UNIVERSITY *of* WEST FLORIDA

Continuing Education

Spring 2024 Course Guide

Prepare for your next career opportunity!

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uwf.edu/continuinged

The Division of Continuing Education at the University of West Florida is a premier regional provider of educational and training services for non-traditional students.

We attract and enroll a diverse and talented group of individuals, emboldened by the mindset that personal growth is a journey, not a destination.

We provide high quality credit and non-credit education and training opportunities to meet individual, community, and professional needs of non-traditional learners and to participate in valuable community educational partnerships that advance the economy in the region.

We invest strategically to create programs that meet the needs of the regional and state workforce and develop highly qualified personnel.

We stimulate creativity and change lives through high-impact learning experiences.

We know there are no limits to what we can achieve— our potential knows no bounds.

LEARN MORE | **uwf.edu/continuinged**

UWF Notice: Spring 2024 University Closures

- **Jan. 15, 2024:** Martin Luther King Jr. Day
- **May 27, 2024:** Memorial Day

Contact Us

UWF Continuing Education Student Support can help you discover the right class for you, register for upcoming courses and answer all of your questions.

Phone Hours:
Mon. - Fri., 9:00 a.m. - 4:00 p.m.
Office Hours:
Mon. - Thurs., 9:00 a.m. - 4:00 p.m.

Email: ContinuingEd@uwf.edu
Phone: 850.473.7468

 @UWFContinuingEd

Appointments also available upon request.

University of West Florida Division of Continuing Education is a premier regional provider of high-quality credit and non-credit courses, community programming, customized training, CEUs and conference planning. **uwf.edu/continuinged**

Spring 2024

Three Easy Ways to Register for Class:

Online
uwf.edu/continuinged

By Phone
Mon. - Fri., 9:00 a.m. - 12 p.m. & 1:00 p.m. - 4:00 p.m.
To pay by Visa or MasterCard, call the Student Support Center at **850.473.7468**.

In Person
Mon. - Thur., 9:00 a.m. - 12 p.m. & 1:00 p.m. - 4:00 p.m.
UWF Main Pensacola Campus, 11000 University Pkwy. Bldg. 77, Suite 138

Continuing Education
UNIVERSITY *of* WEST FLORIDA

Spring 2024
Career Development Courses

Not sure where to begin? Our Student Support Center is committed to helping you achieve your goals and available to guide you along the way. Email us at ContinuingEd@uwf.edu.

See more at uwf.edu/continuinged

Behavior Science/Psychology

Train to provide high-quality care across a number of populations and explore ways to improve the lives of individuals through therapy, treatments and the science of behavior. Many of our Behavior Science and Psychology programs allow you to learn from or work alongside educational mentors or in-field practitioners.

Registered Behavior Technician (RBT) Training Course

Health Science Essentials of Behavior Analysis (HSC 3102) meets the 40-hour curriculum prerequisite for the Registered Behavior Technician exam and is open to degree and non-degree seeking students. RBTs work directly with clients to implement behavior treatment plans under the guidance and supervision of a Board Certified Behavior Analyst (BCBA). Students passing the RBT exam are qualified to work in the field of behavioral health while earning their degree. This is the first course in the behavioral health elective sequence necessary to become a Board Certified assistant Behavior Analyst (BCaBA).

2 Course Options:
1/8/24 - 3/2/24, Tues, 5:30 PM,
Instructor: Sarah Kent, MA, BCBA
3/4/24 - 5/4/24, Mon, 4:00 PM,
Instructor: Daisy Confusione, MA, BCBA
Location: Online

Differentiated Instruction in the Classroom

Discover Differentiated Instruction strategies, including interest centers, and flexible grouping that will meet the needs of the diverse learners. This course packs real-world examples into every lesson.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15 or Self-Paced, Start Anytime
6 Weeks/24 Course Hours | $129
Location: Online

Empowering Students With Disabilities

This course provides techniques for helping these learners in your classroom.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15 or Self-Paced, Start Anytime
6 Weeks/24 Course Hours | $129
Location: Online

Teaching Students With Autism: Strategies for Success

Develop the knowledge and strategies to ensure your students succeed in the classroom and beyond.
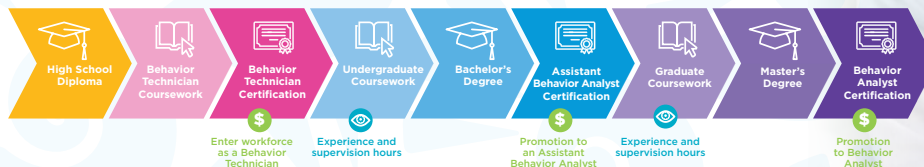**Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15 or Self-Paced, Start Anytime**
6 Weeks/24 Course Hours | $129
Location: Online

Business and Administration

Expand your knowledge and enhance your skills with business courses and certificate programs in Business and Administration. Develop effective business plans and explore key business elements including accounting, communication, finance, legal, human resources, marketing and project management.

MBA Prerequisite Modules
A solid understanding of business foundations is essential to the successful completion of the UWF Masters of Business Administration program. These modules provide a self-paced, online option for fulfilling UWF's MBA program prerequisites.
Online Open Enrollment | $150
Location: Online

Accounting Fundamentals Series
Whether you're a sole proprietor looking to manage your business finances or you simply want to gain an understanding of accounting basics for career advancement or for personal use, the courses in this bundle will give you a solid foundation in financial matters.
Start Dates: 8/16, 9/14, 10/18, 11/15, 12/13
48 Course Hours | $230
Location: Online

Accounts Payable Manager Certification
Prepare for the Institute of Finance & Management's (IOFM) Accounts Payable Manager (APM) certification,
the gold standard within the financial operations industry. Gain key AP skills, including leadership, internal controls and oversight and process improvement.
Start Anytime | Exam Cost Included
30 Course Hours | $1,295
#GES2075 | Location: Online

Administrative Assistant Fundamentals
Identify opportunities and implement solutions for increased productivity throughout your company. Discover and master the essentials of managerial and staff support, information and records management, communications technology, travel and meeting coordination, space planning and office ergonomics.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15
6 Weeks/24 Course Hours | $129
Location: Online

Business Operations Specialist
This practical course will teach you the fundamentals of business management and operational planning. Gain essential
skills and strategies that you can put into action at your workplace, such as risk management, scheduling and control.
Start Anytime
200 Course Hours | $1,895
#GES2067 | Location: Online

Career Counselor and Life Coach
Learn career development stages, planning fundamentals, and how to work with diverse audiences as well as the Core Competencies of the International Coach Federation (ICF) and ICF-recognized protocols to build a distinctive coaching style.
Start Anytime
140 Course Hours | $2,795
#GES2023 | Location: Online

Certified Administrative Professional Training
Many administrative professionals today give themselves a competitive edge by earning the industry-recognized CAP certification. Gain the technical skills and knowledge needed to earn this valuable industry credential.
Start Anytime | Voucher Included
100 Course Hours | $1,795
#GES291 | Location: Online

Certified Business Data Analytics (CBDA) Prep Course
Certification in Business Data Analytics (CBDA) is the first data analytics certification provided by the International Institute of Business Analysis (IIBA) to recognize one's ability to effectively analyze work in business analytics initiatives. The Certified Business Data Analytics (CBDA) Prep Course provides highly focused exam preparation support for the CBDA exam.
Start Anytime
60 Course Hours | $995
#GES2122 | Location: Online

Executive Assistant with Microsoft Office Specialist (MOS) Expert
Executive assistants possess a broad skill and provide direct support to executive leadership. This course will prepare you for two important certifications in your career as an executive assistant: Certified Administrative Professional (CAP) and Microsoft Office Specialist (MOS) Associate. Learn the intricacies of organizational communication, office and records management and human resources fundamentals, among other topics. Then learn to use Microsoft

Office 2019 programs like Word, Excel and PowerPoint.
Start Anytime | Vouchers Included
795 Course Hours | $5,195
#GES2082 | Location: Online

Certified Bookkeeper

This training program for experienced bookkeepers leads to national certification with the American Institute of Professional Bookkeepers (AIPB). The AIPB certification is a high professional standard for bookkeepers.
Start Anytime | Exam Cost Included
140 Course Hours | $2,195
#GES202 | Location: Online

Certified Six Sigma Black Belt

The Six Sigma methodology is a data-driven approach to removing defects and improving processes at any organization. Prepares for the ASQ Certified Six Sigma Black Belt Examination and equips you to apply Six Sigma concepts and methods as a practitioner or consultant.
Start Anytime
120 Course Hours | $1,995
#GES2009 | Location: Online

Certified Virtual Assistant

Whether you want to thrive in one of the many types of work-from-home jobs, the Certified Virtual Assistant (CVA) program will provide you with the advanced skills to become a virtual assistant. Learn how to set up your virtual assistant packages, rates, and contracts, along with the tools for virtual assistants to offer a list of services for remote work.
Start Anytime
240 Course Hours | $2,995
#GES2130 | Location: Online

Creating a Successful Business Plan

Turn your business ideas into a solid plan for financing and long-term success. This course will guide you through all the major components of writing a business plan and you'll emerge with your first draft in hand.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15
or Self-Paced, Start Anytime | $135
Location: Online

Entrepreneurship: Start-Up and Business Owner Management

Delve into the world of entrepreneurship, from generating an idea to writing a business plan. Refine your startup idea as you prepare for the Entrepreneurship and Small Business Certification. You will learn all business areas of an entrepreneurship venture, such as legal structure and requirements, funding sources, intellectual property law, operations, marketing, advertising, and finances. By course completion, you will create a comprehensive business plan to get your startup idea off the ground and into the market.
Start Anytime | Voucher Included
200 Course Hours | $2,795
#GES439 | Location: Online

Google and Small Business Management Suite

Make your dreams a reality and start your own business. By course completion, you will have the techniques needed to build your business and incorporate Google Workplace applications to increase productivity. These apps can increase creativity, critical thinking and communication. This course suite includes Getting Started with Google Workspace, Small Business Marketing on a Shoestring and Start Your Own Small Business.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15
72 Course Hours
Location: Online

Human Resource Professional

Explore the foundational aspects of HR, including human resource laws, hiring disciplines and labor relations. Learn practices that align with the Human Resource Certification Institute (HRCI) and the Society for Human Resource Management (SHRM).By the time you finish the online human resources certification, you will be equipped to start your career in this growing field. This course also prepares you to take the HRCI's Professional Certification in Human Resources (PHR) exam. The PHR certification recognizes that an individual holds the knowledge needed to excel in human resource management.
Start Anytime
120 Course Hours | $1,945
#GES419 | Location: Online

Interpersonal Communication

Explore concepts of verbal and nonverbal expression including personal style, listening, relationship dynamics, conflict management and cultural and gender communication differences.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15
or Self-Paced, Start Anytime | $115
6 Weeks/24 Course Hours
Location: Online

Managing Remote Teams

Whether you have gone from managing the occasional "telecommuter" to managing a fully remote team and would like to explore new strategies and best practices for this unique form of management—this course is for you.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15
or Self-Paced, Start Anytime | $135
6 Weeks/24 Course Hours
Location: Online

Mastering Project Management with PMP® Prep

Learn advanced project management topics, concepts, and more in this comprehensive PMP prep course. You will also be prepared to sit for the PMP certification exam upon course completion. Learn about project selection, strategy development, complex schedule modeling, forecasting, risk identification and assessment, statusing and recovery. You will also explore project proposals, planning components and project evaluation.

Start Anytime
150 Course Hours | $1,545*
(Price increase effective on 3/36/24)
#GES249 | Location: Online

New Manager Suite

Learn how to be an effective supervisor by developing leadership skills that can help you gain respect, while also allowing you to enjoy success in your career. You will also learn how to master the basics of business and organizations, the people skills required to motivate and delegate, the tools for solving problems and resolving conflicts, and the basics of communicating effectively.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15
72 Course Hours | $365
Location: Online

Nonprofit Manager

This course looks at the most important aspect of nonprofits—your mission and how to define that. You will also study governance and leadership issues, looking at the laws that regulate nonprofits and codes of conduct. You will also learn how to handle nonprofit finances and, critically, how to create a budget. This course also teaches you how to market and raise funds through fundraising and earned income.
Start Anytime
100 Course Hours | $2,095
#GES447 | Location: Online

Professional Bookkeeping with QuickBooks Online

Master QuickBooks Online to prepare for a rewarding career in the booking field. You will learn basic bookkeeping and accounting principles, including the types of accounting information you, the business owner, manager, bookkeeper, or accountant, need to monitor. This course also serves as preparation for the QuickBooks Certified User exam.
Start Anytime | Voucher Included
100 Course Hours | $2,375
#GES2046 | Location: Online

Professional Sales Skills

If you've always dreamed of becoming successful in sales, this course is exactly what you need. You'll learn how to turn prospects into buyers, how to provide proper customer service, how to develop a sales plan, and much more.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15
or Self-Paced, Start Anytime | $135
Location: Online

Resume Writing Workshop

Transform your resume into a powerful tool that will help you get interviews. This course is invaluable to anyone who wants to improve their resume as it will introduce you to different formats, help you make the most of your work experience, and discover how to use reference to your advantage.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15
or Self-Paced, Start Anytime
6 Weeks/24 Course Hours | $135
Location: Online

Small Business Suite

Learn how to be your own boss! This series will give you the information you need to start your own home-based or online business by developing the qualities of successful entrepreneurs. You will receive a step-by-step approach that will help you build a simplified strategy and attract customers with successful marketing techniques on a tight budget.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15
72 Course Hours | $50
Location: Online

Understanding the Human Resources Function

This course helps people without experience in HR to understand this vital link in the organizational chain. It prepares managers and business owners to handle basic HR functions in a way that ensures the best possible result.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15
or Self-Paced, Start Anytime
6 Weeks/24 Course Hours | $135
Location: Online

Winning RFP Responses

Having the skills to bid on competitive contracts can increase your business's revenues as you carry it through declining economic times. Learn the ins and outs of finding, reading and determining whether RFPs fit your business's services or goods. Then learn how to write the components of a winning RFP bid response for your business.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15
6 Weeks/24 Course Hours | $135
Location: Online

Master the Workplace with Essential Soft Skills

BY LISA GIBBS

When looking to conquer your biggest goals, it can be easy to get lost in the idea of only growing your work and technical experiences. But, strong soft skills, also known as interpersonal skills, are the foundation of displaying effective teamwork and organizational success.

Soft skills are essential interpersonal skills that go beyond technical or job-specific abilities and they play a crucial role in various aspects of personal and professional development. Many recruiters search for individuals who are well-rounded in these foundational soft skills to ensure that they will be a good fit for their team.

According to an article by the U.S. Department of Labor, "...while the three "R's" (reading, writing, and arithmetic) are still fundamental to every employee's ability to do the job, employers view 'soft' skills as even more important to work readiness."

These foundational skills can be applied to a wide range of industries. Companies have noted the following soft skills to be crucial to the success of emerging professionals in today's competitive job market:

Communication
Being able to effectively communicate your ideas is extremely important in the workplace. This includes being able to share your ideas or concerns, provide constructive feedback and listen intently to others. Without proper communication skills, it can be easy for team members to dismiss you and pass you off as being uninvolved.

Problem-Solving
Many aspects build up problem-solving, such as creativity, critical thinking and information processing. Being well-versed in problem-solving shows the employer that you can quickly identify the problem, brainstorm solutions and provide the best result.

Management
Having strong management skills shows employers that you can successfully problem-solve while avoiding crises and help guide your team to do the same. Good management skills are important for any organization as these individuals can move the company's mission and business goal forward with fewer hurdles.

Detail-Oriented
Being detail-oriented means you put time and effort into your work to ensure it comes out accurately and at the best quality it can be. Not only does this skill show employers that you are capable of producing high-quality work, but it also shows that you are capable of picking out small details that others may have overlooked. This can be particularly useful in teamwork settings.

Leadership
When working in a team environment, it can be easy for things to get unorganized and confusing. Those with leadership skills can move people forward toward a shared goal and provide direction to individuals who may feel lost. Having strong leadership skills means you can communicate, empathize, give and receive feedback and motivate others.

Overall, while technical skills and knowledge are important, soft skills are equally critical for personal and professional success. They contribute to a well-rounded and adaptable individual who can thrive in various situations. UWF Continuing Education offers affordable online courses on various soft skills that you can use to boost your resume.

Top Workforce Skill Courses for 2024:

- Leadership Suite
- Fundamentals of Supervision and Management
- Interpersonal Communication
- Achieving Success with Difficult People
- Individual Excellence
- Building Teams That Work
- Skills for Making Great Decisions
- Managing Remote Teams

View Skill Development Programs >

Computer Science

Upgrade your skill set, learn industry standards or jump-start your technical career with Computer Science courses and programs. Gain proficiency in a variety of common computer applications or dive deep into computer programming and software development.

Accounting with Microsoft Excel 2019 Suite
This accounting course suite will teach you fundamental accounting skills, while training you to use Microsoft Excel 2019 including Pivot Tables, macros and other advanced Excel functions.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15
96 Course Hours | $495
Location: Online

Artificial Intelligence and Machine Learning Suite
This course bundle will provide you with a foundation of practical knowledge on artificial intelligence (AI) and machine learning. Begin with the science behind AI computer systems then move on to a more thorough look at machine learning, the problem it is trying to solve, and specific techniques and applications used in supervised, unsupervised and semi-supervised learning.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15
48 Course Hours | $230
Location: Online

Computer Skills for the Workplace
This course provides the fundamental computer competencies you need to survive and prosper in today's fast-changing workplace. Learn how to implement the powers of modern office software to work faster and more efficiently. By the time you finish, you will have learned why employers consider technological literacy so critical to the success of any organization.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15 or Self-Paced, Start Anytime
6 Weeks/24 Course Hours | $129
Location: Online

Front-End Web Developer
Considering how many websites exist, front-end web developers are in high demand. This course will prepare you for an entry-level career in this growing job market. You will learn how to use HTML, CSS, and JavaScript to create functional, responsive web applications.
Start Anytime
160 Course Hours | $1,995
#GES3014 | Location: Online

Intermediate SQL
Expand your knowledge of Structured Query Language (SQL), the industry standard database programming language. Gain confidence using a wide range of advanced SQL techniques. This course will expand your SQL knowledge and provide skills for writing powerful queries to perform complicated searches and data sorting.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15 or Self-Paced, Start Anytime
6 Weeks/24 Course Hours | $129
Location: Online

Introduction to C# Programming
Learn the fundamentals of computer programming with the C# programming language. This course uses hands-on practice, examples and assignments to develop your knowledge of C# programming by using a state-of-the-art language to build impressive applications on your very own computer.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15 or Self-Paced, Start Anytime
6 Weeks/24 Course Hours | $129
Location: Online

Introduction to QuickBooks 2019
This course is designed for those new to QuickBooks or those wanting a refresher with the latest version. You will learn how QuickBooks makes it easy to set up a chart of accounts, create and print invoices, receipts and statements, track your payables, inventory and receivables and generate reports.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15 or Self-Paced, Start Anytime
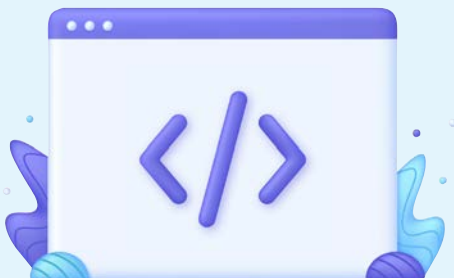**6 Weeks/24 Course Hours | $139**
Location: Online

Intro to Microsoft Excel 2019
This course introduces the basic functions and uses of Microsoft Excel. Through hands-on lessons, you will learn numerous shortcuts to quickly and efficiently set up worksheets, use the function wizard to calculate statistics, future values and more. You will also get tips on sorting and analyzing data and automating

Full Stack Software Developer
Create and maintain full-service websites. Learn all the significant aspects of front-end, back-end and full-stack development through several milestone exercises and a hands-on project. Throughout the course, you will build a website that hosts learning games that will allow users to log in, play games, track their progress, see leaderboards and manage their accounts.

Start Anytime
650 Course Hours | $5,495
#GES375 | Location: Online

frequently-repeated tasks with macros and buttons.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15 or Self-Paced, Start Anytime
6 Weeks/24 Course Hours | $147
Location: Online

Intro to Python 3 Programming

The Python programming language was developed to provide a way to develop code that's easy to create and understand. This course will provide the fundamentals of computer programming in Python 3 with topics that include basic decisions and loops, advanced data structures, object-oriented programming and graphical user interfaces.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15 or Self-Paced, Start Anytime
6 Weeks/24 Course Hours | $129
Location: Online

JavaScript Developer

This course will train you to use JavaScript, jQuery and Vue.js. Start by mastering JavaScript, then learn the latest React techniques to build an application. Next, you will learn Vue.js and jQuery to maintain and modernize existing websites that use jQuery. When your coursework is complete, you will put your skills to use to build your own dynamic web application.
Start Anytime | Voucher Included
180 Course Hours | $1,995
#GES3034 | Location: Online

Microsoft Access Certification

Learn foundational database concepts, how to create databases and tables,

Introduction to SQL

SQL is one of the best programming languages for beginning web developers to learn. Gain a solid working knowledge of the most widely used database programming language. This course will provide you the skills to write SQL queries to create tables, retrieve data from single or multiple tables, manipulate data in a database, and gather statistics from data stored in a database.

Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15
6 Weeks/24 Course Hours | $129
Location: Online

query those tables and create reports. By course completion, you will be able to design, customize and fully optimize an Access database. These key skills are fundamental to passing the MOS exam and earning your certification.
Start Anytime | Voucher Included
90 Course Hours | $695
#GES892 | Location: Online

Microsoft Excel Certification Training

Learn to use Excel to create, modify and format worksheets, perform calculations and print workbooks. Then, you will move on to learn how to use complex formulas, work with illustrations and charts, and use advanced formatting techniques. This program also covers Excel's advanced features. Upon completion, you will be prepared for the Microsoft Office Specialist and Expert certification exams for Excel 2019.
Start Anytime
70 Course Hours | $595
#GES888 | Location: Online

Microsoft Office Specialist (MOS) Expert Certification Training

Earning your Microsoft Office Specialist (MOS) certification demonstrates your knowledge and proves that you're ready to make an immediate impact at your organization. Build your expertise in these programs through hands-on exercises, in-depth course material and supplemental video demonstrations.
Start Anytime
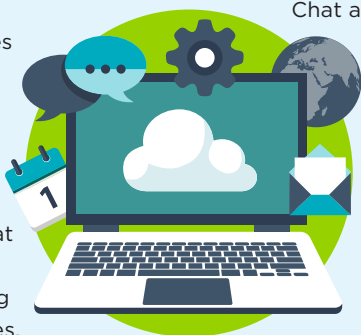335 Course Hours | $2,295
#GES890 | Location: Online

Oracle SQL and PL/SQL Developer + Java Programmer

Learn fundamental and universally useful Java syntax elements with an overview of more advanced elements. Learn SQL to build applications or generate business reports, master SQL using an Oracle database and learn PL/SQL extension language to write sophisticated queries against an Oracle database.
Start Anytime
220 Course Hours | $1,795
#GES339 | Location: Online

Web Applications Developer

Gain the knowledge you need to create dynamic database-driven websites using the latest technologies. Master basic HTML then learn CSS for styling pages and discover JavaScript, PHP and Vue. You will then dive into SQL and learn how to create intranets and e-commerce sites.
Start Anytime
404 Course Hours | $2,395
#GES316 | Location: Online

Getting Started with Google Workspace

More and more businesses are switching to Google Workspace for their business documents and communications. In this course, you will get experience with nine great Google apps for business and personal use, including Gmail, Docs, Sheets, Slides, Drive, Contacts, Calendar, Meet, and Chat and learn how they all work together in a seamless suite.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15 Self-Paced, Start Anytime | $149
6 Weeks/24 Course Hours
Location: Online

Digital Arts and Design

Unleash your inner creative and refine your design skills with our selection of Digital Art and Design programs. If you are beginning a career in a design-related field or are looking to enhance your current skill set, our experienced instructors are dedicated to helping you maximize your potential as a successful designer.

Adobe Certified Professional in Video Design

If you want to become a master storyteller, achieving the Adobe Certified Professional in Video Design credential will help you. Earn the necessary certifications in Premiere Pro and Photoshop Adobe Certified Associate to show you have the editing skills to turn clips into a cinematic original. If you pass the Adobe Premiere Pro and Adobe Photoshop certification exams, you become Adobe Certified Professionals in Video Design.
Start Anytime | Voucher Included
110 Course Hours | $1,495
#GES3052 | Location: Online

Adobe Certified Professional

Learn five of the most often used Adobe programs: Dreamweaver, Illustrator, Photoshop, InDesign and Animate (formerly Flash). Becoming an Adobe Certified Professional will show you are ready to amaze clients, employers and collaborators with proof of your skillset using the world's most creative desktop apps. Upon completion, you will be ready to take the five Adobe Certified Professional (ACP) certification exams.
Start Anytime | Vouchers Included
270 Course Hours | $2,795
#GES3051 | Location: Online

Certified Residential Interior Designer

The online Residential Interior Design Education (R.I.D.E.) program is available to both aspiring design individuals and interior designers who want to increase their education, career opportunities and professional status.
Start Anytime | Optional Externship Included
120 Course Hours | $2,145
#GES515 | Location: Online

Marketing Design Certificate

This course focuses on developing technical skill and creative artistry using applied marketing principles. You'll complete a variety of projects, including marketing concept development, retouching, compositing, illustration, advertising design, logo design and corporate branding.
Start Anytime
360 Course Hours | $3,295
#GES502 | Location: Online

Photography Suite

Master the use of your DSLR camera as you learn how the technology can help you take beautiful portraits and action shots. Get a crash course in all the features and controls that can be used to elevate your photos and learn editing techniques for professional-looking images.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15
72 Course Hours | $335
Location: Online

Video Game Design and Development

This course will help you design and create your own video game for the PC and become ready to join a team working on projects or pursue independent development.
Start Anytime
500 Course Hours | $2,145
#GES605 | Location: Online

Healthcare

Break into one of the fastest-growing industries with our Healthcare programs. Experience practical, hands-on training including instructional lab practice. Our programs fulfill in-demand requirements by the healthcare industry and encourage the teamwork, commitment and strength needed to succeed.

Certified Clinical Medical Assistant

The Clinical Certified Clinical Medical Assistant (CCMA) training program will prepare you to successfully pass the National Healthcareer Association exam and directly enter the field of medical assisting. The program includes Phlebotomy Technician training and EKG Technician training. To date, students from UWF have achieved a 100% pass rate on the examination. Tuition includes all live instruction, labs, scrub set and all materials to include the CCMA exam and externship experience.
1/23/2024 - 5/9/2024
Tue & Thu, 6:00 PM - 9:00 PM
32 Sessions | $4,300
Instructor: Jacqueline Sherrin
Location: Online with in-person labs

Certified Medical Administrative Assistant

Certified Medical Administrative Assistant (CMAA) training program will prepare you for the National Healthcareer Association exam and open up an expansive range of opportunities for employment in physician offices, hospitals, surgery centers, assisted living facilities, dental offices, home healthcare agencies, mental health facilities and even insurance companies and consulting firms. Tuition includes all live instruction, materials and the CMAA exam cost.
1/13/2024 - 3/30/2024
Sat, 8:00 AM - 2:00 PM
12 Sessions | $4,100
Instructor: Steven Carpenter
Location: Live virtual instruction

Electronic Health Records Specialist

Earn your electronic health record specialist certification and play a vital role in ensuring patient data is secure and accurate. Gain the skills required to become an administrative asset in any healthcare environment and earn your EHR Specialist Certification through the National Healthcareers Association (NHA) in as little as four months.
2/6/2024 - 4/25/2024
Tue & Thur, 6:00 PM - 9:00 PM
24 Sessions | $4,200
Instructor: Steven Carpenter
Location: Live virtual instruction

Introduction to the Physician Assistant Profession

Designed for individuals considering a career as a physician assistant (PA), this course takes the student through the history of the PA profession, its development and the role of the PA as a member of the healthcare team. Successful completion of this course by students will exempt them from the 500-hour requirement for previous patient care experience required for application to the FSU PA Program.
1/10/2024 - 5/1/2024
Wed, 6:00 PM - 9:00 PM
17 Sessions | $480 (noncredit)
Instructor: Kimberly Berggren
Location: UWF Pensacola Campus, Building 234

Looking For Tuition Assistance?

There are several financial assistance options available based on eligibility for non-credit courses. Visit the tuition assistance section on our website at **uwf.edu/ continuinged/ resources/faqs** to learn more.

Medical Billing and Coding Specialist

Prepares to pass the Certified Billing and Coding Specialist examination through NHA. The skills learned through the NHA CBCS certification are essential to hospitals, physician offices, surgery centers, nursing homes, dental offices, home healthcare agencies, mental health facilities and even insurance companies and consulting firms. Tuition includes all live instruction, materials, and CBCS exam (for eligible students).
1/22/2024 - 5/15/2024
Mon & Wed, 6:30 PM - 8:30 PM
34 Sessions | $4,300
Instructor: Marline Credeur
Location: Live virtual instruction

Molecular Diagnostics

This two-course series prepares individuals to take the ASCP Molecular Biology certification exam. Courses may be taken sequentially or concurrently.
Course 1: Topics include nucleic acid sequencing, basic molecular theory, PCR development and design, nucleic acid extraction and gel electrophoresis, and other nucleic acid-based methods.
Course 2: Topics include DNA sequencing analysis, NextGen sequencing methods, DNA polymorphisms and human identification, Genetics/Oncology/ Engraftment/Pharmacogenomics, Infectious Disease testing and Quality Assurance/Quality Control.
Start Anytime | $600 each course
Instructor: Kristen Coffey
Location: Online

Certified EKG Technician

This course will train you to apply, monitor and measure electrocardiography tests in a flexible, online learning environment.

By course completion, you will be prepared to take and pass the Certified EKG Technician Specialist (CETS) certification exam, offered by American Education Certification Association and the Certified EKG Technician (CET), provided by the National Healthcareer Association.

Start Anytime | Voucher Included
170 Course Hours | $1,995
#GES047 | Location: Online

Certified Pharmaceutical Sales Representative

Demonstrating knowledge of core medical and scientific concepts will earn respect in the pharmaceutical industry. Upon successfully completing and passing all sections, you will receive a Pharmaceutical Representative Certification (PRC) offered by the Accreditation Council for Medical Affairs (ACMA).

Start Anytime | Exam Included
110 Course Hours | $2,195
#GES192 | Location: Online

Certified Physical Therapy Aide

Master the skills you need to work as a physical therapy aide. Not only will you be prepared for the AMCA's Physical Therapy Technician/Aide certification exam, but an externship starter kit also walks you through everything you need to know to land a PT aide externship.

Start Anytime | Voucher Included
190 Course Hours | $2,145
#GES189 | Location: Online

Clinical Dental Assistant

This course will prepare you to become a productive and successful member of a dental team. Learn about every aspect of professional dental assisting. Upon successful completion of this course, you will receive vouchers to sit for the Anatomy, Morphology, and Physiology (AMP), Infection Control (ICE), and Radiation Health and Safety (RHS) portions of the Dental Assisting National Board examinations.

Start Anytime | Vouchers Included
300 Course Hours | $2,995
#GES1038 | Location: Online

Popular Online 6-Week Healthcare Courses

Become a Physical Therapy Aide: This course will teach you about the workings of the human body, various disorders, patient safety, and even how to speak the language of physical therapy.

Certificate in Gerontology: Enhance your skills for working with or caring for older adults through this multidisciplinary educational experience.

Certificate in Infectious Diseases and Infection Control: Gain a solid understanding of the most common infectious diseases as well as the procedures that can help contain them.

HIPAA Compliance: HIPAA Compliance training is a priceless addition to your resume. This course provides an understanding of the compliance requirements of HIPAA, and subsequent rules and laws that affect HIPAA.

Medical Terminology Series: This series of courses includes lessons and activities designed to help you understand and remember the medical terminology you learn.

Medical Writer Suite: From Microsoft Publisher best practices to understanding the different types of medical writing, key medical terminology, and more—you will have the medical writer training employers desire upon course completion.

Start Dates:
1/17, 2/14, 3/13, 4/17, 5/15
or Self-Paced, Start Anytime
Tuition: $89-$280
Register: ed2go.com/uwf

Optician Certification Training

Prepare for the American Board of Opticianry (ABO) certification and an entry-level job as an optician.

Start Anytime | Voucher Included
150 Course Hours | $1,995
#GES126 | Location: Online

Pharmacy Technician

Train to work as a pharmacy technician and prepare you for the Pharmacy Technician Certification Exam (PTCE®) to obtain the Certified Pharmacy Technician (CPhT) credential from the Pharmacy Technician Certification Board (PTCB®).

Start Anytime | Voucher Included
400 Course Hours | $2,995
#GES117 | Location: Online

Spanish for Medical Professionals

Prepare for any situation by bridging the communication gap between you, your patients and family members. This course provides knowledge of basic medical phrases to help you better communicate with the Spanish-speaking community.

Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15
or Self-Paced, Start Anytime | $135
6 Weeks/24 Course Hours
Location: Online

Sterile Processing Technician

Sterile Processing Technicians (SPT) play a critical role in preventing infection by sterilizing, cleaning, processing, assembling, storing, and distributing medical supplies. This course will train you to work as an SPT and prepares you for the Certified Registered Central Service Technician (CRCST) certification offered by the Healthcare Sterile Processing Association (HSPA). This course also includes a voucher which is prepaid access to sit for the certification exam upon eligibility.

Start Anytime
190 Course Hours | $2,795
#GES1028 | Location: Online

Veterinary Assistant

The course is designed for people who want to work as veterinary assistants at veterinary hospitals and for those already employed in related positions. Gani the skills you need to become a productive member of a veterinary team. Upon completion, you will also have the opportunity to gain access to an Externship Starter Kit.

Start Anytime
225 Course Hours | $2,145
#GES118 | Location: Online

Hospitality

Cultivate the customer service, personal and professional skills applicable for a wide variety of locations and settings with Hospitality course selections. Learn systems like budgeting, security, staff supervision and how to consistently deliver superior service or experiences.

Certified Wedding Planner

Master the fundamentals of planning, orchestrating and delivering stunning weddings and parties. This course allows you to earn your certification as a professional wedding planner.
Start Anytime
340 Course Hours | $1,595
#GES204 | Location: Online

Corporate Event Planner

The program provides a detailed guideline on how to design and plan an event, set budgets, successfully execute an event, review performance and charge for services. Review different types of events including special events, meetings, assemblies, recognition and training. Upon completion, you will be awarded a Certified Corporate Event Planner certification from the Wedding Planning Institute.
Start Anytime
240 Course Hours | $995
#GES297 | Location: Online

Customer Service Training

Understand how a positive attitude, going a step beyond basic customer service and dealing effectively with complaints will enhance your work experience. Learn how developing and implementing a comprehensive customer service policy promotes consistency in how customers are treated and keeps customers happy.
Self-Paced, Start Anytime
15 Course Hours | $89
Location: Online

Event Management and Design

Build a foundation that you can use to develop and accelerate a career in special events or start your own special event business. This course covers corporate events, weddings, parades, festivals, and more. Learn about the practicalities of planning events and the dazzle of designing them. From permits to pyrotechnics, this course will also teach you how to design, plan, implement and evaluate special events.
Start Anytime
120 Course Hours | $1,995
#GES402 | Location: Online

Hotel Management

This course provides a comprehensive introduction to the fundamentals of the hospitality industry and an overview of the various roles and responsibilities within hotel management. These transferable skills can lead to career opportunities and unique perks in virtually any corner of the world.
Start Anytime
100 Course Hours | $995
#GES609 | Location: Online

Household Manager with Executive Housekeeper

Many large estates rely on household managers to oversee the home and other staff. This course bundle will train you to work as a household manager with a specialty in housekeeping. Upon completing these courses, you will be able to run a household, supervise other household staff and properly train and organize a team of housekeepers.
Start Anytime
140 Course Hours | $2,195
#GES617 | Location: Online

Preston Bailey's Fundamentals of Floral Design

Learn the fundamentals of floral design from Preston Bailey, the industry's most highly regarded floral design expert. The course is designed for beginners who have no experience with flowers, flower arranging, or floral design.
Start Anytime
240 Course Hours | $1,695
#GES239 | Location: Online

Travel Agent Training

Travel and tourism make up one of the world's largest industries. Travel agents still play a major role in luxury, corporate, and group travel. This course will prepare you to work in the fast-paced travel industry. You will gain a deep understanding of both travel and tourism, so you can help clients research, plan, and book their trips.
Start Anytime

100 Course Hours | $2,245
#GES218 | Location: Online

Restaurant Management

This course imparts the theory behind food and beverage production and management, human resource management and basic accounting practices for the restaurant industry. You'll also learn how to market a restaurant to key customer groups and how to sustain a profitable restaurant while adhering to legal requirements.
Start Anytime
100 Course Hours | $995
#GES611 | Location: Online

IT & Engineering

Discover the dynamic, rapidly growing industry that is IT and engineering. Whether you are looking to develop the skill-set to break into this field or need to advance your professional certification, we offer a variety of information technology and engineering courses to accelerate your career path.

CompTIA A+ Certification Prep

CompTIA A+ is the industry standard for establishing an IT career. Gain the foundational skills needed to complete tasks commonly performed by advanced end-users and entry-level IT professionals. You will receive access to the latest tools to ensure a collaborative environment, access to mentors to coach and assist as you transition into new IT positions and lifetime access to a digital platform for students and instructors to collaborate, communicate and share content related to IT. Tuition includes all live instruction, online labs, course books, study guides, administrative assistance and all necessary materials, including a CompTIA A+™ test voucher.
1/13/2024 - 2/17/2024
Sat, 8:00 AM - 1:00 PM
6 Sessions | $2,999
Option to include a new computer in your tuition for an additional $500.
Instructor: Jeremiah Owoh
Location: Online

CompTIA Security+ Certification Prep

Master the skills and concepts to further your cybersecurity career. This course utilizes an evolving suite of tools to ensure a collaborative environment among instructors and students. Earning your CompTIA Security+ certification confirms that you not only can apply knowledge of security concepts, tools and procedures to react to security incidents, but you also can anticipate security risks and guard against them. Tuition includes all live instruction, online labs, course books, study guides, administrative assistance and all necessary materials, including a CompTIA Security+ Test Voucher.
3/2/2024 - 4/6/2024
Sat, 8:00 AM - 1:00 PM
6 Sessions | $2,999
Option to include a new computer in your tuition for an additional $500.
Instructor: Jeremiah Owoh
Location: Online

Introduction to Ballistics

This course provides an introduction to the field of Exterior Ballistics including an overview of the forces and moments that affect balls, bullets and missiles in flight as well as an overview of simplifying ballistic models such as vacuum trajectories, differential transformations, point mass and NATO 4DOF models. Trajectory simulation and experimental techniques will also be covered. Students will also implement simple numerical simulations of ballistic motion and identify experimental methods used in ballistics. Course will be taught asynchronous but students have the option to attend the lectures live if they wish.
1/8/2024 - 5/4/2024 | $480 *(noncredit)*
Asynchronous but students have the option to attend the lectures live if they wish. **Mon & Wed, 4:00 PM - 5:15 PM**
Instructor: Dr. John Stutz
Location: Online

NCEES Fundamentals of Engineering - Electrical and Computer Exam Prep

The Fundamentals of Engineering (FE) exam is the first step in the process of becoming a professional licensed engineer (P.E.). Take the first step towards becoming a professional licensed engineer and prepare for the FE exam in the electrical and computer engineering discipline. You will learn to apply math and science concepts to solve complex mathematical problems, apply engineering concepts to solve complex engineering problems and evaluate situations to determine ethical responsibility.
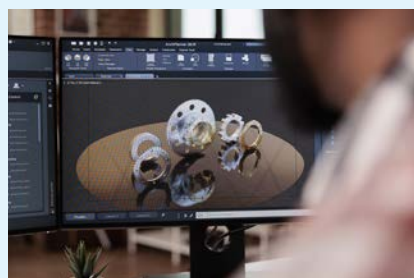**1/8/2024 - 5/4/2024 | $480** *(noncredit)*
Instructor: Dr. Michael Reynolds
Location: Online

Certified Solidworks Professional Exam Review

Intuitive 3D design and product development solutions from SOLIDWORKS let you conceptualize, create, validate, communicate, manage and transform your innovative ideas into great product designs. You will learn to create fast and accurate designs, including 3D models and 2D drawings of complex parts and assemblies, design for cost and manufacturing with cost estimation tools and manufacturability checks, interact with team members and control revisions with standardized data

management tools and eliminate errors and rework by using integrated motion and stress analysis tools.
1/8/2024 - 5/4/2024 | $480 *(noncredit)*
Instructor: Richard (Scott) Hand
Location: Online

NCEES Fundamentals of Engineering - Mechanical Exam Prep

Take the first step towards becoming a professional licensed engineer and prepare for the FE exam in the mechanical engineering discipline. Learn to apply complete problems related to engineering mathematics, probability

and statistics, solve engineering economics problems related to the time value of money, calculate stress using Mohr's circle, solve problems related to thermodynamic power cycles and determine heat transfer from convection or conduction.
1/8/2024 - 5/4/2024 | $480 *(noncredit)*
Instructor: Dr. Michael Reynolds
Location: Online

AI Machine Learning Bootcamp

Artificial intelligence (AI) and machine learning (ML) are among the most in-demand skills in the world. With the growth in automation and robotics across industries, there are massive job opportunities in AI programming, data science, engineering, and research. The AI Machine Learning Bootcamp provides you with the knowledge and skills to start a career in the high-demand AI/ML industry. The AI Machine Learning Bootcamp is a six-month comprehensive training course for professionals interested in pursuing a career in AI and ML. You will complete over 300 hours of self-paced training learning key concepts and models along with practical programming skills in Python and ML. You will also prepare to pass the Microsoft Azure AI Engineer Certification Exam AI-102: Designing and Implementing an Azure AI Solution.
Start Anytime
301 Course Hours | $4,275
#GES3045 | Location: Online

Certified Ethical Hacker

An ethical hacking certification is a unique way to set yourself apart from other IT professionals and add even more value to your organization. Use the same techniques as the bad guys to assess security and identify weaknesses, except you'll use these hacking powers for good. This course provides you with advanced hacking tools and techniques so that you can assess the security posture of an organization with the same approach these malicious hackers use. Upon completion, you will be prepared to sit for the Certified Ethical Hacker Exam 312-50l.
Start Anytime | Voucher Included
100 Course Hours | $2,895
#GES338 | Location: Online

Certified AWS Cloud Practitioner

This course is the first step in training for the industry-leading Amazon AWS product. It serves as a thorough introduction to the services and solutions possible with AWS. It is also the first certification in paths available for IT professionals looking to codify their knowledge and skills in AWS. This course can be used to prepare for the AWS Certified Cloud Practitioner exam.

Start Anytime | Voucher Included
40 Course Hours | $1,995
#GES3067 | Location: Online

Certified Information Security Manager (CISM)

Security managers are the driving force behind an organization's cybersecurity policies. If you're ready to earn your next IT certification, this online training course will fully prepare you for the ISACA Certified Information Security Manager (CISM) certification exam.
Start Anytime | Voucher Included
75 Course Hours | $1,395
#GES345 | Location: Online

Certified Information Systems Security Professional (CISSP)

The demand for information security professionals is expected to surge, as the forces of "good" and "bad" continue to battle for control and use of online information. Join the side for "good" when you earn your Certified Information Systems Security Professional (CISSP) certification. Earning your CISSP is a must for cybersecurity professionals who want to get ahead in this important field. This engaging course provides in-depth instruction in key areas related to information/cybersecurity.
Start Anytime
150 Course Hours | $1,995
#GES367 | Location: Online

Cisco CCNA Certification Training

Becoming a Cisco® Certified Networking Associate (CCNA) proves your skills and knowledge in today's IT networking technologies. Prepare for the Cisco® CCNA 200-301 exam, the top associate-level certification for IT professionals. Most businesses

today need daily operation on their systems. Becoming a Cisco® Certified Networking Associate (CCNA) proves your knowledge of IT networking technology and boosts your career prospects. Each section will help you master certification-based topics for Cisco networking. You will be prepared for the CCNA 200-301 exam and able to provide networking solutions to real-world applications.
Start Anytime | Voucher Included
225 Course Hours | $2,495
#GES3023 | Location: Online

CompTIA Certification Training: A+, Network+, Security+

Build the foundational knowledge needed for employment in IT roles. Along with learning the fundamentals of IT, you'll study a range of related disciplines, including building and managing a data network, troubleshooting networking issues, routing and switching, risk assessment and data recovery. To gain further understanding, you will be able to practice the concepts being taught, using interactive virtual software.
Start Anytime
480 Course Hours | $3,495
#GES326 | Location: Online

CompTIA Certification Training: ITF+ and A+

As the demand for skilled IT workers continues to grow, earning CompTIA ITF+ and A+ certification is an important step in your information technology career. Prepare for two industry-recognized CompTIA certifications: ITF+ and A+. This course will teach you how

to troubleshoot technical systems issues, including networking, mobile, security, and virtualization.
Start Anytime | Voucher Included
390 Course Hours | $2,395
#GES3017 | Location: Online

CompTIA Cloud+ Certification

Cloud computing is a growing field as experts create innovative ways to store, manage, access, and protect some of the world's most important data. This online course is designed for individuals who are just starting out in information technology. You'll learn everything you need to pass the certification exam and pursue a career in cloud computing. After completing the course, you will be prepared for the CompTIA™ Cloud+ CV0-003 Certification designation. This course offers enrollment with or without a voucher. The voucher is prepaid access to sit for the certifying exam upon eligibility.
Start Anytime | Voucher Included
75 Course Hours | $1,695
#GES335 | Location: Online

Information Security Training

Holding a certification from ISACA or (ISC)2 demonstrates your ability to identify, assess, and mitigate evolving security threats. This online cybersecurity training course will prepare you for three globally

Computer Networking Suite

Learn networking fundamentals and the software and hardware that makes networking possible, then continue to build your knowledge of networks and networking with detailed treatments of TCP/IP, how switches and routers operate, DNS and wireless networks.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15
72 Course Hours | $350
Location: Online

recognized certifications: ISACA's Certified Information Systems Auditor (CISA) and Certified Information Security Manager (CISM), and (ISC)2's Certified Information Security Professional (CISSP).
Start Anytime | Voucher Included
390 Course Hours | $2,295
#GES335 | Location: Online

Management for IT Professionals

Learn leadership skills that will help you succeed as a manager in the IT field by exploring different decision-making techniques. This course focuses on developing a successful leadership style that facilitates team building, collaboration, and a corporate culture that promotes success.
Start Anytime | Voucher Included
390 Course Hours | $2,295
#GES335 | Location: Online

SSCP Systems Security Certified Practitioner

The world of IT security is fast-paced and exciting, with the potential for high earnings—but it can also be competitive. To stay ahead, you'll need a certification like the Systems Security Certified Practitioner (SSCP), a premier credential that is ideal for those wanting to begin or advance a career in computer networking or security. This online SSCP course will prepare you for this industry-recognized certification exam. An SSCP exam prep course is a great way to ensure you have the knowledge to succeed—and that you can prove it to your employer. This course will prepare you for a career as a network or security administrator, and help you stay up-to-date on your skills if you already work in the IT sector.
Start Anytime | Vouchers Included
80 Course Hours | $1,595
#GES322 | Location: Online

Popular 6-Week Information Technology Courses

Introduction to Cybersecurity: Learn fundamentals of cybersecurity such as concepts, commands and tools. You will also learn about cloud computing, networking, cybersecurity policy, and frameworks, as well as risk management and security auditing.

Introduction to Machine Learning: This informative course will enable you to learn about different techniques, algorithms, programming languages, and types of machine learning.

Introduction to PC Security: Learn what you can do to protect your personal and business data from the outside world and the fundamentals of PC and network security.

Introduction to Windows 11: Master the basic skills you need for Windows 11, which offers a more robust, powerful and unique computing experience.

Understanding the Cloud: Learn everything you need to understand cloud computing. This course explores how the

cloud works, what drives it, why it is so popular, and what it can do for you.

Wireless Networking: This course removes the mystery behind wireless connections and provides a thorough overview of this fascinating technology.

Start Dates:
1/17, 2/14, 3/13, 4/17, 5/15
or Self-Paced, Start Anytime
Tuition: $129
Location: Online
Register: ed2go.com/uwf

Legal

Pursue a career in this exciting field while gaining practical skills essential to the legal environment. Explore the history and interpretation of legal systems and codes while learning fundamental tasks legal professionals often perform, such as supporting lawyers, conducting legal research and drafting legal documents.

Business Entity Formation

Learn how to form, maintain and dissolve various business entities, prepare various documents related to entity formation and maintenance and the subtle differences between the various types of entities, which is ideal for paralegals working in the corporate law field.
Self-Paced, Start Anytime
24 Course Hours | $129
Location: Online

Certificate in Mediation and Arbitration

Gain the comprehensive training needed to become a certified mediation or arbitration professional. It is structured around the Mediators Without Borders INACCORD® conflict resolution model and offers you the chance to practice your skills through simulated role-playing exercises.
Start Anytime
200 Course Hours | $3,695
#GES425 | Location: Online

Contracts for Business Owners

Learn all about contract law, including considerations related to the creation and enforcement of contracts.
Self-Paced, Start Anytime
20 Course Hours | $105
Location: Online

Certified Legal Secretary

This course provides foundational knowledge over a broad range of legal topics to help prepare you for the NALS Accredited Legal Professional exam. Lawyers rely on these legal professionals to coordinate the daily functions of their law practice. You will learn basic legal terminology, office procedures and management advice, basic accounting and QuickBooks.
Start Anytime
444 Course Hours | $2,295
#GES2106 | Location: Online

Certified Paralegal

Paralegals play a vital role in the legal profession. They take on a variety of tasks ranging from legal research to drafting legal documents in law office settings and in the corporate, government and public arenas. Formal training is a critical part of preparing for a career as a paralegal. Train to become a paralegal and prepare for the National Association of Legal Assistants' Certified Paralegal exam. And, create a strong resume that encompasses your specialized skill set.
Start Anytime | Voucher Included
225 Course Hours | $2,695
#GES2034 | Location: Online

Legal Terminology

Learn basic legal terms and gain insight into court processes, comparative legal systems, legal traditions, root words, government structures and more. You will also learn legal terminology related to key legal proceedings such as contract law, property law, corporate, international law and more.
Start Anytime
100 Course Hours | $995
#GES2051 | Location: Online

Legal Writing

Learn to develop effective and accurate legal communications through the use of critical thinking and legal authorities to support conclusions.
Self-Paced, Start Anytime
30 Course Hours | $155
Location: Online

Digital Court Reporting with Legal Transcription

Court reporting is one of the fastest-growing career areas in the legal system. Enter the court reporting field as both a digital court reporter and a legal transcriber. You will be fully prepared to pass the Certified Electronic Reporter (CER) and Certified Electronic Transcriber (CET) exams, offered by the American Association of Electronic Reporters and Transcribers (AAERT). The AAERT's nationally recognized certifications are leading credentials required by various court systems and agencies.
Start Anytime
120 Course Hours | $1,595
#GES2097 | Location: Online

Probate Law and Estate Planning

This course will help you navigate the laws of probate processes and estate planning. You'll learn how various types of ownership affect the passage of property at owner death, with or without a will. You will also learn about the administration and taxation of estates as well as basic requirements for trusts, wills and guardianships.
Self-Paced, Start Anytime
24 Course Hours | $129
Location: Online

Lifestyle and Wellness

Learn current, practical information on Lifestyle and Wellness topics and how to apply them to help others lead healthier lives. Whether you are a registered dietitian, fitness professional, or just someone who is concerned about their own health, our programs will grow your general lifestyle expertise.

ACE Personal Trainer
This course provides you with the knowledge and understanding necessary to prepare for the American Council on Exercise (ACE) Certified Personal Trainer (CPT) certification exam and become an effective personal trainer.
Start Anytime
150 Course Hours | $1,595
#GES1024 | Location: Online

ACSM Certified Exercise Physiologist
Prepare for the American College of Sports Medicine (ACSM) Certified Exercise Physiologist (CEP) certification examination. After completing the course and passing the ACSM-CEP certification exam, you will be prepared to take your training to an advanced level by conducting and interpreting physical fitness assessments and developing exercise prescriptions for people who are healthy or have medically controlled diseases.
Start Anytime
150 Course Hours | $1,595
#GES1022 | Location: Online

AFAA Group Fitness Instructor
Earning this credential from the Athletics and Fitness Association of America (AFAA) verifies that you can safely and effectively teach group fitness classes.
Start Anytime | Voucher Included
60 Course Hours | $695
#GES1004 | Location: Online

Become a Physical Therapy Aide
Prepare for a rewarding career as a valued member of the physical therapy team while learning all about the human body, specific disorders and the way physical therapists treat these disorders.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15 or Self-Paced, Start Anytime
6 Weeks/24 Course Hours | $135
Location: Online

Fitness Business Management
This course will prepare you to implement a successful business system in private or commercial health clubs, medically-based fitness facilities, community wellness centers, personal training studios, physical therapy clinics, YMCAs, JCCs, college centers, recreational settings, or corporate fitness centers. This course was developed to establish an industry-standard in fitness management education.
Start Anytime | Voucher Included
200 Course Hours | $1,995
#GES403 | Location: Online

NASM Certified Nutrition Coach
This industry-recognized certification proves that you understand nutritional science and behavior change strategies and can effectively coach clients.
Start Anytime | Voucher Included
80 Course Hours | $1,295
#GES1006 | Location: Online

NASM Certified Personal Trainer and Exam Preparation
This course gives you the most extensive resources available to successfully pass the widely respected NASM CPT exam. Through the use of online videos, presentations, quizzes, readings and interactive activities, you will receive thorough guidance and gain understanding of CPT content, as well as the knowledge needed to successfully sit for the exam.
Start Anytime | Voucher Included
80 Course Hours | $1,295
#GES146 | Location: Online

Nutrition for Optimal Health, Wellness and Sports
This program will teach you about developing individualized nutritional programs for clients, patients or yourself. This course may qualify for CECs/CEUs/CPEUs for the following organizations.
Start Anytime
200 Course Hours | $1,995
#GES114 | Location: Online

ONLINE SKILL DEVELOPMENT

Popular 6-Week Lifestyle and Wellness Courses

Certificate in Food, Nutrition and Health: This course provides a holistic overview of food and nutrition issues and their impact on physical, social, emotional and spiritual health.
Certificate in Meditation: Explore the many meditation techniques that can be used to support the mind-body connection and promote healing, health, and wellness.
Certificate in Mindfulness: Examine the many benefits of mindfulness for both your personal and professional life. You'll also lay the foundation for a career in health and wellness coaching.

Certificate in Stress Management: Explore the physiological, social, and psychological impacts of stress and study modalities to get stress under control.
Healthy Living Suite: Learn how to establish a healthy approach to successful weight loss and weight management for a lifetime.

Start Dates:
1/17, 2/14, 3/13, 4/17, 5/15 or Self-Paced, Start Anytime
Tuition: $79-$340
Location: Online
Register: ed2go.com/uwf

Teaching and Education

Deepen your instructional expertise, develop your leadership skills and ignite your passion for education in one of our expert-led programs. Teaching and Education programs are designed to equip you with the skills needed for success in this rewarding career field.

Child Development Associate – Center-Based

Gain working knowledge of early childhood education and prepare for the Child Development Associate® (CDA) certification process of the Council for Professional Recognition with content review, assessment practice, and portfolio preparation.
Start Anytime | Voucher Included
120 Course Hours | $1,695
#GES2126 | Location: Online

Child Development Professional

Learn the principles of child growth and development and how they align with the eight Child Development Associate® (CDA) competencies and National Association of the Education of Young Children (NAEYC) professional standards. Microsoft Office Specialist (MOS) Associate Certification Training included.
Start Anytime | Voucher Included
365 Course Hours | $2,995
#GES2125 | Location: Online

Teacher's Aide with ParaPro Prep

Prepare for the ETS ParaPro Assessment exam to work as a teacher's aide. Learn how these paraprofessional educators assist with classroom instruction and build a foundation in educational principles like classroom management. You'll also develop strategies to support students of different learning abilities.
Start Anytime
130 Course Hours | $1,695
#GES2021 | Location: Online

Accelerate Your Career with an Online Certificate

Certificates provide a quick, cost-effective option for advancing your education level. UWF's credit-seeking certificate programs and expert-led courses are perfectly suited for those who wish to enhance their resume or build skills in a shorter amount of time than a traditional program. The small number of required courses make these programs ideal for those who want to improve their knowledge and gain new credentials quickly.

Find the online certificate program to match your career goals:

- Cybersecurity
- Advanced Data Science
- Data Fluency
- Data Science
- Engineering Professional
- Geographic Information Science
- Human Performance Improvement
- Intelligence Analysis Certificate
- Medical Laboratory Sciences
- Nursing Education
- Special Topics In Healthcare Administration
- Teaching English to Speakers of Other Languages (TESOL)

Start your admission application today at uwf.edu/apply.

uwf.edu/online

UNIVERSITY *of* WEST FLORIDA

Vocational Training

Learn industry-standard practices and the technical knowledge necessary to grow your career in this dynamic field with our selection of Vocational Training Programs. Whether you are new to a trade or in search of advanced certification, these programs provide the necessary training to becoming a qualified professional.

CNC Machinist
Make yourself an indispensable part of the future of manufacturing by training to become a Computer Numerical Control (CNC) Machinist. Gain an intensive overview of the skills necessary to perform CNC machining, including workholding, inspection, safety, metal cutting, materials, quality and grinding.
Start Anytime
195 Course Hours | $2,245
#GES778 | Location: Online

Freight Broker/Agent Training
Become part of the exciting trucking, freight logistics, and transportation industries as a licensed freight broker or as a freight broker agent. From licensing and operations to sales and marketing, you'll learn the basics of how to run a domestic freight brokerage or agency in the US. This course will provide you with the knowledge and resources needed to break into the shipping industry.
Start Anytime
180 Course Hours | $1,895
#GES703 | Location: Online

Fundamentals of Blueprint Reading & Construction Estimating
Learn how blueprint drawings are organized and how information is referenced in construction blueprint drawings. Demonstrate an understanding of the inter-relationship between the construction drawings and a quantity-takeoff cost estimate.
Start Anytime
50 Course Hours | $1,195
#GES3099 | Location: Online

HVAC/R Certified Technician
This course will prepare individuals with one-to-two years of experience for advanced certification. Through hands-on simulations and in-depth course material, strengthen your understanding of HVAC/R service, repair and maintenance.
Start Anytime | Voucher Included
330 Course Hours | $2,895
#GES793 | Location: Online

Leadership in Energy and Environmental Design (LEED)
This course is designed to educate candidates on cutting edge green building and sustainable design practices and enables participants to designate that expertise with an internationally recognized professional credential.
Start Anytime
40 Course Hours | $695
#GES784 | Location: Online

Maintenance Technician
This course is an intensive overview of skills necessary for manufacturing maintenance including a thorough understanding of how machines and systems function.
Start Anytime
250 Course Hours | $1,695
#GES767 | Location: Online

Residential Electrician
Electrical work has some of the best opportunities for career stability, especially for residential technicians. If you want to start a career in electrical work, this 100% online course will prepare you for an entry-level residential electrician apprenticeship.
Start Anytime
144 Course Hours | $2,595
#GES789 | Location: Online

Solar Energy Training
This entry-level solar energy training course is designed to help you understand the fastest-growing form of power generation in the world—solar power. This is the best place to begin your journey into the solar workforce by equipping yourself with in-demand skills!
Start Anytime
40 Course Hours | $1,095
#GES7019 | Location: Online

Home Inspection Certificate
Learn principal components, procedures and processes of performing a home inspection. Approved by various home inspector organizations and regulatory boards for membership renewal credits or continuing education credits, it is also one requirement to obtain a NIBI Certified Inspector credential.
Start Anytime

200 Course Hours | $2,495
#GES704 | Location: Online

Welder Technician
This program is an intensive overview of skills relating to welding techniques from the basic principles of metal cutting and rigging to safety guidelines and manufacturing management including lessons in math, inspection, safety, materials, quality, metal cutting, grinding, forming, robotics, rigging and welding.
Start Anytime
125 Course Hours | $2,145
#GES766 | Location: Online

Writing

Refine your writing skills and develop the expertise to consistently produce engaging writing that captures the attention of your readers. Learn research methods, audience considerations, various writing styles, drafting and revision techniques and more in our convenient online programs.

Grant Writing

Writing successful grants is a critical process for non-profits and other organizations to secure funding. It is important to understand the key elements of the grant writing process and how to craft a competitive and strategic grant application. This 18-week online course focuses on the rhetorical and audience analysis skills needed to read an RFP, as well as how to create an intentional message that targets the specific expectations of a granting agency in form, content and style. You will learn the six stages of grant writing and understand best practices for writing effective grant proposals. By the end of the course, you will have a fully completed grant proposal.
Start Anytime | $399
22 Week Course Access
Instructor: April Mohlmann
Location: Online

Certified Technical Writing

Technical writers role varies across industry and context. Explore the framework in which technical writing exists, the conventions it follows and the essential elements all technical writing must have. The course also includes a lesson on preparing for the (CPTC) Certified Professional Technical Communicator exam.
Start Anytime
125 Course Hours | $2,195
#GES2110 | Location: Online

Creative Writing Value Suite

Learn the mechanics of writing and editing, and have your story work-shopped by peers. If you have an idea for a story, these online writing courses will help you create a publishable piece of fiction or nonfiction.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15
72 Course Hours | $350
Location: Online

Fundamentals of Technical Writing

Learn how to translate complex information into easily understood language, and how to become a wizard at marrying the art of publishing with the science of technology.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15
or Self-Paced, Start Anytime
6 Weeks/24 Course Hours | $135
Location: Online

Grammar Refresher Series

This series will provide you with the foundational skills you need, including sentence structures, parts of speech, common grammar mistakes, punctuation, verb tenses and more.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15
48 Course Hours | $205
Location: Online

The Keys to Effective Editing

Learn the essential skills and resources you will need to become a successful and confident copy editor. This course provides the fundamentals of top-notch editing for both fiction and nonfiction.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15
or Self-Paced, Start Anytime
6 Weeks/24 Course Hours | $129
Location: Online

Written Communication for Business Suite

Learn in-demand writing skills to create robust copy for business and marketing objectives that will differentiate you in today's competitive hiring landscape.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15
72 Course Hours | $360
Location: Online

Write Effective Web Content

Learn the techniques you need to make your website or blog a must-visit site on the Internet. This course will teach you how to write web content and produce multimedia that speaks to viewers in an engaging, clear and interactive way.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15
6 Weeks/24 Course Hours | $129
Location: Online

Test Preparation

Learn problem-solving strategies and additional tools to achieve the best scores possible. Whether you are preparing to apply for an undergraduate studies program or attend graduate school, law school or business school, our Test Preparation courses can help you realize your academic goals.

CPA Exam Review Courses
Prepare for the CPA exam while earning up to six graduate-level credits towards a Master of Accountancy degree. UWF has partnered with Becker CPA Review to create unique online college-credit CPA review courses. The leading CPA review course for the past 60 years, Becker has partnered with UWF accounting faculty to provide an efficient and effective CPA exam study process. Becker delivers the online learning platform, and UWF professors provide the local motivation and support to keep you on track for successful completion of the CPA exam.
Enrollment Options:
A la carte Plan | $1,716
Combo Package | $5,333
Location: Online

Prepare for GED Test Series
The Prepare for GED Test Series will help you analyze your strengths and weaknesses, so you can focus your studying on the areas you need the most. You will learn about the four GED® test modules, with an additional focus on the skills needed to pass the Mathematical Reasoning module.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15 or Self-Paced, Start Anytime
48 Course Hours | $230
Location: Online

GMAT Preparation
This course helps you learn test-taking techniques as you practice on actual GMAT tests from previous years, which is the best way to prepare for any standardized test.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15 or Self-Paced, Start Anytime
6 Weeks/24 Course Hours | $125
Location: Online

GRE Prep Series
Learn techniques for taking on the verbal reasoning, analytical writing and quantitative math sections of the GRE. You'll also receive pointers on managing time, reducing anxiety and how scoring is calculated so that you will be ready to do your very best on test day.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15
48 Course Hours | $225
Location: Online

LSAT Prep Series
Prepare for the LSAT exam with this flexible, best-in-class virtual LSAT training that fits your schedule.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15
48 Course Hours | $225
Location: Online

SAT/ACT Prep Series
Many universities require applicants to take the SAT or ACT. This 2-part series will prepare you to do well on the verbal and math questions.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15
48 Course Hours | $225
Location: Online

Online Personal Enrichment Courses

UWF Continuing Education offers a variety of online enrichment courses. New courses start monthly, giving you the flexibility to gain new skills on your own time.

Personal development topics include:

- Art and Design >
- Health and Wellness >
- Languages >
- Personal Finance and Investments >
- Photography >
- Starting a Business >
- Writing and Publishing >

ed2go.com/uwf
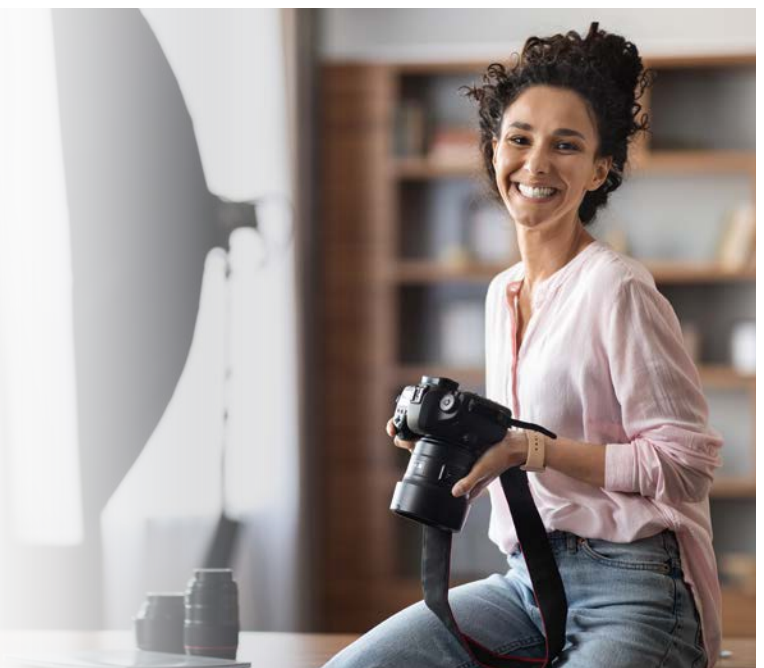
Personal Enrichment

Enrich your experience as a lifelong learner and explore our programs for fun or personal growth. Personal Enrichment programs are designed to help you enjoy life, learn new skills and try new things. Find unique learning experiences year-round.

Chinese for Beginners II
Ideal for individuals with limited Chinese learning experience or knowledge of basic vocabulary and phrases related to greetings, basic self-introduction, family members, likes, dislikes and ordering food. Practice your pronunciation skills while adding to your vocabulary and learning sentences for daily conversations. Lectures, interactive activities and exercises will be used to help you build a fundamental capability of using Chinese in real-life situations.
1/8/24 - 4/22/24
Mon, 7:00 PM - 8:30 PM *(No class 3/25)*
15 Sessions | $225
Instructor: Yen-Shan Lien
Location: Pensacola Campus, Bldg. 71

Chinese for Beginners
Practice pronunciation skills while learning vocabulary and sentences in daily conversations. Designed for individuals without previous Chinese learning experience, the instructor will use lectures, interactive activities and exercises to help you build a fundamental capability of using Chinese in real-life situations.
2/19/24 - 4/22/24
Mon, 5:30 PM - 7:00 PM *(No class 3/25)*
9 Sessions | $135
Instructor: Yen-Shan Lien
Location: Pensacola Campus, Bldg. 71

Shotokan Karate
Offered to both those with or without martial arts experience, this class examines the methods involved in traditional Karate-do, or 'Way of the empty hand', through a traditional Japanese style known as Shotokan Karate. Recognized heir to the Shotokan karate tradition, it is the only legal karate entity officially approved by the Japanese government as an association of members for the promotion of karate. This course will stress the importance of the health benefits and unarmed self-defense techniques resulting from physical conditioning and mental discipline. A plain white Gi (uniform) is required for this class. Uniforms are available from the instructor at an additional cost, or students may provide their own.
1/9/24 - 5/9/24
Tue & Thu, 5:30 PM - 6:45 PM
(No class 3/26 & 3/28)
34 Sessions | $339
Instructor: Suzanne Tuzzeo
Location: Bldg. 72 (HLES), Green Studio

Fundamentals of Wine
Enrich your understanding of the world of wine as we explore the fundamentals of wine, wine culture and the wine industry from the vineyard into the glass. This immersive class invites active participation as you refine your palate through guided wine tastings. Discover the art of harmonizing wine and food to unlock a symphony of flavors while immersing yourself in the rich tapestry of both national and international wine cultures. Dive into the essence of viticulture and explore diverse grape varietals, unearthing the secrets that shape every bottle. Gain insights into production techniques that sculpt wine styles and tastes. Elevate your sensory experience through thoughtfully curated wine and food pairings in each class.
1/25/24 - 3/21/24
Thur, 5:30 PM - 7:30 PM
(No class 2/8 & 2/29)
7 Sessions | $289
Instructor: Todd Vucovich
Location: Pensacola Campus, Bldg. 54

Discover Sign Language
Learn how to sign basic phrases and complete sentences. Along the way, you will learn signs for colors, numbers, locations, family and activities. This course immerses you in silence to help you gain an understanding of the perspective of the hearing impaired and uses videos to demonstrate not only how to make signs, but how to communicate with facial expression.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15 or Self-Paced, Start Anytime | $115
6 Weeks/24 Course Hours
Location: Online

Introduction to Guitar
In these fun and informative lessons, you'll build basic guitar skills step-by-step with the help of hands-on exercises, audio and video recordings, and detailed illustrations. The classical guitar skills you'll master in this course will allow you to play any style of music, from hard rock to country-and-western. Good guitar players know that the secret to making beautiful music is to practice, practice, practice—so that's what you'll do. You'll make rapid progress as you follow a carefully planned practice schedule that reinforces each new skill you learn. Whether you're a beginner or an intermediate student, by the time you're finished this course you'll be on your way to becoming a skilled guitar player.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15
6 Weeks/24 Course Hours | $115
Location: Online

Spanish for Medical Professionals
Bridge the communication gap between you, your patients, and worried family members. This course provides knowledge of basic medical phrases to help you better communicate with the Spanish-speaking community.
Start Dates: 1/17, 2/14, 3/13, 4/17, 5/15 or Self-Paced, Start Anytime | $135
6 Weeks/24 Course Hours
Location: Online

Youth Programs

Youth Programs provide year-round opportunities for students to participate in innovative, interactive and transformative learning experiences. Designed to help expand interests and discover new strengths, each program has been structured to cultivate curiosity, leadership skills and a love for learning.

Movement Academy

Movement Academy is a physical education program for children and adolescents in the surrounding area. Our mission is to offer a unique variety of physical experiences and opportunities while providing an invaluable teaching experience for UWF physical education students. The UWF Movement Academy is based in the HLES Facility, Building 72, on the University of West Florida Pensacola campus. The Academy is staffed by UWF students who are seeking undergraduate and graduate degrees in physical education as well as UWF faculty and staff.
2/6/2024 - 4/18/2024
(No class 3/26 & 3/28)

Tue & Thu, 1:00 PM - 2:40 PM
$99 for first child; Sibling Price: $69
1-day a week pricing (Tues): Primary Child: $65, Sibling Price: $50
1-day a week pricing (Thurs): Primary Child: $65, Sibling Price: $50
For 1-day a week selections, you must sign up for either Tuesday or Thursday during registration—days cannot be changed.

Information

ADMISSION AND REGISTRATION

You can register and pay for non-credit Continuing Education classes online using the UWF Continuing Education registration site. To register online, you will need to create a New Student Profile. This will enable you to log in to our registration system and make online transactions.

ed2go online course registration:

Select the course you wish to register for and follow the instructions to pay online with a credit card. If you do not wish to pay by credit card, contact the student support office at 850.473.7468. *Non-credit courses and workshops and conferences and events do not require admission to the University.*

TUITION AND FEES

Do courses have additional fees for supplies and materials?

In most cases, non-credit courses do not require supplies and materials. If there are textbook requirements or additional fees, they will be listed in the course description.

What types of discounts are available?

Many Continuing Education courses offer discounts for military personnel, UWF employees and UWF alumni. Discounts are noted in the class information.

NON-CREDIT TUITION ASSISTANCE

If you require financial assistance for a non-credit course, there are several options available to you based on individual programs and eligibility.

Since Continuing Education courses do not lead to a college degree, they are not eligible for traditional forms of financial aid. However, some financial institutions provide loan options to students needing educational financial assistance. We also have military spouse benefits, payment plans (for select programs), and accept the WIOA grant.

For more information, visit our website at uwf.edu/continuinged/resources/faqs.

NON-CREDIT CANCELLATION AND REFUND POLICY

Due to the wide variety of programs that Continuing Education offers, there is no single cancellation policy for all of our offerings. However, there are some common cancellation procedures.

Requests to cancel must be made prior to the start of the event. Ten (10) business days' notice is most common, but many programs have earlier deadlines. Check program specifics on program website or registration form.

Requests to cancel must be made in writing or by email.

Written requests may be sent to:

Continuing Education
University of West Florida
11000 University Pkwy., Bldg. 77, Suite 131
Pensacola, FL 32514

Email requests may be sent to:

ContinuingEd@uwf.edu

Although we attempt to refund 100% of your fees, many programs have a cancellation fee or offer refunds on a sliding scale. Check program specifics on program website or registration form. Refunds are not issued for no shows.

Exceptions to the withdrawal policy may be made for circumstances related to serious illness, travel issues, death in the family, etc. Written documentation must be provided. Refunds paid by cash or check take approximately 2 to 4 weeks to process. If payment was made by credit card, your account will be credited.

Review the full Refund Policy at uwf.edu/continuinged/resources/faqs.

ATTENDANCE

You must attend a minimum of 80% of all classes to receive CEU credits and a completion certificate. Classes which meet four (4) or fewer sessions require 100% attendance to meet this requirement. For online courses, you must receive a score of 80% or higher on the final exam or course assessment.

CAMPUS INFORMATION

Where can I get emergency help if needed?

Please contact the Campus Police 850.474.2415 in regards to any security issues or emergencies on University grounds.

Where can I locate a map of the campus?

Printed campus maps can be picked up at the Visitor Center or found online. Using the online Campus Map. Search for a specific building or area, using the drop-down menus to filter your choices accordingly.

Am I required to purchase a parking pass?

No, but after you register for class you will receive information and be required to sign up for a free temporary parking pass.

Where can I park on campus?

Finding a parking space can be difficult during peak times. Lots J, L, M and Z are open to all permit holders. Lots J and L are between the tennis courts and the Center for Fine and Performing Arts and Lot Z is just south of Martin Hall. Cars parked without an appropriate decal or hang tag will be ticketed. We recommend visiting uwf.edu/parking for specific details on purchasing permits and to view maps and trolley information.

SUPPORT

What if I need additional help or can't find the answer to my question here?

We are here to help! Contact Continuing Education Student Support via email, phone or in the office.

CE Student Support Office Hours:

Mon. - Thurs., 9:00 a.m. - 4:00 p.m. in Building 77, Suite 138. *Appointments are also available upon request.*

CE Student Support Phone Hours:

Mon. - Fri., 9:00 a.m. - 4:00 p.m. at 850.473.7468

Email:

continuinged@uwf.edu

UNIVERSITY CLOSURES

- Jan. 15, 2024 - Martin Luther King Jr. Day
- May 27, 2024 - Memorial Day

CLOSURES FOR WEATHER

University officials closely monitor weather conditions impacting our area. A UWF closure is a suspension of normal university activities. Tune to WUWF Radio-88.1 for cancellation announcements. Emergency information will also be available through the University's social media accounts and at uwfemergency.org/.

Course Index

Curiosity never retires.

About UWF Leisure Learning

For more than 20 years, UWF Leisure Learning has provided stimulating programs for seasoned adults who are interested in joining a spirited community of intellectual contemporaries and lifelong learners.

Join our mailing list at **uwf.edu/leisurelearning** to be the first to learn of new programming.

Spring Registration Opens January 8!

850.473.7468
leisurelearning@uwf.edu

Continuing Education
UNIVERSITY of WEST FLORIDA

Continuing Education
11000 University Pkwy.
Building 77, Suite 138
Pensacola, FL 32514

Grant Writing Online Course

Receive a thorough overview in grant researching, writing strategies and the knowledge required to submit successful foundation, state and federal grant applications.

START ANYTIME, 18-WEEK AVERAGE FOR COURSE COMPLETION
22 WEEK COURSE ACCESS
TUITION: $399

Register Now!

uwf.edu/continuinged

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UNIVERSITY of WEST FLORIDA