

Economic Development

The Office of Economic Development provides customized business and industry training and continuing education services responsive to the needs of citizens, businesses, and industries within the eleven counties served by Central Georgia Technical College. Programs are offered on and off campus through a variety of delivery systems. Services include a comprehensive array of personal, technical, and professional development opportunities. The Computer Training Center, under the auspices of the continuing education program, offers classes in more than thirty software applications. The Office of Economic Development Programs ensures customer satisfaction by providing high quality programs, facilities, equipment, and resources employing cutting edge technology. The Office also functions as the principal management and training liaison for Quick Start projects and administration of Georgia's Retraining Tax Credits program.

Business and Industry Services

Central Georgia Technical College promotes economic development by providing customized programs to assist business and industry in specific training and retraining needs. Short term courses are available within the eleven-county service area during day or evening hours. Courses may be conducted at a business site, an industrial plant, a local school facility, or any location which is suitable for the type of instruction requested. Employers who provide retraining for employees may be eligible for the Retraining Tax Credits for Existing Industry.

Continuing Education

The Continuing Education Department provides lifelong learning opportunities through a broad spectrum of non-credit courses, workshops and seminars developed in response to input from individuals and the business community. In addition to the traditional instructor led course offerings hundreds of online classes can be accessed anytime. These classes require no application fee or testing and are offered throughout the CGTC service area. Interested participants may register in person, by mail, or electronically via the CGTC website www.centralgatech.edu/ce. Enrollment fees are charged for each course. Real estate and insurance courses are offered for those interested in pursuing or renewing real estate or insurance licenses. Students who satisfactorily complete career, professional and technical courses may receive Continuing Education Units (CEUs).

Computer Training Center

The Computer Training Center, under the auspices of the continuing education program, offers short-term classes in today's most popular software applications. Courses are designed to assist the business community with immediate computer training requirements. Web page design, operating systems, word processing, spreadsheets, database management, presentation graphics, and desktop publishing are among the many classes offered. Customized training is also available on campus or at the customer's location.

Quick Start

Since 1967, the Quick Start program has served the citizens of Georgia as an incentive for the expansion of existing businesses and for the location of new businesses in the state. Special funds, authorized by the Georgia Legislature, are available to provide training for the additional personnel required when industries expand. New or expanding industries should contact the Vice President of Economic Development at for complete details on the services available through the Quick Start program.

ACT WorkKeys Services Center

CGTC offers comprehensive systems for improving the workforce by using skill assessments, job profiling and training. Designed as a workforce development initiative to assess the skills of Georgia's workers and provide valuable skills training opportunities, ACT WorkKeys allows employers to match skills with their specific job requirements. Job profiling offers a concrete way for organizations to analyze the skills needed for specific jobs.

As an ACT WorkKeys Service Center, Central Georgia Technical College plays a major role in the development of a more highly skilled workforce. Work Keys is a system developed by American College Testing (ACT) to evaluate the skills required for a specific job. Once a job has been evaluated, or profiled, a match can be found among existing employees or job applicants to fill the position. Training can then be developed to address the remaining skills the employee needs. The Work Keys system affords a company increased cost efficiency in managing its human resources and training allocations.