We’re still here!
We just look a little different.
Hello to everyone in the Piscataquis Valley community. I’m excited to begin my formal leadership journey with such a highly competent, caring team in an area that recognizes the key role a strong, vibrant adult education program plays in building community. Back in 2006, I moved to Maine and found where I belong as well as my true calling: a career in adult education that inspires me every day. As the new Director of PVAEC, I bring my passion and dedication to lifelong learning along with an intense commitment to continuing the incredible work that has made this program strong. My leadership style is based on recognizing strengths and forming trusting relationships to inspire staff and students to reach their goals.

I love challenges and believe there can be no real progress without a few bumps along the way. This is especially true as we navigate the ever changing world during the COVID-19 pandemic. The type of widespread outreach I had planned to help me become familiar with the communities we serve has had to be delayed, but I am here and would love to hear from you.

We are planning to offer some enrichment courses in a space that meets all current CDC guidelines, and we are committed to staying open as long as we can do so safely. The PVAEC Team is serving students by appointment, on a one to one basis. We welcome all learners, new and returning. Immersing yourself in achieving your educational goals is a great way to keep a positive outlook on life during these challenging times. Imagine the progress you could make while eagerly awaiting a COVID-19 vaccine and a return to normal!

Warmly,
Carolyn
This fall, PVAEC staff will be screening academic and enrichment students and guests at the door for COVID symptoms. Your temperature will be checked and you will be required to wear a face covering in all common areas of our facilities. Masks will be required in classrooms, but there will be short mask breaks. If you are feeling unwell on the day of your class or appointment, we ask that you please stay home. Remote/distance learning and pick-up/drop off options will remain available for all academic students in Dexter, Dover, Guilford and Milo. Our top priority is the health and safety of our students and community. Please have patience as we navigate through these new challenges and uncertainties together.
ACADEMIC ADVISING

The first step in enrolling in any of our academic programs is setting up an appointment with PVAEC Academic Advisor, Eve Salley. At your intake appointment with Eve, she will go over program requirements with you, help you choose which of our programs best fits your needs, and prepare you for your next steps. You will also be given placement testing, which is called CASAS. It is important to do your best on your CASAS because it helps us determine your strengths and make a plan to assist you with your challenges. You will then move on to your next step in your academic goals.

Student Benefits of PVAEC Academic Advising
• One-on-one consultation
• New student orientation
• Goal and/or Career Planning
• Financial Aid Options/Information
• Progress/goal review
• Provides guidance and/or solutions
• Free to all new and current PVAEC academic students.

ADULT TRANSITIONS

If you already have your high school diploma and you just want to continue learning, this program might be for you. If our College Transitions or Career Readiness programs don’t quite fit your needs, check out this program! The Adult Transitions Program will allow you to complete a minimum of 5 courses of your choice. We have both online and textbook options with a wide range of topics.

For each course completed, you will receive a certificate of completion. These courses are not certified or college credits. If you need to take courses as a prerequisite for college, we do offer high school level chemistry, biology, and algebra courses. These can be taken as part of the 5 courses for this program.

Upon completion of the 5 minimum courses, you will be able to participate in our graduation that happens each year in June.

Our Adult Transitions Program is free and open to any adult who already has their high school credential.

Contact Academic Advisor, Eve Salley to enroll at 207-564-5884 or email esalley@pvaec.org

Adult Transitions Course Options Include:
• Health Sciences
• Veterinary Technology
• Civics and Government
• Personal Finance
• Archaeology
• And more!
More than 75,000 adults in Maine do not have a high school credential, limiting their career opportunities, earning potential and the ability to go to college. Two-thirds of all jobs in the United States will require some form of education or training beyond high school by 2018, according to research by Georgetown University’s Center for Education and the Workforce. Piscataquis Valley Adult Education Cooperative helps citizens in Penobscot, Piscataquis and Somerset Counties earn their high school equivalency certificates and help Maine communities thrive. The HiSET® exam, Maine’s test for high school equivalency, is recognized by all employers, the military and higher education institutions. The test was developed to help adult students find a way to meet their education goals of today for their lives tomorrow.

The PVAEC High School Diploma program is for anyone interested in completing their high school diploma. We evaluate your existing high school transcripts and determine how many classes you need to complete our diploma requirements. You may be closer to earning a high school diploma than you think! While you are working on your High School Diploma, we will help you prepare for your next step. Whether that is getting a job or going to college, we are here to help. Please feel free to talk to us about what you want to do after completing this program.

The PVAEC High School Diploma and HiSET Diploma Programs are free, open to anyone 17 and older, not in school, and without a high school credential. Contact PVAEC Academic Advisor, Eve Salley to enroll at 564-5884 or email esalley@pvaec.org
The goal of the PVAEC College Transitions Program is to assist people of all ages who wish to make the transition into college-level courses.

Many college programs (especially in the medical field) require prerequisites that you may not have. If you need any prerequisites, such as high school Algebra 1, Biology, or Chemistry, PVAEC offers these credit courses for FREE! We also provide workshops to assist with financial aid, online researching, computer programs, MLA/APA formatting, and study skills. Make PVAEC your first stop on your quest for higher education!

Already a college student? We can provide academic support, teach study skills, time management, test taking strategies and advocacy skills!

A 2009 study from NCES (National Center for Education Statistics) found that only 38% of non-traditional adult college students completed their program after 8 years. Jumping into college without preparation and support is not always the best pathway to success, especially if you are an adult learner who has completed some college courses in the past or one who has never attended college. Let PVAEC help you prepare for the next step, whether it's a short term certificate, or a two- or four-year-degree.

The PVAEC College Transitions program is FREE and open to anyone who is interested in pursuing higher education or currently enrolled in college. Enroll in our College Transitions program today, and get a jump on your college plans! Contact Academic Advisor, Eve Salley to enroll at 207-564-5884 or email esalley@pvaec.org

Fastest Growing Jobs in MAINE that require a Certificate or Associate's Degree:

- Automotive Technology: $56,980
- Computer Technology: $66,550
- Electrician: $56,180
- Medical Radiography: $60,510
- Nursing: $73,000
- Surgical Technology: $48,300
- Welding: $55,160

$1.4 MILLION
LIFETIME EARNINGS WITH A HIGH SCHOOL DIPLOMA

VS

$2.3 MILLION
LIFETIME EARNINGS WITH AN ASSOCIATE'S DEGREE
The Penquis Higher Education Center (PHEC) is an off-campus center of Eastern Maine Community College (EMCC) and University of Maine at Augusta (UMA) located at 50 Mayo Street in Dover Foxcroft. At PHEC, people can take college courses, pursue degrees, and receive the support they need to earn a degree close to home on schedules that fit their family and work lives. For more information on upcoming EMCC and UMA classes, go to www.emcc.edu or www.uma.edu or call PHEC/EMCC/UMA Representative, Christina at 207-564-2942 or email cgarneau@emcc.org.

**Maine Educational Opportunity Center Essentials of College Planning Workshop**

This workshop introduces people to educational opportunities in general and MEOC services in particular. This interactive workshop touches on the four steps in the college process: admissions, financial aid, career and study skills. The admission section reviews college options, the college search process and the application structure. The fundamentals of financial aid, including the filing process and the applications are covered in detail. Career options and counseling are introduced. Effective transitions into college, college readiness and study skills are discussed. The participant receives 101 The Essentials of College Planning Workbook, The Post-Secondary Guide to Education in Maine, The Student Guide and the Free Application for Federal Student Aid. One-on-one appointments can be made via Zoom or in person at PHEC in Dover! To apply, please go to: https://meoc.maine.edu/application/ (not compatible with Google Chrome, please use Firefox, Safari or Edge). Once your application is filled out, someone from MEOC will contact you.

For questions, please contact Kate at 207-949-6501 or email kevit@maine.edu

**Accuplacer® Test Prep**

Accuplacer® is the placement test that most local colleges and universities use. This test sees which areas you may need to improve before taking college courses. From these results, we can place you into our College Transitions classes to improve those skills and bring up those test results.

Contact PVAEC College Transitions Instructor, Leah Gomes to set up your appointment for Accuplacer testing at 564-5883 or email Lgomes@pvaec.org

Accuplacer Testing is $15 for anyone NOT enrolled with PVAEC.

ACCUPLACER® is a registered trademark of The College Board.
The goal of our Career Readiness program is to help you determine what field of work is best suited to you and build the skills needed to be successful in that job. You will be able to upgrade computer skills, create a resume and cover letter, improve interview skills, and brush up on reading and math skills. The program also covers navigating job search websites and applying for jobs online. This program prepares students for career placement, career preparation, and is a required prerequisite for our Certified Nursing Assistant (CNA) and CDL programs. The PVAEC Career Readiness Program is free to all adult Maine residents.

CDL-A/B
PVAEC and TCTC are offering CDL training to prepare you for your career in truckdriving. Instruction is based on State Laws, Industry Regulations and Equipment Maintenance required for licensing. State of Maine standards for classroom and driving instruction are adhered to during the course. Students spend a good part of their instructional time operating trucks through a combination of on the range practice and road time. Students that successfully complete the program will possess entry-level skills as required by the trucking industry. This will include drug testing and a DOT physical may be required (included with tuition costs). For more information, please call PVAEC Academic Advisor, Eve Salley at 564-5884. Class price will depend on CDL A/B license. Tuition assistance is available. Start Date to be determined; schedule based on student needs.

Certified Nursing Assistant
CNAs are caregivers who provide patients assistance with activities of daily living and basic needs. They also help patients feel safe and comfortable throughout their hospital stay. These direct caregivers spend most of their time assisting patients and listening to their concerns. The State of Maine approved CNA course includes classroom work, skills labs, and clinical experience. Candidates must present either a high school diploma, or HiSET/GED. Enrollment is limited to 10. The admission process includes enrollment into our Career Readiness Program, a criminal background check, placement testing, and a series of meetings with PVAEC staff. A non-refundable application fee of $50 is required. The cost of the class is $1,150, which includes tuition, textbook, background check, and state exam. Start Date TBD
Payment plans and financial assistance may be available to those who qualify. For more information, or to enroll in this program, please contact PVAEC Academic Advisor, Eve Salley at 564-5884 or email esalley@pvaec.org.

Substitute Teacher Training
If you are looking for an online option for Substitute Teacher Training, you can earn your training certificate at https://stedi.org! No reliable internet access, computer or printer? Or if you just need a quiet place to learn, call us and we will schedule a time for you to use our learning center in either Dexter or Dover (whichever is most convenient for you) to complete the coursework.

The PVAEC Team is eagerly awaiting news regarding special grant funds that may allow students to enroll in the CDL A/B or CNA programs at little to no cost! Check our website (www.pvaec.org) or follow us on Facebook for updates!
ACADEMY OF MEDICAL PROFESSIONS

Looking for a new career in a high demand field? Get nationally certified in portable, high demand jobs through Academy of Medical Professions. Payment plans and financial assistance are available!

To register, go to www.academyofmedicalprofessions.com or call Academy of Medical Professions at 1-866-516-8274.

**Medical Coding with CPC Certification**
THURS 5:30-8pm Starts 10/15/2020 20 Weeks $3750

**Certified Group Exercise & Personal Trainer**
Online Anytime 10-20 Weeks $1500-$3000

**Medical Transcription**
Online Anytime 16 Weeks $2650

**Pharmacy Technician**
Online Anytime 14 Weeks $2050

**Medical Office Specialist with Billing Certification**
TUES/WED 6-8pm Starts 10/14/2020 16 Weeks $3200

**Dental Assisting**
MON 6-8pm Starts 10/19/2020 10 Weeks $2500

**Clinical Medical Assistant**
TUES/THURS 5:30-8:30pm Starts 10/13/2020 16 Weeks $3200

Be sure to mention that you heard about these classes through PVAEC Adult Education!

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**ONLINE LEARNING**
the solution for today's busy adult

Convenient - Affordable - Effective

Take a course on topics ranging from A-Z Grant Writing, Photography, to Web Design and more all from the comfort of your home or office at times that are convenient for you.

Each course comes equipped with a knowledgeable and caring instructor, lively discussions with your fellow students, and practical information that you can put to immediate use.

**Popular Courses**
Microsoft Office Series (Word, Excel, Access, PowerPoint)
Medical Terminology
Accounting Fundamentals
A to Z Grant Writing
Quickbooks Series (2013-2019 & Online)
Accounting Fundamentals
Praxis Core Prep
Anatomy & Physiology
Medical Coding
Creative Writing
Adobe Suite
Webdesign
And hundreds more!

Visit www.ed2go.com/pvaec or call 564-6525 for more info!

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**Start Dates:** 9/16, 10/14, 11/11, 12/09 (and more for 2021!)
For more information visit our website!

www.ed2go.com/pvaec
ED2GO CERTIFICATE PROGRAM

Each individual online course consists of 12 sessions, delivered twice a week. Ed2Go issues a certificate when you successfully complete each individual course.

If you complete all four courses in a cluster, contact Hilda Roberts (hroberts@pvaec.org) for your PVAEC Program Certificate.

Register for courses at www.ed2go.com/pvaec.
Certificates are $460, or $115 per class (pay for each class as you go).

Medical Office Certificate
Medical Terminology
Human Anatomy and Physiology
HIPAA Compliance
Medical Coding
(required textbooks for Medical Coding not included)

Administrative Assistant Certificate
Administrative Assistant Fundamentals
Administrative Assistant Applications
Interpersonal Communication
Skills for Making Great Decisions

Office Skills Certificate
Introduction to Microsoft Excel
Introduction to Microsoft Word
Introduction to Microsoft PowerPoint
Introduction to Microsoft Access

Beginning Web Design Certificate
Creating Web Pages
Introduction to CSS and XHTML
Introduction to Photoshop
Designing Effective Websites

Medical Administrative Assistant Certificate
Administrative Medical Assistant
Medical Terminology
Interpersonal Communication
Medical Coding
(required textbooks for Medical Coding not included)

Accounting Fundamentals Certificate
Accounting Fundamentals
Accounting Fundamentals II
Beginning Excel or Quickbooks
Intermediate Excel or Quickbooks

Grant Writing and NonProfit Management Certificate
Intro to Non Profit Management
Marketing Your Non Profit
Writing Effective Grant Proposals
Advanced Grant Proposal Writing

Leadership Certificate
Skills for Making Great Decisions
Fundamentals of Supervision and Management
Fundamentals of Supervision and Management II
Building Teams that Work

All courses are available at www.ed2go.com/pvaec
Start Dates: 9/16, 10/14, 11/11, 12/09 (and more for 2021!)
**ENRICHMENT**

To our loyal Enrichment students: **We miss you!** We intend to hold the following classes in the gym at PHEC in Dover this fall. Classes will be set up for physical distancing with limited spaces available, and masks will be required. If you prepaid for a Spring 2020 class that did not run, we can offer you a refund, or credit towards a Fall 2020 or future class. Sorry, we are unable to refund the $1.99 fees for online payments. If you would like a refund, please contact us before November 30, 2020. Class credit will not expire. You will notice that classes are now pay-per-session. Each week when you arrive for class, you will be screened by PVAEC staff for COVID symptoms and pay for that day/night’s class. Please plan on arriving 15-30 minutes early for your class.

**Your safety is our top priority so please understand that these classes are subject to being postponed and/or canceled.**

Though the world may be changing, **we are still here!** If you have any questions or concerns, please contact us at 207-564-6525 or email hroberts@pvaec.org. Our hope is to be back to our full schedule in 2021.

- Your PVAEC Team

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**Wreath Making Workshop**

Make your own custom balsam fir wreath! You will learn the simple techniques to make a beautiful wreath that looks good all season. Keep it or give it as a gift! All supplies are included but feel free to bring your own decorations and bows.

Thelma Regan is the former director of PVAEC. She retired in June, 2020 and has been making her own custom balsam fir wreaths for many years.

$30                      Thelma Regan  
Sat 11/14 10am-12pm  PHEC

**Cord Cutting**

Ever thought about getting rid of cable or satellite TV because it was just too pricey? Well, you aren’t the only one! The Internet has provided so many more options to help you get just the content you want for less. If you have reliable wireless internet and are interested in cutting the cord, attend this class. You’ll learn how to navigate through all of the options so that you can cut cable TV and legally stream your content online so you pay less and still get your shows.

Leah Gomes is PVAEC’s College Transitions, Career Readiness and Technology Instructor. Space is VERY limited in this popular class, so register early!

Choose from the following sessions:  
10/6 & 10/13  or  11/10 & 11/17

$20 (2 nights)  Leah Gomes  
TUES 5:30pm-7:30pm  PHEC

**Piscataquis County Native American History**

This class will help the student better understand the Native Americans that inhabited Piscataquis County. We will discuss the tribes that represented the Natives in the area as well as their cultural practices. Students will become familiar with prominent Native names, families, place names and their meanings. We will briefly talk about the languages used by local Native tribes. This will be a fun learning experience for people wanting to learn the History of Native Americans from Piscataquis County.

$7/week  David Slagger  
TUES 10/6-11/10  6-8pm  PHEC
Beginner & Advanced Painting

Haven’t you always wanted to paint in a manner of Georgia O’Keefe? Well now you can, we will feature her style mixed in with our own Maine flair in creating a one of a kind piece in this Master Class. Painters will create a hazy snow backdrop to mount their “moose” skull on with a cascading border of pine tassels - a totally incredible look! Suzette will have a skull and bough to examine and notes for students to get their creative juices flowing. Always a fun class! This fall, this class will be offered to beginner and advanced painting students! You’ll need: Tube artist acrylics in colors of: Titanium white, mars black, ultramarine blue, thalo blue, lemon yellow, quinacridone or acra magenta, burnt umber, Brushes: 1” flat shader or blender, no 10 flat and round, no 1 script liner and a wedge, chisel or angle brush of smaller size, sponge, (old brushes), 2 sided water/brush bin, palette, lt brown water color pencil. Come in comfy clothes and be prepared to create a masterpiece! Class includes a 30 minute lunch break.

$8/week  Suzette East  
TUES 10/6-11/24 10am-2pm  PHEC

Arts & Crafts with Shirley

Shirley Groody is an accomplished artist and PVAEC instructor. She has been successfully teaching art to students of all levels for many years. Students always walk away from Shirley’s classes with a beautiful piece of art, a smile on their face, and new friends! Sign up for one or both of her following classes:

Fall Porch Sitter

$8/week  
THURS  
10/1-10/22  
2-4pm  
PHEC  
Material Fee payable to Shirley: $10 for full design or $6 without feet/base

Christmas Tree

$8/week  
THURS 10/29-11/19 2-4pm  PHEC  
Material Fee payable to Shirley: $5
Masterpieces & Messages

A one day/evening paint class but Angie puts her own little spin on it! Not only will she walk you step by step through your painting, giving you a variety of choices on colors and even canvas size, BUT because Angie is a professional Medium and Psychic, everyone will receive a mini intuitive reading / messages based on their painting! It’s amazing the insight, healing and guidance that comes through, just from YOUR painting! Join Psychic Medium and Intuitive Artist, Angie Butler Welch for one or both of the following paint classes:

**Little Owl in the Moonlight**
WED 10/7 6-8pm $35 PHEC
*Evening Session!*

**Holiday Gnome**
MON 11/9 12-2pm $35 PHEC
*Daytime Session!*

Candle Magic and Manifestation

It’s not just a cliche - what you think about, you really do bring about. In this interactive class we will discuss how to clearly direct your energetic thoughts and how adding in the element of fire is an effective way to manifest things in your life. Participants will learn: various candle colors, what to use them for, how to prepare your candle for manifesting, and when the best times are in which to burn your specific candles.

We will each create 2 different manifestation candles depending on the kind of change you want to create. Abundance, attracting love into your life, overcoming obstacles, and conquering fear are just a few desires you can manifest.

$25

WED 10/28 6-8pm PHEC

Angie Butler Welch

Psychic Medium and Intuitive Artist, Angie Butler Welch owns Leap of Faith Soul Space in Brewer, Maine. All materials are provided, although Angie encourages you to bring paper to take notes. Please visit www.angiewelch.com for more info.

COMMUNITY PARTNERS

Thank you to our community partners.
We are all in this together!
REGISTRATION

**Non-Academic (Enrichment) Courses:** You may mail in your payment and registration form. You may register by phone (564-6525) and then mail in your payment with the form on the next page. You may also register in person at our Main Office at Penquis Higher Education Center in Dover Foxcroft. All Fall 2020 Enrichment classes are pay-per-class. Class prices are listed with each individual class. Sorry, we are not accepting online or credit/debit card payments this semester.

**PLEASE DO NOT SEND CASH BY MAIL.**

**Academic Courses:** You must schedule an appointment with Academic Advisor, Eve Salley in order to register for an academic class. Call Eve at 564-5884 to make your appointment. Your placement in academic classes depends on your test scores, and meeting our pre-requisites.

**Policies:**

**Age Policy:** The minimum age for participation is 17.

**Confirmation:** We generally require a minimum of 8 students in our classes. We will notify you if a class is canceled due to lack of enrollment.

**Guarantee:** If you are dissatisfied with a class, please let us know. We will provide you with a gift certificate for any other like course in the future.

**Refunds:** We will refund 100% if the class is canceled, or if you cancel within 24 hours of the first meeting. No refunds or credits after the second session of a class. Refund checks take 2-4 weeks to process.

**Storm Cancellations:** Adult Education classes are canceled whenever local K-12 schools have been canceled for the day. Afternoon and evening classes are sometimes canceled due to late developing storms. Cancellations will be announced on Bangordailynews.com, and our Facebook page (www.facebook.com/pvaec). When possible, PVAEC staff do our best to contact enrichment students to inform of storm cancelations. Otherwise, it is students responsibility to watch for announcements. Please always use your best judgment before going out during inclement weather. Canceled Enrichment classes will be rescheduled when possible. Sign up for our text message alert system at www.pvaec.org

**School Vacation:** There will be no classes on Monday, October 12 (Indigenous Peoples Day), Wednesday, November 11 (Veterans Day), November 25-27 (Thanksgiving Break), December 25 and December 31. Academic students are responsible for following their instructor’s schedule. PVAEC academic instructors update their Facebook pages and voicemail daily.

**Other:** PVAEC reserves the right to make changes to the starting or ending dates, times and locations of courses when necessary. We are not responsible for typographical errors. Let us know at the time of registration if there is anything we can do to accommodate your needs.

**Canceled Spring 2020 Classes:** If you prepaid for a canceled Spring 2020 class, we can offer you a refund or a credit towards any future class. Refund requests must be made before November 30, 2020. Class credits will not expire.
REGISTRATION

This fall, **ALL** Enrichment courses are **pay-per-class**. When pre-registering, please send a check or money order for the **FIRST CLASS ONLY**. You can also call ahead to register and pay at the first class. Because all classes are pay-per-class, we are NOT offering the option to pay online or by credit card this semester. **All payments must be made by cash, check or money order.** We apologize for the inconvenience this may cause and we hope to be back to our usual routine in 2021. Thank you for your patience and understanding. If you prepaid for a previously canceled class, you can also check the “Credit” box on the form below and mail to us.

Name: ___________________________ Phone: ________________

Address: ___________________________ Date of Birth ___________

Town: ___________________________ State ____ Zip _______________

Email: _______________________________________________________________

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☐ I have credit from a previously canceled class. Total Enclosed: $ ___________

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Make checks payable to PVAEC and mail with this form to PVAEC, 50 Mayo Street, Dover-Foxcroft ME 04426

Please **DO NOT** send CASH by mail!

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Name: ___________________________ Phone: ________________

Address: ___________________________ Date of Birth ___________

Town: ___________________________ State ____ Zip _______________

Email: _______________________________________________________________

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Dexter Learning Center
16 Church Street, Dexter ME

Guilford Memorial Library
4 Library Street, Guilford ME

PVAEC is an equal opportunity employer. At PVAEC, we celebrate diversity and are committed to creating an inclusive environment for all.