


2017 SPRING TERM

Continuing Education

Class Schedule

Noncredit and Community Services

April • May • June • July



Cultivating Change



Registration Begins in March

See page 2 of the registration details.

Most SCE classes begin the week of April 3, 2017

See individual courses for specific start dates.

www.sce.edu



Established by the Board of Regents of the State of California
the Northern Association of State and College



California State University System
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This class schedule can also be made available in alternate media formats. For more information, contact SCE **DISABILITY SUPPORT SERVICES** at **714.484.7057**.

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

The **SCE CATALOG** is now available online 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.

ACCREDITATION VISIT COMING IN MARCH 2017



SCE is proudly accredited by the Western Association of Schools and Colleges (WASC). SCE will be welcoming the WASC visiting team for the next accreditation cycle from March 20-22, 2017. The WASC team will be visiting classes during the three days to observe all of the learning taking place at SCE. If there is an opportunity, the WASC team members will talk with students and instructors to ask them three essential questions:

1. Are students learning?
2. How do we know that students are learning?
3. Does SCE do everything possible to support student learning?

We hope that students will enjoy sharing their class work and experiences with the visiting team. If you have any questions, we encourage you to talk to your instructor.

FIRST-TIME STUDENTS... READ HERE

NEW TO SCE?

Becoming a student is as easy as 1, 2, 3!

1 APPLY FOR AN SCE BANNER ID

First-time students can apply for a Banner identification (ID) number online at www.sce.edu/apply* OR in person at an SCE Center location.

*Within two (2) business days of online submission, applicants will receive an e-mail with registration instructions/information.

2 REGISTER FOR CLASSES

See pages 2-6 for registration details including dates, times, and locations.

3 PURCHASE A PARKING PERMIT AND BOOK(S)

If needed, purchase a parking permit* at an SCE Center location and book(s) at the Anaheim Campus Bookstore, Cypress College Bookstore, or Fullerton College Bookstore.

Parking at the SCE Cypress Center requires a virtual parking permit enforced by license plate recognition. You may register your vehicle online at <https://cypress.lprpermit.com/Internal/UserRegistration.aspx?u=SCE> and purchase a permit for the entire SCE term or for one day. To purchase a permit online with a debit or credit card **ONLY** you will need your vehicle license plate number or the last eight digits of your VIN number. Day permits are also available for purchase by debit or credit card **ONLY** at any Cypress College parking kiosk. Permits are also valid at the Anaheim Campus and Wilshire Center.

TERM DATES & HOLIDAYS TO REMEMBER



2017 SPRING TERM

April 3, 2017—July 2, 2017

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

REGISTRATION OPTIONS

- **Wednesday, March 1, 2017:** Medical Assistant Certificate Program Online Registration ONLY
- **Tuesday, March 7, 2017:** Online Registration for Career Technical Education Classes ONLY
- **Wednesday, March 8, 2017:** Online Registration for ALL SCE Classes
- **Thursday, March 9, 2017:** Walk-In Registration for ALL SCE Classes

CYPRESS COLLEGE/FULLERTON COLLEGE SPRING SEMESTER

- January 30, 2017—May 27, 2017

HOLIDAYS—SCE CENTERS CLOSED

- Spring Holiday: April 14-16, 2017 (nc Apr 10-16)
- Memorial Day Holiday: May 27-29, 2017

For Spring Recess, the week of April 10-16, 2017, administrative office hours will be adjusted to the following:

SCE Anaheim, Cypress and Wilshire Centers:

- ⇒ M-Th/8a-5:30p
- ⇒ F-Su/CLOSED



2017 SUMMER TERM

July 3, 2017—August 13, 2017

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

REGISTRATION OPTIONS

- **Wednesday, May 31, 2017:** Medical Assistant Certificate Program Online Registration ONLY
- **Tuesday, June 6, 2017:** Online Registration for Career Technical Education Classes ONLY
- **Wednesday, June 7, 2017:** Online Registration for ALL SCE Classes
- **Thursday, June 8, 2017:** Walk-In Registration for ALL SCE Classes

CYPRESS COLLEGE/FULLERTON COLLEGE SUMMER TERM

- June 12, 2017—August 10, 2017

HOLIDAYS—SCE CENTERS CLOSED

- Independence Day Holiday: July 4, 2017

READY TO REGISTER?

Get started with this checklist

HAVE THE FOLLOWING INFORMATION AVAILABLE WHEN REGISTERING ONLINE:

- ☒ What are your **BANNER 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

- 1.** Log in to your myGateway account one week (or more) prior to registration to confirm that your BANNER ID/PIN combination is working.
- 2.** If you are unable to log in to your myGateway account due to an incorrect PIN or disabled pin, and you provided a valid e-mail address at the time you applied for an SCE BANNER ID number, click "PIN RESET." Follow the prompts to reset your PIN number. If you have forgotten your Banner ID, click "FORGOT BANNER ID" and follow the prompts to have your Banner ID e-mailed to you.
- 3.** If your BANNER ID/PIN combination is still not working, call the ONLINE REGISTRATION HELPLINE at 714.808.4679 from 7 a.m.—5 p.m. on Monday—Thursday and 7 a.m.—4:30 p.m. on Friday or visit the Admissions and Registration Office at an SCE Center location.
- 4.** Holds **MUST BE** cleared prior to registration. You may have a hold on your account if you owe fees at either SCE, Cypress College, or Fullerton College. Visit the Admissions and Registration Office at an SCE Center location for assistance.
- 5.** Prerequisites **MUST BE** cleared prior to registration. You can confirm prerequisites by:
 - ⇒ Checking your unofficial transcript on myGateway
 - ⇒ Checking with your SCE counselor

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

ONLINE REGISTRATION 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
2nd Floor—Admissions and Registration Office
1830 W. Romneya Drive, Anaheim

- ☒ **Wednesday, February 22, 2017 at 6 p.m.**
- ☒ **Thursday, February 23, 2017 at 6 p.m.**

Workshops are free. No reservation required.

Online Registration will open at 7:30 a.m.

Log in to mg.nocccd.edu at 7:30 a.m.

Wednesday, March 1, 2017: for Medical Assistant classes
Tuesday, March 7, 2017: for CTE classes
Wednesday, March 8, 2017: for all SCE classes

Watch our REGISTRATION TUTORIAL VIDEO
at www.sce.edu/registration.

**Use the REGISTRATION WORKSHEET on
page 4 to guide you through the online
registration process.**

SCHOOL OF CONTINUING EDUCATION REGISTRATION WORKSHEET

STEP 1 – Go to myGateway

Go to www.sce.edu and click on the myGateway logo on the left hand side of the page:



STEP 2 – Log In

Enter your **eight-digit Student ID Number** (without the preceding @ symbol...enter numbers only).

STUDENT ID

--	--	--	--	--	--	--	--

Enter your **six-digit PIN (Personal Identification Number)**. Your temporary PIN is typically your six-digit date of birth (mmddyy) unless you have changed it or created a personalized PIN when you applied for a student ID online via our website.

PIN NUMBER

--	--	--	--	--	--

- **CHANGE PIN:** If you used your date of birth to log in, myGateway may require that you change your PIN.
- **Security Question/Answer:** myGateway may also ask you to enter a security question and answer in the event that you forget your PIN.
- **Disabled PIN:** If your PIN is disabled due to "multiple login attempts," use the PIN Reset Feature on the User Login page or contact the myGateway Help Line at (714) 808-4679 or starhelp@sce.edu.

STEP 3 – Register for Classes

- The very first tab you should see is the **Registration** tab.
- Click on the first link that says **Add or Drop Classes**.
- Select the correct term for **School of Continuing Education** and then click **"Submit."**
- **NOTE:** You may be asked to complete a short survey before registering. Your assistance with this information is greatly appreciated.
- **ADDING CLASSES:** Enter the five-digit CRN (Course Reference Number) from the worksheet below for each class you wish to add and click **Confirm Your Choices**.

COURSE PLANNING SHEET

IDEAL CLASSES

CRN (Course Reference No.)	Title	Days	Times	Location

ALTERNATE CLASSES

After confirming your choices, the **STATUS** column will tell you if you are registered, if the class is closed, or if the class has been cancelled.

Wait List: If the class is closed, some classes have the option of putting yourself on the **WAIT LIST** which would appear in the drop-down menu under the **ACTION** column. You may add yourself to the Wait List by choosing the Wait List option in the drop-down menu or you may drop yourself from the class by choosing Drop On-Line. Click on **Confirm Your Choices** again and your STATUS for that class will show whether you are Wait Listed or Dropped.

STEP 5 – Complete Registration

After you have added all of your classes and are satisfied with your class schedule shown on the registration page, click **Complete Registration** at the bottom of the registration page. **If you fail to complete your registration, you may be dropped from your classes.**

STEP 6 – Pay Fees (if any) and Print Out a Receipt

- o Following the registration is the **Account Summary by Term**. The amount shown next to your Account Balance is due and payable within 72 hours of registering. If payment is not submitted within 72 hours, you may be dropped from your classes.
- o Full payment is required. You may use a Visa or MasterCard to pay online or pay in person with cash or check. To pay by credit card, select **Credit Card Payment**, select the term, and follow the prompts. \$25 is charged to any students' account for returned check or non-sufficient funds.
- o If the account balance reflected is **ZERO**, you may return to the **Student Tab** of myGateway (click on the link located on the top left hand corner of the screen) and click on **PRINT SCHEDULE/BILL** to print out your registration receipt or log out if do not want to print out a receipt.



ONLINE REGISTRATION INFORMATION

Online Registration will Open at 7:30 a.m.

HELPLINE FOR ONLINE REGISTRATION: 714.808.4679 or starhelp@sce.edu

HELPLINE HOURS: Monday-Thursday 7 a.m.—5 p.m.; Friday 7 a.m.—4:30 p.m.

1. WEDNESDAY, MARCH 1, 2017



Online Registration for Medical Assistant Certificate Program Classes **ONLY**

Students can register online for the Medical Assistant Certificate Program courses at 7:30 a.m. on Wednesday, March 1, 2017.*

Students must complete the **ONLINE ORIENTATION prior to registration; **ASSESSMENT** required to enroll in some classes. See pages 34-36 for more information or call 714.808.4915 with questions.*

2. TUESDAY, MARCH 7, 2017



Online Registration for Career Technical Education (CTE) Program Classes **ONLY**

Students can register online for courses in the following eligible programs beginning at 7:30 a.m. on Tuesday, March 7, 2017 (those designated with a clock in this schedule):

Administrative Assistant, Computers, Early Childhood Education*, Electrical Trainee, Funeral Service Assistant, Management, Pharmacy Technician*, Physical Therapy Aide, and Quality Assurance Management for Medical Devices*

Students must complete the **ONLINE ORIENTATION prior to registering for these CTE programs; **ASSESSMENT** required to enroll in some classes. See pages 34-36 for more information or call 714.808.4915 with questions.*

3. WEDNESDAY, MARCH 8, 2017



CASH * CHECK

Online Registration for All SCE Classes

Students can register online for ALL SCE courses beginning at 7:30 a.m. on Wednesday, March 8, 2017.

BASIC ONLINE REGISTRATION INSTRUCTIONS

1. To register online, go to: www.sce.edu.
2. Click on the "myGateway" logo.
3. Enter your student identification number (ID) as your "BANNER ID."
4. Enter your 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?

- Use the **CHECKLIST** on Page 3 of this class schedule when preparing to register for classes online.
- Attend one of our **free ONLINE REGISTRATION WORKSHOPS**; details on Page 3 of this class schedule.
- Use the **REGISTRATION WORKSHEET** on page 4 to guide you through the online registration process.
- Computers are available by the registration counters at the three SCE Center locations for online registration; technical assistance provided, if needed.



WALK-IN REGISTRATION INFORMATION

4. THURSDAY, MARCH 9, 2017



CASH * CHECK

Walk-In Registration for All SCE Classes

Students can register at the Admissions and Registration Office at any of the three SCE Centers beginning on Thursday, March 9, 2017.

ANAHEIM CAMPUS

1830 W. Romney Drive
2nd Floor
Anaheim, CA 92801
714.808.4645

OFFICE HOURS:

M-Th: 8 a.m.—7:30 p.m.
Fri: 8 a.m.—4 p.m.
Sat: Closed

SCE CYPRESS CENTER

9200 Valley View Street
Pkg Lot 4, SCECP/100
Cypress, CA 90630
714.484.7038

OFFICE HOURS:

M-Th: 8 a.m.—7:30 p.m.
Fri: 8 a.m.—4 p.m.
Sat: 8 a.m.—2 p.m.

SCE WILSHIRE CENTER

315 E. Wilshire Avenue
Building 300
Fullerton, CA 92832
714.992.9500

OFFICE HOURS:

M-Th: 8 a.m.—7:30 p.m.
Fri: 8 a.m.—4 p.m.
Sat: 8 a.m.—2 p.m.

**Registration Information for English as a Second Language Program:
SEE PAGES 8-9**

**Registration Information for High School Diploma Program:
SEE PAGES 13-16**

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

The **SCE CATALOG** is now available online 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.



DO YOU KNOW YOUR BANNER ID#?

Students are now required to use their **BANNER ID** to access myGateway; for security protection, students will no longer be able to use a Social Security Number. To obtain the **BANNER ID NUMBER**, visit myGateway at mg.nocccd.edu and click "FORGOT BANNER ID." Follow the prompts to have your Banner ID e-mailed to you. If you did not provide a valid e-mail address at the time that you applied, you will need to visit an SCE Center and provide a valid photo ID to obtain your Banner ID.

SCE CLASS SCHEDULE SYMBOL KEY

AN	Anaheim Campus
CC	Cypress College
CRN	Course Registration Number
FC	Fullerton College
NC	No class will be held on that date
SCECP	Cypress College, SCE 100 Bldg
SCE/TE2	Cypress College, SCE/TE2 200 Bldg
WIL	Fullerton College, Wilshire Center

Off-campus continuing education location addresses are listed on page 72 of this class schedule.



= Classes that are eligible for CTE Online Registration on Tuesday, March 7, 2017. See page 5 for details.

STUDENT SUCCESS & SUPPORT PROGRAM

Counseling and Educational Planning

WHAT IS SSSP?

The School of Continuing Education's (SCE) Student Success and Support Program (SSSP), formerly known as Matriculation, is responsible for the orientation, assessment, counseling, and development of student educational plans for SCE students. SSSP can assist students with the following services:

1. Define a course of study
2. Develop student educational plans
3. Provide academic counseling and referrals
4. Assist with transition to college

SSSP helps students make informed choices about the following:

- English as a Second Language Program
- Basic skills
- High School Diploma Program
- Career technical education certificates

HOW CAN I MAKE AN APPOINTMENT?

Students can call or visit one of the following SCE SSSP offices to make an appointment with a counselor:

SCE Anaheim Campus

1830 W. Romneya Drive
Anaheim, CA 92801

2nd floor, Room 215
714.808.4682

SCE Cypress Center

9200 Valley View Drive
Cypress, CA 90630

Room TE2-207
714.484.7440

SCE Wilshire Center

315 E. Wilshire Avenue
Fullerton, CA 92832

100 Building, Room 112
714.992.9565

Adult College & Career Transitions (ACCT) Program

ARE YOU READY TO ACCT? INTERESTED IN TRANSITIONING TO COLLEGE OR CAREER? WE CAN HELP YOU!

The Adult College and Career Transitions (ACCT) Program is available to currently registered SCE students who are considering going to college or are searching for work.

Services include:

- Group outings and special events at local colleges such as tours
- Presentations and workshops on college, career options, financial aid, job search skills, interview techniques, resume tips, and more
- Individual guidance and resources

Check out the SCE website or Facebook page for upcoming workshops. For more information, contact ACCT Coordinator Linda Langgle at 714.808.4677 or llanggle@sce.edu.

ENGLISH AS A SECOND LANGUAGE (ESL) 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


Students who attended after SUMMER 2016 need to visit the
ESL Learning Center for their class schedule information.

Student orientation is **MANDATORY** for
ALL STUDENTS.

PARKING: If you are driving, you will need to purchase a one-day (\$2.00) parking permit.

STEPS TO REGISTER

**New students or students who attended before FALL 2016
MUST complete the following steps to enter the ESL Program:**

 **STEP 1: APPLY FOR AN SCE STUDENT ACCESS CARD** at any campus registration office.
Registration office times vary at each campus
Students **MUST** have their Access Card in order to register for ESL classes.
Once you have your SCE Student Access Card, you may proceed to step 2:

 **STEP 2: SELECT YOUR CAMPUS AND TEST TIME:** Don't be late! Please arrive 10-15 minutes before the
test as all testing will begin promptly at the scheduled time.

ANAHEIM CAMPUS **ROOM 121**

1830 W. Romneya Drive
Anaheim, CA 92801

Tuesday, March 28, 2017
Tuesday, April 11, 2017
Tuesday, April 25, 2017
Tuesday, May 9, 2017

8:30 a.m., 10:30 a.m.,
5:00 p.m. & 7:00 p.m.

CYPRESS CENTER **ROOM TE2-203**

9200 Valley View Street
Cypress, CA 90630

Tuesday, April 4, 2017
Tuesday, April 18, 2017
Tuesday, April 25, 2017
Tuesday, May 2, 2017

8:30 a.m., 10:30 a.m.,
5:00 p.m. & 7:00 p.m.

WILSHIRE CENTER **ROOM 110**

315 E. Wilshire Avenue
Fullerton, CA 92832

Tuesday, April 4, 2017
Tuesday, April 18, 2017
Tuesday, April 25, 2017
Tuesday, May 2, 2017

8:30 a.m., 10:30 a.m.,
5:00 p.m. & 7:00 p.m.

ENGLISH AS A SECOND LANGUAGE CLASSES

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

PASOS PARA INSCRIBIRSE

Nuevos estudiantes o estudiantes que asistieron antes del OTOÑO de 2016 TIENEN que completar los siguientes pasos para entrar al programa de ESL:

PASO 1: APLIQUE PARA UNA TARJETA DE ACCESO ESTUDIANTIL DE SCE en la oficina de inscripción de cualquier escuela (Las horas de oficina varían en cada escuela).
Estudiantes TIENEN que tener su tarjeta de acceso estudiantil para inscribirse en las clases de ESL.

Una vez que obtenga su tarjeta de acceso estudiantil, puede continuar con el paso 2:

PASO 2: SELECCIONE LA ESCUELA Y LA HORA A LA QUE DESEA ASISTIR:

ANAHEIM CAMPUS **SALON 121**

1830 W. Romneya Drive
Anaheim, CA 92801

martes, Marzo 28, 2017
martes, Abril 11, 2017
martes, Abril 25, 2017
martes, Mayo 9, 2017

8:30 a.m., 10:30 a.m.,
5:00 p.m. & 7:00 p.m.

CYPRESS CENTER **SALON TE2-203**

9200 Valley View Street
Cypress, CA 90630

martes, Abril 4, 2017
martes, Abril 18, 2017
martes, Abril 25, 2017
martes, Mayo 2, 2017

8:30 a.m., 10:30 a.m.,
5:00 p.m. & 7:00 p.m.

WILSHIRE CENTER **SALON 110**

315 E. Wilshire Avenue
Fullerton, CA 92832

martes, Abril 4, 2017
martes, Abril 18, 2017
martes, Abril 25, 2017
martes, Mayo 2, 2017

8:30 a.m., 10:30 a.m.,
5:00 p.m. & 7:00 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 ubicación para entrar a 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 ubicación de nuevo si el/ella regresa a clases después de una ausencia de seis meses.

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

ESL LEARNING CENTER ESLA/001		
Dates: April 3-June 30; nc April 10-14, May 29		
CRN	DAYS	PLACE
ANAHEIM CAMPUS		
71106	MTWTh/8a-2p, 4p-9p F/8a-4p	AN/121
SCE CYPRESS CENTER		
71107	MTWTh/7:30a-9p F/7:30a-4p	SCE/TE2-203
WILSHIRE CENTER		
71108	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.

ENGLISH AS A SECOND LANGUAGE PROGRAM

For more information about the English as a Second Language (ESL) classes, please call the ESL Program Office at 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: Apr 3-Jul 2; nc Apr 11, Apr 13, May 29, Apr 12, Apr 10

CRN	DAYS	PLACE
SCE CYPRESS CENTER		
21811	MTWTh/8a-10:50a	SCE/TE2-217
SCE WILSHIRE CENTER		
61235	MTWTh/10:30a-12:50p	WIL/203

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: Apr 3-Jul 2; nc Apr 11, Apr 13, May 29, Apr 12, Apr 10

CRN	DAYS	PLACE
21812	MTWTh/11a-1:50p	SCE/TE2-201

SCE is SOCIAL



ESL Specialty Classes

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.

Dates: Apr 3-Jul 2; nc Apr 11, Apr 13, May 29, Apr 12, Apr 10

CRN	DAYS	PLACE
21596	MTWTh/8a-10:20a	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.

Dates: Apr 3-Jul 2; nc Apr 14

CRN	DAYS	PLACE
ANAHEIM CAMPUS		
21456	F/10a-11:50a	AN/104
SCE CYPRESS CENTER		
21275	F/1p-2:50p	SCE/TE2-215

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!

Cypress College CalWORKs

Cypress College CC Complex, Room 201 * 714.484.7237

Fullerton College CalWORKs

315 N. Pomona, Fullerton * 714.992.7101

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.

Dates: Apr 3-Jul 2; nc Apr 11, Apr 13

*Dates: Apr 3-Jul 2; nc Apr 14

CRN	DAYS	PLACE
ANAHEIM CAMPUS		
61223	TTh/10:30a-12:50p	AN/106
21466	TTh/10:30a-12:50p	AN/128
61224	F/6p-8:50p	AN/124
21575	F/6p-9:20p	AN/106
SCE CYPRESS CENTER		
21593*	F/8a-10:20a	SCE/TE2-219
21594*	S/8a-10:20a	SCE/TE2-221
21418*	F/10:30a-12:50p	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: Apr 3-Jul 2; nc Apr 11, Apr 13

CRN	DAYS	PLACE
61199	TTh/8a-10:20a	AN/119

ESL PRONUNCIATION/CONVERSATION SKILLS ESLA/802

This course is 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.

Dates: Apr 3-Jul 2; nc Apr 10-15, May 29

CRN	DAYS	PLACE
ANAHEIM CAMPUS		
21719	F/8a-9:50a	AN/104
21192	MW/10:30a-12:50p	AN/106
61221	F/6p-9:20p	AN/126
61222	MW/7:30p-9:50p	AN/117
SCE CYPRESS CENTER		
21459	F/10:30a-12:50p	SCE/TE2-219
21174	S/10:30a-12:50p	SCE/TE2-221
71096	MTWTh/8a-10:20a	SCE/TE2-210
SCE WILSHIRE CENTER		
21195	F/9a-11:50a	WIL/203
21197	TTh/1p-3:20p	WIL/217

PUBLIC SPEAKING FOR ESL ESLA/1035

This ESL course builds students' public speaking skills with direct focus on the preparation, practice, presentation and evaluation of formal speaking. Students will learn the elements and organization of a speech, the most common types of speeches, the use of verbal and nonverbal techniques in formal speaking, and the evaluation standards of speeches.

Dates: Apr 3-Jul 2; nc Apr 14

CRN	DAYS	PLACE
21702	F/8:30a-10:50a	AN/126



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: Apr 3-Jul 2; nc Apr 11, Apr 13

*Dates: Apr 3-Jul 2; nc Apr 14

+Dates: Apr 3-Jul 2; nc May 29, Apr 12, Apr 10

CRN	DAYS	PLACE
ANAHEIM CAMPUS		
21668	TTh/10:30a-12:50p	AN/410
21180+	MW/7:30p-9:50p	AN/118
SCE CYPRESS CENTER		
21714*	F/8a-10:20a	SCE/TE2-201
21606*	F/10:30a-12:50p	SCE/TE2-201
SCE WILSHIRE CENTER		
21676+	MW/10:30a-12:50p	WIL/202

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

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: Apr 3-Jul 2; nc Apr 10-14, May 29

CRN	DAYS	PLACE
ANAHEIM CAMPUS		
21448	F/8a-10:20a	AN/302
61228	TTh/7:30p-9:50p	AN/308
SCE CYPRESS CENTER		
22165	F/8a-10:20a	SCE/TE2-209
21321	F/10:30a-12:50p	SCE/TE2-209

ESL AND THE ARTS ESLA/804

This course builds students' reading comprehension, writing, and speaking skills in the context of thematic and aesthetic exploration of arts. Students will identify common artistic themes while comparing and contrasting a variety of aesthetic forms, styles, and periods. This interactive course includes visiting museums, watching performances, and listening to guest speakers.

Dates: Apr 3-Jul 2; nc May 29, Apr 12, Apr 10

CRN	DAYS	PLACE
61198	MW/8a-10:20a	AN/119

DRAMA FOR COMMUNICATION ESLA/805

This ESL course builds students' reading, speaking, and pronunciation skills in the context of theatrical performances. Students will examine human experiences and cultural norms through imagined roles and expand creative thinking. Students will learn history and terminology of the performing arts and build social skills and confidence necessary for public speaking.

Dates: Apr 3-Jul 2; nc Apr 10-13, May 29

CRN	DAYS	PLACE
21672	MTWTh/10:30a-12:50p	AN/119

**Having academic difficulties?
Meet with a Learning Disability Specialist.**



You may qualify for accommodations such as:
additional time for tests, tutoring, note-taking & more.

Call **Disability Support Services** at **714.484.7057** to
schedule an appointment today.



ESL Off-Site Classes

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.

Dates: Apr 3-Jul 2; nc Apr 10-14, May 29

CRN DAYS PLACE

FULLERTON SCHOOL DISTRICT

51166	MTWTh/8:30a-11:20a	Commonwealth Elementary School
51168	MTThF/8:30a-12:20p	Pacific Drive Elementary

VARIOUS OFF-SITE LOCATIONS

21084	MTWTh/8:30a-11:20a	Anaheim Community Center
21848	MTWTh/9a-12:20p	Access California Services
21680	MTWTh/8:45a-12:20p	Access California Services
21729	MTWTh/8:30a-10:50a	Brea Comm Ctr
31188	MTWTh/8:30a-10:50a	Brea Comm Ctr
61206	TTh/10a-12:50p	CSUF Center for Healthy Neighb
21083	MTWTh/8a-10:50a	First Christian Church Anaheim
21241	TTh/1p-3:50p	Korean Com Services Buena Park
21276	MWF/1p-3:50p	Korean Com Serv Garden Grove
61203	MTWTh/4:30p-6:50p	Miraloma Park FRC
21463	MTWTh/9a-11:20a	Ponderosa Park Family Resource
21440	MTW/6p-8:50p	Stanton Cultural Arts Center
21597	MTWTh/8a-10:50a	St Boniface Church
61205	MTWTh/19:30a-11:50p	West Anaheim Youth Center
61232	TTh/8:30a-11:20a	Clark Commons
71109	F/8a-10:50a	St. Boniface



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.

Dates: Apr 3-Jul 2; nc Apr 10-13, May 29

CRN DAYS PLACE

ANAHEIM CITY SCHOOL DISTRICT

51147	MTWTh/8a-11:50a	Abraham Lincoln Elem
51148	MTWTh/8a-11:50a	Betsy Ross Elementary
51149	MTWTh/5p-7:50p	Melbourne Gauer Elem
51150	MTWTh/5p-7:50p	Patrick Henry Elementary
51152	MTWTh/5p-7:50p	Westmont Elem School

ANAHEIM HIGH SCHOOL DISTRICT

71093	MTWTh/6p-8:50p	Ball Junior High School
71091	MTWTh/6p-8:50p	Ball Junior High School
71092	MTWTh/6p-9:20p	South Junior High School

ANAHEIM SCHOOL DISTRICT MULTI TRACK

51153	MW/6p-9:20p	Horace Mann Elementary
51156	TTh/6p-9:20p	Horace Mann Elementary
51158	MTWTh/5p-8:20p	Thomas Edison Elem

BUENA PARK SCHOOL DISTRICT

51160	MW/8a-10:50a	Bordon H Beatty Elem
51164	MW/8a-10:50a	Whitaker Elementary
71089	MTWTh/6p-8:50p	Buena Park Jr HS

LA HABRA SCHOOL DISTRICT

51169	MTWTh/8:30a-11:20a	Los Lomas Elementary
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51171	MTWTh/6p-9:20p	Washington Middle School
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MAGNOLIA SCHOOL DISTRICT

51170	MTWTh/8:30a-11:20a	Albert Schweitzer Elementary
51173	MTWTh/8:30a-11:20a	Baden-Powell Elementary

51177	MTWTh/6p-8:50p	Jonas Salk Elementary
51179	MTWTh/6p-8:50p	M L Maxwell Elementary
51175	MTWTh/6p-8:50p	Peter Marshall Elementary

51180	MTWTh/6p-8:50p	Robert M Pyle Elem
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PLACENTIA/YORBA LINDA SCHOOL DIST

51151	MTWTh/8:20a-12:20p	Melrose Elementary School
51157	MTWTh/8:30a-12:20p	Ruby Drive Elementary School
51159	MTWTh/8:30a-12:20p	Rio Vista Elementary School
51161	MTWTh/8:30a-12:20p	Topaz Elementary

51165	MTWTh/6p-8:50p	Valencia High School
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SAVANNA SCHOOL DISTRICT

61233	MTWTh/6p-8:50p	Hansen School
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ADULT (18+) HIGH SCHOOL DIPLOMA PROGRAM

FOUR EASY STEPS TO ENROLL

1

OBTAIN TRANSCRIPTS

Obtain officially-sealed transcripts from all previously attended high schools and bring them to the assessment session (step 4) you will be attending

2

APPLY ONLINE OR IN-PERSON

- ⇒ New students apply to the school at www.sce.edu
- ⇒ Or visit any SCE Admissions and Registration Office:
 - ⇒ Anaheim Campus: 1830 W. Romneya Drive, Anaheim
 - ⇒ SCE Cypress Center: 9200 Valley View Street, Cypress
 - ⇒ SCE Wilshire Center: 315 E. Wilshire Avenue, Fullerton

3

COMPLETE ONLINE ORIENTATION

Students are required to complete the High School Diploma Program online orientation at <http://mq.nocccd.edu>

4

REGISTER & ATTEND ASSESSMENT

Students are required to register for a high school diploma assessment session

- ⇒ Assessment tests reading comprehension
- ⇒ Assessment is timed (two hours) and offered in English only

HIGH SCHOOL DIPLOMA PROGRAM LOCATIONS & HOURS*

*Days/hours subject to change.

Anaheim Campus: Rm 139

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

SCE Cypress Center: Rm SCE/TE2-205

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

SCE Wilshire Center: Rm 118

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

FOR MORE INFORMATION: Call the High School Diploma Program information line at 714.808.4683. Students can also visit www.sce.edu and click *Programs* and then click *High School Information* for more details.

For more information, call the High School Diploma Program Information Line at 714.808.4683.

ADULT (18+) HIGH SCHOOL DIPLOMA PROGRAM

FOUR EASY STEPS TO ENROLL

1 OBTAIN OFFICIALLY-SEALED TRANSCRIPTS

Obtain officially-sealed transcripts from all previously attended high schools and bring them to the assessment session (step 4) that you will be attending. Officially-sealed means that the envelope from the institution CANNOT be opened. Opened transcripts WILL NOT be accepted.

2 APPLY FOR AN SCE BANNER ID

Apply online at www.sce.edu or visit any SCE Admissions and Registration Office. You will need a BANNER ID number before you can complete steps 3 and 4.

Do not wait until registration opens to apply for a BANNER ID as the process may take up to 48 hours before you receive your ID number. If you apply in person, you will receive your BANNER ID immediately.

3 COMPLETE THE HIGH SCHOOL DIPLOMA PROGRAM ONLINE ORIENTATION

Once you have a BANNER ID number, students must complete the required High School Diploma Program online orientation.

- Visit **myGateway** at mg.nocccd.edu. Use your **BANNER ID** and **PIN** to log in.
- In the top left corner of the screen, click on the **SCE** tab.
- In the **SCE Orientations** box, scroll down and select **High School Diploma Program**.
- Follow the directions and complete all sections of the **SCE High School Online Orientation** and pass a series of short quizzes.
- NOTE: If you do not pass the High School Online Orientation and try to register, you will receive an error message, "cohort restriction," and you will not be able to register for an assessment session. You can take the online orientation several times to successfully complete and pass.

4 REGISTER FOR A HIGH SCHOOL DIPLOMA PROGRAM ASSESSMENT SESSION

24 hours after you successfully pass the online orientation, you will be eligible to register for a scheduled assessment session.

Students are assessed in English reading comprehension. Students must register for and complete the required two-hour assessment to enroll in the High School Diploma Program. **The Center at which you take your assessment is the Center you must attend to complete your high school diploma.**

Refer to the chart on **page 16** for assessment session **course reference numbers (CRNs)** and note the **registration period** dates and times. The **registration period** will close early if the session fills before the close date and time.

- Go to **myGateway** at mg.nocccd.edu and log in by entering your **BANNER ID** and **PIN**.
- Next, go to the **Registration Tools** box and select **Add or Drop Classes**.
- Select the term: **School of Continuing Ed** and then click **Submit**.
- Complete the short survey and click **Submit**.
- On the **Registration** page, scroll down to the **Add Classes Worksheet** section and, in the first box under the CRNs section, **enter the 5-digit CRN** for the assessment session you wish to attend (**listed in the chart on the next page**).
- Next, click **Confirm Your Choices**.
- Now, click **Complete Registration**.
- Go to the upper left corner of the screen and click **Back to Student Tab** to return to the main menu.
- Under the **Registration Tools** box, select **Print Schedule/Bill**. Under **Print Schedule/Bill** select the term you want to view and then click **Submit**. Click **View Schedule/Bill**, then **right click your mouse anywhere on the page** and select **Print**.
- Bring this printed copy of the Schedule/Bill to the assessment session as proof of your registration. Also bring your officially-sealed transcripts and BANNER ID number.**

NEED HELP?

Watch our **REGISTRATION TUTORIAL VIDEO** at www.sce.edu/registration and use the **REGISTRATION WORKSHEET** on page 4 to guide you through the online registration process.

Note: Although it states in the tutorial that you can use your Social Security Number (SSN), as of July 1, 2013, students will NO LONGER be able to use their SSN to access their account.

If you need additional assistance, contact the **SCE Helpline: 714.808.4679** or starhelp@sce.edu. Helpline hours are Monday through Thursday 7 a.m.—5 p.m. and Friday 7 a.m.—4:30 p.m.

ATTENTION SCE CYPRESS CENTER STUDENTS:

If you are planning to park at the SCE Cypress Center on your assessment date, you **MUST** register your vehicle with the Cypress College virtual parking permit system. Visit cypresscollege.edu/parking and click the link to register your vehicle for a specific **EVENT**. Select **HIGH SCHOOL DIPLOMA ASSESSMENTS** and enter your information to receive a **FREE** guest permit. This guest permit will **ONLY** be valid on the specified event date.

PROGRAMA DE ESCUELA SECUNDARIA PARA ADULTOS (18+)

CUATRO PASOS FACILES PARA INSCRIBIRSE

1

OBTENGA SU CERTIFICADO DE ESTUDIOS ANTERIORES

Obtenga todas sus calificaciones oficiales de todas las escuelas secundarias a las que ha asistido anteriormente y tráigalas a la Sesión de Evaluación (paso 4). (Si la escuela es de los Estados Unidos, tiene que venir en un sobre sellado para que sea oficial-official transcripts).

2

APLIQUE EN LINEA O EN PERSONA

Los nuevos estudiantes pueden aplicar en www.sce.edu o visitar una de nuestras Oficinas de Admisión SCE. Usted necesitará tener un número de estudiante (BANNER ID) para completar los pasos 3 y 4. **No espere hasta cuando se abran las inscripciones para obtener su número de estudiante porque tomará aproximadamente 48 horas para que lo reciba.** Si usted aplica en persona, lo recibirá inmediatamente.

3

COMPLETE LA ORIENTACION EN LINEA

Una vez que ha obtenido su número de estudiante (BANNER ID) es necesario que complete la orientación en línea para el Programa de Escuela Secundaria Para Adultos.

- Visite **myGateway** en: <http://mq.nocccd.edu>. Ingrese su número de estudiante de **8 dígitos** y la contraseña (Password) de **6 dígitos**.
- En el lado izquierdo superior presione **SCE**.
- Bajo **SCE Orientations** seleccione **High School Diploma Program**.
- Siga las instrucciones y complete todas las secciones de SCE High School Online Orientation y pase las **pequeñas pruebas**. Presione **Next** para ir a la siguiente página hasta que obtenga su calificación que le indica que pasó y ha terminado esta orientación.
- NOTA: Si usted no pasa la Orientación en Línea y trata de inscribirse, recibirá un mensaje de error: "cohort restriction" y **NO** podrá inscribirse para la Sesión de Evaluación (assessment session). Usted puede tomar la orientación en línea tantas veces sea necesario hasta completarla y pasarla.

LUGARES Y HORAS* DEL PROGRAMA DE ESCUELA SECUNDARIA PARA ADULTOS
ESTAS CLASES SE OFRECEN SOLAMENTE EN INGLES

*Estas horas pueden cambiar

- Campus de Anaheim: Salón 139**
Dirección: 1830 W. Romeysa Drive, Anaheim, 92801
- Lunes – Viernes: 8:30 a.m. – 2:45 p.m.
 - Lunes – Jueves: 5:00 p.m. – 9:00 p.m.
- Campus SCE Cypress: SCE-TEIL-205**
Dirección: 9200 Valley View Street, Cypress, 90630
- Lunes – Viernes: 8:30 a.m. – 2:45 p.m.
 - Lunes – Jueves: 5:00 p.m. – 9:00 p.m.
- Campus SCE Wilshire: Salón 118**
Dirección: 315 E. Wilshire Avenue, Fullerton, 92832
- Lunes – Viernes: 8:30 a.m. – 2:45 p.m.
 - Lunes – Jueves: 5:00 p.m. – 9:00 p.m.

4

INSCRIBASE Y ASISTA A LA SESION DE EVALUACION

24 horas después de que usted haya completado la Orientación del paso 3, podrá inscribirse para la Sesión de Evaluación, a la cual tendrá que asistir personalmente. Esta evaluación se ofrece en inglés solamente.

Los estudiantes serán evaluados en lectura y comprensión en inglés. Deben inscribirse para una sesión de evaluación obligatoria de dos horas para registrarse en el Programa de Escuela Secundaria Para Adultos. **El Centro donde tome la sesión de evaluación es al que deberá asistir hasta completar el Programa de Escuela Secundaria Para Adultos.**

Mire el cuadro en la **siguiente página** para el **número de referencia (CRN)** para la sesión de evaluación y fíjese en las fechas y horas del **período de inscripciones**. El **tiempo de inscripciones** se cerrará antes si la sesión se llena antes de la fecha indicada.

- Vaya a myGateway a: <http://mq.nocccd.edu>, e ingrese su número de estudiante de **8 dígitos** y la contraseña (Password) de **6 dígitos**.
- Vaya a **Registration Tools** y seleccione **Add or Drop Classes**.
- Seleccione **School of Continuing Education** y presione **Submit**.
- Conteste las preguntas de la pequeña encuesta y presione **Submit**.
- En la página de **Registration** vaya a la sección de **Add Classes Worksheet** y en el primer cuadro, bajo la sección CRN, **ingrese los 5 dígitos del CRN** de la sesión de evaluación a la que desea asistir (**Por favor vaya a la página de High School Diploma Program Assessment Session** en el librito del horario de clases).
- Presione en **Confirm Your Choices**.
- Presione en **Complete Registration**.
- Vaya a la parte superior izquierda de la pantalla y presione en **Back to Student Tab** para regresar al menú principal.
- En **Registration Tools**, seleccione **Print Schedule/Bill**. Bajo **Print Schedule/Bill** seleccione la sesión que quiere ver y presione **Submit**. Presione en **View Schedule/Bill**, ahora presione el **botón derecho de su ratón en cualquier parte de la página** y seleccione **Print**.
- Traiga esta copia a la sesión de evaluación como prueba de su inscripción. También traiga sus calificaciones oficiales (en sobre sellado) y su tarjeta de identificación de estudiante (BANNER ID).**

PERMISO DE ESTACIONAMIENTO: Antes de asistir a la Sesión de Evaluación, asegúrese de revisar las reglas de permisos de estacionamiento en el Centro al que usted estará asistiendo.

Para más información llame a la oficina del Programa de Escuela Secundaria Para Adultos al 714.808.4683

STEP 4: REGISTER FOR A HIGH SCHOOL DIPLOMA PROGRAM ASSESSMENT SESSIONS

The Center where you take your assessment is the Center you must attend to complete your high school diploma. You must attend the assessment session you register for in myGateway and CANNOT switch Center locations, times, or dates. Unregistered students WILL NOT be admitted under any circumstance.

Please arrive 10-15 minutes before your assessment session begins; all testing will begin promptly at the scheduled time. Latecomers WILL NOT be admitted to the assessment sessions.

APRIL

Please select 'SCE Continuing Ed Spring 2017' term when registering via myGateway.

Assessment Location	Registration Period	CRN	Assessment Date	Assessment Time
Anaheim, 1st Floor, Room 107	Apr 3 - Apr 13	70125	Mon, April 17	10 a.m.
Anaheim, 1st Floor, Room 107	Apr 3 - Apr 13	70126	Mon, April 17	6 p.m.
Cypress, Bldg. 100, Room 118	Apr 5 - Apr 17	70129	Wed, April 19	10 a.m.
Cypress, Bldg. 100, Room 118	Apr 5 - Apr 17	70130	Wed, April 19	6 p.m.
Wilshire, Bldg. 200, Room 215	Apr 10 - Apr 19	70133	Fri, April 21	10 a.m.
Wilshire, Bldg. 200, Room 202	Apr 12 - Apr 23	70134	Mon, April 24	6 p.m.

MAY

Please select 'SCE Continuing Ed Spring 2017' term when registering via myGateway.

Assessment Location	Registration Period	CRN	Assessment Date	Assessment Time
Anaheim, 1st Floor, Board Room	Apr 24 - May 4	70127	Mon, May 8	10 a.m.
Anaheim, 1st Floor, Room 107	Apr 24 - May 4	70128	Mon, May 8	6 p.m.
Cypress, Bldg. 100, Room 118	Apr 26 - May 8	70131	Wed, May 10	10 a.m.
Cypress, Bldg. 100, Room 118	Apr 26 - May 8	70132	Wed, May 10	6 p.m.
Wilshire, Bldg. 200, Room 215	May 1 - May 10	71001	Fri, May 12	10 a.m.
Wilshire, Bldg. 200, Room 202	May 3 - May 14	71002	Mon, May 15	6 p.m.

JUNE

Please select 'SCE Continuing Ed Spring 2017' term when registering via myGateway.

Assessment Location	Registration Period	CRN	Assessment Date	Assessment Time
Anaheim, 1st Floor, Board Room	May 22- June 1	71003	Mon, June 5	10 a.m.
Anaheim, 1st Floor, Room 107	May 22 -June 1	71004	Mon, June 5	6 p.m.
Cypress, Bldg. 100, Room 118	May 24 -June 5	71005	Wed, June 7	10 a.m.
Cypress, Bldg. 100, Room 118	May 24 -June 5	71007	Wed, June 7	6 p.m.
Wilshire, Bldg. 200, Room 215	May 29 -June 7	71008	Fri, June 9	10 a.m.
Wilshire, Bldg. 200, Room 202	May 31 - June 11	71009	Mon, June 12	6 p.m.

Each Registration Period opens at 7:30 a.m. on start date and closes at 5 p.m. on end date.

ASSESSMENT LOCATIONS:

Anaheim Campus: 1830 West Romneya Drive, Anaheim, CA 92801 (1st Floor)
Cypress Center: 9200 Valley View Street, Cypress, CA 90630 (Parking Lot 4, Bldg. 100)
Wilshire Center: 315 E. Wilshire Avenue, Fullerton, CA 92832 (Building 200)

For parking information, visit <http://sce.edu/admissions-registration/parking-and-transportation>. For Cypress Center parking, see page 14.

DON'T FORGET TO BRING:

- 1) Officially-sealed transcripts
- 2) BANNER ID number
- 3) Schedule/Bill

GED/HISET PREPARATION PROGRAM

SCE can help students prepare to pass the GED/High School Equivalency Test (GED/HISET). Lab faculty and staff assist students with preparation in the subject areas of math, science, social studies, and language arts as well as test-taking skills such as keyboarding and calculator usage. The GED/HISET Preparation Lab is only offered at the Wilshire Learning Center.

The GED/HISET Preparation Lab staff assist students in creating their online profile at GED.com or HiSET.org in order to sign-up for the official test at other locations. Practice tests will be administered to assess readiness for the official exams.

For more information and tips to help you decide if the GED/HISET is your best option, go to www.sce.edu/basic_skills.

1. Go to the Wilshire Center Admissions and Registration Office (Bldg 300) and obtain an SCE Student ID/Access Card.

2. Attend the Wilshire Learning Center GED/HISET Preparation Lab to prepare for the GED/HISET exam.

GED/HISET PREPARATION LAB & HOURS*

SCE Wilshire Center: 315 E. Wilshire Avenue, Fullerton, CA 92832, Rm 105

- Monday—Thursday: 8:30 a.m. - 2:45 p.m.
- Monday—Thursday: 5 p.m. - 8 p.m.
- Saturday: 8:30 a.m. - 11:30 a.m.

For more information about the GED/HISET Preparation Lab, call 714.992.9535

**Days/hours subject to change.*

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 academic and employment goals by working with faculty 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 textbooks, are provided at no cost to the students. These instructional materials are to remain in the labs as they are shared by all students at the Center. Programs are unable to purchase textbooks and other materials to be taken outside of the labs.
- If you require special accommodations for a verified disability, please contact Disability Support Services at 714.484.7057.
- Self-paced lab style. Students work at their own pace to complete their educational goals.
- GED/HISET Preparation is only offered at Wilshire's Learning Center.

LEARNING CENTER LOCATIONS & HOURS*

Set your own schedule during these hours:

- **Anaheim Campus (Rms 138, 140, & 142)**

M-Th: 8:30 a.m.—2:45 p.m.

M-Th: 5 p.m.—8 p.m.

- **SCE Cypress Center**

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

SCE-Cypress College Math Co-Lab*

Rm SCE/TE2-211: M-Th: 8:30 a.m.—4 p.m.

F: 8:30 a.m.—3 p.m.

W-Th: 5:30 p.m.—8:30 p.m.

**For Cypress College students referred to Math 10 and 15 only.*

- **SCE Wilshire Center, Fullerton (Rm 105)**

M-Th: 8:30 a.m.—2:45 p.m.

M-Th: 5 p.m.—8 p.m.

Sat: 8:30 a.m.—11:30 a.m.



Complete basic college math and pre-algebra in 1-2 terms at the **SCE/Cypress College Math Co-Lab** and get the foundation needed to succeed in higher levels of math.

SCE/Cypress College Math Co-Lab (Room SCE/TE2-211):

M-Th: 8:30 a.m.—4 p.m.

F: 8:30 a.m.—3 p.m.

W-Th: 5:30 p.m.—8:30 p.m.

Need a HIGH SCHOOL DIPLOMA?



Attend a FREE INFORMATION SESSION

and meet faculty, staff, and peers; learn about classes and how to register; find out how to get credit for your previous classes and work experience; and more!

MONDAY, APRIL 3, 2017

6 P.M. – 7 P.M.

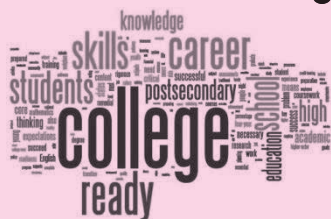
ANAHEIM CAMPUS, ROOM 105

1830 W. Romneya Drive, Anaheim, CA 92801

No reservation required; free parking for this event!

For more information, contact the High School Diploma Program at 714.808.4683.

Want to Go to College?



ENROLL IN THE TWO-WEEK COURSE:

Transitioning to College

All SCE students with a goal of transitioning to Cypress College or Fullerton College are encouraged to register for this **FREE** course offered during SCE's fall and winter terms **ONLY**.

Check the fall and winter term class schedules for course information.

FOREIGN LANGUAGE

For more information about the Foreign Language classes, please call the Lifeskills Education Advancement Program (LEAP) Office at 714.808.4909.

SPANISH – CONVERSATION I LANG/190

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

Dates: Apr 17-Jun 26; nc May 29

CRN	DAYS	PLACE	INSTR	FEE
51107	M/7p-8:50p	WIL/201	Chavez	\$75

ENGLISH & COMMUNICATION

For more information about the English & Communication classes, please call the Lifeskills Education Advancement Program (LEAP) Office 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: Apr 19-Jun 21

CRN	DAYS	PLACE	INSTR	FEE
50096	W/6:30p-9:20p	AN/116	Wills	\$65

Need help registering online? Give us a call!

Online Registration Helpline: 714.808.4679

Helpline Hours: M-Th, 7 a.m. – 5 p.m.; F, 7 a.m. – 4:30 p.m.

SIGN LANGUAGE - SEE LEVEL 1 SIGN/001

This course gives an overview of the Signing Exact English (SEE) model of sign language. Students will explore the philosophy and rationale of the sign system while developing both expressive and receptive delivery skills. It is designed to introduce students to a 700 word working vocabulary and to prepare them to continue on to Sign Language - SEE Level 2/3.

Dates: Apr 18-Jun 20

CRN	DAYS	PLACE	INSTR	FEE
50119	T/6:30p-9:20p	SCECYP/104	Zawolkow	\$65

SIGN LANGUAGE - SEE LEVEL 2/3 SIGN/002

Students will acquire approximately 1,000 additional signs and will improve expressive and receptive fluency with both signs and fingerspelling. Students will continue to address the rationale and philosophy of using the English sign model: Signing Exact English.

Dates: Apr 18-Jun 20

CRN	DAYS	PLACE	INSTR	FEE
50201	T/6:30p-9:20p	SCECYP/103	Bodewig	\$65

Having academic difficulties? Meet with a Learning Disability Specialist.



You may qualify for accommodations such as: additional time for tests, tutoring, note-taking & more.

Call **Disability Support Services** at **714.484.7057** to schedule an appointment today.

INCREASING BUSINESS EFFECTIVENESS

For more information about Increasing Business Effectiveness classes, please call the Lifeskills Education Advancement Program (LEAP) Office at 714.808.4909.

PUBLIC SPEAKING: SPEAKING WITH CONFIDENCE ENCO/520

Many of us are required or asked to give presentations in class, at work, or at social events, yet we are too fearful or lack the knowledge to give a presentation effectively and confidently. By understanding the fear and by offering exercises in a safe and positive growth environment, the published author of "31 Tips to Becoming an Effective Presenter," will gently guide you in transcending your presentation fears and becoming confident in presenting to others. You may even learn to enjoy giving presentations.

Dates: May 25-Jun 22

CRN	DAYS	PLACE	INSTR	FEE
51102	Th/7p-8:50p	SCE/TE2-223	Adamo	\$55

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: Apr 20-May 18

CRN	DAYS	PLACE	INSTR	FEE
51101	Th/7p-8:50p	SCE/TE2-223	Adamo	\$55

CAREER PLANNING



Educational planning services are available to students currently enrolled in: English as a Second Language (ESL), Citizenship, Disability Support Services, Parenting, High School Diploma, Basic Skills, and Career Technical Education courses and certificate 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 Center: 714.484.7440
Wilshire Center: 714.992.9565

BUSINESS SKILLS

For more information about Business Skills classes, please call the Lifeskills Education Advancement Program (LEAP) Office at 714.808.4909.

NOTARY PUBLIC SEMINAR BMGR/670

State approved mandatory education for new and renewing notaries. Being a notary can mean a bigger income for you! Learn the notary laws and prepare for the State of California exam. Take a practice exam, receive your Certificate of Completion, and schedule and registration information for upcoming State exams. Bring ID and arrive early. Due to State regulations, no one admitted after 6 p.m.

Two-Day Workshop: Apr 24-Apr 25

CRN	DAYS	PLACE	INSTR	FEE
50148	MT/6p-9:50p	AN/107	Reed	\$80

\$80 class fee includes materials

Sit for the California Notary Public State Exam

The exam will be offered
April 26, 2017 from 4 p.m. – 6 p.m.
Anaheim Campus, Room 105
For exam: \$40

For more information, including requirements and what to bring to the test, contact 714.808.4909.

NOTARY LOAN SIGNING CERTIFICATION BMGR/680

Prerequisite: Successfully completed six hours of notary education or have notary commission. Become a certified notary loan signing agent. This course covers proper notarization of real estate documents and loan packages. It emphasizes the ethical and administrative role of the notary and the notary's sense of duty associated with being a loan document signing agent. Marketing and customer service are also covered.

One-Day Workshop: Apr 27

CRN	DAYS	PLACE	INSTR	FEE
50149	Th/6p-9:50p	AN/107	Reed	\$60

MACHINE SHORTHAND SPEED BUILDING 1 BUSN/490

This course promotes further development of speed and accuracy in taking dictation on the steno machine. Students will develop sufficient skills to take new material dictation at 160 words per minute (wpm) through 230 wpm for one minute at 98% accuracy. This class meets the state of California licensing requirements.

Dates: Apr 17-Jun 8; nc May 29

CRN	DAYS	PLACE	INSTR	FEE
51130	MTWTh/8a-8:50a	CC/BUS-306	Straughter	\$90

BUSINESS SKILLS – PROJECT MANAGEMENT CERTIFICATE PROGRAM

MACHINE SHORTHAND SPEED BUILDING 2 BUSN/492

Advisory: Completion of Machine Shorthand Speed Building 1. This course promotes further development of speed and accuracy in taking dictation on the steno machine. The student will develop sufficient skills to take new material dictation at 160 words per minute (wpm) through 200 wpm for five minutes with 98% accuracy. This class meets the State of California licensing requirements.

Dates: Apr 17-Jun 8; nc May 29

CRN	DAYS	PLACE	INSTR	FEE
51131	MTWTh/9a-9:50a	CC/BUS-306	Straughter	\$90

MACHINE SHORTHAND SPEED BUILDING 3 BUSN/494

Advisory: Completion of Machine Shorthand Speed Building 2. This course promotes further development of speed and accuracy in taking dictation on the steno machine. The student will develop sufficient skills to take new material dictation at 180 wpm to 200 wpm for ten minutes with 98 percent accuracy. This course meets the requirements of the Court Reporter's Board and the National Court Reporter's Association for speed level on question and answer and trial testimony.

Dates: Apr 17-Jun 8; nc May 29

CRN	DAYS	PLACE	INSTR	FEE
51132	MTWTh/10a-10:50a	CC/BUS-306	Straughter	\$90

MACHINE SHORTHAND SPEED BUILDING 4 BUSN/496

Advisory: Completion of Machine Shorthand Speed Building 1, 2, or 3. This course promotes further development of speed and accuracy in taking dictation on the steno machine. The student will develop sufficient skills to take new material from 160 words per minute (wpm) to 220 wpm sustained dictation with 98% accuracy. This course meets the requirements of the Court Reporter's Board and the National Court Reporter's Association for speed level on question and answer and trial testimony.

Dates: Apr 17-Jun 7; nc May 29

CRN	DAYS	PLACE	INSTR	FEE
51133	MW/12:30p-1:50p	CC/BUS-306	Straughter	\$90

PROJECT MANAGEMENT CERTIFICATE PROGRAM

For more information about the Project Management Certificate Program, please call the Career Technical Education (CTE) Program Office at 714.808.4915 or e-mail cteinfo@sce.edu.

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, Team Building for Project Managers, and Intro to Microsoft Project Professional 2010. The certificate can be completed in six 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: Apr 4-Apr 25; nc Apr 11, Apr 13

CRN	DAYS	PLACE	INSTR	FEE
70085	TTh/6:30p-9:20p	AN/116	Paradiso	\$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: Apr 27-May 11; nc Apr 11, Apr 13

CRN	DAYS	PLACE	INSTR	FEE
70086	TTh/6:30p-9:20p	AN/116	Paradiso	\$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: May 16-May 30; nc Apr 11, Apr 13

CRN	DAYS	PLACE	INSTR	FEE
70087	TTh/6:30p-9:20p	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: Jun 1-Jun 15; nc Apr 11, Apr 13

CRN	DAYS	PLACE	INSTR	FEE
70088	TTh/6:30p-9:20p	AN/116	Gandhi	\$80

INTRO TO MICROSOFT PROJECT PROFESSIONAL COMP/814

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

Dates: Jun 19-Jun 28; nc Apr 11, Apr 13

CRN	DAYS	PLACE	INSTR	FEE
70089	TTh/6p-9:50p	AN/301	Gandhi	\$100

FINANCIAL PLANNING & INVESTING

For more information about Financial Planning and Investing classes, please call the Lifeskills Education Advancement Program (LEAP) Office at 714.808.4909.

RETIREMENT PLANNING TODAY FINC/338

Learn how to make your retirement comfortable and free of money worries through this information packed seminar. Learn about basic investment products and strategies which can maximize return, lower taxes and provide financial security. Topics: Retirement and Financial Planning, Tax Planning, Investments, Health, Life, Medicare and Long Term Care Insurance.

Starts week of 5/1/2017, ends week of 5/8/2017

CRN	DAYS	PLACE	INSTR	FEE
71078	S/9a-11:50a	WIL/216	Bowman	\$60
71077	T/6:30p-9:20p	WIL/201	Bowman	\$60

REJUVENATING YOUR RETIREMENT FINC/370

This course is for retired individuals to consider changes to their current retirement strategies. They will review their current retirement plans and make adjustments such as risk management, new investments and adjustments to their health care planning.

Dates: May 4-May 11

*Dates: May 8-May 15

CRN	DAYS	PLACE	INSTR	FEE
51129	Th/9:30a-11:20a	AN/136	Mosley	\$45
51209*	M/1p-2:50p	AN/136	Mosley	\$45

MEDICARE 101 FINC/390

Understanding Medicare is more relevant than ever before in the retirement community. This course gives an overview of the Medicare program with in-depth details of Parts A - D. The course also provides information on Medicare Supplemental insurance and how policies may provide coverage and benefits to fill the gaps in current Medicare coverage.

Dates: Jun 3-Jun 3

CRN	DAYS	PLACE	INSTR	FEE
51011	S/11:30a-12:50p	WIL/217	Pak	\$30

SOCIAL SECURITY SECRETS FINC/385

This informative workshop will help students understand what they need to know to maximize Social Security benefits. Topics will include elements of retirement income flow and lifespan income strategies.

Dates: Jun 3-Jun 3

CRN	DAYS	PLACE	INSTR	FEE
51013	S/9a-11:20a	WIL/217	Pak	\$49

COMPUTERS

For more information about Computer classes, please call the Career Technical Education (CTE) Program Office at 714.808.4915 or e-mail cteinfo@sce.edu

The School of Continuing Education (SCE) offers a variety of noncredit computer classes to help students develop computer skills and/or earn certificates. **Students MAY TAKE any of the computer classes individually or as part of a certificate program.**

See the individual certificate listing for each certificate program requirements. For certificate requirements, please refer to the SCE Catalog at www.sce.edu/catalog.

Regular attendance is expected of every student in all computer classes. Students on the wait list should attend the first session. No students will be allowed to enroll in a class after the second week of the term.

Note: SCE noncredit computer classes are not transferable and will not be recognized for credit by other institutions, including Fullerton College and Cypress College. These are noncredit computer classes and cannot be considered equivalent to or prerequisites for computer classes at a community college.

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.



= Classes that are eligible for CTE Online Registration on Tuesday, March 7, 2017. See page 5 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: Apr 3-Jun 30; nc Apr 10-16, May 27-29

CRN	DAYS	PLACE	INSTR
21206	MTWTh/8a-9p F/8a-4p S/8a-1p	AN/304	Staff



= Classes that are eligible for CTE Online Registration on Tuesday, March 7, 2017

BEGINNING KEYBOARDING COMP/685



Stop hunting 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 4/3/2017, ends week of 6/26/2017; nc Apr 11-Apr 14

CRN	DAYS	PLACE	INSTR
70058	Th/9a-11:50a	AN/302	Prey
71100	T/9a-11:50a	AN/313	Prey
71101	F/9a-11:50a	AN/403	Prey
70057	W/12:30p-3:20p	AN/302	Kretschmar
70059	Th/6:30p-9:20p	AN/302	Casper
70032	T/6:30p-9:20p	AN/302	Casper

KEYBOARDING MASTERY I COMP/510



Prerequisite: The student must be able to key 35 net words per minute (nwpm) timed writing or have completed COMP 685 Beginning Keyboarding with a pass grade. The first of two keyboarding courses designed to increase keying speed and accuracy to employment levels of 50+ nwpm.

Dates: Apr 5-Jun 28; nc Apr 12

CRN	DAYS	PLACE	INSTR
70199	W/12:30p-2:50p	AN/405	McClurkin

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 4/3/2017, ends week of 6/26/2017; nc Apr 10, Apr 12, May 29

*Dates: Apr 8-Jun 24

CRN	DAYS	PLACE	INSTR
70030	W/9a-11:50a	AN/302	Kretschmar
70027	M/3:30p-6:20p	AN/403	Kretschmar
70031	W/6:30p-9:20p	AN/302	Moreno-Herrera
71105*	S/9a-12:20p	AN/403	Ahmed
71114	T/Th/1p-2:50p	Garden Grove One-Stop Ctr	Baca
71115	T/Th/3p-3:50p	Garden Grove One-Stop Ctr	Baca

Students registering for Introduction to Computers at the Garden Grove One-Stop Center must register for both CRN 71114 (class) and CRN 71115 (lab).

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 4/3/2017, ends week of 6/26/2017; nc Apr 10, Apr 12-Apr 13, May 29

CRN	DAYS	PLACE	INSTR
71103	Th/6:30p-9:20p	AN/313	Smolek

INTRODUCTION TO WINDOWS OPERATING SYSTEMS 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 4/3/2017, ends week of 6/26/2017; nc Apr 11, Apr 14

CRN	DAYS	PLACE	INSTR
70123	F/9a-12:20p	AN/405	Tilak
70121	Th/6:30p-9:20p	AN/313	Staff

Boost your computer skills!

Register for a single class or enroll in a certificate program. SCE offers quality instructors, state-of-the-art computer labs, and all of the latest software!

MS OFFICE - OVERVIEW MS/160



Advisory: Knowledge of Windows and keyboarding. 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.

Starts week of 4/3/2017, ends week of 6/26/2017; nc Apr 10, May 29

*Starts week of 4/17/17, ends week of 6/14/17

CRN	DAYS	PLACE	INSTR
70166	M/12:30p-3:20p	AN/403	Kretschmar
70026	W/6:30p-9:20p	AN/312	Sedrak
71111*	MW/12p-1:50p	Garden Grove One-Stop Ctr	Baca
71112*	MW/2p-2:50p	Garden Grove One-Stop Ctr	Baca

Students registering for MS Office - Overview at the Garden Grove One-Stop Center must register for both CRN 71111 (class) and CRN 71112 (lab).

INTRODUCTION TO WORD MS/144



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 4/3/2017, ends week of 6/26/2017; nc Apr 10, Apr 12, May 29

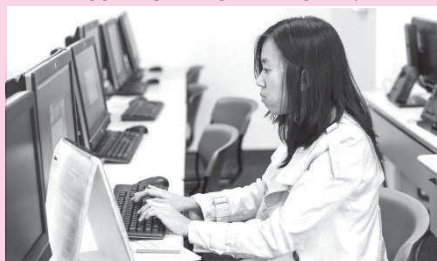
*Starts week of 4/17/17, ends week of 6/14/17

CRN	DAYS	PLACE	INSTR
70202	W/9a-11:50a	AN/312	Ahmed
71116	W/6:30p-9:20p	AN/310	Staff
71110*	MW/9a-10:50a	Garden Grove One-Stop Ctr	DeBiase
71113*	MW/11a-11:50a	Garden Grove One-Stop Ctr	DeBiase

Students registering for Introduction to Word at the Garden Grove One-Stop Center must register for both CRN 71110 (class) and CRN 71113 (lab).



Get ahead with a COMPUTER CERTIFICATE!



Completing five to seven computer courses can earn you a certificate in one of the following programs:

FUNDAMENTAL COMPUTER CONCEPTS AND SKILLS

Learn how to perform data entry, word processing, research utilizing the Internet, and basic computer operation suitable for working in a business environment.

Job outlook: entry-level clerk or general office position

OFFICE APPLICATIONS ESSENTIALS

Learn how to perform basic word processing, spreadsheet, database, and other essential business software applications.

Job outlook: administrative support position

GRAPHIC DESIGN AND WEB SKILLS

Learn how to perform editing a simple website, creating and optimizing digital images, and cataloging and retrieving digital files.

Job outlook: entry-level graphic design/web development position

Check out the current SCE Catalog for program requirements at www.sce.edu/catalog or call the Career Technical Education (CTE) Program Office at 714.808.4915.

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 4/3/2017, ends week of 6/26/2017; nc Apr 11, Apr 13

CRN	DAYS	PLACE	INSTR
70022	T/9a-11:50a	AN/302	Garmon
70039	Th/3p-5:50p	AN/313	Smolek
70061	Th/6:30p-9:20p	AN/312	Baca

SCE is SOCIAL



Connect with us! See inside back cover for details.

MS EXCEL - POWER-USER SKILLS MS/165



Advisory: MS 105 Introduction of Excel or equivalent. 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.

Dates: Apr 4-Jun 27; nc Apr 11

CRN	DAYS	PLACE	INSTR
70062	T/12p-2:50p	AN/302	Garmon
70064	Th/6:30p-9:20p	AN/313	DeBiase
71117	M/6:30p-9:20p	AN/302	Staff

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: Apr 4-Jun 27; nc Apr 11

CRN	DAYS	PLACE	INSTR
70053	T/6:30p-9:20p	AN/313	Staff

INTRODUCTION TO PUBLISHER MS/143



Advisory: Recommended proficiency in COMP 100 Introduction to Computers and MS 104 Introduction to Windows. Provides a basic working knowledge of this popular desktop publishing program. Covers topics such as flyers, newsletters, and business cards.

Dates: Apr 3-Jun 26; nc May 29, Apr 10

CRN	DAYS	PLACE	INSTR
70201	M/3p-5:50p	AN/312	Loayza

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.

Dates: Apr 8-Jun 24

CRN	DAYS	PLACE	INSTR
70034	S/10:30a-12:20p	AN/313	Staff

DIGITAL PHOTO ALBUMS FOR BEGINNERS COMP/121



Advisory: MS 104 Introduction to Windows Operating Systems and COMP 105 Discover the Internet. Learn how to import photos from various sources; organize and manage photos; perform basic editing functions of photos; e-mail photos and share albums; create slide shows and video CDs; and create cards, calendars, albums, and a photo book. Textbook may be required.

Dates: Apr 8-Jun 24

CRN	DAYS	PLACE	INSTR
70035	S/8:30a-10:20a	AN/313	Staff



= Classes that are eligible for CTE Online Registration on Tuesday, March 7, 2017

INTEGRATED COMPUTER PROJECTS COMP/645



Designed for those who want to apply the knowledge they have gained from previous computer classes. See how those skills can be put to work in real world simulations! Capstone course for students who have already learned the basics of computer usage. Recommended proficiency in: Introduction to Computers, Discover the Internet, MS Office Overview or equivalent.

Dates: Apr 7-Jun 30; nc Apr 14

CRN	DAYS	PLACE	INSTR
70099	F/9a-11:50a	AN/312	McClurkin



DIGITAL SCRAPBOOKING COMP/675



Advisory: Knowledge of Windows and 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: Apr 3-Jun 26; nc May 29, Apr 10

CRN	DAYS	PLACE	INSTR
71102	M/9a-11:50a	AN/313	Loayza

DIGITAL PHOTO RESTORATION AND PORTRAIT MAKEOVERS COMP/705



Advisory: COMP 119 Adobe Photoshop Elements and knowledge of Windows 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. Textbook Required.

Dates: Apr 3-Jun 26; nc May 29, Apr 10

CRN	DAYS	PLACE	INSTR
70164	M/12p-1:50p	AN/313	Loayza

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

DIGITAL MEDIA, WEB & VIDEO



For more information about Digital Media, Web and Video classes, please call the Career Technical Education (CTE) Program Office at 714.808.4915 or email cteinfo@sce.edu.

WEB AND MOBILE DESIGN CERTIFICATE PROGRAM
courses are taught at the NOCCCD Anaheim Campus in PC Labs.

Step 1 - Enroll in one at a time or up to four at a time:

Adobe Photoshop (Beginning)*
Adobe Illustrator (Beginning)*
Adobe Dreamweaver (Beginning)*
Introduction to Programming JavaScript (Beginning)*
Web Site Design (HTML 5)*

Step 2 - Enroll in one at a time or up to four at a time:

Adobe Dreamweaver (Intermediate)*
JavaScript (Intermediate)*
Introduction to Animation (Adobe Edge)
Adobe InDesign*
PHP with MySQL (Beginning)*
Introduction to WordPress

Step 3 - Enroll in **Adobe Dreamweaver Intermediate with PHP*** then, enroll in three more courses:

PHP with MySQL (Intermediate)*
Introduction to Video Editing (Adobe Premiere)
Adobe Illustrator (Intermediate)*
Word Press Websites

Alternatives: If a class is cancelled, enroll in one digital media/programming online course at www.easved.org.

Need 12 courses to complete the certificate.

*=Mandatory courses for the certificate program.

REQUIREMENTS: Students must bring a flash drive; some textbooks required. Prices subject to change. Fees pay for the instructor; minimum of ten students required for each class.

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.

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

ADOBE PHOTOSHOP (BEGINNING) DIG/102

Adobe Photoshop is the world's leading image editing software, and the tool of choice for computer graphic artists and web designers. Learn the basics of digital imaging, and how to use Photoshop's common tools, palettes, and commands for manipulating images and compressing them for the fastest downloads. Exercises include color corrections, image retouching, photo montaging and other uses. Discover how to alter photographs, create digital collages, and scan images. Need to know basic computer and typing skills.

Dates: Apr 20-May 25

CRN	DAYS	PLACE	INSTR	FEE
70092	Th/6p-9:50p	AN/310	Herrera	\$125

Boost your computer skills!



Register for a single class or enroll in a certificate program. SCE offers quality instructors, state-of-the-art computer labs, and all of the latest software!

ADOBE ILLUSTRATOR (BEGINNING) DIG/103

Advisory: COMP 100 Introduction to Computers and MS 160 MS Office - Overview The Adobe Illustrator beginning course covers the basic concepts and techniques of computer graphics. The principles of art and design are taught in a studio setting emphasizing hands-on experience. Students create original illustrations using vector-based graphics software.

Dates: Apr 18-May 23

CRN	DAYS	PLACE	INSTR	FEE
70093	T/6p-9:50p	AN/310	Ward	\$125

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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: Apr 17-May 22

CRN	DAYS	PLACE	INSTR	FEE
70094	M/6p-9:50p	AN/310	Herrera	\$125

Become a Bartender!



Get certified in alcohol beverage control and responsible beverage service in just six weeks! Former students have become bartenders and bar managers for large hotels and resorts, restaurants, and night clubs.

For more information, see page 38.

Download the SCE mobile app for Android, Blackberry, iPhone, iPod/iPad at
www.nocccd.edu/mobile



Course schedule, maps, transit routes, contact lists, grades and more available through the app!
*Registration is not available through this mobile application

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North Orange County Community College District

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- Certified Mediator
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- Human Resources Professional
- Certified Green Chain Professional
- Certified Wedding Planner
- Freight broker/Agent Training

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careertraining.ed2go.com/easyed

DISABILITY SUPPORT SERVICES



For more information about Disability Support Services (DSS), please call 714.484.7057.

DSS 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. DSS 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 term and run through the spring term. 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 DSS special class. Please contact the DSS Office at 714.484.7057 to enroll in our special classes or to obtain support services.

INTRODUCTION TO BASIC WORD PROCESSING EDITING FOR STUDENTS WITH DISABILITIES DSPS/414

Designed for individuals with disabilities, this course teaches basic word processing editing.

Starts week of 4/3/2017, ends week of 6/26/2017; nc Apr 10-Apr 13, May 29

CRN	DAYS	PLACE	INSTR
71034	TTh/9a-11:20a	AN/308	Barrett
71052	MW/9a-11:20a	WIL/214	Stephens
71069	MW/12:30p-2:50p	SCE/TE2-200	Day

INTERMEDIATE POWERPOINT SLIDE PRESENTATION & BASIC FORMATTING DSPS/424

Designed for individuals with disabilities, this course provides training in the use of PowerPoint slide presentation software and basic spreadsheet software.

Starts week of 4/3/2017, ends week of 6/26/2017; nc Apr 10-Apr 13, May 29

CRN	DAYS	PLACE	INSTR
71070	TTh/12:30p-2:50p	SCE/TE2-200	Day
71042	MW/12:30p-2:50p	AN/308	Bennett

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COMMUNITY RESOURCES

DSPS/129

A class geared for students with developmental or learning disabilities designed to teach skills necessary to independently take part in typical community activities by traveling to various locations in the area. Lessons learned in the classroom will be practiced in the community.

Starts week of 4/3/2017, ends week of 6/26/2017; nc Apr 11, Apr 14

CRN	DAYS	PLACE	INSTR
71035	F/9a-2:50p	AN/308	Bennett
71073	T/9a-2:50p	SCE/CYP/118	Cunningham
71048	F/9a-2:50p	WIL/201	Stephens

LIVING MORE INDEPENDENTLY: HEALTH, SAFETY AND LIVING WITH YOUR ROOMMATE DSPS/334

Students with disabilities will learn about choosing and living with a roommate. Students will be presented with strategies for cooperative living and problem solving. Students will also learn about health and safety in the home.

Starts week of 4/3/2017, ends week of 6/26/2017; nc Apr 10-Apr 13, May 29

CRN	DAYS	PLACE	INSTR
71031	TTh/9a-11:20a	AN/118	Uriarte-Feld
71065	MW/9a-11:20a	SCE/TE2-223	Cunningham
71054	MW/12:30p-2:50p	WIL/201	Stephens

This class schedule can also be made available in alternate media formats.



For more information, contact Disability Support Services at 714.484.7057.

HUMAN SEXUALITY: CHILDREN, PERSONAL SAFETY, & HEALTHY RELATIONSHIPS DSPS/484

This course is designed to give students with disabilities an overview of the basic human sexuality concepts of having children, sexual abuse safety, and healthy relationships, in order to build safe, healthy sexual behaviors and attitudes, consistent with personal values, using a variety of basic skills.

Starts week of 4/3/2017, ends week of 6/26/2017; nc Apr 10, Apr 12, May 29

CRN	DAYS	PLACE	INSTR
71037	MW/9a-11:20a	AN/610	Sibley-Smith
71057	MW/12:30p-2:50p	WIL/219	Ferrier

EDUCATIONAL SUPPORT AND EMPLOYMENT PREP LAB DSPS/531

This course is designed to provide students who have disabilities with the knowledge to develop vocational and educational skills.

Dates: Apr 4-Jun 30; nc Apr 11, Apr 14-Apr 13

CRN	DAYS	PLACE	INSTR
71036	TThF/9a-11:20a	AN/303	Stanojkovic

**PHOTOSHOP ELEMENTS: LAYERING AND SPECIAL EFFECTS
DSPS/539**

Designed for individuals with developmental or learning disabilities wanting to increase their basic knowledge of Photoshop Elements.

Starts week of 4/3/2017, ends week of 6/26/2017; nc Apr 10-Apr 14, May 29

CRN	DAYS	PLACE	INSTR
71053	F/9a-2:50p	WIL/214	Barrett
71062	MW/9a-11:20a	SCE/TE2-200	Day
71043	TTh/12:30p-2:50p	AN/308	Barrett

**USING READING IN REAL LIFE SITUATIONS FOR STUDENTS WITH DISABILITIES
DSPS/384**

This course is the third in a series of three courses designed for adult students with disabilities to increase their reading comprehension and writing skills found in real life situations.

Dates: Apr 3-Jun 28; nc May 29, Apr 12, Apr 10

CRN	DAYS	PLACE	INSTR
71046	MW/9a-11:20a	WIL/201	Ferrier
71067	MW/12:30p-2:50p	SCECYP/107	Hill
71038	TTh 9a-11:20a	AN/610	Bennett


**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: Apr 7-Jun 30; nc Apr 14

CRN	DAYS	PLACE	INSTR
71064	F/9a-11:20a	SCE/TE2-200	Day

**WORKPLACE TRAINING: EXCEPTIONAL EMPLOYEE FOR STUDENTS WITH DISABILITIES
DSPS/329**

This is a lecture and lab course designed to provide students who have disabilities with hands-on training in basic janitorial tasks that may be expected of them in entry-level employment. Lecture topics include on-the-job behavior and attitude for potential pay raise and/or promotion.

Dates: Apr 4-Jun 29; nc Apr 11, Apr 13

CRN	DAYS	PLACE	INSTR
71055	TTh/12:30p-2:50p	WIL/201	Stephens

**INTERACTING WITH AUTHORITY AND EMERGENCY PERSONNEL
DSPS/364**

This course will prepare students with disabilities for interaction with police and emergency personnel. Topics include an overview of the criminal justice system, rights of individuals if taken into custody and reporting victimization. This course also prepares students for interaction with fire, medical, and emergency medical personnel.

Dates: Apr 4-Jun 29; nc Apr 11, Apr 13

CRN	DAYS	PLACE	INSTR
71060	TTh/9a-11:20a	SCECYP/107	Quitugua
71040	TTh/12:30p-2:50p	AN/118	Anderson

**SAFE SHOPPING AND SAFE MONEY MANAGEMENT
DSPS/434**

A course designed for students with developmental or learning disabilities to learn how to safely shop and manage their money. Students will learn to identify and avoid scams within the community.

Starts week of 4/3/2017, ends week of 6/26/2017; nc Apr 11, Apr 13

CRN	DAYS	PLACE	INSTR
71068	TTh/12:30p-2:50p	SCECYP/107	Quitugua
71045	TTh/12:30p-2:50p	AN/610	Bennett

Boost your computer skills!

Register for a single class or enroll in a certificate program. SCE offers quality instructors, state-of-the-art computer labs, and all of the latest software! See page 21 for more information.

**BASIC COOKING: MORE ADVANCED SKILLS FOR STUDENTS WITH DISABILITIES
DSPS/454**

This course is designed to give students with disabilities more advanced skills of cooking and food preparation concepts and activities, kitchen cleanliness and safety, nutrition, and grocery shopping skills, using a variety of basic skills.

Starts week of 4/3/2017, ends week of 6/26/2017; nc Apr 11, Apr 13-Apr 15, May 27

*Dates: Feb 29-Feb 29

CRN	DAYS	PLACE	INSTR
71050	S/9a-12:20p	WIL/201	Dulac
71061	F/9a-2:50p	SCECYP/107	Sorooshian-Tafti
71051	TTh/9a-11:20a	WIL/207	Ferrier

**SOCIAL SKILLS: ADDITIONAL INTERPERSONAL CONCEPTS
DSPS/464**

This course is designed to give students with disabilities an overview of additional social skills concepts at home, school, work, in the community, and in their personal life, using a variety of basic skills.

Starts week of 4/3/2017, ends week of 6/26/2017; nc Apr 10-Apr 13, May 29

CRN	DAYS	PLACE	INSTR
71059	MW/9a-11:20a	SCECYP/107	Pietrzak
71041	MW/12:30p-2:50p	AN/108	Uriarte-Feld
71058	TTh/12:30p-2:50p	WIL/202	Alire

AFFECTIVELY DEALING WITH WORK-RELATED PROBLEMS DSPS/490

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 4/3/2017, ends week of 6/26/2017; nc Apr 10-Apr 13, May 29

CRN	DAYS	PLACE	INSTR
71030	MW/9a-11:20a	AN/118	Anderson
71072	TTh/12:30p-2:50p	SCE/TE2-223	Sorooshian-Tafti

PERSONAL DEVELOPMENT AND SAFETY IN RELATIONSHIPS FOR STUDENTS WITH DISABILITIES DSPS/524

This course is designed to provide students with developmental disabilities with the knowledge and skills they need to have safe and healthy interpersonal relationships. Topics covered include human development, sexual activity, birth control, and pregnancy.

Dates: Apr 3-Jun 28; nc May 29, Apr 12, Apr 10

CRN	DAYS	PLACE	INSTR
71071	MW/12:30p-2:50p	SCE/TE2-223	Cunningham

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WORK ATTITUDES AND EMPLOYER EXPECTATIONS FOR STUDENTS WITH DISABILITIES DSPS/270

This course is intended to prepare students for successful employment by introducing them to appropriate on-the-job behavior, communication, attitude and work ethic. Students will also be introduced to the importance of workplace safety and customer service.

Starts week of 4/3/2017, ends week of 6/26/2017; nc Apr 10-Apr 13, May 29

CRN	DAYS	PLACE	INSTR
71047	TTh/9a-11:20a	WIL/201	Stephens
71066	TTh/9a-11:20a	SCE/TE2-223	Sorooshian-Tafti
71044	MW/12:30p-2:50p	AN/610	Stanojkovic

BUDGETING FOR APARTMENT LIVING DSPS/285

A quick paced course designed to provide money-management skills for employed students with developmental or learning disabilities living in their own apartment.

Starts week of 4/3/2017, ends week of 6/26/2017; nc Apr 10-Apr 13, May 29

CRN	DAYS	PLACE	INSTR
71032	MW/9a-11:20a	AN/308	Bennett
71063	TTh/9a-11:20a	SCE/TE2-200	Day
71056	MW/12:30p-2:50p	WIL/214	Breen

INDEPENDENT LIVING SKILLS: NUTRITION DSPS/574

NEW!

This class is designed to teach adults with developmental and intellectual disabilities the benefits of achieving good health through nutrition, exercise, and lifestyle choices.

Dates: Apr 3-Jul 2; nc Apr 11, Apr 14-Apr 13, May 29, Apr 12, Apr 10

CRN	DAYS	PLACE	INSTR
71084	MTWThF/9a-2:20p	WIL/207	Anderson/Breen

INDEPENDENT LIVING SKILLS: KITCHEN SKILLS DSPS/584

This course is designed to teach adults with developmental and intellectual disabilities how to plan and safely cook a simple meal.

Dates: Apr 3-Jul 2; nc Apr 11, Apr 14-Apr 13, May 29, Apr 12, Apr 10

CRN	DAYS	PLACE	INSTR
71083	MTWThF/9a-2:20p	SCECYP/103	Brown Pietrzak

DSS Off-Site Class Locations

CRN	LOCATION
71074	BRAILLE
71085	BRAILLE
71086	BRAILLE
71039	WESTVIEW
71088	WATRC

FASHION

For more information about Fashion classes, please call the Lifeskills Education Advancement Program (LEAP) Office at 714.808.4909.



Clothing Design

SEWING TECHNIQUES FOR BEGINNERS CC/205

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

Dates: Apr 19-Jun 21

CRN	DAYS	PLACE	INSTR	FEE
50237	W/6p-8:20p	SCE/TE2-204	Hashimoto	\$75

BASIC SEWING TECHNIQUES FOR BEGINNERS CC/206

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

Dates: May 22-Jun 26; nc May 29

*Dates: Apr 17-May 15

CRN	DAYS	PLACE	INSTR	FEE
50277	M/6:30p-8:50p	AN/402B	Martinez	\$40
50276	M/6:30p-8:50p	AN/402B	Martinez	\$40



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: Apr 19-Jun 21

CRN	DAYS	PLACE	INSTR	FEE
50069	W/10:30a-12:50p	SCE/TE2-204	Eggan	\$75

FASHION DESIGN: SEWING LAB CC/410

A sewing lab to allow completion of unfinished projects. Learn to use sewing notions and machine accessories to expedite completion of project. Garment fitting and alteration included.

Dates: May 24-Jun 21

*Dates: Apr 19-May 17

CRN	DAYS	PLACE	INSTR	FEE
71024	W/6:30p-8:20p	AN/402B	Martinez	\$40
71023	W/6:30p-8:20p	AN/402B	Martinez	\$40

FASHION DESIGN: SWEATSHIRT MAKEOVER CC/422

NEW!

This class will teach students to re-design the basic pullover sweatshirt, including re-sizing and custom-fitting. Students will also learn about restyling a cardigan, vest or jacket. Students will have the opportunity to add various design details such as new necklines, sleeve lengths, and ruffles or embroidery.

Dates: May 25-Jun 22

CRN	DAYS	PLACE	INSTR	FEE
71026	Th/6p-8:20p	SCE/TE2-204	Martinez	\$40

FASHION DESIGN: T-SHIRT MAKEOVER CC/430

NEW!

This course teaches students to re-design a basic T-shirt. Resize and custom fit any purchased, commercial T-Shirt. Students will learn how to add various design details as a new neckline, adjust sleeve lengths, and adding ruffles and embroidery designs.

Dates: Apr 20-May 18

CRN	DAYS	PLACE	INSTR	FEE
71025	Th/6p-8:20p	SCE/TE2-204	Martinez	\$40



SEW TAILORED PROJECTS THAT ARE RUNWAY WORTHY CC/245

Enhance your image by creating garments that are sewn professionally and fit precisely. A personal computer fashion analysis, techniques for sewing faux fur, using specialty machines, proper interfacings, pressing and alterations will result in finished designer outfits at significant savings. May include men's tailoring.

Dates: Apr 18-Jun 20

CRN	DAYS	PLACE	INSTR	FEE
50068	T/6p-8:20p	SCE/TE2-204	Eggan	\$75

FINE & APPLIED ARTS

For more information about Fine & Applied Arts classes, please call the Lifeskills Education Advancement Program (LEAP) Office at 714.808.4909.

Drawing & Painting

PASTELS AND MORE ARTC/225

This class teaches students to paint with pastels and charcoal. Content includes instruction regarding color, value and pastel techniques. Compositions are student-selected, composed, and created with instruction. Beginning to advanced students are welcomed.

Dates: Apr 20-Jun 29

CRN	DAYS	PLACE	INSTR	FEE
50245	Th/1p-3:50p	AN/402A	Black	\$75



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: Apr 18-Jun 27

CRN	DAYS	PLACE	INSTR	FEE
50025	T/1p-3:50p	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: Apr 18-Jun 27

CRN	DAYS	PLACE	INSTR	FEE
50041	T/9a-11:50a	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: Apr 20-Jun 29

CRN	DAYS	PLACE	INSTR	FEE
50097	Th/9a-11:50a	AN/402A	Innes	\$75

PAINT NIGHT ART WORKSHOP CRAE/355

Come join us for fun with paint, snacks, and friends!! A professional Artist will lead our group to recreate the workshop's featured painting while we enjoy music, snacks, and socialize with others. Each workshop is different and focuses on a different artist and famous painting. Easy to follow instructions. All supplies are included. Take home finished painting. No experience necessary!

Dates: Jun 9-Jun 9

*Dates: Apr 28-Apr 28

CRN	DAYS	PLACE	INSTR	FEE
61218	F/5p-8:50p	AN/402B	Landry	\$25
61217	F/5p-8:50p	SCECYP/118	Landry	\$25

Photography

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 4/17/2017, ends week of 6/19/2017

CRN	DAYS	PLACE	INSTR	FEE
50015	W/6:30p-9:20p	WIL/201	Rosenberger	\$70
50014	T/6:30p-9:20p	AN/117	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: Apr 20-Jun 22

CRN	DAYS	PLACE	INSTR	FEE
50012	Th/6:30p-9:20p	AN/117	Rosenberger	\$70

PARENTING

For more information about 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.

**DEVELOPMENTAL MOVEMENT
(AGES 1 - 2)
PARN/260**

Parents and children are introduced to developmental movement and music for one and two year-olds. Emphasis is on identifying milestone-appropriate large motor skills, coordinated body movements and introductory behaviors associated with demonstrations of self-esteem for this age range.

Starts week of 4/17/2017, ends week of 6/19/2017

*Dates: Apr 17-Jun 26; nc May 29

CRN	DAYS	PLACE	INSTR
70178	W/9a-9:50a	WIL/204	Dodson
70181*	M/9a-9:50a	Yorba Linda Church of Christ	Martinez
70184	T/9a-9:50a	AN/134	Dodson
70252	Th/9a-9:50a	SCECYP/117	Amaradio
70244	Th/9a-9:50a	AN/134	Brown
70249	T/9a-9:50a	SCECYP/117	Wahhab
70226	F/9a-9:50a	WIL/204	Swallows

**DEVELOPMENTAL MOVEMENT
(AGES 2 - 3)
PARN/261**

Parents and children are introduced to developmental movement and music for two and three year-olds. Emphasis is on tracking developing milestone-appropriate large motor skills, coordinated body movements and milestone psychological behaviors associated with demonstrations of self-esteem for this age range.

Starts week of 4/17/2017, ends week of 6/19/2017

*Dates: Apr 17-Jun 26; nc May 29

CRN	DAYS	PLACE	INSTR
70179	W/10a-10:50a	WIL/204	Dodson
70182*	M/10a-10:50a	Yorba Linda Church of Christ	Martinez
70187	T/10a-10:50a	AN/134	Dodson
70253	Th/10a-10:50a	SCECYP/117	Amaradio
70227	F/10a-10:50a	WIL/204	Swallows
70245	Th/10a-10:50a	AN/134	Brown
70250	T/10a-10:50a	SCECYP/117	Wahhab
70221	T/6p-6:50p	WIL/204	Dodson

**DEVELOPMENTAL MOVEMENT
(AGES 3 - 4.5)
PARN/262**

Parents and children are introduced to developmental movement, and music for three to four and a half year-olds. Emphasis is on continued tracking of milestone-appropriate large motor skills, coordinated body movements and psychological behaviors associated with demonstrations of self-esteem for this age range.

Starts week of 4/17/2017, ends week of 6/19/2017

*Dates: Apr 17-Jun 26; nc May 29

CRN	DAYS	PLACE	INSTR
70180	W/11a-11:50a	WIL/204	Dodson
70183*	M/11a-11:50a	Yorba Linda Church of Christ	Martinez
70188	T/11a-11:50a	AN/134	Dodson
70254	Th/11a-11:50a	SCECYP/117	Amaradio
70246	Th/11a-11:50a	AN/134	Brown
70251	T/11a-11:50a	SCECYP/117	Wahhab
70228	F/11a-11:50a	WIL/204	Swallows

**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 4/17/2017, ends week of 6/19/2017

*Starts week of 4/17/2017, ends week of 6/26/2017; nc May 27, May 29

CRN	DAYS	PLACE	INSTR
70007	Th/9a-10:50a	WIL/204	Dodson
70008*	M/9a-10:50a	WIL/204	Brown
70009	Th/9a-10:50a	Yorba Linda Church of Christ	Stearns
70011	W/9a-10:50a	AN/134	Stearns
70012	T/9a-10:50a	Yorba Linda Church of Christ	Stearns
70247*	S/9a-10:50a	AN/134	Brown
70142	F/9a-10:50a	AN/134	Brown
70157	T/9a-10:50a	WIL/204	Martinez
70158	W/9a-10:50a	SCECYP/117	Wahhab
70160	F/9a-10:50a	SCECYP/117	Wahhab
70242*	M/9a-10:50a	AN/134	Amaradio
70140*	M/9a-10:50a	SCECYP/117	Wahhab


**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. For all classes, please bring a lunch.

Starts week of 4/17/2017, ends week of 6/19/2017

*Starts week of 4/17/2017, ends week of 6/26/2017; nc May 27, May 29

CRN	DAYS	PLACE	INSTR
70044	Th/11a-12:50p	WIL/204	Dodson
70045	T/11a-12:50p	WIL/204	Martinez
70046	F/11a-12:50p	AN/134	Brown
70047	W/11a-12:50p	AN/134	Stearns
70048	Th/11a-12:50p	Yorba Linda Church of Christ	Stearns
70248*	S/11a-12:50p	AN/134	Brown
70050*	M/11a-12:50p	WIL/204	Brown
70141*	M/11a-12:50p	SCECYP/117	Wahhab
70143	F/11a-12:50p	SCECYP/117	Wahhab
70159	W/11a-12:50p	SCECYP/117	Wahhab
70243*	M/11a-12:50p	AN/134	Amaradio
70049	T/11a-12:50p	Yorba Linda Church of Christ	Stearns

DISCOVER THE RIGHT PROGRAM FOR YOU!

Before enrolling, attend a **FREE INFORMATION SESSION** and learn more about the program, required courses, and how to register.

No reservation required!

LOCATION:

AN	SCE Anaheim Campus
WIL	SCE Wilshire Center

TIME:

Morning: 11 a.m.—12 p.m.
Evening: 6 p.m.—7 p.m.
Please arrive on time.
No children allowed.

PARKING:

A one-day parking permit can be purchased for \$2 at a parking kiosk; exact change required.

*See back for map and addresses



Administrative Assistant Certificate Program

Morning Sessions

Wed, Feb 22, 2017 - AN/105
Fri, Feb 24, 2017 - AN/105

Evening Sessions

Thurs, Feb 23, 2017 - AN/101
Tues, Feb 28, 2017 - AN/107



Funeral Service Assistant Certificate Program

Morning Sessions

Wed, Mar 1, 2017 - AN/105
Thurs, Mar 2, 2017 - AN/107

Evening Sessions

Mon, Mar 6, 2017 - AN/105
Tues, Mar 7, 2017 - AN/105



Management Certificate Program

Morning Sessions

Mon, Mar 6, 2017 - WIL/108
Tues, Mar 7, 2017 - WIL/108

Evening Sessions

Mon, Mar 6, 2017 - WIL/108
Tues, Mar 7, 2017 - WIL/108



Medical Assistant Certificate Program

Morning Sessions

Tues, Feb 21, 2017 - AN/105
Thurs, Feb 23, 2017 - AN/105

Evening Sessions

Wed, Feb 22, 2017 - AN/107
Mon, Feb 27, 2017 - AN/105



Pharmacy Technician Certificate Program

Morning Sessions

Mon, Feb 27, 2017 - AN/105
Tues, Feb 28, 2017 - AN/107

Evening Sessions

Wed, Mar 1, 2017 - AN/107
Thurs, Mar 2, 2017 - AN/107

PREPARE FOR NEW CAREER OPPORTUNITIES!



A career certificate will provide:

- Upgraded job skills
- Hands-on, quality training
- Higher wages

Take the **NEXT STEP** and earn your noncredit certificate in as little as six months!

For more information, contact the SCE Student Success and Support Program Office at 714.808.4682.

The North Orange County Community College District's (NOCCCD) School of Continuing Education (SCE) Administrative Offices are located at 1830 W. Romney Drive in Anaheim, California 92801. For more information, call 714.808.4645 or visit www.sce.edu. It is the policy of the NOCCCD 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. The District is also committed to maintaining campuses that are free of harassment, drugs and alcohol. To read the entire NOCCCD nondiscrimination statement, visit the policy in the General Information section in the back of the SCE class schedule.



ADVANCE CAREER GOALS WITH COMPUTER SKILLS!

REGISTER FOR A SINGLE CLASS OR ENROLL IN A CERTIFICATE PROGRAM.

A leader in computer instruction, SCE offers quality instructors, state-of-the-art computer labs, and all of the latest software free of cost to you.

See the Computers section on page 21 for more information.

CAREER TECHNICAL EDUCATION PROGRAM

FIVE EASY STEPS TO ENROLL

NEW STUDENTS:
Complete Steps 1—5

1

APPLY ONLINE OR IN-PERSON

- ⇒ New students apply to the school at www.sce.edu
- ⇒ Or visit the Admissions and Registration Office at any SCE Center

2

ORIENTATION

New students are required to complete an online orientation in order to enroll in the following Career Technical Education (CTE) Certificate Programs:

- ⇒ Administrative Assistant
- ⇒ Early Childhood Education
- ⇒ Medical Assistant
- ⇒ Pharmacy Technician

3

ASSESSMENT

Students must complete an assessment (see **page 36** to reserve your seat) to enroll in the following classes:

- ⇒ Administrative Assistant Program: BUSN/320, BUSN/340
- ⇒ Early Childhood Education Program: ECE/136, ECE/140
- ⇒ Medical Assistant Program: MEDO/260, MEOC/104
- ⇒ Pharmacy Technician Program: MEOC/104, MEOC/130

4

REGISTRATION

CTE Online registration will open at 7:30 a.m. on the following dates for the 2017 Spring Term:

- ⇒ Medical Assistant Certificate Program Classes—Wednesday, March 1, 2017
- ⇒ All other CTE Certificate Program Classes—Tuesday, March 7, 2017

5

COUNSELING

- ⇒ Meet with a counselor by appointment
- ⇒ New students must meet with a counselor during their first term to develop a Student Educational Plan
- ⇒ Returning students are highly encouraged to meet with a counselor to update their Student Educational Plan

RETURNING STUDENTS:
Complete Steps 4—5 (and 3, if necessary)

For more information, call the Career Technical Education Program Office at 714.808.4915 or email cteinfo@sce.edu.



CAREER TECHNICAL EDUCATION PROGRAM

FIVE EASY STEPS TO ENROLL

1 APPLY FOR AN SCE BANNER ID

Apply online at www.sce.edu or visit any SCE Admissions and Registration office. You will need a BANNER ID number **before** you can complete Step 2.

Do not wait until registration opens to apply for a BANNER ID as the process may take up to 48 hours before you receive your ID number. If you apply in person, you will receive your BANNER ID immediately.

2 COMPLETE A REQUIRED ORIENTATION

Once you have a BANNER ID number, new students must complete a REQUIRED Orientation for the CTE Certificate Programs. Students should plan to complete the CTE Online Orientation at least 24 hours in advance of the first day of online registration to ensure that they are approved to register.

- A. Visit **myGateway** at mg.nocccd.edu. Use your **BANNER ID** and **PIN** to log-in.
- B. In the top left corner of the screen, click on the **SCE** tab.
- C. In the **SCE Orientations** box, select the SCE Online Orientation for the certificate program you want to enroll: **Administrative Assistant, Early Childhood Education, Medical Assistant, or Pharmacy Technician.**
- D. Follow the directions and complete all sections of your selected certificate program's **Online Orientation** and **pass a series of short quizzes**. NOTE: If you do not pass the Online Orientation and try to register, you will receive an error message, "cohort restriction," and you will not be able to register. You can take the Online Orientation several times to successfully complete and pass.
- E. **24 hours after** you successfully pass the **Online Orientation, you will be eligible to register** for classes in the certificate program. The Online Orientations are unique to each SCE Certificate Program. You must take and pass the Online Orientation for the certificate program's classes in which you wish to enroll.
- F. Although you have successfully passed the Online Orientation, **some classes also require completing an Assessment (step 3) and you will also still need to register for classes (step 4).**

3 COMPLETE A REQUIRED ASSESSMENT

Students are assessed in reading and mathematics. Students enrolled in the Administrative Assistant, Early Childhood Education, Medical Assistant, and/or Pharmacy Technician Certificate Programs must complete an assessment to register for certain CTE classes. For the list of classes and assessment details, please see **page 36**. Reserve your seat today!

4 REGISTER ONLINE FOR 2017 SPRING TERM COURSES

2017 Spring Term Online Registration opens on these dates:

- Medical Assistant Certificate Program: Wednesday, March 1, 2017; opens at 7:30 a.m.
- All other CTE Programs: Tuesday, March 7, 2017; opens at 7:30 a.m.

See page 5 of this printed class schedule for more information on how to register online using myGateway.

HELPFUL TIPS:

- Spaces are limited and available on a first-come, first-served basis. Registration opens at 7:30 a.m. on both March 1, 2017 and March 7, 2017.
- **FIRST TIME REGISTERING ONLINE?** See page 3 of this class schedule for details about Online Registration Workshops or visit www.sce.edu/registration for a tutorial and a handy worksheet.

5 COUNSELING

All new students wishing to complete a CTE Certificate Program must meet with a counselor by the end of their first term at SCE to develop a Student Educational Plan. The Student Educational Plan will help you reach your educational goal(s). It is an individualized list of program requirements needed to obtain a certificate.

It is highly recommended that returning students meet with a counselor to update their Student Educational Plan.

For more information, call the Career Technical Education Program Office at 714.808.4915. To make an appointment with a counselor, call the Student Success and Support Program Office at 714.808.4682.

EVERY DAY COUNTS AT SCE!



Attending **every** class meeting is important for all SCE students.

Your consistent attendance helps you achieve your goals of learning a new skill, earning a diploma or certificate, or transferring to college. **See you in class!**



CAREER TECHNICAL EDUCATION PROGRAM

STEP 3: COMPLETE A REQUIRED ASSESSMENT

Assessments are required before registering for the following classes:

Administrative Assistant Certificate Program—BUSN/320, BUSN/340

Early Childhood Education Certificate Program—ECE/136, ECE 140

Medical Assistant Certificate Program—MEDO/260, MEOC/104

Pharmacy Technician Certificate Program—MEOC/104, MEOC/130

Select and attend ONE assessment session from the following dates and times:

FEBRUARY Anaheim Campus Room 606 *Room 310	Wednesday, February 22, 2017—6 p.m.* Friday, February 24, 2017—10 a.m. Tuesday, February 28, 2017—10 a.m.
MARCH Anaheim Campus Room 606 *Room 310	Monday, March 6, 2017—10 a.m. Monday, March 6, 2017—6 p.m. Tuesday, March 7, 2017—10 a.m. Wednesday, March 8, 2017—10 a.m. Wednesday, March 8, 2017—6 p.m. Thursday, March 9, 2017—10 a.m. Thursday, March 9, 2017—6 p.m. Friday, March 10, 2017—10 a.m. Monday, March 27, 2017—10 a.m. Monday, March 27, 2017—6 p.m. Tuesday March 28, 2017—10 a.m.* Wednesday, March 29, 2017—10 a.m. Wednesday, March 29, 2017—6 p.m. Thursday, March 30, 2017—10 a.m. Thursday, March 30, 2017—6 p.m. Friday, March 31, 2017—10 a.m.
APRIL Anaheim Campus Room 606	Monday, April 3, 2017—10 a.m. or 6 p.m. Tuesday, April 4, 2017—10 a.m. or 6 p.m.

Anaheim Campus: 1830 W. Romneya Drive, Anaheim, CA 92801

RSVP for your assessment at: <http://tinyurl.com/ssspreg>
 Questions? Call 714.808.4682.



DON'T BE LATE! Please arrive 10-15 minutes before the test as all testing will begin promptly at the scheduled time. **Latecomers will NOT be admitted to the assessment session.** Students arriving late will be directed to another session date and time.

Allow at least two hours for the assessment.

You **MUST BRING** the following items with you for your assessment testing:

- ⇒ Photo ID
- ⇒ Banner ID card

CAREER TECHNICAL EDUCATION PROGRAM

For more information about the programs listed below, please call the Career Technical Education (CTE) Program Office at 714.808.4915 or e-mail cteinfo@sce.edu.

- Administrative Assistant Certificate Program
- Early Childhood Education (ECE) Certificate Program
- Electrical Trainee Certificate Program
- Funeral Service Assistant Certificate Program
- Management Certificate Program
- Medical Assistant Certificate Program
- Quality Assurance Management Certificate for Medical Devices
- Pharmacy Technician Certificate Program

Program Attendance and Grading Requirements

- **FIRST CLASS ATTENDANCE IS MANDATORY** to secure your place in 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. **Students on the wait list should attend the first class.** Regular attendance is expected of every student.
- All courses in these programs are graded (Pass or No Pass). In order to be eligible to receive a passing grade students in these programs must meet both the minimum attendance requirements and the 80% or higher grading requirement.

GRADING POLICY: These courses are considered Career Development and College Preparation by SCE. Students will receive grades. 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.



= Classes that are eligible for CTE Online Registration on Tuesday, March 7, 2017. See pg 5 for details.

For more information about Bartending Workshops, please call the Lifeskills Education Advancement Program (LEAP) Office at 714.808.4909. For more information about Healthcare Medical Interpreter Training, please call Magnus Corporation at 909.718.1185.

Tips for Success on Your Career Pathway Journey!

✓ **Attend all of your classes every day!** (All CTE courses and programs have attendance requirements. Please refer to your course syllabus and instructor for requirements.)

✓ **Come to class on time and stay for the whole class!**

✓ **Actively participate in the classroom!** (Including engaging in classroom discussions and asking questions.)

✓ **Complete all assignments, tests, and reading by the due dates!** ("I know you've heard it a thousand times before. But it's true – hard work pays off. If you want to be good, you have to practice, practice, practice. If you don't love something, then don't do it." –Ray Bradbury)

✓ **Create a Student Educational Plan (SEP)!** (Meet with a counselor during the term to create your SEP. This will help you map out your educational goals.)

✓ **Take advantage of all available student services as soon and as often as needed!**

✓ **Attend SCE and CTE workshops!**

ADMINISTRATIVE ASSISTANT CERTIFICATE PROGRAM



For more information about the Administrative Assistant Certificate Program, please call the Career Technical Education (CTE) Program Office at 714.808.4915 or e-mail cteinfo@sce.edu.

The Administrative Assistant Certificate Program prepares students for a career as a secretary or an administrative assistant. Training includes keyboarding and speed building, current Windows operating system, Microsoft Word, Microsoft Excel, Microsoft PowerPoint, Internet, Microsoft Outlook, customer service, communication and problem solving, telephone techniques, business mathematics, proofreading and spelling, filing, and job hunting skills.

Administrative Assistant Certificate Requirements

- For program requirements, please refer to the **SCE Catalog** at www.sce.edu/catalog.

Additional program requirements include:

- 1) CCTR/100: Business/Computer Skills Lab (120 hours; averaging a minimum of five hours per week during the fall, winter, and spring terms).
- 2) Complete all program requirements within one year and maintain catalog rights. **NO EXTENSIONS and/or EXCEPTIONS WILL BE GIVEN.** Those students not meeting the requirements within one year and/or not maintaining catalog rights will be required to repeat any classes that are not within the one year time frame and/or take any further program requirements.

Registration

Students must begin with either BUSN/320: Office Skills I or BUSN/340: Computer Applications for the Administrative Assistant I. Students may also take both classes concurrently.



= Classes that are eligible for CTE Online Registration on Tuesday, March 7, 2017. See page 5 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.

Starts week of 4/3/2017, ends week of 6/26/2017; nc
Apr 10-Apr 13, May 29

CRN	DAYS	PLACE	INSTR
70028	TTTh/9a-10:50a	AN/405	McClurkin
70042	MW/6:30p-8:20p	AN/405	Benson

CRN 70028 is part of SCE's I-BEST Pilot Project and is open to all students. See page 43 for more information.



Discover if the Administrative Assistant Certificate Program is right for YOU!



Attend a FREE Information Session and get answers to all of your questions about how the program is set up, how long it will take you to obtain your certificate, and how to register.

Morning Sessions (11 a.m. – 12 p.m.)

Wednesday, February 22, 2017 – AN/105

Friday, February 24, 2017 – AN/105

Evening Sessions (6 p.m. – 7 p.m.)

Thursday, February 23, 2017 – AN/101

Tuesday, February 28, 2017 – AN/107

No reservation required! A one-day parking permit can be purchased for \$2 at a parking kiosk; exact change required.

For more information, contact the SCE Student Success and Support Program Office at 714.808.4682.

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 4/3/2017, ends week of 6/26/2017; nc Apr 10-Apr 13, May 29

CRN	DAYS	PLACE	INSTR
70024	MW/8:30a-10:20a	AN/405	Grane
70055	TTh/6:30p-8:20p	AN/405	Teipe

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.

Starts week of 4/3/2017, ends week of 6/26/2017; nc Apr 10-Apr 13, May 29

CRN	DAYS	PLACE	INSTR
70029	TTh/11a-11:50a	AN/405	McClurkin
70043	MW/8:30p-9:20p	AN/405	Benson

CRN 70029 is part of SCE's I-BEST Pilot Project and is open to all students. See page 43 for more information.

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.

Starts week of 4/3/2017, ends week of 6/26/2017; nc Apr 10-Apr 13, May 29

CRN	DAYS	PLACE	INSTR
70023	MW/10:30a-11:20a	AN/405	Grane
70054	TTh/8:30p-9:20p	AN/405	Teipe

BARTENDING

For more information about Bartending classes, please call the Lifeskills Education Advancement Program (LEAP) Office at 714.808.4909.



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	SEE
Starts week of 4/17/2017, ends week of 5/15/2017				
50242	S/8:30a-12:50p	SCE/TE2-210	Salisbury	\$165
50019	Th/12p-4:20p	SCE/TE2-210	Salisbury	\$165
50020	Th/5:30p-9:50p	SCE/TE2-210	Salisbury	\$165
Dates: May 25-Jun 22				
51119	Th/12p-4:20p	SCE/TE2-210	Salisbury	\$165
51118	Th/5:30p-9:50p	SCE/TE2-210	Salisbury	\$165
Dates: Jun 3-Jul 1				
50243	S/8:30a-12:50p	SCE/TE2-210	Salisbury	\$165

EARLY CHILDHOOD EDUCATION CERTIFICATE PROGRAM

For more information about the Early Childhood Education Certificate Program, please call the Career Technical Education (CTE) Office at 714.808.4915 or e-mail cteinfo@sce.edu.

The Early Childhood Education Certificate 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 noncredit program based upon instructional hours rather than college units. The required and elective ECE courses within the certificate program are equivalent to two or three units of ECE in compliance with state licensing requirements for private facilities only.

Early Childhood Education Certificate Requirements

- For program requirements, please refer to the [SCE Catalog](http://www.sce.edu/catalog) at www.sce.edu/catalog.
- Additional program requirements include:
 - A current Pediatric First Aid/CPR card through an EMSA approved trainer or completion of MEDO/305 Heartsaver Pediatric First Aid or American Red Cross: Adult and Pediatric First Aid/CPR/AED.
 - Complete all program requirements within seven years and maintain catalog rights. **NO EXTENSIONS and/or EXCEPTIONS WILL BE GIVEN.** Those students not meeting the requirements within seven years and/or not maintaining catalog rights will be required to repeat any classes that are not within the seven year time frame and/or take any further program requirements.

Registration

Students should begin with ECE/140: Early Childhood Development and/or ECE 136: Family Community Relationships.



= Classes that are eligible for CTE Online Registration on Tuesday, March 7, 2017. See page 5 for details.

EARLY CHILDHOOD DEVELOPMENT ECE/140



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

Starts week of 4/3/2017, ends week of 6/26/2017; nc Apr 10, Apr 13, May 29

CRN	DAYS	PLACE	INSTR
70079	M/9a-11:50a	AN/112	Hill-West
70080	Th/6:30p-9:20p	AN/106	Sueng

CRN 70079 is part of SCE's I-BEST Pilot Project and is open to all students. See page 43 for more information.

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: Apr 4-Jun 27; nc Apr 11

CRN	DAYS	PLACE	INSTR
70081	T/6:30p-9:20p	AN/106	Martin

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: Apr 3-Jun 14; nc May 29, Apr 12, Apr 10

CRN	DAYS	PLACE	INSTR
70082	MW/6:30p-9:20p	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: Apr 4-Jun 27; nc Apr 11

CRN	DAYS	PLACE	INSTR
70083	T/6:30p-9:20p	AN/112	Sueng



INTRODUCTION TO CURRICULUM FOR EARLY CHILDHOOD EDUCATION ECE/170



Prerequisite: ECE 140 Early Childhood Development.

This course provides the foundation for curriculum planning, implementation, observation, assessment and evaluation. Emphasis includes modalities, learning styles, environments, activities, schedules, routines and adaptations to facilitate learning for all children. This course is part of a program approved by the California Department of Social Services for employment in private facilities.

Starts week of 4/3/2017, ends week of 6/26/2017; nc Apr 11-Apr 12

CRN	DAYS	PLACE	INSTR
70205	W/9a-11:50a	AN/112	Sueng
70095	W/6:30p-9:20p	AN/112	Martin

PROGRAM SCIENCE & MATH ECE/130



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

Dates: Apr 5-Jun 28; nc Apr 12

CRN	DAYS	PLACE	INSTR
70154	W/6:30p-9:20p	AN/108	Le



EARLY CHILDHOOD EDUCATION CERTIFICATE PROGRAM – ELECTRICAL TRAINEE CERTIFICATE PROGRAM

SUPERVISION & ADMINISTRATION ECE/142



(Offered Spring Term Only) *Prerequisites:* ECE 170 Introduction to Curriculum for ECE, and ECE 108 ECE Program Principles and Practice, and ECE 140 Early Childhood Development, and ECE 136 Family/Community Relationships, and ECE 100 Child Health and Safety. (or courses equivalent - see Program Manager). In depth study of the essentials of daily school supervision and operation as mandated by State regulations.

Dates: Apr 4-Jun 29; nc Apr 11, Apr 13

CRN	DAYS	PLACE	INSTR
70084	TTh/6:30p-9:20p	AN/108	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: Apr 3-Jun 26; nc Apr 10, May 29

CRN	DAYS	PLACE	INSTR
70105	M/6:30p-9:20p	AN/112	Cheng

INFANT-TODDLER CARE ECE/175



This course explores the theories, principles and practices of an infant/toddler program. Content includes respectful, responsive care giving, licensing and regulation issues, and enriching, safe, healthy developmentally appropriate environments. This course is part of a program approved by the California Department of Social Services for employment in private facilities.

Dates: Apr 4-Jun 15; nc Apr 10, Apr 12, May 29

CRN	DAYS	PLACE	INSTR
70106	TTh/6:30p-9:20p	AN/110	Hill-West



Every Day Counts at SCE

Attending **every** class meeting is important for all SCE students.

Your consistent attendance helps you achieve your goals of learning a new skill, earning a diploma or certificate, or transferring to college. **See you in class!**

ELECTRICAL TRAINEE CERTIFICATE PROGRAM

For more information about the Electrical Trainee Certificate Program, please call the Career Technical Education (CTE) Program Office at 714.808.4915 or e-mail cteinfo@sce.edu.

This program will prepare students to work in an entry-level position in the construction industry assisting with the electrical installation and repair of electrical wiring in buildings. Students will receive an overview of the construction industry with a focus on the career path of an electrical trainee. Topics include safety, construction math, tools and materials handling, electrical theory, code requirements and application for residential, commercial and industrial wiring, prints and specifications.

Electrical Trainee Certificate Requirements

- For program requirements, please refer to the SCE Catalog at www.sce.edu/catalog.

- Additional program requirements include:

- 1) Complete all program requirements and maintain catalog rights. **NO EXCEPTIONS WILL BE GIVEN.** Those students not maintaining catalog rights will be required to take any further program requirements if the program undergoes changes and/or revisions.

Registration

Students should begin with ELET/140: Introduction to Electrical Trainee.



=Classes that are eligible for CTE Online Registration on Tuesday, March 7, 2017. See page 5 for details.

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INTRODUCTION TO ELECTRICAL TRAINEE ELET/140



Course provides an overview of the construction industry with focus on the career path of an electrical trainee. Students will learn about the skills needed to launch a successful career in the electrical trade. Topics include safety, construction math, tools and materials handling, job site management, and State certification requirements for electricians.

Dates: Apr 4-Jun 13; nc Apr 11, Apr 13

CRN	DAYS	PLACE	INSTR
70103	TTh/6:30p-9:20p	AN/611	Massia

ELECTRICITY FUNDAMENTALS ELET/145



Prerequisite: ELET 140 Introduction to Electrical Trainee. Course covers basic electrical concepts, including electrical measurements, basic electrical theory, and an understanding of how common electrical components work. Course provides a basis for understanding electrical safety concepts.

Dates: Apr 4-Jun 27; nc Apr 11

CRN	DAYS	PLACE	INSTR
70104	T/6p-9:50p	AN/402B	Famolaro

WIRING FUNDAMENTALS: INDUSTRIAL ELET/170



Prerequisite: ELET 145 *Electricity Fundamentals*. Course provides an overview of the National Electrical Code (NEC) and its application to industrial wiring. Topics to include industrial wiring, conduit systems, conductor types and applications, over-current protection, polyphase distribution, system and equipment grounding, electrical motors, motor circuit conductors, motor control circuits, and electrical power installations in accordance to the NEC.

Dates: Apr 5-Jun 28; nc Apr 12

CRN	DAYS	PLACE	INSTR
70156	W/6:30p-9:20p	AN/402A	Faessel

INTRODUCTION TO BLUEPRINT READING CONS/230



An introduction to blueprint reading using a fundamental approach, this course will familiarize trainees with basic blueprint terms, components and symbols. Trainees will learn the different types of blue print drawings (civil, architectural, structural, mechanical, plumbing/piping, and electrical) and how to interpret and use drawing dimensions.

Dates: Apr 3-Jun 26; nc May 29, Apr 10

CRN	DAYS	PLACE	INSTR
70124	M/6:30p-9:20p	AN/611	Massia

Discover if the Funeral Service Assistant Certificate Program is right for YOU!



Attend a FREE Information Session

and get answers to all of your questions about how the program is set up, how long it will take you to obtain your certificate, and how to register.

Morning Sessions (11 a.m. – 12 p.m.)

Wednesday, March 1, 2017 – AN/105

Thursday, March 2, 2017 – AN/107

Evening Sessions (6 p.m. – 7 p.m.)

Monday, March 6, 2017 – AN/105

Tuesday, March 7, 2017 – AN/105

No reservation required! A one-day parking permit can be purchased for \$2 at a parking kiosk; exact change required.

For more information, contact the SCE Student Success and Support Program Office at 714.808.4682.

FUNERAL SERVICE ASSISTANT CERTIFICATE PROGRAM

For more information about the Funeral Service Assistant Certificate Program, please call the Career Technical Education (CTE) Program Office at 714.808.4915 or e-mail cteinfo@sce.edu.

This program serves as an introduction to the theoretical and practical knowledge required for professional licensure. It will help individuals determine their level of interest in the funeral service industry and for more formal vocational training in Mortuary Science. This program will prepare students for an entry-level position as a funeral service assistant. The program consists of a sequence of courses that prepares students with the knowledge and skills needed to perform the tasks of a funeral service assistant such as placing casket in parlor or chapel prior to service; arranging floral offerings or lights around casket; directing or escorting mourners; closing casket; and issuing and storing funeral equipment. It is not intended as a substitute for the Associate in Science – Mortuary Science Program, licensing or certification requirements, which include an apprenticeship, but would provide students a more realistic expectation of the rigors of funeral service practice that will lead to employment as a funeral assistant and/or a pathway to the Cypress College Mortuary Science Associate in Science degree program.

Funeral Service Assistant Certificate Requirements

- For program requirements, please refer to the SCE Catalog at www.sce.edu/catalog.

Additional program requirements include:

- Complete all program requirements within two years and maintain catalog rights. **NO EXTENSIONS and/or EXCEPTIONS WILL BE GIVEN.** Those students not meeting the requirements within two years and/or not maintaining catalog rights will be required to repeat any classes that are not within the two-year time frame and/or take any further program requirements.

Registration

Students must begin with MEOC/210: Introduction to Computers for Health Care Workers or be concurrently enrolled in MEOC/210 and FSRV/100: Introduction to Funeral Service Practice.



= Classes that are eligible for CTE Online Registration on Tuesday, March 7, 2017. See page 5 for details.

FUNERAL SERVICE OPERATIONS FSRV/120



Prerequisite: FSRV 100 *Introduction to Funeral Service Practice*. This course introduces students to funeral service practices and procedures in preparation for entry-level positions in the funeral home. These include funeral service assistant, receptionist, mortuary representative, transfer personnel, funeral director assistant, and pre-need salesperson. Students review historical funeral service practices, funeral service price lists, and service arrangements.

Dates: Apr 3-Jun 28; nc Apr 10, Apr 12, May 29

CRN	DAYS	PLACE	INSTR
70217	MW/6p-8:20p	AN/607	Wright

Need help registering online? Give us a call!

Online Registration Helpline: 714.808.4679

Helpline Hours: M-Th, 7 a.m. – 5 p.m.; F, 7 a.m. – 4:30 p.m.



FUNERAL SERVICE PRACTICES AND PROCEDURES II FSRV/126



Prerequisite: FSRV 125 *Funeral Service Practices and Procedures I*. This course provides students with experience related to administrative and managerial funeral directing. Students will explore the necessary skills required to operate within the funeral home, including advertising and public relations, marketing and merchandising, and compliance with applicable laws, rules, and regulations.

Dates: Apr 4-Jun 29; nc Apr 11, Apr 13

CRN	DAYS	PLACE	INSTR
70218	TTTh/6p-8:20p	AN/607	Wright

INTRODUCTION OF COMPUTERS FOR HEALTH CARE WORKERS IMAGE MEOC/210



Prerequisite: COMP 685 *Beginning Keyboarding or Typing 30 words per minute*. This course is an introduction to computers for individuals entering the health care field. This course provides a general introduction to computer literacy and information technology for health care students. The course provides a comprehensive survey of the interconnections of information technology and health care.

Dates: Apr 3-Jun 29; nc Apr 10, May 29

CRN	DAYS	PLACE	INSTR
70168	M/9a-12:50p	AN/302	McClurkin
70200	W/1p-4:50p	AN/312	Kane
70169	Th/6p-9:50p	AN/403	Kane

Online registration for Intro of Computers for Health Care Workers is Tuesday, March 7, 2017. See page 5 for details. MEOC/210 classes are open to Funeral Service Assistant and Medical Assistant Certificate Program students.

Discover if the Management Certificate Program is right for YOU!



Attend a FREE Information Session

and get answers to all of your questions about how the program is set up, how long it will take you to obtain your certificate, and how to register.

Morning Sessions (11 a.m. – 12 p.m.)

Monday, March 6, 2017 – WIL/108

Tuesday, March 7, 2017 – WIL/108

Evening Sessions (6 p.m. – 7 p.m.)

Monday, March 6, 2017 – WIL/108

Tuesday, March 7, 2017 – WIL/108

No reservation required! A one-day parking permit can be purchased for \$2 at a parking kiosk; exact change required.

For more information, contact the SCE Student Success and Support Program Office at 714.808.4682.

MANAGEMENT CERTIFICATE PROGRAM

For more information about the Management Certificate Program, please call the Career Technical Education (CTE) Program Office at 714.808.4915 or email cteinfo@sce.edu.

This program will prepare students for first-line supervisory or management positions. Students learn management principles and develop basic skills in decision-making, problem-solving, planning, organizing, speaking and writing. The sequence builds their knowledge base to enhance their effectiveness in the job by covering topics such as leadership development, business law, finance, negotiations, marketing, and more.

Management Certificate Requirements

- For program requirements, please refer to the SCE Catalog at www.sce.edu/catalog.

- Additional program requirements include:

- Complete all of the program requirements and maintain catalog rights. **NO EXCEPTIONS WILL BE GIVEN.** Those students not maintaining catalog rights will be required to take any further program requirements if the program undergoes changes and/or revisions.



= Classes that are eligible for CTE Online Registration on Tuesday, March 7, 2017. See page 5 for details.

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MANAGEMENT SKILLS I BMGR/412



This course provides an overview of the functions of the management process and its practical applications in a business environment. The course focuses on the planning process and organizing skills, including decision-making, strategic planning, delegating and staffing. Students will learn management principles that provide basic guidelines for supervisory decisions and actions.

Dates: Apr 3-May 16; nc Apr 11

CRN	DAYS	PLACE	INSTR
70066	T/6:30p-9:20p	WIL/203	Baltazar

MANAGEMENT SKILLS II BMGR/610



This course focuses on developing management skills in working with individuals and teams to promote productivity, quality and innovation. Topics include employee performance appraisal, performance management, work groups, and the control process for keeping people, plans and programs on track.

Dates: May 23-Jun 27

CRN	DAYS	PLACE	INSTR
70067	T/6:30p-9:20p	WIL/203	Baltazar



WRITTEN COMMUNICATIONS FOR BUSINESS BMGR/415



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

Dates: Starts week of 4/17/17, ends week of 6/14/17

CRN	DAYS	PLACE	INSTR
71118	M/12:30p-2:20p	Garden Grove One-Stop Ctr	DeBiase

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: Apr 5-May 17; nc Apr 12

CRN	DAYS	PLACE	INSTR
71094	W/6:30p-9:20p	WIL/203	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: May 24-Jun 28

CRN	DAYS	PLACE	INSTR
71095	W/6:30p-9:20p	WIL/203	Berry

What is I-BEST?

The Integrated Basic Education Skills Training (I-BEST) classes help students move through school and into the workforce at a faster pace. Students receive the help they need while studying in the career field of their choice; in other words, they learn by doing.

- I-BEST courses use a team-teaching approach to help ensure student success.
- The course and curriculum are the same as the non-I-BEST course, but with double the support.
- CTE I-BEST offerings are now available in the Administrative Assistant, Early Childhood Education, Medical Assisting, and Pharmacy Technician Certificate Programs.

Here's what CTE I-BEST students are saying:

"In this class we get two [teachers] for the price of one..." -Dennis

"In this class I receive the help and support I need to be successful..." -Neeven

"One instructor explains what the other is teaching. I find this helpful." -Peenalben

For more information, please call the CTE Program Office at 714.808.4915 or e-mail cteinfo@sce.edu.

MEDICAL ASSISTANT CERTIFICATE PROGRAM

For more information about the Medical Assistant Certificate Program, please call the Career Technical Education (CTE) Program Office at 714.808.4915 or e-mail cteinfo@sce.edu.

The Medical Assistant Certificate Program prepares students for an entry-level position as a medical assistant in a front office (administrative) and back office (clinical setting). The program consists of a sequence of courses that prepares students with the knowledge and skills needed to perform the tasks of a medical assistant in keeping the offices of physicians, podiatrists, chiropractors, and other health practitioners running smoothly. **All Medical Assistant Certificate Program students are required to purchase and wear a uniform for all classes.**

Medical Assistant Certificate Requirements

- For program requirements, please refer to the **SCE Catalog** at www.sce.edu/catalog.

Additional program requirements include:

- 1) Meet the keyboarding requirement: Pass Comp/685 beginning Keyboarding OR pass a three minute, 30 words per minute keyboarding challenge exam.
- 2) Complete all program requirements within five years and maintain catalog rights. **NO EXTENSIONS and/or EXCEPTIONS WILL BE GIVEN.** Those students not meeting the requirements within five years and/or not maintaining catalog rights will be required to repeat any classes that are not within the five year time frame and/or take any further program requirements.

Registration: Students should begin with MEDO/260: Introduction to Medical Assisting. MEOC/104: Medical Terminology.



= Classes that are eligible for CTE Online Registration on Tuesday, March 7, 2017. See page 5 for details.

INTRODUCTION OF COMPUTERS FOR HEALTH CARE WORKERS MEOC/210



Prerequisite: COMP 685 Beginning Keyboarding or Typing 30 words per minute. This course is an introduction to computers for individuals entering the health care field. This course provides a general introduction to computer literacy and information technology for health care students. The course provides a comprehensive survey of the interconnections of information technology and health care.

Dates: Apr 3-Jun 29; nc Apr 10, May 29

CRN	DAYS	PLACE	INSTR
70168	M/9a-12:50p	AN/302	McClurkin
70200	W/1p-4:50p	AN/312	Kane
70169	Th/6p-9:50p	AN/403	Kane

Online registration for Intro of Computers for Health Care Workers is Tuesday, March 7, 2017. See page 5 for details. MEOC/210 classes are open to Funeral Service Assistant and Medical Assistant Certificate Program students.



= Classes that are eligible for CTE Online Registration on Tuesday, March 7, 2017

MEDICAL ASSISTANT & PHARMACY TECHNICIAN STUDENTS:

Need Help with Math?

Support is available at the Anaheim Campus Learning Center, including help with coursework and math.

Visit the Anaheim Campus Learning Center 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: Apr 3-Jul 1; nc Apr 11

*Dates: Apr 8-Jun 24

CRN	DAYS	PLACE	INSTR
70110	M/6p-9:50p	AN/104	Kane
70109*	S/9a-1:20p	AN/112	Murray
70212	Th/1p-4:50p	AN/611	Oo

Online registration for Medical Assistant Certificate Program classes is Wednesday, March 1, 2017. See page 5 for details.

CRN 70212 is part of SCE's I-BEST Pilot Project and is open to all students. See page 43 for more information.

Discover if the Medical Assistant Certificate Program is right for YOU!



Attend a FREE Information Session

and get answers to all of your questions about how the program is set up, how long it will take you to obtain your certificate, and how to register.

Morning Sessions (11 a.m. – 12 p.m.)

Tuesday, February 21, 2017 – AN/105

Thursday, February 23, 2017 – AN/101

Evening Sessions (6 p.m. – 7 p.m.)

Wednesday, February 22, 2017 – AN/107

Monday, February 27, 2017 – AN/105

No reservation required! A one-day parking permit can be purchased for \$2 at a parking kiosk; exact change required.

For more information, contact the SCE Student Success and Support Program Office at 714.808.4682

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.

Dates: Apr 3-Jun 28; nc Apr 10, May 29

*Dates: Apr 8-Jun 24

CRN	DAYS	PLACE	INSTR
70071	M/9a-12:50p	AN/504	Oo
70118*	S/9a-1:20p	AN/611	Kane
70214	W/12:30p-4:20p	AN/504	Yeon
70136	W/6p-9:50p	AN/504	Yeon
70111	M/6p-9:50p	AN/504	Wiley

Online registration for Medical Terminology is Tuesday, March 7, 2017. See page 5 for details. MEOC/104 classes are open to both Medical Assistant and Pharmacy Technician Certificate Program students.

Need help registering online? Give us a call!

Online Registration Helpline: 714.808.4679

Helpline Hours: M-Th, 7 a.m. – 5 p.m.; F, 7 a.m. – 4:30 p.m.

MEDICAL ASSISTING: FRONT OFFICE MEDO/115

Prerequisite: MEDO 260 Introduction of Medical Assisting and COMP 685 Beginning Keyboarding 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: Apr 3-Jun 29; nc Apr 13

CRN	DAYS	PLACE	INSTR
70112	Th/9a-11:50a	AN/403	Oo
70167	T/6:30p-9:20p	AN/403	Echolds

Online registration for Medical Assistant Certificate Program classes is Wednesday, March 1, 2017. See page 5 for details.

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: Apr 3-Jun 26

*Dates: Apr 4-Jun 22

CRN	DAYS	PLACE	INSTR
70115*	TTh/1p-4:20p	AN/510	Wayne
70114	MW/6p-9:20p	AN/510	Oo

Online registration for Medical Assistant Certificate Program classes is Wednesday, March 1, 2017. See page 5 for details.



MEDICAL ASSISTING: BACK OFFICE PROCEDURES II MEDO/240

Prerequisite: MEDO 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: Apr 3-Jun 26

*Dates: Apr 4-Jun 22

CRN	DAYS	PLACE	INSTR
70116	MW/1p-4:20p	AN/510	Oo
70117*	TTh/6p-9:20p	AN/510	Wiley

Online registration for Medical Assistant Certificate Program classes is Wednesday, March 1, 2017. See page 5 for details.

MEDICAL INSURANCE BILLING - A PRACTICAL APPROACH TO MEDICAL BILLING MEOC/112

Prerequisite: COMP 100 Introduction to Computers or MS 104 Introduction to Windows Operating System and keyboard competency of 30 wpm. 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: Apr 3-Jun 29; nc Apr 11, Apr 13

CRN	DAYS	PLACE	INSTR
70113	TTh/2p-4:50p	AN/403	Echolds
70211	MW/6:30p-9:20p	AN/403	Collie Corzine

Online registration for Medical Assistant Certificate Program classes is Wednesday, March 1, 2017. See page 5 for details.

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MEDICAL CODING-INTRODUCTION MEOC/225

Prerequisite: MEOC/104 Medical Terminology. This course covers the practical application of CPT-4 coding as well as both ICD-9-CM and ICD-10-CM coding for correct reimbursement in the physician's office setting. Course instruction will also cover applying the student's knowledge of anatomical body systems and disease processes. The following anatomical and physiology concepts will be covered in this course: (a) integumentary system, (b) musculoskeletal system (c) respiratory system (d) cardiovascular system (e) hemic and lymphatic systems.

Dates: Apr 3-Jun 28; nc Apr 11, Apr 13

CRN	DAYS	PLACE	INSTR
70170	MW/1:30p-5:20p	AN/607	Collie Corzine

Online registration for Medical Assistant Certificate Program classes is Wednesday, March 1, 2017. See page 5 for details.

PHYSICAL THERAPY AIDE

For more information about the Physical Therapy Aide classes, please call the Career Technical Education Program Office at 714.808.4915.



= Classes that are eligible for CTE Online Registration on Tuesday, March 7, 2017. See page 5 for details.



PHYSICAL THERAPY AIDE MEDO/166



Equips the motivated student to function safely and efficiently as a Physical Therapy Aide or Restorative Aide in a hospital, convalescent hospital or home setting. Certificate of Completion to those meeting requirements.

Dates: Apr 3-Jun 28; nc Apr 10, Apr 12, May 29

CRN	DAYS	PLACE	INSTR
70065	3Wks MW/6:30p-9:20p	SCECYP/103	Landgreen
	9wks MW/6:30p-9:20p	St. Jude Ctrs For Rehab	Pirkle

HEALTHCARE MEDICAL INTERPRETER TRAINING

For more information about Medical Interpreting classes and assessment questions, please contact Magnus Corporation at 909.718.1185.

HEALTHCARE MEDICAL INTERPRETER HLTH/210

Prerequisite: Must pass the MAGUS bi-lingual, bi-cultural assessment prior to course enrollment. This is a 40-hour course designed to prepare a bi-cultural and bi-lingual individuals to work as a Healthcare Medical Interpreter. Those who complete and pass the course exit exam qualify to sit for national certification as a Healthcare Medical Interpreter.

Dates: Apr 18-Jun 1

CRN	DAYS	PLACE	INSTR	FEE
	TTh/6:30p-9:20p	AN/136	Staff	\$690



= Classes that are eligible for CTE Online Registration on Tuesday, March 7, 2017

MEDICAL DEVICE INDUSTRY

For more information about the Quality Assurance Management for Medical Devices Certificate Program, please call the Career Technical Education (CTE) Program Office at 714.808.4915 or e-mail cteinfo@sce.edu.

Students who complete the certificate will be prepared to obtain an entry-level position in quality assurance within the medical device industry. Topics covered include regulatory agencies and laws pertaining to the medical device industry; introduction to the medical device industry and trends in the field; document control and database management; quality assurance concepts for medical device manufacturing; technical writing; the quality audit process; and employability skills. Upon successful program completion, students will have the skills required of positions in the medical device industry such as quality assurance specialist, quality compliance specialist, and quality systems auditor. This certificate will also benefit incumbent workers seeking promotional opportunities within the industry.

Quality Assurance Management for Medical Devices Certificate Requirements

- For program requirements, please refer to the **SCE Catalog** at www.sce.edu/catalog.
- **Additional program requirements include:**
 - 1) Complete all program requirements and maintain catalog rights. **NO EXCEPTIONS WILL BE GIVEN.** Those students not maintaining catalog rights will be required to take any further program requirements if the program undergoes changes and/or revisions.



= Classes that are eligible for CTE Online Registration on Tuesday, March 7, 2017. See page 5 for details.

Quality Assurance Management Certificate for Medical Devices



QUALITY ASSURANCE FOR MEDICAL DEVICES BMGR/654



This course introduces students to the medical device industry in preparation for an entry-level position as a Quality Assurance Specialist. Learn about the industry's size and scope, current trends, and the wide range of products used in a variety of healthcare settings. Industry job resources are also covered.

Dates: Apr 4-Jun 27; nc Apr 11

CRN	DAYS	PLACE	INSTR
71098	T/6:30p-9:20p	AN/610	Vu

TECHNICAL WRITING FOR BIO-MED INDUSTRIES BMGR/657



An overview of regulatory requirements for document control and database management for the medical device field. Covers the fundamentals of writing documents that meet regulatory compliance. Equips students for handling document management systems efficiently.

Dates: Apr 3-Jun 28; nc Apr 12

CRN	DAYS	PLACE	INSTR
71099	W/6:30p-9:20p	AN/610	McIntyre

REGULATORY AFFAIRS FOR MEDICAL DEVICES BMGR/648



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: Apr 3-Jun 29; nc Apr 13

CRN	DAYS	PLACE	INSTR
71097	Th/6:30p-9:20p	AN/610	Goyal

PHARMACY TECHNICIAN CERTIFICATE PROGRAM

For more information about the Pharmacy Technician Certificate Program, please call the Career Technical Education (CTE) Program Office at 714.808.4915 or e-mail cteinfo@sce.edu.

This 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). **All Pharmacy Technician Certificate Program students are required to purchase and wear a lab coat for all classes.**

Pharmacy Technician Certificate Requirements

- For program requirements, please refer to the **SCE Catalog** at www.sce.edu/catalog.
- **Additional program requirements include:**
 - 1) Meet the keyboarding requirement: Pass COMP/685: Beginning Keyboarding OR pass a three minute, 30 words per minute keyboarding challenge exam.
 - 2) Complete all program requirements within five years and maintain catalog rights. **NO EXTENSIONS and/or EXCEPTIONS WILL BE GIVEN.** Those students not meeting the requirements within five years and/or not maintaining catalog rights will be required to repeat any classes that are not within the five year time frame and/or take any further program requirements.

Registration

Students must begin with MEOC/130: Introduction to Pharmacy Technician and MEOC/104: Medical Terminology.



= Classes that are eligible for CTE Online Registration on Tuesday, March 7, 2017. See page 5 for details.



INTRODUCTION TO PHARMACY TECHNICIAN MEOC/130



Course orients students to pharmacy practice and the work of pharmacy technicians. It covers pharmacy technician registration process and educational requirements, the role of the technician, duties and tasks technicians perform as regulated by pharmacy law, and the necessary abilities and skills for a successful career as a pharmacy technician.

Dates: Apr 3-Jun 29; nc Apr 10, Apr 12, May 29

CRN	DAYS	PLACE	INSTR
70070	MW/9a-11:20a	AN/611	Dunne
70069	TTh/6:30p-9:20p	AN/504	Shields

CRN 70070 is part of SCE's I-BEST Pilot Project and is open to all students. See page 43 for more information.



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.

Dates: Apr 3-Jul 1; nc Apr 10, Apr 12, Apr 15, May 29

CRN	DAYS	PLACE	INSTR
70071	M/9a-12:50p	AN/504	Oo
70118	S/9a-12:50p	AN/611	Kane
70214	W/12:30p-4:20p	AN/504	Yeon
70136	W/6p-9:50p	AN/504	Yeon
70111	M/6p-9:50p	AN/104	Wiley

Online registration for Medical Terminology is Tuesday, March 7, 2017. See page 5 for details. MEOC/104 classes are open to both Medical Assistant and Pharmacy Technician Certificate Program students.

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: Apr 3-Jun 29; nc Apr 11, Apr 13

CRN	DAYS	PLACE	INSTR
70213	TTh/9a-11:50a	AN/504	Shields
70072	T/6:30p-9:20p	AN/104	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: Apr 3-Jun 29; nc Apr 11, Apr 13

*Dates: Apr 18-Jun 29; nc Apr 13

CRN	DAYS	PLACE	INSTR
70171	TTh/9a-11:50a	AN/504	Shields
70073*	Th/6:30p-9:20p	AN/104	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.

Dates: Apr 9-Jun 27; nc Apr 12

CRN	DAYS	PLACE	INSTR
70074	W/9a-11:50a	AN/504	Yeon
70075	T/6:30p-9:20p	AN/132	Diaz

Discover if the Pharmacy Technician Certificate Program is right for YOU!



Attend a FREE Information Session

and get answers to all of your questions about how the program is set up, how long it will take you to obtain your certificate, and how to register.

Morning Sessions (11 a.m. – 12 p.m.)

Monday, February 27, 2017 – AN/105

Tuesday, February 28, 2017 – AN/107

Evening Sessions (6 p.m. – 7 p.m.)

Wednesday, March 1, 2017 – AN/107

Thursday, March 2, 2017 – AN/107

No reservation required! A one-day parking permit can be purchased for \$2 at a parking kiosk; exact change required.

**For more information, contact the SCE
Student Success and Support Program
Office at 714.808.4682.**



**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.

Dates: Apr 3-Jun 28; nc Apr 12

CRN	DAYS	PLACE	INSTR
70147	W/6p-8:50p	AN/408	Dunne

**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: Apr 3-Jun 27; nc Apr 10, Apr 11

CRN	DAYS	PLACE	INSTR
70076	M/6:30p-9:20p	AN/504	Dunne


**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.

Dates: Apr 3-Jun 30; nc Apr 10, Apr 14

CRN	DAYS	PLACE	INSTR
70172	F/9a-12:50p	AN/408	Dunne
70175	M/6p-9:50p	AN/408	Shields

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


Prerequisite: MEDO 230 *Pharmacy Operations Lab*; MEOC 121 *Pharmacology I*; MEOC 122 *Pharmacology II*; 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.

Dates: Apr 3-Jun 29; nc Apr 11, Apr 13

CRN	DAYS	PLACE	INSTR
70215	Th/6p-9:50p	AN/408	Pham
70135	T/6p-9:50p	AN/408	Pham

**MEDICAL ASSISTANT &
PHARMACY TECHNICIAN STUDENTS:**
Need Help with Math?

Support is available at the Anaheim Campus Learning Center, including help with coursework and math.

Visit the Anaheim Campus Learning Center for details.

**IN-PATIENT EXTERNSHIP
FOR THE PHARMACY
TECHNICIAN
MEDO/316**


Prerequisite: MEDO/220 *Out-Patient Lab: Pharmacy Technician*; MEOC/135 *Human Relations for Health Care Workers*; and MEDO/221 *In-Patient Lab Pharmacy Technician*. This course is designed to provide pharmacy technician students with field experience in an in-patient pharmacy setting. It requires weekly class meetings plus 200 hours of externship in an approved and contracted pharmacy. Class topics include portfolio development, job search, professionalism, current issues in pharmacy, and work performance.

Dates: Apr 6-Jun 29; nc Apr 13

CRN	DAYS	PLACE	INSTR
70148	Th/6p-7:50p	AN/607	Dunne

**OUT-PATIENT EXTERNSHIP
FOR THE PHARMACY
TECHNICIAN
MEDO/317**


Prerequisite: MEDO/220 *Out-Patient Lab: Pharmacy Technician*; MEOC/135 *Human Relations for Health Care Workers*; and MEDO/221 *In-Patient Lab: Pharmacy Technician*. This course is designed to provide pharmacy technician students with field experience in an out-patient/retail pharmacy setting. It requires weekly class meetings plus 120 hours of externship in an approved pharmacy. Class topics include portfolio development, job search, professionalism, current issues in pharmacy, and work performance.

Dates: Apr 6-Jun 29; nc Apr 13

CRN	DAYS	PLACE	INSTR
70149	Th/6p-7:50p	AN/607	Dunne



PHYSICAL FITNESS

For more information about Physical Fitness classes, please call the Lifeskills Education Advancement Program (LEAP) Office at 714.808.4909.

YOGA FOR RELAXATION FITN/465

This course is designed for all levels of yoga students. The class will focus on flexibility, breathing and gentle stretching. This class encourages a non-competitive, restorative setting. Students should bring a sticky mat and a towel. Class will end with a quiet meditative period.

Dates: Apr 17-Jun 26; nc May 29

CRN	DAYS	PLACE	INSTR	FEE
50124	M/6p-7:20p	AN/134	Lin	\$65



FULL BODY STRETCH FITN/365

Take one hour to stretch your body from head to toe. Improve your posture, circulation and general feeling of well being through a full body stretch.

Dates: Apr 27-Jun 15

CRN	DAYS	PLACE	INSTR	FEE
51109	Th/6p-6:50p	AN/134	Knighton	\$55

Become a Bartender!



Get certified in alcohol beverage control and responsible beverage service in just six weeks! Former students have become bartenders and bar managers for large hotels and resorts, restaurants, and night clubs.

For more information, see page 38.

DANCE

For more information about Dance classes, please call the Lifeskills Education Advancement Program (LEAP) Office at 714.808.4909.

BALLROOM DANCING - SMOOTH STYLE: FOX TROT, WALTZ, TANGO DAN/145

Learn the basic steps and variations of these smooth, elegant ballroom dances. Join the class for a fun evening of dancing.

Dates: Apr 26-Jun 14

CRN	DAYS	PLACE	INSTR	FEE
61214	W/7p-7:50p	AN/134	Knighton	\$55

ARGENTINE TANGO DAN/175

Students will learn basic steps, coordination, and partnering skills, along with styling and more intricate footwork. Once you experience this dance form, you will want to continue your Tango journey forever!

Dates: Apr 28-Jun 16

CRN	DAYS	PLACE	INSTR	FEE
50210	F/7p-7:50p	AN/134	Knighton	\$55

Need help registering online? Give us a call!

Online Registration Helpline: 714.808.4679

Helpline Hours: M-Th, 7 a.m. – 5 p.m.; F, 7 a.m. – 4:30 p.m.

SALSA DANCE DAN/104

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

Dates: Apr 28-Jun 16

CRN	DAYS	PLACE	INSTR	FEE
61215	F/8p-8:50p	AN/134	Knighton	\$55

TAP DANCE FOR ADULTS DAN/195

Students will learn the unique American dance form of Tap. This is a beginner level tap dance class that introduces students to basic tap steps and vocabulary during rhythmic exercises. Emphasis is placed on footwork and rhythmic movement during floor choreography and short routines. Tap shoes required.

Dates: Apr 26-Jun 14

CRN	DAYS	PLACE	INSTR	FEE
50280	W/6p-6:50p	AN/134	Knighton	\$55

BALLET - ADULT BEGINNING DAN/200

This class is designed with the adult beginning dancer in mind. Class will focus on barre, center and across the floor work found in a traditional ballet class. Proper use of ballet vocabulary and technique is emphasized. Ballet slippers are required.

Dates: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
61216	S/9:30a-10:50a	CC/G2-125	Landry	\$55

EAST COAST SWING DANCE DAN/180

Students will learn various Swing dance styles such as: Jitterbug, East Coast Triple Step, Charleston, Lindy, and Balboa. The course will focus on learning the steps, body mechanics, and partnering skills to get you Swingin' with style!

Dates: Apr 27-Jun 15

CRN	DAYS	PLACE	INSTR	FEE
51108	Th/7p-7:50p	AN/134	Knighton	\$55

SCE is SOCIAL



Connect with us! See inside back cover for details.

ADULT MARTIAL ARTS

For more information about Adult Martial Arts classes, please call the Lifeskills Education Advancement Program (LEAP) Office at 714.808.4909.

KENPO KARATE (BEGINNING/INTERMEDIATE) FITN/442

This course will include basic self-defense techniques, kicking, striking, blocking and fighting stances. For repeating students more advanced skills are presented. Class provides an aerobic workout and pilates exercise program.

Dates: Apr 22-Jul 1; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
51110	S/10a-11:20a	WIL/204	Leonard	\$60

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: Apr 22-Jul 1; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
50098	S/8:30a-9:50a	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: Apr 17-Jun 26; nc May 29

CRN	DAYS	PLACE	INSTR	FEE
51111	MW/6:30p-7:20p	WIL/204	Gallegos	\$80

MUSIC

For more information about 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.

Dates: Apr 20-May 25

CRN	DAYS	PLACE	INSTR	FEE
50018	Th/6:30p-7:20p	WIL/207	Parent	\$65

ADULT GUITAR & BASS WORKSHOP MUSC/355

Students will learn music theory and concepts including notes on the guitar: major and minor keys, how to count and construct rhythm patterns that go together with each other and drums. Students will be able to play simple songs together by the end of classes.

Dates: Apr 20-May 25

CRN	DAYS	PLACE	INSTR	FEE
51100	Th/7:30p-8:20p	WIL/207	Parent	\$65

Need help registering online? Give us a call!

Online Registration Helpline: 714.808.4679

Helpline Hours: M-Th, 7 a.m. – 5 p.m.; F, 7 a.m. – 4:30 p.m.

GUITAR WORKSHOP FOR ADULTS MUSC/370

Learn guitar in a friendly group environment. If you are a beginner, or already know how to play some things, this is the class for you! Learn to play the chords, strumming and picking techniques of your favorite classic songs. Bring your guitar and a medium or heavy pick to class.

Dates: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
51120	S/9a-9:50a	SCE/TE2-201	Austin	\$65

MATURE DRIVER CLASSES

For more information about 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 while brushing 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 Senior Ctr.

250 E. Center St., Anaheim -714.765.4510

April 22, May 6, June 3, & July 1, 2017

Brea Sr. Ctr.

500 South Sievers Ave., Brea -714.990.7750

May 10 & 11, 2017

Cypress Sr. Ctr.

9031 Grindlay, Cypress -714.229.2005

May 3 & 4, 2017

Fullerton Community/Senior Center

340 W. Commonwealth Ave., Fullerton-714.738-6305

April 26 & 27, 2017

La Habra Sr. Ctr.

101 W. La Habra, La Habra -562.905.9746

April 8, May 13, and June 10, 2017

Yorba Linda Sr. Ctr.

4501 Casa Loma Dr., Yorba Linda -714.961.7181

April 19 & 20, May 17 & 18, and June 21 & 22, 2017

OLDER ADULTS PROGRAM



For more information about the Older Adults Program classes, please call the Lifeskills Education Advancement Program (LEAP) Office at 714.808.4909.

The courses in the Older Adults Program are designed for mature adults age 50 and over, focusing on educational topics that promote independence, advocacy, physical and cognitive health, economic self-sufficiency, and community engagement. **Most classes have open enrollment; register in class at any time.**

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 4/3/2017, ends week of 6/26/2017; nc
Apr 10, Apr 12, Apr 14, May 29

CRN	DAYS	PLACE	INSTR
21036	F/10:30a-12:20p	Buena Park Senior Ctr	Johnson
21579	M/1:30p-3:20p	Cambridge Court	Johnson
21221	W/2:30p-4:20p	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 4/3/2017, ends week of 6/26/2017; nc
Apr 11-Apr 12

CRN	DAYS	PLACE	INSTR
21409	W/1p-2:50p	West Anaheim Sr Prog	French
21410	T/1p-2:50p	Cypress Sr Citizen Ctr	French
21607	W/6p-7:50p	Buena Park Senior Ctr	McFall
21411	T/6:30p-8:20p	Morningside of Fullerton	Edwards

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 4/3/2017, ends week of 6/26/2017; nc
Apr 10-Apr 13, May 29

CRN	DAYS	PLACE	INSTR
21652	M/10a-11:50a	Cambridge Court	Small
21142	M/1p-2:50p	Morningside of Fullerton	Small
21143	T/1:30p-3:20p	La Habra Villa	Small
21646	Th/2p-3:50p	Capriana	Small
21144	W/2:30p-4:20p	Brookdale Anaheim	Small
21737	Th/2:45p-4:35p	Katella Sr Living Community	Fischer

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: Apr 4-Jun 27; nc Apr 11

CRN	DAYS	PLACE	INSTR
70241	T/9a-10:50a	Emerald Court	Steckler

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 4/3/2017, ends week of 6/26/2017; nc Apr 10-Apr 15, May 27, May 29

CRN	DAYS	PLACE	INSTR
21640	W/8:45a-10:35a	Emerald Court	Fischer
21673	W/9a-10:50a	Sunnycrest Senior Living	Schultz
21618	M/9:30a-11:20a	Crescendo Senior Living of PI	Belknap
61130	W/9:30a-11:20a	Coventry Court Health Center	Freeman
21742	T/9:30a-11:20a	Cypress Sr Citizen Ctr	Heins
21654	T/9:30a-11:20a	Crescendo Senior Living of PI	Dunnam
21628	F/9:30a-11:20a	Park Vista Assisted Living	Powell
21565	T/9:30a-11:20a	Sunrise Assisted Living at YL	Powell
21553	M/9:30a-11:20a	Brookdale-Yorba Linda	Powell
21332	Th/9:30a-11:20a	Sunrise Asst Liv Fullerton	Belknap
21246	F/9:30a-11:20a	Brookdale-Yorba Linda	Gable
21217	W/9:30a-11:20a	Brookdale Anaheim	Jenkins Orr
21049	T/9:30a-11:20a	Sunnycrest Senior Living	Freeman
21655	W/10a-11:50a	La Habra Villa	Edwards
21727	S/10a-11:50a	Park Vista Assisted Living	Henan
21756	W/10a-11:50a	Karlton Residential Care Ctr	Heins
21046	M/10:45a-12:35p	Park Regency Ret Res	Henan
21647	T/11:45a-1:35p	Sunrise of Seal Beach	Fischer
61209	Th/12:15p-2:05p	Cottage of Artesia Gardens	Fischer
21554	T/12:30p-2:20p	New Horizon	Jenkins Orr
21044	F/12:30p-2:20p	La Habra Villa	Gable
21041	W/1p-2:50p	La Palma Royale	Gomes
22010	F/1p-2:50p	Acacia Villas	Henan

21549	M/1p-2:50p	Park Regency Ret Res	Gable
21813	M/1p-2:50p	Sunrise Asst Living La Palma	Belknap
21653	T/1:30p-3:20p	Park Vista Assisted Living	Dunnam
21586	T/1:30p-3:20p	Cambridge Court	Harris
21146	Th/1:30p-3:20p	Whitten Heights	Jenkins Orr
22051	Th/2p-3:50p	Park Vista Assisted Living	Gomes
21043	F/2:30p-4:20p	Brookdale Anaheim	Gomes
21230	T/3p-4:50p	Katella Sr Living Community	Gomes

Creative Arts

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 4/3/2017, ends week of 6/26/2017; nc Apr 11, Apr 13

CRN	DAYS	PLACE	INSTR
21035	Th/8a-9:50a	Buena Park Sr Ctr	Reynolds
22163	Th/10a-11:50a	Buena Park Sr Ctr	Reynolds
21096	T/12:30p-2:20p	Cypress Sr Citizen Ctr	Reynolds
21450	T/2:30p-4:20p	Cypress Sr Citizen Ctr	Reynolds

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 4/3/2017, ends week of 6/26/2017; nc Apr 12-Apr 13, Apr 15, May 27

CRN	DAYS	PLACE	INSTR
21420	Th/9:30a-11:20a	Crescendo Sr Living of PI	Martin
61210	W/9:30a-11:20a	Rehab Institute So Ca	Solis
21408	S/9:30a-11:20a	Sunrise Asst Living La Palma	Hyati Solomina
21557	W/10a-11:50a	Sunrise Asst Liv Fullerton	Miller
21324	Th/10a-11:50a	Sunrise Assisted Living at YL	Miller
31213	F/9:30a-11:20a	Buena Park Sr. Ctr.	Bacon
31214	M/9a-10:50a	Brea Senior Center	Berry

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: Apr 4-Jun 27; nc Apr 11

CRN	DAYS	PLACE	INSTR
21198	T/3p-4:50p	Park Vista at Morningside	Martin

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 4/3/2017, ends week of 6/26/2017; nc Apr 10-Apr 13, May 29

*Starts week of 5/22/2017, ends week of 6/26/2017; nc May 29

†Starts week of 4/3/2017, ends week of 5/15/2017; nc Apr 10-Apr 11, Apr 13

CRN	DAYS	PLACE	INSTR
21620	M/9a-10:50a	Yorba Linda Sr Ctr	Clary
71013*	M/9a-10:50a	Buena Park Senior Ctr	Bacon
21034	M/9a-10:50a	Buena Park Senior Ctr	Bacon
†			
21037	T/9a-10:50a	Cypress Sr Citizen Ctr	Bacon
21095	W/9a-10:50a	Yorba Linda Sr Ctr	Bacon
21619	T/9a-10:50a	Emerald Isle Senior Apartments	Clary
21710	M/11:30a-1:20p	Buena Park Senior Ctr	Bacon
†			
71014*	M/11:30a-1:20p	Buena Park Senior Ctr	Bacon
71016*	Th/12p-1:50p	Sr Citizens Ctr Anaheim	Hyatt Solomina
21233	Th/12p-1:50p	Sr Citizens Ctr Anaheim	Hyatt Solomina
†			
21767	Th/1p-2:50p	Palacio Senior Apartments	Clary
21700	W/1p-2:50p	Capriana	Bacon
21584	W/1p-2:50p	Buena Park Senior Ctr	Hyatt Solomina
21039	T/1p-2:50p	Sunnycrest Senior Living	Kortz
†			
71019*	T/1p-2:50p	Sunnycrest Senior Living	Kortz
71015*	Th/2p-3:50p	Sr Citizens Ctr Anaheim	Hyatt Solomina
21614	Th/2p-3:50p	Sr Citizens Ctr Anaheim	Hyatt Solomina
†			
21741	T/2:30p-4:20p	Alamitos West Health Care Ctr	Hyatt Solomina
21683	T/3p-4:50p	Sunnycrest Senior Living	Kortz
†			
71020*	T/3p-4:50p	Sunnycrest Senior Living	Kortz

CHINA PAINTING FOR OLDER ADULTS CRAE/103

Older adults will learn the fundamentals of china painting as presented to older adult students through demonstration and individual instruction. The older adult students will learn techniques such as brush strokes, blending, shading, grounding, and masking. Final class projects are heirloom quality artworks that may be displayed in a community art exhibit. exhibit.

Dates: Apr 4-Jun 27; nc Apr 11

CRN	DAYS	PLACE	INSTR
21548	T/11:30a-1:20p	Buena Park Senior Ctr	Bacon

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 4/3/2017, ends week of 6/26/2017; nc Apr 10-Apr 11, Apr 14, May 29

*Starts week of 4/3/2017, ends week of 5/15/2017; nc Apr 11-Apr 12

†Starts week of 5/22/2017, ends week of 6/26/2017

CRN	DAYS	PLACE	INSTR
22005	F/9a-10:50a	Yorba Linda Sr Ctr	Smith
21861	T/10a-11:50a	AN/402B	Smith
21042	M/10a-11:50a	Cypress Sr Citizen Ctr	Smith
21117*	W/12p-1:50p	AN/402B	Schultz
71021†	W/12p-1:50p	AN/402B	Schultz
71027†	T/12:30p-2:20p	Buena Park Senior Ctr	Smith
21082*	T/12:30p-2:20p	Buena Park Senior Ctr	Smith
41092*	W/2p-3:50p	AN/402B	Schultz
71022†	W/2p-3:50p	AN/402B	Schultz
21724*	T/2:30p-4:20p	Buena Park Senior Ctr	Smith
71028†	T/2:30p-4:20p	Buena Park Senior Ctr	Smith

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 4/3/2017, ends week of 6/26/2017; nc Apr 11-Apr 13

CRN	DAYS	PLACE	INSTR
21007	W/9a-10:50a	Vintage of Stonehaven	Carlson
21040	Th/9a-10:50a	Fullerton Community Center	Carlson
21612	Th/1p-2:50p	Yorba Linda Sr Ctr	Carlson
21720	W/2p-3:50p	Emerald Isle Senior Apartments	Carlson
21583	T/2:30p-4:20p	Capriana	Carlson

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 4/3/2017, ends week of 6/26/2017; nc Apr 11, Apr 14

CRN	DAYS	PLACE	INSTR
21038	F/9:30a-11:20a	Cypress Sr Citizen Ctr	Lassetter
21079	T/12:30p-2:20p	Yorba Linda Sr Ctr	Hamilton

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: Apr 5-Jun 28; nc Apr 12

CRN	DAYS	PLACE	INSTR
21033	W/12p-2:50p	Sr Citizens Ctr Anaheim	Lassetter

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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 4/3/2017, ends week of 6/26/2017; nc Apr 10-Apr 15, May 27, May 29

CRN	DAYS	PLACE	INSTR
21093	M/9a-10:50a	Bradford Square	Behrbaum
71010	W/9:30a-11:20a	Terrace View Care Ctr	Amaradio
21556	S/9:30a-11:20a	Whitten Heights	Ediger
21443	T/9:30a-11:20a	Sunrise Asst Living La Palma	Lassetter
21291	W/9:30a-11:20a	New Horizon	Martin
21240	T/9:30a-11:20a	Harvest Retirement	Martin
21223	Th/9:30a-11:20a	Whitten Heights	Baker
41001	F/10a-11:50a	Sunnycrest Senior Living	Matlock
21629	M/10a-11:50a	Sunrise of Seal Beach	Lassetter
21449	M/12:30p-2:20p	Whitten Heights	Behrbaum
21422	W/12:30p-2:20p	Cambridge Court	Behrbaum
21191	W/12:30p-2:20p	Katella Sr Living Community	Edwards
21203	Th/1p-2:50p	Emerald Court	Behrbaum

21807	Th/1p-2:50p	Sunrise Asst Living La Palma	Baessler
21621	Th/1p-2:50p	Whittier Glen	Baker
21045	Th/1p-2:50p	La Habra Villa	Edwards
21149	F/1p-2:50p	Park Regency Ret Res	Hamilton
21417	F/1p-2:50p	Bradford Square	Park
21238	W/1:30p-3:20p	Brookdale-Yorba Linda	Martin
21810	W/2:30p-4:20p	Sunrise Asst Liv Fullerton	Harding
21806	T/2:30p-4:20p	Sunnycrest Senior Living	Baessler
21004	Th/2:30p-4:20p	Brookdale-Yorba Linda	Matlock
21237	T/3p-4:50p	Brookdale Brea	Hamilton
21215	W/3p-4:50p	Brookdale-Garden Manor	Edwards
21278	Th/3:15p-5:05p	Park Regency Ret Res	Edwards



Learn Computer Skills!

Register for a computer course and learn how to operate your home computer. SCE offers quality instructors, state-of-the-art computer labs, and all of the latest software!

See the Computers section on Page 21 for more information.

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 4/3/2017, ends week of 6/26/2017; nc Apr 10, Apr 12-Apr 14, May 29

CRN	DAYS	PLACE	INSTR
41015	M/8:30a-10:20a	Cypress Sr Citizen Ctr	Tan
21245	F/9a-10:50a	Fullerton Community Center	Underwood
21325	M/9:30a-11:20a	Buena Park Senior Ctr	Gallagher
21326	F/9:30a-11:20a	Cypress Sr Citizen Ctr	Gallagher
21701	W/9:30a-11:20a	Stanton Civic Center	Gallagher
21334	F/12:30p-2:20p	Fullerton Community Center	Yu
21333	W/12:30p-2:20p	Fullerton Community Center	Yu
21331	Th/12:30p-2:20p	Sr Citizens Ctr Anaheim	Mastin
21641	F/1p-2:50p	Anaheim Crown Plaza	Feinstein
21330	F/3p-4:50p	Cypress Sr Citizen Ctr	Yu

STAYING MENTALLY SHARP FOR OLDER ADULTS HLTH/167

This course provides older adults with the tools to reach their optimum levels of brainpower through skill-building with memory techniques. Also covered are decision-making, problem-solving, planning, and determining opportunities for cognitive growth.

Starts week of 4/3/2017, ends week of 5/17/2017; nc Apr 10-Apr 13

*Starts week of 4/4/2017, ends week of 5/18/2017; nc class Apr 10-Apr 13

+ Starts week of 5/22/2017, ends week of 6/28/2017

± Starts week of 5/23/17, ends week of 6/29/17

CRN	DAYS	PLACE	INSTR
70189	MW/9:30a-11:20a	Capriana	Gunderson
70190+	MW/9:30a-11:20a	Capriana	Gunderson
70193*	TTh/10:30a-12:20p	AN/312	Gunderson
70194±	TTh/10:30a-12:20p	AN/312	Gunderson
70196+	MW/12p-1:50p	Yorba Linda Sr Ctr	Gunderson
70195	MW/12p-1:50p	Yorba Linda Sr Ctr	Gunderson
70192±	TTh/12:30p-2:20p	AN/312	Gunderson
70191*	TTh/12:30p-2:20p	AN/312	Gunderson
70145	MW/3p-4:50p	Buena Park Senior Ctr	Gunderson
70146+	MW/3p-4:50p	Buena Park Senior Ctr	Gunderson

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 4/3/2017, ends week of 6/26/2017; nc Apr 10-Apr 11, May 29

CRN	DAYS	PLACE	INSTR
21627	T/1:30p-3:20p	Brookdale-Yorba Linda	Rose
21048	M/1:30p-3:20p	Park Vista Assisted Living	Wyckhouse

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 4/3/2017, ends week of 6/26/2017; nc Apr 10, Apr 12, Apr 14, May 29

CRN	DAYS	PLACE	INSTR
21089	W/10a-11:50a	Bradford Square	Linen
21091	F/12:30p-2:20p	Park Regency Care Ctr	Linen
21090	M/12:30p-2:20p	Katella Sr Living Community	Linen

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.

Starts week of 4/3/2017, ends week of 6/26/2017; nc Apr 11-Apr 13

CRN	DAYS	PLACE	INSTR
21288	W/10a-11:50a	Muckenthaler Cultural Center	Gable
21758	T/1p-2:50p	Fullerton Community Center	Galindo
21757	Th/1p-2:50p	Brea Senior Ctr	Galindo

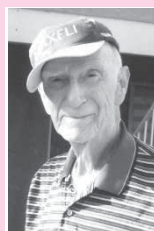
HEALTHIER LIVING: MANAGING ONGOING HEALTH CONDITIONS FOR THE OLDER ADULT HLTH/170

This course provides older adults with effective strategies and skills, good nutrition, and a regular fitness program to assist in managing personal health conditions and to maintain an active and fulfilling life.

Dates: Apr 5-Jun 28; nc Apr 12

CRN	DAYS	PLACE	INSTR
21862	W/12:30p-2:20p	Buena Park Senior Ctr	Gallagher

STUDENT SUCCESS SPOTLIGHT: JOSEPH WEEKS



Joseph Weeks does not allow his body's ailments to stand in the way of his commitment to SCE's Older Adults Program. Despite experiencing a broken hip, intestinal surgery, and a tremoring in his writing hand, Joseph faithfully attends his

Creative Writing class with a positive attitude. He is a man of many accomplishments publishing three books, including: *A Railroad Soldier in World War II*, *Chasing the Sun*, and *The Sunset Years*. He has also published a booklet through his church about helping the homeless called *A Charity in the Making*. Joseph has had articles published in national magazines including *Reminisce* and *World War II* as well as several articles in the *Orange County Register* newspaper. His classmates and teacher **Barbara French** appreciate Joseph's friendliness, creative writing style, and fantastic sense of humor. And Joseph appreciates the ability to keep his mind active and strong through this SCE Older Adults Program class.

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 4/3/2017, ends week of 6/26/2017; nc Apr 10-Apr 15, May 27, May 29

CRN	DAYS	PLACE	INSTR
21747	S/8a-9:50a	Sunnycrest Senior Living	Brayshaw
21392	T/9a-10:50a	Los Alamitos Senior Center	Knox
21385	M/9a-10:50a	Fullerton Community Center	De Jong
21386	T/9a-10:50a	Fullerton Community Center	Cartier-Rosenbloom
21867	M/9a-10:50a	Yorba Linda Sr Ctr	Linen
21397	W/9a-10:50a	Yorba Linda Sr Ctr	Underwood
21374	M/9:30a-11:20a	Buena Park Senior Ctr	Knox
21373	Th/9:30a-11:20a	Brea Senior Ctr	De Jong
21394	Th/9:30a-11:20a	Sr Citizens Ctr Anaheim	Knox
21734	S/9:30a-11:20a	Capriana	Underwood
21382	W/9:30a-11:20a	Cypress Sr Citizen Ctr	Mastin
21599	T/9:30a-11:20a	Stanton Civic Center	Gallagher
21376	T/9:30a-11:20a	Buena Park Senior Ctr	Mastin
21745	T/9:30a-11:20a	Windsong Sr Activity Ctr	Truong
21379	F/9:30a-11:20a	Buena Park Senior Ctr	Knox
21378	Th/9:30a-11:20a	Buena Park Senior Ctr	Truong
21377	W/9:30a-11:20a	Buena Park Senior Ctr	Knox
21414	M/10a-11:50a	La Habra Community Serv-Sr Ctr	Mastin
21439	T/10a-11:50a	Brea Senior Ctr	Holden
21563	Th/10a-11:50a	Anhm Independencia Fam Reso Ct	Alcala
21407	T/10a-11:50a	Sr Citizens Ctr Anaheim	Wotring
21406	F/10a-11:50a	St. Jude West Fullerton Center	Mastin
21402	W/10a-11:50a	Good Shepherd Church	Holden
21401	M/10a-11:50a	Good Shepherd Church	Matikinyidze
21400	F/10a-11:50a	Yorba Linda Sr Ctr	Wotring
41014	W/10a-11:50a	St. Jude West Fullerton Center	Tan
21704	W/10a-11:50a	Sr Citizens Ctr - Placentia	Adams
21395	W/10a-11:50a	West Anaheim Sr Prog	Layne

21391	F/10a-11:50a	La Habra Community Serv-Sr Ctr	De Jong
21390	Th/10a-11:50a	La Habra Community Serv-Sr Ctr	Gallagher
21389	T/10a-11:50a	La Habra Community Serv-Sr Ctr	De Jong
21387	Th/10a-11:50a	Fullerton Community Center	Holden
21383	Th/10a-11:50a	Cypress Sr Citizen Ctr	Mastin
21749	M/10a-11:50a	Anhm Independencia Fam Reso Ct	Alcala
21380	M/10a-11:50a	Cypress Sr Citizen Ctr	Brayshaw
21761	W/10a-11:50a	La Habra Community Serv-Sr Ctr	Geivett
21566	Th/10a-11:50a	Buena Park Senior Ctr	Cartier-Rosenbloom
21372	M/10a-11:50a	Brea Senior Ctr	Layne
21396	T/10:30a-12:20p	Yorba Linda Sr Ctr	Layne
21399	Th/10:30a-12:20p	Yorba Linda Sr Ctr	Layne
21707	F/10:30a-12:20p	Buena Park Senior Ctr	Feinstein
21624	T/10:30a-12:20p	Lake Park Mobile Home - YL	Franze
21578	F/11:30a-1:20p	Good Shepherd Church	Matikinyidze
22000	F/12p-1:50p	Windsong Sr Activity Ctr	Truong
21388	Th/12p-1:50p	Fullerton Community Center	Sellens
31149	W/12:30p-2:20p	Windsong Sr Activity Ctr	Truong
21393	T/12:30p-2:20p	Sr Citizens Ctr Anaheim	Gallagher
21362	T/1p-2:50p	Emerald Isle Senior Apartments	Yu
21874	T/1p-2:50p	Sunnycrest Senior Living	Brayshaw
21375	M/1p-2:50p	Buena Park Senior Ctr	Yu
21755	Th/1p-2:50p	Emerald Isle Senior Apartments	Yu
21626	Th/1p-2:50p	Sunnycrest Senior Living	Cartier-Rosenbloom
41013	F/1p-2:50p	Rehab Institute So Ca	Mastin
21609	T/1p-2:50p	Buena Park Senior Ctr	Cartier-Rosenbloom
21384	Th/1p-2:50p	Cypress Sr Citizen Ctr	Layne
21746	M/1:30p-3:20p	Brookdale-Yorba Linda	Brayshaw
21381	M/2p-3:50p	Cypress Sr Citizen Ctr	Mastin
21398	W/2p-3:50p	Yorba Linda Sr Ctr	Layne

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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 4/3/2017, ends week of 6/26/2017; nc
Apr 10-Apr 15, May 27, May 29

CRN	DAYS	PLACE	INSTR
41149	Th/9a-10:50a	Windsor Gardens of Fullerton	Linen
21632	F/9a-10:50a	Sunrise Asst Living La Palma	Matikinyidze
21365	Th/9:30a-11:20a	La Palma Royale	Adams
21363	T/9:30a-11:20a	La Habra Villa	Smith
21361	M/9:30a-11:20a	Emerald Court	Woltring
21359	W/9:30a-11:20a	Brookdale-Yorba Linda	Randeria
41148	F/9:30a-11:20a	Park Regency Ret Res	Linen
21873	Th/9:30a-11:20a	Coventry Court Health Center	Smith
21871	W/9:30a-11:20a	Park Regency Care Ctr	Smith
21687	F/9:30a-11:20a	Harbor Villa Care Center	Adams
21686	M/9:30a-11:20a	The Pavilion at Sunny Hills	Adams
21445	W/9:30a-11:20a	Whittier Glen	De Jong
21369	M/9:30a-11:20a	Park Vista Assisted Living	Smith
21368	T/9:30a-11:20a	Park Regency Ret Res	Randeria
21572	Th/10a-11:50a	Cambridge Court	Randeria
21544	T/10a-11:50a	Park Vista Assisted Living	Alcala
21370	Th/10:30a-12:20p	Park Vista Assisted Living	Feinstein
21690	T/1p-2:50p	Brookdale Anaheim	Alcala
21689	W/1p-2:50p	Sunnycrest Senior Living	Alcala
21371	M/1p-2:50p	Sunnycrest Senior Living	Alcala
21358	Th/1p-2:50p	Anaheim Crown Plaza	Adams
21573	Th/1p-2:50p	Brookdale Anaheim	Alcala
21685	F/1p-2:50p	The Pavilion at Sunny Hills	Adams
41130	Th/1:30p-3:20p	Buena Vista Care Ctr	Holden
61122	T/1:30p-3:20p	La Habra Villa	Smith
21367	W/2p-3:50p	New Horizon	Randeria
61236	F/2p-3:50p	Abby Pavilion	Gallagher
21709	W/2:30p-4:20p	Emerald Court	Feinstein
21708	T/2:30p-4:20p	Anaheim Crown Plaza	Feinstein
21725	F/2:30p-4:20p	Palm Retirement Center	Truong
21748	T/3:15p-5:05p	Gordon Lane Care Center	Truong
71029	S/3:30p-5:20p	Park Vista Assisted Living	Alcala
21723	W/4p-5:50p	The Pavilion at Sunny Hills	Tan

SENIOR CLASSES

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 facility for class schedule.

31146	Anaheim Crest Nurs Ctr	827-2440
21212	Anaheim Healthcare Center	816-0540
21193	Cottage of Artesia Gardens	670-1111
21005	Anaheim Terrace Care Center	821-7310
21133	Anaheim VIP Ctr	220-2114
21001	Alamitos West Health Care Ctr	(562) 596-5561
21077	Buena Park Nurs Ctr	828-8222
21011	Buena Vista Care Ctr	535-7264
21207	Coventry Court Health Center	636-2800
21692	Windsor Gardens of Fullerton	871-6020
21086	Harbor Villa Care Center	635-8131
21019	The Pavilion at Sunny Hills	992-5701
21032	Easter Seals Sr Day Services	672-0343
21012	Fullerton Gardens	441-2636
21013	Gordon Lane Care Center	879-7301
21205	Happy Brea Adult Day Hth Care	990-0333
21236	Knott Ave Care Ctr	826-2330
21322	Kariton Residential Care Ctr	236-1170
21016	Leisure Court	772-1353
21220	La Habra Conv Hospital	(562) 691-0781
21014	La Palma Nurs Ctr	772-7480
21018	Park Anaheim Healthcare Ctr	827-5880
21022	Park Regency Care Ctr	(562) 691-8810
21023	Park Vista at Morningside	256-1000
21080	Rehab Institute So Ca	680-6060
21323	Palm Retirement Center	870-8122
21029	St. Elizabeth Healthcare	871-9202
21024	Terrace View Care Ctr	870-0060
21027	W Anah Extended Care Hospital	821-1993
21009	Whittier Hills Healthcare Ctr	(562) 947-7817
21026	Walnut Manor Care Ctr	776-7150
21745	Windsong Sr Activity Ctr	956-4190



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See the Computers section on Page 21 for more information.

Kids' College and Teen Program



For more information about the Kids' College & Teen Program classes, please call the Lifeskills Education Advancement Program (LEAP) Office at 714.808.4909.

Welcome to the Kids' College and Teen Program! Most classes are held at our three SCE Centers: Anaheim Campus, Cypress Center at Cypress College, and Wilshire Center across the street from Fullerton College. 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 and check the Kids' College Schedule. Some classes require supplies; please check with the office for specific supply lists.

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.

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 Act (FERPA). Please complete an emergency form for each child registering for the Kids' College and Teen Program so our records are up-to-date.

Spring classes will begin on April 22, 2017. Please check individual classes for the actual start date. All SCE offices will be closed and there will be no classes held on May 27-29, 2017.

Register for classes online starting March 8, 2017; walk-in registration begins March 9, 2017.

Arts & Crafts

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 fun techniques of watercolor painting. Instruction at age- and ability-appropriate levels. Each session explores different themes. Repeat students will experience more advanced levels of previous sessions. Pick up a minimal materials list at the first class meeting.

Dates: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
61019	S/12p-1:20p	SCE/TE2-204	Bae	\$70

DRAWING & SKETCHING

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: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
AGES 5-7				
61060	S/10a-10:50a	SCE/TE2-204	Bae	\$60
AGES 8+				
61061	S/11a-11:50a	SCE/TE2-204	Bae	\$60

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. Parents and adults may enroll.

Dates: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
61017	S/10a-11:30a	SCE/CYP/104	Gagne	\$70

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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: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
61024	S/9a-9:50a	SCE/TE2-204	Bae	\$60

ANIME DRAWING (AGES 8+) KIDS/1012

Learn how to draw unique anime fantasy characters and settings. Also learn how to pose and costume the characters. Fantasy characters will be created using colored pencils, markers and watercolors.

Dates: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
61071	S/1:30p-2:50p	SCE/TE2-204	Bae	\$70

ART TECHNIQUES FOR KIDS (AGES 8+) KIDS/452

Have fun while learning great art techniques! Learn to do pencil drawing, acrylic painting, pastels, still-life creation, mixing your own paints, and more! We will create our own works of art using the techniques we learn!

Dates: Apr 20-May 25

CRN	DAYS	PLACE	INSTR	FEE
61068	Th/5p-6:20p	WIL/201	Bae	\$65

Career Academies

CAREER ACADEMY: VIDEO PRODUCTION I (GRADES 9-12) KIDS/2615

This course introduces students to digital video production techniques including single camera operation, recording, and video editing. Course topics include the operation of camcorders, lighting, and sound & editing. Students will develop stories, film them, and edit them for screening. Cameras and computers will be provided for shooting and editing.

Dates: Jun 19-Jun 22

CRN	DAYS	PLACE	INSTR	FEE
71075	MTWTh/9a-12:50p	CC/FA-213	Staff	\$50

CAREER ACADEMY: VIDEO PRODUCTION II (GRADES 9-12) KIDS/2616

NEW!

This course builds on topics covered in Video Production I course. Students learn more in depth about digital video production techniques including single camera operation, recording, and video editing. Course topics include the operation of camcorders, lighting, and sound & editing. Students will develop stories, film them, and edit them for screening. Cameras and computers will be provided for shooting and editing.

Dates: Jun 26-Jun 29

CRN	DAYS	PLACE	INSTR	FEE
71076	MTWTh/9a-12:50p	CC/FA-213	Staff	\$50

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 & Teen Program computer classes.

COMMON CORE: PREPARATION FOR COMPUTER KEYBOARDING

This course prepares students for the requirements of the Common Core standards. Beginning in 2015, students must be able to type multiple paragraph practical paragraphs as part of the Common Core implementation.

Dates: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
GRADES 2 & 3				
61053	S/9a-9:50a	SCE/TE2-209	Payne	\$65
GRADES 4-6				
61054	S/11a-11:50a	SCE/TE2-209	Payne	\$65

Need help registering online? Give us a call!

Online Registration Helpline: 714.808.4679

Helpline Hours: M-Th, 7 a.m. – 5 p.m.; F, 7 a.m. – 4:30 p.m.

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: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
61051	S/9a-9:50a	WIL/207	Staff	\$80
61020	S/1p-1:50p	SCECYP/104	Staff	\$80



FUN WITH BAKING (AGES 12+) KIDS/1977

Learn the creativity and basics of baking! Each session will cover one of the following: pies, cookies, quick breads, and cupcakes. Bring an apron, a towel for clean-up and a container for leftover goodies.

Dates: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
61050	S/2p-2:50p	SCECYP/104	Staff	\$80

Dance

YOUTH BALLET

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: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
AGE 3-4				
61004	S/11a-11:50a	CC/GYM 2-125	Weidman	\$55
AGES 5-7				
61005	S/12p-12:50p	CC/GYM 2-125	Weidman	\$55

JAZZ HIP-HOP DANCE

Jazz dance techniques with a hip hop flair, style and rhythm emphasized. Students will gain self-esteem and confidence in an upbeat atmosphere.

Dates: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
AGES 5-6				
61021	S/10a-10:50a	SCECYP/118	Casullo Burnes	\$55
AGES 7+				
61035	S/11a-11:50a	SCECYP/118	Casullo Burnes	\$55

Foreign Language

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: Apr 22-Jun 3; nc May 27

*Dates: Apr 17-May 22

CRN	DAYS	PLACE	INSTR	FEE
61023	S/9a-9:50a	SCECYP/103	Islas	\$55
61072	M/5p-5:50p	WIL/201	Chavez	\$55

Have You Checked Your Class Start Date?

SCE classes begin at various times throughout the term; be sure to note the specific dates of your particular class.

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: Apr 22-Jun 3; nc May 27

*Dates: Apr 17-May 22

CRN	DAYS	PLACE	INSTR	FEE
61047	S/10a-10:50a	SCECYP/103	Islas	\$55
61073	M/6p-6:50p	WIL/201	Chavez	\$55

Gymnastics

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: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
61015	S/9:30a-10:20a	CC/GYM 2	Feltus Stahl	\$65

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: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
61014	S/8:30a-9:20a	CC/GYM 2	Feltus Stahl	\$65

GYMNASTICS - BEGINNING I

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: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
AGES 5.5-7				
61012	S/10:30a-11:20a	CC/GYM 2	Feltus Stahl	\$65
AGES 8+				
61127	S/11:30a-12:20p	CC/GYM 2	Feltus Stahl	\$65

GYMNASTICS II (AGES 8+) KIDS/577

For continuing gymnasts; more advanced stretching and tumbling skills, including headstands, handstands, bridge kick-overs, cartwheels and tumbling combinations will be taught. Boys and girls are welcome. Must have instructor Permission.

Dates: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
61027	S/12:30p-1:20p	CC/GYM 2	Feltus Stahl	\$65

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: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
61038	S/9a-9:50a	SCECYP/118	Firestone	\$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: Apr 17-May 24

CRN	DAYS	PLACE	INSTR	FEE
61009	MW/5:30p-6:20p	WIL/204	Firestone	\$65

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Math

MATH: COMMON CORE – KINDERGARTEN KIDS/2700

Kindergarten students will be introduced to two critical math skill areas: (1) representing, relating, and operating on whole numbers, initially with sets of objects; and (2) describing shapes and space. This class is fun and informative with hands-on learning activities.

Dates: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
61080	S/9a-9:50a	SCE/TE2-219	Moran	\$50

MATH: COMMON CORE - 1ST GRADE KIDS/2701

Through games, hands-on activities and group work, 1st Grade students will be introduced to four critical learning areas: (1) developing understanding of addition & subtraction; (2) develop understanding of whole number relationships and place value; (3) developing understanding of linear measurement; and (4) reasoning about attributes of, and composing and decomposing geometric shapes.

Dates: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
61074	S/10a-10:50a	SCE/TE2-219	Moran	\$50

MATH: COMMON CORE – 2ND GRADE KIDS/2702

In this fun, hands-on class, students will extend their understanding of the base-ten system. This includes ideas of counting in fives, tens, and multiples of hundreds, tens, and ones. Students use their understanding of addition to develop fluency with addition and subtraction within 100. Students will describe and analyze shapes by examining their sides and angles.

Dates: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
61075	S/11a-11:50a	SCE/TE2-219	Moran	\$50

MATH: COMMON CORE – 3RD GRADE KIDS/2703

In this course students will focus on four critical areas: (1) developing understanding of multiplication and division strategies for multiplication and division within 100; (2) developing understanding of fractions, especially unit fractions (fractions with numerator 1); (3) developing understanding of the structure of rectangular arrays and of area; and (4) describing and analyzing two-dimensional shapes.

Dates: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
61076	S/12p-12:50p	SCE/TE2-219	Moran	\$50

Need help registering online? Give us a call!

Online Registration Helpline: 714.808.4679

Helpline Hours: M-Th, 7 a.m. – 5 p.m.; F, 7 a.m. – 4:30 p.m.

MATH: COMMON CORE – 4TH GRADE KIDS/2704

In grade 4, instructional time will be focused on three critical areas: (1) developing understanding and fluency with multi-digit multiplication, and developing understanding of dividing to find quotients involving multi-digit dividends; (2) developing an understanding of fraction equivalence, addition and subtraction of fractions with like denominators, and multiplication of fractions by whole numbers; (3) understanding that geometric figures can be analyzed and classified based on their properties, such as having parallel sides, perpendicular sides, particular angle measures, and symmetry.

Dates: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
61077	S/10a-10:50a	SCE/TE2-215	Staff	\$50

MATH: COMMON CORE – 5TH GRADE KIDS/2705

In grade 5, instructional time should focus on three critical areas: (1) developing fluency with addition and subtraction of fractions, and developing understanding of the multiplication of fractions and of division of fractions in limited cases (unit fractions divided by whole numbers and whole numbers divided by unit fractions); (2) extending division to two-digit divisors, integrating decimal fractions into the place value system and developing understanding of operations with decimals to hundredths, and developing fluency with whole number and decimal operations; and (3) developing understanding of volume.

Dates: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
61078	S/11a-11:50a	SCE/TE2-215	Staff	\$50

MATH: COMMON CORE – 6TH GRADE KIDS/2706

In grade 6, instructional time should focus on four critical areas: (1) connecting ratio and rate to whole number multiplication and division, and using concepts of ratio and rate to solve problems; (2) completing understanding of division of fractions and extending the notion of number to the system of rational numbers, which includes negative numbers; (3) writing, interpreting, and using expressions and equations; and (4) developing understanding of statistical thinking.

Dates: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
61079	S/12p-12:50p	SCE/TE2-215	Staff	\$50

PRE-ALGEBRA CONCEPTS (GRADES 6) KIDS/202

Increase your skills in pre-algebra and acquaint yourself with calculating activities. Also fractions, decimals, integers and solving equations.

Dates: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
61032	S/9a-9:50a	AN/114	Emperado	\$65

**ALGEBRA
(GRADES 7+)
KIDS/217**

Learn how to solve equations, multiplying polynomials, work word problems, graph functions, solve inequalities without stress.

Dates: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
61040	S/12p-1:20p	AN/114	Jones	\$80

Math Tutorials

Math tutorials are limited to eight students.

**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: Apr 22-May 20

CRN	DAYS	PLACE	INSTR	FEE
61070	S/11a-11:50a	SCE/TE2-223	McLaughlin	\$65

**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, percent, and solving equations with variables on both sides. Educational materials provided. Class limited to 8 students.

Dates: Apr 22-May 20

CRN	DAYS	PLACE	INSTR	FEE
61065	S/10a-10:50a	SCE/TE2-223	McLaughlin	\$65



**TUTORIAL: DISCRETE
MATHEMATICS I-LOGIC AND SETS
(GRADE 8+)
KIDS/2210**

This course covers how logic is written mathematically. Also, truth tables and Boolean Algebra are introduced. Sets and set notations are covered. This is a sample of Engineering/Computer Science courses at the collegiate level. Students should complete Algebra before enrolling in this class.

Dates: Apr 22-May 20

CRN	DAYS	PLACE	INSTR	FEE
61052	S/10a-10:50a	AN/114	Emperado	\$65

High School Test Preparation

**PSAT/NMSQT MATH TEST
PREPARATION
KIDS/2650**

This course prepares students for the math portion of the PSAT/NMSQT test given during their 10th grade year. PSAT/NMSQT is used as practice for the SAT college acceptance test, and is also the qualifying test for National Merit Scholarships.

Dates: Apr 21-May 26

CRN	DAYS	PLACE	INSTR	FEE
61066	F/6p-7:50p	AN/114	Jones	\$150

**SAT/ACT PREP - MATH
KIDS/1300**

This course is designed for students taking the SAT (Scholastic Aptitude Test) for College Admission purposes. The focus in this course includes review with Numbers/Operations and Algebra/Functions, Geometry, Data Analysis, Statistics, and Probability.

Dates: Apr 21-May 26

CRN	DAYS	PLACE	INSTR	FEE
61063	F/4p-5:50p	AN/114	Jones	\$150

Music & Drama

For all music classes, students are required to bring their own musical instrument to class.

**MUSICAL THEATRE
(AGES 7+)
KIDS/315**

Enjoy this introduction to the exciting world of musical theatre! Participants will learn choreography and vocals to a musical theatre song. Family and friends are invited to a performance on the last day of class.

Dates: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
61031	S/12:30p-1:20p	SCECYP/118	Casullo Burnes	\$55

VOCAL FOR KIDS

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: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
AGES 7-10				
61013	S/9a-9:50a	SCECYP/107	Mattoon	\$65
AGES 11+				
61058	S/10a-10:50a	SCECYP/107	Mattoon	\$65

**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.

Dates: Apr 17-May 22

CRN	DAYS	PLACE	INSTR	FEE
61008	M/5:30p-6:20p	AN/154	Staff	\$65

**PIANO KEYBOARDING –
BEGINNING II
(AGES 7+)
KIDS/376**

For students who have completed Beginning I; pick up book list at registration.

Dates: Apr 17-May 22

CRN	DAYS	PLACE	INSTR	FEE
61062	M/6:30p-7:20p	AN/154	Staff	\$65

GUITAR FOR KIDS - BEGINNING

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. Parents, please accompany children to class.

Dates: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
AGES 6-8				
61036	S/10a-10:50a	SCE/TE2-201	Austin	\$65
AGES 9+				
61037	S/11a-11:50a	SCE/TE2-201	Austin	\$65

**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: Apr 19-May 24

CRN	DAYS	PLACE	INSTR	FEE
61067	W/5:45p-6:35p	AN/154	DeFazio	\$95

**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: Apr 19-May 24

CRN	DAYS	PLACE	INSTR	FEE
61007	W/6:45p-7:35p	AN/154	DeFazio	\$95

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**PLAYING THE CELLO -
INTERMEDIATE I
KIDS/383**

Learn higher level of sound productions and 1st through 4th positions. Chamber music for Cello ensemble.

Dates: Apr 19-May 24

CRN	DAYS	PLACE	INSTR	FEE
61010	W/7:45p-8:35p	AN/154	DeFazio	\$95

**PLAYING THE CELLO -
INTERMEDIATE II
KIDS/384**

Learn higher level of sound and bow techniques including vibratos. Chamber music for cello ensemble.

Dates: Apr 19-May 24

CRN	DAYS	PLACE	INSTR	FEE
61011	W/8:45p-9:35p	AN/154	DeFazio	\$95

Violin - Suzuki Method

The Suzuki method requires parents to learn and play Violin with their child. Violins are not needed for the first class meeting; rental information will be available in class. A new parent orientation will be held the first class meeting that covers 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: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
61006	S/11a-11:45a	SCECYP/107	Chan	\$80



**VIOLIN II & III
KIDS/2450**

This course continues to build violin skills for Violin I students. Students will continue to build finger strength, fingering agility, placement and coordination of note delivery and playing songs that are appropriate for these levels of skill.

Dates: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
61034	S/11:45a-12:30p	SCECYP/107	Chan	\$80

Personal Enrichment

**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: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
61018	S/11a-11:50a	SCE/TE2-208	Kuruppu	\$55

Reading & Writing

BASIC READING SKILLS (AGES 4-5) KIDS/1335

This class focuses on developing your child's ability to rhyme and blend sounds in words to become better readers and spellers. We will use "phonemic awareness" techniques that allow children to practice manipulating sounds in words thru fun songs and activities. A student assessment and parent packet will be given. Each term has different activities.

Dates: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
61029	S/9a-9:50a	AN/120	Ortega	\$55



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: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
61121	S/10a-10:50a	SCE/TE2-217	Larsen	\$55

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: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
61049	S/9a-9:50a	SCE/TE2-208	Kuruppu	\$65

CREATIVE WRITING (GRADES 3-6) KIDS/138

Students will work from "The Writer's Toolbox", engaging in creative writing games and exercises for inspiring the "write" side of their brains. The toolbox includes: cue cards, four spinners, specialized learning sticks and more. Great emphasis will be placed on creativity, grammar, punctuation, and vocabulary skills, hosted in a fun and relaxed learning environment.

Dates: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
61048	S/10a-10:50a	SCE/TE2-208	Kuruppu	\$65

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: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
61030	S/10a-10:50a	AN/120	Ortega	\$55

Need help registering online? Give us a call!

Online Registration Helpline: 714.808.4679

Helpline Hours: M-Th, 7 a.m. – 5 p.m.; F, 7 a.m. – 4:30 p.m.

COMMON CORE: ONLINE READING AND WRITING PREP

This course prepares students for the Common Core English Language Assessment. Reading comprehension and writing can be challenging, especially with the tasks being transitioned to an online format. Students learn to read and write more effectively using computer skills needed to be ready for Common Core Testing in California.

Dates: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
GRADES 3-4				
61055	S/10a-10:50a	SCE/TE2-209	Payne	\$65
GRADES 5-6				
61056	S/12p-12:50p	SCE/TE2-209	Payne	\$65



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: Apr 22-May 20

CRN	DAYS	PLACE	INSTR	FEE
61064	S/12:30p-1:20p	SCE/CYP/103	Staff	\$65

Have You Checked Your Class Start Date?

SCE classes begin at various times throughout the term; be sure to note the specific dates of your particular class.

Sports & Fitness



BASKETBALL CLINIC

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: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
AGES 4-6				
61001	S/8:30a-9:20a	CC/GYM 1	Henderson	\$55
AGES 7-9				
61002	S/9:30a-10:20a	CC/GYM 1	Henderson	\$55
AGES 10+				
61003	S/10:30a-11:20a	CC/GYM 1	Henderson	\$55

PEE WEE BASEBALL

Students learn the fundamentals of batting, throwing, catching, and running bases in a non-competitive environment. Bring baseball mitts to class.

Dates: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
AGES 4 & 5				
61081	S/11:30a-12:20p	SOCCER	Rodriguez	\$55
AGES 6+				
61022	S/12:30p-1:20p	SOCCER	Rodriguez	\$55



PEE WEE SOCCER BEGINNING

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: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
AGES 4-6				
61025	S/12p-12:50p	SOCCER	Zapata	\$55
AGES 6-8				
61026	S/1p-1:50p	SOCCER	Zapata	\$55

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: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
AGES 6-9				
61028	S/9a-9:50a	CC/Tennis Court	Murray	\$60
AGES 10+				
61016	S/10a-10:50a	CC/Tennis Court	Murray	\$60



TENNIS FOR KIDS - ADVANCED BEGINNING KIDS/627

Permission needed from Instructor!

Dates: Apr 22-Jun 3; nc May 27

CRN	DAYS	PLACE	INSTR	FEE
61059	S/11a-11:50a	CC/Tennis Court	Murray	\$60

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: Apr 3-Jul 2; nc Apr 14-Apr 15, May 27

CRN	DAYS	PLACE	INSTR	FEE
61069	F/5:30-6:50p S/8a-9:20a	FC Pool	O'Toole	\$90

S.T.E.A.M. SUMMER CAMPS

Welcome to SCE's NEW all-day Summer Camp Program!

Your child will be participating in hands-on experiential learning that explores science, technology, engineering, art, and mathematics in project-based activities.

June S.T.E.A.M. Summer Camps



Online Registration: Wednesday, March 8, 2017

Walk-In Registration: Thursday, March 9, 2017

GRADES 1-6

STEAM CAMP: ENCHANTED ENGINEER KIDS/3101

NEW!

Come explore the world of fairy tales and adventure while solving real world problems...we will use science, technology, engineering, art, and math to solve a problem for our hero in the story! Our engineers participate in experiments and record observations in their very own engineering journal. This camp focuses on the engineering design process, the scientific method, and solve engineering challenges!

Dates: Jun 12-Jun 16

CRN	DAYS	PLACE	INSTR	FEE
71079	MTWThF/7:30a-5:20p	SCECYP	Staff	\$165

STEAM CAMP: OUTDOOR ADVENTURE – ENVIRONMENTAL ENGINEERING KIDS/3103

NEW!

Explore science and engineering to help save our planet! Environmental engineers use the principles of engineering, soil science, biology, and chemistry to develop solutions to environmental problems. They are involved in efforts to improve recycling, waste disposal, public health, and water/air pollution control. Document experiments in your own journal.

Dates: Jun 19-Jun 23

CRN	DAYS	PLACE	INSTR	FEE
71080	MTWThF/7:30a-5:20a	SCECYP	Staff	\$165

STEAM CAMP: UNDER THE SEA – MARINE ENGINEERING KIDS/3106

NEW!

Wet fun for all as we explore the great mysteries of the ocean! We will enjoy ocean treats, ocean themed games, treasure hunts, sand art, and water gun wars. Campers must bring their own water guns. Our engineers participate in ocean experiments and record observations in their own engineering journal.

Dates: Jun 26-Jun 30

CRN	DAYS	PLACE	INSTR	FEE
71081	MTWThF/7:30a-5:20a	SCECYP	Staff	\$165

Camp Hours

9 a.m.—2 p.m.

Complimentary extended hours include early drop-off that begins at 7:30 a.m. and aftercare hours that end at 5:30 p.m. Extended hours are at no extra cost and will be supervised by caring and trained staff. You are welcome to drop your child off with breakfast.

Camp Rules & Policies

- All kids must be registered
- All children must bring a non-perishable lunch and one snack (no refrigeration available)
- No peanut or nut products are allowed at camp
- All medical needs must be addressed prior to the start of camp
- All children must be signed in and out of camp by an adult on an approved list (ID will be required)
- No cell phones or electronic devices allowed at camp

Refund Policy

We recognize that you may wish to withdraw from a camp for a variety of reasons, but we encourage early decisions so as to not inconvenience other participants or affect our ability to efficiently deliver activities. Refunds will be issued according to SCE refund policy. Parents or guardians formally requesting a refund prior to 48 hours before the camp begins will be refunded the cost of the camp minus a \$10 processing fee. All other refund requests or credit request will be denied. There are no refunds or credits given for missed camp days.



**For more information, call the Lifeskills Education Advancement Program (LEAP)
Office at 714.808.4909 or e-mail kidscollege@sce.edu.**

S.T.E.A.M. SUMMER CAMPS

Welcome to SCE's NEW all-day Summer Camp Program!

Your child will be participating in hands-on experiential learning that explores science, technology, engineering, art, and mathematics in project-based activities.

Camp Calendar

- June 12-16: Enchanted Engineer
- June 19-23: Outdoor Adventure—Environmental Engineering
- June 26-30: Under the Sea—Marine Engineering
- July 3-7 (no class July 4): The Engineer's Kitchen—Molecular Gastronomy
- July 10-14: Crazy Concoctions—Chemical Engineering
- July 17-21: Art by Modern Masters
- July 24-28: Inventor's Workshop—Design Engineering
- July 31—August 4: Space is the Place! - Aerospace Engineering
- August 7-11: Zootopia Design—Micro Engineering

July S.T.E.A.M. Summer Camps



Online Registration: Wednesday, June 7, 2017

Walk-In Registration: Thursday, June 8, 2017

Check the 2017 Summer Term Class Schedule for course registration numbers (CRNs).

The Engineer's Kitchen—Molecular Gastronomy (July 3-7; no class July 4)

In this class...we play with our food! Molecular gastronomy, or the science behind the cooking, is understanding the chemistry and physics of how food is cooked and using that knowledge to manipulate food preparation to create new tastes and textures. Join us as we experiment with food and create amazing treats!

Crazy Concoctions—Chemical Engineering (July 10-14)

Making a mess is generally frowned upon, but if you are learning important scientific principles and creating cool science experiments, then the mess will have to be excused. Join us on a wacky adventure through all kinds of cool and crazy chemical reactions. Use chemicals to make slippery slime and watch colors separate before your eyes! Find out how to make volcanoes erupt, what ooblek is, how to make gak and more. Add messy games and activities and you've got a slimy, grimy, goopy, and magical experience!

Art by Modern Masters (July 17-21)

Let's create modern art in the style of Andy Warhol, Jackson Pollock, Robert Rauschenberg, and more. We will use various art mediums such as acrylics, tempera, and watercolors. Some of the art techniques we will learn are printmaking, action painting, and collage. Please wear old clothes or bring an apron.

Inventor's Workshop—Design Engineering (July 24-28)

Explore science and engineering in the world around us! Our engineers participate in experiments and record observations in their very own engineering journal. This camp focuses on the engineering design process through inventing fun games and toys. We will explore forces and motion, the scientific method, and solve engineering challenges!

Space is the Place! - Aerospace Engineering (July 31—August 4)

To infinity and beyond as we search for the kid from Mars, try not to drop the Android, discover Martian rocks, create a space craft, go alien hunting, and practice Jedi training thru obstacles. Our engineers participate in experiments and record observations in their very own engineering journal.

Zootopia Design—Micro Engineering (August 7-11)

Students will learn about zoology and the design process through animal exploration and working in engineering design teams to create cage free habitats/zoo (using area and perimeter for squares and rectangles) that will protect the chosen animal from predators and people. Our engineers will test hypothesis and conduct experiments.



**For more information, call the Lifeskills Education Advancement Program (LEAP)
Office at 714.808.4909 or e-mail kidscollege@sce.edu.**

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, March 7, 2017. See page 5 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 the 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 Certificate Program or Medical Assistant Certificate Program course and wishes to repeat the course, the student should submit an Audit Request Form to the CTE Director. For more information about auditing a Pharmacy Technician or Medical Assistant course, please contact 714.808.4673. There is a \$15 fee charged for auditing a course. Fees charged for auditing a course are subject to change. Auditing other SCE courses is not permitted.

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 SCE Center: Anaheim (Second Floor), Cypress-Pkg Lot 4: SCE Cypress (Bldg 100), Wilshire (Bldg 300). **Registration also available at 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 and Teen Program classes as indicated in the course schedule.

NAME CHANGE: Students are encouraged to visit one of the SCE Centers to change their name in the student database. Students must provide a picture ID when requesting a name change.

PARKING

A parking permit is required to park in marked spaces at all three SCE Centers; however, 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. Parking permits are refundable prior to the first class meeting only and must be returned to receive a refund. Please do not back into the parking space or you will be ticketed.

Parking at the SCE Cypress Center requires a virtual parking permit enforced by license plate recognition. You may register your vehicle online at

<https://cypress.lprpermit.com/Internal/UserRegistration.aspx?u=SCE> and purchase a permit for the entire SCE term or for one day.

To purchase a permit online with a debit or credit card **ONLY** you will need your vehicle license plate number or the last eight digits of your VIN number. Day permits are also available for purchase by debit or credit card **ONLY** at any Cypress College parking kiosk. Permits are also valid at the Anaheim Campus and Wilshire Center.

PARKING FEES: Parking is by permit only. Vehicle permits: \$35; motorcycle permits: \$20; both available at each SCE Center's Admission and Registration Office. Daily permits available for \$2 in parking areas. Parking permits are half-year permits that are available from Jan 1-Jun 30 OR Jul 1-Dec 31 (not six months from purchase date).

BUS PASSES: Student bus passes are available at any SCE Center's Admission and Registration Office for students who are enrolled in a minimum of nine hours per week; 30-day passes are available for disabled and senior students; 75-day and 120-day passes are available for all students. Passes are sold year round. The Orange County Transportation Authority (OCTA) provides bus service to each of our three SCE Centers. 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. There are 10 recognized areas in Title 5 that are eligible for noncredit education apportionment. SCE offers noncredit classes 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

COMMUNITY SERVICES 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 drops 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: To receive a refund, a Refund Petition Form must be submitted at least two (2) full business days before the first class meeting. A \$10 processing fee will be deducted from all refunds one time, per term, per student except for classes cancelled by SCE. Refunds will be processed two weeks after the term begins. No refunds on books. Refund checks to students enrolled in the Kids' College & Teen Program will be made to the name of the student of record as required by State Education Code regulations. The only other criteria considered for refunds are circumstances in which the course differs from the way it was described in the class schedule, such as incorrect start date, time, or wrong location. You may request a credit valid for six months toward any fee-based course. Requests for credits must be submitted prior to the second class meeting of the course being dropped.

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 Transcript Request Form may be printed through the SCE website at www.sce.edu). 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 for 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 SCE Wilshire Center. Requests must be filed within 15 calendar days from the beginning of each trimester a student is in attendance. For more information, call 714.992.9502.

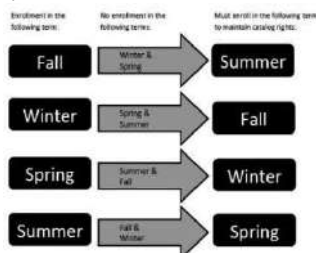
CLASSIFICATION OF STUDENTS: Students are classified as full-time when enrolled and attending 12 hours or more of instruction per week. Students enrolled in fewer than 12 hours per week of instruction are considered part-time students. Enrollment and attendance can be confirmed after the student has attended two consecutive weeks of instruction.

CATALOG RIGHTS POLICY: SCE issues a new catalog each academic year beginning in the fall term and, if needed, subsequent addendums for the winter, spring, and summer terms. The information published in the catalog or catalog addendum is in effect for the academic year beginning with the fall term and concluding with the summer term.

The course requirements for a specific certificate program may change from one catalog to the next and, therefore, may change during the period of time that a student attends SCE. Catalog rights, established when a student first takes classes at SCE, protect the student from being held responsible for additional program requirements that may be added to a later catalog.

Students maintain catalog rights by maintaining continuous enrollment in one of the following courses at SCE: Basic Skills, Career Technical Education, Disability Support Services, and English as a Second Language. Continuous enrollment is enrollment in any two of the previous four consecutive terms, including summer, resulting in an academic record symbol of A, B, C, D, F, P (Pass), NP (No Pass), SP (Satisfactory Progress), or W (Withdrawal). Missing more than two consecutive terms will result in loss of catalog rights due to a break in continuous enrollment.

For example:



GENERAL INFORMATION

If continuous enrollment is broken, the student must adhere to the catalog requirements in effect at the time continuous enrollment is re-established and maintained.

The lab enrollment in CCTR/100, keyboarding exams, and required certifications (e.g. CPR card) cannot be used to maintain catalog rights. Course substitution and course challenges do not maintain catalog rights either. This policy supersedes all previous catalog rights provisions and applies only to the programs at SCE.

GRADING POLICY: Students enrolled in apportionment courses are awarded an evaluative symbol at the conclusion of each course. The grade issued will become part of the student's permanent academic history and will appear on their SCE transcript.

Grading for CTE, DSS, ESL, and LEAP Courses

P - Pass (no grade points)

N - No Pass (no grade points)

SP - Satisfactory Progress (no grade points)

Students enrolled in a Career Development and College Preparation (CDCP) course are advised that they will be issued a grade that will appear on their 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 visit www.sce.edu/gradingpolicy for further information.

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.

ACADEMIC HONESTY: Students are expected to abide by ethical standards in preparing and presenting material which demonstrates their level of knowledge and which is used to determine grades. Such standards are founded on basic concepts of integrity and honesty. These include, but are not limited to the following areas:

1. Students shall not plagiarize, which is defined as:
 - A. stealing or passing off as one's own ideas or words of another, or
 - B. using a creative production without crediting the source.

The following cases constitute plagiarism:

- *paraphrasing published material without acknowledging the source;
- *making significant use of an idea or a particular arrangement of ideas, e.g. outlines;
- *writing a paper after consultation with persons who provide suitable ideas and incorporating these ideas into the paper without acknowledgement; or
- *submitting under one's own name term papers or other

reports which have been prepared by others.

2. Students shall not cheat, which is defined as:

- A. using notes, aids, or the help of other students on tests or exams in ways other than those expressly permitted by the instructor; or
- B. misreporting or altering the data in laboratory or research projects involving the collection of data.

3. Students shall not submit an original paper or project to more than one class without approval from the second instructor. Instructors who do not accept previously-submitted papers should inform students in the course syllabus.

4. Students shall not furnish materials or information in order to enable another student to plagiarize or cheat.

Instructors may deal with academic dishonesty in one or more of the following ways:

1. Assign an appropriate academic penalty such as an oral reprimand or point reduction.
2. Assign zero points on all or a particular paper, project, or exam.
3. Report to the appropriate administrators, with notification of same to the student(s), for disciplinary action by the school. Such a report will be accompanied by supporting evidence and documentation.

See Student Conduct Policy for additional information.

SEXUAL HARASSMENT, DRUG-FREE AND ALCOHOL-FREE For a copy of these policies, please refer to the SCE website at www.sce.edu

NON-DISCRIMINATION STATEMENT: The policy of the North Orange County Community College District is to provide an educational, employment, and business environment, including but not limited to access to its services, classes, and programs in which no person shall be unlawfully denied full and equal access to the benefits of, or be unlawfully subjected to discrimination on the basis of ethnic group identification, national origin, religion, age, sex, gender, gender identification, gender expression, race, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, or military and veteran status, or as otherwise prohibited by state and federal statutes, or because he or she is perceived to have one or more foregoing characteristics, or based on association with a person or group with one or more of these actual perceived characteristics in any program or activity of the District that is administered by, directly funded by, or that receives any financial assistance from the Chancellor or Board of Governors of the California Community Colleges. Discrimination on the basis of sex or gender also includes sexual harassment.

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: Irma Ramos

Position: Vice Chancellor, Human Resources

Address: 1830 W. Romneya Dr, Anaheim, CA 92801

Telephone: 714.808.4826

Students and employees 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 Vice Chancellor, Human Resources.

CAMPUS SAFETY: For any emergency dial 9-1-1 from any campus phone. To reach Campus Safety or Security, call the following numbers by SCE Center: Anaheim 714.808.4911; Cypress: 714.484.7387 Wilshire (Fullerton): 714.992.7777.

VICTIMS OF SEXUAL ASSAULT: Students who are victims of sexual assault occurring on District property or on an off-campus site or facility maintained by the District, or who seek information or assistance regarding a sexual assault, should contact the following Campus Safety and/or Security offices:

*Anaheim Campus Security: 714.808.4911

*SCE Cypress Center (Cypress College Campus Safety): 714.484.7387

*SCE Wilshire Center (Fullerton College Campus Safety): 714.992.7777

Except as may otherwise be required by law, all inquiries will be maintained in confidence.

DISABILITY SUPPORT SERVICES: SCE provides support services to enable persons with disabilities to participate in classes and programs. 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 Disability Support 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, ESL, Computer Classes, Career Technical Education, Basic Skills.

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: Dennis Davino, Interim Dean of Instruction, SCE Cypress Center, 9200 Valley View, Cypress, CA, 90630

ACCREDITATION: 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

compliance with Sections 66300, 76030, 76033, 7034, 76036 of the State Education Code.

Students are expected to respect and obey civil and criminal law and shall be subject to the legal penalties for violation of the city, county, state, and national laws(s).

Student conduct must conform to Board Policy and college regulations and procedures. As cited in BP5500, "A student who violates the standards of student conduct shall be subject to disciplinary action including, but not limited to the removal, suspension, or expulsion of the student. Misconduct which constitutes "good cause" for disciplinary action includes, but is not limited to, the following:

1. Disruptive behavior, willful disobedience, habitual profanity or vulgarity, the open and persistent defiance of the authority of, or persistent abuse of District personnel, or violating the rights of other students.
2. Failure to identify oneself when requested to do so by District officials acting in the performance of their duties.
3. Cheating, plagiarism in connection with an academic program (including plagiarism in a student publication), or engaging in other academic dishonesty.
4. Dishonesty, forgery, alteration, or misuse of District documents, records, or identification, or knowingly furnishing false information to the District.
5. Misrepresentation of oneself or of an organization to be an agent of the District.
6. Causing, attempting to cause, or threatening to cause physical injury or physical or verbal abuse or any threat of force or violence, to the person, property, or family of any member of the college community, whether on or off District property as defined above.
7. Willful misconduct which results in injury or death to a student or to District personnel, or which results in the cutting, defacing, or other damage to any real or personal property of the District.
8. Unauthorized entry into, unauthorized use of, or misuse of property of the District.
9. Stealing or attempting to steal District property or private property on District premises, or knowingly receiving stolen District property or stolen private property on District premises.
10. Causing or attempting to cause damage to District property, or to private property on District premises.
11. Unlawful use, sale, possession, offer to sell, furnishing, or being under the influence of any controlled substance listed in the California Health and Safety Code, section 11053 et seq., an alcoholic beverage or an intoxicant of any kind, or any poison classified as such by Schedule D in Section 4160 of the Business and Professions Code or other State law defining controlled substance while on District property, or at a District function; or unlawful possession of, or offering, arranging or negotiating the sale of any drug paraphernalia, as defined in the California Health and Safety Code, section 11014.5.
12. Willful or persistent smoking in any area where smoking has been prohibited by law or by regulation of the District.
13. Possession, sale, use, or otherwise furnishing of explosives, dangerous chemicals, deadly weapons or other dangerous object including but not limited to, any facsimile firearm, knife or explosive on District property, or at a District function, without prior written authorization of the Chancellor, college president, School of Continuing Education Provost, or authorized designee.
14. Engaging in lewd, indecent, or obscene behavior on District property, or at a District function.
15. Violation of municipal, state, or federal laws in

STUDENT CONDUCT POLICY

Standards of Student Conduct and Discipline Policy

The standards of student conduct and disciplinary action for violation of Board Policy 5500 were approved by the NOCCCD Board on January 28, 2003, and were drawn in

STUDENT CONDUCT POLICY – OFF-CAMPUS CONTINUING EDUCATION LOCATIONS

connection with attendance in programs or services offered by the District, or while on District property or at District-sponsored activities.

16. Soliciting or assisting another to do any act (including the purchasing, transporting or consumption of any controlled substance), while under the supervision of a District official, which would subject a student to expulsion, suspension, probation, or other discipline pursuant to this policy.

17. Attempting any act constituting cause for disciplinary action as identified in the above sections of this policy.

18. Committing sexual harassment as defined by law or by District policies and procedures.

19. Engaging in harassing or discriminatory behavior based on disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation or any other status protected by law.

20. Engaging in physical or verbal intimidation or harassment of such severity or pervasiveness as to have the purpose or effect of unreasonably interfering with a student's academic performance, or District employee's work performance, or of creating an intimidating, hostile or offensive educational or work environment.

21. Engaging in physical or verbal disruption of instructional or student services activities, administrative procedures, public service functions, authorized curricular or co-curricular activities or prevention of authorized guests from carrying out the purpose for which they are on District property.

22. Stalking, defined as a pattern of conduct by a student with intent to follow, alarm, or harass another person, and which causes that person to reasonably fear for his or her safety, and where the student has persisted in the pattern of conduct after the person has demanded that the student cease the pattern of conduct. Violation of a restraining order shall, without more, constitute stalking under this policy.

23. Persistent, serious misconduct where other means of correction have failed to bring about proper conduct or where the presence of the student causes a continuing danger to the physical safety of students or others.

24. Engaging in expression which is obscene, libelous, or slanderous according to current legal standards, or which so incites students as to create a clear and present danger of the commission of unlawful acts on District property, or the violation of the lawful administrative procedures of the District, or the substantial disruption of the orderly operation of the District.

25. Use of the District's computer systems or electronic communication systems and services for any purpose prohibited by Administrative Procedures 3720, Computer & Electronic Communication Systems, or for any act constituting cause for disciplinary action as provided in this policy.

Furthermore, no student shall be suspended from a college or School of Continuing Education program or expelled unless the conduct for which the student is disciplined is related to college, School of Continuing Education or District activity or attendance. Also any violation of law, ordinance, regulation or rule regulating, or pertaining to, the parking of vehicles, shall not be cause for removal, suspension or expulsion of a student.

The Chancellor shall establish procedures for the imposition of discipline on students in accordance with the requirements for due process of law. The procedures shall identify potential disciplinary actions including, but not limited to, the removal, suspension, or expulsion of a student.

students are informed of the rules and regulations governing student behavior.

OFF-CAMPUS CONTINUING EDUCATION LOCATIONS

Register in Class!

Do not call location unless noted.

Abby Pavilion	3415 W. Ball Rd	Anah
Abraham Lincoln Elem	1413 E Broadway	Anah
Acacia Villas	1620 E Chapman Ave	Full
Access California Services	631 S Brookhurst St Suite 107	Anah
Alamitos West Health Care Ctr	3902 W Katella Ave	Los Alam
Albert Schweitzer Elem	229 S Dale Ave	Anah
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
Anhm Independencia Fam Reso Ct	10841 Garza St	Anah
Baden-Powell Elem	2911 W Stonybrook Dr	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
Brookdale Anaheim	200 N Dale Ave	Anah
Brookdale Brea	285 W Central Ave	Brea
Brookdale-Garden Manor	10200 Chapman Ave	G G
Brookdale-Yorba Linda	17803 Imperial Hwy	Y L
Buena Pk Nurs Ctr	8520 S Western Ave	Buena Pk
Buena Pk Sr Ctr	8150 Knott Ave	Buena Pk
Buena Vista Care Ctr	1440 S Euclid Street	Anah
CSUF Ctr for Healthy Neighb	320 W. Elm Street	Full
Cambridge Court	1621 E Commonwealth Ave	Full
Capriana	460 S. La Floresta Dr	Brea
Commonwealth Elem	2200 E Commonwealth Ave	Full
Cottage of Artesia Gardens	6041 Kingman Ave	Buena Pk
Coventry Court Health Ctr	2040 S Euclid Street	Anah
Crescendo Sr Living of Pl	351 E. Palm Dr.	Placnta

The Chancellor shall establish procedures of which all

OFF-CAMPUS CONTINUING EDUCATION LOCATIONS

Cypress Sr Citizen Ctr	9031 Grindlay St	Cypress
Easter Seals Sr Day Services	500 W Central Ave Ste A	Brea
El Camino Real High School	1351 E. Orangethorpe Avenue	Placnta
Emerald Court	1731 Medical Center Dr	Anah
Emerald Isle Sr Apartments	661 N Rose Dr	Placnta
Esther L Walter Elem	10802 Rustic Ln	Anah
First Christian Church Anaheim	520 W South St	Anah
Fullerton Community Ctr	340 W. Commonwealth Ave	Full
Fullerton Gardens	1510 E Commonwealth Ave	Full
Good Shepherd Church	11600 Los Alamitos Blvd	Los Alam
Gordon Lane Care Ctr	1821 E Chapman Ave	Full
Gilbert South High School Lab	1800 W Ball Road	Anah
Hansen School	1300 S Knott Ave	Anah
Happy Brea Adult Day Hth Care	596 Apollo St.	Brea
Harbor Villa Care Ctr	861 S Harbor Blvd	Anah
Harvest Retirement Healthcare Service Inc	9011 Knott Ave Lighthouse Anaheim	Buena Pk Anah
Horace Mann Elem	920 N Janss St	Anah
Jonas Salk Elem	1411 S Gilbert St	Anah
Karlton 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
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
Leisure Court	1135 Leisure Ct	Anah
Los Alamitos Sr Ctr	10911 Oak Street	Los Alam
M L Maxwell Elem	2613 W Orange Ave	Anah
Melbourne Gauer Elem	810 N Gilbert St	Anah
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
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
Patrick Henry Elem	1123 W Romneya Dr	Anah
Peter Marshall Elem	2627 Crescent Ave	Anah
Ponderosa Park Family Resource	2100 S Haster St	Anah
Rehab Institute So Ca	130 Laguna Rd	Full
Rio Vista Elem	310 N Rio Vista	Anah
Robert M Pyle Elem	10411 Dale Ave	Stanton
Rowntree Gardens	12151 Dale Ave	Stanton
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 West Fullerton Ctr	Orangethorpe Methodist Church	Full
Stanton Civic Ctr	7800 Katella Ave	Stanton
Stanton Cultural Arts Ctr	7800 Katella Ave	Stanton
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
The Pavilion, Sunny Hills	2222 N Harbor Blvd	Fullerton
Thomas Edison Elem	1526 E Romneya Dr	Anah
Topaz Elem	3232 Topaz Ln	Full
Valley View Gardens	11848 Valley View St	G G
Vintage of Stonehaven	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
Westmont Elem	1525 W Westmont Dr	Anah
Whitaker Elem	8401 Montana Ave	Buena Pk
Whitten Heights	200 W Whittier Blvd	La Habra
Whittier Glen	10615 Jordan Rd	Whittier
Whittier Hills Healthcare Ctr	10426 Bogardus Ave	Whittier
Windsong Sr Activity Ctr	1701 S Euclid St	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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