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Looking for **TEXTBOOK INFORMATION**? Check the SCE Online Schedule (at [www.sce.edu/schedule](http://www.sce.edu/schedule)) for detailed textbook information.

The **SCE CATALOG** is now available online located at: <http://sce.edu/catalog>.

The **SCE CATALOG** lists all SCE courses offered throughout the year, all certificate program sequences, as well as additional information on student services and academic policies and procedures.



*SCE is now on Facebook! "LIKE" us and get all the latest updates from the NOCCCD School of Continuing Education including campus reminders, events, photos, new courses and more! Be the first to view the latest class schedule!*

**[www.facebook.com/sce.edu](http://www.facebook.com/sce.edu)**

**Class Schedule Design:** Rebecca Guillen, Vinh Van Dang, Mary Jo Marvulli, Jennifer Perez.

This class schedule is also available in alternate media formats. For more information, contact the SCE Disabled Student Programs and Services at (714) 484-7057.



# ONLINE REGISTRATION INFORMATION

## ONLINE REGISTRATION WILL OPEN AT 7:00 A.M.

**Tuesday, November 29, 2011: for Career Technical Education Classes**

(see below for eligible courses)

**Wednesday, November 30, 2011: for all SCE Classes**

Log into <http://mygateway.nocccd.edu> at 7:00 a.m. Register online 24 hours per day/7 days per week up until the day before the class begins.

Computers for online registration are available on November 29-30, 2011 at the SCE Registration Offices at the following times:

Anaheim Campus and Wilshire Center at 7:00 a.m. ; SCE Cypress Center at 7:30 a.m.

**HELPLINE FOR ONLINE REGISTRATION:** (714) 808-4679 or [starhelp@sce.edu](mailto:starhelp@sce.edu)

**HOURS:** M-Th 7:00 a.m.—5:00 p.m.

## 1. TUESDAY, NOVEMBER 29, 2011: CTE ONLINE REGISTRATION



### Online Registration for Career Technical Education Classes (CTE)

Students can register online for courses in the following eligible programs beginning at 7:00 a.m. on Tuesday, November 29, 2011:

Activity Leader Healthcare, Administrative Assistant, Computers, Construction, Early Childhood Education, Management, Medical Assistant, Medical Device, Pharmacy Technician, and Physical Therapy Aide.

## 2. WEDNESDAY, NOVEMBER 30, 2011: SCE ONLINE REGISTRATION



### Online Registration for All SCE Classes

Students can register online for ALL SCE courses beginning at 7:00 a.m. on Wednesday, November 30, 2011.

#### BASIC ONLINE REGISTRATION INSTRUCTIONS

1. To register online, go to: [WWW.SCE.EDU](http://WWW.SCE.EDU).
2. Click on the "myGateway" LOGO.
3. Enter your **8-DIGIT** student identification number (ID) or Social Security Number (SSN) as your "USER ID."
4. Enter your **6-DIGIT** personal identification number as your "PIN"; your default PIN is your date of birth (MMDDYY), unless you have changed it or self-selected your PIN through the CCCApply online application.
5. Click "ADD OR DROP CLASSES" in the Registration Tools Box.

#### NEED ASSISTANCE WITH ONLINE REGISTRATION?

1. Use the **HELPFUL CHECKLIST** on Page 4 of this class schedule when preparing to register for classes online.
2. Attend one of our **FREE ONLINE REGISTRATION WORKSHOPS**. Details on Page 5 of this class schedule.
3. View the **ONLINE REGISTRATION TUTORIAL** and print a **HANDY WORKSHEET** at [www.sce.edu/registration](http://www.sce.edu/registration), available for viewing 24 hours per day/7 days per week.

# WALK-IN REGISTRATION INFORMATION

## 3. THURSDAY, DECEMBER 1, 2011: WALK-IN REGISTRATION



### Walk-In Registration for All SCE Classes

Students can register at any of the three SCE campus locations on Thursday, December 1, 2011:

**ANAHEIM CAMPUS**  
1830 W. Romneya Drive  
2nd Floor  
Anaheim, CA 92801  
**(714) 808-4645**  
**OFFICE HOURS:**  
M-Th: 8a-7:30p  
Fri: 8a-4p  
Sat: 8a-11:30a

**CYPRESS CONTINUING EDUCATION CENTER**  
9200 Valley View Street  
Pkg Lot 4, SCE/CYP/100  
Cypress, CA 90630  
**(714) 484-7038**  
**OFFICE HOURS:**  
M-Th: 8a-7:30p  
Fri: 8a-4p  
Sat: 8a-2p

**WILSHIRE CONTINUING EDUCATION CENTER**  
315 E. Wilshire Avenue  
Building 300  
Fullerton, CA 92832  
**(714) 992-9500**  
**OFFICE HOURS:**  
M-Th: 8a-7:30p  
Fri: 8a-4p  
Sat: 8a-2p

# FIRST TIME STUDENTS... READ HERE

- STEP 1: FIRST TIME STUDENTS** can apply for a student identification (ID) number online on our website at [www.sce.edu](http://www.sce.edu) OR, apply for your student ID in person by visiting one of the SCE campus locations.
- STEP 2:** An email response with registration instructions will be sent to you within two (2) business days after your application is submitted.
- STEP 3:** Once you receive your SCE ID, or have applied online and received an email response, you have three (3) ways to register for classes
- **ONLINE REGISTRATION FOR CAREER TECHNICAL EDUCATION (CTE) CLASSES VIA myGateway BEGINS TUESDAY, NOVEMBER 29, 2011.** Register for CTE classes by logging into [www.sce.edu](http://www.sce.edu). Click on “myGateway” and use your eight-digit ID or Social Security Number as your “User ID”. Click “Add or Drop Classes” in the Registration Tools Box. Computers for online registration are available at all three SCE campus registration offices.
  - **ONLINE REGISTRATION FOR ALL SCE CLASSES VIA myGateway BEGINS WEDNESDAY, NOVEMBER 30, 2011.** Log onto [www.sce.edu](http://www.sce.edu). Click on “myGateway” and use your eight-digit ID or Social Security Number as your “User ID”. Click “Add or Drop Classes” in the Registration Tools Box. Computers for online registration are available at all three SCE campus registration offices.
  - **WALK-IN REGISTRATION FOR ALL SCE CLASSES BEGINS THURSDAY, DECEMBER 1, 2011.** Students can register for any class at any location, even if the class is not at that location, up until the day the class begins or until the class is full.
- STEP 4:** If needed, purchase a **PARKING PERMIT** and **BOOK(S)** at any SCE registration office.

## TERM DATES & HOLIDAYS



### WINTER TERM 2012

**January 9, 2012—April 1, 2012 (12-week Term)**

#### REGISTRATION OPTIONS

*Registration is open through the day the class begins or until the class is full. Classes fill fast, so register today!*

- Tuesday, November 29, 2011: Online Registration for CTE Classes
- Wednesday, November 30, 2011: Online Registration for ALL SCE Classes
- Thursday, December 1, 2011: Walk-In Registration for ALL SCE Classes

#### SPRING SEMESTER FOR CYPRESS COLLEGE AND FULLERTON COLLEGE

- Spring: January 23—May 30, 2012

#### HOLIDAYS

- Martin Luther King, Jr. Holiday: January 14-16, 2012
- Lincoln's & President's Day Holidays: February 17-20, 2012
- Spring Recess (*no classes; SCE offices open*): April 2-5, 2012
- Spring Holiday: April 6-8, 2012



### SPRING TERM 2012

**April 9, 2012—July 1, 2012 (12-week Term)**

#### REGISTRATION OPTIONS

*Registration is open through the day the class begins or until the class is full. Classes fill fast, so register today!*

- Tuesday, March 6, 2012: Online Registration for CTE Classes
- Wednesday, March 7, 2012: Online Registration for ALL SCE Classes
- Thursday, March 8, 2012: Walk-In Registration for ALL SCE Classes

#### HOLIDAYS

- Spring Recess (*no classes; SCE offices open*): April 2-5, 2012
- Spring Holiday: April 6-8, 2012
- Memorial Day Holiday: May 26-28, 2012



# PREPARE FOR REGISTRATION: A HANDY CHECKLIST

## **USE THIS PREPARE-TO-REGISTER CHECKLIST**

***HAVE THIS INFORMATION AVAILABLE WHEN REGISTERING ONLINE***

- ✓ What are your **USER ID** and **PIN** numbers?
- ✓ Do you know if you have a **HOLD**?
- ✓ Have you met your **PREREQUISITES**?
- ✓ Do you know your class **CRNs**?
- ✓ If full, do you have **ALTERNATE CRNs** ready?

***IF YOU DON'T KNOW THE ANSWERS TO THE ABOVE QUESTIONS,  
FOLLOW THESE STEPS TO AVOID DELAYING YOUR REGISTRATION***

- Log into your myGateway account one week (or more) prior to registration to confirm that your USER ID/PIN combination is working.
- If you are unable to login to your myGateway account due to an incorrect PIN or your PIN has become disabled, click “PIN RESET.” Follow the prompts to change your PIN Number.
- If your USER ID/PIN combination is still not working, call the ONLINE REGISTRATION HELPLINE at (714) 808-4679 from 7:00 a.m.—5:00 p.m. or visit the registration office at any of the three SCE campuses.
- Holds **MUST BE** cleared prior to registration. You may have a hold on your account if you owe fees at either SCE or at Fullerton College or Cypress College. Visit the registration office at any SCE campus for assistance.
- Prerequisites **MUST BE** cleared prior to registration. You can confirm prerequisites by:
  - ⇒ Checking your unofficial transcript on myGateway
  - ⇒ Checking with your counselor

**PLAN AHEAD TO AVOID WAITING IN LONG LINES AND DELAYING ENROLLMENT IN CLASSES!**

## **ATTENTION ALL SCE STUDENTS: SCE Invites You to Participate**

***Have you ever wanted to participate in school-based government?  
Or provide your input to enhance programs and services? Now is your chance!***

**SCE INVITES STUDENTS TO PARTICIPATE** in a variety of school-wide committees including, but not limited to, SCE Provost’s Cabinet (school-wide governing body), SCE Budget Committee, SCE Accreditation, and the SCE Community Advisory Committee. Input is needed and appreciated from all stakeholders, including students and community members—that’s you! **SCE welcomes your participation!**

To volunteer, or for further information, send a note of interest to [schedule@sce.edu](mailto:schedule@sce.edu).

## Online Registration will open at 7:00 a.m.

Log into <http://mygateway.nocccd.edu> at 7:00 a.m.

**Tuesday, November 29, 2011:** for CTE classes

**Wednesday, November 30, 2011:** for all SCE classes

## LEARN HOW TO REGISTER ONLINE AT ONE OF OUR FREE WORKSHOPS

**Save Time! Save Gas!  
Don't Wait in Line!**

LEARN THE ESSENTIALS TO REGISTERING ONLINE AT ONE OF OUR ONE-HOUR WORKSHOPS

### Location: SCE Anaheim Campus

1830 W. Romneya Drive, Anaheim \* Rm 301

- ✓ **Wednesday, November 16 @ 7:30 p.m.**
- ✓ **Thursday, November 17 @ 7:30 p.m.**
- ✓ **Monday, November 21 @ 10:00 a.m.**
- ✓ **Monday, November 21 @ 7:30 p.m.**

Workshops are free. Registration is not required.

**AN ONLINE REGISTRATION TUTORIAL VIDEO AND HANDY WORKSHEET ARE AVAILABLE AT <http://sce.edu/registration>**

**FULL CLASS SCHEDULE WITH COURSE DESCRIPTIONS AVAILABLE ONLINE [www.sce.edu/schedule](http://www.sce.edu/schedule)**

Click on **"SCE WINTER 2012"** to search for a class or  
Click on **"View schedule PDF"** to view the printed version of the schedule

Looking for **TEXTBOOK INFORMATION**? Check the SCE Online Schedule (at [www.sce.edu/schedule](http://www.sce.edu/schedule)) for detailed textbook information.

### CLASS SCHEDULE SYMBOL KEY

AN =	Anaheim Campus
CC =	Cypress College Campus
CRN =	Course Registration Number
FC =	Fullerton College
NC =	No class will be held on that date
SCE/CYP =	Cypress Coll Campus, SCE 100 Bldg
SCE/TE2 =	Cypress Coll Campus, SCE/TE2 200 Bldg
WIL =	Wilshire Center (Fullerton)
Off-campus continuing education location addresses are listed on page 44 of this class schedule.	



**= Classes that are eligible for CTE Online Registration on Tuesday, November 29, 2011. See pg 2 for details.**

## NOCCCD BOARD OF TRUSTEES

Barbara Dunsheath, Ed.D., President  
Molly McClanahan, Vice President  
Donna Miller, Secretary  
Jeffrey P. Brown, Member  
Leonard Lahtinen, Member  
Michael B. Matsuda, Member  
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Chris Sanchez, *Student Trustee--Fullerton College*

## NOCCCD ADMINISTRATION

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Jeffrey Horsley, Vice Chancellor, Human Resources  
Fred Williams, Vice Chancellor, Finance & Facilities  
Deborah Ludford, Director, Information Services  
Kai Stearns-Moore, Director, Public Information & Government Affairs  
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Violet Ayon, Executive Administrative Aide to the Chancellor and Recording Secretary to the Board of Trustees  
Christine Terry, Provost, School of Continuing Education  
Michael Kasler, Ed.D., President, Cypress College  
Rajen Vurdien, Ph.D., MBA, President, Fullerton College

## NEW CLASSES FOR WINTER

### CLOTHING DESIGN

Couture Dressmaking  
Fashion Design: Copy Ready-to-Wear Garments I

### DANCE

Waltz, Cha Cha & Tango Dance

### DISABLED STUDENT PROGRAMS

Paying Bills for Students with Disabilities  
Landing a Job for Students with Disabilities  
Navigating Resources for Adults with Disabilities

### KIDS' COLLEGE & TEEN PROGRAM

Agriculture for Kids (Ages 9-12)  
Career Exploration (Ages 9-12)  
Judo, Jujitsu and Self-Defense (Beg/Inter) (Ages 13-18)  
Money Origami (Ages 12+)  
Readers' Theater (Grades 4-6)  
Tutorial: Algebra I-C-Fractions, Radicals (Gr 7+)  
Tutorial: Algebra II-Functions, Exponents (Gr 8+)



**"LIKE" our page at [www.facebook.com/sce.edu](http://www.facebook.com/sce.edu) to get all the latest news, photos, events and new course offerings from NOCCCD SCE!**



# ENGLISH-AS-A-SECOND LANGUAGE PROGRAM REGISTRATION INFORMATION

**ESL classes fill up each term—be first to register! You may be placed onto a waiting list until space is available. (714) 808-4638**

All students are required to take an ESL orientation class prior to starting any ESL class.

First-time students or students who attended before FALL 2011

Students who attended after FALL 2011 need to visit the ESL Learning Center for your class schedule information.

Select your campus and one of the following test times:

**ANAHEIM CAMPUS**  
**ROOM 121**  
1830 W. Romney Drive  
Anaheim, CA 92801

**CYPRESS CENTER**  
**ROOM (TE2-203)**  
9200 Valley View Street  
Cypress, CA 90630

**WILSHIRE CENTER**  
**ROOM 110**  
315 E. Wilshire Avenue  
Fullerton, CA 92832

**Tuesday, January 3, 2012**  
**Monday, January 23, 2012**  
**Monday, February 13, 2012**  
**Monday, March 26, 2012**

**8:30 a.m.      10:30 a.m.**  
**5:00 p.m.      7:00 p.m.**

**Tues, January 3, 2012**  
8:30 a.m., 10:30 a.m., 5:00 p.m., 7:00 p.m.

**Mon, Jan 23, 2012:** 5:00 p.m., 7:00 p.m.  
**Fri, Jan 27, 2012:** 8:30 a.m., 10:30 a.m.

**Mon, Feb 13, 2012:** 5:00 p.m., 7:00 p.m.  
**Fri, Feb 24, 2012:** 8:30 a.m., 10:30 a.m.

**Mon, Mar 26, 2012:** 5:00 p.m., 7:00 p.m.  
**Fri, Mar 30, 2012:** 8:30 a.m., 10:30 a.m.

**Tuesday, January 3, 2012**  
**Monday, January 23, 2012**  
**Monday, February 13, 2012**  
**Monday, March 26, 2012**

**8:30 a.m.      10:30 a.m.**  
**5:00 p.m.      7:00 p.m.**

Don't be late! Please arrive 10-15 minutes before the test as all testing will begin promptly at the scheduled time.  
**PARKING: If you are driving, you will need to purchase a one-day (\$2.00) parking permit at your chosen campus before the test.**

Estudiantes que vienen por primera vez se inscribirán en el orden en que se presenten y si hay espacio en la clase. Seleccione la escuela a la que desea atender: Anaheim, Cypress, o Wilshire. El espacio en el salón de evaluación es limitado. Los estudiantes que no logren presentar la evaluación en el horario de su preferencia, deberán esperar hasta el siguiente horario.

**ANAHEIM CAMPUS**  
**SALON 121**  
1830 W. Romney Dr., Anaheim, CA 92801

**CYPRESS CAMPUS**  
**SALON SCE/TE2-203 OR TE2-221**  
9200 Valley View St., Cypress, CA 90630

**WILSHIRE CAMPUS**  
**SALON 110**  
315 E. Wilshire Ave., Fullerton, CA 92832

**Martes, Enero 3, 2012**  
**Lunes, Enero 23, 2012**  
**Lunes, Febrero 13, 2012**  
**Lunes, Marzo 26, 2012**

**8:30 a.m.      10:30 a.m.**  
**5:00 p.m.      7:00 p.m.**

**Martes, Enero 3, 2012**  
8:30 a.m., 10:30 a.m., 5:00 p.m., 7:00 p.m.

**Lunes, Enero 23, 2012:** 5:00 p.m., 7:00 p.m.  
**Viernes, Enero 27, 2012:** 8:30 a.m., 10:30 a.m.

**Lunes, Febrero 13, 2012:** 5:00 p.m., 7:00 p.m.  
**Viernes, Febrero 24, 2012:** 8:30 a.m., 10:30 a.m.

**Lunes, Marzo 26, 2012:** 5:00 p.m., 7:00 p.m.  
**Viernes, Marzo 30, 2012:** 8:30 a.m., 10:30 a.m.

**Martes, Enero 3, 2012**  
**Lunes, Enero 23, 2012**  
**Lunes, Febrero 13, 2012**  
**Lunes, Marzo 26, 2012**

**8:30 a.m.      10:30 a.m.**  
**5:00 p.m.      7:00 p.m.**

# ENGLISH-AS-A-SECOND LANGUAGE PROGRAM CLASSES

Classes available at our **THREE MAIN CAMPUSES & 65 COMMUNITY** locations:

## **ANAHEIM CAMPUS**

1830 W. Romneya Drive  
Anaheim, CA 92801  
(714) 808-4562

ESL LEARNING CENTER:

**ROOM 121**

HOURS: MTWTh/8a-9p  
F/8a-4p

## **CYPRESS CENTER**

9200 Valley View Street  
Cypress, CA 90630  
(714) 484-7064

ESL LEARNING CENTER:

**ROOM SCE/TE2-203**

HOURS: MTWTh/8a-9p  
F/8a-4p

## **WILSHIRE CENTER**

315 E. Wilshire Avenue  
Fullerton, CA 92832  
(714) 992-9545

ESL LEARNING CENTER:

**ROOM 110**

HOURS: MTWTh/7:30a-9p  
F/8a-12p

## SIX LEVELS OF ENGLISH INSTRUCTION:

- **ESL BEGINNING LITERACY**
- **ESL BEGINNING LOW**
- **ESL BEGINNING HIGH**
- **ESL INTERMEDIATE LOW**
- **ESL INTERMEDIATE HIGH**
- **ESL ADVANCED LOW**

## CLASS SCHEDULES AT OUR THREE CAMPUSES:

- **8:00 a.m.—10:30 a.m.**
- **8:30 a.m.—11:00 a.m.**
- **10:30 a.m.—1:00 p.m.**
- **5:00 p.m.—7:30 p.m.**
- **7:30 p.m.—10:00 p.m.**

### Course Expiration Policy

All students are required to take a placement test upon entering ESL courses; placement test results are valid for six months after the students' last attendance. It is required that the student retake the placement test if he/she returns after leaving the program for a period of six months.

Se requiere que todos los estudiantes tomen el examen de admisión para entrar en las clases de ESL. El resultado del examen es válido por seis meses a partir del último día que el/ella asistió a clase. Es necesario que el estudiante tome el examen de admisión de nuevo si el/ella regresa a clases después de no haber asistido por un periodo de seis meses.

# ENGLISH-AS-A-SECOND LANGUAGE PROGRAM LEARNING CENTERS (ESLA/001)

### ESL LEARNING CENTER ESLA/001

Dates: Jan 9-March 30; nc Feb 20, Jan 16

CRN	DAYS	PLACE	
<b>ANAHEIM CAMPUS</b>			
11293	MTWTh/8a-9p F/8a-4p	AN/121	
<b>SCE CYPRESS CENTER</b>			
11285	MTWTh/8a-9p F/8a-4p	SCE/TE2-203	
<b>WILSHIRE CENTER</b>			
11471	MTWTh/7:30a-9p F/8a-12p	WIL/110	

The ESL Learning Center offers an opportunity to practice English through various instructional media. Students learn through ESL software and/or receive individual and group tutoring to improve their speaking, listening, reading and writing skills. Special interest areas such as Vocational ESL and EL Civics are also part of the instruction.



For more information about English-as-a-Second Language classes, please call (714) 808-4638.

## ESL Academic Success Program

### LISTENING/SPEAKING FOR ACADEMIC SUCCESS ESLA/1040

Learn how to listen to and take lecture notes; participate in classroom discussions; give presentations; and take exams in college, career technical education, high school, and GED programs. Acquire technological skills necessary for academic success. Experience campus life through field trips to local colleges. For Intermediate High thru Advanced level students.

Dates: Jan 9-Mar 29; nc Feb 20, Jan 16

CRN	DAYS	PLACE
<b>ANAHEIM CAMPUS</b>		
11971	MTWTh/11a-2p	AN/602
<b>SCE CYPRESS CONTINUING EDUCATION CENTER</b>		
11915	MTWTh/8a-11a	SCE/TE2-201
<b>SCE WILSHIRE CONTINUING EDUCATION CENTER</b>		
11922	MTWTh/8a-11a	WIL/219

### READING/WRITING FOR ACADEMIC SUCCESS ESLA/1045

Acquire reading, writing, note-taking, test-taking, critical thinking, and computer skills necessary for academic success in college, high school, GED, or career technical education programs. Learn American cultural norms in the classroom. Participate in campus life through field trips to local colleges. For Intermediate High through Advanced level students.

Dates: Jan 9-Mar 29; nc Feb 20, Jan 16

CRN	DAYS	PLACE
<b>ANAHEIM CAMPUS</b>		
11880	MTWTh/8a-11a	AN/128
<b>SCE CYPRESS CONTINUING EDUCATION CENTER</b>		
11916	MTWTh/11a-2p	SCE/TE2-217
<b>SCE WILSHIRE CONTINUING EDUCATION CENTER</b>		
11923	MTWTh/11a-2p	WIL/219

## ESL Specialty Classes

### ESL PRONUNCIATION/ CONVERSATION SKILLS ESLA/802

Designed for intermediate to advanced ESL learners to improve conversation and pronunciation skills in English. It is recommended that participants have English language skills at a Beginning High level.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 14, Feb 17-Feb 18

CRN	DAYS	PLACE
<b>ANAHEIM CAMPUS</b>		
11317	MW/10:30a-1p	AN/106
11324	F/6p-9:30p	AN/112
<b>SCE CYPRESS CONTINUING EDUCATION CENTER</b>		
11282	S/9a-12p	SCE/TE2-219
12011	F/10:30a-1p	SCE/TE2-219
<b>SCE WILSHIRE CONTINUING EDUCATION CENTER</b>		
11320	F/9a-12p	WIL/203
11326	TTh/12:30p-2:30p	WIL/203

### CITIZENSHIP PREPARATION ESLA/803

The course is designed to prepare prospective candidates for the US citizenship process. Students will learn how to complete all required immigration forms and practice the USCIS Citizenship Test by becoming familiar with US history. Students will acquire an understanding of the rights and responsibilities of being a US citizen.

Dates: Jan 10-Mar 29

CRN	DAYS	PLACE
<b>ANAHEIM CAMPUS</b>		
11291	TTh/7:30p-10p	AN/118
<b>SCE CYPRESS CONTINUING EDUCATION CENTER</b>		
11325	TTh/7:30p-10p	SCE/TE2-201
<b>SCE WILSHIRE CONTINUING EDUCATION CENTER</b>		
11406	TTh/6p-9p	WIL/202

### INTERMEDIATE GRAMMAR REVIEW ESLA/813

Students will learn to understand grammar structures in various contexts and practice using them in both oral and written communication. This class supplements core ESL courses or works as a stand-alone course. This course is designed for the ESL students placed in the Intermediate Low, Intermediate High, and Advanced levels.

CRN	DAYS	PLACE
<b>ANAHEIM CAMPUS</b>		
Dates: Jan 12-Mar 29		
11528	Th/10:30a-1:30p	AN/124
<b>SCE CYPRESS CONTINUING EDUCATION CENTER</b>		
Dates: Jan 13-Mar 30; nc Feb 17		
11452	F/1p-3p	SCE/TE2-215

### COMPUTER SKILLS FOR ESL (BEGINNING) ESLA/801

The course introduces ESL students to hands-on exploration and use of current Microsoft Windows programs. Students will learn basic computer parts, keyboarding, and the basics of MS Word, PowerPoint, Print Shop, and Excel. Emphasis is on building confidence in computer use to improve English skills in grammar, vocabulary, writing, speaking, pronunciation, and reading.

Dates: Jan 13-Mar 30; nc Feb 17

CRN	DAYS	PLACE
11522	F/10:30a-1:30p	SCE/TE2-211
11919	F/5p-7:30p	SCE/TE2-203

### WRITING/READING ESLA/810

This ESL course emphasizes reading comprehension skills while building vocabulary and critical thinking skills for students who are at an intermediate level or high. In addition, the writing component is designed to acquaint students with writing skills required to develop college-level writing techniques by focusing on prewriting, outlining, drafting, revising and editing.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 16, Feb 17, Feb 20

CRN	DAYS	PLACE
11664	F/10:30a-1p	SCE/TE2-217
11920	MW/12:30p-3p	SCE/TE2-217

**ORAL INTERPRETATION  
(READING OUT LOUD)  
ESLA/990**

Literature and communication are integrated in the art of oral interpretation. This course emphasizes the study and analysis of relevant printed materials. Students learn to select and communicate the material orally and effectively to an audience through public presentation/performance.

Dates: Jan 13-Mar 30; nc Feb 17

CRN	DAYS	PLACE
12010	F/8a-10:30a	SCE/TE2-219

**ESL Off-Site Classes**

**FAMILY LITERACY  
ESLA/120**

The course focuses on incorporating reading and literacy as a fundamental component of a healthy, well-functioning family. The family-oriented assignments integrate school and home.

CRN	DAYS	PLACE
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**ANAHEIM CITY SCHOOL DISTRICT**

Dates: Jan 9-Mar 29; nc Feb 20, Jan 16

11979	MTWTh/8:30a-11:30a	Betsy Ross Elem
11980	MTWTh/5p-7:30p	Olive Street Elem
11981	MTWTh/5p-8p	Westmont Elem

**ANAHEIM CITY SCHOOL DISTRICT - TRADITIONAL**

Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 16, Feb 20

11983	MT/5p-8p	Horace Mann Elem
11985	WTh/5p-8p	Horace Mann Elem
11986	MTWTh/5p-8p	Thomas Edison Elem

**LA HABRA SCHOOL DISTRICT**

Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 16, Feb 17, Feb 20

11990	MTWThF/8:30a-11:30a	Los Lomas Elem
11991	MTWTh/9a-11:30a	Las Positas School
11992	MTWTh/6p-9p	Washington Middle School
11993	MTWTh/6p-9p	Washington Middle School

**SAVANNA SCHOOL DISTRICT**

Dates: Jan 9-Mar 29; nc Feb 20, Jan 16

11974	MTWTh/6p-9p	Twila Reid Elem
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**Programa de CalWORKs de los Colegios de Cypress y Fullerton**  
*Asistiendo los Estudiantes de SCE, Cypress y Fullerton*

¿Esta recibiendo asistencia de CalWORKs (la ayuda monetaria)? Nosotros estamos aquí para ayudarle lograr sus metas de estudio. Nuestra oficina proveerá a los estudiantes elegibles con la guía y apoyo necesario para ayudarle entender sus derechos como estudiante de CalWORKs y para cumplir los requisitos del Condado.

**PARA MÁS INFORMACION LLAMEN:**  
Colegio de Fullerton: (714) 992-7101  
Colegio de Cypress: (714) 484-7237

**ESL MULTILEVEL  
ESLA/110**

The course focuses on preparing students to use English to achieve tasks within a variety of real-life situations such as a doctor's office or a department store. Students are instructed to be able to listen, speak, read, and write in English in context-specific environments.

CRN	DAYS	PLACE
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**FULLERTON SCHOOL DISTRICT**

Starts week of 1/9/2012, ends week of 3/26/2012; nc

11988	MTThF/8:30a-11a	Pacific Drive Elem
11989	MTW/8a-11a	Richman Comm Ctr

**VARIOUS OFF-SITE LOCATIONS**

Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 16, Feb 17, Feb 20

11166	MTWTh/8:30a-11:30a	Anaheim Community Center
12005	MTWThF/8:30a-11:30a	Access California Services
11892	MW/8:30a-11a	Brea Comm Ctr
11672	F/1p-4p	Church of the Resurrection
11747	MTWTh/9:30a-12p	East St Com Renewal Initiative
11164	MTWTh/8a-11a	First Christian Church Anaheim
11405	TTh/1p-4p	Korean Com Services Buena Park
11455	MW/1p-4p	Korean Com Serv Garden Grove
11972	MTWTh/9a-12p	Orange Cty Christian Charities
11165	MTWTh/9a-11:30a	Ponderosa Park
21118	MTW/6p-9p	Stanton Cultural Arts Center
11469	MTWTh/7:30p-10p	St Boniface Church
11891	MTWTh/9:30a-12:30p	St Boniface Church

**ESL AND COMPUTERS  
ESLA/130**

This course provides English language instruction through the medium of English-as-a-Second-Language (ESL) computer programs. The primary focus is situated vocabulary development through the use of the Oxford Picture Dictionary program and supplementary software.

CRN	DAYS	PLACE
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**PLACENTIA/YORBA LINDA SCHOOL DISTRICT**

Dates: Jan 9-Mar 29; nc Feb 20, Jan 16

11893	MTWTh/8:30a-12p	Melrose Elem School
11894	MTWTh/8:30a-12p	Melrose Elem School
11896	MTWTh/8:30a-12p	Ruby Drive Elem School
11897	MTWTh/8:30a-12p	Ruby Drive Elem School
11899	MTWTh/8:30a-12p	Rio Vista Elem School
11900	MTWTh/8:30a-12p	Rio Vista Elem School
11901	MTWTh/8:15a-11:45a	Topaz Elem
11902	MTWTh/8:15a-11:45a	Topaz Elem
11903	MTWTh/6p-9p	Valencia High School



**CalWORKs Programs at**

**Cypress College & Fullerton College**

**Serving SCE, Cypress & Fullerton College Students**

Are you receiving public assistance (CalWORKs/GAIN)? Do you need help accessing County supportive services (e.g. child care, books and supplies, transportation)? Do you need assistance with completing County forms such as the Attendance Report and the Referral for Education and Training? If the answer is "yes," then the CalWORKs program can assist you! CalWORKs students are assigned to a CalWORKs Counselor that provides the guidance and support needed for students to achieve academic success while meeting County-mandated requirements.

**CYPRESS COLLEGE CALWORKS**

Cypress College, CC Complex, Rm 201  
(714) 484-7237

**FULLERTON COLLEGE CALWORKS**

315 N. Pomona, Fullerton \* (714) 992-7101

**FOREIGN LANGUAGE**

For more information about Foreign Language classes, please call (714) 808-4638.

**ARABIC - CONVERSATIONAL LANG/100**

Beginning level class introduces students to the basic knowledge of Arabic.

Dates: Jan 21-Mar 31; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21117	S/9a-11:30a	AN/128	Gamboa	\$75

**JAPANESE - CONVERSATIONAL LANG/160**

Beginning level class introduces students to the culture and customs of Japan and to speak beginning level Japanese.

Dates: Jan 10-Mar 13

CRN	DAYS	PLACE	INSTR	FEE
20191	T/7p-9:30p	WIL/207	Reagh	\$75

**SPANISH - CONVERSATION I LANG/190**

Beginning level class introduces students to the culture and customs of Latin America and covers beginning level speaking skills.

Starts week of 1/9/2012, ends week of 3/12/2012

CRN	DAYS	PLACE	INSTR	FEE
20190	T/7p-9p	SCE/TE2-103	Montero	\$75
20175	W/7p-9:30p	WIL/203	Fregozo Jimenez	\$75

**SPANISH - CONVERSATION II LANG/200**

Low intermediate level class expands students' basic knowledge of spoken Spanish.

Dates: Jan 21-Mar 31; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20192	S/10a-12:30p	WIL/217	Fregozo Jimenez	\$75

**CONVERSATIONAL CHINESE LANG/240**

Beginning level class introduces students to the culture and customs of Chinese and covers beginning level speaking skills.

Dates: Jan 11-Mar 14

CRN	DAYS	PLACE	INSTR	FEE
21116	W/6p-8:30p	SCE/TE2-201	Hagerty	\$75

**ENGLISH & COMMUNICATION**

For more information about the English & Communication classes, call the Lifeskills Education Advancement Program (LEAP) at (714) 808-4909.

**NOVEL WRITING AND MEMOIRS CNED/250**

A practical, hands-on course to help writers polish their manuscripts and learn skills necessary for publishing both novels and memoirs. Student manuscripts will be critiqued in detail. Students will receive lessons in plot, common mistakes, characterization, beginnings - plus query letters and synopses.

Dates: Jan 11-Mar 14

CRN	DAYS	PLACE	INSTR	FEE
20178	W/6:30p-9:30p	AN/110	Wills	\$62

**Increasing Business Effectiveness**

**HOW TO BE AN EFFECTIVE NETWORKER BUSN/360**

Do you find it hard to make conversation at business and social events? Networking can be the most efficient way to promote your business and find customers but you need to network effectively in order opportunity to learn the do's, don'ts and where's of effective networking from a published author and international trainer. This workshop is particularly valuable not only for professionals and business people who want to increase their confidence and networking skills, but for anyone who wants to build business and social relationships with others.

Dates: Jan 21-Jan 21

CRN	DAYS	PLACE	INSTR	FEE
21122	S/9a-12p	AN/118	Adamo	\$40

**BE AN EFFECTIVE PRESENTER AND SPEAKER ENCO/515**

Are you giving presentations but you're not getting the results you expect? Learn from the published author of "31 Tips to Becoming an Effective Presenter." The author will guide you through a series of exercises, assignments and demonstrations to improve your effectiveness in giving presentations. You will learn how to use your voice; how to use proper and appropriate gestures; and what to do before, during and after your presentations, and much more.

Dates: Jan 19-Feb 16

CRN	DAYS	PLACE	INSTR	FEE
21123	Th/7p-9p	SCE/TE2-223	Adamo	\$50

# HIGH SCHOOL DIPLOMA PROGRAM

Adults Only—18 years of age and older

High School Orientation Information Line: 714-808-4683

## SCE HIGH SCHOOL DIPLOMA PROGRAM IS IMPACTED

The SCE High School Diploma Program is very popular in our community and is one of few programs like it in North Orange County available for adults to complete their diploma studies. Therefore, entry into this program will most likely be limited, with few seats available each term at all three SCE campuses.

## STEPS TO REGISTER

Adults Only—18 years of age and older

ORIENTATION and ASSESSMENT are **REQUIRED** steps to enter the program.

*NEW students **MUST** complete the following steps to enter the High School Diploma Program:*

### **STEP 1: OBTAIN OFFICIALLY-SEALED TRANSCRIPTS FROM ALL PREVIOUSLY ATTENDED HIGH SCHOOLS.**

No orientation appointments will be made without presentation of officially-sealed transcripts from **ALL SCHOOLS ATTENDED**. Officially-sealed means that the envelope from the institution **CANNOT** be opened. Any opened transcripts **WILL NOT** be accepted.

### **STEP 2: APPLY FOR AN SCE STUDENT ID NUMBER.**

Apply online at [www.sce.edu](http://www.sce.edu) or visit any campus registration office. Appointments for orientation **WILL NOT** be made until you have an SCE ID. **DO NOT WAIT UNTIL APPOINTMENT SETTING DAY TO GET YOUR SCE ID.**

***Once you have your officially-sealed transcripts and your SCE ID, you may proceed to Step 3.***

### **STEP 3: ATTEND AN APPOINTMENT-SETTING DAY TO SCHEDULE AN ORIENTATION. SEE PAGE 11 FOR APPOINTMENT-SETTING DAY SCHEDULE**

At the start of the 2012 Winter Term, attend an appointment-setting day to schedule an orientation at the SCE campus of your choice.

#### **BRING THESE ITEMS WITH YOU TO THE APPOINTMENT-SETTING DAY:**

- ALL officially-sealed transcripts from previously attended high school programs (see STEP 1);
- An SCE ID card (see STEP 2);
- A government-issued photo ID

#### **HELPFUL TIPS:**

- Seats for an orientation are **limited** and will be given on a first-come, first-served basis. Therefore it is highly encouraged to arrive **EARLY** to the appointment-setting day. **PLEASE NOTE: NO ONE IS ALLOWED ON CAMPUS BEFORE 5:30 A.M.**
- You must purchase a \$2 one-day parking permit from the yellow parking lot machines to park on campus. Purchase a permit before coming to the classroom on both the appointment-setting and orientation dates.
- Plan to **BE ON TIME** to your orientation. **Latecomers will NOT be admitted to their scheduled orientation** and there is no option to reschedule missed High School Diploma Program orientations.



# HIGH SCHOOL DIPLOMA PROGRAM

## STEP 3: ATTEND ANY OF THESE 2012 WINTER APPOINTMENT-SETTING DAYS TO SCHEDULE AN ORIENTATION

### IMPORTANT NOTE REGARDING STEP 3:

- Spaces in the below appointment-setting dates are limited! Appointments will be given on a first-come, first-served basis.
- While the paperwork/appointment-setting process begins at approximately 7:30 a.m., STUDENTS ARRIVE EARLY TO GET A PLACE IN LINE as there are limited spaces available. PLEASE NOTE THAT NO ONE IS ALLOWED ON CAMPUS BEFORE 5:30 A.M.
- Upon arrival to the appointment-setting date, please form a line. Once staff arrive, documents will be collected (See STEPS 1 and 2) and students will be given a number to hold their place in line. A limited amount of these numbers will be distributed at each appointment-setting date.
- STUDENTS MUST BRING THESE ITEMS WITH THEM TO THE APPOINTMENT-SETTING DAY:
  - All officially-sealed transcripts from previously attended high school programs (see STEP 1);
  - An SCE ID card (see STEP 2);
  - A government-issued photo ID

### ANAHEIM CAMPUS: 1830 W. Romneya Drive, Anaheim 92801, Rm 215, 2<sup>nd</sup> floor

#### Appointment-Setting Day: Wednesday, January 4, 2012

- For orientation in the morning of Monday, January 9, 2012  
*No admittance without appointment*

### SCE CYPRESS CENTER: 9200 Valley View St, Cypress 90630, Rm SCE/TE2-207, Pkg Lt 4

#### Appointment-Setting Day: Friday, January 6, 2012

- For orientation in the morning of Friday, January 20, 2012  
*No admittance without appointment*

### SCE WILSHIRE CENTER: 315 E. Wilshire Avenue, Fullerton 92832, Rm 112

#### Appointment-Setting Day: Thursday, January 5, 2012

- For orientation in the morning of Friday, January 13, 2012  
*No admittance without appointment*

**FOR MORE INFORMATION:** Call the High School Orientation Information Line at 714-808-4683 for possible additional appointment setting dates. Students can also visit [www.sce.edu](http://www.sce.edu) and click “**Programs**” and then click “**High School Information**” for more information including [Frequently Asked Questions](#) regarding the SCE High School Diploma Program.

## HIGH SCHOOL DIPLOMA PROGRAM LAB LOCATIONS & HOURS

### Anaheim Campus #1: Rm 139

### Anaheim Campus #2: Rm 122

- Monday—Friday: 8:30 a.m. - 2:45 p.m.
- Monday—Thursday: 5:00 p.m. - 9:00 p.m.

### Cypress Continuing Education Center:

### Rm SCE/TE2-205

- Monday—Friday: 8:30 a.m. - 2:45 p.m.
- Monday—Thursday: 5:00 p.m. - 9:00 p.m.

### Wilshire Continuing Education Center: Rm 118

- Monday—Friday: 8:30 a.m. - 2:45 p.m.
- Monday—Thursday: 5:00 p.m. - 9:00 p.m.

Choose the High School Lab nearest you. Transfers are not typically allowed once students have enrolled and are attending the program. Hours for the SCE High School Diploma/GED Preparation Labs and Learning Centers are subject to change.

### ATTENDANCE POLICY:

An attendance policy has been implemented in all four NOCCCD School of Continuing Education High School Labs effective Fall Term 2011. Students are required to attend the lab a minimum of six hours per week. See the High School Diploma Program instructor for more details.

# SCE LEARNING CENTERS

***A Tutoring and Support Service for SCE Adult Students (18 and older)***  
**Individualized teaching \* Flexible hours**

## ABOUT THE LEARNING CENTERS

- The Learning Centers are open-entry and funded by the state of California based on student seat time in the labs; enrollment is on-going. Students must clock in and out of the lab.
- Students receive assistance in gaining skills to attain personal and educational goals by working with staff and tutors in small groups or one-on-one in a variety of subjects such as math, grammar, and reading. Computers are available for online instruction and assessment.
- All instructional materials, including text books, are provided at no cost to the students. These instructional materials are to remain in the labs as they are shared by all students on campus. With the budget cuts, programs are unable to purchase text books and other materials that are taken outside of the labs.
- If you require special accommodations for a verified disability, please contact our Disabled Student Programs and Services department at 714-484-7057.

## SELF-PACED LAB STYLE

Students work at their own pace to complete their educational goals.

## LEARNING CENTER LOCATIONS & HOURS

Set your own schedule during these hours:

- **Anaheim Campus (Rm 140)**

M-Th: 8:30 a.m.—2:45 p.m.

M-Th: 5:00 p.m.—8:00 p.m.

Friday: 9:00 a.m.—12:00 p.m.

- **Cypress Continuing Education Center**

**Rm SCE/TE2-209:** M-Th: 8:30 a.m.—2:45 p.m.

**Rm SCE/TE2-211:** M-Th: 8:30 a.m.—12:30 p.m.\*

M-Th: 5:30 p.m.—8:30 p.m.\*

\*For Cypress College Math 10 & 15 referred students only. The Math Lab may open 12:30 p.m.—2:45 p.m. based on need and staff coverage.

- **Wilshire Continuing Education Center, Fullerton (Rm 105)**

M-Th: 8:30 a.m.—2:45 p.m.

M-Th: 5:00 p.m.—8:00 p.m.

## GED PREPARATION

The GED Preparation Program is impacted and entry into the program may only be available at the beginning of each quarterly term.

*The GED Preparation Program is only offered at the Wilshire Continuing Education Center. Many GED Preparation students find that the high school diploma is more beneficial. Talk with a counselor if interested in the High School Diploma Program.*

**The lab does not administer the GED exam; however, lab instructors are available to assist students in preparing for the GED exam.** Study modules and software are available to students. Lab instructors can administer practice tests to estimate when a student might be ready to take the official GED exam, which is administered through the OC Department of Education.

For more information on "What is the GED" and tips to help you decide if GED is your best option, go to [www.sce.edu](http://www.sce.edu) and select "Programs" and then "Basic Skills, GED & High School Diploma."

1. Apply for an SCE Student ID.
2. Attend the Wilshire High School Diploma/GED Preparation Lab to prepare for the GED exam at the below days/hours.

## LAB HOURS

Hours for the GED Preparation Lab is subject to change.

### **Wilshire Continuing Education Center: Rm 118**

- Monday—Friday: 8:30 a.m. - 2:45 p.m.
- Monday—Thursday: 5:00 p.m. - 9:00 p.m.

## GED EXAM

Offered through OC Dept of Ed; Hosted at SCE'S Wilshire Campus: 315 E. Wilshire Avenue, Fullerton

### **2011-2012 GED EXAM DATES**

Nov 19 \* Dec 10

Jan 21 \* Feb 18 \* March 17 \* April 14

**REGISTRATION:** The 2011-2012 GED test is limited to the first 25 paid applicants. Bring a MONEY ORDER for \$125, payable to: Orange County Dept. Education, to the Wilshire Center, 315 E. Wilshire, Fullerton to reserve your place for the exam. Money orders are the **ONLY** form of payment accepted at SCE. **Fees are non-refundable.** A registration packet will be issued once registration fees are paid.

**TEST FEES:** \$125 (subject to change) for complete battery of the official test (5 sections). **We no longer offer retakes or partial exams.** Contact Nancy Rice at (714) 796-8738 for GED retake or partial exam information.

**DAY OF THE EXAM:** Arrive by 7:00 a.m. You must have: positive photo ID with birth date, signature and address, (such as Driver's license, Passport, Military ID, Residency/Alien Card, or Mexican Consulate Card). Parking permit needed to park in student lot. All supplies needed for the exam are provided.

**MINIMUM AGE REQUIREMENTS:** You must be 17-years, 10-months to take the GED exam. Contact the number below for more information. Applicants with documented physical and learning disabilities can request accommodations but must be made at least four weeks in advance of the test date. Call Olivia Badillo Perez at (714) 992-9519 for further information.



## CAREER PLANNING

Educational planning services are available to students currently enrolled in: English-as-a-Second Language (ESL), Citizenship, Disabled Student Programs, Parenting, High School Subjects, Basic Skills, Short-term Vocational classes and Certification Programs. If you have enrolled in one of these programs and would like to meet with a counselor regarding your educational plan, contact the Counseling Office nearest you:

Anaheim Campus (714) 808-4682  
Cypress Campus (714) 484-7440  
Wilshire Campus (714) 992-9565

## BUSINESS SKILLS

For more information about the Business Skills classes, please call (714) 808-4673.

### ACCOUNTING (BEGINNING) FINC/301

Begin with the basic study of Accounting/Bookkeeping Theory, Procedures and Terminology. The Accounting cycle for a business is presented in a logical sequence demonstrating accounting activities that include analysis and recording of business transactions using general journal, general ledger, and financial statements.

Dates: Jan 9-Mar 26; nc Feb 20, Jan 16

CRN	DAYS	PLACE	INSTR	FEE
21063	M/6:30p-9:30p	AN/110	Santos	\$65

### ACCOUNTING (INTERMEDIATE) FINC/302

*Prerequisite:* Accounting (Beginner) or equivalent. Continue with Intermediate Accounting/Bookkeeping Theory, Procedures and Terminology leading to specialized journals, general and subsidiary ledgers, and financial statements. Further study of accounting procedures includes Accounts Receivable/Payable, Payroll, Uncollectible Procedures, Plant Assets, Depreciation, Inventory, Notes and Interest.

Dates: Jan 10-Mar 13

CRN	DAYS	PLACE	INSTR	FEE
21064	T/6:30p-9:30p	AN/110	Santos	\$65

### INTRODUCTION TO PAYROLL ACCOUNTING FINC/345

This course provides an introduction to payroll procedures for bookkeeping and accounting. Topics include federal and State laws, paying different types of employees, employment records, payroll recordkeeping, and payroll State forms. Students will also learn to perform basic payroll functions.

Dates: Jan 11-Feb 8

CRN	DAYS	PLACE	INSTR	FEE
21065	W/6:30p-9:30p	AN/108	Hansen	\$65

## Project Management Certificate Program

For more information about the Project Management Certificate Program, please call (714) 808-4915.

Project Management careers include positions in diverse areas such as aerospace, construction, computer and information systems, engineering, and health care. The Project Management Certificate Program focuses on developing the professional skills needed to lead teams and employees on projects. Coursework includes topics such as leadership in the project process, planning and control, risk management, and using MS Project management software for scheduling and budgeting. Required courses include: Fundamentals of Project Management, Project Planning and Scheduling Techniques, Project Cost Management, Intro to Microsoft Project Professional 2007, and Team Building for Project Managers. The certificate can be completed in 6 months. Classes may also be taken individually.

### FUNDAMENTALS OF PROJECT MANAGEMENT BUSN/440

This class is designed for individuals interested in learning how to use project management techniques to lead teams and complete projects efficiently. You will learn the tools and techniques of project management including the product initiation stage.

Dates: Jan 9-Jan 25; nc Jan 16

CRN	DAYS	PLACE	INSTR	FEE
21070	MW/6:30p-9:30p	AN/116	Staff	\$80

### PROJECT PLANNING AND SCHEDULING TECHNIQUES BUSN/445

This course covers project management techniques to help individuals successfully execute projects on time and meet organizational and customer expectations. Topics include creating time estimates, assigning responsibilities for time management, and creating a management plan.

Dates: Jan 30-Feb 13

CRN	DAYS	PLACE	INSTR	FEE
21071	MW/6:30p-9:30p	AN/116	Staff	\$80

### PROJECT COST MANAGEMENT BUSN/450

This course covers simplified techniques to monitor and control the cost of a project. You will learn how proper cost management helps you complete a project on time and meet customer and organization expectations. Topics include cost estimation methods, forecasting methods, and identification of resources.

Dates: Feb 27-Mar 12

CRN	DAYS	PLACE	INSTR	FEE
21072	MW/6:30p-9:30p	AN/116	Paradiso	\$80

**TEAM BUILDING FOR PROJECT MANAGERS  
BUSN/455**

This class covers the basic principles of team building, leadership techniques, and management techniques for project teams. Topics include motivating teams, building loyalty in teams, conflict resolution, and the responsibilities of a project leader. Learn how to lead successful project teams.

Dates: Mar 14-Mar 28

CRN	DAYS	PLACE	INSTR	FEE
21073	MW/6:30p-9:30p	AN/116	Staff	\$80

**INTRO TO MICROSOFT PROJECT PROFESSIONAL 2007  
COMP/814**

This course is designed to teach you how to create, modify, update and implement project plans using Microsoft Project 2007. You will learn the essentials for managing time, people, and budgets for projects large and small with Microsoft Project 2007.

Dates: Mar 20-Mar 27

CRN	DAYS	PLACE	INSTR	FEE
21074	TTh/5p-10p	AN/301	Cutting	\$100

**FINANCIAL PLANNING &  
INVESTING**

For more information about the Financial Planning and Investing classes, please call the Lifeskills Education Advancement Program (LEAP) at (714) 808-4909.

**INVESTMENT STRATEGIES TO PROTECT YOUR NEST EGG  
FINC/322**

Course covers the basics of major investment areas, including stocks, bonds, mutual funds, annuities and long-term care. Students will learn how to properly invest in these areas and build an investment plan for retirement. Course will also cover unit investment trusts, IRAs, college planning for children and estate planning.

Dates: Jan 23-Jan 30

CRN	DAYS	PLACE	INSTR	FEE
21097	M/6:30p-9p	AN/132	Goffin	\$39

**Put SCE in the palm of your hand!  
Download the new SCE mobile app  
for Android, Blackberry, iPhone,  
iPod/iPad today at  
[www.nocccd.edu/mobile](http://www.nocccd.edu/mobile)**

*Course schedule, maps, transit routes,  
contact lists, grades and more available  
through the app!*

**BUSINESS OPPORTUNITIES**

For more information about the Business Opportunities classes, please call (714) 808-4915.

**STARTING A SMALL BUSINESS: BE YOUR OWN BOSS  
BUSN/400**

You will learn the role of entrepreneurial businesses in the United States and the impact on our national and global economy. This course will guide you to analyze the skills, commitment, and challenges necessary to successfully operate a small business. Topics also include entrance strategies and best practices.

Dates: Jan 10-Jan 19

CRN	DAYS	PLACE	INSTR	FEE
21075	TTh/6:30p-9:30p	AN/116	Sandoval	\$65

**WRITING A WINNING BUSINESS PLAN  
BUSN/405**

In this course you will learn to assess the strengths and weaknesses of a business concept and learn the elements of a winning business plan. Developing a competitive advantage, developing a mission statement, and forms of business ownership will also be covered.

Dates: Jan 24-Feb 2

CRN	DAYS	PLACE	INSTR	FEE
21076	TTh/6:30p-9:30p	AN/116	Sandoval	\$65

**FINANCING YOUR SMALL BUSINESS  
BUSN/410**

Individuals will learn to identify and evaluate the various sources available for funding a small business venture and how to work with financial statements. Additionally, you will learn about capital and cash management, how to establish credit policies, and the importance of location.

Dates: Feb 7-Feb 9

CRN	DAYS	PLACE	INSTR	FEE
21077	TTh/6:30p-9:30p	AN/116	Sandoval	\$65

**SMALL BUSINESS MARKETING STRATEGIES  
BUSN/415**

This course is designed to cover key marketing concepts and methods relevant for start-up and early-stage entrepreneurs. Marketing and pricing strategies, cost effective marketing, knowing your customer and effective advertising techniques will be covered.

Dates: Feb 28-Mar 1

CRN	DAYS	PLACE	INSTR	FEE
21078	TTh/6:30p-9:30p	AN/116	Sandoval	\$65



**LEGAL ISSUES FOR SMALL BUSINESS  
BUSN/420**

This course provides information regarding legal issues for small businesses. You will learn the basic elements small businesses. You will learn the basic elements required for a valid contract, employment laws, intellectual property, ethics, and government regulations. Best practices and resources for start-up and existing small businesses will also be a focus.

Dates: Mar 6-Mar 8

CRN	DAYS	PLACE	INSTR	FEE
21079	TTh/6:30p-9:30p	AN/116	Sandoval	\$65

**HOW TO SELL ON EBAY  
BUSN/425**

Everyone has lots of stuff in closets, drawers and garages. Some even pay for storage areas to hold this stuff. Why not make some money by selling your things on eBay? This class will show you how. We will discuss organization, categorization and writing posts.

Dates: Feb 16-Feb 23

CRN	DAYS	PLACE	INSTR	FEE
21080	Th/6:30p-8:30p	AN/116	Greenspan	\$45

**COMPUTERS**

For more information about Computer classes, please call (714) 808-4919.

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Note: School of Continuing Education non-credit computer courses are not transferable and will not be recognized for credit by other institutions, including Fullerton College and Cypress College. These are non-credit computer classes and cannot be considered equivalent to or prerequisites for computer classes at a community college. For example, CCTR 100 is NOT equivalent to CIS 100.

**GRADING POLICY:** Some SCE Computer courses are considered Career Development and College Preparation by SCE. Students will receive a grade of Pass, No Pass, or Withdrawal. All grades awarded will appear on the student transcript or permanent student record. Please refer to the GENERAL INFORMATION section in the back of this schedule for further information or visit [www.sce.edu/gradingpolicy](http://www.sce.edu/gradingpolicy) for information regarding withdrawal dates specific to each course.



= Classes that are eligible for CTE Online Registration on Tuesday, November 29, 2011. See pg 2 for details.

**BUSINESS/COMPUTER SKILLS LAB  
CCTR/100**

Enjoy free, flexible scheduling for a variety of courses: Office Keyboarding, Data Entry, 10-Key, Typing/Keyboarding for Speed and Accuracy, Windows XP, MS Office (Word, Excel, Access, Outlook, PowerPoint), Intro to Internet and World Wide Web, internet access and free email!

Dates: Jan 9-Mar 31; nc Feb 20, Jan 14, Jan 16, Feb 17-Feb 18

CRN	DAYS	PLACE	INSTR
11338	MTWTh/8a-9p F/8a-4p S/8:30a-2p	AN/304	Staff
11532	W/11:30a-9p T/12p-9p Th/12p-5:30p S/12:30p-3:30p M/1p-9p F/1p-4p	WIL/214	Staff

**INTRODUCTION TO COMPUTERS  
COMP/100**



Designed for those who know nothing or very little about computers. Builds computer technology understanding, makes one a better consumer of computers and products, and explores operation systems, software and hardware. Provides foundation for other SCE computer classes.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 16, Feb 17, Feb 20

CRN	DAYS	PLACE	INSTR
20130	F/9a-12p	AN/405	Kretschmar
20135	M/10a-1p	WIL/214	Kretschmar
20123	T/12p-3p	AN/405	Huffman
20120	M/6p-9p	AN/308	Esparza
20238	W/6p-9p	SCE/TE2-200	Wilkerson
20119	M/6:30p-9:30p	SCE/TE2-200	Daniel

Looking for **TEXTBOOK INFORMATION**? Check the SCE Online Schedule (at [www.sce.edu/schedule](http://www.sce.edu/schedule)) for detailed textbook information.

**BEGINNING KEYBOARDING  
COMP/685**



Stop hunt and pecking at the keyboard with this short course Learn the keyboard layout to build speed and accuracy. Course covers proper technique at the computer keyboard as well as 10-key keyboarding.

Starts week of 1/9/2012, ends week of 2/13/2012

\*Starts week of 2/20/2012, ends week of 3/26/2012

†Dates: Jan 21-Mar 31; nc Feb 18

CRN	DAYS	PLACE	INSTR
20217	W/8:30a-11:30a	WIL/214	Kretschmar
21102*	W/8:30a-11:30a	WIL/214	Kretschmar
20235	S/10:30a-12p	WIL/214	Prey
†			
21096*	T/12p-3p	AN/403	McClurkin
20248	T/12p-3p	AN/403	McClurkin
20247*	T/6p-9p	AN/403	Casper
20236	Th/6p-9p	AN/403	Casper
20170	T/6p-9p	AN/403	Casper
20243*	Th/6p-9p	AN/403	Casper

**INTRODUCTION TO MICROSOFT WINDOWS MS/104**



Advisory: Knowledge of Windows. Learn the newest Windows operating system; includes desktop and file management, security, adding hardware and software, personalizing Windows XP, making connections and communicating with other people.

Starts week of 1/9/2012, ends week of 3/26/2012

CRN	DAYS	PLACE	INSTR
21003	T/12p-3p	AN/302	Yee
CRN 21003 is Windows 7			
20122	Th/6p-9p	AN/308	Benson
CRN 20122 is Windows 7			

**DISCOVER THE INTERNET COMP/105**



A hands-on overview of Internet concepts, Web browsing using Internet Explorer; email, newsgroups, FTP, netiquette, security issues, research, and more. Hands-on including on-line browsing. Recommended proficiency in: Introduction to Computers or equivalent.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 16, Feb 20

CRN	DAYS	PLACE	INSTR
20131	T/9a-12p	AN/312	Wilkerson
20137	M/6:30p-9:30p	AN/312	Moran

**DIGITAL PHOTO ALBUMS FOR BEGINNERS COMP/121**



Advisory: Knowledge of Windows and Internet. Learn how to import photos from various sources; organize and manage photos; perform basic editing functions of photos and share albums; create slide shows and video CDs; and create cards, calendars, albums, and a photo book using Adobe Photoshop Album and other methods. Textbook may be required.

Dates: Jan 21-Mar 31; nc Feb 18

\*Starts week of 1/9/2012, ends week of 3/26/2012

CRN	DAYS	PLACE	INSTR
20115	S/8:30a-10:30a	AN/405	Alvarado
CRN 20115 uses Adobe PSE 9 software			
20167*	T/9a-11a	AN/313	Craft
CRN 20167 uses Adobe PSE 9 software			
20225*	Th/1p-3p	AN/313	Nelson
CRN 20225 uses Adobe PSE 9 software			
20136*	W/5p-7p	AN/302	Craft
CRN 20136 uses Adobe PSE 9 software			

**Are you out of work?  
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Check out these classes on pgs 15-16:

- Starting A Small Business: Be Your Own Boss
- Writing A Winning Business Plan
- Financing Your Small Business
- Small Business Marketing Strategies
- Legal Issues For Small Business

**ADOBE PHOTOSHOP ELEMENTS COMP/119**



Advisory: Knowledge of Windows. Utilize photo editing software to enhance graphic design capabilities. This class introduces tools used by professional designers in an easy to use, powerful, digital- image editing program. Textbook may be required.

Starts week of 1/9/2012, ends week of 3/26/2012

\*Dates: Jan 21-Mar 31; nc Feb 18

CRN	DAYS	PLACE	INSTR
20224	W/8a-10a	AN/313	Lewerenz
CRN 20224 uses Adobe PSE 9 software			
21009	Th/9a-11a	AN/313	Nelson
CRN 21009 uses Adobe PSE 9 software			
20117*	S/10:45a-12:45p	AN/405	Alvarado
CRN 20117 uses Adobe PSE 9 software			
20132	W/7p-9p	AN/302	Craft
CRN 20132 uses Adobe PSE 9 software			

**DIGITAL SCRAPBOOKING COMP/675**



Advisory: Knowledge of Windows & Photoshop or Photoshop Elements Scrapbooking is a 2.5 billion dollar industry in the United States. Computerized graphic design is dramatically transforming the industry. Digital scrapbooking skills are important for anyone working in the graphic design field. Learn the design essentials of professional digital scrapbooks, hardware and software requirements, and the creation of graphic elements.

Dates: Jan 11-Mar 28

CRN	DAYS	PLACE	INSTR
21006	W/1p-4p	AN/313	Lewerenz
CRN 21006 uses Adobe PSE 9 software			

**ATTENTION  
COMPUTER STUDENTS:**  
Please read IMPORTANT REGISTRATION INFORMATION detailed on page 2, 4, 5 of this printed class schedule.

**MS OFFICE - OVERVIEW MS/160**



Prerequisite: Knowledge of Windows. Learn the basics of Word, Excel, PowerPoint and Access in one class. Topics include document formatting, working with graphics, basic formulas, queries and reports. This class serves as a foundation for other MS Office Courses.

Dates: Jan 21-Mar 31; nc Feb 18

\*Starts week of 1/9/2012, ends week of 3/26/2012

CRN	DAYS	PLACE	INSTR
20171	S/8a-11a	AN/302	Esparza
CRN 20171 is Word, Excel, Access & PowerPoint (2010)			
21095*	W/9a-12p	AN/310	Garmon
CRN 21095 is Word, Excel, Access & PowerPoint (2010)			
20234*	T/9:30a-12:30p	AN/301	Grilli
CRN 20234 is Word, Excel, Access & PowerPoint (2010)			



**INTRODUCTION TO WORD  
MS/144**



Provides a basic working knowledge of Word. Covers topics such as formatting with fonts, paragraph alignment, indents, margins, inserting clip art bullets and numbering, columns and tables. Recommended proficiency in: Introduction to Computers, Introduction to Windows or equivalent. Advisory: Introduction to Computers, Introduction to Windows or equivalent. Provides a basic working knowledge of Word. Covers topics such as formatting with fonts, paragraph alignment, indents, margins, inserting clip art bullets and numbering, columns and tables.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 16, Feb 20

\*Dates: Jan 21-Mar 31; nc Feb 18

CRN	DAYS	PLACE	INSTR
21004	T/9a-12p	AN/302	Yee
	CRN 21004 is Word 2010		
20174	S/12p-3p	AN/302	Esparza
	CRN 20174 is Word 2010		
20242	W/12p-3p	AN/405	Huffman
	CRN 20242 is Word 2010		
20227	T/12p-3p	AN/310	Garmon
	CRN 20227 is Word 2010		
20113	T/6:30p-9:30p	AN/312	Moran
	CRN 20113 is Word 2010		
20128	M/6:30p-9:30p	AN/302	Casper
	CRN 20128 is Word 2010		



**INTRODUCTION TO EXCEL  
MS/105**



Provides a basic working knowledge of this popular spreadsheet program. Covers topics such as formulas, functions, and charting.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 16, Feb 20

CRN	DAYS	PLACE	INSTR
20223	T/9a-12p	AN/310	Garmon
	CRN 20223 is Excel 2010		
20232	M/9a-12p	AN/310	Garmon
	CRN 20232 is Excel 2010		
21001	Th/9a-12p	AN/302	Prey
	CRN 21001 is Excel 2010		
20241	T/3p-6p	AN/405	Huffman
	CRN 20241 is Excel 2010		
20233	M/6p-9p	AN/307	Grane
	CRN 20233 is Excel 2010		
20222	T/6p-9p	AN/308	Esparza
	CRN 20222 is Excel 2010		
20110	Th/6p-9p	AN/302	Alvarado
	CRN 20110 is Excel 2010		
20121	W/6:30p-9:30p	AN/312	Moran
	CRN 20121 is Excel 2010		

**MS EXCEL - POWER-USER  
SKILLS  
MS/165**



This course is for people who are comfortable using MS Excel and who want to develop "power skills". Topics include computational techniques (defining names, nested IF functions, summarizing data), using Excel's database tools (tables, database operations, lookup functions), and expert skills (conditional formatting, macros). Also covered are advanced formatting techniques and shortcuts for accelerating productivity.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 16, Feb 20

CRN	DAYS	PLACE	INSTR
21008	M/12p-3p	AN/310	Garmon
	CRN 21008 is Excel 2010		
20147	W/6p-9p	AN/313	Fiske
	CRN 20147 is Excel 2010		
21010	Th/6:30p-9:30p	AN/312	Moran
	CRN 21010 is Excel 2010		

**INTRODUCTION TO  
POWERPOINT  
MS/119**



Advisory: Knowledge of Windows. Learn how to create on-screen presentations using text, graphics, sound effects and movies.

Dates: Jan 11-Mar 28

CRN	DAYS	PLACE	INSTR
20129	W/9:30a-12:30p	AN/302	Grilli
	CRN 20129 is PowerPoint 2010		
20112	W/3p-6p	AN/405	Huffman
	CRN 20112 is PowerPoint 2010		
21022	W/6p-9p	AN/307	Esparza
	CRN 21022 is PowerPoint 2010		

**INTRODUCTION TO ACCESS  
MS/106**



Advisory: Introduction to Computers, Introduction to Windows or equivalent. Design databases using this popular software package. Includes creating tables, forms, reports and labels.

Dates: Jan 11-Mar 28

CRN	DAYS	PLACE	INSTR
20226	W/6p-9p	AN/308	Alvarado
	CRN 20226 is Access 2010		

**INTERMEDIATE ACCESS  
MS/107**



Learn how to build and modify advanced tables, forms and reports. Develop proficiency in use of encrypting database files, defining relationships and defining queries. Text/disk required. Recommended proficiency in: Introduction to Computers, Introduction to Windows, Introduction to Access or equivalent.

Dates: Jan 10-Mar 27

CRN	DAYS	PLACE	INSTR
20146	T/6p-9p	AN/302	Fiske
	CRN 20146 is Access 2010		

**QUICKBOOKS FUNDAMENTALS FOR THE FINANCIAL OFFICE APPLICATIONS COMP/650**



Teaches students the basics of using the QuickBooks software to develop customized financial application for business. The course covers special techniques for reducing data entry time, eliminating errors and getting consistent results. Upon completion students will understand the basics of QuickBooks to simplify financial tasks.

Dates: Jan 12-Mar 29

CRN	DAYS	PLACE	INSTR
20133	Th/9a-12p	AN/403	Moran
CRN 20133 is QuickBooks 2010			

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**ADOBE PHOTOSHOP ELEMENTS TOOLS FOR INTERMEDIATE USERS COMP/700**



Advisory: Knowledge of Windows and Adobe Photoshop Elements For intermediate- or advanced-level photographers or scrapbookers. Covers tools and techniques for creating text with character, custom shapes and layer styles to add pizzazz, using and creating brushes for embellishments, adding blend modes and filters to give dimension, and automating pages using templates.

Dates: Jan 11-Mar 28

CRN	DAYS	PLACE	INSTR
21007	W/10a-12p	AN/313	Lewerenz
CRN 21007 uses Adobe PSE 9 software			

Looking for **TEXTBOOK INFORMATION?**

Check the SCE Online Schedule (at [www.sce.edu/schedule](http://www.sce.edu/schedule)) for detailed textbook information.

The **SCE CATALOG** is now available online located at: <http://sce.edu/catalog>.

The **SCE CATALOG** lists all SCE courses offered throughout the year, all certificate program sequences, as well as additional information on student services and academic policies and procedures.

**DIGITAL PHOTO RESTORATION AND PORTRAIT MAKEOVERS COMP/705**



For photographers and scrapbookers who want to advance their skills to repair old photos and touch up portraits. Topics include repairing scratches and tears on old photos; fixing hair, teeth, skin, red eyes, and blemishes; enhancing photos; combining images; creating backgrounds and frames; and selecting photo papers.

Dates: Jan 10-Mar 27

CRN	DAYS	PLACE	INSTR
20116	T/1p-3p	AN/313	Craft
CRN 20116 uses Adobe PSE 9 software			

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**USING FACEBOOK & LINKEDIN FOR BUSINESS COMP/760**

Social networking applications such as Facebook and LinkedIn allow you to communicate and share information with your contacts through message walls, groups, and instant messages. This course teaches how to use social networking applications to communicate and share information. Learn how to give your business maximum exposure with networking applications.

Dates: Jan 20-Jan 20

CRN	DAYS	PLACE	INSTR	FEE
21086	F/6:30p-9:30p	AN/301	King	\$29

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**Pages 20-22 or at [www.easyed.org](http://www.easyed.org)**

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Accounting Fundamentals I or II  
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MS Excel: Intermediate 2003 or 2007  
MS Excel: Advanced 2003 or 2009  
Intro Peachtree Accounting 2009  
Performing Payroll in Quick Books 2009 or 2010  
Introduction to QuickBooks 2009 or 2010  
QuickBooks 2009 for Contractors  
Introduction Crystal Reports 10

### BUSINESS ADMINISTRATION & MANAGEMENT CERTIFICATE

(2 classes for Certificate)  
Building Teams That Work  
Business Law for the Small Business Owner  
Distribution and Logistics Management  
Employment Law Fundamentals  
High Speed Project Management  
Introduction to Business Analysis  
Leadership  
Managing Customer Service  
MS Project, Intro 2003 and 2007  
Principles of Sales Management  
Understanding the Human Resource Function  
Worker's Compensation

### MANUFACTURING CERTIFICATE

(2 classes for Certificate)  
Manufacturing Fundamentals  
Manufacturing Applications

### MASTERY OF BUSINESS APPLICATIONS CERTIFICATE

Mastery of Business Fundamentals

### ADMINISTRATIVE ASSISTANT PRINCIPLES CERTIFICATE

(2 classes for Certificate)  
Administrative Assistant Fundamentals  
Administrative Assistant Applications

### PURCHASING

Purchasing Fundamentals

### PROJECT MANAGEMENT CERTIFICATE

(5 classes for Certificate)  
High Speed Project Mgmt.  
Project Mgmt. Fundamentals  
Project Mgmt. Applications

### SUPERVISION & MANAGEMENT

(2 classes for Certificate)  
Supervision and Mgmt. Fundamentals I  
Supervision and Mgmt. Fundamentals II

### SUPPLY CHAIN MANAGEMENT

(2 classes for Certificate)  
Supply Chain Management Fundamentals

### TOTAL QUALITY

(2 classes for Certificate)  
Six Sigma: Total Quality Fundamentals  
Six Sigma: Total Quality Applications

### HUMAN RESOURCE MANAGEMENT CERTIFICATE

(5 classes for Certificate)  
Accounting Fundamentals  
Accounting Fundamentals II  
Employment Law Fundamentals  
Fundamentals of Supervision & Mgmt. I & II  
Interpersonal Communication  
Understanding the Human Resource Function  
Worker's Compensation

### CERTIFICATION PREPARATION

(No Certificate)  
Basic CompTIA A+ Certification Prep  
Intermediate CompTIA A+ Certification Prep  
Advanced CompTIA A+ Certification Prep  
CompTIA Network + Certification Prep  
CompTIA Security+ Certification Prep  
MS Windows Certification Prep Exam 70-270  
PMP Certification Prep 1  
PMP Certification Prep 2

### COMPUTER APPLICATIONS

(5 classes for Certificate)  
What's New in MS Office 2007  
MS Access: Intro 2003 & 2007  
MS Access Intermediate 2003 and 2007  
MS Excel Introduction 2003, or 2007 or 2010  
MS Excel Intermediate 2003 or 007  
MS Excel Advanced 2003 or 2007  
MS PowerPoint Introduction 2003 or 2007  
MS Project Introduction 2007 or 2010  
MS Publisher, Introduction 2007  
MS Word Introduction 2003 or 2007 or 2010  
MS Word: Intermediate 2003, 2007 and 2010  
MS Word: Advanced 2003  
MS Outlook Introduction 2007  
Explore a Career as an Administrative Assistant  
Intermediate Windows Vista  
Intro to Crystal Reports 10  
Introduction to QuickBooks 2007  
Introduction to Adobe Acrobat 9  
QuickBooks for Contractors 2009

### COMPUTER BASIC LITERACY

(3 classes for Certificate)  
Navigation the Internet  
Introduction to Microsoft Expression Web  
Computer Skills for the Workplace  
Introduction to Networking  
Introduction to Linux  
Introduction to Windows Vista  
Keyboarding  
Windows XP: Introduction

### COURSES FOR TEACHING PROFESSIONALS

Creating K-12 Learning Materials  
Empowering Students with Disabilities  
Practical Ideas for Adult ESL/EFL Classroom  
Response to Intervention Reading Strategies that Work  
Spanish in the Classroom  
Teaching Adult Learners  
Classroom Computer  
Creating the Inclusive Classroom:  
Strategies for Success  
Differentiated Instruction in the Classroom  
Enhancing Language Development in Children  
Get Assertive!  
Guiding Kids on the Internet  
Guided Reading: Strategies for the  
Differentiated Classroom  
Guided Reading and Writing: Strategies for  
Maximum Student Achievement  
Home School with Success  
Integrating Technology in the Classroom  
Math Refresher  
Microsoft Word in the classroom 2007  
Microsoft Excel in the classroom 2007  
Microsoft Power Point in the classroom 2007  
Introduction to Teaching ESL/EFL  
Microsoft PowerPoint 2003 in the Classroom  
Ready, Set, Read!  
Singapore Math Strategies:  
Model Drawing for Grades 1-6  
Number Sense & Computational Strategies  
Speed Spanish  
Solving Classroom Discipline Problems  
Solving Classroom Discipline Problems II  
Survival Kit for New Teachers  
Teaching ESL/EFL Vocabulary  
Teaching Grammar for ESL/EFL  
Teaching Preschool: A Year of Inspiring Lessons  
Teaching Smarter with Smart Boards  
Teaching Math: Grades 4-6  
Teaching Writing: Grades 4-6  
Teaching Science: Grades 4-6  
Teaching Students With Autism:  
Strategies for Success  
Teaching Students with Learning Disabilities  
The Creative Classroom  
Understanding Adolescents  
Using the Internet in the Classroom

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Introduction to ASP.NET  
Introduction to Programming  
Creating User Requirements Documents  
Database Development: Intro  
Introduction to Crystal Reports 10  
MS Access: Introduction 2003 and 2007  
MS Access Intermediate 2003 and 2007  
Oracle: Introduction  
Oracle: Intermediate  
High Speed Project Management  
Introduction to SQL or Intermediate  
Introduction to Visual Basic 2005  
Intermediate Visual Basic 2008  
Introduction to C++ Programming  
C# Programming, Introduction  
C# Programming, Intermediate  
Introduction to Perl Programming

### **DIGITAL PHOTOGRAPHY & DIGITAL VIDEO**

(3 classes for Certificate)  
Discover Digital Photography  
Photographing People with your Digital Camera  
Introduction to Photoshop CS3  
Intermediate Photoshop CS3  
Photoshop Elements 7.0, 8.0 and 9.0  
    For the Digital Photographer I  
Photoshop Elements 7.0, 8.0  
    For the Digital Photographer II  
Photoshop CS4 or CS5 for the Digital  
    Photographer I or II  
Photographing Nature with Your Digital Camera  
Secrets of Better Photography  
Making Movies with Windows XP  
Making Movies with Windows Vista  
Travel Photography for the Digital Photographer  
Intro to Photoshop CS4 or CS5  
Introduction to Flash CS5

### **GRAPHIC DESIGN**

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Introduction to CorelDraw X3  
Introduction to Illustrator CS3 or CS5  
Introduction to MS Publisher 2003 and 2007  
Photoshop for the Digital Photo CS3  
Introduction to Photoshop CS3  
Intermediate Photoshop CS3  
Introduction and Intermediate Photoshop CS4

### **HEALTH CARE PROFESSIONAL CONTINUING EDUCATION**

(3 classes for Certificate)  
Explore a Career in a Dental Office  
Explore a career as a Pharmacy Technician  
The Differentiated Instruction & Response to  
    Intervention Connection  
Assisting Aging Parents  
Certificate in Gerontology (40 hrs.)  
Become an Optical Assistant  
Become a Physical Therapy Aide  
Certificate in Complementary & Alternative Med.  
    (Updated 32 credit hours w/new content)  
Certificate in Spirituality, Health, & Healing  
Certificate in Bioenergy and Spiritual Healing  
Certificate in End of Life Care  
Certificate in Growth and Development  
    Through the Lifespan  
Certificate in Legal and Ethical Issues in Nursing  
Certificate in Issues in Oxygenation  
Certificate in Pain Assessment and Mgmt.  
Certificate in Integrative Health  
Certificate in Perinatal Issues  
Explore a Career in Medical Transcription  
HIPAA Compliance  
Human Anatomy & Physiology

### **HEALTH CARE PROFESSIONAL CONTINUING EDUCATION (Cont'd)**

Medical Terminology:  
    A Word Association Approach  
Explore a Career in Medical Coding  
Explore a Career as a Medical Assistant  
Spanish for Medical Professionals  
Introduction to Natural Health & Healing  
Human Anatomy & Physiology I or II

### **INTERNET COURSES**

(3 classes for Certificate)  
Introduction to MS Outlook 2003 and 2007  
Achieving Top Search Engine Positions  
Learn to Buy and Sell on eBay  
Marketing Your Business on the Internet  
Navigating the Internet

### **LANGUAGES (No Certificate)**

Speed Spanish  
Speed Spanish II  
Speed Spanish III  
Beginning Conversational French  
Instant Italian  
Grammar for ESL  
Writing for ESL  
Introduction to Teaching ESL/EFL  
Conversational Japanese  
Spanish for Law Enforcement

### **LEGAL CAREERS & LAW**

Explore a Career as a Paralegal  
Evidence Law  
Intro Criminal Law I  
Legal Nurse Consulting  
Spanish for Law Enforcement

### **PC TROUBLESHOOTING, NETWORKING & SECURITY**

(3 classes for Certificate)  
Advanced PC Security  
Intermediate Networking  
Introduction to Networking  
Introduction to PC Security  
Introduction to PC Troubleshooting  
Wireless Networking  
Help for the Help Desk

### **PERSONAL DEVELOPMENT**

(No Certificate)  
Achieving Success with Difficult People  
Computer Skills for the Workplace  
Drawing for the Absolute Beginner  
Effective Business Writing  
Everyday Math  
Going Green at Home Healing Through Hypnosis  
Get Assertive!  
Get Funny!  
Genealogy Basics  
Get Paid to Travel  
Going Green at the Workplace  
Goodbye to Shy  
Growing Plants for Fun and Profit  
Handling Medical Emergencies  
Individual Excellence  
Interpersonal Communication  
Introduction to Algebra  
Introduction to Interior Design  
Introduction to Journaling  
Keys to Effective Communication  
Leadership  
Listen to Your Heart, and Success Will Follow  
Lose Weight and Keep It Off  
Luscious, Low-Fat, Lightning-Quick Meals  
Merrill Ream Speed Reading  
Music Made Easy  
12 Steps to a Successful Job Search  
Secrets of the Caterer  
Skills for Making Great Decisions  
Healing Through Hypnosis  
Become a Veterinary Assistant  
Become a Veterinary Assistant II: Canine Reproduction  
Become a Veterinary Assistant III: Practical Skills

**All classes are \$115 each unless otherwise noted.**

Learn More  
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# Instructor-Facilitated Online Classes

\*\*\*

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\*\*\*

Gatlin Education courses are designed to provide the workforce skills necessary to acquire professional caliber positions for many in-demand occupations.

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Career Development.

For assistance on  
**Online classes only call**  
**714-808-4625**  
or e-mail  
[online@sce.edu](mailto:online@sce.edu)

### PERSONAL FINANCE & WEALTH BUILDING

(No Certificate)  
Building Wealth  
Creating a Successful Business Plan  
Intro to Business Analysis  
Introduction to Stock Options  
Mastery of Business Fundamentals  
Personal Finance  
Protect Your Money, Credit and Identity  
Real Estate Investing or Real Estate Investing II  
Real Estate Law  
Start & Operate Your Own Home Based Business  
Start Your Own Gift Basket Business  
Start Your Own Consulting Practice  
Stocks, Bonds, and Investing: Oh My!  
The Analysis and Valuation of Stocks  
Where Does All My Money Go?  
Real Estate Investing II: Financing Your Property

### SALES & MARKETING

(5 classes for Certificate)  
Achieving Top Search Engine Positions  
Business & Marketing Writing  
Effective Selling  
Managing Customer Service  
Marketing Your Business on the Internet  
Professional Sales Skills  
Small Business Marketing on a Shoestring

### TEST PREPARATION

(No Certificate)  
GED Test Prep  
GED Prep: Language, Writing Test  
GED Prep Math Test  
GMAT Prep  
Grammar for ESL  
GRE Prep I Part (Verbal & Analytical)  
GRE Prep II (Quantitative)  
LSAT Prep: Part 1  
LSAT Prep: Part 2  
Praxis I Prep  
SAT/ACT Prep: Part 1  
SAT/ACT Prep: Part 2

### WEB GRAPHICS & MULTIMEDIA

(3 classes for Certificate)  
Creating Web Graphics with Photoshop CS3  
Drawing: Absolute Beginner  
Introduction to CorelDraw X3  
Introduction to Flash CS4 or CS5  
Introduction to Acrobat 9

### WEB PAGE DESIGN

(4 classes for Certificate)  
Creating Web Pages  
Designing Effective Websites  
Introduction to InDesign CS5  
Introduction to CSS and XHTML  
Intermediate CSS and XHTML  
Intermediate Dreamweaver CS4 or CS5  
Introduction to Dreamweaver CS3 or CS4 or CS5  
Introduction to Flash CS4  
Introduction to Microsoft Expression Web  
Creating A Classroom Website  
Introduction to Creative Word Press Website

### WEB & COMPUTER PROGRAMMING

(5 classes for Certificate)  
Introduction to Ajax Programming  
Introduction to PHP and MySQL  
Intermediate PHP and MySQL  
Introduction & Rby Programming  
Introduction to SQL  
Intermediate SQL  
Introduction to Visual Basic 2008  
Intermediate Visual Basic 2008  
Introduction to C++ Programming  
Introduction to C# Programming  
Intermediate C# Programming  
Introduction to ASP.NET  
Introduction to Java  
Intermediate Java Programming  
Introduction to Perl Programming  
Introduction to Python 2.5 Programming  
Introduction to Rby Programming

### WRITING & PUBLISHING

A Writers Guide to Descriptive Settings  
Advanced Fiction Writing  
Beginning Writer's Workshop

Beginner's Guide to Getting Published  
Breaking into Sitcom Writing  
Easy English I and II  
Effective Business Writing  
Easy English 1, 2, and 3  
Forensic Science for Writers  
Fundamentals of Technical Writing  
Grammar Refresher  
Introduction to Internet Writing Markets  
Introduction to Journaling  
Mystery Writing  
Pleasures of Poetry  
Research Methods for Writers  
Resume Writing Workshop  
The Keys to Effective Editing  
Travel Writing  
Write and Publish Your Nonfiction Book  
Write Fiction Like a Pro  
Write Your Life Story  
Write & Publish Your Non Fiction Book  
Writerific: Creativity Training for Writers  
Writerific 2: Adv. Creativity Training for Writers  
Writing for Children  
Writing for ESL  
WRite & Publish Your Own Non Fictioun Book  
The Craft of Magazine Writing  
Publish It Yourself: Start & Operate Your Own Publishing Business  
Writing Essentials

### GRANT WRITING & NONPROFIT MANAGEMENT

(5 classes for Certificate)  
A to Z Grant Writing  
Advanced Grant Proposal Writing  
Becoming a Grant Writing Consultant  
Get Grants!  
Introduction to Nonprofit Management  
Marketing Your Nonprofit  
Writing Effective Grant Proposals  
Wow! What a Great Event  
Starting a Nonprofit  
Nonprofit Fund Raising Essentials

# FREE

## One Week Trial

Courses Begin

November 9, December 14,  
January 18, February 15, March 21

## California Real Estate License Training

### Self-Study Courses and Instructor-Led Courses

#### **Real Estate:**

**SalesPrelicense** - <http://www.careerweb-school.com/california/real-estate/sales-prelicense/?ernid=1871>

**Broker Prelicense** - <http://www.careerweb-school.com/california/real-estate/broker-prelicense/?ernid=1871>

**Continuing Education** - <http://www.careerweb-school.com/california/real-estate/continuing-education/?ernid=1871>

#### **Appraisal:**

**Qualifying** - <http://www.careerweb-school.com/california/appraisal/qualifying/?ernid=1871>

**Continuing Education** - <http://www.careerweb-school.com/california/appraisal/continuing-education/?ernid=1871>

**Exam Prep** - <http://www.careerweb-school.com/california/appraisal/exam-prep/?ernid=1871>

#### **Home Inspection:**

**Licensure** - <http://www.careerweb-school.com/california/home-inspection/licensure/?ernid=1871>

**Continuing Education** - <http://www.careerweb-school.com/california/home-inspection/continuing-education/?ernid=1871>

**All classes are \$115 each unless otherwise noted.**

## DIGITAL MEDIA, WEB & VIDEO

### WEBSITE DESIGN CERTIFICATE PROGRAM

Courses taught at NOCCCD Anaheim Campus in PC Labs.

Step 1 - Enroll in one at a time or all at the same time:

Adobe Photoshop Beg.  
 Adobe Illustrator Beg.  
 Web Site Design (HTML)

Step 2 - Enroll in one at a time or both at the same time:

Adobe Dreamweaver Beg.  
 Adobe Flash Beg.

Step 3 - Enroll in one at a time or all at the same time:

Adobe Dreamweaver Int.  
 Adobe Flash Workshop Int.  
 Photoshop for Web Workshop  
 Website Development Workflow

**REQUIREMENTS:** All courses must be completed with SCE. Students must bring a flash drive. Some courses require textbooks and/or DVDs. Read course descriptions at

[http://sce.edu/schedule/SCE\\_Class\\_Schedule\\_2012\\_Winter.pdf](http://sce.edu/schedule/SCE_Class_Schedule_2012_Winter.pdf) and scroll to page 23 for or at [www.ocdmc.com](http://www.ocdmc.com). Prices subject to change. Fees pay for the instructor; minimum of eight students required for each class.

**REFUNDS:** See GENERAL INFORMATION section in the back of this schedule for policy. A refund petition must be filled out 48 hours before the class starts. No refunds after the class starts.

### Graphic Arts Classes

#### ADOBE PHOTOSHOP - BEGINNING DIG/102

*Prerequisite: Computer Literacy.* Topics include basic interface, file formats, color models, scanning, resolution, image size, actions, selections, layers, masks, paths, typography, enhancing photos, painting, filters, special effects and web graphics. Bring Flash Drive. PC lab only. Textbooks required.

Dates: Jan 6-Mar 2; nc Feb 17

CRN	DAYS	PLACE	INSTR	FEE
20084	F/6p-9:45p	AN/303	Herrera	\$195

#### ADOBE ILLUSTRATOR - BEGINNING DIG/103

*Prerequisite: Computer Literacy.* Create stunning graphics which add depth and excitement to any layout. Start with the basics of object-oriented rendering and coloring and continue with custom type and text features, templates, layers, blends and filters. Bring Flash Drive. PC lab only. Textbooks required.

Dates: Jan 9-Mar 12; nc Feb 20, Jan 16

CRN	DAYS	PLACE	INSTR	FEE
20058	M/6p-9:45p	AN/310	Ward	\$195

#### ADOBE ILLUSTRATOR INTERMEDIATE DIG/215

*Advisory:* Current working knowledge of beginning Adobe Illustrator or have used Adobe Illustrator in the past. Use pen tool. This course explores more advanced vector artwork; font manipulation; isometrics; shadows and shading; and other 3-dimensional effects.

Dates: Jan 5-Feb 23

CRN	DAYS	PLACE	INSTR	FEE
20378	Th/6p-9:45p	AN/310	Ward	\$195

### Website Design Classes

#### WEBSITE DESIGN HTML DIG/112

*Prerequisite: Knowledge of Internet, operating system navigation, basic computer skills, opening/saving documents.* Learn the basic principles of web page construction; edit and format HTML documents. Make hyperlinks to other pages, make tables, build forms, embed and optimize images. Learn about JPG, GIF formats, create frames; learn to use Java and JavaScript, review professional web-authoring tools like Dreamweaver and Fireworks. Bring Flash Drive. PC lab only. Textbook Required.

Dates: Jan 4-Feb 22

CRN	DAYS	PLACE	INSTR	FEE
20061	W/6p-9:45p	AN/303	Herrera	\$195

#### ADOBE DREAMWEAVER (BEGINNING) DIG/105

*Prerequisite: Knowledge of internet, operating system navigation, basic computer skills, opening/saving documents.* Learn the principles of web design and how to edit HTML documents. Integrate web graphics find resources on the Web and survey advanced techniques related to E-commerce websites. Create your own site and demo your work in last class. Bring Flash Drive. PC lab only. Textbook Required.

Dates: Jan 3-Feb 21

CRN	DAYS	PLACE	INSTR	FEE
20376	T/6p-9:45p	AN/303	Ward	\$195

#### ADOBE DREAMWEAVER - INTERMEDIATE DIG/162

*Prerequisite: Beginning Dreamweaver.* Students will build upon their beginning Dreamweaver and/or HTML skills to learn how to develop more interactive and sophisticated websites. Special emphasis will be placed on developing and linking to databases using Dreamweaver. Bring Flash Drive. PC lab only. Textbook Required.

Dates: Jan 6-Mar 2; nc Feb 17

CRN	DAYS	PLACE	INSTR	FEE
20083	F/6p-9:45p	AN/310	Ward	\$195



**ADOBE FLASH PRO - BEGINNING DIG/106**

*Prerequisite:* Knowledge of internet, operating system navigation, basic computer skills, opening/saving documents. Students will learn how to use Flash to do web animations, interactivity and will build complete websites using only Flash. Learn basic animation, key frames, tweening, movie clips, basic action script, preparing images for web/multimedia and more! Bring Flash Drive. PC lab only. Textbook required.

Dates: Jan 5-Feb 23

CRN	DAYS	PLACE	INSTR	FEE
20060	Th/6p-9:45p	AN/303	Herrera	\$195

**SOLID WORKS FOR THE DESIGNER - INTERMEDIATE DIG/165**

*Prerequisite:* Beginning Solidworks. Class will consist of hands-on exercises to develop 3D CAD design skills with state-of-the-art intuitive, parametric 3D CAD system. This course is designed for students who have completed SolidWorks (Beginning). The intermediate course will focus on achieving a more in-depth understanding of SolidWorks by implementing more advanced operations. Bring Flash Drive.

Dates: Jan 9-Mar 12; nc Feb 20, Jan 16

CRN	DAYS	PLACE	INSTR	FEE
20059	M/6p-9:45p	AN/303	Nguyen	\$195

**FLASH INTERMEDIATE WORKSHOP DIG/195**

If you already know how to animate in Flash but want to take it to the next level this workshop is for you. We will cover intermediate to advanced tools and techniques in CS4. What makes the difference between amateurish Flash sites and professional level Flash come and find out.

Dates: Feb 4-Feb 11

CRN	DAYS	PLACE	INSTR	FEE
20380	S/9a-1p	AN/303	Herrera	\$60

**Digital Video Classes**

**ADOBE PREMIERE PRO DIG/101**

*Prerequisite:* Computer Literacy. Edit in real-time and enjoy an elegant interface. Create productions that stand-out using new professional tools such as color correction, multiple nestable timelines, keyframable effects and much more. Work with your tools of choice thanks to tight integration with leading video hardware and software. Bring DVD/Flash Drive. PC lab only.

Dates: Jan 3-Feb 21

CRN	DAYS	PLACE	INSTR	FEE
20106	T/6p-9:45p	AN/310	Nord	\$195

**ATTENTION  
COMPUTER STUDENTS:**

Please read *IMPORTANT REGISTRATION INFORMATION* detailed on page 2, 4, 5 of this printed class schedule.

**PHOTOSHOP FOR WEB WORKSHOP DIG/169**

*Advisory:* Any Website Design course or Photoshop course. For the more advanced Photoshop/WEB student. Learn how to manipulate photos for minimum download time with maximum resolution. This workshop consists of two, 4 hour classes over two consecutive Saturdays.

Dates: Feb 25-Feb 25

CRN	DAYS	PLACE	INSTR	FEE
20382	S/9a-1p	AN/303	Herrera	\$30

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*\*Soon to be available for the Blackberry device.*

**Course schedule, maps, transit routes, contact lists, grades and more available through the app!**

**MOBILE DEVICE GAME DEVELOPMENT DIG/180**

An introduction of game theory and game design as it pertains to websites and mobile devices. The class will focus on action script 3 programming language with emphasis on user interaction. Course includes hands-on exercises for art asset generation, game play mechanics and audio. Textbook required.

Dates: Jan 9-Mar 12; nc Feb 20, Jan 16

CRN	DAYS	PLACE	INSTR	FEE
20379	M/6p-9:45p	AN/313	Herrera	\$195

**WEBSITE DEVELOPMENT WORKFLOW - METHODS AND TECHNIQUES DIG/185**

An introduction to modern workflow methods and techniques used in professional content creation pipelines. The class will focus on integrating multi format assets such as video, audio, vector, 3D and image sequences into a production pipeline. Overview of content management tools, and meta data tracking with an emphasis on reusable/flexible asset generation.

Dates: Jan 21-Jan 21

CRN	DAYS	PLACE	INSTR	FEE
20381	S/9a-1p	AN/303	Herrera	\$30

**ADOBE LIGHTROOM DIG/210**

*Advisory:* Knowledge of windows operating systems and experience with digital cameras and Photoshop. Adobe Photoshop Lightroom helps bring out the best in your photographs, whether you're perfecting one image, searching for ten, processing hundreds, or organizing thousands. Create images, edit with state-of-the-art nondestructive editing tools. Manage all your images. Showcase your work in elegant print layouts, slide shows, and web galleries.

Dates: Jan 4-Feb 22

CRN	DAYS	PLACE	INSTR	FEE
20377	W/6p-9:45p	AN/310	Nord	\$195

## DISABLED STUDENT PROGRAMS AND SERVICES

For more information about the Disabled Student Programs and Services, (DSPS) call (714) 484-7057.

DSPS services (interpreter services, adaptive equipment, etc.) are available for students with verified disabilities enrolled in general SCE classes. Students are encouraged to make arrangements for support services at least four weeks prior to the start of class. Special classes provide students with the opportunity to enhance skills necessary for them to transition into living and working more independently in the community. Many of our special classes begin in the Fall trimester and run through the Spring trimester. Please note that regardless of when the class begins, students are able to add at any time if space permits. Students are expected to follow the Student Code of Conduct and maintain good attendance in their classes. Excessive absences may result in a student being dropped from a DSPS special class. Please contact our DSPS office (714) 484-7057 to enroll in our special classes or to obtain support services.

### COMMUNICATION ON THE JOB DSPS/138

A class designed for students with developmental or learning disabilities who want to learn how to improve their communication skills in relationship to employment. Course will include activities to enhance written and verbal skills.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 16, Feb 20

CRN	DAYS	PLACE	INSTR
10391	TTh/12:30p-3p	SCE/TE2-200	Day
10373	MW/12:30p-3p	WIL/218	Anderson

### BEGINNING MONEY DSPS/135

A course designed for students with developmental or learning disabilities to enhance the skills necessary for performing accurate money exchanges. Students will learn coin identification, values of coins, and basic coin counting.

Dates: Jan 10-Mar 29

CRN	DAYS	PLACE	INSTR
10394	TTh/9a-11:30a	SCE/TE2-223	Mungaray

### JOB SKILLS DSPS/137

Designed for students with developmental or learning disabilities to help recognize and achieve potential as independent members of the community. Lecture, lab, and field experience are combined to provide the student with a comprehensive and meaningful educational experience.

Dates: Jan 13-Mar 30; nc Feb 17

CRN	DAYS	PLACE	INSTR
10422	F/9a-3p	AN/308	Bennett



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### LIVING MORE INDEPENDENTLY DSPS/136

A class geared for students with developmental or learning disabilities that is designed to provide a comprehensive and meaningful overview of a variety of options for living more independently (i.e. group home, own apartment), how to achieve those options, and what is needed to be successful in your choice.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 16, Feb 20

CRN	DAYS	PLACE	INSTR
10378	TTh/9a-11:30a	WIL/201	Stephens
10402	TTh/9a-11:30a	AN/118	Sibley-Smith
10385	MW/9a-11:30a	SCE/TE2-223	Cunningham

### BASIC COOKING DSPS/131

Designed for students with developmental or learning disabilities to have them acquire skill in safely preparing and storing foods for independent living. Also includes nutrition, appropriate manners and kitchen organization.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Feb 17

CRN	DAYS	PLACE	INSTR
10392	T/9a-3p	SCE/CYP/107	Stanojkovic
10376	F/9a-3p	WIL/201	Sibley-Smith

### COMPUTER ASSISTED INSTRUCTION LAB-BEGINNING LEVEL DSPS/290

Designed for individuals with developmental or learning disabilities, this course teaches basic computer skills including use of a keyboard and word processing.

Dates: Jan 10-Mar 29

CRN	DAYS	PLACE	INSTR
10388	TTh/9a-11:30a	SCE/TE2-200	Day

### COMPUTER ASSISTED INSTRUCTION LAB-INTERMEDIATE LEVEL DSPS/295

Designed for individuals with developmental or learning disabilities, this course provides training in word processing, use of the Internet and operation of e-mail accounts.

Dates: Jan 10-Mar 8

\*Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 16, Feb 20

CRN	DAYS	PLACE	INSTR
10374	TTh/9a-11:30a	WIL/214	Barrett
10398*	TTh/9a-11:30a	AN/308	Bennett
10390*	MW/12:30p-3p	SCE/TE2-200	Day

### SELF-ADVOCACY DSPS/133

Instruction designed for students with developmental or learning disabilities to enhance advocating for self in everyday life situations.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 16, Feb 20

CRN	DAYS	PLACE	INSTR
10395	MW/9a-11:30a	SCE/CYP/107	Pietrzak
10396	TTh/12:30p-3p	AN/118	Barrett



**INDEPENDENT LIVING SKILLS  
DSPS/124**

A comprehensive program for adults with developmental disabilities to improve the social, academic, personal, prevocational and avocational capabilities.

Dates: Jan 9-Mar 30; nc Feb 20, Jan 16, Feb 17

CRN	DAYS	PLACE	INSTR
10381	MTWThF/9a-2:30p	SCECYP/103	Brown Aisawa
10372	MTWThF/9a-2:30p	WIL/207	Anderson Pietrzak

**SOCIAL SKILLS  
DSPS/140**

A class geared for students with developmental or learning disabilities to provide instruction on appropriate social behaviors in the community and at home. Students will actively participate in role playing how to make and keep friends to distinguish the difference between strangers and acquaintances.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 16, Feb 20

CRN	DAYS	PLACE	INSTR
10375	MW/9a-11:30a	WIL/201	Breen
10401	MW/9a-11:30a	AN/118	Sibley-Smith
10384	Th/9a-3p	SCECYP/107	Cunningham

**BASIC READING FOR THE  
DISABLED  
DSPS/126**

Designed to enhance reading skills by providing a strong foundation to increase vocabulary and reading comprehension.

Dates: Jan 10-Mar 29

CRN	DAYS	PLACE	INSTR
10400	TTh/12:30p-3p	AN/404	Bennett
10393	TTh/12:30p-3p	SCE/TE2-223	Hill

**BEGINNING COMPUTERS / OPEN  
LAB FOR ADULTS WITH  
DISABILITIES  
DSPS/190**

This course is designed to provide students who have developmental disabilities with the knowledge to develop or maintain skills in basic computer applications such as, but not limited to: Windows, word processing, data entry, Internet navigation, keyboarding, and remedial academic software.

Dates: Jan 13-Mar 30; nc Feb 17

CRN	DAYS	PLACE	INSTR
10389	F/9a-11:30a	SCE/TE2-200	Day

**PHOTOSHOP FOR STUDENTS WITH  
DISABILITIES  
DSPS/210**

Through class and individual instruction students with developmental or learning disabilities will acquire basic knowledge and skills in digital photography and manipulation of photographs utilizing Adobe Photoshop Elements program. Students will also develop creativity through personalized PhotoShop projects.

Dates: Jan 13-Mar 30; nc Feb 17

CRN	DAYS	PLACE	INSTR
10383	F/9a-3p	SCECYP/107 SCE/TE2-200	Barrett

**PAYING BILLS FOR STUDENTS WITH  
DISABILITIES  
DSPS/275**

**NEW!**

A quick paced course designed to provide students with disabilities with basic money management skills including use of an ATM and bill paying.

Dates: Jan 9-Mar 28; nc Feb 20, Jan 16

CRN	DAYS	PLACE	INSTR
21198	MW/9a-11:30a	SCE/TE2-200	Day
21197	MW/9a-11:30a	AN/308	Bennett

**LANDING A JOB FOR STUDENTS  
WITH DISABILITIES  
DSPS/280**

**NEW!**

This course is designed to introduce students with disabilities to filling-out and submitting both written and online job applications. This course will also introduce students to effective job interview preparation, technique and attire.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 16, Feb 20

CRN	DAYS	PLACE	INSTR
21018	TTh/12:30p-3p	WIL/201	Stephens
21201	MW/12:30p-3p	AN/404	Bennett
21019	MW/12:30p-3p	SCECYP/107	Aisawa

**DID YOU KNOW...**

*the Disabled Student Programs and Services has a grant through the Orange County Transportation Authority (OCTA) to train adults with disabilities about mobility? **More than 100 students over the past two years in the Mobility Training Program have gained independence by learning how to utilize the public transportation system to and from school and/or their place of employment.** For more information, contact [mobility@sce.edu](mailto:mobility@sce.edu).*

**RELATIONSHIPS FOR STUDENTS  
WITH DISABILITIES  
DSPS/315**

This is a class for students with developmental disabilities or learning disabilities that is designed to provide them with a meaningful overview of adult relationships, primarily friendships and romantic/intimate relationships. Students will learn basic information and skills in order to build healthy and safe relationships.

Dates: Jan 9-Mar 28; nc Feb 20, Jan 16

CRN	DAYS	PLACE	INSTR
10403	MW/12:30p-3p	AN/118	Sibley-Smith
10386	MW/12:30p-3p	SCE/TE2-223	Cunningham

**HUMAN SEXUALITY FOR STUDENTS  
WITH DISABILITIES  
DSPS/320**

This is a class for students with developmental disabilities or learning disabilities that is designed to provide them with a comprehensive and meaningful overview of human sexuality. Students will learn current appropriate information in order to build healthy, safe sexual attitudes, behaviors, and relationships consistent with personal values.

Dates: Jan 10-Mar 29

CRN	DAYS	PLACE	INSTR
10377	TTh/12:30p-3p	WIL/201	Sibley-Smith

**WORKPLACE SKILLS TRAINING FOR STUDENT WITH DISABILITIES  
DSPS/325**

Workplace Skills Training is a lecture and lab course designed to provide students with developmental disabilities with hands-on training in basic janitorial tasks that may be expected of them in an entry-level position. Lecture topics include work safety and on-the-job behavior and attitude.

Dates: Jan 9-Mar 28; nc Feb 20, Jan 16

CRN	DAYS	PLACE	INSTR
10379	MW/9a-11:30a	WIL/201	Stephens

**NAVIGATING RESOURCES FOR ADULTS WITH DISABILITIES  
PARN/240**

**NEW!**

A class designed to provide support and resources to parents who have an adult child with a disability. Topics include: Overview of the service delivery system, eligibility for regional center and service agencies, adult transition, role of service coordinators, obtaining services, college, employment, independent and adult living options.

Dates: Jan 12-Feb 9

CRN	DAYS	PLACE	INSTR	FEE
11830	Th/5p-7p	SCECYP/103	Gottdank	\$35

**DSPS Off-Site Class Locations**

CRN	LOCATION
10404	Braille Institute
10405	Braille Institute
10406	Braille Institute
10407	Braille Institute
10371	Empower Community Day Program
10414	Empower Community Day Program
10420	Enriching-DSPS
10408	Orange County ARC
10409	Orange County ARC
10419	West Anaheim Therapeutic Res
10410	Westminster Therapeutic Ctr
10411	Westview Vocational Ctr
10415	Westview Vocational Ctr
10416	Westview Vocational Ctr

**HOME DECORATIVE ARTS**

For more information about the Home Decorative Arts classes, please call the Lifeskills Education Advancement Program (LEAP) at (714) 808-4909.

**Clothing Design**

**SEWING TECHNIQUES FOR BEGINNERS  
CC/205**

Learn new methods of sewing. Fundamental skills of understanding pattern directions, sewing machine use and making clothing alterations will be covered.

Dates: Jan 9-Mar 26; nc Feb 20, Jan 16

\*Dates: Jan 12-Feb 9

CRN	DAYS	PLACE	INSTR	FEE
21011	M/6p-9:30p	AN/402	Martinez	\$58
20387	Th/6p-9:30p	SCE/TE2-204	Caverly	\$29

**SEW WHAT YOU WISH  
CC/215**

Using the newest sewing machine methods create garments or accessory items that fit your unique style. Projects include personal computer fashion analysis, alterations, sewing plaids and knits.

Dates: Jan 11-Mar 14

CRN	DAYS	PLACE	INSTR	FEE
20151	W/10:30a-2p	SCE/TE2-204	Eggan	\$58



**COUTURE DRESSMAKING  
CC/220**

**NEW!**

Through instructor demonstration and hands-on experience, students will be able to construct a variety of clothing items using couture techniques. The course includes wardrobe planning, a personal computer fashion analysis, alterations, fitting, and machine use.

Dates: Jan 12-Mar 15

CRN	DAYS	PLACE	INSTR	FEE
21012	Th/9a-12:30p	SCE/TE2-204	Martinez	\$58

**FASHION DESIGN: COPY READY-TO-WEAR GARMENTS I  
CC/405**

**NEW!**

Create a pattern from your favorite Ready-to-Wear Garments without taking the garment apart. Bodices and dresses will be emphasized.

Dates: Jan 12-Feb 9

CRN	DAYS	PLACE	INSTR	FEE
21015	Th/6p-9:30p	AN/402	Martinez	\$29

**FASHION DESIGN: COPY READY-TO-WEAR GARMENTS II  
CC/406**

Create a pattern from your favorite Ready-to-Wear Garments without taking the garment apart. Jacket, pants and skirts will be emphasized. (Tuition)

Dates: Feb 16-Mar 15

CRN	DAYS	PLACE	INSTR	FEE
21016	Th/6p-9:30p	AN/402	Martinez	\$29

**TECHNICAL AND CREATIVE USE OF SERGER MACHINE I: KNITS  
CC/241**

Learn how to thread and operate a serger while discovering techniques for serging with knit fabrics. Stitch formation and tension adjustments will be covered. Bring your machine or use ours.

Dates: Feb 15-Mar 14

CRN	DAYS	PLACE	INSTR	FEE
21014	W/6p-9:30p	AN/402	Martinez	\$29



**EXPLORING KNITTING AND CROCHETING  
CC/225**

Students will be introduced to hand-knit and crochet designs and techniques. Through hands-on experience they will improve their skills and learn to make attractive garments for family and friends.

Starts week of 1/9/2012, ends week of 3/12/2012

CRN	DAYS	PLACE	INSTR	FEE
20141	T/9a-12:30p	AN/402B	Brainard	\$58
20142	Th/12p-3:30p	SCECYP/118	Brainard	\$58
20143	W/5:45p-9p	Fabric Land	Brainard	\$58
20144	Th/6p-9:30p	SCECYP/118	Brainard	\$58

**TECHNICAL AND CREATIVE USE OF SERGER MACHINES  
CC/240**

Learn how to thread and operate a serger while discovering creative applications for its use on various projects. Stitch formation and tension adjustments will be covered. Bring your machine or use ours.

Dates: Jan 11-Feb 8

CRN	DAYS	PLACE	INSTR	FEE
21013	W/6p-9:30p	AN/402	Martinez	\$29

**SEW A TAILORED WARDROBE  
CC/245**

Enhance your image by creating garments that are sewn professionally and fit precisely. A personal computer fashion analysis, new techniques, proper interfacings, pressing and alterations will result in designer-like outfits and financial savings. May include men's tailoring.

Dates: Jan 13-Mar 23; nc Feb 17

\*Dates: Jan 10-Mar 13

CRN	DAYS	PLACE	INSTR	FEE
20145	F/9a-12:30p	AN/402	Martinez	\$58
20150*	T/6p-9:30p	SCE/TE2-204	Eggan	\$58

**Drawing & Painting**

**PAINTING  
ARTC/160**

Students will develop the skills of painting using their selected media. Students will apply and practice a creative approach to achieve an understanding of color, space, form, and composition. Beginning students will have assignments in acrylic paint. Intermediate/advanced students work independently with individual instructor guidance. Critique held each week.

Dates: Jan 10-Mar 13

CRN	DAYS	PLACE	INSTR	FEE
20057	T/1p-4p	AN/402A	Innes	\$75

**DRAWING: BASICS AND BEYOND  
ARTC/165**

Drawing is the foundation of all visual arts. Learn fundamentals of drawing in this exciting hands-on class. Acquire technical and perceptual skills while exploring properties of line, shape, value, perspective, and composition. All levels welcome.

Dates: Jan 10-Mar 13

CRN	DAYS	PLACE	INSTR	FEE
20087	T/9a-12p	AN/402A	Innes	\$75

**WATERCOLOR  
CRAE/325**

This course is designed for beginning to intermediate watercolor. Lecture/demonstration is followed by guided lab session. Among the subjects covered will be materials, washes, glazes, color theory, etc. There are voluntary, supportive critiques at the end of each class.

Dates: Jan 12-Mar 15

CRN	DAYS	PLACE	INSTR	FEE
20177	Th/1p-4p	AN/402A	Innes	\$75

**BASIC DRAWING  
CRAE/320**

This course will begin with basic skill development in contour drawing, shading, creating texture, basic composition and perspective. The drawing medium will include graphite, charcoal and ink. A short lecture/demonstration is followed by a related drawing assignment.

Dates: Jan 12-Mar 15

CRN	DAYS	PLACE	INSTR	FEE
20176	Th/9a-12p	AN/402A	Innes	\$75

**Photography**

For more information about the Photography classes, please call (714) 808-4892

**BASIC PHOTOGRAPHY: THE MECHANICS OF DIGITAL PHOTOGRAPHY  
FOTO/101**

Strengthen your photographic skills. Become familiar with current equipment for digital cameras. Instruction includes composition, digital formats, lenses, f-stops and shutter speeds, electronic flash, and night photography. Discussion will include how Photoshop software impacts photography. Dave Rosenberger has taught photography for over 30 years. He has worked for Canon USA in both technical and sales capacities. He teaches photography with the North Orange County College District.

Starts week of 1/9/2012, ends week of 3/12/2012

CRN	DAYS	PLACE	INSTR	FEE
20049	T/6:30p-9:30p	AN/117	Rosenberger	\$70
20031	W/6:30p-9:30p	WIL/201	Rosenberger	\$70

**PHOTOGRAPHY (INTERMEDIATE)  
FOTO/102**

Sharpen your photographic skills. Become familiar with current day equipment and express your creative talents. Covers portrait photography, special effects, night-time digital photography. Field trip with instruction included.

Dates: Jan 12-Mar 15

CRN	DAYS	PLACE	INSTR	FEE
20022	Th/6:30p-9:30p	WIL/201	Rosenberger	\$70

## PARENTING

For more information about the Parenting classes, please call the Lifeskills Education Advancement Program (LEAP) office at (714) 808-4909.

Parenting classes provide a wonderful opportunity to bond with your child. Share in activities with your child that will stimulate social, emotional, physical and intellectual growth. Learn or improve positive parenting techniques. Children must attend classes with a registered adult. The adult registering for the class can be the parent, grandparent, neighbor or guardian. Yorba Linda Parenting Classes with code YLC will be held at the Yorba Linda Church of Christ at 4382 Eureka Avenue, Yorba Linda, CA 92886.

### KINDERGYM - TODDLER FITNESS (AGES 1-4.5) PARN/104A

Parents and children enjoy exercise, movement and music together. Emphasis on developing large motor skills, coordination and self-esteem. Class provides an opportunity for parents to observe and interact with child. All activities introduced can be done by parents with child at home.

Starts week of 1/9/2012, ends week of 3/12/2012

\*Dates: Jan 9-Mar 19; nc Feb 20, Jan 16

CRN	DAYS	PLACE	INSTR
<b>AGES 1-2</b>			
20026	W/9a-10a	WIL/204	Dodson
20027*	M/9a-10a	Yorba Linda Church of Christ	Dodson
20053	T/9a-10a	AN/134	Dodson
<b>AGES 2-3</b>			
20067	W/10a-11a	WIL/204	Dodson
20068*	M/10a-11a	Yorba Linda Church of Christ	Dodson
20071	T/10a-11a	AN/134	Dodson
<b>AGES 3-4.5</b>			
20070*	M/11a-12p	Yorba Linda Church of Christ	Dodson
20069	W/11a-12p	WIL/204	Dodson
20072	T/11a-12p	AN/134	Dodson

### JOYFUL PARENTING - CREATIVE ART/MUSIC (AGES 1.5-2.5) PARN/101

Parent and child will enjoy self-esteem building activities together; songs and music; easel and finger painting; band and blocks; school readiness; crafts and Playdoh. Includes activity ideas to do at home. (Please bring a snack).

Starts week of 1/9/2012, ends week of 3/12/2012

\*Starts week of 1/9/2012, ends week of 3/19/2012; nc Jan 16, Feb 17, Feb 20

CRN	DAYS	PLACE	INSTR
20063	W/9a-11a	AN/134	Stearns
20064	Th/9a-11a	Yorba Linda Church of Christ	Stearns
20065	T/9a-11a	Yorba Linda Church of Christ	Stearns
20079*	F/9a-11a	SCECYP/117	Staff
20077	Th/9a-11a	AN/134	Washburn Thompson
20078*	M/9a-11a	WIL/204	Washburn Thompson
20066	Th/9:30a-11a	WIL/204	Dodson

### JOYFUL PARENTING: ART, MUSIC & MOVEMENT (AGES 2.5-5) PARN/200

Parents are introduced to the latest information about child development and parenting skills, through lecture, discussion, observation and hands-on learning with other students. Age appropriate activities are offered to the children so that parents can learn the importance of developmental stages that prepare children for preschool and/or kindergarten.

Starts week of 1/9/2012, ends week of 3/12/2012

\*Starts week of 1/9/2012, ends week of 3/19/2012; nc Jan 16, Feb 17, Feb 20

CRN	DAYS	PLACE	INSTR
<b>AGES 2.5-4.5</b>			
20202	W/11a-1p	AN/134	Stearns
20203	Th/11a-1p	Yorba Linda Church of Christ	Stearns
20204	T/11a-1p	Yorba Linda Church of Christ	Stearns
20205	Th/11a-12:30p	WIL/204	Dodson
20206	Th/12:30p-2p	WIL/204	Dodson
<b>AGES 2.5-5</b>			
20197*	M/11a-1p	WIL/204	Washburn Thompson
20196	Th/11a-1p	AN/134	Washburn Thompson
20198*	F/11a-1p	SCECYP/117	STAFF
<b>AGES 3-5</b>			
20200	T/9:30a-12:30p	WIL/204	Le
20199*	M/10a-1p	AN/134	Le

#### ATTENTION CTE STUDENTS:

Please read **IMPORTANT REGISTRATION INFORMATION** detailed on page 2, 4, 5 of this printed class schedule.

## CAREER TECHNICAL EDUCATION

**WHEN TO REGISTER:** Students should enroll during the registration period (see registration information, online and walk-in, in the front of this class schedule).

**FIRST CLASS ATTENDANCE:** To secure your place in class, you must attend the first class. If you are not in class ONE HOUR after the scheduled starting time, your spot could be reassigned to a student on the Wait List.

**GRADING POLICY:** The following courses are considered Career Development and College Preparation by the School of Continuing Education: **Administrative Assistant Certificate Program, Early Childhood Education Certificate Program, Medical Assistant: Front Office Certificate Program, Medical Assistant Certificate Program, Pharmacy Technician Certificate Program, and Quality Assurance Management Certificate for Medical Devices.** In these programs students will receive a grade of Pass, No Pass, or Withdrawal. All grades awarded will appear on the student transcript or permanent student record. Please refer to the **GENERAL INFORMATION** section in the back of this schedule for further information or visit [www.sce.edu/grading\\_policy](http://www.sce.edu/grading_policy) for information regarding withdrawal dates specific to each course.

= Classes that are eligible for CTE Online Registration on Tuesday, November 29, 2011. See pg 2 for details.



## ADMINISTRATIVE ASSISTANT CERTIFICATE PROGRAM

For more information about the Administrative Assistant Certificate Program classes, please call (714) 808-4919.

The Administrative Assistant Certificate Program prepares students for a career as a secretary or an administrative assistant. Training includes keyboarding, introduction to computers, Windows 7, Word, Excel, PowerPoint, telephone techniques, filing, business mathematics, communication and problem solving, spelling, proofreading, Internet, e-mail, and employment skills.

**REGISTRATION:** Students must begin with Computer Applications for the Administrative Assistant I and Office Skills I. Students are required to have a 1GB flash drive by the second class session.

**INFORMATION WORKSHOP:** It is highly recommended that all **NEW students** to the Administrative Assistant Program attend the Information Workshop.

Attend the Information Workshop on

**Monday, November 14, 2011**

**6-8p, Anaheim Campus, 1st Floor-Board Room**

**PLEASE BE ON TIME: LATECOMERS WILL NOT BE ADMITTED**

Information Line: for information regarding Information Workshops, call (714) 808-4681

You may also view the Information Workshop online at: <http://sce.edu/w/>



= Classes that are eligible for CTE Online Registration on Tuesday, November 29, 2011. See pg 2 for details.

### COMPUTER APPLICATIONS FOR THE ADMINISTRATIVE ASSISTANT I BUSN/340



First in a series of two levels that prepares students for an entry-level position as an administrative assistant. Includes units on Keyboarding and Word. Textbook Required.

Dates: Jan 10-Mar 29

CRN	DAYS	PLACE	INSTR
20239	TTh/8:30a-10:30a	AN/405	McClurkin
20244	TTh/6:30p-8:30p	AN/405	Teipe

### COMPUTER APPLICATIONS FOR THE ADMINISTRATIVE ASSISTANT II BUSN/341



*Prerequisite:* BUSN 340 Computer Applications for Administrative Assistant I. Second in a series of two levels that prepares students for an entry-level position as an administrative assistant. Includes units on Windows and Internet. Textbook Required.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 16, Feb 17, Feb 20

CRN	DAYS	PLACE	INSTR
20127	MW/8:30a-10:30a	AN/405	Grane
20254	F/8:30a-12:30p	WIL/214	Prey
20125	MW/6:30p-8:30p	AN/405	Douglas

### OFFICE SKILLS I BUSN/320



First in a series of two levels that prepare students for an entry-level position as an administrative assistant. Includes units on the office environment, career opportunities, attitude, human relationships, and work ethics. Textbook Required.

Dates: Jan 10-Mar 29

CRN	DAYS	PLACE	INSTR
20114	TTh/10:30a-11:30a	AN/405	McClurkin
20240	TTh/8:30p-9:30p	AN/405	Teipe

### OFFICE SKILLS II BUSN/321



*Prerequisite:* BUSN 320 Office Skills I. Second in a series of two levels that prepares students for an entry-level position as an administrative assistant. Includes units on telephone procedures, filing and managing records, processing business documents, sending and receiving mail, and managing office activities. Textbook Required.

Dates: Jan 21-Mar 31; nc Feb 18

\*Dates: Jan 9-Mar 28; nc Feb 20, Jan 16

CRN	DAYS	PLACE	INSTR
20255	S/8:30a-10:30a	WIL/214	Prey
20249*	MW/10:30a-11:30a	AN/405	Grane
20126*	MW/8:30p-9:30p	AN/405	Douglas

## BARTENDING

For more information about the Bartending classes, please call (714) 484-7038.

### BARTENDING WORKSHOPS HOSM/101

This is a FAST PACED, SHORT TERM course for those interested in a career bartending. Students will be trained how to make drinks, bartending basics, customer interaction, along with resume, job searching, and interviewing techniques. Certificate issued upon completion of course will include: ABC regulations (Alcohol Beverage Control), and RBS (Responsible Beverage Service). Course fees includes: Supplies, Text, Recipe Cards and Training DVD.

CRN	DAYS	PLACE	INSTR	FEE
<b>Dates: Jan 21-Feb 25; nc Feb 18</b>				
20023	S/8:30a-1p	SCE/TE2-210	Salisbury	\$150
<b>Dates: Mar 3-Mar 31</b>				
20384	S/8:30a-1p	SCE/TE2-210	Salisbury	\$150
<b>Dates: Starts week of 1/9/2012, ends week of 2/6/2012</b>				
20207	W/5p-9:30p	SCE/TE2-210	Salisbury	\$150
20108	T/5p-9:30p	SCE/TE2-210	Salisbury	\$150
<b>Dates: Starts week of 2/20/2012, ends week of 3/19/2012</b>				
20385	Th/12p-4:30p	SCE/TE2-210	Salisbury	\$150
20386	Th/5p-9:30p	SCE/TE2-210	Salisbury	\$150
20383	T/5p-9:30p	SCE/TE2-210	Salisbury	\$150

## CONSTRUCTION EDUCATION

For more information about the Construction Education classes, please call (714) 808-4673.



= Classes that are eligible for CTE Online Registration on Tuesday, November 29, 2011. See pg 2 for details.

### ELECTRICAL WIRING AND SAFETY II CONS/101



Course covers commercial wiring, conduit systems, over-current protection, polyphase distribution, grounding, voltage-drop equations and lighting. Based on the current National Electrical Code (NEC).

Dates: Jan 11-Mar 28

CRN	DAYS	PLACE	INSTR
21062	W/6:30p-9:30p	AN/106	Faessel

## EARLY CHILDHOOD EDUCATION (ECE) CERTIFICATE PROGRAM

For more information about the Early Childhood Education Program classes, call (714) 808-4673.

The SCE Early Childhood Education program is designed to train individuals for teacher and caregiver positions in licensed, proprietary infant/toddler/preschool/child daycare centers. Our curriculum is approved by the State Department of Community Care Licensing. This ECE program is a non-credit program based upon instructional hours rather than college units. The required and elective ECE courses within the certificate program are equivalent to two units of ECE in compliance with State licensing requirements for private facilities only.

**REGISTRATION:** It is recommended that students begin with the class: **Early Childhood Development**

**INFORMATION WORKSHOP:** It is highly recommended that **ALL NEW students** attend the ECE Information Workshop. The Information Workshop provides students with information about this certificate program about the registration process, and provides opportunity to ask questions.

Please attend on:

**Monday, November 21, 2011**

**6-8pm, Anaheim Campus, 1st Floor-Board Room**

**PLEASE BE ON TIME; LATECOMERS WILL NOT BE ADMITTED.**

Information Line: for information regarding Information Workshops, call (714) 808-4681



= Classes that are eligible for CTE Online Registration on Tuesday, November 29, 2011. See pg 2 for details.

## ECE Required Courses

### EARLY CHILDHOOD DEVELOPMENT ECE/140



Intro to age-related child growth, development, learning characteristics, self-concept, mechanics and techniques of positive learning.

Dates: Jan 11-Mar 28

CRN	DAYS	PLACE	INSTR
21088	W/6:30p-9:30p	AN/112	Hedges

### FAMILY COMMUNITY RELATIONSHIPS ECE/136



Examination of the sociological relationships between family and society; institutional, racial, social, and economic factors affecting the family and the child.

Dates: Jan 10-Mar 27

CRN	DAYS	PLACE	INSTR
21089	T/6:30p-9:30p	AN/104	Dumas

### ECE PROGRAM PRINCIPLES AND PRACTICE ECE/108



Course examines the history, basic principles, and philosophies of various types of early childhood programs, emphasizing the role of the adult and characteristics of quality programs. This course is part of a program approved by the California Department of Social Services, Community Care Licensing, for employment in private facilities only.

Dates: Jan 10-Mar 15

CRN	DAYS	PLACE	INSTR
21090	TTH/6:30p-9:30p	AN/106	Sueng

### CHILD HEALTH AND SAFETY ECE/100



For teachers and directors of pre-schools, this course will focus on the skills and knowledge needed for developing emergency plans and responding to health and safety issues in the classroom.

Dates: Jan 10-Mar 27

CRN	DAYS	PLACE	INSTR
21091	T/8:30a-11:30a	AN/108	Sueng

## ECE Elective Courses

### PROGRAM SCIENCE & MATH ECE/130



Plan, organize and implement activities that help children develop skills, appreciation and enthusiasm for science and math.

Dates: Jan 11-Mar 28

CRN	DAYS	PLACE	INSTR
21092	W/6:30p-9:30p	AN/104	Le



**PROGRAM CREATIVE EXPERIENCE ECE/132**



Student awareness and application of materials appropriate for preschool art activities.

Dates: Jan 12-Mar 29

CRN	DAYS	PLACE	INSTR
21093	Th/6:30p-9:30p	AN/110	Pagalidis

**CHILDREN WITH SPECIAL NEEDS ECE/165**



This course offers a broad study of children with special needs and early childhood education as it relates to inclusion. This course covers federal and state laws and regulations, terminology and definitions, appropriate practices and intervention. This course is part of a program approved by Department of Social Services, Community Care Licensing.

Dates: Jan 13-Mar 30; nc Feb 17

CRN	DAYS	PLACE	INSTR
21094	F/6:30p-9:30p	AN/104	Sueng

**MANAGEMENT CERTIFICATE PROGRAM**

For more information about Management Certificate Program classes, please call (714) 808-4673.

**MANAGEMENT CERTIFICATE PROGRAM** Certificate issued upon satisfactory completion of ten required courses and one elective computer course. Required courses include: Elements of Supervision, Management Skills I, Management Skills II, Finance for the Non-Financial Manager, Successful Negotiations, Written Communications, Effective Business Presentations, Introduction to Employment Law, Understanding Business Contracts, and Marketing Principles. Choose one 36-hour computer course from the following: Intro to Computers, Intro to Windows, Intro to Word, Intermediate Word, Intro to Excel, Intro to Access, Intermediate Access, Intro to Power Point, or MS Office-Overview. Please refer to the Computers section in this schedule for listing of computer courses.



= Classes that are eligible for CTE Online Registration on Tuesday, November 29, 2011. See pg 2 for details.

**ELEMENTS OF SUPERVISION BMGR/410**



Provides instruction in communication, problem solving, team building and leadership. Designed for managers in both public and nonprofit organizations.

Dates: Jan 12-Feb 16

CRN	DAYS	PLACE	INSTR
21023	Th/6:30p-9:30p	WIL/203	Dunne

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Like us on Facebook



**WRITTEN COMMUNICATIONS FOR BUSINESS BMGR/415**



Provides extensive hands-on experience with all types of written business communications including letters, resumes, cover letters, memos, and reports.

Dates: Feb 23-Mar 29

CRN	DAYS	PLACE	INSTR
21024	Th/6:30p-9:30p	WIL/214	Dunne

**Do you want to take classes but can't make it to campus?**

*Do you need a class for professional development, but don't see it in our class schedule?*

**CHECK OUT OUR ONLINE CLASSES!**

**Pages 20-22 or at [www.easyed.org](http://www.easyed.org)**

*Individual courses \* Career training programs  
Instructor-led classes \* Most cost \$115*

**FINANCE FOR THE NON-FINANCIAL MANAGER BMGR/431**



This course introduces students to the basics of business finance for the non-financial manager. Financial statements will be covered along with discussions on sales and expenses, assets and liabilities, budgeting and planning, and financial analysis.

Dates: Jan 10-Feb 14

CRN	DAYS	PLACE	INSTR
21025	T/6:30p-9:30p	WIL/203	Baltazar

**INTRODUCTION TO EMPLOYMENT LAW BMGR/423**



This course is an introduction to the federal and California state laws governing the relationships between employers and employees. It examines the nature, purpose, and employees. It examines the nature, purpose, and operation of these laws from the perspectives of both the employer and employee.

Dates: Jan 11-Feb 15

CRN	DAYS	PLACE	INSTR
21026	W/6:30p-9:30p	WIL/202	Berry

**UNDERSTANDING BUSINESS CONTRACTS BMGR/452**



This course will provide an overview of contract principles and will explore the meaning, purpose and effect of common contracts clauses, i.e., limitation of liability, warranty and indemnification. Students will learn how to achieve a better contract result by knowing why, when and how to request contract modifications.

Dates: Feb 22-Mar 28

CRN	DAYS	PLACE	INSTR
21027	W/6:30p-9:30p	WIL/202	Berry

## MEDICAL ASSISTANT CERTIFICATE PROGRAM

For more information about the Medical Assistant Certificate Program classes, call (714) 808-4915.

Certificate issued upon satisfactory completion of these required courses and one computer elective course, and achievement of keyboarding competency. Required courses for Medical Assistant: Front Office Certificate Program include: **Medical Terminology, Medical Assisting: Front Office Procedures, and Medical Insurance Billing.**

Required courses for Medical Assistant Certificate Program include: **Medical Terminology, Introduction to Medical Assisting, Medical Assistant: Front Office Certificate, Medical Insurance Billing-A Practical Approach to Medical Billing, Medical Assisting: Back Office Procedures I, and Medical Assisting: Back Office Procedures II.** For the computer elective, students may choose one 36-hour computer course from the following: **Introduction to Computers or Introduction to Microsoft Windows.** Students competent in basic computer operations may take a challenge exam. Please refer to the Computers section in the schedule for computer course offerings.

**INFORMATION WORKSHOP:** It is highly recommended that all **NEW students** attend an Information Workshop. The Information Workshop details registration and program information, sequence of courses and eligibility requirements. **RESERVATION IS NOT REQUIRED.**

Please attend on: **Thursday, November 17, 2011 6-8pm, Anaheim Campus, 1st Floor - Board Room**  
**PLEASE BE ON TIME; LATECOMERS WILL NOT BE ADMITTED.**  
 Information Line: for information regarding Information Workshops, call (714) 808-4681



= Classes that are eligible for CTE Online Registration on Tuesday, November 29, 2011. See pg 2 for details.

### INTRODUCTION TO MEDICAL ASSISTING MEDO/260



This course is an introduction to the medical assisting profession and career opportunities. Topics covered include personal characteristics, professional responsibilities, ethical behavior, health care settings, medical law, and therapeutic communication skills.

Dates: Jan 9-Mar 26; nc Feb 20, Jan 16

CRN	DAYS	PLACE	INSTR
21050	M/6:30p-9:30p	AN/112	Wayne

### MEDICAL TERMINOLOGY MEOC/104



Required course for Medical Assistant Certificate Program but also welcomes all students preparing for a variety of professional/paraprofessional careers in the medical field. Learn medical terms or strengthen prior knowledge. Offers basics of terminology, anatomy and diagnostics.

Starts wk of 1/9/2012, ends wk of 3/26/2012; nc Feb 17

CRN	DAYS	PLACE	INSTR
21051	T/6p-10p	AN/112	Gaarder

### MEDICAL ASSISTING: FRONT OFFICE PROCEDURES MEDO/115



This course introduces students to medical office procedures in preparation for entry-level positions in the front office or reception area of a medical facility. These include medical data entry. Students review reception techniques, patient records and insurance forms. Keyboarding experience advised.

Dates: Jan 14-Mar 31; nc Jan 14, Feb 18

CRN	DAYS	PLACE	INSTR
21052	S/9a-12p	AN/403	Collie Corzine

### MEDICAL INSURANCE BILLING – A PRACTICAL APPROACH TO MEDICAL BILLING MEOC/112



An overview of outpatient medical insurance billing in preparing students for entry-level positions. Students review theory and practice data entry for private, Blue Cross/BlueShield, Medicare, Medicaid/Medi-Cal, TRICARE/CHAMPUS and workers' compensation billing. CPT and ICD-9 coding covered. Medical billing software utilized in computer lab. Keyboarding experience advised.

Dates: Jan 9-Mar 28; nc Feb 20, Jan 16

CRN	DAYS	PLACE	INSTR
21053	MW/2p-5p	AN/403	Collie Corzine

### MEDICAL ASSISTING: BACK OFFICE PROCEDURES I MEDO/235



*Prerequisite: MEOC 104 Medical Terminology and MEDO 260 Introduction to Medical Assisting* This course introduces students to the back office, clinical duties of the medical assistant. It is designed to develop the necessary skills for performing exam room procedures, including medical asepsis and infection control; patient intake; vital signs; and assisting with physical examination. Specialty exams and electrocardiograph procedure are also covered.

Dates: Jan 9-Mar 21; nc Feb 20, Jan 16

CRN	DAYS	PLACE	INSTR
21054	MW/6p-10p	AN/607 AN/510	Kiler

### MEDICAL ASSISTING: BACK OFFICE PROCEDURES II MEDO/240



*Prerequisite: MEOC 104 Medical Terminology and MEOC 235 Medical Assisting Back Office I.* This course develops the necessary skills for the back office. Students review assisting physicians with minor surgical procedures, pharmacology, laboratory procedures, nutrition, patient education, diagnostic imaging, and urgent care and emergency procedures.

Dates: Jan 10-Mar 20; nc Feb 17

CRN	DAYS	PLACE	INSTR
21055	TF/6p-10p	AN/607 AN/510	Kiler



## PERSONAL CARE AIDE

For more information about the Personal Care Aide classes, call (714) 808-4915.

### PERSONAL CARE AIDE MEDO/307

This class will prepare the student to provide or support activities of daily living, personal care, and homemaker services to elderly and disabled individuals needing assistance to remain safely and independently in their own home or in an assisted living facility. Upon successful completion, students receive a certificate of completion.

Dates: Feb 27-Mar 19

\*Dates: Jan 9-Jan 31; nc Jan 16

CRN	DAYS	PLACE	INSTR
21057	MTWTh/9a-4:30p	AN/607	Alberto
21056*	MTWTh/9a-4:30p	AN/607	Alberto

Must meet eligibility requirements for this course. Contact 714-808-4915 or [cteinfo@sce.edu](mailto:cteinfo@sce.edu); register Anaheim Campus, room 513.

## ACTIVITY LEADER

For more information about the Activity Leader class, call (714) 808-4673.

= Classes that are eligible for CTE Online Registration on Tuesday, November 29, 2011. See pg 2 for details.



### ACTIVITY LEADER HEALTHCARE MEDO/202



Provides basic training in planning and directing activity programs (fieldwork arranged).

Dates: Jan 11-Mar 14

CRN	DAYS	PLACE	INSTR
21058	W/6p-10p	AN/504	Berger Allen



## MEDICAL DEVICE INDUSTRY

For more information about the Medical Device Industry classes, please call (714) 808-4575.

= Classes that are eligible for CTE Online Registration on Tuesday, November 29, 2011. See pg 2 for details.



## Quality Assurance Management Certificate for Medical Devices

The Quality Assurance Management Certificate for Medical Devices prepares participants for an entry-level position as a quality assurance specialist. The program provides in-depth instruction on the standards and regulations that govern the development of medical devices. Upon satisfactory completion of six required courses and one computer elective course, a program certificate be issued. The program consists of the following courses: Introduction to Medical Device Quality Assurance, Regulatory Affairs for Medical Devices, Document and Database Management for Medical Devices, Quality Assurance of Medical Devices, Technical Writing for Bio-Medical Industries, and Quality Auditing for Medical Devices. For the computer elective, students may choose one 36-hour course from the following: Introduction to Computers or Introduction to Microsoft Windows. Students competent in basic computer operations may take a challenge exam. Please refer to the Computers section in the schedule for computer course offerings.

### QUALITY ASSURANCE FOR MEDICAL DEVICES BMGR/654

This course provides students with an in-depth definition of quality assurance and its role with medical devices. The course covers the responsibilities of assurance during the manufacturing and production of a product. Topics will include management responsibilities, process controls, and other subjects providing an overall understanding of quality assurance.

Dates: Jan 10-Mar 27

CRN	DAYS	PLACE	INSTR
21059	T/6p-9p	AN/610	Vu

### TECHNICAL WRITING FOR BIO- MEDICAL INDUSTRIES BMGR/657

This course will provide students with an overview and understanding of technical writing for the bio medical industry. The course will cover principle writing methodologies for quality assurance, engineering, manufacturing, and production of a medical device product. Topics will address documentation as related to FDA mandated requirements, ISO standards and for writing GMP procedures.

Dates: Jan 11-Mar 28

CRN	DAYS	PLACE	INSTR
21060	W/6p-9p	AN/610	McIntyre

### QUALITY AUDITING FOR MEDICAL DEVICES BMGR/660

This course presents the principles and techniques for assessing the adequacy of a quality system for a medical device manufacturer. Coverage includes evaluating the quality system as it conforms to FDA regulatory requirements, standards, review of standard audit terms and other audit concepts.

Dates: Jan 12-Mar 29

CRN	DAYS	PLACE	INSTR
21061	Th/6p-9p	AN/610	Goyal

## Medical Device Industry Professional Development

Whether you currently work in the medical device industry or you are planning a new career, these workshops are designed to give you an understanding of a multi-billion dollar industry that is growing quickly. Medical devices are utilized in areas of diagnostics and manufacturing. A certificate will be issued upon completion of each individual workshop. The workshops include: Introduction to the Medical Device Industry, Quality system: ISO 13485:2003 Basics, Overview of FDA's Medical Device Regulation, Fundamentals of GMP and QSR.

### INTRODUCTION TO THE MEDICAL DEVICE INDUSTRY BMGR/625

This course provides an introduction to the medical devices industry and the profession. It covers industry standards, regulatory authorities, safety, and current good manufacturing practices. Whether currently working in the industry or planning a career change, students will learn how to build their skills and knowledge to increase overall performance.

Dates: Jan 17-Jan 19

CRN	DAYS	PLACE	INSTR	FEE
21066	TTh5:30p-9:30p	AN/100B	Mehta	\$60

### QUALITY SYSTEM: ISO 13485:2003 BASICS BMGR/630

This course provides an overview of the quality management system requirements for manufacturers of medical devices defined by the ISO 13485:2003 standard. It is designed for all employees involved in developing, implementing and maintaining a quality management system, including managers, supervisors, and staff, including new hires and incumbent workers.

Dates: Jan 23-Jan 27

CRN	DAYS	PLACE	INSTR	FEE
21067	MWF/5:30p-9:30p	AN/100B	Mehta	\$77

### OVERVIEW OF FDA'S MEDICAL DEVICE REGULATION BMGR/635

Course provides an overview of the U.S. Food & Drug Administration (FDA) regulation pertaining to medical devices. Topics include FDA regulatory requirements and quality system regulation; pre-market notification and approval process; complaint handling and reporting; and U.S. labeling regulations.

Dates: Jan 30-Feb 3

CRN	DAYS	PLACE	INSTR	FEE
21068	MWF/5:30p-9:30p	AN/100B	Mehta	\$77

#### **ATTN PHARM TECH STUDENTS:**

Please read **IMPORTANT REGISTRATION INFORMATION** detailed on page 2, 4, 5 of this printed class schedule.

### FUNDAMENTALS OF GMP AND QSR BMGR/640

Course covers the fundamentals of Good Manufacturing Practice (GMP) and Quality System Regulation (QSR). Topics include Food and Drug Administration (FDA) regulations in relation to quality systems and controls; employee safety in the design and construction of facilities; equipment and maintenance issues; and protection of products against contamination.

Dates: Feb 6-Feb 10

CRN	DAYS	PLACE	INSTR	FEE
21069	MWF/5:30p-9:30p	AN/100B	Mehta	\$77

## PHARMACY TECHNICIAN CERTIFICATE PROGRAM

**For more information about the Pharmacy Technician Certificate Program classes, call (714) 808-4673.**

The Pharmacy Technician Certificate program prepares students for an entry-level position as a pharmacy technician at a community or institutional pharmacy. The certificate program exceeds the State Board of Pharmacy's registration requirements, therefore, upon successful completion, the student will be eligible to apply for REGISTRATION with the State of California. The program is accredited by the American Society of Health-System Pharmacists (ASHP).

**REGISTRATION:** It is recommended that students begin with these classes: **Introduction to Pharmacy Technician and/or Medical Terminology.**

**INFORMATION WORKSHOP:** It is highly recommended that all NEW students attend this Information Workshop. The Information Workshop provides students with information about this certificate program.

Please attend on:

**Wednesday, November 16, 2011**

**6-8pm, Anaheim Campus, 1st Floor-Board Room**

**PLEASE BE ON TIME; LATECOMERS WILL NOT BE ADMITTED**

Information Line: for information regarding Information Workshops, call (714) 808-4681

You may also view the Information Workshop online at: <http://sce.edu/wl>



**= Classes that are eligible for CTE Online Registration on Tuesday, November 29, 2011. See pg 2 for details.**

### INTRODUCTION TO PHARMACY TECHNICIAN MEOC/130



Highlights the practice and role of a pharmacy technician. Includes educational requirements, credentialing, the pharmacist's role, an overview of pharmacy law, and the assessment of necessary abilities and skills for a successful career as a pharmacy technician.

Dates: Jan 9-Mar 26; nc Feb 20, Jan 16

CRN	DAYS	PLACE	INSTR
21028	M/9a-12p	AN/611	Diaz
21029	M/6p-9p	AN/611	Diaz



**PHARMACOLOGY I  
MEOC/121**



*Prerequisite:* MEOC 104 Medical Terminology. Bring original certificate to first class. Equips students with the necessary beginning theoretical knowledge. Includes categorizing, differentiating between drug classifications and inventorying. Provides a basic knowledge and understanding of drug effects on the body.

Dates: Jan 10-Feb 16

\*Dates: Jan 10-Mar 27

CRN	DAYS	PLACE	INSTR
21033	TTh/9a-12p	AN/611	Shields
21032	T/6:30p-9:30p	AN/611	Smith

**MEDICAL TERMINOLOGY  
MEOC/104**



Required course for Pharmacy Technician Certificate program but also welcomes all students preparing for a variety of professional/paraprofessional careers in the medical field. Learn medical terms or strengthen prior knowledge. Offers basics of terminology, anatomy and diagnostics.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Feb 17

CRN	DAYS	PLACE	INSTR
21030	W/9a-1p	AN/611	Wahba
21031	F/6p-10p	AN/611	Smith

**PHARMACOLOGY II  
MEOC/122**



*Prerequisite:* MEOC 104 Medical Terminology. Bring original certificate to first class. Provides a continuation of theoretical knowledge acquired in Pharmacology I. Includes categorizing, inventorying and differentiating between drug classifications. Equips students with an advanced knowledge and understanding of drug effects on the body.

Dates: Feb 21-Mar 29

\*Dates: Jan 12-Mar 29

CRN	DAYS	PLACE	INSTR
21035	TTh/9a-12p	AN/611	Shields
21034	Th/6:30p-9:30p	AN/611	Smith

**PHARMACEUTICAL  
MATHEMATICS  
MEOC/140**



A review of basic mathematics focusing on its application to common pharmaceutical calculations, abbreviations and units; how to interpret pharmaceutical documents using acquired pharmaceutical math knowledge.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Feb 17

CRN	DAYS	PLACE	INSTR
21036	Th/9a-12p	AN/504	Wahba
21037	F/6:30p-9:30p	AN/504	Wahba

**PHARMACY OPERATIONS  
LAB  
MEDO/230**



*Prerequisite:* MEOC 130 Introduction to Pharmacy Technician and Keyboarding score of 30 or above or passing grade in COMP 685 - Beginning Keyboarding. This course introduces students to the operations of a pharmacy. It provides them with a working knowledge of the structural, functional, business and inter-relational aspect of pharmacy as part of the health care system. Through hands-on instruction, students develop the entry-level skills needed to assist in a pharmacy operation.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 16, Feb 20

CRN	DAYS	PLACE	INSTR
21039	T/9a-12p	AN/408	Dunne
21040	M/6p-9:30p	AN/408	Dunne

Looking for **TEXTBOOK INFORMATION**? Check the SCE Online Schedule (at [www.sce.edu/schedule](http://www.sce.edu/schedule)) for detailed textbook information.

The **SCE CATALOG** is now available online located at: <http://sce.edu/catalog>.

The **SCE CATALOG** lists all SCE courses offered throughout the year, all certificate program sequences, as well as additional information on student services and academic policies and procedures.

**HUMAN RELATIONS FOR  
HEALTHCARE WORKERS  
MEOC/135**



Covers basic communications skills with emphasis on health care. Includes non-verbal communication, group communication, conflict resolution, ethics in health communication, elements of intercultural communication, resume writing, job application and interviewing techniques.

Dates: Jan 11-Mar 28

CRN	DAYS	PLACE	INSTR
21038	W/6:30p-9:30p	AN/611	Padilla

**OUT-PATIENT LAB FOR THE  
PHARMACY TECHNICIAN  
MEDO/220**



*Prerequisite:* MEDO 230 Pharmacy Operations Lab; MEOC 104 Medical Terminology (or MEOC 110 Medical Terminology II); MEOC 121 Pharmacology I; MEOC 122 Pharmacology II; MEOC 130 Introduction to Pharmacy Technician; MEOC 140 Pharmaceutical Mathematics; Keyboarding Proficiency score of 30 or above OR passing grade in COMP 685 Beginning Keyboarding. The practical lab class is designed to prepare the student for an externship at neighboring pharmacies. Upon completion of the lab classes, the student should be able to step into an out-patient pharmacy and begin working with minimal additional training.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Feb 17

CRN	DAYS	PLACE	INSTR
21043	F/9a-1p	AN/408	Dunne
21041	Th/6p-10p	AN/408	Shields
21042	T/6p-10p	AN/408	Shields

**IN-PATIENT LAB FOR THE  
PHARMACY TECHNICIAN  
MEDO/221**



*Prerequisite: MEDO 230 Pharmacy Operations Lab; MEOC 104 Medical Terminology (or MEOC 110 Medical Terminology II); MEOC 121 Pharmacology I; MEOC 122 Pharmacology II; MEOC 130 Introduction to Pharmacy Technician; MEOC 140 Pharmaceutical Mathematics; Keyboarding Proficiency score of 30 or above OR passing grade in COMP 685 Beginning Keyboarding.* The practical lab class is designed to prepare the student for an externship at neighboring pharmacies. Upon completion of the lab classes, the student should be able to step into an in-patient pharmacy and begin working with minimal additional training.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 14, Feb 17-Feb 18

CRN	DAYS	PLACE	INSTR
21046	S/8:30a-1p	AN/408	Yeon
21044	W/6p-10p	AN/408	Sutton
21045	F/6p-10p	AN/408	Sutton

**CYPRESS COLLEGE COURSES  
OFFERED THROUGH SCE!**

**Cypress College Semester is  
January 23-May 30, 2012**

**17-Week Noncredit Courses:**

These courses are not transferable and will not be recognized for credit by other institutions including Fullerton College and Cypress College. Registration:

Online: November 30, 2011

Walk-in: December 1, 2011

Register at any SCE Office! SCE Office Hours

Monday - Thursday 8:00a - 7:30p

Friday 8:00a - 4:30p; Saturday 8:00a - 2:00p

**ADAPTIVE PE ACTIVITY  
DSPS/160**

This course is designed for the disabled student. The class modified individual and team sport activities.

Dates: Jan 9-May 30; nc May 28, Feb 20, Jan 16, Apr 4, Apr 2

CRN	DAYS	PLACE	INSTR	FEE
20055	MW/11:30a-12:50p	CC/GYM 1-101	Pinkham	\$40

**WHEELCHAIR ATHLETICS  
DSPS/170**

This course includes instruction and participation in the fundamentals of the spectrum of wheelchair athletics.

Dates: Jan 10-May 24; nc Apr 5, Apr 3

CRN	DAYS	PLACE	INSTR	FEE
20056	TTh/7p-8:50p	CC/GYM 1-101	Silgailis	\$76

**Music and Theater**

**CYPRESS MASTERWORKS  
MUSC/302**

This is a large ensemble (70-100) singers who perform major masterworks for choir and orchestra in addition to a variety concert repertoire. The Chorale presents four major concerts in the campus theater, participates in regional music festivals, and tours Internationally.

Dates: Jan 24-May 29; nc Apr 3

CRN	DAYS	PLACE	INSTR	FEE
20048	T/7p-9:50p	CC/FA-304	Ball	\$40

**PHYSICAL FITNESS**

For more information about the Physical Fitness, Dance, and Martial Arts classes, please call the Lifeskills Education Advancement Program (LEAP) office at (714) 808-4909.

**HIGH/LOW IMPACT AEROBICS  
FITN/415**

Low impact, high intensity cardiovascular exercise set to music. Class is coed. Hand weights are encouraged along with a towel or mat for floor exercises. Any materials are the student's responsibility.

Dates: Jan 9-Mar 21; nc Feb 20, Jan 16

CRN	DAYS	PLACE	INSTR	FEE
20193	MW/6p-7p	CC/GYM 1-101	Humphries	\$25

**PILATES MAT CLASS  
FITN/475**

This course focuses on strengthening, lengthening, and toning all core muscle groups. This course is a step beyond Yoga. Pilates is a series of body movements designed to strengthen the back, and abs as your core. Students will be taken through a timeline of body movements that will reach and tone every muscle in the body while increasing balance, and strength. Bring a mat to class.

Dates: Jan 21-Mar 31; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21114	S/9a-10:30a	CC/GYM 1-101	Aleong	\$50
No Class March 10				

**YOGA FOR RELAXATION  
FITN/465**

This course is designed for beginner to intermediate level yoga students. The class will focus on flexibility, breathing and gentle stretching combined with some more difficult poses for balance and strength. This class encourages a non-competitive, restorative setting. Students should bring a sticky mat, water bottle and a towel. Class will end with a quiet meditative period.

Dates: Jan 17-Feb 23

CRN	DAYS	PLACE	INSTR	FEE
21121	TTh/5:45p-6:45p	WIL/204	Gibson-Tobin	\$50



**ZUMBA FITNESS  
FITN/370**

The ZUMBA fitness program fuses hypnotic Latin rhythms and easy-to-follow moves to create a one-of-a-kind fitness program that feels more like a party than a work out. The routines feature interval training sessions where fast and slow rhythms and resistance training are combined to tone and sculpt your body while burning fat.

Dates: Jan 21-Mar 31; nc Feb 18

\*Dates: Jan 9-Mar 26; nc Feb 20, Jan 16

†Dates: Jan 17-Mar 20

CRN	DAYS	PLACE	INSTR	FEE
20366	S/8a-9a	SCECYP/118	Li	\$50
20251*	M/6:15p-7:15p	SCECYP/118	Militante	\$50
20252†	T/7p-8p	SCECYP/118	Militante	\$50

**TENNIS-BEGINNING (COED)  
FITN/210**

Students will learn forehand, backhand, approach shot, serve and volley, plus some footwork. Bring racquet and one can of new tennis balls.

Dates: Feb 3-Mar 16; nc Feb 17

CRN	DAYS	PLACE	INSTR	FEE
20164	F/6p-7:30p	CC/Tennis Court -1	De La Rosa	\$60

**Dance**

For more information about the Dance classes, please call (714) 808-4909.

**THE ART OF BELLY DANCING  
DAN/119**

Exercise while exploring the dance and rhythms of the Near and Middle East through Belly Dancing. Learn arm, hand and body movements including belly rolls as well as techniques for finger cymbals and veil work. Class taught to accommodate beginners as well as those with experience. Bring finger cymbals or learn how to make them with bottle caps and 3 yards of flowing fabric approximately 45 inches wide for the veil session.

Dates: Jan 13-Feb 24; nc Feb 17

CRN	DAYS	PLACE	INSTR	FEE
20140	F/3p-5p	SCECYP/118	Chianis	\$60

**WALTZ, CHA CHA & TANGO DANCE  
DAN/130 *NEW!***

Learn the basics and have fun with American style dancing. A partner is not required.

Dates: Jan 20-Mar 2; nc Feb 17

CRN	DAYS	PLACE	INSTR	FEE
21120	F/6p-8p	SCECYP/118	Kyselka	\$60

**SALSA DANCE  
DAN/104**

Learn the basics and fun variations of this hot dance. A partner is not required.

Dates: Jan 20-Mar 2; nc Feb 17

CRN	DAYS	PLACE	INSTR	FEE
20044	F/8p-10p	SCECYP/118	Kyselka	\$60

**Adult Martial Arts**

For more information about the Adult Martial Arts classes, please call (714) 808-4909.

**KUNG FU SAN SOO  
(TSOI LI HO)  
FITN/460**

Kung Fu San Soo is well known as the "thinking persons" martial art. All students at any fitness level will benefit from study. San Soo is considered to be one of the original complete fighting systems. Students learn to utilize body dynamics to control punches, kicks, leverages, flips, throws and ground techniques. Benefits include enhanced physical well being, self control and awareness. Join in one of the oldest traditional martial arts in existence today.

Dates: Jan 21-Mar 31; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21115	S/2p-3:30p	CC/GYM 2-123	Kalar	\$50

**KENPO KARATE  
(BEGINNING)  
FITN/440**

Course includes basic self-defense techniques, kicking, striking, blocking and fighting stances. Theory of techniques, including principles of power and body alignment are used to enhance student's understanding.

Dates: Jan 21-Mar 31; nc Feb 18

\*Dates: Jan 18-Mar 21

CRN	DAYS	PLACE	INSTR	FEE
20215	S/10a-11:30a	WIL/204	Leonard	\$50
20213*	W/6p-7:30p	AN/134	Leonard	\$50

**KENPO KARATE  
(ADVANCED)  
FITN/446**

Course provides advanced impact training, heavy aerobic workout and advanced pilates exercise program. Advanced level self-defense skills, techniques and theory presented. Three trimesters of intermediate level class recommended before enrolling in the advanced class.

Dates: Jan 21-Mar 31; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20214	S/8a-10a	WIL/204	Leonard	\$60

**JUDO, JUJITSU AND SELF-DEFENSE  
(BEGINNING/INTERMEDIATE)  
FITN/450**

Self-defense class for beginners teaches coordination and quick reflexes; build stamina, speed and strength. Includes all phases of judo and karate throws and free sparring. Learn to protect yourself.

Dates: Jan 9-Mar 7; nc Feb 20, Jan 16

CRN	DAYS	PLACE	INSTR	FEE
20194	MW/6:30p-8p	WIL/204	Gallegos	\$60

**JUDO, JUJITSU AND SELF-DEFENSE  
LEVEL (INTERMEDIATE/ADVANCED)  
FITN/455**

Improve your coordination, reflexes, stamina, speed and strength while improving cardiovascular function. Intermediate to advanced skill level self-defense classes includes all phases of judo and karate throws and free sparring as well as self-defense simulations. One year of beginning level class recommended.

Dates: Jan 10-Mar 1

CRN	DAYS	PLACE	INSTR	FEE
20195	TTh/7:45p-8:45p	WIL/204	Gallegos	\$60

**ADULT BASS GUITAR  
MUSC/355**

Students will learn basic music theory and concepts: notes on the bass guitar, how to count basic rhythms, major and minor keys and how to play octaves, fifths and fourths. Students will understand how to identify the root of a chord so they can play over chords. There will be some reading of bass notation, but most material will be in tablature or lead sheet with words and chords.

Dates: Jan 26-Mar 8

CRN	DAYS	PLACE	INSTR	FEE
20105	Th/8p-9p	WIL/207	Parent	\$60
No Class Feb. 9				

**MUSIC**

For more information about the Adult Music classes, please call the Lifeskills Education Advancement Program (LEAP) office at (714) 808-4909.

**GUITAR FOR ADULTS  
MUSC/108**

Learn to play the guitar! Students will learn chords, strum pattern styles, new songs, simple ear training and rhythm training. Students will also learn a I, IV, V blues progression and how to read the tablature for guitar. Bring a nylon-string or acoustic steel-string guitar and a medium pick.

Starts week of 1/23/2012, ends week of 3/5/2012; nc Feb 18

\*Dates: Jan 9-Mar 12; nc Feb 20, Jan 16

CRN	DAYS	PLACE	INSTR	FEE
20182	S/9a-10a	SCE/TE2-201	Austin	\$60
20062	M/5:30p-6:30p	AN/404	Joshi	\$75
20045	Th/6p-7p	WIL/207	Parent	\$60
No Class Feb. 9				
21125	M/7:30p-8:30p	AN/404	Joshi	\$75



**ADULT GUITAR  
(INTERMEDIATE/ADVANCED)  
MUSC/109**

Students will learn music theory and concepts including notes on the guitar, major and minor keys, how to use a capo, how to play 2 bar chord forms and more. Play two songs by the end of class.

Dates: Jan 9-Mar 12; nc Feb 20, Jan 16

\*Dates: Jan 26-Mar 8

CRN	DAYS	PLACE	INSTR	FEE
21124	M/6:30p-7:30p	AN/404	Joshi	\$75
20046	Th/7p-8p	WIL/207	Parent	\$60
No Class Feb. 9				

**MATURE DRIVER CLASSES**

For more information about the Mature Driver classes, please call the Lifeskills Education Advancement Program (LEAP) office at (714) 808-4909.

Improvement classes for licensed drivers age 55 and older who wish to qualify for a reduced insurance premium; and brush up on traffic laws and safety techniques for a driver's license exam. A Certificate of Completion will be awarded as evidence of attendance to obtain up to three years of reduced insurance rates from participating insurance companies. Please contact the facility directly for dates and registration information.

**Anaheim Community Ctr.**

250 E. Center St., Anaheim -(714) 765-4510

**Brea Sr. Ctr.**

500 South Sievers Ave., Brea -(714) 990-7750

**Cypress Sr. Ctr.**

9031 Grindlay, Cypress -(714) 229-2005

**La Habra Sr. Ctr.**

101 W. La Habra, La Habra -(562) 905-9746

**W. Anaheim Brookhurst Sr. Prog.**

2271 W. Crescent Ave., Anaheim -(714) 765-3415

**Yorba Linda Sr. Ctr.**

4501 Casa Loma Dr., Yorba Linda -(714) 961-7181

**OLDER ADULTS PROGRAM**

For more information about the Older Adults Program classes, call the Lifeskills Education Advancement Program (LEAP) office at (714) 808-4909.

**EMERITUS EDUCATION  
ENRICHMENT**

The Emeritus section develops personal interests and/or aptitudes in order to develop mental activity, motor skills, creativity, and an appreciation for the Arts. Most classes are offered year round. Register in class at any time provided that space is available.



**INTERGENERATIONAL: CREATIVE ARTS EXCHANGE FOR OLDER ADULTS  
CRAE/310**

Older adults along with participants of multiple generations create artistic legacy keepsakes that reflect the individual histories of older adults, lifetime memories, and personal creative expression. Class projects are designed to encourage mutual appreciation and connections among older adult students and participants of varying age groups.

Dates: Jan 10-Mar 27

CRN	DAYS	PLACE	INSTR
11327	T/3p-5p	Park Vista at Morningside	Martin

**Communication**

**BOOKS COME ALIVE FOR OLDER ADULTS  
ENCO/180**

"Books Come Alive" is an intellectually and socially rewarding activity designed for older adults in which outstanding works of fiction/non-fiction are read and discussed. Through the method of shared inquiry, along with thought-provoking questions, older adult students are offered exciting opportunities for self-discovery and personal growth.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Feb 17

CRN	DAYS	PLACE	INSTR
11101	F/10:30a-12:30p	Buena Park Sr Ctr	Johnson
11360	W/2:30p-4:30p	Katella Sr Living Community	Johnson

**CREATIVE WRITING FOR SENIORS  
ABE/240**

This course for older adults teaches both beginning and experienced writers how to create shape autobiographies, fiction and non-fiction writing, and poetry into readable and publishable forms.

Starts week of 1/9/2012, ends week of 3/26/2012

CRN	DAYS	PLACE	INSTR
11651	W/1p-3p	West Anaheim Sr Prog	French
11652	T/1p-3p	Cypress Sr Citizen Ctr	French
11653	W/6:30p-8:30p	Morningside of Fullerton	Edwards

**HEARING IMPAIRED FOR OLDER ADULTS  
HLTH/126**

This course for older adults explains hearing loss and includes a discussion of how the ear works, what can go wrong with it, and what can be done to improve hearing problems. An analysis of the speech-reading process is included with emphasis on the general principles in the major exercises.

Dates: Jan 13-Mar 30; nc Feb 17

CRN	DAYS	PLACE	INSTR
21020	F/10a-12p	Rose Dr Friends Chrch	Steckler

**JOURNEY BACK INTO TIME FOR OLDER ADULTS  
ENCO/501**

This class offers older adults students the opportunity to explore and share their personal histories, cultures, and values among older adult students through group discussion. Shared experiences, memories and linking the past with the present, encourage self awareness, positive self esteem, mental stimulation, and enjoyment.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 16, Feb 20

CRN	DAYS	PLACE	INSTR
11347	T/10a-12p	Emeritus at Casa Whittier	Staff
11245	M/1p-3p	Morningside of Fullerton	Small
11246	T/1:30p-3:30p	La Habra Villa	Small
11454	T/1:30p-3:30p	Cambridge Court	Dorman
11247	W/3p-4:30p	Emeritus at Fairwood Manor	Small

**SENIOR TOPICS FOR OLDER ADULTS  
EDEN/100**

This course presents older adults with various topics for discussion and class activities based on the students' individual interest, backgrounds, physical and mental abilities. Older adults are encouraged to share and compare life experiences, and learn about international, national and local events and issues from a current and historical viewpoint.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 16, Feb 17, Feb 20

CRN	DAYS	PLACE	INSTR
11046	T/8:45a-10:15a	Bradford Square	Dorman
11138	Th/9a-11a	Knott Ave Res	Liberio
11107	F/9:30a-11:30a	La Palma Royale	Liberio
11045	T/9:30a-11a	DePalma Terrace Sr Living	Liberio
11411	T/9:30a-11:30a	Emeritus at Yorba Linda	Gable
11376	T/9:30a-11:30a	Emerald Court	Elton
11542	Th/9:30a-11:30a	Sunrise Asst Liv Fullerton	Belknap
11258	M/9:30a-11a	Sunnycrest Senior Living	Kittelsen
11353	W/9:30a-11:30a	Emeritus at Fairwood Manor	Jenkins Orr
11115	W/9:30a-11:30a	Park Regency Ret Res	Liberio
11037	W/10a-12p	Cambridge Court	Dorman
11118	T/10:30a-12:30p	Park Vista Assisted Living	Dorman
11232	T/12:30p-2p	Whitten Heights	Kittelsen
11111	F/12:30p-2:30p	La Habra Villa	Gable
11114	M/12:30p-2:30p	New Horizon	Levy
11161	M/1p-3p	Bradford Square	Gomes
11119	T/1p-2:30p	Sunnycrest Senior Living	Liberio
11249	Th/1:30p-3:30p	Whitten Heights	Jenkins Orr
11453	F/2:30p-4:30p	Anaheim Village	Staff
11110	F/3p-5p	Emeritus at Fairwood Manor	Gomes
11386	T/3p-5p	Katella Sr Living Community	Gomes
11036	W/3:30p-5p	Anaheim Crown Plaza	Dorman

**Creative Arts Enrichment**

**CREATIVE ARTS FOR OLDER ADULTS  
CRAE/100**

This class for older adults encourages art appreciation, self expression, and creativity through a variety of art media. Projects are designed to expose older adult students to artistic design, and to give experience with different artistic methods, techniques, tools, and materials.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 14, Jan 16, Feb 17-Feb 18, Feb 20

CRN	DAYS	PLACE	INSTR
21119	W/9a-11a	New Horizon	Gunderson
11650	S/9:30a-11:30a	Sunrise Asst Living La Palma	Hyatt Solomina
11323	F/9:30a-11:30a	Park Regency Ret Res	Barraza
11446	T/9:30a-11:30a	Whitten Heights	Barraza
11521	W/9:30a-11:30a	Sunrise Asst Liv Fullerton	Martin
11668	Th/9:30a-11:30a	DePalma Terrace Sr Living	Martin
11526	Th/10a-12p	Sunrise Assisted Living at YL	Miller
11534	F/10a-12p	Sunnycrest Senior Living	Bunnell
11658	T/12:30p-2:30p	Fullerton Post Acute Care	Martin
11256	T/1p-3p	Katella Sr Living Community	Osinga
11662	M/1:30p-3:30p	Anaheim Crown Plaza	Grijalva



**PAINTING FOR OLDER ADULTS  
CRAE/105**

This class offers older adults an individualized approach to learning painting and artistic expression at their own pace and within their interest and style. Older adult will learn techniques in drawing, brush strokes, and color mixing and application.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 16, Feb 20

CRN	DAYS	PLACE	INSTR
11098	M/9a-11a	Buena Park Senior Ctr	Bacon
11103	T/9a-11a	Cypress Sr Citizen Ctr	Bacon
11183	W/9a-11a	Yorba Linda Sr Ctr	Bacon
11390	Th/12p-2p	Sr Citizens Ctr Anaheim	Hyatt Solomina
11105	T/1:30p-3:30p	Fullerton Sr Multi-Serv Ctr	Kortz

**CERAMICS FOR OLDER ADULTS  
CRAE/101**

This course in basic ceramics for older adults includes lecture, demonstration and application of ceramic artwork. Student will learn mold selection, glazing, decorating techniques, and proper firing procedures. Will learn mold selection, glazing, decorating techniques, and proper fixing procedures. Individual artistic creativity is encouraged and completed art projects of the older adult student are often displayed publicly.

Starts week of 1/9/2012, ends week of 3/26/2012

CRN	DAYS	PLACE	INSTR
11099	T/9a-11a	Buena Park Sr Ctr	Zaccherio
11100	Th/9a-11a	Buena Park Sr Ctr	Zaccherio
11450	Th/10a-12p	Muckenthaler Cultural Center	Kim
11184	T/1:30p-3:30p	Cypress Sr Citizen Ctr	Reynolds

**QUILTING FOR OLDER ADULTS  
CRAE/106**

This course offers the essentials of quilting, for older adults students, which includes fabric selection, cutting, and sewing methods along with the history and vocabulary of the craft. Special techniques for older adults are covered such as patchwork, applique, hand and machine methods, and finishing techniques.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 16, Feb 17, Feb 20

CRN	DAYS	PLACE	INSTR
11137	F/9a-11a	Yorba Linda Sr Ctr	Brown
11108	M/10a-12p	Cypress Sr Cit Ctr	Brown
11370	T/10a-12p	Muckenthaler Cultural Center	Brown
11214	W/1p-3p	AN/402B	Brown
11163	T/1p-3p	Buena Park Sr Ctr	Brown

**NEEDLECRAFTS, KNITTING,  
CROCHET FOR OLDER ADULTS  
CRAE/104**

Older adult students will learn the practical application, knowledge, and skills required to create knitted, crocheted, needlepoint, and cross-stitched hand-made items. A wide variety of items are created, by older adult students, including decorations for the home and clothing for babies, children and adults.

Starts week of 1/9/2012, ends week of 3/26/2012

CRN	DAYS	PLACE	INSTR
11106	Th/9a-11a	Fullerton Sr Multi-Serv Ctr	Carlson
11043	W/9a-11a	Victoria Woods	Carlson

**TONE CHIME CHOIR FOR OLDER ADULTS  
MUSC/304**

This course provides instruction to older adults on handbell performance skills using chime instruments made by Suzuki. The music will be beginning level handbell music, level 1 and 2, as defined by the American Guild of English Hand Bell Ringers. The class will share their music by performing to the community in different public venues.

Dates: Jan 11-Mar 28

CRN	DAYS	PLACE	INSTR
11097	W/12p-2p	Sr Citizens Ctr Anaheim	Lassetter





**SENIOR CHORUS  
MUSC/303**

This course introduces older adult students to a broad spectrum of choral music including its cultural and historical aspects. Older adult students will gain knowledge of correct posture, breath control, enunciation, harmony, rhythm and basic music concepts appropriate for the older adult.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 16, Feb 17, Feb 20

CRN	DAYS	PLACE	INSTR
11104	F/9:30a-11:30a	Cypress Sr Cit Ctr	Lassetter
11109	M/10a-12p	West Anah Sr Prog	Kubiak
11159	T/12:30p-2:30p	Yorba Linda Sr Ctr	Hamilton

**MUSIC ARTS FOR OLDER ADULTS  
MUSC/200**

This course provides stimulating interaction for older adults through musical reminiscence, discussions, and listening to music from different time periods and genres. Older Adult students will participate in sing-alongs and rhythmic activities. Older adult students will learn to appreciate and understand different varieties of music.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 14, Jan 16, Feb 17-Feb 18, Feb 20

\*Dates: Jan 19-Mar 29

CRN	DAYS	PLACE	INSTR
11181	M/9a-11a	Bradford Square	Behrbaum
11329	F/9a-11a	DePalma Terrace Sr Living	Baesler
11684	F/9a-11a	Cambridge Court	Behrbaum
11476	T/9:30a-11:30a	Sunrise Asst Liv Fullerton	Lassetter
11404	T/9:30a-11:30a	Knott Ave Res	Martin
11315	W/9:30a-11:30a	Katella Sr Living Community	Edwards
11366	Th/9:30a-11:30a	Whitten Heights	Baker
11039	Th/10a-12p	Emeritus at Yorba Linda	Dunn
11047	W/10a-12p	Bradford Square	Dunn
11254	W/1p-3p	Park Regency Ret Res	Hamilton
11661	F/1p-3p	Bradford Square	Baesler
11477	T/1p-3p	New Horizon	Martin
11399	W/1:30p-3:30p	Emeritus at Yorba Linda	Martin
11168	S/1:30p-3:30p	Anaheim Crown Plaza	Lank
11112*	Th/1:30p-3:30p	La Habra Villa	Edwards
11334	Th/1:30p-3:30p	Emerald Court	Baesler
11459	T/2:30p-4:30p	Park Regency Ret Res	Edwards
11398	T/3p-5p	Emeritus at Brea	Hamilton
11330	W/3p-5p	Sunrise Assisted Living at YL	Baesler
11351	W/3p-5p	Emeritus at Garden Manor	Edwards

**Body & Mind**

**HELP YOURSELF TO HEALTH FOR OLDER ADULTS  
HLTH/163**

Various health related topics of interest to older adults will be discussed and safe, beneficial, exercises intended to promote general health and fitness for older adults will be introduced. Each class will incorporate information, discussion, and exercises.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 16, Feb 17, Feb 20

CRN	DAYS	PLACE	INSTR
11410	F/9a-10:30a	Fullerton Sr Multi-Serv Ctr	Underwood
11536	M/9a-10:30a	Cypress Sr Cit Ctr	Yu
11529	M/9:30a-11:30a	Buena Park Sr Ctr	Gallagher
11530	F/9:30a-11:30a	Cypress Sr Cit Ctr	Gallagher
11545	W/10:30a-12p	St. Jude Ctr for Rehabilitation	Yu
11539	F/10:30a-12p	St. Jude Ctr for Rehabilitation	Yu
11538	Th/12:30p-2p	Sr Citizens Ctr Anah	Fitzpatrick
11543	W/1p-2:30p	Fullerton Sr Multi-Serv Ctr	Yu
11544	F/1p-2:30p	Fullerton Sr Multi-Serv Ctr	Yu
11537	F/3p-4:30p	Cypress Sr Cit Ctr	Yu

**FOOD PREPARATION AND GOOD NUTRITION FOR OLDER ADULTS  
HLTH/109**

This course offers a wide range of food preparation topics as they relate to the health and well-being of older adults. The course explores topics of interest for older adults in the areas of nutrition, consumerism, cultural traditions, entertaining, health, and safety. Various foods will be prepared, tasted, and discussed.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 16, Feb 17, Feb 20

CRN	DAYS	PLACE	INSTR
11116	Th/9:30a-11:30a	Park Regency Ret Res	Wyckhouse
11310	F/9:30a-11:30a	Bradford Square	Pang
11369	Th/9:30a-11:30a	Anaheim Crown Plaza	Armenta
11381	F/12:30p-2:30p	New Horizon	Armenta
11117	M/1:30p-3:30p	Park Vista Assisted Living	Wyckhouse
11385	F/3p-5p	Emeritus at Yorba Linda	Armenta

**BEGINNING DRAMA FOR OLDER ADULTS  
CRAE/315**

This course is designed to introduce older adult students to the world of drama and to the theatrical creative process. Students are encouraged to experiment and develop personal performance skills as well as gain an understanding of drama through participation and practice critiques.

Dates: Jan 11-Mar 28

CRN	DAYS	PLACE	INSTR
11472	W/10a-12p	Muckenthaler Cultural Center	Gable

**HISTORY OF COMEDY AND HUMOR FOR OLDER ADULTS**  
**HLTH/161**

This class offers to older adults an informative look at past and present forms of comedy and humor, as it relates to their life experiences and what make them laugh. Older adult students become aware of the influences, various mediums, elements and forms of comedy and humor that has influences people throughout history.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 16, Feb 17, Feb 20

CRN	DAYS	PLACE	INSTR
11349	M/9:30a-11:30a	Whitten Heights	Gilbert
11173	W/12:30p-2:30p	Bradford Square	Linen
11244	M/1p-3p	Emeritus at Fairwood Manor	Gilbert
11174	M/1p-2:30p	Katella Sr Living Community	Linen
11175	F/1p-2:30p	Park Regency Ret Res	Linen

**BRAIN HEALTH FOR OLDER ADULTS**  
**HLTH/180**

In this course older adults will learn about memory and cognitive processing; causes of memory loss and abnormal brain function; and various brain exercises, including computer-based programs, that preserve and improve brain health.

Dates: Jan 10-Mar 29

CRN	DAYS	PLACE	INSTR
20216	TWTh/12:30p-3p	AN/312	Gunderson

**HEALTH AND WELLNESS FOR OLDER ADULTS**  
**HLTH/200**

Learn the benefits of adopting behaviors associated with healthy and successful aging. Focus on the natural effects of the aging process and the benefits of being proactive by using a healthy diet, managing chronic conditions, and engaging in routine physical activity as a means to living with optimum independence.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 16, Feb 17, Feb 20

CRN	DAYS	PLACE	INSTR
11582	W/8a-10a	Emerald Isle Senior Apartments	Yu
11592	F/8:15a-10:15a	Morningside of Fullerton	Berrios
11634	W/8:30a-10:30a	Yorba Linda Sr Ctr	Fitzpatrick
11591	W/9a-11a	Morningside of Fullerton	Yedor
11655	M/9a-11a	Yorba Linda Sr Ctr	Yedor
11642	T/9a-10:30a	Lake Park Mobile Home Pk Brea	Yedor
11637	F/9a-11a	Yorba Linda Sr Ctr	Yedor
11631	T/9a-11a	West Anaheim Sr Prog	Hernandez
11626	Th/9a-11a	Sr Citizens Ctr Anaheim	Knox
11624	T/9a-11a	Los Alamitos Senior Center	Knox
11616	T/9a-11a	Fullerton Sr Multi-Serv Ctr	Carter-Rosenbloom
11615	M/9a-11a	Fullerton Sr Multi-Serv Ctr	De Jong
11605	F/9a-11a	Buena Park Senior Ctr	Kimura

11629	M/9:15a-11:15a	Stanton Civic Center	Underwood
11612	W/9:30a-11:30a	Cypress Sr Citizen Ctr	Mastin
11601	Th/9:30a-11:30a	Brea Senior Ctr	De Jong
11602	M/9:30a-11:30a	Buena Park Sor Ctr	Knox
11604	T/9:30a-11:30a	Buena Park Senior Ctr	Celis
11606	W/9:30a-11:30a	Buena Park Senior Ctr	Knox
11607	Th/9:30a-11:30a	Buena Park Senior Ctr	Celis
11608	F/9:30a-11:30a	Buena Park Senior Ctr	Knox
11632	W/9:30a-11:30a	West Anaheim Sr Prog	Layne
11630	W/9:30a-11:30a	Stanton Civic Center	Rothery
11621	T/10a-12p	La Habra Community Serv-Sr Ctr	De Jong
11600	M/10a-12p	Brea Senior Ctr	Rothery
11623	F/10a-12p	La Habra Community Serv-Sr Ctr	De Jong
11645	M/10a-11:30a	St. Jude West Fullerton Center	Celis
11622	Th/10a-11:30a	La Habra Community Serv-Sr Ctr	Berrios
11613	Th/10a-12p	Cypress Sr Citizen Ctr	Fitzpatrick
11617	Th/10a-12p	Fullerton Sr Multi-Serv Ctr	Jammer
11619	T/10a-12p	Anhm Independencia Fam Reso Ct	Alcala
11620	Th/10a-12p	Anhm Independencia Fam Reso Ct	Alcala
11609	M/10a-12p	Cypress Sr Citizen Ctr	Fitzpatrick
11639	W/10a-12p	Good Shepherd Church	Jammer
11638	M/10a-12p	Good Shepherd Church	Jammer
11648	T/10a-12p	Sr Citizens Ctr Anaheim	Wotring
21005	T/10a-12p	Brea Senior Ctr	Berrios
11656	M/10a-12p	La Habra Community Serv-Sr Ctr	Mastin
11647	F/10a-11:30a	St. Jude West Fullerton Center	Celis
11646	W/10a-11:30a	St. Jude West Fullerton Center	Celis
11627	WF/10a-11a	Sr Citizens Ctr - Placentia	Adams
11640	T/10:30a-12:30p	Lake Park Mobile Home - YL	Franze
11636	Th/10:30a-12p	Yorba Linda Sr Ctr	Layne
11633	T/10:30a-12p	Yorba Linda Sr Ctr	Layne
11641	F/11a-12:30p	Lake Park Mobile Home - YL	Berrios
11625	T/12:30p-2p	Sr Citizens Ctr Anaheim	Fitzpatrick
11618	Th/12:30p-2p	Fullerton Sr Multi-Serv Ctr	Sellens
11644	T/1p-3p	St. Jude Ctr for Rehabilitation	Layne
11603	M/1p-2:30p	Buena Park Senior Ctr	Yu
11643	Th/1p-3p	Rose Drive Friends Church	Underwood
11614	Th/1p-3p	Cypress Sr Citizen Ctr	Layne
11635	W/2p-4p	Yorba Linda Sr Ctr	Layne
11610	M/2p-4p	Cypress Sr Citizen Ctr	Mastin



**HEALTH AND WELLNESS FOR OLDER ADULTS: RESTRICTED MOBILITY HLTH/205**

This course provides older adults with techniques and strategies for healthy aging when restricted by physical impairments or limited mobility. Emphasis is on the benefits of managing age-related complications or medical conditions, routine and adaptive physical activity and a healthy diet.

Starts week of 1/9/2012, ends week of 3/26/2012; nc Jan 14, Jan 16, Feb 17-Feb 18, Feb 20

CRN	DAYS	PLACE	INSTR
11657	Th/9a-11a	Sunrise Asst Living La Palma	Glicksir
11667	F/9:30a-11:30a	Emeritus at Brea	Mastin
11577	W/9:30a-11:30a	Emeritus at Yorba Linda	Randeria
11587	Th/9:30a-11:30a	Katella Sr Living Community	Rothery
11594	T/9:30a-11:30a	Park Regency Ret Res	Randeria
11663	S/9:30a-11:30a	La Habra Villa	Dunaway
11748	T/9:30a-11:30a	Emeritus at Brea	Kimura
11590	Th/9:30a-11a	La Palma Royale	Staff
11586	T/9:30a-11:30a	Katella Sr Living Community	Rothery
11999	M/10a-12p	Cambridge Court	Kimura
11588	T/10a-11:30a	La Habra Villa	Nolasco
11580	M/10a-12p	Emerald Court	Wotring
11578	F/10a-11:30a	Emeritus at Yorba Linda	Pasamonte
11576	T/10a-11:30a	Bradford Square	Fitzpatrick
11589	Th/10a-11:30a	La Habra Villa	Nolasco
11597	Th/10a-12p	Park Vista Assisted Living	Feinstein
11596	M/10a-12p	Park Vista Assisted Living	Smith
11575	Th/1p-3p	Anaheim Crown Plaza	Adams
11574	T/1p-2:30p	Anaheim Crown Plaza	Feinstein
11598	M/1p-3p	Whitten Heights	Kimura
11599	M/1p-3p	Sunnycrest Senior Living	Rothery
11579	M/1:30p-3:30p	DePalma Terrace Sr Living	Randeria
11595	Th/1:30p-3:30p	Park Regency Ret Res	Mastin
11593	W/2p-4p	New Horizon	Randeria
11584	T/3p-4:30p	Emeritus at Fairwood Manor	Feinstein
11581	W/3p-4:30p	Emerald Court	Feinstein

**Senior Classes**

Year round courses, register in class at any time. These classes are available to the public and are designed to improve the quality of daily living by providing non-threatening, educational experiences, social , and adaptive physical activity. Call faciility for class schedule.

Anaheim Crest Nurs Ctr	827-2440
Anaheim Healthcare Center	816-0540
Artesia Gardens	670-1111
Anaheim Terrace Care Center	821-7310
Anaheim VIP Ctr	220-2114
Alamitos West Health Care Ctr	(562) 596-5561
Buena Park Sr Day Care Ctr	826-3163
Buena Park Nurs Ctr	828-8222
Buena Vista Care Ctr	535-7264
Coventry Court Health Center	636-2800
Windsor Gardens of Fullerton	871-6020
Harbor Villa Care Center	635-8131
Fullerton Post Acute Care	992-5701
Easter Seals Sr Day Services	672-0343
Fullerton Gardens	441-2636
Gordon Lane Care Center	879-7301
Happy Brea Adult Day Hth Care	990-0333
Knott Ave Care Ctr	826-2330
Karlton Residential Care Ctr	236-1170
Leisure Court	772-1353
La Habra Conv Hospital	(562) 691-0781
La Palma Nurs Ctr	772-7480
Park Anaheim Healthcare Ctr	827-5880
Park Regency Care Ctr	(562) 691-8810
Park Vista at Morningside	256-1000
Rehab Institute So Ca	680-6060
Palm Retirement Center	870-8122
St. Elizabeth Healthcare	871-9202
Greenfield Care Center of Full	879-4511
Sun Mar Nursing Center	776-1720
Terrace View Care Ctr	870-0060
W Anah Extended Care Hospital	821-1993
Windsor Gardens of Anaheim	826-8950
Whittier Hills Healthcare Ctr	(562) 947-7817
Walnut Manor Care Ctr	776-7150
Windsong Sr Activity Ctr	956-4190

# KIDS' COLLEGE & TEEN PROGRAM

For more information about the Kids' College & Teen Program classes, call the Lifeskills Education Advancement Program (LEAP) at (714) 808-4909.

Welcome to Kids' College and Teen Program! Most classes are held at our three campus locations: Anaheim Campus, Cypress College, and the Wilshire Center (Fullerton). Occasionally classes are offered at other locations and those are identified in the location information for the class. Class enrollment is limited and is on a first come, first served basis. Classes may be cancelled due to low enrollment. Classes may be added after the schedule is printed, for the most-up-to-date listing log onto [www.sce.edu](http://www.sce.edu) and check the Kids' College Schedule. Some classes require supplies; please check with the office for specific supply lists. For more information about the Kids' College & Teen Program classes, please call the Lifeskills Education Advancement Program (LEAP) office at (714) 808-4909.

Parents are responsible for their own children. Each child should be accompanied by an adult to the first class to verify classroom location and future drop off and pick up points. Please note: classes are dismissed 10 minutes earlier than the end time listed in the schedule to allow teachers and students time to prepare for their next class. The registration receipt will show the exact class end time.

Parents/Legal Guardians please be prepared to show identification when registering your child or requesting information regarding your child. This will ensure the safety of your child and complies with the Family Educational Right and Privacy (FERPA). Please complete an emergency form for each child registering for the Kids' College and Teen Program so our records are up-to-date.

Winter classes will begin January 28, 2012. Please check individual classes for the actual start date. All SCE offices will be closed and there will be no classes January 14-16, 2012 and February 17-20, 2012.

Register on-line beginning November 30, 2011 and in-person beginning December 1, 2011.

## Arts & Crafts

### ART EXPERIENCES FOR CHILDREN (AGES 4-9) KIDS/1670

This class encourages small muscle development, independence, creativity and fun! The "process not product" is emphasized. All artistic endeavors have merit. All artists are unique. Each session has different materials. Please have children wear old clothes.

Dates: Feb 4-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20161	S/10:30a-12p	SCECYP/117	TeGantvoort	\$55

### WONDERFUL ARTS AND CRAFTS (AGES 5-7) KIDS/438

Come and create art and craft projects using different media and surfaces.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21127	S/11a-12p	WIL/207	Cardoza	\$55

### PENCILS & PAINTBRUSHES (AGES 4-10) KIDS/415

An art class that will encourage your child's imagination to soar! Designed to build self-esteem through individual expression while interacting creatively with other students. Children will learn basic drawing skills and the application of colors using pencils and watercolors. Instruction at age and ability appropriate levels. Repeat students experience different projects. Pick up material list at first class meeting.

Dates: Feb 4-Mar 10; nc Feb 18

\*Dates: Feb 8-Mar 7

CRN	DAYS	PLACE	INSTR	FEE
20219	S/12p-1:30p	SCECYP/117	TeGantvoort	\$55
20090	W/5p-6:30p	SCECYP/117	TeGantvoort	\$55

### DRAWING & SKETCHING (AGES 5-7) KIDS/903

Designed to heighten your child's self-esteem through individual expression while interacting creatively with others. Basic drawing skills and the application of colors using colored pencils and watercolors will be used.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21128	S/9a-10a	WIL/207	Cardoza	\$55
20163	S/9a-10a	SCE/TE2-204	Bae	\$55

### CARTOON DRAWING (AGES 8+) KIDS/403

Introduces drawing/thinking techniques. Offers in-class drills and drawings with demonstrations and reviews; receive supplemental handout to help support a long-term interest. Instructor was an artist/designer for a major cartoon corporation. Parents and adults may enroll.

Dates: Feb 4-Mar 3; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20074	S/10a-12p	CC/GYM 2-205	Gagne	\$55

### DRAWING & SKETCHING (AGES 8+) KIDS/903A

Designed to heighten your child's self-esteem through individual expression while interacting creatively with others. Basic drawing skills using pencils, colored pencils, charcoal or watercolors.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21129	S/10a-11a	WIL/207	Cardoza	\$55
20165	S/10a-11a	SCE/TE2-204	Bae	\$55



**DRAW AND PAINT ANIMALS  
(AGES 5+)  
KIDS/980**

In this class, you will learn how to draw and paint different animals. You will be using watercolors, colored pencils, markers, crayons to capture textures of animals.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20310	S/11a-12p	SCE/TE2-204	Bae	\$55

**INTRODUCTION TO ORIGAMI  
(AGES 7-10)  
KIDS/1930**

Learn the basics of the art of Origami, the Japanese craft of folding paper. Students will select one item to make in class from a variety of choices. Origami can be used for gift packages and holiday decorations. Instruction sheet and special origami paper will be provided.

Dates: Jan 28-Jan 28

CRN	DAYS	PLACE	INSTR	FEE
20338	S/9a-11a One Day Workshop	CC/TE3-317	Rose	\$25

**MONEY ORIGAMI  
(AGES 12+)  
KIDS/3032**

**NEW!**

Impress your friends with fun items made out of dollar bills. Instruction and demonstrations for \$3 - \$4 dollar items (ring and bow tie) will be taught. Student is required to bring four (\$) dollar bills. Parents may also register.

Dates: Feb 4-Feb 4

CRN	DAYS	PLACE	INSTR	FEE
21193	S/9a-11a One Day Workshop	AN/402B	Rose	\$20

**FASHION ILLUSTRATION I  
(AGES 12+)  
KIDS/445**

Calling all aspiring fashion illustrators. In this class you will complete a fashion figure with collars, blouses, skirts, pants, hats and accessories by the end of the course. Students will learn how to draw proportional figures and faces, as well as gesture drawings. Fashion figures will be created using watercolors, colored pencils, markers, and pens. Special supplies required, pick up list in office.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21126	S/12:30p-2p	SCE/TE2-204	Bae	\$60

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**Computers**

An **Acceptable Use Policy Form** is required. Parents may pick up a form at registration. Some classes may require a free Yahoo user account; the instructor will supply the information. **It is required that students bring a USB Flash Drive - minimum 256 MB to all Kids' College Computer classes.**

**COMPUTER KEYBOARDING I  
(AGES 8+)  
KIDS/900**

Multimedia software teaches your child the layout of the computer keyboard. Integrated music and puzzle activities make learning keyboard fun! Enrollment is limited!

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20154	S/9a-10a	SCE/TE2-209	Valadez	\$65

**MICROSOFT WORD FOR KIDS  
(AGES 8+)  
KIDS/913**

Learn how to create, save and print documents (letters, reports, tables, memos, flyers, etc.) Check spelling and grammar. Edit, change format, font and style. Create tables, print labels and envelopes, insert pictures and use mail merge.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21159	S/10a-11:30a	SCE/TE2-209	Valadez	\$65

**MICROSOFT WORD, POWERPOINT & EXCEL FOR KIDS  
(AGES 9+)  
KIDS/1408**

This course is for students who know the basics in at least one of the Microsoft applications. Students will learn how Word, PowerPoint and Excel can be used in school projects (reports, presentations) and for personal use (digital scrapbooking, fun signs, presentations and money management spreadsheets).

Dates: Jan 31-Mar 6

CRN	DAYS	PLACE	INSTR	FEE
21187	T/4p-5:30p	AN/313	Cooper	\$75

**Digital Arts**

**ADVENTURES IN WEB PAGE CREATIONS  
(GRADES 4-6)  
KIDS/1850**

Hey kids! Have you ever wanted to create your very own cool website to share with friends and family? Here is your chance to build incredible drag-and-drop web pages using free hosting sites on the internet. You will learn how to add pictures, video, text, game widgets and lots more!

Dates: Feb 4-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21108	S/12p-2p	SCE/TE2-211	Robinson	\$85

**PHOTOSHOP MAGIC FOR KIDS  
(GRADES 4-8)  
KIDS/1680**

In this fun creative class you will learn to use Photoshop Elements to combine basic photo editing skills with layering, masking, and filtering tools to make outlandish creations of photos. student must bring a USB flash drive to every class meeting. Several projects will be completed in class and students will take home one mounted print of their work.

Dates: Feb 4-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21107	S/10a-12p	SCE/TE2-211	Robinson	\$85

**INTRODUCTION TO COMPUTER  
ANIMATION & GAMES  
(GRADES 5-8)  
KIDS/1320**

Girls and boys, it's time to be creative and have fun! In this course, you will learn basic computer programming. You will design simple animations and even make your own video game. Whether you know a lot or a little about computers, you will enjoy this course!

Dates: Jan 31-Mar 6

CRN	DAYS	PLACE	INSTR	FEE
21185	T/4p-5:30p	SCE/TE2-209	Guidry	\$75

**COMPUTER GAME DESIGN  
(GRADES 5-8)  
KIDS/1627**

This course will allow students to design their own computer game. Students will learn, in depth, how to use variables, conditional statements and other controls to create a game that accepts user input and presents a challenge. This class is for those who have completed the "Introduction to Computer Animation & Games" or "Introduction to Computer Animation."

Dates: Feb 1-Mar 7

CRN	DAYS	PLACE	INSTR	FEE
21186	W/4p-5:30p	SCE/TE2-209	Guidry	\$75

**Cooking**

**MY FIRST COOKING CLASS  
(AGES 6-8)  
KIDS/2000**

Students will make and serve yummy snacks, and learn how to use different ingredients while being safe in the kitchen. Students will learn about kitchen tools and safety. Students will learn how to use simple ingredients found in the kitchen. Students will learn how to make simple snacks that don't need to be cooked. Students will learn how to serve and clean up after snacks have been made.

Dates: Feb 4-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21157	S/12:30p-1:30p	SCECYP/104	Saldivar	\$75

**Dance**

**MULTI-CULTURAL DANCE & MUSIC  
(AGES 2-4)  
KIDS/1717**

Each week students will explore basic dance movements with music from a different perspective. They are encouraged to use their vocals to create sounds and their body to create movement. We will be exploring multi-cultural music and dance from around the world. Emphasis is on movement, rhythm, beats and having fun. Family and friends are invited for the final creative dance.

Dates: Jan 28-Mar 10; nc Feb 18

\*Dates: Feb 1-Mar 7

†Dates: Feb 3-Mar 16; nc Feb 17

CRN	DAYS	PLACE	INSTR	FEE
21176	S/10a-11a	AN/134	Yancy	\$50
21179*	W/10:30a-11:30a	SCECYP/118	Yancy	\$50
21183†	F/11a-12p	WIL/204	Yancy	\$50

**INTRODUCTION TO DANCE  
(AGES 3-4)  
KIDS/500**

Come and learn the fundamentals of movement and beginning dance steps to various dances and fun music! Develop self-confidence in a creative environment.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21109	S/10a-11a	CC/GYM 2-211 Upstairs G2 Foyer	Abrahamson	\$50

**YOUTH BALLET  
(AGE 3)  
KIDS/510**

This is a beginning class that incorporates basic ballet technique with fun motor skill exercises that focus on rhythm and strength building. Parents not allowed in the dance studio during class. The children will perform a dance learned throughout the session on the last day of class, during the fall, winter and spring sessions only.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20011	S/11a-12p	SCECYP/118	Weidman	\$50

**YOUTH BALLET  
(AGES 4-5)  
KIDS/510A**

Beginning class that teaches basic ballet technique and coordination skills in a fun environment. There will be a performance on the last day of class during the fall, winter, and spring sessions only. Parents are not allowed in the dance studio during class.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20012	S/12p-1p	SCECYP/118	Weidman	\$50



**YOUTH BALLET  
(AGES 6-10)  
KIDS/510B**

This is a beginning class that introduces the young dancer to the structure of a true classical ballet class. The students will do barre, center and across the floor work to help develop strength, coordination and balance. There will be a performance on the last day of class during the fall, winter, and spring sessions only. Parents are not allowed in the dance studio during class.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21101	S/1p-2p	SCECYP/118	Weidman	\$50

**JAZZ HIP-HOP DANCE  
(AGES 5-6)  
KIDS/516**

Jazz dance techniques with a hip hop flair, style and rhythm emphasized. Students will gain self-esteem and confidence in an upbeat atmosphere.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21110	S/11a-12p	CC/GYM 2-211 Upstairs G2 Foyer	Abrahamson	\$50

**JAZZ HIP-HOP DANCE  
(AGES 7+)  
KIDS/516A**

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21112	S/12p-1p	CC/GYM 2-211 Upstairs G2 Foyer	Abrahamson	\$50



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**Foreign Language**

**SING AND LEARN CHINESE FOR  
PARENT AND CHILD  
(AGES 0-6)  
KIDS/1290**

A jump start opportunity for children to learn pronunciation, greetings, and basic Mandarin concepts through music, movements, storytelling and various activities. Class offers a great opportunity for parents wanting to increase their child's social, emotional, interpersonal skills. Parents can also learn along with their own child in a fun setting.

Dates: Jan 31-Mar 6

CRN	DAYS	PLACE	INSTR	FEE
20311	T/10:30a-11:30a	SCECYP/117	Hagerty	\$55

**ROCK 'N LEARN SPANISH  
(AGES 5-7)  
KIDS/108A**

This course is a fun way to learn beginning Spanish. Students with little or no previous Spanish will experience the thrill of learning a second language. Children will learn pronunciation, greetings, colors and other basic concepts through songs, games, dances and other activities.

Dates: Jan 31-Mar 6

\*Dates: Jan 30-Mar 12; nc Feb 20

CRN	DAYS	PLACE	INSTR	FEE
21130	T/4p-5p	SCECYP/103	Islas	\$50
20109*	M/4p-5p	WIL/203	Chavez	\$50

**A TOUCH OF SPANISH (AGES 8-12)  
KIDS/108B**

This class offers an introductory program that makes Spanish acquisition a natural, personalized, enjoyable and rewarding experience. Students will learn to read and write basic Spanish and will be introduced to speaking first level Spanish.

Dates: Jan 30-Mar 12; nc Feb 20

\*Dates: Jan 31-Mar 6

CRN	DAYS	PLACE	INSTR	FEE
21132	M/5p-6p	WIL/203	Chavez	\$50
21131*	T/5p-6p	SCECYP/103	Islas	\$50

**Gymnastics & Cheerleading**

**CHEERLEADING (AGES 4-7)  
KIDS/587**

Cheerleading students will learn all the basic fundamental cheer movements as well as sideline cheers, fight song cheers and performance cheers. Students will learn proper warm-up and stretching techniques to improve flexibility. This class is designed to build self-confidence. Show performance on the last day of class. Wear tennis shoes. Wear comfortable clothing and bring water. Short performance on the last day for family and friends.

Dates: Feb 1-Mar 7

CRN	DAYS	PLACE	INSTR	FEE
21166	W/5p-6p	SCECYP/118	Vest	\$55

**CHEERLEADING (AGES 8+)  
KIDS/587A**

Dates: Feb 1-Mar 7

CRN	DAYS	PLACE	INSTR	FEE
21167	W/6p-7p	SCECYP/118	Vest	\$55

**TINY TOTS TUMBLING  
(AGES 18M - 3YRS)  
KIDS/1330**

This class will introduce your child to stretching, locomotor and basic gymnastic skills in a fun and safe environment. Parent/guardian participation required to assist the child through age appropriate progressive gymnastic instruction each week.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20253	S/8:30a-9:30a	CC/GYM 2-123	Stumpf	\$55

**MOMS, POPS & TOTS TUMBLING  
(AGES 3-5)  
KIDS/580**

Moms and Dads - bring your child to class! Through basic gymnastic skills, your child will improve coordination and developmental skills. You need to be there to assist your child at all times. Come dressed to stretch, jump and run. You'll both have a great time (boys and girls).

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20098	S/9:30a-10:30a	CC/GYM 2-123	Stumpf	\$55



**GYMNASTICS - BEGINNING I  
(AGES 5.5-7)  
KIDS/575**

Introduces basic gymnastic tumbling skills, safety and stretching. Bridges, tripods and, a variety of rolls and jumps will be some of the skills taught for boys and girls. Pick up instruction sheet at registration!

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20082	S/10:30a-11:30a	CC/GYM 2-123	Stumpf	\$60

**GYMNASTICS - BEGINNING I  
(AGES 8+)  
KIDS/576**

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20008	S/12p-1p	CC/GYM 1-102	Stumpf	\$60

**Martial Arts**

**INTRODUCTION TO THE MARTIAL ARTS/PARENT & ME (AGES 4-7)  
KIDS/2015**

Children will be introduced to basic martial arts skills and exercises with an emphasis on class discussion and participation. This practice improves basic coordination, balance and confidence. Martial Arts is a process that develops self discipline, respect for others and builds character. Watch your child grow while learning skills that last a lifetime. Parents are encouraged to participate in certain elements during class.

Dates: Jan 28-Mar 10; nc Feb 18

\*Dates: Jan 31-Mar 6

CRN	DAYS	PLACE	INSTR	FEE
20324	S/11:30a-12:30p	CC/GYM 2-123	Kalar	\$50
20323	T/6p-7p	SCECYP/118	Kalar	\$50

**KARATE AS SELF DEFENSE  
(AGES 7-12)  
KIDS/650B**

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21105	S/11:30a-12:30p	WIL/204	Leonard	\$50

**KARATE AS SELF DEFENSE  
(AGES 12-17)  
KIDS/650C**

Instruction and practice in the art of karate for self-defense with emphasis on basics for beginners. Covers 3 phases of karate: techniques, forms and freestyle.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21106	S/12:30p-1:30p	WIL/204	Leonard	\$50

**JUDO/JUJITSU FOR KIDS  
(AGES 6-13)  
KIDS/654**

This program is designed for children, with a focus on improving coordination, quick reflexes, stamina, speed, strength and sportsmanship. The three main categories of Judo are taught, which include throwing techniques, striking techniques, and grappling techniques on the mat. Techniques for free practice are used, and children may participate in competition.

Dates: Jan 30-Mar 12; nc Feb 20

CRN	DAYS	PLACE	INSTR	FEE
20181	MW/5:30p-6:30p	WIL/204	Firestone	\$60

**KUNG FU FOR KIDS (AGES 7-17)  
KIDS/655**

Children learn ancient chinese self defense techniques and forms through detailed step-by-step instruction. While working together, kids develop confidence, self-discipline and teamwork. The practice of Kung Fu forms improves balance, memory and self control. Join us and learn one of the oldest traditional martial arts in existence today.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20009	S/12:30p-2p	CC/GYM 2-123	Kalar	\$55

**JUDO, JUJITSU AND SELF-DEFENSE: BEGINNERS/INTERMEDIATE LEVEL  
(AGES 13 - 18)  
KIDS/2120**

**NEW!**

Improve your coordination, reflexes, stamina, speed and strength while improving cardiovascular function. Beginners to Intermediate skill level self-defense classes includes all phases of Karat, Judo and Jujitsu throws and free sparring as well as self-defense simulations. One year of beginning level class recommended.

Dates: Jan 31-Mar 8

CRN	DAYS	PLACE	INSTR	FEE
21144	TTTh/6:45p-7:45p	WIL/204	Gallegos	\$60



**Math**

**MASTER MATH - 1ST GRADE  
KIDS/239**

Students will review counting to 100, learn and practice basic math skills including addition and subtraction. Also included are time and fractions. Students will learn to use reasoning when solving problems.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21163	S/11a-12p	AN/114	Hopkins	\$50

**MASTER MATH: 2ND GRADE  
KIDS/240**

Students will learn and practice basic math skills in fun and exciting sessions. Includes addition, subtraction, telling time, graphs, word problems, money, fractions, and beginning multiplication.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21164	S/10a-11a	AN/114	Hopkins	\$50
20159	S/10a-11a	CC/TE3-315	Bray	\$50

**MASTER MATH: 3RD GRADE  
KIDS/241**

Includes addition, subtraction, multiplication, division, graphs, fractions, word problems, geometric concepts.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21165	S/9a-10a	AN/114	Hopkins	\$50
20102	S/9a-10a	CC/TE3-315	Bray	\$50

**MASTER MATH - 4TH GRADE  
KIDS/242**

Students will learn and practice basic math skills in fun and enriching sessions. Includes adding, subtracting, multiplying and dividing, as well as using graphs and charts, place values, test prep, fractions and word problems.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21190	S/11a-12p	CC/TE3-315	Bray	\$50

**IMPROVE YOUR MATH AND STUDY  
SKILLS (GRADES 5-6)  
KIDS/213A**

Personalized math; children will learn how to improve basic math skills in a fun, relaxed and enjoyable manner through the use of games and worksheets. Tutors student by grade level. Reviews addition, subtraction, multiplication and division. Includes fractions, decimals and story problems.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20103	S/10a-11a	SCE/TE2-221	Strauss	\$50

**PRE-ALGEBRA (GRADES 6+)  
KIDS/202**

Increase your skills in pre-algebra through calculating activities. Also, fractions, decimals, integers and solving equations.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20326	S/10a-11a	SCE/TE2-223	McLaughlin	\$60

**ALGEBRA  
(GRADES 7+)  
KIDS/217**

Learn how to solve equations, multiplying polynomials, work word problems, graph functions, solve inequalities without stress.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20088	S/11a-12:30p	SCE/TE2-223	McLaughlin	\$75

**ALGEBRA II  
(GRADES 8+)  
KIDS/227**

Topics include Rational Algebraic Expressions, Quadratic Equations, Radicals, Function Notation, Composite, Inverse and Even Functions, Distance Formula, Midpoints, and Transformations.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21103	S/12:30p-2p	SCE/TE2-223	McLaughlin	\$75

**CALCULUS I  
(GRADES 10+)  
KIDS/1155**

This course is the first of a three part series of Calculus that is designed as a quick review of the Pre-Calculus functions. Topics covered will include understanding of properties of limits, techniques of finding limits, asymptote, continuity and one-sided limits, and infinite limits. These skills are an excellent preparation for the AP Calculus exam given in May.

Dates: Jan 31-Mar 6

CRN	DAYS	PLACE	INSTR	FEE
21150	T/6p-7:30p	WIL/207	Emperado	\$75

**Math Tutorials**

Math tutorials are limited to eight students.

**TUTORIAL: MATH MANIA  
(GRADES 1-2)  
KIDS/211**

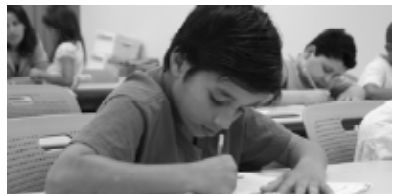
Students will review and enhance basic math skills such as, addition, subtraction, fractions, place value, money and telling time according to their grade level. Students will use games, worksheets and story problems to enrich their skills. Limited to 8 students.

Dates: Feb 4-Mar 10; nc Feb 18

\*Dates: Feb 6-Mar 12; nc Feb 20

†Dates: Feb 8-Mar 7

CRN	DAYS	PLACE	INSTR	FEE
20308	S/10a-11a	SCE/TE2-217	Duran	\$60
21148*	M/4p-5p	WIL/202	Duran	\$60
20307†	W/4p-5p	AN/110	Duran	\$60



**TUTORIAL: MATH MANIA  
(GRADES 3-4)  
KIDS/211A**

Students will review and enhance basic math skills such as addition, subtraction, multiplication, division, fractions, charts and graphs, and telling time according to their grade level. Students will use games, worksheets and story problems to enrich their skills. Limited to 8 students.

Starts week of 2/6/2012, ends week of 3/5/2012

\*Dates: Feb 6-Mar 12; nc Feb 20

CRN	DAYS	PLACE	INSTR	FEE
20156	Th/4:30p-5:30p	SCECYP/107	Duran	\$60
21155	M/5p-6p	WIL/202	Duran	\$60
20155	W/5p-6p	AN/110	Duran	\$60

**TUTORIAL: MATH MANIA  
(GRADES 5-6)  
KIDS/211B**

Kids will review and enhance basic math concepts by practicing skills such as long division, decimals, fractions, integers, geometry, charts and graphs, word problems and more. Limited to 8 students!

Dates: Feb 4-Mar 10; nc Feb 18

\*Dates: Feb 9-Mar 8

CRN	DAYS	PLACE	INSTR	FEE
20111	S/9a-10a	SCE/TE2-221	Strauss	\$60
20306	Th/5:30p-6:30p	SCECYP/107	Duran	\$60

**TUTORIAL: MATH SKILLS  
(GRADES 5-6)  
KIDS/222**

This course reinforces school curriculum using strong math skills. Large multiplication, division, integers (addition subtraction of positive and negative integers), exponents, decimals, fractions, percents (addition, subtraction, multiplication and division), order of operation and simple variables and equations. Educational materials provided. Class limited to 8 students.

Dates: Feb 8-Mar 7

CRN	DAYS	PLACE	INSTR	FEE
20091	W/4p-5p	AN/119	McLaughlin	\$60

**TUTORIAL: PRE-ALGEBRA  
(GRADES 6+)  
KIDS/224**

This class will prepare the student for Algebra. Topics include: Order of operation, integers, rational numbers, GCF, LCM, exponents, fractions, decimals, variables, simple one or two step equations, and functions. Educational materials provided. Class limited to 8 students.

Dates: Feb 8-Mar 7

CRN	DAYS	PLACE	INSTR	FEE
20099	W/5p-6p	AN/119	McLaughlin	\$65

**TUTORIAL: ALGEBRA 1A - BASICS  
(GRADE 6+)  
KIDS/2103**

Algebra basics will include topics such as expressions, signed numbers, reciprocals, equations, removing group symbols, adding like terms, inequalities, and absolute values. Class is limited to 8 students.

Dates: Feb 4-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21154	S/2:30p-4p	WIL/203	Emperado	\$75

**TUTORIAL: ALGEBRA 1  
(GRADES 7+)  
KIDS/226**

This course is designed to enhance equation solving skills. It will also cover integers, rational numbers, square roots, fractions, decimals, percents, and solving equations with variables on both sides. Educational materials provided. Class limited to 8 students.

Dates: Feb 8-Mar 7

CRN	DAYS	PLACE	INSTR	FEE
20325	W/6p-7p	AN/119	McLaughlin	\$65

**TUTORIAL ALGEBRA 1C -  
ALGEBRAIC FRACTIONS AND  
RADICALS  
(GRADE 7+)  
KIDS/2110**

**NEW!**

This is the third course in Algebra and focuses on solving values and simplifying expressions using algebraic fractions and radicals. A select number of word problems will be discussed. Class is limited to 8 students.

Dates: Feb 4-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21169	S/1p-2:30p	WIL/203	Emperado	\$75

**TUTORIAL: GEOMETRY - BASICS OF  
GEOMETRY  
(GRADES 7+)  
KIDS/1265**

Geometry-Part I includes basic concepts such as points, lines, planes, and angles. A significant part of the course deals with logic and reasoning, which is an important foundation in constructing proofs. Students will also learn about congruent triangles, quadrilaterals, and inequalities. Class is limited to 8 students.

Dates: Feb 4-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21152	S/8a-9a	AN/108	Emperado	\$65

**TUTORIAL: GEOMETRY II -  
REASONING AND PROOF  
(GRADES 7+)  
KIDS/1702**

The Geometry II is about logic, reasoning, and developing proofs. Students will learn to structure two-column proofs and prove segment/angle relationships.

Dates: Feb 4-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21153	S/9a-10a	AN/108	Emperado	\$65



**TUTORIAL: ALGEBRA II -  
FUNCTIONS, EXPONENTS  
(GRADES 8+)  
KIDS/2027**

**NEW!**

and Logarithms This course is designed to study the behavior of functions. Topics will include polynomial functions, finding domain and range, and study relationship/properties between exponents/logarithms. Knowledge of Algebra I. Class is limited to 8 students.

Dates: Feb 4-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21168	S/10a-11a	AN/108	Emperado	\$65

**TUTORIAL: ALGEBRA 2 - MATRICES  
AND DETERMINANTS  
(GRADES 8+)  
KIDS/1727**

This course focuses on solving systems of equations with various methods. Topics include elimination/substitution method, matrix operations/properties, and finding determinants.

Dates: Feb 4-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20256	S/11a-12p	AN/108	Emperado	\$65

**TUTORIAL: TRIGONOMETRY  
(GRADES 9+)  
KIDS/1145**

The course is to introduce and study the properties of trigonometric functions. Students will learn the fundamental laws that govern relationships between sides and angles of triangles, various techniques in taking measurements of triangles, graphing trigonometric functions, and using identities in preparation for Calculus.

Dates: Jan 31-Mar 6

CRN	DAYS	PLACE	INSTR	FEE
21151	T/4p-6p	WIL/207	Emperado	\$85

**Music & Drama**

For all music classes, students are required to bring their own musical instrument to class.

**DRAMA FOR IMAGINATION  
(AGES 3-4)  
KIDS/1710**

Discover marvelous journeys in a creative drama workshop designed to increase the imagination of boys and girls. Children will explore and analyze life characters. A fantasy world will be created and enacted. Do not miss this magical moment of make believe, learning and having fun. Each session is new and offers creative dramatic play. Family and friends are invited for the final "play-let".

Dates: Feb 3-Mar 16; nc Feb 17

\*Dates: Feb 1-Mar 7

CRN	DAYS	PLACE	INSTR	FEE
21181	F/9a-10a	WIL/204	Yancy	\$50
21180*	W/11:30a-12:30p	SCECYP/118	Yancy	\$50

**DRAMA FOR IMAGINATION  
(AGES 5-6)  
KIDS/1712**

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21175	S/9a-10a	AN/134	Yancy	\$50

**MUSICAL THEATRE  
(AGES 7+)  
KIDS/315**

Enjoy the exciting world of musical theatre! Each participant will learn the choreography and vocals to a fun musical. Family and friends are invited to a recital performance on the last day of class.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21113	S/1p-2p	CC/GYM 2-211	Abrahamson	\$50
		Upstairs Foyer in G2		

**VOCAL FOR KIDS  
(AGES 7-10)  
KIDS/325**

This class is designed to help children develop good ear- training to sing in groups or solos. It will help build confidence as well as strengthen their individual style.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20086	S/9a-10a	SCE/TE2-110	Mattoon	\$60

**VOCAL FOR KIDS  
(AGES 11+)  
KIDS/326**

This class is designed to help children develop good ear- training to sing in groups or solos. It will help build confidence as well as strengthen their individual style.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20096	S/10a-11a	SCE/TE2-110	Mattoon	\$60

**PIANO KEYBOARDING –  
BEGINNING I  
(AGES 7+)  
KIDS/368**

Students will learn the basics of the keyboard and music theory. Students: bring your own keyboard (40-key minimum) every week. A recital will be held on the last day. Books will be suggested to buy at first class.

Starts week of 1/30/2012, ends week of 3/5/2012

CRN	DAYS	PLACE	INSTR	FEE
20097	Th/3:30p-4:30p	SCE/TE2-204	Metzidis	\$60
20076	T/4p-5p	AN/404	Metzidis	\$60

**PIANO KEYBOARDING –  
BEGINNING II  
(AGES 7+)  
KIDS/376**

For students who have completed Beginning I; pick up book list at registration.

Starts week of 1/30/2012, ends week of 3/5/2012

CRN	DAYS	PLACE	INSTR	FEE
20220	Th/4:30p-5:30p	SCE/TE2-204	Metzidis	\$60
20158	T/5p-6p	AN/404	Metzidis	\$60

**PIANO KEYBOARDING –  
INTERMEDIATE (AGES 7+)  
KIDS/369**

For students who have completed Beginning II; or have at least 6 months keyboard/piano experience. Pick up book list at registration.

Dates: Jan 31-Mar 6

CRN	DAYS	PLACE	INSTR	FEE
21098	T/6p-7p	AN/404	Metzidis	\$60

**GUITAR FOR KIDS - BEGINNING  
(AGES 6-8)  
KIDS/370**

Learn to play the guitar in a fun way! Play simple chords, read chord bar charts, and strumming patterns. Bring your nylon-string or acoustic steel-string guitar and medium guitar pick to class.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20183	S/10a-11a	SCE/TE2-201	Austin	\$60

**GUITAR FOR KIDS - BEGINNING  
(AGES 9+)  
KIDS/370A**

Dates: Jan 28-Mar 10; nc Feb 18

\*Dates: Jan 31-Mar 6

CRN	DAYS	PLACE	INSTR	FEE
20184	S/11a-12p	SCE/TE2-201	Austin	\$60
21140	S/12:30p-1:30p	SCE/TE2-201	Austin	\$60
20002	T/5p-6p	WIL/201	Parent	\$60

**GUITAR FOR KIDS - INTERMEDIATE  
(AGES 9+)  
KIDS/371**

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21141	S/1:30p-2:30p	SCE/TE2-201	Austin	\$60

**GUITAR FOR KIDS -  
INTERMEDIATE/ADVANCED  
KIDS/370B**

Students will learn three new songs each quarter (never repeated), review scales and basic theory, learn more chords such as bar chords, new lead licks, strum patterns and play songs to a CD or a drum track with and without bass accompaniment. Acoustic or Electric Guitar and pick required.

Dates: Jan 31-Mar 6

CRN	DAYS	PLACE	INSTR	FEE
20211	T/6p-7p	WIL/201	Parent	\$60

**BASS GUITAR FOR KIDS (AGES 10+)  
KIDS/373**

Students will learn basic notes on the bass guitar, major and minor keys & scales (basic music theory), root notes of chords, how to reach a lead sheet, play with a pick and with fingers. Bring a bass guitar, a heavy pick and if possible (optional) a small bass amplifier.

Dates: Jan 31-Mar 6

CRN	DAYS	PLACE	INSTR	FEE
20210	T/7p-8p	WIL/201	Parent	\$60

**BEGINNING GROUP GUITAR 1  
(AGES 10-13)  
KIDS/1481**

Dates: Jan 30-Mar 12; nc Feb 20

CRN	DAYS	PLACE	INSTR	FEE
21184	M/4p-5p	AN/404	Joshi	\$60

**PLAYING THE CELLO - BEGINNER I  
(AGES 7+)  
KIDS/375**

Learn to play the cello! Develop good technique, musicality, and have fun at the same time. Develop self-confidence, good listening and motor skills, memory, and concentration. Prior playing experience is not required. Teacher will assist with instrument rental. Class is limited to 6 students.

Dates: Feb 2-Mar 8

CRN	DAYS	PLACE	INSTR	FEE
20039	Th/5p-6p	AN/134	DeFazio	\$75



**PLAYING THE CELLO - BEGINNER II  
(AGES 7+)  
KIDS/375A**

*Prerequisite: Must have completed Beginner I or have instructor's approval.* Learn to play and read simple one position songs. Chamber music for Cello ensemble.

Dates: Feb 2-Mar 8

CRN	DAYS	PLACE	INSTR	FEE
20040	Th/6p-7p	AN/134	DeFazio	\$75

**PLAYING THE CELLO -  
INTERMEDIATE I  
KIDS/383**

Learn higher level of sound productions and 1st through 4th positions. Chamber music for Cello ensemble.

Dates: Feb 2-Mar 8

CRN	DAYS	PLACE	INSTR	FEE
20047	Th/7p-8p	AN/134	DeFazio	\$75

**PLAYING THE CELLO -  
INTERMEDIATE II  
KIDS/384**

Learn higher level of sound and bow techniques including vibratos. Chamber music for cello ensemble.

Dates: Feb 2-Mar 8

CRN	DAYS	PLACE	INSTR	FEE
20054	Th/8p-9p	AN/134	DeFazio	\$75



**Violin - Suzuki Method**

The Suzuki method requires parents to learn and play Violin with their child. Violin rental information available in class. New Parent Orientation on how to create a successful practice environment at home and in the classroom. Parents bring your questions.

**VIOLIN I  
(AGES 4+)  
KIDS/351**

Learn the violin using the successful Suzuki method. Develop your child's concentration, motor skills, memory powers and self-confidence. Students learn to play easily and musically. Class is limited to 6 students. Beginners: Pick up handout at registration. NOTE: Parents are required to learn and play along with their child!

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20073	S/10a-11a	SCECYP/107	Chan	\$75
Orientation for New Students on Saturday January 21 at 10am				

**VIOLIN II  
(AGES 4+)  
KIDS/352**

*Prerequisite: Must have completed Violin I.* Learn songs using beginner finger and melodic patterns.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20218	S/9:15a-10a	SCECYP/107	Chan	\$75

**VIOLIN III  
(AGES 4+)  
KIDS/355**

*Prerequisite: Must have completed Violin I and II or have instructor's approval.* Develop technique for playing primary level songs.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20357	S/11a-11:45a	SCECYP/107	Chan	\$75

**VIOLIN IV  
(AGES 4+)  
KIDS/353**

*Prerequisite: Must have completed Violin I - III or have instructor's approval.* Develop for playing primary level songs on all 4 strings and begin reading music.

Dates: Feb 3-Mar 16; nc Feb 17

CRN	DAYS	PLACE	INSTR	FEE
20085	F/4:15p-5p	SCECYP/107	Chan	\$75

**VIOLIN V  
(AGES 4+)  
KIDS/358**

*Prerequisite: Must have completed Violin I - IV or instructor's approval.* Technique and reading in one position.

Dates: Feb 3-Mar 16; nc Feb 17

CRN	DAYS	PLACE	INSTR	FEE
20014	F/5:45p-6:30p	SCECYP/107	Chan	\$75

**VIOLIN: PERFORMANCE I  
(AGES 4+)  
KIDS/364**

*Prerequisite: Must be enrolled in Violin IV.* Chamber music for violin ensemble.

Dates: Feb 3-Mar 16; nc Feb 17

CRN	DAYS	PLACE	INSTR	FEE
20025	F/5p-5:45p	SCECYP/107	Chan	\$75

**VIOLIN: PERFORMANCE II  
(AGES 4+)  
KIDS/357**

*Prerequisite: Must be enrolled in Violin V.* Chamber music for violin ensemble including string and piano trios.

Dates: Feb 3-Mar 16; nc Feb 17

CRN	DAYS	PLACE	INSTR	FEE
20013	F/6:30p-7:15p	SCECYP/107	Chan	\$75

**Personal Enrichment**

**BEGINNER EMERGENCY SKILLS  
(AGES 3-6)  
KIDS/2030**

Help prepare your young child for emergency situations. Students will learn how to listen, stay calm and practice calling 911 in life like scenarios.

Dates: Mar 17-Mar 17

\*Dates: Feb 2-Feb 2

CRN	DAYS	PLACE	INSTR	FEE
21156	S/10a-11a	SCECYP/103	Salins	\$15
21196	Th/4:30p-5:30p	SCECYP/107	Duran	\$15

**HOW TO BE A BEST FRIEND  
(AGES 5-8)  
KIDS/1980**

Students will learn the basic elements of working cooperatively with others at home, and in small groups in the community. This course has been designed for students to be able to develop good characteristics and self empowerment in order to make good decisions.

Dates: Feb 4-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20336	S/11a-12p	SCE/TE2-215	Saldivar	\$40

**CHESS - IT'S YOUR MOVE  
(AGES 8+)  
KIDS/950**

Want to be King of your own army? Chess is the oldest skill game in the world, played many centuries ago in China, India and Persia. This class will start at the basics and introduce concepts appropriate for every level. Opening, middle game, and endgame theory will be examined along with tactical theory.

Dates: Feb 3-Mar 16; nc Feb 17

CRN	DAYS	PLACE	INSTR	FEE
20322	F/3:30p-4:30p	SCECYP/103	De La Rosa	\$50

**PUBLIC SPEAKING FOR CHILDREN  
(AGES 8-12)  
KIDS/1515**

Learn the skills to confidently present a book report or a speech in front of class. Gain the skills to plan, write and give a book report or a planned speech. Learn tips to combat stage fright, project your voice, and be comfortable in front of a group.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20162	S/10a-11a	SCECYP/103	Roy	\$50

**ADVANCED PUBLIC SPEAKING  
(GRADES 4-8)  
KIDS/3045**

Gain the self confidence and skills to inform and persuade your audience in an organized way. Learn to share your thoughts and ideas effectively in a group. Parents invited for a presentation the last class.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21133	S/11a-12p	SCECYP/103	Roy	\$50

**CAREER EXPLORATION (AGES 9-12)  
KIDS/2035 *NEW!***

This course is designed to help students identify career possibilities according to their interests and educational goals. Students learn to evaluate information gathered and synthesize judgments to determine if a certain career is suitable for their interests and personality.

Dates: Feb 4-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21158	S/10a-11a	SCE/TE2-215	Saldivar	\$40

**PLEASE PASS THE MANNERS  
(AGES 5-7)  
KIDS/150**

This class will cover the basics of introductions, as well as how to handle silverware, napkins and the ABC's of table manners.

Dates: Jan 28-Feb 25; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21138	S/9a-9:30a	SCECYP/104	Wantland	\$20

**DINING AND PARTY ETIQUETTE  
(AGES 8-12)  
KIDS/1190**

This fun and informative class provides an overview of good manners and leadership skills. Students will learn social courtesies, introductions, dining and party etiquette.

Dates: Jan 28-Feb 25; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21139	S/9:45a-10:45a	SCECYP/104	Wantland	\$40

**TEEN ETIQUETTE (AGES 13-17)  
KIDS/1200**

This class will provide a foundation of good manners and leadership skills. Topics include: introductions and handshaking, dining skills, thank you notes, getting up in front of a group and listening skills

Dates: Jan 28-Feb 25; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21137	S/11a-12p	SCECYP/104	Wantland	\$40

**CLUTTER BUSTER (GRADES 3-6)  
KIDS/1945**

Having trouble finding your stuff???? Learn how to simplify your life and have more time by organizing your room, locker, or work areas. Learn to keep things in order and design "zones" for various activities. Learn skills that you can use for a lifetime!

Dates: Jan 28-Jan 28

CRN	DAYS	PLACE	INSTR	FEE
21191	S/11a-12p	CC/TE3-317	Rose	\$15
One Day Workshop				

**BASIC CLOTHING CONSTRUCTION  
(GRADES 8-12)  
KIDS/1955**

Learn to make your own clothes! Topics to be covered are pattern and fabric selection, basic sewing machine skills and clothing construction techniques. No sewing skills are required. Call the office for a list of needed supplies.

Dates: Mar 3-Mar 10

CRN	DAYS	PLACE	INSTR	FEE
21192	S/9a-12p	AN/402B	Rose	\$60

**Reading & Writing**

**PUPPETRY & STORYTELLING  
(AGES 3-4)  
KIDS/1720**

Discover the benefits of using puppets to enhance storytelling. Students will be introduced to basic puppet making and movements. This workshop encourages students to create and express their thoughts and emotions effectively. Family and friends are invited to final demonstration prepared by students.

Dates: Feb 1-Mar 7

\*Dates: Feb 3-Mar 16; nc Feb 17

†Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20328	W/9:30a-10:30a	SCECYP/117	Yancy	\$50
21182*	F/10a-11a	WIL/204	Yancy	\$50
21177†	S/11a-12p	AN/134	Yancy	\$50



**READINESS FOR KINDERGARTEN  
(AGES 4-5)  
KIDS/101**

Only for children entering kindergarten within the next year; children are exposed to math, reading readiness, other school experiences. Different work each term.

Dates: Feb 4-Mar 10; nc Feb 18

\*Dates: Feb 1-Feb 29

CRN	DAYS	PLACE	INSTR	FEE
20100	S/9a-10:30a	SCECYP/117	TeGantvoort	\$60
21203*	W/3:30p-4:30p	SCECYP/117	TeGantvoort	\$60



**READING ACADEMY  
(AGES 4-5)  
KIDS/194**

Children will participate in a variety of meaningful, interactive, and stimulating games and activities to build phonemic awareness and phonics skills. Activities include developing skills in decoding, beginning to read word families, print practice and beginning sentence writing. This class is for students preparing to enter Kindergarten. This class develops a strong reading foundation for success in school.

Dates: Feb 9-Mar 8

\*Dates: Feb 4-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21143	Th/9a-12p	SCE/CYP/117	Ortega	\$95
20075*	S/9a-10a	AN/116	Ortega	\$50

**BASIC PHONICS  
(AGES 5-6)  
KIDS/118**

For the young reader needing help in phonics. Children will be encouraged to be creative using sounds and simple writing and reading drills.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20160	S/9a-10a	SCE/TE2-208	Jones	\$50

**PHONICS AND PRINTING  
(AGES 5-6)  
KIDS/234**

This hands-on course introduces proper letter formation and develops student's ability to sound out words. Through fun games and printing activities students become better printers and spellers. Students will also learn beginning sentence writing. Each student will have a response board to demonstrate understanding. Each term has different activities.

Dates: Feb 4-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21142	S/10a-11a	AN/116	Ortega	\$50

**FUN WITH PHONICS  
(GRADES 1-2)  
KIDS/115**

For children just learning to read or having difficulty reading. Sounds are taught in a fun but learning atmosphere through stories and writing.

Dates: Feb 1-Mar 7

CRN	DAYS	PLACE	INSTR	FEE
20320	W/4p-5p	AN/116	Bray	\$50

**SPELLING AND WRITING  
ENRICHMENT  
(AGES 6-8)  
KIDS/1185**

If your child has a foundation in basic phonics, then this is the class for him. This class will take students to the next level of spelling words and better writing habits. Students will learn to read and spell words through various spelling patterns. This class will develop skills in writing correct sentences and paragraphs.

Dates: Feb 4-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20101	S/11a-12p	AN/116	Ortega	\$50

**CREATIVE WRITING (GRADES 1-2)  
KIDS/139**

Students will use their imaginations to write short stories. Emphasis is on the creative expression of ideas.

Dates: Feb 4-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21172	S/12p-1p	WIL/219	Kuruppu	\$45

**CREATIVE WRITING (GRADES 3-5)  
KIDS/138**

Children will learn how to write creative stories using their imagination, learning correct grammar, punctuation and develop vocabulary skills.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21147	S/9a-10a	SCE/TE2-217	Duran	\$50

**READING & COMPREHENSION  
(GRADES 3-4)  
KIDS/117A**

Students will enhance their reading comprehension, learn to read more effectively, and improve interpretation and vocabulary skills.

Dates: Feb 4-Mar 10; nc Feb 18

\*Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21170	S/10a-11a	WIL/219	Kuruppu	\$45
20003*	S/10a-11a	SCE/TE2-208	Jones	\$50

**READING & COMPREHENSION  
(GRADES 5-6)  
KIDS/151**

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21145	S/1p-2p	SCE/TE2-217	Duran	\$50

**READER'S THEATRE (GRADES 4-6)  
KIDS/3005**

**NEW!**

Improve reading comprehension skills while having fun! Students explore and create characters using masks, costumes and props using different perspectives in literature. We will have fun discovering beautiful journeys and letting the imagination soar. Join us as we read storybooks and/or scripts then turn on the lights, camera and action! Family and friends are invited for final creative performance.

Dates: Feb 1-Mar 7

CRN	DAYS	PLACE	INSTR	FEE
21178	W/3p-5p	SCE/CYP/118	Yancy	\$75

**WRITING BETTER REPORTS  
(GRADES 3-6)  
KIDS/124**

Learn to select important material, organize your thoughts, rewrite creatively in your own words in order to write good papers and reports. Face your fears and feel confident through preparation to give oral reports with visual aids. Class size is limited.

Dates: Feb 4-Mar 10; nc Feb 18

\*Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20327	S/11a-12p	AN/110	Staff	\$50
21146*	S/12p-1p	SCE/TE2-217	Duran	\$50

**HOW TO STUDY, TAKE TESTS AND ORGANIZE YOURSELF (GRADES 3-6) KIDS/130**

Children will learn how to set up school work for home study and practice good study techniques. See how much better organized your children become with increased improvement in their school grades.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21134	S/11a-12p	SCE/TE2-208	Jones	\$50

**GRAMMAR FOR SUCCESS (GRADES 7-10) KIDS/1690**

This class will review parts of speech, sentence structures, noun-verb agreement, prepositional phrases, and clauses. It will then move into more complex grammatical structures, such as participles, gerunds and infinitives. A strong foundation in grammar enhances a student's ability to write and speak effectively.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20157	S/10a-11a	AN/119	Mason	\$50

**IMPROVE YOUR READING AND WRITING (GRADES 7-10) KIDS/191**

Students will become more effective readers by learning strategies to read different types of writing. By responding in writing to what they read, students will increase comprehension and improve written communication skills. Techniques such as analyzing, summarizing, comparing, critiquing, and interpreting will be applied to in-class reading and writing projects.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20221	S/11a-12p	AN/119	Mason	\$50

**Reading Tutorials**

**TUTORIAL: READING AND WRITING REVIEW (GRADE 1-2) KIDS/148**

Students will enrich reading and writing skills by practicing language arts through writing, capitalization, using proper punctuation, spelling, correcting sentences, reading, and more through the use of ability leveled study packets. Each term uses different work. Limited to 8 students.

Dates: Feb 4-Mar 10; nc Feb 18

\*Starts week of 2/6/2012, ends week of 3/5/2012

CRN	DAYS	PLACE	INSTR	FEE
21171	S/11a-12p	WIL/219	Kuruppu	\$60
20041	W/4p-5p	SCECYP/107	Staff	\$60
21161	Th/4:30p-5:30p	AN/110	Hopkins	\$60

**TUTORIAL: READY, SET, READ! (GRADES 1-2) KIDS/214**

This is a tutorial-based class that is developed to assist the emergent reader. There will be a strong focus on phonics and mastery of basic sight words. Limited to 8 students.

Dates: Feb 9-Mar 8

CRN	DAYS	PLACE	INSTR	FEE
21160	Th/3:30p-4:30p	AN/110	Hopkins	\$60

**TUTORIAL: READING AND WRITING REVIEW (GRADES 3-4) KIDS/148A**

Dates: Feb 4-Mar 10; nc Feb 18

\*Starts week of 2/6/2012, ends week of 3/5/2012

CRN	DAYS	PLACE	INSTR	FEE
20337	S/9a-10a	WIL/219	Kuruppu	\$60
21135	W/5p-6p	SCECYP/107	Staff	\$60
21162	Th/5:30p-6:30p	AN/110	Hopkins	\$60

**TUTORIAL: READING AND COMPREHENSION (GRADES 3-5) KIDS/117**

Students will learn to read more effectively, enhance their reading comprehension, interpretation and vocabulary skills.

Dates: Feb 4-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20309	S/10a-11a	AN/110	Staff	\$60

**Science**



**DISCOVERING SCIENCE THROUGH ART EXPERIENCES (AGES 4-10) KIDS/2075**

This class can awaken the imagination, challenge the mind and amaze the artist and scientist within each child. Build upon natural curiosity as children discover science concepts through art experiments. Themes investigated include: water and air, light and sight, motion and energy, and reaction and matter. Each session explores different elements of the above themes.

Dates: Feb 4-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21100	S/1:30p-3p	SCECYP/117	TeGantvoort	\$60



**CHEMISTRY FOR YOUNG SCIENTISTS (GRADES 1-3) KIDS/705**

Children will interact with the world of science using hand-on techniques and observation. They will probe life science, physical science and chemistry. Students will formulate slime plus much more! Materials included.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20004	S/11a-12p	SCE/TE2-217	Duran	\$55

**FUN WITH MAGNETS AND MAGNETIC FIELDS (GRADES 2-6) KIDS/1370**

You will learn about magnets and magnetic fields, and get first hand experience in determining whether poles of a magnet are the same or different and will repel or attract. Through hands on activities see how magnets repel and cause objects to float in mid air as well as hold certain objects in the air without being touched. How strong magnets are and how they make objects move without being touched is also investigated.

Dates: Feb 4-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21188	S/12p-1p	WIL/207	Swanson	\$55

**POPPING, COLLIDING, AND FLASHY PHYSICS (GRADES 3-6) KIDS/1380**

Learn energy transfer by conduction, convection, motion, and light. Explore conduction with color-changing films, amazing ice blocks, and "hand boilers". Experience heat transfer with dry ice and light sticks in hot water. Use the swinging wonder, kinetic yoyos, and an astroblaster to show energy transfer by moving objects. See how fuel makes a miniature steam boat move. Learn about light with radiometers, light-sensitive beads, prisms, and solar cells.

Dates: Feb 4-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21189	S/1p-2p	WIL/207	Swanson	\$55

**AGRICULTURE FOR KIDS (AGES 9 - 12) KIDS/2125**

**NEW!**

This class will provide an introduction to a variety of aspects of agriculture or activity on a farm, including plants, livestock, bees, soil, and nutrition. Minimum 4th Grade is advised. Appropriate discussions will edge on aspects of animal husbandry, such as reproduction and purposes of raising livestock. Students will be offered honey, butter, fruits, and vegetables to try; so any known food allergies must be communicated in writing to instructor at first class meeting.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21174	S/10a-11a	CC/TE3-316	Staff	\$75

**Sports**

**BASKETBALL CLINIC (AGES 4-6) KIDS/601**

Learn the fundamentals of basketball through instruction and practice. Includes these basic skills: footwork, passing, dribbling, shooting and running. Kids can improve their knowledge of the game and coordination.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20005	S/12p-1p	CC/GYM 1-101	Davenport	\$50

**BASKETBALL CLINIC (AGES 7-9) KIDS/601A**

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20006	S/1p-2p	CC/GYM 1-101	Davenport	\$50

**BASKETBALL CLINIC (AGES 10+) KIDS/601B**

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20007	S/2p-3p	CC/GYM 1-101	Davenport	\$50

**PEE WEE BASEBALL (AGES 4-5) KIDS/607A**

Students learn the fundamentals of batting, throwing, catching, and running bases in a non-competitive environment. Bring baseball mitts to class.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20024	S/10a-11a	SOCCER/Gym 2 Grass	Mims	\$50

**PEE WEE BASEBALL (AGES 6+) KIDS/607**

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
21099	S/11a-12p	SOCCER/Gym2 Grass	Mims	\$50

**PEE WEE SOCCER BEGINNING (AGES 4-6) KIDS/610**

This is a wonderful opportunity to start learning the basic skills of soccer. Students will be involved in warm-up and stretching activities that enable the player to stretch their muscles, develop needed muscle, and get ready to practice. Games will be used to have fun and learn soccer. Bring a #4 soccer ball to class.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20010	S/9a-10a	SOCCER/West	Zapata	\$50

**PEE WEE SOCCER  
(AGES 6-8)  
KIDS/610A**

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20208	S/10a-11a	SOCCER/West	Zapata	\$50

**PEE WEE SOCCER BEGINNING HIGH  
(AGES 4-6)  
KIDS/1530**

This course is designed to continue teaching the soccer skills like simple shoelace kicking, trapping and receiving. A variety of soccer games will be used to help the students become confident kicking and passing the soccer ball. Bring a # 4 Soccer Ball to class.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20209	S/9a-10a	SOCCER/West	Varga	\$50

**PEE WEE SOCCER INTERMEDIATE  
LOW  
(AGES 6-8)  
KIDS/1533**

This course is designed to teach and or improve kicking techniques for continuing and new students. Children will learn kicking the ball with the inside of the foot, shoelace, and exterior foot. Ball control and team work will be developed through a variety of soccer games.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20153	S/10a-11a	SOCCER/West	Varga	\$50

**PEE WEE SOCCER INTERMEDIATE  
HIGH  
(AGES 6-8)  
KIDS/1535**

A combination of games will be used to continue improving the technical and tactical soccer skills. How to kick with different parts of the foot, to trap and receive the ball, to dribble with the shoelace, inside/outside the foot and to do a simple juggle will be the primary focus.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20188	S/11a-12p	SOCCER/West	Varga	\$50

**TENNIS FOR KIDS - BEGINNING  
(AGES 6-9)  
KIDS/626**

Instruction in basic skills. Students will learn forehand, backhand, serve, volley, approach shot and footwork. Bring racquet and one can of new tennis balls. Makeup classes in case of rain.

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20029	S/11a-12p	CC/Tennis Court -1	De La Rosa Noor	\$55

**TENNIS FOR KIDS - BEGINNING  
(AGES 10+)  
KIDS/626A**

Dates: Jan 28-Mar 10; nc Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20028	S/10a-11a	CC/Tennis Court -1	De La Rosa Noor	\$55



**TENNIS FOR KIDS - ADVANCED  
BEGINNING  
KIDS/627**

Permission needed from Instructor!

Dates: Feb 3-Mar 16; nc Feb 17

CRN	DAYS	PLACE	INSTR	FEE
21136	F/5p-6p	CC/Tennis Court -1	De La Rosa	\$55

Classes listed below are being offered at the Fullerton College Pool

**WATER POLO FOR KIDS -  
BEGINNING  
(AGES 9-14)  
KIDS/669**

This class is designed to provide basic instruction in the Olympic sport of Water Polo to students ages 9-14. Boys and girls will learn passing, dribbling, shooting, alternating frog kick, rules of the sport and aspects of team play. Class sessions will be in the pool. Practice games will occur after skills are learned. Must wear a suit and have some basic swimming skills. Goggles are encouraged. For additional information please read chapters found at <http://fcwaterpolo.fullcoll.edu>

Dates: Jan 28-Mar 16; nc Feb 17-Feb 18

CRN	DAYS	PLACE	INSTR	FEE
20050	S/10:30a-12p F/5:30p-7p	AQUCTR	Luchansky	\$85

**WATER POLO FOR KIDS -  
INTERMEDIATE  
(AGES 9-14)  
KIDS/670**

Emphasis on individual skills and team tactics in the Olympic sport of water polo. Sessions are co-ed and scrimmages are included in order to learn the game fundamentals and patterns. Students must have played water polo, taken beginning level of Water Polo for Kids, or must possess excellent swimming skills.

Dates: Jan 30-Mar 12; nc Feb 20

CRN	DAYS	PLACE	INSTR	FEE
21173	MW/5:30p-7p	AQUCTR	Luchansky	\$95



## GENERAL INFORMATION

## SCE SCHEDULE SYMBOL KEY

AN = Anaheim Campus  
 CC = Cypress College Campus  
 FC = Fullerton College  
 CRN = Course Registration Number  
 NC = No class will be held on that date  
 SCE/CYP = Cypress Coll Campus, SCE 100 Bldg.  
 SCE/TE2 = Cypress Coll Campus, SCE/TE2 200 Bldg.  
 WIL = Wilshire Campus (Fullerton)



= Classes that are eligible for CTE Online Registration on Tuesday, November 29, 2011. See pg 2 for details.

*By District policy, "every course, course section or class shall be open to enrollment and participation by any person who has been admitted to the School of Continuing Education (SCE)".*

**CLASS SCHEDULE SUBJECT TO CHANGE:** SCE has made every reasonable effort to determine that this class schedule is accurate; however, changes may occur after press time.

## CLASSES

**ADMISSION TO CLASSES:** Students are admitted on a first come, first served basis. Students are not permitted to attend classes in which they are not officially enrolled. Classes 'filled' may have a 'waitlist' already established for students wanting to attend. Non-Tuition Classes: Students must attend first day of class or lose their spot to a petitioning student.

**Auditing Classes:** If a student has received a passing grade in a Pharmacy Technician Program course and wishes to repeat the course, the student should submit an audit request to the program manager. For more information about auditing a Pharmacy Technician course, please contact (714) 808-4673. Fee charged for auditing a course is subject to change. No auditing other SCE courses.

**CLASS ATTENDANCE / CANCELLATIONS:** Students are expected to attend all classes. If attendance drops, classes may be cancelled. Non-Tuition classes may be discontinued during the term if attendance drops. Tuition classes will continue according to schedule once they have started.

**WEEKEND POLICY:** It is SCE's practice that classes do not normally meet on a weekend following a Friday District Holiday or preceding a Monday District Holiday. If it is necessary for a class to be held on a holiday weekend, this would be an exception to the rule.

**IN-CLASS REGISTRATION:** Students must attend the first meeting where in-class registration takes place or they may lose their seat to someone else. A minimum number of students must attend the first class meeting. In-class registration is on a first come, first served basis.

**CHILDREN IN CLASS:** No children are to attend adult classes.

**CAMPUS BOOKSTORES:** Anaheim (714) 808-4675; Cypress (714) 484-7336; Wilshire (Fullerton) (714) 992-7557

**REGISTRATION LOCATIONS:** No matter where the class is held, students can register at any campus: Anaheim (Second Floor), Cypress (Pkg Lot 4: SCE Cypress (Bldg 100), Wilshire (Bldg 300). **Registration also available at [www.sce.edu](http://www.sce.edu).**

**MINOR STUDENTS:** SCE classes are open to those 18 years or older who have been admitted to SCE and are not attending school. Students under 18 who have not graduated from high school may be permitted to attend under special circumstances. It is advisable to contact the campus Dean at the site where the class is offered prior to obtaining the required permission letter from the school that the minor student is attending. If permission to enroll is granted, the minor student may enroll only after the regular registration period so that priority is given to adult students. Children of any age may take Kids' College classes as indicated in the course schedule.

**NAME CHANGE:** Students are encouraged to visit one of the SCE campuses for a name change. Students must provide a picture ID when requesting a name change.

## PARKING

Permit parking spaces are limited. A purchased parking permit does not guarantee a parking space. If you do not have a permit you will be ticketed. An SCE parking permit applies to any space that is marked for students, or any unmarked space. Student permits are not allowed in clearly marked 30-minute parking, visitor parking or staff parking spaces; students parking in these spaces will be ticketed. An SCE parking permit is valid at all three campus locations as well as in student spaces at Fullerton College and Cypress College. Parking permits are refundable prior to the first class meeting only and must be returned to receive a refund.

**PARKING FEES:** Parking is by permit only. Vehicle permits: \$35; motorcycle permits: \$20; both available at the SCE Registration Office. Daily passes available for \$2 in parking areas.

**BUS SERVICE:** OCTD provides service to each of our three SCE campuses. For more information, call (714) 636-7433.

## FEES

**APPORTIONMENT CLASSES:** These classes appear as free but are actually funded by the State. Funding is received for each hour of student attendance. The cost of offering the class is covered by these funds. The class may be cancelled if the attendance falls below the level needed to cover the costs of the class. The State has mandated that apportionment classes be offered in the following areas:

1. English-as-a-Second Language
2. Citizenship for Immigrants
3. Elementary and Secondary Basic Skills
4. Health and Safety
5. DSPS (Substantial Disabilities)
6. Parenting
7. Older Adults
8. Short-Term Vocational

**TUITION CLASS FEES:** Classes NOT funded by the State are supported by student tuition. Students must cover the cost of the class through fees. Additional instructional material or supply fees may be required. These classes will not be cancelled if attendance falls low during the term. While late registration is permissible in most classes, full payment of tuition fees is always required.

**PAYING FOR CLASSES:** Full payment is required at the time of registration. Cash, checks, money orders, and credit cards (MasterCard and VISA) are accepted. \$25 will be charged to any students' account where a check is returned for non-sufficient funds.

**HOLDS:** SCE will withhold transcripts, registration privileges or any combination hereof from any student or former student who has failed to pay all outstanding fees (from current or previous terms) or for other administrative reasons.

**REFUNDS:** A Refund Petition must be filled out 48 hours before the class starts. A \$10 processing fee will be deducted from ALL refunds issued, except classes canceled by SCE. Refunds will be processed two weeks after the term begins. No refunds on books. **NOTE: Refund checks to KIDS' COLLEGE** students will be made to the name of the student of record as required by State Education Code regulations.

**RECORDS & IDENTIFICATION CARDS**

**STUDENT RECORDS:** California Administrative Code, Title V, and District policy states that students can review their student records any time. All student records are located at the SCE Wilshire Center. Transcript requests are accepted in person or by mail (the form may be printed off of the SCE web site). Allow 10 business days for processing.

**RECORDS & RELEASE OF RECORDS:** The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. They have the right to:

- \*inspect and review their education records
- \*have some control over the disclosure of information from their education record
- \*seek to amend incorrect education records

In accordance with FERPA, SCE may release or publish, without the student's prior consent, items in the category of public (directory) information. The NOCCCD Board of Trustees has identified the following as public (directory) information:

- \*Degrees and awards received by students, including honors, scholarships, athletic awards and Dean's List recognition
- \*Student participation in officially recognized activities and sports including weight, height and high school of graduation of athletic team members
- \*Dates of attendance

Students who wish to restrict this information must submit a written request to the Registrar's Office at the Wilshire Continuing Education Center. Requests must be filed within fifteen calendar days from the beginning of each trimester a student is in attendance. For more information, call (714) 992-9502.

**CLASSIFICATION OF STUDENTS:** Students are classified as full-time when enrolled and attending 12 hours or more of instruction per week. Students enrolled in fewer than 12 hours per week of instruction are considered part-time students. Enrollment and attendance can be confirmed after the student has attended two consecutive weeks of instruction.

**GRADING POLICY:** Students enrolled in a Career Development and College Preparation (CDCP) course are advised that they will be issued a grade that will appear on the SCE transcript and permanent academic history. If a student does not wish to be graded, they must drop the course prior to the eighth hour of instruction. While an instructor may drop a student for excessive absences, **it is the student's responsibility to officially withdraw from a class.** If a student withdraws after the eighth hour of instruction, but prior to the last quarter of instruction, the student will receive a "W" grade on their transcript, regardless of whether the drop was initiated by the student or instructor. Students may not drop a course after the start of the final quarter of the course. Please refer to the chart below or visit [www.sce.edu/gradingpolicy](http://www.sce.edu/gradingpolicy) for further information.

Hours of Instruction	Recorded on Transcript	Grade
24 hour classes		
1-7	Y	NG
8-16	Y	W (Withdrawal)
17-24	Y	P (Pass) or NP (No Pass)
36 hour classes		
1-7	Y	NG
8-27	Y	W (Withdrawal)
28-36	Y	P (Pass) or NP (No Pass)
48 hour classes		
1-7	Y	NG
8-36	Y	W (Withdrawal)
37-48	Y	P (Pass) or NP (No Pass)

SUB	CRSE	HOURS
BMGR	625	36
BMGR	630	36
BMGR	635	36
BMGR	640	36
BUSN	320	24
BUSN	321	24
BUSN	340	48
BUSN	341	48
COMP	ALL	Vary
MS	ALL	36
MEOC	104	48
MEOC	121	36
MEOC	122	36
MEOC	130	36
MEOC	140	36
MEOC	135	36
MEDO	220	48
MEDO	221	48
MEDO	230	36

**OPEN ENROLLMENT:** It is the policy of the North Orange County Community College District (NOCCCD) that, unless specifically exempted by statute, every course section or class, the full-time equivalent students (FTES) attendance of which is to be reported for state aid, whenever offered and maintained by NOCCCD, shall be fully open to enrollment and participation by any person who has been admitted to the college(s) or School of Continuing Education and who meets such prerequisites as may be established pursuant to Chapter II, Division 2, part VI, Title 5 of the California Administrative Code, commencing with Section 51820.

**CAMPUS SAFETY:** For any emergency, dial 9-1-1 from any campus phone. For campus safety, call the following number by campus: Anaheim: (714) 808-4911; Cypress: (714) 484-7387; Wilshire (Fullerton): (714) 992-7777.



## GENERAL INFORMATION – OFF-CAMPUS CONTINUING EDUCATION LOCATIONS

**SEXUAL HARASSMENT, DRUG-FREE AND ALCOHOL-FREE DISTRICT POLICIES:** For a copy of these policies, please refer to the SCE website at [www.sce.edu](http://www.sce.edu)

**NON-DISCRIMINATION STATEMENT:** It is the policy of the North Orange County Community College District to provide an educational, employment, and business environment in which no person shall be unlawfully subjected to discrimination or sexual harassment, nor unlawfully denied full and equal access to the benefits of District programs or activities on the basis of ethnic group identification, national origin, religion, age, gender, race, color, ancestry, sexual orientation, marital status or physical or mental disability as defined and prohibited by state and federal statutes. Any student who engages in unlawful discrimination or sexual harassment in violation of this policy will be subjected to disciplinary action, which may include suspension or expulsion.

Students who believe they have been subjected to unlawful discrimination, including sexual harassment, or who seek information regarding the District's Unlawful Discrimination Policy, should contact the Office of the District Director of Human Resources at 714-808-4818.

The following person is designated by the North Orange County Community College District as the Responsible Officer/Section 504/Title IX Coordinator for receiving and coordinating the investigation of all unlawful discrimination complaints filed pursuant to section 59328 of Title 5 of the California Code of Regulations, and for coordinating compliance with section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990, Title IX of the Education Amendments of 1992, and response to discrimination complaints related thereto:

Name: Jeffrey O. Horsley

Position: Vice Chancellor, Human Resources

Address: 1830 W. Romneya Dr, Anaheim, CA 92801-1819

Telephone: 714-808-4822

### DISABLED STUDENT PROGRAMS AND SERVICES:

SCE provides support services to enable persons with disabilities to participate in classes and programs. Such support may include tutors, interpreter service, note takers, or other assistance. In addition, special classes are offered for those who are not yet ready to benefit from general continuing education offerings. See the Disabled Student Programs and Services section in this schedule for class listings or call (714) 484-7057.

### WE'RE LOOKING FOR NEW INSTRUCTORS! DO YOU WANT TO TEACH FOR THE SCHOOL OF CONTINUING EDUCATION?

We are looking for new instructors for the following programs: Older Adult Classes, Kids' College, VESL/ESL, Computer Classes.

You must meet the minimum qualifications set by the State of California Chancellor's Office. For more info call (714) 484-7038. If qualified, please send resume to: **Valentina Purtell, Dean of Instruction, SCE Cypress, 9200 Valley View, Cypress CA 90630**

**ACCREDITATION** The NOCCCD School of Continuing Education (SCE) is proudly accredited by the Accrediting Commission for Schools of the Western Association of Schools and Colleges (WASC). For more information regarding SCE's accreditation, please contact WASC at the following:

Western Association of Schools and Colleges Accrediting Commission for Schools  
533 Airport Blvd., Suite 200, Burlingame, CA 90410

## OFF-CAMPUS CONTINUING EDUCATION LOCATIONS

Register in Class!

Do not call location unless noted.

Access California Services	16665 S Brookhurst St Suite G	Anah
Alamitos West Health Care Ctr	3902 W Katella Ave	Los Alam
Anaheim Care Cottages	9622 Katella Ave	Anah
Anaheim Community Ctr	250 E Center	Anah
Anaheim Crest Nurs Ctr	3067 W Orange Ave	Anah
Anaheim Crown Plaza	641 S Beach Blvd	Anah
Anaheim Healthcare Ctr	501 S Beach Blvd	Anah
Anaheim Sr Ctr	250 E Center Street	Anah
Anaheim Terrace Care Ctr	141 S Knott Ave	Anah
Anaheim VIP Ctr	1158 N Knollwood Cir	Anah
Anaheim Village	3411 W Ball Rd	Anah
Anhm Independencia Fam Reso Ct	10841 Garza St	Anah
Artesia Gardens	6041 Kingman Ave	Buena Pk
Benjamin Franklin Elem	521 W Water St	Anah
Betsy Ross Elem	535 S Walnut St	Anah
Bradford Square	1180 N Bradford Ave	Placnta
Braille Institute	527 N Dale	Anah
Brea Comm Ctr	500 South Sievers Avenue	Brea
Brea Sr Ctr	500 Sievers Ave	Brea
Buena Pk Nurs Ctr	8520 S Western Ave	Buena Pk
Buena Pk Sr Ctr	8150 Knott Ave	Buena Pk
Buena Pk Sr Day Care Ctr	8150 Knott Ave	Buena Pk
Buena Vista Care Ctr	1440 S Euclid Street	Anah
Cambridge Court	1621 E Commonwealth Ave	Full
Coventry Court Health Ctr	2040 S Euclid Street	Anah
Cypress Sr Citizen Ctr	9031 Grindlay St	Cypress
DePalma Terrace Sr Living	351 E Palm Dr	Placnta
Easter Seals Sr Day Services	500 W Central Ave Ste A	Brea
Emerald Court	1731 Medical Center Dr	Anah
Emerald Isle Sr Apartments	661 N Rose Dr	Placnta
Emeritus, Brea	285 W Central Ave	Brea
Emeritus, Casa Whittier	10615 Jordan Rd	Whittier
Emeritus, Fairwood Manor	200 N Dale Ave	Anah
Emeritus, Garden Manor	10200 Chapman Ave	G G
Emeritus, Yorba Linda	17803 Imperial Hwy	Y L
Empower Community Day Program	8381 Katella	Stanton
Enriching-DSPS	12843 Beach Blvd	Stanton
Fabric Land	836 E Lincoln Avenue	Orange

## OFF-CAMPUS CONTINUING EDUCATION LOCATIONS

First Christian Church Anaheim	520 W South St	Anah
Fullerton Gardens	1510 E Commonwealth Ave	Full
Fullerton Post Acute Care	2222 N Harbor Blvd	Fullerton
Fullerton Sr Multi-Serv Ctr	400 W. Commonwealth	Full
Good Shepherd Church	11600 Los Alamitos Blvd	Los Alam
Gordon Lane Care Ctr	1821 E Chapman Ave	Full
Greenfield Care Ctr of Full	330 W Bastanchury Rd	Full
Happy Brea Adult Day Hth Care	595 W Lambert Rd	Brea
Harbor Villa Care Ctr	861 S Harbor Blvd	Anah
Healthcare Service Inc	Lighthouse Anaheim	Anah
Horace Mann Elem	920 N Janss St	Anah
Karnton Residential Care Ctr	3615 W Ball Rd	Anah
Katella Sr Living Community	3952 W Katella Ave	Los Alam
Knott Ave Care Ctr	9021 Knott Ave	Buena Pk
Knott Ave Res	9011 Knott Ave	Buena Pk
La Habra Community Serv-Sr Ctr	101 W La Habra Blvd	La Habra
La Habra Conv Hospital	1233 W La Habra Blvd	La Habra
La Habra Villa	1100 E Whittier Blvd	La Habra
La Palma Nurs Ctr	1130 W La Palma Ave	Anah
La Palma Royale	525 W La Palma Ave	Anah
Lake Park Mobile Home - YL	3700 N Rose Dr	Y L
Lake Park Mobile Home Pk Brea	625 N Puente St	Brea
Leisure Court	1135 Leisure Ct	Anah
Loara Elem	1601 W Broadway	Anah
Los Alamitos Sr Ctr	10911 Oak Street	Los Alam
Melrose Elem	974 Melrose Ave	Placnta
Morningside of Fullerton	800 Morningside Dr	Full
Muckenthaler Cultural Ctr	1201 W Malvern Ave	Full
New Horizon	8541 W Cerritos Ave	Stanton
OC ARC	225 W Carl Karcher Way	Anah
Orange Cty Christian Charities	530 North Dale	Anah
Palm Retirement Ctr	312 N Roosevelt Ave	Full
Park Anaheim Healthcare Ctr	3435 W Ball Rd	Anah
Park Regency Care Ctr	1770 W La Habra Blvd	La Habra
Park Regency Ret Res	1750 W La Habra Blvd	La Habra
Park Vista Assisted Living	2527 Brea Blvd	Full
Park Vista, Morningside	2525 Brea Blvd	Full
Ponderosa Park	2100 S Haster St	Anah
Quaker Gardens	12151 Dale Ave	Stanton
Rehab Institute So Ca	130 Laguna Rd	Full
Rio Vista Elem	310 N Rio Vista	Anah
Rose Dr Friends Church	4221 Rose Dr	Y L

Ruby Dr Elem	601 Ruby Dr	Placnta
Sr Citizens Ctr - Placentia	143 S Bradford Ave	Placnta
Sr Citizens Ctr Anaheim	250 E Center St	Anah
St Boniface Church	120 N Janss St	Anah
St. Elizabeth Healthcare	2800 N Harbor Blvd	Full
St. Jude Ctr for Rehabilitation	2767 E. Imperial Highway	Brea
St. Jude West Fullerton Ctr	Orangethorpe Methodist Church	Full
Stanton Civic Ctr	7800 Katella Ave	Stanton
Stanton Cultural Arts Ctr	7800 Katella Ave	Stanton
Sun Mar Nursing Ctr	1720 W Orange Ave	Anah
Sunnycrest Sr Living	1925 Sunnycrest Dr	Full
Sunrise Assisted Living, YL	4792 Lakeview Ave	Y L
Sunrise Asst Liv Fullerton	2226 North Euclid Avenue	Full
Sunrise Asst Living La Palma	5321 La Palma Ave	La Palma
Terrace View Care Ctr	201 E Bastanchury Rd	Full
Thomas Edison Elem	1526 E Romneya Dr	Anah
Topaz Elem	3232 Topaz Ln	Full
Valley View Gardens	11848 Valley View St	G G
Victoria Woods	5303 Stonehaven Dr	Y L
W Anah Extended Care Hospital	645 S Beach Blvd	Anah
Walnut Manor Care Ctr	891 S Walnut St	Anah
West Anaheim Sr Prog	2271 W Crescent Ave	Anah
West Anaheim Therapeutic Res	645 South Beach Blvd	Anah
Westminster Therapeutic Ctr	206 Hospital Circle	Westmnstr
Westmont Elem	1525 W Westmont Dr	Anah
Westview Vocational Ctr	9776 Katella Avenue	Anah
Whitten Heights	200 W Whittier Blvd	La Habra
Whittier Hills Healthcare Ctr	10426 Bogardus Ave	Whittier
Windsong Sr Activity Ctr	1701 S Euclid St	Anah
Windsor Gardens of Anaheim	3415 W Ball Rd	Anah
Windsor Gardens of Fullerton	245 E Wilshire Ave	Full
Yorba Linda Church of Christ	4382 Eureka Ave	Y L
Yorba Linda Sr Ctr	4501 Casa Loma Ave	Y L



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