CCWA 2024
May – August
EXPLORE NEW HORIZONS
CCWATRAINING.ORG
CCWA is the Workforce Development Division of Brightpoint and Reynolds Community Colleges
Community College Workforce Alliance (CCWA) seeks to be the go-to resource and partner for businesses and economic development organizations seeking workforce solutions and the first stop for job seekers across central Virginia looking for a runway to a career or advancement. As the shared workforce development division of Brightpoint and Reynolds Community Colleges, CCWA supports regional economic advancement and individual financial empowerment through industry sector strategies.

For more information:
804-523-CCWA (2292)
ccwatraining.org
Combining skills training with coaching and confidence-building, CCWA supports your needs, from enrollment to employment.

**Network2WorkRVA** connects job seekers with employers looking to fill vital roles within their companies.

Focused on healthcare, IT, manufacturing, logistics and construction and related trades, Network2WorkRVA helps you find a job that leads to a successful career pathway.

**CAREER EXPLORATION & PLANNING**
Assistance in determining your best job fit and developing a plan for your next steps

**EMPLOYABILITY SKILLS**
Resume assistance, mock job interviews and employment application support

**SUPPORT SERVICES**
Access to resources that will help you prepare for and maintain your job (such as transportation and childcare)

**JOB PLACEMENT**
Connections to employers and jobs that align with the training provided at CCWA

For more information about CCWA career coaching and Network2WorkRVA, email careercoach@ccwa.vccs.edu
The Greater Richmond job market is active and credentials are becoming more critical. FastForward credentials open doors to in-demand jobs.

**FASTFORWARD PROGRAMS** with **TUITION ASSISTANCE** include:

**BUSINESS AND LEADERSHIP TRAINING**

- Customer Service & Sales Certification
- Project Management Prep (PMP)

**INFORMATION TECHNOLOGY**

- CompTIA Fundamentals+
- CompTIA Security+
- CompTIA Network+
- CompTIA Linux+
- CompTIA A+
- Python Programming
- AWS Cloud Practitioner
- AWS Certified Solutions Architect (Associate)
- AWS Security Specialist

**EDUCATION**

- Teacher Licensure Through EducateVA

**PAY ONLY ONE-THIRD OF THE COST FOR SHORT-TERM TRAINING THAT GETS YOU TO WORK**

The Greater Richmond job market is active and credentials are becoming more critical. FastForward credentials open doors to in-demand jobs.

Additional $1,000 cash award is available through the Virginia Ready initiative for many FastForward course completers.
NOW AVAILABLE:
Online and Hybrid* Class Formats
for most FastForward Certification Courses

*combination of online classes and small in-person classroom groups

TUITION ASSISTANCE
FastForward tuition grants, available to all Virginia residents, pay two-thirds of the tuition costs; students qualifying for financial aid may be eligible for additional funding. Businesses interested in a certified workforce may also benefit from FastForward funds.

TRADES AND MANUFACTURING
- Apartment Maintenance Technician
- Commercial Driver's License (CDL)
- Manufacturing Technician 1 (MT1)
  Dual credential w/ Manufacturing Specialist (MS)
- Lean Practitioner
- Certified Logistics Technician
  Dual credential w/ Certified Logistics Associate
- VDOT Construction Inspector Series
- NCCER Core Construction
- NCCER Electrician Level 1
- NCCER HVAC Level 1
- NCCER Heavy Equipment Operator Level 1
- NCCER Plumbing Level 1
- Pharmaceutical Manufacturing
  Triple credential with Manufacturing Specialist (MS) and Chemical Manufacturing (ChemMT)

HEALTH CARE
- Clinical Medical Assistant
- Nurse Aide
- Certified Professional Biller
- Certified Professional Coder
- Electrocardiograph (EKG) Technician
- Phlebotomy Technician
- Emergency Telecommunicator (9-1-1 Operator)

Schedule your orientation today!

Go to ccwatraining.org/certifications
Credential Programs

TECHNOLOGY

**CompTIA IT Fundamentals+**
- Jun 3 – Aug 1: MR 6:00 PM – 8:00 PM
- Aug 7 – Sep 18: WR 6:00 PM – 8:00 PM & S 9:00 AM – 11:00 AM

Fee: $1,299

**CompTIA A+**
- May 1 – Aug 14: WR 6:00 PM – 8:00 PM & S 9:00 AM – 11:00 AM
- Jul 8 – Oct 21: MTR 5:30 PM – 7:30 PM
- Aug 19 – Dec 9: MWR 6:00 PM – 8:00 PM

Fee: $2,802

**CompTIA Network+**
- May 13 – Jul 15: MWR 6:00 PM – 8:00 PM
- Jul 29 – Sep 23: MTR 6:00 PM – 8:00 PM

Fee: $1,995

**CompTIA Security+**
- Jul 8 – Aug 15: MWR 6:00 PM – 8:00 PM

Fee: $1,995

**CompTIA Linux+**
- Jun 10 – Aug 12: MWR 6:00 PM – 8:00 PM

Fee: $1,800

**Python Programming-Certified Associate (PCAP)**
- Jul 29 – Dec 2: MTR 6:00 PM – 8:00 PM

Fee: $2,250

**AWS Certified Cloud Practitioner**
- Jul 15 – Sep 9: MTR 5:30 PM – 7:30 PM

Fee: $1,800

Choose Your Path to a Valuable Career in IT

Information technology continues to grow. This means jobs in the IT field are stable and reliable. IT can take you anywhere – healthcare, finance, government and more.

Earning an information technology certification at CCWA begins with CompTIA Fundamentals+ — and there are many opportunities available with this foundation course.

Check out the many pathways:

Did you know?
All of our IT certifications are stackable — so you can continue to build skills and become even more valuable!
BUSINESS ADMINISTRATION AND MANAGEMENT

National Retail Certification in Customer Service & Sales
Jun 25 – Aug 8  TR 5:30 PM – 8:30 PM  Online
Fee: $840

Project Management Prep (PMP) Course
Jun 5 – Aug 14  W 6:00 PM – 9:30 PM  Online
Fee: $2,400

HEALTH CARE

Nurse Aide Program
May 8 – Jun 21  MTWRF 9:00 AM – 2:30 PM  OS
May 29 – Jul 12  MTWRF 9:00 AM – 2:30 PM  OS
Jun 12 – Jul 26  MTWRF 9:00 AM – 2:30 PM  OS
Jun 26 – Aug 9  MTWRF 9:00 AM – 2:30 PM  OS
Jul 10 – Aug 23  MTWRF 9:00 AM – 2:30 PM  OS
Jul 31 – Sep 13  MTWRF 9:00 AM – 2:30 PM  OS
Fee: $3,495

EKG Technician Certification Program
May 17 – Jun 29  F 6:00 PM – 10:00 PM & S 10:00 AM – 4:00 PM  DTC
Aug 9 – Sep 21  F 10:00 AM – 2:00 PM & S 10:00 AM – 4:00 PM  CH
Aug 9 – Sep 21  F 6:00 PM – 10:00 PM & S 10:00 AM – 4:00 PM  CH
Fee: $1,800

Unlock Your Future in Healthcare!

Get Started with CCWA
A healthcare certification from CCWA opens doors to employment opportunities in physician offices, clinics, chiropractor offices, hospitals, and outpatient facilities. Orientation is mandatory for those interested in CCWA healthcare certification. Orientation sessions allow you to explore CCWA course offerings, initiate the registration process, and apply for funding that could cover up to 100% of tuition fees.

ORIENTATION LOCATIONS:
• Brightpoint Chester Campus
• Reynolds Downtown Campus
Location details: page 19

INSTRUCTOR SPOTLIGHT

Kathy Godard
Nurse Aide Instructor

"Success in the classroom builds confidence and pride and nurtures the care professionals who contribute to our community’s well-being. Our adult learners bring invaluable life lessons to the classroom. I focus on leveraging this experiences to empower students in acquiring new skills and knowledge."

HEALTHCARE CERTIFICATION PROGRAMS
Medical Assistant
Nurse Aide
Phlebotomy Technician
EKG Technician
Medical Coder
Medical Biller
Emergency Telecommunicator (911 Dispatcher)

Scan the QR code to register for a healthcare information session!
PHARMACEUTICAL MANUFACTURING CERTIFICATION!

New companies are moving into our region, bringing pharmaceutical manufacturing careers for trained job seekers. With this certification, you will help create life-saving medicines as an entry-level technician. Don’t miss this opportunity!

**Medical Coding - Certified Professional Coder**
- May 20 – Sep 9  MW 6:00 PM – 9:00 PM  Online
- Jun 10 – Sep 18  MW 6:00 PM – 9:00 PM  Online
- Fee: $3,897

**Certified Phlebotomy Technician**
- May 17 – Jul 20  F 10:00 AM – 2:00 PM  S 10:00 AM - 4:00 PM  CH
- May 17 – Jul 20  F 6:00 PM – 10:00 PM  & S 10:00 AM - 4:00 PM  CH
- Aug 2 – Sep 28  F 10:00 AM – 2:00 PM  & S 10:00 AM - 4:00 PM  DTC
- Fee: $2,334

**Clinical Medical Assistant Program**
- Jun 11 – Oct 31  TR 10:00 AM – 2:00 PM  CH
- Jun 11 – Oct 31  TR 10:00 AM – 2:00 PM  DTC
- Jul 9 – Nov 26  TR 6:00 PM – 10:00 PM  CH
- Aug 12 – Jan 15  MW 10:00 AM – 2:00 PM  CH
- Aug 12 – Jan 15  MW 10:00 AM – 2:00 PM  DTC
- Aug 12 – Jan 15  MW 6:00 PM – 10:00 PM  CH
- Aug 12 – Jan 15  MW 6:00 PM – 10:00 PM  DTC
- Fee: $3,267

**Medical Biller - Certified Professional Biller-AAPC**
- Aug 1 – Oct 29  TR 6:00 PM – 9:00 PM  Online
- Fee: $3,099

**Fee:** $2,916 — Low-to-no cost with FastForward and G3 tuition assistance. For more information see pages 4, 5, and 17.
APARTMENT MAINTENANCE TECHNICIAN

Become a Master of Maintenance!

The Certificate for Apartment Maintenance Technicians (CAMT) course will help you earn the valuable CAMT credential.

Learn the basics of electrical, appliance maintenance and repair, HVAC and plumbing, as well as the maintenance and repair of property interiors and exteriors.

August 8 – September 18
TWR 1:00 PM – 4:30 PM (DTC)
Fee: $2,700
Funding details: pages 4, 5, 17

NEW!

MANUFACTURING AND TRADES

NCCER: Introductory Craft Skills - Leads to Apartment Maintenance
Jul 9 – Aug 7 TWR 1:00 PM – 4:30 PM DTC
Fee: $1,098

Certified Logistics Technician (CLT)
Jun 4 – 24 MTWR 9:00 AM – 12:00 PM CH
Fee: $1,200

Certified Logistics Associate (CLA)
May 13 – Jun 3 MTWR 9:00 AM – 12:00 PM CH
May 9 – Aug 28 TWR 5:30 PM – 8:30 PM CH
Jul 30 – Sep 18 TWF 5:30 PM – 8:30 PM OS
Fee: $900

Manufacturing Technician Level 1 Certification
Jul 15 – Aug 28 MWF 9:00 AM – 12:00 PM CH
May 13 – Jul 1 MWF 5:30 PM – 8:30 PM CH
May 13 – Jul 1 MWF 5:30 PM – 8:30 PM CH
Fee: $816

Manufacturing Specialist Certification
May 13 – Jul 1 MWF 5:30 PM – 8:30 PM CH
May 13 – Jul 1 MWF 5:30 PM – 8:30 PM CH
May 20 – Jul 1 MTWRF 5:30 PM – 8:30 PM CH
Fee: $1,584

= FastForward and/or G3 funding available. See pages 4, 5, and 17.
INSTRUCTOR SPOTLIGHT

Lawrence Brewton

Manufacturing & Trades Outreach Specialist

I work to engage with adult learners by actively listening and focusing on identifying experiences that will lead to a certification. My goal is to share credentials which have the potential to be transformational while developing connections with the communities I serve.

Lean Practitioner Certification
May 7 – 30  TR 5:30 PM – 8:30 PM  CH
Jul 9 - 24  TWR 5:30 PM – 8:30 PM  CH
Jul 16 - 31  TWR 5:30 PM – 8:30 PM  CH
Fee: $1,200

VDOT: Bridge Preservation for Inspectors
May 7 – 9  TWR 8:30 AM – 4:30 PM  MIDLO
Fee: $600

CERTIFICATIONS IN MOTION

CCWA’s Partnership with the Virginia Department of Transportation

Materials and Inspector Certification Courses are available year-round with statewide offerings. Custom dates for on-site courses are available upon request.

Inspector Courses are offered at a discounted rate (66% off) for all Virginia residents through the FastForward/Workforce Credential Grant (subject to availability).

ccwatraining.org/VDOT / 804-523-2290
Make a Difference: Become a Teacher

If you are a professional with a bachelor’s degree and at least three years of full-time work experience, you may qualify for the EducateVA Career Switcher licensure program. This affordable, fast-track program is approved by the Virginia Department of Education, and provides the academic training and practical experience needed to make an impact in the classroom.

**FREE WEBINAR:**
To learn more about the program, visit our website to sign up for the monthly hour-long webinar, held on the third Wednesday of each month at 12:00 PM.

**Upcoming Webinars:**
May 15 | Jun 12 | Jul 17 | Aug 21

Teaching: The most rewarding career you will ever have.

Become licensed in 18 weeks through a combination of online and weekend courses.

Offered as a FastForward credential. Participants pay 1/3 or less of the cost.

**To learn more, visit the website:** educateva.com

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**Truck Driver Training (CDL)**

**Classes in CHESTER**

**MANUAL AND AUTOMATIC**

**WEEKDAY** / Monday – Friday
- Apr 1 - May 3
- Apr 15 - May 24
- Apr 29 - Jun 7
- May 13 - Jun 21
- May 28 - Jul 5
- Jun 10 - Jul 19

- Jun 24 - Aug 2
- Jul 8 - Aug 16
- Jul 22 - Aug 30
- Aug 5 - Sep 13
- Aug 19 - Sep 27

**WEEKEND** / Saturday & Sunday
- Apr 27 - Jul 7
- Jun 8 - Aug 11

- Jul 16 - Sep 21
- Aug 17 - Oct 27

**Chester Classes:** 8:00 AM – 5:00 PM

Call 804-523-2292 for pricing.

**FastForward available** — see page 4

**Classes in RICHMOND**

**AUTOMATIC TRANSMISSION ONLY**

**WEEKDAY** / Monday – Thursday
- Apr 1 - Apr 25
- Apr 15 - May 9
- Apr 29 - May 23
- May 13 - Jun 6
- May 28 - Jun 21
- Jun 10 - Jul 5

- Jun 24 - Jul 18
- Jul 8 - Aug 1
- Jul 22 - Aug 15
- Aug 5 - Aug 29
- Aug 19 - Sep 12

**Richmond Classes:** 7:30 AM – 5:30 PM

*Financial support is provided for this course to all Virginians, subject to availability.

For more information visit ccwatraining.org/truck-driving-training
CCWA can help you achieve BIG results.

Working closely with your team, CCWA implements a proven development process to build high quality custom training and consulting solutions that are tailored to meet the specific needs of your employees and organization.

What are YOUR goals?
• Increasing productivity?
• Improving employee engagement?
• Streamlining work flow?
• Maximizing profits?

INSTRUCTOR SPOTLIGHT

Nkanta Hines, MSc., MBA

Leadership and Management

While maintaining the core integrity of course curriculum, I’ve had tremendous success by making the academic objectives and learning process applicable to real life (work or personal) scenarios. As a lifelong learner, I gain insights from my students by creating a safe academic environment with inclusive and candid dialogue. We all become more informed by endorsing an intellectually honest atmosphere that encourages collective intelligence.
BUSINESS APPLICATIONS

Excel - Level 1
Jun 18  T 9:00 AM – 4:00 PM  WDCC
Fee: $299

Excel - Level 2
Jul 17  W 9:00 AM – 4:00 PM  WDCC
Fee: $299

Excel - Level 3
Aug 8  R 9:00 AM – 4:00 PM  WDCC
Fee: $299

CREDENTIAL PROGRAMS

To earn industry credentials in information technology, review our certifications programs on page 6.

NEW CCWA SPACES

We are expanding CCWA programs and services in two newly renovated locations to meet the needs of the community.

We look forward to seeing you in class this spring!

Learn more at ccwatraining.org/locations
COMMUNICATIONS

Business Writing for Professionals
May 17  F 9:00 AM – 4:00 PM  Online
Fee: $299

Grammar Workshop
Jun 21  F 9:00 AM – 1:00 PM  Online
Fee: $249

Grant Proposal Writing 101
Jul 19  F 9:00 AM – 4:00 PM  Online
Fee: $299

Grants Management 101
Aug 9  F 9:00 AM – 4:00 PM  Online
Fee: $299

BUSINESS U

Financial Course for Business Owners
Align your personal and business goals and make important decisions about the security of your business.

SUMMER COURSES:
• May 14 & 21
  T 9:00 AM – 12:15 PM (MIDLO)
• Jul 23 & 30
  T 6:00 PM – 9:15 PM (MIDLO)
• Aug 15 & 22
  R 9:00 AM – 12:15 PM (MIDLO)
(See location information on page 19.)

For more information visit ccwatraining.org/businessu

INSTRUCTOR SPOTLIGHT

Luke Parker

Business Writing

I work to engage with adult learners through hands-on activities that connect what we do in class with real-life scenarios they may encounter in the workforce. I want prospective students to know that I have a collaborative teaching style that allows students to develop connections, discover opportunities, and share knowledge through collaborative problem-solving.

CREDENTIAL PROGRAMS

To earn valuable credentials in business and project management, review programs on page 7.
Follow our track of focused classes to build and enhance your customer service skills.

**Block 1**
**A Winning Attitude**
Develop a new awareness of the attitude that you project to your customers both on the telephone and face-to-face. In this workshop, we’ll look at models of excellent attitudes to help us become more aware of our own — from a customer’s perspective.

**Block 2**
**Commitment to the Customer**
Learn the ground rules for keeping your customers coming back and turning indifference and bad service into behaviors of the past.

**Block 3**
**Grammar and Enunciation**
Refresh your grammar skills by tackling the most common grammar problems and discovering ways to improve them. In addition, practice better enunciation and pronunciation to develop more self-confidence when talking with your customers.

**Block 4**
**Oral Communication**
Examine your own communication skills to help you better understand how your customers and co-workers communicate. Discover ways to practice improved customer courtesy with better word selection and to gather the information you need by choosing the best types of questions to ask.

**Block 5**
**Phone Power**
Discover ways of improving your telephone voice and showing your customers that you care. Learn to demonstrate self-confidence on the telephone and represent your organization in a professional manner.

**Block 6**
**Active Listening Skills**
Listening is the most valuable communication tool. Assess your individual listening skills. Learn to listen better to your customers and make them feel valued. Enhance your personal skills and leave a lasting impression.

**Block 7**
**Problem-Solving Techniques**
Assess your current skills in dealing with customer-related problems. Identify the obstacles to solving problems and assumptions that limit problem-solving capabilities. Learn to look for more than one right answer.

**Block 8**
**Confidence with Difficult Customers**
Identify ways to prevent and diffuse potential problems with difficult customers through communication and advanced planning. Learn to respond better in a variety of difficult customer situations.

**Block 9**
**Managing Job Stress**
This workshop will focus on managing your own stress level before helping with others. Learn the impact that stress has on workplace productivity and effectiveness. Learn to become more aware of your stress and new strategies for handling it.

**Block 10**
**Exceeding Customer Expectations**
Participants will bring the 10 building blocks together by utilizing techniques of well-known customer service giants to apply a vision of customer service excellence for their organizations.
Aviation

FAA Remote Pilot Certification Part 107 Prep
Jun 4 – Jul 9  T 6:00 PM – 9:00 PM  Online
Fee: $450

Jul 20 – 27  S 9:00 AM – 4:00 PM  WDCC
Fee: $299

Elevate Your Operation to New Heights!
Unlock the doors to professional opportunities and ensure compliance with FAA regulations with CCWA’s comprehensive FAA Part 107 Drone Certification Prep Course. Whether you’re looking to expand current operations, start a career in commercial drone business, or work for a non-profit organization, obtaining this certification will open doors.

FAA 107 Drone Certification Prep Course
June 4 – July 9
Tuesdays, 6:00 PM – 9:00 PM  |  Online
Instructor: Julie Young  |  eAviation
$450* per person

*Tuition includes materials; does not include exam.

Enroll today and take the first step towards unlocking the full potential of your drone operations.

Space is limited, so reserve your spot now!

Register online at ccwatraining.org or call 804-523-2292 for registration details.
SAFETY

Forklift Operator Training
Jun 8  S 8:30 AM – 12:30 PM  WDCC
Aug 3  S 8:30 AM – 12:30 PM  WDCC
Fee: $149

CREDENTIAL PROGRAMS

To earn industry credentials in manufacturing, construction, and transportation trades, review our certifications programs on pages 8–11.

FULL SCHOLARSHIP
NO COST TUITION*

GET SKILLED
GET A JOB
GET AHEAD

MORE THAN 30 CERTIFICATION COURSES AT CCWA IN HEALTHCARE, LOGISTICS, TRANSPORTATION, INFORMATION TECH, MANUFACTURING AND TRADES INDUSTRIES

Learn more at ccwatraining.org/g3

*For qualified participants
Online Courses

Instructor-facilitated online courses are informative, fun, convenient and highly interactive. You can complete any course entirely from your home or office, any time of the day or night. Many of these courses are open throughout the term. Visit us online at ccwatraining.org for more details and additional course offerings.

Starting May 6 or July 1:
The Business Plan $195
QuickBooks Online Level 2 $195
The Basics of Bookkeeping $195
Effective Copywriting $195
Extraordinary Customer Service $145
Intermediate Video Game Design $245
Collaborative Management $245
Negotiation: Get What You Want $195
Intermediate Data Analysis $195
Intermediate Excel $195
Intermediate Power BI $195
Developing Your Leadership Skills $195
Project Management Processes $145
Collaborative Management $195
Intermediate Six Sigma Green Belt $195
Managing Remote Workers $195
Inclusive Communication $195
Marketing Using Social Media $195
Intermediate Web Design $245
HTML Fundamentals $245
Adobe Photoshop Essentials $225
Mastering Microsoft Word $195
Mastering Microsoft Excel $195
Introduction to Power BI $195
Spanish for Medical Professionals (Two Month Course) $290
Leadership Principles $145
Introduction to Project Management $195
Introduction to Six Sigma Green Belt $195
Introduction to Strategic Planning $195
Advanced Marketing Concepts $245
Beginning Conversational Spanish (Two-Month Course) $290
What is DEI? $195
Introduction to Web Design $245
Introduction to Coding $195
Mastering Microsoft Excel $195

Starting June 3 or August 5:
Accounting and Finance for Non-Financial Managers $195
Entrepreneur Boot Camp $195
QuickBooks Online Level 1 $195
Business Writing $195
Introduction to Game Design $245
Conflict Management $245
Introduction to Data Analysis $195
Advanced Power BI $195
Developing Your Professional Career $145
Project Management Knowledge Areas $195
Managing Generations in the Workplace $175
Advanced Six Sigma Green Belt $175
DEI and Organizational Success $195
Advanced Web Design $245
Adobe InDesign Essentials $225
Mastering Microsoft PowerPoint $195

Courses run for one month. Many of these courses are open throughout the term. Visit us online at ccwatraining.org for more details and additional course offerings.

For more details, visit ccwatraining.org
Refunds
CCWA class participants may choose to drop their course and receive a refund, if they notify CCWA of this decision in writing. Open Enrollment, or Professional Development, students may drop a class for refund up to five working days prior to the start of course. FastForward students may drop a class up to five days after the start of course. Visit ccwatraining.org/policies for more information.

Non-Credit Financial Aid
CCWA has funding that can help you pay for industry credential training. FastForward tuition assistance is available to all residents of Virginia, regardless of income. Please contact us and find out how we might be able to support your efforts. Call 804-523-2292 or email us at help@ccwa.vccs.edu to inquire about our non-credit financial aid.

Canceled Classes
Each course is offered on the condition of adequate enrollment; CCWA reserves the right to cancel or discontinue any course because of low enrollment or for other reasons deemed sufficient. Necessary changes in this schedule may be dictated by enrollment, personnel requirements, or availability of facilities.

Continuing Education Options
All classes in this schedule offer Continuing Education Units (CEUs) and Continuing Professional Education (CPE). The number of CEUs awarded depends upon successful course completion and varies according to course length. For each hour of actual instruction 0.1 CEU is awarded. For CPEs, students simply need to request them from CCWA before class.

Mailing Lists
To request more information or to unsubscribe from the mailing list, please write to help@ccwa.vccs.edu.

Photo Release: CCWA participants grant permission to staff/instructors to use photographs/video taken on the date(s) and at the location(s) for use in publications or on the web and to use such photographs/video in electronic versions of the same. With registration, participants waive any right to inspect or approve the finished photographs/video or printed or electronic matter that may be used in conjunction with them, and any right to royalties or other compensation arising from or related to the use of the photograph. Participants may address any specific questions by submitting those questions in writing prior to the course date and agree that failure to do so will be interpreted as a free and knowledgeable acceptance of the terms of this release.

How to Register
Tuition must be paid at the time of registration by VISA or MasterCard, check, or money order.

Paying by Third Party: By completing a registration, you hereby agree to release information regarding your registration to the third party responsible for payment.

Online: ccwatraining.org

In-Person/Phone/Fax:
Registration may be completed in person or by phone at three convenient locations (*) — Mon-Fri, 9 AM – 4 PM.

CCWA Locations

CH
Brightpoint Chester Campus*
William H. Talley III Center for Workforce Development
13101 Route 1
Chester, Virginia 23831
804-706-5175

DTC
Reynolds Downtown Campus
700 East Jackson Street
Richmond, VA 23219
804-523-5345

MIDLO
Brightpoint Midlothian Campus*
Eliades Hall (E208)
800 Charter Colony Parkway
Midlothian, VA 23114
804-897-7600 / Fax: 804-897-7617

WDCC
Reynolds Parham Road Campus*
Workforce Development & Conference Center
1651 E. Parham Road, Suite 103
Richmond, VA 23228
804-523-2292 / Fax: 804-371-3414

OS
Off-Site Location
Details provided online with complete class description.

*REGISTRATION available at this location.
CCWA has helped thousands of businesses and individuals take their companies and careers to new heights.  

We can do the same for you.

Locations in Richmond, Midlothian, Chester, and Henrico 
at Brightpoint and Reynolds Community College campuses — details on page 19