SUMMER 2022
COURSE GUIDE

Job Training Funded by the Workforce Innovation and Opportunity Act

Career and tuition assistance designed to support the workforce and strengthen the economy.
Thanks to the partnership between UTEP Professional & Public Programs and Workforce Solutions Borderplex (WSB), you may be eligible for additional funds to help you further your education or training and to cover any outstanding or upcoming costs for supplies or books.

If you have already finished your classes, WSB may even be able to assist with getting you a paid internship related to work experience in your field. Funds may also be available to provide you with additional assistance related to course extensions, enrolling in a new course, child care, work attire, transportation support and other services.

If you are interested in this opportunity, then please contact WSB at your convenience at weserveyou@borderplexjobs.com.
FEATURED ONLINE COURSES

**Certified Phlebotomy Technician (Voucher + Lab Included)**
Learn how to collect blood specimens from clients for the purpose of laboratory analysis.
Fee: $2,495
→ Click here to register

**Discover Sign Language Series**
Learn how to sign basic phrases and complete sentences and how to put it all together, so you can introduce yourself and start a conversation.
Start date: April 13, 2021
Instructor-Led Fee: $240
→ Click here to register

Start date: May 18, 2022
Instructor-Led Fee: $240
→ Click here to register

Start date: June 15, 2022
Instructor-Led Fee: $240
→ Click here to register

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One-third of individuals surveyed think that if they lost their job, they would need additional education and training to get a comparable job.
→ Click here to view complete article.

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I enjoyed [the course] being self-paced. The instructor was very nice, she would email me regarding my progress throughout the course. I didn’t feel overwhelmed with the modules that needed to completed, and I was able to finish my course with time to spare.”

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Jealiany R.
Online Student
Classes attended: Phlebotomy Technician Career Prep Course

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**CONTACT OUR TEAM**

**BY PHONE**
Call 915-747-5142, Monday – Friday, 8 a.m.-5 p.m.

**BY EMAIL**
Send us an email with your questions to: p3mwca@utep.edu

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**COVID-19 PRECAUTION STATEMENT**

Please stay home if you have been diagnosed with COVID-19 or are experiencing COVID-19 symptoms. If you have tested positive for COVID-19, prior to, after, and/or during your time enrolled in your course(s), you are highly encouraged to report your results to covidaction@utep.edu as well as to let our office know at ppp@utep.edu.

The Center for Disease Control and Prevention recommends that people in areas of substantial or high COVID-19 transmission wear face masks when indoors in groups of people. The best way that we can take care of ourselves and others is to get the vaccine. If you still need the vaccine, it is widely available in the El Paso area. For more information about the current rates, testing, and vaccinations, please visit epstrong.org.
All current UTEP Professional and Public Programs approved courses through WIOA funding are listed below.

► Please note that the availability of these courses and their prices are subject to change.

## COMPUTER COURSES

<table>
<thead>
<tr>
<th>PROGRAM NAME</th>
<th>FEE</th>
<th>COURSE HOURS</th>
<th>REGISTRATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Certified Ethical Hacker: <em>(Voucher Included)</em></td>
<td>$2,995</td>
<td>100 hrs.</td>
<td>➔ Click here to register</td>
</tr>
<tr>
<td>Certified Information Security Manager (CISM): <em>(Voucher Included)</em></td>
<td>$1,595</td>
<td>75 hrs.</td>
<td>➔ Click here to register</td>
</tr>
<tr>
<td>Certified Information Systems Security Professional (CISSP)</td>
<td>$2,195</td>
<td>150 hrs.</td>
<td>➔ Click here to register</td>
</tr>
<tr>
<td>CompTIA™ Advanced Security Practitioner (CASP): <em>(Voucher Included)</em></td>
<td>$2,295</td>
<td>75 hrs.</td>
<td>➔ Click here to register</td>
</tr>
<tr>
<td>CompTIA™ Certification Training: A+, Network+, Security+: <em>(Vouchers Included)</em></td>
<td>$3,999</td>
<td>480 hrs.</td>
<td>➔ Click here to register</td>
</tr>
<tr>
<td>Help Desk Analyst Tier 1 Support Specialist</td>
<td>$1,495</td>
<td>120 hrs.</td>
<td>➔ Click here to register</td>
</tr>
<tr>
<td>Oracle SQL and PL/SQL + Python Developer + Java Programmer</td>
<td>$3,495</td>
<td>375 hrs.</td>
<td>➔ Click here to register</td>
</tr>
</tbody>
</table>

List of approved programs continues on the following pages.
Please note that the availability of these courses and their prices are subject to change.

## HEALTH MEDICAL/COURSES

<table>
<thead>
<tr>
<th>PROGRAM NAME</th>
<th>FEE</th>
<th>COURSE HOURS</th>
<th>REGISTRATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Certified Physical Therapy Aide: (Voucher Included)</td>
<td>$2,195</td>
<td>190 hrs.</td>
<td><a href="#">Click here to register</a></td>
</tr>
<tr>
<td>Clinical Dental Assistant (Vouchers Included)</td>
<td>$2,995</td>
<td>300 hrs.</td>
<td><a href="#">Click here to register</a></td>
</tr>
<tr>
<td>EKG Technician Career Prep</td>
<td>$949</td>
<td>60 hrs.</td>
<td><a href="#">Click here to register</a></td>
</tr>
<tr>
<td>Home Health Aide Career Prep</td>
<td>$1,425</td>
<td>154 hrs.</td>
<td><a href="#">Click here to register</a></td>
</tr>
<tr>
<td>Medical Billing and Coding Career Prep Complete</td>
<td>$3,999</td>
<td>755 hrs.</td>
<td><a href="#">Click here to register</a></td>
</tr>
<tr>
<td>Medical Office Manager (CPPM): (Vouchers Included)</td>
<td>$3,995</td>
<td>555 hrs.</td>
<td><a href="#">Click here to register</a></td>
</tr>
<tr>
<td>Phlebotomy Technician Career Prep</td>
<td>$699</td>
<td>100 hrs.</td>
<td><a href="#">Click here to register</a></td>
</tr>
<tr>
<td>Veterinary Assistant</td>
<td>$2,495</td>
<td>225 hrs.</td>
<td><a href="#">Click here to register</a></td>
</tr>
</tbody>
</table>

List of approved programs continues on the following pages.
Please note that the availability of these courses and their prices are subject to change.

## PROFESSIONAL TRAINING COURSES

<table>
<thead>
<tr>
<th>PROGRAM NAME</th>
<th>FEE</th>
<th>COURSE HOURS</th>
<th>REGISTRATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Certified Credit Counselor and Certified Financial Health Counselor (Exam Included)</td>
<td>$3,695</td>
<td>105 hrs.</td>
<td>Click here to register</td>
</tr>
<tr>
<td>Freight Broker/Agent Training</td>
<td>$2,195</td>
<td>180 hrs.</td>
<td>Click here to register</td>
</tr>
<tr>
<td>Human Resources Professional</td>
<td>$1,999</td>
<td>120 hrs.</td>
<td>Click here to register</td>
</tr>
<tr>
<td>HVAC/R Certified Technician (Voucher Included)</td>
<td>$3,295</td>
<td>330 hrs.</td>
<td>Click here to register</td>
</tr>
<tr>
<td>Lean Six Sigma Green Belt and Black Belt (Exam Cost Included)</td>
<td>$3,499</td>
<td>125 hrs.</td>
<td>Click here to register</td>
</tr>
<tr>
<td>Professional Bookkeeping With QuickBooks Online (Voucher Included)</td>
<td>$2,295</td>
<td>100 hrs.</td>
<td>Click here to register</td>
</tr>
<tr>
<td>Residential Electrician</td>
<td>$2,595</td>
<td>144 hrs.</td>
<td>Click here to register</td>
</tr>
<tr>
<td>Senior Professional in Human Resources With Payroll Practice and Management</td>
<td>$3,999</td>
<td>220 hrs.</td>
<td>Click here to register</td>
</tr>
<tr>
<td>Victim Advocacy Certificate Course</td>
<td>$995</td>
<td>45 hrs.</td>
<td>Click here to register</td>
</tr>
</tbody>
</table>
5 STEPS TO GET YOU STARTED
All the following courses are offered fully online in a self-paced format for ages 18 and older.

1. Contact us.
Determine your eligibility and begin the application process by
• emailing us at p3mwca@utep.edu
• contacting your local El Paso Workforce Solutions Borderplex at https://borderplexjobs.com/
• sending an email to weserveyou@borderplexjobs.com. Counselors are working remotely during the pandemic, so call or email to connect.

2. Choose your course.
While applying for your grant, explore eligible Professional and Public Programs courses at the Workforce Innovations Career Assistance web page. Please contact us at p3mwca@utep.edu or 915-747-8043 for more information about programs that interest you.

3. Request an Education Training Plan.
Your WIOA Counselor will need an Education Training Plan (ETP) of the course you choose with Professional and Public Programs. To request an ETP, complete the form at https://mwca-wioa-interest.questionpro.com or email us at p3mwca@utep.edu.

4. Get approved.
In most cases, your WIOA counselor will notify you if your training plan and funding are approved. You may receive a voucher, authorization letter or purchase order document, depending on the funding. Please send that approval document to p3mwca@utep.edu.

5. Start learning.
After we receive confirmation that your funding is approved, we will register you for the approved program. You will receive a welcome email prior to your start date with instructions on how to begin the course.

Two out of three Americans say that in times of economic uncertainty, getting more education is essential.

I would 100% recommend this course. It is easy to follow, has easy access, includes helpful exercises to help you retain the information and a great team behind it to help you along the way.”

Taylor F.
Military Spouse and Online Student
Classes attended:
Certified Clinical Medical Assistant Course
Govindasamy Parthiban (Sam) joined P3 in October 2012 as a work-study and worked his way up to Program Manager in 2014. He holds two master’s degrees from UTEP, one in Leadership and another in Educational Administration, as well as a Specialist Diploma in Learning Sciences from the National Institute of Education, Singapore. He is also a certified training and assessment professional with experience in designing and developing curriculum for organizations and colleges.

A Singaporean by birth, Sam became a permanent resident of the United States in October 2019. He spent about 30 years in the Singapore Armed Forces, during which he served in several United Nations peacekeeping missions and taught at the USASMA at Fort Bliss. Sam rose through the ranks to become a Division Command Sergeant Major before retiring in 2012.

Sam is married to the former M. Selvamalar and has one living daughter, Priyanka, who serves in the United States Army as a Combat Medic at Fort Lewis, Washington.

Favorite inspirational quote:
“There are no secrets to success—it is the result of preparation, hard work, and learning from mistakes.” – Colin Powell