

CONTINUING &
PROFESSIONAL STUDIES

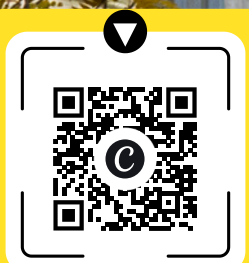
FALL 2026

COURSE CATALOG

Learn. Grow. Advance.



The City College
of New York



SCAN HERE!

Start Here. Go Anywhere.

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**THE SKILLS
TO DO
THE JOB**



WELCOME

to The City College of New York



Dear City College Students and Community,

Lifelong learning represents an integral part of the City College mission, because our society needs a nimble workforce that can adapt to change, and those needs represent key opportunities to members of our community. Whether you wish to deepen your skills in your current profession, move into a new and dynamic field, or re-enter the workforce after some absence, CCNY's Continuing and Professional Studies Program has robust offerings that will help you on your journey. ,

Our eight schools and divisions represent powerful repositories of knowledge and research which are deployed across our continuing education curriculum. Within the CCNY Continuing and Professional Studies program, these resources allow us to offer courses in Allied Health, Information Technology, Environmental and Construction, to GED & ESL,

programs and much more. CCNY has provided high quality and affordable education to generations of New Yorkers. Come and embrace new opportunities at the Continuing and Professional Studies at CCNY!

A handwritten signature in black ink, appearing to read 'V. Boudreau'.

Vincent Boudreau
President



Dear Members of our Community,

In these challenging times, the Continuing and Professional Studies (CPS) program is here to support your career growth by helping you embrace new opportunities. Each semester, our course catalog is shaped by a deep understanding of evolving job market demands and a commitment to innovation, ensuring you gain the skills employers value most.

Whether you are mid-career or just entering the workforce, we invite you to explore our certificate programs and invest in your future. In addition to our high-demand Allied Health courses—Certified Clinical Medical Assistant, Medical Interpreter, EKG, and Phlebotomy Technician—we also offer Intensive English through our English Language Institute, as well as courses in Data Analytics, Introduction to AI and Machine Learning, AI in Project Management, and AI for Business Productivity. Also check out the many offerings in our Rangel Infrastructure Workforce Initiative.

In 2026, our partnership with Ed2Go engaged more than 500 students in high-quality, self-paced online learning—offering access to a robust catalog of over 400 courses and expanding opportunities for flexible skill development. Our certificate courses are especially valuable for recent graduates of CUNY and CCNY, expanding your skills portfolio while you embark on your professional journey.

A handwritten signature in black ink, appearing to read 'Juan Carlos Mercado'.

Juan Carlos Mercado, Ph.D.
Dean, Continuing and Professional Studies

Thanks to Our Partners!



DC 37 Education Fund



RESCUE TRAINING INTERNATIONAL

CHARLES B. RANGEL
INFRASTRUCTURE
WORKFORCE INITIATIVE

The City College of New York



Division of Interdisciplinary Studies
at the Center for Worker Education



The City College
of New York



The City College
of New York





(212) 650-7312



www.ccny.cuny.edu/cps



ace@ccny.cuny.edu



Shepard Hall, Room 2
160 Convent Ave, New York, NY 10031



In-Person Office Hours
Monday - Thursday: 9:00am to 5:00pm
Saturday & Sunday: Closed

CPS SOCIAL MEDIA
CONNECT. LEARN. GROW.



Fall 2026 Academic Holiday Schedule

The Office of Continuing and Professional Studies will not have class on these dates:

Monday, September 7, 2026 Labor Day
Monday, October 12, 2026 Columbus Day
Wednesday, November 25 - Friday, November 27, 2026 Thanksgiving Break
Thursday, December 24 - Friday, December 25, 2026 Christmas Day
Wednesday, December 16 - Friday, January 1, 2027 Winter Break

Some programs like our English Language Institute may not follow the above schedule. Please always check with our CPS staff and instructors about your specific class schedules and breaks.

Policies & Procedures

How to Register

Online: www.ccnycunycunyu.edu/cps

By phone: 212.650.7312

Monday through Friday

9:00am - 5:00pm

Tuition Discount

- Seniors (60 years or older): Registration waived (\$25 value) for courses costing \$99 or more (except computer courses).
- CCNY students, staff, and Alumni Association members receive 10% off with valid ID card.
- 10% discount is available when your referral registers for a course of equal or greater value.

Note: Only one discount applies. Cannot be combined.

Payment Plans

Students may apply for a payment plan for open courses with a tuition cost of \$575 or more. To enroll, a deposit of 50% of the tuition plus a non-refundable \$25 registration fee is required. An additional 15% service fee will be added to the tuition when selecting the payment plan option. Please find more information on our payment plan page or email us at ace@ccny.cuny.edu for more information.

Enrollment Requirement

CPS courses are open to the public and designed for accessibility. They are offered in a variety of formats, including in-person, hybrid, online synchronous (e.g., live sessions via Zoom), and online asynchronous (e.g., discussion boards and self-paced activities). This flexible approach allows students to choose the learning mode that best fits their goals and schedule. Enrollment at CCNY is not required to take our non-credit courses. Students must have a high school diploma or high school Equivalency (HSE), be at least 18 years of age, and able to work legally in the U.S. Please check individual courses for additional eligibility requirements.

Classroom Location

Students enrolled in on-campus classes will receive an email with classroom details approximately one week before the course start date.

Refund Policy

Refund requests must be submitted in writing via email at least five business days prior to the first day of class. If a course is canceled by CPS, a 100% refund, including the registration fee, will be issued. If a student withdraws at least five business days before the first class, a 100% refund will be issued, minus the \$25 non-refundable registration fee. **No refunds will be issued after the first class session.** Refunds for one- or two-day workshops are only provided if the class is canceled by CPS. Please note that non-attendance or dissatisfaction with the class do not constitute an official withdrawal or refund request.

Refunds are processed within approximately 6 to 8 weeks after receipt and approval by CPS. Credit card payments will be refunded to the original card used, while payments made by money order or business check will be refunded via mailed check. For questions or more information, please contact us at ace@ccny.cuny.edu.

Incomplete (INC) Grades Policy

The grade of "INC" (Incomplete) is a temporary grade assigned by the instructor under the following conditions:

The student must have maintained satisfactory progress in the course and demonstrated the potential to successfully complete the remaining coursework. Additionally, the student must provide a valid, documented reason for not completing the course requirements on time. The outstanding work must be completed by the last day of the eighth week (or its calendar equivalent) of the following semester.

If the required coursework is not submitted within this timeframe, the "INC" grade will automatically convert to an "F" (Fail), and the student will forfeit the opportunity to change the incomplete status. The "F" will remain on the student's permanent record unless the instructor submits a passing grade prior to the deadline. CPS will process the conversion of all unresolved "INC" grades to "F" beginning the ninth week of the following semester.

Course Cancellations & Date Changes

CPS courses are subject to minimum enrollment requirements. We reserve the right to cancel any class that does not meet the required minimum registration. In the event of a course cancellation, students will receive a full refund. Please note that all course dates are subject to change at the discretion of CPS.

Weather Closures

CCNY can occasionally be closed due to extreme weather conditions. If there is a blizzard or other hazardous weather conditions, please call 212-650-7000 or visit www.ccnycunycunyu.edu for more information. You may sign up for CUNY Alert at www.cuny.edu/cuny-alert.

No-cost / Gratis Opportunities



Take advantage of CPS Certified Nursing Assistant Scholarship no-cost offerings!

The Office of Continuing and Professional Studies provides a **NO-COST** Scholarship program every semester:



Certified Nursing Assistant (CNA) Scholarship

Applications are now open to individuals who are interested in starting or continuing their education in the healthcare field.

Application Requirements:

- Submit a FERPA form and thank you letter to donor
- Attend all course sessions
- Receive medical clearance from instructor
- Attend all assigned clinical dates at a nursing facility

The scholarship can be applied to the following session for the Fall semester:

- Monday to Thursday | 6pm-9pm



Apply Now!
visit bit.ly/45fdDSZ

Application Deadline: August 21, 2026

Scholarships and Grants

Career Success Scholarship - Helena Rubinstein



Since 2011, the Career Success Scholarship - Helena Rubinstein, created through an endowment from the Helena Rubinstein Foundation has provided to its recipients up to 90% of tuition costs for continuing education certificate programs.

The **Career Success Scholarship - Helena Rubinstein**, which is awarded every Spring and Fall semester, is open to individuals who seek to advance their careers through continuing education and training, and who cannot otherwise pay for tuition. Applicants may also be unemployed or seeking a career change.

Fall 2026 Application

For more information or to apply, contact Denisse Fernandez, CPS Associate Director, at dfernandez2@ccny.cuny.edu.



Application Deadline:
August 3, 2026

Free GED/ ESOL Courses



Since 1985, the CPS grant-funded Adult Education Program has empowered adult learners with tuition-free classes that open pathways to college, career training, and employment—fostering financial independence and uplifting the Harlem community and greater New York City.

We offer GED prep and ESOL courses to help students earn a High School Equivalency diploma and build English language skills, along with college and career advising, job readiness, and placement support. Classes are held weekday mornings and evenings; orientation and placement testing are required, and enrollment is first-come, first-served. To get started, please click and complete the waiting list form below:

[GED Waitlist](#)

[ESOL Waitlist](#)

Directions to the City College Campus

By Train:

Take the IRT #1 local to 137th Street and Broadway. Walk up 138th Street three blocks to Convent Avenue.

Take the IND "A" or "D" express or "B" or "C" local to 145th Street and St. Nicholas Avenue, walk west one block to 145th Street and Convent Avenue, then south to 138th Street. The CCNY shuttle bus makes regular stops to this subway during the day. Take the IRT #4 or #5 express or #6 local to 125th Street and Lexington Avenue. Change there for the M-100 or M-101 bus to Amsterdam Avenue and 138th Street. Walk east one block to Convent Avenue.

Take the Metro North to 125th Street and Park Avenue. Change there for the M-100 or M-101 bus to Amsterdam Avenue and 138th Street, walk east one block to Convent Avenue.

By Bus:

Take the M-4 or M-5 to Broadway and 137th Street. Walk up 138th Street three blocks to Convent Avenue.

Take the M-100 or M-101 to Amsterdam Avenue and 138th Street, walk east one block to Convent Avenue.

Take the M-101 to 135th Street and Amsterdam Avenue and walk north to 138th Street, then east one block to Convent Avenue.

Take the BX-19 to 145th Street and Convent Avenue, walk south on Convent Avenue to 138th Street.

By Car:

From the West Side Highway: Exit at 125th Street. Cross Broadway and turn left onto Amsterdam Avenue. The College is at 138th Street and Amsterdam Avenue.

From the East Side: Take the FDR or the RFK (Triborough) Bridge to Harlem River Drive. Exit at 135th Street. Continue to St. Nicholas Avenue and turn right, then left onto 141st Street. Turn left onto Convent Avenue. The campus begins at 140th Street and Convent Avenue.



Continuing and Professional Studies
Shepard Hall, Room 2
160 Convent Avenue, New York, NY 10031

ONLINE COURSES

Advanced CAREER TRAINING

LEARN
ANYWHERE,
ANYTIME!

The City College
of New York



Learn in-demand skills around your schedule. These online, Advanced Career Training courses are designed to prepare you for entry or advancement in career opportunities.

COURSE FEATURES:

- **Start anytime**
- **24/7 Access**
- **Books and materials included**
- **Certificate of Completion**
- **Certification Exam Voucher may be included**
- **Financial assistance available**
- **Student Advisors included**
- **Industry Recognized Certifications**
- **Counselors help match you to a training course**

POPULAR COURSES INCLUDE:

120-Hour TEFL Certification

Career Counselor

Certified Clinical Medical Assistant (CCMA)

(Voucher Included)

Certified EKG Technician

(Voucher Included)

Certified Medical Administrative Assistant with Medical Billing and Coding

(Vouchers Included)

Certified Phlebotomy Technician

(Vouchers and Lab Included)

Engen English Learning Pathways

(Self-Guided)

Human Resources Professional

HVAC/R Technician

(Voucher Included)

Medical Billing and Coding

(Voucher Included)

Pharmacy Technician

(Voucher Included)

Professional Bookkeeping with QuickBooks Online

(Voucher Included)

Professional Bookkeeping with QuickBooks Online with Payroll Practice and Management

(Voucher Included)

Registered Behavior Technician Training

(Voucher Included)

Sterile Processing Technician

(Voucher Included)

Veterinary Assistant

Welder Technician

To learn more and enroll, visit:

ccny-cuny.trainonline.cc



Job Training Opportunities



CHARLES B. RANGEL INFRASTRUCTURE WORKFORCE INITIATIVE

The City College of New York

Rangel Infrastructure Workforce Initiative at The City College of New York equips New Yorkers with skills, certifications, and hands-on experience to launch careers in infrastructure, sustainability, and emerging industries—building a stronger, future-ready workforce.

Upcoming Courses: Job Training & Continuing Education

Professional Drone Operations

Develop skills in drone flight, safety, and data analysis in this hands-on course. Learn to collect and process aerial imagery using tools like QGIS, Meshroom, and Agisoft—ideal for construction, environmental monitoring, and agriculture careers.

GPRO Fundamentals of Building Green

Introductory 4-hour course on green building principles, energy use, and high performance construction—ideal for real estate, construction, facilities & related fields.

HAZWOPER 40-hour Certification

Certification training in hazardous waste operations and emergency response—required for many jobs involving contaminated sites, cleanup, or environmental work.

OSHA 30-hour Construction

Essential safety training for anyone entering or working in construction. This intro-level course provides the OSHA 30 card—required on most job sites.

AutoCAD Essentials

Learn to draft, edit, and interpret real construction drawings in this hands-on 24-hour course. Perfect for both beginners and working pros who want practical skills they can use on the job.

Revit Architecture Essentials

Introductory 3-day course covers core concepts, including 3D architectural modeling and BIM construction documentation. Ideal for those in architecture, design and construction.

Civil 3D Essentials

Intensive 3-day introduction to civil design software used for infrastructure projects—including roads, sites, and utilities. Ideal for engineers, surveyors, planners and CAD professionals

NYC Site Safety Training (SST 10-Hour)

Required by the NYC Department of Buildings for most construction jobs in the city. Covers essential safety topics and complements OSHA 30.



Learn More & Register:
jobtraining.ccny.cuny.edu

If you are interested in exploring job training with Rangel Initiative,
please email rangelinfrastructure@ccny.cuny.edu or call (212) 650-6281.

Choose Careers and Opportunities in the Allied Health Field

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Medical Interpreter (English/Spanish) 17

Credentialed Alcoholism
and Substance Abuse Counselor (CASAC) 18

Pharmacy Technician 19



**THE SKILLS
TO DO
THE JOB**

“Allied health professions account for nearly 60% of the U.S. healthcare workforce, and demand is projected to grow by more than 13% by 2031.”

— U.S. Bureau of Labor Statistics & Association of Schools Advancing Health Professions

Certified Nursing Assistant (CNA) Program

This 153-hour hybrid course equips students with the training and knowledge required to take the New York State Nurse Aide Exam.



Certified Nursing Assistants (CNAs) benefit from the increase in longevity and changes in the health care system. This has created an increased need for educated and skilled CNAs. The CNA profession is ideal for people seeking work in nursing homes, hospitals, doctors' offices and health care facilities.

The CNA Program includes: Anatomy and Physiology, Basic Life Support, and the Fundamentals of Patient Care. Students will learn how to assist patients with daily living tasks by providing primary care services, such as bedmaking, grooming, and measuring vital signs.

We are a NYS Education (NYSED) approved learning format, consisting of online synchronous classroom instruction and a 30-hour in-person clinical training at a nursing facility. Students are assigned to a clinical externship in a nursing home during the program's final 4 to 6 weeks. Clinicals are always scheduled on weekends.

CNAs work under the supervision of a registered nurse (RN), licensed practical nurse (LPN), physician assistant (PA), nurse practitioner (NP), medical doctor, or other supervisory staff in a healthcare facility.

Sat 10:00am to 3:30pm 09/12/26 - 03/20/27
CNA-SATFA6 25 sessions 153 hrs. \$1,625* (Hybrid)

**Textbooks, Medical exam, Uniform, CPR certification, and certification exam fee are not included in the tuition.*

Eligibility Requirements:

- Students must have a High School Diploma, GED® or HSE Diploma
- At least 18 years of age
- Able to work legally in the U.S
- Complete and submit Clinical Requirements

Program Requirements:

1. **Complete Healthcare Clearance:** Physical examination, required immunizations and titers records, seasonal Flu shot as required by DOH, CPR certificate, and Nine-Panel Drug Screen (no older than 6 months at the time of submission and signed by NYS Physician).
2. **Health Insurance:** Some clinical affiliates may require proof of health insurance prior to participation.
3. **Students must wear Personal Protective Equipment (PPE)** at clinical site.
 - Including: clean nails and no artificial acrylic nails
4. **Students will need a laptop or desktop** for online lectures.



Register Online

www.ccny.cuny.edu/cps/cna

For information regarding the above program, email cpshealth@ccny.cuny.edu

Certified Clinical Medical Assistant (CCMA)

350-hour hybrid course meeting NYS training requirements for multi-skilled medical assistants.



The Certified Clinical Medical Assistant (CCMA) Certificate Program is designed to prepare students for a career as a multi-skilled allied health professional, capable of performing both administrative and clinical duties in healthcare settings such as medical offices, clinics, and outpatient centers.

Students will learn to schedule appointments, manage electronic health records, perform billing and coding tasks, and support business operations. Clinical instruction includes taking and recording vital signs, preparing patients for examinations, drawing blood specimens, administering medications as directed by a physician, and conducting EKG testing.

Topics include medical terminology, anatomy and physiology, clinical procedures, EKG and phlebotomy, CPR, vital signs, business practices, and job readiness. Two hours of class time will be dedicated to developing effective study skills for success in the classroom and the field.

Upon successful completion of the program, students are eligible to take the CCMA exam administered by the National Healthcareer Association (NHA). Tuition includes the NHA exam fee, textbook, study guide, and practice exams.

Mon - Th 5:30pm to 9:30pm 09/08/26 - 03/03/27
CCMA-FA26-1 80 sessions 350hrs. \$3,400* (Hybrid)

Mon - Th 10:00am to 2:00pm 09/08/26 - 03/03/27
CCMA-FA25-2 80 sessions 350hrs. \$3,400* (Hybrid)

**Textbooks, Medical exam, Uniform, CPR certification, and certification exam fee are not included in the tuition.*

Requirements:

1. Complete medical clearance due two weeks before class ends.
2. Students must wear Personal Protective Equipment (PPE) at clinical site.
3. Future employer will request fingerprinting and criminal history background check.
4. Students will need a laptop or desktop to log onto Zoom and Google classroom for virtual sessions. Camera must be on at all times except for breaks.
5. Suggest you access this site www.prometric.com/nurseaide/ny

Prerequisites:

- Students must have a High School Diploma, GED® or HSE Diploma.
- CPS is a workforce training program; you must be able work legally in the U.S.



Register Online

www.ccny.cuny.edu/cps/certified-clinical-medical-assistant

For information regarding the above program, email ace@ccny.cuny.edu

Allied Health

Phlebotomy Technician Certificate

In this introductory hybrid course, students will learn the skills of a Phlebotomy Technician. This course includes a combination of theory and practical training.

Topics include:

- Standard precautions
- Collecting blood specimens
- Diagnosis and treatment
- Performing capillary punctures

Live venipunctures, conducted in class, will be a component of this course, including drawing blood on classmates and having your own blood drawn.

Upon successful completion, students will be eligible to take the National Healthcareer Association (NHA) Certification exam. NHA exam fee is not included in tuition.

Mon - Th 6:00pm to 9:00pm 11/09/26 - 01/14/27
PBT-FA26 30 sessions 90 hrs. \$1,325* (Hybrid)

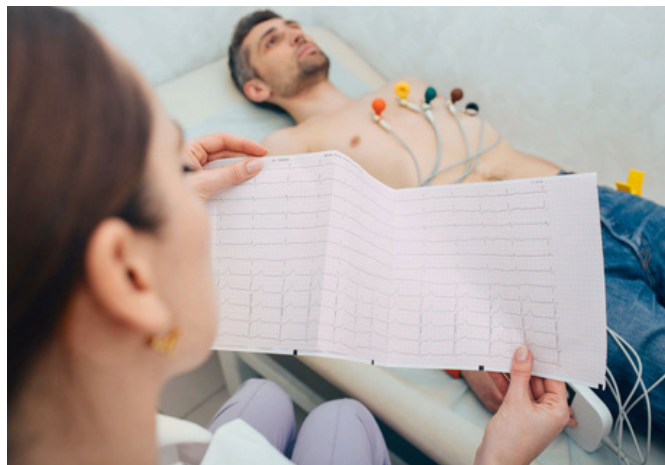
**Textbooks, exams, and/or materials are not included in tuition.*

Eligibility Requirements:

- Students must have a High School Diploma, GED® or HSE Diploma
- At least 18 years of age
- Able to work legally in the U.S



Electrocardiogram Technician (EKG)



Electrocardiogram (ECG/EKG) Technicians prepare patients for testing on ECG machines and Holter monitors. The technician takes the patient history and administers the actual ECGs for physicians to interpret.

Upon completion, the students will be eligible to take the National Healthcareer Association (NHA) Certification Exam. NHA exam fee is not included in tuition. Textbooks are not included in tuition.

Mon - Th 6:00pm to 9:00pm 09/08 - 10/29/26
EKG-FA26 30 sessions 90 hrs. \$1,000* (Hybrid)

**Textbooks and NHA exam are not included in tuition.*

Eligibility Requirements:

- Students must have a High School Diploma, GED® or HSE Diploma
- At least 18 years of age
- Able to work legally in the U.S

Scan to Register!



**It's Never Too Late to Enter
Healthcare—Train in EKG &
Phlebotomy Today!**

tinyurl.com/EKG-phlebotomy

For information regarding the above program, email cpshealth@ccny.cuny.edu

Emergency Medical Technician (EMT) Certificate

This 120-hour certificate provides the necessary knowledge and skills to become a New York State certified Emergency Medical Technician (EMT).



The Emergency Medical Technician (EMT) Certificate Program is conducted by New York State Course Sponsor Rescue Training International, Inc., at The City College of New York. This program prepares students to meet the requirements for certification as a New York State Department of Health Emergency Medical Technician.

Students will learn to assess and manage medical emergencies, provide basic life support, and deliver pre-hospital care in a variety of emergency settings. Training includes CPR certification, patient assessment, trauma care, airway management, and the use of emergency medical equipment.

The course combines synchronous online learning, with live Zoom sessions available at 10 AM or 6 PM, asynchronous lectures accessible through our Learning Management System, and in-person, hands-on rescue training conducted at the City College campus.

Upon successful completion, students are eligible to take the New York State EMT certification exam.

Tu - Th* 6:00pm to 10:00pm 09/01 - 12/17/26

EMT-FA26 43 sessions 120 hrs. \$1,399* (Hybrid)

Tu - Th & Sat* 9:00am to 1:00pm 09/01 - 12/17/26

EMT-SATFA26 30 sessions 120 hrs. \$1,399* (Hybrid)

*Saturday sessions are held in person from 9:00 AM – 1:00 PM. Weekday clinicals take place from 6:00 PM – 10:00 PM. Online lectures are offered in two time options: 10:00 AM – 2:00 PM or 6:00 PM – 10:00 PM.

Tuition includes all required materials: EMT course textbook, CPR course and textbook, uniform shirt, and an EMT equipment package (adult blood pressure cuff, stethoscope, penlight, pocket face mask, oxygen key, and EMT shears). There are no additional fees.

Eligibility Requirements:

- Students must have a High School Diploma, GED® or HSE Diploma
- At least 18 years of age
- Able to work legally in the U.S



Register Online

www.ccny.cuny.edu/cps/emt

For information regarding the above program, email cpshealth@ccny.cuny.edu

Healthcare Revenue Cycle & Coding

Formerly known as Medical Billing & Coding Part 1 & Part 2

Gain the knowledge and practical skills needed to work in today's healthcare revenue cycle. This online program prepares students for careers in hospitals, physician practices, clinics, insurance companies, billing companies, and other healthcare organizations by covering the complete revenue cycle—from patient registration and insurance verification to medical coding, claims processing, reimbursement, denials management, compliance, and revenue integrity.

This two-part online program covers:

- Healthcare Revenue Cycle & Reimbursement
- Medical Terminology
- ICD-10-CM, CPT & HCPCS Coding
- Claims Processing & Denials
- Compliance & Revenue Integrity

Tue - Th 6:00pm to 9:00pm 09/08 - 03/23/27
HRCC-FA26 58 sessions 175 hrs. \$2,675 (Online)

Eligibility Requirements:

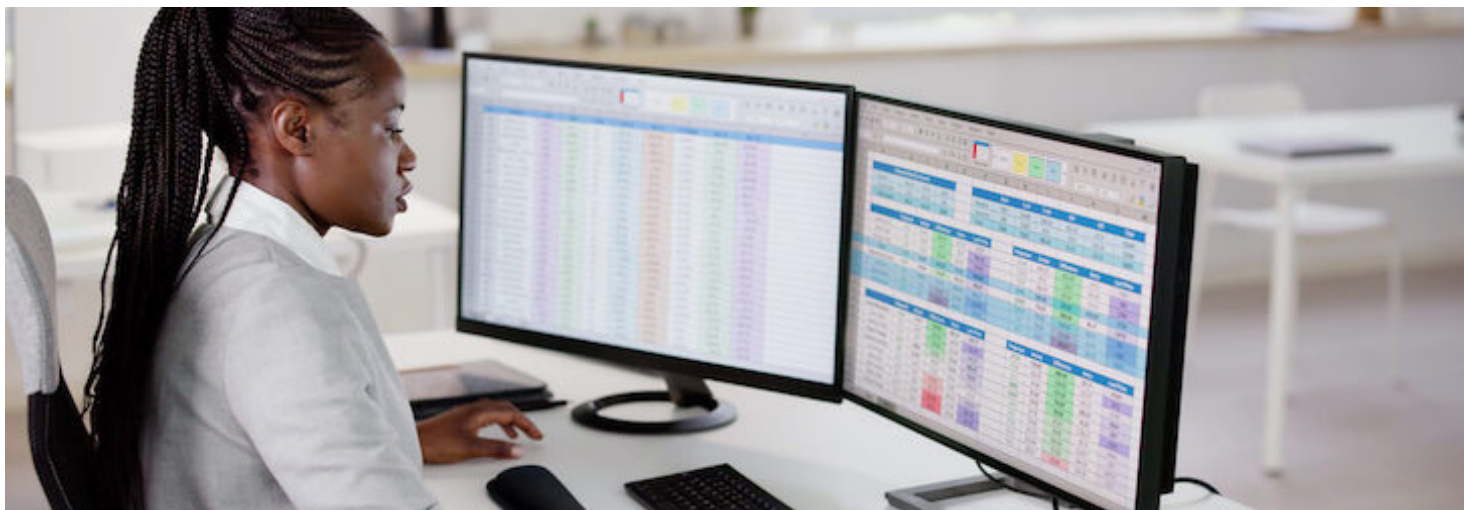
1. Be at least 18 years of age
2. Students must have a High School Diploma, GED® or HSE Diploma
3. Basic medical terminology knowledge is recommended.
4. Be able to read, write, and communicate effectively in English
5. Possess basic computer literacy and be comfortable using digital tools and online platforms
6. Able to work legally in the U.S.



Tuition:

Total: \$2,675*

**Textbooks and exams fee are not included in the tuition.
Scan QR code to register.*



Register Online

tinyurl.com/cps-billingcoding

For information regarding the above program, email ace@ccny.cuny.edu

Medical Interpreter Certificate Program (English/Spanish)

This 102-hour program trains entry-level bilingual speakers to become medical interpreters in doctors' offices, hospitals, emergency rooms, and other healthcare settings. The curriculum includes telephonic interpreting and prepares students for national certification. Career development support such as resume writing and interview skills is also provided.

Topics Include:

- Consecutive, simultaneous, sight, and telephonic interpreting
- Medical terminology and healthcare protocols
- Ethics and standards of practice
- Career readiness and certification preparation

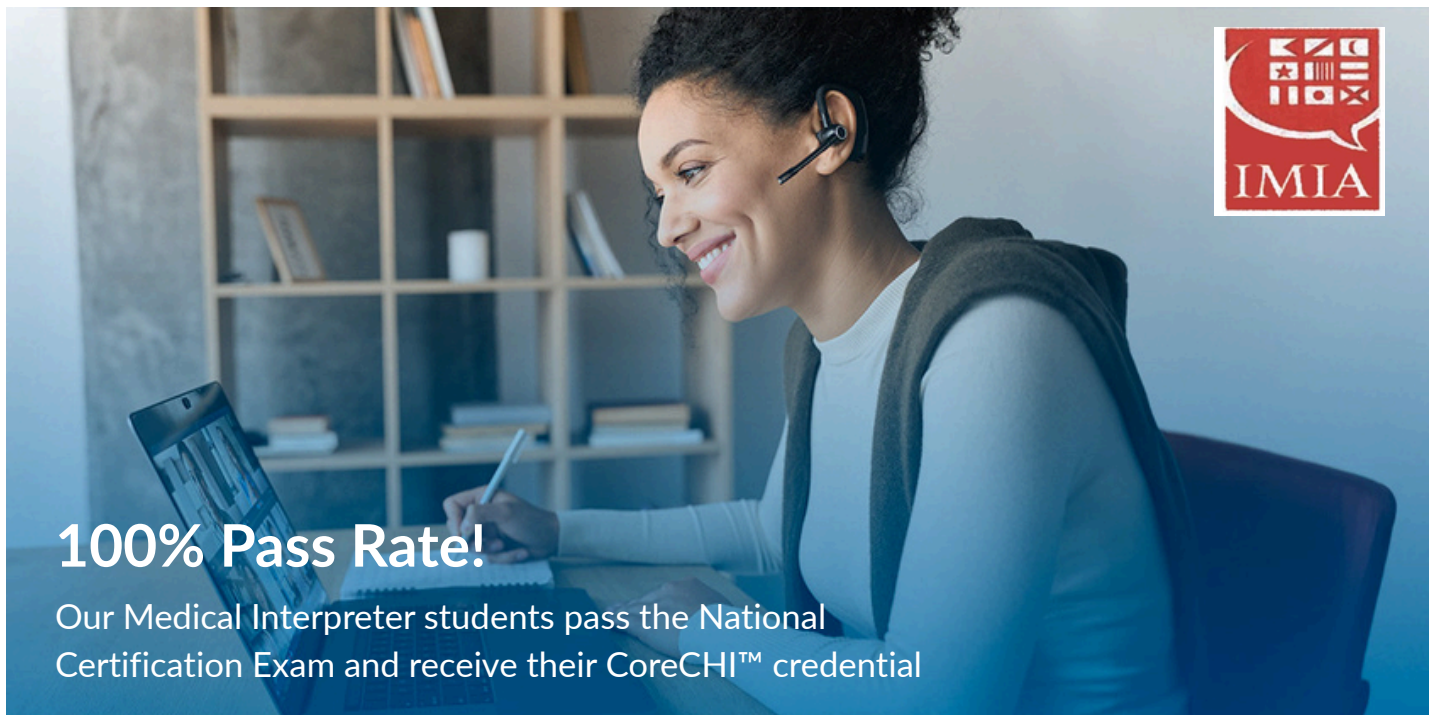
Students will also prepare for the national certification exam through live sessions led by a certified instructor.

Mon, Wed & Fr 6:30pm to 9:30pm 09/08 - 12/09/26
MWFA26 34 sessions 102 hrs. \$1,750* (Online)

**Textbooks and national exam fee are not included in tuition.*

Prerequisites/Enrollment Requirements:

1. Be at least 18 years of age
2. High School Diploma, GED® or HSE Diploma
3. Oral proficiency in English and Spanish
4. Complete a written and oral exam before registering to test both English and Spanish proficiency. Online assessment link is [here](#)
5. US-Based Students must be able to work legally in USA



100% Pass Rate!
Our Medical Interpreter students pass the National Certification Exam and receive their CoreCHI™ credential



Register Online

www.ccny.cuny.edu/cps/certified-medical-interpreter-spanishenglish

For information regarding the above program, email ace@ccny.cuny.edu

Become a Certified Psychology Counselor

10 approved courses that meet the NY State Education requirements for the addition counselor-trainee credential.



In partnership with the Colin Powell School for Civic Leadership's Psychology Department at The City College of New York is proud to offer the OASAS certified, **Credentialed Alcoholism and Substance Abuse Counselor (CASAC)** certified training program.

Topics include:

- Psychopharmacology and physiology of drugs
- Signs, symptoms, and stages of alcoholism
- Individual and group counseling skills
- Ethics and confidentiality
- Family treatment approaches
- Multicultural issues in addiction
- Career preparation for substance abuse counseling and related fields

CASAC Credential Information:

Completion of 350 hours of education/training, supervised-practical training, documented work experience, and passing the NYS-OASAS written examination are required for the CASAC designation. For complete information on the CASAC credentialing process in NYS, please visit <https://on.ny.gov/3nlyWHb>.

Explore CASAC Courses:

1. Infancy and Childhood (PSY 246) or Intro to Lifespan Development (PSY 226)
2. Mind, Brain and Experience (PSY 254)
3. Substance Use Disorders: Diagnoses and Treatment (PSY 340)
4. Treatment of Substance Use Disorders (PSY 350)
5. Case Management of Substance Use Disorders (PSY 360)
6. Psych of Prevention Science (PSY 363)
7. Family Psychology (PSY 365)
8. Small Group Processes (PSY 367)
9. Counseling Issues in the Treatment (PSY 370)
10. Intro to Clinical and Counseling Psychology (PSY 380)



SCAN ME

Tuition:

Per individual course: \$500*

Total Tuition (10 courses): \$5,000*

**Textbooks are not included in tuition.*

**For information regarding the above program,
please contact the CASAC coordinator at casac@ccny.cuny.edu and cpshealth@ccny.cuny.edu**

Pharmacy Technician Certification Program

This 75-hour online program, introduces students to the applied knowledge and practical skills needed to support licensed pharmacists and provide quality patient care. Upon successful completion, students will be prepared to take the Pharmacy Technician Certification Examination (PTCE), administered by the Pharmacy Technician Certification Board (PTCB).

Topics Include:

- Identifying common medications
- Interpreting and processing medication orders and prescriptions
- Performing pharmaceutical calculations
- Learning federal and regulatory requirements
- Applying patient safety and quality assurance principles

Mon & Wed 6:00pm to 9:00pm 09/09 - 12/07/26
FA26MW1-D 25 sessions 75 hrs. \$1,000* (Online)

Tu & Th 6:00pm to 9:00pm 09/08 - 12/03/26
FA26TUTH1-D 25 sessions 75 hrs. \$1,000* (Online)

Sat 10:00am to 3:30pm 09/26 - 01/23/27
FA26SAT 15 sessions 75 hrs. \$1,000* (Online)

**Textbooks and national exam fee are not included in tuition.*

Eligibility Requirements:

- Students must have a High School Diploma, GED® or HSE Diploma
- At least 18 years of age
- Able to work legally in the U.S



Register Online

ccny.cuny.edu/cps/pharmacy-technician

For information regarding the above program, email cpshealth@ccny.cuny.edu



DREAM BIG

Learn English to unlock opportunities with
confidence, connection, and a brighter future

English Language Institute (ELI)

Intensive English Classes

CCNY's English Language Institute (ELI) offers intensive English instruction for non-native speakers looking to strengthen their language skills for academic or professional advancement. Our program serves both international students and NYC residents preparing for study at American universities or aiming to improve career opportunities. Upon completion, students may apply to City College undergraduate or graduate programs and waive the TOEFL requirement.

International students

on F-1 visa are required to take at least 3 sessions.

Fall Schedule:

- **Session 1:** August 24 — September 28, 2026
- **Session 2:** September 30 — November 4, 2026
- **Session 3:** November 9 — December 15, 2026

All classes are 9:30 AM to 2:30 PM Monday - Thursday



SCAN ME

Tuition:

- 1 Session: \$925
- 2 Sessions: \$1825
- 3 Sessions: \$2725

NYC Residents - 10% Discount
for Aug 24th start date! New applicants only.
Use code: **resident10** at checkout

"English is spoken by over 1.5 billion people worldwide—making it the most widely spoken second language."
(Ethnologue, 2023)



Learn More About ELI

www.ccny.cuny.edu/cps/about-eli

For information regarding the above program, email eli@ccny.cuny.edu

Start Your Path to a Stable, High-Paying Career in Tech

Data Analytics	23
Intro to AI and Machine Learning	24
AI for Business Productivity	25
AI in Project Management	26
Computer and Network Service Technician	27

“Technology careers are growing fast, pay well, and don’t always require a four-year degree—get the skills employers need and start your future now.”

— Based on U.S. Bureau of Labor Statistics data



Data Analytics for Beginners

Turn Data Into Insights and Career Opportunities



The Data Analytics Certificate Program prepares students to explore and analyze data to solve real-world business problems. This hands-on course covers the essential tools and techniques used in the industry today, including SQL for data querying, Tableau for data visualization, and Python for statistical analysis.

Learn how to collect, clean, and interpret data, design dashboards, and communicate findings through impactful reports. Guided projects and a capstone assignment provide practical experience working with datasets across various industries.

By the end of the course, students will gain a strong foundation in analytical thinking, data storytelling, and technical skills that prepare them for entry-level roles in data analytics and business intelligence.

Mon & Wed 6:00pm to 9:00pm 9/14 - 12/09/26
DAFA26 24 sessions 72 hrs. \$650* (Online)

Learning Objectives:

Through hands-on projects and guided instruction, you'll learn how to:

- Analyze and organize data using Excel
- Query and manage data with SQL
- Create interactive dashboards and visualizations in Tableau
- Perform data analysis and automation using Python
- Communicate findings through compelling reports and presentations
- Apply analytical thinking to solve real business challenges



Register Online

bit.ly/4bwtYWZ

For information regarding the above program, email cpstech@ccny.cuny.edu

Intro to AI and Machine Learning

Master Essential AI and Machine Learning Skills and Explore Real-World Applications to Build Practical Solutions and Engage Thoughtfully with Emerging Technologies

“AI and machine learning roles are among the top 5 fastest-growing jobs, with median U.S. salaries ranging from \$120,000 to \$160,000.”

— Based on LinkedIn’s 2024 Jobs on the Rise and U.S. Bureau of Labor Statistics data



This course provides a broad introduction to Artificial Intelligence (AI) and Machine Learning (ML) for beginners, emphasizing real-world applications and ethical considerations. Students will learn foundational AI and ML concepts, such as pattern recognition, neural networks, and data preparation, along with user-friendly tools for building simple AI models. By the end of the course, students will understand how AI is applied across industries like healthcare, business, and social media, and how to engage thoughtfully with AI technologies.

Mon & Wed 6:00pm to 8:00pm 10/05 - 12/02/26
AIML-FA26 18 sessions 32 hrs. \$600* (Online)



Register Online
bit.ly/4w7lgWy

Learning Outcomes:

1. Explain foundational AI and Machine Learning concepts, including neural networks, supervised and unsupervised learning, and data preparation.
2. Identify practical applications of AI across different sectors and evaluate their impact on society.
3. Use user-friendly, no-code tools to create simple AI models and interpret their outcomes.
4. Analyze and discuss ethical considerations, including AI bias, fairness, and privacy.
5. Engage critically with current events and examples of AI in everyday life.

For information regarding the above program, email cpstech@ccny.cuny.edu

AI for Business Productivity: From Automation to Content Creation

Master Practical AI Skills and Apply Real-World Tools to Enhance Workplace Efficiency, Automate Tasks, and Elevate your Impact Across Any Professional Field



The AI for Business Productivity course prepares professionals to leverage artificial intelligence to streamline workflows, enhance creativity, and improve decision-making. Learners will become proficient in applying AI tools within Microsoft 365, Google Workspace, and other platforms to automate tasks, analyze data, and generate high-impact content—building a portfolio of real-world solutions to boost performance and career potential.

Th 6:00pm to 8:00pm 9/17 - 12/10/26
AIBP-FA26 22 sessions 42 hrs. \$625 (Online)*

**Please note: this online course combines weekly live Zoom sessions for interactive learning with flexible, self-paced labs and materials you can complete on your own schedule.*

Learning Outcomes

- **Work Smarter with AI:** Learn to automate tasks, enhance communication, and improve decision-making using tools like Microsoft Copilot and Google Gemini.
- **Build a Job-Ready Portfolio:** Complete real-world projects you can apply immediately or use to advance your career.
- **Boost Creativity and Impact:** Create polished reports, visuals, and presentations with AI-powered content tools.
- **Use AI Responsibly:** Understand ethical considerations, including privacy, bias, and responsible implementation.
- **Earn a Recognized Certificate:** Aligned with ISTE standards to validate your digital workplace skills.



Register Online

bit.ly/3Ud0Eij

For information regarding the above program, email ace@ccny.cuny.edu

AI in Project Management

Master Practical AI Skills and Apply Real-World Tools to Enhance Workplace Efficiency, Automate Tasks, and Elevate your Impact Across Any Professional Field



The AI in Project Management course prepares professionals to harness artificial intelligence to plan smarter, manage projects more efficiently, and make data-driven decisions with confidence. Learners will develop practical skills using AI-powered tools to optimize scheduling, resource allocation, risk management, and project performance—equipping them to lead technology-enabled projects and stay competitive in the evolving workplace

Fri 6:00pm to 8:00pm 10/02 - 11/20/26
AIPMFA26 8 sessions 16 hrs. \$425 (Online)

Learning Outcomes

- Embracing AI in Project Management and Basic Concepts
- The AI Project Life Cycle: Navigating from problem scoping to evaluation
- Optimizing Project Outcomes with AI: AI tools and techniques
- The business challenges of incorporating AI into the organization
- Real-world applications of AI in project management
- Harnessing the future: Action plan for AI-Driven project management



Register Online

bit.ly/3RP28OX

For information regarding the above program, email ace@ccny.cuny.edu

Computer and Network Service Technician

Jumpstart your tech career with this comprehensive course designed to prepare you for **entry-level roles in IT support** and the **CompTIA A+ certification exam**. Through instructor-led online program, students will build a solid understanding of IT fundamentals, including system setup, device configuration, basic networking, security principles, and support procedures. The curriculum emphasizes real-world applications to help students develop the critical thinking and problem-solving skills needed to succeed in today's technology-driven environments.

Learning Outcomes:

By the end of the program, students will be able to:

- Assemble components based on customer requirements, Install, configure, and maintain PCs, mobile devices, and software
- Understand the basics of networking and security forensics
- Properly diagnose & resolve common hardware and software issues
- Apply troubleshooting skills
- Provide appropriate customer support
- Understand scripting, virtualization, desktop imaging, and deployment

Mon & Thurs 6:00pm to 8:00pm 9/28 - 12/03/26
APlus-FA26 18 sessions 54 hrs. \$625 (Online)*

Typical Job Roles

- IT technician: \$48,794
- Help desk technician: \$51,019
- Technical support specialist: \$49,072
- Desktop support administrator: \$58,089
- System support specialist: \$71,530
- Associate network engineer: \$89,602

The CompTIA A+ certification is a globally recognized, entry-level certification for IT professionals



Register Online

www.ccny.cuny.edu/cps/comptia

For information regarding the above program, email cpstech@ccny.cuny.edu

Build Skills and Advance Your Career with Professional Development

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***Professional Development
That Moves You Forward!***



Professional Development

Digital Literacy

Build your technology skills one course at a time. The City College of New York's Continuing and Professional Studies offers a series of beginner-friendly digital literacy courses designed to help adults gain confidence and proficiency in essential computer applications.

Each course focuses on a specific software or digital skill, allowing you to choose the topics most relevant to your personal or professional goals.

Prerequisites:

- Introduction to Computers or basic working knowledge of the computer, Microsoft Word: Level 1 or equivalent
- Students must have a Gmail account to participate in the program

Tuition:

- Per individual course: \$424*

**Registration fee included in tuition.*

- **Microsoft Word (Introduction)** – Learn to create, format, edit, and print professional documents using essential Word features like spell check, margins, and tabs.
- **Microsoft Excel (Level 1):** Get started with Excel by learning how to format data, write basic formulas, and create simple charts and graphs.
- **Microsoft Excel (Level 2):** Build on Level 1 with advanced formatting, formulas, and tools for data analysis and chart customization.
- **Microsoft PowerPoint:** Create clear, professional presentations using slides, graphics, charts, and transitions for school, work, or business.



Register Online

www.ccnycuny.edu/cps/dc37

For information regarding the above program, email ace@ccny.cuny.edu

Professional Development

Financial Literacy in the Digital Age

Build Future-Ready Financial Skills in a Practical Course Designed to Help You Navigate AI, Digital Banking, Cybersecurity, and the Future of Finance.



Ready to navigate the future of money? Whether you're looking to strengthen your financial knowledge, explore emerging technologies, or make smarter financial decisions, CCNY Continuing and Professional Studies' Financial Literacy in the Digital Age Certificate will equip you with the practical skills to thrive in today's digital economy.

Build in-demand skills in financial decision-making, AI and digital literacy, cybersecurity, critical thinking, and strategic planning—valuable across business, education, government, nonprofits, entrepreneurship, and more.

Mon & Thurs 6:00pm to 8:00pm 10/01 - 12/10/26
FINLFA26 20 sessions 40 hrs. \$500* (Online)



Register Online

<https://www.ccny.cuny.edu/cps/financial-literacy-digital-age>

Learning Outcomes:

- Explain how AI and emerging technologies are transforming personal finance.
- Evaluate digital banking platforms, FinTech services, blockchain, and digital assets.
- Use AI responsibly to research financial topics and support informed decision-making.
- Identify opportunities and risks associated with emerging financial technologies.
- Apply cybersecurity best practices to protect financial accounts and digital identities.
- Assess future trends impacting careers, entrepreneurship, and wealth creation.
- Develop and present a personalized Future of Finance Blueprint.

For information regarding the above program, email ace@ccny.cuny.edu

Visual Storytelling for Content Creators

Create Cinematic Stories for Social Media, Podcasts, and Independent Media



Learn how to transform your ideas into emotionally engaging visual stories using tools you already have. This hands-on professional development course introduces the creative principles behind cinema, documentary production, comics, motion graphics, and digital media—without requiring expensive equipment or previous filmmaking experience.

Students will use smartphones, tablets, computers, and accessible editing applications to plan, record, edit, and present original short-form content for social media, podcasts, small businesses, independent media projects, cultural initiatives, and entrepreneurial ventures.

Thurs 6:00pm to 9:00pm 10/01 - 11/19/26
VSCMFA26 8 sessions 24 hrs. \$375 (On-Campus)*

This course will be held at our Downtown Campus.



Register Online

<https://www.ccny.cuny.edu/cps/visual-storytelling-content-creators>

Learning Outcomes:

- Apply cinematic storytelling principles to short-form digital content
- Develop clear and engaging narrative concepts
- Use composition, framing, camera angles, and movement intentionally
- Plan content with storyboards and shot lists
- Record effective visual material using a smartphone
- Use sound, atmosphere, music, and silence to strengthen emotion
- Edit content using rhythm, pacing, continuity, and transitions
- Incorporate titles, captions, and basic motion graphics concepts
- Adapt one story for vertical, horizontal, and social media formats
- Produce and present an original short-form visual storytelling project

For information regarding the above program, email ace@ccny.cuny.edu

Personal Branding Through Visual Storytelling

Design Your Narrative for Creative Careers, Entrepreneurship & Social Media



Your personal brand is more than a logo, résumé, or social media profile. It is the story you tell about your experiences, values, skills, and professional goals—and how consistently you communicate that story across digital platforms.

The Personal Branding Through Visual Storytelling course at CCNY Continuing and Professional Studies helps you develop a clear, authentic, and visually engaging professional identity. Through storytelling, visual communication, design thinking, photography, content strategy, and beginner-friendly AI tools, you will learn how to transform your personal and professional experiences into a compelling brand narrative.

Wed 6:00pm to 9:00pm 9/30 - 11/18/26
PBVSFA26 20 sessions 40 hrs. \$375* (On-Campus)

**This course will be held at our Downtown Campus.*



Register Online

[https://www.ccnycuny.edu/cps/
financial-literacy-digital-age](https://www.ccnycuny.edu/cps/financial-literacy-digital-age)

Learning Outcomes:

- Identify the experiences, values, skills, and professional goals that shape a personal brand.
- Apply storytelling principles to professional and entrepreneurial communication.
- Develop a visual language using imagery, typography, color, composition, and creative references.
- Create narrative maps and visual mood boards.
- Produce consistent visual content for professional digital platforms.
- Develop content strategies for LinkedIn, portfolios, websites, and social media.
- Structure and deliver a short personal or professional pitch.
- Use AI tools responsibly for brainstorming, research, and visual experimentation.
- Produce a Personal Visual Storytelling Brand Kit for future professional use.

For information regarding the above program, email ace@ccny.cuny.edu

Professional Development

8-Hour Pre-assignment Training for Security Guards

This 8-hour course is required to obtain a security guard registration card from the New York Department of State.

TOPICS COVERED:

- Roles of a security guard
- Legal power and limitations
- Emergency situations
- Communications and PR
- Access control
- Ethics and Conduct

The passing of an examination is required for successful completion of this course.

Sat	9:00am to 5:00pm	09/19
FA26-1	1 session 8 hrs.	\$99* (On-Campus)
Sat	9:00am to 5:00pm	10/17
FA26-2	1 session 8 hrs.	\$99* (On-Campus)
Sat	9:00am to 5:00pm	11/21
FA26-3	1 session 8 hrs.	\$99* (On-Campus)

Requirements:

- Applicants must be 18 years of age or older
- Applicants must possess a valid Social Security Number
- Applicants must have a New York State-issued photo ID



16-Hour On-The-Job Training for Security Guards



This is a 16 hour course (2-days) must be completed within 90 days of employment start date as a security guard.

TOPICS COVERED:

- Role of a security guard
- Legal powers and limitation
- Emergency situations
- Communications and PR
- Access control
- Ethics and conduct
- Incident command system
- Terrorism

The passing of an examination is required for successful completion of this course.

Wed & Th	9:00am to 5:00pm	10/28 - 10/29
FA26-1	2 sessions 16 hrs.	\$175* (On-Campus)
Wed & Th	9:00am to 5:00pm	12/09 - 12/10
FA26-2	2 sessions 16 hrs.	\$175* (On-Campus)

Requirements:

- Applicants must be 18 years of age or older
- Applicants must possess a valid Social Security Number
- Applicants must have a New York State-issued photo ID



Register Online

www.ccny.cuny.edu/cps/security-guard-certification

For information regarding the above program, email ace@ccny.cuny.edu

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