



Take Ten!

Classes
begin
Monday,
Jan. 7,
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:

Thursday, October 25, 2018 – Saturday, November 10, 2018



Day Classes:

Jan. 7 - March 22, 2019

Monday - Friday

9 a.m. - 4 p.m.

Night Classes:

Jan. 7 - May 9, 2019

Monday - Thursday

6 - 9 p.m.

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!