



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM  
*R. Scott Ralls, President*

**August 28, 2008**

**MEMORANDUM**

**TO:** Senior Continuing Education Administrators  
**FROM:** Barbara Boyce, State Director of Continuing Education  
**SUBJECT:** **Instructor Training for AUT3003-Escort Vehicle Operator**

Last month, Tammy C. Denning, Department of Transportation - Oversize/Overweight Permit Office, asked that I survey the colleges to assess the need for instructors to teach the Escort Vehicle Operator Certification course (AUT3003). It was determined that there is a need and the training has been scheduled. See registration information below.

Location: Wake Tech Western Campus  
Room 105  
Directions: <http://westerncampus.waketech.edu/>  
Date: September 27, 2008  
Time: 8:00 – 5:00  
Cost: \$55.00  
Course #: 31295

There are three ways to register:

1. Register on Main, Western Wake, or North campuses Monday–Friday, 8 a.m.–10 p.m., and Saturday, 8 a.m.–5 p.m. Registration is at the information desk in Holding Hall on Main Campus, at the information desk in the Administration Building on North Campus, or at the information desk in the main lobby of the Western Wake Campus.
2. Register by mail or fax using the form located at the link below. Payment must be included in order for registration to be processed.  
<http://forms.waketech.edu/conted/contedregistration.doc>.
3. Register and pay online-- Go to <http://conted.waketech.edu/> and click on Continuing Education Schedules and Registration. Then enter 31295 as the course code number and follow the instructions.

For questions regarding registration, call Mary Brady at (919) 335-1014. For all other questions should be directed to Barbara Boyce (919) 807-7158.

BAB/ji  
Attachment

c: Presidents  
DMV Contacts  
Tammy Denning, Division of Transportation

CC08-197  
E-Mail