

- Fort Wayne, IN
- Kokomo, IN
- Elkhart, IN
- Napoleon, OH

Public Short-term Certification Training

Would you like short term training for jobs that are in demand? Does the thought of attending traditional college courses not interest you?

ExecuTrain's accelerated training programs are generally six to eight weeks of instruction with lots of hands-on activities. Our programs are designed for adult learners to obtain the skills and credentials to compete in today's job market. Most programs include preparation and testing to achieve a certificate from a lead certifying body.

Certificate programs also help participants zero in on career goals by focusing on specific content directly related to your field. This makes it easier for employers to see how their businesses will benefit from your certification.

Source: DegreeScout.com

Choose from the programs listed below. Courses are on a rotating schedule, so a start date is always just around the corner.

ADMINISTRATIVE PROFESSIONAL	IN ETC#	COST	COURSE LENGTH
Office Administration		\$2,450	6 Weeks
Administrative Assistant		\$2,450	6 Weeks
Medical Front Office	9185	\$2,450	8 Weeks
IT AND TECHNICAL COMPUTER SKILLS	IN ETC#	COST	COURSE LENGTH
Computer Technology Specialist: Green IT		\$2,497	126 Hours
Computer Technology Specialist	7649	\$1,500	6 Weeks
CompTIA A+ Certification	3391	\$1,500	6 Weeks
Software Application Certification	2558	\$1,500	6 Weeks
Build Me Keep Me (Mature Workers)			90 Hours
Build Me Keep Me (Youth)			48 Hours
GRAPHIC ARTS	IN ETC#	COST	COURSE LENGTH
Dreamweaver Web Design	7722	\$1,500	6 Weeks
Digital Communications	7721	\$1,500	6 Weeks
BUSINESS SKILLS	IN ETC#	COST	COURSE LENGTH
Accounting & QuickBooks Financials	7719	\$1,500	6 Weeks
Business Management	7652	\$1,500	6 Weeks
Project Management	7723	\$1,500	6 Weeks

ExecuTrain is an authorized testing center for Certiport, Pan, Prometric, CASTLE Worldwide, and Pearson/VUE.

