Spring Quarter Classes New Program: Medical Office Assisting Community Education

DISCOVER

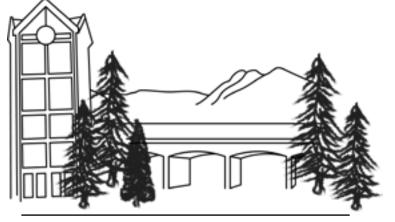
PENINSULA COLLEGE | SPRING 2019

G anytime

Whether it's in person, online or a custom mix of the two, our flexibility is a good fit for your busy life. With locations in Port Angeles, Port Townsend and Forks, we're conveniently located for you to get the education you want and the support you need.

Apply Now

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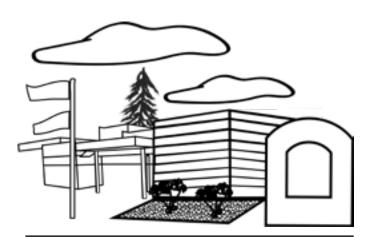


PORT ANGELES (360) 452-9277 1502 E Lauridsen Blvd Port Angeles, WA 98362



PORT TOWNSEND (360) 385-4605 Fort Worden State Park 202 Eisenhower Ave

Port Townsend, WA 98368



FORKS (360) 374-3223 481 S Forks Ave Forks, WA 98331

TABLE OF CONTENTS

- 4 GET STARTED
- 7 \$2.2 MILLION GRANT
- 8 MEDICAL OFFICE ASSISTING
- **11** FOUNDATION SCHOLARSHIPS
- **12** DEGREES & CERTIFICATES
- **14** SPRING QUARTER CLASSES
- **16** INDIGENOUS PERSPECTIVES
- **18** MANUFACTURING PROGRAM
- **20** WORKER RETRAINING
- 21 COMMUNITY AND BUSINESS EDUCATION

GET STARTED

Apply / Reapply

pencol.edu/getstarted Apply online or in person. There is no application fee. The earlier the better.

Find money

pencol.edu/financial/apply-for-aid Begin the process of applying for financial aid and scholarships.

Take placement assessment*

pencol.edu/admissions/testing-center *Not all classes require a placement assessment.

Get oriented pencol.edu/admissions/new-student-orientation Online orientation is available for students who live out of the area.

Meet with an advisor and register

pencol.edu/advising Meet with an advisor to create your roadmap for success and register for classes.

Pay tuition

pencol.edu/financial/payment-options

Pay your tuition and fees with the online payment option, in person, or by mail. A payment plan option is available too.



SCHOLARSHIPS

(360) 417-6390 Students who are or will be attending PC can apply for a number of scholarships

WORK-STUDY

(360) 417-6359 Students gain work experience while earning money for college

BFET

(360) 417-6296

Provides job search training, educational services, skills training and more to Basic Food (SNAP) recipients

NONDISCRIMINATION STATEMENT: Peninsula College does not discriminate on the basis of race, color, religion, national origin, sex, disability or age in its programs and activities. Coordination of compliance is the responsibility of the Human Resources Officer, PC HR Office, (360) 452-9277.

CONFIDENTIALITY OF STUDENT RECORDS: Peninsula College follows the Family Educational Rights and Privacy Act (FERPA). For more information, visit pencol.edu/407-confidentiality-student-records-ferpa

FOR A PC STUDENTS ECETVE MONEY TO HELP PAY FOR COLLEGE

OPPORTUNITY GRANT

(360) 417-5694 Assists low-income Washington state residents who have not yet earned a degree (Associate or higher)

TUITION PAYMENT PLAN

(360) 417-6232 Apply to have your

tuition and fees divided into three payments

WORKFIRST PROGRAM

(360) 417-6296

Assists parents receiving Temporary Assistance for Needy Families (TANF) who want to further their education

WORKER RETRAINING

(360) 417-6263 Provides tuition free retraining opportunities for laid off, unemployed and underemployed workers

FINANCIAL AID

(360) 417-6390 Start your financial aid file while you complete your other college application requirements

COMMUNITY RESOURCES

(360) 417-6340

Organizations that provide resources, both career oriented and financial, for students and the community

VETERANS BENEFITS

(360) 417-6224 Veterans and veterans' dependents may qualify for veterans educational benefits

STUDENT LOANS

(360) 417-6390 Funded by the federal government and available to students

SPRING QUARTER IMPORTANT DATES

Advising week	Feb 11-15
Registration begins	Feb 22
Financial aid application due	Mar 1
Tuition due	Mar 21
Registration closes	Apr 5
First day of quarter	Apr 8
Memorial Day holiday	May 27
Last day of quarter	Jun 21
Commencement	Jun 22



Start Next Quarter



Washington's Community Colleges offer hundreds of students free and reduced tuition, books and fees every quarter. Get the skills and education you need to find a stable career at a competitive salary. Take advantage of our programs and resources available for eligible students.



survey





Apply for college

Visit startnextquarter.org

Attend a

workshop









Peninsula College Receives \$2.2 Million Grant to Help Students Succeed

Equipment benefiting students with disabilities, peer mentors, signage to improve campus navigation, and a Success Navigator position are just a few of the improvements planned at PC following a recent \$2.2 million federal Department of Education grant award.

With an eye toward fostering a culture of equity and inclusion, and achieving excellence in teaching and learning, funds will be used for projects such as:

- Increasing retention, graduation, and transfer particularly for underserved students
- Establishing a new Career Pathways Center to improve students' career readiness and employment success
- Establishing a Veteran's Center
- Creating a Center for Teaching and Learning
- Developing and installing five culturally relevant wayfinding signs to improve campus navigation and promote a safe welcoming climate for all students
- A full time Career Pathways Director, Longhouse Director and an Executive Director for Teaching and Learning will be hired as a result of the grant. Part time roles include a Success Navigator, Grants Management Coordinator and peer mentors as needed

The grant period began October 1, 2018, and the college will receive roughly \$450K per year for five years. The total cost of the Peninsula College PACE Project is \$2,762,938, with the US Department of Education funding 81% of total costs (\$2,227,618), and Peninsula College contributing the remaining 19% (\$535,320) of project costs.

Approximately \$85,000 per year from the grant will go toward building an unrestricted endowment, to support expansion of student success programs. The Peninsula College Foundation has committed to matching that amount, dollar for dollar. Over the course of the five-year grant period, \$1,000,000 will be endowed—\$425,000 from the grant, \$425,000 in matching funds from the Foundation, and an additional \$150,000 that the Foundation has committed to raise in support of students and the College.

COMING THIS FALL: New Medical Office Assisting Program Created to Meet Community Demand

If you've visited the reception area in our new Allied Health Building, you know that our "learning space reflects the earning space." The front desk, office and waiting area are just what you'd expect to find in a high quality medical clinic.

In response to high community demand, we are pleased to offer our Medical Office Assisting Program fall quarter. Now you can train for work in medical offices, clinics, hospitals, home health and other healthcare settings right here on the Olympic Peninsula. Get the technology skills you need for medical office employment, including electronic medical billing and coding, bookkeeping and accounting, and charting in patient records.

As of January 14, 2019, Margaret Griset, Program Assistant for PC's Medical Assisting Program, had identified 15 unfilled, entry-level healthcare positions in Clallam and Jefferson counties that MOA graduates could potentially secure. Positions ranged from Centralized Scheduling Representative to Clinical Care Coordinator and Medical Team Navigator.

THE MOA DEGREE WOULD PREPARE A GRADUATE TO WORK AS AN ADMIN OR CUSTOMER SERVICE REPRESENTATIVE IN JUST ABOUT ANY INDUSTRY SO THIS COUNT IS BY NO MEANS COMPREHENSIVE," GRISET SAID.

Payscale.com indicates that Olympic Medical Center positions such as Patient Account Representative, Medical Records Coder, and Medical Office Assistant earn anywhere from \$12.71 to \$16.31 hourly.



Here's what you'll learn how to do

- Perform professionally in a legal and ethical manner as a medical office assistant/specialist
- Use medical language correctly
- Effectively communicate with other healthcare team members, patients, and physicians
- Purchase and distribute office supplies
- Manage documents, both paper and electronic, in a medical office
- Demonstrate knowledge in ICD-10 coding and electronic medical billing of multiple insurances
- Follow laws and regulations regarding patient privacy and confidentiality
- Format and generate various documents required in a medical office setting

Here's what you'll need (prerequisites)

- Be eligible to take English 101 and Math 90/91
- Permission of instructor/acceptance
 into MOA Program
- Immunizations and background checks are required before you can be placed into a local healthcare facility for your required on-the-job experience(s)

Apply today to get started in this high-demand field.

pencol.edu/discoverpc

Get your Bachelor's Degree in Applied Management

This accredited degree is designed to fit your busy life and can be earned 100% online.

You're Busy. We Get It.

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BASIC EDUCATION FOR ADULTS

College and a meaningful career can become a reality for you. We offer morning and evening classes for our High School Diploma and GED prep courses and the cost is \$25 per quarter with financial assistance available.

INTERESTED IN OTHER HEALTHCARE PROFESSIONS?

NOW ACCEPTING APPLICATIONS FOR THE 2019-2020 ACADEMIC YEAR

Interested in healthcare and planning to enroll in nursing or medical assisting courses this fall? Both programs have requirements that need to be completed before submitting your application, so don't delay!

APPLICATION DEADLINES

Nursing - 9:00am May 1 Medical Assisting - 5:00pm June 1 Nursing Assistant Certified - accepts students up until the start of the quarter

start near. GO FAR.

Peninsula College Foundation Scholarships Available for 2019-2020

^{over} \$100,000

in scholarships to be awarded

APPLICATION PERIOD

General: Jan 22-Apr 21 Nursing: Jan 22-Jul 21

APPLY ONLINE TODAY

theWashBoard.org Search for "Peninsula College" For a listing of all Peninsula College and Peninsula College Foundation scholarships available, visit theWashBoard.org, enter Peninsula College in the search bar. For additional scholarship information, application instructions, eligibility requirements, and notification information, visit pencol.edu/scholarships.



Peninsula College provides equal opportunity in education and employment and does not discriminate. The full non-discrimination statement can be found here: http://pencol.edu/services/human-resources. Coordination of compliance is the responsibility of the Human Resources Officer, PC HR Office, (360) 452-9277.

DEGREES & CERTIFICATES

Peninsula College offers an affordable, world class education to residents of Clallam and Jefferson counties and beyond, with campuses located in Port Angeles, Forks, and Port Townsend, as well as online. Most programs can be started any quarter. We also offer Adult Basic Education, English as a Second Language and High School 21+ courses.

	ADDICTION STUDIES	AAS, AAS-T, CERT
	Addiction Counseling and Case Management	CERT
	Addiction Counseling and Wellness	CERT
	Addictive Drugs Studies	CERT
	Youth Addiction Studies	CERT
	ADMINISTRATIVE OFFICE SYSTEMS	CERT
	Accounting	AAS, AAS-T
	Administrative Assistant 🝙	AAS, AAS-T
	Computer Applications Support Specialist 🔳	AAS
	Legal 🔳	AAS
	Medical Office Assistant 🔳	AAS, AAS-T
	Administrative Software Specialist 🔳	CERT
	Healthcare Documentation I	CERT
	Healthcare Documentation II 🔳	CERT
	Legal Assistant I 💻	CERT
	Legal Assistant II 🔳	CERT
	Medical Office Coordinator 🔳	CERT
	Office Assistant I 🔳	CERT
	Office Assistant II 🔳	CERT
	Receptionist 💻	CERT
	ADVANCED MANUFACTURING	
	CNC Machining Programming	CERT
	Composites Recycling	CERT
	ASSOCIATE IN ARTS 🔳 🛦 🕁	AA
l	ASSOCIATE IN BUSINESS	AB
Į	ASSOCIATE IN COMPUTER SCIENCE	CSA
	ASSOCIATE IN MATH EDUCATION	AM
	ASSOCIATE IN NURSING	RNDT
	ASSOCIATE IN SCIENCE	AS

AUTOMOTIVE TECHNOLOGY	AAS, AAS-T
Automatic Transmissions and Transaxles	CERT
Brake Systems	CERT
Electrical - Electronics Systems	CERT
Engine Performance	CERT
Engine Repair	CERT
Heating and Air Conditioning	CERT
Manual Drivetrains and Axles	CERT
Suspension and Steering	CERT
BACHELOR OF APPLIED SCIENCE IN APPLIED MANAGEMENT	BAS
BUSINESS ADMINISTRATION	CERT
Accounting	AAS, AAS-T, CERT
Entrepreneurship Foundations	AAS, AAS-T
Management 🔳	AAS, AAS-T, CERT
Business Foundations 💻	CERT
Economics and Finance	CERT
Business Entrepreneurship 💻	CERT
Business Environment 🔳	CERT
Business Technology 🔳	CERT
COMMERCIAL DRIVER'S LICENSE (CDL)	CERT
COMPUTER APPLICATIONS TECHNOLOGY	AAS, AAS-T, CERT
Computer Application Fundamentals 🔳	CERT
Computer Applications I	CERT
Help Desk Support Specialist 🔳	CERT
Excel Proficiency	CERT
CONSTRUCTION TECHNOLOGY (FORMERLY GREEN BUILDING)	AAS, CERT
Carpentry	CERT
Urban Homestead Carpentry 🔳	CERT



Construction Leadership	CERT
Cabinetry: Finish Carpentry	CERT
Engineered Building Materials	CERT
CRIMINAL JUSTICE	AAS, AAS-T, CERT
CYBERSECURITY & COMPUTER FORENSICS	AAS, AAS-T, CERT
EARLY CHILDHOOD EDUCATION (ECED) 🛦 🕹	AAS, CERT
State Certificate 🔺 🕁	CERT
Specialization - General 🔺 🕁	CERT
Specialization - Infants and Toddlers 🔺 🖶	CERT
EMERGENCY MEDICAL TECHNICIAN	CERT
ENTREPRENEURSHIP	CERT
HIGH SCHOOL DIPLOMA	
HOMELAND SECURITY/EMERGENCY	AAS
HONORS PROGRAM: ASSOCIATE IN ARTS, BUSINESS, SCIENCE	AA, AB, AS
HOSPITALITY AND ECOTOURISM	AAS
Event Planning 💻	CERT
Adventure Travel Leadership 💻	CERT
INFORMATION TECHNOLOGY/SYSTEM ADMINISTRATION	AAS, AAS-T
MEDICAL ASSISTING	AAS, CERT
MULTIMEDIA COMMUNICATIONS	AAS
Graphics	AAS, AAS-T
Web Design 🔳	AAS, AAS-T
Digital Image Editing 💻	CERT
Digital Layout Design 💻	CERT
Digital Photography 🔳	CERT
Digital Video 🔳	CERT
Digital Storytelling 3D Design 🔳	CERT

Journalism Foundations 🔳	CERT
Web Design 🔳	CERT
Advanced Web Design 🔳	CERT
NURSING ASSISTANT	CERT
SUSTAINABLE AGRICULTURE: FOOD SYSTEMS	CERT
WELDING TECHNOLOGY	AAS, CERT
Arc Welding	CERT
Beginning Welding	CERT
Intermediate Welding	CERT
TIG Welding	CERT
Wire-Feed Welding	CERT
Welding Basics	CERT
Aluminum Welding	CERT

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BAS	Bachelor of Applied Science
AA	Associate in Arts
AB	Associate in Business
CSA	Associate in Computer Science
AM	Associate in Math Education
RNDT	Associate in Nursing
AS	Associate in Science
AAS	Associate in Applied Science
AAS-T	Associate in Applied Science Transfer
CERT	Certificate
*	Also offered in Forks
$- \phi$	Also offered in Port Townsend
	Also offered online



SPRING QUARTER CLASSES

BASIC EDUCATION FOR ADULTS

GED[®] Preparation

High School Diploma 🔺 🕹 🕯

Basic Education Levels 1-6

English as a Second Language 1-6

ACCOUNTING

Principles of Accounting III 💻 **ADDICTION STUDIES** Family Treatment/CD I Relapse Prevention Group Counseling Youth CD Counseling Teaching Skills for Counseling Internship Case Management for Professionals ADMINISTRATIVE OFFICE SYSTEMS Database Applications I 💻 Medical Terminology I 💻 E-Communications 🖳 🛢 Business Communications Integrated Business Projects Internship 🛔 Healthcare Documentation I & II 🖷 Integrated Studies - Honors **ADVANCED MANUFACTURING** Intro to CAD 🛢 CNC Operations ART Art Appreciation 3-Dimensional Form/Design Life Drawing History of Art III Intro to Painting Intermediate Painting Advanced Painting Intro to Ceramics: Hand Intro to Ceramics: Wheel Throw Intermediate Ceramics Hand Intermediate Ceramics Wheel Throw Special Topic Studio Art I, II & III **ASTRONOMY** Survey of Astronomy AUTOMOTIVE TECHNOLOGY Basic Automotive Engines Auto Electrical Systems I Engine Performance III, Driveability Manual Drivetrains and Axles Automotive Repair Internship **BACHELOR OF APPLIED SCIENCE IN APPLIED MANAGEMENT (BAS)** Managerial Accounting Applied Financial Management 💻 Operations Management 🕎 Strategic Management/Policy Internship 💻

BIOLOGY Intro to Marine Biology Survey of Biology 🕎 🕯 General Bio/Cell Biology Emphasis Organismal Physiology Human Anatomy & Physiology II Microbiology Field Investigations in Nearshore Topics Elwha Lake Bed Restoration BOTANY Intro to Botany 📋 BUSINESS Intro to Business Operations Management 💻 Management Info Systems 💻 Managerial Finance 🖳 Integrated Studies - Honors CHEMISTRY Chemical Concepts w/ Lab 🕎 🛢 Intro to Chemistry 🕎 🛢 Intro to Organic/Biochemistry General Chemistry w/ Lab III 📋 **COMMUNICATION STUDIES** Intro to Mass Media 🕎 🕯 Public Speaking 🖳 🛔 👗 Newspaper Production I-VI **COMPOSITE STRUCTURES** Intro to Composites Recycling Composites Tooling 📋 COMPUTER APPLICATIONS **TECHNOLOGY** Powerpoint Quick Course 星 Windows Computing Overview 1 Word Basics Excel Basics J Access Basics **U** Intro to Microsoft Word Intermediate MS Excel Internship 🛔 **COMPUTER BASED TRAINING** Intro to Keyboarding 🕁 COMPUTER SCIENCE Computer Science II w/ Java 💻

CONSTRUCTION TECHNOLOGY (FORMERLY GREEN BUILDING) Finish Carpentry

Roof Systems and Roofing Alternative Building Methods Community, Backyard Farming 💻 Construction Management 📟 Small Farm, Backyard Carpentry **CRIMINAL JUSTICE** Intro to Corrections 📟 Juvenile Justice 🖷 Criminal Investigation 📟 Ethics in Criminal Justice 💻 **CYBERSECURITY & COMPUTER** FORENSICS Cybersecurity II 🕎 🕯 Internship 📋 Integrated Study - Honors DRAMA Acting I & II 📋 Theatre Production/Design EARLY CHILDHOOD EDUCATION Health, Nutrition, Safety 🛢 🕹 🌲 📟 Intro to ECE 🛢 🕀 🔺 Practicum I-III 🛢 🕹 🛦 Infants and Toddlers 🛢 🖶 🌲 🕎 Language, Literacy Development 🛢 🕹 🔺 Internship 🛢 🕹 👗 **ECONOMICS** Intro to Economics 💻 Macroeconomics 💻 🛢 **EDUCATION** Guiding Behavior 📋 🕹 🔺 🕎 Child, Family, Community 🗎 🗄 🔺 ENGLISH Fundamentals of English 🛢 🔺 English Composition I & II 🛢 🔺 🗄 🕎 Literary Magazine Production III, VI Creative Writing I & II 📟 Children's Literature American Literature II 🖷 **ENVIRONMENTAL SCIENCE** Survey of Environmental Science 🕯 💻 Nature of Science FIRST AID Industrial First Aid Basic Industrial First Aid 📋 Emergency Medical Tech First Aid for Healthcare Providers

GENERAL STUDIES Studium Generale Student Leadership GEOGRAPHY Intro to Physical Geography 💻 🕹 GEOLOGY Intro to Physical Geology 📋 **HEALTH EDUCATION** HIV/AIDS Licensure - 4 hr HIV/AIDS Licensure - 7 hr 💻 Health and Wellness HISTORY World Civilizations I World Civilizations II U.S. History I 💻 U.S. History II 🛢 Labor Movements 📟 **HOMELAND SECURITY /** EMERGENCY MANAGEMENT Public Information Officer Emergency Response Awareness 💻 Exercise Design and Eval Workbased Learning Experience HONORS Interdisciplinary Seminar I Intro to Honors Project Honors Capstone Project Honors Project 📟 **HOSPITALITY & ECOTOURISM** Marketing for Hospitality Dining Room Management 🕎 Hospitality Internship Sustainable Tourism 星 Adventure Travel Leadership and Guiding 💻 HUMAN DEVELOPMENT Development Education I Online Classroom Success Occupational Exploration Resume Writing 💻 Interview Skills 💻 Human Relations HUMANITIES Policy, Ethics, Health III INTEGRATED STUDIES Intro to Indigenous Humanities 🛔 Understanding Humanities 🕀 Popular Culture INFORMATION STUDIES Research in Health and Social Sciences

INFORMATION TECHNOLOGY Database Design and Implementation 🕎 🛢 Intro to Operating Systems 💻 MATH Applied Math/Prof Tech I Intro to Algebra 🗎 👗 Essentials Intermediate Algebra 🗎 🐥 🕁 🕎 Intermediate Algebra 🛢 🌲 Math in Society 🖥 🌲 🕎 Precalculus I Precalculus II Intro to Statistics 🛢 🕁 🕎 Calculus I: Analytical Geometry Calculus II: Analytical Geometry 🛢 👪 Differential Equations 🛢 **MEDICAL ASSISTING** Anatomy & Pathophysiology II 💻 Medical/Ethical/Legal Comm Clinical Skills for Med Assis II **MULTIMEDIA** Intro to Multimedia Graphics 📟 📋 Directing and Production 🕎 📋 E-Book Design and Publishing 💻 📋 Mobile Application Development 💻 Web Content Management Systems 💻 Advanced Digital Photography Database Driven Websites Graphic Design Portfolio 💻 🕯 Digital Storytelling 🕎 🕯 Internship Integrated Study- Honors MUSIC Music Appreciation History of Rock and Roll Jazz Ensemble 🛔 Jazz Improvisation Seminar 🛔 Vocal Ensemble Beginning Piano Intro to Guitar 📋 NURSING ASSISTANT, CERTIFIED Nursing Assistant Certified 🛢 NURSING Nursing III Theory Nursing III Lab 🛢 Nursing VI Theory Nursing VI Lab 📋 NUTRITION Nutrition in Healthcare III Intro to Human Nutrition 🖷

PHYSICAL EDUCATION Aerobic Fitness Aerobic Fitness II Conditioning and Wellness Yoga 🛢 🕸 Yoga II 📋 Tae Kwon Do Weight Training I & II 📋 🌲 🕁 Weight Training III 🖠 🛈 Adv Soccer Men I-III Adv Soccer Women I-III **PE PROFESSIONAL** Advanced Coaching for Youth PHILOSOPHY Intro to Philosophy 📟 Ethics PHYSICS General Physics w/ Lab III Engineering Physics III POLITICAL SCIENCE Intro to Political Science 🖳 🕯 American Government 🖤 Comparative Government **PSYCHOLOGY** General Psychology 🕎 🖥 Lifespan Psychology 🖳 🕯 SOCIOLOGY Intro to Sociology 🖳 🛢 Sociology of Gender, Sexuality **SOCIAL SCIENCE / GLOBAL ISSUES** Global Issues 📱 🛈 SPANISH Spanish II 🛢 Spanish III 🗎 🔺 🕹 🖳 WELDING Beg Welding and Metal Fab III 📋 Adv Welding and Metal Fab III ZOOLOGY Intro to Zoology 🔺 Offered in Port Angeles

- Offered in Forks
- Offered in Port Townsend
- Offered online



ENGAGING NATIVE/INDIGENOUS PERSPECTIVES

Peninsula College recognizes and honors that we are on traditional nəx^wsīláyəm territory.

Pa?kwustəŋáwłxw House of Learning, Peninsula College Longhouse is a gathering place to teach, learn, and share cultural traditions, knowledge, and identity. The vision of the Longhouse to be a center for cultural expression and educational achievement for all students and community members was created together by the College and six local tribes: Hoh, Quileute, Makah, Port Gamble S'Klallam, Jamestown S'Klallam, and Lower Elwha Klallam. Visit Peninsula College's House of Learning Longhouse and you will find a welcoming, busy and vital space, where local tribes, students, educators, and the larger community can meet, learn, and interact.

Completed in 2007, ?a?kwustəŋáwtxw was the first Longhouse built on a community college campus in the nation. From classes to special programs and gallery exhibitions, the House of Learning engages visitors from all walks of life.

This spring, the writings of Linda Tuhiwai Smith, Vine DeLoria, Mishuana Goeman, Leanne Betasamosake Simpson, Shawn Wilson, and other indigenous scholars will frame a new course entitled Introduction to Indigenous Humanities. Open to all students, this course will feature visits from local language teachers, poets, drummers, storytellers, artists, and other experts from area tribes as well as Alaska Native and other indigenous artists and teachers. Indigenous students and alumni are working with PC instructor Kate Reavey to create the curriculum, assignments, and schedule for guest speakers.

"This course will not be based in the western paradigm, although comparisons will be useful," Reavey said. "We will begin with a study of decolonizing methodologies (Tuhiwai Smith) and the indigenous paradigm (Wilson), which teach that humans are not at the center of importance. Relationships are." Reavey said she will teach the course this year, but the goal is for a Native/ Indigenous instructor to teach it in the future.

Dr. Reavey said the college is interested in establishing a Native/Indigenous perspective across the college curriculum to honor and recognize where we are.

Peninsula College also offers an AA Bridge Native Pathways Program which is an Associate of Arts degree inclusive of Native perspectives. Enrolled students complete a unique set of courses particularly relevant to tribal communities. It prepares students for The Evergreen State College's Native Pathways Program Bachelor of Arts degree, and can also be transferred to other colleges and universities.

In 2015, faculty and staff created a Faculty Learning Community (FLC) to focus on "Engaging a Native/ Indigenous Perspectives." Their collaborative work has supported the Visiting Elders Project as well as the development of programming, curricula, and potential academic pathways.

The current goal of the FLC is to share placebased and indigenous curriculum and culturallyresponsive teaching and learning. In 2018, the group was awarded a grant from PC's Office of Instruction to arrange the research and curriculum development that have been on-going in Forks and Port Angeles into a systematic collection.

Looking ahead, PC administrators are considering an indigenous learning pathway at PC's Forks location, where students would have the opportunity to earn a degree in a program where Indigenous approaches provide the framework for learning. This will require continual collaboration with Tribal partners, and the model for this pathway is being shaped and strengthened by the classes taught in Port Angeles and the on-going work of the FLC.

Come discover all that the Longhouse has to offer. Enroll now in our Indigenous Studies course, or visit campus to tour this vibrant, creative space. Members of the community, along with students are encouraged to take advantage of the programs the Longhouse is offering this spring.

Native American Culture Fair

Student inspired and student-led, the Fair features a different theme each year and is a place where students from local schools share their tribal cultures, history, languages, and traditions with PC students and the local community.

Visiting Elders Project

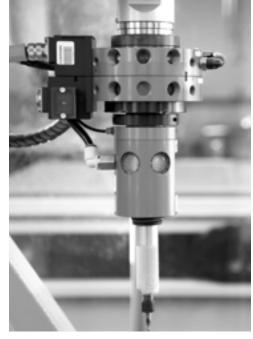
Tribal elders share their experiences and indigenous knowledge in classrooms across campus. Students learn first-hand about Native/Indigenous knowledges and perspectives. In a closing reception, students and faculty reflect back to the elders, honoring the elders' contributions and describing what they have learned.

Native Graduates Celebration

Native students graduating from Peninsula College are honored in a special celebration in the Longhouse. Family members join us as we proudly celebrate the accomplishments of these graduates.

Longhouse Gallery of Art

Featuring Native artists, The Longhouse Gallery of Art creates a space where artists can share their work and culture with the community, PC students, faculty, and staff. Exhibits rotate throughout the year and include work from professional artists and tribal elders as well as students, and collaborations between the Longhouse and tribal partners. The Great Room features artwork that is part of the Peninsula College permanent collection.







ADVANEED MANUFAETURING PROGRAM

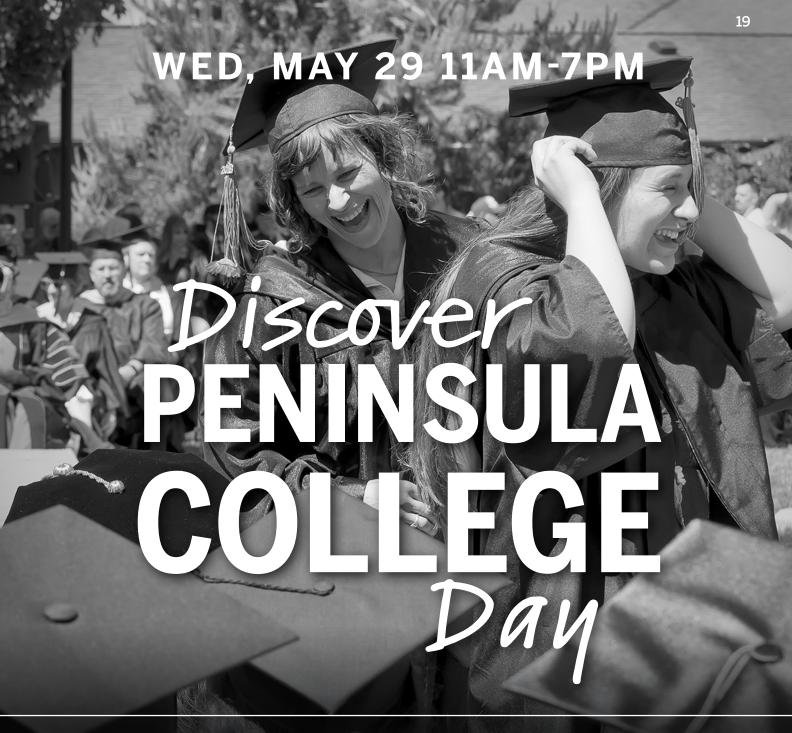
REDESIGNED FOR IN-DEMAND CAREERS

Get valuable experience in a variety of manufacturing and fabricating environments in our newly redesigned Advanced Manufacturing Program. Using high tech manufacturing processes and different types of materials will prepare you for many jobs including:

- Composites technician
- Computer Numerically Controlled (CNC) operator and programmer
- Carbon fiber recycling technician

Classes start this fall and include non-destructive testing, metrology, computer aided design, CNC, composites recycling, machining and welding. Learn about the physical properties of advanced materials and train for composite processing skills that include vacuum bagging, resin infusion, composite oven curing, material use data entry, material resource procurement, CNC programming/operating, and clean room techniques.

Apply now and get started on your in-demand career.



GAMES • FREE FOOD • ACTIVITIES

Discover Peninsula College and check out all that PC has to offer at this family friendly event. Learn about academic and career training programs, student life, and resources while enjoying free food, games, and activities for the whole family, including a visit from our very own Pirate Pete.

UNEMPLOYED OR DEREMPLOYED?

You may qualify for money to help pay for college.

Are you interested in Adult Basic Skills or professional programs like business, nursing, welding and criminal justice? Our Worker Retraining Program (WRT) may be able to help you with paying for classes, books, child care and transportation costs, as well as school supplies, including money for tools. WRT is designed to support teaching and training costs for underemployed and unemployed workers. Grants that you receive do have to be repaid.

WRT Offers:

- Help paying for classes
- Advising for classes and job search assistance
- Help finding additional money for training
- Connections to other agencies, programs and fund sources
- Help with state forms

COMMUNITY AND BUSINESS EDUCATION

Through numerous partnerships and collaborations, we offer educational opportunities that meet community needs. Classes, training and other resources targeting those seeking community enrichment, professional and business development, and job training opportunities are our mission.

Registration opens February 22.

For more information visit pencol.edu/ce or contact Nicole Volkmann at (360) 417-6335 or nvolkmann@pencol.edu

REGISTRATION & PAYMENT OPTIONS: Registration is open to anyone 18 years of age or older. Tuition must be paid at the time of registration.

REFUND POLICY: There is no refund after the first class meets for Community Education classes.

CANCELLATION: In the event that a class is cancelled, all efforts will be made to contact registered students. A 100 percent refund will be issued and no further action from the student is necessary.

CLASS LOCATIONS: Please ensure that you check the location as many classes are scheduled at a variety of facilities throughout the region.

PORT ANGELES

Classes meet at the Peninsula College main campus, 1502 E Lauridsen Blvd, Port Angeles, unless otherwise noted.

All of the Arts

Beginning Botanical Drawing

Learn to draw plants and flowers with just four shapes. Botanical drawing can seem daunting, all those leaves and petals! By reducing the plants and flowers to four basic shapes it makes the process very manageable. Plants will "come alive" on your paper with graphite pencil and eraser.

F

For a detailed materials list, visit pencol.edu/ce/art-supplies

\$177.00 1:00PM-4:00PM

Class meets at the Lincoln Center, 905 W 9th St, Port Angeles

Item # N020 Department: C-A002 Section: N

Meets: 4/12/2019 to 5/10/2019 | Rm: 208 | Instr: A. Woods

Color Theory Fundamentals

Discover color theory and use of a color wheel to understand color harmony and color contrasts. Develop skills in color concepts like hue, value, and saturation. Apply color techniques to any art or craft medium with confidence.

\$105.00 4:0	00PM-7:00PM	Th
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Item # N100 Department: C-AB015 Section: N

Meets: 5/9/2019 to 5/23/2019 | Rm: M133 | Instr: R. Brock

Continuing Botanical Watercolor NEW

Continuing with our study and exploration of Botanical Watercolors. For those who have completed my Beginning Botanical Watercolor or an equivalent.

For a detailed materials list, visit pencol.edu/ce/art-supplies

\$177.00 1:00PM-4:00PM

Class meets at the Lincoln Center, 905 W 9th St, Port Angeles

Item # N040 Department: C-A009 Section: N

Meets: 5/17/2019 to 6/14/2019 | Rm: 208 | Instr: A. Woods

Exploring Acrylic Paint

For beginning and intermediate artists. Learn to express yourself using acrylic paint. While the course will cover the basics of color theory composition and application, it will focus on releasing the creative force inside the student.

Th

For a detailed materials list, visit pencol.edu/ce/art-supplies

Class meets at the Lincoln Center, 905 W 9th Port Angeles.

Meets: 4/11/20	019 to 5/30/2019	Rm: 208	Instr: J. T	ocher	
ltem # N198	Department: C-A	B014	Sectior	n: N	

Exploring Clay

This hands on class is designed for beginners with little to no experience and those continuing to refine their skills. The class will cover wheel throwing and hand building basics and will explore surface decoration, form, and glazing. Remember, clay is messy, dress appropriately and bring an old towel.

\$324.00	5:30PM-8:30PM	Μ
ltem # N120	Department: C-AE026	Section: N
Meets: 4/8/2019 to 6/3/2019 Rm: E111 Instr: C. Elstrom		

Digital Media/Photo

Art + Technology: Photoshop 1

Introduction to Photoshop's environment and tools. Enjoy a friendly tour through Photoshop's work area including the menu bar, options bar, toolbox, active image area, and palettes. Open your digital toolbox and explore the power tools at your disposal. Find out why there is a magic wand, clone stamp, and history brush. Study shortcuts, saving, and navigation in Photoshop to make your time on the computer inspired not confusing.

\$36.00	4:00PM-7:00PM	Tu
Item # N031	Department: C-D057	Section: N
Meets: 4/9/2019 to 4/9/2019 Rm: M133 Instr: R. Brock		

Art + Technology: Photoshop 2

Selections, masks, and manipulation in Photoshop. Utilize Photoshop's power by making selections in various ways. Learn about the marquees, lasso, magic wand, paths, and pens. Use masks to alter reality by combining different images together. Learn how to modify images by flipping, rotating, skewing, and making adjustments. Get control of layers and find out what they can do for you.

\$36.00	4:00PM-7:00PM	Th	
Item # N032	Department: C-D058	Section: N	
Meets: 4/11/2019 to 4/11/2019 Rm: M133 Instr: R. Brock			

Art + Technology: Photoshop 3

Painting with Pixels and Photo Enhancement Utilizing Photoshop. Spread out your color palette, line up your custom brushes, and create original artwork by dabbing lightly or smearing on thick layers and layers of pixels. Scan in inspiration and develop your personal style that evokes emotion and meaning like any artistic medium. Enhance your photography by using levels, curves, and other eye-popping techniques. Learn how to retouch photos and improve any image with a click of the mouse.

\$36.00	4:00PM-7:00PM	Tu
Item # N033	Department: C-D059	Section: N
Meets: 4/16/2019 to 4/16/2019 Rm: M133 Instr: R. Brock		

Art + Technology: Photoshop 4

Artistic Experiments and Results with Photoshop. Here's where we get really creative and use Photoshop's versatile work environment to launch your artistic productivity and apply it to physical art and craft projects. Develop the proper use of unlimited power and uncover the exploitation and excess of filters, effects, and blending modes. Vitalize your artistic expression and learn how to prepare your images for contact sheets, slideshows, and web galleries. Keep a journal of photos, drawings, marks, and personal iconography to invent projects and to release your boundless imagination.

\$36.00	4:00PM-7:00PM	Th
Item # N034	Department: C-D060	Section: N
Meets: 4/18/2019 to 4/18/2019 Rm: M133 Instr: R. Brock		

Art + Technology: Photoshop 5

Pen Power and Vector Tools using Photoshop and Illustrator Together. Learn how to utilize vector based tools in Photoshop and Illustrator as a means to link your creative intentions with digital flexibility. Gain the hand/eye coordination so that you will be able to create and transform graphic objects with the mighty pen.

\$36.00	4:00PM-7:00PM	Tu
Item # N035	Department: C-D061	Section: N
Meets: 4/23/2019 to 4/23/2019 Rm: M133 Instr: R. Brock		

Art + Technology: Photoshop 6

Animation exploration and construction in Photoshop. Learn how to create eye catching animations in Photoshop that motivate audiences into action. Discover moving media performance and application for social media, websites, and short videos.

\$36.00	4:00PM-7:00PM	Th
Item # N036	Department: C-D062	Section: N
Meets: 4/25/2019 to 4/25/2019 Rm: M133 Instr: R. Brock		

WordPress Website Design

WordPress websites and blogs create an online presence quickly and affordably and enable you to focus on content instead of code. Learn the essentials of adding and editing posts and pages, assigning categories and tags, embedding content from sources like YouTube. You will further explore how to optimize settings for web search placement; understand how themes and frameworks control the look and feel of your site; delve into master plug-in enhancements, learn social media integration and more. Online access between classes is required.

\$138.00	4:00PM-7:00PM	Th
Item # N021	Department: C-C019	Section: N
Meets: 5/30/2019 to 6/13/2019 Rm: M133 Instr: R. Brock		

Health & Wellness

Moving Ahead in Your Body's Way from the Inside Out

Feldenkrais Awareness Through Movement[®] + Sensory Attention + Music-Moves Games help you to listen to your kinesthetic sense; be spontaneous; create personal expression; integrate not disconnect; use power from your trunk and grace from your limbs. No rhythm or partner needed. NOTE: Bring mat or blanket and wear clothing allowing unrestricted movement.

Th

\$147.50 4:00PM-5:15PM

Class meets at First United Methodist Church, 110 E 7th St, PA

Item # N114 Department: C-H050 Section: N

Meets: 4/11/2019 to 6/13/2019 | Rm: 204 | Instr: K. Wieseman

Job Training / Professional

Carpentry Open Workshop

Your shop away from home to construct projects of your choice. Students will be instructed on shop safety as well as the proper and safe use of basic hand and power tools. Students who can demonstrate their proficiency may get right to work. Project must be kept to a manageable size. Larger projects must obtain instructor approval.

\$345.00	6:00PM-9:00PM	Tu
Item # N189	Department: C-J002	Section: N1
Meets: 4/9/2019 to 5/21/2019 Rm: P9 Instr: P. Nickerson		

Flagging

State certification in flagging, traffic control, and safety. Upon successful completion, participants receive a certification card valid for three years. Fee includes handbook. Must be at least 18 years of age.

\$108.00 9:00AM-4:00PM Sa

Class meets at the Lincoln Center, 905 W 9th St, Port Angeles

Item # N142 Department: C-JC008 Section: N1

Meets: 4/13/2019 to 4/13/2019 | Rm: 208 | Instr: O. Alec Vizcarra-Calleros

\$108.00 9:00AM-4:00PM Sa Class meets at the Lincoln Center, 905 W 9th St, Port Angeles

 Item # N143
 Department: C-JC008
 Section: N2

 Meets: 4/27/2019 to 4/27/2019
 Rm: 208
 Instr: O. Alec Vizcarra-Calleros

\$108.00 Class meets	9:00AM-4:00PM at the Lincoln Center. 90	Sa 05 W 9th St, Port Angeles
Item # N144 Department: C-JC008 Section: N3		
Meets: 6/9/2019 to 6/9/2019 Rm: 208 Instr: O. Alec Vizcarra-Calleros		

Welding & Art

This course is designed for the artist and/or hobbyist and will cover welding safety, oxyacetylene welding, and wire feed welding. Various techniques of metal forming and design will be covered. New students are encouraged to contact instructor Kelly Flanagan at kflanagan@pencol.edu for a brief orientation.

For a detailed materials list, visit pencol.edu/ce/art-supplies

\$426.00	6:00PM-9:00PM	Μ
*No class 5/2	27 Memorial Day Holiday	

Item # N187 Department: C-J001 Section: N

Meets: 4/8/2019 to 6/17/2019 | Rm: Welding Lab | Instr: K. Flanagan

REGISTRATION OPENS FEB 22

Register online at pencol.edu/community-and-business-education

Olympic Peninsula

Earthquakes, Tsunamis and the Cascadia Megathrust Earthquake

Examine the science of seismology including the types of earthquakes and faults, and their distribution and destructive power, all within a plate tectonic setting. Students should bring snacks to class.

\$47.00	5:00PM-7:00PM	Tu
Item # N029	Department: C-O006	Section: N
Meets: 4/16/2019 to 4/23/2019 Rm: M115 Instr: D. May		

Fishing the Peninsula

New to the area? Become familiar with the peninsula's fishing opportunities. Fundamentals of the fisheries, tackle, technique and fishable waters will be covered; students to provide own transportation for Saturday field trip.

\$162.00	6:00PM-8:00PM	Tu
	9:00AM-4:00PM	Sa
Class meets	at the Lincoln Center,	905 W 9th St, Port Angeles
Item # N010	Department: C-O074	Section: N

Meets: 4/9/2019 to 4/27/2019 | Rm: 208 | Instr: R. Link

Geology of the Olympic Peninsula

Learn about the geology of the Olympic Peninsula and the geological processes that shaped our unique landscape. Classroom presentations will be followed by a field trip to important geological sites around the Peninsula including Dungeness Spit, Hurricane Ridge, Tongue Point, and Lake Crescent. Please wear durable walking shoes, bring something to drink and a sack lunch.

\$139.00	5:30PM-8:30PM	F
	8:30AM-5:00PM	Sa

Item # N022 Department: C-O007 Section: N

Meets: 6/14/2019 to 6/15/2019 | Rm: M115 | Instr: D. May

24

Special Features

An Afternoon with Rastaprof[®]: Immigration Policy **NEW**

"This Land Is Your Land, This Land Is My Land"?:

Historical Perspectives on Immigration Policy, Law and Social Unrest.

America is indeed exceptional because it was a new nation founded on principles of inclusion, equality and liberty. Review from the beginning ideals, political movements and exclusionary laws.

\$50.00	1:00PM-5:00PM	Sa
 Item # N102	Department: C-SF019	Section: N
Meets: 6/8/2019 to 6/8/2019 Rm: M133 Instr: P. Bernard		

The Mystical Poetry of Mawlana Rumi

Explore the life and poetry of the great Sufi mystic and poet Mawlana Jalal ad-Din Rumi. The course will explore the themes, subject matter, and symbolism of Rumi's poetry and make comparisons with similar poetic expressions in Zen Buddhism and Daoism.

\$75.00	5:30PM-8:00PM	Tu
Item # N019	Department: C-SF011	Section: N

Meets: 5/7/2019 to 5/14/2019 | Rm: E-330 | Instr: D. May

SEQUIM

Classes meet at the locations noted.

All of the Arts

Doodle Drawing Notes

Doodle notes can be applied to so many different settings: from personal journaling to class notes to writing a business plan. It's a fun way to be both expressive and practical. Beginners and bad drawers especially welcome. All materials included: sketchbook, pencils, sharpener & erasers - which you get to keep!

1:00PM-3:00PM \$125.00

Class meets at North Olympic Library, 630 N Sequim Ave, Sequim

Meets: 5/8/201	9 to 5/29/2019 F	Rm:	Instr: M. K	lein	
Item # S019	Department: C-A0)05	Sec	tion: S	

Epic Skies over Sequim

Paint the sky of your mind's eye. Ever admired a beautiful sunrise or sunset or night sky and wanted to capture it in a way that your camera just couldn't do? Using vibrant colored inks - learn how to create many different types of skies - from moody to happy little clouds (as Bob Ross would say). Similar to watercolors - colored inks offer more transparency and depth of color to create dramatic light effects. All materials included: colored inks, watercolor paper & you get to keep dip/crow quill pens and brushes!

\$125.00 3	3:30PM-5:30PM	W
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Class meets at North Olympic Library, 630 N Sequim Ave, Sequim

Meets: 4/10/	2019 to 5/1/2019 Rm:	Instr: M. Klein	
Item # S023	Department: C-A008	Section: S	

Express Yourself! Hand Lettering & Fabulous Fonts NEW

Turn your favorite phrases into works of art with expressive lettering using colored inks, calligraphy pens, stamps and collage. You don't have to love your handwriting or know how to draw to create word art. Go bravely beyond bubble lettering to create 3D and shadow effects as well as fancy cursive scripts. Melissa Klein creates the chalkboard signs at Nash's Farm store. All materials included: colored inks, watercolor paper & you get to keep dip/crow quill pens and brushes!

\$125.00	3:30PM-5:30	PM		W		
~					~	

Class meets at North Olympic Library, 630 N Seguim Ave, Seguim

Meets: 5/8/201	9 to 5/29/2019 Rm:	Instr: M. Klein	
Item # S018	Department: C-A008	Section: S	

Face It! Drawing Portraits Intermediate NEW

This class builds on Face It 101 - but is welcome to newcomers. Learn how to draw faces with lively expressions and intense emotions of people of all ages. Draw faces from different angles to create more dramatic compositions. Develop your light/shadow/ shading techniques to make your drawings look more three dimensional. All materials included: sketchbook, pencils, sharpener & erasers - which you get to keep!

\$125.00	1:00PM-3:00PM	W	

Class meets at North Olympic Library, 630 N Sequim Ave, Sequim

Section: S

------------Item # S017 Department: C-A007

Meets: 4/10/2019 to 5/1/2019 | Rm: ARR | Instr: M. Klein

Health & Wellness

Whole Person Drumming

Whole Person Drumming can be one of the best ways to health and vitality. Strengthen upper body while combining rhythm and breathing for deep relaxation. Learn techniques that nurture creativity and experience the power of listening and playing together as a community. Drums will be provided if you do not have one.

\$72.00	10:30AM-12:00PM	Th	
Class meets a	t 353 Chickadee Ln, Sequim		

Meets: 4/11/20	19 to 5/2/2019	Rm: VHBT	Instr: Z. Wolf	
Item # S005	Department: C-	H021	Section: S	

Continuing Whole Person Drumming NEW

Discover how the path of drumming opens a connection to a stronger, more vital YOU! Begin again. Rhythmic understanding can grow stronger by being in the field of pulsation. This class will cover: exercises for flexibility and strength, reviewing technique, learning new rhythms, singing and playing the drum simultaneously, enjoying your drum community!

\$72.00	10:30AM-12:00PM	Th
Class meets	at 353 Chickadee Ln, Sequim	
Item # S006	Department: C-H022	Section: S
Meets: 5/30/2019 to 6/20/2019 Rm: VHBT Instr: Z. Wolf		

Creating Mobility in the Thoracic Spine NEW



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Often overlooked and undertreated, the thoracic spine can contribute to neck pain, low back pain, shoulder dysfunction, and issues with respiration. If you find yourself suffering from mid-back pain or tension, spend most of your day sitting over your computer or noticed your slouched posture struggling to stand straight, you will benefit from learning more about your spine and mobility through this course.

\$115.00 1:00PM-2:00PM

Class meets at Bodhi Tree Yoga Studio, 271 Blakely Blvd, Sequim

Item # S004 Department: C-H025 Section: S

Meets: 4/8/2019 to 617/2019 | Rm: BTYS | Instr: S. Stratton

Home & Garden

Greenhouse-Paradise

Learn how to purchase and set up a greenhouse and maximize its use, including heating, ventilation, air circulation, pest control, germination and propagation. A field demonstration during the second session (4/29) will be included so dress appropriately. Please bring a sack lunch as needed.

\$107.00 9:30AM-1:30PM Su

Class meets at Dungeness River Audubon Center 2151 W Hendrickson Road, Sequim

Item # S014 Department: C-GB021 Section: S

Meets: 5/12/2019 to 5/19/2019 | Rm: DSH-South Rm | Instr: A. May

The Spring Garden

Our springs are magnificent and oh so mild meaning the plants we can use and the work load is endless! Join Andrew May as he walks you through all the chores necessary to ensure a gorgeous year for your garden. Class includes local garden tours. Bring a sack lunch and wear appropriate attire. Students to provide own transportation.

\$107.00 9:30AM-1:30PM Class meets at Dungeness River Audubon Center

2151 W Hendrickson Road, Sequim

Item # S002	Department: C-GB028	Section: S	
Meets: 4/7/201	9 to 4/14/2019 Rm:	Instr: A. May	

EAST JEFFERSON COUNTY

All classes meet at our Port Townsend location. Fort Worden, 202 Eisenhower Ave, unless otherwise noted.

Native Plant Identification & Appreciation

Students will learn to identify common flowering plant families, genera and species, as well as conifer trees and ferns. Students will learn how to identify species using field keys and hand lenses. Plants will be studied in relation to the vegetation zones and ecosystems in which they are found. All supplies/equipment needed for this class will be provided. This course includes outside field excursions at Fort Worden, please dress appropriately.

\$215.00	1:00PM-5:00PM	W
ltem # T901	Department: C-SF030	Section: J
Meets: 4/24/2	2019 to 5/22/2019 Rm: 201	Instr: F. Schwartz

All of the Arts

Writing Home: Connecting with our Home Ground NEW

Learn about the natural and cultural history of where we live through direct experiences. Each week, we'll explore the trails around Fort Worden with our field notebook, recording what we observe in writing and sketches. Each participant will create a small book of their writing/sketching to reflect what they found. Bring an unlined journal and pen and dress for rain or shine.

\$138.00	1:00PM-4:00PM	W
ltem # T919	Department: C-Al010	Section: J
Meets: 5/1/20	19 to 5/22/2019 Rm: 210) Instr: H. Hughes

Language & Culture

Beginning Spanish

For beginners and on-going students of the Spanish language. A mixture of grammar, culture, pronunciation, listening and speaking.

\$176.00	11:00AM-1:00PM	W
Item # T810	Department: C-L085	Section: J
Meets: 4/10/2019 to 5/29/2019 Rm: 208 Instr: V. Betreaud		

French Conversation

Continue your knowledge of the French language with a mixture of literature, grammar, culture, pronunciation, food and fun for the somewhat-fluent francophone.

\$176.00	12:30PM-2:30PM	Tu
 Item # T811	Department: C-L087	Section: J
Meets: 4/9/2019 to 5/28/2019 Rm: 208 Instr: V. Betreaud		

Intermediate Spanish

For intermediate on-going students of the Spanish language. A mixture of grammar, culture, pronunciation, listening and speaking.

\$176.00	12:30PM-2:30PM	Th
ltem # T813	Department: C-L089	Section: J
Meets: 4/11/2019 to 5/30/2019 Rm: 208 Instr: V. Betreaud		

Spanish Conversation

Continue your knowledge of the Spanish language. Class is conducted completely in Spanish and students should already have an intermediate level. A mixture of reading (generally short stories), grammar, culture and guided conversations.

\$176.00	1:30PM-3:30PM	W
ltem # T814	Department: C-L088	Section: J
Meets: 4/10/2019 to 5/29/2019 Rm: 208 Instr: V. Betreaud		

ONLINE CAREER TRAINING

Certified Bookkeeper

The Certified Bookkeeper Online Training Program for experienced bookkeepers leads to national certification with the American Institute of Professional Bookkeepers (AIPB). The AIPB certification is a high professional standard for bookkeepers.

\$1995.00	ARR		W	
Item # G232	Department:	LO-EI132	Section: L	
Meets: ARR	Rm: Online	Instr: ARR		

Certified Professional Life Coach (Exam Included) NEW

Professional life coaching has grown into a \$2 billion industry, with demand for certified life coaches on the rise. More and more, organizations are hiring coaches to help their employees develop leadership capabilities and increase performance and productivity. This life coach certification course teaches the critical skills needed to establish a successful business.

\$1795.00	ARR	W
Item # G236	Department: LO-EI139	Section: L
Meets: ARR	Rm: Online Instr: ARR	

Food and Customer Service Skills Training NEW

This online program prepares students for careers in food services, restaurants, and the hospitality industry. The program emphasizes customer service skills that can be applied in a wide variety of settings. This is an excellent option for those already working in a food services environment and wanting to apply for management positions, or for those interested in starting new careers.

\$850.00	ARR	W
	Department: LO-EI135	Section: L
Meets: ARR	Rm: Online Instr: ARR	

Payroll Practice and Management

This program is designed to help you prepare and provide a thorough review for the Certified Payroll Professional (CPP) exam administered by the American Payroll Association (APA). To qualify to sit for the exam you must meet the APA requirements.

\$1795.00	ARR	W
Item # G233	Department: LO-EI134	Section: L
Meets: ARR	Rm: Online Instr: ARR	

Veterinary Assistant

This online program will prepare you to become a productive member of a veterinary team. You'll learn about every aspect of veterinary assisting, including anatomy and physiology, animal restraint, laboratory sample collection, assisting in surgery and dentistry, prescription preparation, and taking radiographs.

Section: L

Meets: ARR	Rm: Online Instr: ARR
Item # G229	Department: LO-EI129
\$1995.00	ARR

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