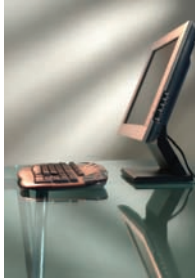


Visitor & Business Services

We also offer low-cost office location & professional assistance for on-line, e-commerce, and new businesses, as well as a business center for companies or vacation travelers such as:

- Desk and computer work space
- High Speed Internet Access
- Webinar & Video Conferencing
- Black & white printing
- Color printing
- Copier
- Fax
- Laminating
- Administrative support
- New business support



Coudersport Office Hours:

Monday: 9:00 am - 5:00 pm
Tuesday: 9:00 am - 5:00 pm
Wednesday: 9:00 am - 5:00 pm
Thursday: 9:00 am - 5:00 pm
Friday: 9:00 am - 5:00 pm

Evening and Saturday hours when classes and events are scheduled.

For more information on our offerings contact us at:

Janine Morley
Potter County Education Council
227 North Main St
Coudersport, PA 16915
(814) 274-4877
(814) 274-4887 Fax
janine@pottercountyedcouncil.org

www.pottercountyedcouncil.org

Office Locations:

Coudersport

227 North Main St.
Coudersport, PA 16915
(814) 274-4877
(814) 274-4887 Fax



Galeton

20 Bridge St.
Galeton, PA 16922
(814) 435-9490
(814) 435-9491 Fax



Port Allegany

VoTech School
219 Edison Bates Drive
Port Allegany, PA 16743
(814) 545-1333
(814) 545-1334 Fax



Oswayo Valley

Elementary School
277 S. Oswayo St.
Shinglehouse, PA 16948



Northern Potter

Children's School
745 SR 49
Northern Potter Rd
Ulysses, PA 16948



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through Education

PCEC at

Coudersport



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The Potter County Education Council offers a wide variety of services.

Career & Education Counseling

Career Help

These services are offered at no cost.

- Résumé creation
- Assistance with college searches and financial aid forms



Accredited Classes

In collaboration with local colleges and universities, the PCEC offers various college accredited classes at various times. Programs offered may include:

- Act 48 continuing education for teachers
- LPN classes from Penn College
- Master of Education courses

Non-credit Classes

- ServSafe Food Preparation Certification Course
- Non-Profit Cooking for Crowds
- Food For Profit

Computer Classes

We offer a variety of computer classes from basic computer fundamentals, Microsoft Office programs, to web design classes. Check our website for current listing.

Personal Enrichment Classes

We currently offer special interest and enrichment courses.

- Herbal classes/Cooking with herbs
- Gardening workshops
- Digital photography classes
- Amateur astronomy workshops



GED & Self Learning

- GED Classes (as scheduled)



- **PLATO** provides prescriptive, personalized instruction, technology-based teaching tools, and standards-driven assessment and data management to facilitate continuous academic improvement for K–adult learners.



- **ed2go** offers a wide range of courses that students can take entirely over the Internet. Visit the website www.ed2go.com/pcec to view over 250 courses that includes everything from Anatomy to Web Design. Each online course is affordable, fun, fast, convenient, and geared for any online learner.



- **The Princeton Review (TPR)** is a college preparation tool which allows the student to search for potential careers, courses of study and colleges. Some features offered are test-taking tips, career analysis, college, major and scholarship searches, track your progress, and more.

Distance Education

- Exam Proctoring for distance education courses
- Assistance in finding legitimate distance education programs for individual courses and/or certificate and degree programs at both Pennsylvania institutions and those nationwide

Resource Library

- Various area college catalogs
- Guide books to colleges, programs, majors, careers, and financial aid
- FASFA and PHEAA Financial Aid forms

Business Services & Tools for success

The Potter County Education Council is pleased to make a variety of services available to local businesses and organizations. We realize that by serving our local business community, we are in turn helping to grow our local economy and communities.

We offer:

- Meeting space/training space at a minimal cost complete with LCD projector, SmartBoard and computers
- Customized computer training
- Customized skills training
- Individualized assessment of company workforce development needs
- Assistance to companies in identifying grant funds for training purposes

University of Pittsburgh at Bradford Business Resource Center

- Provides free services to entrepreneurs and existing businesses through business planning, business consulting, grant writing, & grant administration.
- A BRC representative is available at the Coudersport office and the Port Allegany offices on the first Wednesday of every month. Call for details or to register.

Clarion University Small Business Resource Center

- Provides guidelines on how to finance your business; what to consider before you start; information needed to start; and the importance of a business plan.
- Clarion SBDC holds a free workshop “First Step: Starting a Small Business” on the first Saturday of every month at the Coudersport office.