Dear Business and Industry Partners,

Our role at Tri-County Technical College is to educate highly-skilled workers for positions in business and industry. We also promote economic diversity and prosperity in the communities we serve, and we measure our success by our ability to ensure students earn a high-quality credential that leads to a meaningful career that pays a family-sustaining wage.

Community colleges are known to be nimble and responsive in facing challenges, and Tri-County is no different. We stand ready to partner with local business and industry to develop solutions to our community’s most pressing workforce needs. As a partner, our strength lies in our ability to be:

- **Innovative** – We encourage creative, cutting-edge ideas that lead to positive outcomes for our students and our business and industry partners.
- **Relevant** – We work with our business and industry partners to develop programs that address both current and future workforce needs.
- **Adaptable** – We possess an unparalleled ability to assess a situation, gather information, and understand multiple perspectives, never taking a cookie-cutter approach to our partnerships with business and industry.
- **Collaborative** – We bring together diverse groups of people with specific areas of expertise to solve problems and generate change.

To demonstrate our focus on creating customized, innovative, timely solutions to our region’s workforce needs, we have developed this publication to introduce you to or refresh your knowledge of how Tri-County can help your organization thrive. These are our foundational programs from which we can build customized opportunities for your current and future workforce. I encourage you to peruse this publication and to contact our team to learn more.

Thank you for your interest in Tri-County Technical College. We look forward to partnering with you to advance economic development in our region.

In your service,

Galen DeHay, Ph.D.
President
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About Our Workforce Development Services

Tri-County Technical College partners with businesses to quickly identify workforce development needs. We work with regional partners such as readySC, Apprenticeship Carolina and others to leverage resources and identify strategic solutions that create long-term value for businesses and students.

Talent pipeline opportunities include internships and apprenticeships, part-time work, recruitment from credit and non-credit programs, and organizational onboarding modules.

Incumbent worker development opportunities include nationally recognized non-credit credentials, apprenticeships (credit and non-credit), skills identification and gap analysis for internal candidates, and customized training that is timely and cost-effective.

Multiple hybrids of programs that, in the past, would have been unthinkable are now quite possible as Tri-County Technical College evolves to meet emerging business needs.

CONTACT THE TRI-COUNTY TEAM

Dr. Galen DeHay
President
Grayson Kelly
VP, Institutional Advancement & Business Relations
Bryan Manuel
Dean, Integrated Workforce Solutions

To reach a member of our team, call (864) 646-2076 or email IWS@tctc.edu.
Advanced Manufacturing

Manufacturing jobs are the heart of our state’s economy, and Tri-County is committed to equipping our students – your future workforce – with the core knowledge and skills needed to succeed in today’s modern advanced manufacturing environments.

Biomedical Device Certification

In collaboration with SC Biotechnology Innovation Organization (SCBIO) TCTC is offering a short-term certification program that will give attendees an overview of the Life Sciences Industry, including the manufacturing of medical devices, such as pacemakers, sutures, etc. Topics include:

• Introduction to quality system regulations for medical devices (ISO 13485).
• Emphasis on basic industrial measuring tools.
• Focus on 21st century skills needed in the medical device manufacturing industry.

Learn more at tctc.edu/advancedmanufacturing.

Certified Production Technician

Manufacturing Skill Standards Council (MSSC) is an industry-led training and certification system designed to help people succeed in high-demand careers while helping employers ensure that their workforce remains productive and competitive.

The CPT program helps students obtain core technical competencies of highly skilled production workers in all sectors of manufacturing. MSSC awards certificates to individuals who pass any of its production modules, which include:

• Module 1: Safety.
• Module 2: Quality Practices & Measurement.
• After week two, individuals are work-ready and local employers are invited to interview interested students.
• Module 3: Manufacturing Processes & Production.
• Module 4: Maintenance Awareness.

Passing all four modules will result in full MSSC CPT Certification. All students are guaranteed an interview with an area industry.

• Certified Production Technician, MSSC
Computer Numerical Control (CNC)

Precisely machined parts are crucial to almost every industry, and with the strong manufacturing presence in our region, we know there’s a high demand for CNC programmers and operators. Tri-County’s programs have been designed in partnership with area industry needs in mind, and courses are taught in a state-of-the-art, health- and safety-focused facility designed to mimic a typical industrial facility. The modern equipment we use in teaching and training is in line with industry and evolving technology.

Whether the need is for high-production volumes or short-run batches of discrete parts, students trained at Tri-County are able to learn not only how to write CNC programs but also CAD design and analysis applications as well as how to create precision set-ups, select tooling and operate a variety of CNC milling and turning centers.

Some training enables students to earn a USDOL OSHA 10-hour General Industry card and a National Institute for Metalworking Skills (NIMS) certification.

- CNC Operator
- **CNC Programming & Operations**
  - Introduction to CNC Certificate
  - Introduction to Machining Certificate
  - Manual and CNC Fundamentals Certificate
  - Manual Machining Certificate

Learn more at tctc.edu/cnc.
**Engineering Design Technology**

Through Tri-County’s EDT program, students learn how to take product ideas and transform them into engineering models and documentation using CAD computer software packages like AutoCad, Catia, and Solid Works. Our students learn to create engineering documentation, conduct reverse engineering, and investigate product improvement. The program also trains students to produce 3D prototypes and discover the capabilities and limitations of equipment such as 3D printers and laser cutters, as well as to create packaging, schematics, and process and instrumentation diagrams. In addition, students are trained to use CAD software to create 2D engineering documentation, such as shop drawing, P&IDs, and plant layouts. They are also taught the importance of electrical systems, programming, and manufacturing processes as a design technician.

- **Engineering Design Technology**

Learn more at tctc.edu/edt.

**Engineering Systems Technology**

The Engineering Systems Technology (formerly General Engineering Technology) program prepares students to design, prototype, build, and troubleshoot the types of control systems that are used in today’s high-tech industries and businesses. Students will gain knowledge in electricity, electronics, digital circuits, computer-controlled devices, system programming, programmable logic controllers (PLC), human machine interfaces (HMI), industrial networking, pneumatics, robots, computer aided design (2D & 3D CAD), problem solving, and critical thinking. This program prepares students to pursue a career as an engineering technician in a variety of settings such as manufacturing, design labs, quality labs, supply chains, and other businesses that utilize current smart technology control strategies.

For students whose career path is a four-year degree or beyond, Tri-County offers an Engineering Science-Transfer certificate that covers courses ordinarily required of freshmen students who wish to major in a four-year engineering program.

We also have developed relationships with area colleges that enable students to take initial courses at Tri-County and then transfer to four-year engineering programs, including programs at USC College of Engineering and Computing and Clemson College of Engineering, Computing and Applied Sciences.

- **Engineering Science, Transfer Certificate**
- **Engineering Systems Technology**

Learn more at tctc.edu/est.
Manufacturing Management & Leadership

If you have an employee who is ready for a leadership role, Tri-County offers several programs to help them gain the skills and confidence to take that next step. The Manufacturing Management and Leadership (MML) program equips students for a career as a supervisor in manufacturing by teaching leadership and communication skills, Lean Manufacturing practices, production scheduling, quality principles, managerial accounting, and industrial safety.

The Tri-County MML program offers substantial coursework in Quality Assurance and Lean Manufacturing, which are in high demand with our area industries and across the nation. New students can take two-thirds of the coursework either totally online or in a hybrid format. The associate degree includes three embedded certificates, including Intro to Quality Assurance, Intro to Manufacturing Management, and Manufacturing and Continuous Process Improvement.

• Manufacturing Management and Leadership
• MML, Production and Operations Emphasis
• Introduction to Manufacturing Management Technology Certificate
• Introduction to Quality Assurance Certificate
• Manufacturing and Continuous Process Improvement Certificate
• Manufacturing Operators I Certificate
• Manufacturing Production I Certificate
• Manufacturing Production II Certificate
• OSHA Industry Standards Certifications
• Supervisor Certification

Learn more at tctc.edu/mml.
**Mechatronics Technology**

Today’s industry relies on well-trained electromechanical technicians to reduce downtime and increase efficiency of the equipment. Tri-County’s Mechatronics program focuses on teaching students to diagnose and repair a variety of automation systems such as mechanical, electrical, hydraulics, pneumatics, PLCs, and robotics. The program assists students in acquiring the multifunction and employability skills needed in today’s manufacturing environment as an entry-level technician. Through innovative hands-on training, students learn the importance of how each system is integrated in the automation process, and we place an extensive focus on troubleshooting and how it is applied to electromechanical systems.

- **Mechatronics**
- Technical Operators I Certificate
- Technical Operators II Certificate

Learn more at tctc.edu/mech.
Arts, Media & Communication

Designed especially for those who can picture themselves in an exciting career that’s all about creativity, Tri-County’s Media Arts Production is the perfect starting point. From crafting original content, working behind the lens or delivering messages to audiences of all sizes, graduates will leave the program prepared to shape media content wherever and whenever it is needed. They will create designs working with cutting-edge technology, and they’ll develop communication skills and invaluable experience as they learn to write, light, shoot, interview, record and edit content for multiple media platforms.

There are only a handful of colleges in our nation that offer a two-year degree in the field of Media Arts Production, and Tri-County has the only one in the Upstate of South Carolina.

- Audio Production
- Digital Photography
- Digital Production Techniques
- Graphic Communications
- Media Arts Business
- Media Arts Production Associate Degree
- Photography
- Web Design
Accounting

Accounting is a highly respected career and one that is always in demand. Every organization, large and small, needs accounting services, and Tri-County trains students to examine financial statements, accounting books, and procedures for accuracy, compliance, and efficiencies. We know that in order to excel in this field, students must be equipped with a keen attention to detail and independent thinking. Through our programs, students also develop those skills, as well as communication and problem-solving.

Coursework teaches the fundamentals in a variety of areas, including accounts receivable, accounts payable, tax, payroll, cost accounting, and much more. Our students are prepared to work in any type of accounting department—small firms, large corporate offices, not-for-profit organizations, manufacturing environments, health care settings, and beyond.

- Accounting
- Accounting, Office Specialist Emphasis
- Bookkeeping Certificate
- Bookkeeping and Accounting Clerk Certification

Learn more at tctc.edu/accounting.

Administrative Office Technology

What’s new in today’s technology is often outdated just months later, so an administrative professional must have a versatile skill set. Students in Tri-County’s Administrative Office Technology program develop traits like critical thinking and interpersonal relations, among others, that help them adapt to new and emerging needs in the business world.

Having a full semester in each of the Microsoft Office applications (Word, Excel and Access) means they will leave our program with in-depth knowledge of these programs that are vital to so many industries, including schools, colleges, medical offices and businesses of all sizes. Through our program, we also provide foundational knowledge in accounting, office management and desktop publishing.

Students can also specialize with an associate degree that places emphasis on the medical office setting.

- Administrative Office Technology
- Administrative Office Technology, Medical Emphasis
- Administrative Support
- Business Office Support Specialist (BOSS) Certification

- Data Entry Clerk
- Medical Office Administrative Specialist with Essentials of Billing & Coding Certification
- Medical Office Specialist
- Office Support Specialist

Learn more at tctc.edu/AOT.
Business

A degree from Tri-County Technical College’s Business Administration program prepares students for a variety of areas in the world of business, ranging from management, supply chain management, project management and entrepreneurship to marketing and finance. Students will gain strong organizational, time-management, communication and technical skills, as well as a keen attention to details, giving them a solid foundation for success in any business setting. The program develops business acumen, teamwork, leadership, problem-solving, and decision-making skills required for business administrators, specialists, and associates.

Students can choose an emphasis in Entrepreneurship, Management, Marketing, Operations Management, or General Business. Additionally, through courses required for the Operations Management Emphasis, students will have the opportunity to test for a set of eight national supply chain management (SCM) certifications.

- Business Administration
- Business Administration - Entrepreneur Emphasis
- Business Administration - Management Emphasis
- Business Administration - Marketing Emphasis
- Business Administration - Operations Management Emphasis
- Business Foundations
- Entrepreneurship/Small Business Management
- Logistics and Supply Chain Management

Learn more at tctc.edu/business.

The Accounting, Administrative Office Technology and Business Administration programs are accredited by the Accreditation Council for Business Schools and Programs, 11520 West 119th Street, Overland Park, KS 66213. Telephone: 913-339-9356.
Human Resources

Human Resources: SHRM Essentials of Human Resource Management Certification
For those who are new to the field of HR or in a professional position with HR responsibilities, SHRM Essentials is a strong foundational course. Students will learn about talent acquisition, learning and development, and performance management.

Human Resources: SHRM Learning System® For SHRM-CP and SHRM-SCP Certifications
These professional certifications provide the training needed to become a globally-recognized human resource expert. Earning the SHRM Certified Professional (SHRM-CP™) or the SHRM Senior Certified Professional (SHRM-SCP™) credential will help those seeking advancement in their careers.

Consultative Sales: Certified Sales Professional

Consultative Sales: Certified Sales Professional
This course will provide students with the resources and instruction to radically change their sales approach. They will learn the fundamental skills of building relationships, gaining interest, understanding needs, presenting solutions, and closing for commitment.

Real Estate: First Year Sales–Pre-License
This course is the first step for those who want to list, sell, purchase, exchange, lease, or dispose of real estate for others in the state of South Carolina. Topics covered include real estate sales, real property law, agency, federal/state laws and regulations, pricing of real property, contracts, finance and mathematics.

Real Estate: Advanced Principles in Real Estate
Students will learn about relevant and essential real estate topics, such as agency and property disclosure, real world fair housing, measuring and valuation, contracts, ethics, and much more. This 30-hour required real estate course is designed to be interactive and presented via multi-media.

Successful completion of this class meets the requirements developed by the South Carolina Real Estate Commission.
Health Care

**Electrocardiogram Technician Certificate**

Tri-County trains ECG technicians to perform electrocardiogram tests in hospitals and physician offices. This course provides the student with instructions for collecting information and data about a patient’s heart using electrocardiography, identifying heart rhythms, operating a 12-lead electrocardiograph machine, administering treadmill stress tests, using a Holter monitor, and understanding legal and professional aspects of patient contact. This course also assists students in preparation to take one of the national credentialing examinations, such as ASPT-EKG Technician or the certified ECG Technician exam through the National Healthcareer Association.

Learn more at tctc.edu/ecg.

**Emergency Medical Technology**

In this program, students learn the skills needed to provide medical support and transport to injured or critically ill patients, gaining skills in the cognitive (knowledgeable), psychomotor (skills), and affective (behavior) learning domains. The curriculum emphasizes accurate patient assessment and the development of essential patient care skills while applying the knowledge of anatomy, physiology, pathophysiology, critical thinking, and problem-solving techniques. Graduates will be prepared to make well-informed decisions regarding pre-hospital care and will have the background necessary to develop additional skills as changes and innovations occur within the profession.

- Emergency Medical Technology
- Emergency Medical Technology, Basic Certification
- Emergency Medical Technology, Advanced Certificate
- Paramedic Certificate

Learn more at tctc.edu/emt.

**Expanded Duty Dental Assisting**

Dental assistants are multi-skilled dental professionals trained to work in many specialty areas of dentistry, including restorative dentistry and preventive oral health care. Students learn the skills necessary to provide patient education, apply pit and fissure sealants, produce intra-oral and extra-oral radiographs, polish teeth and fillings, assist the dentist, prepare dental materials, and manage dental offices.

The program in dental assisting is accredited by the Commission on Dental Accreditation.

- Expanded Duty Dental Assisting

Learn more at tctc.edu/edda.
**IV Therapy**

This certificate program is designed to educate health care professionals in understanding principles and practice of intravenous therapy with an emphasis on venipuncture techniques, equipment, precautions, complication of intravenous therapy, and nursing responsibilities. As regulated by South Carolina practice laws, only certain professionals (MA, LPN or RN) may administer IV Therapy, and certification is required.

- **IV Therapy**

**Medical Assisting**

Medical assistants work specifically in ambulatory (non-hospital) settings, performing administrative and clinical duties. The hours are typically more structured than those for many health care professions, and they rarely include nights or weekends. There’s flexibility in the day-to-day duties, given the range of skills students have upon completion of the program.

The practice of medical assisting directly influences the public’s health and well-being and requires mastery of a complex body of knowledge and specialized skills requiring both formal education and practical experience that serve as standards for entry into the profession. Externships with area offices ensure our students are exposed to many forms of patient care. Many of our students are offered jobs at those external sites, but all who want jobs typically get them within just a few months of passing the AAMA certification exam.

The Medical Assisting Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP).

- **Medical Assisting**

Learn more at tctc.edu/med.

**Medical Billing and Coding**

The main role of medical billing and coding specialists is to ensure health providers are paid for medical services rendered. Tri-County equips students to be responsible for the accurate flow of medical information and patient data between physicians, patients and third-party payers. Without them, health care businesses could not function efficiently. On the medical coding side, students are trained to enter relevant information into a facility’s database using medical coding protocol to produce a statement or claim. They are also prepared to serve as a medical biller, acting as a liaison between the facility and payment parties. They are trained to investigate claims, verify information, and make accurate updates to the database.

- **Medical Billing & Coding**
Medical Laboratory Technology

Medical laboratory tests play an important part in the detection, diagnosis, and treatment of illness and disease. Tri-County’s Medical Laboratory Technology (MLT) students learn the methods and procedures used to perform tests analyzing human blood, body fluids, and urine samples. Upon graduation, students will be eligible to take the examination to become certified Medical Laboratory Technicians.

Tri-County Technical College students who graduate in the Medical Laboratory program and are academically qualified may transfer into the Bachelor of Science program in Microbiology and Biomedicine at Clemson University.

This program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS).

- Medical Laboratory Technology

Learn more at tctc.edu/MLT.

Nursing

The nurse aide is the primary direct care giver in long-term care, home health, hospitals, and private duty services. At Tri-County, we know the demand is great for this health care worker due to the region’s aging population, and we train students to serve this population well. This course is approved by the South Carolina Department of Health and Human Services (SCDHHS) and qualifies students to take the SC Nurse Aide Competency Exam, which is required to work in a variety of health care settings. This exam is also nationally-recognized and will permit graduates to work in most states throughout the U.S., nation or country.
The **Practical Nursing** program at Tri-County prepares students for employment as beginning-level staff nurses working under the direction of a registered nurse or physician, providing basic medical and nursing care such as checking blood pressure and inserting catheters, ensuring the comfort of patients by helping them bathe or dress, discussing health care with patients, and reporting the status of patients to registered nurses and doctors. Our graduates are equipped to work in a variety of settings, including long-term care facilities, physician offices and clinics, local public health departments, home health agencies and acute care hospitals.

Registered nurses have an expanded set of duties and are more frequently employed in hospital settings. Tri-County ensures graduates of our **Associate Degree Nursing** program are prepared to do critical thinking on the job, coordinate plans for patient care, instruct patients on how to manage illnesses after treatment, and oversee other workers such as LPNs, nursing aides, and home care aides. They are trained to care for sick and disabled patients and to promote better health, from treating those with immediate needs to improving the health of people with long-term conditions. Nursing theory is integrated with supportive courses from the humanities, mathematics, biological and behavioral sciences.

Tri-County partners with several area colleges and universities to offer the **RN to BSN** pathway:

- Anderson University
- Clemson University
- Columbia College
- Lander University
- Medical University of South Carolina
- Newberry College
- Southern Wesleyan University
- University of South Carolina
- USC Upstate

The Associate Degree Nursing and Practical Nursing programs are approved by the State Board of Nursing for South Carolina and accredited by the Accreditation Commission for Education in Nursing.

- Certified Nurse Aide
- **Nursing, Associate Degree**
- Personal Care Aide
- Practical Nursing
- LPN to Professor
- RN to BSN
Patient Care Technician

Doctors, nurses and other health care professionals rely on patient care technicians/assistants to assist with the critical day-to-day care some patients require. Tri-County students are trained to provide hands-on assistance to serve patients’ basic needs, as well as work alongside other health care professionals.

More and more patients require special care, sometimes around-the-clock. Needs vary from patient to patient, making it vital that the Patient Care Technician/Assistant has a diverse range of knowledge and skills to provide their basic care. Tri-County trains students to:

- Provide basic patient care such as bathing, feeding, catheter care, etc.
- Acquire, distribute and administer patient care supplies.
- Perform safety checks and ensure cleanliness in patient rooms.
- Accommodate the special needs of patients accordingly.
- Obtain EKG readings and monitor vital signs.
- Perform phlebotomy procedures.
- Provide emotional support to patients and families, particularly for those coping with grief and death.

Pharmacy Technician

Pharmacy Technicians work side by side with pharmacists in every pharmacy setting and assist with prescription preparation, customer service, and pharmacy management. Students learn the skills necessary for prescription preparation and basic pharmacy management, which requires studies in pharmacy calculations, aseptic and non-sterile compounding, state and federal pharmacy law, medication safety and use, and communications.

Tri-County’s program ensures students are exposed to the various aspects of pharmacy practice not only in the classroom but also in simulation laboratories and experiential education opportunities. The Pharmacy Technician program also meets the requirements of the South Carolina Board of Pharmacy for pharmacy technicians seeking to be state certified. The Pharmacy Technician Program is accredited by the American Society of Health-System Pharmacists (ASHP). TCTC is also a Pharmacy Technician Certification Board (PTCB)-recognized Sterile Compounding Education and Training site for SCAT (Sterile Compounding and Aseptic Technique).
Phlebotomy Technician

Phlebotomists are specialized clinical support assistants who collect blood and other samples from patients for examination in laboratories, the results of which provide valuable information for diagnosing illness. Students are trained in the collection and preparation of specimens; maintenance of collection areas, equipment and supplies; and performance of record keeping duties. Our phlebotomy technician graduates are prepared to work in clinical labs, hospitals, community health centers, nursing homes, physician offices, blood donation centers and other health care facilities. Upon successful completion of program requirements, students will be able to sit for phlebotomy certification with the American Society for Clinical Pathology.

Pre-Pharmacy

Doctor of Pharmacy (Pharm.D.) programs typically require two years of undergraduate coursework followed by four academic years of professional study. The Tri-County Pre-Pharmacy program provides students with the same opportunities to enter a school of pharmacy that a four-year college or university does -- at a fraction of the cost. Through effective skills-based training and program-specific preparation, our students are well-prepared for the rigor and demand found at the graduate level.

Surgical Technology

The Surgical Technology Associate Degree program prepares students to perform various duties during surgery by assisting in the maintenance of an aseptic environment through a system of specific techniques and practices. They are taught how to contribute to overall patient care as part of the surgical team by passing equipment and instruments to the surgeon, assisting the surgeon, selecting instruments for surgical cases, setting up cases, and assisting the circulatory personnel intraoperatively.

The Surgical Technology Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP).
Widespread use in business, industry, education, and government has created a demand for trained computer professionals. Tri-County provides hands-on training designed to give students the opportunity to zero-in on the pathway that matches their passion.

**Cybersecurity/Forensics Emphasis**
Students learn the art of ethical hacking, technical support, forensic investigation, computer and network security, and network administration while developing skills to protect data and systems.

**Network Systems Management Emphasis**
This program is ideal for those who enjoy learning how devices on the network connect and communicate. While using the Cisco Academy and Cisco equipment, students learn how to design, configure, support, and troubleshoot network systems, along with router configuration and security and network security.

**Software and Web Development Emphasis**
This program combines the logical with the creative by teaching algorithm development, programming in various computer languages, webpage and website design, and more, employing best practices and state-of-the-art techniques.
Computer Technician/A+ Certification

Students learn the essentials of installing software, building, upgrading, repairing, configuring, troubleshooting, optimizing, diagnosing, performing preventive maintenance, offering superb customer service, and communicating. The class also prepares students for the CompTIA A+ National Certification Exam.

Computer Service Technician/A+ Certification

Students prepare for a career as an entry-level information technology (IT) professional or personal computer (PC) service technician. The CompTIA A+ Certification course builds on existing user-level knowledge and experience with personal computer software and hardware to present fundamental skills and concepts that program completers will use on the job.

- Cisco CCNA Certification Training
- Cisco Network Administrator
- CompTIA A+ Certification Training
- CompTIA IT Fundamentals
- CompTIA Network+ Certification Training
- CompTIA Security+ Certification Training
- Computer Service Technician/A+ Certification
- Computer Technician Certificate
- Computer Technician/A+ Certification
- Computer Technology - Cybersecurity and Forensics Emphasis
- Computer Technology - Network Systems Management Emphasis
- Computer Technology - Software and Web Development Emphasis
- Help Desk Analyst
A variety of safety courses for the construction, manufacturing, and mining industries are available to help employees stay safe in the workplace, avoid safety-related accidents and downtime, and fulfill your annual safety training requirements.

- American Heart Association CPR/First Aid
- Forklift Operations and Safety
- MSHA New Miner
- MSHA Annual Refresher
- OSHA Construction Standards (10- and 30-hour)
- OSHA General Industry Standards (10- and 30-hour)
- SCDOT Workzone Flagger Certification

Learn more at tctlc.edu/safety.
Automotive Technology

Proper diagnoses and repair of vehicles are crucial to maintaining an automobile’s safety and value – and today’s automobiles are becoming more advanced with automated features and computerized systems, so successful technicians must know the ins and outs of this ever-evolving technology. An associate degree in Automotive Technology from Tri-County provides students with the knowledge needed to excel in your entry-level automotive technician positions. Beyond the solid foundational training in the testing, diagnosis and servicing of motor vehicles, students can also select an emphasis in a particular area, such as brakes, transmission, electrical systems or engine performance.

Tri-County’s Automotive Program is one of the only automotive programs in our state that does not require students to purchase up to $2,000 worth of tools in their first semester. We provide all of the tools needed for class.

- Automotive Technology
- Automotive Braking Systems
- Automotive Engine Electrical Systems
- Automotive Engine Performance Systems
- Automotive Transmission Systems

Learn more at tctc.edu/auto.

Electrical Wiring

Growth in the industry and new technology, as well as upgrades and retrofits to existing equipment, have all informed the modules needed for an Electrical Wiring Certificate program at Tri-County. Through a combination of classroom and practical instruction, students are equipped with the skills and knowledge necessary for success in the electrical profession. The certificate consists of four distinct modules that build upon one another as the student journeys toward becoming a licensed Electrical Journeyman.

- Electrical Wiring I
  Students learn the basics of electrical wiring, electrical theory, Ohm’s Law, and the types of services available for residential applications.
• Electrical Wiring II
  Students dive deeper to learn about National Electrical Codes, calculations, wiring devices, and troubleshooting.

• Electrical Wiring III
  Students begin to understand the basics of commercial wiring, covering topics such as proper conductor sizing, voltage drops, electrical grounding, and more.

• Electrical Wiring IV
  In this second commercial course, students learn concepts like sizing raceways, phase power, motor control circuits, refrigeration and hermetic systems, and more.

• Electrical Wiring

Fiber Optics

Fiber Optic cables have revolutionized our world of network communications, with applications ranging from automotive and internet to surgical settings and space. The programs at Tri-County offer training in a variety of areas.

Certified Fiber Optic Technician (CFOT)
Students can prepare for the Certified Fiber Optic Technician (CFOT) exam through this three-day course designed to provide both theory and hands-on activities. Students will learn how to identify fiber types, recognize various connectors used in fiber installation, and much more.

Certified Fiber Optic Specialist/Testing & Maintenance (CFOS/T)
Students can further develop their understanding of fiber optics with the Certified Fiber Optic Specialist/Testing & Maintenance course, learning the intricacies of fiber optic testing standards, the equipment used in testing and splicing, and much more.

Certified Fiber To The Home (FTTH) Specialist (CFOS/H)
This two-day course introduces the fiber optics technician to architectures being utilized, advantages and disadvantages of each, and types of components necessary to complete a FTTH fiber segment.

Certified Fiber Optic Specialist/Splicing (CFOS/S)
Through in-depth instruction and practical, hands-on experience, students gain a greater understanding in both fusion and mechanical splicing of either single or multimode fiber optic cables and more.
Heating, Ventilation and Air Conditioning Technology

The HVAC technology program at Tri-County is about more than making sure homeowners stay cool in the summer. Supermarkets need their coolers to keep food from spoiling. Manufacturing plants have to have fresh air for properly working systems and safe employee environments. With such importance in residences and businesses, HVAC technicians are in demand, and Tri-County equips students to build and install systems, as well as to repair, maintain and operate a variety of systems in a range of settings.

Certificate programs are available to help students take steps toward the full associate degree.

Students have the opportunity for hands-on training through a summer HVAC co-op position, and successful students earn an EPA certification card before graduation.

- Heating, Ventilation, and Air-Conditioning Technology
- HVAC Apprentice
- HVAC Installer

Learn more at tctc.edu/hvac.

Heavy Equipment Operator

Tri-County has worked with a variety of local employer partners to develop a program that trains students for a wide variety of career opportunities as a Heavy Equipment Operator. Students are trained to drive, maneuver and control the heavy machinery used to construct roads, bridges, buildings and other structures, as well as the equipment needed to clear and grade land for those structures and more. They’ll be taught equipment applications, attachments, operating controls, preventive maintenance and basic operating techniques through a combination of classroom and hands-on training. Students will also receive relevant instruction in basic construction skills to provide the knowledge and experience needed to be successful in this field.

The program involves 339 hours of training and includes two courses:

- Basic Construction Skills: NCCES Core plus OSHA-10.
- Heavy Equipment Operation: NCCER Level 1 and modules from Level 2 & 3 that include Skid Steer, Hydraulic Excavator, Wheel Loader and Compaction Roller.

Learn more at tctc.edu/HEO.
**Maintenance Reliability Technician**

This program serves to validate knowledge and abilities in maintenance, reliability, and physical asset management by adding the leading credentials in the profession, Certified Maintenance & Reliability Prep. The CMRP certification complies with ISO 17024, which is accredited by American National Standards Institute (ANSI).

- Maintenance Reliability Technician

Learn more at tctc.edu/CMRP.

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**Power Line Worker**

Tri-County’s Power Line Worker Certification program offers a comprehensive training program that will prepare students for entry-level line work positions in the electric utility industry. Students are equipped to be an effective apprentice with a broad understanding of the skills, knowledge, safe work practices and physical ability required to perform line work.

As a Power Line Worker Level 1, students will have knowledge and skills in:

- Power line worker safety.
- Introduction to electric current.
- Introduction to electric theory.
- Introduction to electrical test equipment.
- Climbing wooden poles.
- Climbing structures other than wood.
- Tools of the trade.
- Aerial framing.
- Utility service equipment.
- Rigging, setting and pulling poles.
- Trenching, excavating and boring equipment.
- Alternating current and three phase.
- Cable and conductor install and removal.

The National Center for Construction Education and Research (NCCER) and Lineman Level 1 will provide the basic skills needed for working safely in dangerous conditions and less than perfect weather.

- **COURSE 1: Basic Construction Skills**
  The course includes NCCER Core Safety, OSHA 10, and American Heart Association (CPR).
• COURSE 2: Power Line Worker  
This course includes safety, introduction to electric current, introduction to electric theory, climbing wooden poles, climbing structures other than wood, tools of the trade, aerial framing, utility service equipment, rigging, setting and pulling poles, trenching, excavating and boring equipment, introduction to electrical test equipment, alternating current and three phase, cable and conductor install and removal.

• OPTIONAL: Commercial Driver’s License (CDL A)

Learn more at tctc.edu/power.

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**Welding Technology**

The Welding Technology program at Tri-County provides training in a variety of areas including arc welding; MIG welding; dual-shielded, flux-cored arc welding; TIG welding; plasma, acetylene, and carbon arc cutting; and fabrication.

Tri-County’s program is taught in a state-of-the-art, world-class health- and safety-focused facility unmatched in the southeast. It is designed to mimic a typical industrial facility, and the modern equipment is in line with industry and evolving technology. Courses provide hands-on opportunities to learn basic and advanced welding techniques. Graduates are able to weld steel, stainless steel, and aluminum in structural and pipe applications.

Eleven of the 13 required courses are lab-based with 98% of the work being hands-on. Advanced challenges are built into each course to further develop skills related to workplace requirements like confined space work and working at elevation. The comprehensive training program provides a wide variety of applications and job opportunities, including fabrication, mechanical contractors, pipe welders, pipe liners, boilermakers and construction.

Work-based learning partnerships are available to complement classroom and lab work. Students are able to experience hands-on training specific to an organization’s needs, to learn more about the culture of an organization, and to be a part of a solid pipeline of qualified applicants for future job opportunities.

• Industrial Welding
• Multi-Process Welding
• Shielded Metal Arc Welding (SMAW) - Pipe
• Shielded Metal Arc Welding (SMAW) - Structural
• Welding Technology

Learn more at tctc.edu/welding.
Commercial Truck Driving

Students in Tri-County’s truck driving programs learn laws relating to interstate and intrastate commercial motor vehicle operations; map reading; completion of drivers’ daily log books; pre-trip inspection of commercial motor vehicles; coupling and uncoupling of combination units; use of the commercial motor vehicle’s controls and emergency equipment; operating inner-city and interstate highway traffic; passing, turning, backing, and parking the commercial motor vehicle; and braking and slowing the vehicle by means other than application of the brakes. Class A and Class B training is available, and the program is licensed by the SC Department of Motor Vehicles Department of Public Safety.

Learn more at tctc.edu/truck.
Certified Logistics Technician (CLT) Certification

Tri-County’s Logistics program offers the Manufacturing Skill Standards Council (MSSC) career-specific credentials for prospective and front-line employees working in factories, warehouses, transport and distribution centers. The program provides students with a solid foundation and the skills needed for material handling, distribution and logistics in all supply chain facilities, from factories to warehouses, distribution centers and transporters. They become knowledgeable in the planning, management and movement of people, materials and products by road, air, rail, pipeline, and water.

MSSC also awards the foundational-level Certified Logistics Associate (CLA) certificate and the mid-level Certified Logistics Technician (CLT) certification. Students will be given the opportunity to take LEAN for Warehouse/Distribution and Forklift Operations & Safety classes. Student may enroll in the complete South Carolina Certified Logistics Technician (SCCLT) program, or they may take each course individually.

Modules include:

Foundation-Level Certified Logistics Associate (CLA)
- Global supply chain logistics life cycle.
- The logistics environment and equipment.
- Safety principles and quality control principles.
- Work communication practices.
- Safe material handling and equipment operations.

Mid-Level Certified Logistics Technician (CLT)
- Receiving, stocking and processing products.
- Preparing packages for shipment and shipping products.
- Maintaining control of inventory.
- Handling hazardous materials in a safe manner.
- Evaluating transportation modes.
- Performing dispatch, routing and tracking operations.
- Understanding U.S. measurements and metric system conversions.

Lean for Warehouse/Distribution
- 5S: Sort, Set, Shine, Standardize and Sustain.
- Visual Control.

- Certified Logistics Technician
Forklift Safety & Operations

Students will begin training on forklift simulators. Forklift simulators put students at the controls of a typical factory forklift (also called “forklift truck” or “lift truck”) with rear-wheel steering. Students will receive 16 hours of training on the forklift simulators (eight hours on the Forklift Personal Simulator and eight hours on the Reach Lift Truck Personal Simulator). Students will practice on seven “Simulation Modules” of increasing difficulty.

In addition, students will experience hands-on forklift training, including four hours of training on a forklift truck and four hours on a Reach Lift truck. Evaluation activities will include:

- Inspect forklift and driving course.
- Start and stop forklift.
- Drive forward in specific pattern.
- Drive around cones and other structures.
- Practice load handling.
- Stop and use horn.
- Perform forward slalom, reverse slalom, forward slalom 2, and load handling.

- Forklift Operations & Safety.
VISION
Passionate people transforming lives and building strong communities one student at a time.

MISSION
Tri-County Technical College provides students an exceptional and affordable learning experience that improves their quality of life. The College advances economic development in the tri-county region by preparing a highly-skilled workforce.

FAST FACTS ABOUT THE COLLEGE
- Established in 1962.
- Four campuses located in Anderson, Easley, Pendleton and Westminster.
- Two learning centers located in Honea Path and Sandy Springs.
- Serve more than 9,000 students annually.
- More than 70 associate degree, diploma, and certificate programs available.
- Home to the Bridge to Clemson program, a distinctive academic transfer program offered by invitation only to a select group of academically-talented freshmen.
- Work-based learning experiences include the BMW Scholars program, Michelin Technical Scholars program, Duke Energy Co-op program and more.
- Technical career pathways to high school students.

Ranked #1
in the S.C. Technical College System for Student Success Rate, Graduation Rate and Transfer Rate.
ACCREDITATION

Tri-County Technical College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award associate degrees. Questions about the accreditation of Tri-County Technical College may be directed in writing to the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, GA 30033-4097, by calling (404) 679-4500, or by using information available on SACSCOC’s website (www.sacscoc.org).

Tri-County Technical College does not discriminate on the basis of race, color, religion, sex, sexual orientation, national origin, age, disability, genetic information, gender, veteran’s status, pregnancy, childbirth or other categories protected by applicable law.
MAILING ADDRESS
P.O. Box 587
Pendleton, SC 29670

INFORMATION: 864-646-TCTC (8282)
TOLL-FREE: 1-866-269-5677
TDD/VOICE: 1-800-735-2905
tctc.edu

PENDLETON CAMPUS
7900 Highway 76
Pendleton, SC 29670

ANDERSON CAMPUS
511 Michelin Boulevard
Anderson, SC 29625

EASLEY CAMPUS
1774 Powdersville Road
Easley, SC 29642

OCONEE CAMPUS
552 Education Way
Westminster, SC 29693