ALLEGANY COLLEGE
of MARYLAND

BEDFORD COUNTY TECHNICAL CENTER

BCTC
Bedford County Technical Center

ALLEGANY COLLEGE OF MARYLAND

A Partnership in Education and Workforce Development

YOUR NEXT CHAPTER

WINTER/SPRING 2026 NON-CREDIT
TRAINING OPPORTUNITIES

**A PARTNERSHIP IN
EDUCATION**

BCTC
Bedford County Technical Center

Your Guide
TO LIFELONG LEARNING

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Workforce Development at BCTC
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814-624-4812 | **www.allegany.edu**

Welcome to our *Winter / Spring* catalog
of training OPPORTUNITIES

We invite you to take a few moments from your busy day to explore the exciting training opportunities available through the ACM/BCTC Training Center. Whether you're looking to enhance your current skills or explore something new, we offer a wide range of programs designed to meet your needs.

Our open enrollment classes are available to anyone eager to grow professionally. Additionally, many of our courses can be customized to align with the specific goals of employers, ensuring relevant and impactful training for your team.

At the Training Center, we pride ourselves on working closely with each client to deliver high-quality, cost-effective training solutions. Our personalized approach ensures that every program is thoughtfully designed and delivered with value-added services to maximize your learning experience.

Discover how continuing your education can open new doors for you!

For more details call us at 814-624-4812.
You can also find us on the web at www.allegany.edu or www.bedfordctc.org

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Search **ACM Pennsylvania CE & Workforce Development at BCTC**
and stay up to date with all our latest courses and events!

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Oliver Hall. Drone class student, Spring 2024.

Become a DRONE PILOT

at the Bedford County Technical Center

Small Unmanned Aerial Systems (sUAS) Operator Certification Course

The sUAS Operator Certification training course is a 32-hour course that will prepare the students to take and pass the FAA's Aeronautical Knowledge Exam for a Remote Pilot Certificate with sUAS rating. The course will provide each student hands-on flight training utilizing the Instant Eye, Skydio 2+, and DJI Phantom drones.

This course will provide students with basic and advanced flight techniques. Students will be trained to legally and safely operate sUAS/drones for many applications including construction, engineering surveys, mapping, farming, photography/videography, property assessment, police/fire/rescue, racing, real-estate, and many others.

This course is broken down into 8 classroom lessons, 4 basic flight operations and 4 advanced flight operations.

Date: Tues. & Thurs., Mar. 24 – May 14, 2026
Time: 5:00 PM – 7:00 PM
Instructor: Dr. Michael Knapp
Location: BCTC
Fee: $700

We have 8 spots of $250 of Grant Funds AVAILABLE!

Making the class ONLY $450!!

Computer Applications

Computer Skills for Everyday Life: Bring Your Own Laptop   (BCT/101)

This course is designed for adults with little to no prior computer experience who wish to gain foundational skills to navigate the digital world with confidence while learning on the device you use every day! Participants will learn basic computer and technology skills necessary for everyday tasks, work, and communication.

Upon successful completion of this course, students will be able to:

- Identify and use basic computer hardware components, such as the monitor, keyboard, mouse, and other peripherals.
- Navigate the operating system Microsoft Windows to open and close applications, manage files and folders, and use system settings.
- Understand and utilize basic functions of Microsoft Word: Create, save, edit, format, and print documents.
- Microsoft Excel: Understand spreadsheet functionality, create basic spreadsheets, enter data, use basic formulas and formatting, and print worksheets.
- Microsoft Outlook: Create and manage email accounts, send, receive, and organize emails, including using attachments, identifying potential spam and protecting email accounts.
- Safely navigate the Internet using a web browser, perform effective searches, and understand online safety practices.
- Understand basic file management, including creating, moving, renaming, deleting, and locating files and folders.
- Develop basic troubleshooting skills to address common computer issues.
- Build confidence and awareness in using computer technology for everyday life.

REQUIREMENT:

- Bring your own Windows Laptop (fully charged)
- Apple devices (MacBooks) are not supported

Date: Tues. & Thurs., Mar. 3 – Mar. 26, 2026 (8 sessions)
Time: 1:00 PM – 2:30 PM
Instructor: Joshua Sheeder
Location: ACM Bedford County Campus
Fee: $90.00 (textbook included)
55+ or Veteran Discount fee: $81.00

Introduction to AutoCAD (Automated Computer-Aided Drafting)   (PWT/106)

AutoCAD is powerful drafting software that bridges the gap between traditional hand drafting and modern 2D and 3D design. This introductory course is perfect for beginners—no prior experience is required. If you have a basic understanding of arithmetic and a passion for drawing or design, you're ready to get started.

In this course, you'll:
- Learn the fundamentals of computer-aided drafting
- Develop the skills to turn ideas into precise digital drawings
- Explore a wide range of AutoCAD tools and functions to streamline your workflow
- Build confidence as you progress from basic concepts to more advanced techniques

The course includes the textbook *AutoCAD 2023: A Power Guide for Beginners and Intermediate Users*, which is covered in the class fee.

Date: Wed., Feb. 25 – Apr. 29, 2026 (10 sessions)
Time: 6:00 PM – 7:30 PM
Instructor: Cody Buterbaugh
Location: BCTC
Fee: $140.00 (textbook included)

Investing In Your Healthcare Future

iPhone In and Out (PWT/402)

Just got a new iPhone and feeling overwhelmed? You're not alone—and this course is here to help! Whether you're unsure how to make a call or curious about apps like Facebook, eBay, or Amazon Prime Video, this class is designed to take the mystery out of your device.

Led by certified Apple instructor Matt Vollbrecht, this hands-on course has been completely updated for the latest iPhone models and software. You'll start with the basics—turning your phone on and off, making calls, sending messages, using the Calendar, and customizing settings to suit your needs. Then, you'll move on to more advanced features like browsing the web, reading books, listening to music, and more.

You'll also learn how to protect your personal information and keep your data secure in today's digital world. Even if you've taken a previous iPhone course, there's plenty of new content to explore.

Date: Tues. & Thurs., Mar. 3 – Mar. 26, 2026
(8 sessions)
Time: 11:00 AM – 12:30 PM
Instructor: Matt Vollbrecht, Certified Apple Instructor
Location: ACM Bedford County Campus
Fee: $75.00
55+ or Veteran Discount fee: $67.00

Nurse Aide Training Program (BCT/121)

Do you find fulfillment in caring for others? If so, becoming a **Certified Nursing Assistant (CNA)** could be the perfect path for you!

This **125-hour, PDE-approved training program** prepares you with the essential knowledge and hands-on skills needed to begin a rewarding career in healthcare. Upon successful completion of the course, you'll be eligible to take the **Pennsylvania Nurse Aide Examination**. Once you pass, your name will be added to the **PA Nurse Aide Registry**, officially certifying you to work as a CNA.

Date: Mon. – Thurs., Feb. 23 – April. 16, 2026
(no class 4/6) (31 sessions)
Time: 4:00 PM – 8:15 PM
Instructor: Rebecca Mundorff and Sherry Obert
Location: BCTC
Fee: $1,500.00 (includes textbook and workbook)

Nurse Aide Class Spring 2025

Basic Life Support (BLS) Provider (PWT/343)

The **Basic Life Support (BLS) Provider Course** is a video-based, instructor-led training designed to teach both single-rescuer and team-based life support skills. With a strong emphasis on high-quality CPR and effective team dynamics, this course prepares participants to respond confidently in both pre-hospital and in-facility settings.

What You'll Learn:
- How to recognize and respond to life-threatening emergencies
- High-quality chest compressions and effective ventilations
- Proper use of an Automated External Defibrillator (AED)
- Team-based resuscitation techniques

Participants must successfully complete a skills assessment in CPR and AED use, as well as a written exam. Upon passing, students will receive a **BLS Provider certification card**, valid for **2 years**.

Who Should Enroll?
This course is ideal for:
- Physicians, nurses, paramedics, and EMTs
- Respiratory, physical, and occupational therapists
- Physician assistants, residents, and medical/nursing students
- Aides, allied health professionals, and lifeguards
- Anyone seeking BLS certification for professional or personal reasons

Date: Fri., Apr. 17, 2026
Time: 8:00 AM – 3:30 PM
Instructor: Jeremy Oldham
Location: ACM Bedford County Campus
Fee: $90.00 (includes workbook)

Heartsaver® First Aid, CPR, and AED (PWT/336)

According to OSHA, approximately 4 million workplace injuries and illnesses occur each year, and nearly 80% of sudden cardiac arrests happen outside of a hospital setting. This Heartsaver® First Aid, CPR, and AED course is a video-based, instructor-led training designed to equip participants with the essential skills to respond effectively in the critical first moments of an emergency—whether it's a medical issue, choking, or sudden cardiac arrest—until professional help arrives.

Course Highlights:
- Hands-on training in first aid, adult CPR, and AED use
- Emphasis on real-world emergency response scenarios
- Skills testing to ensure competency and confidence

Upon successful completion of the course and skills assessment, participants will receive a Heartsaver® First Aid CPR AED certification card, valid for 2 years.

Who Should Attend?
This course is ideal for all lay rescuers, including:
- Childcare providers and babysitters
- Firefighters and police officers
- Airline personnel and security staff
- Family members of individuals at high risk for cardiac arrest

This training meets OSHA's First Aid standard and is suitable for anyone seeking to be prepared for emergencies in the workplace or at home.

Date: Fri., May 15, 2026
Time: 8:00 AM – 3:30 PM
Instructor: Jeremy Oldham
Location: ACM Bedford County Campus
Fee: $90.00 (includes workbook)

Culinary Courses

Water Color Cookie Art   (PWT/415)

Join Pastry Chef Debra Swope and take your cookies to the next level with watercolor-inspired designs painted on royal icing. In this hands-on session, you'll learn how to create delicate, painterly effects using edible watercolors and royal icing on cookies. Master color blending, soft washes, and feathered gradients while keeping the icing glossy, smooth, and durable. Limit 10

Date: Thurs., Feb. 5, 2026
Time: 5:00 PM – 7:00 PM
Instructor: Pastry Chef Debra Swope
Location: ACM Bedford County Campus
Fee: $59.00

Kids Tea Party   (PWT/416)

Join Pastry Chefs Debra Swope and Nicole McFarland for this whimsical, kid-friendly culinary and creativity experience perfect for birthdays, playdates, or school events. This charming, hands-on session invites little hosts to explore light bites, mini treats, and tea-time fun in a safe, supervised setting. We'll pair adorable edible selections with simple decorating activities that spark imagination and confidence in young chefs. One parent must stay with child. Ages 2-10 Limit 15 kids with parent.

Date: Thurs., Feb. 26, 2026
Time: 5:00 PM – 7:00 PM
Instructor: Pastry Chefs Debra Swope and
　　　　　　 Nicole McFarland
Location: ACM Bedford County Campus
Fee: $35.00

ServSafe Manager Certification

ServSafe® Certification (PWT/100)

This course prepares participants to earn the ServSafe® Food Protection Manager Certificate, which fulfills the Pennsylvania Department of Agriculture's requirements under the Food Employee Certification Act.

Who Should Enroll?
- Individuals seeking ServSafe® Food Protection Manager certification
- Those needing to meet PDA food safety certification requirements
- Restaurant and food service managers
- Anyone responsible for food safety in a commercial kitchen

What You'll Learn:
- Safe food preparation, handling, storage, and purchasing practices
- Identification and prevention of foodborne illnesses and allergens
- Personal hygiene standards for food handlers
- Pest management strategies
- Proper cleaning and sanitizing procedures

To earn certification, participants must complete the ServSafe® Manager Course and pass the ServSafe® Food Protection Manager Certification Exam with a score of 70% or higher. Certification is valid for five years, after which recertification is required.

Date: Tues., Wed. & Thurs., Mar. 10, 11, 12, 17, 18 & 19, 2026 (6 sessions)
Time: 5:00 PM – 8:00 PM
Instructor: Robin Sheeder
Location: BCTC
Fee ServSafe Certification: $175.00 (includes textbook and exam voucher)

Skilled Trades

ServSafe® Recertification (PWT/203)

Food safety standards evolve over time, and staying current is essential. This ServSafe® Recertification course provides the latest updates based on the FDA Food Code to help you maintain compliance and protect your customers from foodborne illnesses. To maintain your ServSafe® Food Protection Manager Certification, you must pass the recertification exam every five (5) years. This course will review key concepts and prepare you for the exam with the most up-to-date food safety information.

Date: Tues., Wed. & Thurs., Mar. 17, 18 & 19, 2026 (3 sessions)
Time: 5:00 PM – 8:00 PM
Instructor: Robin Sheeder
Location: BCTC
Fee ServSafe Certification: $125.00 (includes textbook and exam voucher)

Introduction to Industrial Electricity and Motor Controls (BCT/178)

This course provides a foundational understanding of electrical power systems and industrial control circuits. Designed for students of all experience levels, it covers essential concepts and practical skills needed in today's industrial environments.

Key topics include:
- Electrical theory, including Ohm's Law and related principles
- Electrical safety practices
- Use of electrical test equipment and interpretation of readings
- Identification and application of control devices and their ratings
- Operation and control of 3-phase motors
- Transformers and 3-phase power systems

No prior experience is required—students from all backgrounds will be guided to achieve the same level of competency. ☑ Qualifies for 4.8 CEUs

Date: Mon. & Wed. Mar. 16 – May 11, 2026 (no class 4/6) (16 sessions)
Time: 5:30 PM – 8:30 PM
Instructor: Wade Reffner
Location: BCTC
Fee: $780.00 (includes various handouts)

to register early

…to secure your seat in class!

We make decisions about running classes based on enrollments about one week before the first class. Sometimes good classes get cancelled because too many people wait until the last minute.

Don't miss out register today!

Basic MIG Welding (BCT/142)

Whether you're just starting out or looking to refresh your skills, this course is the perfect introduction to MIG (Metal Inert Gas) Welding—one of the most versatile and beginner-friendly arc welding processes. Designed for both beginners and intermediate welders, this hands-on class covers:

- Welding safety fundamentals
- Proper setup and operation of MIG welding equipment
- Essential welding techniques and joint types

No prior experience is required. Upon successful completion, students may be eligible to take the AWS certification exam for flat or horizontal MIG welding.

Date: Mon. & Wed., Feb. 2 – Mar. 16, 2026 (no class 2/16) (12 sessions)
Time: 6:00 PM – 9:00 PM
Instructor: Jared Long
Location: BCTC
Fee: $650.00 (includes symbols packet and textbook)

Welding Class Spring 2025

State Auto Inspection (BCT/131)

This course prepares students to take the Pennsylvania State Vehicle Safety Inspection License Exam. Upon successful completion of the course and exam, participants will earn their official PA Auto Inspector's License, qualifying them to perform state vehicle inspections.

Date: Mon. & Wed., Mar. 9, 11, 16 & 18, 2026 (4 sessions)
Tactile exam date will be scheduled by instructor.
Time: 5:00 PM – 9:00 PM
Instructor: Kevin Lawton
Location: BCTC
Fee: $185.00 (includes manual and one category) Additional categories are $45 each.

Emissions Inspector Certification (BCT/202)

Upon successful completion of this class, you will take the PA Emissions Inspector Certification Exam. Those who pass will receive their initial PA Emissions Inspector License.

Date: Mon. & Wed., Apr. 6, 8, 13 & 15, 2026 (4 sessions)
Time: 5:00 PM – 9:00 PM
Instructor: Kevin Lawton
Location: BCTC
Fee: $185.00

We are an ASE Testing Site

See Page 10

Bedford County Technical Center

IS PROUD TO SERVE AS AN OFFICIAL ASE TESTING SITE.

HOW TO REGISTER:

Visit: www.ase.com/myASE
or Call Prometric at 1-877-346-9327.

ONCE REGISTERED:

Call the Bedford County
Technical Center at 814-624-4812
to schedule a testing date and time.

ALLEGANY COLLEGE *of* **MARYLAND**
WORKFORCE DEVELOPMENT & CONTINUING EDUCATION: **BEDFORD CENTER**

Hobbies & Pastimes

Have You Ever Dreamed of Writing a Book or Starting a Podcast? (PWT/379)

If you've always wanted to write a book or launch a podcast but weren't sure where to begin, this class is the perfect starting point. Led by seasoned author Patty A. Wilson, who brings 27 years of writing experience and 20 published books to the table, this course offers a supportive and informative environment to explore your creative potential.

Patty has worked with international publishers, self-published, blogged, and hosted podcasts—making her uniquely equipped to guide you through the entire creative journey. Whether you're looking to sharpen your writing skills, explore podcasting, or simply find out if this path is right for you, this class will provide the tools, insights, and encouragement you need.

Join Patty as she walks you through the process— from the spark of inspiration to the final stages of publishing and promotion.

Weekly Breakdown:
- **Week 1:** Introduction to Writing and Podcasting
- **Week 2:** Crafting a Book Opening or Podcast Concept
- **Week 3:** Troubleshooting: Addressing Challenges and Questions
- **Week 4:** Keeping Your Audience Engaged
- **Week 5:** Crafting a Strong Ending for Your Book or Podcast
- **Week 6:** Choosing a Format and Marketing Your Work

Date: Wed., Mar. 11 – Apr. 15, 2026 (6 sessions)
Time: 5:00 PM – 7:00 PM
Instructor: Patty Wilson
Location: ACM Bedford County Campus
Fee: $78.00
55+ or Veteran Discount Fee: $70.00

Folklore of the Appalachian Mountains of Pennsylvania (PWT/403)

Step into the shadowy hills and deep forests of western Pennsylvania's Allegheny Mountains, where folklore runs as deep as the roots of the trees. Join author Patty A. Wilson—renowned for her work documenting Pennsylvania's rich traditions and folk medicine—for a captivating journey through the mysteries, monsters, and mountain folk of the Northern Appalachians.

Discover the legends passed down by Native peoples that enchanted and warned early settlers—tales of giants, spirits, and creatures that still haunt the region's lore. Explore a culture shaped by isolation, superstition, and survival—distinct from other parts of Appalachia, yet deeply rooted in tradition and magic.

Through stories, history, and hands-on insights, Patty will guide you through the unique cultural tapestry of the Alleghenies and the folklore that still echoes through the hills.

Course Outline:
- **Week 1:** The Natives, Settlers, and Oral Traditions of Early Western Pennsylvania
- **Week 2:** Forest Beasts, Winged Creatures, Water Monsters, and Devils of PA
- **Week 3:** Witches, Powwow Doctors, and Ghostly Encounters
- **Week 4:** Signs, Wonders, and Tokens – Interpreting the Unseen
- **Week 5:** Planting by the Moon, Preserving Crops, and Reading Nature
- **Week 6:** A Distinct Culture – The Spirit and Lore of Western Pennsylvania

Date: Tues., Mar. 17 – Apr. 21, 2026 (6 sessions)
Time: 5:00 PM – 7:00 PM
Instructor: Patty Wilson
Location: ACM Bedford County Campus
Fee: $78.00
55+ or Veteran Discount Fee: $70.00

History

"The Titanic… What Really Happened?" (PWT/413)

The Titanic—one of the most captivating and widely discussed events in history— continues to fascinate over a century later. In this compelling course, taught by Matthew Vollbrecht, author of *Titanic: The Most Complete Story Ever Told*, we'll dive deep into the true story behind the legendary ship.

Explore the myths, legends, and facts surrounding the Titanic. Why was it built? What did it look like? How did passengers dress, and what did they eat? Was it really considered "unsinkable"? Why were iceberg warnings ignored? Were third-class passengers truly locked below deck? Would more lifeboats have saved more lives?

These questions—and many more—will be examined in detail. We'll also look at Titanic's lasting impact on society and culture, including a discussion of the Titan submersible implosion during its descent to the wreck site.

Finally, we'll explore what has changed since 1912 and ask the most important question of all: *Could a disaster like Titanic happen again?*

Each student will receive a copy of Matthew Vollbrecht' s book as part of the course.

Date: Mon. & Wed., Apr. 13 – Apr. 29, 2026 (6 sessions)
Time: 5:00 PM – 6:30 PM
Instructor: Matthew Vollbrecht
Location: ACM Bedford County Campus
Fee: $85.00 (includes a copy of Matthew's book *Titanic: The Most Complete Story Ever Told*)
55+ or Veteran Discount Fee: $76.00

The Kennedy Assassination—60 Years Later (PWT/405)

As we mark the 60th anniversary of President John F. Kennedy's assassination on November 22, 1963, the mystery surrounding that day continues to spark debate and intrigue.

In this thought-provoking class, we'll revisit the key events and evidence from that fateful day and the aftermath. Was Lee Harvey Oswald truly the lone gunman? Did he have help—or was he set up? Who stood to gain from Kennedy's death? What role did Jack Ruby really play? And what about the infamous "pristine bullet"?

We'll separate fact from fiction, explore enduring conspiracy theories, and examine the questions that still captivate the world. At the end of the course, participants will have the opportunity to share their own insights and theories in an open discussion.

Date: Mon., Apr. 13 – May 4, 2026 (4 sessions)
Time: 11:00 AM – 12:30 PM
Instructor: Fred Baca
Location: ACM Bedford County Campus
Fee: $45.00
55+ or Veteran Discount Fee: $40.00

Handmade Treasures

How to Get Started Making Greeting Cards (PWT/411)

Ready to dive into the world of handmade greeting cards but not sure where to begin? This beginner-friendly class is the perfect place to start! You'll learn the essential tools, supplies, and techniques to kick off your new hobby with confidence.

Card Kit and materials are included in the course fee—just bring your creativity (and maybe a friend!) and enjoy a fun, relaxing session while discovering how to craft beautiful, budget-friendly cards.

Date: Mon., Mar. 16, 2026
Time: 5:30 PM – 8:30 PM
Instructor: Sandy England
Location: ACM Bedford County Campus
Fee: $23.00 (all supplies included)
55+ or Veteran Discount Fee: $20.00

Introduction to Scrapbooking (PWT/412)

Create four beautifully designed summer-themed scrapbook pages that will complement a wide variety of photos. These versatile layouts are perfect for capturing your favorite memories. You'll personalize your pages by adding your own photos after class.

Date: Mon., Apr. 20, 2026
Time: 5:30 PM – 8:30 PM
Instructor: Sandy England
Location: ACM Bedford County Campus
Fee: $44.00 (all supplies included)
55+ or Veteran Discount Fee: $39.00

Floral Book Arrangement Workshop (PWT/414)

Unleash your creativity in this unique hands-on experience where literature meets floral design! Bring a beloved book to be artistically transformed into a stunning floral centerpiece. Fall flowers will be provided by *Paper Creations by Stacey*.

This piece was created by Stacey Grab

Whether you're a book lover, a craft enthusiast, or simply looking for a fun and inspiring activity, this workshop is the perfect way to celebrate the season.

Date: Mon., Mar. 16, 2026
Time: 6:00 PM – 8:00 PM
Instructor: Stacey Grab/Owner Creator of Paper Creations by Stacey
Location: ACM Bedford County Campus
Fee: $67.00 (just bring your book all other supplies included)
55+ or Veteran Discount Fee: $60.00

We never like to cancel a class. However, we do need a minimum of six (6) students so
PLEASE REGISTER EARLY!

Learn to Crochet (PWT/344)

Whether your brand new to crochet or have tried before without success, this class is the perfect place to start! In this beginner-friendly course, you'll learn essential stitches and techniques, how to read basic patterns, and build the confidence you need to continue your crochet journey.

We'll be creating classic granny squares and practical dishcloths—perfect starter projects to help you master the basics while having fun!

Please bring the following supplies to the first class:
- 1 skein of medium-weight (4-ply) yarn
- 2.5 oz of 4-ply *Peaches & Crème* cotton yarn (please avoid black or brown)
- Size H (5mm) crochet hook
- Tapestry needle
- Scissors

Date: Mon. & Wed., Mar. 2 – Mar. 18, 2026 (6 sessions)
Time: 4:30 PM – 6:00 PM
Instructor: Angela Conner
Location: ACM Bedford County Campus
Fee: $60.00 (plus supplies)
55+ or Veteran Discount Fee: $54.00 (plus supplies)

Soap Making for Beginners (PWT/406)

Discover the art and science of soap making with Tom and Missy Miller of Bearded Nanny Goat Milk Creations! In this demonstration class, you'll learn the cold process method—from essential tools and ingredients to the chemistry behind creating your own soap.

Whether you're curious about crafting natural soaps at home or looking to start a new hobby, this class will guide you through the process safely and confidently. Bring your questions and creativity—Tom and Missy are here to help every step of the way!

Date: Tues., Mar. 24, 2026
Time: 5:30 PM – 7:30 PM
Instructor: Tom and Missy Miller
Location: BCTC
Fee: $20.00 (includes a bar of soap)
55+ or Veteran Discount Fee: $18.00 (includes a bar of soap)

World Languages

Beginning Spanish   (PWT/167)

Bring Spanish to life in this interactive and practical beginner course! Whether you're learning for travel, work, or casual conversation, this class offers a well-rounded introduction to the Spanish language. Through engaging activities and real-world applications, you'll develop skills in listening, speaking, pronunciation, reading, writing, vocabulary, and cultural understanding. Basic grammar will be introduced as needed to support effective communication.

This course emphasizes active participation and is designed to build your confidence in using Spanish in everyday situations.

☑ Qualifies for 1.2 CEUs

Date: Tues. & Thurs., Mar. 3 – Mar. 31, 2026 (no class 3/24) (8 sessions)
Time: 11:00 AM – 12:30 PM
Instructor: Fred Baca
Location: ACM Bedford County Campus
Fee: $100.00 (includes book)
55+ or Veteran Discount Fee: $90.00

Exploring the Arts

Charcoals I: Drawing Exploration (PWT/400)

Discover the expressive power of charcoal in this beginner-friendly course designed to build your confidence and familiarity with this dynamic medium. While basic drawing skills are recommended, this class will guide you through foundational techniques, introduce you to essential tools, and explore the rich history of charcoal in art.

Each session will include warm-up exercises with 10–15 minute gestural studies, followed by more focused drawing sessions. You'll learn how to define shape, line, and space using various charcoal methods, while also examining notable works—both historical and local—for inspiration.

The final class will feature a group critique, offering a supportive space to share your work, reflect on your progress, and practice discussing art in a collaborative setting.

Supplies: A full materials list will be provided during the first class. Please bring all required supplies to the second session.

Date: Tues., Mar. 3 – Mar. 31, 2026 (5 sessions)
Time: 5:30 PM – 7:30 PM
Instructor: Morgan Young
Location: ACM Bedford County Campus
Fee: $65.00
55+ or Veteran Discount Fee: $58.00

Charcoals II   (PWT/409)

Take your charcoal drawing skills to the next level in this continuation of Charcoal Drawing Exploration. Designed for students with prior experience, this course focuses on refining technique, enhancing hand-eye coordination, and deepening your understanding of form and composition.

Through structured repetition and mark-making exercises, you'll explore working in the negative space, experiment with colored Conté, and draw on a variety of surfaces. Each session builds on the last, guiding you toward more confident and expressive work.

The course culminates in individual critiques and the opportunity to complete a refined still life drawing, helping you grow both technically and conceptually as an artist.

Course Outline:
- **Class 1:** Course overview, supply list, and warm-up exercises. Please bring any current works-in-progress.
- **Class 2:** Revisiting 3D forms – cube, sphere, and pyramid
- **Class 3:** Timed gestural drawing – full session focused on hand-eye coordination with a still life
- **Class 4:** Still life drawing – 2-hour session to develop a completed piece
- **Class 5:** Individual reviews and continued work on your still life
- **Class 6:** Final critiques and completion of your refined drawing (as needed)

Supplies: A full materials list will be provided during the first class. Please bring all supplies to the second session.

Date: Tues., Apr. 7 – May 12, 2026 (6 sessions)
Time: 5:30 PM – 7:30 PM
Instructor: Morgan Young
Location: ACM Bedford County Campus
Fee: $78.00
55+ or Veteran Discount Fee: $70.00

CREATIVE *Crawl*

Experience Art Beyond the Classroom   (PWT/417)

This course takes you on field trips to museums, artist studios, and community art spaces throughout Bedford and Everett. Each session will be held at a different location, and our schedule may shift based on weather conditions. Please bring a pencil and sketchbook to each session and be ready to observe, sketch, and engage with art in its natural setting! Transportation is the responsibility of the student.

COURSE SCHEDULE AND OVERVIEW

Day 1:

Orientation at ACM Bedford County Campus

During this session, we will:

▶ Review the course calendar and expectations.
▶ Discuss logistics for visiting museums and art locations.
▶ Introduce some of the artists we will study.
▶ Cover the required writing assignment: A brief reflective composition on your thoughts, feelings, and experiences throughout the course that will be shared during our final class discussion. Assignment will need submitted via email before our final meeting.

Day 2:

Museum Focus

Meet at a museum or artist studio (location announced at orientation)

▶ Explore current exhibitions and engage in discussion.
▶ Learn how cultural institutions impact communities
▶ Examine silent communication in art and explore artists' motivations.

Day 3:

Painting and the 2D World

Meet at a museum or artist studio (location announced at orientation)

▶ Walk through exhibitions with an emphasis on painting and two-dimensional art.
▶ Discuss composition and artistic techniques.

Day 4:

Sculpture and the 3D World

Meet at a museum or artist studio (location announced at orientation)

▶ Explore sculpture and three-dimensional art forms.
▶ Discuss materials, processes, and artistic intent.

Day 5:

Bedford Art Walk
(Weather Permitting)

Meet in Bedford and tour notable art installations and points of interest, including:

▶ WWII Monument (traditional sculpture)
▶ Pigeon Hill Studio
▶ Large George Washington painting Cork and Compass mural (in progress)
▶ PA250 Bell installation – Bob as an artist

Day 6:

Final Class Discussion at ACM Bedford County Campus

We will gather as a group to:

▶ Share insights from your written reflections.
▶ Discuss how these experiences have influenced your view of art.
▶ Review upcoming exhibitions and opportunities for continued creative engagement.

Date: Thurs., Apr. 16 – May 21, 2026 (6 sessions)
Time: 5:00 PM – 7:00 PM
Instructor: Morgan Young
Location: ACM Bedford County Campus and Locations Determined at Orientation
Fee: $80.00
55+ or Veteran Discount Fee: $72.00

ALLEGANY COLLEGE OF MARYLAND
PA WORKFORCE DEVELOPMENT

in partnership with

GEORGE BROWN COLLEGE

offers certificate distance education programs in Automation, Electronics, Electromechanical, Electric Vehicle, Robotics, PLC and PLC II, designed to provide students with a complete technical introduction to these subjects. Programs will help enrich skills and knowledge in design, programming, installation, operation, maintenance and troubleshooting. These programs provide a self-paced distance education alternative to students who cannot attend the traditional college environment on a full or part-time basis.

The cornerstone of these programs is the simulation software, which is fully integrated within the learning material and bridges the gap between theoretical and practical application. The simulation software includes LogixSim for Automation program, CircuitLogix, 3DLab for Electronics and Electromechanical, Electric Vehicle program, RoboLogix for robotics program and PLCLogix500 and PLCLogix5000 for PLC programs.

Robotics Technician

The Robotics Technician training program introduces the concepts of industrial robots and explains how they can be used in a plant or manufacturing system. The primary focus of the program is on automated manufacturing processes, as well as the role of robots and all of their support equipment. Students receive both theoretical and laboratory instruction through a combination of multimedia learning resources and a robotics simulation software package to allow for the programming, testing, and debugging of robot-control programs. Areas of study include motion programming, pick and place, spray painting, arc and spot welding, computer networking, automated sorting systems, vision and tactile sensors and computer integration.

The total cost of the Robotics Technician Certificate Program is $1740.
There are two payment options.
• **Option 1**
Full Registration: $1740
Students register and pay for the complete program at one time.

• **Option 2**
Pay-As-You-Learn Registration
Initial registration is $570 (includes web-based curriculum, laboratory simulation software, user guides and Module 1) and registration for each of the remaining 13 modules is $90/module. Students may register for one or more modules at any time.

Electronic Technician

The Electronics Technician Certificate program prepares graduates of the program for employment and/or further on-the-job training as a service technician in the field of consumer, commercial and industrial electronics. As well, it will enable students to provide technical support and service during the production, installation, operation and repair of electrical equipment and systems.

The total cost of the Electronics Technician Certificate Program is $1800.
There are two payment options.
• **Option 1**
Full Registration: $1800
Students register and pay for the complete program at one time.

• **Option 2**
Pay-As-You-Learn Registration
Initial registration is $430 (includes the web-based curriculum, laboratory simulation and Module 1) and registration for each of the remaining 23 modules is $60/module. Students may register for one or more modules at any time.

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PLC Technician

The PLC Technician Certificate Program provides a basic introduction to PLCs and focuses on the practical applications of using them in a plant or manufacturing system. This program is designed for students with little or no PLC experience and who require a safe and quick start in the fundamentals of PLC programming.

The total cost of the PLC Program is $1800.
There are two payment options.
- **Option 1**
Full Registration: $1800
Students register and pay for the complete program at one time.

- **Option 2**
Pay-As-You-Learn Registration
Initial registration is $450 (includes the, web-based curriculum, laboratory simulation software and Module 1) and registration for each of the remaining 18 modules is $75/module. Students may register for one or more modules at any time.

PLC Technician II

The PLC Technician II Certificate program provides a more advanced study of PLCs in manufacturing including Distributed Control Systems (DCS), Supervisory Control and Data Acquisition Systems (SCADA) and advanced programming languages. This program can be completed without taking the first PLC program however is more challenging to learn since it uses tag-based addressing.

The total cost of the PLC Technician II Program is $1800.
There are two payment options.
- **Option 1**
Full Registration: $1800
Students register and pay for the complete program at one time.

- **Option 2**
Pay-As-You-Learn Registration
Initial registration is $450 (includes the web-based curriculum, laboratory simulation and Module 1) and registration for each of the remaining 18 modules is $75/module. Students may register for one or more modules at any time.

Electromechanical Technician

The Electromechanical Technician Certificate program provides a complete introduction to electronics and electromechanical systems. This program is often of interest to people who want to study electronics with an emphasis on mechanical systems, for example someone coming from a millwright background. The program covers mechanical topics outside of a typical electronics program, like industrial control devices, DC and AC motors and control circuits, transformers, analog and digital transducers, industrial process control and PLCs.

The total cost of the Electromechanical Technician Certificate Program is $1800.
There are two payment options.
- **Option 1**
Full Registration: $1800
Students register and pay for the complete program at one time.

- **Option 2**
Pay-As-You-Learn Registration
Initial registration is $430 (includes the web-based curriculum, laboratory simulation software and Module 1) and registration for each of the remaining 23 modules is $60/module. Students may register for one or more modules at any time.

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Automation Technician

The Automation Technician Certificate Program is intended to prepare graduates for career opportunities in the expanding field of industrial automation. Upon completion of the program, graduates will be able to design, install, and maintain electronic equipment used in modern industrial processes and work on a wide range of control systems, from the simplest fuses and motors to sophisticated electronic computer interface boards, motor drives, programmable logic controllers, solid-state devices and robotics.

The total cost of the Automation Technician Certificate Program is $1850.
There are two payment options.
- **Option 1**
Full Registration: $1850
Students register and pay for the complete program at one time.

- **Option 2**
Pay-As-You-Learn Registration
Initial registration is $590 (includes web-based curriculum, laboratory simulation software, and Module 1) and registration for each of the remaining 17 can be purchased singly or in groups at a later date.

Electric Vehicle (EV) Technician

The EV Technician Certificate training program is intended to address a global need for people who are skilled in diagnosing, servicing and repairing high voltage EVs and commercial charging stations.
Our program is the right choice whether you are an automotive technician interested in repairing & servicing electric vehicles, an Electrician interested installing and maintaining commercial and/or residential charging stations, or anyone interested in joining the EV revolution.

The total cost of the Electric Vehicle Technician Certificate Program is $1750.
There are two payment options.
- **Option 1**
Full Registration: $1750
Students register and pay for the complete program at one time.

- **Option 2**
Pay-As-You-Learn Registration
Initial registration is $580 (includes all learning materials, laboratory simulation software and Module 1) and registration for each of the remaining 13 modules is $90/module. Students may register for one or more modules at any time.

Our Training programs will help you become job ready!

To register just go to www.alleganytech-gbc.com

or call toll free at 1-866-300-1347

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Wind Turbine Technician

Wind Turbine (WT) Technician online Certificate program is intended to address a global need for people who are skilled in servicing, diagnosing, repairing and installing wind turbines and related equipment. The program is delivered in an asynchronous "on demand" online format, which allows the student to start and finish modules entirely at their own pace. This format is based on GBC's other award-winning online technical training programs such as electronics, robotics and industrial automation. The average completion time is 32 weeks, but there are no pre-set, scheduled completion times, which allow the student to complete the course material at a rate that they are comfortable with.

The total cost of the Wind Turbine Technician Certificate Program is $1750.
There are two payment options.
• **Option 1**
Full Registration: $1750
Students register and pay for the complete program at one time.

• **Option 2**
Pay-As-You-Learn Registration
Initial registration is $580 (includes all learning materials, laboratory simulation software and Module 1) and registration for each of the remaining 13 modules is $90/module. Students may register for one or more modules at any time.

Solar Panel Installer

The Solar Panel Installer program provides a more basic introduction to Solar and focuses on the practical aspects of sizing and installing solar PV systems. Graduates of this program will have the skills and knowledge to find employment installing residential and commercial solar panels.

The Solar Installer Technician program consists of 7 modules of interactive curriculum using state-of-the-art simulation software with virtual lab/shop experiments, combined with videos, animations and real-world practical examples to reinforce the fundamental concepts of solar photovoltaic (PV) technology.

The total cost of the Electric Vehicle Technician Certificate Program is $1120.
There are two payment options.
• **Option 1**
Full Registration: $1120
Students register and pay for the complete program at one time.

• **Option 2**
Pay-As-You-Learn Registration
Initial registration is $580 (includes web-based curriculum, laboratory simulation software, user guides and Module 1 exam) and registration for each of the remaining 6 modules is $90/module. Students may register for one or more modules at any time.

Solar Energy Technician

Students in the Solar Energy Technician program will develop a wide range of knowledge and skills that cover everything from solar PV system design and installation to maintenance and commissioning. The learning objectives in this program are broad in scope and cover the most important aspects that anyone working in the solar PV industry should thoroughly understand. The program combines technical and skills training in areas such as safety protocols, electrical and electronics knowledge, system components and sizing, performance analysis, maintenance and troubleshooting techniques. With a strong emphasis on safety and best practices in industry, graduates are well-prepared for entry-level positions in the solar energy sector.

The total cost of the Wind Turbine Technician Certificate Program is $1570.
There are two payment options.
• **Option 1**
Full Registration: $1570
Students register and pay for the complete program at one time.

• **Option 2**
Pay-As-You-Learn Registration
Initial registration is $580 (includes web-based curriculum, laboratory simulation software, user guides and Module 1 exam) and registration for each of the remaining 11 modules is $90/module. Students may register for one or more modules at any time.

Writing and Editing

Online Courses, Course Series and Suites

ACM/BCTC Workforce Training Center

COURSES:

Advanced Fiction Writing
Beginner's Guide to Getting Published
Beginning Writer's Workshop
Fundamentals of Technical Writing
Grammar Refresher
Grammar Refresher II
How to Make Money From Your Writing
Introduction to Journaling
Introduction to Screenwriting
Mystery Writing
Research Methods for Writers
Romance Writing
The Craft of Magazine Writing
The Keys to Effective Editing
Travel Writing
Write and Publish Your Nonfiction Book
Write Effective Web Content
Write Fiction Like a Pro
Write Your Life Story
Writeriffic: Creativity Training for Writers

COURSE SUITES AND SERIES:

Creative Writing Value Suite
- Beginning Writer's Workshop
- Writing Essentials
- The Keys to Effective Editing

Explore Fiction Writing Genres Suite
- Introduction to Screenwriting
- Mystery Writing
- Romance Writing
- Writing the Fantasy Novel

Explore Non-Fiction Writing Suite
- Write and Publish Your Nonfiction Book
- Write Your Life Story
- The Craft of Magazine Writing
- Travel Writing

Grammar Refresher Series
- Grammar Refresher
- Grammar Refresher ll

Technical Writing Suite
- Introduction to Microsoft Word 2019/Office 365
- Intermediate Microsoft Word 2019/Office 365
- Fundamentals of Technical Writing

COURSE FEATURES:

- 100% Online
- 24/7 Course access
- 6-Week instructor-moderated or 3-month self-guided formats
- Learn from industry experts
- Receive a Certificate of Completion

To learn more and enroll, visit:
ed2go.com/acmpa

2502-1521

REGISTRATION INFORMATION

for further information call (814) 624-4812

5 easy ways to register

In Person

Register in person by visiting the Bedford County Technical Center. Office hours are Monday - Friday, 8:00am - 4:00pm.

By Mail

Complete the registration form in this catalog; attach a check, money order or credit card information and mail to us at ACM BCTC Workforce Development, 195 Pennknoll Road, Everett, PA 15537-6946.

By Phone

Phone registration is available during regular office hours for any customer paying by VISA, Discover, MasterCard, or agency billing. Please have all student, course and billing information ready before calling. The number to register is (814) 624-4812.

By Fax Or Scan

You can fax your registration form if payment by VISA, Discover, MasterCard, or agency billing. FAX cannot be used when paying by check. Please remember to include all information needed for payment when using a credit card or agency billing. FAX to (814) 623-7234 or SCAN to aweicht@allegany.edu.

Allegany College of Maryland does not discriminate on the basis of federally protected classes of race, color, national origin, religion, sex, age, disability, and veteran/military status in matters affecting employment or in providing access to programs and activities. Allegany College of Maryland recognizes and complies with additional protections for employees and/or pursuant to state law. Additional information is available at https://www.allegany.edu/non-discrimination. For inquiries related to the application of this statement, the Non-Discrimination policy, Title IX, and ADA/504, please contact: Dr. Renee Conner, Dean of Student and Legal Affairs, Title IX Coordinator, ADA/504 Coordinator, 301-784-5206 / rconner@allegany.edu. Allegany College of Maryland is required to inform prospective and current students of important College policies including Non-Discrimination, Title IX, Child Abuse Mandated Reports, Clery Act, Heroin & Opioid, Drug and Alcohol Use, Academic Disabilities, FERPA, Accreditation, Faith-Based/Religious Academic Accommodations, and Medical Disclosure Procedure. For full details on these key policies, please visit the Allegany College of Maryland website at allegany.edu/policy-mandates.

Payment Policy:

For all classes, full payment is due one week prior to first class session.

Cancellations:

The Allegany College of Maryland Center for Workforce Development reserves the right to cancel any course that, in judgement of the Center staff, does not have sufficient enrollment. The decision is usually made one week before the first scheduled class meeting, and all registrants will be notified promptly. A full refund is processed automatically. To help prevent cancellations, please register at least one week before class is to begin.

Refund Policy:

If a student wishes to withdraw from a course and receive a refund, an official withdraw form must be submitted to the ACM/BCTC Training Center Office. All costs will be refunded if the student withdraws before the first session of the course. If the student withdraws after the first session but on or before 20% of the course has been completed, 80% of the tuition will be refunded. No refunds will be issued to students withdrawing after 20% of the course has been completed. Students can obtain a withdraw form by calling the ACM/BCTC Training Center Office at 814-624-4812.

Who Can Register:

Courses are open to all interested persons 16 years of age or older (unless specifically designed as a youth course). High school students are required to submit a letter of approval from their Principal or Guidance Counselor for any course that is not designed as a youth program.

VISION/MISSION STATEMENT

ALLEGANY COLLEGE OF MARYLAND

Vision - We will be the college of choice that transforms lives, strengthens communities, and makes learners the center of everything we do.

Mission - Allegany College of Maryland is a lifelong learning community dedicated to excellence in education and responsive to the changing needs of the communities we serve. Our focus is the preparation of individuals in mind, body, and spirit for lives of fulfillment, leadership, and service in a diverse and global society. We are committed to engaging students in rich and challenging learning opportunities within a small college atmosphere that is known for its personal touch.

ALLEGANY COLLEGE *of* MARYLAND
PA CENTERS FOR CONTINUING EDUCATION & WORKFORCE DEVELOPMENT
REGISTRATION FORM

BCTC Bedford County Technical Center

ACM

LAST NAME   FIRST   MI

STREET ADDRESS

CITY OR TOWN   COUNTY   STATE   ZIP CODE

EMAIL ADDRESS   HOME PHONE

ETHNICITY: *(Please check all that apply):*   CELL PHONE

Are you Hispanic or Latino: ☐ Yes   ☐ No

BIRTHDATE

☐ White   ☐ Asian   ☐ Native Hawaiian / Other Pacific Islander

☐ Black / African American   ☐ American Indian / Alaska Native   ( ) **Male**   ( ) **Female**

MONTH   DAY   YEAR

Signature _____   Date _____

I certify that the information on this form is correct. Must be signed and dated to be official. By signing this form, I agree to abide by the policies and procedures of the College, including without limitation, the Student Code of Conduct.

COURSE #	COURSE TITLE	BEGIN DATE	TIME	COURSE COST
			TOTAL COSTS	

MAKE CHECKS PAYABLE TO:
Allegany College of Maryland
(Payment must accompany this registration)

EMAIL:
aweicht@allegany.edu

MAIL TO:
Bedford County Technical Center
195 Pennknoll Road
Everett, PA 15537-6946

PHONE: 814-624-4812 | FAX: 814-623-7234

If your employer is paying, please provide the information below:

AGENCY'S NAME   CONTACT PERSON

STREET ADDRESS

CITY OR TOWN   STATE   ZIP CODE

TELEPHONE NUMBER   FAX NUMBER

FOR CREDIT CARD USE ONLY   ( ) Visa   ( ) Mastercard   ( ) Discover

Account No. _____

Date of Expiration _____   V. Code ____ ____ ____

REGISTRATION OFFICE USE ONLY   Amount Paid _____

_____   ____ Cash   ____ Credit Card
Date Received   Initials   ____ Check   ____ Bill To

ALLEGANY COLLEGE *of* MARYLAND
WORKFORCE DEVELOPMENT & CONTINUING EDUCATION: **BEDFORD CENTER**

ALLEGANY COLLEGE of MARYLAND

12401 Willowbrook Road, SE
Cumberland, MD 21502-2596

Electronic Service Requested