

Alaska Department of Corrections Programs and Services



1/8/16

The Alaska Department of Corrections (ADOC) provides an evidence-based rehabilitative program that enhances the security of our institutions; safe guards the public, and reduces recidivism by providing offenders with needed tools to assist them in becoming law-abiding citizens.

Below is a list of the ADOC institutions and the corresponding programming available at each individual facility. At the end of the list is a description of each program offered.

Anchorage Correctional Complex, Anchorage

- Educational, Vocational and Pro-Social Educational Programs

Educational Services:

- ❖ New Path High School (Youthful Offenders)
- ❖ Adult Basic Education (ABE)
- ❖ General Education Development (GED) classes and testing
- ❖ English as a Second Language (ESL)
- ❖ High School Refresher
- ❖ Parenting
- ❖ Post-Secondary Academic Services

Vocational Services:

- ❖ Computer Instruction Courses

Pro-Social Education Services:

- ❖ Alaska Reentry Service
- ❖ Veteran's Affairs Counselor (Volunteer)
- ❖ Child Support Counselor (Volunteer)

Anvil Mountain Correctional Center, Nome

- Educational, Vocational and Pro-Social Educational Programs

Educational Services:

- ❖ Adult Basic Education (ABE)
- ❖ Computer Lab
- ❖ General Education Development (GED) Classes and Testing
- ❖ Post-Secondary Academic Services

Vocational Services:

- ❖ Alaska Food Service Worker Car
- ❖ Key train /Work Keys
- ❖ Motor Vehicle and commercial Driver Book Training

- ❖ Native Heritage Skin Sewing
- Pro-Social Education Services:
- ❖ Alaska Reentry Course
 - ❖ Criminal Attitude Program (CAP)
 - ❖ Parenting Classes

Fairbanks Correctional Center, Fairbanks

- Educational, Vocational & Pro-Social Educational Programs

Educational Services:

- ❖ Adult Basic Education (ABE)
- ❖ General Education Development (GED) Classes and Testing
- ❖ High School Refresher Classes
- ❖ Post-Secondary Academic Services

Vocational Services:

- ❖ Computer Lab
- ❖ Information Technology Typing Course
- ❖ Job Skills and Building Trades

Pro-Social Education Services:

- ❖ Alaska Reentry Services
- ❖ Parenting Classes

Goose Creek Correctional Center, Point Mackenzie

- Educational, Vocational & Pro-Social Educational Programs

Educational Services:

- ❖ Adult Basic Education (ABE)
- ❖ General Education Development (GED) Classes and Testing
- ❖ High School Refresher Classes
- ❖ Post-Secondary Academic Services
- ❖ English as a Second Language (ESL)

Goose Creek Career and Technical Training Center, Alaska Commission on Post-Secondary Education

Vocational Services:

- ❖ First Aid CPR, AED
- ❖ Blood Borne Pathogens
- ❖ MSHA New Miner OSHA 10
- ❖ Osha 30 General Industry
- ❖ Hazwopper
- ❖ OSHA 30 Construction
- ❖ NCCER Construction Careers
- ❖ NCCER Math
- ❖ NCCER Core Curriculum
- ❖ NCCER Tools for Success
- ❖ NCCER Carpentry Level 1

- ❖ NCCER Electrical levels 1-4
- ❖ NCCER HVAC/R Levels 1-4
- ❖ NCCER Heavy Equipment Simulator Level 1-3
- ❖ U.S. Forklift Certification
- ❖ Lincoln Welding Simulator
- ❖ North Slope Training Card
- ❖ Traffic Control Technician “Flagging”
- ❖ Asbestos Removal level 1-3
- ❖ Confined Spaces
- ❖ Alaska Food Service Handler’s Card
- ❖ Alaska Seafood Handler’s Card
- ❖ Barber Program
- ❖ DMV Written Test (no road test)
- ❖ Computer Lab
- ❖ Information Technology Typing Course
- ❖ Job Skills and Building Trades

USDOL Apprenticeship Programs:

- ❖ Culinary Arts

Pro-Social Education Services:

- ❖ Alaska Reentry Services
- ❖ Criminal Attitudes Program (CAP)
- ❖ Parenting Classes
- ❖ Anger Management

Other Programs:

- ❖ Family Violence Intervention Program
- ❖ Veteran Assistance Program (quarterly)

Hiland Mountain Correctional Center, Eagle River

- Educational, Vocational & Pro-Social Educational Programs

Educational Services:

- ❖ Adult Basic Education (ABE)
- ❖ General Education Development (GED) Classes and Testing
- ❖ New Path High School (Anchorage School District volunteer)
- ❖ Basic Math and Advanced Math Tutoring
- ❖ The Write Stuff: Ilisagvik College (3 credits)
- ❖ Critical Reading and Writing: Ilisagvik College (1-6 credits)
- ❖ Post-Secondary Academic Services
- ❖ Book Club

Vocational Services:

Unique Partnership with Ilisagvik College and Department of Labor

- ❖ Carpentry level 1: Ilisagvik College (5 credits)
- ❖ Carpentry Level 1 Skills Lab: Ilisagvik College (1 credit)
- ❖ Introduction to Mathematics for Carpentry: Ilisagvik College (2 credits)
- ❖ Weatherization Technician: Ilisagvik College (1 credit)

- ❖ Electrical Blueprints and Design: Ilisagvik College (2 credits)
- ❖ Electrical Training Level 1: Ilisagvik College (4 credits)
- ❖ Electrical Skill Development Level 1: Ilisagvik College (2 credits)
- ❖ Introduction to National Electrical Code (NEC): Ilisagvik College (2 credits)
- ❖ Math for Electricians: Ilisagvik College (1-2 credits)
- ❖ Forklift Operator Training: Ilisagvik College (1 credit)
- ❖ Basic Rigging: Ilisagvik College (1 credit)
- ❖ Plumbing Level 1: Ilisagvik College (5 credits)
- ❖ Introduction to Math for Plumbing: Ilisagvik College (3 credits)
- ❖ Computer Lab
- ❖ Information Technology Typing Course

Vocational Safety Courses:

- ❖ OSHA 10 hour Construction Safety Training: Ilisagvik College (2 credits)
- ❖ 8-hour HAZWOPER Annual Refresher: Ilisagvik College (1 credit)
- ❖ 40-hour HAZWOPER: Ilisagvik College (1 credit)
- ❖ 30-hour OSHA Construction Standards: Ilisagvik College (1 credit)
- ❖ 30-hour OSHA General Industry Standards: Ilisagvik College (1 credit)
- ❖ Field Safety: Ilisagvik College (2 credits)
- ❖ Standard First Aid and CPR/AED: Ilisagvik College (1 credit)

General Vocational Courses:

- ❖ MSHA New Miner Part 48
- ❖ Traffic Control Technician “Flagging”
- ❖ Alternative Energy
- ❖ Introduction to Solar Photovoltaics
- ❖ Green Environment Construction
- ❖ Introduction to the Power Industry
- ❖ Alaska DEC Food Handler Course
- ❖ ServSafe
- ❖ Tiling 101
- ❖ Painting (commercial & residential) level 1&2
- ❖ Trades R Us Club

Computer Courses:

- ❖ Keyboarding Skills: Ilisagvik College & UAA (1 credit)
- ❖ Computer Word Processing: Ilisagvik College & UAA (1-3 credits)
- ❖ Computer Spreadsheets: Ilisagvik College & UAA (1-3 credits)
- ❖ Computer Databases: Ilisagvik College & UAA (1-3 credits)
- ❖ Computer Presentation (PowerPoint): Ilisagvik College & UAA (1-3 credits)

Workforce Development:

- ❖ Tools for Success: Ilisagvik College (3 credits)
- ❖ Career Exploration: Ilisagvik College (1 credit)
- ❖ Time Management: Ilisagvik College (1 credit)
- ❖ Conflict Resolution: Ilisagvik College (1 credit)
- ❖ Priorities and Projects: Ilisagvik College (1 credit)

- ❖ Office Skills and Development Series: Ilisagvik College (1 credit)
- ❖ Bridge to Success: Reentry Collaboration with DOL
- ❖ KeyTrain/Career Skills/ACT WorkKeys Career Readiness Assessment

USDOL Apprenticeship Programs

- ❖ Heavy Equipment Operator Local 302 Pre-Apprentice
- ❖ Building Maintenance Repair
- ❖ Culinary Arts
- ❖ Iron Worker Local 751 Pre-Apprenticeship

Pro-Social Education Services:

- ❖ Alaska Reentry Services
- ❖ Criminal Attitudes Program (CAP)
- ❖ Parenting Classes

Ketchikan Correctional Center, Ketchikan

- Educational, Vocational & Pro-Social Educational Programs

Educational Services:

- ❖ Adult Basic Education (ABE)
- ❖ General Education Development (GED) Classes and Testing
- ❖ High School Refresher Classes
- ❖ Post-Secondary Academic Services

Vocational Services:

- ❖ Computer Lab
- ❖ Information Technology Typing Course
- ❖ AMSEA
- ❖ CPR/First Aid
- ❖ OSHA 10
- ❖ Alaska Host program

Pro-Social Education Services:

- ❖ Alaska Reentry Services
- ❖ Criminal Attitudes Program (CAP)
- ❖ Parenting Classes

Lemon Creek Correctional Center, Juneau

- Educational, Vocational & Pro-Social Educational Programs

Educational Services:

- ❖ Adult Basic Education (ABE)
- ❖ General Education Development (GED) Classes and Testing
- ❖ High School Refresher Classes
- ❖ Post-Secondary Academic Services

Vocational Services:

- ❖ Computer Lab with UAS sponsored AutoCAD
- ❖ Information Technology Typing Course
- ❖ Alaska Food Worker Card
- ❖ DMV Written Test (no road test)

- ❖ Traffic Control Technician, “Flagging”
- ❖ Hazwopper
- ❖ Key train/Work keys
- ❖ North Slope Training Card
- ❖ Planning for Success - Annual Job Fair

Pro-Social Education Services:

- ❖ Alaska Reentry Services
- ❖ Criminal Attitudes Program (CAP)
- ❖ Parenting Classes
- ❖ Child Support Education
- ❖ Philosophy writing class (UAS Volunteer sponsored)

Matsu Pretrial, Palmer

- Educational, Vocational & Pro-Social Educational Programs

Educational Services:

- ❖ Adult Basic Education (ABE)
- ❖ General Education Development (GED) Classes and Testing
- ❖ Post-Secondary Academic Services

Vocational Services:

- ❖ Alaska Food Worker Card
- ❖ Computer Lab
- ❖ First Aid, CPR/AED

Pro-Social Education Services:

- ❖ Alaska Reentry Services
- ❖ Criminal Attitudes Program (CAP)
- ❖ Parenting Classes
- ❖ Cognitive Self-Change Classes

Palmer Correctional Center, Palmer

- Educational, Vocational & Pro-Social Educational Programs

Educational Services:

- ❖ Adult Basic Education (ABE)
- ❖ General Education Development (GED) Classes and Testing
- ❖ High School Refresher Classes
- ❖ Post-Secondary Academic Services

Vocational Services:

- ❖ Computer Lab
- ❖ Keytrain/Work Keys
- ❖ NCCER Introduction to Construction Trades
- ❖ DMV Written Test (no road test)
- ❖ Small Engine Repair
- ❖ Welding AWS D1.1 Certification
- ❖ AutoCAD
- ❖ Asbestos Abatement

- ❖ Flagger
- ❖ Osha 30 General Industry
- ❖ MSHA and OSHA 10
- ❖ Hazwopper
- ❖ NSTC
- ❖ OSHA 30 Construction

Pro-Social Education Services:

- ❖ Alaska Reentry Services
- ❖ Criminal Attitudes Program (CAP)
- ❖ Parenting Classes
- ❖ Anger Management

Other Programs:

- ❖ Family Violence Intervention Program (Volunteer)

Spring Creek Correctional Center, Seward

- Educational, Vocational & Pro-Social Educational Programs

Educational Services:

- ❖ Adult Basic Education (ABE)
- ❖ General Education Development (GED) Classes and Testing
- ❖ High School Refresher Classes
- ❖ Post-Secondary Academic Services

Vocational Services:

- ❖ Computer Lab
- ❖ Alaska Food Worker Card
- ❖ Alaska Marine Safety Education (Planned)
- ❖ First Aid, CPR/AED
- ❖ Keytrain, Work Keys
- ❖ NCCER Carpentry
- ❖ Asbestos Abatement
- ❖ Flagger
- ❖ Osha 30 General Industry
- ❖ MSHA and OSHA 10
- ❖ Hazwopper
- ❖ NSTC
- ❖ OSHA 30 Construction

USDOL Apprenticeships:

- ❖ Culinary Arts
- ❖ Building Maintenance
- ❖ Materials Coordinator

Pro-Social Education Services:

- ❖ Alaska Reentry Services
- ❖ Criminal Attitudes Program (CAP)
- ❖ Parenting Classes
- ❖ Anger Management

Wildwood Correctional Center, Kenai

- Educational, Vocational & Pro-Social Educational Programs

Educational Services:

- ❖ Adult Basic Education (ABE)
- ❖ General Education Development (GED) Classes and Testing
- ❖ Post-Secondary Academic Services

Vocational Services:

- ❖ Computer Lab
- ❖ Alaska Food Worker Card
- ❖ IC3 Computer Competencies
- ❖ Key train/ Work keys
- ❖ MOS
- ❖ MSHA New Miner Part 48
- ❖ OSHA 10
- ❖ Asbestos Awareness
- ❖ Flagger
- ❖ Osha 30 General Industry
- ❖ Hazwopper
- ❖ NSTC
- ❖ OSHA 30 Construction
- ❖ NCCER Core Curriculum (Planned)
- ❖ Heavy Equipment Simulators (Planned)
- ❖ Welding (Planned)
- ❖ Industrial Maintenance Mechanic (Planned)

USDOL Apprenticeships

- ❖ Plumbing (Planned)
- ❖ Building Maintenance (Planned)
- ❖ Electrical (Planned)
- ❖ Culinary Arts
- ❖ Computer Technician

Pro-Social Education Services:

- ❖ Alaska Reentry Services
- ❖ Criminal Attitudes Program (CAP)
- ❖ Parenting Classes
- ❖ Anger Management

Yukon-Kuskokwim Correctional Center

- Educational, Vocational & Pro-Social Educational Programs

Educational Services:

- ❖ Adult Basic Education (ABE)
- ❖ General Education Development (GED) Classes and Testing
- ❖ High School Refresher Classes
- ❖ Post-Secondary Academic Services

Vocational Services:

- ❖ Alaska Food Worker Card
- ❖ DMV written Driver's Test (no road test)

Pro-Social Education Services:

- ❖ Alaska Reentry Services
- ❖ Criminal Attitudes Program (CAP)
- ❖ Parenting Classes
- ❖ Anger Management

Other Programs

- ❖ Public Health – Health Education
- ❖ AVCP-Healthy Families
- ❖ Field-Probation -Re-entry
- ❖ School Social Workers- Parenting

A description of the programs and services listed above may be found below:

Educational Services

Adult Basic Education: Classes include basic education instruction in reading, writing, and computational skills below the 9th grade level.

Computer Lab: Basic computer instruction, using different aspects of Microsoft Office, Word, Excel, and PowerPoint.

English as a Second Language: Classes include instructions on improving basic English speaking, reading, and writing skills.

General Education Development (GED) Classes and Testing: Secondary education in the form of instruction and testing opportunities leading to a GED.

New Path High School: Facilitated by the Anchorage School District, this program provides services that include ongoing needs assessment, daily academic support, high school education programming, academic counseling, and transitional services for reintegration into the community. The goal of the program is to provide a segregated environment where students between the ages of 16 and 24 are given the opportunity earn their high school diploma and gain the skills necessary to succeed upon release.

Post-Secondary Academic Service: This service allows inmates to access up to college level academic courses, which may include correspondence classes, at their own expense. Remedial instruction, on-site tutorial assistance, and supplemental instruction are provided.

Vocational Services

Alaska Department of Environmental Conservation Safe Food Handler Program: Required by the State of Alaska of all food service workers, this credential enhances participants' employment opportunities in the hospitality industry upon release.

Alaska Department of Labor & Workforce Development (AK DOL WD): Alaska Seafood Worker Card: AK DOL WD representatives instruct course and proctor exam for inmates to become marketable in the seafood industry (cannery, processors, vessels and harvesters).

Alaska Department of Labor (AK DOL) and Workforce Development Career Training and Support for Vocational Grants: AK DOL representatives refer/assist offenders to the Division of Vocational Rehabilitation for services acquiring training for employment.

Alaska Department of Labor and Workforce Development (AK DOL WD)- Vocational Interest Assessment: Vocational evaluation is a comprehensive process in which individuals and evaluators of AK DOL WD work together to identify and evaluate an individual's vocational interests, abilities, strengths, weaknesses, aptitudes and functional strengths and limitations relative to an individual's goal.

Alaska Marine Safety Association (AMSEA) Marine Survival and Drill Conductor Training: Trains the students to be emergency drill conductors on commercial fishing boats.

Animal Care Vocational Certification: The animal behavior and obedience and grooming training is designed to provide instruction in skills to obtain animal grooming related employment opportunities when inmates are released from incarceration.

Apprenticeship Programs: The Alaska Department of Labor and Workforce Development approved necessary programs designed to assist offenders in receiving the knowledge and skills necessary to obtain employment in a specific field.

Child Support Education: Services provided by a Division of Child Support Services representative which include assistance in the following areas: locate absent parents, establish paternity; establish, enforce, and review child support orders.

Commercial Driver's Licence (CDL): Coursework provided to help assist offenders to obtain CDL upon release.

Computer Information and Office Systems Training: Computer certification training program includes: Microsoft Office Specialist (MOS) – Windows XP, Office 2002 and 2003, Microsoft Certified Applications Specialist (MCAS) – Windows Vista, Office 2007, Internet and Computing Core Certification (IC3) program and the CompTIA A+ certification exams. UAA Occupational Endorsement Certificates will be offered in Office Support and Office Foundations.

Computer Instruction Courses: Instructors utilize MOS, MCAS, IC3 and A+ approved course materials that are aligned with industry standards.

Computer Training (Microsoft Office Specialist): The Microsoft Office Specialist certification program provides computer program literacy, measures proficiency, and identifies opportunities for enhancement of skills. Successful candidates receive a Microsoft Office Specialist certification credential that sets them apart from their peers in the competitive job market.

Confined Space Entry Certification: Delivered by an OSHA certified instructor and designed to train and certify individuals who work in confined spaces under the OSHA definition.

CPR/ First Aid Certification: CPR with Automated Electronic Defibrillator certification and basic first aid.

Culinary Arts: This training has hospitality foundations which is a pre-requisite training step. To be complete in culinary arts, the student is required to complete the hospitality foundations and culinary arts training. ServSafe Certification testing offered to students who successfully complete both requirements' for this training.

Driver's License: Prepare inmates to take the written part of the general driver's license test and prepare inmates to take the written portion of the Class A or B Commercial Driver's License test.

Electrical Level 1 with Math: Provides offenders with electrical instruction as outlined in the National Center for Construction Education and Research (NCCER) curriculum.

Employment Preparation: Reentry instructors teach offenders job finding techniques, resume writing, interviewing skills and job preparation plans.

Field Safety and OSHA: Vocational instruction in a marketable skill for a career in Occupational Health and Safety. Certification provides job readiness for employment at general work sites, the North Slope or self-employment.

Flagger Certification: Allows an inmate to earn a four year certification after completing the flagger course and exam.

Forklift: The purpose of this course is to provide forklift training class. This class will be a requirement for warehouse inmate handlers as well as the building trades construction class students.

HAZWOPER Certification: Emergency response training for general site workers engaged in hazardous substance cleaning-up operations. Each inmate will be certified as an individual who is OSHA certified.

Industrial Health and Safety: Instruction in the construction field that focuses on preventing occupational illnesses and injuries.

High School refresher Classes: High school refresher to prepare for college placement tests.

Infectious Diseases Education: Instruction to reduce sexual risk behaviors and related health problem among offenders including behaviors that reduce their risk for HIV, other STD's, and unintended pregnancy.

Welding Simulator Course: Provides offenders with welding safety instruction as outlined in the National Center for Construction Education and Research (NCCER) curriculum. Practicals are provided using the Lincoln VR- 360 Virtual Welding Simulator.

Introduction to Welding Course: Students can certify with the American Welding Society D1.1 Structural Weld Certificate on real world welding equipment. Education is offered in MIG, TIG, and SMAW (Stick) welding and certificates are currently offered in Shielded Metal Arc Welding. Oxy-Fuel Cutting and Plasma Arc Cutting education is also offered in this course.

KeyTrain and WorkKeys: WorkKeys is a job skills assessment system measuring "real world" skills that employers believe are critical to job success. These skills are valuable for any occupation-skilled or professional- and at any level of education. The WorkKeys practice curriculum is called KeyTrain/Career Ready 101.

Laundry Services: This program provides inmates an opportunity to work in a commercial laundry and laundry sterilization setting.

Microsoft Certification: The Microsoft Office Specialist certification program provides computer program literacy, measure proficiency, and identifies opportunities for enhancement of skills. Successful candidates receive a Microsoft Office Specialist certification credential that sets them apart from their peers in the competitive job market. The certificate is a valuable credential that is recognized worldwide as proof that an individual has the desktop computing skills needed to work productively and efficiently.

National Center for Construction Education and Research (NCCER): NCCER introduction course that provides offenders with the basic knowledge necessary for employment in the construction trades industry- tools for success, building trades, rigging and scaffolding, carpentry, electrical, plumbing, HVAC and welding.

North Slope Training Cooperative (NSTC): NSTC is a collaborative effort between the North Slope unit owners and their contractors to ensure all employees (company and contractor) have basic safety, health and environmental policy classes before going to work on the North Slope.

Basic Occupational Safety and Health Administration: OSHA 10 training is provided to assist an inmate for potential employment with unions and public work sites.

Skin Sewing: Instructor teaches Alaska Native traditional skin-sewing techniques.

Small Engine Repair: A 66 hour, two and four cycle small engine repair class offering classroom and hands on training.

Small Business Basics: Volunteer from DOLWD instructs basics on how to start a small business.

Reentry: DOLWD Workplace & Community Transition Program: A partnership with DOL. Instructor provides reentry and transition training for current job market.

Resume Writing Workshop: Instructor teaches offenders how to research, plan and build a resume using a computer.

Veteran's Affairs Support Education: A volunteer comes to the institution and teaches veterans how to obtain benefits.

Water Treatment Classes (UAF): Instruction in theoretical and applied aspects of the movement of contaminants through saturated and unsaturated soil. This class provides offenders a marketable advantage in a community where clean water has been a challenge.

Weatherization: The purpose of this course is to provide a Weatherization Technician course and will be a complementary course to the Building Trades Construction Course. This course follows the NCCER Accreditations.

Uniquely Hiland Mountain Correctional Center Ilisagvik College Vocational Classes

The Tech. Prep Agreement with Ilisagvik College (ILC) which waives tuition for every student and charges only \$50.00 per student for an unlimited number of college credits per semester. These credits are paid by the Career Technical Education (CTE) grant written by the HMCC Education Department.

ILC uses the NCCER Curriculum which is recognized by Union and Nonunion apprenticeships. The National Center for Construction Education and Research (NCCER) is the accrediting body for the industry and establishes the benchmark for quality training and assessments.

ILC Associated Construction Trades Certificate Programs:

- ❖ Carpentry Level 1
- ❖ Electrical Level 1
- ❖ Basic Electrical
- ❖ Plumbing Level 1
- ❖ Scaffolding Level 1

Carpentry Level 1: (5 credits) The carpentry trade, tools and materials. It concentrates on rough carpentry used in floor systems, framing walls, ceilings and roofs, as well as windows, doors, and weather stripping.

Carpentry Level 1 Skills Lab: (1 credit) Requiring hands on proficiency development on skills taught in Carpentry Level 1.

Introduction to Mathematics for Carpentry: (2 credits) Reviews and applies mathematics principles related to carpentry. Covers whole numbers, fractions, decimals, weights, measures and proportions, ratios, percentages, angles, perimeters, volume, surface area solids, metric system, board measurement, pricing, and estimating and calculating the materials and cost of a job.

Introduction to Construction Skills: (3 credits) It is an overview of the construction industry to include basic safety, construction math, tool use and maintenance, reading basic construction blueprints, and the use of rigging equipment. This course is a prerequisite for any Carpentry, Electrical, Plumbing, Alternative Energy or Weatherization course.

Scaffolding: (3 credits) Students will learn about the different types of scaffold and terminology: stationary, mobile, and suspension scaffolds. It includes an overview of the safety regulations and guidelines of the industry, safe use and application of tools used in the trades, and explains the math calculations of scaffold loads, live loads, and wind loads.

Introduction to Weatherization: (1credit) Introduces students to the weatherization initiative and its purpose by examining the economic and environmental effects of the inefficient use of energy in heating, cooling, heat loss, and the importance of air sealing and insulation.

Weatherization Technician: (3 credits) Selecting and installing various types of insulating materials, vapor barriers and waterproofing materials using caulks and other sealants to reduce thermal loss, as well as expanding foam and blow in insulation options.

Electrical Blueprints and Design: (2credits) Introducing reading and working with blue prints emphasizing electrical drawings and understanding a typical set of electrical plans.

Electrical Training Level 1: (4 credits) A beginning level course covering electrical safety, hand bending, fasteners, electrical theory one and two, test equipment, National Electrical Code, boxes and fittings, conductors, blueprints and residential wiring.

Electrical Skill Development Level 1: (2 credits) Beginning labs covering the use of electrical hand and power equipment. Wiring simulations and practice including switches, receptacles, and fixtures. Students complete small wiring projects, practice hand bending of conduit and learn pipe threading.

Introduction to National Electrical Code: (2 credits) NEC is the basic standard that governs electrical work.

Commercial Wiring 1: (3 credits) Introduction to wiring methods and materials used in lighting commercial building.

40 Hour HAZWOPER: (1 credit) Introduces students to recognition of, protection from, and work with hazardous substances during clean-up activities at work sites containing hazardous waste substances. This course complies with federal and EPA regulations.

Math for Electricians: (1-2 credits) Review basic principles of mathematics, algebra, and trigonometry as they relate to Electrical positions.

Forklift Operator Training: (1 credit) Instruction prepares participants to safely operate multiple styles of forklifts. Students learn proper pre-trip inspection procedures and study the policies, procedures, and hazards for each piece of equipment under compliance of OSHA standards.

Basic Rigging: (1 credit) This course is designed to help trainees meet the OSHA 29 CFR part 1926 Subpart CC- Cranes & Derricks in construction requirements.

Plumbing Level 1: (5 credits) Covers the reading and interpretation of plumbing drawings, measuring, cutting and fitting techniques for various types of pipe and the installation of fixtures.

Introduction to Mathematics for Plumbing: (3 credits) Reviews and applies mathematics principles related to plumbing, plumbing specific problems, including calculating pipe lengths, runs and calculating offsets for angles. .

Plumbing Level 1 Skills Lab: (1 credit) This hands on lab will provide students proficiency development and improvement on skills learned in Plumbing Level 1.

ILC Vocational Safety Courses

OSHA 10 Hour Construction Safety Training: (2 credits) Provides entry level construction workers information about their rights which covers a variety of construction safety and health hazards which a worker may encounter at a construction site.

8 Hour HAZWOPER Annual Refresher: (1 credit) Required yearly refresher course for 40 Hour HAZWOPER.

NSTC Unescorted Training: (1 credit) The Unescorted program must be completed by all employees who work on the North Slope oil production area in either long term or temporary assignments or are visitors without escort.

40 Hour HAZWOPER: (1 credit) Introduces students to recognition of, protection from, and working with hazardous substances during clean-up activities at work sites containing hazardous waste substances.

30 Hour OSHA Approved Construction Standards: (1 credit) Introduction to the major hazards recognized by OSHA in the workplace, fall hazards, caught in or between, struck by and electrocution hazards, reviews on site company inspections, citations and proposed penalties along with recording and reporting of occupational injuries and illnesses.

30 Hour OSHA Approved General Industry Standards: (1 credit) Training will emphasize hazard identification, avoidance, control and prevention.

Standard First Aid and CPR with AED: (1 credit) Gives the knowledge and skills necessary to recognize and provide basic care for injuries, sudden illnesses, breathing difficulties and cardiac arrest for adults, children, and infants until advanced medical care can arrive.

General Vocational Courses

Mining Safety and Health Administration (MSHA): Part 48 and 46 Certification. Part 48 certifies surface mining, Part 46 certifies gravel mining. Both certifications are required prior to employment of any mining and gravel industry.

Traffic Control Technician (Flagging): This course provides a flagging certification for temporary traffic control in a work zone. This certification meets the State of Alaska's requirements for working as a flagger on construction projects.

Alternative Energy: NCCER course only, describes the contributions and potential of individual alternative energy sources including biomass, biofuels, nuclear power, solar power and wind power.

Introduction to Solar Photovoltaics: NCCER course only, provides a basic knowledge and application of solar photovoltaic system operations which includes maintenance of the existing solar panels installed on HMCC's Building Trades classroom.

Green Environment Construction: NCCER course only, provides pertinent information concerning the green environment, construction practices, and building rating.

Introduction to the Power Industry: NCCER course only, describes the many ways in which electricity can be produced, from burning fossil fuels such as coal and natural gas, to harnessing nuclear energy, and using renewable energy sources such as wind, geothermal, and solar energy.

Alaska DEC Food Handler Course: A DVD series, training and manual test, that trains students in sanitary food preparation practices.

ServSafe: A full day industry certifying class offered the Alaska CHARR Education Fund that teaches basic food safety practices for preparing and serving food.

Tiling 101: Provide students with the necessary steps to set floor tile, set wall tiles, proper preparation, installation and maintenance of tiles.

Painting- Commercial and Residential Level 1: NCCER only course. Modules include careers, safety, ladders, scaffolds, lifts, fall protection, identifying surface/substrate materials and conditions, protecting adjacent surfaces, basic surface preparation, sealants, and repair/fillers, introduction to paints and coatings, brushing and rolling paint and coatings. Also includes on-site training.

Painting- Commercial and Residential Level 2: NCCER only course. Modules include painting failures and remedies, job planning and completion, chemical cleaning and stripping, low pressure water cleaning, abrasive blasting, drywall finishing and patching, stains, clear finishes, wood finishes, coatings and spray painting. Also includes on-site training.

Trades R Us Club: A monthly meeting of community speakers who address industry specific topics.

ILC Computer Literacy Courses

Keyboarding Skills: (1 credit) Training to improve keyboarding with an emphasis on correct techniques, increasing speed and accuracy using the touch typing methods.

Computer Word Processing: (3 credits) Introduces basic, intermediate, and advanced word processing operations which creates, formats, and revises documents from simple memos to a report incorporating graphics.

Computer Spreadsheets: (3 credits) Use of spreadsheets as analysis and decision making tools and their use in the business environment which introduces fundamental, intermediate, and advanced spreadsheet concepts and operations and covers how to create, format, and revise spreadsheets as a business analysis and decision making tool.

Computer Databases: (3 credits) Fundamentals, intermediate and advanced database concepts and operations to help keep track of business or personal information which includes designing, creating, and revising databases, business analysis and decision making tools.

Computer Presentation: (1-3 credits) To learn how to use a powerful presentation graphics program that provides everything needed to produce an effective presentation in the form of black & white or color overheads or slides to be used for business and professional environmental tasks.

DOC Cognitive Behavioral Courses

Criminal Attitudes Program (CAP): It is a cognitive-behavioral program that focuses specifically on the attitudes, values, beliefs, and rationalizations conducive to criminality. Course material is presented using a variety of instructional techniques (lectures, discussions, movies, homework, and role-plays).

Parenting for Prevention: A parenting series that will help keep kids safe from alcohol, other drugs, and violence, and parents will help their children to be secure enough to make sensible decisions about everything they do.

Workforce Development Courses

Tools for Success: (3 credits) Provides information on the human relations skills needed to obtain and retain employment. Focuses on building good work attitudes and habits, building relations with supervisors, how to work effectively with others, analyzing personal work behavior, managing stress and resolving conflicts, thinking critically, and giving and receiving constructive criticism.

Career Exploration: (1 credit) Helps students identify employment opportunities, gather experience completing formal job applications, build and strengthen interview skills, and develop resumes, cover letters, personal education and work histories for use in searches for employment.

Time Management: (1 credit) Introduces basic concepts of time management to include planning and prioritizing, setting boundaries, setting realistic goals, understanding priorities, and eliminating time wasters. It has a cultural element that discusses Native Alaskan and Western conceptions of time management and norms.

Conflict Resolution: (1 credit) Workshop that teaches essential strategies for establishing and maintaining productive work relationships in a professional environment. Topics include cultural views of conflict, role of perception on goals, resources and interference, and destructive and constructive approaches to conflict resolution.

Priorities and Projects: (1 credit) Analyses the basic principles of time management and project management. Students are familiarized with four phases of project management, as well as communicating progress and analyzing stakeholders.

Office Skills Development Series: (1 credit) Teaches techniques in employability with sessions on Microsoft Word, Excel and PowerPoint, as well job preparation and customer service skills.

Bridge to Success: Reentry class, collaboration with the Department of Labor/Eagle River Job Center. A continuous class that prepares students for successful reentry, with topics such as housing concerns, resumes writing, interviewing and fidelity bonding.

KeyTrain/Career Skills/ACT WorkKeys Career Readiness Assessment: KeyTrain is a self paced computer based training program that offers courses in applied technology, locating information, reading for information, applied math, writing, business writing, listening, observation, and teamwork. It is designed to improve basic workplace skills and prepare individuals for the ACT WorkKeys Assessment. Career Skills is computer based training that helps develop work habits and employability skills; it has five courses: work habits, communication skills, workplace effectiveness, business etiquette, and job search. The ACT WorkKeys Career Readiness Assessment is a series of tests measuring foundational and soft skills and offers specialized assessments to target industry needs. It is set to replace the high school standardized test exam in Alaska.

Academic Programs

Adult Basic Education: an umbrella term that covers the GED program, ESL classes and the remedial literacy classes.

General Equivalency Development: is a program that prepares students for the four subject GED examinations that certify an individual as attaining high school equivalent academic skills. Our delivery has been primarily as a drop-in learning center where students are tutored individually and their progress is tracked. Although we do offer classes by contract to teachers to groups of individuals who are studying at the same level in math or English. Placement and progress in the program is measured by the Test of Adult Basic Education (TABE) and the GED Ready Practice Tests.

English as a Second Language: classes are offered by a contractor who works one-on-one or in small groups to target the four language skill areas (reading/writing/speaking/listening), these are assessed using the BEST Plus assessments. The remedial literacy classes focus on developing the reading and writing skills of first language English speakers. These classes are conducted one-on-one or in small groups.

High School Diplomas: offered for age eligible students provided through CyberLynx Correspondence School in Anchorage, Wasilla, and Fairbanks or Family Partnership/Anchorage School District.

Basic and Advanced Math Tutoring: provides students as individuals or in a small group setting tutoring in ABE, GED, and Vocational math.

The Write Stuff: an Ilisagvik college course that emphasizes the fundamental work skills for college of the workplace.

Critical Reading and Writing: Emphasis is on multi-paragraph writing, academic reading, and critical thinking and vocabulary building.

Book Club: Reading club meets twice a week to review preselected literature.

Apprenticeship

Building Maintenance Apprenticeship: A certificate offered through the US Department of Labor and the Alaska Vocational Technical Education Center (AVTEC) which includes 4000 hours of on the job training and 450 hours of NCCER instruction supplemented by ILC vocational courses.

Culinary Arts Apprenticeship: A certificate offered through the US Department of Labor and the Alaska Vocational Technical Education Center (AVTEC) which includes 4000 hours of on the job training and 450 hours of American Culinary Federation instruction supplemented by Alaska DEC Food Handler and Alaska CHARR Education Fund ServSafe courses.

Ironworker Pre-Apprenticeship: A program offered in conjunction with the Alaska DOC and the LOCAL 751 Ironworker Union. It prepares students for union employment and introduces them to specific trade skills.

Heavy Equipment Operator Pre-Apprenticeship: A program in conjunction with the Alaska DOC and the LOCAL 302 Heavy Equipment Operators Engineers. It prepares students for Union employment and introduces them to specific trade skills.

Pro-Social Education Services

Alaska Reentry Course: Utilizing the Alaska Reentry manual, inmates prepare for reintegration and transition back into the community.

Anger Management: The purpose of this course is to understand anger and recognize early warning signs of anger before it is out of control. This course provides intervention strategies that have been proven to be effective in the management of anger.

Criminal Attitudes Program (CAP): A cognitive behavioral course (6 to 16 weeks in duration) designed to assist offenders with altering their criminal attitudes and behaviors.

Parenting Classes: A program that provides practical and innovative ways to help overcome the physical and psychological challenges that incarcerated parents face both inside and outside of prison.

Other Programs

Family Violence Intervention Program: A program designed to end the effects of the cycle of violence in families by increasing self-esteem and empowering individuals to become self-sufficient and maintain independence in a violence free lifestyle.

