

## Make the **smart** choice for your future. **ADVANCE YOUR CAREER AT LOW-COST WITH PROJECT MANAGEMENT COURSES**



Project Management is an in-demand field with strong earning potential. Knowledgeable, competent, trained Project Managers can improve business performance by bringing quality products to market on schedule while controlling costs.

By completing the Certified Associate in Project Management (CAPM®) course, a student will receive the required minimum instruction to sit for the Project Management Institute's (PMI)® CAPM® certifying exam. Consider CAPM® certification as your first step toward becoming a PMP®.

### **Certified Associate In Project Management (CAPM®)**

This course has been newly updated to cover topics included in the 2023 Certified Associate in Project Management (CAPM®) exam, an entry-level certification. This course will cover Project Management Fundamentals and Core Concepts, Predictive Plan-Based Methodologies, Agile Frameworks / Methodologies, and Business Analysis Frameworks.

A textbook/software bundle based on the new Rita Mulcahy's 2023 CAPM® Exam Prep book is required for this course. Students are expected to read and study during the course as well as after the course to properly prepare for the exam. Students will need a computer and internet access to gain access to the slides. Students completing the course will receive a Certificate of Completion from Nassau Community College. For more information on the CAPM® exam, please visit <https://www.pmi.org/certifications/certified-associate-capm>.

**CE1 222 B1 ON-CAMPUS COURSE** Meets:  
Thursday, 6:00pm-9:00pm for 13 sessions.  
**February 1 – May 9, 2024**  
Registrations accepted through **January 23**.  
**Fee: \$795**

Follow us on Instagram and Facebook @nassaucommunitycollege

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For further information,  
please visit [ncc.edu/workforcedevelopment](http://ncc.edu/workforcedevelopment)

**CENTER FOR WORKFORCE DEVELOPMENT**  
Phone: 516.572.7487 | Email: [cwd@ncc.edu](mailto:cwd@ncc.edu)

## REGISTRATION FORM

Please answer all questions on this form and send it together with your check, money order, or credit card information to:

### CENTER FOR WORKFORCE DEVELOPMENT

Nassau Community College  
One Education Drive  
Garden City, New York 11530-6793

**Make check payable to:** Nassau Community College

**OR fax the form with credit card information to:**  
516.828.3507 **OR email** to CWD@ncc.edu.

### HOW DID YOU HEAR ABOUT OUR COURSES?

- ☐ Brochure/Mail    ☐ Family/Friend  
☐ Website    ☐ Facebook/Instagram  
☐ Email    ☐ Google  
☐ Other: \_\_\_\_\_

Last Name \_\_\_\_\_

FirstName \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone: (    ) \_\_\_\_\_ Cell Phone: (    ) \_\_\_\_\_

\*Birthdate: mm/dd/yyyy \_\_\_\_/\_\_\_\_/\_\_\_\_ I identify my gender as: \_\_\_\_\_

Have you ever taken any courses at NCC? ☐ Yes ☐ No    NCC ID# N00 \_\_\_\_\_

\*Preferred E-mail: \_\_\_\_\_

\*Alternate E-mail: \_\_\_\_\_

\*required information

### COURSE SELECTION

YOU MUST BE 17 OR OLDER TO REGISTER WITH THE EXCEPTION OF HSE AND SAT PREP COURSES.

CED #	SECTION	COURSE TITLE	DAY	FEE
Total Amount:			\$	

☐ By submitting this registration form, I am accepting the terms of the refund policy noted below.

☐ I certify that there is sufficient credit amount on the card listed below to cover the fee charges shown on this Registration Form. Otherwise, I understand the lack of approval by my credit card company will result in cancellation of this registration for non-payment.

### CREDIT CARD PAYMENT INSTRUCTIONS:

☐ I authorize the use of my credit card account for full payment of the amount of my course registration as indicated on this non-credit registration application.

**Credit Card Processing Fee of 2.75% applies ONLY if a student pays online through the NCC portal**  
(i.e., \$100 course will be charged at \$102.75).

**Step 1:** Print Cardholder's name \_\_\_\_\_  
(as it appears on the credit card)

**Step 2:** Provide Cardholder's signature: \_\_\_\_\_

**Step 3:** Card Information:

**PLEASE Check ONE:** ☐ VISA ☐ Mastercard ☐ Discover ☐ American Express

**Card Number:** \_\_\_\_\_ **Date of Expiration:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Non-Credit Refund Policy:** Fee is refundable when a course is canceled by the College. For a program or course offered by the Center for Workforce Development (CWD), a refund request must be received in writing at least seven (7) days prior to the start of the course to be honored by CWD. Please be advised that if a refund is due, it will take approximately 2-3 weeks to be processed.