

<b>Program:</b>	<b>Front Desk Representative</b>	
	<b>Semester 1</b>	<b>Semester 2</b>
	VOC ED 243CE FRONT DESK REPRESENTATIVE 18 hours	VOC ED 239CE CUSTOMER SERVICE SKILLS 18 hours
	VOC ED 249CE RESERVATIONIST SKILLS 18 hours	VOC ED 230CE 30 WAYS TO SHINE AS A NEW EMPLOYEE 6 hours
		Choose from: VOC ED 079CE VOCATIONAL ESL A (54 hours) or BASIC SKILLS 006CE REVIEW OF BASIC ENGLISH (36 hours) or VOC ED 238CE JOB READINESS SKILLS (36 hours) 36 or 54 hours
<b>Semester Hours:</b>	36	60 or 78
<b>Total Hours:</b>	96 or 114	



<b>Program:</b>	<b>Guestroom Attendant</b>	
	<b>Semester 1</b>	<b>Semester 2</b>
	VOC ED 244CE LAUNDRY ATTENDANT SKILLS 18 hours	VOC ED 239CE CUSTOMER SERVICE SKILLS 18 hours
	VOC ED 245CE PUBLIC SPACE CLEANER SKILLS 18 hours	VOC ED 230CE 30 WAYS TO SHINE AS A NEW EMPLOYEE 6 hours
	VOC ED 250CE GUESTROOM ATTENDANT SKILLS TRAINING 18 hours	Choose from: VOC ED 079CE VOCATIONAL ESL A (54 hours) or BASIC SKILLS 006CE REVIEW OF BASIC ENGLISH (36 hours) or VOC ED 238CE JOB READINESS SKILLS (36 hours) 36 or 54 hours
<b>Semester Hours:</b>	54	60 to 78
<b>Total Hours:</b>	114 to 132	



<b>Program:</b>	<b>Health Careers Readiness</b>
	<b>Semester 1</b>
	VOC ED 056CE VOCATIONAL ESL FOR HEALTH CAREERS 36 hours
	VOC ED 230CE 30 WAYS TO SHINE AS A NEW EMPLOYEE 6 hours
<b>Total Hours:</b>	42



<b>Program:</b>	<b>High School Equivalency Test Preparation</b>	
	<b>Semester 1</b>	<b>Semester 2</b>
	BSICKL 083CE GED PREPARATION:LITERATURE AND THE ARTS 54 hours	BSICKL 085CE GED PREPARATION: SCIENCE 54 hours
	BSICKL 084CE GED PREPARATION: MATHEMATICS 54 hours	BSICKL 086CE GED PREPARATION: SOCIAL STUDIES 54 hours
<b>Semester Hours:</b>	108	108
<b>Total Hours:</b>	216	