The National Safety Education Center (NSEC) is a customer-friendly and efficient OSHA Training Institute Education Center (OTIEC) serving the Mid-West region. NSEC is part of a national network of non-profit organizations authorized by OSHA to deliver occupational safety and health training to public and private sector workers, supervisors and employers. Our partnership, which consists of Northern Illinois University & the Construction Safety Council, allows us to teach courses in Region V (Illinois, Indiana, Michigan, Minnesota, Ohio and Wisconsin).

The National Safety Education Center is dedicated to protecting life and promoting health through high quality safety education and training. Through common goals with the OSHA Training Institute, we strive to bring about safe and healthful conditions in the nation’s workplaces. We believe education is the key to change.

The NSEC has a proven track record in providing excellent training and education to hundreds of individuals every year. While many organizations offer safety training programs, we are the ONLY provider of OSHA numbered training courses in Illinois.

By taking courses at the National Safety Education Center, you can enjoy the following benefits:

- Learn from highly professional trainers with extensive real-world experience
- Engage yourself in interactive, relevant content
- Interact with our friendly, knowledgeable staff
- Earn CEU’s (continuing education credits) and professional certification maintenance points

Northern Illinois University has over 50 years of safety education experience at the undergraduate and graduate levels. The NIU College of Engineering and Engineering Technology also offers many additional safety training topics throughout the year.

NIU Engineering Building
590 Garden Road
DeKalb, IL 60115

The Construction Safety Council was founded in 1989 and is dedicated to the advancement of safety & health interests in the field of construction throughout the world. The CSC is governed by a Board of Directors whose vision and expertise makes possible fulfillment of the organization’s mission.

Construction Safety Council
4415 West Harrison Street
Suite 404
Hillside, IL 60162
NSEC HOST TRAINING ORGANIZATIONS

We here at the National Safety Education Center (NSEC) know that providing safety training to an entire region is no small task, which is why we are very grateful to have partnerships with some of the best organizations in the mid-west. Our affiliates include: Construction Employers Association, Minnesota Safety Council, Northeast Wisconsin Technical College, Richland Community College, Lake Michigan College, and the Latino Workers Safety Center. With the help of our host training organizations, we are able to provide better safety training and in more convenient locations than ever before. We are proud to be in business with them and glad to have them aboard.

Construction Employers Association
950 Keynote Circle
Suite 10
Cleveland, OH 44131

Lake Michigan College
400 Klock Road
Benton Harbor, MI 49022

Minnesota Safety Council
474 Concordia Avenue
St. Paul, MN 55103

Latino Worker Safety Center
4415 W. Harrison St.
Suite 404
Hillside, IL 60162

Richland Community College
1 College Parkway
Decatur, IL 62521

Northeast Wisconsin Technical College
2740 West Mason Street
Green Bay, WI 54307
The certificate program in Public Sector Safety & Health Fundamentals supports OSHA’s mission by training public sector employees in occupational safety and health to reduce incident rates for workers in state and local governments. The certificate program is also open to individuals in the private sector.

### GENERAL INDUSTRY CERTIFICATE

**REQUIRED (3 COURSES)**
- OSHA #511: Occupational Safety and Health Standards for General Industry
- OSHA #7500: Introduction to Safety and Health Management
- OSHA #7505: Introduction to Incident (Accident) Investigation

**ELECTIVES (CHOOSE 4 COURSES)**
- OSHA #3095: Electrical Standards
- OSHA #2264: Permit-Required Confined Space Entry
- OSHA #7300: Understanding OSHA’s Permit-Required Confined Space Standard
- OSHA #7000: OSHA Training Guidelines for Safe Patient Handling
- OSHA #7005: Public Warehousing and Storage
- OSHA #7100: Introduction to Machinery and Machine Safeguarding
- OSHA #2045: Machinery & Machine Guarding Standards
- OSHA #7105: Evacuation and Emergency Planning
- OSHA #7115: Lockout/Tagout
- OSHA #7200: Bloodborne Pathogens Exposure Control for Healthcare Facilities
- OSHA #7205: Health Hazard Awareness
- OSHA #7210: Pandemic Influenza and Workplace Preparedness
- OSHA #7845: Recordkeeping Rule Seminar

*Must complete a minimum of 29 contact hours

### CONSTRUCTION INDUSTRY CERTIFICATE

**REQUIRED (3 COURSES)**
- OSHA #510: Occupational Safety and Health Standards for Construction
- OSHA #7500: Introduction to Safety and Health Management
- OSHA #7505: Introduction to Incident (Accident) Investigation

**ELECTIVES (CHOOSE 4 COURSES)**
- OSHA #3015: Excavation, Trenching and Soil Mechanics
- OR
- OSHA #7410: Managing Excavation Hazards
- OSHA #3095: Electrical Standards
- OSHA #3115: Fall Protection
- OR
- OSHA #7405: Fall Hazard Awareness for the Construction Industry
- OSHA #7105: Evacuation and Emergency Planning
- OSHA #7110: Safe Bolting: Principles and Practices
- OSHA #7205: Health Hazard Awareness
- OSHA #7400: Noise in the Construction Industry
- OSHA #7845: Recordkeeping Rule Seminar

*Must complete a minimum of 29 contact hours
BECOME AN AUTHORIZED OSHA OUTREACH TRAINER!

The Train-the-Trainer Program authorizes those who successfully complete it to teach 10-Hour and 30-Hour Hazard Awareness courses for their respective industry.

GENERAL INDUSTRY

1. OSHA #511: Occupational Safety & Health Standards for General Industry
2. OSHA #501: Trainer Course in OSHA Standards for General Industry
   - Prerequisites for OSHA #501:
     - Successful completion of OSHA #511
     - Five years of general industry safety experience
   OR
   - Three years of experience and one of the following:
     - College degree in occupational safety/health
     - Certified Safety Professional (CSP)
     - Certified Industrial Hygienist (CIH)
3. OSHA #503: Update for General Industry Outreach Trainers
   - MUST be completed every four years after initial authorization to maintain trainer status

CONSTRUCTION

1. OSHA #510: Occupational Safety & Health Standards for the Construction Industry
2. OSHA #500: Trainer Course in OSHA Standards for Construction
   - Prerequisites for OSHA #500:
     - Successful completion of OSHA #510
     - Five years of construction safety experience
   OR
   - Three years of experience and one of the following:
     - College degree in occupational safety/health
     - Certified Safety Professional (CSP)
     - Certified Industrial Hygienist (CIH)
3. OSHA #502: Update for Construction Industry Outreach Trainers
   - MUST be completed every four years after initial authorization to maintain trainer status

MARITIME INDUSTRY

1. OSHA #5410: Occupational Safety & Health Standards for the Maritime Industry
2. OSHA #5400: Trainer Course in Occupational Safety and Health Standards for the Maritime Industry
   - Prerequisites for OSHA #5400:
     - Successful completion of OSHA #5410
     - Three years of maritime safety experience
     AND
     - Two years of occupational safety and health experience (with a broad focus) in any industry and one of the following:
       - College degree in occupational safety and health
       - An Associate Safety Professional (ASP)
       - Certified Safety Professional (CSP)
       - Certified Industrial Hygienist (CIH)
       - Certified Marine Chemist (CMC)
3. OSHA #5402: Maritime Industry Trainer Update Course
   - MUST be completed every four years after initial authorization to maintain trainer status
This course is designed for personnel in the private sector interested in teaching the 10-hour and 30-hour construction safety and health outreach program to their employees and other interested groups. Special emphasis is placed on those topics that are required in the 10-hour and 30-hour programs as well as on those that are the most hazardous, using OSHA standards as a guide. Course participants are briefed on effective instructional approaches and the effective use of visual aids and handouts. This course allows the student to become a trainer in the outreach program and to conduct both a 10-hour and 30-hour construction safety and health course and to issue cards to participants verifying course completion. Students who wish to participate as authorized Outreach trainers in the OSHA Outreach Training Program must prepare a presentation on an assigned OSHA Construction Outreach Training Program topic individually or as part of a group and successfully pass a written exam at the end of the course.

Prerequisites
- Successful completion of OSHA #510
- Five years of construction safety experience OR three years of experience and one of the following: College degree in occupational safety and health, Certified Safety Professional (CSP) or Certified Industrial Hygienist (CIH)

COURSE SCHEDULE

<table>
<thead>
<tr>
<th>Course</th>
<th>Date</th>
<th>Location</th>
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<tbody>
<tr>
<td>Oct. 23-26, 2017</td>
<td>Decatur, IL</td>
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<tr>
<td>Nov. 06-09, 2017</td>
<td>Hillside, IL</td>
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<td>Nov. 14-17, 2017</td>
<td>Cleveland, OH</td>
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<td>Jan. 08-11, 2018</td>
<td>Hillside, IL</td>
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<td>Feb. 13-16, 2018</td>
<td>St. Paul, MN</td>
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<td>Mar. 05-08, 2018</td>
<td>Decatur, IL</td>
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<td>Cleveland, OH</td>
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<td>Mar. 26-29, 2018</td>
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<tr>
<td>May 07-10, 2018</td>
<td>Hillside, IL</td>
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<td>May 21-24, 2018</td>
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<td>July 09-12, 2018</td>
<td>Hillside, IL</td>
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<tr>
<td>Aug. 20-23, 2018</td>
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<td>Sept. 10-13, 2018</td>
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<td>Nov. 06-09, 2018</td>
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<td>Nov. 27-30, 2018</td>
<td>Cleveland, OH</td>
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This course is designed for personnel in the private sector interested in teaching the 10-hour and 30-hour general industry safety and health outreach program to their employees and other interested groups. Special emphasis is placed on those topics that are required in the 10-hour and 30-hour programs as well as on those that are the most hazardous, using OSHA standards as a guide. Course participants are briefed on effective instructional approaches and the effective use of visual aids and handouts. This course allows the student to become a trainer in the outreach program and to conduct both a 10-hour and 30-hour general industry safety and health course and to issue cards to participants verifying course completion. Students who wish to participate as authorized trainers in the OSHA Outreach Training Program must prepare a presentation on an assigned OSHA General Industry Outreach Training Program topic individually or as part of a group and successfully pass a written exam at the end of the course.

Prerequisites
- Successful completion of OSHA #511
- Five years of general industry safety experience OR three years of experience and one of the following: College degree in occupational safety and health, Certified Safety Professional (CSP) or Certified Industrial Hygienist (CIH)

COURSE SCHEDULE

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<tbody>
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<td>Decatur, IL</td>
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<td>Oct. 24-27, 2017</td>
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<td>Mar. 06-09, 2018</td>
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<td>Mar. 12-15, 2018</td>
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<td>Apr. 16-19, 2018</td>
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<td>July 16-19, 2018</td>
<td>Naperville, IL</td>
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<td>Sept. 17-20, 2018</td>
<td>Hoffman Estates, IL</td>
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<td>Oct. 23-26, 2018</td>
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<tr>
<td>Nov. 06-09, 2018</td>
<td>Decatur, IL</td>
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Subscribe to our mailing list to receive the latest updates on our course schedule, announcements and safety tips. Visit www.nsec.niu.edu and sign up today!
**OSHA #502**

**UPDATE FOR CONSTRUCTION INDUSTRY OUTREACH TRAINERS**

Course Fee: $700 | Early Bird Rate: $675
Three-Plus Early Bird: $650

Maintain your construction industry trainer status. Become familiar with recent changes in OSHA standards for the most common hazards and violations. This course is designed for personnel in the private sector who have completed OSHA #500 and who are active trainers in the outreach program. Construction industry voluntary compliance outreach trainers must take this course every four years. If your trainer card has expired past the 90 day grace period, you must retake the OSHA #500 course and the exam to be current. If your card has been expired for 10 years or more, you must retake OSHA #510 and OSHA #500.

**Prerequisites**
- Successful completion of OSHA #500

**COURSE SCHEDULE**

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<td>Nov. 14-16, 2017</td>
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<td>Dec. 05-07, 2017</td>
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<td>May 02-04, 2018</td>
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<td>Cleveland, OH</td>
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<td>Aug. 28-30, 2018</td>
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<td>Dec. 18-20, 2018</td>
<td>Hillside, IL</td>
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**OSHA #503**

**UPDATE FOR GENERAL INDUSTRY OUTREACH TRAINERS**

Course Fee: $700 | Early Bird Rate: $675
Three-Plus Early Bird: $650

Maintain your general industry trainer status. Become familiar with recent changes in OSHA standards for the most common hazards and violations. This course is designed for personnel in the private sector who have completed OSHA #501 and who are active trainers in the outreach program. General industry voluntary compliance outreach trainers must take this course every four years. If your trainer card has expired past the 90 day grace period, you must retake the OSHA #501 course and the exam to be current. If your card has been expired for 10 years or more, you must retake OSHA #511 and OSHA #501.

**Prerequisites**
- Successful completion of OSHA #501

**COURSE SCHEDULE**

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<td>Oct. 31-Nov. 02, 2017</td>
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<td>Decatur, IL</td>
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<td>Jan. 08-10, 2018</td>
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<td>Mar. 20-22, 2018</td>
<td>Decatur, IL</td>
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<td>Apr. 09-11, 2018</td>
<td>Green Bay, WI</td>
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<td>May 07-09, 2018</td>
<td>Rockford, IL</td>
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<td>Aug. 13-15, 2018</td>
<td>Green Bay, WI</td>
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<td>Sept. 04-06, 2018</td>
<td>Hoffman Estates, IL</td>
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<td>Oct. 09-11, 2018</td>
<td>Decatur, IL</td>
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<tr>
<td>Oct. 30-Nov. 01, 2018</td>
<td>Green Bay, WI</td>
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**OSHA #510**

**OCCUPATIONAL SAFETY AND HEALTH STANDARDS FOR CONSTRUCTION INDUSTRY**

Course Fee: $850 | Early Bird Rate: $825
Three-Plus Early Bird: $800

This course for private sector personnel covers OSHA policies, procedures, and standards, as well as construction safety and health principles. Topics include scope and application of the OSHA construction standards. Special emphasis is placed on those areas that are the most hazardous, using OSHA standards as a guide. This course is the prerequisite for OSHA #500.

**COURSE SCHEDULE**

<table>
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<tr>
<td>Oct. 02-05, 2017</td>
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<td>Oct. 10-13</td>
<td>Green Bay, WI</td>
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<td>Cleveland, OH</td>
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<td>Dec. 04-07, 2017</td>
<td>Hillside, IL</td>
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<tr>
<td>Jan 09-12, 2018</td>
<td>St. Paul, MN</td>
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<td>Jan. 30-Feb. 02, 2018</td>
<td>Cleveland, OH</td>
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<tr>
<td>Feb. 05-08, 2018</td>
<td>Green Bay, WI</td>
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</table>
**OSHA #521**

**OSHA GUIDE TO INDUSTRIAL HYGIENE**  
Course Fee: $850 | Early Bird Rate: $825  
Three-Plus Early Bird: $800  
This course addresses industrial hygiene practices and related OSHA regulations and procedures. Topics include permissible exposure limits, OSHA health standards, respiratory protection, engineering controls, hazard communication, OSHA sampling procedures and strategy, workplace health program elements and other industrial hygiene topics. The course features workshops in health hazard recognition, OSHA health standards and a safety and health program workshop.

**COURSE SCHEDULE**  
Mar. 19–22, 2018  
Hillside, IL

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**OSHA #511**

**OCCUPATIONAL SAFETY AND HEALTH STANDARDS FOR GENERAL INDUSTRY**  
Course Fee: $850 | Early Bird Rate: $825  
Three-Plus Early Bird: $800  
This course for private sector personnel covers OSHA policies, procedures, and standards, as well as general industry safety and health principles. Topics include scope and application of the OSHA general industry standards. Special emphasis is placed on those areas that are the most hazardous, using OSHA standards as a guide. This course is the prerequisite for OSHA #501.

**COURSE SCHEDULE**  
Oct. 17-20, 2017  
St. Paul, MN  
Oct. 24-27, 2017  
Hoffman Estates, IL  
Nov. 06-09, 2017  
Chicago, IL  
Dec. 05-08, 2017  
St. Paul, MN  
Dec. 18-21, 2017  
Rockford, IL  
Jan. 08-11, 2018  
Benton Harbor, MI  
Feb. 05-08, 2018  
Naperville, IL  
Feb. 06-09, 2018  
St. Paul, MN  
Feb. 12-15, 2018  
Green Bay, WI  
Feb. 20-23, 2018  
Decatur, IL  
Apr. 09-12, 2018  
DeKalb, IL  
May 15-18, 2018  
St. Paul, MN  
June 04-07, 2018  
Hoffman Estates, IL  
June 11-14, 2018  
Green Bay, WI  
July 23-26, 2018  
Chicago, IL  
Aug. 06-09, 2018  
Rockford, IL  
Sept. 11-14, 2018  
Decatur, IL  
Sept. 18-21, 2018  
Green Bay, WI

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**OSHA #2015**

**HAZARDOUS MATERIAL**  
Course Fee: $850 | Early Bird Rate: $825  
Three-Plus Early Bird: $800  
This course covers OSHA general industry standards and integrates materials from other consensus and proprietary standards that relate to hazardous materials. Included are flammable and combustible liquids, compressed gases, LP-gases, and cryogenic liquids. Related processes such as spraying and dipping are covered, as well as electrical equipment.

**COURSE SCHEDULE**  
Apr. 16–19, 2018  
Hillside, IL

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**OSHA #2045**

**MACHINERY AND MACHINE GUARDING STANDARDS**  
Course Fee: $850 | Early Bird Rate: $825  
Three-Plus Early Bird: $800  
This course covers the various types of common machinery, machine safe guards, and related OSHA regulations and procedures. Guidance is provided on the hazards associated with various types of machinery and the determination of proper machine safe guards. Course topics include machinery processes, mechanical motions, points of operation, control of hazardous energy sources (lockout/tagout), guarding of portable powered tools, and common OSHA machine guarding violations. Program highlights include the ability to recognize hazards and provide options for control and hazard abatement through machine safeguarding inspection workshops.

**COURSE SCHEDULE**  
Oct. 16–19, 2017  
Rockford, IL  
April 23–26, 2018  
Rockford, IL

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**OSHA #2055**

**CRANES IN CONSTRUCTION INDUSTRY**  
Course Fee: $600 | Early Bird Rate: $575  
Three-Plus Early Bird: $550
This course is designed to enable students to recognize, evaluate, prevent, and abate safety and health hazards associated with confined space entry. Technical topics include recognition of confined space hazards, identification of permit and non-permit required confined spaces, use of instrumentation to evaluate atmospheric hazards, ventilation techniques, development and implementation of a confined space program, proper signage, and training requirements. Students will participate in workshops to reinforce concepts of safe crane operation. Upon course completion students will have the ability to identify the types of cranes and their components and attachments, determine safe operating conditions, and recognize common violations of OSHA standards.

COURSE SCHEDULE
May 21-23, 2018
Hillside, IL

OSHA #2225
RESPIRATORY PROTECTION
Course Fee: $850 | Early Bird Rate: $825
Three-Plus Early Bird: $800
This course covers the requirements for the establishment, maintenance, and monitoring of a respirator program. Topics include terminology, OSHA standards, NIOSH certification, and medical evaluation recommendations. Program highlights include laboratories on respirator selection, qualitative fit testing, and the use of a large array of respiratory and support equipment for hands-on training.

COURSE SCHEDULE
May 21-24, 2018
Rockford, IL

OSHA #2264
PERMIT-REQUIRED CONFINED SPACE ENTRY
Course Fee: $725 | Early Bird Rate: $700
Three-Plus Early Bird: $675
This course is designed to enable students to recognize, evaluate, prevent, and abate safety and health hazards associated with confined space entry. Technical topics include recognition of confined space hazards, identification of permit and non-permit required confined spaces, use of instrumentation to evaluate atmospheric hazards, ventilation techniques, development and implementation of a confined space program, proper signage, and training requirements. This course features workshops on permit entry classification, instrumentation, and program development.

COURSE SCHEDULE
June 11-13, 2018
Hillside, IL

OSHA #3015
PRINCIPLES OF SCAFFOLDING
Course Fee: $725 | Early Bird Rate: $700
Three-Plus Early Bird: $675
This course covers the requirements for construction and the safe construction and use of scaffolding, use the OSHA construction scaffold standard as a guide. Participants will participate in workshops to reinforce concepts of safe scaffolding. Upon course completion participants will have be able to identify the types of scaffolds and their components, determine safe assembly, use, and disassembly, and recognize common violations of OSHA Standards.

COURSE SCHEDULE
July 16-18, 2018
Hillside, IL

OSHA #3085
FALL PROTECTION
Course Fee: $725 | Early Bird Rate: $700
Three-Plus Early Bird: $675
This course provides an overview of state-of-the-art technology for fall protection and current OSHA requirements. Topics covered include the principles of fall protection, the components of fall arrest systems, the limitations of fall arrest equipment, and OSHA policies regarding fall protection. Course features a one-day field exercise demonstrating fall protection equipment.

COURSE SCHEDULE
Feb. 26-28, 2018
Hillside, IL
Aug. 20-22, 2018
Hillside, IL
OSHA COURSE LISTINGS BY NUMBER

OSHA #5400
TRAINER COURSE IN OCCUPATIONAL SAFETY AND HEALTH STANDARDS FOR THE MARITIME
Course Fee: $850 | Early Bird Rate: $825
Three-Plus Early Bird: $800
Special emphasis is placed on those topics required in the 10- and 30-hour Outreach Training Program as well as the most hazardous in the maritime industry using OSHA Maritime Standards as a guide. Students are briefed on effective instructional approaches and use of visual aids and handouts. This course allows the student to become a trainer in the Outreach Training Program, to conduct 10- and 30-hour maritime classes in shipyard employment, marine terminals, and longshoring, and to issue cards to participants after verifying course completion. Students in OSHA #5400 who wish to participate as authorized Outreach Trainer Program trainers in the OSHA Outreach Training Program must successfully prepare a presentation on an assigned OSHA maritime industry Outreach Training Program topic individually or as part of a group and successfully pass a written exam at the end of the course.
Prerequisites:
- Successful completion of OSHA #5410
- Three years of maritime safety experience AND
- Two years of occupational safety & health experience in any industry & one of the following: College degree in occupational safety and health OR An Associate Safety Professional (ASP) OR Certified Safety Professional (CSP) OR Certified Industrial Hygienist (CIH) OR Certified Marine Chemist (CMC)

COURSE SCHEDULE
Jan. 16-19, 2018 Naperville, IL

OSHA #5402
MARITIME INDUSTRY TRAINER UPDATE COURSE
Course Fee: $700 | Early Bird Rate: $675
Three-Plus Early Bird: $650
This course is designed for individuals who have successfully completed OSHA course #5400 and are active Outreach Training Program trainers. The course updates the OSHA Maritime standards, policies, and regulations. Upon course completion students will have the ability to demonstrate continued professional development in their field by applying effective adult learning principles and interactive training techniques to clearly identify, define and explain maritime industry hazards and acceptable corrective measures as they continue to teach the 10- and 30-hour Outreach Training Program classes.
Prerequisites: Successful completion of OSHA #5400

COURSE SCHEDULE
Feb. 21-23, 2018 Naperville, IL

OSHA #5410
OCCUPATIONAL SAFETY AND HEALTH STANDARDS FOR THE MARITIME INDUSTRY
Course Fee: $950 | Early Bird Rate: $925
Three-Plus Early Bird: $900
This course covers OSHA policies, procedures, and standards for the maritime industry. Using the OSHA Maritime Standards as a guide, special emphasis is placed on those areas in the maritime industry which are most hazardous. Upon course completion students will define maritime terms found in the OSHA Maritime Standards, identify hazards in the maritime industry and determine appropriate controls and abatement, locate OSHA Maritime Standards, policies & procedures, and describe the use of the OSHA Maritime Standards and regulations to supplement an ongoing safety & health program.

COURSE SCHEDULE FOR #5410
Jan. 08-12, 2018 Naperville, IL

OSHA #6005
COLLATERAL DUTY COURSE FOR OTHER FEDERAL AGENCIES
Course Fee: $850 | Early Bird Rate: $825
Three-Plus Early Bird: $800
This course introduces federal agency collateral duty safety and health personnel to the OSH Act, Executive Order 12196, 29 CFR 1960 and 29 CFR 1910. The training enables participants to recognize basic safety and health hazards in the workplace and effectively assist agency safety & health officers with inspection and abatement efforts.

COURSE SCHEDULE
Feb. 26-Mar. 01, 2018 Naperville, IL

OSHA #7005
PUBLIC WAREHOUSING AND STORAGE
Course Fee: $225 | Early Bird Rate: $200
Three-Plus Early Bird: $175
The course is designed as a training course for warehouse workers and will focus on many hazards and injuries that are likely to be encountered in warehouse operations. Warehousing has become an increasingly hazardous area to work in. OSHA has identified public storage and warehousing as one of seven industries with a high lost time claims rate. Injuries may occur from forklifts; material handling and lifting; exposure to hazardous substances; and slips, trips and falls. The course will discuss: powered industrial trucks; material handling/lifting/ergonomics; hazard communication; walking and working surfaces; and exit routes and fire protection.

COURSE SCHEDULE
Oct. 03, 2017 DeKalb, IL
Feb. 13, 2018 Naperville, IL
June 12, 2018 Rockford, IL

OSHA #7100
INTRODUCTION TO MACHINERY AND MACHINE SAFEGUARDING
Course Fee: $155 | Early Bird Rate: $130
Three-Plus Early Bird: $105
The main focus of this course is to increase the participant’s knowledge and skill in proper machine safeguarding techniques, and to highlight the benefits of guarding various types of machinery. It is the employer’s responsibility to identify and select the safeguard necessary to protect employees and others in the work area, as well as provide appropriate training in safe work practices.

COURSE SCHEDULE
Oct. 05, 2017 DeKalb, IL
Feb. 14, 2018 Naperville, IL
Focuses on OSHA requirements for emergency action plans and fire protection plans. Participants will learn reasons for emergency action plans and fire prevention plans and when they are required for a workplace, elements of a good evacuation plan and features of design and maintenance of good exit routes. The optional session for this course will focus on assessment of risk for terrorist attacks and how to utilize OSHA’s two matrices, evacuation planning and fire and explosion, as tools in planning for emergencies.

**Course Fee:** $155 | **Early Bird Rate:** $130
**Three-Plus Early Bird:** $105

**COURSE SCHEDULE**
- Nov. 13, 2017
- Jan. 19, 2018
- Mar. 16, 2018
- Apr. 13, 2018
- May 18, 2018
- July 20, 2018
- Sept. 21, 2018
- Nov. 16, 2018

This course covers the hazards posed by combustible dust within general industry. The seminar format is a shortened version of the OSHA #7120 (Introduction to Combustible Dust Hazards) and omits discussions on National Fire Protection Association (NFPA) Standards, combustible dust definitions, and workshops. Upon course completion the student will have the ability to utilize strategies that assure employee safety in those industries that use or produce materials that generate combustible dust.

**Course Fee:** $225 | **Early Bird Rate:** $200
**Three-Plus Early Bird:** $175

**COURSE SCHEDULE**
- Jan. 17, 2018
- Mar. 14, 2018
- May 16, 2018
- Sept. 19, 2018
- Nov. 14, 2018

The focus of this one-day course is to provide private businesses within general industry with an opportunity to enhance their awareness and preparation for a pandemic.

**Course Fee:** $225 | **Early Bird Rate:** $200
**Three-Plus Early Bird:** $175

This course is an introduction to the role and responsibility of the employer to develop and implement an energy control program, or lock-out/tag-out (LOTO) for the protection of workers while performing, servicing, and maintenance activities on machines and equipment. Students will learn how to detect hazardous conditions and implement control measures as they relate to the control of hazardous energy. This course is also designed to assist students in the development and implementation of energy control programs, including written isolation procedures, training for authorized and affected employees, and periodic inspection of energy control procedures.

**COURSE SCHEDULE**
- Oct. 06, 2017
- Dec. 08, 2017
- Feb. 15, 2018
- June 14, 2018
- May 08, 2018 (Spanish)
- June 06, 2018 (Spanish)
- June 13, 2018

The purpose of this course is to develop a Bloodborne Pathogens Exposure Plan for healthcare facilities using a step-by-step approach. Featured topics include Introduction to Bloodborne Pathogens Standards, the Exposure Control Plan, Exposure Determination, Methods of Control, Vaccinations and Evaluations, Training and Information, and Record Keeping.

**Course Fee:** $225 | **Early Bird Rate:** $200
**Three-Plus Early Bird:** $175

This course is a shortened version of the OSHA #7120 (Introduction to Combustible Dust Hazards) and omits discussions on National Fire Protection Association (NFPA) Standards, combustible dust definitions, and workshops. Upon course completion the student will have the ability to utilize strategies that assure employee safety in those industries that use or produce materials that generate combustible dust.

This course covers the hazards posed by combustible dust within general industry. The seminar format is a shortened version of the OSHA #7120 (Introduction to Combustible Dust Hazards) and omits discussions on National Fire Protection Association (NFPA) Standards, combustible dust definitions, and workshops. Upon course completion the student will have the ability to utilize strategies that assure employee safety in those industries that use or produce materials that generate combustible dust.

This course provides an introduction to common health hazards that are encountered in the workplace. These health hazards will include exposure to chemicals, asbestos, silica and lead. The course will feature these topics: identification of hazard; sources of exposure; health hazard information; evaluation of exposure; and engineering and work practice controls. The course materials will include an instructor and student manual; workshops and group activities; and Power-point presentations. The course is designed as an awareness course for employers and employees.

**COURSE SCHEDULE**
- Jan. 05, 2018
- Jan. 12, 2018
- July 11, 2018

This course covers the hazards posed by combustible dust within general industry. The seminar format is a shortened version of the OSHA #7120 (Introduction to Combustible Dust Hazards) and omits discussions on National Fire Protection Association (NFPA) Standards, combustible dust definitions, and workshops. Upon course completion the student will have the ability to utilize strategies that assure employee safety in those industries that use or produce materials that generate combustible dust.

**Course Fee:** $225 | **Early Bird Rate:** $200
**Three-Plus Early Bird:** $175

The focus of this one-day course is to provide private businesses within general industry with an opportunity to enhance their awareness and preparation for a pandemic.

**Course Fee:** $225 | **Early Bird Rate:** $200
**Three-Plus Early Bird:** $175
This course will help these business leaders to gain the knowledge and strategies that can help them to assure business continuity and employee safety in the midst of a pandemic influenza event. The course will focus on recognizing the reality of the hazards and risks associated with a pandemic, as well as developing the strategies that can help a business, their community, and their family with realistic preparation for a pandemic.

COURSE SCHEDULE FOR #7210
Mar. 09, 2018
DeKalb, IL

OSHA Course Listings By Number

OSHA #7225
TRANSITIONING TO SAFER CHEMICALS
Course Fee: $225 | Early Bird Rate: $200
Three-Plus Early Bird: $175
This course covers a proactive approach to reducing the use of hazardous chemicals in the workplace by transitioning to safer alternatives. Course topics include identification, evaluation, assessment, and implementation of safer chemical alternatives. In particular, participants will use OSHA’s seven-step substitution planning process. The course features workshops and hands-on activities with the use of various online chemical databases and tools. The target audience is purchasing staff, maintenance supervisors, facility managers, and workers who utilize hazardous chemicals at their worksites, along with occupational safety and health professionals who provide technical assistance on the control of chemical hazards.

COURSE SCHEDULE
June 15, 2018
Rockford, IL

OSHA #7300
UNDERSTANDING OSHA PERMIT REQUIRED CONFINED SPACE STANDARD
Course Fee: $225 | Early Bird Rate: $200
Three-Plus Early Bird: $175
This one-day course discusses the requirements of OSHA’s permit-required confined space standard, 29 CFR 1910.146. It is designed for small business employers or a designated representative (line supervisor or manager) with the responsibility to develop a permit space program. It covers OSHA’s requirements but does not feature hand-on sections (instrumentation and control methods and classroom demonstrations of noise instrumentation and hearing protection devices are featured. The target audience is the construction employer or representative designated with the responsibility to develop a construction noise program.

COURSE SCHEDULE FOR #7400

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OSHA #7405
FALL HAZARD AWARENESS FOR THE CONSTRUCTION INDUSTRY
Course Fee: $200 | Early Bird Rate: $275
Three-Plus Early Bird: $150
This course covers the identification, evaluation, prevention and control of fall hazards in the construction industry. The course focuses on falls to a lower level rather than falls to the same level resulting from slips and falls. Course topics include identifying, analyzing, and preventing fall hazards utilizing OSHA Fall Protection Standards.

COURSE SCHEDULE
Oct. 23, 2017
Chicago, IL
Jan. 10, 2018 (Arabic)
Hillside, IL
Jan. 16, 2018
Hillside, IL
Jan. 17, 2018 (Spanish)
St. Paul, MN
Jan. 31, 2018 (Polish)
Hillside, IL
Feb. 21, 2018 (Spanish)
Hillside, IL
Mar. 13, 2018
Hillside, IL
May 15, 2018
Hillside, IL
June 20, 2018 (Spanish)
St. Paul, MN
July 18, 2018 (Polish)
Hillside, IL
Sept. 05, 2018 (Spanish)
Hillside, IL
Sept. 18, 2018
Hillside, IL
Nov. 13, 2018
Hillside, IL

OSHA #7410
MANAGING EXCAVATION HAZARDS
Course Fee: $400 | Early Bird Rate: $375
Three-Plus Early Bird: $350
In this one-day course, students will learn about the role and responsibility of the employer to assign a competent person to the excavation site and arm that person with the knowledge to perform the work properly. Topics include the understanding and application of definitions relating to OSHA’s Excavation Standard (Subpart P), excavation hazards and control measures, soil analysis techniques, protective system requirements and emergency response. At the conclusion of this course, the participant will understand the importance and duties of a competent person towards excavation work and will have the knowledge and skills that are required to perform those duties.
This course covers an introduction to basic incident investigation procedures and describes analysis techniques. The target audience is the employer, manager, employee or employee representative who is involved in conducting incident and/or near-miss investigations. Upon course completion, students will have the basic skills necessary to conduct an effective incident investigation at the workplace.

### OSHA #7415
**OSHA CONSTRUCTION INDUSTRY REQUIREMENTS**

Course Fee: $400 | Early Bird Rate: $375  
Three-Plus Early Bird: $350  
This course provides federal and public sector employees with pertinent information regarding OSHA requirements and guidelines applicable to construction industry activities and operations. Topics include recognition of major safety and health hazards in the construction industry, prevention strategies, safety and health management systems, OSHA requirements and guidelines, and resources available. The course is an interactive training session focusing on class discussion and workshops.

**COURSE SCHEDULE**

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### OSHA #7500
**INTRODUCTION TO SAFETY AND HEALTH MANAGEMENT**

Course Fee: $225 | Early Bird Rate: $200  
Three-Plus Early Bird: $175  
Using interactive assignments and thought-provoking group projects, students of this one day workshop come away with a strong understanding of the benefits in implementing a safety and health management system in the workplace.

**COURSE SCHEDULE**

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### OSHA #7505
**INTRODUCTION TO INCIDENT (ACCIDENT) INVESTIGATION**

Course Fee: $225 | Early Bird Rate: $200  
Three-Plus Early Bird: $175  
This course covers an introduction to basic incident investigation procedures and describes analysis techniques. The target audience is the employer, manager, employee or employee representative who is involved in conducting incident and/or near-miss investigations. Upon course completion, students will have the basic skills necessary to conduct an effective incident investigation at the workplace.

**COURSE SCHEDULE**

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### OSHA #7510
**INTRODUCTION TO OSHA FOR SMALL BUSINESSES**

Course Fee: $155 | Early Bird Rate: $130  
Three-Plus Early Bird: $105  
This course provides an introduction to the Occupational Safety and Health Administration (OSHA) for owners and managers of small businesses. The goal of the course is to help participants gain an understanding of OSHA operations and procedures and learn how they can work with OSHA to prevent or reduce injuries and illnesses in their workplaces.

**COURSE SCHEDULE**

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### OSHA #7845
**RECORDKEEPING RULE SEMINAR**

Course Fee: $155 | Early Bird Rate: $130  
Three-Plus Early Bird: $105  
This course is designed to assist employers in identifying and fulfilling their responsibilities for posting certain records, maintaining records of illnesses and injuries, and reporting specific cases to OSHA. Participants who successfully complete this course will be able to identify OSHA requirements and complete new OSHA’s forms 300, 300A and 301.

**COURSE SCHEDULE**

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Do you have several employees who need training? Do you need a course offering that meets YOUR schedule or requirements? The National Safety Education Center can create a Contract Course to cater to your needs and requirements when it comes to safety. This course can be customized based on YOUR location, YOUR timing/schedule and the safety training needed for your company. This will save you time, employee travel expense, and training accommodation. Our trainer will come to your facility and create a customized safety program that is relevant to YOUR facility. Any of the courses listed above can be a contract course and can be customized to fit your needs. Contact us for more information 815.753.6902.
OSHA 10-HOUR GENERAL INDUSTRY TRAINING
Course Fee: $300 | Early Bird Rate: $275
Three-Plus Early Bird: $250
The OSHA 10-Hour General Industry Training course is intended to provide entry-level general industry workers with information about their rights, employer responsibilities and how to file a complaint. Students will also learn how to identify, abate, avoid and present job-related hazards on a work site. The training course covers a variety of general industry safety and health hazards that a worker may encounter. This training emphasizes hazard identification, avoidance, control and prevention, not OSHA standards.

**COURSE SCHEDULE**
- Oct. 10-11, 2017
- Nov. 01-02, 2017
- Jan. 03-04, 2018
- Mar. 07-08, 2017
- May 02-03, 2018

OSHA 10-HOUR CONSTRUCTION INDUSTRY TRAINING
www.buildsafe.org (Click “Register for a Class” on top of the home page)
Construction Safety Council Contributor Registration
Open Class: $110
Private Class: $95 (10 or more students)
General Public Registration
Open Class: $160
Private Class: $140 (10 or more students)
This course is intended to provide entry-level construction workers with information about their rights, employer responsibilities and how to file a complaint. Students will also learn how to identify, abate, avoid and present job-related hazards on a work site. The training course covers a variety of construction safety and health hazards that a worker may encounter. This training emphasizes hazard identification, avoidance, control and prevention, not OSHA standards.

**COURSE SCHEDULE**
- Oct. 03-04, 2017
- Nov. 14-15, 2017
- Dec. 19-20, 2017
- Jan. 09-10, 2018
- Feb. 06-07, 2018
- Mar. 13-14, 2018
- Apr. 03-04, 2018
- May 01-02, 2018
- June 5-6, 2018
- July 10-11, 2018
- Aug. 07-08, 2018
- Sept. 11-12, 2018
- Oct. 02-03, 2018
- Nov. 27-28, 2018
- Dec. 18-19, 2018

OSHA 30-HOUR GENERAL INDUSTRY TRAINING
Course Fee: $800 | Early Bird Rate: $775
Three-Plus Early Bird: $750
The OSHA 30-Hour General Industry Course is intended to provide a variety of training to workers with some safety responsibility. Training emphasizes hazard identification, avoidance, control and prevention, not OSHA standards.

**COURSE SCHEDULE FOR 10 HOUR COUNT.**
- July 09-10, 2018
- Sept. 10-11, 2018

OSHA 30-HOUR CONSTRUCTION INDUSTRY TRAINING
www.buildsafe.org (Click “Register for a Class” on top of the home page)
Construction Safety Council Contributor Registration
Open Class: $460
Private Class: $400 (10 or more students)
General Public Registration
Open Class: $690
Private Class: $600 (10 or more students)
The OSHA 30-Hour Construction Course is intended to provide a variety of training to workers with some safety responsibility. Training emphasizes hazard identification, avoidance, control and prevention, not OSHA standards.

**COURSE SCHEDULE**
- Oct. 10-13, 2017
- Dec. 04-07, 2017
- Feb. 19-22, 2018
- Apr. 16-19, 2018
- June 18-21, 2018
- Aug. 20-23, 2018
FAQ's

Q: I have been working in a safety field for many years. Do I still need to take the prerequisite courses before I can attend the Train-the-Trainer Course?
A: Everyone must take the prerequisite course before they can attend the Train-the-Trainer Course.

Q: I see that in addition to the prerequisite course I also need 5 years of safety experience. What kind of activities would that entail and how is the 5 years calculated?
A: Safety activities include but are not limited to training new and existing employees on the company's safety rules, doing safety site audits, being on the safety committee, and assisting in developing safety programs. The 5 years is calculated using the percentage of your position that is safety related. Example: If you list that you worked for the ABC Company for 5 years and while employed there the percentage of safety related activities was 50% it would count for 2 1/2 years toward the 5 years.

Q: I have safety related work experience in both construction and general industry. Can I use both to fulfill the 5 year requirement?
A: You can only use construction safety related work experience to apply to be a construction trainer and only general industry safety related work experience to be a general industry trainer.

Q: Do I have to wait until I have taken the prerequisite course to submit my prerequisite verification form?
A: No, you can submit it at any time.

Q: What all is included in my course registration fee?
A: Your course registration fee covers the cost of the class, which includes course materials like handouts, books, and USB flash drives (when applicable). In addition, lunch and refreshments are provided on each day for classes that run at least one full day.

Q: What do I do if I need to transfer from one course to another?
A: Individuals can transfer to another course 21 or more days in advance of the course's start date without charge. If you must transfer from one class to another 20 days or fewer in advance, there will be a transfer fee (30% of the regular course fee) applied.

Q: What if I want a course offered at my company's site?
A: If you have a group of 10 or more employees, you might realize financial savings by having a course delivered on-site through a ‘Contract Course’. Please call us with the details, including your location, needs, number of people, industry type, time of class you want, etc.

Q: How does the ‘early bird’ discount work?
A: When you register for a class 60 or more days prior to the start date, you receive a discount of $25 off the regular course price. When you are also registering a group of 3 or more people, you receive an additional $25 off.

For more questions feel free to contact us at: 815-753-6902
ABOUT OUR INSTRUCTORS

The National Safety Education Center is proud to work with some of the most knowledgeable and accomplished OSHA instructors in the nation. All are veterans of their industries who possess excellent credentials and have decades of experience professionally teaching safety & health; they are the men and women who train the trainer. Our certified safety professionals and former OSHA compliance officers will keep you well-informed of the most up-to-date OSHA regulations, and teach you how to spot potential safety problems in the workplace before an expensive and tragic incident occurs.

For more information about our instructors please visit www.nsec.niu.edu/nsec/nsec_trainers/

HOW TO REGISTER FOR COURSES

ONLINE
- Visit http://www.nsec.niu.edu
- Search for course
- Click on course number you are interested in taking
- Click Register Here and follow through the process.

BY PHONE
- Call (800) 656-5317

BY MAIL
- Visit website http://www.nsec.niu.edu
- Click on the interested course & download the registration form
- Fill out form completely and attach check or purchase order
- Mail to:
  Northern Illinois University
  c/o Outreach Services
  NSEC Registrar
  DeKalb, IL 60115-2860
- DO NOT MAIL TO NSEC’S ADDRESS

POLICIES

Participant Transfers: 15 Calendar days advance communication to (800) 656-5317

Substitutions/Transfers:
Substitutions are welcome 15 or more calendar days in advance of the course start date without charge.
Your transfer to another course will be accepted 21 or more calendar days in advance of the course start date without charge.
Your transfer to another course 20 or fewer calendar days prior to the course start date will result in a transfer fee of 30% of the registration course fee.

Cancellation Fees:
21 or more calendar days in advance of start date -- Full Refund, No Fee
15 to 20 days notice in advance of start date -- 30% of regular registration price
8 to 14 days notice in advance of start date -- 40% of regular registration price
7 or less days notice prior to start date -- 50% of regular registration price
No Show, No Contact, or Contact after course begins -- No Refund

Participant Cancellations: 21 Calendar days advance communication to (800) 656-5317

Insufficient Enrollment: We’d like all of our courses to run for the participants involved, but we must make decisions based on finances in order to offer quality instruction, materials, comfortable sites, and good food. In addition, our courses need to offer the attendee interaction you expect from a quality provider.
Our lead time begins three weeks from the start date, at which time we look at enrollment numbers, where people are traveling from, and other variables. If most of the people are local, we might wait another week or even two until a run or no-run decision is made.
For host sites that cater to local audiences (no plane travelers), we may make decisions only 7 days from the start date.
If we notify you or your company representative that the course is canceled, we will be sure to offer two choices: a) transfer without any penalty fee, or b) full refund of payment.
Please encourage your colleagues to register early and please give at least two methods for contact on your initial registration form (Phone, cell phone, email, fax).
For those planning travel, call us at any time for enrollment updates and be sure to book a refundable plane ticket.
NSEC TRAINING LOCATIONS

Northern Illinois University
Chicago, IL

Richland Community College
Decatur, IL

Northern Illinois University
DeKalb, IL

Construction Safety Council
Hillside, IL

Latino Worker Safety Center
Hillside, IL

Northern Illinois University
Hoffman Estates, IL

Northern Illinois University
Naperville, IL

Northern Illinois University
Rockford, IL

Lake Michigan College
Benton Harbor, MI

Minnesota Safety Council
St. Paul, MN

Construction Employers Association
Cleveland, OH

Northeast Wisconsin Technical College, Green Bay, WI

LOCATIONS