



UNIVERSITY of WEST FLORIDA

Continuing Education

Summer 2025 Course Guide

Get your
new career
started this
Summer!

Chart Your Course: Unlocking Career Pathways

| Page 8

Healthcare Career Training

| Page 13

IT & Engineering Career Training

| Page 17

Personal Enrichment Courses

| Page 26

uwf.edu/continuinged



The Division of Continuing Education at the University of West Florida is a premier regional provider of educational and training services for non-traditional students.

We provide credit and non-credit education and training opportunities that meet the individual, community, and professional needs of learners.

Through participation in University and community educational partnerships, we create and support programs that meet the needs of the regional and state workforce and engage students in high-impact learning experiences.

We stimulate creativity and change lives through high-impact learning experiences.

We know there are no limits to what we can achieve—our potential knows no bounds.

LEARN MORE | uwf.edu/continuinged

UWF Notice: Summer 2025 University Closures

- **May 23, 2025:** Designated Holiday
- **May 26, 2025:** Memorial Day
- **June 19, 2025:** Juneteenth
- **July 4, 2025:** Independence Day

Contact Us

UWF Continuing Education Student Support can help you discover the right class for you, register for upcoming courses and answer all of your questions.

Phone Hours:

Mon. - Fri., 9:00 a.m. - 4:00 p.m.

Office Hours:

Mon. - Thurs., 9:00 a.m. - 4:00 p.m.

Email: ContinuingEd@uwf.edu

Phone: 850.473.7468



@UWFContinuingEd

Appointments also available upon request.

Summer 2025

FEATURE:

Chart Your Course:

Unlocking Career Pathways... 8

Career Development.....3

Business & Administration..... 4

Computer Science 10

Digital Arts & Design12

Healthcare..... 13

Hospitality..... 16

IT & Engineering17

Legal..... 20

Lifestyle & Wellness.....21

Teaching & Education.....22

Vocational Training.....23

Writing..... 24

Test Preparation..... 25

Personal Enrichment..... 26

Leisure Learning..... 26

Information..... 28

Three Easy Ways to Register for Class:

Online

uwf.edu/continuinged

By Phone

**Mon. - Fri., 9:00 a.m. - 12 p.m.
& 1:00 p.m. - 4:00 p.m.**

To pay by Visa or MasterCard, call the Student Support Center at **850.473.7468**.

In Person

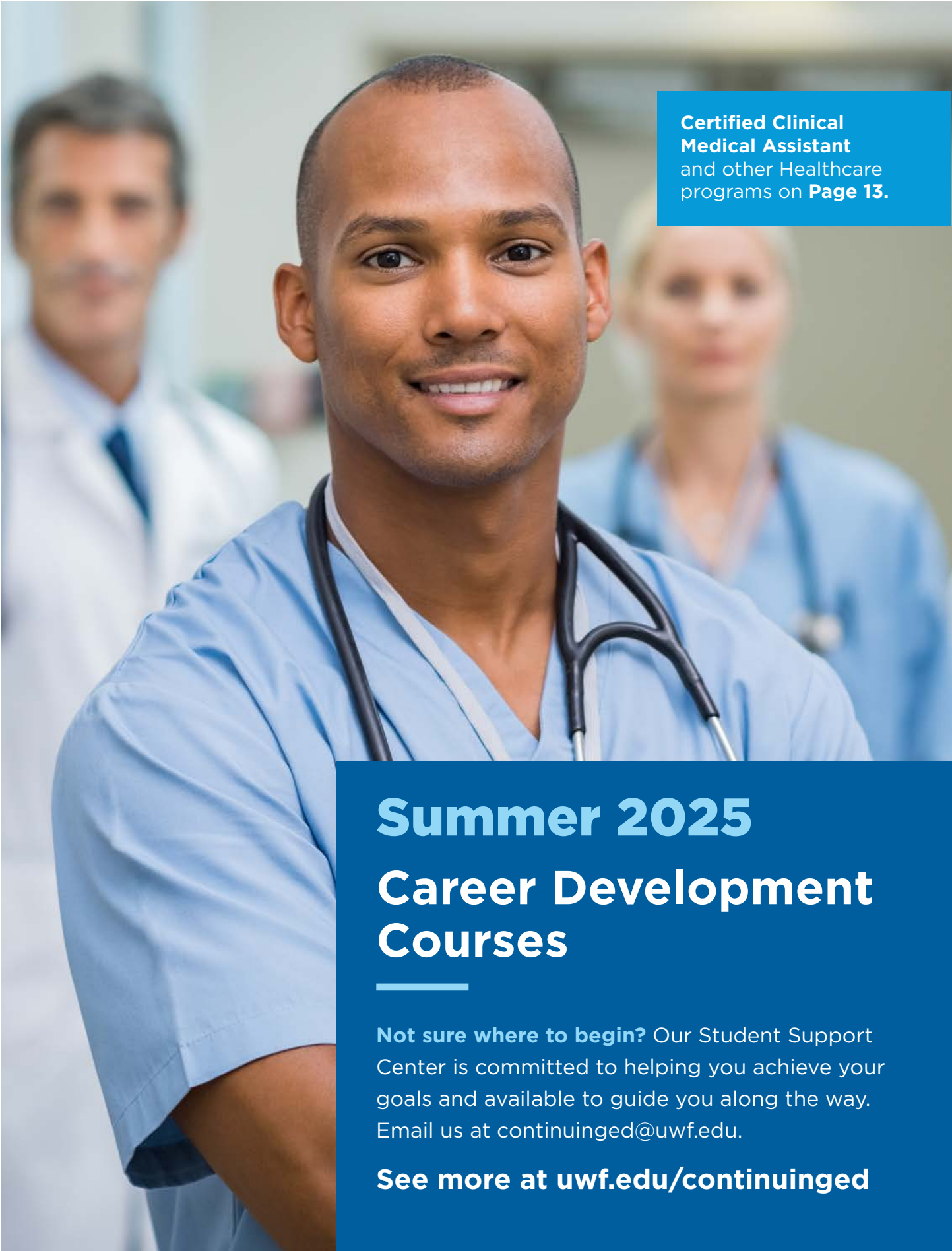
**Mon. - Thur., 9:00 a.m. - 12 p.m.
& 1:00 p.m. - 4:00 p.m.**

UWF Main Pensacola Campus,
11000 University Pkwy.
Bldg. 77, Suite 157

University of West Florida Division of Continuing Education is a premier regional provider of high-quality credit and non-credit courses, community programming, customized training, CEUs and conference planning. **uwf.edu/continuinged**



Continuing Education
UNIVERSITY of WEST FLORIDA



**Certified Clinical
Medical Assistant**
and other Healthcare
programs on **Page 13.**

Summer 2025

Career Development Courses

Not sure where to begin? Our Student Support Center is committed to helping you achieve your goals and available to guide you along the way. Email us at continuinged@uwf.edu.

See more at uwf.edu/continuinged

Business and Administration

Expand your knowledge and enhance your skills with business courses and certificate programs in Business and Administration. Develop effective business plans and explore key business elements including accounting, communication, finance, legal, human resources, marketing and project management.

MBA Prerequisite Modules

A solid understanding of business foundations is essential to the successful completion of the UWF Masters of Business Administration program. These modules provide a self-paced, online option for fulfilling UWF's MBA program prerequisites.

Online Open Enrollment | \$150

Location: Online

Accounting Fundamentals Series

Whether you're a sole proprietor looking to manage your business finances or you simply want to gain an understanding of accounting basics for career advancement or for personal use, the courses in this bundle will give you a solid foundation in financial matters.

Start Dates: 5/14, 6/11, 7/16

48 Course Hours | \$262*

Location: Online

Accounts Payable Manager Certification

Prepare for the Institute of Finance & Management's (IOFM) Accounts Payable

Manager (APM) certification, the gold standard within the financial operations industry. Gain key AP skills, including leadership, internal controls and oversight and process improvement.

Start Anytime | Exam Cost Included

30 Course Hours | \$1,399*

#GES2075 | Location: Online

Administrative Assistant Fundamentals

Identify opportunities and implement solutions for increased productivity throughout your company. Master the essentials of managerial and staff support, information and records management, communications technology, travel coordination, space planning and office ergonomics.

Start Dates: 5/14, 6/11, 7/16

6 Weeks/24 Course Hours | \$147*

Location: Online

Business Operations Specialist

This practical course will teach you the fundamentals of business management and operational planning. Gain essential



skills and strategies that you can put into action at your workplace, such as risk management, scheduling and control.

Start Anytime

200 Course Hours | \$2,085*

#GES2067 | Location: Online

Career Counselor and Life Coach

Learn career development stages, planning fundamentals, and how to work with diverse audiences as well as the Core Competencies of the International Coach Federation (ICF) and ICF-recognized protocols..

Start Anytime

160 Course Hours | \$3,130*

#GES2104 | Location: Online

Certified Administrative Professional Training

Give yourself a competitive edge by earning the industry-recognized CAP certification. This 100% online certified administrative professional course will help you gain the technical skills and knowledge needed to earn this industry credential. Understand administrative fundamentals, including financial responsibilities and project management.

Start Anytime | Voucher Included

100 Course Hours | \$2,064

#GES291 | Location: Online

Certified Business Data Analytics (CBDA) Prep Course

Prepare to learn in-demand business data analysis skills and stay on top of industry trends in this immersive online course. The Certified Business Data Analytics (CBDA) Prep Course provides highly focused exam preparation support for the CBDA exam.

Start Anytime | Voucher Included

60 Course Hours | \$1,755*

#GES2156 | Location: Online

The Complete Project Manager with CAPM® and PMP® Prep

The Complete Project Manager with CAPM® and PMP® Prep course is designed for seasoned project managers—providing you with a strong grasp of project management from start to finish. Cover a good foundation of project management concepts and terminology, before deepening your understanding and practical application of project management tools, methods, and processes. Throughout the project management training, you will learn through a life cycle approach—meaning you will work through the project life



cycle, from building a business case to closing down the project.

Start Anytime

250 Course Hours | \$2,987*

#GES251 | Location: Online

Certified Bookkeeper

Bookkeeping is the backbone of every organization's need to carefully account for its financial activities. It accounts for sales, purchases and payments that flow through an entity. This course is designed for a bookkeeper looking to formalize their education with an in-demand certification. You will get a high-level review of basic accounting concepts to prepare you to sit for and pass all four exams for the AIPB Certified Bookkeeper certification.

Start Anytime | Exam Cost Included
140 Course Hours | \$2,370*
#GES202 | Location: Online

Certified Six Sigma Black Belt

The Six Sigma methodology is a data-driven approach to removing defects and improving processes at any organization. Learn how to effectively apply the elements and methods of Six Sigma. As a Six Sigma Black Belt, you will be responsible for initiating projects and directing the efforts of company teams. This course prepares you for the ASQ Certified Six Sigma Black Belt Examination and equips you to apply Six Sigma concepts and methods as a practitioner or consultant.

Start Anytime
120 Course Hours | \$2,195*
#GES2009 | Location: Online

Certified Virtual Assistant

Master the skills of a virtual assistant in this virtual assistant training course and start your own virtual assistant business. Learn how to set up your virtual assistant packages, rates, and contracts, along with the tools for virtual assistants to offer a list of services for remote work.

Start Anytime
240 Course Hours | \$3,045*
#GES2130 | Location: Online

Creating a Successful Business Plan

Transform your business ideas into a solid plan to secure financing and support long-term success. This business planning course will guide you through the steps to create the key components of a business plan. You will emerge with an initial draft that you can

Entrepreneurship: Start-Up and Business Owner Management

Delve into the world of entrepreneurship, from generating an idea to writing a business plan. Refine your startup idea as you prepare for the Entrepreneurship and Small Business Certification. You will learn all business areas of an entrepreneurship venture, such as legal structure and requirements, funding sources, intellectual property law, operations, marketing, advertising and finances. By course completion, you will create



a comprehensive business plan to get your startup idea off the ground and into the market.

Start Anytime | Voucher Included
200 Course Hours | \$2,950*
#GES439 | Location: Online

use as a resource for the next step in your entrepreneurial journey.

Start Dates: 5/14, 6/11, 7/16
or Self-Guided, Start Anytime | \$157*
Location: Online

Executive Assistant with Microsoft Office Specialist (MOS) Expert

Executive assistants possess a broad skill and provide direct support to executive leadership. This course will prepare you for two important certifications in your career as an executive assistant: Certified Administrative Professional (CAP) and Microsoft Office Specialist (MOS) Associate. Learn the intricacies of organizational communication, office and records management and human resources fundamentals, among other topics. Then learn to use Microsoft Office 2019 programs like Word, Excel and PowerPoint.

Start Anytime | Vouchers Included
795 Course Hours | \$5,715*
#GES2082 | Location: Online

Google and Small Business Management Suite

Gain the techniques needed to build your business and incorporate Google Workplace applications to increase productivity. The course suite includes Getting Started with Google Workspace, Small Business Marketing on a Shoestring and Start Your Own Small Business.

Start Dates: 5/14, 6/11, 7/16
72 Course Hours | \$411*
Location: Online

Human Resources Professional with Payroll Practice and Management

Virtually every organization has a human resources (HR) department, so skilled HR professionals are always in demand. Gain essential skills and knowledge needed for a role in any HR department. By course completion, you will be prepared to take the PHR (Professional in Human Resources) and the Fundamental Payroll Certification (FPC) certification exam.

Start Anytime
250 Course Hours | \$3,617*
#GES2056 | Location: Online

Interpersonal Communication

Explore concepts of verbal and nonverbal expression including personal style, listening, relationship dynamics, conflict management and cultural and gender communication differences.

Start Dates: 5/14, 6/11, 7/16
or Self-Guided, Start Anytime | \$131*
6 Weeks/24 Course Hours
Location: Online

Managing Remote Teams

Whether you have gone from managing the occasional "telecommuter" to managing a fully remote team or have been managing a remote team and would like to explore new strategies and best practices for this unique form of management—this course is for you.

Start Dates: 5/14, 6/11, 7/16
or Self-Guided, Start Anytime | \$154*
6 Weeks/24 Course Hours
Location: Online

ONLINE SKILL DEVELOPMENT

Popular 6-Week Business Courses

Collaborative Problem Solving:

Learn essential strategies for solving problems and challenges that arise during collaboration and ways to move forward toward achieving a common goal.

Fundamentals of Supervision and Management:

Gain skills in managing time, delegating responsibility, motivating employees, solving problems and resolving conflicts.

High Performance Organization:

Provides strategies and tactics to help build a foundation for your organization to become a High Performance Organization (HPO).

Individual Excellence: Develop career-enhancing skills including goal setting, time management and personal organization.

Keys to Effective Communication:

Become more confident, create a great first impression and create better relationships.

Leadership: Learn how to use the principles of great leaders to achieve success in almost every aspect of your daily life.

Mastering Public Speaking:

Find out how to talk confidently and persuasively to both large audiences and small groups.

Supervisor Suite: Find out how to talk confidently and persuasively to both large audiences and small groups.

Using Social Media in Business:

This course will help you harness the power of social media to connect with new customers, advertise products and promote your brand.

Start Dates:

5/14, 6/11, 7/16

or Self-Guided, Start Anytime

Tuition: \$143-\$360*

Location: Online

Register: ed2go.com/uwf

Business and Administration

New Manager Suite

Learn how to be an effective manager or supervisor by developing leadership skills that can help you gain the respect and admiration of others, while also allowing you to enjoy success in your career. You will also learn how to master the basics of business and organizations, the people skills required to motivate and delegate, the tools for solving problems and resolving conflicts, and the basics of communicating effectively.

Start Dates: 5/14, 6/11, 7/16

72 Course Hours | \$409*

Location: Online

Nonprofit Manager

Develop the skills and strategies you need to become a leader in the non-profit sector. This course will show you everything you need to know to transform good intentions into a professional plan of action. Throughout the course, you will have an opportunity to look at how nonprofits of all sizes to learn how you can ensure that your nonprofit is successful.

Start Anytime

100 Course Hours | \$2,195*

#GES447 | Location: Online

Professional Bookkeeping with QuickBooks Online

Acquire the skills you need to make the most of QuickBooks Online. This course will help you understand how to get your business finances in order and save time with this powerful and useful tool. This course also serves as preparation for the QuickBooks Certified User exam.

Start Anytime | Voucher Included

100 Course Hours | \$2,425*

#GES2046 | Location: Online

Presentation Skills Suite

Build good presentation skills step-by-step and learn to confidently persuade audiences of any size. Take your PowerPoint skills from ordinary to extraordinary and learn to create professional-quality slide presentations.

Start Dates: 5/14, 6/11, 7/16

72 Course Hours | \$392*

Location: Online

Resume Writing Workshop

Transform your resume into a powerful tool that will help you get interviews. This course is invaluable to anyone who wants to improve their resume as it will introduce you to different formats, help you make the most of your work experience, and discover how to use reference to your advantage.

Start Dates: 5/14, 6/11, 7/16

or Self-Guided, Start Anytime

6 Weeks/24 Course Hours | \$154*

Location: Online

Small Business Suite

Learn how to be your own boss! This series will give you the information you need to start your own home-based or online business by developing the qualities of successful entrepreneurs. You will receive a step-by-step approach that will help you build a simplified strategy and attract customers with successful marketing techniques on a tight budget.

Start Dates: 5/14, 6/11, 7/16

72 Course Hours | \$392*

Location: Online

Soft Skills Suite

Soft skills enable you to fully utilize your hard skills. This series will help you learn the secret to achieving successful working relationships with people you perceive to be difficult and how to better communicate with others by managing conscious and unconscious codes. You'll also discover the steps needed to make great decisions so that you can make the most of every opportunity.

Start Dates: 5/14, 6/11, 7/16

96 Course Hours | \$521*

Location: Online

Understanding the Human Resources Function

This course helps people without experience in HR to understand this vital link in the organizational chain. It prepares managers and business owners to handle basic HR functions in a way that ensures the best possible result.

Start Dates: 5/14, 6/11, 7/16

or Self-Guided, Start Anytime

6 Weeks/24 Course Hours | \$154*

Location: Online

Accelerate Your Career with an Online Certificate

Certificates provide a quick, cost-effective option for advancing your education level.

UWF's certificate programs and expert-led courses are perfectly suited for those who wish to enhance their resume or build skills in a shorter amount of time than a traditional program.

- AI in the Workplace
- Behavior Analysis
- Cybersecurity
- Advanced Data Science
- Current and Emerging Instructional Technology
- Data in the Workplace
- Data Science
- Engineering Professional
- Geographic Information Science
- Human Performance Improvement
- Intelligence Analysis Certificate
- Medical Laboratory Sciences
- Nursing Education
- Online Teaching and Learning
- Special Topics In Healthcare Administration
- Teaching English to Speakers of Other Languages (TESOL)

Start your admission application today at uwf.edu/apply.

uwf.edu/online



UNIVERSITY of
WEST FLORIDA

Chart Your Course: Unlocking Career Pathways

BY HEATHER LEBLANC

Career pathways offer a structured way of leveraging existing skills into dynamic opportunities for long-term professional success. UWF Continuing Education programs are designed to empower learners to progress toward career goals through professional certificates, industry certifications and more.

What Are Career Pathways?

Career pathways are frameworks to guide you through education and professional development stages, ultimately leading to fulfilling career opportunities. They often begin with basic credentials and entry-level roles, with planned, incremental steps leading to advanced job opportunities and educational achievements. By combining educational programs, skill-building opportunities and practical experiences, these career pathways can help you visualize and pursue your professional aspirations.

Initial credentials, including non-credit certificates or industry-recognized certifications, can offer immediate employability and practical skills. From there you have the knowledge and skills to advance into specialized certifications or graduate-level coursework. A well-defined career pathway empowers you to shape your professional journey and achieve a rewarding career.

Benefits of Career Pathways

Career pathways provide numerous tangible benefits:

- **Clear Progression:** Mapping out a clear trajectory allows you to set realistic short and long-term goals, making career advancement manageable and less overwhelming.



- **Enhanced Employability:** Employers value the specialized skills that certificates and certifications provide.
- **Cost-Effective Education:** Stackable credentials allow you to advance your education gradually, spreading the financial commitment over time.
- **Reduced Career Uncertainty:** Structured pathways remove uncertainty by keeping the end goal in mind.
- **Continuous Growth:** Lifelong learning opportunities ensure your skills remain relevant and adaptable to industry changes.

UWF Career Pathways: Career Training, Certificates, Degrees and Beyond

UWF Continuing Education creates accessible pathways through flexible learning options suitable for both early-career professionals and mid-career individuals aiming to expand their expertise. Career training certifications and non-credit certificates can enhance your career advancement opportunities.

For instance, a career training program or industry certification can equip you with the foundational skills needed to enter a new field, opening doors to immediate job opportunities. As you continue working, you can progress through graduate-level studies or additional education programs, eventually obtaining an advanced degree or certification to further your career.

Adding targeted certificates to existing degrees can bolster career progression. Highly sought-after skills, such as those gained from AI or Data Science certificates, complement existing expertise and enable professionals from diverse fields to remain competitive by embracing new technologies.

Taking Your Next Step Toward Success

Whether you're starting a new career or aiming to elevate an existing one, UWF Continuing Education offers the support needed to bring clarity to your career advancement journey. Transform your skills into future opportunities by charting your professional pathway today.



Computer Science

Upgrade your skill set, learn industry standards or jump-start your technical career with Computer Science courses and programs. Gain proficiency in a variety of common computer applications or dive deep into computer programming and software development.

Accounting with Microsoft Excel 2019 Suite

This accounting course suite will teach you fundamental accounting skills, while training you to use Microsoft Excel 2019 including Pivot Tables, macros and other advanced Excel functions.

Start Dates: 5/14, 6/11, 7/16

96 Course Hours | \$564*

Location: Online

Getting Started with Google Workspace

More and more businesses are switching to Google Workspace for their business documents and communications. In this course, you will get experience with nine great Google apps for business and personal use, including Gmail, Docs, Sheets, Slides, Drive, Contacts, Calendar, Meet and Chat and learn how they all work together in a seamless suite.

Start Dates: 5/14, 6/11, 7/16

Self-Guided, Start Anytime | \$164*

6 Weeks/24 Course Hours

Location: Online

Front-End Web Developer

Considering how many websites exist, front-end web developers are in high demand. This course will prepare you for an entry-level career in this growing job

market. You will learn how to use HTML, CSS, and JavaScript to create functional, responsive web applications.

Start Anytime

160 Course Hours | \$2,234*

#GES3014 | Location: Online

Full Stack Software Developer

Learn a wide range of skills and technologies that are essential for becoming a proficient full stack developer, such as aspects of front-end, back-end, and full stack development. From understanding fundamental concepts for developers to mastering key technologies, the full stack developer course provides a comprehensive education through milestone exercises and a hands-on project building a functional website that you can showcase to future employers.

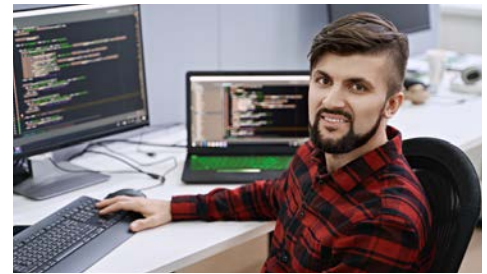
Start Anytime

500 Course Hours | \$4,295*

#GES3123 | Location: Online

Intermediate SQL

Expand your knowledge of Structured Query Language (SQL), the industry standard database programming language. Gain confidence using a wide range of advanced SQL techniques. This course will expand your SQL knowledge



and provide skills for writing powerful queries to perform complicated searches and data sorting.

Start Dates: 5/14, 6/11, 7/16

Self-Guided, Start Anytime

6 Weeks/24 Course Hours | \$148*

Location: Online

Introduction to C# Programming

Use hands-on practice, examples and assignments to develop your knowledge of C# programming by using a state-of-the-art language to build impressive applications on your very own computer.

Start Dates: 5/14, 6/11, 7/16

Self-Guided, Start Anytime

6 Weeks/24 Course Hours | \$147*

Location: Online

Introduction to QuickBooks Online

Manage the financial aspects of your small business quickly and efficiently using QuickBooks Online. This course will give you hands-on experience recording income and expenses; entering checks and credit card payments; tracking your payables, inventory, and receivables; and much more.

Start Dates: 5/14, 6/11, 7/16

Self-Guided, Start Anytime

6 Weeks/24 Course Hours | \$156*

Location: Online

Artificial Intelligence and Machine Learning Suite

Gain a foundation of practical knowledge on artificial intelligence (AI) and machine learning beginning with the science behind AI computer systems then a more thorough look at machine learning, the problem it is trying to solve, and specific techniques and applications used in supervised, unsupervised and semi-supervised learning.



Start Dates: 5/14, 6/11, 7/16

48 Course Hours | \$262*

Location: Online

Introduction to Programming

Take your first steps toward a career as a computer programmer as you get hands-on practice writing applications containing GUIs, sound, and graphics. This course will provide the skills and confidence you need to program in BASIC and design your own custom applications for home, school or work.

Start Dates: 5/14, 6/11, 7/16

Self-Guided, Start Anytime

6 Weeks/24 Course Hours | \$147*

Location: Online

Introduction to SQL

Gain a solid working knowledge of the most powerful and widely used database programming language. This course will provide you the skills to write SQL queries to create tables, retrieve data from single or multiple tables, manipulate data in a database, and gather statistics from data stored in a database.

Start Dates: 5/14, 6/11, 7/16

6 Weeks/24 Course Hours | \$148*

Location: Online

Intro to Microsoft Excel 2019

This course introduces the basic functions and uses of Microsoft Excel. Through hands-on lessons, you will learn numerous shortcuts to quickly and efficiently set up worksheets, use the function wizard to calculate statistics, future values and more. You will also get tips on sorting and analyzing data and automating frequently-repeated tasks with macros and buttons.

Start Dates: 5/14, 6/11, 7/16

Self-Guided, Start Anytime

6 Weeks/24 Course Hours | \$163

Location: Online

Intro to Python 3 Programming

The Python programming language was developed to provide a way to develop code that's easy to create and understand. While Python contains the same basic structures as other languages, it also offers unique functionality that makes your life as a programmer easier. Create foundational programming structures with Python. This course will provide the fundamentals of computer programming in Python 3 with topics that include basic decisions

Computer Skills for the Workplace

Gain the computer competencies you need to survive and prosper in today's fast-changing workplace. Learn how to implement the powers of modern office software to work faster and more efficiently. By the time you finish, you will have learned why employers consider technological literacy so critical to the success of any organization.

Start Dates: 5/14, 6/11, 7/16



Self-Guided, Start Anytime

6 Weeks/24 Course Hours | \$147*

Location: Online

and loops, advanced data structures, object-oriented programming, and graphical user interfaces.

Start Dates: 5/14, 6/11, 7/16

Self-Guided, Start Anytime

6 Weeks/24 Course Hours | \$150*

Location: Online

Microsoft Access Certification

Learn foundational database concepts, how to create databases and tables, query those tables and create reports. By course completion, you will be able to design, customize and fully optimize an Access database. These key skills are fundamental to passing the MOS exam and earning your certification.

Start Anytime | Voucher Included

90 Course Hours | \$795*

#GES892 | Location: Online

Microsoft Office Specialist (MOS) Expert Certification Training

Earning your Microsoft Office Specialist (MOS) certification demonstrates your knowledge and

proves that you're ready to make an immediate impact at your organization. Build your expertise in these programs through hands-on exercises, in-depth course material and supplemental video demonstrations.

Start Anytime

335 Course Hours | \$2,495*

#GES890 | Location: Online

Python Developer

Python's popularity has increased over the years due to its simplicity, readability and extensive libraries. According to the TIOBE Index, Python consistently ranks among the top programming languages, making it a valuable skill. Whether you're new to programming or just want to learn a new language, this in-depth course will teach you the ins and outs of Python programming.

Start Anytime

155 Course Hours | \$1,124*

#GES340 | Location: Online

Oracle SQL and PL/SQL Developer + Java Programmer

By mastering Oracle, Java and Python, you will gain a diverse skill set that is highly sought after in the job market. Oracle enables effective data management, Java powers robust application development and Python excels in data analysis and automation. Together, they prepare you for a wide range of careers in technology, from database administration and software engineering to data science and beyond.

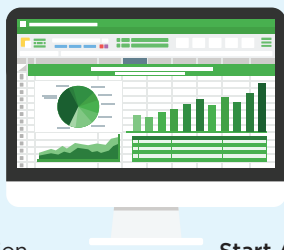
Start Anytime

415 Course Hours | \$2,795*

#GES3125 | Location: Online

Microsoft Excel Certification Training

Get the Excel training you need to achieve success so you can manipulate data faster and more efficiently in most workplace



situations. If your organization uses lists of any kind, you need to know how to use Microsoft Excel. Earning the Microsoft Office Specialist Excel Expert

certification sets your professional skill set apart from other Excel users. The course will prepare you for the Microsoft Office Specialist: Microsoft Excel Expert exam.

Start Anytime

Voucher Included

70 Course Hours | \$745*

#GES896 | Location: Online

Digital Arts and Design

Unleash your inner creative and refine your design skills with our selection of Digital Art and Design programs. If you are beginning a career in a design-related field or are looking to enhance your current skill set, our experienced instructors are dedicated to helping you maximize your potential as a successful designer.

Adobe Certified Professional in Video Design

If you want to become a master storyteller, achieving the Adobe Certified Professional in Video Design credential will help you. Earn the necessary certifications in Premiere Pro and Photoshop Adobe Certified Associate to show you have the editing skills to turn clips into a cinematic original. If you pass the Adobe Premiere Pro and Adobe Photoshop certification exams, you become Adobe Certified Professionals in Video Design.

Start Anytime | Voucher Included
110 Course Hours | \$1,615*
#GES3052 | Location: Online

Adobe Certified Professional

Learn five of the most often used Adobe programs: Dreamweaver, Illustrator, Photoshop, InDesign and Animate (formerly Flash). Becoming an Adobe Certified Professional will show you are ready to amaze clients, employers and collaborators with proof of your skillset using the world's most creative desktop apps. Upon

completion, you will be ready to take the five Adobe Certified Professional (ACP) certification exams.

Start Anytime | Vouchers Included
270 Course Hours | \$2,995*
#GES3051 | Location: Online

Certified Residential Interior Designer

The online Residential Interior Design Education (R.I.D.E.) program is available to both aspiring design individuals and interior designers who want to increase their education, career opportunities and professional status.

Start Anytime | Optional Externship Included
160 Course Hours | \$2,695*
#GES519 | Location: Online

Marketing Design Certificate

This course focuses on developing technical skill and creative artistry using applied marketing principles. You'll complete a variety of projects, including marketing concept development, retouching, compositing, illustration,



advertising design, logo design and corporate branding.

Start Anytime
360 Course Hours | \$3,298*
#GES502 | Location: Online

Photography Suite

Master the use of your DSLR camera as you learn how the technology can help you take beautiful portraits and action shots. Get a crash course in all the features and controls that can be used to elevate your photos and learn editing techniques for professional-looking images.

Start Dates: 5/14, 6/11, 7/16
72 Course Hours | \$350*
Location: Online

Video Game Design and Development

This course will help you design and create your own video game for the PC and become ready to join a team working on projects or pursue independent development.

Start Anytime
500 Course Hours | \$2,402*
#GES605 | Location: Online

ONLINE SKILL DEVELOPMENT

Popular 6-Week Digital Arts and Design Courses

Adobe Animate CC Training: Learn how to design interactive animations.

Discover Digital Photography: An introduction to digital photography, from DSLRs to smart phone cameras.

Interior Design Basics: Learn to create functional and aesthetically pleasing residential design plans while considering sustainability and accessibility.

Introduction to Photoshop CC: This project-oriented course is filled with

detailed step-by-step instructions that will teach you how to edit and manipulate images and create basic compositions using Photoshop in the Creative Cloud.

Mastering Your Digital SLR or Mirrorless Camera: Break through the technology barrier and learn how to use your camera.

Photoshop CC for the Digital Photographer: Master techniques to edit and enhance your digital images and add a professional polish to your work. This

course will give you a collection of useful techniques to show amazing results.

UI/UX Design: UI and UX design has emerged as the framing approach to all digital design. This course provides a basic foundation in every aspect of both.

Start Dates:
5/14, 6/11, 7/16
or Self-Guided, Start Anytime
Tuition: \$129-\$174*
Location: Online
Register: ed2go.com/uwf

Healthcare

Break into one of the fastest-growing industries with our Healthcare programs. Experience practical, hands-on training including instructional lab practice. Our programs fulfill in-demand requirements by the healthcare industry and encourage the teamwork, commitment and strength needed to succeed.

Certified Clinical Medical Assistant

Demand for medical assistants is growing faster than most any other occupation. Prepare for the National Healthcareer Association's CMA certification exam and be ready for an entry-level position in just four months. The Clinical Certified Clinical Medical Assistant (CCMA) training program will prepare you to successfully pass the National Healthcareer Association exam and directly enter the field of medical assisting. The program includes Phlebotomy Technician training and EKG Technician training. To date, students from UWF have achieved a 100% pass rate on the examination. Tuition includes all live instruction, labs, scrub set and all materials to include the CCMA exam and externship experience.

8/19/2025 - 12/9/2025 | \$4,300

Tue & Thu, 6:00 PM - 9:00 PM

(No class on 11/27)

Instructor: Jacqueline Sherrin

Location: Online with in-person labs

Certified Medical Administrative Assistant

Certified Medical Administrative Assistant (CMAA) training program will prepare you for the National

Healthcareer Association exam and open up an expansive range of opportunities for employment in physician offices, hospitals, surgery centers, assisted living facilities, dental offices, home healthcare agencies, mental health facilities and even insurance companies and consulting firms. Tuition includes all live instruction, materials and the CMAA exam cost.

6/24/2025 - 9/23/2025 | \$4,100

(No class on 7/3)

Tue & Thur, 6:00 PM - 9:00 PM

Instructor: Steven Carpenter

Location: Live virtual instruction

Certified Electronic Health Records Specialist

Earn your electronic health record specialist certification and play a vital role in ensuring patient data is secure and accurate. Skilled EHR Specialists provide critical support in the proper handling of patient information. Gain the skills required to become an asset in any healthcare environment and earn your EHR Specialist Certification through the National Healthcareers Association (NHA) in as little as four months. As a Certified EHR Specialist, you will interact with patients, physicians and insurance

professionals in order to ensure the best possible medical care experience. Earning this certification opens a range of employment opportunities.

6/21/2025 - 9/20/2025 | \$4,200

(No class on 7/25 & 8/30)

Sat, 8:00 AM - 1:00 PM

Instructor: Steven Carpenter

Location: Live virtual instruction

Introduction to the Physician Assistant Profession

Designed for individuals considering a career as a physician assistant (PA), this course takes the student through the history of the PA profession, its development and the role of the PA as a member of the healthcare team. Successful completion of this course by students will exempt them from the 500-hour requirement for previous patient care experience required for application to the FSU PA Program.

8/25/2025 - 12/13/2025

\$480 (noncredit)

Wed, 5:00 PM - 7:45 PM

Instructor: Kimberly Berggren

Location: UWF Pensacola Campus

Medical Billing and Coding Specialist

Prepares to pass the Certified Billing and Coding Specialist examination through NHA. The skills learned through the NHA CBCS certification are essential to hospitals, physician offices, surgery centers, nursing homes, dental offices, home healthcare agencies, mental health facilities and even insurance companies and consulting firms. Tuition includes all live instruction, materials, and CBCS exam (for eligible students).

6/3/2025 - 9/25/2025 | \$4,300

Tue & Thur, 6:00 PM - 9:00 PM

Instructor: Anna Stamm

Location: Live virtual instruction

Expanded Function Dental Assistant Program

Registered dental assistants help dentists conduct dental procedures and perform basic dental treatments. Prepare to sit for the Registered Dental Assistant exam through American Medical Technologists. Tuition includes all required books, live instruction, labs and test voucher for the RDA through AMT exam. Eligible students will also qualify for an 80-hour externship experience in a local dental office.



6/10/2025 - 9/25/2025 | \$4,500

Tue & Thur, 6:00 PM - 9:00 PM

Instructor: Danielle Driscoll

Location: Online with in-person labs

Healthcare

Molecular Diagnostics

UWF's online Molecular Diagnostics continuing education courses allow Medical Laboratory Scientists to prepare for Molecular Biology Certification Exams. Gain valuable, in-demand skills in molecular biology foundations and common methods used in clinical laboratories. These two courses provide comprehensive instruction in the application and practice of a wide range of molecular diagnostic topics.

Course 1: A general overview of laboratory processes designed for individuals needing a refresher.

Course 2: An overview of specific molecular diagnostic processes.

Start Upon Registration

\$600 each course

Instructor: Kristen Coffey

Location: Online

Registered Behavior Technician (RBT) Training Course

Health Science Essentials of Behavior

Pharmacy Technician

This course prepares aspiring pharmacy technicians to effectively assist in the packing and distribution of medication. You will receive didactic and hands-on training to develop the skills necessary to prepare you for the Pharmacy Technician Certification Exam (PTCE®) to obtain the Certified Pharmacy Technician (CPhT) credential from the Pharmacy Technician Certification Board (PTCB®).



Start Anytime | Voucher Included
400 Course Hours | \$2,995
#GES117 | Location: Online

Analysis (HSC 3102) meets the 40-hour curriculum prerequisite for the Registered Behavior Technician exam and is open to degree and non-degree seeking students. RBTs work directly with clients to implement behavior treatment plans under the guidance and supervision of a Board Certified Behavior Analyst (BCBA). Students passing the RBT exam are qualified to work in the field of behavioral health while earning their degree. This is the first course in the behavioral health

elective sequence necessary to become a Board Certified assistant Behavior Analyst (BCaBA).

10/20/25 - 12/13/25, Fri, 10:30 AM

Location: Online

Certified EKG Technician

This course will train you to apply, monitor and measure electrocardiography tests in a flexible, online learning environment. By course completion, you will be

Professional education with online convenience

The University of West Florida provides the complete pathway to develop your ABA career — featuring online undergraduate and graduate level degree offerings and continuing education courses. Online certificate programs are available for students who already have a degree and just need coursework for certification.

Get started today! Contact us at 850.474.2704 or aba@uwf.edu.



Center for
Behavior Analysis
UNIVERSITY of WEST FLORIDA

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uwf.edu/aba

prepared to take and pass the Certified EKG Technician Specialist (CETS) certification exam, offered by American Education Certification Association and the Certified EKG Technician (CET), provided by the National Healthcareer Association.

Start Anytime | Voucher Included
170 Course Hours | \$2,195*
#GES1047 | Location: Online

Certified Pharmaceutical Sales Representative

Demonstrating knowledge of core medical and scientific concepts will earn respect in the pharmaceutical industry. Upon successfully completing and passing all sections, you will receive a Pharmaceutical Representative Certification (PRC) offered by the Accreditation Council for Medical Affairs (ACMA).

Start Anytime | Exam Included
110 Course Hours | \$2,495*
#GES192 | Location: Online

Certified Phlebotomy Technician

Prepare for a career as a Certified Phlebotomy Technician (CPT) and learn what it takes to be successful in this industry through this interactive and immersive course. This course will prepare you for the Certified Phlebotomy Technician (CPT) certification exam through the National Healthcareer Association (NHA). The course also includes an opportunity to participate in a clinical experience.

Start Anytime
Voucher and Lab Included
200 Course Hours | \$2,295*
#GES1045 | Location: Online

Certified Physical Therapy Aide

Learn foundational physical therapy principles, medical terminology, tasks, and responsibilities needed to work as a certified physical therapy aide. You will also prepare for the Physical Therapy Technician/Aide Certification (PTTC) exam offered by the American Medical Certification Association (AMCA).

Start Anytime | Voucher Included
202 Course Hours | \$2,395*
#GES189 | Location: Online

ONLINE SKILL DEVELOPMENT

Popular Online 6-Week Healthcare Courses

Become a Physical Therapy Aide:

This course will teach you about the workings of the human body, various disorders, patient safety, and even how to speak the language of physical therapy.

Certificate in Gerontology: Enhance your skills for working with or caring for older adults through this multidisciplinary educational experience.

Certificate in Infectious Diseases and Infection Control: Gain a solid understanding of the most common infectious diseases as well as the procedures that can help contain them.

HIPAA Compliance: HIPAA Compliance training is a priceless addition to your resume. This course provides an understanding of the compliance

requirements of HIPAA, and subsequent rules and laws that affect HIPAA.

Medical Terminology Series: This series of courses includes lessons and activities designed to help you understand and remember the medical terminology you learn.

Medical Writer Suite: From Microsoft Publisher best practices to understanding the different types of medical writing, key medical terminology, and more—you will have the medical writer training employers desire upon course completion.

Start Dates:
5/14, 6/11, 7/16
or Self-Guided, Start Anytime
Tuition: \$100-\$423*
Register: ed2go.com/uwf

Home Health Aide

Our home health aide training course focuses on providing comprehensive career training to obtain the skills and responsibilities needed for success as a home health aide. By course completion, you will have a clear understanding of the task and duties of an HHA.

Start Anytime
280 Course Hours | \$2,495
#GES1018 | Location: Online

Optician Certification Training

Master the skills you need for a successful career as an optician and prepare yourself to take the ABO certification exam and NCLE exam.

Start Anytime | Voucher Included
150 Course Hours | \$2,295*
#GES126 | Location: Online

Patient Care Technician

Patient care technicians (PCTs) are crucial healthcare professionals who play a vital role in assisting nurses and other medical staff in providing care to patients. Prepare for the Certified Patient Care Technician (CPCT) certification exam through the National Healthcareer Association (NHA) or for the Patient Care Technician (PCTC) certification through

the American Medical Certification Association (AMCA).

Start Anytime | Voucher Included
325 Course Hours | \$2,295*
#GES1049 | Location: Online

Spanish for Medical Professionals

Prepare for any situation by bridging the communication gap between you, your patients and family members. This course provides knowledge of basic medical phrases to help you better communicate with the Spanish-speaking community.

Start Dates: 5/14, 6/11, 7/16
or Self-Guided, Start Anytime | \$155*
6 Weeks/24 Course Hours
Location: Online

Veterinary Assistant

The course is designed for people who want to work as veterinary assistants at veterinary hospitals and for those already employed in related positions. Gain the skills you need to become a productive member of a veterinary team. Upon completion, you will also have the opportunity to gain access to an Externship Starter Kit.

Start Anytime
210 Course Hours | \$2,795*
#GES118 | Location: Online

Hospitality

Cultivate the customer service, personal and professional skills applicable for a wide variety of locations and settings with Hospitality course selections. Learn systems like budgeting, security, staff supervision and how to consistently deliver superior service or experiences.

Certified Wedding Planner

Master the fundamentals of planning, orchestrating and delivering stunning weddings and parties. This course allows you to earn your certification as a professional wedding planner.

Start Anytime

340 Course Hours | \$1,770*

#GES204 | Location: Online

Corporate Event Planner

The program provides a detailed guideline on how to design and plan an event, set budgets, successfully execute an event, review performance and charge for services. Review different types of events including special events, meetings, assemblies, recognition and training. Upon completion, you will be awarded a Certified Corporate Event Planner certification from the Wedding Planning Institute.

Start Anytime

240 Course Hours | \$1,075*

#GES297 | Location: Online

Customer Service Training

Understand how a positive attitude, going a step beyond basic customer service and dealing effectively with complaints will enhance your work

experience. Learn how developing and implementing a comprehensive customer service policy promotes consistency in how customers are treated and keeps customers happy.

Self-Guided, Start Anytime

15 Course Hours | \$101*

Location: Online

Event Management and Design

Build a foundation that you can use to develop and accelerate a career in special events or start your own special event business. This course covers corporate events, weddings, parades, festivals and more. Learn about the practicalities of planning events and the dazzle of designing them. From permits to pyrotechnics, this course will also teach you how to design, plan, implement and evaluate special events.

Start Anytime

120 Course Hours | \$2,155*

#GES402 | Location: Online

Hotel Management

Gain a comprehensive introduction to the fundamentals of the hospitality industry and an overview of the various roles and responsibilities within hotel management. These transferable skills can lead to



career opportunities and unique perks in virtually any corner of the world.

Start Anytime

100 Course Hours | \$995

#GES609 | Location: Online

Household Manager with Executive Housekeeper

Many large estates rely on household managers to oversee the home and other staff. Training to become a household manager with a specialty in executive housekeeping will prepare you for career advancement in the private service industry. Upon completion, you will be able to run a household, supervise other household staff, and properly train and organize a team of housekeepers.

Start Anytime

140 Course Hours | \$2,371*

#GES617 | Location: Online

Preston Bailey's Fundamentals of Floral Design

Learn the fundamentals of floral design from Preston Bailey, the industry's most highly regarded floral design expert. The course is designed for beginners who have no experience with flowers, flower arranging, or floral design.

Start Anytime

240 Course Hours | \$1,695

#GES239 | Location: Online

Restaurant Management

This course imparts the theory behind food and beverage production and management, human resource management and basic accounting practices for the restaurant industry. You'll also learn how to market and sustain a profitable restaurant while adhering to legal requirements.

Start Anytime

100 Course Hours | \$995

#GES611 | Location: Online

Travel Agent Training

Travel and tourism make up one of the world's largest industries. Travel agents play a major role in luxury, corporate and group travel. Gain a deep understanding of both travel and tourism so you can help clients research, plan and book their trips. Furthermore, you will prepare to take the TAP (Travel Agent Proficiency) test, offered by the Travel Institute (formerly ICTA), with the registration fee for this test included.



Start Anytime | Exam Cost Included

100 Course Hours | \$2,295*

#GES218 | Location: Online

IT & Engineering

Discover the dynamic, rapidly growing industry that is IT and engineering. Whether you are looking to develop the skill-set to break into this field or need to advance your professional certification, we offer a variety of information technology and engineering courses to accelerate your career path.

CompTIA Security+ Certification Prep

Master the skills and concepts to further your cybersecurity career. This course utilizes an evolving suite of tools to ensure a collaborative environment among instructors and students. Earning your CompTIA Security+ certification confirms that you not only can apply knowledge of security concepts, tools and procedures to react to security incidents, but you also can anticipate security risks and guard against them. Tuition includes all live instruction, online labs, course books, study guides, administrative assistance and all necessary materials, including a CompTIA Security+ Test Voucher.

7/12/2025 - 8/9/2025

Sat, 8:00 AM - 1:00 PM

6 Sessions | \$2,999

Option to include a new computer in your tuition for an additional \$500.

Instructor: Jeremiah Owoh

Location: Online

Introduction to Exterior Ballistics

This course provides an introduction to the field of Exterior Ballistics,

including an overview of the forces and moments that affect balls, bullets, and missiles in flight, as well as an overview of simplifying ballistic models such as vacuum trajectories, differential transformations, point mass and NATO 4DOF models. An introduction to trajectory simulation and experimental techniques will also be covered. A basic understanding of ordinary differential equations is preferred. The course is taught asynchronous, but students have the option to attend live lectures if they wish on Mon & Wed at 4 p.m. - 5:15 p.m.

8/25/2025 - 12/13/2025

\$480 (noncredit)

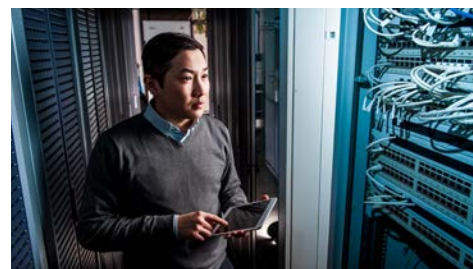
Required textbook not included in tuition.

Instructor: John Stutz

Location: Online

NCEES Fundamentals of Engineering - Electrical and Computer Exam Prep

The Fundamentals of Engineering (FE) exam is the first step in the process of becoming a professional licensed engineer (P.E.). Take the first step towards becoming a professional licensed engineer and prepare for the FE exam in the electrical and computer



engineering discipline. You will learn to apply math and science concepts to solve complex mathematical problems, apply engineering concepts to solve complex engineering problems and evaluate situations to determine ethical responsibility.

8/25/2025 - 12/13/2025

\$480 (noncredit)

Instructor: Dr. Jeff McGuirk

Location: Online

NCEES Fundamentals of Engineering - Mechanical Exam Prep

Take the first step towards becoming a professional licensed engineer and prepare for the FE exam in the mechanical engineering discipline. Learn to apply complete problems related to engineering mathematics, probability and statistics, solve engineering economics problems related to the time value of money, calculate stress using Mohr's circle, solve problems related to thermodynamic power cycles and determine heat transfer from convection or conduction.

8/25/2025 - 12/13/2025

\$480 (noncredit)

Instructor: Dr. Michael Reynolds

Location: Online

Certified Solidworks Professional Exam Review

Intuitive 3D design and product development solutions from SOLIDWORKS let you conceptualize, create, validate, communicate, manage and transform your innovative ideas into great product designs. You will learn to create fast and accurate designs, including 3D models and 2D drawings of complex parts and assemblies, design for cost and manufacturing with cost estimation tools and manufacturability checks, interact with team members and control revisions with standardized data



management tools and eliminate errors and rework by using integrated motion and stress analysis tools.

5/12/2025 - 8/8/2025 | \$480 (noncredit)

Instructor: Richard (Scott) Hand

Location: Online

AZ-900 & 104: Microsoft Azure Fundamental & Administrator

You will learn foundational level knowledge on cloud concepts; core Microsoft Azure services; security, privacy, compliance, and trust; and Azure pricing and support. You will also learn to manage Azure subscriptions and resources, implement and manage storage, deploy and manage virtual machines (VMs), configure and manage virtual networks, and manage identities.

Start Anytime | Vouchers Included

100 Course Hours | \$4,395*

#GES3077 | Location: Online

IT & Engineering

Certified AWS Cloud Practitioner

This course is the first step in training for the industry-leading Amazon AWS product. It serves as a thorough introduction to the services and solutions possible with AWS. It is also the first certification in paths available for IT professionals looking to codify their knowledge and skills in AWS. Anyone looking for exposure to AWS or the AWS Certified Cloud Practitioner should take this course. This course can be used to prepare for the AWS Certified Cloud Practitioner exam and offers enrollment with a voucher.

Start Anytime | Voucher Included
40 Course Hours | \$2,195*
#ES3067 | Location: Online

Certified Ethical Hacker

An ethical hacking certification is a unique way to set yourself apart from other IT professionals and add even more value to your organization. Use the same techniques as the bad guys to assess security and identify weaknesses, except you'll use these hacking powers for good. This course provides you with advanced hacking tools and techniques so that you can assess the security posture of an organization with the same approach these malicious hackers use. Upon completion, you will be prepared to sit for the Certified Ethical Hacker Exam 312-501.

Start Anytime | Voucher Included
100 Course Hours | \$3,095*
#GES338 | Location: Online

Certified Information Security Manager (CISM)

In a world where cyberattacks are rising, security managers are the driving force behind an organization's cybersecurity policies, ensuring that risk assessments, vulnerability assessments and threat analyses are conducted consistently to safeguard an organization's information. This CISM training course is designed for professionals with technical expertise and experience in information security and/or IT security who want to move from an integral team player to a manager. Topics covered include information security governance, information risk

SSCP Systems Security Certified Practitioner

The world of IT security is fast-paced and exciting, with the potential for high earnings—but it can also be competitive. To stay ahead, you'll need a certification like the Systems Security Certified Practitioner (SSCP), a premier credential that is ideal for those wanting to begin or advance a career in computer networking or security. This online SSCP course will prepare you for this industry-recognized certification exam. An SSCP exam prep course is a great way to ensure you have the knowledge to succeed—and that you can prove it to your employer.



This course will prepare you for a career as a network or security administrator, and help you stay up-to-date on your skills if you already work in the IT sector.

Start Anytime | Vouchers Included
75 Course Hours | \$1,795
#GES3105 | Location: Online

management, information security program development and management and information security incident management. By course completion, you will understand key processes and procedures to effectively manage and respond to information security incidents. This course also prepares you to sit for the CISM certification exam.

Start Anytime | Voucher Included
75 Course Hours | \$1,898*
#GES3106 | Location: Online

Certified Information Systems Security Professional (CISSP)

The demand for information security professionals is expected to surge. Join the side for "good" when you earn your Certified Information Systems Security Professional (CISSP) certification. Earning your CISSP is a must for cybersecurity professionals who want to get ahead in this important field. This engaging course provides in-depth instruction in key areas related to information/cybersecurity.

Start Anytime
100 Course Hours | \$2,234*
#GES3108 | Location: Online

Certified Network Defender (CND)

This comprehensive online course is specifically designed to prepare network engineers for the Certified Network Defender (CND) certification exam offered by the

EC-Council (ECC). Throughout the course, you will delve into various modules that cover essential topics such as network security controls, protocols and devices. Learn how to strengthen security infrastructures by effectively implementing intrusion detection and prevention systems and troubleshooting network problems and gain in-depth training on implementing secure virtual private networks (VPNs) for organizations and identifying and mitigating threats to wireless networks.

Start Anytime | Vouchers Included
100 Course Hours | \$2,995*
Location: Online

Cisco CCNA Certification Training

Take the next step in your IT career by preparing for the Cisco CCNA certification exam. You will master certification-based topics for networking essentials so you can implement and administer Cisco solutions. An exam voucher for the CISCO CCNA certification is included with your enrollment.

Start Anytime | Voucher Included
150 Course Hours | \$2,695*
#GES3109 | Location: Online

CompTIA Certification Training: A+, Network+, Security+

Begin your journey as an IT professional by preparing for the CompTIA A+ certification exams (220-1101 & 220-

1102), the Network+ certification exam (N10-009), and the Security+ certification exam (SY0-701). This bundle will give you all the tools you need to succeed in the ever-growing field of IT and stand out to future employers. Upon successful completion of the lessons and exercises in this bundled certification training, you will be well-prepared to take the CompTIA A+, Network+ and Security+ certification exams.

Start Anytime | Vouchers Included
395 Course Hours | \$4,295*
#GES327 | Location: Online

CompTIA Cloud+ Certification

Cloud computing is how technology is done today, and this online course will teach you key skills you need to succeed in a growing career field filled with opportunity. This course covers key concepts and skills, including virtualization, infrastructure, troubleshooting, resource management, security, systems management, and business continuity. You will also prepare for the CompTIA Cloud+ CV0-003 exam.

Start Anytime | Voucher Included
75 Course Hours | \$1,865*
#GES3111 | Location: Online

Computer Hacking Forensics Investigator (CHFI)

This course prepares for Computer Hacking Forensics Investigator (CHFI) certification exam. You will master the

Computer Networking Suite

Learn the fundamentals of networking including the software and hardware that makes networking possible, continue to build your knowledge with detailed treatments of TCP/IP, how switches and routers operate and DNS, and learn how wireless devices connect to networks, how to build and connect to your own wireless network and explore wireless standards, wireless security, satellite Internet and



cellular phone technology.
Start Dates: 5/14, 6/11, 7/16
72 Course Hours | \$385*
Location: Online

security discipline of digital forensics from a vendor-neutral perspective.

Start Anytime | Voucher Included
100 Course Hours | \$3,095*
#GES3033 | Location: Online

Information Security Training

Holding a certification from ISACA or (ISC)2 demonstrates your ability to identify, assess and mitigate evolving security threats. This online course will prepare you for three globally recognized certifications: ISACA's Certified Information Systems Auditor (CISA) and Certified Information Security Manager (CISM), and (ISC)2's Certified Information Security Professional (CISSP). Learn CISA key areas such as governance and IT management, information systems acquisition, development and implementation. Essential CISSP certification details are also reviewed, including asset security and

risk management, security architecture and engineering, communication and network security, identity and access management, security assessment and testing, security operations and software development security.

Start Anytime | Vouchers Included
250 Course Hours | \$3,690*
#GES3122 | Location: Online

Management for IT Professionals

Learn leadership skills that can help you succeed as a manager in the IT field by exploring different decision-making techniques. The course focuses on developing a successful leadership style that facilitates team building, collaboration, and a corporate culture that promotes success.

Start Anytime | Voucher Included
390 Course Hours | \$2,525*
#GES405 | Location: Online

ONLINE SKILL DEVELOPMENT

Popular 6-Week Information Technology Courses

Introduction to Cybersecurity: Learn fundamentals of cybersecurity such as concepts, commands and tools. You will also learn about cloud computing, networking, cybersecurity policy, and frameworks, as well as risk management and security auditing.

Introduction to Machine Learning: This informative course will enable you to learn about different techniques, algorithms, programming languages, and types of machine learning.

Introduction to PC Security: Learn what you can do to protect your personal and business data from the outside world and the fundamentals of PC and network security.

Introduction to Windows 11: Master the basic skills you need for Windows 11, which offers a more robust, powerful and unique computing experience.

Understanding the Cloud: Learn everything you need to understand cloud computing. This course explores how the

cloud works, what drives it, why it is so popular, and what it can do for you.

Wireless Networking: This course removes the mystery behind wireless connections and provides a thorough overview of this fascinating technology.

Start Dates:
5/14, 6/11, 7/16
or Self-Guided, Start Anytime
Tuition: \$142-\$146*
Location: Online
Register: ed2go.com/uwf

Legal

Pursue a career in this exciting field while gaining practical skills essential to the legal environment. Explore the history and interpretation of legal systems and codes while learning fundamental tasks legal professionals often perform, such as supporting lawyers, conducting legal research and drafting legal documents.

Advanced Legal Research and Writing

Examine advanced and specialized approaches to using the legal resources available in a law library and elsewhere.

Start Dates: 5/5, 6/30, 8/25

7 Weeks | \$995 (*Books not included*)

Location: Online

Advanced Paralegal Certificate Course

Course topics build on the Introductory Paralegal Certificate Course to help you advance your paralegal career. Concentrations on substantively specific materials will enable you to gain a strong competitive professional edge.

Start Dates: 5/5, 6/30, 8/25

7 Weeks Per Topic | \$3,300 or \$660 Per Topic (*Books not included*)

Location: Online

Alternative Dispute Resolution Certificate Course

A certificate in dispute resolution from CLS by BARBRI provides practical training in mediation, negotiation and arbitration techniques. Focuses on both traditional and non-traditional dispute resolution options take the

mystery out of U.S. settlement processes and address methods for reaching reasonable solutions.

Start Dates: 5/5, 6/30, 8/25

7 Weeks | \$995 (*Books not included*)

Location: Online

eDiscovery for Paralegals

A great option for individuals entering the eDiscovery field, as well as professionals wanting to broaden their knowledge of the eDiscovery process.

Start Dates: 5/5, 6/30, 8/25

7 Weeks | \$995 (*Books not included*)

Location: Online

Employment Law Certificate Course

Address important employment law requirements in the U.S. and cover the implementation of employment policies. Learn to solve critical employment-related issues facing organizations.

Start Dates: 5/5, 6/30, 8/25

7 Weeks | \$1,105 (*Books not included*)

Location: Online

Legal Secretary Certificate Course

CLS by BARBRI's intensive Legal Secretary Certificate Course is designed



for both beginning and experienced legal assistants who are interested in improving their skills and working more efficiently within the law office. Learn how to make informed business decisions based on your knowledge of legal language and concepts.

Start Dates: 5/5, 6/30, 8/25

7 Weeks | \$1,095 (*Books not included*)

Location: Online

Legal Nurse Consultant Training Course

This program builds on your medical education and possible clinical experience. Work as a liaison between the legal and healthcare communities with fundamental skills to advise law firms, health care providers, insurance companies, and governmental agencies regarding medically related issues and to appear in court as an expert witness.

Start Dates: 5/5, 6/30, 8/25

7 Weeks | \$1,295 (*Books not included*)

Location: Online

Medical Professional Legal Consultant

Prepare for careers in the legal field as Medical Professional Legal Consultants (MPLCs). Build on your medical education and clinical experience with skills to advise law firms, insurance companies and governmental agencies regarding medical-related issues and to appear in court as expert witness.

Start Dates: 5/5, 6/30, 8/25

7 Weeks | \$1,295 (*Books not included*)

Location: Online

Personal Injury for Paralegals

Plan an integral role in every case from intake and pre-litigations to trial preparation and settlement.

Start Dates: 5/5, 6/30, 8/25

7 Weeks | \$1,105 (*Books not included*)

Location: Online

Paralegal Certificate Course

Gain comprehensive knowledge of the American judicial system and develop practical skills that are highly sought after in the legal industry. Our Paralegal Certificate Course offered in partnership with the Center for Legal Studies (CLS) by BARBRI equips you with the expertise to assist trial attorneys, interview witnesses, investigate complex fact patterns, research the law and prepare cases for courtroom litigation.



Start Dates: 5/5, 6/30, 8/25

14 Weeks | \$2,095 (*Books not included*)

Location: Online or Live Lecture

Lifestyle and Wellness

Learn current, practical information on Lifestyle and Wellness topics and how to apply them to help others lead healthier lives. Whether you are a registered dietitian, fitness professional, or just someone who is concerned about their own health, our programs will grow your general lifestyle expertise.

ACE Personal Trainer

This course provides you with the knowledge and understanding necessary to prepare for the American Council on Exercise (ACE) Certified Personal Trainer (CPT) certification exam and become an effective personal trainer.

Start Anytime

150 Course Hours | \$1,595

#GES1024 | Location: Online

AFAA Group Fitness Instructor

Earning this credential from the Athletics and Fitness Association of America (AFAA) verifies that you can safely and effectively teach group fitness classes.

Start Anytime | Voucher Included

60 Course Hours | \$795*

#GES1004 | Location: Online

Become a Physical Therapy Aide

Prepare for a rewarding career as a valued member of the physical therapy team while learning all about the human body, specific disorders and the way

physical therapists treat these disorders.

Start Dates: 5/14, 6/11, 7/16

or Self-Guided, Start Anytime

6 Weeks/24 Course Hours | \$155*

Location: Online

Fitness Business Management

This course will prepare you to implement a successful business system in private or commercial health clubs, medically-based fitness facilities, community wellness centers, personal training studios, physical therapy clinics, YMCAs, JCCs, college centers, recreational settings, or corporate fitness centers. This course was developed to establish an industry-standard in fitness management education.

Start Anytime | Voucher Included

200 Course Hours | \$1,995

#GES403 | Location: Online

NASM Certified Nutrition Coach

This industry-recognized certification proves that you understand nutritional science and behavior change strategies



and can effectively coach clients.

Start Anytime | Voucher Included

80 Course Hours | \$1,395*

#GES1006 | Location: Online

NASM Personal Trainer Certification with Home Gym Design Specialist and Virtual Coaching Specialist (CPT + HGD + VCS)

This course bundle will prepare you to pass the National Academy of Sports Medicine (NASM) exam for NASM Certified Personal Trainer and acquire Home Gym Design and Virtual Coaching specializations.

Start Anytime | Voucher Included

160 Course Hours | \$2,395*

#GES1086 | Location: Online

NASM Certified Personal Trainer + Performance Enhancement

This online program will prepare you to pass and earn your NASM Certified Personal Trainer certification, one of the most respected certifications in the fitness industry with the addition of the NASM Performance Enhancement Specialist (PES).

Start Anytime | Vouchers Included

140 Course Hours | \$2,095*

#GES161 | Location: Online

Nutrition for Optimal Health, Wellness and Sports

This course will teach you about developing individualized nutritional programs. Explore topics such as energy and nutrient needs for daily living, common myths and fallacies concerning diet and athletic performance and behavioral modifications and dietary approaches for different populations.

Start Anytime

200 Course Hours | \$1,995

#GES114 | Location: Online

ONLINE SKILL DEVELOPMENT

Popular 6-Week Lifestyle and Wellness Courses

Certificate in Starting Your Own

Business in Health and Healing: This course will guide you through building your business, including developing a business plan, finding the right target market, getting financing, and creating marketing strategies to ensure success

Certificate in Mindfulness: Examine the many benefits of mindfulness for both your personal and professional life. You'll also lay the foundation for a career in health and wellness coaching.

Food and Mood: What's the

Connection?: This course helps

learners understand how food affects

one's mood, explores the types of nutrients that can improve or enhance mental health, examines types of eating disorders and discusses how to incorporate mindful eating.

Healthy Living Suite: Learn how to establish a healthy approach to successful weight loss and weight management for a lifetime.

Start Dates:

5/14, 6/11, 7/16

or Self-Guided, Start Anytime

Tuition: \$49-\$381*

Location: Online

Register: ed2go.com/uwf

Teaching and Education

Deepen your instructional expertise, develop your leadership skills and ignite your passion for education in one of our expert-led programs. Teaching and Education programs are designed to equip you with the skills needed for success in this rewarding career field.

TeacherReady®

For over two decades, the TeacherReady Online Certificate Program has been assisting professionals, non-certified teachers, military veterans and spouses, and recent college graduates in obtaining their teaching certification. Designed by expert educators, our curriculum will give you the skills to be an effective teacher and the opportunity to practice what you learn in K-12 classrooms. Work with a veteran teacher to apply your practice in a classroom. Fieldwork throughout the program prepares you for success. Access our library of recommended resources to prepare for the three, state-issued, teacher certification exams.

Start Anytime

Location: Online

Child Development Professional

Learn the principles of child growth and development and how they align with the eight Child Development Associate® (CDA) competencies and National Association of the Education of Young Children (NAEYC) professional standards. Microsoft Office Specialist (MOS) Associate Certification Training included.

Start Anytime | Voucher Included

365 Course Hours | \$3,175*

#GES2125 | Location: Online

Creating Classroom Centers

Learn a simple system for creating a center schedule. See what makes a successful center, what pitfalls to avoid and gain tips for keeping your planning to a minimum. You will also learn strategies



for students who finish early and discover how a regular center routine can increase small-group instruction opportunities.

Start Anytime

24 Course Hours | \$147*

Location: Online

Teacher's Aide with ParaPro Prep

Prepare for the ETS ParaPro Assessment exam to work as a teacher's aide. Learn how these paraprofessional educators assist with classroom instruction and build a foundation in educational principles like classroom management. You'll also develop strategies to support students of different learning abilities.

Start Anytime

130 Course Hours | \$1,898*

#GES2021 | Location: Online

EXTRAORDINARY TEACHERS.

EXTRAORDINARY CLASSROOMS.

TeacherReady
ONLINE CERTIFICATION PROGRAM

uwf.edu/teacherready

Vocational Training

Learn industry-standard practices and the technical knowledge necessary to grow your career in this dynamic field with our selection of Vocational Training Programs. Whether you are new to a trade or in search of advanced certification, these programs provide the necessary training to becoming a qualified professional.

Certified Manufacturing Associate (CMfgA)

SME's Certified Manufacturing Associate (CMfgA) is focused on basic manufacturing concepts for high-demand, entry-level manufacturing roles. The course is designed for those new to manufacturing who may not currently possess enough knowledge or experience for advanced certifications.

Start Anytime | Voucher Included
35 Course Hours | \$985*
#GES7035 | Location: Online

Freight Broker/Agent Training

Learn the skills you need to be a successful freight broker or a freight agent in this fast-growing industry. This online freight broker training course provides you with detailed information about the freight broker sector of the transportation industry and about the brokerage process from start to finish.

Start Anytime
100 Course Hours | \$2,085*
#GES703 | Location: Online

Fundamentals of Blueprint Reading & Construction Estimating

Learn how information is referenced in construction blueprint drawings. Demonstrate an understanding of

the inter-relationship between the construction drawings and a quantity-takeoff cost estimate.

Start Anytime
50 Course Hours | \$1,326*
#GES3099 | Location: Online

HVAC/R Certified Technician

If you have more than a year of HVAC/R experience, this course will prepare you for certification. Designed to equip you with the skills to maintain and troubleshoot complex heating, air conditioning and refrigeration systems, you will prepare for the HVAC Excellence or NATE certification exams and receive a voucher package to take the HVAC Excellence exams.

Start Anytime | Voucher Included
330 Course Hours | \$3,185*
Location: Online

Leadership in Energy and Environmental Design (LEED)

Learn cutting edge green building and sustainable design practices that can enable you to designate that expertise with an internationally recognized professional credential.

Start Anytime | Exam Cost Included
40 Course Hours | \$750*
#GES784 | Location: Online



Maintenance Technician

This course is an intensive overview of skills necessary for manufacturing maintenance including a thorough understanding of how machines and systems function.

Start Anytime
250 Course Hours | \$1,695
#GES767 | Location: Online

Residential Electrician

Train for an entry-level career as an electrician with the fundamental skills you need to succeed, such as electrical theory, wiring and installation, customer service best practices, the National Electrical Code® and much more..

Start Anytime
125 Course Hours | \$2,855*
#GES789 | Location: Online

Solar Energy Training

This entry-level solar energy training course is designed to help you understand the fastest-growing form of power generation in the world—solar power. This is the best place to begin your journey into the solar workforce by equipping yourself with in-demand skills!

Start Anytime
40 Course Hours | \$1,195*
#GES7019 | Location: Online

Home Inspection Certificate

Learn best practices for inspecting residential construction, including inspection guidelines, identifying common defects, reporting methodologies and risk management. Approved by several home inspector regulatory boards for initial education requirements, this course is one component of the requirements for a NIBI Certified Inspector credential.



Start Anytime
200 Course Hours | \$2,595*
#GES704 | Location: Online

Welder Technician

This program is an intensive overview of skills relating to welding techniques from the basic principles of metal cutting and rigging to safety guidelines and manufacturing management including lessons in math, inspection, safety, materials, quality, metal cutting, grinding, forming, robotics, rigging and welding.

Start Anytime
125 Course Hours | \$2,245*
#GES766 | Location: Online

Writing

Refine your writing skills and develop the expertise to consistently produce engaging writing that captures the attention of your readers. Learn research methods, audience considerations, various writing styles, drafting and revision techniques and more in our convenient online programs.

Grant Writing

Writing successful grants is a critical process for non-profits and other organizations to secure funding. It is important to understand the key elements of the grant writing process and how to craft a competitive and strategic grant application. This 18-week online course focuses on the rhetorical and audience analysis skills needed to read an RFP, as well as how to create an intentional message that targets the specific expectations of a granting agency in form, content and style. You will learn the six stages of grant writing and understand best practices for writing effective grant proposals. By the end of the course, you will have a fully completed grant proposal.

Start Anytime | \$399
22 Week Course Access
Instructor: April Mohlmann
Location: Online

Creative Writing Value Suite

Learn the mechanics of writing and editing, and have your story workshopped by peers. If you have an idea for a story, these courses will help you create a publishable piece.

Start Dates: 5/14, 6/11, 7/16
72 Course Hours | \$392*
Location: Online

Fundamentals of Technical Writing

Learn how to translate complex information into easily understood language, and how to become a wizard at marrying the art of publishing with the science of technology.

Start Dates: 5/14, 6/11, 7/16
or Self-Guided, Start Anytime
6 Weeks/24 Course Hours | \$153*
Location: Online

Grammar Refresher Series

This series will provide you with

the foundational skills you need, including sentence structures, parts of speech, common grammar mistakes, punctuation, verb tenses and more.

Start Dates: 5/14, 6/11, 7/16
48 Course Hours | \$230*
Location: Online

Technical Writing Course

Effective communication is essential in today's business world. Technical writers are professional communicators whose role varies across industries and contexts. Examine the field of technical writing, learn how to write within any technical writing context, and develop your own portfolio.

Start Anytime
125 Course Hours | \$2,195
#GES2110 | Location: Online

The Keys to Effective Editing

Learn the essential skills and resources you will need to become a successful and confident copy editor. This course provides the fundamentals of top-notch



editing for both fiction and nonfiction.

Start Dates: 5/14, 6/11, 7/16
or Self-Guided, Start Anytime
6 Weeks/24 Course Hours | \$144*
Location: Online

Write Effective Web Content

Learn the techniques you need to make your website or blog a must-visit site on the Internet. This course will teach you how to write web content and produce multimedia that speaks to viewers in an engaging, clear and interactive way.

Start Dates: 5/14, 6/11, 7/16
6 Weeks/24 Course Hours | \$144*
Location: Online

Written Communication for Business Suite

Learn in-demand writing skills to create robust copy for business and marketing objectives that will differentiate you in today's competitive hiring landscape.

Start Dates: 5/14, 6/11, 7/16
72 Course Hours | \$403*
Location: Online

ONLINE SKILL DEVELOPMENT

Popular Online 6-Week Writing Courses

How to Make Money From Your Writing:

Learn the secrets, methods, and tips to help you generate money with your writing.

Resume Writing Workshop: Discover the secret to transforming your tired, boring resume into a powerful tool that will get you interviews.

Writing and Editing Value Suite:

Begin with a grammar refresher, then develop skills to ensure you express yourself clearly in your writing before developing effective written business documents.

Writing Essentials:

Master the essentials of writing so you can excel at business communications, engage online audiences and take your creative literary talents to a new level.

Writeriffic: Creativity Training for Writers: Banish writer's block forever with these techniques from the published writer's toolbox.

Start Dates:
5/14, 6/11, 7/16
or Self-Guided, Start Anytime
Tuition: \$129-\$381*
Register: ed2go.com/uwf

Test Preparation

Learn problem-solving strategies and additional tools to achieve the best scores possible. Whether you are preparing to apply for an undergraduate studies program or attend graduate school, law school or business school, our Test Preparation courses can help you realize your academic goals.

CPA Exam Review Courses

Prepare for the CPA exam while earning up to six graduate-level credits towards a Master of Accountancy degree. UWF has partnered with Becker CPA Review to create unique online college-credit CPA review courses. The leading CPA review course for the past 60 years, Becker has partnered with UWF accounting faculty to provide an efficient and effective CPA exam study process. Becker delivers the online learning platform, and UWF professors provide the local motivation and support to keep you on track for successful completion of the CPA exam.

Enrollment Options:

A la carte Plan | \$1,716

Combo Package | \$5,333

Location: Online

GED Test Series

Preparing for the GED® is key to passing

the test, and an online course helps you prepare on your own time. The Prepare for GED Test Series will help you analyze your strengths and weaknesses, so you can focus your studying on the areas you need the most. You will learn about the four GED® test modules, with an additional focus on the skills needed to pass the Mathematical Reasoning module.

Start Dates: 5/14, 6/11, 7/16
or Self-Paced, Start Anytime

48 Course Hours | \$258*

Location: Online

Praxis Core Preparation

Are you a prospective teacher who needs to pass the Praxis Core Exam? Become familiar with the types of questions found on the Praxis Core Exam, prepare for essays that will score high, master math reasoning, learn useful test taking strategies, and do it all



in a fun and interesting way. This course will help you get ready to pass the Praxis Core Exam.

Start Dates: 5/14, 6/11, 7/16

24 Course Hours | \$144*

Location: Online

TEAS Prep Series

Many nursing schools use this standardized exam to evaluate a candidate's reading, math, science, and English and language skills. Our TEAS Prep Series will prepare you for all aspects of the TEAS exam. TEAS Prep 1 focuses on Reading and English and Language Usage. TEAS Prep 2 focuses on Mathematics and Science. You will also learn valuable study skills, practice sample exam questions, and establish a test taking strategy for exam day.

Start Dates: 5/14, 6/11, 7/16

48 Course Hours | \$254*

Location: Online

Level Up with Virtual Skill-Building Courses

UWF Continuing Education offers a variety of online skill development and enrichment courses. New courses start monthly, giving you the flexibility to gain new abilities and knowledge on your own time.

Topics include:

- **Art and Design >**
- **Business >**
- **Computer Applications >**
- **Health and Wellness >**
- **Languages >**
- **Writing and Publishing >**

ed2go.com/uwf



Personal Enrichment

Enrich your experience as a lifelong learner and explore our programs for fun or personal growth. Personal Enrichment programs are designed to help you enjoy life, learn new skills and try new things. Find unique learning experiences year-round.

Makerspace Studio

This course introduces participants to key makerspace tools: 3D printers, laser engravers, CNC mills and sewing machines. Through hands-on projects, students will develop practical skills and learn to design, prototype and fabricate objects in a collaborative, creative environment. No prior experience is necessary. Upon completion, participants will be eligible to enroll in Open Studio sessions for individual projects. The course includes an online component and requires reviewing safety and other content prior to and between sessions.

9/9/2025 - 10/28/2025

Tue, 5:30 PM - 7:30 PM | \$285

Instructor: Richard Rodriguez

Location: Downtown Pensacola, Museum of Commerce

Shotokan Karate

Offered to both those with or without martial arts experience, this class examines the methods involved in traditional Karate-do, or 'Way of the empty hand', through Shotokan Karate. This course will stress the importance of the health benefits and unarmed self-defense techniques resulting from physical conditioning and mental discipline. A plain white Gi (uniform) is required for this class. Uniforms are

available from the instructor at an additional cost, or students may provide their own.

5/27/2025 - 8/7/2025

No class: 6/5, 6/19, 6/26, 7/10, 7/17 or 7/24

Tue & Thu, 5:45 PM - 7:00 PM | \$185

Instructor: Suzanne Tuzzeeo

Location: Bldg. 72 (HLES), Green Studio

Discover Sign Language

Learn how to sign basic phrases and complete sentence.

Start Dates: 5/14, 6/11, 7/16

or Self-Paced, Start Anytime | \$131*

6 Weeks/24 Course Hours

Location: Online



Curiosity never retires.

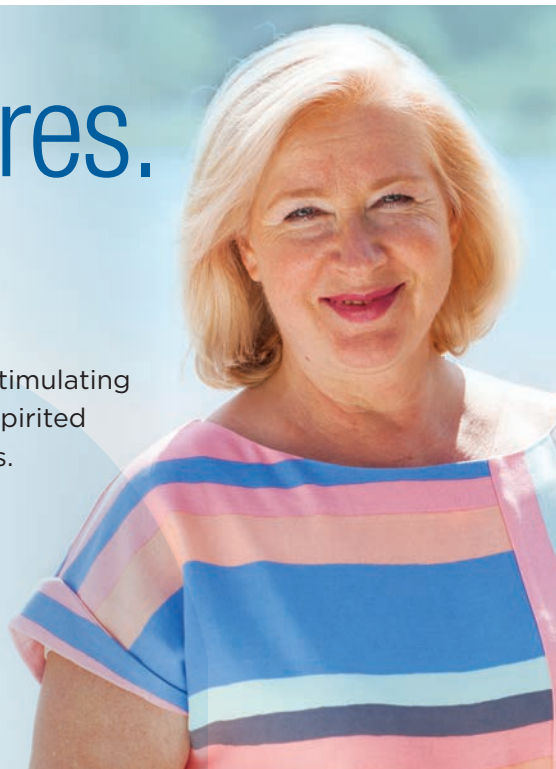
About UWF Leisure Learning

For more than 20 years, UWF Leisure Learning has provided stimulating programs for seasoned adults who are interested in joining a spirited community of intellectual contemporaries and lifelong learners.

Join our mailing list at uwf.edu/leisurelearning to be the first to learn of new programming.

Summer Registration Now Open!

850.473.7468 | leisurelearning@uwf.edu



Leisure Learning
UNIVERSITY of WEST FLORIDA

uwf.edu/leisurelearning

Information

ADMISSION AND REGISTRATION

You can register and pay for non-credit Continuing Education classes online using the UWF Continuing Education registration site. To register online, you will need to create a New Student Profile. This will enable you to log in to our registration system and make online transactions.

ed2go online course registration:

Select the course you wish to register for and follow the instructions to pay online with a credit card. To pay by check or third party, contact the student support office at 850.473.7468.

Non-credit courses, workshops, conferences and events do not require admission to the University.

TUITION AND FEES

Do courses have additional fees for supplies and materials?

In most cases, non-credit courses do not require supplies and materials. If there are textbook requirements or additional fees, they will be listed in the course description.

What types of discounts are available?

Some Continuing Education courses offer discounts for military personnel or UWF alumni. Available discounts are noted in the class information.

NON-CREDIT TUITION ASSISTANCE

If you require financial assistance for a non-credit course, there are several options available to you based on individual programs and eligibility.

Since Continuing Education courses do not lead to a college degree, they are not eligible for traditional forms of financial aid. However, some financial institutions provide loan options to students needing educational financial assistance. We also have military spouse benefits, payment plans (for select programs), and accept the WIOA grant for select programs.

For more information, visit our website at uwf.edu/continuinged/resources/faqs.

NON-CREDIT CANCELLATION AND REFUND POLICY

Due to the wide variety of programs that Continuing Education offers, there is no single cancellation policy for all of

our offerings. However, there are some common cancellation procedures.

Requests to cancel must be made prior to the start of the event. Ten (10) business days' notice is most common, but many programs have earlier deadlines. Check program specifics on the program website or registration form.

Requests to cancel must be made in writing or by email.

Written requests may be sent to:

Continuing Education
University of West Florida
11000 University Pkwy., Bldg. 77, Suite 131
Pensacola, FL 32514

Email requests may be sent to:

continuinged@uwf.edu

Although we attempt to refund 100% of your fees, many programs have a cancellation fee or offer refunds on a sliding scale. Check program specifics on the program website or registration form. Refunds are not issued for no shows.

Exceptions to the withdrawal policy may be made for circumstances related to serious illness, travel issues, death in the family, etc. Written documentation must be provided. Refunds paid by cash or check take approximately 2 to 4 weeks to process. If payment was made by credit card, your account will be credited.

Review the full Refund Policy at uwf.edu/continuinged/resources/faqs.

ATTENDANCE

You must attend a minimum of 80% of all classes to receive CEU credits and a completion certificate. Classes which meet four (4) or fewer sessions require 100% attendance to meet this requirement. For online courses, you must receive a score of 80% or higher on the final exam or course assessment.

CAMPUS INFORMATION

Where can I get emergency help if needed?

Please contact the Campus Police 850.474.2415 in regards to any security issues or emergencies on University grounds.

Where can I locate a map of the campus?

Printed campus maps can be picked up at the Visitor Center or found online. Using the

online Campus Map. Search for a specific building or area, using the drop-down menus to filter your choices accordingly.

Am I required to purchase a parking pass?

No, but after you register for class you will receive information and be required to sign up for a free temporary parking pass.

Where can I park on campus?

Finding a parking space can be difficult during peak times. Lots J, L, M and Z are open to all permit holders. Lots J and L are between the tennis courts and the Center for Fine and Performing Arts and Lot Z is just south of Martin Hall. Cars parked without an appropriate decal or hang tag will be ticketed. We recommend visiting uwf.edu/parking for specific details on purchasing permits and to view maps and trolley information.

SUPPORT

What if I need additional help or can't find the answer to my question here?

We are here to help! Contact Continuing Education Student Support via email, phone or in the office.

CE Student Support Office Hours:

Mon.- Thurs., 9 a.m. - 12 p.m. and 1 pm - 4:00 p.m. in Building 77, Suite 157.

Appointments are also available upon request.

CE Student Support Phone Hours:

Mon. - Fri., 9 a.m. - 12 p.m. and 1 p.m. - 4 p.m. at 850.473.7468

Email: continuinged@uwf.edu

UNIVERSITY CLOSURES

- May 23, 2025: Designated Holiday
- May 26, 2025: Memorial Day
- June 19, 2025: Juneteenth
- July 4, 2025: Independence Day

CLOSURES FOR WEATHER

University officials closely monitor weather conditions impacting our area. A UWF closure is a suspension of normal university activities. Tune to WUWF Radio-88.1 for cancellation announcements. Emergency information will also be available through the University's social media accounts and at uwfemergency.org/.

Continuing Education

11000 University Pkwy.
Building 77, Suite 157
Pensacola, FL 32514

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Join the block party this summer

Explore Camps offers more than 60 unique programs each summer including our popular Lego Robotics camps. Partnerships with university academic departments and local educators allow us to provide a variety of STEM, art, social studies and various other types of academic enrichment summer camps.

Registration is now open!

