Warren Community College

Fall 2026

Continuing Education

Fall 2026 Course Schedule

Career Training and Professional/Personal Enrichment Programs

Phillipsburg Ed Center
445 Marshall Street
Phillipsburg, NJ 08865
908-689-7613
ContinuingEd@Warren.edu

Sign up for **email alerts** and stay informed about upcoming classes and events from the Continuing Education Department of Warren Count Community College.

"What you get by achieving your goals is not as important as what you become by achieving your goals." – Zig Ziglar

WWW.WARREN.EDU/CONTINUING-EDUCATION/

CERTIFIED MEDICAL ASSISTANT

Sep 2, 2026 - March 5, 2027
8:30 am – 4:30 pm
On campus Tues, Wed, and select Mondays
Phillipsburg Education Center
Online for classes not scheduled on campus
Cost: $5,949* + $175 annual digital textbook subscription with Cengage

Proven Success

The hybrid Medical Assisting program blends online learning with visiting the Phillipsburg Education Center and off-campus training sites for hands-on experiences. This seven (7) month, 760-hour full-time, grant-eligible program is nationally accredited. It includes Anatomy/ Physiology/Pathology, Medical Terminology, Pharmacology, Medical Laboratory, Clinical Assisting, Insurance/Coding/Managed Care, Computerized Office Procedures, Healthcare Law & Ethics, Psychology/Therapeutic Communications, Medical Office Procedures, 160-hour externship, CPR/First Aid, and job search preparation. After successful program completion, students sit for the AAMA's national certification examination and are eligible to become Certified Medical Assistants – CMA (AAMA).

Registration begins with scheduling an interview; email Dr. Marianne Van Deursen at vandeursen@warren.edu.

*Training grants may be available to those who qualify. Call 908-689-7613.

HEALTHCARE

MEDICAL BILLER / CODER* HYBRID

This program prepares students for entry-level positions in the outpatient ambulatory care setting. It equips students with essential skills in medical coding and billing, using industry-standard practices. It can be completed entirely in a hybrid online format, offering flexibility for students to gain the knowledge needed to pursue careers in medical offices, clinics, and healthcare facilities. Take five (5) courses from within the Medical Assisting Program.

Call 908-835-2430 for schedules.

Cost: $2,475 ($495 per course) + $175 annual digital textbook subscription*

MEDICAL OFFICE FRONT DESK COORDINATOR* HYBRID

The Medical Office Front Desk Coordinator program prepares students for entry-level positions in the outpatient ambulatory care setting. This program provides essential training in patient scheduling, office operations, and customer service skills needed to manage the front desk in a healthcare facility. Offered in a hybrid online format, the program provides the flexibility for students to complete their studies while preparing for a rewarding career in medical offices, clinics, and other healthcare environments. Take seven (7) courses from within the Medical Assisting Program.

Call 908-835-2430 for schedules.

Cost: $3,465 ($495 per course) + $175 annual digital textbook subscription*

*Training grants may be available to those who qualify. Call 908-689-7613.

AMERICAN HEART ASSOCIATION (AHA)

AHA CPR/AED ADULT/CHILD OPTION (EST643B1)

This course is designed for anyone with limited or no medical training who needs a course completion card in CPR and AED use to meet job, regulatory, or other requirements. This course teaches students the critical skills needed to respond to and manage sudden cardiac arrest emergencies in the first few minutes until emergency medical services (EMS) arrive, with an infant/child option. The course includes a 2-year certification. $30 cash payable to the instructor on the first day of class.

Wed, Nov 18, 2026
9:30 am–12:30 pm
Phillipsburg Ed Center
Cost: $90

AHA CPR/AED & FIRST AID (EST667B1)

Heartsaver® First Aid, CPR, AED, is a classroom video-based, instructor-led course. Students learn skills such as how to treat bleeding, sprains, broken bones, shock, and other first aid emergencies. This course also teaches adult CPR and AED use. $30 cash payable to instructor first day of class.

Wed, Dec 2, 2026
9:30 am–3:30 pm
Phillipsburg Ed Center
Cost: $110

To register, call 908-689-7613.

LITERACY & BASIC SKILLS GRANT-FUNDED SEMINARS

The following courses are open to part-time and full-time employees of New Jersey businesses and non-profit organizations.

MASTERING TIME MANAGEMENT: DO LESS, ACHIEVE MORE

Wednesday, August 12, 2026
12:00 pm – 4:00 pm

Zoom
REGISTER HERE

OVERCOMING WORKPLACE NEGATIVITY TURN TOXICITY INTO TEAMWORK

Tuesday, September 15, 2026
9 am - 12 pm

Zoom
REGISTER HERE

LEADERSHIP AND MANAGEMENT BRIDGE THE GAP BETWEEN OVERSIGHT AND INSPIRATION

Friday, September 25, 2026
9 am - 1 pm
REGISTER HERE

In Person
Phillipsburg Ed Center

PRACTICAL USE OF AI IN THE WORKPLACE WORK SMARTER, NOT HARDER

Friday, October 2, 2026
9:30 am - 12:30 pm

Zoom
REGISTER HERE

The Workplace Literacy and Basic Skills Training Program is a partnership of the New Jersey Business & Industry Association, the New Jersey Community College Consortium for Workforce and Economic Development, and the New Jersey Department of Labor and Workforce Development. The partners, representing business, higher education, and state government, work together to ensure New Jersey businesses have a well-trained and highly skilled workforce for continued economic growth and prosperity.

LITERACY & BASIC SKILLS GRANT-FUNDED SEMINARS

THE POWER OF INFLUENCE, PERSUASION & MOTIVATION: GETTING TO YES AND INCREASED CONNECTIONS

Monday, October 5, 2026
9 am - 12 pm

Zoom
REGISTER HERE

EFFECTIVE PUBLIC SPEAKING: THE ART OF IMPACTFUL COMMUNICATION

Friday, October 23, 2026
9 am - 1 pm

In Person
Phillipsburg Ed Center
REGISTER HERE

Intermediate EXCEL and COPILOT

Tues & Thurs, 1 pm to 5 pm
September 22 & 24, 2026

In Person
Phillipsburg Ed Center
REGISTER HERE

COPILOT FOR MICROSOFT PRODUCTIVITY

Mondays, 1 pm to 5 pm
October 21 & 28, 2026

In Person
Phillispburg Ed Center
REGISTER HERE

→ Introduction to QuickBooks Online
Learn to use QuickBooks Online to record income and expenses; enter checks and credit card payments; track your payables, inventory, and receivables: and much more.

→ Intermediate QuickBooks Online
Learn to manage the financial aspects of your business using the cloud-based QuickBooks Online software.

www.ed2go.com/wccc

DRONE TECHNOLOGY CREDENTIALS

REMOTE PILOT PART 107 TEST PREP AND PRACTICE FLIGHTS

Daytime
Dates Sept 28, Oct 2, 6, 14, 22
8:30 am – 3:00 pm (1/2 hr lunch break)
*Make-up dates for practical flights Oct 23 or 26
Phillipsburg Ed Center
Practice flight days will be held at the Washington Campus. The FAA Airman Knowledge test is a separate fee to be paid by students. This is an excellent course option for busy professionals, teachers and public safety personnel.

Cost: $675 (includes textbook, online learning management system, and drones)

PRECISION AGRICULTURE

Unmanned Systems Degree Option Electives Available at the Phillipsburg Ed Center this fall. Senior Citizens can utilized tuition discount and register the day before class begins pending seat availability.

Call Student Services for registration information as a credit or audit student at 908-835-2300.

PRECISION AGRICULTURE (UAS114C1)

Wednesdays
6 pm - 8:50 pm
Phillipsburg Ed Center
Drone Lecture Room

SOIL FERTILITY & PLANT NUTRITION MANAGEMENT(UAS115U2)

Thursdays
9:30 am - 12:20 pm
Phillipsburg Ed Center
Drone Lecture Room

PRECISION FARMING TECHNOLOGY (UAS 116 C1)

Tuesdays
6:00 pm - 8:50 pm
Phillipsburg Ed Center
Drone Lecture Room

PAINTING IN ACRYLIC (SPI869A1)

Join us and learn the versatility of psinyinh with acrylics, a durable and flexible medium. Learn painting techniques using acrylic paint from washing to dabbling and even flicking. Come and have some fun! This class is perfect for the beginner as well as the more advanced.

September 17 - November 5, 2026
Thursdays, 7 pm - 9 pm
Cost: $158

Phillipsburg Ed Center
Cost: $158

COLORED PENCIL DRAWINGS (SPI866A1)

Explore your creative side as you learn how to draw in pencil. This class is for ALL skill levels, those that have pondered their artistic side and those with advanced skills looking to have their work more polished. Join this local artist/author and unleash the artist within.

September 17 - November 5, 2026
Thursdays, 2 pm - 4 pm

Phillipsburg Ed Center
Cost: $158

CREATING IN MIXED MEDIA (SPI868A1)

Get creative by blending a mixture of mediums, such as watercolor and ink, to create beautiful, fun, and exciting art. This class is perfect for the beginner or the more advanced who want to explore new mediums.

September 16 - November 4, 2026
Wednesdays, 2 pm - 4 pm

Phillipsburg Ed Center
Cost: $158

PAINTING IN WATERCOLOR (PRS830A1)

Discover your creative side. Join us for this inspiring watercolor class. Learn to paint in watercolors with easy techniques including wet on wet and dry brush. You will learn how to balance control and freedom in your work, using watercolor painting techniques that create effects that often occur.

September 16 - November 4, 2026
Wednesdays, 10 am - 12 pm

Phillipsburg Ed Center
Cost: $158

SIMPLE SIGNING FOR BEGINNERS (LAL658A1)

Always wanted to learn sign language or inspired by ASL in TV shows? Join a fun course that covers the essentials of American Sign Language through engaging lessons, memory techniques, and games. You'll learn hand formations, basic vocabulary, conversational signs, grammar, finger spelling, and Deaf culture. Topics include the manual alphabet, numbers, family, food, and more. This is a great starting point for anyone interested in ASL!

Sept 8 - Nov 10, 2026
Tuesdays, 6 pm - 7:30 pm

Phillipsburg Ed Center
Cost: $135

SIMPLE SIGNING: CONVERSATIONS AND CLASSIFIERS (LAL659A1)

Are you familiar with the manual alphabet and basic ASL signs but need help with grammar and conversation? This class will enhance your signing skills and confidence. Basic knowledge is required, and students will learn grammar for questions, sentences, storytelling, and listing, with an emphasis on classifiers and conversation development.

Sept 8 - Nov 01, 2026
Tuesdays, 7:30 pm - 9 pm

Phillipsburg Ed Center
Cost: $135

See refund policy on Page 10.

Continuing Education Department

Continuing Education is located at the Phillipsburg Education Center (PEC) 445 Marshall St., Phillipsburg, NJ 08865
Phone: (908) 689-7613
Fax: (908) 878-0170
Email: ContinuingEd@warren.edu

REGISTER TODAY!

1. For payment information or registration by phone, please call 908-689-7613.
2. If you would like to pay in person, please visit the Continuing Education office (P129) at our Phillipsburg Education Center (PEC).

Please assume that your registration is confirmed and your class is running, unless you hear from us.

Continuing Education Department

PEC OFFICE HOURS:
Through August 14: Mon -Thurs, 8 am - 6 pm
Closed Fri - Sun
Starting August 17: Mon - Fri, 8 am - 5 pm
Closed Sat & Sun

EMPLOYER SPONSORED: Purchase orders, vouchers, and letters of intent to pay (on company letterhead) are accepted by mail or fax with your completed registration form.

REFUND POLICY AND FEES: You may withdraw three business days prior to the first day of class in order to receive a refund minus a $15.00 processing fee. No refunds will be issued thereafter. Students are responsible for the balance of tuition and fees in the event they terminate payment plans or private loans. Checks unable to be processed will incur a $25 fee.

REFUND SCHEDULE:

For class start day on	You should call on or before the previous
Monday	Wednesday
Tuesday	Thursday
Wednesday	Thursday
Thursday	Monday
Friday	Tuesday
Saturday	Wednesday

TRAINING GRANTS/FINANCIAL ASSISTANCE: You may be eligible to receive job skills training grants if you are unemployed, underemployed, working part-time, or receiving public assistance. To determine eligibility, please call 908-689-7613.

REPLACEMENT CERTIFICATES: There is a $15 charge for a certificate replacement.

DISCOUNT POLICY: Students eligible to attend classes on a tuition free basis are permitted to register for courses one day prior to the start date, on a space-available basis, and with tuition-paying students constituting the minimum number to run the course. Senior citizens (65 & older) may be eligible for this discount. All course fees must be paid at the time of registration. Students are responsible to purchase required textbooks. Third party vendor programs do not qualify for discounts.

Continuing Education reserves the right to cancel classes due to inclement weather, when enrollment requirements are not achieved or when other college functions take priority. Students will be notified by phone or by email. Tuition and fees are refunded in full when the course is canceled by Warren, and no fees are incurred by the student.