



Take Ten!

Classes
begin
Monday,
Apr. 15,
2019!

Earn Your GED

and increase your marketability
by developing skills for
today's workplace.

CompTIA A+ Certification

Learn how to install software, perform preventative maintenance, networking, security and troubleshooting.

Medical Administrative Assistant Certification

Learn medical terminology and skills to help you find work.

Microsoft Office Specialist Certification

Enhance your computer skills by learning Microsoft Office Programs such as Word, PowerPoint, Excel and Outlook.

For more details and how to apply:

GwinnettTech.edu/programs/TakeTen

Important Dates to Know!

When to Apply:

Wednesday, February 6, 2019 – Wednesday, February 20, 2019

Classes:

April 15 - June 28, 2019

Monday - Friday

9 a.m. - 4 p.m.



Important Information:

Applicants are required to
take a TABE test to
determine eligibility.

The cost of this class is \$5,000. However, if you are eligible for WIOA funding, the tuition will be covered.

Equal Opportunity Institution

Take Ten Weeks to Train for a Career While Earning Your GED!