

# North Carolina Community College System Economic & Workforce Development Division

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March 5, 2004

## MEMORANDUM

**TO:** Vehicle Safety/Emissions Inspection Certification Coordinators

**FROM:** Peggy Graham, Director Continuing Education

**SUBJECT: Schedule for Certification Instructor Classes for Vehicle Safety, On-Board Diagnostics and Exhaust Emissions**

Due to the increasing demand for certified instructors, the NC Division of Motor Vehicles has established an instructor training schedule through October 2004 for Safety, On-Board Diagnostic Emissions and Exhaust Emissions instructor certification training classes. We hope that this advance scheduling will help colleges and instructors plan for future instructor certification/recertification training needs.

Instructors requiring **certification or recertification** are invited to attend any of the training sessions listed below. If your instructor(s) plans to attend any of the classes please complete the attached registration form and return by the deadline\* noted as an e-mail attachment <[grahamp@ncccs.cc.nc.us](mailto:grahamp@ncccs.cc.nc.us)> or by fax (Fax # 919/807-7169).

**\*Return Registration Form by March 22, 2004**

March 25, 2004 – Safety Certification  
March 29, 2004 – OBD Certification

**\*Return Registration Form by April 12, 2004**

April 14, 2004 – Exhaust Emissions (Tailpipe) Certification

**\*Return Registration Form by May 14, 2004**

May 18, 2004 – Safety Certification  
May 19, 2004 – OBD Certification

**\*Return Registration Form by August 4, 2004**

August 9, 2004 – Safety Certification  
August 10, 2004 – OBD Certification

**\*Return Registration Form by October 16, 2004**

October 20, 2004 – Safety Certification  
October 21, 2004 – OBD Certification

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All training classes will be held 8:30 a.m. – 5:30 p.m at Alamance Community College, Burlington (Exit 150, I-40/85) in the Automotive Building, Room S-10. Inspector Mike Gaither with the License and Theft Bureau, Division of Motor Vehicles, North Carolina Department of Transportation, will be the instructor for the classes.

Although reminders will be send to all colleges prior to each training session please make a note of these upcoming training dates. Let me know if you have questions.

Attachment

c: Debbie Brewer, NC Division of Motor Vehicles	CC04-047
Michael W. Gaither, NC Division of Motor Vehicles	E-Mail Only
Carl G. Pigford, NC Division of Motor Vehicles	
James R. Riggs, Jr., NC Division of Motor Vehicles	
Senior Continuing Education Administrators, NCCCS	
Kevin Moore, Alamance CC	

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