



NEBRASKA'S



**COORDINATING COMMISSION
FOR POSTSECONDARY EDUCATION**

***COMMUNITY COLLEGE
GAP ASSISTANCE PROGRAM***

2021-22 Annual Report

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Introduction

The Community College Gap Assistance program was established by the Nebraska Legislature in 2015 to address identified skilled workforce shortages and an identified affordability and workforce preparation “gap.” The program provides financial aid to low-income community college students enrolled in credit or non-credit programs of study that prepare them for jobs in high-need fields but are not eligible for Pell or state Nebraska Opportunity Grants, which serve only students enrolled in for-credit courses leading to certificates or degrees.

With the passage of LB 528 (2021), eligible institutions were expanded to include accredited, not-for-profit, two-year postsecondary institutions with a physical presence in Nebraska. References to community colleges in this report include these institutions.

STUDENT ELIGIBILITY

Pursuant to Neb. Rev. Stat. § 85-2003, to be eligible for community college Gap Assistance, an applicant:

- a) Shall have a family income which is at or below two hundred fifty percent of the U.S. Department of Health and Human Services income poverty guidelines; and
- b) Shall be a resident of Nebraska as provided in Neb. Rev. Stat. § 85-502.

Applicants must complete an initial assessment, administered by their community colleges in accordance with Neb. Rev. Stat. § 85-2007, to determine the applicants’ readiness to complete a Gap Assistance program of study. The community colleges shall make the determination of readiness based on:

- a) The ability to be accepted into and complete a Gap program of study;
- b) The ability to be accepted into and complete a postsecondary certificate, diploma, or degree program for credit;
- c) The ability to obtain full-time employment; and
- d) The ability to maintain full-time employment over time.

ELIGIBLE STUDENT COSTS

Pursuant to Neb. Rev. Stat. § 85-2006 eligible student costs include, but are not limited to:

- a) Tuition;
- b) Direct training costs;
- c) Required books and equipment; and
- d) Fees, including, but not limited to, fees for industry testing services and background check services.

ELIGIBLE COMMUNITY COLLEGE COSTS

Pursuant to Neb. Rev. Stat. § 85-2009 (amended by LB 528 (2021)), community colleges may use up to ten (10) percent of their allocation to assist in defraying the costs of direct staff support services, including, but not limited to, marketing, outreach, applications, interviews, and assessments.

ELIGIBLE PROGRAMS

A Gap Assistance program of study means a program offered by a community college that (a) either (i) is not offered for credit and has a duration of not less than sixteen contact hours in length, or (ii) is offered for credit but is of insufficient clock, semester, or quarter hours to be eligible for Federal Pell Grants, and (b) does any of the following:

- Offers a state, national, or locally recognized certificate;
- Offers preparation for a professional examination or licensure;
- Provides endorsement for an existing credential or license;
- Represents recognized skill standards defined by an industrial sector; or
- Offers similar credential or training.

A Gap Assistance program of study offered by a community college must also be aligned with training programs with stackable credentials that lead to a program awarding either college credit, an associate's degree, a diploma, or a certificate in an in-demand occupation. The aligned training program must be for credit.

In-demand occupations must be in one of the following areas:

- Financial services;
- Transportation, warehousing, and distribution logistics;
- Precision metals manufacturing;
- Biosciences;
- Renewable energy;
- Agriculture and food processing;
- Business management and administrative services;
- Software and computer services;
- Research, development, and engineering services;
- Health services;
- Hospitality and tourism;
- Construction;
- Education (committee designated July 2020); and
- Any other industry designated as an in-demand occupation by the committee.

GAP ASSISTANCE FUNDING

As required by Neb. Rev. Stat. § 9-812[5][c], funding for the Gap Assistance program is provided through a quarterly transfer of 9% from the Education Improvement fund, which receives 44.5% of lottery proceeds. The first transfer to the Gap Assistance program took place in October 2016, with the first transfer to the community colleges occurring shortly after.

GAP ASSISTANCE REPORTING

The Nebraska Community College Student Performance and Occupational Education Grant Committee provides direction for the Gap Assistance program, and the Coordinating Commission for Postsecondary Education administers the program. At the direction of the committee, community colleges are required to report basic demographic, program, and employment data for each participant to gauge the effectiveness of the Gap Assistance program.

Summary

The sixth year of the Gap Assistance program shows a decrease in both applications and participants accepted into the program likely, as a result of increased hiring as concerns over Covid-19 continue to lessen. Metropolitan Community College led the way with 43% of the total number of approved participants in 2021-22 followed by Southeast Community College with 18%.

Cumulative Statistics (2016-17 through 2021-22)

Training Status (as of fiscal year end)	2016-17	2017-18	2018-2019	2019-20	2020-21	2021-22	Cumulative
Number of Completed Applications	144	184	265	208	458	367	1,626
Number of Approved Participants	127	170	238	197	433	348	1,513

Training Status (as of June 30, 2022)	CCC	MCC	MPCC	NECC	SCC	WNCC	Total
Number of Completed Applications	270	649	133	203	288	83	1,626
Number of Approved Participants	237	648	90	191	270	77	1,513

As of June 30, 2022							
Total Allocation	\$1,020,029	\$3,210,571	\$325,816	\$641,805	\$1,651,387	\$349,361	\$7,198,969
Remaining Balance	\$185,817	\$745,073	\$120,218	\$375,794	\$1,009,544	\$193,541	\$2,629,987

As of August 5, 2022, there were 317 approved programs in the 13 in-demand occupational areas eligible for Gap Assistance funding [See Appendix A]. Health services and transportation, warehousing, and distribution logistics were the most utilized programs in FY2021-22 followed by software and computer services programs. [See Table 5 for FY2020-21 figures and Table 13 for cumulative figures.]

Of the 348 approved participants of the Gap Assistance program during FY2021-22, 159 (45.7%) were male and 189 (54.3%) were female compared to FY2018-19 when 58.8% were male and 41.2% were female. Males and females 21-25 years of age years of age took the greatest advantage of the program during its sixth year. [See Table 7 for FY2021-22 figures and Table 15 for cumulative figures.]

The top in-demand fields of male participants during FY2021-22 were transportation, warehousing, and distribution logistics. The top in-demand field for female participants for the sixth year in a row was health services. [See Table 8 for FY2021-22 figures and Table 16 for cumulative figures.]

Of the approximately \$1,003,335 in direct costs incurred by the community colleges during FY2021-22, 98% was used for tuition, 2% was used for books and equipment, and <1% was used for fees. This compares with the first year of the program when \$175,377 of costs were incurred and 89% was used for tuition, 10% was used for books and equipment, and 1% was used for fees.

**Table 1: Gap Assistance Program Summary
All Community Colleges - 2021-22**

Fiscal Year Budget	
Carry Forward from Prior Fiscal Year	\$2,921,474
Current Year Allocation	\$820,888
Total Available for Current Fiscal Year	<u>\$3,742,362</u>

Community College Line Item Expenses	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Year End Total
Direct Costs:					
Tuition	\$233,992	\$186,805	\$273,074	\$285,424	\$979,295
Direct training costs	\$466	\$0	\$0	\$0	\$466
Required books and equipment	\$4,315	\$1,167	\$6,460	\$5,218	\$17,160
Fees	\$289	\$937	\$2,024	\$3,164	\$6,414
Subtotal	<u>\$239,062</u>	<u>\$188,909</u>	<u>\$281,558</u>	<u>\$293,806</u>	<u>\$1,003,335</u>
Administrative Costs:					
Staff support/admin	\$21,025	\$20,713	\$20,177	\$47,125	\$109,040
Total	<u>\$260,087</u>	<u>\$209,622</u>	<u>\$301,735</u>	<u>\$340,931</u>	<u>\$1,112,375</u>
Carried Forward to Next Fiscal Year					\$2,629,987

Training Status	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Year End *
Number of Completed Applications	91	63	106	107	367
Number of Approved Participants	86	56	101	105	348
Status of Approved Participants					
Waiting to Participate	5	18	10	5	12
Enrolled, not completed	68	33	66	72	138
Completed Training	74	49	41	58	222
Completion Rate (cumulative)	82%	70%	73%	78%	77%
Did Not Complete Training	16	21	15	16	68

* As of June 30, 2022

Employment Status	Year End Total
New Employment within their Field	72
Retained Employment	26
Unemployed but Continuing Further Education	26
Looking for Work/Unemployed	28
Deceased	0
No Response/Unable to Contact	70
Overall Employment Rate of Respondents *	78%
Overall New Employment Rate of Respondents *	57%

* Employment rate based on program completers who responded to survey attempts and are not continuing with further education. Actual employment rates may be higher or lower than indicated in the table.

**Table 2: Gap Assistance Program Summary
by College - 2021-22**

<i>College</i>	<i>Fiscal Year Allocation</i>	<i>Available Funds *</i>	<i>Total Expenditures</i>	<i>Completed Applications</i>	<i>Approved Participants</i>
Central Community College	\$233,027	\$378,806	\$192,989	51	51
Metropolitan Community College	\$587,861	\$1,214,610	\$469,537	98	98
Mid-Plains Community College	\$0	\$186,723	\$66,505	26	18
Northeast Community College	\$0	\$443,013	\$67,219	58	54
Southeast Community College	\$0	\$1,277,330	\$267,786	105	101
Western Nebraska Community College	\$0	\$241,880	\$48,339	29	26
Total	\$820,888	\$3,742,362	\$1,112,375	367	348

* Available funds include unspent funds from prior fiscal years.

**Table 3: Gap Assistance Program Expenditures
by College - 2021-22**

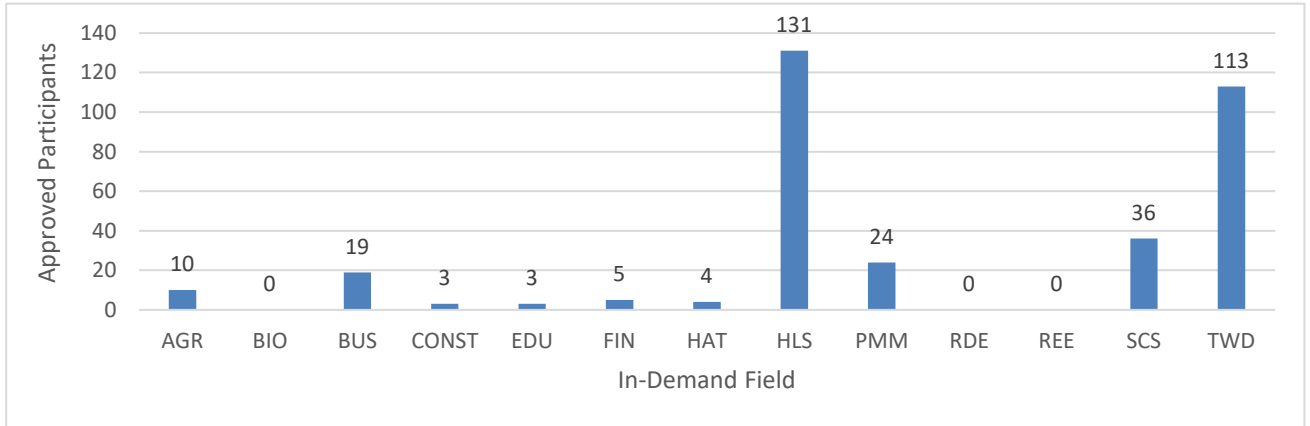
<i>College</i>	<i>Tuition</i>	<i>Direct Training Costs</i>	<i>Books and Equipment</i>	<i>Fees</i>	<i>Staff Support & Admin.</i>
Central Community College	\$169,686	\$0	\$0	\$0	\$23,303
Metropolitan Community College	\$410,751	\$0	\$0	\$0	\$58,786
Mid-Plains Community College	\$56,939	\$466	\$1,068	\$3,925	\$4,107
Northeast Community College	\$59,740	\$0	\$4,694	\$2,489	\$296
Southeast Community College	\$234,325	\$0	\$10,913	\$0	\$22,548
Western Nebraska Community College	\$47,854	\$0	\$485	\$0	\$0
Total	\$979,295	\$466	\$17,160	\$6,414	\$109,040

**Table 4: Gap Assistance Program Completers
by College - 2021-22**

<i>College</i>	<i>Completed Training *</i>	<i>Did Not Complete</i>	<i>Completion Rate</i>	<i>Cost per Completion</i>
Central Community College	37	9	80%	\$5,216
Metropolitan Community College	90	29	76%	\$5,217
Mid-Plains Community College	18	2	90%	\$3,695
Northeast Community College	28	19	60%	\$2,401
Southeast Community College	36	7	84%	\$7,439
Western Nebraska Community College	13	2	87%	\$3,718
Total	222	68	77%	\$5,011

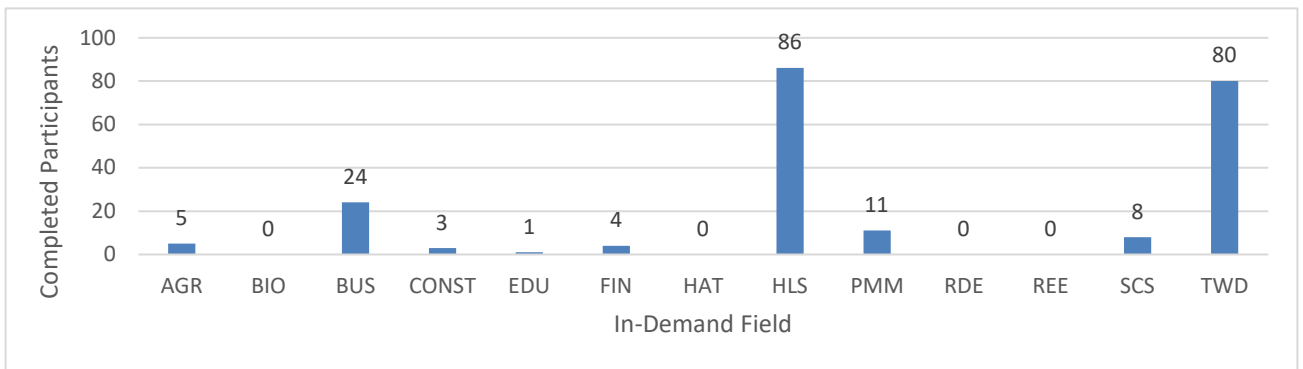
* As of June 30, 2022. Does not include students enrolled but not completed as of June 30, 2022.

**Table 5: Gap Assistance Program Approved Participants
In-Demand Programs of Study Enrolled - 2021-22**



AGR	Agriculture and food processing	HAT	Hospitality and tourism
BIO	Biosciences	PMM	Precision metals manufacturing
BUS	Business management and administrative services	REE	Renewable energy
CONST	Construction	RDE	Research, development, and engineering services
EDU	Education	SCS	Software and computer services
FIN	Financial services	TWD	Transportation, warehousing, and distribution logistics
HLS	Health services		

**Table 6: Gap Assistance Program Completed Participants
In-Demand Programs of Study Completed - 2021-22**



AGR	Agriculture and food processing	HAT	Hospitality and tourism
BIO	Biosciences	PMM	Precision metals manufacturing
BUS	Business management and administrative services	REE	Renewable energy
CONST	Construction	RDE	Research, development, and engineering services
EDU	Education	SCS	Software and computer services
FIN	Financial services	TWD	Transportation, warehousing, and distribution logistics
HLS	Health services		

Table 7: Gap Assistance Program Approved Participants by Age and Gender - 2021-22

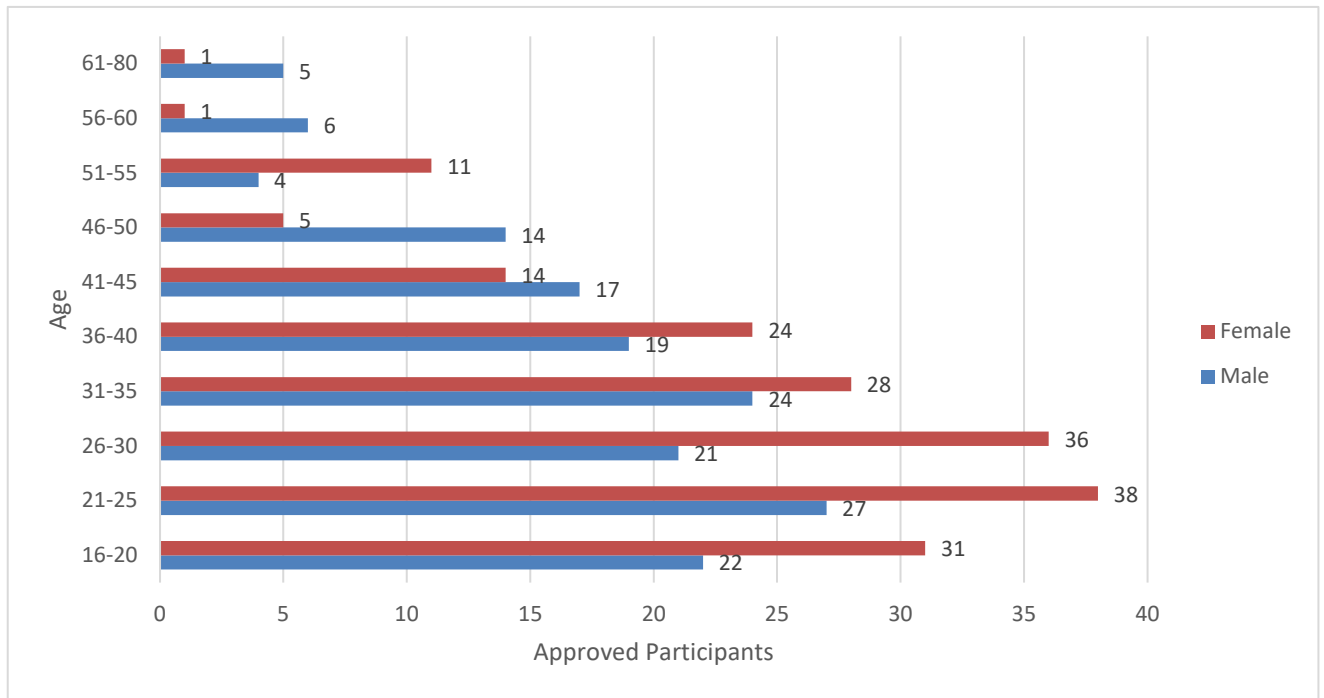
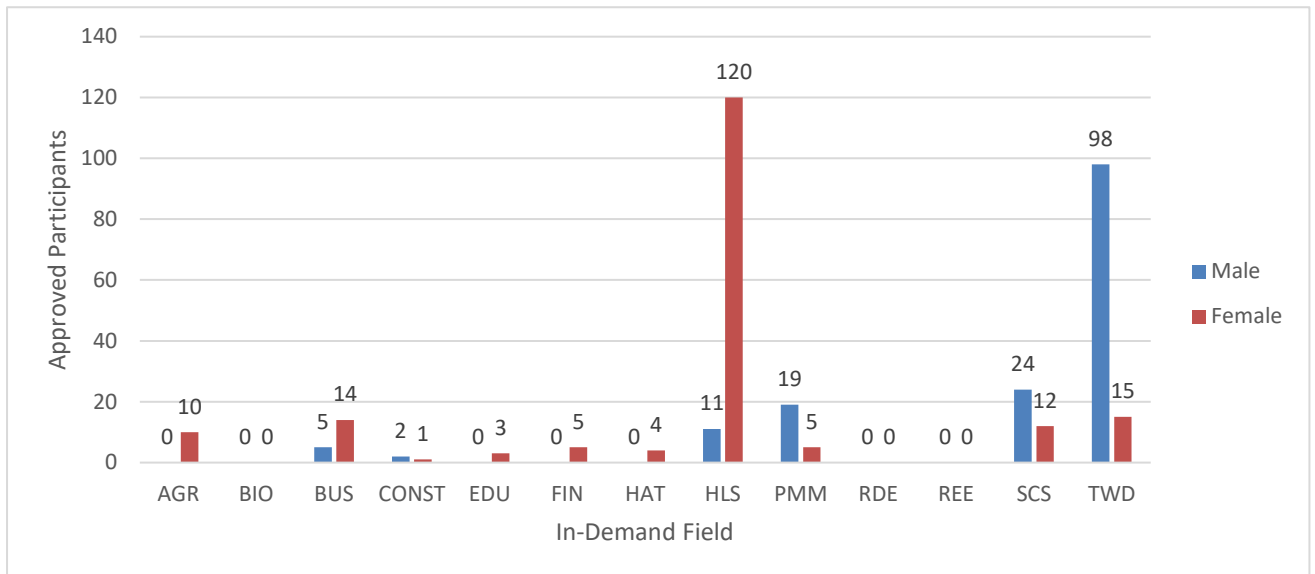


Table 8: Gap Assistance Program Approved Participants In-Demand Field by Gender - 2021-22



AGR	Agriculture and food processing	HAT	Hospitality and tourism
BIO	Biosciences	PMM	Precision metals manufacturing
BUS	Business management and administrative services	REE	Renewable energy
CONST	Construction	RDE	Research, development, and engineering services
EDU	Education	SCS	Software and computer services
FIN	Financial services	TWD	Transportation, warehousing, and distribution logistics
HLS	Health services		

**Table 9: Gap Assistance Program Summary
All Community Colleges - Cumulative**

Revenue and Expenditures	2016-17	2017-18	2018-2019	2019-20	2020-21	2021-22	Cumulative
Transfer from Lottery Funds and Interest	\$1,717,108	\$1,890,077	\$1,826,260	\$1,620,941	\$1,903,271	\$1,977,141	\$10,934,798
CCPE Administrative Costs	\$49,651	\$17,158	\$9,137	\$11,395	\$5,964	\$5,284	\$98,589
Allocated to Community Colleges	\$1,413,596	\$1,446,000	\$1,458,200	\$1,451,992	\$608,293	\$820,888	\$7,198,969
Community College Line Item Expenses	2016-17	2017-18	2018-2019	2019-20	2020-21	2021-22	Cumulative
Direct Costs:							
Tuition	\$97,482	\$228,483	\$554,034	\$640,991	\$733,623	\$979,295	\$3,233,908
Direct training costs	\$75,711	\$130,984	\$141,660	\$43,395	\$178,955	\$466	\$571,171
Required books and equipment	\$38,551	\$14,765	\$21,426	\$9,419	\$15,532	\$17,160	\$116,853
Fees	\$2,479	\$988	\$1,202	\$1,137	\$2,557	\$6,414	\$14,777
Subtotal	\$214,223	\$375,220	\$718,322	\$694,942	\$930,667	\$1,003,335	\$3,936,709
Administrative Costs:							
Staff support/admin	\$97,156	\$107,098	\$111,848	\$106,705	\$100,426	\$109,040	\$632,273
Total	\$311,379	\$482,318	\$830,170	\$801,647	\$1,031,093	\$1,112,375	\$4,568,982
Carried Forward to Next Fiscal Year							\$2,629,987

Training Status (as of fiscal year end)	2016-17	2017-18	2018-2019	2019-20	2020-21	2021-22	Cumulative
Number of Completed Applications	144	184	265	208	458	367	1,626
Number of Approved Participants	127	170	238	197	433	348	1,513
Status of Approved Participants							
Waiting to Participate *	3	4	11	4	28	12	9
Enrolled, not completed *	33	42	35	60	100	138	151
Completed Training	72	121	196	128	287	222	1,026
Completion Rate	77%	75%	80%	76%	73%	77%	76%
Did Not Complete Training	21	40	49	41	107	68	326

* As of June 30, 2022

Employment Status	Cumulative
New Employment within their Field	324
New Employment outside their Field	30
Retained Employment	196
Unemployed but Continuing Further Education	97
Looking for Work/Unemployed	72
Deceased	0
No Response/Unable to Contact	337
Overall Employment Rate of Respondents *	88%
Overall New Employment Rate of Respondents *	55%

* Employment rate based on program completers who responded to survey attempts and are not continuing with further education. Actual employment rates may be higher or lower than indicated in the table.

**Table 10: Gap Assistance Program Summary
by College - Cumulative**

<i>College</i>	<i>Cumulative Allocation</i>	<i>Total Expenditures</i>	<i>Remaining Funds*</i>	<i>Completed Applications</i>	<i>Approved Participants</i>	<i>Completed Training **</i>
Central Community College	\$1,020,029	\$834,212	\$185,817	270	237	165
Metropolitan Community College	\$3,210,571	\$2,465,498	\$745,073	649	648	480
Mid-Plains Community College	\$325,816	\$205,598	\$120,218	133	90	58
Northeast Community College	\$641,805	\$266,011	\$375,794	203	191	133
Southeast Community College	\$1,651,387	\$641,843	\$1,009,544	288	270	136
Western Nebraska Community College	\$349,361	\$155,820	\$193,541	83	77	54
Total	\$7,198,969	\$4,568,982	\$2,629,987	1,626	1,513	1,026

* Remaining funds include unspent funds from prior fiscal years.

** As of June 30, 2022. Does not include students enrolled but not completed as of June 30, 2022.

**Table 11: Gap Assistance Program Expenditures
by College - Cumulative**

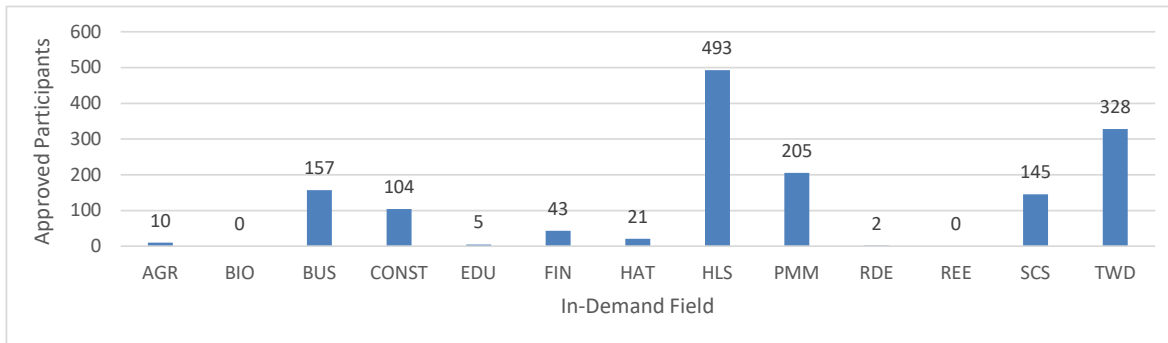
<i>College</i>	<i>Tuition</i>	<i>Direct Training Costs</i>	<i>Books and Equipment</i>	<i>Fees</i>	<i>Staff Support & Admin.</i>	<i>Total Expenditures</i>
Central Community College	\$169,686	\$522,820	\$0	\$353	\$141,353	\$834,212
Metropolitan Community College	\$2,083,971	\$8,431	\$53,411	\$350	\$319,335	\$2,465,498
Mid-Plains Community College	\$145,786	\$3,481	\$20,639	\$4,040	\$31,652	\$205,598
Northeast Community College	\$224,887	\$1,316	\$18,547	\$10,034	\$11,227	\$266,011
Southeast Community College	\$460,634	\$35,123	\$20,297	\$0	\$125,789	\$641,843
Western Nebraska Community College	\$148,944	\$0	\$3,959	\$0	\$2,917	\$155,820
Total	\$3,233,908	\$571,171	\$116,853	\$14,777	\$632,273	\$4,568,982

**Table 12: Gap Assistance Program Completers
by College - Cumulative**

<i>College</i>	<i>Completed Training *</i>	<i>Did Not Complete</i>	<i>Completion Rate</i>	<i>Total Expenditures</i>	<i>Cost per Completion</i>
Central Community College	165	51	76%	\$834,212	\$5,056
Metropolitan Community College	480	141	77%	\$2,465,498	\$5,136
Mid-Plains Community College	58	28	67%	\$205,598	\$3,545
Northeast Community College	133	47	74%	\$266,011	\$2,000
Southeast Community College	136	48	74%	\$641,843	\$4,719
Western Nebraska Community College	54	11	83%	\$155,820	\$2,886
Total	1,026	326	76%	\$4,568,982	\$4,453

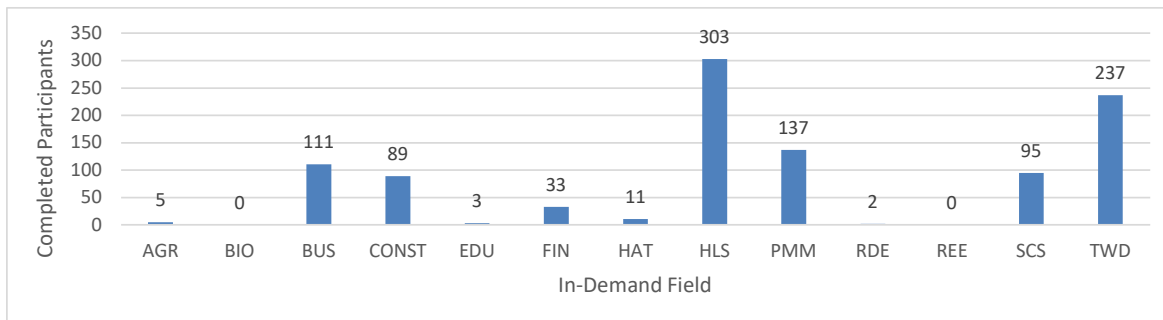
* As of June 30, 2022. Does not include students enrolled but not completed as of June 30, 2022.

**Table 13: Gap Assistance Program Approved Participants
 In-Demand Programs of Study Enrolled - Cumulative**



AGR	Agriculture and food processing	HAT	Hospitality and tourism
BIO	Biosciences	PMM	Precision metals manufacturing
BUS	Business management and administrative services	REE	Renewable energy
CONST	Construction	RDE	Research, development, and engineering services
EDU	Education	SCS	Software and computer services
FIN	Financial services	TWD	Transportation, warehousing, and distribution logistics
HLS	Health services		

**Table 14: Gap Assistance Program Completed Participants
 In-Demand Programs of Study Completed - Cumulative**



AGR	Agriculture and food processing	HAT	Hospitality and tourism
BIO	Biosciences	PMM	Precision metals manufacturing
BUS	Business management and administrative services	REE	Renewable energy
CONST	Construction	RDE	Research, development, and engineering services
EDU	Education	SCS	Software and computer services
FIN	Financial services	TWD	Transportation, warehousing, and distribution logistics
HLS	Health services		

Table 15: Gap Assistance Program Approved Participants by Age and Gender - Cumulative

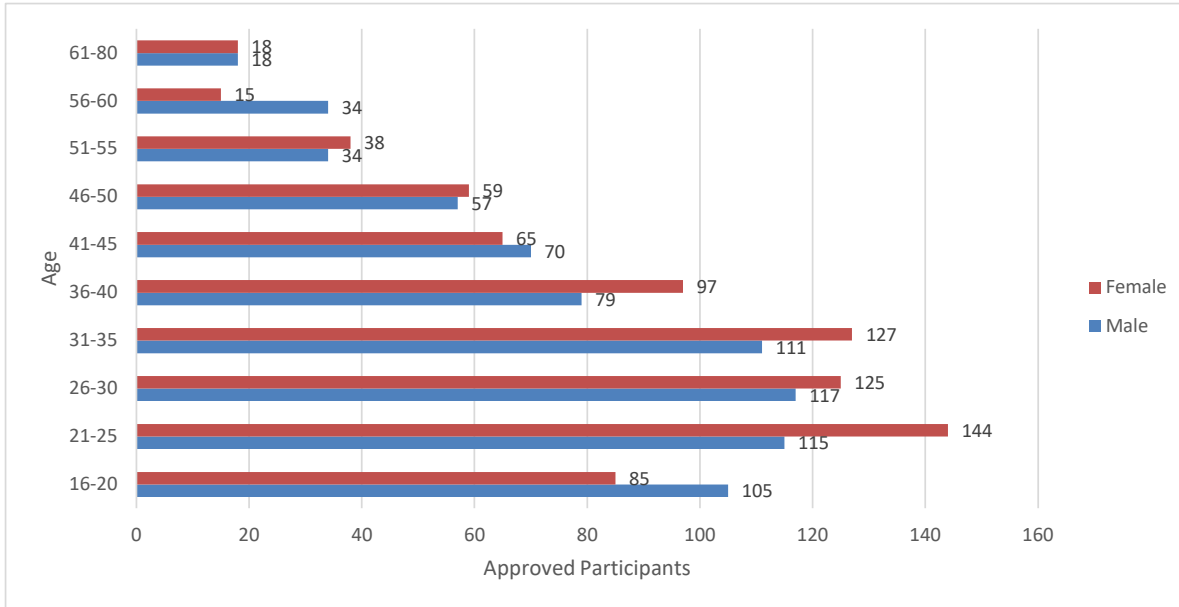
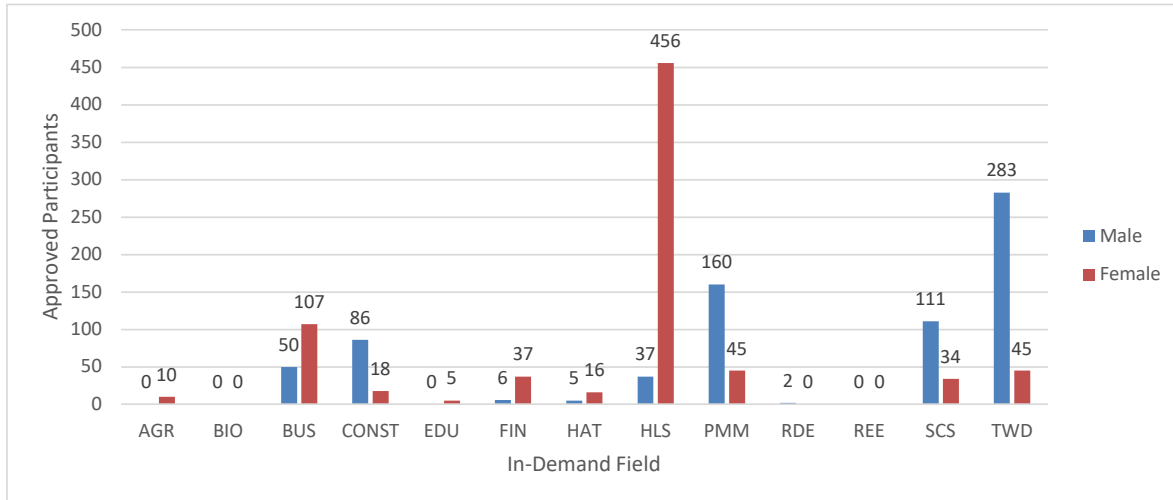


Table 16: Gap Assistance Program Approved Participants In-Demand Field by Gender - Cumulative



AGR	Agriculture and food processing	HAT	Hospitality and tourism
BIO	Biosciences	PMM	Precision metals manufacturing
BUS	Business management and administrative services	REE	Renewable energy
CONST	Construction	RDE	Research, development, and engineering services
EDU	Education	SCS	Software and computer services
FIN	Financial services	TWD	Transportation, warehousing, and distribution logistics
HLS	Health services		

Approved Gap Assistance Programs of Study As of August 5, 2022

Community College	Gap Program of Study	In-demand Occupation Selection	Length Contact Hours	Length Credit Hours	
MCC	Veterinary Assistant	Agriculture and food processing	140		
SCC	Precision Agriculture Certificate	Agriculture and food processing		Semester	24
SCC	Biotechnology Certificate	Biosciences		Semester	15
CCC	Intro to Microsoft Office	Business mgmt and admin services	40		
CCC	Leadership Series	Business mgmt and admin services	56		
CCC	Micro Soft Office/Leadership Series	Business mgmt and admin services	80		
MCC	Associate Project Professional	Business mgmt and admin services	183		
MCC	Associate Project + Quality Manager	Business mgmt and admin services	263		
MCC	Customer Experience Leadership	Business mgmt and admin services	40	Quarter	22.5
MCC	Digital Marketing Essentials	Business mgmt and admin services	120		
MCC	Digital Marketing Essentials CPP	Business mgmt and admin services	160		
MCC	Digital Marketing Program	Business mgmt and admin services	240		
MCC	Digital Marketing + Career Placement Program	Business mgmt and admin services	280		
MCC	Quality Improvement Manager	Business mgmt and admin services	123		
MCC	Project Professional	Business mgmt and admin services	183		
MCC	Project Professional + Quality Manager	Business mgmt and admin services	266		
MCC	Workplace Technology Program + CPP	Business mgmt and admin services	40	Quarter	22.5
MPCC	Accounting Fundamentals	Business mgmt and admin services	24		
MPCC	Administrative Assistant	Business mgmt and admin services	32		
MPCC	Administrative Assistant with Accounting Fundamentals and Microsoft Excel	Business mgmt and admin services	80		
MPCC	Business Software Specialist Certificate	Business mgmt and admin services		Semester	12
MPCC	Medical Terminology/Coding 1	Business mgmt and admin services		Semester	6
MPCC	Entrepreneurship Certificate	Business mgmt and admin services	48		
MPCC	Entrepreneurship Business Plan	Business mgmt and admin services		Semester	3
MPCC	Personal Finance/QuickBooks Online/Microsoft Word and Excel	Business mgmt and admin services		Semester	9
MPCC	Principles of Accounting I with Beginning and Intermediate QuickBooks	Business mgmt and admin services	24	Semester	3
MPCC	QuickBooks Training	Business mgmt and admin services	16		
SCC	Business Certificate	Business mgmt and admin services		Semester	15
SCC	Client Relations Certificate	Business mgmt and admin services		Semester	15
SCC	Entrepreneurship Certificate	Business mgmt and admin services		Semester	15
SCC	Event Venue Operations Certificate	Business mgmt and admin services		Semester	15
SCC	Human Resource Certificate of Professional Development	Business mgmt and admin services	21		
SCC	Leadership Success Certificate	Business mgmt and admin services	48		
SCC	Green Belt with Leadership Success Certificate	Business mgmt and admin services	104		
SCC	Leadership Success Certificate and Microsoft Applications Basic and Intermediate	Business mgmt and admin services	78		
SCC	LEAN Manufacturing with Fiber Optics Systems and six sigma green belt certification	Business mgmt and admin services	143		
SCC	Lean Transactional Training	Business mgmt and admin services	24		
SCC	Process Improvement Certification	Business mgmt and admin services	63		
SCC	Strength at Work Power Skills Academy	Business mgmt and admin services	16		
CCC	Concrete Finishing Certificate	Construction	56		
CCC	Concrete Refinisher	Construction	40		
CCC	Concrete Refinisher	Construction	32		
CCC	Concrete Refinisher/Forklift Training	Construction	46		
CCC	Concrete Refinisher/Forklift Training	Construction	38		
CCC	Electrical Fundamentals	Construction		Semester	12
CCC	Heating, Air Conditioning & Basic Refrigeration Certificate	Construction		Semester	12
CCC	Interior Finish Carpentry Certificate	Construction		Semester	13
CCC	Residential Framing Certificate	Construction		Semester	12
CCC	Residential Wiring Certificate	Construction		Semester	12
MCC	Facilities Maintenance + Career Placement Program	Construction	160		
MCC	Sheet Metal Program	Construction	116		
MPCC	Heating, Ventilation, Air Conditioning and Refrigeration Technology Heat Pump Certificate	Construction		Semester	15
MPCC	Plumbing Apprenticeship Certificate	Construction	47		
MPCC	Tile Installation Program	Construction	20		
SCC	Building Construction Tech Certificate	Construction		Semester	16
SCC	Commercial Design and Estimating	Construction		Semester	6.5
SCC	Concrete Construction Technician Certificate	Construction		Semester	14
SCC	Concrete in Practice	Construction	34		
SCC	Construction Process Certificate	Construction		Semester	12
SCC	Drafting and Design Technology/Technician	Construction		Semester	15
SCC	Electrical Construction Certificate	Construction		Semester	23
SCC	Electrical Construction/Residential Certificate	Construction		Semester	20
SCC	Electrical, Electronic and Communications Engineering Technology/Technician	Construction		Semester	20
SCC	Residential Design and Estimating	Construction		Semester	7
MPCC	Child Development	Education		Semester	3
MPCC	Early Childhood Ed Student Teaching/Positive Guidance/Child Development	Education		Semester	9

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Community College	Gap Program of Study	In-demand Occupation Selection	Length Contact Hours	Length Credit Hours	
MPCC	Intro to Early Childhood Ed/Early Childhood Curriculum Planning/Child Development	Education		Semester	9
MPCC	Intro to Professional Education	Education		Semester	3
MPCC	Issues of Unity and Diversity	Education		Semester	3
MPCC	Local Substitute Teacher Requirements: Issues of Unity and Diversity/Intro to Professional Education	Education		Semester	6
NECC	Local Substitute	Education		Semester	6
NECC	Local Substitute Plus	Education		Semester	12
NECC	Child Development Associate (CDA) - Family Child Care	Education		Semester	11.5
NECC	Child Development Associate (CDA) - Infant & Toddler	Education		Semester	9
NECC	Child Development Associate (CDA) - Preschool	Education		Semester	8
SCC	Infant/Toddler Option	Education		Semester	17
SCC	In-Home Care Provider Option	Education		Semester	16
SCC	Preschool Option	Education		Semester	16
MCC	Insurance Producer Career Placement Program: Life & Health	Financial services	82		
MCC	Insurance Producer Career Placement Program	Financial Services	100		
CCC	Nurse Assisting	Health Services	76		
CCC	Nurse Assisting	Health Services		Semester	3
CCC	Medication Aide	Health Services	40		
CCC	Medication Aide	Health Services		Semester	3
CCC	Basic Healthcare Pathway (Nurse Assisting and Medication Aide)	Health Services	116		
MCC	Medical Services Representative	Health services		Quarter	22.5
MCC	Medical Services Representative + Career Placement Program	Health services	40	Quarter	22.5
MCC	Mental Health Technician	Health services	406		
MCC	Pharmacy Technician	Health services	200		
MCC	Phlebotomy Technician	Health services	130		
MPCC	Emergency Medical Technician I with Basic Life Support	Health services	75	Semester	4
MPCC	Emergency Medical Technician I with CPR/First Aid/AID	Health services	75	Semester	4
MPCC	Fire Fighter I	Health services	108		
MPCC	Fire Fighter I + Hazmat Operations	Health services	140		
MPCC	Fire Fighter II	Health services	24		
MPCC	Fire Fighter I, II + Hazmat Operations	Health services	164		
MPCC	Fundamentals of Phlebotomy	Health services		Semester	2
MPCC	Medication Aide Course	Health services		Semester	3
MPCC	Medication Aide AND Nursing Assistant Course	Health services		Semester	7
MPCC	Medication Aid/Nursing Assistant/Math for Health Occupations	Health services		Semester	9
MPCC	Nursing Assistant Course	Health services		Semester	4
MPCC	Nursing Concepts V/Clinical V/American Heart BLS	Health services		Semester	8.5
NECC	CNA (Certified Nurse Aide)	Health services		Semester	3
NECC	Emergency Medical Responder	Health services		Semester	3.5
NECC	EMT I and EMT II	Health services		Semester	9.5
NECC	Healthcare Aide	Health services		Semester	6
NECC	Healthcare Aide - Lapsed CNA License	Health services	49		
NECC	Medication Aide	Health services		Semester	3
NECC	Pre-hospital Emergency Care for Nurses	Health services		Semester	3
SCC	Advanced Phlebotomy	Health Services		Semester	4
SCC	Dental Terminology Course	Health services		Semester	3
SCC	Electrocardiogram Tech Course	Health services		Semester	3
SCC	EMT Course	Health services		Semester	8
SCC	EMS Instructor Course	Health Services	48		
SCC	Healthcare Services Certificate	Health services		Semester	12
SCC	Long Term Care Administration Certificate	Health Services		Semester	18
SCC	Long Term Care Practicum	Health Services	135		
SCC	LPN C Course (upgrade in pay if completed)	Health Services	70		
SCC	LPN Refresher and RN/LPN Clinical Course	Health Services	200		
SCC	LPN Refresher and RN/LPN Clinical Course and Leadership Success Certificate	Health Services	240		
SCC	LPN Refresher Course (renew license)	Health Services	110		
SCC	Medication Aide	Health Services	100		
SCC	Medication Aide Course	Health services		Semester	2.5
SCC	Nursing Assistant Course	Health services		Semester	4
SCC	Nutrition Aide Course	Health services		Semester	3.5
SCC	Paramedic Refresher (renew license)	Health Services	40		
SCC	Personal Care Aide Course	Health services		Semester	3.5
SCC	Phlebotomist Course	Health services		Semester	2
SCC	Physical Therapy Aide Course	Health services		Semester	3.5
SCC	RN Refresher Course (renew license)	Health Services	120		
SCC	RN/LPN Clinical	Health services	90		
SCC	Sterile Processing Tech Course	Health services		Semester	6
WNCC	Basic Nursing Assistant Training	Health services	80		
WNCC	Basic Nursing Assistant Training	Health services		Semester	4.5
WNCC	Basic Nursing Assistant Training and Medication Aide	Health services	120		

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Community College	Gap Program of Study	In-demand Occupation Selection	Length Contact Hours	Length Credit Hours	
WNCC	Basic Nursing Assistant Training and Medication Aide	Health services		Semester	7.5
MPCC	Certificate in Customer Service	Hospitality and tourism	32		
NECC	Food Service and Dietary Management Certificate	Hospitality and tourism	26		
SCC	Culinary Communications	Hospitality and Tourism		Semester	7
SCC	Culinary Communications	Hospitality and Tourism	195		
SCC	Culinary/Hospitality Certificate	Hospitality and tourism		Semester	15.5
SCC	Dietary Manager Certificate	Hospitality and tourism		Semester	12
CCC	10 Hour OSHA General Industry and Forklift	Precision metals manufacturing	16		
CCC	24 Hour Hazwoper	Precision metals manufacturing	24		
CCC	30 hour OSHA Construction 29 CFR 1926	Precision metals manufacturing	30		
CCC	30 Hour OSHA General Industry 29 CFR 1910	Precision metals manufacturing	30		
CCC	40 hour Emergency Response	Precision metals manufacturing	40		
CCC	Advanced Programmable Logic Controls	Precision metals manufacturing	24		
CCC	Basic and Electrical Pneumatics	Precision metals manufacturing	32		
CCC	Basic Electrical	Precision metals manufacturing	24		
CCC	Basic Programmable Logic Controls RS 500	Precision metals manufacturing	24		
CCC	Basic RS 5000 logic PLC	Precision metals manufacturing	24		
CCC	Basic Welding Training	Precision metals manufacturing	120		
CCC	Basic Welding Training & Basic Welding Training Level II	Precision metals manufacturing	200		
CCC	Basic Welding Training Level II	Precision metals manufacturing	80		
CCC	Comprehensive Industrial Maintenance Series	Precision metals manufacturing	184		
CCC	Decoupled Molding	Precision metals manufacturing	24		
CCC	Drafting & Design Technology Certificate	Precision metals manufacturing		Semester	12
CCC	Environmental Health & Safety Generalist Certificate	Precision metals manufacturing		Semester	12
CCC	General Manufacturing Certificate	Precision metals manufacturing		Semester	12
CCC	Industrial Maintenance Series	Precision metals manufacturing	136		
CCC	Industrial Maintenance - Series 1	Precision metals manufacturing	64		
CCC	Industrial Maintenance - Series 2	Precision metals manufacturing	56		
CCC	Industrial Maintenance - Series 3	Precision metals manufacturing	40		
CCC	Industrial Maintenance - Series 1 & 2	Precision metals manufacturing	120		
CCC	Industrial Maintenance - Series 1, 2 & 3	Precision metals manufacturing	160		
CCC	Industrial Maintenance - Series 2 & 3	Precision metals manufacturing	96		
CCC	Industrial Technology Certificate	Precision metals manufacturing		Semester	14
CCC	Injection Molding Series	Precision metals manufacturing	64		
CCC	Injection Molding Series Complete	Precision metals manufacturing	144		
CCC	Instrumentation Certificate	Precision metals manufacturing		Semester	13
CCC	Intro to Technical Diagrams	Precision metals manufacturing	16		
CCC	Intro to Welding & Blueprint Reading	Precision metals manufacturing	96		
CCC	Manual Welding Certificate	Precision metals manufacturing		Semester	14
CCC	Mechanical Systems	Precision metals manufacturing	24		
CCC	Molding Essentials	Precision metals manufacturing	16		
CCC	Master Molding 1	Precision metals manufacturing	80		
CCC	Motor Controls and Relay logic	Precision metals manufacturing	24		
CCC	Plastic Engineering Technology Certificate	Precision metals manufacturing		Semester	12
CCC	Production Welding Certificate	Precision metals manufacturing		Semester	13
CCC	Quality Inspection Certificate	Precision metals manufacturing		Semester	12
CCC	Systematic Molding	Precision metals manufacturing	24		
CCC	Variable Frequency Drive	Precision metals manufacturing	16		
MCC	Diversified Manufacturing	Precision metals manufacturing	40	Quarter	22.5
MCC	Industrial Maintenance Mechanic	Precision metals manufacturing	63		
MCC	Manufacturing & Production Career Placement Program	Precision metals manufacturing	44		
MCC	Press Brake Operator	Precision metals manufacturing	92		
MPCC	Basic Arc & Gas Welding	Precision metals manufacturing	24		
MPCC	Basic Arc and Gas Welding	Precision metals manufacturing	24		
MPCC	Basic Welding & Safety	Precision metals manufacturing	24		
MPCC	Basic Welding Techniques & Safety	Precision metals manufacturing	24		
MPCC	Oxyacetylene Welding	Precision metals manufacturing	80		
MPCC	Ready to Work: MIG Welding Skills	Precision metals manufacturing	28		
NECC	24 Hr. Hazwoper	Precision metals manufacturing	24		
NECC	Diversified Manufacturing Boot Camp	Precision metals manufacturing	72		
NECC	Gas Metal Arc Welding (GMAW) MIG	Precision metals manufacturing	73		
NECC	Gas Metal (Mig) and Flux Cored Arc Welding	Precision metals manufacturing	90		
NECC	Manufacturing Maintenance	Precision metals manufacturing	390		
NECC	Manufacturing Maintenance - Electrical & Instrumentation Pathway	Precision metals manufacturing	180		
NECC	Manufacturing Maintenance - Electrical & Instrumentation Pathway Level 1	Precision metals manufacturing	120		
NECC	Manufacturing Maintenance - Electrical & Instrumentation Pathway Level 2	Precision metals manufacturing	60		
NECC	Manufacturing Maintenance - Mechanical Pathway	Precision metals manufacturing	230		
NECC	Manufacturing Maintenance - Mechanical Pathway Level 1	Precision metals manufacturing	155		
NECC	Manufacturing Maintenance - Mechanical Pathway Level 2	Precision metals manufacturing	75		

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Community College	Gap Program of Study	In-demand Occupation Selection	Length Contact Hours	Length Credit Hours	
NECC	OSHA 30 Hour and Safety (30 hour card)	Precision metals manufacturing	32		
NECC	Precision Measurement	Precision metals manufacturing	18		
SCC	Advanced Allen-Bradley PLC	Precision metals manufacturing	24		
SCC	Advanced Automation Direct PLC Programming	Precision metals manufacturing	24		
SCC	Advanced Precision Machining	Precision metals manufacturing	24		
SCC	Basic Allen Bradley PLC	Precision metals manufacturing	24		
SCC	Basic Automation Direct PLC	Precision metals manufacturing	24		
SCC	Basic Precision Machining	Precision metals manufacturing	24		
SCC	Basic RS5000/LOGIX	Precision metals manufacturing	24		
SCC	Basic Welding	Precision metals manufacturing	30		
SCC	Basic Welding with Variable Frequency Drives (VFD)	Precision metals manufacturing	46		
SCC	Electrical Code	Precision metals manufacturing	30		
SCC	Electrical Fundamentals	Precision metals manufacturing	24		
SCC	Electrical Fundamentals and Troubleshooting with Motor Controls and Relay Logic	Precision metals manufacturing	72		
SCC	Electrical Series	Precision metals manufacturing	344		
SCC	Electrical Troubleshooting	Precision metals manufacturing	24		
SCC	Gas Metal Arc Welding	Precision metals manufacturing	60		
SCC	High Pressure Engineering	Precision metals manufacturing	144		
SCC	Industrial Measurement, Sensors & Controls	Precision metals manufacturing	24		
SCC	Industrial Pneumatics	Precision metals manufacturing	32		
SCC	Introduction to Manufacturing Skills	Precision metals manufacturing	16		
SCC	Lean Process Excellence	Precision metals manufacturing	24		
SCC	Manufacturing Technician Level 1	Precision metals manufacturing	46		
SCC	Motor Controls and Relay Logic	Precision metals manufacturing	24		
SCC	PLC Operator Interface Programming	Precision metals manufacturing	24		
SCC	Production Welding	Precision metals manufacturing	36		
SCC	Variable Frequency Drives	Precision metals manufacturing	16		
SCC	Welding Essentials Course	Precision metals manufacturing	560		
SCC	Welding Technology Certificate	Precision metals manufacturing		Semester	16.5
WNCC	Stick Welding Certificaiton	Precision metals manufacturing		Semester	6
WNCC	Technical Designer Career Pathways Certificate	Precision metals manufacturing		Semester	15
WNCC	TIG Welding Certification	Precision metals manufacturing		Semester	6
WNCC	Wire Welding Certification	Precision metals manufacturing		Semester	6
CCC	Solar Power Certificate	Renewable energy		Semester	12
CCC	Wind Power Certificate	Renewable energy		Semester	12
NECC	608 FREON Certification ESCO Institute	Renewable energy	16		
SCC	Energy Generations Operations Certificate	Renewable energy		Semester	15
NECC	Drafting-Architectural	Research, development, and engineering services	21		
MCC	Cisco Certified Network Technician + CPP	Software and computer services	40	Quarter	18
MCC	Code School	Software and computer services	317		
MCC	Code School + CPP	Software and computer services	357		
MCC	Fiber Optics Technician	Software and computer services	112		
MCC	IT Desktop Support Technician + CPP	Software and computer services	40	Quarter	18
MPCC	A+ Network Programming Certificate	Software and computer services	64		
MPCC	CompTIA A+	Software and computer services	24		
MPCC	Digital Arts	Software and computer services	32		
MPCC	Digital Arts Certificate	Software and computer services	360		
MPCC	Network +/-A+ Certificates	Software and computer services	96		
MPCC	Network Technology Certificate	Software and computer services		Semester	15
MPCC	PC Support Certification	Software and computer services		Semester	15
NECC	Cisco Networking I	Software and computer services	75		
NECC	Cisco Networking II	Software and computer services	75		
NECC	Cisco Networking III	Software and computer services	75		
NECC	Cisco Networking IV	Software and computer services	75		
NECC	Cybersecurity Bootcamp	Software and computer services	500		
NECC	Microsoft Certified Programming	Software and computer services	60		
SCC	A+ (IT Technician)	Software and computer services	42		
SCC	Backend Software Developer Coding Bootcamp	Software and computer services	27		
SCC	CCNA 1-2, 3-4 with A+	Software and computer services	250		
SCC	CCNA 1-2, 3-4 with A+ and Fiber Optics Systems	Software and computer services	306		
SCC	CCNA 1-2, 3-4 with A+, N+ and Fiber Optics Systems	Software and computer services	341		
SCC	CCNA 1 & 2	Software and computer services	104		
SCC	CCNA 3 & 4	Software and computer services	104		
SCC	Certified Fiber Optic Specialist/Testing & Maintenance	Software and computer services	16		
SCC	Certified Fiber Optic Technician	Software and computer services	24		
SCC	Certified Fiber Optics Specialist/Splicing	Software and computer services	16		
SCC	CompTIA N+	Software and computer services	35		
SCC	Data Engineering Bootcamp	Software and computer services	39		
SCC	Designer Software Certificate	Software and computer services		Semester	20.5
SCC	Fiber Optics Systems	Software and Computer Services	56		
SCC	Fiber Optics Systems with Basic Welding and Variable Drives	Software and computer services	102		

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Community College	Gap Program of Study	In-demand Occupation Selection	Length Contact Hours	Length Credit Hours	
SCC	Fiber Optics Systems with CCNA 1-2 and 3-4	Software and Computer Services	264		
SCC	Fiber Optics Systems with CompTIA N+	Software and Computer Services	91		
SCC	Fiber Optics Systems with CompTIA N+ and A+	Software and Computer Services	133		
SCC	Fiber Optics Systems with Leadership Success Certificate	Software and Computer Services	97		
SCC	Fiber Optics Systems with LEAN Manufacturing	Software and Computer Services	80		
SCC	Fiber Optics Systems with LEAN Manufacturing and Networking	Software and Computer Services	288		
SCC	Front End Software Developer Bootcamp	Software and computer services	27		
SCC	Geographic Info System (GIS) Tech Certificate	Software and computer services		Semester	18
SCC	Microsoft Applications: Basic (Word, Excel, PowerPoint)	Software and computer services	21		
SCC	Microsoft Applications: Basic and Intermediate	Software and Computer Services	38		
SCC	Microsoft Applications: Basic and Intermediate with Leadership Success Certificate	Software and Computer Services	78		
SCC	Microsoft Applications: Intermediate (Word, Excel, Adobe Acrobat DC Pro)	Software and computer services	17		
SCC	Residential Designer Certificate	Software and computer services		Semester	17.5
CCC	Automotive Technology Certificate	Trans, warehousing, and distribution logistics		Semester	12
CCC	Truck Driving	Trans, warehousing, and distribution logistics		Semester	12
MCC	Automotive Express Lane Technician Certificate Program	Trans, warehousing, and distribution logistics	80		
MCC	CDL A Certification	Trans, warehousing, and distribution logistics	113		
MCC	CDL A With E Restrictions CPP	Trans, warehousing, and distribution logistics	280		
MCC	Class A CDL Driver Training + Career Placement Program	Trans, warehousing, and distribution logistics	40	Quarter	15.5
MCC	Class A CDL w/E Restrictions + CPP	Trans, warehousing, and distribution logistics	80	Quarter	6
MCC	CDL Class B Certificate	Trans, warehousing, and distribution logistics	60		
MPCC	Commercial Behind the Wheel Training (Registration through May 31, 2022 only)	Trans, warehousing, and distribution logistics	30		
MPCC	Commercial Driver Training-(Entry Level Driver Training Compliant)	Trans, warehousing, and distribution logistics	200		
MPCC	Commercial Driver's License (CDL) Prep Course	Trans, warehousing, and distribution logistics	16		
MPCC	Commercial Driver's License (CDL) Prep Course/Commercial Behind the Wheel Training (Registration through May 31, 2022 only)	Trans, warehousing, and distribution logistics	46		
MPCC	Basic Engine & Electrical Certificate	Trans, warehousing, and distribution logistics		Semester	14
MPCC	Basic Engine & Electrical Repair Certificate	Trans, warehousing, and distribution logistics		Semester	12
MPCC	Fuel Systems Certificate	Trans, warehousing, and distribution logistics		Semester	15
MPCC	Fuel Systems Certificate + Commercial Driver's License (CDL) Prep Course	Trans, warehousing, and distribution logistics	16	Semester	15
MPCC	Logistics Certificate	Trans, warehousing, and distribution logistics		Semester	15
MPCC	Powertrain Certificate	Trans, warehousing, and distribution logistics		Semester	15
MPCC	Transmission & Drive Line Certificate	Trans, warehousing, and distribution logistics		Semester	12
MPCC	Tune-Up Certificate	Trans, warehousing, and distribution logistics		Semester	15
NECC	Basic CDL (Class A) Specialized	Trans, warehousing, and distribution logistics	84		
NECC	Basic CDL Training	Trans, warehousing, and distribution logistics	108		
NECC	Class B CDL Training	Trans, warehousing, and distribution logistics	75		
NECC	Class B to Class A Training	Trans, warehousing, and distribution logistics	50		
NECC	Professional Truck Driving Training	Trans, warehousing, and distribution logistics	240		
NECC	Remedial CDL Training	Trans, warehousing, and distribution logistics	40		
SCC	Professional Truck Driving Training Course	Trans, warehousing, and distribution logistics		Semester	9
WNCC	Commercial Truck Driver Class A	Trans, warehousing, and distribution logistics	200		
WNCC	Commercial Truck Driver Class B	Trans, warehousing, and distribution logistics	200		