THE PROFESSIONAL DIPLOMA PROGRAM

Facilities Engineering Management

Chosen by industry, commerce, local and federal government employees to gain hands-on, practical, successful facilities management education taught by experienced facilities professionals.

Credential Your Career with Non-Degree University Diploma Status!
Join Hundreds of Satisfied Graduates
Three One-Week Programs Leading to a Diploma in Facilities Engineering Management
Learn Facilities Management From a Team of Experienced Professionals
Only Program of Its Kind in the United States
Can Be Completed in One Year

FEM 1: March 10–14, 2014
FEM 2: June 9–13, 2014
FEM 3: September 15–19, 2014

New students enroll now!
Take these three sessions in any sequence you like.

What Past Participants Have to Say About This Program

“With what I have learned here, I have a better understanding of facilities management and I know my company and I will profit from this course.”
—James Fillyaw, Maintenance Technician, TCOM LP, Elizabeth City, NC

“I would recommend this style of learning and the series to anyone looking to go into the field or anyone looking to hone existing skills.”
—Nathan West, Maintenance Supervisor, Borg Warner, Inc., Leicester, NC

“This was an outstanding course and packed full of useful information and training. I highly recommend anyone in a supervision or management position in facilities maintenance attend this course”
—Alvis Roberson, Greenville Utilities Commission, Greenville, NC

“Facilities Engineering Management is a great program! The knowledge you gain from the program and your fellow classmates is so valuable. Hearing from other experienced professionals is outstanding.”
—James Thompson, U.S. Navy, Port Hueneme, CA

By the
Office of Professional Development

REGISTER TODAY!
On-line at http://go.ncsu.edu/femdp
Call 919.515.2261 or Fax 919.515.7614
NEW! Course Provider for Federal Buildings Personnel Training Act (FBPTA)

Facilities Engineering Management

About The Diploma Program
The NC State University Facilities Engineering Management Diploma will provide you with an excellent means of credentialing and will demonstrate that you have been exposed to and have gained a grasp of essential skills and knowledge. Earning the diploma represents solid evidence of your successful completion of the course requirements and illustrates your dedication to becoming more knowledgeable in your field and valuable to your organization.

Why You Should Attend
Today’s facilities are complex, dynamic, and high tech, requiring them to be maintained in a manner that maximizes their full potential while minimizing operational costs. Well-trained, professional facility management personnel are needed to accomplish this.

Attend and You’ll
- Set yourself above your peers, leading to advancements in position and earnings.
- Earn a diploma from a distinguished university.
- Join a select group of personnel in the facilities engineering field.
- Prove your knowledge and competence in your field.
- Enhance your knowledge of the facilities engineering management field.
- Gain exposure to current and emerging relevant aspects of facilities engineering.
- Provide the credential to your employer or prospective employer demonstrating that you have the in-depth knowledge to be a manager in a facility’s engineering department.

What Makes This Program Unique
North Carolina State University has established this non-credit diploma series to give you, the facility management professional, the knowledge and skills you need to help your facility reach its goals. You’ll receive the Facilities Engineering Management Diploma upon the successful completion of three one-week courses totaling 96 contact hours of maintenance, electrical, mechanical, environmental, health and safety, construction, energy conservation and management instruction.

Upon completion of the requirements, you will be expected to make a final presentation (15 minutes) on your special experiences in the field of facilities management. You’ll then be awarded a non-credit diploma from the Office of Professional Development at North Carolina State University.

The weekly sessions do not have to be taken in sequence, but you must complete all the requirements within a three-year period.

NEW STUDENTS ENROLL NOW! Take the three sessions in any sequence you like.

Register today! On-line at http://go.ncsu.edu/femdp, Call 919.515.2261, or Fax your registration form to 919.515.7614
Facilities Engineering Management (FEM) 1  
March 10–14, 2014  
Areas of Concentration  
• Facility Management Issues  
• Energy Efficiencies  
• Quality in Plant Engineering  
• Construction and Building Systems  
• Facility Energy Efficiency and Sustainability  
Attend and You Will Learn*  
• HVAC Operations and Efficiencies  
• Hydronic Systems  
• Power Quality Solutions  
• Contract Terms and Conditions  
• Alternate Dispute Resolution  
• Chillers and Cooling Towers  
• Process Energy Analysis  
• Building Envelope Analysis  
• T&B Building Commissioning  

*NOTE: The content of sessions may be occasionally adjusted in order to meet interests and needs.

Facilities Engineering Management (FEM) 2  
June 9–13, 2014  
Areas of Concentration  
• Project Management  
• Heating, Ventilation, and Air Conditioning  
• Building Envelope and the Environment  
• Environmental, Safety, and Health Issues  
• Controls  
• Compressed Air Systems  
• Building Commissioning  
Attend and You Will Learn*  
• Scheduling with the Critical Path Method (CPM)  
• Effective Planning and Scheduling  
• Energy and Environmental Regulations  
• HVAC Control Strategies  
• Distributed Generation  
• OSHA General Industry 10-Hour Certification  
• DDC Controls  
• Compressed Air Systems and Management  

Facilities Engineering Management (FEM) 3  
September 15–19, 2014  
Areas of Concentration  
• Maintenance Management Techniques  
• Improving Maintenance Functions  
• Engineering Issues in Facilities Management  
• A Guide to Building Automation Systems  
• Trends in Renewable Energy Generation  
• HVAC Maintenance  
Attend and You Will Learn*  
• Working with Contractors and Design/Build Contracts  
• OSHA 10-Hour Construction Certification  
• Fundamentals of Commercial and Industrial Roofing  
• Electrical Schematics and Diagrams  
• Pumping Systems Design  
• Energy-Efficient Motors and Drives  
• Management Skills for Facilities Managers  

Sessions do not have to be taken in a particular sequence. Just earn your FEM Diploma within three years from the date of your first class.

Program Advisors  
Rick Cook, Austin, Dillon, Cook Engineering, Hanahan, SC  
Steve Dixon, Energy Manager, Highwoods Properties, Raleigh, NC  
Jamie Edmondson, James M. Pleasants Co., Inc., Greensboro, NC  
Walter Johnston, PE, CPE, Director Emeritus of the FEM Diploma Program, 1998 International Energy Engineer of the Year, and past President of the Association of Energy Engineers  
Roger Lawrence, PE, CEM, FIEEE, Independent Consultant and Sole Proprietor  
Paul McCain, McCain Special Project Services, Raleigh, NC  
Bill McMullen, Vice President/ Mid-Atlantic Regional Manager, EMC Engineers, Inc., Raleigh, NC  
David Miller, CEM, BEP, Energy Manager, City of Charlotte, Charlotte, NC  
James J. Parker, PE, CEM, CMVP, Staff Application Engineer, Schneider Electric Energy Solutions, Raleigh, NC  
John Rees, Energy Extension Specialist, Mechanical and Aerospace Engineering, NC State University, Raleigh, NC  
Rob Shaw, National Gas Distributors LLC  
Bill Turpish, PE, PEM, CEM  
W.J. Turpish and Associates, Shelby, NC

REGISTER TODAY! On-line at http://go.ncsu.edu/femdp, Call 919.515.2261, or Fax your registration form to 919.515.7614
Confirming Your Registration

Depending on your Internet service provider and/or your personal email settings, emails from NC State University in regard to this registration process may be considered unsolicited and not be delivered to your in-box. If you do not receive an email confirmation from NC State University, please check your “spam” file if you have one, or you may contact us at 919.515.2261 with any questions about your registration status.

For more information, you can also visit our website at ContinuingEducation.ncsu.edu or call 919.515.2261.

Schedule and Location

Check-in is held from 8:00 to 8:30 a.m. with class from 8:30 a.m. to 5:00 p.m. Monday through Thursday, and from 8:00 a.m. to noon on Friday. All sessions take place in the McKimmon Conference & Training Center, conveniently located on the NC State University campus at the corner of Western Boulevard and Gorman Street in Raleigh, NC. Driving to the McKimmon Center is easy and public parking is plentiful.

Following your enrollment, you will receive a confirmation letter by e-mail with detailed instructions, a receipt or invoice, and a map of the Raleigh area.

Where to Stay

Lodging and evening meals are not included in your registration fee.

Sleeping accommodations are available at several hotels convenient to the McKimmon Center, but please note that these hotels are not within walking distance.

For lodging information, please visit a list of nearby hotels online at go.ncsu.edu/hotels or call 919.515.2261.

Credits You Can Earn

Individuals satisfactorily completing each course will be eligible for 3.2 CEUs and 32 PDHs. For more information, please visit our website at ContinuingEducation.ncsu.edu or call 919.515.2261.

Your Guarantee of Satisfaction

We realize how valuable your time and money are and that you and your organization expect to get a return on your investment. We promise that you will be completely satisfied with your learning experience or we will refund your entire registration fee.

Your registration fee includes...

- Tuition for all classes, lectures, and demonstrations
- A comprehensive reference notebook you can use every day on the job
- A tote bag to carry your class materials
- 4 networking luncheons and refreshment breaks
- A Certificate of Completion
- 3.2 CEUs/32 PDHs

BRING THESE TOPICS ON-SITE

Take advantage of the opportunity to have topics from these courses presented at the location of your choice.

Benefits Include

- Custom-tailored instruction
- Convenience
- Substantial savings over public prices

Contact Andy Billingsley at 919.513.5080 or Andrew_Billingsley@ncsu.edu for more information.

NEW! Course Provider for Federal Buildings Personnel Training Act (FBPTA)

If you are a person with a disability ...

and desire any assistive devices, services or other accommodations to participate in these courses, please call 919.515.2261 during business hours (8 a.m. to 5 p.m. Eastern) or email ContinuingEducation@ncsu.edu to discuss accommodations at least two weeks in advance.

REGISTER TODAY! On-line at http://go.ncsu.edu/femdp, Call 919.515.2261, or Fax your registration form to 919.515.7614
REGISTRATION INFORMATION

Facilities Engineering Management (FEM) Diploma
McKimmon Conference & Training Center • NC State University • Raleigh, NC

Check course(s) you will be attending:

☐ FEM 1  March 10–14, 2014  $1,995/$1,795*  OPD-ZFFEM1-C-005
☐ FEM 2  June 9–13, 2014  $1,995/$1,795*  OPD-ZFFEM2-C-004
☐ FEM 3  September 15–19, 2014  $1,995/$1,795*  OPD-ZFFEM3-C-005

*NEW TEAM DISCOUNT! $1,795 for each additional registration from the same organization and for government employees. ID may be required if you are registering as a government employee.

SAVE $$$!! Pre-register and pay for all three sessions and pay just $1,695 per session!

Your Priority Code S1410WB

To help us serve you better, please enter the code from your mailing label. Enter this code even if label is addressed to someone else. Thank You!

First Name __________________________________________________________________________
Middle Initial __________ Last Name __________________________________________________________________________
Date of Birth (mm/dd)* __________________________________________________________________________

Title ________________________________________________________________________________

Badge Name __________________________________________________________________________

Organization __________________________________________________________________________

Work Address __________________________________________________________________________

City _________________________________________State _______________Zip ___________

Telephone ___________________________ Fax __________________________________________________________________________

Email ________________________________________________________________________________

Name, Phone Number & Email of Your Approving Manager __________________________________________________________________________

* In lieu of SSN, your date of birth is required as a personal identifier for internal record keeping by this university.

How to Enroll

On-line...
http://go.ncsu.edu/femdp

Call...
919.515.2261

Fax...
919.515.7614

Mail...
Your registration to:
Registration Coordinator
Office of Professional Development
North Carolina State University
Box 7401•Raleigh, NC 27695

For More Information
Email...
ContinuingEducation@ncsu.edu

Method of Payment

Payer: ☐ Company ☐ Self

Payment must accompany registration and must be received by the first day of the program. The easiest way to guarantee your place is to pay with a credit card.

Please charge my credit card
☐ American Express
☐ VISA
☐ MasterCard
☐ Diners Club
☐ Discover

Corporate Card ☐ Yes ☐ No

Account # (Please list all numbers)
Exp. Date __________________________

Amount Charged $ ________________

__________________________________
Cardholder’s Name (please print)

__________________________________
Cardholder’s Signature (required) (Seal)

☐ Check Enclosed (U.S. banks only)
(Do not fax)
(Payable to NC State University)
Write the name(s) of the participant(s) on face of the check(s).

☐ IDT (NC State University employees only)
Project (FAS) # __________________

On-line...
http://go.ncsu.edu/femdp

Call...
919.515.2261

Fax...
919.515.7614

Mail...
Your registration to:
Registration Coordinator
Office of Professional Development
North Carolina State University
Box 7401•Raleigh, NC 27695

For More Information
Email...
ContinuingEducation@ncsu.edu
Energy Management (EM) Diploma

Why This Program Is Unique
The Energy Management Diploma will provide you with an excellent means of credentialing and will demonstrate that you have been exposed to and have gained a grasp of essential skills and knowledge. While not a degree or a specific certification of your qualifications, earning the diploma represents solid evidence of your successful completion of the course requirements and illustrates your dedication to becoming more knowledgeable of your field and valuable to your organization.

Why You Should Attend
- Enhance your knowledge of the energy management field.
- Prove your knowledge and competence in your field.
- Set yourself above your peers leading to advancements in position and earnings.
- Earn a diploma from a distinguished university.
- Join a select group of personnel in the energy field.
- Gain exposure to current and emerging relevant aspects of energy management.
- Provide the credential to your employer or prospective employer that you have the in-depth knowledge to be a manager in energy management.

Upcoming Sessions:
- **EM 1:** Managing Energy for Greater Profitability  January 6–10, 2014
- **EM 2:** Improving Equipment Efficiencies  May 12–16, 2014
- **EM 3:** Industrial and Commercial Energy, Process and Building Analysis  November 10–14, 2014

Maintenance & Reliability Management (MRM) Diploma

Why This Program Is Unique
NC State University, in partnership with Marshall Institute, offers you a three-week diploma program that will develop your maintenance and reliability knowledge and sharpen your leadership skills for today’s increasingly competitive global marketplace. This program will expose you to real-world examples and will provide you with practical knowledge and skills applicable in your plant or facility.

Why You Should Attend
- Taught in a university environment dedicated to the continuing development of working professionals.
- Delivered by experienced maintenance and reliability professionals from Marshall Institute.
- Flexible course designed for the working professional.

Today’s modern process and manufacturing industries are complex and asset intensive, requiring them to be maintained in a manner that maximizes uptime while minimizing operational costs. In addition, plants and facilities must be maintained so that process safety and asset integrity are not compromised. Well-trained maintenance and reliability professionals are needed to accomplish these objectives.

Upcoming Sessions:
- **MRM 1:** Strategic Leadership, Planning and Control  April 7–11, 2014
- **MRM 2:** Work Flow and Materials Management  September 15–19, 2014
- **MRM 3:** Risk and Reliability Management  January 27–31, 2014

MARK YOUR CALENDAR!

- Project 2010 Level 1  January 14 or March 12, 2014
- AutoCAD Level 1  January 30-31 or April 10-11, 2014
- Mastering Project Management  February 10-12, 2014
- Project 2010 Level 2  February 12 or March 31, 2014
- Visio Level 1  February 13, 2014
- AutoCAD Level 2  February 27-28, 2014
- AutoCAD Level 3  March 20-21, 2014
- Stimulating Creativity and Innovation: Techniques for Manager of Departments, Teams, or Projects  April 7-9, 2014
- Team-Based Project Management  May 21-23, 2014

For more information or to register for any of these programs, visit our website at ContinuingEducation.ncsu.edu, email ContinuingEducation@ncsu.edu or call 919.515.2261
REGISTRATION INFORMATION

Energy Management (EM) Diploma

McKimmon Conference & Training Center • NC State University • Raleigh, NC

Check course(s) you will be attending:

- EM 1 January 6–10, 2014 $1,995/$1,795* OPD-ZNEM1-C-003
- EM 2 May 12–16, 2014 $1,995/$1,795* OPD-ZNEM2-C-003
- EM 3 November 10–14, 2014 $1,995/$1,795* OPD-ZNEM3-C-004

*Reduced Fees for each additional registration from the same organization and for government employees.

SAve $$$$!! Pre-register and pay for all three sessions! Call 919.515.2261 for details.

Maintenance & Reliability Management (MRM) Diploma

McKimmon Conference & Training Center • NC State University • Raleigh, NC

Check course(s) you will be attending:

- MRM 3 January 27–31, 2014 $1,995/$1,795* OPD-ZFMRM3-C-003
- MRM 1 April 7–11, 2014 $1,995/$1,795* OPD-ZFMRM1-C-003
- MRM 2 September 15–19, 2014 $1,995/$1,795* OPD-ZFMRM2-C-003

*In lieu of SSN, your date of birth is required as a personal identifier for internal record keeping by this university.

How to Enroll

On-line...
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Call... 919.515.2261

Fax... Your registration to: 919.515.7614

Mail... Your registration to:
Registration Coordinator
Office of Professional Development
NC State University
Box 7401 • Raleigh, NC 27695

For More Information Email...
ContinuingEducation@ncsu.edu

Method of Payment

Payer:  Company  Self

Payment must accompany registration and must be received by the first day of the program. The easiest way to guarantee your place is to pay with a credit card.

Please charge my credit card

- American Express
- VISA
- MasterCard
- Discover

Corporate Card  Yes  No

Account # (Please list all numbers)
Exp. Date __________________________
Amount Charged $ __________________

Cardholder’s Name (please print)

Cardholder’s Signature (required) (Seal)

Check Enclosed (U.S. banks only)
(Do not fax)
(Payable to NC State University)
Write the name(s) of the participant(s) on face of the check(s).

If you wish to pay by purchase order, please submit your purchase order and this registration form by mail or fax them to 919.515.7614.

IDT (NC State University employees only)

Project (FAS) # __________________
ACHIEVE A SUSTAINABLE FUTURE USING THE LATEST TECHNOLOGIES TO IMPROVE FACILITY EFFICIENCIES AND CUT OPERATIONAL COSTS

Facilities Engineering Management

"A must-attend for all facilities engineers in the field."
—Juan Jimenez, Mechanical Engineer, NAVFAC SE, Jacksonville, FL

The unique diploma program providing you with hands-on, practical, successful facilities management education taught by experienced facilities professionals.

FEM 1: March 10–14, 2014
FEM 2: June 9–13, 2014
FEM 3: September 15–19, 2014

If you receive more than one brochure, please pass the extra along to an associate. If addressee is no longer employed, please forward to his/her replacement. Call 919.515.2261 to update your record.

NC STATE UNIVERSITY

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ALSO INSIDE!
Information about the upcoming diploma programs: Energy Management and Maintenance & Reliability Management

NEW! COURSE PROVIDER FOR FEDERAL BUILDINGS PERSONNEL TRAINING ACT
ACHIEVE A SUSTAINABLE FUTURE USING THE LATEST TECHNOLOGIES.

THE PROFESSIONAL DIPLOMA PROGRAM

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