

YEAR^{TO}CAREER

AT SUNY ULSTER

Life can be busy.

Educational pathways that meet you where you are at.
Which will you choose?

INDUSTRY CREDENTIALS

Short term training that can be completed in a semester or less with industry credentials awarded for successful completion.

BUILDING SCIENCE

- BPI Building Analyst Technician (BA-T) Certification
- BPI Building Analyst Professional (BA-P) Certification

HEALTHCARE

- Certified Clinical Medical Assistant (CCMA)
- Certified EKG Technician (CET)
- Certified Phlebotomy Technician (CPT)

MANUFACTURING

- Certified Production Technician (CPT)
- Certification in Dimensional Calibration
- Haas Basic Mill CNC Certification
- Haas Basic Lathe CNC Certification

PRE-APPRENTICE

One semester of training that can prepare you for an apprenticeship program in a field of your choice.

- CHILDCARE ASSISTANT
- TEACHING ASSISTANT
- WATER & WASTEWATER

MICROCREDENTIALS*

These microcredentials can be completed in a year or less. Microcredentials are focused certifications of skills.

- ACCOUNTING COMPUTER SKILLS
- ADVANCED MANUFACTURING PRE-APPRENTICESHIP
- BASIC WASTEWATER OPERATIONS
- CNC PRE-APPRENTICESHIP
- CUT AND SEW
- SMALL BUSINESS MANAGEMENT
- WATER OPERATOR

* Part-time TAP funding available for all microcredentials.
For a full list of microcredentials refer to our website at <https://www.sunyulster.edu/microcredentials>



Find Resources

Never assume that you can't afford college.



HOW TO REGISTER

Use the QR code to get more details about the courses listed here and to view all our offerings for the fall term. Register and pay online at sunyulster.edu/ce; or by phone 845-339-2025; or in person at 94 Mary's Avenue in Kingston. Office hours are Monday-Thursday 9am-6pm and Friday 9am-5pm.

TUITION & FINANCIAL SUPPORT

SUNY ULSTER offers numerous financial aid opportunities including scholarships and grants. Visit Student Resources at sunyulster.edu/ce to learn more about what you might be eligible for and how to apply.

CAREER SUPPORT

The Career Services office is committed to supporting the Ulster community. Allow us to support your job seeking efforts either by critiquing resumes and cover letters or meeting one-on-one with a career advisor. To set up an appointment, email Marie Kropp at kroppm@sunyulster.edu.

SMALL BUSINESS SUPPORT

Need a business counselor for starting or growing a business? SUNY Ulster is home to the Mid-Hudson Small Business Development Center. Call to make an appointment at 845-802-9150 or sbdc@sunyulster.edu.



OPEN HOUSE WITH INFORMATION SESSIONS

AUGUST 14

10AM-8PM

94 MARY'S AVE • KINGSTON, NY



845-339-2025 • sunyulster.edu • cereg@sunyulster.edu

Equal Opportunity Employer/program and auxiliary aids and services are available upon request to individuals with disabilities.

5/25 SM

YEAR^{TO}CAREER

WORKFORCE PATHWAYS

RESKILLING & UPSKILLING
ULSTER COUNTY'S WORKFORCE



JULY - DECEMBER 2025

I became a
Medical Office Assistant

SUNY ULSTER

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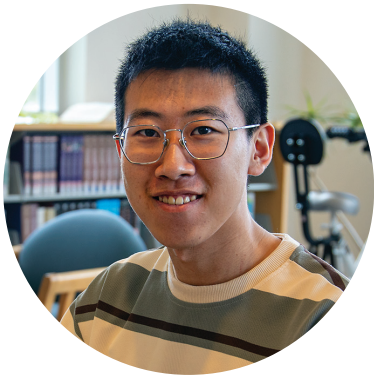
The Path to reaching your career goals isn't always a straight line.
For many traditional students, going for an associate's degree and then transferring to attain a bachelor's degree is a common path.

For those who might have jobs and family obligations, it might be easier to take it in smaller steps.

Attain a microcredential and you're partway toward a certificate. Earn that certificate and you're halfway toward your associate's degree. All the credits you earned will count towards a greater degree if you stay within one academic path.

Industrial credentials can also help you along the educational path. Credentials can be used to signal that you have acquired the knowledge, skills, and abilities required in a specific occupation or industry.

Similarly, microcredentials are an effective way to demonstrate your mastery of a new skill. Use these credentials to gain a promotion or advance your career in a new position.



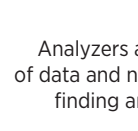
Choose the Right Pathway for You!

Whether you are reskilling or upskilling choose your Pathway by thinking about your interests, abilities and values.



CREATOR

Whether a painter, musician or someone creating new technologies or products, creators love to think outside the box.



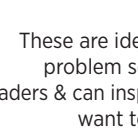
ANALYZER

Analysts are thinkers and lovers of data and numbers. Research and finding answers are their focus.



HELPER

Helpers want to make the world a better place and are focused on helping or providing service to others. They have a keen sense of empathy, are focused on the future, and want to set things right.



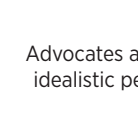
VISIONARY

These are idea people and creative problem solvers who are natural leaders & can inspire others. Visionaries want to blaze their own trail.



BUILDER

Builders are good with their hands and can manage anything requiring physical skills.



ADVOCATE

Advocates are compassionate and idealistic people who like to build bonds with others.



An Investment in Your College Education is Worth it!
LIFETIME EARNINGS
\$1.3 million
with a **High School Diploma**
\$1.7 million
with an **Associate's Degree**
\$2.3 million
with a **Bachelor's Degree**
(The College Payoff, Georgetown University Center on Education & the Workforce)

Bridge to College

Ready to start your college journey?

GED® PROGRAM & COLLEGE ENTRY

Get Your High School Diploma!

Our GED® program, covering the four subject areas on the GED® test, is a comprehensive review designed for students seeking to obtain their high school diploma. All enrolled students have access to college admissions counseling.

New sections start every eight weeks.

CFA 1122 T/W/R 9/9-10/16 9:30am-Noon KSU

CFA 1122 T/W/R 10/28-12/11 6-8:30pm KSU or REMOTE

The instructor will focus on Math on Tuesday, English on Wednesday and Science and Social Studies on Thursday.

GED® FAST TRACK

This new accelerated 6-week program is designed for students with busy but flexible work schedules that will allow them to take all 4 classes on Mondays only. Students must attend every session to complete the program.

CFA 1122 M 10/27-12/1 9am-3pm KSU
9:00am - 10:30am (Math)
10:30am - 12:30pm (English)
1:00pm - 3:00pm (Science/Social Studies)

SUNY ULSTER ADVANTAGE

This free 3-session summer program will give incoming freshmen students as well as current SUNY Ulster students the opportunity to develop their math skills to improve their math placement score for college entry. The program will focus on pre-algebra, elementary algebra, and intermediate algebra. Students will be required to take an assessment before entering the program to determine placement. Students will be able to advance levels by retaking the assessment.

Summer Dates:

Session 1: M/T/W/R 7/7-7/16 9am-12pm (In-person only)
Session 2: M/T/W/R 7/21-7/30 9am-12pm (In-person only)
Session 3: M/T/W/R 8/4-8/13 9am-12pm (In-person only)

Session 1: M/T/W/R 7/7-7/16 6-9pm (In-person/REMOTE)
Session 2: M/T/W/R 7/21-7/30 6-9pm (In-person/REMOTE)
Session 3: M/T/W/R 8/4-8/13 6-9pm (In-person/REMOTE)

Winter Dates:

M/T/W/R 1/5-1/16 9am-11am (In-person only)
M/T/W/R 1/5-1/16 6-8pm (In-person /REMOTE)

For more information, contact Curtis Turner at turnercu@sunyulster.edu or 845-802-7188

845-339-2025 • sunyulster.edu • cereg@sunyulster.edu

SUNY ULSTER

NEW START

New Start is an innovative program that helps Ulster County residents living below the ALICE household survival budget earn a college credential from SUNY Ulster, leading to career success.

New Start offers critical resources to eliminate barriers for eligible students:

- Full financial coverage for textbooks & supplies
- Childcare cost assistance
- Transportation cost assistance
- Technology
- Advising and success coaching
- Cohort networking events, mentoring, and skill-building workshops

Your goals are our mission.

For more information on the New Start program, please email newstart@sunyulster.edu or call (845) 802 - 7181.

Eligibility Requirement.

- Ulster County residency
- High school diploma or GED equivalent
- Live under the federal poverty* or ALICE (Asset Limited, Income Constrained, Employed)** household survival budget

*\$15,650/year for an individual or \$32,150/year for a family of 4

**Income <\$17/hour for a single adult or <\$40/hour per employed member of a family of 4



BUSINESS START-UP BASICS

Topics will include business planning, legal registration, funding options, and marketing strategies. Participants will gain practical insights and resources to confidently launch and grow their ventures.

DCB 1400 R 9/25 5:30-7:30pm \$35

HR MANAGEMENT FOR SMALL BUSINESS

Topics will include hiring and onboarding, workplace policies, compliance with labor laws, and effective employee communication.

DCB 2419 R 10/16 3-5pm \$35

BUYING AN EXISTING SMALL BUSINESS-DUE DILIGENCE AND RISK ASSESSMENT

Topics will include evaluating financial statements, assessing business value, conducting due diligence, and negotiating the purchase.

DCB 1057 R 10/2 3-5pm \$35

STORYTELLING... A COMPELLING MARKETING TOOL

Topics will include crafting authentic brand narratives, emotional engagement, and using stories across different marketing channels.

DCB 2455 R 10/9 6-8pm \$35

TEN GATES FOR BUSINESS IDEATION

This seminar will focus on business ideation, the process of developing and examining a business idea. Our presentation will include a discussion on the Ten Gates of business ideation, a framework developed by author David C. Whipple.

DCB 2456 W 11/12 3-5pm \$35

I launched my career
at SUNY ULSTER



BUSINESS, ENTREPRENEURSHIP & ACCOUNTING PATHWAY

Explore the many facets of the business world with this Pathway that can lead to careers in areas such as accounting, finance, operations, management, sales, marketing, and human resources. This pathway can also prepare you to start and grow your own business.

- Accounting Computer Skills Microcredential Starts 8/25
- Customer Service Microcredential Starts 8/25
- Leadership Microcredential Starts 8/25
- Small Business Management Microcredential Starts 8/25

BUSINESS COMMUNICATIONS

This is a survey of written and oral business communication. It emphasizes techniques for effective communication, experience in creating typical business correspondence, and critical analysis of communications.

BUS 104	T/R	8/26-12/16	10:10-11:30am	KSU
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PRINCIPLES OF MANAGEMENT

Concepts presented center on an analysis of the four major functions of management: planning, organizing, directing, and controlling. Course is also offered on SRC during the daytime and ONLINE.

BUS 161	M/W/F	8/25-12/15	1:05-2:00pm	KSU
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COMPUTER APPLICATIONS IN BUSINESS

Using the Microsoft Office® suite of business applications for the PC, students learn how computers can aid the business decision-making process. Applications include word processing, spreadsheets, and presentation software. Course is also offered on SRC during the daytime and ONLINE.

BUS 171	T/R	8/26-12/16	11:40am-1:00pm	KSU
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LEGAL ENVIRONMENT OF BUSINESS

Students study the fundamental concepts, principles and rules of law and equity that apply to business activities. Topics covered include an introduction to the law and the legal system, the Uniform Commercial Code, contracts, sale of goods, negotiable instruments, product liability, negligence, agency, bailment, torts, and employment law. Course is also offered ONLINE.

BUS 180	M/W/F	8/25-12/15	12:00-12:55pm	KSU
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PRE-APPRENTICE PROGRAMS

HOW TO START A FAMILY CHILD CARE BUSINESS

This training program is designed for those interested in opening an in-home child care program or becoming employable at a child care center. Full scholarships are available for this course.

DCB 2440	R/F	9/4-10/2	5:30-9pm	KSU
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TEACHING ASSISTANT LEVEL I PRE-APPRENTICE PROGRAM

Join us for this short workshop as we explain the steps needed to start as a Teaching Assistant I and then how to advance to Teaching Assistant Level II and III. Full scholarships are available for this course.

DCB 3233	T	9/9	3-4pm	KSU
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BUILDING SCIENCE PATHWAY

Full scholarships may be available for these courses.

BPI BUILDING SCIENCE PRINCIPLES (BSP) CERTIFICATE OF KNOWLEDGE
Earning the Building Science Principles (BSP) Certificate of Knowledge is your first step into the world of energy efficient home performance. This course is a pre-requisite for the BPI Building Analyst Technician certification exam.

DCB 2323	M/T/W	9/15-9/17	9am-5pm	REMOTE
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BPI BUILDING ANALYST TECHNICIAN (BPI BA-T)

A BA-T's work includes data collection and diagnostic testing for a whole-home assessment. The BA-T's skills and knowledge include: buildings & their systems, testing & data collection, and industry standards. The BA-T is earned by passing a field test with oral questions. Building Science Principles Certificate of Knowledge (BSP) is a prerequisite for the BA-T certification exam. Please register for the certification exam by registering for DCB 2422.

DCB 2420	M-F	9/15-9/19	9am-5pm	HYBRID
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BPI BUILDING ANALYST PROFESSIONAL (BPI BA-P)

A BA-P is a certified Building Analyst Technician who also conducts energy modeling, building analysis, and data evaluation to provide a comprehensive report with a list of prioritized home performance recommendations. The BA-P certification is earned by passing an online written exam. An active Building Analyst Technician (BA-T) certification is required. Please register for the certification exam by registering for DCB 2423.

DCB 2421	M/T	10/6-10/7	9am-5pm	REMOTE
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Additional Building Science courses are available.
Please visit <https://www.sunyulster.edu/greencareers> for a complete list.

HEALTH SCIENCES PATHWAY

Careers in these fields come with great responsibilities as well as the personal satisfaction of knowing you made a real difference in the world.

NEW! Medical Office Administrator Microcredential Starts 8/25

CERTIFIED CLINICAL MEDICAL ASSISTANT WITH CPR

This course prepares students to sit for the NHA CCMA certification exam.

DCB 2394	M/R	9/8-12/4	5-8pm	KSU
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CERTIFIED PHLEBOTOMY TECHNICIAN

This course prepares students to sit for the NHA CPT certification exam.

DCB 1895	W	9/3-12/17	5-8pm	KSU
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CERTIFIED ELECTROCARDIOGRAPH (EKG) TECHNICIAN

An EKG technician is a medical professional who administers tests to record and analyze electrical impulses transmitted by the heart. This course prepares students to sit for the NHA CET certification exam.

DCB 3235	T	9/2-12/16	5-8pm	KSU
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REIKI I & PET REIKI CERTIFICATION WORKSHOP

DCB 2424	M	9/8-9/15	3:30-5:30pm or 6-8pm	KSU
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REIKI 2 CERTIFICATION WORKSHOP

DCB 2425	M	9/29-10/6	3:30-5:30pm or 6-8pm	KSU
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ADVANCED REIKI CERTIFICATION

DCB 2426	M	11/10-12/1	3:30-5:30pm or 6-8pm	KSU
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CASAC CREDENTIAL

The Credentialed Alcoholism & Substance Abuse Counselor program is designed for those looking for a career in substance abuse prevention and treatment.

SECTION I: KNOWLEDGE OF SUBSTANCE USE DISORDERS

DCB 1037	M/W	9/3-11/19	6:30-8:30pm	REMOTE
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In addition, there will be 4 hrs of asynchronous learning assigned per week.

SECTION II: ALCOHOLISM AND SUBSTANCE ABUSE COUNSELING

DCB 1038	M/W	12/1-4/22	6:30-8:30pm	REMOTE
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In addition, there will be 4 hrs of asynchronous learning assigned per week.

SECTION III: ASSESSMENT, CLINICAL EVALUATION, & TREATMENT PLANNING

DCB 1039	M/W	5/4-7/8/2026	6:30-8:30pm	REMOTE
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In addition, there will be 4 hrs of asynchronous learning assigned per week.

SECTION IV: PROFESSIONAL AND ETHICAL RESPONSIBILITIES

DCB 1040	M/W	7/20-8/26/2026	6:30-8:30pm	REMOTE
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In addition, there will be 4 hrs of asynchronous learning assigned per week.



WATER & WASTEWATER PATHWAY

NEW! WATER OPERATOR MICROCREDENTIAL Starts 8/25

NEW! WASTEWATER OPERATOR MICROCREDENTIAL STARTS Spring 2026

NEW! WATER TREATMENT: BASIC MATHEMATICS (WATER DROPS)

This is a self-paced, asynchronous course that covers the basic mathematical skills required of individuals working in the water treatment field.

DCB 1735				REMOTE
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GRADE A WATER OPERATOR

PSP 1500	M/W	8/11-11/17	6-9pm	REMOTE
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GRADE B WATER OPERATOR

PSP 1504	M/W	8/11-11/17	6-9pm	REMOTE
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GRADE C WATER OPERATOR

PSP 1507				Starts Spring 2026
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GRADE D WATER OPERATOR

PSP 1508				Starts Spring 2026
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FOR A FULL LISTING OF CLASSES
VISIT US AT [SUNYULSTER.EDU](https://www.sunyulster.edu)

TECHNOLOGY PATHWAY

From computer science, engineering, and sustainability to advanced manufacturing and industrial design, technology is a diverse and growing field of study that leads to many career opportunities. We live in a tech-driven world where tech careers are one of the fastest-growing professions. Pre-apprentice and apprenticeships are available in many of these fields.

ADVANCED MANUFACTURING

Advanced Manufacturing Technology AOS Starts 9/23

Advanced Manufacturing Pre-Apprenticeship Microcredential Starts 9/23

CNC Pre-Apprenticeship Microcredential Starts 9/23

Computer-Aided Drafting (CAD) Microcredential Starts 9/23

Computer Numerical Control (CNC) Operator Microcredential Starts 9/23

Computer Numerical Control (CNC) Programmer Microcredential Starts 9/23

CERTIFIED MANUFACTURING ASSOCIATE (CMfgA) CERTIFICATION

Industry certification focused on basic manufacturing concepts demonstrating an individual's potential for high-demand entry level manufacturing roles. Full scholarships available. Course available in English and Spanish.

DCB 2403		9/22-11/21		REMOTE
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CERTIFIED PRODUCTION TECHNICIAN (CPT)

A Certified Production Technician (CPT) is a credential from the Manufacturing Skill Standards Council (MSSC) that validates a person's expertise in core manufacturing production skills, including safety, quality, manufacturing processes, and maintenance. Full scholarships available.

DCB 1786	R	9/25-12/8	9am-12:45pm	SRC
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FUNDAMENTAL CONCEPTS OF METROLOGY

This course introduces students to the science of measurement and the concepts, principles and practices necessary for the measurement process. Full scholarships available.

MFG 109/DCB 2342	T	9/23-12/8	9am-12:45pm	SRC
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CNC FUNDAMENTALS

This course introduces core theory and practice for the operation of CNC machines. Hands-on activities will provide opportunities for application of knowledge gained from theory lecture, discussion and homework. Full scholarships available.

MFG 140/DCB 2388	T	9/23-12/8	1:30-5:15pm	SRC
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AUTOCAD

After successful completion of this course students will be proficient with the AutoCAD software and have an understanding of the fundamentals of drafting. Scholarships available for those in the Green Building profession.

MFG 111/DCB 2400	M/W	9/24-12/8	5:30-7:30pm	SRC
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NEW! CAD, CAM AND CNC MACHINING

Course provides comprehensive process knowledge for the design and manufacturing of parts; computer-aided design (CAD), computer-aided manufacturing (CAM) and the practical use of CNC mills. Students will be introduced to Fusion CAD by learning how to read basic blueprints and how to properly sketch and model 3D parts. Students then will move on to CNC milling basics to ensure they have the knowledge needed to effectively define toolpaths. Finally, students will set up a CAM program and define toolpaths to cut simple geometry. Full scholarships available.

MFG 270/DCB 3239	W	9/24-12/3	6-9:45pm	SRC
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NEW! BLUEPRINT READING

This introductory course to blueprint reading strengthens skills for machine operators, purchasing personnel, supervisors, and inspectors to interpret the symbols and measurements that appear on engineering drawings. Hands-on exercises, sketching, and group projects will be included in lessons.

DCB 2320	M	9/29-11/3	6-9pm	KSU
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NEW! FUSION 360

For those looking for an alternative to SolidWorks, AutoDesk Fusion 360 is a powerful cloud based 3D CAD/CAM software for product design and manufacturing.

DCB 2396	M	11/10-12/8	6-9pm	KSU
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CUT AND SEW

COMMERCIAL SEWING

Learn professional sewing techniques employed in the fashion business. Course includes pattern layout, cutting construction and finishing of garments.

MFG 130/ FAS 103/ DCB 3130	M	8/25-12/15	9am-1pm	SRC
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INTRO TO PATTERNMAKING

Course focuses on the development of basic body slopers for the bodice, sleeve and skirt. Learn the importance of fit and balance in creating production patterns. Co/Pre-requisite: Commercial Sewing

MFG 131/ FAS 131/DCB 3131	M	8/25-12/15	1:30pm-4:30pm	SRC
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NEW! INTRODUCTION TO SEWING

DCB 3240	W	9/3-12/10	5-9pm	SRC
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CONTRACT TRAINING

Skill building, upskilling and reskilling provide immense value to both the talent and the organization. The Society for Human Resource Management reports that 84% of companies that create a continuous learning culture “enhances organization resilience”. A FORBES 2023 report noted that upskilling employees gives corporations a competitive edge in a strong labor market. It shows that employers are investing in long-term goals and ways to be more attractive choices for job seekers. Choose SUNY Ulster as your preferred provider for training in Excel, OSHA 10, Customer Service, Leadership and Communication, Process Improvement, Project Management, Safety Health, and Environmental.

For more information call Allison Sivon at (845) 687-5030
or email at sivona@sunyulster.edu