pipe using the gas tungsten arc welding (GTAW) process, also known as TIG "all the way" welding. The final objective of the class will be welding 6" schedule 40 pipe in the 6G fixed position using TIG "all the way". \$2349

Oct 12-Dec 16, MTWTh, 8 am-11:20 am, AIRPT, CEWLD 885 411
Oct 12-Dec 16, MTWTh, 1 pm-4:20 pm, AIRPT, CEWLD 885 421
Oct 12-Dec 16, MTWTh, 6 pm-9:20 pm, AIRPT, CEWLD 885 431

ADVANCED PIPE WELDING

This class will provide extensive practice of three advanced pipe welding situations. Using both the gas tungsten arc welding (GTAW) process and shielded metal arc welding (SMAW), you will first weld a 2-3/4" X 5/8" carbon pipe, known as a monster coupon, in the 6G fixed position. Next, you will learn to weld a stainless monster coupon, in the 6G fixed position using the GTAW process, or TIG "all the way". Finally, you will weld a stainless and carbon monster coupon in the 6G fixed position using TIG "all the way". \$2369

Oct 12-Dec 16, MTWTh, 8 am-11:20 am, AIRPT, CEWLD 884 411
Oct 12-Dec 16, MTWTh, 1 pm-4:20 pm, AIRPT, CEWLD 884 421
Oct 12-Dec 16, MTWTh, 6 pm-9:20 pm, AIRPT, CEWLD 884 431

TRUCK DRIVER/CDL

HAZMAT ENDORSEMENT FOR CDL

This one-day course is designed to prepare a professional driver to take the Hazardous Material Endorsement test at the SC DMV. This course meets the Federal Motor Carrier Safety Administration's (FMCSA) requirements as an Entry-Level Driver Training (ELDT) training for those who received their CDL after February 7, 2022. \$199

Sep 18, F, 9 am-2:30 pm, BLTLN, CECDL 517 04
Dec 11, F, 9 am-2:30 pm, BLTLN, CECDL 517 05

TRUCK DRIVER TRAINING CDL CLASS A

This 160-hour training program has been inspected, approved and licensed by the SC Department of Motor Vehicles (DMV). You must be 18 years or older and possess an SC driver's license and have at least the past one consecutive year of driving experience. The first week will primarily be classroom instruction on content important to know as a truck driver. The remaining weeks will be mostly out in the truck learning specific skills and gaining driving experience to prepare you to take the CDL test at the local DMV. Prerequisites: You must have a beginner's CDL permit before the first day of class, plus a pre-screening process that includes a 10-year driving record, a SLED background check, and a DOT Drug Screen and DOT physical. These items will be submitted ahead of time to gain approval to enroll in the class. Please contact the Registration Office to enroll in this class at 803.732.0432. \$4999

Sep 21-Oct 15, MTWTh, 7 am-5:30 pm, BLTLN, CECDL 515 24
Oct 19-Nov 13, MTWTh, 7 am-5:03 pm, BLTLN, CECDL 515 25
Nov 16-Dec 15, MTWTh, 7 am-5:30 pm, BLTLN, CECDL 515 26
Sep 19-Nov 8, SSU, 7 am-5:30 pm, BLTLN, CECDL 515 30
Oct 31-Dec 20, SSU, 7 am-5:30 pm, BLTLN, CECDL 515 31

SCHOOL OF ADVANCED MANUFACTURING AND SKILLED TRADES

ELECTRICAL

BASIC MATH FOR ELECTRICIANS

This course provides the math skills you will need to begin the study of electricity. Review basic concepts such as number lines and exponents. Introduction to scientific/engineering notation and numerical prefixes and exponents in the decimal number system. Introduction to a scientific calculator and proper operation is covered. \$315

Sep 8-Sep 14, MTWTh, 8 am-11 am, AIRPT, CEEEM 583 21

Sep 14-Sep 17, MTWTh, 1 pm-4 pm, AIRPT, CEEEM 583 22

ELECTRICAL FUNDAMENTALS I

Learn the basic concepts of electricity—beginning with atomic structure and electron flow, Ohm's Law, Kirchoff's Laws, static electricity, magnetism, resistance, basic DC circuits, electrical units, measuring instruments, and magnetic induction.

Prerequisites: Basic Math for Electricians or skills assessment completion. \$1049

Sep 21-Oct 15, MTWTh, 8 am-11 am, AIRPT, CEEEM 603 17

Sep 28-Oct 22, MTWTh, 1 pm-4 pm, AIRPT, CEEEM 603 18

ELECTRICAL FUNDAMENTALS II

Continue the study of the fundamentals of electricity with the intermediate concepts of electricity: basic trigonometry and vectors, alternating current, the effects and interaction of resistance, and inductance and capacitance in series and parallel circuits.

Prerequisites: Electrical Fundamentals I or skills assessment completion. \$1049

Oct 26-Nov 18, MTWTh, 1 pm-4 pm, AIRPT, CEEEM 596 21

Oct 21-Nov 16, MTWTh, 8 am-11 am, AIRPT, CEEEM 596 22

ELECTRICAL FUNDAMENTALS III

Complete the study of electrical fundamentals by learning the properties and applications of single-phase transformers, three-phase Wye and Delta transformer connections, DC generators, DC motors, three-phase alternators, and single and three-phase AC motors. \$1049

Oct 26-Nov 17, MTWTh, 1 pm-4 pm, AIRPT, CEEEM 597 20

Oct 26-Nov 17, MTWTh, 8 am-11 am, AIRPT, CEEEM 597 21

PROGRAMMABLE LOGIC CONTROLLERS

Study theory of operation, programming, installation, and standard wiring practices using All Bradley MicroLogix processors and Logix 500 software. You will learn basic ladder programming principles using bit, timer, and counter instructions. Prerequisites: Industrial Sensors and Basic Electronics or skills assessment completion. \$1049

Sep 28-Oct 22, MTWTh, 6 pm-9 pm, AIRPT, CEEEM 804 07

TROUBLESHOOTING

You will develop methodology, identify, and locate electrical problems using diagrams and basic electrical measuring tools.

Prerequisites: Industrial Sensors, Electrical Motor Controls, Print Reading, Variable Frequency Drives, and Programmable Logic Controllers or skills assessment completion. \$1049

Oct 27-Nov 23, MTWTh, 6 pm-9 pm, AIRPT, CEEEM 593 18

Need Flexibility?

Online and Virtual Training

Classes taught by local instructors as well as online options through a network of qualified, national instructors from LERN and Ed2Go.

Business | Skilled Trades | Education | English and Humanities | Health Care | IT

View the complete list and enroll now.



MIDLANDSTECH.EDU/OnlineTraining



SCHOOL OF ADVANCED MANUFACTURING AND SKILLED TRADES

INDUSTRIAL MAINTENANCE

APPLIED MATH

This course illustrates how math is used in industrial maintenance. Begin with basic math functions, explains decimal-fraction, conversions, and the metric system. Review basic geometry, ratios and proportions, basic algebra, area, volume, circumference, and tables. Explains right triangle trigonometry and other triangular applications in the trade. Safety and Rigging Fundamentals is a prerequisite for this course. \$945

Sep 24-Oct 20, MTWTh, 1 pm-4 pm, AIRPT, CEIMT 687 24

BASIC INTRODUCTION TO TORCH CUTTING

In this 20-hour course, students will be introduced to the proper start up and shutdown procedures for an oxygen and acetylene torch cutting rig, learn safety practices, layout and proper cutting techniques. \$529

Oct 15-Oct 27, MTWTh, 8 am-11 am, AIRPT, CEIMT 804 08

BASIC MECHANICAL COMPONENTS

This course identifies couplings, chain drives, bearings, mechanical and other seals, gaskets and O-rings. It covers the function and advantages of each and teaches how to select and install or remove the proper component. Fan and blower types and operation are also discussed. Hand and Power Tools are a prerequisite for this course. \$1575

Oct 28-Jan 5, MTWTh, 8 am-11 am, AIRPT, CEIMT 693 24

BLUEPRINT READING

The course explains different types of blueprint drawings (mechanical, hydraulic and pneumatic schematics, structural, plumbing/piping, electrical), and how to interpret them and teaches field sketching. It explains orthographic projection, isometric, and schematic drawings used to show mechanical parts, assemblies, piping, hydraulic, and pneumatic systems. Precision Measuring is a prerequisite for this course. \$1579

Nov 4-Jan 5, MTWTh, 1 pm-4 pm, AIRPT, CEIMT 691 24

FASTENERS AND ANCHORS

This class describes the various threaded and non-threaded fasteners used in industrial maintenance. Students will learn how to select the correct fastener and the proper methods of installation. The prerequisite for this course is Blueprint Reading. \$399

Sep 14-Sep 17, MTWTh, 8 am-11 am, AIRPT, CEIMT 688 24

INDUSTRIAL TECHNICIANS

PREPARE FOR HIGH-DEMAND CAREERS IN MODERN INDUSTRIAL SETTINGS.

MTC's **Industrial Mechanical Maintenance** and **Industrial Electrical Maintenance** programs combine classroom instruction with hands-on training in a lab environment, allowing you to apply theoretical concepts to real-world scenarios.

BASIC INDUSTRIAL MECHANICAL MAINTENANCE

This program provides the foundational training needed to begin a career in industrial maintenance, particularly in production plants in the Midlands. Those who want to deepen their expertise and ability can then enroll in the Intermediate Industrial Mechanical Maintenance program.

COURSES | HOURS | COST

Safety and Rigging Fundamentals | 20 | \$499

Applied Math | 44 | \$899

Precision Measuring | 20 | \$499

Blueprint Reading | 72 | \$1,499

Fasteners and Anchors | 12 | \$399

Hand and Power Tools | 44 | \$899

Basic Introduction to Torch Cutting | 20 | \$499

Basic Mechanical Components | 80 | \$1,499

Total : 312 hrs | \$6,692

INDUSTRIAL ELECTRICAL MAINTENANCE

In this program, you'll develop competency in wiring, electrical testing, and equipment repair needed in today's high-tech industrial settings.

COURSES | HOURS | COST

Basic Math for Electricians | 12 | \$315

Electrical Fundamentals I | 48 | \$1,049

Electrical Fundamentals II | 42 | \$1,049

Electrical Fundamentals III | 42 | \$1,049

General Electrical Safety | 16 | \$315

Electrical Print Reading | 18 | \$419

Electrical Motor Controls | 48 | \$1,049

Basic Electronics | 42 | \$1,049

Industrial Sensor Technology | 44 | \$1,049

Variable Frequency Drives | 48 | \$1,049

Programmable Logic Controllers | 51 | \$1,049

Troubleshooting | 48 | \$1,049

Total: 459 hrs | \$10,490

LEARN MORE

**Industrial
Mechanical
Maintenance**



**Industrial
Electrical
Maintenance**



HAND AND POWER TOOLS

This class introduces students to various hand and power tools that are used in industrial maintenance applications. It explains basic hand-tool safety and procedures for selecting, inspecting, using, and maintaining the tools. Fasteners and Anchors are a prerequisite for this course. \$945

Sep 21-Oct 14, MTWTh, 8 am-11 am, AIRPT, CEIMT 689 23

PRECISION MEASURING

This course covers the concept of measurement starting with rulers and levels. The class includes precision measuring tools such as calipers, micrometers, height gauges, surface plates, and dial indicators. It explains how to read various precision measuring instruments. Learn how to select, use, and care for precision measuring tools. Applied Math is a prerequisite for this course. \$525

Oct 21-Nov 2, MTWTh, 1 pm-4 pm, AIRPT, CEIMT 690 24

SAFETY AND RIGGING FUNDAMENTALS

Learn how to work and rig loads safely. This course includes personal protective equipment, how to perform basic maintenance tasks safely, and what to do if an accident occurs. It covers the slings, hardware, hoists, and hitches used in rigging operations. Highlights critical safety issues and accepted rigging techniques and practices. \$525

Sep 14-Sep 23, MTWTh, 1 pm-4 pm, AIRPT, CEIMT 692 24

HVAC

AIR FLOW DESIGN, MEASUREMENT AND DIAGNOSTICS

This is an entry-level course covering the air flow, duct design, and diagnostics of an air conditioning system. After completion of this course, a student should have a basic understanding of how to measure air flow, design duct work, and diagnose common air flow problems with air conditioning. \$945

Sep 28-Oct 13, MTWTh, 9 am-12 pm, AIRPT, CEHVA 533 42

Sep 28-Oct 13, MTWTh, 1 pm-4 pm, AIRPT, CEHVA 533 43

BRAZING FOR HVAC

Brazing is used to connect copper refrigerant tubing to equipment when installing or repairing an HVAC system. Using an oxyacetylene torch, brazing is one of the best methods of making leak-proof connections. This course will teach students how to properly set up an oxyacetylene torch, prepare tubing for brazing, and how to properly melt the brazing rod to the tubing. \$425

Sep 8-Sep 15, TWTh, 6 pm-9 pm, AIRPT, CEHVA 537 30

Oct 20-Oct 26, MTWTh, 9 am-12 pm, AIRPT, CEHVA 537 31

Oct 20-Oct 26, MTWTh, 1 pm-4 pm, AIRPT, CEHVA 537 32

CUSTOMER SERVICE FOR HVAC TECHNICIANS

Create customers for life by building memorable relationships based on mutual trust and enhanced rapport. Designed especially for the HVAC service professional. \$409

Nov 2-Nov 5, MTWTh, 9 am-12 pm, AIRPT, CEHVA 535 38

Nov 2-Nov 5, MTWTh, 1 pm-4 pm, AIRPT, CEHVA 535 39

Sep 16-Sep 23, TWTh, 6 pm-9 pm, AIRPT, CEHVA 535 41

EPA 608 CERTIFICATION PREP

Attend test prep and review sessions before taking the Certification Exam on the final day of the course. \$369

Oct 14-Oct 19, MWTh, 9 am-12 pm, AIRPT, CEHVA 534 34

Oct 14-Oct 19, MWTh, 1 pm-4 pm, AIRPT, CEHVA 534 35

Sep 1-Sep 3, TWTh, 6 pm-9 pm, AIRPT, CEHVA 534 36

HVAC ELECTRICAL OPERATION AND DIAGNOSTICS

This is an entry-level course covering the electrical circuits for an HVAC system. It will cover the operation of the unit as well as troubleshooting as they relate to the electrical components of the system. \$945

Nov 9-Dec 2, MTWTh, 9 am-12 pm, AIRPT, CEHVA 530 41

Nov 9-Dec 2, MTWTh, 1 pm-4 pm, AIRPT, CEHVA 530 42

Sep 24-Oct 15, TWTh, 6 pm-9 pm, AIRPT, CEHVA 530 44

HVAC REFRIGERATION CYCLE OPERATION AND DIAGNOSTICS

This is an entry-level course covering the refrigeration cycle for an HVAC system. It will cover the major components of the system, the operation and troubleshooting of the refrigeration cycle. \$945

Dec 2-Dec 17, MTWTh, 9 am-12 pm, AIRPT, CEHVA 531 41

Dec 2-Dec 17, MTWTh, 1 pm-4 pm, AIRPT, CEHVA 531 42

Oct 20-Nov 10, TWTh, 6 pm-9 pm, AIRPT, CEHVA 531 44

HEAT PUMP OPERATIONS AND DIAGNOSTICS

This is an entry-level course covering the function of a heat pump, its refrigeration cycle, and electrical component operation. A working knowledge of basic HVAC is recommended for this course or prior completion of the HVAC electrical and refrigeration courses. \$945

Sep 8-Sep 23, MTWTh, 9 am-12 pm, AIRPT, CEHVA 532 40

Sep 8-Sep 23, MTWTh, 1 pm-4 pm, AIRPT, CEHVA 532 41

Nov 12-Dec 10, TWTh, 6 pm-9 pm, AIRPT, CEHVA 532 43

CAREER SPOTLIGHT**HVAC ENTRY LEVEL TECHNICIAN**

This program is designed to provide the student with basic knowledge of the refrigeration cycle, electrical operation, heat pump operation, and air flow design. These classes prepare the student for entry level work with residential HVAC contractors.

REQUIREMENTS | HOURS | COST

HVAC Electrical Operation and Diagnostics | 30 | \$945

HVAC Refrigeration Cycle Operation and Diagnostics | 30 | \$945

Heat Pump Operations and Diagnostics | 30 | \$945

EPA 608 Prep and Certification | 9 | \$369

Air Flow Design, Measurement and Diagnostics | 30 | \$945

HVAC Customer Service, Coscia Program | 12 | \$409

Brazing for HVAC | 12 | \$425

Total: 153 hrs | \$4,983

HVAC TECHNICIANS ARE IN-DEMAND

- > Prepare for entry-level jobs with residential HVAC contractors
- > Take classes 2 - 3 nights a week from 6 - 9 p.m.
- > Finish in as few as 5 - 6 months

DOES YOUR BUSINESS NEED HVAC APPRENTICES?

Grant funding is available to help with your training costs.

Contact MTC Business Solutions at 803.691.3907 to learn more.



Get Trained. Get Interviewed.

- Looking for a new career path?
- Interested in hands-on work?
- Ready to learn new skills?
- Want connections to local employers?
- Need a short-term training option?

If you answered yes to any of these questions, Ready. Set. Hired can help you gain the skills, confidence, and employer connections needed to launch a manufacturing career.

Ready. Set. Hired: Manufacturing is an accelerated training program that quickly moves students from the classroom to the production floor.

In just 8-12 weeks, students gain the skills needed for entry-level manufacturing careers.

Graduates who earn the certification will interview with local employer partners upon successful completion of the program. Students **must be 18** before program completion.

Take the Next Step Toward Your Manufacturing Career
Scan the QR Code and Complete the Interest Form Today!



MICHELIN

Scout



PROUD PARTNERS: MIDLANDS TECH + SCOUT MOTORS



In close collaboration and partnership with Scout Motors, Midlands Technical College has developed a new Electric Vehicle (EV) Engineering Technology Program and four additional associate degrees to prepare students for EV careers.

ELECTRIC VEHICLE (EV) ENGINEERING TECHNOLOGY
AUTOMOTIVE TECHNOLOGY
MECHANICAL ENGINEERING TECHNOLOGY
MECHATRONICS
ELECTRICAL ENGINEERING TECHNOLOGY

From the classroom to the production center, MTC and Scout Motors are building a new era of American innovation.

Programs are for informational purposes only and are not a guarantee of employment. Participation in and/or completion of these educational programs do not create any obligation, offer, or promise of employment with Scout Motors or any other employer.



**MIDLANDS TECH
MAVERICKS**

OFFICIAL EDUCATION AND TRAINING PARTNER

LEARN MORE





SCHOOL OF Business

Be your own boss.

Have you always liked the idea of working in business? Do you have an entrepreneurial spirit?

The programs in MTC's School of Business can help you get ahead and even prepare you for owning your own business one day. This school has transferable associate degrees, programs to train you for great careers in two years or less, and individual training courses.

Academic Associate Degrees

- > Accounting

Associate in Applied Science (A.A.S.) with concentrations in:

- > Business Administration (General)
- > Business Administration with Certificate in Sales and Retail
- > Business Administration with Certificate in Entrepreneurship

Associate in Arts (A.A.) with a concentration in:

- > Business

Academic Certificates

- > Accounting
- > Digital Marketing
- > Entrepreneurship
- > Medical Office Administration

Training Certificates

- > Accounting and Payroll Specialist
- > AI Project Manager
- > Employee Relations Law Certificate
- > Essential Skills for Success
- > Lean Six Sigma Black Belt
- > Lean Six Sigma Green Belt
- > Lean Six Sigma Yellow Belt
- > Meeting and Event Planning
- > Office Administrative Specialist Certificate
- > Project Manager I
- > Project Manager II
- > Society for Human Resource Management Certification
- > Supervisory Program

For a complete, up-to-date listing of all programs, visit MIDLANDSTECH.EDU/schools.



BUSINESS ADMINISTRATION PROGRAM SPOTLIGHT

Associate Degree | Available Fully Online

This program focuses on the knowledge and skills that companies need for their day-to-day operations. It prepares graduates for entry-level positions requiring fundamental accounting, management, marketing, and ethical decision-making skills to support an organization's core mission.

All courses in this program can be taken online. Most courses are also available on campus or in hybrid or virtual formats.



HOW TO GET STARTED

ACADEMIC PROGRAMS | Enroll by applying to the college at MIDLANDSTECH.EDU/apply.

TRAINING PROGRAMS | Enroll directly into classes at MIDLANDSTECH.EDU/schools or call 803.732.0432

IN THIS SECTION | TRAINING COURSES OFFERED WITHIN THE NEXT FEW MONTHS

FINANCE AND ACCOUNTING

BUSINESS MATH

Develop an understanding of the fundamentals of everyday math - the kind used most frequently in the workplace and at home. Learn practical applications for dealing with percentages, formulas, and the graphics and statistics that are present in everyday activity. Perfect even if you only need a refresher. \$199

Aug 10-Aug 21, ONLINE, CEFIN 512 60I

Aug 18-Aug 21, TTh, 6pm-10pm, HARB, CEFIN 512 59

ACCOUNTING ESSENTIALS

Master basic record-keeping procedures including journalizing transactions, posting to a ledger, and preparing a trial balance and financial statement. The accounting cycle will also be covered in detail. You will gain an understanding of key financial and operational measures. \$699

Aug 24-Nov 13, ONLINE, CEOFF 623 79I

Aug 25-Nov 10, TTh, 6pm-9pm, NEAST, CEOFF 623 79

PAYROLL PREPARATION ESSENTIALS

This hands-on course will lead you through the complete payroll process cycle. You will calculate earnings and deductions, analyze payroll transactions, record accurate journal entries, and complete necessary forms. This course is also for the existing payroll professional to refresh your knowledge and bring you up to date.

Prerequisite: Accounting Essentials or equivalent knowledge of basic accounting principles. \$199

Nov 12-Nov 17, TTh, 6 pm-9 pm, NEAST, CEOFF 624 77

Nov 16-Nov 30, ONLINE, CEOFF 624 78I

QUICKBOOKS

This course is an introduction to the desktop version of QuickBooks. Students will learn to set up a general ledger and chart of accounts, customize forms, create invoices, and learn how QuickBooks can assist with automating your payroll. Prerequisites: Accounting Essentials and Payroll Preparation Essentials or equivalent knowledge of basic accounting principles. \$499

Dec 8-Dec 17, TWTh, 6 pm-9 pm, NEAST, CEOFF 638 86

Dec 2-Dec 18, ONLINE, CEOFF 638 87I

PROJECT MANAGER

AGILE FUNDAMENTALS

This course provides you with the Agile values and principles to incorporate Agile methodologies into your organization. To be successful in delivering software using Agile methods, you must have a strong and stable agile mindset. This course focuses on "being" Agile before "doing" Agile and provides a common foundation for making decisions about the best way to develop software using agile values and principles and introduces you to PMI's Agile Certified Practitioner (PMI-ACP)®. This course prepares you for the Professional Scrum Master 1 (PSM1) certification. \$699

Sep 29-Oct 15, TTh, 6 pm-9 pm, VIRTUAL, CEPMG 573 94

Dec 1-Dec 17, TTh, 6 pm-9 pm, VIRTUAL, CEPMG 573 52

Oct 19-Oct 28, MTW, 1-4 pm, VIRTUAL, CEPMG-573-01

Nov 3-Nov 19, TTh, 6-9 pm, VIRTUAL, CEPMG-573-53

CAPM EXAM PREP BOOT CAMP

This course teaches the most important principles and practices related to project management through a combination of classroom lectures, group discussions, and hands-on exercises. Students will be taught how to develop project management artifacts using the various project management knowledge processes. The course content is consistent with the latest edition of A Guide to the Project Management Body of Knowledge (PMBOK® Guide) and other standards and guides from the Project Management Institute (PMI). The course will prepare you for the Certified Associate in Project Management certification (CAPM) using the CAPM Exam Prep Study Guide by RMC Publications. Included with the course is a one-year subscription to RMC Exam Simulation of over 1500 exam questions to prepare to take the CAPM exam. The course is taught using PMI CAPM Exam Content Outline to ensure students understand PMI exam knowledge objectives for passing the CAPM exam. \$3385

Sep 14-Sep 29, MTWTh, 6 pm-9 pm, VIRTUAL, CEPMG 578 57

PMP EXAM PREP BOOT CAMP

Certification by the Project Management Institute (PMI) as a Project Management Professional (PMP) shows the world that you have mastered essential project management skills and knowledge. Improve your chances of passing the PMP certification exam on the first try with this well-proven and successful course. The course content is consistent with the latest edition of A Guide to the Project Management Body of Knowledge (PMBOK® Guide) and other standards and guides from the Project Management Institute (PMI). The course will prepare students for the Project Management Professional (PMP) exam using the PMP Exam Prep Study Guide by RMC Publications. Included with the course is a one-year subscription to RMC Exam Simulation of over 1500 exam questions to prepare to take the PMP exam. The course is taught using PMI PMP Exam Content Outline to ensure students understand PMI exam knowledge objectives for passing the PMP exam. \$4085

Nov 2-Nov 23, MTWTh, 6 pm-9 pm, VIRTUAL, CEPMG 506 59



AI PROJECT MANAGEMENT

This course equips aspiring and experienced project managers and business professionals with AI fluency and change management skills needed to effectively lead AI initiatives. Designed to prepare students for the PMI Certified Professional in Managing AI (PMI-CPMAI) certification, the course focuses on turning innovative ideas into measurable business outcomes. Learn how to plan and manage AI projects, navigate rapidly evolving technologies, collaborate with cross-functional teams, and deliver ethical, data-driven results aligned with organizational goals. Emphasizing practical application, the course builds job-ready skills for leading AI-driven change management and leveraging AI tools in project management. Prerequisites: (1) 2 years of professional business experience involving decision-making, operations, technology programs, or project-related responsibilities, (2) 1 year of project management experience, or (3) completion of a Project Management program. \$4499

Oct 5-Nov 9, MTWTh, VIRTUAL, CEPMG-580-50I

SCHOOL OF BUSINESS

SUPERVISORY AND LEADERSHIP

ACCEPTING PERSONAL ACCOUNTABILITY

What would your organization be like if no one ever asked, "Whose fault is it?" What if we could let go of the "blame game" and view accountability as a method for achieving increased personal and team effectiveness? Accountability is much more than a paper trail. It is an ongoing chance to gain focus, accomplish more, streamline work processes, and create greater team effectiveness. \$125

Dec 1, T, 1:30 pm-4:30 pm, NEAST, CELSD 519 79

CORE LEADERSHIP SKILLS

Describe the characteristics of a leader; differentiate between leadership and management; develop a vision; use tactics that enable followers to work to achieve the vision; list ways that leaders lead by example; encourage others by providing appropriate feedback. \$125

Oct 13, T, 1:30 pm-4:30 pm, NEAST, CELSD 540 82

EFFECTIVE DELEGATION

Participants will uncover the skills needed to delegate effectively. This includes determining what should be delegated, how to delegate to get results, who to delegate to, and how to follow-up. \$125

Sep 22, T, 1:30 pm-4:30 pm, NEAST, CELSD 698 82

GETTING THINGS DONE UNDER PRESSURE

Have you ever felt overwhelmed by your to-do list? Interruptions keeping you from getting things done? In this course, participants will gain knowledge in how to separate the urgent from not urgent and the important from not important, while establishing good organizational skills. \$125

Nov 24, T, 1:30 pm-4:30 pm, NEAST, CELSD 580 79

INTRODUCTION TO SUPERVISION: ROLES AND RESPONSIBILITIES

Participants will have the opportunity to learn about the responsibilities of the supervisor's position and the skills required to be successful in that role. \$125

Oct 27, T, 1:30 pm-4:30 pm, NEAST, CELSD 555 79

LEADING IN A CHANGING ENVIRONMENT

Learn strategies to introduce change into the workplace, while also learning what roles and responsibilities you have in leading a change effort. \$125

Sep 1, T, 1:30 pm-4:30 pm, NEAST, CELSD 696 78

PRODUCTIVE PARTNERSHIPS

It is not often that we can work isolated from others. Participants explore the need to collaborate and to form partnerships that enhance their productivity and work environment. \$125

Sep 29, T, 1:30 pm-4:30 pm, NEAST, CELSD 697 82

THE CHALLENGE OF LEADERSHIP - LEGALLY SPEAKING

Being aware of key legislation and ensuring compliance throughout the organization is a major responsibility for both human resources (HR) and for line supervisors/managers. \$125

Sep 15, T, 1:30 pm-4:30 pm, NEAST, CELSD 577 82

UNDERSTANDING PERSONALITY TYPES

Every workplace includes people with very different backgrounds, personalities, perspectives, skills, and styles of interacting. Finding ways to make these differences work, rather than letting them get in the way, is essential to success for any organization and the people in it. \$125

Nov 10, T, 1:30 pm-4:30 pm, NEAST, CELSD 517 79

VALUING DIFFERENCES

People are different. As leaders, it is important to recognize and capitalize on those differences. This can have a positive impact on the bottom line by increasing productivity and profitability. In today's workplace, it is more important than ever to understand individual differences, examine our thoughts and prejudices, understand that certain behaviors may constitute harassment and/or discrimination, and know how to prevent harassing or discriminating behaviors. Increasing our understanding and awareness of workplace conduct can help eliminate harassing and discriminating workplace behaviors and actions and create a positive work environment for ALL. \$125

Oct 6, T, 1:30 pm-4:30 pm, NEAST, CELSD 699 82

WORKING IN AN ETHICAL MANNER

Discuss, identify, analyze, and apply methods to ensure respect of ethics, values and behaviors. \$125

Nov 17, T, 1:30 pm-4:30 pm, NEAST, CELSD 518 79

SUPERVISORY PROGRAM

NAVIGATE CHALLENGES WITH EASE

This unique program offers a comprehensive blend of theory and experiential learning tools that prepares supervisors to succeed. Take these highly interactive classes as a complete unit, or just attend the modules you want. You'll leave each class session with knowledge and skills you can immediately apply on your job!

SUPERVISORY UNIT 1: FINDING THE SUPERVISOR WITHIN

Participants will explore the role of supervisor and set specific goals in their professional and personal development. Understanding the fundamental responsibilities of a supervisor within the context of their specific work environment, they will develop confidence and clarity in their leadership role. \$399

Oct 27-Dec 1, T, 1:30 pm-4:30 pm, NEAST, CELSD 511 79

SUPERVISORY UNIT 5: LEADING FOR DESIRED RESULTS

Now, more than ever, leadership skills are critical. Situations require adaptive leadership skills in the work environment. Learn to be a leader who drives major strategic initiatives and positions your organization to win. \$399

Sep 15-Oct 13, T, 1:30 pm-4:30 pm, NEAST, CELSD 515 81

SCHOOL OF BUSINESS

CAREER SPOTLIGHT

PROJECT MANAGER 1 ☉

Gain insight into project management knowledge, industry standards, as well as an array of tools and techniques indispensable for proficiently overseeing and guiding projects. This program will prepare you for the Project Management Institute's Certified Associate in Project Management (CAPM) examination.

REQUIREMENTS | HOURS | COST

Agile Fundamentals | 18 | \$699
CAPM Exam Prep Boot Camp | 30 | \$2995

Total: 48 hrs | \$3,694

PROJECT MANAGER 2 ☉

Project managers direct the daily operations of a project, analyze work flow, and establish priorities to meet set deadlines. This program will prepare you for the Project Management Institute's Project Management Professional (PMP) examination.

REQUIREMENTS | HOURS | COST

Agile Fundamentals | 18 | \$699
PMP Exam Prep Boot Camp | 35 | \$2995

Total: 53 hrs | \$3,694

CAREER SPOTLIGHT

AI PROJECT MANAGER ☉

Launch your career in AI-driven project management in just 2–3 months with the AI Project Manager program. Designed to align with industry-recognized certifications including the PMI Certified Professional in Managing AI (PMI-CPMAI), this program builds the skills needed to manage both traditional and AI-focused projects. Through hands-on training, you'll gain the knowledge and tools to lead projects, work with data, and support organizations adopting AI technologies.

REQUIREMENTS | HOURS | COST

AI Project Management | 51 | \$4499
Power BI: Introduction to Data
Visualization | 18 | \$799

Total: 69 hrs | \$5,298

DIGITAL MARKETING

PODCASTING

This step-by-step class will take you from start to finish and cover the required elements needed to get your show online. \$245

Sep 8-Oct 2, ONLINE, CEUGC 527

DIGITAL MARKETING CERTIFICATE

Improve email promotions, analyze website traffic, do search engine optimization, and online advertising. \$495

Sep 8-Nov 27, ONLINE, CEUGC 516

SOCIAL MEDIA FOR BUSINESS CERTIFICATE

Learn how Facebook, Twitter, blogging, YouTube, LinkedIn, and more can be used to develop a two-way communication and marketing strategy for your organization. \$495

Sep 8-Nov 27, ONLINE, CEUGC 515

CAREER SPOTLIGHT

ACCOUNTING AND PAYROLL SPECIALIST ☉

This program is designed to provide training for an entry-level accounting and/or payroll specialist position and will prepare you for the National Association of Certified Public Bookkeeper's Certification. To earn the Accounting and Payroll Specialist certificate, you must successfully complete the below courses within a two-year period. Prerequisite: Basic computer skills and the ability to navigate the Internet, websites, and email.

REQUIREMENTS | HOURS | COST

Business Math | 8 | \$199
Accounting Essentials | 66 | \$699
Payroll Preparation Essentials | 6 | \$199
QuickBooks | 18 | \$499
Excel, Introduction | 12 | \$299
Excel, Intermediate | 12 | \$299
Excel, Advanced | 12 | \$299
Organizing Computer Files | 6 | \$199
Outlook, Introduction | 12 | \$299

Total: 152 hrs | \$2,991

SALES

PROFESSIONAL SALES SKILLS

Learn the entire sales process from beginning to end including marketing, pipeline management, turning prospects into buyers, and proper customer service. \$169

Sep 16-Nov 6, ONLINE, CEETG 581

Oct 14-Dec 4, ONLINE, CEETG 581

Nov 11-Jan 1, ONLINE, CEETG 581

Dec 16-Feb 5, ONLINE, CEETG 581

GRANT WRITING

A TO Z GRANT WRITING

A to Z Grant Writing will take you through the process of finding and writing a grant application. Using a Theory of Change process to engage stakeholders in framing a grant application, you will prepare a draft of a grant application of your choice step-by-step. In doing so, you will learn what grant funders look for in an application. \$169

Sep 16-Nov 6, ONLINE, CEETG 555

Oct 14-Dec 4, ONLINE, CEETG 555

Nov 11-Jan 1, ONLINE, CEETG 555

Dec 16-Feb 5, ONLINE, CEETG 555

UNDERSTANDING COURSE LISTINGS

COURSE NAME

Course description. \$0

Oct 8-Oct 23, MTWTh, 9 am-12 pm, AIRPT, CEHVA 532 31

Location ↗ Course code ↗

LOCATIONS

AIRPT: Airport | BLTN: Beltline | FF: Fairfield

HARBN: Harbison | NEAT: Northeast

NLCLC: Lexington North Lake



Approved for VA Education Benefits



QuickJobs Programs

PERSONAL DEVELOPMENT

ESSENTIAL SKILLS FOR SUCCESS

Save \$155 when you combine all six program modules in one convenient course.

ESSENTIAL SKILLS FOR SUCCESS – FULL CERTIFICATE

Do you have the right skills employers are looking for? Technical skills alone are not enough to meet employers' expectations for productivity and performance. In a recent survey, employers ranked professionalism, teamwork, critical thinking, and verbal communication as the most important skills in the workplace. This certificate will prepare you to be successful at work by building the core set of skills employers value most. By learning to communicate effectively, think critically, collaborate well with others, and demonstrate personal accountability, you will have the skills to succeed. \$595

View Course Sections:



CECDS 808

ESSENTIAL SKILLS (Modules)

The six courses below are part of the Essential Skills Certificate. They can be taken together or separately.

CRITICAL THINKING AND PROBLEM SOLVING

Employers rank critical thinking as the most important skill for employees in the next five years. Critical thinking helps you step back, examine your thoughts, test assumptions, and process information more effectively. This course helps you identify your thinking style and follow a process to think critically, solve problems and make informed decisions. \$85



CECDS 722

DEALING WITH CONFLICT

Conflict is inevitable; the key is dealing with conflict in a way that produces positive outcomes. This course will help you learn how to work through situations and avoid the traps that damage relationships and negatively impact productivity and results. You will learn proven methods to recognize the signs of conflict and apply a process to resolve conflict effectively. \$85



CECDS 724

PERSONAL ACCOUNTABILITY AND PROFESSIONALISM

When you take on an attitude of accountability, you empower yourself to be responsible, accomplish your goals, and demonstrate professionalism. You will gain strategies to avoid the blame game, overcome obstacles, manage expectations, and achieve your highest potential. \$85



CECDS 720

PRINCIPLES OF TEAMWORK, COLLABORATION, AND TRUST

In almost every job, success depends on working together to achieve shared goals. Your ability to collaborate and learn from others is essential to getting the job done. This course will help you identify the key principles for being a team player and developing trusting relationships. \$85



CECDS 721

TAKING CHARGE OF CHANGE

When you can recognize your internal reactions to change, you can better manage your responses. This course will help you learn strategies to accept change, reduce stress, and remain productive during the change process. \$85



CECDS 723

VERBAL COMMUNICATION SKILLS

Poor communication creates chaos in the workplace and costs organizations millions of dollars each year in lost productivity, mistakes, and lost customers. Learn how to ensure your communication is clear and direct so that listeners receive information accurately. Improving your verbal communication skills can enhance working relationships and increase your success. \$85



CECDS 719

ENHANCING YOUR PROFESSIONALISM

Building and maintaining a professional image is key to your success. Learn how to build self-confidence, present yourself professionally, and communicate more effectively. Take away the top traits of true professionalism. \$125

Oct 1, Th, 9 am-12 pm, NEAST, CECDS 564 35

HUMAN RESOURCES

SHRM CERTIFICATION PREP+

The SHRM Certification Prep+ course is designed primarily for individuals seeking credentials that focus on identifying and testing the knowledge and practical real-life experiences HR professionals around the world need to excel in their careers. Earning this credential establishes you as a recognized expert in the HR field. These certifications recognize that HR professionals are at the core of leading organizational success. Built on the SHRM Body of Applied Skills and Knowledge (SHRM BASK®), the certification is designed to elevate the HR profession around the world. The Exam tests the HR professional's competency and the ability to put that knowledge to work through critical thinking and application. \$1595

Sep 17-Dec 9, TWTh, 6 pm-9 pm, H, CEHRS 534 24

ORGANIZATIONAL PERFORMANCE

LEAN SIX SIGMA GREEN BELT

Gain the knowledge to lead Lean Six Sigma teams. Focus is on providing a comprehensive understanding of how to use the Lean Six Sigma DMAIC project methodology to eliminate waste and implement data driven process improvements. Concepts are emphasized by the extensive use of workshops and exercises. Upon successful completion, participants will be able to support Black Belts on project teams or lead Six Sigma projects that do not require Black Belt level tools. Green Belts have the option of undertaking a Six Sigma Project as part of their course work. \$3995

Sep 1-Dec 1, ONLINE, CEQAL 642 051

Oct 1-Jan 1, ONLINE, CEQAL 642 061

Nov 1-Feb 1, ONLINE, CEQAL 642 071

Dec 1-Mar 1, ONLINE, CEQAL 642 081

LEAN SIX SIGMA YELLOW BELT

The majority of organizations in this country are faced with the need to drive improvements in productivity, quality and customer satisfaction in order to remain competitive. Increasingly, these organizations are choosing Lean Six Sigma as the way to achieve such goals. In this intensive 5-day course, learn how to contribute to and lead Lean Six Sigma improvement teams. Gain a strong knowledge of how to apply the Lean Six Sigma DMAIC methodology with a primary focus on process mapping, lean tools and methods as well as graphical analysis tools. Those achieving Yellow Belt status often later progress to Green Belt status by taking a Lean Six Sigma Yellow Belt to Green Belt transition course. \$1995

Sep 1-Dec 1, ONLINE, CEQAL 706 411

Oct 1-Jan 1, ONLINE, CEQAL 706 481

Nov 1-Feb 1, ONLINE, CEQAL 706 491

Dec 1-Mar 1, ONLINE, CEQAL 706 501

INSTRUCTOR SPOTLIGHT



LYDIA EDMONDS Accounting

Lydia Edmonds has over 40 years professional experience in accounting. Both her bachelor's and master's degrees

came from Southern Wesleyan University with a concentration in Business Management. She has served on various boards, but most enjoyed Build and Bridge where they work developing small businesses in Haiti. With experience in many industries, small businesses are her favorite. "I love seeing the light go on when a topic clicks with a student or a business owner. Nothing is more rewarding than that!" Developing a passion in students to take another class or move to a new area of knowledge drives her to teach. She was honored to be MTC's Adjunct Instructor of the year in 2024.

CUSTOMER SERVICE

BECOMING A CUSTOMER SERVICE STAR

Don't just talk about providing exceptional customer service - make it happen. Becoming a Customer Service Star will help you develop a service mindset and gain skills to boost your service performance. Examine your own customer service attitudes and relationships, both internally and externally, and explore opportunities for improvement. \$259

Sep 17, Th, 9 am-4 pm, NEAST, CECUS 523 68

CERTIFICATE IN CUSTOMER SERVICE

Customer service is essential for all businesses and organizations. With the increase of technology, human interaction with customers is critical in retaining customers, serving your audience, or turning inquiries into sales. Increase your skill set and improve your career. Take away extraordinary techniques unique to this class. \$245

Sep 8-Oct 30, ONLINE, CEUGC 503

STUDENT SPOTLIGHT



MELISSA RITCHIE Accounting

I found myself in my mid-fifties with the loss of my job, due to reorganization, and no degree in a very competitive job market. I heard about

the Midlands Tech Quick Jobs program from a friend and decided to go to the information session in April 2025.

I decided to enter the Accounting and Payroll Specialist program, and I am NOT sorry. I found myself enjoying the classes while learning much needed skills.

I had wonderful instructors that encouraged me along the way. My Accounting Instructor informed our class of job openings that we were qualified for and encouraged us to apply. I took her advice and applied for an opening at Midlands Technical College. I was hired shortly after I applied and I am now experiencing a new career in accounting that I would have not been qualified for, had I not gone through the QuickJobs program.

I can't thank Midlands Technical College enough for investing in the lives of the community.

EVENT PLANNING

MEETING AND EVENT PLANNING

Explore and understand the concepts of event planning and executing a successful event. Whether your interests lie in opening your own event company, planning a wedding, or simply mastering the skills to plan the perfect meeting for work, this program provides you the skill set to understand a variety of aspects planning to include contract negotiations, venue selection, establishing pricing for your services, marketing, and much more. \$449

Sep 14-23, MTW, 5:30 pm-8:30 pm, HARBN, CEEVT 529 01



SCHOOL OF Education and Public Service

Make a difference.

Do you find yourself always wanting to help people? Are you looking to improve your community? These are commonalities among educators, social service providers, police officers, and paralegals. MTC's School of Education and Public Service has transferable associate degrees, programs to train you for great careers in two years or less, and individual training courses.

Academic Associate Degrees

- > Criminal Justice
- > Early Care and Education
- > Human Services
- > Paralegal Studies

Associate in Arts (A.A.) with concentrations in:

- > Early Childhood and Elementary Education – for transfer
- > Middle-Level Education – for transfer

Academic Certificates

- > American Sign Language
- > Behavioral Interventionist
- > Criminal Justice
- > Early Childhood Development
- > Homeland Security Management
- > Paralegal Studies
- > Pre-Police Academy Training

Training Certificates

- > Facilitating Career Development
- > SC State Constable

For a complete, up-to-date listing of all programs, visit MIDLANDSTECH.EDU/schools.



EARLY CHILDHOOD EDUCATION PROGRAM SPOTLIGHT

Associate Degrees (3) | Academic Certificate (1)

Our teaching programs train early childhood, elementary, and middle-level educators to pass on knowledge and skills that help children grow personally and intellectually.

Graduates of the Early Childhood Educator program can teach in child care or Head Start or work as a teacher's assistant in public school. Students in the Elementary Education and Middle-Level Education tracks can prepare for transfer to a certified teaching program at a four-year college.

HOW TO GET STARTED

ACADEMIC PROGRAMS | Enroll by applying to the college at MIDLANDSTECH.EDU/apply.

TRAINING PROGRAMS | Enroll directly into classes at MIDLANDSTECH.EDU/schools or call 803.732.0432

IN THIS SECTION | TRAINING COURSES OFFERED WITHIN THE NEXT FEW MONTHS

LEGAL

DIGITAL COURT REPORTING WITH LEGAL TRANSCRIPTION

Court reporting is one of the fastest-growing career areas in the legal system. This 100% online course will prepare you to enter the court reporting field as a digital court reporter and a legal transcriber. You will be fully prepared to pass the Certified Electronic Reporter (CER) and Certified Electronic Transcriber (CET) exams offered by the American Association of Electronic Reporters and Transcribers (AAERT). The AAERT's nationally recognized certifications are leading credentials required by various court systems and agencies. \$2025

Sep 1-Mar 1, ONLINE, CEGAT-714

Oct 1-Apr 1, ONLINE, CEGAT-714

Nov 1-May 1, ONLINE, CEGAT-714

Dec 1-Jun 1, ONLINE, CEGAT-714

SC STATE CONSTABLE TRAINING PROGRAM: BASIC COURSE

State constables are commissioned by SLED and support SC law enforcement. Prior to registering for this 9-week class, candidates must submit an application for the Constable program to SLED and receive approval to take this training. Students must pass a comprehensive test and qualify with firearms. Yearly in-service training updates are required. The curriculum includes: firearms, laws of arrest, searches and seizures, evidence, crisis, intervention, human/community relations, SLED policies and procedures affecting constables. The Criminal Justice Academy does not control any part of the constable program or tuition, but only provides the training manuals. Offsite weekend sessions will be scheduled for firearms training. The instructor will provide details during the first day of class. \$799

Oct 12-Dec 10, MTThF, 6 pm-10 pm, AIRPT, CECON 504 08
SSu, 9 am-6 pm

LAW SCHOOL FOR NON-LAWYERS

Sponsored by the S.C. Bar Pro Bono Program, Law School for Non-Lawyers is a seven-week program designed to give the public an overview of the South Carolina legal system and insight into common legal problems people face. For current locations, please see the information at SC Bar website: <https://bit.ly/SCLegal>. \$59

Sep 3-Oct 22, Th, 6 pm-9 pm, NEAST, CELAW 510 06

UNDERSTANDING COURSE LISTINGS**COURSE NAME**

Course description. \$0

Oct 8-Oct 23, MTWTh, 9 am-12 pm, AIRPT, CEHVA 532 31

Location ↗ Course ↗
code ↗

LOCATIONS

AIRPT: Airport | BLTLN: Beltline | FF: Fairfield

HARB: Harbison | NEAST: Northeast

NLCLC: Lexington North Lake



Approved for VA Education Benefits



QuickJobs Programs

CAREER DEVELOPMENT FACILITATOR

FACILITATING CAREER DEVELOPMENT

This training provides individuals with relevant skills and knowledge to assist others in planning careers and obtaining meaningful work. This 120 hour online course developed by the National Career Development Association is a hybrid, requiring one in-person meeting on first day of class, virtual meetings via a platform such as Zoom, web-based instruction on your own, use of the course textbook (included in fee), and independent study. The first and only onsite session is on day one from 9 a.m. to 4 p.m. for orientation and textbook pick up at the Northeast Campus, Day 2 is virtual from 9 a.m. to 1 p.m. Completion of this course supports application for the GCDF and CCSP credentials. \$1499

Sep 25-Jan 15, F, 9 am-4 pm, H, CECDF 600 46I

Employer Resources

Are you looking for interns or apprentices, or do you need to train existing employees?

MTC Business Solutions
can help.
Contact us today.

MIDLANDSTECH.EDU/corporate
803.691.3907

You can also scan this QR code to read about initiatives in support of workforce development in the Midlands.

- Workforce Development Articles
- White Papers
- Webinar Recordings





SCHOOL OF English and Humanities

Be a creative force.

MTC's School of English and Humanities is your start to careers in communications, visual arts, and fields requiring broad educational backgrounds. The School of English and Humanities also has transferable associate degrees, programs to train you for great careers in two years or less, as well as individual training courses.

Academic Associate Degrees

Associate in Arts (A.A.) with concentrations in:

- > Art Studio
- > English
- > History
- > Writing

For a complete, up-to-date listing of all

programs, visit MIDLANDSTECH.EDU/schools.

Training Certificates

- > Audio Engineering
- > Photography and Videography
- > Video Editing



AUDIO ENGINEERING PROGRAM SPOTLIGHT

Training Certificate

Are you interested in earning a living in the music industry? This program prepares you for a career in the live sound, studio recording and music production business. The program includes eight courses that cover everything from audio basics to sales, marketing and distribution of finished records.

Over six months, you will learn from experienced instructors in a professional studio environment to get a comprehensive perspective of audio engineering.

Each fall, evening classes are offered during the week and a condensed version of the program is offered each spring with weekend options. The program can be completed in as little as six months.

Learn more at a free information session offered each August.



HOW TO GET STARTED

ACADEMIC PROGRAMS | Enroll by applying to the college at MIDLANDSTECH.EDU/apply.

TRAINING PROGRAMS | Enroll directly into classes at MIDLANDSTECH.EDU/schools or call 803.732.0432

IN THIS SECTION | TRAINING COURSES OFFERED WITHIN THE NEXT FEW MONTHS

AUDIO ENGINEER ①

The following Audio Engineering courses meet at Midlands Audio Institute, 207 S. Prospect St., Columbia, SC 29205. 803.782.6910.

AUDIO ENGINEERING, INTRODUCTION

In this course, students will learn how to use standard types of audio equipment and understand the basic theory of operation for using microphones, mixing consoles, compressors, EQs, reverbs and speaker systems. Students will be introduced to basic concepts and terminology related to sound, audio, equipment and systems, while being challenged to open themselves to different ways of listening. \$495

Sep 14-Oct 26, M, 7 pm-9:20 pm, MAI, CEMUS 507 55

STUDIO RECORDING I

In this course, students will learn the latest techniques in audio recording while operating the industry standard Pro Tools workstation, utilizing both recording and editing procedures. mixing techniques, microphone placement, studio set-up and signal processing (analog/digital) will also be covered. \$495

Sep 8-Oct 20, T, 7 pm-9:30 pm, MAI, CEMUS 558 50

MUSIC BUSINESS

This course will introduce students to an overview of the music business to include: building a team, major label deals vs. independent, marketing campaigns, publishing, licensing, distribution, and selling and promoting music. This course will identify key business management skills needed to pursue a career in the music industry. \$495

Sep 10-Oct 22, Th, 7 pm-9:20 pm, MAI, CEMUS 510 52

UNDERSTANDING COURSE LISTINGS**COURSE NAME**

Course description. \$0

Oct 8-Oct 23, MTWTh, 9 am-12 pm, AIRPT, CEHVA 532 31

Location ↗ Course code ↗

LOCATIONS

AIRPT: Airport | BLTLN: Beltline | FF: Fairfield

HARB: Harbison | NEAST: Northeast

NLCLC: Lexington North Lake



Approved for VA Education Benefits



QuickJobs Programs

COMMERCIAL MUSIC PRODUCTION

This class teaches the basic music skills that any music producer should know. Understand important musical terms such as tempo, time signature and the key that the song is in. This class will feature lots of in-class recording and music creation featuring guest musicians. \$495

Oct 29-Dec 17, Th, 7 pm-9 pm, MAI, CEMUS 511 52

LIVE SOUND PRODUCTION

This class will teach you what you need to know to work in the live sound business. Learn how to design, set up and operate live sound systems for concerts and other events. Understand all the components of a sound system and how to mix sound. \$495

Nov 2-Dec 14, M, 7 pm-9:30 pm, MAI, CEMUS 559 50

STUDIO RECORDING II

Students will enter the realm of professional mixing and editing techniques. More options in mics, outboard gear and plugins will be explored in class. This course also features live recording and mixing of artists in class! \$495

Nov 3-Dec 15, T, 7 pm-9:30 pm, MAI, CEMUS 560 50

BUSINESS WRITING**BUSINESS GRAMMAR**

Prevent embarrassing errors and increase your writing success with this intensive one-day program. Gain important tips on correct use of the English language and grammar rules. \$259

Nov 12, Th, 9 am-4 pm, NEAST, CEWCS 500 77

BUSINESS LETTER WRITING

Learn to write business letters that get results. This course will help you write clear, concise, and well-organized letters that present a positive, professional image of you and your organization. \$259

Sep 10, Th, 9 am-4 pm, NEAST, CEWCS 501 19

BUSINESS WRITING ESSENTIALS

This 3-hour course provides a grammar refresher and review of basic writing concepts such as structuring documents and proofreading. \$85



CEWCS 551

PHOTOGRAPHER AND VIDEOGRAPHER

**INTRODUCTION TO PHOTOGRAPHY AND VIDEOGRAPHY**

Learn the fundamentals of creating images and video using light, composition, and camera systems as well as core concepts such as the exposure triangle (ISO, shutter speed, and aperture), camera operation, and basic composition techniques. Through hands-on practice, gain confidence using manual settings to create intentional visuals. This course serves as an entry point to visual media production and prepares students for the Photography & Videography Foundations course. \$599

Aug 17-Sept 9, MW, 6 pm - 9pm, NEAST, CEPIC 562 50

**PHOTOGRAPHY AND VIDEOGRAPHY FOUNDATIONS**

Build a comprehensive understanding of visual media creation through the intentional use of light, composition, and camera systems. Develop technical skills by learning to operate DSLR or mirrorless cameras in manual mode and apply core principles across both photography and videography. Through a combination of instruction, demonstration, and hands-on assignments, gain measurable skills and move beyond basic image capture toward more intentional, technically sound visual work. Prerequisite: Introduction to Photography and Videography. \$1299

Sept 14-Oct 28, MW, 6 pm - 9 pm, NEAST, CEPIC 563 50

VIDEO EDITING CERTIFICATE

Learn basic and advanced techniques in video editing using Adobe Premiere Pro CC. Includes how to add transitions, basic effects, syncing sound, basic color correction, and how to format video in standard and high-definition formats for export. In addition, students will learn how to upload video and various media platforms such as YouTube, Vimeo, and Facebook. Conclude with a video production reel that can be utilized to gain employment. Prerequisite: Knowledge of basic computer functions and the ability to organize computer files. \$795

Aug 25-Oct 15, Th, 6 pm-9pm, NEAST, CEPIC-555-55



SCHOOL OF Health Care

Join the caring hearts club.

MTC's School of Health Care offers career options from clinical care, emergency care, medical support, pharmacy, and veterinary assisting. Within this school, you'll find programs to train you for great careers in two years or less, transferable associate degrees, and individual training courses.

Academic Associate Degrees

- > Dental Hygiene
- > Emergency Medical Technology - Paramedic
- > Medical Laboratory Technology
- > Physical Therapy Assistant
- > Radiologic Technology
- > Registered Nurse (ADN)
- > Respiratory Care
- > Surgical Technology

Academic Diplomas

- > Expanded Duty Dental Assisting
- > Practical Nurse (LPN)

Academic Certificates

- > Advanced Cardiovascular Interventional and Vascular Interventional Radiology
- > Cardiac Care
- > Certified Nursing Assistant (CNA)
- > Community Pharmacy Technician
- > Medical Assisting
- > Medical Laboratory Assistant
- > Nuclear Medicine Technology
- > Phlebotomy
- > Pre-Occupational Therapist Assistant

Training Certificates

- > Advanced Emergency Medical Technician
- > Cardiovascular Sonography
- > Certified Nurse Assistant (CNA)
- > Clinical Massage Therapy
- > CPR
- > Emergency Medical Technician
- > First Aid
- > General Sonography
- > Medical Coding Specialist
- > Paramedic
- > Patient Care Technician
- > Personal Trainer
- > Pharmacy Technician
- > Phlebotomist
- > Sterile Processing Technician
- > Veterinary Assistant

For a complete, up-to-date listing of all programs, visit MIDLANDSTECH.EDU/schools.



PROGRAM SPOTLIGHT

EMT to Paramedic Pathway

1. Emergency Medical Technician (EMT) | Training Certificate

With just six months of training, you can start a rewarding career as an EMT.

2. Paramedic | Training Program

Advance your skills with this 11-month program.

3. Emergency Medical Technology | Paramedic Associate Degree

Take your education even further with an associate degree. Current paramedics may be eligible to complete their degree in only one semester (16 credit hours).

HOW TO GET STARTED

ACADEMIC PROGRAMS | Enroll by applying to the college at MIDLANDSTECH.EDU/apply.

TRAINING PROGRAMS | Enroll directly into classes at MIDLANDSTECH.EDU/schools or call 803.732.0432

IN THIS SECTION | TRAINING COURSES OFFERED WITHIN THE NEXT FEW MONTHS

ATTENTION HEALTH CARE STUDENTS

CERTIFIED NURSING ASSISTANT, EMT, PHLEBOTOMY, AND PATIENT CARE TECHNICIAN STUDENTS:

To ensure readiness for clinical placement, immunizations are required for program entry. Students must complete the PreClinical Orientation Course (PCO) prior to class registration. This mandatory course provides essential guidance on clinical compliance requirements, including vaccinations and other documentation. For a detailed overview, please refer to the PCO section.

UNIFORM POLICY:

- > CNA and Phlebotomy students must wear gray scrubs and white closed-toe shoes to all classes and clinicals.
- > Phlebotomy students must wear lab jackets to class.
- > EMT students must wear black khaki pants, black polo shirt, black shoes, and black belt.

UNDERSTANDING COURSE LISTINGS

COURSE NAME

Course description. \$0

Oct 8-Oct 23, MTWTh, 9 am-12 pm, AIRPT, CEHVA 532 31

Location ↗ Course code ↗

LOCATIONS

AIRPT: Airport | BLTLN: Beltline | FF: Fairfield

HARBN: Harbison | NEAST: Northeast

NLCLC: Lexington North Lake



Approved for VA Education Benefits



QuickJobs Programs

ANIMAL CARE

VETERINARY ASSISTANT

Learn receptionist duties, laboratory procedures, medical terminology, and customer service skills. Successful completion of this certificate program will qualify you for an entry-level position as a veterinary assistant. \$945

Oct 13-Nov 24, TTh, 6 pm-9 pm, HARBN, CEANC 510 051

EMERGENCY SERVICES

ADVANCED EMT TO PARAMEDIC BRIDGE

This course teaches the concepts and foundation of paramedic care in an emergency setting, and prepares students to take the National Registry exam for Paramedic certification (NRP). Prerequisite: Previous completion of an Advanced EMT course and certification as a national or SC State AEMT is required. \$5395

Sep 1-Apr 8, TTh, 8:30 am-5 pm, AIRPT, CEEMS 610 02
F, 8:30 am-1 pm

EMT BASIC WITH EXAM REVIEW

Students who successfully complete this course will be eligible to take the National Registry exam sponsored by SC DHEC. Exam review is included. \$3495

Oct 19-Feb 3, MW, 6 pm-10 pm, AIRPT, CEEMS 700 541

Sep 21-Jan 20, MW, 6 pm-10 pm, FF, CEEMS 700 671

Sep 5-Dec 5, S, 8 am-5 pm, NLCLC, CEEMS 700 691

Oct 13-Jan 28, TTh, 9 am-1 pm, NLCLC, CEEMS 700 711

EMT PRE-CLINICAL ORIENTATION

This course covers an overview of the requirements for clinicals for EMT students to include background checks and drug screening. \$150

Sep 30-Oct 31, ONLINE, CEEMS 501 201

Oct 31-Nov 30, ONLINE, CEEMS 501 211

Nov 30-Dec 31, ONLINE, CEEMS 501 221

Dec 31-Jan 31, ONLINE, CEEMS 501 231

PREHOSPITAL ANATOMY AND PHYSIOLOGY

This course is designed to meet and exceed the anatomy and physiology requirements for students entering the CCE paramedic program. This course will provide the student with: An overview of the anatomy of the body and the physiologic functions of body systems, as well as review of basic math principles and their application to drug calculations for the paramedic. \$455

Oct 1-Dec 31, ONLINE, CEEMS 550 171

FIRST AID

General principles of first aid covering medical emergencies, injury emergencies, and environmental emergencies according to American Heart Association and National Safety Council guidelines. \$69

Sep 18, F, 6 pm-10 pm, AIRPT, CEMED 521 03

Oct 23, F, 1 pm-5 pm, AIRPT, CEMED 521 04



MIDLANDS
TECHNICAL COLLEGE

**Building success for students,
businesses, and industry**

Since **74**

HEALTH CARE

BASIC CARDIAC LIFE SUPPORT FOR HEALTH CARE

Aspiring health workers should take a Basic Life Support (BLS) CPR courses like this one. Current CPR certification is a prerequisite to enter certain Health Care programs at MTC, including our Medical Assisting and Certified Nursing Assistant programs. In many healthcare careers, it is also necessary to maintain CPR certification on the job. Whether or not you need certification for professional reasons, CPR is a fundamental skill that can equip you to save a life when medical help is not available right away. \$79



CEMED 615

BASIC IV THERAPY

This four-hour course teaches healthcare professionals the knowledge and skills necessary to insert and maintain peripherally inserted catheters. The student will gain hands-on experience and will earn 0.4 CEUs upon successful completion. \$129

Nov 20, F, 1:30 pm-5:30 pm, NLCLC, CEMED 601 011

Oct 23, F, 1:30 pm-5:30 pm, NLCLC, CEMED 601 991

CPR/AED WITH FIRST AID FOR THE ADULT

This course is designed to teach CPR / AED for the adult as well as first aid. It will cover medical emergencies, injury emergencies, and environmental emergencies according to AHA and National Safety Guidelines. \$129

Sep 19, S, 8 am-5 pm, AIRPT, CEMED 541 46

Oct 24, S, 8 am-5 pm, AIRPT, CEMED 541 47

Nov 14, S, 8 am-5 pm, AIRPT, CEMED 541 48

Dec 5, S, 8 am-5 pm, AIRPT, CEMED 541 49

CERTIFIED NURSE ASSISTANT CNA

The DHHS-approved CNA course prepares students to sit for the Nurse Aide Competency Exam. Students receive training in basic nursing care through classroom lectures, simulated lab care, and hands-on clinical experience in a long-term care facility. A 3-day Nurse Aide review session is also included. As a nursing assistant, graduates can work in-home care, assisted living and long-term care facilities, rehab centers, and acute care hospitals. MTC offers this pathway to become a Certified Nursing Assistant. \$2495



CEMED 618

MEDICATION ADMINISTRATION

This course provides an overview of the philosophy of medication administration, as well as skills practice for four covered routes of administration: oral, subcutaneous, intramuscular, and intradermal. \$150

Oct 9, F, 1:30 pm-5:30 pm, NLCLC, CEMED 608 431

Dec 4, F, 1:30 pm-5:30 pm, NLCLC, CEMED 608 441

PHLEBOTOMY TECHNICIAN

Prepare for a career in a variety of healthcare settings in SC. You will learn to follow universal precautions, tie tourniquets, identify veins, and demonstrate knowledge and use of equipment necessary for drawing blood. The course includes 30 hours of lecture with 45 hours of simulation and clinical rotation hours. Prerequisite courses: CEMPR 524 or AHS 102 (Medical Terminology). \$2495



CEMED 560

PRE-CLINICAL ORIENTATION

This is a mandatory online course with instructions on how to create a Viewpoint account, request a background check, request a drug screening, upload medical documents, obtain uniform and supplies and any other vital clinical information. \$130

Oct 14, W, 10 am-12 pm, AIRPT, CEMED 922 681

Oct 17, S, 10 am-12 pm, AIRPT, CEMED 922 691

Dec 2, W, 10 am-12 pm, AIRPT, CEMED 922 701

Dec 5, S, 10 am-12 pm, AIRPT, CEMED 922 711

MEDICAL TERMINOLOGY

Students will learn medical terminology by analyzing the prefix, suffix, word roots, and combinations used in medical terms. This course is a prerequisite for other courses and medical certificate programs. This course may be used for exemption of AHS 102 PLEASE NOTE: If you are registered for the ONLINE version of this class, the first day of the ONLINE class will meet IN-PERSON. This meeting is mandatory, so that the student can be a part of the online course orientation and receive course materials. If you have any additional questions or if you are unable to attend the in-person meeting, please contact us at 803.732.0432. \$895



CEMPR 524

CAREER SPOTLIGHT

PATIENT CARE TECHNICIAN

The Patient Care Technician program combines training in CNA, Phlebotomy, and Patient Care Practices and techniques courses. Upon completion of this program, students will be eligible to take the Certified Patient Technician/Assistant exam offered through NHA and earn the designation of CPCT/A.

REQUIREMENTS | HOURS | COST

Pre Clinical Orientation | 3 | \$130

Basic Cardiac Life Support for Health Care | 5 | \$79

Medical Terminology | 48 | \$895

Certified Nursing Assistant | 125 | \$2495

Phlebotomy Technician | 75 | \$2495

Patient Care Practices and Techniques | 80 | \$1995

Total: 336 hrs | \$8,089

PERSONAL TRAINER

PERSONAL TRAINER CERTIFICATION

This nationally accredited program covers both textbook knowledge and hands-on practical training, preparing you to work with clients one-on-one in fitness facilities. Students participate in virtual lectures from 9am-1pm each Saturday. The topics included are biomechanics, exercise physiology, fitness testing, equipment usage, and nutrition. The face-to-face afternoon portion is from 1-4pm at a local gym. Reading and studying outside of class is imperative for successful class completion and passing the national certificate exam given on last day of class. Students are also required to become Adult CPR/AED certified. The cost of this requirement is not included in course tuition. See the online materials list for important information. Textbook is required and is not included in course tuition. See the materials list for details regarding the textbook. \$995

Oct 3-Nov 14, S, 9 am-12 pm, V, CEPYT 600 44

S, 1 pm-4 pm

SCHOOL OF HEALTH CARE

CLINICAL MASSAGE THERAPIST

CLINICAL MASSAGE THERAPY

Clinical Massage Therapy can take you into the world of healthcare and beyond. Sports medicine, chiropractic, neonatal, geriatrics and health spas have demand for these skills. Offered day and night, this 10-month classroom and clinical program prepares you to sit for the national certification exam and licensure in South Carolina. Major curriculum: anatomy and physiology; clinical massage theory and practice; allied modalities; statutes and history of massage; business practice, ethics, pathology, and CPR. Admission requirements: a high school diploma/GED, or a college degree; complete student health form and current SLED background check required. You must be able to perform physical tasks. Acceptance into this program is contingent on an interview with the Program Coordinator, Jamel Morant. Call 803.732.5218 to set up an appointment. \$9995

Sep 8-Jul 15, MTWTh, 9 am-1 pm, HARBN, CECMT 510 061

CAREER SPOTLIGHT

MEDICAL ADMINISTRATIVE ASSISTANT ☺

In just 8 months, students can train to become a Medical Administrative Assistant. Medical Administrative Assistants perform the non-clinical administrative duties for hospitals, clinics, or physician offices. Duties include staffing, budgeting, customer service, inventories, reports, correspondence, and scheduling appointments. They will also manage procedures involving patient admission and records. Completion of this program prepares students to sit for the Certified Medical Administrative Assistant (CMAA) through NHA.

REQUIREMENTS | HOURS | COST

Medical Terminology | 48 | \$895

Medical Office Operations | 105 | \$1895

Total: 153 hrs | \$2,790

MEDICAL INFORMATION MANAGEMENT

FOUNDATIONS OF MEDICAL BILLING AND CODING

This course combines ICD-10 CM, CPT, and HCPCS coding, which are essential coding methods used by those working in medical records, patient billing, insurance, and admissions. Using case studies, instruction is provided in ICD-10 CM, which is the principles and guideline for assigning codes to diagnostic conditions which correlates with disease and diagnosis. CPT is a method that is used to bill for procedures and services performed by physicians. HCPCS represents other procedures that might be provided in a medical setting. Medical billing and reimbursement is also included. Prerequisite: Medical Terminology with a grade of C or better. \$3495

Oct 27-Apr 6, W, 6 pm-9 pm, NLCLC, CEMIM 604 061

MEDICAL OFFICE OPERATIONS

Students will learn how to perform administrative duties that include scheduling appointments, compiling and recording medical charts, reports, correspondence, and other types of patient records. Medical billing concepts are included. Prerequisite: Medical Terminology with a grade of C or better. \$1895

Sep 14-Dec 21, M, 6 pm-8 pm, NLCLC, CEMIM 521 051

Small Bites

Learn something new—fast, focused, and friendly. Gain practical skills and information you can use right away.

View full course descriptions and register here.



The Upcoming Lineup

Approachable AI: How Today's Workforce Works Smarter with AI

September 1, 2026 | 2-3:30 pm | Virtual

0.15 CEUs | 90 minutes

Make sense of AI without technical jargon or hype. Explore where AI quietly supports daily tasks, how to interact with it effectively, and how to recognize its limits. \$129

AI in Healthcare: What Frontline Patient Care Staff Need to Know

September 15, 2026 | 12 – 2 pm | Virtual

0.2 CEUs | 2 contact hours

This session introduces frontline patient care staff to artificial intelligence (AI) as it is currently used in healthcare settings. \$149

Working Across Generations: Turning Differences into Strengths

September 24, 2026 | 11 am – 12 pm | Virtual

0.1 CEUs | 1 contact hour

Learn the key generational differences and how they impact communication, productivity, and teamwork. You'll walk away with at least one strategy to work more effectively across generations. \$79



SCHOOL OF Science, Information Technology, Engineering, and Math (STEM)

Success starts here.

Do you like to know how things work? Do people say you are great with technology? In MTC's School of STEM, you can prepare for careers in information technology and computers, engineering technology, mathematics, and natural sciences. Within this school, you'll find transferable associate degrees, programs to train you for great careers in two years or less, and individual training courses.

Academic Associate Degrees

- > Architectural Engineering Technology
- > Integrated Information Technology
- > Network Systems Management

Associate in Science (A.S.) with concentrations in:

- > Biology
- > Chemistry
- > Mathematics
- > Physical Sciences
- > Pre-Professional Science

Associate in Applied Science (A.A.S.) with concentrations in:

- > 2+2 Aerospace Engineering
- > 2+2 Biomedical Engineering
- > Chemical Engineering (2+2)
- > Civil Engineering (2+2)
- > Computer Engineering (2+2)

- > Computer Technology Applications Developer
- > Computer Technology Web Developer
- > Electrical Engineering (2+2)
- > Mechanical Engineering (2+2)

Associate in Applied Science - General Technology with concentrations in:

- > Computer Information Systems (2+2)
- > Computer Science (2+2)

Associate in Arts (A.A.) with a concentration in:

- > Architecture

Academic Certificates

- > AI and Machine Learning
- > Applications Programming
- > Architectural Computer Graphics
- > Architectural Design Technology
- > Architectural System and Codes

- > Cloud Networking Solutions
- > Computer-Aided Design
- > Construction Engineering Technology
- > Cyber Information Assurance (CIA)
- > General Engineering Technology
- > Database Development
- > Electric Vehicle Engineering Technology
- > Networking Specialist
- > Routing and Network Configuration
- > Structural Technology
- > Surveying Fundamentals
- > Web Design

Training Certificates

- > AI-Enabled Front-End Developer
- > AI-Enabled Full-Stack Developer
- > Computer Technician
- > Cybersecurity Technician
- > Database Analyst
- > Desktop and Server Administrator
- > Front-End Web Developer
- > Full-Stack Web Developer
- > IT Support Technician
- > Network Support Technician

For a complete, up-to-date listing of all programs, visit MIDLANDSTECH.EDU/schools.



CYBERSECURITY PROGRAM SPOTLIGHT

Cybersecurity Technician | Training Certificate

Through hands-on practice, in just 3 to 6 weeks, you will learn how to support network security within an organization, identify security threats and vulnerabilities, and respond to and recover from security incidents.

Cyber Information Assurance | Academic Certificate

Learn the introductory levels of security processes based on a security policy, emphasizing hands-on skills in the areas of secure perimeter, security connectivity, security management, identity services, and intrusion detection.



HOW TO GET STARTED

ACADEMIC PROGRAMS | Enroll by applying to the college at MIDLANDSTECH.EDU/apply.

TRAINING PROGRAMS | Enroll directly into classes at MIDLANDSTECH.EDU/schools or call 803.732.0432

IN THIS SECTION | TRAINING COURSES OFFERED WITHIN THE NEXT FEW MONTHS

DATABASES ⓘ

DATABASE DESIGN

Is your database efficient and easy to work with? Learn the theory behind relational databases, entity relationship diagrams, and normalization of data and plan the design of a database. \$199

Aug 26-Aug 27, WTh, 6 pm-9 pm, HARBN, CEDBS 614 88

SQL

This course prepares the novice database user to use generic SQL (Structured Query Language) to retrieve, store, and manipulate data from any relational database. The course will progress quickly through fundamental concepts and move into advanced SQL concepts such as nested queries, tables, and data manipulation as well as indexing. \$499

Sept 28-Oct 1, MTWTh, 6 pm-9 pm, HARBN, CEDBS 590 65

NEW POWER BI: INTRODUCTION TO DATA VISUALIZATION

This course introduces students to the foundational skills required to analyze data and create professional reports using Microsoft Power BI. Students will learn how to connect to and prepare data, build data models, create meaningful visualizations, and design interactive reports that support data-driven decision making. The course also provides an overview of publishing, sharing, and managing reports in the Power BI Service, including basic concepts related to security and data refresh. \$799

Oct 5-Oct 12, MTWTh, 6 pm-9 pm, HARBN, CEDBS 650 511

VISUAL ANALYTICS WITH TABLEAU

The creation of data-backed visualizations is a key way a data scientist, or any professional, can explore, analyze, and report insights and trends from data. Tableau® software is designed for this purpose. Tableau® was built to connect to a wide range of data sources, and allows users to quickly create visualizations of connected data to gain insights, show trends, and create reports. In this course, you will visualize data with Tableau. \$599

Oct 19-Oct 22, MTWTh, 6 pm-9 pm, HARBN, CEDBS 645 72

SQL SERVER DATABASE SERVICES

Learn to create queries to retrieve, add, update, and maintain database data. Work with data sorting, built-in functions, stored procedures, subqueries, table operators, set operators, conditional operators, views, indexes, and error handling features of SQL Server 2025. \$899

Oct 26-Nov 9, MTWTh, 6 pm-9 pm, HARBN, CEDBS 641 70

DATABASE PRODUCTIVITY LAB

Design a working database, queries, forms, and reports. This hands-on session provides the review and practical application needed to pull the courses in the Database Analyst Certificate Program together and fine-tune your new database management skills. You must successfully complete in order to receive the Database Analyst Certificate. Prerequisites: Access (Introduction, Intermediate and Advanced), Database Design, SQL (Introduction), Crystal Reports (Introduction), and SQL Server Database Services. \$199

Nov 11-Nov 12, WTh, 6 pm-9 pm, HARBN, CEDBS 626 84

CAREER SPOTLIGHT

DATABASE ANALYST ⓘ

In today's workplace, managers, programmers, and professionals need database skills. Without question, effective understanding, management, and analysis of data is a key to success for business professionals at all levels.

REQUIREMENTS | HOURS | COST

Excel, Introduction | 12 | \$299

Excel, Intermediate | 12 | \$299

Excel, Advanced | 12 | \$299

Database Design | 6 | \$199

Access, Introduction | 12 | \$299

Access, Intermediate | 12 | \$299

SQL | 12 | \$499

Access, Advanced | 12 | \$299

Power Bi: Introduction to Data

Visualization | 15 | \$799

Visual Analytics with Tableau | 12 | \$599

SQL Server Database Services | 24 | \$899

Database Productivity Lab | 6 | \$199

Agile Fundamentals | 18 | \$699

Total: 162 hrs | \$5,687

ARTIFICIAL INTELLIGENCE

NEW APPROACHABLE AI: HOW TODAY'S WORKFORCE WORKS SMARTER WITH AI

Artificial intelligence is no longer a future concept; it already shows up in everyday workplace tools. This short introductory course helps participants make sense of AI without technical jargon or hype. Attendees will explore where AI quietly supports daily tasks, how to interact with it effectively, and how to recognize its limits. The course emphasizes practical decision-making, thoughtful prompting, and responsible use, so participants leave with confidence, not automation dependence, when applying AI in real work situations. This course is for employees, supervisors, and professionals across business functions who want clarity, confidence, and practical guardrails for using AI on the job. \$129

Sept 1, T, VIRTUAL, CEBEG 595 01

NEW AI FOR PROFESSIONALS

AI is moving fast. This course is for professionals who want to get ahead of it, no prior experience required. AI tools are easy to access but hard to use well. This course gives professionals the structure, skills, and confidence to close that gap. Over four weeks, participants walk away with a working personal AI assistant configured for their actual job role, at least one repeatable and documented AI workflow built during the program, a practical framework for evaluating AI-generated outputs before they move forward, and clear guidelines for using AI ethically and responsibly in their organization. \$649

Sept 8-Sept 29, T, 1 pm-3 pm, CEBEG-594-01

Sept 8-Sept 29, T, 6 pm-8pm, CEBEG-594-50

CHAT GPT ESSENTIALS AND BEYOND

An introductory course designed to equip students with the knowledge and skills needed to effectively interact with and leverage the power of ChatGPT, a cutting-edge AI language model. Through a combination of theoretical foundations and practical hands-on exercises, this course guides students through the process of understanding, communicating with, and harnessing the capabilities of ChatGPT for various applications, while also exploring the ethical considerations and future implications of AI technology. \$395

Aug 31-Sept, ONLINE, CEBEG 592 091

COMPUTER SUPPORT ②

TECH+

This course prepares students with the fundamental IT skills and concepts required to identify and explain the basics of computing, IT infrastructure, software development, virtualization, artificial intelligence, cloud service models, and database use. Students will acquire the essential skills and information they need to set up, configure, maintain, troubleshoot, and perform preventative maintenance of the hardware and software components of a basic personal computer workstation and basic wireless devices. Students will also learn to implement basic security measures and implement basic computer and user support practices as well as prepare candidates to take the CompTIA Tech+ certification exam. \$1495

Aug 17-Aug 27, MTWTh, 6 pm-9:45 pm, NLCLC, CEDST 574 70
 Sep 14-Sep 18, MTWTh, 9 am-4:30 pm, BLTLN, CEDST 574 15
 F, 9 am-1 pm
 Oct 26-Nov 12, MTWTh, 6 pm-9:45 pm, HARB, CEDST 574 71
 Nov 9-Nov 13, MTWTh, 9 am-4:30 pm, NEAST, CEDST 574 16
 F, 9 am-1 pm,

A+ IT TECHNICIAN

Learn to install, remove, upgrade, maintain, and troubleshoot computer hardware while building a computer using MTC's hardware kits in class. An essential course if you are, or want to be, an entry-level computer service technician. Prepare for the latest A+ certifications. \$3995

Aug 24-Sep 24, MTWTh, 6 pm-9:45 pm, NEAST, CEDST 528 95
 Sep 21-Oct 2, MTWTh, 9 am-4:30 pm, BLTLN, CEDST 528 18
 F, 9 am-1 pm,
 Sep 28-Oct 22, MTWTh, 6 pm-9:45 pm, NLCLC, CEDST 528 97
 Nov 16-Dec 4, MTWTh, 9 am-4:30 pm, NEAST, CEDST 528 19
 F, 9 am-1 pm,
 Nov 16-Dec 17, MTWTh, 6 pm-9:45 pm, NEAST, CEDST 528 98

NETWORK+

Acquire the fundamental skills and concepts used on the job in any type of networking career. Work with the major networking technologies and systems in use in modern PC-based computer networks as you prepare for the Network+ certification exam. \$2495

Sep 28-Oct 22, MTWTh, 6 pm-9:45 pm, NEAST, CENET 747 92
 Nov 16-Dec 17, MTWTh, 6 pm-9:45 pm, BLTLN, CENET 747 93

SECURITY+

Theft and destruction of intellectual property takes place despite the presence of firewalls, encryption, and corporate mandates. Prepare to implement and monitor security on networks, applications and operating systems, and respond to security breaches as you also prepare for the Security+ exam. \$2495

Oct 26-Nov 12, MTWTh, 6 pm-9:45 pm, BLTLN, CESEC 664 51

SERVER+

Through hands-on practice, you will learn server architecture, administration, storage, security, networking, disaster recovery, and troubleshooting while preparing to sit for the CompTIA Server+ certification exam. \$2495

Nov 9-Nov 19, MTWTh, 6 pm-9:45 pm, NEAST, CENET 753 63

UNDERSTANDING COURSE LISTINGS

COURSE NAME

Course description. \$0

Oct 8-Oct 23, MTWTh, 9 am-12 pm, AIRPT, CEHVA 532 31

Location ↗ Course code ↗

LOCATIONS

AIRPT: Airport | BLTLN: Beltline | FF: Fairfield
 HARB: Harbison | NEAST: Northeast
 NLCLC: Lexington North Lake



Approved for VA Education Benefits



QuickJobs Programs

CAREER SPOTLIGHT

IT SUPPORT TECHNICIAN

Prepare for entry-level roles in IT support and troubleshooting with this comprehensive information technology program that combines CompTIA Tech+ and CompTIA A+ training.

REQUIREMENTS | HOURS | COST

Tech+ | 30 hours | \$1495

A+ IT Technician | 60 hours | \$3995

Total: 90 hrs | \$5,490

CAREER SPOTLIGHT

NETWORK SUPPORT TECHNICIAN

Advance your career with our Network Support Technician Training Program, combining CompTIA Network+ and Security+ to prepare you for roles in networking, cybersecurity, and IT support. Gain the skills to design, secure, and troubleshoot networks with industry-recognized certifications.

*Prerequisite: CompTIA A+ certification

REQUIREMENTS | HOURS | COST

Network+ | 60 hours | \$2495

Security+ | 30 hours | \$2495

Total: 90 hrs | \$4,990

CAREER SPOTLIGHT

CYBERSECURITY TECHNICIAN

Keep up the momentum in one of the fastest-growing fields with our Cybersecurity Technician Training Program. This accelerated program combines CompTIA Server+ and CompTIA CySA+ (Cybersecurity Analyst) training, two powerful certifications that prepare you to secure systems, analyze threats, and protect organizational data.

*Prerequisites: CompTIA A+, Network+, and Security+ certifications

REQUIREMENTS | HOURS | COST

Server+ | 30 hours | \$2495

Cybersecurity Analyst+(CySA+) | 30 hours | \$2995

Total: 60 hrs | \$5,490

MICROSOFT OFFICE

ACCESS, INTRODUCTION

Take away the mystery of database design in Access by creating, designing, and editing tables. Learn to create simple queries and filters and develop the skills to design simple forms and reports. \$299

Aug 31-Sep 3, MTWTh, 6 pm-9 pm, HARBN, CEDBS 620 65

ACCESS, INTERMEDIATE

Learn about database normalization, relationships, referential integrity, and analyzing tables. Explore complex queries with joins, parameters, calculated fields, and summarizing and grouping values. Work with action queries and finding unmatched or duplicate records. Learn to create advanced reports with calculated fields and enhanced control formatting and data bars. \$299

Sep 14-Sep 17, MTWTh, 6 pm-9 pm, HARBN, CEDBS 623 65

ACCESS, ADVANCED

Learn more advanced form design with sub-forms, tab pages, and navigation forms. Import, export, and link external data and perform a Word mail merge with Access data. Learn how to have a more turnkey database with macros, VBA programming, and switchboards. Learn about database management topics like dependencies, documenting, compacting, repairing, splitting, security, and converting into ACCDE. \$299

Sep 21-Sep 24, MTWTh, 6 pm-9 pm, HARBN, CEDBS 624 65

EXCEL, INTRODUCTION

Learn how to create effective and efficient worksheets using formulas, common functions, formatting, and printing. Microsoft Excel is required for online classes. \$299

Aug 17-Aug 26, MW, 6 pm-9 pm, NEAST, CESDS 602 54

Aug 24-Sep 2, ONLINE, CESDS 602 55I

Sep 14-Sep 16, MW, 9 am-4 pm, HARBN, CESDS 602 15

Oct 12-Oct 21, MW, 6 pm-9 pm, HARBN, CESDS 602 56

Oct 5-Oct 21, ONLINE, CESDS 602 57I

EXCEL, INTERMEDIATE

Learn specialized functions, like IF, COUNTIF, and DSUM, and how to effectively analyze, sort, filter data, create outlines, subtotals, range names, and work with tables. Display data more visually in charts, Pivot tables, and charts and work with slicers and templates. Microsoft Excel is required for online classes. \$299

Sep 21-Sep 23, MW, 9 am-4 pm, HARBN, CESDS 610 22

Sep 14-Sep 23, MW, 6 pm-9 pm, NEAST, CESDS 610 95

Sep 8-Sep 24, ONLINE, CESDS 610 96I

Oct 26-Nov 4, MW, 6 pm-9 pm, HARBN, CESDS 610 97

Oct 26-Nov 11, ONLINE, CESDS 610 98I

EXCEL, ADVANCED

In this course, you will work with multiple worksheets, use LOOKUP functions and formula auditing, share and protect workbooks, automate workbook functionality with data validation and macros, create spark lines, and map data, and work with data tables, scenarios, goal seek, and forecasting data trends. Microsoft Excel is required for online classes. \$299

Sep 28-Sep 30, MW, 9 am-4 pm, HARBN, CESDS 611 23

Oct 5-Oct 14, MW, 6 pm-9 pm, BLTLN, CESDS 611 95

Sep 28-Oct 14, ONLINE, CESDS 611 96I

Nov 9-Nov 18, MW, 6 pm-9 pm, HARBN, CESDS 611 97

Nov 16-Dec 7, ONLINE, CESDS 611 98I

OUTLOOK, INTRODUCTION

Make the most of your email communications. Learn to work with contacts and distribution lists. Find out how Outlook tasks can help with organization, and use the Outlook calendar to keep up with your busy schedule. \$299

Oct 19-Oct 21, MW, 9 am-4 pm, NEAST, CESCH 708 39I

Oct 26-Nov 11, ONLINE, CESCH 708 98I

Oct 26-Nov 4, MW, 6 pm-9 pm, NEAST, CESCH 708 99I

WORD, INTRODUCTION

Learn everything you need to get started creating and editing documents, formatting, proofing, controlling page setup, and more. \$299

Nov 9-Nov 11, MW, 9 am-4 pm, BLTLN, CEWDP 593 26

Sep 1-Sep 10, TTh, 6 pm-9 pm, HARBN, CEWDP 593 76

WORD, INTERMEDIATE

Enhance your proficiency with Word using tables, styles, templates, section breaks, and columns. Long document features such as table of contents, indexes, and mail merge are also covered in this course. \$299

Nov 16-Nov 18, MW, 9 am-4 pm, HARBN, CEWDP 594 17

Sep 15-Sep 24, TTh, 6 pm-9 pm, NEAST, CEWDP 594 64

OFFICE PRODUCTIVITY LAB

Demonstrate your knowledge of office applications by creating documents and spreadsheets using the skills acquired in the program. To receive an Office Administrative Specialist Certificate, you must successfully complete this course. Prerequisites: Word (Introduction and Intermediate), Excel (Introduction and Intermediate), Organizing Computer Files, Outlook (Introduction), Computer Typing for Everyone and Becoming a Customer Service Star). \$199

Dec 7-Dec 9, MW, 6 pm-9 pm, NEAST, CEMSO 516 72

CLOUD TECHNOLOGY

CLOUD+

Learn about cloud concepts and models, virtualization, infrastructure, resource management, security, and business continuity in the cloud. Acquire the knowledge and best practices required of IT practitioners working in cloud computing environments as you prepare for the Cloud+ CompTIA certification. \$2495

Nov 30-Dec 10, MTWTh, 6 pm-9:45 pm, NEAST, CEMCS 718 82

CAREER SPOTLIGHT

OFFICE ADMINISTRATIVE SPECIALIST

This program offers a solid business communication foundation while also teaching the computer skills that are vital to every office career.

REQUIREMENTS | HOURS | COST

Word (Intro. and Interim.) | 12 x2 | \$299 x2

Excel (Intro. and Interim.) | 12 x2 | \$299 x2

Organizing Computer Files | 6 | \$199

Outlook, Introduction | 12 | \$299

Becoming a Customer Service Star | 6 | \$259

Business Grammar | 6 | \$259

Business Letter Writing | 6 | \$259

Enhancing Your Professionalism | 3 | \$125

Office Productivity Lab | 6 | \$199

Total: 93 hrs | \$2,795

SCHOOL OF SCIENCE, INFORMATION TECHNOLOGY, ENGINEERING, AND MATH (STEM)

CAREER SPOTLIGHT

COMPUTER TECHNICIAN 📌

Train for a career repairing and maintaining computers and network servers in almost any small or large business or government environment.

REQUIREMENTS | HOURS | COST

Tech+ | 30 | \$1495

A+ IT Technician | 60 | \$3995

Network+ | 60 | \$2495

Security+ | 30 | \$2495

Total: 180 hrs | \$10,480

DESKTOP AND SERVER ADMINISTRATOR 📌

Desktop and server administrators maintain network hardware and software, monitor networks to ensure availability to all users, and perform necessary maintenance to support network availability. They plan, coordinate, and implement network security measures in data centers and with cloud-based services.

REQUIREMENTS | HOURS | COST

Complete all courses in the Computer Technician program above, plus:

Server+ | 30 | \$2495

Cloud+ | 30 | \$2495

Cybersecurity Analyst | 30 | \$2995

Total: 270 hrs | \$18,465

BEGINNING COMPUTER COURSES

COMPUTER BASICS -SENIORS

Perfect for beginners who want to become computer literate! Learn about hardware and software, Windows and the internet. Open to seniors only, ages 60 and above. \$99

Oct 2-Oct 9, F, 9 am-12 pm, NEAST, CEBEG 525 26

ORGANIZING COMPUTER FILES

Do you have trouble organizing digital photos, documents, and downloads on your computer? Learn to use file management in the Windows environment. The topics include creating and working with folders, finding files, cut, copy, paste, and more. \$199

Aug 31, M, 6 pm-9 pm, BLTLN, CEBEG 534 73,

Oct 5, M, 9 am-4 pm, BLTLN, CEBEG 534 45

Nov 30-Dec 2, MW, 6 pm-9 pm, HARBN, CEBEG 534 72

CAREER SPOTLIGHT

AI-ENABLED FULL STACK DEVELOPER

In five to six months, you can start working as an AI-Enabled Full-Stack Developer, building websites, web applications, and APIs powered by modern technologies and intelligent features. Gain in-demand skills while using AI tools to write, debug, and optimize code across both front-end and back-end systems.

REQUIREMENTS | HOURS | COST

AI-Enabled Front-End Development | 96 | \$4999

AI-Enabled Back-End Development | 48 | \$2999

Total: 162 hrs | \$8,697

WEB DEVELOPMENT AND PRINT MEDIA 📌

NEW AI-ENABLED FRONT-END DEVELOPMENT

Build a strong foundation in modern frontend development while learning to use AI as a practical coding partner. Develop responsive, interactive user interfaces with HTML, CSS, JavaScript, and TypeScript, and work with components and state in React. Learn to translate designs into functional user experiences while applying best practices in usability, performance, and accessibility. Throughout the course, you'll use AI tools for coding, debugging, and optimization—building both technical skill and judgment. By the end, you'll complete a portfolio-ready project that demonstrates your ability to build and deploy modern frontend applications. \$4999

Jul 28-Oct 15, TWTh, 6 pm-9 pm, CEWDV-593-501

NEW AI-ENABLED BACK-END DEVELOPMENT

Build the skills to design and develop scalable backend systems while using AI to enhance your workflow. Learn to create APIs, manage data with industry-standard structures, and apply core algorithms for efficient performance. Explore the HTTP request/response cycle, RESTful API design, and technologies like GraphQL and WebSockets. You'll also implement essential security practices, including authentication, data protection, and secure communication. Throughout the course, AI tools support debugging, code generation, and optimization. By the end, you'll be comfortable working in the command line and building real-world backend applications using modern tools and workflows. Prerequisite: AI-Powered Front-End Development. \$2999

Oct 27-Dec 10, TWTh, 6 pm-9pm, CEWDV-594-501

Pitch to Teach at MTC From Hobby to Higher Ed

Do you have a hobby, skill, or passion you'd love to share? Take it straight to the head of the classroom with our new event, "Pitch to Teach." We're looking for exciting, enriching topics like gardening, dancing, painting, raising chickens, Mahjong, and more.

How It Works:

- > Submit your pitch.
- > MTC will review each pitch.
- > If we are interested in your pitch, we will set up a time for you to have 5-10 minutes to pitch your course idea.
- > If we decide to offer the course, we'll get you hired and onboarded.



Bring your passion to the classroom.
Scan this QR code to submit your proposal.
Sessions will take place in October.





SCHOOL OF Social and Behavioral Sciences

Impact the world.

The programs in MTC's School of Social and Behavioral Sciences can prepare you for a broad range of careers that focus on human behavior and how it impacts our natural and cultural environments.

Academic Associate Degrees

Associate in Arts (A.A.) with concentrations in:

- > Anthropology
- > Applied Psychology
- > Biological Psychology
- > Forensic Psychology
- > Geography
- > Political Science – American Government
- > Political Science – International Relations
- > Sociology

For a complete, up-to-date listing of all programs, visit MIDLANDSTECH.EDU/schools.



MIDLANDSTECH.EDU/apply



SCHOOL OF Interdisciplinary Studies

Customize your degree.



Through the School of Interdisciplinary Studies, students can work with advisors to create customized program plans to meet unique educational and career goals.

The vast majority of students, including those who want to transfer to four-year colleges, will enroll in one of MTC's other schools.

This school also houses the following certificates for specific groups of students:

- General Studies Certificate (for dually enrolled high school students)
- Transfer Studies Certificate (for Gamecock Gateway participants)

Apply at
MIDLANDSTECH.EDU/apply

PERSONAL ENRICHMENT

On the college website, Personal Enrichment courses are listed separately from MTC's 8 Schools of Study. View offerings at MIDLANDSTECH.EDU/programs-and-courses/personal-enrichment

CAKE DECORATOR

CAKE DECORATOR PROFESSIONAL

Find out how the experts create beautiful cakes. This 18-hour certificate program prepares you with the basic cake decorating skills needed to start a cake business, obtain a position as an entry level decorator (bakery/grocery store), or for personal pleasure. Learn the perfect techniques in creating beautiful cakes using buttercream icing. The list of supplies needed will be discussed the first night of class. \$269

Sep 8-Oct 13, T, 6 pm-9 pm, HARBN, CEKIT 522 77

Nov 3-Dec 8, T, 6 pm-9 pm, HARBN, CEKIT 522 78

DEFENSIVE DRIVING

DEFENSIVE DRIVING

Licensed drivers may take this eight-hour National Safety Council course every three years. Successful completion will remove up to four points (except DUI) on a SC driver's license, including CDL. Driver's license number and state required when registering. May reduce insurance costs. Defensive driving techniques are stressed through lectures, videos, and classroom demonstrations. NOTE: Arrive 10 minutes early. No late arrivals will be admitted. Bring a pen or pencil to class. \$109



CEDDC 500

PERSONAL FINANCE

PERSONAL FINANCE

Set clear financial goals, make the right investments, increase financial security, and be prepared to retire someday. This course will help you gain control over the financial impact of your choices with tools that are useful, realistic, and easy to work into your regular routine. \$169

Sep 16-Nov 6, ONLINE, CEETG 545

Oct 14- Dec 4, ONLINE, CEETG 545

Nov 11-Jan 1, ONLINE, CEETG 545

Dec 16-Feb 5, ONLINE, CEETG 545

FINANCIAL PLANNING

FINANCIAL STRATEGIES FOR SUCCESSFUL RETIREMENT

Learn which assets are appropriate for retirement income, for lifetime use, and for future generations. Explore how to make appropriate healthcare decisions. This course includes a workbook and study aids. Couples may attend together for the single fee. An optional financial planning consultation is provided after class. \$49

Sep 17-Oct 1, Th, 6 pm-9 pm, HARBN, CEPFP 702 20

Sep 15-Sep 29, T, 6 pm-9 pm, NEAST, CEPFP 702 21

MAXIMIZE SOCIAL SECURITY: OPTIMIZE YOUR BENEFITS

Don't miss this valuable course that will help pre-retirees time Social Security withdrawals to allow maximum retirement income. Social Security is far more complicated than most people realize. The decisions made today can have a tremendous impact on the total amount of benefits someone receives over their lifetime. Learn the rules for divorced, spousal, and survivor benefits. Find out why the wrong claiming decision could cost you THOUSANDS OF DOLLARS A YEAR in retirement income - for life! Students will be offered a personalized Social Security analysis. Couples pay one price. \$49

Oct 27, T, 6 pm-8 pm, BLTLN, CEPFP 706 05

Oct 29, Th, 6 pm-8 pm, BLTLN, CEPFP 706 06

Dec 1, T, 6 pm-8 pm, HARBN, CEPFP 706 07

Dec 3, Th, 6 pm-8 pm, HARBN, CEPFP 706 08

FLORAL DESIGNER

FLORAL DESIGN

In six weeks, you will learn all about the materials and equipment, principles of good design, color, specialized design, table and vase arrangements, corsages, bridal bouquets, and more. You'll even learn about career opportunities in the floral field. This is a great skill to add to your resume. \$399

Sep 14-Oct 7, MW, 6 pm-9 pm, HARBN, CEFLC 501 39

MOTORCYCLE

ADVANCED RIDER COURSE

The ARC may be taken by riders using any type of motorcycle. It is a one-day course. There are ten riding exercises with time for discussion, breaks, and lunch. There is no formal skill test, but there is a knowledge test that may be self-scored (or may be given as a formal, end-of-course assessment). The overall aim is to provide rider development in the areas of risk management, decision making, riding strategies, and rider behavior and choices. This includes learner activities to foster gains in knowledge, skill, attitude, values, and habits. (Speeds are higher and maneuvers more challenging than the Basic Rider Course.) BRING YOUR OWN STREET-LEGAL MOTORCYCLE to ride in class. See online Materials List for important information. \$209

Sep 12, S, 8 am-4 pm, BLTLN, CEMOT 900 11

BASIC MOTORCYCLE

Learn basic motorcycle riding techniques in this beginner-level course. The motorcycle range activity includes riding on small (100-350 cc) training motorcycles. NOTES: 1) For license waiver option, present motorcycle permit at first class and pass all assessments. 2) A three-hour online e-course is required before the first class. You will be emailed a code to access this e-course. You must present certificate of e-course completion to instructor at first class. 3) You will need to pass both a written and riding assessment to receive a completion certificate. Prerequisite: Must be eligible for a motorcycle driver's license and be able to ride a bicycle. This course is not an alternate to the driver education requirement for under 18-year-old drivers. Meets the standards set by SC law for insurance discount. Half helmets are not allowed, must be full face or open face helmet. \$319

PERSONAL ENRICHMENT

INTERIOR DESIGNER

DESIGN SPARK UNLEASH YOUR INNER DECORATOR

Unleash your creativity with our intro to interior decorating in just three hours! Join our high-energy interior decorating class and discover the essentials of design magic. In this course, you'll take a peek at what you'll learn in our full 12-class program. With everything from color palettes to furniture arrangement, embark on a whirlwind journey to transform your space or others into a masterpiece with confidence. Ignite your passion for interior decor in this introduction session. \$65

Aug 15, S, 9 am-12 pm, NEAST, CEDCP 548 15

Sept 12, S, 9 am-12 pm, NEAST, CEDCP 548 16

Oct 10, S, 9 am-12 pm, NEAST, CEDCP 548 17

Nov 21, S, 9 am-12 pm, NEAST, CEDCP 548 18

Dec 5, S, 9 am-12 pm, NEAST, CEDCP 548 19

INTERIOR DECORATING

In this comprehensive course, students will delve into various concepts, including exploration of color and pattern relationships, floor-planning skills, window treatments, furniture selection, and how to estimate costs and create budgets. Students will study the art of selecting and arranging accessories such as artwork, lighting fixtures, rugs, and decorative objects. They will learn the significance of scale, proportion, and focal points in creating visually appealing arrangements. Throughout the course, students will be engaged in practical projects that allow them to apply their knowledge to real-world examples. \$539

Sept 17-Dec 10, Th, 6 pm-9 pm, NEAST, CEDCP 546 18

MAHJONG

MAHJONG

Unlock the timeless strategy, camaraderie, and fun of American Mahjong in this beginner-friendly 4-week course. Over four engaging weekly sessions, you'll learn: . Mahjong basics: Tiles, setup, and how the game works . Understanding the National Mah Jongg League (NMJL) card . How to make hands, strategize, and call Mahjong . Game etiquette, scoring, and real-time play practice By the end of the course, you'll feel confident sitting at the table and playing independently! \$99

Aug 5-Aug 26, W, 6 pm-8 pm, NEAST, CECCP 500 08

Sept 3-Sept 24, Th, 6 pm-8 pm, NEAST, CECCP 500 09

QUICKJOBS AT MTC

Jump into great jobs, quickly.

QUICKJOBS ARE CAREER TRAINING PROGRAMS developed for jobs where workers will be in high demand over the next decade. Most programs only take a few months to complete, and some can be finished in a matter of weeks.



LOOK
FOR THE
QUICKJOBS
SYMBOL TO
IDENTIFY THESE
PROGRAMS

TUITION ASSISTANCE OPTIONS

Tuition assistance may be available. Learn more at MIDLANDSTECH.EDU/QuickJobs.

If you are receiving unemployment benefits or eligible for WIOA, call your nearest SC Works Center and ask about tuition assistance for QuickJobs at MTC.

Richland | 803.978.0139 Lexington | 803.359.6131 Fairfield | 803.635.2812

TRANSFER OPTIONS

Complete up to half of your bachelor's degree at MTC.

MTC's associate degrees are designed to meet your four-year institution's general education requirements and provide some coursework toward your major. Plus, many four-year institutions offer transfer scholarships to MTC students!

MTC HAS ESTABLISHED TRANSFER PATHWAYS WITH:

Benedict College
Claflin University
The Citadel
Clemson University
Coastal Carolina University
Coker University
Columbia College
Columbia International University

Dunwoody College of Technology
Herzing University
Lander University
Medical University of South Carolina
Newberry College
Palmetto College USC
Presbyterian College
Southern Wesleyan University

South Carolina Fire Academy
South Carolina State University
University of Phoenix
University of South Carolina—Columbia
University of South Carolina—Beaufort
University of South Carolina—Upstate



MIDLANDSTECH.EDU/transfer

DUAL ENROLLMENT

Tuition-free college in high school.

Each year, hundreds of dedicated high school students take college courses tuition free through MTC's Dual Enrollment program. Students in the program are able to:

- > Accelerate academic achievement by getting an early collegiate start
- > Save thousands of dollars while getting up to two years worth of college credits
- > Be treated like an adult in class and take pride in the challenge to go above average expectations.



MIDLANDSTECH.EDU/DualEnrollment



MAVERICK SUPPORT

We've Got Your Back.

Inside and outside the classroom, there are many resources available to **ALL MTC** students.

HERE ARE JUST A FEW:

Academic Success Center

Use computers to complete class assignments and access FREE tutoring (on-campus and online).

- Airport Campus | Beltline Campus

Counseling Services

Meet with counselors for:

- Academic Counseling
- Personal Counseling

MTC Library

Access resources that support dynamic learning.

- Airport Campus | Beltline Campus | Northeast Campus

Visit MIDLANDSTECH.EDU/student-resources for a full list.



HOW COLORFUL!



MTC students enjoy discounted tickets to the **“Most Colorful Seats in Town”** at our very own Harbison Theatre.

Whether you want to attend (or audition for) our annual MTC Showoff talent competition, or you just want to attend a truly amazing show, we can guarantee a great time.

TRANSPORTATION FOR MTC STUDENTS



MTC students can ride the COMET bus for free on any route, not just routes that go to or from MTC campuses. Just show your student ID to the driver!

TRAINING STUDENT

Success Pathway

We can help you get there.

Our training programs and courses can help you be ready for an in-demand career or advance your current career. **THIS IS HOW YOU DO IT:**

1

REVIEW TRAINING PROGRAMS AND REGISTER AT [MIDLANDSTECH.EDU/schools](https://midlandstech.edu/schools)

- > Learn about program commitments and career opportunities
- > Check out the QuickJobs webpage for any upcoming scholarship info sessions at [MIDLANDSTECH.EDU/programs-and-courses/quickjobs](https://midlandstech.edu/programs-and-courses/quickjobs)
- > Contact Training Registration if you have questions or need guidance at 803.732.0432

2

PREPARE FOR YOUR CLASS

- > Check the Materials List for your class on the website
- > Complete any steps required before the first day

3

COMPLETE YOUR PROGRAM

- > Attend class regularly, study hard, and complete assignments
- > For Health Care classes, complete any necessary clinical work
- > Retrieve your MTC completion certificate by email

4

LOOK AT NEXT STEPS

- > Prepare for and take any applicable industry certifications to make yourself more marketable in the workplace

5

GET THE JOB OR ADVANCE IN YOUR CAREER

- > Use MTC Student Employment Services for resume writing and job searching
- > Register for another class to build on your skill set and credentials

MTC Corporate and Continuing Education

[MIDLANDSTECH.EDU/TrainingStudentResources](https://midlandstech.edu/TrainingStudentResources)

803.732.0432 | CCE@midlandstech.edu

Customized Corporate Training That Works

Simple. Strategic. Results-Driven.

At Midlands Technical College, we partner with employers to design training solutions that meet real workforce needs – on time and within budget.

How We Work With You

1. Identify the Need

We start with a conversation to understand your goals, challenges, and workforce needs. Together, we clarify priorities, budget parameters, and potential funding options.

2. Find the Solution

Our team explores the best training options and resources to address your needs. We collaborate with you to design a customized, high-impact solution that fits your budget.

3. Implement and Drive Future Success

We deliver the agreed-upon solution and ensure your satisfaction. After implementation, we help you measure ROI, identify next steps, and plan for continued workforce growth.

Why Partner With MTC?

- > Industry-aligned, customized training
- > Flexible delivery and scheduling
- > ROI-focused approach
- > Trusted regional workforce partner

Let's get started.

803.691.3907

MIDLANDSTECH.EDU/corporate



HOW TO ENROLL Academic Programs

STEP

1

APPLY AND COMPLETE THE ADMISSIONS PROCESS

- > **Apply Online:** Submit an **application** at MIDLANDSTECH.EDU/admissions, or you may request a paper one.
- > **Submit Records:** Submit any of the following that apply to you:
 - Official high school transcript (showing graduation and final GPA)*
 - GED record*
 - Official transcripts from all colleges attended*
 - Any SAT® or ACT® scores less than three years old.



**Contact your previously attended educational institutions for information on ordering transcripts/records.*

- > **Take a Placement Test, If Needed:** Some students will need to take the college's **placement test**. Other students **may qualify to exempt** all or part of the test. Examples of exemption criteria include qualifying SAT®/ACT® scores or high school GPA (for recent high school graduates), qualifying previous college credit, and/or certain advanced standing exams. After you apply to MTC, the Admissions Office will let you know what, if any, placement tests you need to take. **QUESTIONS | 803.822.6714**

STEP

2

APPLY FOR FINANCIAL AID

Submit a **FAFSA** at studentaid.gov. The MTC school code is **003993**. This is the first step to be considered for most types of financial aid. For help completing the FAFSA, contact the Educational Opportunity Center at **803.822.3749**.

STEP

3

COMPLETE YOUR REGISTRATION

In-Person New Student Program **Orientation** is mandatory for all new students. Your in-person program orientation includes academic **advising** and assistance with **registration**. You can book your orientation session online through your MyMTC account. **QUESTIONS | 803.822.6755**

RESOURCES

Online MyMTC Student Accounts

After applying to MTC, the Admissions Office will send you information to log into two important student accounts: MyMTC (your student portal) and MyMTC email (your college email). The college will communicate with you through MyMTC and MyMTC email, so it is very important to access these accounts. **Questions: 803.738.8324, option 9**

Tuition and Fees

After you register for classes, pay any balance due by the payment deadline. Your balance can be viewed in your MyMTC account. It will include any financial aid awards. Payment will be required for the course(s) if you do not attend and do not officially withdraw. **Questions: 803.732.5200**

Buy Your Books

Textbooks and supplies are available through campus bookstores. Students with financial aid may have a bookstore allowance. **Locations: Airport and Beltline Campus Student Centers. Airport, 803.822.3577; Beltline, 803.790.7566**

Pick Up Your Parking Permit

To park on campus, you will need to register your vehicle, then pick up a student parking permit to display on your vehicle. Look for the vehicle registration link on **MyMTC**.

Get Your Student ID Made

Have your Student ID made through the Office of Student Life after tuition and fees are paid. Visit midlandstech.edu/studentlife or call **803.822.3650/803.738.7860** for instructions.

HOW TO ENROLL Training Programs

3 EASY WAYS TO REGISTER

REGISTER ONLINE

1

Quickly and easily at midlandstech.edu

FILL OUT A FORM

2

Download one at midlandstech.edu/TrainingStudentResources
Fax it to 803.732.5255, or take it to one
of our convenient registration offices.

CALL US

3

803.732.0432
M-Th, 8 am - 4:30 pm | F, 8 am - 1:30 pm

REGISTRATION OFFICES

Airport Campus
Academic Center, Room 110
M-Th, 8 am – 5 pm
F, 8 am – 1:30 pm

Beltline Campus
Student Center, 2nd Floor
M-Th, 8 am – 5 pm
F, 8 am – 1:30 pm

Harbison Campus
Harbison Hall, Room 101
M-Th, 8 am – 4:30 pm
F, 8 am – 1:30 pm

TUITION ASSISTANCE OPTIONS

QuickJobs Scholarships

- > QuickJobs are career training programs developed for jobs where workers will be in high demand over the next decade. You must attend a QuickJobs Information Session to qualify for a scholarship.

Sallie Mae Smart Option Student Loan

- > This is a loan that allows deferment while in school, additional expenses for books, fees, equipment, and even living expenses, along with flexible repayment options.

Military and Veterans Benefits

- > Some career training programs are eligible for veterans education benefits. Contact the MTC VA Office at 803.738.7615 to start the enrollment process.

Workforce Innovation and Opportunity Act (WIOA)

- > WIOA is a federal program that provides training and employment services, as well as tuition assistance for qualifying individuals. Visit your local SC Works Center in Richland, Lexington or Fairfield County for more information.

Company Benefits

- > Check into the educational benefits offered by your company. Many area institutions, businesses, and industries have tuition assistance policies.

Learn more at MIDLANDSTECH.EDU/TrainingStudentResources



Midlands Technical College does not discriminate in admissions, educational programs or employment on the basis of race, sex, sexual orientation, national origin, ethnic group, color, age, religion, disability, genetic information, gender, gender identity, military service, pregnancy, childbirth, or related medical conditions including but not limited to lactation, or any other category protected by applicable law. In compliance with all federal and state laws, including Section 35.107 of the Department of Justice regulations, the Age Discrimination Act of 1967, Title VI and Title VII of the Civil Rights Act of 1964 and Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1992 as well as the ADA Amendments of 2008 (ADAA), the South Carolina Pregnancy Accommodations Act of 2018 and the Genetic Information Nondiscrimination Act of 2008 (GINA), Midlands Technical College offers access and equal opportunity in its admissions policies, academic programs and services, and employment of disabled individuals in that no otherwise qualified person will be denied these provisions on the basis of a disability. Midlands Technical College also prohibits retaliation against any person for bringing a complaint of discrimination or for participating in an investigation of a complaint of discrimination. Student inquiries or complaints should be directed to Patrick Bennett, the MTC Title IX Coordinator. He can be reached at Midlands Technical College in Wade Martin Hall Room 416, Beltline Campus, 316 S Beltline Blvd, Columbia, SC 29205; by telephone at 803.822.3793; or email at bennettp@midlandstech.edu. Faculty and staff inquiries or complaints should be directed to Ms. Alexea Ray in her position as Employee Relations Manager/Equal Employment Opportunity (EEO) Officer. She can be reached at Midlands Technical College in Suite 134, Reed Hall, Airport Campus, 1260 Lexington Drive, West Columbia, SC 29170; by telephone at 803.822.3251 or email at alexearay@midlandstech.edu.

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150+ programs in
8 Schools of Study

midlandstech.edu/ENROLL



Quick Facts

Students can save
\$5,000 - \$50,000
per year by choosing MTC
over other in-state colleges
and universities.

15:1
is the average student to
professor ratio.

96%
Academic and training
graduates are employed or
continuing their education
within 6 months
of graduation.

652
expert professors give
students more personalized
support than national
peer colleges.