

*Continuing Education Classes  
offered through  
ATCC's Customized Training Center*



**CUSTOMIZED  
TRAINING CENTER**

ALEXANDRIA TECHNICAL  
& COMMUNITY COLLEGE

A member of Minnesota State

CUSTOMIZED TRAINING CENTER

320-762-4510 | 888-234-1313

[atcc-customized@alextech.edu](mailto:atcc-customized@alextech.edu)

Alexandria Technical & Community College is committed to legal affirmative action, equal opportunity, inclusivity, access and diversity of its campus community.

This document is available in alternative formats by calling 1-888-234-1222 ext. 4673 or 320-762-4673.



**Basic Life Support  
(BLS) CPR for  
Healthcare  
Providers  
*and*  
First Aid Training**

## **Basic Life Support (BLS) CPR for Healthcare**

### **American Heart Association Certification**

The Basic Life Support (BLS) course is designed to provide a wide variety of healthcare professionals the ability to recognize several life-threatening emergencies, provide CPR, use an AED, and relieve choking in a safe, timely, and effective manner. American Heart Association Basic Life Support completion card is valid for two years.

#### **Date Choices:**

**Monday, July 10, 2023**

**5:00 - 9:30 pm (1 Session/4.5 Hours)**

**Room 210**

**Brad Brejcha, Instructor**

**Fee: \$75**

(includes book, skills exam, and completion eCard)

## **First Aid Certification**

### **American Heart Association Certification**

Medical emergencies don't occur every day, but when they do, prior training can help you deal with these situations. Includes pediatric first aid. Recommended renewal for this course is every two years.

#### **Date Choices:**

**Wednesday, July 12, 2023**

**5:00 - 9:30 pm (1 Session/4.5 Hours)**

**Room 209**

**Brad Brejcha, Instructor**

**Fee: \$65** (includes completion eCard)

### **Who should take this course?**

*Nursing program applicants and healthcare professionals*

#### **REGISTRATION**

##### **By Mail:**

**Please register by completing the registration form**

Fee must accompany completed registration forms. Please print legibly and use your complete legal name, as it should appear on your completion eCard. An email address is also required.

##### **Register Online at:**

**[www.alextech.edu/customizedtraining](http://www.alextech.edu/customizedtraining)**

**Click "browse current courses"**

If you are new to the Customized Training Center website, you will need to create a new student account.

Payment with credit or debit card is required with online registration.

# Registration Form

**CUSTOMIZED TRAINING CENTER**  
Alexandria Technical & Community College  
1601 Jefferson Street | Alexandria MN 56308  
320-762-4510 | 888-234-1313 | Fax 320-762-4634  
atcc-customized@alextech.edu

Please register me for:

Please PRINT name as it should appear on a certificate of completion and/or on your transcript.

<b>First Name</b>	<b>MI</b>	<b>Last Name</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Home Address \_\_\_\_\_ Daytime Phone \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Email Address: \_\_\_\_\_

We are collecting your email address for communication, class confirmation notices, and marketing purposes. Email addresses are not distributed.

## Birth Date\*

<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>
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*\*Providing this information is voluntary.  
It assists us in maintaining accurate records.  
Data will remain confidential.*

## Payment \$ \_\_\_\_\_

*Make checks payable to ATCC or Alexandria Technical & Community College*

Cash Money Order Check Number: \_\_\_\_\_

<b>VISA</b> <b>MasterCard</b> <b>Discover</b>	<b>Billing Information</b>
Card No: _____	<b>Purchase Order Number:</b> _____
Expiration Date: ____ / ____	Organization: _____
Name on Card: _____	Billing Address: _____
<i>PLEASE do not fax or email credit card information. Call 320-762-4510 or 888-234-1313 to make payment arrangements.</i>	City State Zip : _____

### Policy

Alexandria Technical & Community College is committed to a policy of equal opportunity and nondiscrimination in employment and education opportunity. No person shall be discriminated against in the terms and conditions of employment, personnel practices, or access to and participation in, programs, services, and activities with regard to race, sex, color, creed, religion, age, national origin, disability, marital status, status with regard to public assistance, sexual orientation, gender identity, or gender expression. In addition, discrimination in employment based on membership or activity in a local commission as defined in the Minnesota Human Rights Act, Minn. Stat. 363.01, subd. 23 is prohibited.

**Email Addresses** – Providing your email address will allow CTC staff to communicate with you via email. If appropriate, your email address may also be placed on a targeted email marketing list to profile upcoming classes, trainings, events, etc. offered by the Customized Training Department at Alexandria Technical & Community College. Email addresses are not distributed.

**Cancellations** – Class cancellations must be done three full business days before the class start date. No refunds for cancellations of less than three full business days.

**Missed Classes** – Refunds will not be issued for any missed class, full class fees are due.

**Late Arrivals** – ATCC reserves the right to reschedule anyone arriving late. In most cases, 100% attendance is required to successfully complete training sessions.

**No Shows** – A no call, no show is an absence from the class without notifying the Customized Training Center. Refunds will not be issued for anyone registered for a class and does not show or attend.

**Accommodations and Dietary Restrictions** - Please submit requests prior to class to the Customized Training Center via email at atcc-customized@alextech.edu or call 320-762-4510 or toll free 888-234-1313.

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