

CCBC Continuing Education Schedule of Classes Winter and Spring 2024

For more information on programs, classes, registration and financial aid call 443-840-2222 or visit ccbcmd.edu/coned

TABLE OF CONTENTS

Workforce Training	2
• Business	2
○ Leadership & Management	4
○ Entrepreneurship & Small Business	9
○ Real Estate	12
• Computers & Information Technology	14
• Criminal Justice & Legal Studies	25
• Health & Human Services	27
• Hospitality	37
• Building & Industrial Technology	42
• Transportation, Distribution & Logistics	49
 Life Enrichment	 51
• Academic Preparation	51
• Art, Design & Photography	51
• Arts – Performing	52
• Dance	52
• Music	53
• Fitness & Wellness	55
• Hobbies, Cooking & Home Improvement	61
• Outdoor Activities	62
• Personal Development	63
• World Languages.....	64
 Seniors	 71
 Kids@CCBC	 91
 Basic Education & English Language Services	 94
 Special Programs for Individuals with Disabilities	 97





BUSINESS & MANAGEMENT

Workforce Training Options

- Administrative Professional
- Advanced Entrepreneurship Skills
- Advanced Leadership Skills
- Bookkeeper – Entry Level
- Customer Service Professional
- Digital Marketing Assistant
- Essential Skills for Entrepreneurs
- Essential Skills for Leaders
- Essential Skills for Supervisors
- Home Inspector Pre-License
- Human Resources Manager – Entry Level
- Human Resources Professional
- Non-Profit Organization Manager
- Project Management
- Real Estate Appraiser
- Real Estate Salesperson

Degree & Certificate Program Areas

- Accounting
- Business Administration
- Business Management
- Economics
- Human Resources Management
- Interior Design

ACCOUNTING/BOOKKEEPING

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

BOOKKEEPER ENTRY LEVEL

Classes can be taken individually, but all four must be completed to receive the certificate. Not all classes are offered every semester.

REQUIRED COURSES:

- Excel for Bookkeepers
- Accounting/Bookkeeping I
- Accounting/Bookkeeping II
- QuickBooks for Bookkeepers

PCA 832

Excel for Bookkeepers

Excel is essential to many bookkeeping functions. Learn to create basic financial statements, use merged cells, link spreadsheets and automate financial tasks. Textbook required and not included in cost of the course.

Total Cost: \$179 (Tuition: \$54 Fees: \$125)

CRN#	Day/Ses.	Dates	Time	Location
75202	Arranged	1/29-2/23	Arranged	Online
75201	R(4)	2/8-29	6:30-9:45pm	EC
75203	T(4)	3/5-4/2	6:30-9:45pm	ZOOM

ACC 006

Accounting/Bookkeeping I

Learn the basic principles of the double entry system. Ideal for a small business owner, potential business owner and those looking for entry level accounting jobs. Explore business records, transactions, journals, ledgers, income statements, balance sheets and more. Prerequisites: Basic computer skills, experience with Microsoft Excel, basic high school algebra. Textbook required and not included in cost of the course.

Total Cost: \$199 (Tuition: \$60 Fees: \$139)

CRN#	Day/Ses.	Dates	Time	Location
75198	Arranged	3/4-4/12	Arranged	Online
75199	R(7)	3/14-5/2	7:15-9:30pm	EC
75200	T(7)	4/16-5/28	7:15-9:30pm	ZOOM

ACC 007

Accounting/Bookkeeping II

Continue your study of accounting/bookkeeping principles and the double-entry system as you explore and analyze trial balances, different types of financial reports, cash flow, retained earnings, reconciling bank statements and payroll systems. Prerequisite: Accounting/Bookkeeping I.

Total Cost: \$179 (Tuition: \$54 Fees: \$125)

CRN#	Day/Ses.	Dates	Time	Location
75196	Arranged	4/15-5/17	Arranged	Online
75195	R(6)	5/16-6/20	7:15-9:20pm	EC

PCA 836

QuickBooks for Bookkeepers

Learn to use QuickBooks to perform a variety of bookkeeping procedures, including setting up accounts, paying bills, invoicing and report creation. Prerequisites: Accounting/Bookkeeping I and Accounting/Bookkeeping II. Textbook required and not included in cost of the course.

Total Cost: \$199 (Tuition: \$60 Fees: \$139)

CRN#	Day/Ses.	Dates	Time	Location
71602	T(5)	1/30-2/27	6:30-9:45pm	ZOOM
71605	R(5)	2/8-3/7	6:30-9:45pm	OM
75204	Arranged	5/28-6/21	Arranged	Online

ACC 013

Accounts Payable Specialist Certification **new**

This online course is design to prepare the students for the Institute of Finance & Management's (IOFM) Accounts Payable Specialist (APS) certification. Topics to be covered include invoices, payments, travel and expense (T&E) management, automation and other key functions to potential employers. (Exam cost included) IOFM recommends that you meet one of the following for APS certification: No degree = 3 yrs. AP experience, 2-year degree = 2 yrs. AP experience or 4-year degree = 1 yr. AP experience.

Total Cost: \$1,295 (Tuition: \$50 Fees: \$1,245)

CRN#	Day/Ses.	Dates	Time	Location
75242	Online	3/11-5/24	Arranged	E2GC

ACC 004

PayTrain Level I

Gain the knowledge and skills required to maintain payroll compliance, prevent costly penalties and help prepare for the FPC certification exam. Designed for new payroll professionals, those who support the payroll industry and those who are preparing for Fundamental Payroll Certification. Prerequisite for PayTrain® - Level II. Textbook included in cost of the course.

Total Cost: \$795 (Tuition: \$239 Fees: \$556)

CRN#	Day/Ses.	Dates	Time	Location
74811	W(8)	1/31-3/20	6-10pm	ZOOM

ACC 005

PayTrain(R) Level II

Expand your knowledge of advanced payroll topics that are necessary for compliance. This class, designed by the American Payroll Association, is ideal for experienced payroll professionals seeking compliance training, professional development or preparation for the Certified Payroll Professional (CPP) exam. Textbook included in cost of the course.

Total Cost: \$849 (Tuition: \$255 Fees: \$594)

CRN#	Day/Ses.	Dates	Time	Location
74810	R(9)	1/25-3/21	6-10:15pm	ZOOM

ADMINISTRATIVE PROFESSIONAL

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

ADMINISTRATIVE PROFESSIONAL

Train to become an administrative professional able to work in a wide variety of office and industry settings. Participants can earn the Professional Administrative Certification of Excellence (PACE) as part of the program. This is a blended-format program, with classes held in the classroom with additional work online. Classes may be taken individually but all must be taken in order and successfully completed to receive the certificate.

REQUIRED COURSES:

- The Role of the Administrative Professional
- Technology Skills for Today's Workplace (see Computer & Information Technology section for this class)
- Communication Skills for Workplace Success
- Planning and Advancing Your Career
- Core Skills for the Administrative Professional

MGT 850

The Role of the Administrative Professional

Have you ever considered a career as an administrative professional? If so, this introductory course will provide an overview of the various roles and responsibilities of administrative professionals and the interpersonal and technical skills necessary to be successful in the workplace. Students will also learn about the course format and topics to be covered throughout the 125-hour Administrative Professional program.

Total Cost: \$79 (Tuition: \$24 Fees: \$55)

CRN#	Day/Ses.	Dates	Time	Location
76029	T(1)	1/30	6-9:15pm	ZOOM
	Arranged	1/30-2/4	Arranged	Online

MGT 851

Communication Skills for Workplace Success

Effective channels of communication help an organization run smoothly. Whether interacting with employees or customers, administrative professionals are representing the organization as well as themselves. Gain effective techniques for verbal and written communication correspondence such as telephone skills, business letters and emails.

Total Cost: \$149 (Tuition: \$45 Fees: \$104)

CRN#	Day/Ses.	Dates	Time	Location
76030	T/R(3)	3/12-19	6-9:15pm	ZOOM
	Arranged	3/12-24	Arranged	Online

MGT 852

Planning and Advancing Your Career

Research has shown employers value soft skills as much, if not more, than technical skills. These interpersonal skills that influence how well a person can interact with others are necessary to succeed in a profession and can often make or break your career. Improve upon your interpersonal skills and be prepared to begin a career search with a well-designed resume and cover letter, along with strategies and techniques that can be used for effective interviews.

Total Cost: \$199 (Tuition: \$60 Fees: \$139)

CRN#	Day/Ses.	Dates	Time	Location
76031	T/R(4)	4/2-11	6-9:15pm	ZOOM
	Arranged	4/2-14	Arranged	Online

MGT 853

Core Skills for the Administrative Professional

Get equipped with the core skills that are needed for today's office administrative professional such as task and time management, document creation and file management, scheduling and travel planning and handling of day to day work relationships. Review the common technologies used in the modern workplace. At the completion of the course you can acquire the Professional Administrative Certification of Excellence (PACE) from the American Society of Administrative Professionals (ASAP).

Total Cost: \$996 (Tuition: \$299 Fees: \$697)

CRN#	Day/Ses.	Dates	Time	Location
76032	T/R(10)	4/16-5/16	6-9:15pm	ZOOM
	Arranged	4/16-5/19	Arranged	Online

BUSINESS COMMUNICATIONS

WLT 406

Effective Business Writing

Improve your career prospects by learning how to develop powerful written documents that draw readers in and keep them motivated to continue to the end. For details, go to ed2go.com/ccbconline/.

Total Cost: \$139 (Tuition: \$20 Fees: \$119)

CRN#	Day/Ses.	Dates	Time	Location
75248	Online	1/17-3/8	Arranged	ED2GO
75249	Online	3/13-5/3	Arranged	ED2GO
75250	Online	4/17-6/7	Arranged	ED2GO

WLT 220

Fundamentals of Technical Writing

Learn the skills you need to succeed in the well-paying field of technical writing. For details, go to ed2go.com/ccbconline/.

Total Cost: \$139 (Tuition: \$20 Fees: \$119)

CRN#	Day/Ses.	Dates	Time	Location
75246	Online	3/13-5/3	Arranged	ED2GO
75247	Online	5/15-7/5	Arranged	ED2GO

MGT 386

High-Impact Writing for Business

You must be able to communicate effectively through the written word if you are going to succeed in today's business environment. Learn how to create clear, concise, compelling and professional reports and documents.

Total Cost: \$199 (Tuition: \$60 Fees: \$139)

CRN#	Day/Ses.	Dates	Time	Location
74806	W(3)	4/10-24	6-9:30pm	EC

HMS 023

Keys to Effective Communication

Lost for words? Don't be! Learn to build rapport, trust, warmth and respect through conversation. For details, go to ed2go.com/ccbconline/.

Total Cost: \$119 (Tuition: \$20 Fees: \$99)

CRN#	Day/Ses.	Dates	Time	Location
75251	Online	3/13-5/3	Arranged	ED2GO
75252	Online	5/15-7/5	Arranged	ED2GO

MGT 776

Writing News and Press Releases

Being able to write a good news story, press release or publicity notice is a skill that can set you apart in the workplace. Acquire the skills good journalists have and learn how to craft a news story, press release or publicity notice that will get attention.

Total Cost: \$195 (Tuition: \$20 Fees: \$175)

CRN#	Day/Ses.	Dates	Time	Location
75223	Online	4/1-26	Arranged	LERN

CUSTOMER SERVICE

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

CUSTOMER SERVICE PROFESSIONAL

A customer service professional serves an important role for all businesses. A strong customer service professional helps build a positive brand reputation and differentiates a business in a competitive market. Students will be earning a certification from The Customer Service Institute of America upon completion of the course. This is a blended-format program, with classes held in the classroom with additional work online. Classes may be taken individually but all must be taken in order and successfully completed to receive the certificate.

REQUIRED COURSES:

- Customer Service Communication Skills
- Preparing for a Career in Customer Service
- Core Skills for the Customer Service Professional

SBA 100**Customer Service Communications Skills new**

Learn effective communication skills to become successful in the workplace as you interact with both internal and external partners. Improve your written and oral communication and learn how body language and tone are important in communication.

Total Cost: \$159 (Tuition: \$48 Fees: \$111)

CRN	Day/Ses.	Date	Time	Location
76380	T/R(3)	2/1-8	6-9:15pm	ZOOM
	Arranged	2/1-11	Arranged	Online

SBA 102**Preparing for a Career in Customer Service new**

Prepare for a career in a customer service role by creating a well-designed resume and cover letter and learning strategies with techniques that can be used for effective interviews.

Total Cost: \$159 (Tuition: \$48 Fees: \$111)

CRN	Day/Ses.	Date	Time	Location
76383	T/R(3)	2/13-20	6-9:15pm	ZOOM
	Arranged	2/13-25	Arranged	Online

SBA 101**Core Skills for the Customer new Service Professional**

Learn effective strategies to make a positive contribution to the success of every customer service experience and interaction. At the completion of the course, you can earn a certification from the Customer Service Institute of America.

Total Cost: \$479 (Tuition: \$144 Fees: \$335)

CRN	Day/Ses.	Date	Time	Location
76385	T/TH(3)	2/27-3/7	6-7:00pm	ZOOM
	Arranged	2/27-3/11	Arranged	Online

OTHER CUSTOMER SERVICE CLASSES**MGT 385****Exceeding Expectations:****Delivering Exceptional Customer Service**

Learn what is involved with and how to present extraordinary customer service to internal and external customers. Topics to be covered include the difference between internal and external customers and the importance of both; effective customer service techniques; active listening; how to build and influence relationships; telephone, internet, and in-person customer service.

Total Cost: \$139 (Tuition: \$42 Fees: \$97)

CRN#	Day/Ses.	Dates	Time	Location
74815	F(1)	2/16	9am-4pm	EC

MGT 818**Managing Customer Service**

Learn customer service management techniques to develop the top performance from your team. Topics to be covered include key customer service concepts, successful marketing for customers, understanding consumer expectations, quality measurements, hiring quality team members, solving communication problems, handling customer complaints, reviving troubled customer service programs, training techniques, and using call centers, emails and the internet. For details, go to ed2go.com/ccbconline/.

Total Cost: \$139 (Tuition: \$20 Fees: \$119)

CRN#	Day/Ses.	Dates	Time	Location
75253	Online	3/13-5/3	Arranged	ED2GO
75254	Online	5/15-7/5	Arranged	ED2GO

HUMAN RESOURCES**CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE****HUMAN RESOURCE MANAGER (ENTRY LEVEL)**

Classes can be taken individually, but both classes must be taken in order to receive the certificate. Both classes are not offered every semester.

REQUIRED COURSES:

- Fundamentals of Human Resources/aPHR® Certification Preparation
- Human Resources: An Application in Today's Business Climate

MGT 346**Fundamentals of Human Resources/aPHR™ Certification Preparation**

Learn the fundamentals of the human resources field and prepare for the Associate Professional in Human Resources (aPHR™) Certification. Course material included in the cost of the course.

Total Cost: \$895 (Tuition: \$269 Fees: \$626)

CRN#	Day/Ses.	Dates	Time	Location
74813	S(12)	2/17-5/18	9am-12:15pm	HV

MGT 762**Human Resources:****An Application in Today's Business Climate**

Practicing in the human resources field requires more than technical knowledge. Examine the following topics relevant to the current business climate and give a practical application: multiple generations in the workforce, managing conflict, human resources and leadership development, and human resources as a strategic partner within an organization.

Total Cost: \$189 (Tuition: \$57 Fees: \$132)

CRN#	Day/Ses.	Dates	Time	Location
71595	R(4)	1/11-2/1	7-9pm	OM

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE**HUMAN RESOURCES PROFESSIONAL****MGT 757****SHRM-CP and SHRM-SCP Certification****Exam Preparation**

Establish yourself as a leader in human resources by earning the Society for Human Resources Management Certified Professional (SHRM-CP) or the SHRM Senior Certified Professional (SHRM-SCP). Prepare for the credentialing exams, expanding and testing your knowledge areas critical for HR career success. Cost includes all course material and access to the SHRM Learning System. Minimum Requirement: Working knowledge of HR practice or academic HR degree.

Total Cost: \$1,295 (Tuition: \$389 Fees: \$906)

CRN#	Day/Ses.	Dates	Time	Location
74812	R(12)	2/8-5/2	6-9:15pm	ZOOM

LWW 005**Employment Law Fundamentals**

Learn the basics of employment law so you can legally hire, evaluate and manage employees. For details, go to ed2go.com/ccbconline/.

Total Cost: \$139 (Tuition: \$20 Fees: \$119)

CRN#	Day/Ses.	Dates	Time	Location
75255	Online	3/13-5/3	Arranged	ED2GO
75256	Online	4/17-6/7	Arranged	ED2GO
75257	Online	5/15-7/5	Arranged	ED2GO

LEADERSHIP & MANAGEMENT**CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE****ESSENTIAL SKILLS FOR LEADERS**

Classes can be taken individually, but all six classes must be taken in order to receive the certificate. Not all classes are offered every semester.

REQUIRED COURSES:

- Emotional Intelligence
- Ethics and Accountability
- Fostering Diversity and Sensitivity in the Workplace
- Leading Multiple Generations
- Strategic Communications
- Introduction to Project Management Principles

MGT 790**Emotional Intelligence**

Expand your personal leadership skills and enhance your ability to develop and enhance effective and productive workplace relationships.

Total Cost: \$139 (Tuition: \$42 Fees: \$97)

CRN#	Day/Ses.	Dates	Time	Location
71473	T/W(2)	1/23-24	6-9:15pm	ZOOM

MGT 788**Ethics and Accountability**

Expand your leadership skills by exploring personal integrity and professional ethics, accountability and transparency. Evaluate the differences between legal issues and ethical issues in business situations.

Total Cost: \$139 (Tuition: \$42 Fees: \$97)

CRN#	Day/Ses.	Dates	Time	Location
71474	T/W(2)	2/6-7	6-9:15pm	ZOOM

MGT 789**Fostering Diversity and Sensitivity in the Workplace**

As a leader, it is critical to appreciate and promote diversity and sensitivity in the workplace. Learn to create an inclusive work environment and support a workplace in which people of all cultures and backgrounds can succeed.

Total Cost: \$139 (Tuition: \$42 Fees: \$97)

CRN#	Day/Ses.	Dates	Time	Location
71475	T/W(2)	2/20-21	6-9:15pm	ZOOM

MGT 792**Leading Multiple Generations**

Learn about the needs of the multi-generational workforce, focusing on defining and understanding the four generations in the workplace and identifying ideas and approaches a leader can use with each generation, as well as techniques to leverage each generation's strengths.

Total Cost: \$139 (Tuition: \$42 Fees: \$97)

CRN#	Day/Ses.	Dates	Time	Location
75141	T/W(2)	3/5-6	6-9:15pm	ZOOM

MGT 791**Strategic Communications**

Effective and concise communication is critical to high productivity, good morale and a strong team spirit. When people in your organization are communicating effectively, they are informed and able to participate, contribute and add value to their jobs and the organization. Join us to learn practical and adaptive strategies for informing and influencing others.

Total Cost: \$139 (Tuition: \$42 Fees: \$97)

CRN#	Day/Ses.	Dates	Time	Location
75139	T/W(2)	4/16-17	6-9:15pm	ZOOM

MGT 925**Introduction to Project Management Principles**

Become more effective in your project management roles! Leaders: Learn tools and techniques you can use immediately to plan a project and improve project outcomes.

Total Cost: \$139 (Tuition: \$42 Fees: \$97)

CRN#	Day/Ses.	Dates	Time	Location
75140	T/W(2)	5/7-8	6-9:15pm	ZOOM

**CONTINUING EDUCATION
WORKFORCE TRAINING CERTIFICATE****ADVANCED LEADERSHIP SKILLS**

Classes can be taken individually, but all seven classes must be taken in order to receive the certificate. Not all classes are offered every semester.

REQUIRED COURSES:

- Coaching for Enhanced Performance
- Succession Planning
- Leading High Performing Teams
- Negotiation for Leaders
- Managing Conflict
- Servant Leadership and Equitable Decision Making
- Empowerment: Inspiring Critical Thinking

MGT 793**Coaching for Enhanced Performance**

Explore characteristics of coaching relationships and the model for a business coaching cycle, and learn to utilize goal setting, communication skills, providing feedback, and active listening in order to develop highly productive employees and promote empowerment.

Total Cost: \$139 (Tuition: \$42 Fees: \$97)

CRN#	Day/Ses.	Dates	Time	Location
71468	R(1)	1/11	9am-4pm	ZOOM

MGT 847**Succession Planning**

As a leader, you want to plan for future needs, particularly in the areas of management and leadership. Gather the knowledge and skills to plan for your organization and develop a succession planning model.

Total Cost: \$139 (Tuition: \$42 Fees: \$97)

CRN#	Day/Ses.	Dates	Time	Location
71469	R(1)	2/8	9am-4pm	ZOOM

MGT 846**Leading High Performing Teams**

Learn to effectively build and lead high performing teams, the impact of your leadership style on team performance, and how to support collaboration within a department and with outside organizations.

Total Cost: \$139 (Tuition: \$42 Fees: \$97)

CRN#	Day/Ses.	Dates	Time	Location
75144	R(1)	2/22	9am-4pm	HV

MGT 845**Negotiation for Leaders**

As a leader, negotiation skills are critical to success. Learn negotiation skills and methods, how to determine when it is appropriate to negotiate, different negotiation styles and tactics, and handling common negotiation situations.

Total Cost: \$139 (Tuition: \$42 Fees: \$97)

CRN#	Day/Ses.	Dates	Time	Location
75146	R(1)	4/4	9am-4pm	HV

MGT 794**Managing Conflict**

Improve your skills for effectively resolving conflict with your staff in the workplace. Examine a variety of resolution styles and negotiation techniques to plan and resolve interpersonal conflict, including situations where clear resolution might not be possible.

Total Cost: \$139 (Tuition: \$42 Fees: \$97)

CRN#	Day/Ses.	Dates	Time	Location
75145	R(1)	4/18	9am-4pm	HV

MGT 848**Servant Leadership and Equitable Decision Making**

Learn the basics of servant leadership and differences between the traditional power model of leading and a servant-led model, relating to equity and sustainability in decision making. Discover how servant leadership can lead to higher engagement, more trust and stronger relationships with stakeholders - leading to high velocity decision making.

Total Cost: \$139 (Tuition: \$42 Fees: \$97)

CRN#	Day/Ses.	Dates	Time	Location
75142	R(1)	5/2	9am-4pm	HV

MGT 844**Empowerment: Inspiring Critical Thinking**

Learn to foster a work environment that encourages creative problem solving and improvement, creating a healthy workplace where employees can be empowered to work to improve the way things are done.

Total Cost: \$139 (Tuition: \$42 Fees: \$97)

CRN#	Day/Ses.	Dates	Time	Location
75143	R(1)	5/16	9am-4pm	ZOOM



ADDITIONAL MANAGEMENT AND LEADERSHIP COURSES

MGT 929

Diversity, Equity and Inclusion **new** In The Workplace

Acquire the necessary skills and better understanding of DEI (Diversity, Equity and Inclusion) to establish diverse, equitable and inclusive organizations. Work toward a Continuing Education Certificate in DEI from the Learning Resources Network, a nationally recognized leader in continuing education programs. The DEI certification preparation consists of three courses: "What is DEI?," "Inclusive Communication," and "DEI and Organizational Success."

Total Cost: \$495 (Tuition: \$60 Fees: \$435)

CRN#	Day/Ses.	Dates	Time	Location
75241	Online	2/5-4/26	Arranged	LERN

MGT 290

Fundamentals of Supervision and Management

Designed to enable the student to learn to master the art of effective management or supervision. This course provides skills in managing time, delegating responsibility, motivating your employees, solving problems, and resolving conflicts so you can accomplish your job more effectively. For details, go to ed2go.com/ccbconline/.

Total Cost: \$139 (Tuition: \$20 Fees: \$119)

CRN#	Day/Ses.	Dates	Time	Location
75263	Online	1/17-3/8	Arranged	ED2GO
75264	Online	3/13-5/3	Arranged	ED2GO

MGT 588

Fundamentals of Supervision and Management II

Learn how to be an effective manager or supervisor. Master the basics of communicating effectively, and learn tools for developing your own interpersonal skills. For details, go to ed2go.com/ccbconline/.

Total Cost: \$139 (Tuition: \$20 Fees: \$119)

CRN#	Day/Ses.	Dates	Time	Location
75265	Online	3/13-5/3	Arranged	ED2GO
75266	Online	5/15-7/5	Arranged	ED2GO

MGT 457

Introduction to Business Analysis

Learn powerful techniques to improve your decision-making skills at work. For details, go to ed2go.com/ccbconline/.

Total Cost: \$139 (Tuition: \$20 Fees: \$119)

CRN#	Day/Ses.	Dates	Time	Location
75271	Online	3/13-5/3	Arranged	ED2GO
75295	Online	5/15-7/5	Arranged	ED2GO

MAR 018

Introduction To Strategic Planning **new**

Elevate your career with 21st Century leadership skills in strategic planning. This course offers a comprehensive overview of strategic planning, encompassing core principles and their practical applications. Online course.

Total Cost: \$195 (Tuition: \$20 Fees: \$175)

CRN#	Day/Ses.	Dates	Time	Location
75427	Online	2/5-3/1	Arranged	LERN
75428	Online	4/1-26	Arranged	LERN

MGT 667

Building Teams That Work

Learn necessary skills to create and develop teams. For details, go to ed2go.com/ccbconline/.

Total Cost: \$139 (Tuition: \$20 Fees: \$119)

CRN#	Day/Ses.	Dates	Time	Location
75258	Online	3/13-5/3	Arranged	ED2GO
75259	Online	5/15-7/5	Arranged	ED2GO

MGT 890

Managing Remote Workers

You cannot manage remote workers like you manage office workers. However, you can manage remote workers better, with greater productivity and efficiency. Discover the keys to successful managing in the new workplace of the 21st century. Online course.

Total Cost: \$245 (Tuition: \$25 Fees: \$220)

CRN#	Day/Ses.	Dates	Time	Location
75239	Online	3/4-29	Arranged	LERN

MGT 889

Remote Working and Communicating

Gain new insights, experiences and advanced tips for working from home. Find out the five bad habits some remote workers and their managers acquire from lack of experience. Learn tools and expertise and then acquire strategies for communicating with remote workers and a deeper understanding of this cultural and work shift at the workplace and in society. Online course.

Total Cost: \$245 (Tuition: \$25 Fees: \$220)

CRN#	Day/Ses.	Dates	Time	Location
75235	Online	2/5-3/1	Arranged	LERN

MGT 572

Managing Organizational Change

Examine techniques to produce behavior that enables change, and strategies and models for dealing with resistance to change. Emphasizes the role of communication in managing orderly change.

Total Cost: \$139 (Tuition: \$42 Fees: \$97)

CRN#	Day/Ses.	Dates	Time	Location
71462	F(1)	2/23	9am-4pm	ZOOM

MGT 297

Mastery of Business Fundamentals

Learn the significance of strategic planning and how external and internal environmental factors affect an organization. For details, go to ed2go.com/ccbconline/.

Total Cost: \$139 (Tuition: \$20 Fees: \$119)

CRN#	Day/Ses.	Dates	Time	Location
75269	Online	3/13-5/3	Arranged	ED2GO
75270	Online	5/15-7/5	Arranged	ED2GO

MGT 456

Leadership

Gain insight and training in the skills needed for effective leadership. For details, go to ed2go.com/ccbconline/.

Total Cost: \$139 (Tuition: \$20 Fees: \$119)

CRN#	Day/Ses.	Dates	Time	Location
75267	Online	3/13-5/3	Arranged	ED2GO
75268	Online	5/15-7/5	Arranged	ED2GO

MGT 933

Leadership on the Battlefield **new**

Travel to the battlefield and blend American history with current teachings in decision making and leadership principles. At each stop on the chronological tour of the battlefield, students will learn who the key figures were, the objectives at hand and the decisions that were made and why. This information is then applied to situations encountered as a leader today, with discussion centering around decision making, leadership and contingency planning.

Total Cost: \$249 (Tuition: \$75 Fees: \$174)

CRN#	Day/Ses.	Dates	Time	Location
75438	F(1)	4/5	8am-6pm	Arranged
75440	R(1)	5/9	8am-6pm	Arranged

MGT 758

Management Boot Camp

Enhance your management skills through this course for supervisors, managers and emerging leaders. Discover the keys for effectively managing your employees. Find out how to create clear expectations, engage and motivate employees and increase your effectiveness. Learn to manage like a pro – quickly and confidently. Online course.

Total Cost: \$295 (Tuition: \$40 Fees: \$255)

CRN#	Day/Ses.	Dates	Time	Location
75222	Online	4/1-26	Arranged	LERN

SBA 922**Six Sigma: Total Quality Fundamentals**

Learn how to effectively apply the fundamentals of Six Sigma: Total Quality Fundamentals. Understand what quality is. Discover the role of customers in quality and determine the major elements of a quality system and master key concepts. For details, go to ed2go.com/ccbconline/.

Total Cost: \$159 (Tuition: \$20 Fees: \$139)

CRN#	Day/Ses.	Dates	Time	Location
75297	Online	3/13-5/3	Arranged	ED2GO
75299	Online	5/15-7/5	Arranged	ED2GO

NON-PROFIT MANAGEMENT**CONTINUING EDUCATION
WORKFORCE TRAINING CERTIFICATE****NON-PROFIT ORGANIZATION MANAGER**

Classes can be taken individually, but all six must be completed in order to receive the certificate. Not all classes are offered every semester.

REQUIRED COURSES:

- Strategic Planning for the Non-Profit Organization
- Grant Writing
- Managing Paid and Volunteer Staff
- Marketing and Fundraising for Non-Profit Organizations
- Financial Management for Not-for-Profit Organizations
- Making Effective Presentations

MGT 901**Strategic Planning
for the Nonprofit Organization**

Managers and staff of non-profit organizations will learn to use of the strategic planning process. Topics to be covered include organization mission and vision, organizational analysis, developing goals, formulating objectives and action planning.

Total Cost: \$139 (Tuition: \$42 Fees: \$97)

CRN#	Day/Ses.	Dates	Time	Location
74883	S(1)	1/20	9am-4pm	OM
74891	Arranged	2/19-3/8	Arranged	Online
74894	T/W(2)	4/23-24	6-9:15pm	ZOOM

SBA 033**Grant Writing**

Learn the essential elements of effective grant proposal writing. Topics include planning, researching, proposal writing and packaging, proposal submitting and post-submittal follow-up.

Total Cost: \$139 (Tuition: \$42 Fees: \$97)

CRN#	Day/Ses.	Dates	Time	Location
74854	Arranged	1/22-2/9	Arranged	Online
74862	T/W(2)	3/5-6	6-9:15pm	ZOOM
74869	S(1)	4/13	9am-4pm	OM

MGT 904**Managing Paid and Volunteer Staff**

Improve the effectiveness and efficiency of paid and volunteer staff. Learn about job descriptions, recruitment and selection, performance management, and the similarities and differences between paid and volunteer staff.

Total Cost: \$139 (Tuition: \$42 Fees: \$97)

CRN#	Day/Ses.	Dates	Time	Location
74885	Arranged	1/22-2/9	Arranged	Online
74899	S(1)	4/27	9am-4pm	OM
74901	T/W(2)	5/7-8	6-9:15pm	ZOOM

MAR 013**Marketing and Fundraising
for Nonprofit Organizations**

Learn to promote and raise funds for a nonprofit organization. Topics include defining target markets, strategic marketing, developing marketing objectives, fundamental marketing principles, and the basics of fundraising.

Total Cost: \$139 (Tuition: \$42 Fees: \$97)

CRN#	Day/Ses.	Dates	Time	Location
74887	S(1)	2/3	9am-4pm	OM
74889	Arranged	2/19-3/8	Arranged	Online
74902	T/W(2)	5/21-22	6-9:15pm	ZOOM

MGT 902**Financial Management
for Not-for-Profit Organizations**

Develop the skills needed to effectively manage your organization's finances. Includes terminology of accounting and finance, basic accounting principles, financial analysis, and budgeting.

Total Cost: \$139 (Tuition: \$42 Fees: \$97)

CRN#	Day/Ses.	Dates	Time	Location
74856	T/W(2)	2/6-7	6-9:15pm	ZOOM
74866	S(1)	3/16	9am-4pm	OM
74873	Arranged	4/15-5/3	Arranged	Online

MGT 903**Making Effective Presentations**

Public speaking skills are important to success. Develop the practical skills needed to deliver effective oral presentations. Topics include dealing with anxiety, audience analysis, presentation planning, and engaging the audience.

Total Cost: \$139 (Tuition: \$42 Fees: \$97)

CRN#	Day/Ses.	Dates	Time	Location
74858	T/W(2)	2/27-28	6-9:15pm	ZOOM
74861	S(1)	3/2	9am-4pm	OM
74876	Arranged	4/15-5/3	Arranged	Online

**ADDITIONAL NON-PROFIT
MANAGEMENT COURSES****MGT 683****Advanced Marketing for Non-Profits:
Identifying Targets and Planning Campaigns**

Learn the skills needed to develop and plan a marketing campaign for a non-profit organization. Topics to be covered include target markets, building a targeted campaign, advertising methods, key messages, and implementing the campaign.

Total Cost: \$139 (Tuition: \$42 Fees: \$97)

CRN#	Day/Ses.	Dates	Time	Location
74864	R(2)	3/14-21	6-9:15pm	ZOOM

WRT 009**A to Z Grant Writing**

Learn how to research and develop relationships with potential funding sources, organize grantwriting campaigns, and prepare proposals. For details, go to ed2go.com/ccbconline/.

Total Cost: \$139 (Tuition: \$20 Fees: \$119)

CRN#	Day/Ses.	Dates	Time	Location
75260	Online	1/17-3/8	Arranged	ED2GO
75261	Online	3/13-5/3	Arranged	ED2GO
75262	Online	5/15-7/5	Arranged	ED2GO

MGT 807**Selecting and Developing a Board of Directors**

This course is designed to assist managers and staff of non-profit organizations in developing the knowledge and skills needed to structure and work effectively with a board of directors. Topics to be covered include functions of the non-profit board, board structure and process, board member selection and development, effective board and committee meetings, and managing board-staff relationships.

Total Cost: \$139 (Tuition: \$42 Fees: \$97)

CRN#	Day/Ses.	Dates	Time	Location
74896	R(2)	4/25-5/2	6-9:15pm	ZOOM

MGT 648**Starting a Non-Profit**

An industry veteran shows you how to take a nonprofit business from vision to reality. For details, go to ed2go.com/ccbconline/.

Total Cost: \$139 (Tuition: \$20 Fees: \$119)

CRN#	Day/Ses.	Dates	Time	Location
75243	Online	1/17-3/8	Arranged	ED2GO
75244	Online	3/13-5/3	Arranged	ED2GO
75245	Online	4/17-6/7	Arranged	ED2GO

PROJECT MANAGEMENT

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

PROJECT MANAGEMENT

Classes can be taken individually, but both must be completed in order to receive this certificate.

REQUIRED COURSES:

- Project Management Course Series or Project Management Course with Exam Prep
- Microsoft Project (see Computer & Information Technology section for this class)

MAN 927

Project Management Course Series

The sessions provide thorough coverage of the emerging body of knowledge used by project management professionals to ensure work is completed on time, within budget and in conformance with specified requirements.

Total Cost: \$1,995 (Tuition: \$599 Fees: \$1,396)

CRN#	Day/Ses.	Dates	Time	Location
74171	W(12)	2/7-5/1	5:30-9:15pm	ZOOM
74176	S(6)	3/2-4/20	8:30am-4:30pm	OM

MGT 900

Project Management Course with Exam Prep

Review fundamentals used by project managers to complete a project while meeting specified requirements, within budget and on time. Also, included in this online course is PMP® certification exam test preparation information, including exam question format and review, study techniques and practice exam.

Total Cost: \$2,195 (Tuition: \$659 Fees: \$1,536)

CRN#	Day/Ses.	Dates	Time	Location
74174	Arranged	2/26-5/24	Arranged	Online

ADDITIONAL PROJECT MANAGEMENT COURSES

MGT 926

PMP Certification Exam Prep

Prepare for the Project Management Institute (PMI®) Project Management Professional (PMP®) certification exam. This intensive, one-day course will focus on key project management components, exam format, types of questions, test-taking skills and tips, and practice exam questions. Students should have completed PMI's basic educational requirement and have an understanding of the project management processes and knowledge areas detailed in the Project Management Body of Knowledge (PMBOK®).

Total Cost: \$229 (Tuition: \$66 Fees: \$163)

CRN#	Day/Ses.	Dates	Time	Location
74170	S(1)	2/3	8:30am-5pm	HV
74180	S(1)	4/20	8:30am-5pm	OM

MGT 879

Introduction to Agile Fundamentals

This course is designed to introduce students to the Agile approach in project development, exploring the varieties of Agile methodologies, the Agile life cycle, and the 12 principles of Agile. Additionally, students will learn about the roles of the Agile team, scrum ceremonies and the tools available for Agile teams. Topics to be covered include Agile life cycle and metrics; Scaled Agile (SAFe); scrum teams, artifacts and ceremonies; and various tools used in Agile project development.

Total Cost: \$1,295 (Tuition: \$389 Fees: \$906)

CRN#	Day/Ses.	Dates	Time	Location
74178	S(3)	3/2-16	9am-4pm	OM

SALES AND MARKETING

CONTINUING EDUCATION WORKFORCE CERTIFICATE

DIGITAL MARKETING ASSISTANT ^{new}

Become a digital marketing assistant and work with new and ongoing marketing campaigns in many industries including business, law, healthcare and more. Participants will be prepared for the Fundamentals of Digital Marketing certification exam. This is a blended-format program, with classes held in the classroom with additional work online. Classes may be taken individually but all must be taken in order and successfully completed to receive the certificate.

REQUIRED COURSES:

- Foundations of Marketing
- Technology for Marketing Assistants (see Computer & Information Technology section for this class)
- Content Creation for Marketing
- Fundamentals of Digital Marketing

MAR 014

Foundations of Marketing ^{new}

Understanding the key concepts of marketing is important to nearly all professions. New to the industry or returning professionals and entrepreneurs: get a strong overview of marketing principles, how business goals and marketing goals are intertwined and what considerations go into creating a marketing plan.

Total Cost: \$199 (Tuition: \$60 Fees: \$139)

CRN#	Day/Ses.	Dates	Time	Location
76025	M/W(3)	1/24-31	9am-12:15pm	ZOOM
	Online	1/24-2/4	Arranged	Online

MAR 016

Content Creation for Marketing ^{new}

Enhance your writing abilities for print and the web. Learn to create powerful content that use keywords to reach your target audience, and create promotional materials: flyers, ads, sales letters, blog posts, and articles, for social media.

Total Cost: \$249 (Tuition: \$75 Fees: \$174)

CRN#	Day/Ses.	Dates	Time	Location
76027	M/W(5)	3/11-4/3	9am-12:15pm	ZOOM
	Online	3/11-4/7	Arranged	Online

MAR 017

Fundamentals of Digital Marketing ^{new}

Would you like to stand out from the rest in today's competitive marketing field? Learn the basics and prepare for the Google Digital Marketing certification exam while incorporating the trends and tools used in the best digital marketing agencies.

Total Cost: \$795 (Tuition: \$239 Fees: \$556)

CRN#	Day/Ses.	Dates	Time	Location
76028	M/W(10)	4/8-5/8	6-9:15pm	ZOOM
	Arranged	4/8-5/12	Arranged	Online

ADDITIONAL SALES & MARKETING COURSES

MAR 128

eMarketing Essentials

Understand the principles of eMarketing to promote your organization. You will work towards a continuing education certificate in eMarketing from the Learning Resources Network (LERN), a nationally-recognized leader in continuing education programming. It consists of three courses, "Improving Email Promotions," "Boosting Your Website Traffic," and "Online Advertising." Online course.

Total Cost: \$495 (Tuition: \$60 Fees: \$435)

CRN#	Day/Ses.	Dates	Time	Location
74419	Online	2/5-4/26	Arranged	LERN

MAR 125

eMarketing Essentials: Improving Email Promotions

Discover new ways to improve email promotions, and discover how to analyze response rates. Learn about when to email, what to email, testing email copy, and tracking and testing email promotion. Online course.

Total Cost: \$195 (Tuition: \$20 Fees: \$175)

CRN#	Day/Ses.	Dates	Time	Location
74420	Online	2/5-3/1	Arranged	LERN

MAR 126**eMarketing Essentials:
Boosting Your Website Traffic**

Develop your skills in boosting website traffic, including how to analyze visitor traffic, search engine optimization, and redesigning web copy. Online course.

Total Cost: \$195 (Tuition: \$20 Fees: \$175)

CRN#	Day/Ses.	Dates	Time	Location
74418	Arranged	3/4-29	Arranged	LERN

MAR 127**eMarketing Essentials: Online Advertising**

Use online advertising techniques to better market your organization. Pay-per-click advertising, Adword campaigns, and other social media marketing techniques are explored. Online course.

Total Cost: \$195 (Tuition: \$20 Fees: \$175)

CRN#	Day/Ses.	Dates	Time	Location
74421	Online	4/1-26	Arranged	LERN

MAR 137**Video Marketing**

Discover how to use simple online video to bond with your viewer, drive traffic to your website, boost business and build brand awareness. Sight, sound and motion are much more compelling than static words on a page! Online course.

Total Cost: \$245 (Tuition: \$74 Fees: \$171)

CRN#	Day/Ses.	Dates	Time	Location
74423	Online	2/5-3/1	Arranged	LERN

PCP 339**YouTube for Business**

Obtain the skills needed in using video as a marketing tool. Learn how to use features from a consumer perspective, how to create a customized YouTube channel, the importance of having friends and subscribers and communicating with them and more. Designed for those already familiar with YouTube. Online course.

Total Cost: \$245 (Tuition: \$74 Fees: \$171)

CRN#	Day/Ses.	Dates	Time	Location
74422	Online	3/4-29	Arranged	LERN

SUPERVISION**CONTINUING EDUCATION
WORKFORCE TRAINING CERTIFICATE****ESSENTIAL SKILLS FOR SUPERVISORS**

Classes can be taken individually, but all six must be completed in order to receive the certificate. Not all classes are offered every semester.

REQUIRED COURSES:

- The Role of the Supervisor
- Managing Multiple Priorities
- Collaborative Outcomes: Teams and Teamwork
- Performance Management: An Approach to Employee Development
- Managing Conflict and Confrontation
- Communication Skills and Interpersonal Interaction

MAN 058**The Role of the Supervisor**

Learn fundamental management principles and practices, and build a repertoire of effective supervisory skills.

Total Cost: \$139 (Tuition: \$42 Fees: \$97)

CRN#	Day/Ses.	Dates	Time	Location
71460	F(1)	1/12	9am-4pm	ZOOM

MGT 384**Managing Multiple Priorities**

Develop skillful approaches to managing the many different priorities encountered daily in the workplace.

Total Cost: \$139 (Tuition: \$42 Fees: \$97)

CRN#	Day/Ses.	Dates	Time	Location
71461	F(1)	2/9	9am-4pm	ZOOM

WOS 055**Collaborative Outcomes: Teams and Teamwork**

Learn the stages of team development and the approaches managers must take to motivate their teams.

Total Cost: \$139 (Tuition: \$42 Fees: \$97)

CRN#	Day/Ses.	Dates	Time	Location
74805	F(1)	3/8	9am-4pm	ZOOM

MGT 634**Performance Management:
An Approach to Employee Development**

Develop enhanced skills for using performance management tools and techniques as a framework for developing a more productive workforce. Learn techniques and approaches through which performance management, appraisal and coaching can be used as development tools and as means to improve individual productivity.

Total Cost: \$139 (Tuition: \$42 Fees: \$97)

CRN#	Day/Ses.	Dates	Time	Location
74807	F(1)	4/19	9am-4pm	ZOOM

COU 005**Managing Conflict and Confrontation**

Learn to resolve conflict and confrontation in the workplace by examining resolution styles and negotiation techniques.

Total Cost: \$139 (Tuition: \$42 Fees: \$97)

CRN#	Day/Ses.	Dates	Time	Location
74808	F(1)	5/10	9am-4pm	HV

MAN 909**Communication Skills
and Interpersonal Interaction**

Explore the concept of personality type and its applications in improving the effectiveness of interpersonal interactions in the workplace.

Total Cost: \$139 (Tuition: \$42 Fees: \$97)

CRN#	Day/Ses.	Dates	Time	Location
74809	F(1)	5/24	9am-4pm	HV

**ENTREPRENEURSHIP
& SMALL BUSINESS****CONTINUING EDUCATION
WORKFORCE TRAINING CERTIFICATE****ESSENTIAL SKILLS FOR ENTREPRENEURS**

Classes can be taken individually but all must be completed in order to receive the certificate. Not all classes are offered every semester.

REQUIRED COURSES:

- How to Start and Manage Your Own Small Business
- Customize Your Business Plan
- Small Business Marketing Strategies
- The A,B,C's of Small Business Funding

SBA 808**How to Start and Manage
Your Own Small Business**

Examine management issues, discuss government resources, types of businesses, markets to explore, legalities and more.

Total Cost: \$149 (Tuition: \$45 Fees: \$104)

CRN#	Day/Ses.	Dates	Time	Location
74167	S(2)	2/3-10	9am-2:30pm	CC
74173	T/R(4)	3/12-21	6-8:30pm	ZOOM
74181	R(4)	5/9-30	6-8:30pm	EC

SBA 950**Customize Your Business Plan**

Learn how to create a forever changing document that will help you manage and build the business you want.

Total Cost: \$89 (Tuition: \$27 Fees: \$62)

CRN#	Day/Ses.	Dates	Time	Location
74172	S(2)	3/2-9	9-11:30am	CC
74177	T(2)	4/16-23	6-8:30pm	ZOOM



DO YOU SEE OPPORTUNITIES TO GROW YOUR BUSINESS BUT NOT SURE WHERE TO START?

COME TO AN OPEN HOUSE

In Person

Tuesday, January 9, 5:30-6:30 p.m.
CCBC Catonsville, Hilton Mansion

-or-

Live via ZOOM

Tuesday, January 16, 12 p.m.
Wednesday, January 24, 9 a.m.

Questions/RSVP:

Rod Bourn at 443-840-4584
or rbourn@ccbcmd.edu

Participants receive:

- A highly practical course to develop skills for business growth
- Lessons that can immediately benefit your business
- A support network of Business Advisors and peers
- A scholarship that covers the full cost of tuition and materials

SBA 964

Small Business Marketing Strategies

Gain an overview of small business marketing strategies, how to reach potential customers and market your product or service.

Total Cost: \$99 (Tuition: \$30 Fees: \$69)

CRN#	Day/Ses.	Dates	Time	Location
74168	R(2)	2/8-15	6-9:15pm	ZOOM
74175	S(2)	4/13-20	9am-12:15pm	CC

SBA 956

The ABCs of Small Business Funding

Learn how to start, grow and finance a small business. Explore the difference between bank and non-bank sources of funding, the borrowing process, what lenders look for, and the Small Business Administration's role in funding small businesses.

Total Cost: \$89 (Tuition: \$27 Fees: \$62)

CRN#	Day/Ses.	Dates	Time	Location
74169	T(2)	2/13-20	6-8:30pm	ZOOM
74193	S(2)	5/4-11	9-11:30am	CC

ADDITIONAL SMALL BUSINESS COURSES

SBA 090

Business Plans for Nonprofit Organizations ^{new}

The business plan for a nonprofit organization is different than one for a for-profit business. Learn how profit orientation shapes respective business models and how to create a business plan that will guide a nonprofit organization and development strategies.

Total Cost: \$89 (Tuition: \$27 Fees: \$62)

CRN#	Day/Ses.	Dates	Time	Location
74182	W(2)	2/21-28	6-8:30pm	ZOOM
74179	S(1)	4/27	9am-2:30pm	CC

MGT 773

Presentation Skills for Business Professionals

In business, almost every conversation is a presentation. Whether formal or informal, large meetings or small groups, being skilled at public speaking is an essential skill. Develop and enhance your public speaking and presentation skills and deliver your message with poise and power.

Total Cost: \$99 (Tuition: \$30 Fees: \$69)

CRN#	Day/Ses.	Dates	Time	Location
74196	W(2)	2/21-28	6-8:30pm	OM
74200	T(2)	5/7-14	6-8:30pm	EC

FIN 500

Financial Principles for Small Business

Learn the types of business entities, tax planning, investments, debt, insurance and succession planning.

Total Cost: \$95 (Tuition: \$29 Fees: \$66)

CRN#	Day/Ses.	Dates	Time	Location
74197	M/W(2)	2/26-28	6-8:30pm	ZOOM
74199	W(2)	4/24-5/1	6-8:30pm	OM

SBA 039

Grants for Businesses: ^{new}

Expanding Opportunities Beyond Nonprofits

Learn how to seek out and secure grants for businesses, expanding financial options and enabling innovation, growth and social impact. Students will explore various grant opportunities, eligibility criteria, application processes to include proposal development, and compliance requirements for securing grants, and begin to develop a basic acquisition plan.

Total Cost: \$89 (Tuition: \$27 Fees: \$62)

CRN#	Day/Ses.	Dates	Time	Location
74191	M(2)	3/11-18	6-8:30pm	ZOOM
74192	S(1)	5/18	9am-2:30pm	CC

PCP 809

Achieving Top Search Engine Positions

Learn proven, step-by-step strategies to achieve higher positions with major search engines. For details, go to ed2go.com/ccbconline/.

Total Cost: \$159 (Tuition: \$20 Fees: \$139)

CRN#	Day/Ses.	Dates	Time	Location
74525	Online	1/17-3/8	Arranged	ED2GO
74526	Online	4/17-6/7	Arranged	ED2GO

FIN 057

Ecommerce Essentials: Create an Online Store

Ecommerce is a fast growing industry, with the majority of people shopping online at least some of the time. Learn the basics of how to build an ecommerce website to sell your products or services online.

Total Cost: \$99 (Tuition: \$30 Fees: \$69)

CRN#	Day/Ses.	Dates	Time	Location
74187	R(2)	5/15-25	6-9:15pm	EC

SBA 026

Digital Marketing for Small Business: Content, Social Media, Websites, and More

Enhance your marketing mix with a variety of digital marketing and social media tools, and get your product or services in front of the right audience. Learn to use a digital marketing dashboard to push content out over multiple channels and maximize your marketing time and efforts. Create a comprehensive plan to launch or promote your product or service.

Total Cost: \$149 (Tuition: \$45 Fees: \$104)

CRN#	Day/Ses.	Dates	Time	Location
74183	M(3)	2/19-3/4	6-9:15pm	ZOOM
74185	W(3)	5/1-15	6-9:15pm	EC

SBA 038**Integrating Social Media in Your Organization**

Learn strategy and techniques for implementing a social strategy for your organization or business, while developing a manageable workflow and increasing productivity. Identify tools and platforms to further your business goals. Online course.

Total Cost: \$245 (Tuition: \$74 Fees: \$171)

CRN#	Day/Ses.	Dates	Time	Location
74424	Online	4/1-26	Arranged	LERN

MAR 118**Marketing Your Business on the Internet**

Develop an internet marketing plan for your business that incorporates search engine optimization, advertising, email, social media and more. For details, go to ed2go.com/ccbconline/.

Total Cost: \$139 (Tuition: \$20 Fees: \$119)

CRN#	Day/Ses.	Dates	Time	Location
74529	Online	2/14-4/5	Arranged	ED2GO
74530	Online	4/17-6/7	Arranged	ED2GO

MGT 772**Negotiation Strategies for Success**

We all negotiate on a daily basis whether you are in sales or a business owner, negotiating a lease or pricing with a vendor. Negotiation skills are essential to success. Learn tools, techniques and tactics to improve outcomes.

Total Cost: \$99 (Tuition: \$30 Fees: \$69)

CRN#	Day/Ses.	Dates	Time	Location
74194	T/R(2)	2/6-8	6-9:15pm	ZOOM
74198	W(2)	4/17-24	6-9:15pm	CC

MAR 146**Using Social Media in Business**

Learn how to use the five most popular social media platforms; Facebook, Twitter, LinkedIn, Pinterest and Google+ to grow and promote your business. For details, go to ed2go.com/ccbconline/.

Total Cost: \$129 (Tuition: \$20 Fees: \$109)

CRN#	Day/Ses.	Dates	Time	Location
74533	Online	1/17-3/8	Arranged	ED2GO
74534	Online	4/17-6/7	Arranged	ED2GO

SMALL BUSINESS CAREERS**FFIN 322****Becoming a Grant Writing Consultant**

Increase your income while working from home by starting a grant writing consulting business. For details, go to ed2go.com/ccbconline/.

Total Cost: \$139 (Tuition: \$20 Fees: \$119)

CRN#	Day/Ses.	Dates	Time	Location
74535	Online	3/13-5/3	Arranged	ED2GO

SBA 040**Becoming a Notary: Rules and Regulations**

The new rules of notarization are explained, and students will learn how to create a secondary income stream as a notary public. This class satisfies the Maryland requirements for new applicants as well as renewal for commissioned notaries. Exam will be given at the end of the class.

Total Cost: \$89 (Tuition: \$27 Fees: \$62)

CRN#	Day/Ses.	Dates	Time	Location
74502	S(1)	2/10	9am-2:30pm	HV
74503	S(1)	4/13	9am-2:30pm	CC

PCA 607**Blogging and Podcasting for Beginners**

Learn how to create your very own blog and add a podcast too using the tools that you already have available on your computer. For details, go to ed2go.com/ccbconline/.

Total Cost: \$129 (Tuition: \$20 Fees: \$109)

CRN#	Day/Ses.	Dates	Time	Location
74538	Online	3/13-5/3	Arranged	ED2GO
74539	Online	5/15-7/5	Arranged	ED2GO

PDV 380**Introduction to Voice Overs**

Discover how to use your speaking voice for commercials, films, videos and more. Voice-overs can be managed on your own terms, in your own time and with minimal overhead. Whether you choose to pursue voice-overs part-time or full-time, this could be the game changer you've been looking for. Offered in partnership with Such A Voice, an established voice-over training company.

Total Cost: \$65 (Tuition: \$0 Fees: \$65)

CRN#	Day/Ses.	Dates	Time	Location
75479	T(1)	3/5	6:30-8:30pm	ZOOM

PCP 123**Learn to Buy and Sell on eBay**

Learn from auction professionals, how to work from home or earn extra income by buying and selling goods online. For details, go to ed2go.com/ccbconline/.

Total Cost: \$119 (Tuition: \$20 Fees: \$99)

CRN#	Day/Ses.	Dates	Time	Location
74527	Online	1/17-3/8	Arranged	ED2GO
74528	Online	3/13-5/3	Arranged	ED2GO

SBA 968**Start a Pet Sitting Business**

Discover how to translate your love of animals into a fun and profitable career. For details, go to ed2go.com/ccbconline/.

Total Cost: \$129 (Tuition: \$20 Fees: \$109)

CRN#	Day/Ses.	Dates	Time	Location
74531	Online	2/14-4/5	Arranged	ED2GO
74532	Online	5/15-7/5	Arranged	ED2GO

SBA 011**Start Your Own Online Business**

Learn how to leverage the internet to start your own online business and build a website to sell your traditional and digital products and services. For details, go to ed2go.com/ccbconline/.

Total Cost: \$129 (Tuition: \$20 Fees: \$109)

CRN#	Day/Ses.	Dates	Time	Location
74536	Online	2/14-4/5	Arranged	ED2GO
74537	Online	4/17-6/7	Arranged	ED2GO

SMB 001**Starting A Consulting Practice**

Find out how you can earn income by sharing your training or knowledge with others. For details, go to ed2go.com/ccbconline/.

Total Cost: \$129 (Tuition: \$20 Fees: \$109)

CRN#	Day/Ses.	Dates	Time	Location
74540	Online	2/14-4/5	Arranged	ED2GO

SBA 027**Side Gig to Entrepreneur: A Crash Course to Turn Your Part-Time Job into a Business**

About one-third of the workforce today is part of the gig economy as part-time workers putting in additional time to make ends meet, earn more cash, build up savings or test a business idea. Whether your gig is driving a car, working weekends in the trades, freelancing or earning income from a hobby, learn to take your hard work to the next level.

Total Cost: \$89 (Tuition: \$27 Fees: \$62)

CRN#	Day/Ses.	Dates	Time	Location
74195	T/R(2)	2/20-22	6-8:45pm	ZOOM

PROFESSIONAL LICENSURE

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

HOME INSPECTOR PRE-LICENSE

SBA 511

Home Inspection Pre-License Course

Learn about home inspection and prepare to acquire a Maryland State Home Inspection License. Topics include structural and internal systems; professional standards for home inspectors; Maryland Minimum Standards of Practice and Maryland Code of Ethics and inspection report writing. For further information on licensing requirements, contact The Maryland Real Estate Appraisers and Home Inspectors Commission at 410-230-6165 or dlr.state.md.us.

Total Cost: \$895 (Tuition: \$269 Fees: \$626)

CRN#	Day/Ses.	Dates	Time	Location
74204	T/R(30)	1/30-5/16	6:30-9:25pm	CC

MARYLAND HOME INSPECTION (CEUs)

REA 508

Home Inspection:

Continuing Professional Education Part I

Update the licensee's knowledge of home inspection services in one or more residential components: plumbing, electrical, HVAC, insulation, roofing, and structure. This class provides 15 hours of continuing professional competency educational hours that are required by the Maryland Commission of Home Inspection.

Total Cost: \$209 (Tuition: \$63 Fees: \$146)

CRN#	Day/Ses.	Dates	Time	Location
74201	W(5)	1/17-2/14	6:30-9:45pm	HV
74203	W(5)	5/1-29	6:30-9:45pm	CC

REA 509

Home Inspection: Continuing Professional Education Part II

Enhance your knowledge of home inspection services in heating and air conditioning systems, insulation and ventilation, and fireplaces and solid burning appliances. This class provides 15 hours of continuing professional competency educational hours that are required by the Maryland Commission of Home Inspection.

Total Cost: \$209 (Tuition: \$63 Fees: \$146)

CRN#	Day/Ses.	Dates	Time	Location
74202	W(5)	3/6-4/10	6:30-9:45pm	EC

MHIC

VOC 244

Preparation for the Maryland Home Improvement Exam

Prepare for the home improvement exam and starting a home improvement business. Home Inspection Law, Door-to-Door Sales Act and a review of various business/employee laws included in the exam will be presented. Book included in cost of course.

Total Cost: \$279 (Tuition: \$84 Fees: \$195)

CRN#	Day/Ses.	Dates	Time	Location
74205	R(4)	2/22-3/14	6-9:15pm	ZOOM
74206	R(4)	5/2-23	6-9:15pm	ZOOM

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

REAL ESTATE SALESPERSON

Class attendance is mandatory. Students will be prepared to sit for the Maryland Real Estate Salesperson exam.

REA 294

Real Estate Principles and Practices for Salespersons

Do you aspire to a career in the burgeoning real estate sales field? Prepare to pass the real estate salesperson' state licensing exam. Learn real estate concepts, Maryland real estate law, title transference, contracts, brokerage and agency, financing, lending principles, land use and environmental laws. Textbooks required at first class; not included in cost of the course.

Total Cost: \$549 (Tuition: \$165 Fees: \$384)

CRN#	Day/Ses.	Dates	Time	Location
74186	S(10)	2/10-4/27	10am-4:30pm	HV
74188	T/R(15)	3/5-4/30	5:45-10pm	ZOOM
74190	T/R(15)	5/2-6/20	5:45-10pm	OM

ADDITIONAL REAL ESTATE COURSES

REA 307

Real Estate Law

Learn the fundamentals of real estate law to better understand real estate transactions. We will discuss property classifications, titles and deeds, contracts of sale, landlord/tenant law, zoning rules and different real estate professions. For details, go to ed2go.com/ccbconline/.

Total Cost: \$139 (Tuition: \$20 Fees: \$119)

CRN#	Day/Ses.	Dates	Time	Location
74523	Online	2/14-4/5	Arranged	ED2GO
74524	Online	5/15-7/5	Arranged	ED2GO

REA 029

Real Estate Salesperson Exam Prep Class

Get extra review, practice and support as you prepare to take the Real Estate Salesperson exam. Included are a comprehensive review of principles and practices, practice exam questions and test taking strategies. This course is not intended to meet the Maryland Real Estate Commission's 60-hour education requirement. Textbook required and not included in the cost of the course.

Total Cost: \$329 (Tuition: \$99 Fees: \$230)

CRN#	Day/Ses.	Dates	Time	Location
74184	M(10)	2/5-4/22	6-9:15pm	ZOOM

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

REAL ESTATE APPRAISER

The following courses have been approved by the Appraisal Foundation and the MD Appraisers Commission. Attendance is mandatory; students must pass a final exam in each course. In addition to the classroom requirements, each student must complete 2,000 hours of appraisal work experience before sitting for the state licensing exam. The college does not arrange for the work experience or administer the licensing exam. For more information on licensing requirements, contact the MD Appraiser's Commission at 410-230-6163, or dlr.state.md.us/.

REQUIRED COURSES:

- Real Estate: Appraisal Principles and Procedures
- Real Estate: Appraisal Standards and Ethics
- Real Estate: Appraisal Practices and Analysis, Parts I & II
- Supervisor Appraiser/Trainee Appraiser

REA 019

Real Estate: Appraisal Principles and Procedures

Prepare to meet the education requirements of the Maryland Real Estate Appraisers Commission for the Licensed Real Estate Appraiser classification. Topics include real property concepts, legal considerations, factors affecting property values and more. Calculator is required; attendance is mandatory. A final examination will be given. Text available through the Appraisal Foundation and not included in cost of the class.

Total Cost: \$699 (Tuition: \$210 Fees: \$489)

CRN#	Day/Ses.	Dates	Time	Location
74267	M/W(15)	2/5-4/3	5:45-10pm	HV

REA 173

Real Estate: Appraisal Standards and Ethics

Review laws, licensing and certification requirements with primary emphasis on the Uniform Standards of Professional Practice (USPAP). Attendance is mandatory. Prerequisite: Real Estate: Appraisal Principles & Procedures (REA 019). Textbook required and not included in cost of the course.

Total Cost: \$249 (Tuition: \$75 Fees: \$174)

CRN#	Day/Ses.	Dates	Time	Location
74275	F/S(2)	4/5-6	8:30am-5pm	HV

REA 027**Supervisory Appraiser/Trainee Appraiser**

Learn the requirements and responsibilities of both supervisory and trainee appraisers as specified by the Appraiser Qualifications Board (AOB) of The Appraisal Foundation. This course is mandatory for individuals applying for the trainee license as well as for all supervisory appraisers who mentor new trainee appraisers. May be used for continuing education credit.

Total Cost: \$89 (Tuition: \$27 Fees: \$62)

CRN#	Day/Ses.	Dates	Time	Location
74277	T(1)	4/9	5:45-10pm	HV

REA 020**Real Estate: Appraisal Practices and Analysis Part I**

Explore residential markets and analysis, highest and best use, site valuation and the cost approach. Calculator is required; attendance is mandatory. A final examination will be given. Prerequisite: Real Estate: Appraisal Principles and Procedures (REA 019).

Total Cost: \$399 (Tuition: \$120 Fees: \$279)

CRN#	Day/Ses.	Dates	Time	Location
74273	M/W(8)	4/8-5/1	6-10pm	HV

REA 021**Real Estate: Appraisal Practices and Analysis Part II**

Focus on the sales comparison and income capitalization approaches as they apply to residential properties and residential appraisal report writing. A Hewlett-Packard 12C financial calculator is required; attendance is mandatory. A final examination will be given. Prerequisite: Real Estate: Appraisal Principles and Procedures (REA 019); and Real Estate: Appraisal Practices and Analysis Part I (REA 020).

Total Cost: \$499 (Tuition: \$150 Fees: \$349)

CRN#	Day/Ses.	Dates	Time	Location
74280	M/W(12)	5/6-6/17	6-10pm	HV

REAL ESTATE APPRAISAL (CEUs)**REA 466****Data vs. Analysis**

Examine the types and quantities of data needed for real estate appraisals, as well as the type and degree of analysis that should be made to that data, with references to USPAP. (7 hours CE)

Total Cost: \$179 (Tuition: \$54 Fees: \$125)

CRN#	Day/Ses.	Dates	Time	Location
74270	W(1)	2/21	8:30am-4:30pm	HV

REA 008**Real Estate: 7 Hour National USPAP Update**

Meet the educational requirements for real estate appraisal license renewal as required by the Maryland Real Estate Appraisers Commission. Approved by The Appraisal Foundation. Topics include an update of USPAP policies, legal issues, ethics and valuation techniques. Textbooks included in cost of the course; provided at class. (7 hours CE)

Total Cost: \$279 (Tuition: \$84 Fees: \$195)

CRN#	Day/Ses.	Dates	Time	Location
74272	W(1)	3/20	8:30am-4:30pm	HV

REA 503**The Valuation of Easements**

Topics will include the legal aspects of easements, terms for easements and value considerations. (7 hours CE)

Total Cost: \$179 (Tuition: \$54 Fees: \$125)

CRN#	Day/Ses.	Dates	Time	Location
74278	W(1)	4/17	8:30am-4:30pm	HV

REA 517**The Well Documented Appraisal**

Learn to prepare improved real estate appraisal reports. Designed for licensed realtors, topics include factual support, analytical support, documentation, USPAP reporting requirements, common errors in appraisals (and how to avoid them). (7 hours CE)

Total Cost: \$179 (Tuition: \$54 Fees: \$125)

CRN#	Day/Ses.	Dates	Time	Location
74404	W(1)	5/15	8:30am-4:30pm	HV



CCBC Online Learning Partners

Ed2Go

Working with our vendor, Ed2Go, we offer a variety of fully online career-focused programs including Microsoft Certification, Cyber Security, Cloud Computing, Event Management & Design and Travel Agent Training. There's also a wide range of professional development and personal enrichment courses including Introduction to Interior Design, Discover Sign Language and Introduction to Health and Healing.

SPRING COURSE DATES:

January 17
February 14
March 13
April 17
May 15

For a full listing of classes go to:
ed2go.com/ccbconline

LERN

The Learning Resource Network (LERN) is a nationally recognized leader in continuing education programming. In partnership with LERN's UGotClass, CCBC offers in-demand business courses in e-marketing, social media, podcasting and business negotiations.

For a complete listing of classes go to:





COMPUTERS & INFORMATION TECHNOLOGY

Workforce Training Options

- A+ Certified PC Repair Technician
- C++ Programmer
- Cisco Certified Network Associate
- CompTia Cloud Certificate Training
- Information Security Analyst (Security+ Certification)
- Java Programmer
- Java Script Developer
- Network+ Certified Technician
- Oracle SQL and PL/SQL Developer
- Pentest+ Certification
- VMware Systems Administrator

Degree & Certificate Program Areas

- Computer Engineering
- Computer Science
- Cybersecurity
- Geospatial Applications
- Health Informatics and Information Technology
- Information Technology
- Medical Coding
- Network Technology

Boost Your Career with IT Certifications

Whether your interest is in cybersecurity, networking, database management or programming, CCBC has a variety of IT certificate programs that will help you expand your professional skill set, start a new career or learn a new computer skill. Choose from a wide range of career-focused courses taught by industry professionals. Most classes can be taken either completely online or in a blended format (classroom instruction combined with online learning).

See class dates and details on the following pages.

For more information, contact Danielle Bennett at 443-840-4925 or dbennett@cCBCmd.edu

INFORMATION TECHNOLOGY

Many of these courses are shared with the CCBC Credit Division and follow the Credit Academic Calendars. Purchase books at the CCBC Bookstore, reference the Credit course#. Online classes offered through Brightspace. Remote classes are Synchronous with sessions being conducted using Teams or Zoom. Blended classes combine on-site and online sessions.

COMPUTER NETWORKING

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

A+ CERTIFIED PC REPAIR TECHNICIAN

Prepare for the CompTIA® A+ Certification exams, and a career as a computer service technician. Learn to identify and repair computer problems and learn to configure hardware and install and update software.

Two required courses.

PCA 644

A+ Certification PC Technician Module 1

Credit course# DCOM141.

Total Cost: \$729 (Tuition: \$219 Fees: \$510)

CRN#	Day/Ses.	Dates	Time	Location
75793	Arranged	1/29-3/16	Arranged	Online
75640	T(7)	1/30-3/12	9:35am-1:20pm	Remote
75639	T(7)	1/30-3/12	5:45-9:30pm	Remote

PCA 645

A+ Certification PC Technician Module 2

Credit course# DCOM235.

Prerequisite: A+ Certification PC Technician Module 1.

Total Cost: \$729 (Tuition: \$219 Fees: \$510)

CRN#	Day/Ses.	Dates	Time	Location
75794	Arranged	3/18-5/13	Arranged	Online
75641	T(7)	3/19-5/7	9:35am-1:20pm	Remote

Earn a Certificate in this high-demand, high-tech field! BUILDING AUTOMATION SYSTEMS

Includes classes in computer skills and commercial HVAC.

See information under **Building & Industrial Technology section**

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

CISCO CERTIFIED NETWORK ASSOCIATE

Prepare for the Cisco Certified Network Associate (CCNA) certification exam. Learn to install, configure, operate and troubleshoot medium-size routed and switched networks. Gain an introduction to the architecture, components and operation of routers, including the principles of routing and the primary routing process. **Three required courses.**

PCO 270

Cisco I: Introduction to Networks

Credit course# DCOM217. Prerequisite: Networking and Data Communications.

Total Cost: \$729 (Tuition: \$219 Fees: \$510)

CRN#	Day/Ses.	Dates	Time	Location
75795	Arranged	1/29-5/20	Arranged	Online
75796	Arranged	3/18-5/13	Arranged	Online
75743	M/W(7)	3/18-5/13	11:10am-2:55pm	EC-Blended
75746	S(6)	3/18-5/13	12-3pm	EC-Blended
75740	T/R(7)	3/18-5/13	12:45-4:30pm	CC-Blended
75744	M/W(7)	3/18-5/13	5:45-9:30pm	OM-Blended
75643	T/R(14)	3/19-5/9	5:45-9:30pm	Remote

PCO 271

Cisco II: Switching, Routing and Wireless Essentials

Credit course# DCOM218. Prerequisite: Cisco I: Introduction to Networks.

Total Cost: \$729 (Tuition: \$219 Fees: \$510)

CRN#	Day/Ses.	Dates	Time	Location
75797	Arranged	1/29-3/16	Arranged	Online
75751	R(7)	1/29-3/16	11:10am-3:40pm	EC-Blended
75748	M(7)	1/29-3/16	1:25-5:10pm	CC-Blended

PCO 272

Cisco III: Enterprise Networking, Security and Automation

Credit course# DCOM219. Prerequisite: Cisco II: Switching, Routing and Wireless Essentials.

Total Cost: \$729 (Tuition: \$219 Fees: \$510)

CRN#	Day/Ses.	Dates	Time	Location
75798	Arranged	3/18-5/13	Arranged	Online
75753	R(7)	3/18-5/13	11:10am-2:55pm	EC-Blended
75756	M(7)	3/18-5/13	1:25-5:10pm	CC-Blended

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

COMPTIA® CLOUD+ CERTIFICATION TRAINING

PCA 800

CompTIA Cloud+ Certification Training

Learn everything you need to pass the CompTIA Cloud+ certification exam and pursue a career in cloud computing, starting with the basics of cloud service environments. This course covers key concepts and skills, including virtualization, infrastructure, troubleshooting, resource management, security, systems management and business continuity. Prerequisite: Network+ certification or coursework.

Total Cost: \$1,495 (Tuition: \$50 Fees: \$1,445)

CRN#	Day/Ses.	Dates	Time	Location
74314	Online	2/12-4/14	Arranged	E2GC

LINUX – LPIC-1 CERTIFICATION

PCA 623

Linux Fundamentals

Prepare for the LPIC-1 junior level certification for Linux administrators. Learn the fundamental concepts of Linux Operating Systems. Credit course# DCOM142. Prerequisite: Networking and Data Communications.

Total Cost: \$569 (Tuition: \$171 Fees: \$398)

CRN#	Day/Ses.	Dates	Time	Location
75785	Arranged	1/29-5/20	Arranged	Online
75627	M(15)	1/29-5/20	9:05am-12pm	CC
75644	T/R(30)	1/30-5/16	9:35-11am	Remote
75630	R(15)	2/1-5/16	11:10am-2:05pm	OM
75645	R(15)	2/1-5/16	5:45-8:40pm	Remote
75786	Arranged	2/26-5/20	Arranged	Online
75787	Arranged	3/18-5/13	Arranged	Online

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

LINUX+ CERTIFICATION

PCA 891

Advanced Linux Administration

Learn advanced knowledge of the Linux operating system, installation, configuration and troubleshooting and prepare for the CompTIA Linux+ certification. Credit course# DCOM 224. Prerequisite: Linux Fundamentals.

Total Cost: \$729 (Tuition: \$219 Fees: \$510)

CRN#	Day/Ses.	Dates	Time	Location
75778	Arranged	1/29-5/20	Arranged	Online
75656	W(7)	1/29-5/20	1:25-4:30pm	CC-Blended
75642	T(15)	1/30-5/14	5:45-9:30pm	Remote

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

NETWORK+ CERTIFIED TECHNICIAN

Prepare for the CompTIA® Network+ Certification exam, and a career as a network technician. Learn to plan, install, configure and troubleshoot a computer network. **Two required courses.**

PCA 619

Networking and Data Communications

Gain an overview of computer networking including servers, switches, routers, LAN's, WAN's, network protocols, TCP/IP, DHCP, DNS, network topologies and wireless connections. You will also learn about design, security configuration, troubleshooting and more. Credit course# DCOM101.

Total Cost: \$569 (Tuition: \$171 Fees: \$398)

CRN#	Day/Ses.	Dates	Time	Location
75788	Arranged	1/29-3/16	Arranged	Online
75789	Arranged	1/29-5/20	Arranged	Online
75624	M/W(30)	1/29-5/20	10:10-11:35am	CC
75680	M/W(7)	1/29-3/16	11:15am-12:40pm	EC-Blended
75682	S(7)	1/29-3/16	12-3pm	EC-Blended
75678	T/R(7)	1/29-3/16	12:45-3:40pm	CC-Blended
75676	M/W(7)	1/29-3/16	5:45-8:40pm	OM-Blended
75647	T/R(30)	1/30-5/16	2:20-3:45pm	Remote
75648	T/R(14)	1/30-3/14	5:45-8:40pm	Remote
75649	M/W(12)	2/26-5/20	1:25-2:50pm	Remote
75790	Arranged	2/26-5/20	Arranged	Online
75791	Arranged	3/18-5/13	Arranged	Online
75628	M/W(14)	3/18-5/13	1:25-4:20pm	EC

PCA 620

Network+ Technician Certification

Credit course# DCOM251. Prerequisite: Networking and Data Communications.

Total Cost: \$729 (Tuition: \$219 Fees: \$510)

CRN#	Day/Ses.	Dates	Time	Location
75800	Arranged	1/29-5/20	Arranged	Online

PCA 610

Windows Server

Prepare for a career in computer networking. Learn to configure, manage and maintain servers installed with Microsoft Windows Server. Credit course #DCOM202. Prerequisite: Networking and Data Communications or Windows Professional.

Total Cost: \$729 (Tuition: \$219 Fees: \$510)

CRN#	Day/Ses.	Dates	Time	Location
75803	Arranged	1/29-5/20	Arranged	Online

CYBERSECURITY

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

CERTIFIED INFORMATION SYSTEMS SECURITY PROFESSIONAL (CISSP)

Prepare for the Certified Information Systems Security Professional (CISSP) certification exam. Learn about security and risk management, asset security, security engineering, communication and network security, identity and access management, security assessment and testing, security operations and software development. Prerequisite: SSCP Certification or coursework. Online class. **Must register for both Modules 1 & 2 at the same time.**

PCO 276

Certified Information Systems Security Professional (CISSP) – Module 1

Total Cost: \$1,000 (Tuition: \$20 Fees: \$980)

CRN#	Day/Ses.	Dates	Time	Location
74315	Online	3/11-5/12	Arranged	E2GC

PCO 277

Certified Information Systems Security Professional (CISSP) – Module 2

Total Cost: \$995 (Tuition: \$20 Fees: \$975)

CRN#	Day/Ses.	Dates	Time	Location
74316	Online	5/13-7/14	Arranged	E2GC

PCO 388**Introduction to Cybersecurity**

Gain an introduction into cybersecurity concepts and best practices to implement cyber hygiene to protect assets and data stored in digital devices and in the cloud. An overview of personal safety and security risks for private information associated with using the internet and self-protection from cybercrime is provided to increase awareness based on current cybersecurity best practices. Credit course# DCOM105.

Total Cost: \$569 (Tuition: \$171 Fees: \$398)

CRN#	Day/Ses.	Dates	Time	Location
75780	Arranged	1/29-5/20	Arranged	Online
75661	T(7)	1/29-5/20	1:25-3:30pm	CC-Blended

PCP 445**Introduction to Firewalls**

Hands-on introductory experience presented to evaluate, implement and administer network-based firewalls. Credit course# DCOM211. Prerequisite: Cisco II: Switching, Routing and Wireless Essentials.

Total Cost: \$569 (Tuition: \$171 Fees:\$398)

CRN#	Day/Ses.	Dates	Time	Location
75781	Arranged	1/29-3/16	Arranged	Online
75663	T/R(7)	1/29-3/16	9:35am-12:35pm	EC-Blended
75665	W(7)	1/29-3/16	5:45-8:40pm	CC-Blended

**CONTINUING EDUCATION
WORKFORCE TRAINING CERTIFICATE**
**INFORMATION SECURITY ANALYST
(SECURITY+ CERTIFICATION)**
PCA 594**Introduction to Information Security**

Prepare for the CompTIA® Security+ Certification exam. Gain an introduction to the Information Security field and explore how it relates to other IT areas and specialized security fields. Credit course# DCOM258. Prerequisite: Network+ Certification or coursework.

Total Cost: \$569 (Tuition: \$171 Fees: \$398)

CRN#	Day/Ses.	Dates	Time	Location
75782	Arranged	1/29-5/20	Arranged	Online
75692	W(7)	1/29-5/20	1:25-4:20pm	EC-Blended
75626	R(15)	2/1-5/16	5:45-8:40pm	CC
75783	Arranged	3/18-5/13	Arranged	Online

PCP 261**Introduction to Intrusion****Detection/Prevention Systems**

Learn about the design, implementation and administration of Intrusion Detection/Prevention Systems as well as practical, hands-on experience working with these systems. Credit course# DCOM212. Prerequisite: Introduction to Firewalls.

Total Cost: \$569 (Tuition: \$171 Fees: \$398)

CRN#	Day/Ses.	Dates	Time	Location
75784	Arranged	3/18-5/13	Arranged	Online
75671	T/R(7)	3/18-5/13	9:35am-12:35pm	EC-Blended
75674	W(7)	3/18-5/13	5:45-8:40pm	CC-Blended

PCP 780**Operating Systems Security**

Learn to protect networks from the inside-out by focusing on Linux and Windows system hardening. Credit course# DCOM214. Prerequisite: Linux Fundamentals.

Total Cost: \$729 (Tuition: \$219 Fees: \$510)

CRN#	Day/Ses.	Dates	Time	Location
75801	Arranged	3/18-5/13	Arranged	Online

**CONTINUING EDUCATION
WORKFORCE TRAINING CERTIFICATE**
PENTEST+ CERTIFICATION**PCO 302****PenTest+ Certification**

Prepare for the CompTIA PenTest+ Certification exam. Learn how to use various tools to exploit network-based and host-based system vulnerabilities for given scenarios after conducting a vulnerability analysis. Credit course# DCOM215 Prerequisite: Advanced Linux Administration. Security+ Certification or coursework is recommended.

Total Cost: \$729 (Tuition: \$219 Fees: \$510)

CRN#	Day/Ses.	Dates	Time	Location
75802	Arranged	1/29-5/20	Arranged	Online
75758	T(7)	1/29-5/20	12:45-3:40pm	CC-Blended

PCO 278**Systems Security Certified Practitioner (SSCP)**

Prepare for the Systems Security Certified Practitioner (SSCP) certification exam and a career as a network administrator or security administrator. Course covers: access controls and security operations, monitoring and incident recovery, cryptography and network security, and systems and application security.

Total Cost: \$1,595 (Tuition: \$50 Fees: \$1,545)

CRN#	Day/Ses.	Dates	Time	Location
74313	Online	1/8-3/10	Arranged	E2GC

DIGITAL FORENSICS**PCP 779****Digital Forensics I**

Gain an overview of digital forensics. Perform forensic procedures for seizure, preservation and documentation of electronic evidence and use forensic tools to authenticate and analyze digital information for possible use as evidence in civil, criminal or administrative cases. Credit course# DCOM150. Prerequisite: Networking and Data Communications.

Total Cost: \$569 (Tuition: \$171 Fees: \$398)

CRN#	Day/Ses.	Dates	Time	Location
75779	Arranged	1/29-5/20	Arranged	Online
75660	M(7)	1/29-5/20	1:25-3:25pm	CC-Blended

PCO 305**Digital Forensics II**

Learn to implement a methodological digital forensics analysis with hands-on exercises using various forensics tools. This course covers major forensic investigation techniques such as password cracking, encryption technology, in-depth imaging analysis and investigating browser history. Credit course# DCOM250. Prerequisite: Digital Forensics I.

Total Cost: \$729 (Tuition: \$219 Fees: \$510)

CRN#	Day/Ses.	Dates	Time	Location
75799	Arranged	1/29-5/20	Arranged	Online

IT AND CYBERSECURITY ED2GO ONLINE COURSES

Online courses offered in partnership with Ed2go.
For details, go to: ed2go.com/ccbconline/.

Total Cost: \$179 (Tuition: \$20 Fees: \$159)

Course#	CRN#	Course Title	Dates
PCA 435	73884	Basic CompTIA A+ Certification Prep	1/17-3/8
PCA 435	73893	Basic CompTIA A+ Certification Prep	3/13-5/3
PCA 435	73902	Basic CompTIA A+ Certification Prep	5/15-7/5
PCA 436	73886	Intermediate CompTIA A+ Certification Prep	1/17-3/8
PCA 436	73895	Intermediate CompTIA A+ Certification Prep	3/13-5/3
PCA 436	73904	Intermediate CompTIA A+ Certification Prep	5/15-7/5
PCA 437	73883	Advanced CompTIA A+ Certification Prep	1/17-3/8
PCA 437	73892	Advanced CompTIA A+ Certification Prep	3/13-5/3
PCA 437	73901	Advanced CompTIA A+ Certification Prep	5/15-7/5
PCP 881	73885	CompTIA Network+ Certification Prep	1/17-3/8
PCP 881	73894	CompTIA Network+ Certification Prep	3/13-5/3
PCP 881	73903	CompTIA Network+ Certification Prep	5/15-7/5

Total Cost: \$159 (Tuition: \$20 Fees: \$139)

Course#	CRN#	Course Title	Dates
PCP 107	73888	Introduction to Networking	1/17-3/8
PCP 107	73897	Introduction to Networking	3/13-5/3
PCP 107	73906	Introduction to Networking	5/15-7/5
PCP 160	73887	Intermediate Networking	1/17-3/8
PCP 160	73896	Intermediate Networking	3/13-5/3
PCP 160	73905	Intermediate Networking	5/15-7/5
PCP 655	73889	Introduction to PC Security	1/17-3/8
PCP 655	73898	Introduction to PC Security	3/13-5/3
PCP 655	73907	Introduction to PC Security	5/15-7/5
PCA 425	73890	Introduction to PC Troubleshooting	1/17-3/8
PCA 425	73899	Introduction to PC Troubleshooting	3/13-5/3
PCA 425	73908	Introduction to PC Troubleshooting	5/15-7/5
PCP 626	73891	Wireless Networking	1/17-3/8
PCP 626	73900	Wireless Networking	3/13-5/3
PCP 626	73909	Wireless Networking	5/15-7/5



IT & CYBERSECURITY NEW HORIZONS ONLINE COURSES

In demand courses and certification programs that will help give you the skills to be competitive in the IT workforce. Get the training you need in a week or less with intensive formats for busy professionals. Instruction is live, attend online during the scheduled class times. Several days prior to the start of class students will receive information on how to access the online classroom.

For course details, go to ccbcmd.edu/newhorizons



Course#	CRN	Course Title	Date/Time
PC0361	74834	Configuring and Operating Windows Virtual Desktop on Microsoft Azure	2/13-2/16 9am-5pm
Total Cost: \$2,495 (Tuition: \$200 Fees: \$2,295)			
PC0361	75023	Configuring and Operating Windows Virtual Desktop on Microsoft Azure	5/20-5/23 9am-5pm
Total Cost: \$2,495 (Tuition: \$200 Fees: \$2,295)			
PC0369	74848	Designing and Implementing a Microsoft Azure AI Solution	3/18-3/21 9am-5pm
Total Cost: \$2,495 (Tuition: \$200 Fees: \$2,295)			
PC0363	74797	Designing Microsoft Azure Infrastructure Solutions	1/9-1/12 9am-5pm
Total Cost: \$2,380 (Tuition: \$200 Fees: \$2,180)			
PC0363	74844	Designing Microsoft Azure Infrastructure Solutions	3/11-3/14 11am-7pm
Total Cost: \$2,380 (Tuition: \$200 Fees: \$2,180)			
PC0363	75021	Designing Microsoft Azure Infrastructure Solutions	5/14-5/17 9am-5pm
Total Cost: \$2,380 (Tuition: \$200 Fees: \$2,180)			
PC0362	74832	Developing Solutions for Azure	2/12-2/16 9am-5pm
Total Cost: \$2,975 (Tuition: \$200 Fees: \$2,775)			
PC0362	74845	Developing Solutions for Azure	3/11-3/15 11am-7pm
Total Cost: \$2,975 (Tuition: \$200 Fees: \$2,775)			
PC0362	74875	Developing Solutions for Azure	4/29-5/3 9am-5pm
Total Cost: \$2,975 (Tuition: \$200 Fees: \$2,775)			

Course#	CRN	Course Title	Date/Time
PC0360	74795	Microsoft Azure Administrator	1/8-1/11 9am-5pm
Total Cost: \$2,495 (Tuition: \$200 Fees: \$2,295)			
PC0360	74804	Microsoft Azure Administrator	1/29-2/1 11am-7pm
Total Cost: \$2,495 (Tuition: \$200 Fees: \$2,295)			
PC0360	74833	Microsoft Azure Administrator	2/12-2/15 9am-5pm
Total Cost: \$2,495 (Tuition: \$200 Fees: \$2,295)			
PC0360	74838	Microsoft Azure Administrator	2/27-3/1 9am-5pm
Total Cost: \$2,495 (Tuition: \$200 Fees: \$2,295)			
PC0360	74847	Microsoft Azure Administrator	3/11-3/14 9am-5pm
Total Cost: \$2,495 (Tuition: \$200 Fees: \$2,295)			
PC0360	74853	Microsoft Azure Administrator	3/26-3/29 9am-5pm
Total Cost: \$2,495 (Tuition: \$200 Fees: \$2,295)			
PC0360	74865	Microsoft Azure Administrator	4/1-4/4 11am-7pm
Total Cost: \$2,495 (Tuition: \$200 Fees: \$2,295)			
PC0360	74870	Microsoft Azure Administrator	4/15-4/18 9am-5pm
Total Cost: \$2,495 (Tuition: \$200 Fees: \$2,295)			
PC0360	75018	Microsoft Azure Administrator	5/7-5/10 9am-5pm
Total Cost: \$2,495 (Tuition: \$200 Fees: \$2,295)			
PC0360	75024	Microsoft Azure Administrator	5/20-5/23 9am-5pm
Total Cost: \$2,495 (Tuition: \$200 Fees: \$2,295)			
PC0358	74798	Microsoft Azure Fundamentals	1/12-1/12 9am-5pm
Total Cost: \$725 (Tuition: \$25 Fees: \$700)			
PC0358	74836	Microsoft Azure Fundamentals	2/19-2/19 9am-5pm
Total Cost: \$725 (Tuition: \$25 Fees: \$700)			
PC0358	74850	Microsoft Azure Fundamentals	3/25-3/25 11am-7pm
Total Cost: \$725 (Tuition: \$25 Fees: \$700)			
PC0358	74871	Microsoft Azure Fundamentals	4/19-4/19 9am-5pm
Total Cost: \$725 (Tuition: \$25 Fees: \$700)			
PC0358	75025	Microsoft Azure Fundamentals	5/29-5/29 9am-5pm
Total Cost: \$725 (Tuition: \$25 Fees: \$700)			
PC0364	74801	Microsoft Azure Security Tech	1/22-1/25 9am-5pm
Total Cost: \$2,495 (Tuition: \$200 Fees: \$2,295)			
PC0364	74840	Microsoft Azure Security Tech	3/4-3/7 11am-7pm
Total Cost: \$2,495 (Tuition: \$200 Fees: \$2,295)			
PC0364	75019	Microsoft Azure Security Tech	5/7-5/10 9am-5pm
Total Cost: \$2,495 (Tuition: \$200 Fees: \$2,295)			



Course#	CRN	Course Title	Date/Time
PCO402	74799	CompTIA Security+ Certification	1/15-1/19 9am-5pm
Total Cost: \$2,475 (Tuition: \$200 Fees: \$2,275)			
PCO402	74802	CompTIA Security+ Certification	1/29-2/2 9am-5pm
Total Cost: \$2,475 (Tuition: \$200 Fees: \$2,275)			
PCO402	74829	CompTIA Security+ Certification	2/5-2/9 11am-7pm
Total Cost: \$2,475 (Tuition: \$200 Fees: \$2,275)			
PCO402	74835	CompTIA Security+ Certification	2/19-2/23 9am-5pm
Total Cost: \$2,475 (Tuition: \$200 Fees: \$2,275)			
PCO402	74837	CompTIA Security+ Certification	2/26-3/1 9am-5pm
Total Cost: \$2,475 (Tuition: \$200 Fees: \$2,275)			
PCO402	74842	CompTIA Security+ Certification	3/11-3/15 9am-5pm
Total Cost: \$2,475 (Tuition: \$200 Fees: \$2,275)			
PCO402	74849	CompTIA Security+ Certification	3/25-3/29 9am-5pm
Total Cost: \$2,475 (Tuition: \$200 Fees: \$2,275)			
PCO402	74867	CompTIA Security+ Certification	4/8-4/12 9am-5pm
Total Cost: \$2,475 (Tuition: \$200 Fees: \$2,275)			
PCO402	74874	CompTIA Security+ Certification	4/22-4/26 11am-7pm
Total Cost: \$2,475 (Tuition: \$200 Fees: \$2,275)			
PCO402	75017	CompTIA Security+ Certification	5/6-5/10 9am-5pm
Total Cost: \$2,475 (Tuition: \$200 Fees: \$2,275)			
PCO402	75022	CompTIA Security+ Certification	5/20-5/24 9am-5pm
Total Cost: \$2,475 (Tuition: \$200 Fees: \$2,275)			



Course#	CRN	Course Title	Date/Time
PCO384	74803	EC-Council Certified Ethical Hacker (CEH) v.12	1/29-2/2 9am-5pm
Total Cost: \$3,395 (Tuition: \$200 Fees: \$3,195)			
PCO384	74846	EC-Council Certified Ethical Hacker (CEH) v.12	3/11-3/15 11am-7pm
Total Cost: \$3,395 (Tuition: \$200 Fees: \$3,195)			
PCO384	74878	EC-Council Certified Ethical Hacker (CEH) v.12	4/29-5/3 9am-5pm
Total Cost: \$3,395 (Tuition: \$200 Fees: \$3,195)			



Course#	CRN	Course Title	Date/Time
PCO367	74796	Administering Windows Server Hybrid Core Infrastructure	1/9-1/12 9am-5pm
Total Cost: \$2,380 (Tuition: \$200 Fees: \$2,180)			
PCO367	74841	Administering Windows Server Hybrid Core Infrastructure	3/11-3/14 9am-5pm
Total Cost: \$2,380 (Tuition: \$200 Fees: \$2,180)			
PCO367	74872	Administering Windows Server Hybrid Core Infrastructure	4/22-4/25 11am-7pm
Total Cost: \$2,380 (Tuition: \$200 Fees: \$2,180)			
PCO390	74800	Configuring Windows Server Hybrid Advanced Services	1/22-1/25 9am-5pm
Total Cost: \$2,380 (Tuition: \$200 Fees: \$2,180)			
PCO390	74852	Configuring Windows Server Hybrid Advanced Services	3/26-3/29 9am-5pm
Total Cost: \$2,380 (Tuition: \$200 Fees: \$2,180)			
PCO390	75020	Configuring Windows Server Hybrid Advanced Services	5/13-5/16 11am-7pm
Total Cost: \$2,380 (Tuition: \$200 Fees: \$2,180)			
PCO378	74830	Microsoft 365 Messaging	2/5-2/9 9am-5pm
Total Cost: \$2,975 (Tuition: \$200 Fees: \$2,775)			
PCO378	74868	Microsoft 365 Messaging	4/15-4/19 11am-7pm
Total Cost: \$2,975 (Tuition: \$200 Fees: \$2,775)			

For course details, go to: ccbcm.edu/newhorizons

DATABASE MANAGEMENT

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

ORACLE SQL AND PL/SQL DEVELOPER

The Oracle SQL Developer program teaches you how to use SQL to build applications or generate business reports and helps you master SQL using an Oracle database. You will also learn PL/SQL extension language to write sophisticated queries against an Oracle database. Online class. **Must register for both modules 1 & 2 at the same time.**

PCA 806

Oracle SQL and PL/SQL Developer Module 1

Total Cost: \$497 (Tuition: \$10 Fees: \$487)

CRN#	Day/Ses.	Dates	Time	Location
74320	Online	2/12-4/14	Arranged	E2GC

PCA 807

Oracle SQL and PL/SQL Developer Module 2

Total Cost: \$498 (Tuition: \$10 Fees: \$488)

CRN#	Day/Ses.	Dates	Time	Location
74324	Online	4/15-6/16	Arranged	E2GC

DATABASE MANAGEMENT ED2GO ONLINE COURSES

Online courses offered in partnership with Ed2go. For details, go to: ed2go.com/cbcbonline.

Total Cost: \$159 (Tuition: \$20 Fees: \$139)

Course#	CRN#	Course Title	Dates
PCP 693	73964	Introduction to PHP and MySQL	1/17-3/8
PCP 693	73984	Introduction to PHP and MySQL	3/13-5/3
PCP 693	74022	Introduction to PHP and MySQL	5/15-7/5
PCP 187	73967	Introduction to SQL	1/17-3/8
PCP 187	73987	Introduction to SQL	3/13-5/3
PCP 187	74028	Introduction to SQL	5/15-7/5
PCP 318	73958	Intermediate SQL	1/17-3/8
PCP 318	73979	Intermediate SQL	3/13-5/3
PCP 318	74013	Intermediate SQL	5/15-7/5

COMPUTER PROGRAMMING

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

C++ PROGRAMMER

PCA 886

C++ Programmer

Learn the concepts, terminology, application and coding of the C++ programming language. Using practical step-by-step examples, students learn fundamental programming concepts, including decision making and looping. Students will gain an understanding of the basics of structured and object-oriented programming techniques to build C++ programs. Online class.

Total Cost: \$995 (Tuition: \$20 Fees: \$975)

CRN#	Day/Ses.	Dates	Time	Location
74318	Online	2/12-4/14	Arranged	E2GC

**CONTINUING EDUCATION
WORKFORCE TRAINING CERTIFICATE**

JAVA PROGRAMMER

PCA 799

Java Programmer

Taking an introductory approach, this Java training course covers most Java syntax elements, concentrating on fundamental and universally useful elements, while providing an overview of many more advanced elements. Learn to write useful Java classes, applying Object-Oriented concepts such as inheritance, and create Java programs that work with these classes. Online class.

Total Cost: \$995 (Tuition: \$20 Fees: \$975)

CRN#	Day/Ses.	Dates	Time	Location
74321	Online	3/11-5/12	Arranged	E2GC

**CONTINUING EDUCATION
WORKFORCE TRAINING CERTIFICATE**

PYTHON DEVELOPER

This program is aimed at those new to the Python programming language who may or may not have experience with other programming languages. You will learn all about Python programming in this comprehensive program that covers introductory through advanced methods of Python. Online class. **Must register for both modules 1 & 2 at the same time.**

PCA 797

Python Developer Module 1

Total Cost: \$497 (Tuition: \$10 Fees: \$487)

CRN#	Day/Ses.	Dates	Time	Location
74317	Online	1/8-3/10	Arranged	E2GC

PCA 798

Python Developer Module 2

Total Cost: \$498 (Tuition: \$10 Fees: \$488)

CRN#	Day/Ses.	Dates	Time	Location
74322	Online	3/11-5/12	Arranged	E2GC



**COMPUTER PROGRAMMING ED2GO
ONLINE COURSES**

Online courses offered in partnership with Ed2go. For details, go to: ed2go.com/ccbconline/.

Total Cost: \$159 (Tuition: \$20 Fees: \$139)

Course#	CRN#	Course Title	Dates
PCP 333	73965	Introduction to Programming	1/17-3/8
PCP 333	73985	Introduction to Programming	3/13-5/3
PCP 333	74024	Introduction to Programming	5/15-7/5
PCA 667	73962	Introduction to C++ Programming	1/17-3/8
PCA 667	73982	Introduction to C++ Programming	3/13-5/3
PCA 667	74019	Introduction to C++ Programming	5/15-7/5
PCA 668	73961	Introduction to C# Programming	1/17-3/8
PCA 668	73981	Introduction to C# Programming	3/13-5/3
PCA 668	74018	Introduction to C# Programming	5/15-7/5
PCP 233	73955	Intermediate C# Programming	1/17-3/8
PCP 233	73975	Intermediate C# Programming	3/13-5/3
PCP 233	74003	Intermediate C# Programming	5/15-7/5
PCA 666	73963	Introduction to Java Programming	1/17-3/8
PCA 666	73983	Introduction to Java Programming	3/13-5/3
PCA 666	74020	Introduction to Java Programming	5/15-7/5
PCP 139	73956	Intermediate Java Programming	1/17-3/8
PCP 139	73977	Intermediate Java Programming	3/13-5/3
PCP 139	74007	Intermediate Java Programming	5/15-7/5
PCP 275	73966	Introduction to Python Programming	1/17-3/8
PCP 275	73986	Introduction to Python Programming	3/13-5/3
PCP 275	74025	Introduction to Python Programming	5/15-7/5
PCP 269	73968	Introduction to Visual Basic	1/17-3/8
PCP 269	73988	Introduction to Visual Basic	3/13-5/3
PCP 269	74030	Introduction to Visual Basic	5/15-7/5
PCP 274	73960	Intermediate Visual Basic	1/17-3/8
PCP 274	73980	Intermediate Visual Basic	3/13-5/3
PCP 274	74015	Intermediate Visual Basic	5/15-7/5

MOBILE & WEB DEVELOPMENT

**CONTINUING EDUCATION
WORKFORCE TRAINING CERTIFICATE**

JAVASCRIPT DEVELOPER

Whether you're new to JavaScript or want to enhance your developer skillset, train to use JavaScript, jQuery, and Vue.js to build various applications, from a small but featureful math app to your own dynamic web application. Prerequisites: experience with HTML and a basic understanding of CSS. Online class. **Must register for both modules 1 & 2.**

PCA 884

JavaScript Developer Module 1

Total Cost: \$1,000 (Tuition: \$20 Fees: \$980)

CRN#	Day/Ses.	Dates	Time	Location
74319	Online	2/12-4/14	Arranged	E2GC

PCA 885

JavaScript Developer Module 2

Total Cost: \$995 (Tuition: \$20 Fees: \$975)

CRN#	Day/Ses.	Dates	Time	Location
74323	Online	4/15-6/16	Arranged	E2GC

MOBILE & WEB DEVELOPMENT

PCO 342

Introduction to Web Design

Understanding what it takes to produce effective web design is essential in today's market of highly saturated digital competition. Discover the basics of web design using HTML and CSS. Throughout the course you will get the info you need to plan and design effective web pages. Come away knowing how to implement web pages by writing HTML and CSS code. And discover ways to enhance web pages with the use of page layout techniques, text formatting, graphics and images.

Total Cost: \$245 (Tuition: \$20 Fees: \$225)

CRN#	Day/Ses.	Dates	Time	Location
75950	Online	2/5-3/1	Arranged	LERN
75953	Online	4/1-26	Arranged	LERN

PCO 343

Intermediate Web Design

Increase your knowledge of creating effective and dynamic websites/applications. Acquire the fundamentals of the most popular Web 2.0 technologies: JavaScript, PHP and MySQL in conjunction with your existing HTML and CSS skills and relationship between HTML, CSS, JavaScript, PHP, MySQL and your chosen web server, and take away a functioning web application hosted on a web server that is both accessible and search engine optimized.

Total Cost: \$245 (Tuition: \$20 Fees: \$225)

CRN#	Day/Ses.	Dates	Time	Location
75951	Online	3/4-29	Arranged	LERN
75954	Online	5/6-31	Arranged	LERN

PCO 344

Advanced Web Design

Learn how responsive web design enables web designers and developers to build and maintain a single website to serve all kinds of devices sizes: smartphones, tablets, laptops and more. Explore web design concepts, the current state of the web, and technologies used on the web and advanced web page layout features and concepts.

Total Cost: \$245 (Tuition: \$20 Fees: \$225)

CRN#	Day/Ses.	Dates	Time	Location
75952	Online	4/1-26	Arranged	LERN

MOBILE & WEB DEVELOPMENT ED2GO ONLINE COURSES

Online courses offered in partnership with Ed2go. For details, go to: ed2go.com/cbcconline/.

Total Cost: \$159 (Tuition: \$20 Fees: \$139)

Course#	CRN#	Course Title	Dates
PCA 567	74058	Creating Mobile Apps with HTML5	1/17-3/8
PCA 567	74073	Creating Mobile Apps with HTML5	3/13-5/3
PCA 567	74091	Creating Mobile Apps with HTML5	5/15-7/5
PCO 105	74059	Creating Web Pages	1/17-3/8
PCO 105	74074	Creating Web Pages	3/13-5/3
PCO 105	74092	Creating Web Pages	5/15-7/5
PCP 480	74057	Advanced Web Pages	1/17-3/8
PCP 480	74072	Advanced Web Pages	3/13-5/3
PCP 480	74090	Advanced Web Pages	5/15-7/5
PCA 658	74060	Creating WordPress Websites	1/17-3/8
PCA 658	74075	Creating WordPress Websites	3/13-5/3
PCA 658	74093	Creating WordPress Websites	5/15-7/5
PCA 569	74061	Creating WordPress Websites II	1/17-3/8
PCA 569	74076	Creating WordPress Websites II	3/13-5/3
PCA 569	74094	Creating WordPress Websites II	5/15-7/5
PCP 186	74062	Designing Effective Web Sites	1/17-3/8
PCP 186	74077	Designing Effective Web Sites	3/13-5/3
PCP 186	74096	Designing Effective Web Sites	5/15-7/5
PCA 606	74064	Introduction to CSS3 and HTML5	1/17-3/8
PCA 606	74079	Introduction to CSS3 and HTML5	3/13-5/3
PCA 606	74098	Introduction to CSS3 and HTML5	5/15-7/5
PCP 245	74063	Intermediate CSS and XHTML	1/17-3/8
PCP 245	74078	Intermediate CSS and XHTML	3/13-5/3
PCP 245	74097	Intermediate CSS and XHTML	5/15-7/5
PCP 748	74065	Introduction to JavaScript	1/17-3/8
PCP 748	74080	Introduction to JavaScript	3/13-5/3
PCP 748	74100	Introduction to JavaScript	5/15-7/5
PCP 447	74066	Responsive Web Design	1/17-3/8
PCP 447	74081	Responsive Web Design	3/13-5/3
PCP 447	74102	Responsive Web Design	5/15-7/5

BROADEN YOUR HORIZONS

Every aspect of business and social structure today has a basis in computer technology. Keeping up with this rapid evolution can be a challenge that requires the basic foundations as well as specialized training that can lead you to career growth.

For more information on the following courses, contact Priscilla Cheung-Ing at 443-840-1612 or pcheunging@ccbcmd.edu

BASIC COMPUTERS

PCA 732

Windows 10 Introduction

Learn to manage apps, use the web with Windows 10, plus manage and personalize Windows 10.

Total Cost: \$179 (Tuition: \$54 Fees: \$125)

CRN#	Day/Ses.	Dates	Time	Location
75747	S(1)	1/20	8:30am-4:30pm	EC
75752	T/R(3)	3/5-12	6-8:30pm	HV
75759	M/W(3)	5/6-13	6-8:30pm	OM

PCO 301

Computer Literacy

Gain basic digital technology skills from topics like introduction to PC hardware and software, improving typing skills, operating in a Windows environment, understanding and using different Web Browsers, internet storage and online meeting tools.

Total Cost: \$249 (Tuition: \$75 Fees: \$174)

CRN#	Day/Ses.	Dates	Time	Location
75702	M/W(6)	1/22-2/7	9:30am-12:15pm	EC
75707	T/R(6)	4/9-25	6-8:30pm	OM

PCA 872

Technology Skills for Today's Workplace

Learn about computer applications to update your skills to be prepared for today's workplace. Topics range from basic computer knowledge on Microsoft Windows 10 and Microsoft Outlook to more specific applications like Microsoft Excel and Word. Also covers Office 365, Google Drive for storage and WebEx for meetings. Increase your knowledge of cybersecurity to keep information secure. This is a blended format course with classes held in person and additional work online.

Total Cost: \$569 (Tuition: \$171 Fees: \$398)

CRN#	Day/Ses.	Dates	Time	Location
76033	T/R(10)	2/6-3/7	6-9:15pm	EC
	Arranged	2/6-3/10	Arranged	EC

BASIC COMPUTERS ED2GO ONLINE COURSES

Arranged courses offered in partnership with Ed2go. For details, go to: ed2go.com/cbcconline.

Total Cost: \$129 (Tuition: \$20 Fees: \$109)

Course#	CRN#	Course Title	Dates
PCP 660	75892	Keyboarding	1/17-3/8
PCP 660	75893	Keyboarding	3/13-5/3

Total Cost: \$139 (Tuition: \$20 Fees: \$119)

Course#	CRN#	Course Title	Dates
PCA 681	75869	Computer Skills for the Workplace	2/14-4/5
PCA 681	75870	Computer Skills for the Workplace	5/15-7/5
PCP 957	75885	Introduction to Microsoft Outlook	1/17-3/8
PCP 957	75886	Introduction to Microsoft Outlook	2/14-4/5
PCP 044	75890	Introduction to Windows 10	2/14-4/5
PCP 044	75891	Introduction to Windows 10	5/15-7/5

MICROSOFT OFFICE

PCO 418

Microsoft Office Introduction Suite

Business professionals can learn the basics and new features of MS Office Word, Excel and PowerPoint with a step-by-step approach. Topics cover learning common features across Microsoft Office applications, creating/editing Word documents, producing an Excel spreadsheet and creating a PowerPoint presentation. Recommended: Windows Introduction or equivalent knowledge.

Total Cost: \$549 (Tuition: \$165 Fees: \$384)

CRN#	Day/Ses.	Dates	Time	Location
75712	S(4)	2/3-24	8:30am-4:30pm	EC
75742	M/W(12)	4/8-5/15	6-8:20pm	HV

PCA 868

Microsoft Office 365 Essential Skills

Whether at your home or office, accessing Word, Excel, PowerPoint and Outlook applications has never been easier. Office 365 provides a collaborative experience with your classmates, colleagues and team members that makes sharing easy and convenient. Upon completion of this course, you'll be able to utilize the potential of this online suite.

Total Cost: \$179 (Tuition: \$54 Fees: \$125)

CRN#	Day/Ses.	Dates	Time	Location
75773	M/W(3)	2/5-12	6-8:30pm	EC
75774	M/T/W(3)	4/29-5/1	6-8:30pm	HV

PCA 867**ADA Compliance for Microsoft Office**

Recognize the importance of ADA Compliance in electronic documents, sites or internet documents. Learn to convert current existing documents into ADA Compliant formats using the Microsoft Office Accessibility Checker as well as other available tools to format text, tables, images, shapes and other objects in Word, PowerPoint and Excel.

Total Cost: \$169 (Tuition: \$51 Fees: \$118)

CRN#	Day/Ses.	Dates	Time	Location
75771	S(1)	2/3	8:30am-4:30pm	HV
75772	S(1)	5/11	8:30am-4:30pm	OM

PCA 869**Microsoft Teams: From Configuration to Collaboration**

In today's modern workplace, being able to collaborate effectively with a geographically distributed team has never been more important. Learn how to take advantage of the Microsoft Teams application in the Office 365 suite to master the tools you need in order to take control of your ability to communicate across a broad menu of options. Learn how to use Microsoft Teams to collaborate with your colleagues using email, online meetings and sharing files.

Total Cost: \$179 (Tuition: \$54 Fees: \$125)

CRN#	Day/Ses.	Dates	Time	Location
75775	T/R(3)	3/5-12	6-8:30pm	OM

PCO 419**Microsoft Excel Introduction**

Gain the skills needed to start being productive with Microsoft Excel. Learn how to create, save, share and print worksheets that contain various kinds of calculations and formatting. Recommended: Windows Intro or equivalent knowledge.

Total Cost: \$169 (Tuition: \$51 Fees: \$118)

CRN#	Day/Ses.	Dates	Time	Location
75728	M/W(3)	1/3-10	6-8:30pm	EC
75736	M/W(3)	4/22-29	6-8:30pm	DC
75737	M/W(3)	5/13-20	6-8:30pm	HV

PCO 420**Microsoft Excel Intermediate**

Learn how to manage complex workbooks, build more complex functions, use data analysis tools, make an impact with powerful chart and presentation features and collaborate with other users. Prerequisite: Microsoft Excel Introduction or equivalent knowledge.

Total Cost: \$169 (Tuition: \$51 Fees: \$118)

CRN#	Day/Ses.	Dates	Time	Location
75731	M/W(3)	1/22-29	6-8:30pm	EC
75738	M/W(3)	5/29-6/5	6-8:30pm	HV

PCO 421**Microsoft Excel Advanced**

Learn to perform real-world tasks such as handling and getting information from different sources of data. Learn to create output that varies according to conditions, manipulate dates and text and automate repetitive tasks. Prerequisite: Microsoft Excel Intermediate or equivalent knowledge.

Total Cost \$179 (Tuition: \$54 Fees: \$125)

CRN#	Day/Ses.	Dates	Time	Location
72426	M/W(3)	2/5-12	6:00-8:30pm	EC

PCO 422**Microsoft Excel Complete**

Combine Microsoft Excel Introduction, Intermediate and Advanced courses to experience full Excel training.

Total Cost: \$455 (Tuition: \$137 Fees: \$318)

CRN#	Day/Ses.	Dates	Time	Location
75734	S(3)	3/2-16	8:30am-4:30pm	OM

PCO 423**Microsoft Excel Certification Online Training**

Earning Microsoft Office Specialist Expert certification sets your professional skill set apart from other Excel users. This course will prepare you for the Microsoft Office Specialist (MOS) Expert certification exam for Excel. Certified individuals will establish their ability to demonstrate the fundamentals of creating and managing worksheets and workbooks, creating cells and ranges, creating tables, applying formulas and functions, creating charts and objects, using lists, importing and exporting data, and other new features in the latest Microsoft Excel version.

Total Cost: \$595 (Tuition: \$20 Fees: \$575)

CRN#	Day/Ses.	Dates	Time	Location
75837	Online	2/12-3/25	Arranged	E2GC
75841	Online	4/8-5/20	Arranged	E2GC

PCO 429**Microsoft Excel Certification Training**

Prepare for the Microsoft Office Specialist Expert certification exam for Microsoft Excel. Certified individuals will establish their ability to utilize the fundamentals of creating and managing worksheets and workbooks, cells and ranges and tables. This instructor-led class will cover applying formulas and functions, creating charts and objects, using lists, importing/exporting data and other new features.

Total Cost: \$695 (Tuition: \$209 Fees: \$486)

CRN#	Day/Ses.	Dates	Time	Location
75713	M/T/W(9)	3/4-20	6-9:15pm	HV

PCO 286**Microsoft® Excel® for Office 365™: Data Analysis with PivotTables**

Take advantage of the power of advanced PivotTable features to analyze your raw data and create PivotCharts.

Total Cost: \$129 (Tuition: \$39 Fees: \$90)

CRN#	Day/Ses.	Dates	Time	Location
75750	T/R(2)	2/6-8	6-8:30pm	ZOOM

PCO 287**Microsoft Excel for Office 365: Data Analysis with Power Pivot**

Use Microsoft Excel Power Pivot to organize, manipulate and report on large amount of data in the best way possible. Recommended: Excel 2019 Advanced or equivalent knowledge.

Total Cost: \$129 (Tuition: \$39 Fees: \$90)

CRN#	Day/Ses.	Dates	Time	Location
75757	T/R(2)	4/30-5/2	6-8:30pm	EC

PCO 417**Microsoft Outlook Certification Online Training**

Prepare for the Microsoft Office Specialist Outlook Certification exam. Learn new features in Outlook as well as best practices for working with ribbons, tabs, groups, and commands, and explore the backstage view. You will learn how to set up and work with multiple accounts, messages, and manage your inbox, including filing, creating search folders and archiving.

Total Cost: \$595 (Tuition: \$20 Fees: \$575)

CRN#	Day/Ses.	Dates	Time	Location
76183	Online	3/11-4/22	Arranged	E2GC

PCO 416**Microsoft Outlook Certification Training**

Prepare for the Microsoft Office Specialist Outlook certification exam. Learn technical skills as you work with the Outlook interface, work with messages, calendars, contacts, tasks and notes. Manage accounts, the inbox and utilize mail merge. Topics also cover managing and sharing multiple calendars, scheduling and setting up contact groups.

Total Cost: \$695 (Tuition: \$232 Fees: \$463)

CRN#	Day/Ses.	Dates	Time	Location
75711	M/W/F(6)	1/22-2/2	9am-12:15pm	DC
75715	M/W/F(6)	4/8-19	6-9:15pm	EC

PCO 412**Microsoft PowerPoint Introduction**

Gain a foundational understanding of the latest version of Microsoft PowerPoint to create and develop engaging multimedia presentations. Also, learn to develop a PowerPoint presentation that includes text, graphics, objects, tables, and charts, create and format Smart Art, 3D models; apply transitions; and print a presentation.

Total Cost: \$169 (Tuition: \$51 Fees: \$118)

CRN#	Day/Ses.	Dates	Time	Location
75964	M/W(3)	4/8-15	6-8:30pm	EC

PCO 413**Microsoft PowerPoint Advanced**

Learn advanced-level Microsoft PowerPoint concepts and skills for power users such as formatting features, animation and transition techniques, add and format media, track corrections and work with multiple presentations, create custom slide shows and work with security and sharing options.

Total Cost: \$169 (Tuition: \$51 Fees: \$118)

CRN#	Day/Ses.	Dates	Time	Location
76004	M/W(3)	4/22-29	6-8:30pm	OM

PCO 415**Microsoft PowerPoint Complete**

Combine Microsoft PowerPoint Introduction and Advanced courses for full PowerPoint training. Recommended: Window Introduction or equivalent knowledge.

Total Cost: \$305 (Tuition: \$92 Fees: \$213)

CRN#	Day/Ses.	Dates	Time	Location
76008	T/R(6)	2/6-22	6-8:30pm	CC

PCO 407**Microsoft Word Introduction**

Learn the basic concepts and skills to start being productive with the most up-to-date version of Microsoft Word in this introduction class, including creating, formatting, setting up a document, and adding graphics and tables. Recommended: Windows Introduction or equivalent knowledge.

Total Cost: \$169 (Tuition: \$51 Fees: \$118)

CRN#	Day/Ses.	Dates	Time	Location
75729	T/R(3)	1/9-16	6-8:30pm	HV
75735	M/W(3)	4/4-11	6-8:30pm	EC

PCO 408**Microsoft Word Intermediate**

Learn more advanced features in the Microsoft Word Intermediate level class, such as formats, styles, and templates, to create professional documents. Learn to use tables, charts, and themes to add visual interest to your documents and use mail merge. Prerequisite: Microsoft Word Introduction or equivalent knowledge.

Total Cost: \$169 (Tuition: \$51 Fees: \$118)

CRN#	Day/Ses.	Dates	Time	Location
75745	T/R(3)	1/18-25	6-8:30pm	HV
75754	T/R(3)	4/16-23	6-8:30pm	EC

PCO 409**Microsoft Word Advanced**

Learn advanced formatting features, document management, references, data fields, sources, macros, and forms from the latest version of Microsoft Word. Prerequisite: Microsoft Word Intermediate or equivalent knowledge.

Total Cost: \$169 (Tuition: \$51 Fees: \$118)

CRN#	Day/Ses.	Dates	Time	Location
75749	T/R(3)	1/30-2/6	6-8:30pm	HV
75755	T/R(3)	4/25-5/2	6-8:30pm	EC

Fulfill Your Continuing Education Units (CEUs) at CCBC

Most certifications and licenses require continuing education for periodic renewal. Professional development in your career field makes you a more valuable and viable employee. CCBC has affordable and accessible courses, across many industries, to maintain your professional credentials.

Maintain a Certification/ License in fields including:

- Business
- Criminal Justice
- Education
- Health and Human Services
- Hospitality
- IT and Cybersecurity
- Trades
- Transportation

Call 443-840-2222 for more information.



Not all organizations will accept CEUs without prior approval. Be sure to check with the approving agency to ensure the CEU for your course is eligible.

Why get CEUs?

- Maintain professional certifications and licenses
- Stay current with new technologies
- Impact your performance and skills
- Transition to new work
- Learn about new laws and regulations

See how CEUs can impact your career.

PCO 411**Microsoft Word Certification Online Training**

Prepare for the Microsoft Office Specialist (MOS) Word and Word Expert certification exams. Proficiency in Microsoft Word is one of the most requested workplace skills. Earning this credential will set you apart from casual Word users. Learn about documents, drawing tools, tables, tracking changes, mail merge and more.

Total Cost: \$595 (Tuition: \$20 Fees: \$575)

CRN#	Day/Ses.	Dates	Time	Location
75832	Online	1/8-2/19	Arranged	E2GC
75839	Online	3/11-4/22	Arranged	E2GC

PCA 870**Microsoft SharePoint: Introduction for End Users**

Take advantage of the secure, powerful content sharing features offered in Microsoft's SharePoint platform. Become empowered with the knowledge required to collaborate, share and organize media, documents and presentations in a meaningful and effective way. Learn to leverage SharePoint features to engage your team members and manage your projects with ease.

Total Cost: \$179 (Tuition: \$54 Fees: \$125)

CRN#	Day/Ses.	Dates	Time	Location
75776	M/W(3)	2/12-19	6-8:30pm	EC
75709	S(1)	5/25	8:30am-4:30pm	EC

PCO 338**MS SharePoint for Site Owners**

Gain an overview of MS SharePoint functionality and its tools as a site owner. Facilitate collaboration and allow people to use familiar applications and web-based tools to create, access, store, and track documents and data in a central location. Create, configure, and manage SharePoint sites so that your team or organization can share information and collaborate effectively. Integrate SharePoint with OneDrive.

Total Cost: \$169 (Tuition: \$51 Fees: \$118)

CRN#	Day/Ses.	Dates	Time	Location
75705	T/R(3)	3/5-12	6-8:30pm	EC

MICROSOFT OFFICE ED2GO ONLINE COURSES

Arranged courses offered in partnership with ed2go. For details, go to: ed2go.com/ccbconline.

Total Cost: \$159 (Tuition: \$20 Fees: \$139)

Course#	CRN#	Course Title	Dates
PCA 826	75882	Introduction to Microsoft Access 2019	1/17-3/8
PCA 826	75881	Introduction to Microsoft Access 2019	2/14-4/5
PCA 822	75883	Introduction to Microsoft Excel 2019	2/14-4/5
PCA 822	75884	Introduction to Microsoft Excel 2019	4/17-6/7
PCA 823	75872	Intermediate Excel 2019	3/13-5/3
PCA 823	75875	Intermediate Excel 2019	5/15-7/5
PCP 793	75896	Microsoft Excel – Pivot Tables	3/13-5/3
PCA 820	75887	Introduction to Microsoft Word 2019	2/14-4/5
PCA 821	75876	Intermediate Microsoft Word 2019	4/17-6/7
PCA 685	75897	Understanding Cloud Computing	1/17-3/8
PCA 685	75898	Understanding Cloud Computing	4/17-6/7

BUSINESS SOLUTIONS**PCO 285****Microsoft Project 2019**

Learn how to create a project plan in Microsoft Project 2019. You will gain knowledge in developing a schedule, assigning resources to tasks, tracking progress, managing the budget, and analyzing workloads. Prerequisites: Window 10 Intro or equivalent knowledge and an understanding of project management concepts.

Total Cost: \$399 (Tuition: \$120 Fees: \$279)

CRN#	Day/Ses.	Dates	Time	Location
75703	S(2)	2/17-24	8:30am-4:30pm	HV
75708	S(2)	5/4-11	8:30am-4:30pm	EC

PCO 307**Adobe Acrobat Pro for Business and Legal Professionals**

Expand your technical skills and take advantage of the functionality and features available in this program. Learn advanced techniques for document management, editing, and security that are vital in an ever expanding digital workplace.

Total Cost: \$189 (Tuition: \$57 Fees: \$132)

CRN#	Day/Ses.	Dates	Time	Location
75704	M/W(3)	2/19-26	6-8:30pm	EC
75706	S(1)	3/16	8:30am-4:30pm	EC

PCO 341**Google Analytics™: Foundation**

Unveil the mystery of GAs! How can Google Analytics help you evaluate website traffic, assess online advertising, increase customer reach and achieve better conversion rates? Fear not! This is truly a foundation course. We will start by creating a Google Analytics account, if you don't already have one.

Total Cost: \$349 (Tuition: \$105 Fees: \$244)

CRN#	Day/Ses.	Dates	Time	Location
75714	S(2)	4/6-13	8:30am-4:30pm	HV

PCO 340**Using Google G Suite**

Google G Suite comprises with many office productivity apps. Discover the features and functionalities of the apps included in most G Suite editions—Gmail™, Google Drive™, Google Docs™, Google Slides™, Google Drawings™, Google Sheets™, Google Forms™, Google Hangouts™, Google Calendar™, and Google Sites™—and work within their respective environments.

Total Cost: \$249 (Tuition: \$75 Fees: \$174)

CRN#	Day/Ses.	Dates	Time	Location
75741	T/R(6)	2/13-29	6-8:20pm	EC
75716	S(2)	5/18-25	8:30am-4:30pm	EC

MAR 015**Technology for Marketing Assistants**

Created for marketing support staff and non-designers, this class provides a broad overview of software used in the creation of online and printed media. The course is recommended for students experienced in the Microsoft 365 suite of applications (Word, Excel, Outlook, etc.) or who previously completed Technology Skills for Workplace Success.

Total Cost: \$695 (Tuition: \$209 Fees: \$486)

CRN#	Day/Ses.	Dates	Time	Location
76026	M/W(10)	2/5-3/6	9am-12:15pm	EC
	Arranged	2/5-3/10	Arranged	Online

BUSINESS SOLUTIONS: ONLINE COURSES**PCO 345****Introduction to Power BI**

Discover how to quickly extract, transform, and load data with just a few clicks. Create interactive visualizations (charts, maps, KPIs) to provide you with insights into your organization's data to make informed decisions.

Total Cost: \$195 (Tuition: \$15 Fees: \$180)

CRN#	Day/Ses.	Dates	Time	Location
75899	Online	2/5-3/1	Arranged	LERN
75945	Online	4/1-6	Arranged	LERN

PCO 346**Intermediate Power BI**

Delve further into Power Query to ETL (Extract, Transform and Load) your data. Build the Data Model using modeling features and relationships and perform calculations using DAX (Data Analysis Expressions) functions. Use Time Intelligence functions to view YoY or YTD reports. Add user friendly features to enhance your reports.

Total Cost: \$195 (Tuition: \$15 Fees: \$180)

CRN#	Day/Ses.	Dates	Time	Location
75900	Online	3/4-29	Arranged	LERN
75948	Online	5/6-31	Arranged	LERN

PCO 347**Advanced Power BI**

Expand your knowledge of Power BI Desktop to the highest level. Focus on the advanced capabilities of Power Query, Data Modeling and Reports. Check for data inconsistencies, design efficient queries, create proper relationships, and write DAX code to ensure reports update quickly and accurately. Add navigation and analytical features to your reports so consumers can analyze the results.

Total Cost: \$195 (Tuition: \$15 Fees: \$180)

CRN#	Day/Ses.	Dates	Time	Location
75942	Online	4/1-26	Arranged	LERN

BUSINESS SOLUTIONS ED2GO ONLINE COURSES

Arranged courses offered in partnership with ed2go.
For details, go to: ed2go.com/ccbconline/.

Total Cost: \$159 (Tuition: \$20 Fees: \$139)

Course#	CRN#	Course Title	Dates
PCA 423	75889	Introduction to QuickBooks	1/17-3/8
PCA 828	75877	Intermediate QuickBooks 2019	4/17-6/7

DESKTOP PUBLISHING & GRAPHICS

PCA 485

Illustrator CC Introduction

Produce a simple illustration by creating and manipulating shapes, and drawing and modifying paths. Learn to insert text into a graphic, customize objects, and prepare documents for deployment. Recommended: Windows Intro or equivalent knowledge.

Total Cost: \$254 (Tuition: \$122 Fees: \$132)

CRN#	Day/Ses.	Dates	Time	Location
75766	M/W(3)	3/4-11	6-8:30pm	EC

PCA 676

Illustrator CC Advanced

Learn how to use Illustrator CC to draw complex illustrations and enhance them by using various painting options. Use painting tools, manage colors, formatting type, work with effects. Set project requirements, prepare content for deployment, artwork for commercial printing, and graphics for the web.

Total Cost: \$189 (Tuition: \$57 Fees: \$132)

CRN#	Day/Ses.	Dates	Time	Location
75768	M/W(3)	3/13-20	6-8:30pm	EC

DESKTOP PUBLISHING & GRAPHICS ED2GO ONLINE COURSES

Arranged courses offered in partnership with ed2go.
For details, go to: ed2go.com/ccbconline/.

Total Cost: \$159 (Tuition: \$20 Fees: \$139)

Course#	CRN#	Course Title	Dates
PCP 266	75879	Introduction to InDesign	3/13-5/3
PCP 720	75878	Intermediate InDesign	5/15-7/5
PCA 663	75880	Introduction to Lightroom	1/17-3/8
PCP 248	75888	Introduction to Photoshop CS	2/14-4/5

CCBC'S LEAP PROGRAM

Free training, educational support, job development and coaching for young adults.

BASIC ELIGIBILITY

- 18–24 years old
- Baltimore County resident
- high school diploma (training programs only)
- must meet income requirement

TRAININGS PROVIDED

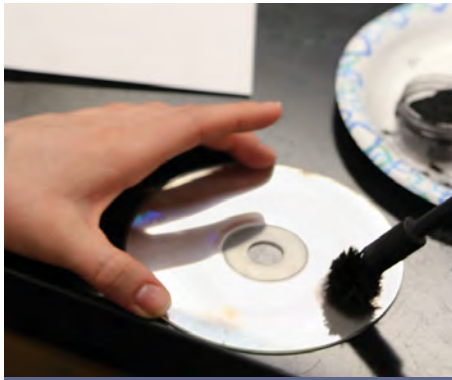
- Certified Nursing Assistant (CNA)
- Certified Apartment Maintenance (CAMT)
- Medical Front Office (MFO)
- Pharmacy Technician
- Phlebotomist

Additional academic, job readiness and financial assistance support services offered.

Call **443-840-4292** or email jmoon@ccbcmd.edu to begin the enrollment process.

Visit ccbcmd.edu/leap or scan QR code to complete a short prescreening questionnaire.





CRIMINAL JUSTICE & LEGAL STUDIES

Workforce Training Options

- E-Discovery Specialist
- Private Investigator
- Special Police Officer

Degree & Certificate Program Areas

- Criminal Justice Studies
- Digital Forensics
- Legal Studies
- Paralegal Studies

PRIVATE INVESTIGATOR

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

REQUIRED COURSES:

Classes can be taken individually, but all four must be completed to receive the certificate. Not all classes are offered every semester.

- Criminal Justice and the Constitution
- Criminal Law
- Private Investigation
- Criminal Justice Internship

SSP 259

Criminal Justice and the Constitution

Learn about the development of the U.S. Constitution, the Bill of Rights, and the Fourteenth Amendment and how they impact criminal justice. Discuss the U.S. Supreme Court and its authority to interpret the constitution and laws, civil liability and its relationship to criminal law, double jeopardy, and constitutional issues such as judicial review, criminal rights, and due process.

Total Cost: \$549 (Tuition: \$165 Fees: \$384)

CRN#	Day/Ses.	Dates	Time	Location
75430	T/R(30)	1/29-5/20	12:45-2:10pm	EC

SSP 261

Criminal Law

It is important to understand criminal law when working as a private investigator. Study criminal law as it is applied at local, state, and federal levels, examine elements of crimes as prosecuted in a court of law, and learn the sources and types of criminal law.

Total Cost: \$549 (Tuition: \$165 Fees: \$384)

CRN#	Day/Ses.	Dates	Time	Location
75435	Arranged	1/29-5/20	Arranged	Online
75431	T/R(30)	1/29-5/20	9:35-11am	EC

SSP 262

Criminal Justice Internship

Integrate your skills, apply your knowledge, and gain valuable experience working in the field of criminal justice. Assess and evaluate the role of the agency within the criminal justice system, and its impact on the community.

Total Cost: \$549 (Tuition: \$165 Fees: \$384)

CRN#	Day/Ses.	Dates	Time	Location
75436	Arranged	1/29-5/20	Arranged	Online

SPECIAL POLICE OFFICER TRAINING

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

SPECIAL POLICE OFFICER (SPO)

SSP 288

Special Police Officer Initial Training

Explore SPO training objectives as approved by the Secretary of the Maryland State Police leading to a Special Police Officer Commission. Learn the SPOs role, crucial information regarding criminal law and matters, crime prevention, crime control, court procedure, interpersonal interactions, and first aid/CPR. Practice skills for interacting with the general public as well as suspected offenders. 80 hours of instruction.

Total Cost: \$849 (Tuition: \$255 Fees: \$594)

CRN#	Day/Ses.	Dates	Time	Location
76145	M-F(12)	3/4-19	8am-4pm	DC

SPECIAL POLICE OFFICER CONTINUING EDUCATION UNITS (CEUs)

SSSP 310

Courtroom Prep and Testimony

Special Police Officers will get a review on the courtroom process and how to prepare for courtroom testimony. This class has been approved for four (4) SPO in-service training hours for SPO commission renewal.

Total Cost: \$99 (Tuition: \$30 Fees: \$69)

CRN#	Day/Ses.	Dates	Time	Location
76142	F(1)	2/9	9am-1:15pm	DC



SPRING CRIMINAL JUSTICE & LAW CAREER & INTERNSHIP FAIR

APRIL 18, 2024
9:30 a.m. - 12 p.m.

CCBC Essex

Romadka Bldg., Upper Lobby

Bring your resume and come dressed for success to the Criminal Justice and Law Career and Internship Fair.

Two dozen local, state and federal employers in the legal and criminal justice fields will be on hand recruiting for open positions and internships. This event is free and open to the public.

Questions or, if you are an employer interested in participating, contact John McCray, CCBC Career Services at 443-840-1382 or jmccray@ccbc.edu.

SSP 311

Ethical Practices for Law Enforcement

This inservice training class for Special Police Officers will review the elements and role of ethics within their organization and as leaders. Class provides two hours of inservice training for SPO commission renewal.

Total Cost: \$59 (Tuition: \$18 Fees: \$41)

CRN#	Day/Ses.	Dates	Time	Location
76143	F(1)	2/9	2-4pm	DC

SSP 302

Negotiator Skills for Patrol

Learn communication techniques law enforcement negotiators use to de-escalate conflict and minimize the need for use of force. Examine active listening techniques, phrases that damage, how to use time to your advantage to develop positive outcomes, the behavior change stairway and how to use it to build influence and transition people from emotional to logical reasoning. This course provides four hours of inservice training for Special Police Officers for commission renewal.

Total Cost: \$99 (Tuition: \$30 Fees: \$69)

CRN#	Day/Ses.	Dates	Time	Location
76144	S(1)	3/2	9am-1:15pm	DC

SSP 312

SPO 12 Hour Inservice Training

This inservice training class for Special Police Officers will review key elements relating to crime prevention and patrol techniques, criminal matters, and arrest, search, and seizure that are critical in day to day operations. Class provides 12 hours of inservice training needed for commission renewal.

Total Cost: \$279 (Tuition: \$84 Fees: \$195)

CRN#	Day/Ses.	Dates	Time	Location
76146	W/F(2)	2/14-16	9am-4pm	DC

LEGAL STUDIES

SSP 367

Courtroom Testimony

You receive a subpoena to be a witness in court- now what? How do you prepare for this? Learn how to navigate the trial process and manage expectations in court. Dispel the perception of "Hollywood" trials and acquire skills to become a more effective witness.

Total Cost: \$99 (Tuition: \$30 Fees: \$69)

CRN#	Day/Ses.	Dates	Time	Location
75365	S(1)	4/13	9am-4pm	OM

LAW 047

Navigating Divorce, Custody and Child Support in Maryland

In today's rapidly evolving social landscape, the dynamics of family relationships are becoming increasingly complex. This course examines the legal aspects surrounding divorce, child custody, and the intricate realm of child support. This course provides practical application of the concepts from drafting a complaint for divorce and property distribution, through determination of child support under the Maryland Child Support Guidelines and analysis of child custody and visitation options.

Total Cost: \$99 (Tuition: \$30 Fees: \$69)

CRN#	Day/Ses.	Dates	Time	Location
76213	S(1)	4/6	9am-4pm	OM

DON'T LET YOUR ACCOMPLISHMENTS GO UNNOTICED

Experience matters whether on the job, in service or as a result of prior learning.

You can gain recognition for your "know-how" at CCBC. An assessment of your valuable life experience can save you time ... and money. Connect with one of our program coordinators for an assessment and see if you can enter one of our degree or workforce programs ahead of the game.

Prior Learning Assessment (PLA) is conducted through a customized, one-on-one evaluation process and can be measured in a number of different ways.

- Portfolio assessment
- High school and/or college classes
- CCBC departmental exams
- Industry/apprenticeship
- Work experience
- Military experience

For more information call **443-840-2222** or visit cbbcmedu/priorlearning.





PREREQUISITES FOR HEALTH AND HUMAN SERVICES

The Health and Human Services area offers a variety of training programs that range in length from 3-15 months.

Certain Continuing Education certifications in Health and Human Services career training require one or more prerequisite courses as a foundation for further study. Some also require a clinical placement for completion; some have a learning component. All students must be computer literate and have Internet access.

In addition, we offer stand-alone courses including: CPR for Health Care Providers, Medical Terminology, Anatomy and Physiology, Basic Math for the Health Care Worker, Essential Skills for the Health Care Worker (career prep course), Child Care Credential Booster classes, and challenge exams for those wishing to test out of select courses.

COVID-19 Policy

CCBC has mandated a COVID-19 vaccination for health students participating in clinicals or labs involving patient care. Upon entry to the program, students must provide evidence of being fully vaccinated to their program director.

Fully vaccinated is defined as:

- 14 days after receiving both doses of a two-dose COVID-19 vaccine - or -
- 14 days after the single-dose vaccine for COVID-19

Submit exemption requests for medical/religious reasons to the Dean of Continuing Education at lslezak@ccbcmd.edu.

A COVID-19 vaccination is encouraged, but **not required** for students enrolled in the following allied health programs:

- Child Care Provider
- Medical Front Office
- Medical Billing
- Medical Coding

Partnership with the Baltimore Alliance for Careers in Healthcare (BACH)

SCHOLARSHIPS AVAILABLE

In addition to Continuing Education financial aid, CCBC's partnership with BACH is another source of student scholarships for careers in healthcare. Many Workforce Training Certificate programs are available.

Visit the BACH website at www.baltimorealliance.org to register for an information session and learn more.

HEALTH & HUMAN SERVICES

Workforce Training Options

- Central Service Technician
- Child Care Provider
- Community Health Worker
- Delegating Nurse
- Dental and Oral Radiography
- Dental Assisting
- EMS Specialty Certification
- EMT
- Massage Therapy
- Medical Assistant
- Medical Billing
- Medical Coding
- Medical Front Office
- Medicine Aide
- Nurse Refresher Series
- Nursing Assistant
- Operating Room Registered Nurse
- Patient Care Technician
- Pharmacy Technician
- Phlebotomist
- Polysomnographic (Sleep) Technologist
- Veterinary Assistant

Degree & Certificate Program Areas

- American Sign Language (ASL) and Deaf Culture
- Anesthesia Technology
- Allied Health
- Dental Hygiene
- Emergency Medical Technology
- Health Education
- Histotechnology
- Human Services Counseling
- Interpreter Preparation
- Kinesiology
- Medical Coding
- Medical Laboratory Technology
- Mortuary Science
- Nursing
- Occupational Therapy Assistant
- Personal Trainer
- Physical Education
- Practical Nursing
- Radiation Therapy
- Radiography
- Respiratory Care Therapist
- Sports Management
- Surgical Technology
- Veterinary Technology

AHE 519**Anatomy and Physiology For Health Occupations**

Obtain a basic overview of the structure and function of the human body and its systems, including an introduction to common diseases. To be successful in this course, you need to have successfully completed at least half of Medical Terminology for Health Occupations (AHE534). Textbook required for first class.

Total Cost: \$329 (Tuition: \$99 Fees: \$230)

CRN#	Day/Ses.	Dates	Time	Location
74044	T(10)	1/23-4/2	6-9:15pm	RAC
74052	T(10)	1/30-4/9	10am-1:15pm	EC
76111	R(10)	3/14-5/24	6-9:15pm	OM
76176	T/R(10)	5/7-6/8	6-9:15pm	EC
76186	T/R()	5/7-6/8	6-9:15pm	RAC

AHE 672**Anatomy & Physiology for Health Care Workers Online**

Arranged version of Anatomy and Physiology for Health Occupations. Textbook required for first class.

Total Cost: \$329 (Tuition: \$99 Fees: \$230)

CRN#	Day/Ses.	Dates	Time	Location
76110	W(12)	1/31-4/24	6-9:15pm	ZOOM
76107	Arranged	2/26-5/1	Arranged	Online
76104	Arranged	4/8-6/24	Arranged	Online

AHL 275**Anatomy, Morphology and Physiology (AMP) for Dental Assisting**

Learn the head and neck anatomy and its specific functions relative to the oral cavity, tooth anatomy, morphology, and physiology.

Total Cost: \$329 (Tuition: \$99 Fees: \$230)

CRN#	Day/Ses.	Dates	Time	Location
75972	M/W(10)	1/15-2/26	10am-1:15pm	RAC

AHL 217**Basic Math Skills for Health Care Workers Online**

Review the math skills directly related to math used in allied health courses and in the healthcare field and includes review of basic properties of math, fractions and decimals, converting fractions to decimals and vice versa, ratios, rates, proportions and percentages, and using the metric system for measurements. Learn how to setup basic algebraic equations to solve healthcare problems (e.g. medication dosages).

Total Cost: \$145 (Tuition: \$44 Fees: \$101)

CRN#	Day/Ses.	Dates	Time	Location
76177	T(5)	1/23-2/20	7-9:15pm	ZOOM
76157	Arranged	2/10-3/10	Arranged	Online
76159	Arranged	2/14-3/19	Arranged	Online
76160	Arranged	3/20-4/24	Arranged	Online
76161	Arranged	5/6-6/10	Arranged	Online

AHE 534**Medical Terminology for Health Occupations**

Learn the correct pronunciation and meaning of medical terms. Recommended for all students interested in any healthcare occupation. Textbook required for first class.

Total Cost: \$329 (Tuition: \$99 Fees: \$230)

CRN#	Day/Ses.	Dates	Time	Location
76178	T/R(10)	5/7-6/8	6:30-9:45pm	EC
76843	M/W(10)	3/4-4/10	6:30-9:45pm	EC
76844	T/R(10)	3/19-4/25	6:30-9:45pm	RAC

AHE 124**Medical Terminology Online**

An online version of Medical Terminology for Health Occupations (AHE534). Textbook required for first class.

Total Cost: \$329 (Tuition: \$99 Fees: \$230)

CRN#	Day/Ses.	Dates	Time	Location
76184	Arranged	1/16-4/2	Arranged	Online
76163	M()	2/5-4/22	6-9:15pm	ZOOM
76185	M()	2/12-4/30	Arranged	ZOOM

AHL 149**Medical Terminology for Administrative Health Care Professionals**

Learn root words, prefixes and suffixes, in order to have a basic understanding of medical terminology used in health care settings. This course is designed to assist the non-clinical healthcare student.

Total Cost: \$189 (Tuition: \$57 Fees: \$132)

CRN#	Day/Ses.	Dates	Time	Location
70076	M(6)	3/4-4/15	9:30am-12:45pm	EC

CHALLENGE EXAMS

Test out of any the core courses because of your prior learning. Passing with an 80% or better allows the student to waive out of the class. You may only take each exam one time. Please contact cehealth@ccbcmd.edu with questions about challenge exams.

AHL 715**Challenge Exam for Anatomy and Physiology**

Total Cost: \$75 (Tuition: \$0 Fees: \$75)

CRN#	Day/Ses.	Dates	Time	Location
75901	U(1)	1/28	9:30-11:30am	HV
75904	S(1)	2/17	9:30-11:30am	EC
75907	S(1)	3/9	9:30-11:30am	RAC
75910	U(1)	4/28	9:30-11:30am	HV
75913	S(1)	5/11	9:30-11:30am	EC

AHL 716**Challenge Exam for Basic Math for Health Care Workers**

Total Cost: \$75 (Tuition: \$0 Fees: \$75)

CRN#	Day/Ses.	Dates	Time	Location
75902	U(1)	1/28	9:30-11:30am	HV
75905	S(1)	2/17	9:30-11:30am	EC
75908	S(1)	3/9	9:30-11:30am	RAC
75911	U(1)	4/28	9:30-11:30am	HV
75914	S(1)	5/11	9:30-11:30am	EC

AHL 717**Challenge Exam for Medical Terminology**

Total Cost: \$75 (Tuition: \$0 Fees: \$75)

CRN#	Day/Ses.	Dates	Time	Location
75903	U(1)	1/28	9:30-11:30am	HV
75906	S(1)	2/17	9:30-11:30am	EC
75909	S(1)	3/9	9:30-11:30am	RAC
75912	U(1)	4/28	9:30-11:30am	HV
75915	S(1)	5/11	9:30-11:30am	EC

AHL 140**Essential Skills for the Health Care Professional**

Learn the essential skills to be successful when working in a professional healthcare setting. Topics covered include, effective communication skills, developing strategies for personal growth in receiving positive and negative feedback and criticism, customer service skills, developing awareness of employer expectations, and professional growth.

Total Cost: \$179 (Tuition: \$54 Fees: \$125)

CRN#	Day/Ses.	Dates	Time	Location
70096	M(5)	2/5-3/4	6-9:15pm	EC
70097	M(5)	5/6-6/10	6-9:15pm	RAC

AHL 166**Essential Skills for the Health Care Provider**

Learn the essential skills to be successful when working in a professional healthcare setting. Topics covered include, effective communication skills, developing strategies for personal growth in receiving positive and negative feedback and criticism, customer service skills, developing awareness of employer expectations, and professional growth.

Total Cost: \$179 (Tuition: \$54 Fees: \$125)

CRN#	Day/Ses.	Dates	Time	Location
70095	Arranged	1/8-2/11	Arranged	Online
70086	Arranged	3/4-4/14	Arranged	Online
70087	Arranged	4/15-5/19	Arranged	Online

AHE 805

CPR for Health Care Providers

This American Heart Association course is designed for health care professionals. Topics include critical concepts of high-quality CPR, 1- and 2-rescuer CPR/AED for adult/child/infant, bag-mask techniques/rescue breathing/relief of choking for adult, child and infant.

Total Cost: \$109 (Tuition: \$33 Fees: \$76)

CRN#	Day/Ses.	Dates	Time	Location
75695	S(1)	1/13	9am-4:30pm	RAC
75698	S(1)	1/27	9am-4:30pm	EC
75727	S(1)	2/10	9am-4:30pm	HV
75699	U(1)	2/25	9am-4:30pm	EC
75696	S(1)	3/9	9am-4:30pm	RAC
75718	U(1)	3/17	9am-4:30pm	EC
71131	S(1)	4/13	9am-4:30pm	HV
75719	S(1)	4/20	9am-4:30pm	EC
75730	U(1)	4/28	9am-4:30pm	HV
75697	S(1)	5/11	9am-4:30pm	RAC
75720	U(1)	5/19	9am-4:30pm	EC

CENTRAL SERVICE TECHNICIAN

**CONTINUING EDUCATION
WORKFORCE TRAINING CERTIFICATE**

Prepare to become a Certified Registered Central Service Technician (CRCST). Duties include reprocessing, decontaminating, disinfecting, preparing, packaging, sterilizing, distributing medical-surgical instruments in hospital and large ambulatory settings.

After completing the Central Service Technician program students are eligible to sit for the Certified Registered Central Service Technician (CRCST) exam administered by the Health Care Sterile Processing Association (HSPA). Students interested in the Central Service Technician program are invited to attend an information session.

Please contact SElsner@cbcmd.edu to RSVP.

Info Session:

**Tuesday, January 9, 6pm, Essex Campus,
Carol Diane Eustis Center, Room 311**

-or-

**Thursday, February 22, 6pm, Essex Campus,
Carol Diane Eustis Center, Room 311**

COURSE SEQUENCE:

The following courses must be taken to complete the program:

- Medical Terminology for Health Occupations (AHE 534, in person class or AHE 124, online class, \$329) – recommended as first class
- CPR for Healthcare Providers (AHE 805 or AHL250, \$109, maybe be taken at the same time as Med. Terminology or Central Service Technician Theory)
- Central Service Technician Theory (AHL 045)
- Central Service Technician Clinical I-IV (100 hours each)

Students register for these courses after completing all three theory classes listed above. Students are assigned to a hospital in the Baltimore region and must be available during daytime hours for a minimum of 24 hours per week.

AHL 045

Central Service Technician - Classroom

Meet the requirements for Central Service Technician certification as stated by the Health Care Sterile Processing Association (HSPA) guidelines. Learn methods that prevent the spread of microorganisms, sterilization methods and equipment management.

Total Cost: \$769 (Tuition: \$231 Fees: \$538)

CRN#	Day/Ses.	Dates	Time	Location
70935	T/R(24)	2/6-5/2	6-9:15pm	EC
75646	S(12)	4/13-6/29	9am-3:30pm	EC

CHILD CARE / DAYCARE PROVIDER

**CONTINUING EDUCATION
WORKFORCE TRAINING CERTIFICATE**

Students must complete CHI 019, CHI 020, and CHI 031 to meet the 99-hour child care certification requirements for director and senior staff.

CHI 019

Child Care I: Growth and Development

Satisfy the child development half of the MSDE requirement of 99 hours for child care teachers and directors. Topics include growth and development of children birth through age twelve, emotional development of young children, and intellectual and physical development.

Total Cost: \$319 (Tuition: \$96 Fees: \$223)

CRN#	Day/Ses.	Dates	Time	Location
75939	S(9)	1/20-3/16	9am-2:30pm	EC
75940	S(9)	2/3-4/13	9am-2:30pm	CC
75941	S(9)	4/20-6/15	9am-2:30pm	EC

CHI 043

Child Care I:

Child Growth and Development (Online)

Arranged version of Child Care I: Growth and Development (CHI 019).

Total Cost: \$319 (Tuition: \$96 Fees: \$223)

CRN#	Day/Ses.	Dates	Time	Location
75929	Arranged	1/13-3/9	Arranged	Online
75930	Arranged	2/17-4/27	Arranged	Online
75931	Arranged	4/6-6/1	Arranged	Online
75932	Arranged	5/11-7/6	Arranged	Online

CHI 020

Child Care II: Activities for Young Children

Satisfy the curriculum half of the MSDE requirement of 90 hours of training for child care teachers and directors working with preschoolers. Topics include activities for children ages birth through six years, principles of children's learning, and learning environments.

Total Cost: \$319 (Tuition: \$96 Fees: \$223)

CRN#	Day/Ses.	Dates	Time	Location
75944	S(9)	1/13-3/9	9am-2:30pm	EC
75946	S(9)	4/13-6/8	9am-2:30pm	EC
75947	S(9)	4/27-6/22	9am-2:30pm	CC

CHI 044



Child Care II: Activities for Young Children (Online)

Arranged version of Child Care II: Activities for Young Children (CHI 020).

Total Cost: \$319 (Tuition: \$96 Fees: \$223)

CRN#	Day/Ses.	Dates	Time	Location
75933	Arranged	1/20-3/16	Arranged	Online
75934	Arranged	4/6-6/1	Arranged	Online
75935	Arranged	5/11-7/6	Arranged	Online

CCBC GRADS2CAREERS PROGRAMS

Training in Medical Front Office or Phlebotomy Technician


INFORMATION AND ASSESSMENT SESSIONS

To be eligible for this program you must be between 18-21 years of age, a recent graduate of the Baltimore City Public School System or recipient of GED and live in Baltimore City.

Please note: CCBC has mandated a COVID-19 vaccination for health students participating in clinicals or labs involving patient care. Candidates must provide evidence of being fully vaccinated in order to participate in Phlebotomy training.

Grads2Careers
bmoreg2c.com

Questions?
Contact: **Laura Finazzo**
phone/text 410-929-1063 • email lfinazzo@cbcmd.edu



CCBC
cbcmed.edu/ContEd

**TRAINING
AT NO
COST**

CHI 031**Communication Skills for Child Care Professionals**

Gain an introduction to the basic concepts of developing strong communication skills when working in a child care center. Topics include: speaking, writing, interpersonal communication strategies, and critical reading techniques, with a focus on communication with parents and co-workers, and communication issues within a typical child care day.

Total Cost: \$109 (Tuition: \$33 Fees: \$76)

CRN#	Day/Ses.	Dates	Time	Location
76518	Arranged	1/27- 2/3	Arranged	Online
76519	Arranged	3/2-3/9	Arranged	Online
76520	Arranged	5/4-5/11	Arranged	Online

CHI 015**Child Care: The School-Age Child (Online)**

Gain the skills needed in this online class to work in school-age child care programs. Topics include curriculum planning, and concepts of the development of the child six to twelve years.

Total Cost: \$319 (Tuition: \$96 Fees: \$223)

CRN#	Day/Ses.	Dates	Time	Location
75937	Arranged	2/3-4/13	Arranged	Online
75938	Arranged	5/4-6/29	Arranged	Online

CHI 008**Child Care Administration**

Gain instruction on leadership skills, management practices and supervisory functions required for effective administration of a child development center. Topics include a comprehensive overview of the state requirements related to physical facilities, staffing, program design, budgeting and financial responsibilities.

Total Cost: \$319 (Tuition: \$96 Fees: \$223)

CRN#	Day/Ses.	Dates	Time	Location
75924	Arranged	2/10-4/20	Arranged	Online

CHI 032**Group Care of Infants and Toddlers**

Satisfy the MSDE requirement of 45 hours of infant-toddler training for child care teachers, directors, and family providers working with infants and toddlers. Topics include growth and development, curriculum planning, goal setting, and selection of age-appropriate materials and methods.

Total Cost: \$319 (Tuition: \$96 Fees: \$223)

CRN#	Day/Ses.	Dates	Time	Location
75936	Arranged	1/20-3/16	Arranged	Online
75943	S(9)	4/13-6/8	9am-2:30pm	EC

CHI 042**Medication Administration for Child Care Providers**

This state-approved curriculum provides six clock hours of MSDE Core of Knowledge: Health, Safety and Nutrition and addresses NAEYC standards for program accreditation. Instruction provided by qualified health professionals. MDSE Medication Administration handbook provided.

Total Cost: \$89 (Tuition: \$27 Fees: \$62)

CRN#	Day/Ses.	Dates	Time	Location
75925	U(1)	1/28	9am-3:30pm	HV
75926	U(1)	2/25	9am-3:30pm	HV
75927	U(1)	4/28	9am-3:30pm	HV
75928	U(1)	5/19	9am-3:30pm	HV

CHI 096**Basic Health and Safety Training**

This course is designed to provide child care professionals with basic information about critical health and safety topics related to child care settings. This course is part of the Maryland State Department of Education/Office of ChildCare- approved training program for child care professionals, contributing to certification and/or personnel qualification status.

Total Cost: \$79 (Tuition: \$24 Fees: \$55)

CRN#	Day/Ses.	Dates	Time	Location
76125	S(1)	1/20	10am-2:15pm	ZOOM
76126	S(1)	3/9	10am-2:15pm	ZOOM
76127	S(1)	5/11	10am-2:15pm	ZOOM

CHI 063**Including All Children and the ADA**

Gain information that every child care and education professional needs to know about the requirements of the Americans with Disabilities Act.

Total Cost: \$45 (Tuition: \$14 Fees: \$31)

CRN#	Day/Ses.	Dates	Time	Location
76128	S(1)	1/13	10am-1:15pm	ZOOM
76129	S(1)	2/17	10am-1:15pm	ZOOM
76130	S(1)	3/16	10am-1:15pm	ZOOM
76131	S(1)	5/18	10am-1:15pm	ZOOM

FAMILY PROVIDER START-UP CLASSES

Meet Maryland State Department of Education training requirements to become a licensed family child care provider. You will need to complete the six modules to receive your Child Care Family Provider Certification.

CHI 035**Module 1- Child Development**

Receive an introduction to the basic concepts of child development for family child care providers. Topics include milestones of growth and development birth through thirteen years, basic beliefs of leading child theorists and insights into learning differences among children.

Total Cost: \$55 (Tuition: \$17 Fees: \$38)

CRN #	Days/Ses.	Dates	Time	Location
76523	Arranged	1/27- 2/3	Arranged	Online

CHI 036**Module 2- Curriculum**

Receive an introduction to the basic concepts of curriculum for family child care providers. Topics include major components of a developmentally appropriate family child care curriculum and environment.

Total Cost: \$55 (Tuition: \$17 Fees: \$38)

CRN#	Day/Ses.	Dates	Time	Location
76524	Arranged	1/27- 2/3	Arranged	Online

CHI 037**Module 3- Health, Safety, and Nutrition**

Learn the basic concepts of health, safety, and nutrition for family child care providers. Topics include emergency preparedness planning, menu planning, and specific issues of concern for the health and safety needs of children.

Total Cost: \$55 (Tuition: \$17 Fees: \$38)

CRN#	Day/Ses.	Dates	Time	Location
76525	Arranged	1/27- 2/3	Arranged	Online

CHI 038**Module 4- Special Needs**

Cover the basic concepts of inclusive care for children with special needs in the family child care environment. Topics include Americans with Disabilities Act and its application in a child care setting, inclusive care and health, behavioral and developmental issues and available resources.

Total Cost: \$55 (Tuition: \$17 Fees: \$38)

CRN#	Day/Ses.	Dates	Time	Location
76526	Arranged	1/27- 2/3	Arranged	Online

CHI 039**Module 5- Professionalism**

Become familiar with the basic administrative tasks of operating a family child care program. Topics include supervision and appropriate guidance, abuse and or neglect, basic recordkeeping, policies and procedures, marketing, handbooks and contracts.

Total Cost: \$55 (Tuition: \$17 Fees: \$38)

CRN#	Day/Ses.	Dates	Time	Location
76528	Arranged	1/27- 2/3	Arranged	Online

CHI 040**Module 6- Community**

Learn the basic concepts of community relationship building for family child care providers. Topics include relationships with children and families, cultural awareness and partnerships with community organizations.

Total Cost: \$55 (Tuition: \$17 Fees: \$38)

CRN#	Day/Ses.	Dates	Time	Location
76529	^Arranged	1/27-2/3	Arranged	Online

COMMUNITY HEALTH WORKER**CONTINUING EDUCATION
WORKFORCE TRAINING CERTIFICATE**

A community health worker (CHW) is a trusted individual that links health and social services to their community to facilitate access to services and improve the quality and cultural humility of those services. A CHW also builds individual and community capacity by increasing health knowledge and self-sufficiency through community outreach, education, and the provision of accurate and relevant information.

PRE-REQUISITE/CO-REQUISITE

- Medical Terminology for Administrative Professionals (AHL 149 or AHL 246)
Note: This course may be taken at the same time as AHL 233.

COURSE SEQUENCE

- Community Health and Contact Tracing (AHL 233)
- Expanded Concepts of Community Health (AHL 258)
- Community Health Worker Practicum (AHL 259)

NOTE: Students are required to attend a program orientation prior to beginning AHL 233. Call 443-840-1389 or email cloeblein@cbbcmd.edu for orientation information.

This program is accredited by the Maryland Department of Health (Accreditation Number: 009-2021-G). Upon successful completion, students are eligible to apply for CHW certification from the Maryland Department of Health. Additional information on the Maryland CHW certification process is available on the Maryland Department of Health website.

AHL 233**Community Health and Contact Tracing**

Gain an introduction to the community health worker role and learn concrete training in contact tracing.

Total Cost: \$229 (Tuition: \$69 Fees: \$160)

CRN#	Day/Ses.	Dates	Time	Location
75693	T/R(10)	2/16-3/7	7-9pm	ZOOM

AHL 258**Expanded Concepts of Community Health**

Explore the advocacy and community capacity building skills, effective oral and written communication skills, cultural competency/anti-oppressive practice, knowledge of local resources and system navigation, care coordination support skills, teaching skills to promote healthy behavior change, outreach methods and strategies, and understanding of public health concepts and health literacy. Successful completion of this course will prepare the student for certification as a Community Health Worker (CHW) in the state of Maryland.

Total Cost: \$1,139 (Tuition: \$342 Fees: \$797)

CRN#	Day/Ses.	Dates	Time	Location
75694	T/R(16)	3/12-5/9	7-9:30pm	ZOOM

DENTAL ASSISTANT**CONTINUING EDUCATION
WORKFORCE TRAINING CERTIFICATE**

Dental Assistants greatly increase the efficiency of the dentist in delivering quality oral health care, and are essential members of the dental care team. Successful completion will qualify individuals to challenge multiple certification exams.

COURSE SEQUENCE:

- Dental Assisting Application (Mandatory PRIOR TO ENROLLMENT)
- Anatomy, Morphology, & Physiology (Successful completion PRIOR TO ENROLLMENT)
- Dental Assisting and Oral Radiography
- Essential Skills for the Health Care Professional
- CPR for Health Care Providers

VIRTUAL (ASYNCHRONOUS)**INFORMATION SESSION:**

Completing a virtual information session is MANDATORY prior to registering for the Dental Assisting Program.

For information regarding Information Session registration, contact CEhealth@cbbcmd.edu

AHL 184**Dental Assistant Application Course**

Completing the Dental Assistant application course is MANDATORY prior to registering for the Dental Assisting Program.

AHL 870**Anatomy, Morphology and Physiology
for Dental Assistant**

Obtain a basic overview of the structure and function of the head, neck and oral cavity; gaining an understanding of tooth anatomy and morphology. In addition, individuals will be introduced to tooth numbering systems, occlusion and oral pathology.

AHL 938**Dental Assisting and Oral Radiography**

Learn the basic concepts of Dental Assisting and prepare for the Radiation Health and Safety exam (RHS) by studying the fundamentals of radiography, safety, film processing and mounting. Successful completion of this course will allow you to sit for both the Dental Assisting National Board's RHS and ICE exam. Textbooks required. This course is delivered in a blended format (55% theory to be completed online 45% clinical in person).

Successful Completion of Module I (Dental Assisting) is necessary to advance to Module II (Oral Radiography).

AHE 792**Oral Radiography**

Prepare to sit for the Dental Assisting National Board (DANB) certification to become a Dental Radiation Technologist (DRT). In order to take the stand-alone course, you must have either been employed as a clinical dental assistant for at least one year or have previously completed a comparable dental assisting program. This course is delivered in a blended format (55% theory to be completed online 45% clinical face to face).

AHL 868**Maryland Orthodontic Expanded Functions
Online**

Learn orthodontic dental assisting functions as approved by the Maryland Board of Dental Examiners. Current employment in an orthodontic dental practice as a clinical (orthodontic) dental assistant, and supervising dentist skills sign-off required. Individuals required to have successfully completed a Basic Dental Assisting/ Oral Radiography program or trained as a clinical dental assistant under a dentist for at least one year.

TBA Please contact CEhealth@cbbcmd.edu for upcoming courses.

Mandatory INFORMATION SESSION

All students must register and complete the Dental Assisting Application course prior to enrolling in the program.

AHL 147**Maryland General Expanded Functions Arranged**

Learn expanded dental assisting functions as approved by the Maryland Board of Dental Examiners. Current employment in a general practice dental office as a clinical dental assistant, and supervising dentist skills sign-off required.

AHL 826**Radiation Safety Update**

Renew your state certification as a Dental Radiation Technologist as approved by the Maryland Board of Dental Examiners.

CERTIFIED ASSOCIATE IN HEALTH CARE INFORMATION and MANAGEMENT SYSTEMS (HEALTH IT)

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

Health IT professionals assist hospitals and medical practices in implementing and utilizing electronic health records (EHR's) meeting the standards of meaningful use; and support the growing use of technology in health care.

The 175 hours of training prepares students to sit for the Certified Associate in Health Information Management Systems (CAHIMS) certification exam. Students need a background in health care or IT, including a degree, certification or 5 years work experience. Classes start in fall and spring and take about one year to complete.

VIRTUAL INFORMATION SESSIONS

Wednesday, February 1, 7:30pm
Tuesday, April 25, 7:30pm

For information and ZOOM link, email: mwehr@ccbcmd.edu

PREREQUISITE:

Medical Terminology for Health Occupations (AHE534) or successfully passing the Challenge Exam (AHL717)

REQUIRED COURSES (Must be taken in order):

- Foundations of Health Information Technology
- Introduction to Health Care Systems (for students with an IT background)
- or-
- Introduction to IT & Computer Science (for students with a health care background)
- Working in Teams
- Health Management Information Systems
- Quality Management
- IT Vendor Management
- EHR: Process, Design & Implementation
- Public Health IT

AHL 819

Working in Teams

Learn how the development of a team, use of collaboration and leadership can help accomplish the implementation of an EHR.

Total Cost: \$109 (Tuition: \$33 Fees: \$76)

CRN#	Day/Ses.	Dates	Time	Location
75064	Arranged	1/5-28	Arranged	Online

AHL 943

Health Management Information Systems

Learn the specific standards for healthcare information systems. Topics include health-related data structures, software applications, threats to IT security, the need for standards, and how errors can occur.

Total Cost: \$589 (Tuition: \$177 Fees: \$412)

CRN#	Day/Ses.	Dates	Time	Location
75068	Arranged	2/2-4/14	Arranged	EC
	S(3)	2/10, 3/2, 4/16	9am-3:30pm	EC

AHL 825

Quality Management

Learn how electronic health records (EHRs) will improve the quality of patient care.

Total Cost: \$199 (Tuition: \$60 Fees: \$139)

CRN#	Day/Ses.	Dates	Time	Location
75067	Arranged	4/19-5/19	Arranged	Online

AHL 944

Information Technology Vendor Management

Learn an overview of Health IT systems and database architectures used in Electronic Health Records (EHRs). Topics include vendor strategies, knowledge management, training and "go live" scenarios.

Total Cost: \$199 (Tuition: \$60 Fees: \$139)

CRN#	Day/Ses.	Dates	Time	Location
75069	Arranged	5/24-6/23	Arranged	Online

EMERGENCY MEDICAL SERVICES (EMS) SPECIALTY CERTIFICATIONS (CEUs)

Please contact kyork@ccbcmd.edu for questions about Emergency Medical Services (EMS) Specialty Certifications (CEUs). We offer a variety of classes throughout the year, including:

- Emergency Medical Tech (EMT Initial Certification & Refresher)
- Paramedic Refresher and NREMT Exam Review
- Tactical Emergency Casualty Care (TECC)
- Prehospital Trauma Life Support (PHTLS)
- Geriatric Education for EMS (GEMS) Core Provider
- Emergency Pediatric Care (EPC) Core Provider
- Advanced Medical Life Support Provider (AMLS)

AHL 201

Emergency Medical Technician Refresher

Designed to provide students with the knowledge, skills, and abilities to fulfill the requirements for EMT recertification. Topics include Maryland medical protocols for EMS providers, preparatory, airway, patient assessment, medical and behavioral situations, trauma situations, and emergency obstetrics, childbirth, infants, and children.

Total Cost: \$199 (Tuition: \$60 Fees: \$139)

CRN#	Day/Ses.	Dates	Time	Location
75923	S(3)	3/2-16	9am-5:30pm	EC

AHL 249

Emergency Pediatric Care (EPC) Core Provider

EMS practitioners can gain knowledge on critical pediatric physiology, illnesses, injuries, and interventions to help EMS practitioners provide the best treatment for sick and injured children in the field. Topics include the pathophysiology of the most common critical pediatric emergency issues, and critical thinking skills to help practitioners make the best decisions for their patients.

Total Cost: \$149 (Tuition: \$45 Fees: \$104)

CRN#	Day/Ses.	Dates	Time	Location
75921	U/S(2)	4/20-21	9am-5:30pm	EC

AHL 248

Geriatric Education for EMS (GEMS) Core Provider

EMS practitioners at all levels can gain the skills and knowledge to help improve medical outcomes and quality of life for geriatric patients. Topics include the unique medical, social, environmental, and communications challenges of older adults.

Total Cost: \$149 (Tuition: \$45 Fees: \$104)

CRN#	Day/Ses.	Dates	Time	Location
75919	S(1)	1/27	9am-5:30pm	EC

AHL 216

Prehospital Trauma Life Support (PHTLS)

Designed to teach EMTs, paramedics, nurses, physician assistants, physicians, and other pre-hospital providers the ways to improve the quality of trauma care and decrease mortality.

Total Cost: \$249 (Tuition: \$75 Fees: \$174)

CRN#	Day/Ses.	Dates	Time	Location
75920	U/S(2)	5/18-19	9am-5:30pm	EC

MASSAGE THERAPIST

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

Train to become a Licensed Massage Therapist. Licensed Massage Therapists provide massage and bodywork services in health care settings by means of using manual, hands-on techniques on the soft tissues of the human body. The program consists of 4 modules (with multiple courses) and a total of 839 hours. Successful passage of each module is required in order to move onto the next module.

Applications for Spring cohort will be open beginning November 1. The application fee is \$10.

PELL FUNDING AVAILABLE

Learn more at studentaid.gov

Please contact Bre LaGuerre @ Blaguerre@ccbcmd.edu or Colleen Mellinger @ cmellinger@ccbcmd.edu with any questions about the application process.

The Massage Therapy program is accredited by the Commission on Massage Therapy Accreditation (COMTA) and meets the requirements of the Maryland Board of Massage Therapy Examiners. Students who successfully complete the program will be eligible to take the national certification exam to become a Licensed Massage Therapist in the state of Maryland.

CERTIFIED MEDICINE AIDE new

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

This Maryland Board of Nursing approved course will train and prepare currently employed Geriatric Nursing Assistants (GNA) for a role in safely administering non-parenteral medications under the supervision of a licensed nurse. This course meets the MBON requirements which include instruction in both theory and the clinical setting.

Getting Started: This program is for GNAs with 1 year of full-time experience working in the long-term care setting, who are interested in become Certified Medicine Aides. The program has a selective admission process which includes application submission and approval. Cohort start dates are three times a year. Applications are accepted year round, students must register for application CRN to apply. The application fee is \$10. Students must meet the following MBON requirements prior to registering for the course: Current, unencumbered GNA certification with 1 year, full time work experience in a long term care setting and a letter of recommendation from your current Director of Nursing. These requirements must be submitted and approved prior to course registration. Other requirements: medical clearance to attend clinical, current BLS, and background check.

Contact cehealth@ccbcmd.edu for important information about how to apply and submit documents.

MEDICAL ASSISTANT

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

Train to work in an ambulatory care setting performing front and back office procedures. Obtain the following certifications: Certified Clinical Medical Assistant (CCMA), and Certified Phlebotomy Technician (CPT).

PELL FUNDING AVAILABLE:
Learn more at studentaid.gov

Successful completion of each module is necessary to advance to the next module. Student must apply to be admitted into the cohort.

Application fee: \$10.

To apply, call 443-840-2222 and register for CRN# 76501 (CCBC Hunt Valley campus, daytime classes) Application will be open 3/1 through 5/15/24. Please contact cehealth@ccbcmd.edu with any questions about the application process.

COURSE SEQUENCE:

MODULE I

- Medical Terminology for Health Occupations
- Introduction to Health
- Introduction to Health Care Systems
- Essential Skills for the Health Care Professional
- Basic Math Skills for the Health Care Worker

MODULE II

- Anatomy and Physiology for Health Care Workers
- Basic Patient Intake
- Basic EKG Technician Training
- Certified Medical Administrative Assistant
- Pharmacology
- Medicine Administration

MODULE III

- Phlebotomy
- Intermediate Patient Intake
- Introduction to Laboratory Techniques
- CPR for Health Care Providers

MODULE IV

- Medical Assistant Practicum I and II
- Medical Assisting Certification Review

The Medical Assistant certificate program is accredited by the Commission on Accreditation of Allied Health Education Programs (Online.caahep.org) upon the recommendation of the Medical Assistants Education Review Board (MAERB).

Commission on Accreditation
of Allied Health Education Programs
9355 113th Street N, #7709
Seminole, FL 33775
Phone: 727-210-2350
Fax: 727-210-2354
online.caahep.org

MEDICAL BILLING

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

REQUIRED COURSES:

- Medical Terminology
- Comprehensive Medical Billing

AHE 130

Comprehensive Medical Billing

Learn how to work with healthcare providers, patients and insurance companies to ensure claims are processed and paid. Topics include: claims preparation and submission, insurance carriers, managed care, accounts receivable management, HIPAA and Electronic Health Records. Textbook required. This course has an additional 30 hours of required online assignments.

Total Cost: \$899 (Tuition: \$270 Fees: \$629)

CRN#	Day/Ses.	Dates	Time	Location
70103	R(16)	5/2-8/22	6-9:15pm	EC

AHL 188

Comprehensive Medical Billing Online

Learn how to work with health care providers, patients and insurance companies to ensure claims are processed and paid. No prerequisites. Textbook required.

Total Cost: \$899 (Tuition: \$270 Fees: \$629)

CRN#	Day/Ses.	Dates	Time	Location
70107	M(16)	2/5-6/9	7-10:15pm	ZOOM

MEDICAL CODING

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

Processing medical claims is big business and a key need in today's work place. Become a Certified Professional Coder (CPC) and get your career started! Textbooks are required. Begin your prerequisites now.

PREREQUISITES:

- Medical Terminology for Health Occupations (AHE 534)
-or-
Medical Terminology (AHE 124)
- Anatomy & Physiology for Health Occupations (AHE 519)
-or-
Anatomy & Physiology for Health Care Workers – (AHE 672)

AHL 904

Medical Coding I

Gain a fundamental knowledge of ICD, CPT and HCPCS coding. This class must be followed by Medical Coding II. Textbooks available at the CCBC Bookstore. Prerequisites: Medical Terminology for Health Occupations and Anatomy and Physiology for Health Occupations. This course has an additional 12 hours of required online assignments.

Total Cost: \$815 (Tuition: \$245 Fees: \$570)

CRN#	Day/Ses.	Dates	Time	Location
70084	R(16)	5/2-8/15	6-9:15pm	EC

AHL 829

Medical Coding I Online

Gain a fundamental knowledge of ICD, CPT & HCPCS coding. This class must be followed by Medical Coding II. Textbooks can be purchased at the CCBC Bookstore. Prerequisites: Medical Terminology for Health Occupations and Anatomy and Physiology for Health Occupations. This course has mandatory Zoom meetings.

Total Cost: \$815 (Tuition: \$245 Fees: \$570)

CRN#	Day/Ses.	Dates	Time	Location
70080	T(16)	1/9-4/23	6-9:15pm	ZOOM
70081	W(16)	3/13-6/26	6-9:15pm	ZOOM

AHL 830

Medical Coding II Online

Develop a higher level of ICD and CPT coding by applying concepts learned in Medical Coding I. This course will assist coders in developing an in-depth understanding of complex coding conventions, terminology and rules for ICD & CPT. This course has mandatory Zoom meetings. Prerequisite: Medical Coding I.

Total Cost: \$465 (Tuition: \$140 Fees: \$325)

CRN#	Day/Ses.	Dates	Time	Location
70082	T(15)	5/7-8/13	6-9:15pm	ZOOM

MEDICAL FRONT OFFICE

CONTINUING EDUCATION

WORKFORCE TRAINING CERTIFICATE

Train to become a Certified Medical Administrative Assistant.

REQUIRED COURSES:

- Medical Terminology for Administrative Health Care Professionals
- Essential Skills for the Health Care Professional
- Certified Medical Administrative Assistant

For information, contact CEhealth@ccbcmd.edu

AHL 198

Certified Medical Administrative Assistant Online

Perform routine administrative tasks to keep the offices of physicians and other health practitioners running smoothly. Serve patients by greeting and helping them; scheduling appointments; maintaining records and accounts. Textbook required. This course has mandatory Zoom meetings.

Total Cost: \$819 (Tuition: \$246 Fees: \$573)

CRN#	Day/Ses.	Dates	Time	Location
73736	R(16)	2/8-5/30	6-9:15pm	ZOOM
73539	R(17)	2/15-6/13	10am-1:15pm	ZOOM
76504	R(16)	5/2-8/22	6-9:15pm	ZOOM

NURSING ASSISTANT

CONTINUING EDUCATION

WORKFORCE TRAINING CERTIFICATE

This Maryland Board of Nursing approved program prepares students to function as a nursing assistant in a variety of health care settings. Upon completion of theory and clinical, you are eligible to take the federal GNA certification examination. Clinical placement provides experience in an area long term care facility under the supervision of a Registered Nurse. Perfect attendance is mandatory for theory and clinical.

Contact CEhealth@ccbcmd.edu for important information about how to register and what health documents and background checks will be required.

CO-REQUISITES:

- CPR for Health Care Providers (AHE805)

NOTE: Once a student is enrolled in a CNA cohort, they will be provided with a CRN# to use for registration.

COURSE SEQUENCE:

- Nursing Assistant Theory (AHL170)
- Nursing Assistant Clinical (AHL171)

AHL 170

Certified Nursing Assistant Theory

Prepare to apply for Maryland state certification as both a Certified Nursing Assistant (CNA) and federally as a Geriatric Nursing Assistant (GNA) and become a vital part of the healthcare team. Learn to work in a variety of settings under the direct supervision of a nurse and acquire skills in assisting with activities of daily living such as helping with meals, personal grooming and more. Additional responsibilities involve basic nursing skills such as obtaining a patient's vital signs.

Total Cost: \$1,150 (Tuition: \$345 Fees: \$805)

CRN#	Day/Ses.	Dates	Time	Location
75400	T/R(15)	1/9-2/27	6-10:15pm	EC
75401	T/R(15)	2/1-3/21	10am-2:15pm	RAC
75404	M/W(15)	4/15-6/5	5:30-9:45pm	DC

AHL 171

Nursing Assistant Clinical

Work under the supervision of an RN or LPN as you prepare to apply for Maryland State certification as both a Certified Nursing Assistant (CNA) and a Geriatric Nursing Assistant (GNA). You'll learn to assist with activities of daily living which may include helping patients/clients with meals, personal grooming, and toileting are the CNA's or GNA's primary duties. Additional responsibilities involve performing basic nursing skills such as obtaining a patients/clients vital signs, i.e. pulse rate, blood pressure, etc.

Total Cost: \$650 (Tuition: \$195 Fees: \$455)

CRN#	Day/Ses.	Dates	Time	Location
71796	S/U(5)	1/6-20	7am-3:30pm	HOS
	U(5)	1/7-14	7am-3:30pm	HOS
75403	S/U(5)	3/9-16	7am-3:30pm	HOS
75405	T/R(5)	4/2-16	7am-3:30pm	HOS

NURSE REFRESHER

The Maryland Board of Nursing approved Nurse Refresher series will allow Registered Nurses and Licensed Practical Nurses to convert their nursing license from the inactive status to the active status. Nurses with an active license can refresh their nursing knowledge and practical skill with this program. Must have an inactive, active, or volunteer RN or LPN license with the Maryland Board of Nursing.

The Nurse Refresher series is NOT a preparation course for the NCLEX exam.

COURSE SEQUENCE:

- Nurse Refresher-Part I: Theory (NUR 005)
- Nurse Refresher Skills Lab (AHE 793)
- Nurse Refresher-Part II: Clinical (NUR 006)

NUR 005

Nurse Refresher-Part I: Theory

Refresh knowledge of the current practices of medical-surgical nursing in acute care, including adult physical assessment, ethical and legal aspects of nursing practice and current trends in health care delivery. Attend 8 hours of skills lab training. Approved by the Maryland Board of Nursing. Part 1 in a 3 part series.

Total Cost: \$725 (Tuition: \$218 Fees: \$507)

CRN#	Day/Ses.	Dates	Time	Location
75230	W(16)	3/6-5/8	6-10:15pm	EC
	S(16)	3/9-5/4	8am-4:30pm	EC

AHE 793

Nurse Refresher Skills Lab

Become reoriented to the procedures and equipment used in the acute care hospital setting in this 8-hour skills lab. Topics include IV therapy, physical assessment, catheterization, trach care & suctioning. Part 2 in 3 part series.

Total Cost: \$450 (Tuition: \$135 Fees: \$315)

CRN#	Day/Ses.	Dates	Time	Location
75231	S(1)	5/11	8am-4:30pm	EC

NUR 006

Nurse Refresher-Part II: Clinical

Clinical practicum component prescribed by the Maryland Board of Nursing. Medical-surgical clinical experience occurs in an acute care facility in metropolitan Baltimore. Facilities and their locations vary according to availability. The practicum is open ONLY to nurses with a current active or inactive license from the Maryland Board of Nursing. Attendance is mandatory. Part 3 in 3 part series.

Total Cost: \$940 (Tuition: \$282 Fees: \$658)

CRN#	Day/Ses.	Dates	Time	Location
75232	F(8)	5/17	9am-1:15pm	HOS
	U/S(8)	5/18-6/15	7am-4pm	HOS

OPERATING ROOM REGISTERED NURSE PROGRAM

Are you a Registered Nurse who wants to join the surgical team? This program will train RNs in sterile technique, surgical procedures, instruments, and other topics to prepare you to be successful in the operating room.

For more information, email
CEhealth@ccbcmd.edu

PATIENT CARE TECHNICIAN

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

This training prepares the Certified Nursing Assistant (CNA) to perform delegated nursing functions that require a higher level of technical ability and skill needed in the hospital setting. After completion of this program, you will be eligible to sit for the CPCT/A certification exam administered by the NHA.

PREREQUISITES:

- CNA in good standing with the Maryland Board of Nursing
- CPR for Health Care Providers

COURSE SEQUENCE:

- Patient Care Technician Theory and Skills
- Patient Care Technician Clinical
- Patient Care Technician Exam Review

The PCT Clinical and the PCT Exam Review will follow immediately after the completion of the Patient Care Technician Theory and Skills class.

Exact dates and registration information will be published in the summer catalog.

AHL 936

Patient Care Technician Theory and Skills

Review the basic skills learned in CNA courses and learn new advanced CNA skills including wound care, EKG, and venipuncture. Successful completion of this course leads to eligibility for national certification as a Patient Care Technician. Prerequisite: CNA in good standing with MBON

Total Cost: \$1,320 (Tuition: \$396 Fees: \$924)

CRN#	Day/Ses.	Dates	Time	Location
75229	M/W(23)	4/8-6/26	6-10:15pm	RAC

PHARMACY TECHNICIAN

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

Train to become a nationally certified Pharmacy Technician through Pharmacy Technician Certification Board. Assist pharmacists in hospitals or freestanding pharmacies. Maintain inventory, fill prescriptions, process insurance claims, and interact with customers. Textbooks are included in the cost of the courses. Textbook required.

NOTE: Students must pass Basic Math for the Health Care Worker or the Basic Math Challenge Exam before the start of Pharmacy Tech I

PREREQUISITE:

- Basic Math for the Health Care Worker -or- Basic Math Challenge Exam

COURSE SEQUENCE:

- Pharmacy Technician Training I
- Pharmacy Technician Training II
- Pharmacy Technician Certifying Board Exam Review Course

AHE 739

Pharmacy Technician Training I

Learn the role of the Pharmacy Technician in a pharmaceutical setting. This is the first of three courses preparing students to sit for the nationally recognized Pharmacy Technician Certifying Board (PTCB) certification.

Total Cost: \$1,495 (Tuition: \$389 Fees: \$1,106)

CRN#	Day/Ses.	Dates	Time	Location
75480	W(10)	1/17-3/20	6-8pm	ZOOM
	Arranged	1/17-3/20	Arranged	Online
75482	R(10)	2/8-4/18	6-8pm	EC
75483	M(10)	4/8-6/17	6-8pm	ZOOM
	Arranged	4/8-6/17	Arranged	Online
75484	W(10)	5/22-7/24	6-8pm	ZOOM
	Arranged	5/22-7/24	Arranged	Online

AHE 740

Pharmacy Technician Training II

Second in the course series to prepare students to sit for the nationally recognized Pharmacy Technician Certifying Board (PTCB) certification. Prerequisite: Successful completion of Pharmacy Technician I training.

Total Cost: \$685 (Tuition: \$206 Fees: \$479)

CRN#	Day/Ses.	Dates	Time	Location
75476	W(10)	2/7-4/17	6-8pm	ZOOM
	Arranged	2/7-4/17	Arranged	Online
75481	W(10)	4/3-6/5	6-8pm	ZOOM
	Arranged	4/3-6/5	Arranged	Online
75485	R(10)	5/2-7/11	6-8pm	EC

AHL 913

Pharmacy Technician Certifying Board Exam Review Course

Third course in a sequence that will prepare you to take the PTCB Pharmacy Technician national certification examination. Content of the national exam, test-taking strategies, application for the PTCB examination, registration with the Maryland Board of Pharmacy and seeking employment as a Pharmacy Technician will be discussed. Classroom, online, and home assignments.

Total Cost: \$229 (Tuition: \$24 Fees: \$205)

CRN#	Day/Ses.	Dates	Time	Location
75477	M(3)	3/18-4/15	6-8pm	ZOOM
	Arranged	3/18-4/15	Arranged	Online
75478	W(3)	5/1-15	6-8pm	ZOOM
	Arranged	5/1-15	Arranged	Online



HEALTH CAREER APPRENTICESHIPS & PRE-APPRENTICESHIPS

Consider a new career in Health Care!

- Medical Front Office
- Medical Assistant
- Patient Care Technician
- Pharmacy Technician

All training costs covered by the U.S. Department of Labor

For more information email
cehealthgrant@ccbcmd.edu

Or check out:
ccbcmd.edu/healthcareapprenticeship

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ccbcmd.edu/freetuition

PHLEBOTOMY

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

Learn the methods for drawing blood for laboratory testing. Successful program completion required to sit for the national certification exam with National Health Career Association.

PREREQUISITES:

- Medical Terminology for Health Occupations
- CPR for Health Care Providers

COURSE SEQUENCE

- Phlebotomy
- Phlebotomy Clinical

NOTE: Students are required to attend a program orientation prior to beginning AHE 126.

AHE 126

Phlebotomy

Learn to collect blood and other body fluids in an ambulatory or hospital setting.

Total Cost: \$1,099 (Tuition: \$330 Fees: \$769)

CRN#	Day/Ses.	Dates	Time	Location
72049	S(10)	1/6-3/9	9am-3:30pm	HV
72219	S(10)	1/20-4/6	9am-3:30pm	EC
72046	T/R(20)	3/5-5/16	6:30-9:45pm	RAC
72052	S(10)	4/13-6/22	9am-3:30pm	HV

POLYSOMNOGRAPHIC (SLEEP) TECHNOLOGIST

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

Students in this program prepare to collect data using polysomnograms that measure bioelectrical sleep, EEG, EKG, EMG, respiratory and effort activity on the patients. Upon successful completion of the program, students will be awarded a Continuing Education Workforce Training Certificate and be prepared to take the national certification exam through the Board of Registered Polysomnographic Technologists.

This is a hybrid program where some classes are online, some are face-to-face, and some are a mixture. This program is for Maryland residents. There is also an online program that runs concurrently for out of state students. Email the contacts below for additional information.

The hybrid and online programs have selective admission. Applications are available three months before each cohort start date. The cohort start dates are February 1, July 1 and October 1 of each year. There is always an application open for you to apply to the program. The application fee is \$10.00.

For additional information and current application CRNs, please contact Rachel Newman Waddy, rnewmanwaddy@cpcbcmd.edu

Current application CRNs for the Summer 2024 Cohort are below. The applications run from: 12/23/23 thru 5/15/24 CRN 76527

PELL FUNDING AVAILABLE

Learn more at studentaid.gov

MODULE I

- Medical Terminology for Health Occupations
- Basic Math Skills for the Health Care Worker
- CPR for Health Care Providers ††
- Sleep Patient Intake Skills
- Introduction to Polysomnography (Including Clinical Observation) – 40 hours of externship
- Essential Skills for the Health Care Provider

MODULE II

- Anatomy and Physiology for Health Occupations
- Pharmacology
- Basic EKG Training
- Polysomnographic Technology
- Clinical Externship – 100 hours

MODULE III

- Cardiopulmonary Anatomy, and Pathophysiology
- Neuromuscular Anatomy, and Pathophysiology
- Positive Airway Pressure Techniques
- Clinical Externship – 100 hours

MODULE IV

- Sleep Technology Clinical – 180 hours
- BRPT Exam Review
- Sleep Staging and Scoring Guidelines

This program is accredited by the Commission on Accreditation of Allied Health Education Programs.

Commission on Accreditation
of Allied Health Education Programs
9355 113th Street N, #7709
Seminole, FL 33775
Phone: 727-210-2350
Fax: 727-210-2354
online.caahep.org

VETERINARY ASSISTANT

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

Prepare to work in an animal hospital under the supervision of a veterinarian or veterinarian technician. Completion of program required for certificate component.

AHE 752

Veterinary Assistant Training I

Focus on the operation of the front office, role delineation, prevention and education. Learn about basic veterinary terminology, anatomy, and physiology, taking a medical history, euthanasia, and customer service. This course has an additional 15 hours of required online assignments.

Total Cost: \$440 (Tuition: \$ Fees: \$308)

CRN#	Day/Ses.	Dates	Time	Location
75817	M(5)	1/29-2/26	6-9:15pm	EC
75865	R(5)	3/7-4/11	6-9:15pm	EC

AHE 753

Veterinary Assistant Training II

Focus on animal restraint, animal nutrition, basic laboratory procedures and parasitology. Prerequisite: successful completion of Veterinary Assistant Training I (AHE752). This course has an additional 15 hours of required online assignments.

Total Cost: \$330 (Tuition: \$99 Fees: \$231)

CRN#	Day/Ses.	Dates	Time	Location
75820	M(5)	3/4-4/15	6-9:15pm	EC
75867	R(5)	4/18-5/16	6-9:15pm	EC

AHE 754

Veterinary Assistant Training III

Focus on vaccination schedules, pharmacology, small animal care, and therapeutic strategies. Prerequisite: successful completion of Veterinary Assistant Training II

Total Cost: \$330 (Tuition: \$99 Fees: \$231)

CRN#	Day/Ses.	Dates	Time	Location
75826	M(5)	4/22-5/20	6-9:15pm	EC
75868	R(5)	5/23-6/20	6-9:15pm	EC

AHE 755

Veterinary Assistant Training IV

Prepare to continue in the Veterinary Assistant training program through clinical placement that will further expand your knowledge and allow you to practice what you have learned in the classroom.

Total Cost: \$220 (Tuition: \$66 Fees: \$154)

CRN#	Day/Ses.	Dates	Time	Location
76105	Arranged	1/29-3/29	Arranged	HOS
75829	Arranged	5/27-7/29	Arranged	HOS



HOSPITALITY SERVICES

Workforce Training Options

- Casino Poker Dealer
- Catering Professional
- Certified COVID Hospitality Compliance Officer
- Corporate Event Planner
- Event Management and Design
- Food Service Manager
- Food Truck Operator
- FoodWorks: Basic Culinary Training
- Guest Service Agent
- Professional Bartending
- Travel Agent Training
- Wedding Planner

CASINO & GAMING

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

CASINO POKER TRAINING

HSL 092

Casino Poker Dealer

Focus on the fundamentals of dealing Casino Poker: Texas Hold-lem, Omaha, Pot Limit, 7 Card Stud and 5 Card Stud. Emphasis will be placed on accuracy, game pace, rake, pots and side pots. (Special total cost pricing \$595 applies to students who have a Maryland Gaming License).

Total Cost: \$795 (Tuition: \$239 Fees: \$556)

CRN#	Day/Ses.	Dates	Time	Location
73695	M/T(16)	1/22-3/12	1:30-7pm	OM
73697	M/T(16)	4/8-6/3	1:30-7pm	OM

FOOD & BEVERAGE

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

CATERING PROFESSIONAL

HSL 060

Catering Professional Online

Ready to start your own catering business or working in a catering facility? Gain the skills needed to manage a successful catering business or event. Learn about different catering styles; human resource management, accounting principles for catering; marketing; food productions processes; food safety and planning for success.

Total Cost: \$1,295 (Tuition: \$50 Fees: \$1,245)

CRN#	Day/Ses.	Dates	Time	Location
74642	Online	2/12-6/9	Arranged	E2GC
74645	Online	3/11-7/7	Arranged	E2GC
74648	Online	5/13-8/18	Arranged	E2GC

INFORMATION SESSIONS FOR HOSPITALITY/ CULINARY/CASINO DEALER

WEDNESDAYS

Jan 10

Feb 7

Mar 6

Apr 3

May 1

TIME: 3-4pm

Live via ZOOM

For information or to receive a ZOOM link,

Contact: 443-840-5840

or hospitalitycareers@ccbcmd.edu



FoodWorks: The Maryland Food Bank's Culinary Training Series

Train for a new career and help hungry Marylanders in need! This 12-week workforce development program is designed to give students interested in the food service industry on-the-job training, and experience in the Maryland Food Bank's (MFB) Bauer Community Kitchen, a state-of-the-art culinary facility. Learn an array of cooking techniques, including knife cuts, recipe conversions and commercial equipment use, as well as food safety and sanitation standards. As part of their real-world experience, students will use donated food and locally-grown fresh ingredients to prepare a variety of meals from scratch for hungry Marylanders in need.

FoodWorks Culinary Training Series

To receive this certificate you must successfully complete:

- HSL 079 FoodWorks Basic Culinary I
- HSL 080 FoodWorks Basic Culinary I, Practicum
- HSL 104 FoodWorks Basic Culinary II
- HSL 105 FoodWorks Basic Culinary II, Practicum
- HSL 106 FoodWorks Basic Culinary III
- HSL 107 FoodWorks Basic Culinary III, Practicum

Before beginning the FoodWorks Culinary Training Series, students must complete an application. Some financial aid may be available to those who qualify.

MANDATORY INFORMATION SESSIONS FOR FOODWORKS:

- **In-person information sessions: Bi-weekly**

LOCATION:

Maryland Food Bank
2200 Halethorpe Rd. Baltimore, MD 21227

For more information, contact Yumi Kim at 443-840-5840 or hospitalitycareers@ccbcmd.edu

- **Virtual information sessions: Bi-weekly**

- **Live via ZOOM**

For information or to receive a ZOOM link, Contact 443-840-5840 or hospitalitycareers@ccbcmd.edu

**CONTINUING EDUCATION
WORKFORCE TRAINING CERTIFICATE**

FOODWORKS BASIC CULINARY TRAINING

Attendance at an information session is MANDATORY prior to registering for the FoodWorks Culinary program.

Contact 443-840-5840
email: hospitalitycareers@ccbcmd.edu

HSL 079

FoodWorks Basic Culinary I

Learn the fundamentals of cooking, such as how to read, understand and apply recipes, execute cooking techniques, and apply safe cooking temperatures. Begin to learn principles of food-handling safety in preparation to take the ServSafe Food Handler Certification exam. This course is one of six courses in the FoodWorks Basic Culinary Program. Co-requisites must be taken together.

Total Cost: \$965 (Tuition: \$290 Fees: \$975)

CRN#	Day/Ses.	Dates	Time	Location
76471	M/T(7)	2/12-3/15	9am-1:30pm	ZOOM
	Arranged	2/12-3/15	Arranged	Online

HSL 080

FoodWorks Basic Culinary I: Practicum

Students learn hands-on practice of skills learned in FoodWorks Basic Culinary I. Co-requisites must be taken together. This course is the second of six courses in the FoodWorks Basic Culinary Program.

Total Cost: \$782 (Tuition: \$234 Fees: \$548)

CRN#	Day/Ses.	Dates	Time	Location
76472	W/R/F(12)	2/14-3/8	8am-4pm	MFB

HSL 104

FoodWorks Basic Culinary II

Learn fabrication; various food and spice identification, and proper uses; and various international food characteristics and preparation techniques. Prepare to complete ServSafe Manager Certifications. This class is the third of six courses in the FoodWorks Basic Culinary Program. Co-requisites must be taken together.

Total Cost: \$965 (Tuition: \$290 Fees: \$975)

CRN#	Day/Ses.	Dates	Time	Location
76475	M/T(8)	3/11-4/2	9am-1:30pm	ZOOM
	Arranged	3/11-4/2	Arranged	Online

HSL 105

FoodWorks Basic Culinary II: Practicum

Gain hands-on practice of skills learned in FoodWorks Basic Culinary II. Co-requisites must be taken together. This course is the fourth of six courses in the FoodWorks Basic Culinary Program.

Total Cost: \$782 (Tuition: \$234 Fees: \$548)

CRN#	Day/Ses.	Dates	Time	Location
76484	W/R/F(12)	3/13-4/5	8am-4pm	MFB

HSL 106

FoodWorks Basic Culinary III

Learn fabrication; various food and spice identification, and proper uses; and various international food characteristics and preparation techniques. Finalize resumes, and identify and apply for culinary positions. This course is the fifth of six courses in the FoodWorks Basic Culinary series. Co-requisites must be taken together.

Total Cost: \$965 (Tuition: \$290 Fees: \$675)

CRN#	Day/Ses.	Dates	Time	Location
76491	M/T(7)	4/8-30	9am-1:30pm	ZOOM
	Arranged	4/8-30	Arranged	Online

HSL 107

FoodWorks Basic Culinary III: Practicum

Gain hands-on practice of skills learned in FoodWorks Basic Culinary III. Co-requisites must be taken together. This course is the last of six courses in the FoodWorks Basic Culinary series.

Total Cost: \$782 (Tuition: \$234 Fees: \$548)

CRN#	Day/Ses.	Dates	Time	Location
76492	W/R/F(12)	4/10-5/3	8am-4pm	MFB

**CONTINUING EDUCATION
WORKFORCE TRAINING CERTIFICATE**

FOOD SERVICE MANAGER

REQUIRED COURSES:

To receive this certification you must complete:

- ManageFirst® Controlling Food Service Costs
- ManageFirst® Hospitality and Restaurant Management
- ManageFirst® Human Resource Management
- ServSafe® Food Safety Manager Training & Certification

Plus choose one or more of these electives:

- ManageFirst® Customer Service
- ManageFirst® Principles of Food and Beverage Management

All ManageFirst® classes are blended online learning and in-person format. Students in these classes will attend an in-person class on the first day, and will receive their book and assignment for the class. Arranged learning provided by the instructor will give added study tools. The last class is an opportunity to ask questions and then take the ManageFirst® Exam that is included with each class.

Contact 443-840-5840
email: hospitalitycareers@ccbcmd.edu

HSL 040

ManageFirst® Customer Service

An elective in the ManageFirst Professional Series, this course will teach you how to lead a team to deliver exceptional customer service for the food-service industry. You'll learn how to create a guest service culture, exceed guest expectations, accept and deliver guest food orders, and ensure accurate and responsible food and beverage service. This is a blended format with online and face-to-face instruction. Upon completion, you will take the included ManageFirst Customer Service certification exam.

Total Cost: \$265 (Tuition: \$80 Fees: \$185)

CRN#	Day/Ses.	Dates	Time	Location
73683	W(1)	4/3	12:45-2pm	OM
	Arranged	4/3-24	Arranged	Online
	W(1)	4/24	10am-12:30pm	OM

HSL 058

ManageFirst® Principles of Food and Beverage Management

The foundational principles are necessary to successfully manage a restaurant, bar, catering business or other food service operation. ManageFirst Principles of Food and Beverage Management is one of two electives which may be taken in order to earn the ManageFirst Professional Credential offered by the National Restaurant Association Educational Foundation. A blend of distance learning and face-to-face instruction, you must have dependable access to the internet while taking this class.

Total Cost: \$529 (Tuition: \$159 Fees: \$370)

CRN#	Day/Ses.	Dates	Time	Location
73685	W(1)	4/24	12:45-2pm	OM
	Arranged	4/24-5/15	Arranged	Online
	W(1)	5/15	10am-12:30pm	OM

HSL 059

ManageFirst® Controlling Food Service Costs

The art of balancing costs, quality and value can be challenging. Designing a menu is the fun part, but creating price points that will enable you to maximize profitability, satisfy diners and grow the business requires focus on the bottom line and is crucial to the success of any food-service operation. Controlling Food Service Costs is one of four core requirements of the ManageFirst® credential offered by the National Restaurant Association Educational Foundation. This class is taught using a blend of face to face classroom and distance learning.

Total Cost: \$519 (Tuition: \$156 Fees: \$363)

CRN#	Day/Ses.	Dates	Time	Location
73687	W(1)	2/21	12:45-2pm	OM
	Arranged	2/21-3/13	Arranged	Online
	W(1)	3/13	10am-12:30pm	OM

HSL 057**ManageFirst® Hospitality & Restaurant Management**

Focus on activities required to meet key financial goals and quality standards. Leadership involves long-term planning and strategic directing of employees in order to operate a successful hospitality establishment. This is one of four core requirements of the ManageFirst Professional credential offered by the National Restaurant Association Educational Foundation. A blend of distance learning and face-to-face instruction, you must have dependable access to the internet while taking this class.

Total Cost: \$519 (Tuition: \$156 Fees: \$363)

CRN#	Day/Ses.	Dates	Time	Location
73684	W(1)	1/10	12:45-2pm	OM
	Arranged	1/10-31	Arranged	Online
	W(1)	1/31	10am-12:30pm	OM

HSL 038**ManageFirst® Hospitality HR Management**

Proper human resources management is critical to a successful hotel or food-service operation. This course is one of four core requirements of the ManageFirst Professional Credential offered by the National Restaurant Association Educational Foundation. This blend of distance learning and face-to-face instruction is essential for hospitality leaders. You must have dependable access to the internet while taking this class.

Total Cost: \$519 (Tuition: \$156 Fees: \$363)

CRN#	Day/Ses.	Dates	Time	Location
73665	W(1)	1/31	12:45-2pm	OM
	Arranged	1/31-2/21	Arranged	Online
	W(1)	2/21	10am-12:30pm	OM

HSL 016**ServSafe® Food Safety Training and Certification**

Earn your updated ServSafe® Food Safety certificate, one of the industry's most well known and most in-demand certifications from the National Restaurant Association Educational Foundation. Topics to be covered include food safety systems, sanitation regulations and standards, accident prevention procedures, and procedures for proper purchasing and storage of food. All materials and exam fees are included. Bring photo ID (driver's license).

Total Cost: \$209 (Tuition: \$63 Fees: \$146)

CRN#	Day/Ses.	Dates	Time	Location
73647	S(2)	1/20-27	9am-5pm	EC
73649	S(2)	2/3-10	9am-5pm	OM
73650	S(2)	3/2-9	9am-5pm	CC
73652	S(2)	4/13-20	9am-5pm	HV
73653	S(2)	5/11-18	9am-5pm	EC

HSL 017**ServSafe® Food Safety Training and Re-Certification**

Update your certification. If you have been previously certified through ServSafe® you can recertify through successful completion of an in-class exam. Topics include: current changes in food codes, causes of food contamination and illnesses that may result, sanitation regulations, accident prevention, and procedures for proper purchasing/storage of food. All materials and exam fees are included. Bring photo ID (driver's license).

Total Cost: \$159 (Tuition: \$48 Fees: \$111)

CRN#	Day/Ses.	Dates	Time	Location
73667	S(1)	1/27	9am-5pm	EC
73668	S(1)	2/10	9am-5pm	OM
73669	S(1)	3/9	9am-5pm	CC
73670	S(1)	4/20	9am-5pm	HV
73671	S(1)	5/18	9am-5pm	EC

FOOD TRUCK OPERATOR**CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE**

Start your own Food Truck Business! Develop the culinary and business strategies to start a food truck business in Maryland. Learn the pros and cons of operating a food truck business, menu planning and food cost management, marketing and branding, HACCP plan basics, and licensing & permitting needs. Upon completion of the last course in the series, you may become ServSafe® Manager certified with successful completion of the in-class exam.

REQUIRED COURSES:

- Starting Your Own Food Truck Business
- Controlling Costs for Food Truck Operators
- How to Start and Manage Your Own Small Business (see Entrepreneurship section for this class)
- ServSafe® Food Safety for Managers

SBA 036**Starting Your Own Food Truck Business**

Are you an entrepreneur at heart with a knack for cooking niche cuisine? Start your own food truck business! Learn the pros and cons of operating a food truck business and develop strategies to start a food truck business in Maryland. Learn the steps to develop a concept food truck business; conduct market research; menu planning and service style; cost of goods sold; expenses and breakeven analysis; layout/design; marketing and branding; HACCP plan basics, and licensing, permitting, and insurance needs.

Total Cost: \$159 (Tuition: \$48 Fees: \$111)

CRN#	Day/Ses.	Dates	Time	Location
74487	M/W(2)	1/8-10	6:30-9:45pm	OM
74489	M/W(2)	3/4-6	6:30-9:45pm	OM
74490	M/W(2)	5/6-8	6:30-9:45pm	OM

SBA 037**Controlling Costs for Food Truck Operators**

Food Trucks are a unique food service operation and often reflect the individuality of the owner. Designing a menu is the fun part but setting the right prices and controlling costs is crucial to the success of a food service operation. Learn the important tactics for maximizing the profitability of your food truck operation.

Total Cost: \$159 (Tuition: \$48 Fees: \$111)

CRN#	Day/Ses.	Dates	Time	Location
73690	M/W(2)	1/22-24	6:30-9:45pm	OM
73699	M/W(2)	3/11-13	6:30-9:45pm	OM
73700	M/W(2)	5/13-15	6:30-9:45pm	OM

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE**PROFESSIONAL BARTENDING****HSL 103****Professional Bartending and Mixology**

Learn what it takes for you to successfully bartend and be a stand-out in this high growth career area. Earn the TIPS® Certification (Training Intervention Procedures). Must be 21 years of age or older on first day of class. All materials are included (bring photo identification to class).

Total Cost: \$529 (Tuition: \$159 Fees: \$370)

CRN#	Day/Ses.	Dates	Time	Location
73662	W/R(10)	1/24-2/22	6-9pm	OM
73663	W/R(10)	3/6-4/11	6-9pm	OM
73664	W/R(10)	5/1-30	6-9pm	OM

HSL 101**TIPS® Training for Intervention Procedures**

Prepare to effectively and safely handle difficult situations related to the serving of alcohol. Upon successful completion of the advance exam you may apply for a 4-year certification from TIPS®. Designed for casino staff, bartenders, servers, hosts and other restaurant personnel.

Total Cost: \$79 (Tuition: \$24 Fees: \$55)

CRN#	Day/Ses.	Dates	Time	Location
73659	R(1)	2/22	5:30-10pm	OM
73660	R(1)	4/11	5:30-10pm	OM
73661	R(1)	5/30	5:30-10pm	OM

HOSPITALITY

HSL 005

Guest Service GOLD® Hospitality Training

Focus on seven key elements required to consistently deliver the highest levels of guest service. Upon successful completion of this course and exam, students earn the Certified Guest Service Professional® (CGSP®) designation from the American Hotel & Lodging Educational Institute.

Total Cost: \$149 (Tuition: \$45 Fees: \$104)

CRN#	Day/Ses.	Dates	Time	Location
73655	M(1)	1/22	5:45-9:45pm	OM
73657	M(1)	3/18	5:45-9:45pm	OM
73658	M(1)	5/20	5:45-9:45pm	OM

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

CERTIFIED COVID HOSPITALITY COMPLIANCE OFFICER (CHCO)

The COVID Hospitality Compliance Officer (CHCO) certification prepares hospitality leaders by offering the most up-to-date information on COVID-19 compliance, operational regulations, and safety protocols. This program will introduce the fundamentals of COVID-19, including symptoms, methods of mitigation, and the roles and responsibilities of a CHCO. This program is a two-part series toward earning the Certified COVID Hospitality Compliance Officer (CHCO) from Academy for Hospitality Arts. Online courses.

REQUIRED COURSES:

- Certified COVID Hospitality Compliance Officer (CHCO): Module 1
- Certified COVID Hospitality Compliance Officer (CHCO): Module 2

Students must register for all courses at the same time.

HSL 110

Certified COVID Hospitality Compliance Officer: Module 1

Total Cost: \$1,000 (Tuition: \$25 Fees: \$975)

CRN#	Day/Ses.	Dates	Time	Location
74650	Online	1/8-4/7	Arranged	E2GC
74698	Online	3/11-7/7	Arranged	E2GC

HSL 111

Certified COVID Hospitality Compliance Officer: Module 2

Total Cost: \$995 (Tuition: \$25 Fees: \$970)

CRN#	Day/Ses.	Dates	Time	Location
71317	Online	2/12-5/12	Arranged	E2GC
74657	Online	4/8-7/7	Arranged	E2GC

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

CERTIFIED WEDDING PLANNER

This online program will enable students to learn the fundamentals of planning, orchestrating, and delivering stunning weddings and parties. This is a four-part series toward earning the Certified Wedding Planner Certificate from the Lovegevity's Wedding Planning Institute (LWPI). Online courses.

REQUIRED COURSES:

- Certified Wedding Planner-Module 1
- Certified Wedding Planner-Module 2
- Certified Wedding Planner-Module 3
- Certified Wedding Planner-Module 4

Students must register for all courses at the same time.

HSL 068

Certified Wedding Planner-Module 1

Total Cost: \$625 (Tuition: \$50 Fees: \$575)

CRN#	Day/Ses.	Dates	Time	Location
74581	Online	2/12-5/12	Arranged	E2GC
74607	Online	3/11-6/9	Arranged	E2GC
74609	Online	5/13-8/11	Arranged	E2GC

HSL 069

Certified Wedding Planner-Module 2

Total Cost: \$485 (Tuition: \$50 Fees: \$435)

CRN#	Day/Ses.	Dates	Time	Location
71300	Online	1/8-4/7	Arranged	E2GC
71304	Online	2/12-5/12	Arranged	E2GC
74579	Online	3/11-6/9	Arranged	E2GC
74582	Online	5/13-8/11	Arranged	E2GC

HSL 073

Certified Wedding Planner-Module 3

Total Cost: \$245 (Tuition: \$35 Fees: \$210)

CRN#	Day/Ses.	Dates	Time	Location
70578	Online	2/5-3/17	Arranged	E2GC
71301	Online	4/8-5/26	Arranged	E2GC
71305	Online	5/13-6/30	Arranged	E2GC

HSL 074

Certified Wedding Planner_Module 4

Total Cost: \$240 (Tuition: \$30 Fees: \$210)

CRN#	Day/Ses.	Dates	Time	Location
70565	Online	1/15-3/3	Arranged	E2GC
70579	Online	3/18-5/5	Arranged	E2GC
71302	Online	5/27-7/7	Arranged	E2GC

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

CORPORATE EVENT PLANNER

Learn how to plan, design, and execute a successful corporate event, and how to charge for corporate event planning services. This is a three-part series; upon completion of all three you will be awarded a Certified Corporate Event Planner Certificate from the Lovegevity's Wedding Planning Institute (LWPI). Online courses.

REQUIRED COURSES:

- Corporate Event Planner-Module 1
- Corporate Event Planner-Module 2
- Corporate Event Planner-Module 3

Students must register for all courses at the same time.

HSL 071

Corporate Event Planner-Module 1

Total Cost: \$515 (Tuition: \$10 Fees: \$505)

CRN#	Day/Ses.	Dates	Time	Location
74610	Online	1/8-4/7	Arranged	E2GC
74613	Online	3/11-6/9	Arranged	E2GC
74615	Online	4/8-7/7	Arranged	E2GC

HSL 075

Corporate Event Planner-Module 2

Total Cost: \$235 (Tuition: \$10 Fees: \$225)

CRN#	Day/Ses.	Dates	Time	Location
71310	Online	2/12-3/31	Arranged	E2GC
74611	Online	4/8-5/31	Arranged	E2GC

HSL 076

Corporate Event Planner-Module 3

Total Cost: \$245 (Tuition: \$30 Fees: \$215)

CRN#	Day/Ses.	Dates	Time	Location
71308	Online	2/1-3/10	Arranged	E2GC
71311	Online	4/1-5/12	Arranged	E2GC

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

EVENT MANAGEMENT & DESIGN

Learn to create spectacular special events with this program. Corporate events, weddings, parades, festivals, and more are covered. Learn about the practicalities of planning events and the dazzle in designing them. This is a two-part series that will teach you how to design, plan, implement, and evaluate special events. Online courses.

REQUIRED COURSES:

- Event Management & Design: Module 1
- Event Management & Design: Module 2

Students must register for all courses at the same time.

HSL 112

Event Management & Design: Module 1

Total Cost: \$1,000 (Tuition: \$20 Fees: \$980)

CRN#	Day/Ses.	Dates	Time	Location
74700	Online	1/8-4/7	Arranged	E2GC
74716	Online	2/12-5/12	Arranged	E2GC
74720	Online	3/11-6/9	Arranged	E2GC
74723	Online	5/13-8/11	Arranged	E2GC

HSL 113

Event Management & Design: Module 2

Total Cost: \$995 (Tuition: \$20 Fees: \$975)

CRN#	Day/Ses.	Dates	Time	Location
71319	Online	1/8-4/7	Arranged	E2GC
71321	Online	2/12-5/12	Arranged	E2GC
74709	Online	4/8-7/7	Arranged	E2GC
74718	Online	5/13-8/11	Arranged	E2GC

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

TRAVEL AGENT TRAINING

Prepare for a career as a travel agent in this two-course series. Successfully complete both courses and you will be able to demonstrate the simulation of itineraries and sit for the Travel Agent Proficiency (TAP) test offered by the travel Institute (formerly ICTA); registration fee is included with this course.

REQUIRED COURSES:

- Travel Agent Training-Module 1
- Travel Agent Training-Module 2

Students must register for all courses at the same time.

HSL 062

Travel Agent Training-Module 1

Total Cost: \$1,200 (Tuition: \$25 Fees: \$1,175)

CRN#	Day/Ses.	Dates	Time	Location
74573	Online	2/12-4/7	Arranged	E2GC
74575	Online	3/11-5/12	Arranged	E2GC
74577	Online	5/13-7/14	Arranged	E2GC

HSL 063

Travel Agent Training-Module 2

Total Cost: \$1,045 (Tuition: \$25 Fees: \$1,020)

CRN#	Day/Ses.	Dates	Time	Location
71298	Online	1/8-3/10	Arranged	E2GC
74572	Online	2/12-4/7	Arranged	E2GC
74574	Online	4/8-6/9	Arranged	E2GC
74576	Online	5/13-7/14	Arranged	E2GC

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BUILDING & INDUSTRIAL TECHNOLOGY

Workforce Training Options

- Building Automation Systems Technician
- Certified Apartment Maintenance Technician (CAMT)
- Certified Production Technician
- CNC Machine Tool
- Computer-Aided Design (CAD)
- Construction Pre-Apprenticeship Core Curriculum and Specialties
- Fab Lab Technology
- HVAC/Refrigeration Technician
- Mechatronics
- Registered Apprenticeships
- Robotics Technician
- Welding

Degree & Certificate Program Areas

- Advanced Industrial Design and Technology
- Computer-Automated Manufacturing
- Construction Craft Professional
- Construction Management
- Engineering Technology
- Heating, Ventilation, Air Conditioning (HVAC) and Energy Technology
- Survey Technology

APARTMENT MAINTENANCE TECHNICIAN

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

CERTIFIED APARTMENT MAINTENANCE TECHNICIAN

These skills are used in a wide variety of apartment facilities and maintenance careers. Graduates receive a letter and provisional certificate from the National Apartment Association Education Institute (NAAEI) and are eligible for a certificate from NAAEI upon completion of one year of fieldwork.

For more information, contact Dave Frey at 443-840-2793 or dfrey@ccbcmd.edu

VOA 556

Certified Apartment Maintenance Technician with HVAC

Prepare for an entry-level position in the apartment maintenance industry. You will learn about the apartment business, basic electrical repair, appliance maintenance, basic plumbing, and interior and exterior maintenance. You will also learn basic HVAC maintenance and troubleshooting as you prepare for your EPA 608 Type I certification exam.

Total Cost: \$1,699 (Tuition: \$510 Fees: \$1,189)

CRN#	Day/Ses.	Dates	Time	Location
74160	M/T/W(24)	1/29-3/20	5:45-9:30pm	DC

VOB 092

Certified Apartment Maintenance Technician Exam Preparation

Are you a maintenance employee with at least one year of verifiable maintenance technician experience? Prepare to take the Certified Apartment Maintenance Technician (CAMT) exam from the National Apartment Association (NAA). If you do not have industry experience, you may still take the class and earn a provisional certification when you achieve a passing score on the exam. The course will cover the exam content areas of interior/exterior maintenance, electrical, plumbing, HVAC, People Projects and Profits in the multi-family housing industry, and will conclude with the CAMT exam. Textbook and exam fee are included.

Total Cost: \$695 (Tuition: \$209 Fees: \$486)

CRN#	Day/Ses.	Dates	Time	Location
74163	T/W/R(9)	4/2-18	9:30-11am	DC

VOA 998

Electrical and Appliance Maintenance and Repair

Gain a solid foundation in electrical work especially when working with appliances. Topics include fundamentals of electrical work; electrical circuits, receptacles and fixtures; installation of apartment appliances; and diagnosing and troubleshooting apartment appliances.

Total Cost: \$599 (Tuition: \$180 Fees: \$419)

CRN#	Day/Ses.	Dates	Time	Location
74162	T/W/R(8)	4/2-17	5:45-9:30pm	DC

COMPUTER-AIDED DESIGN

COMPUTER-AIDED DESIGN (CAD)

CCBC is an Autodesk Authorized Training Center and a Bentley Systems Inc. educational partner.

For more information, contact Niki Rogers at 443-840-4422 or nrogers2@ccbcmd.edu

TEC 504

Autodesk Revit Level 1

Take the next step in computer design. Learn about cover tool palettes, project browser and project navigator. Topics cover the introduction of new styles for creating building components; drawing techniques needed to create views for plan, section and elevations; and how to dimension, label and plot finished drawings.

Total Cost: \$859 (Tuition: \$258 Fees: \$601)

CRN#	Day/Ses.	Dates	Time	Location
75489	T/R(12)	2/6-3/14	6-9:15pm	CC
75528	F(5)	4/26-5/24	8:30am-4:30pm	CC

TEC 005

Basic AutoCAD

Learn the essential topics for a practical working knowledge of AutoCAD beginning with basic drawing skills and editing drawing elements to the use of dimensioning and detailing tools to create finished drawings.

Total Cost: \$689 (Tuition: \$207 Fees: \$482)

CRN#	Day/Ses.	Dates	Time	Location
75490	T/R(7)	1/9-30	6-9:15pm	CC
75494	F(3)	1/12-26	8:30am-4:30pm	CC
75567	F(3)	3/1-15	8:30am-4:30pm	CC
75571	T/R(7)	4/9-30	6-9:15pm	CC

The following courses are shared with Credit and follow the Credit Academic Calendar. Purchase books at the CCBC Bookstore, reference the Credit course#.

VOA 564

Autodesk Inventor

Learn about 3D CAD techniques and applications with emphasis on increasing productivity in the creation and editing of 3D models using Inventor. Prerequisite: Introduction to CAD. Credit course# CADD141

Total Cost: \$569 (Tuition: \$171 Fees: \$398)

CRN#	Day/Ses.	Dates	Time	Location
75524	S(14)	2/10-5/11	8am-12:15pm	CC

VOA 560**CAD Applications - MicroStation**

Explore applications in CAD and broaden your knowledge of graphics manipulation to create fully developed 3D designs and output using MicroStation. Prerequisite: Introduction to CAD. Credit course# CADD111

Total Cost: \$569 (Tuition: \$171 Fees: \$398)

CRN#	Day/Ses.	Dates	Time	Location
75495	M/W(31)	1/29-5/13	5:45-7:35pm	CC

VOA 561**CAD Building Information Modeling - Revit**

Learn the concepts of architectural drawing using 3D BIM software for commercial and residential structures. The 3D BIM software is used for the visualization, interpretation, and development of architectural floor plan, sectional, elevation, and detail drawings. Prerequisite: Introduction to CAD. Credit course# CADD202

Total Cost: \$569 (Tuition: \$171 Fees: \$398)

CRN#	Day/Ses.	Dates	Time	Location
75502	M/W(31)	1/29-5/13	5:45-7:35pm	CC

VOA 559**Introduction to CAD**

Learn basic two-dimensional drafting principles and practices utilizing Computer Aided Design (CAD) techniques. Focus on CAD structure and features, creation of CAD drawings using standard techniques, file maintenance, and output and plotting. Credit course# CADD101

Total Cost: \$569 (Tuition: \$171 Fees: \$398)

CRN#	Day/Ses.	Dates	Time	Location
75513	M/W(31)	1/29-5/13	9:05-10:55am	CC
75508	M/W(31)	1/29-5/13	12:20-2:10pm	CC
75521	Arranged	1/29-5/20	Arranged	Online
75519	T/R(29)	1/30-5/8	7:45-9:35pm	CC
75575	S(14)	2/10-5/11	8am-12:15pm	CC

VOA 562**Solid Modeling**

Learn the nature of solid modeling as contrasted with traditional two-dimensional techniques emphasizing mechanical applications. Topics cover development and editing of solid entities, importing and exporting models, and use of solid models in manufacturing situations. Prerequisite: current experience with two-dimensional software. Credit course# CADD242

Total Cost: \$569 (Tuition: \$171 Fees: \$398)

CRN#	Day/Ses.	Dates	Time	Location
75523	M/W(31)	1/29-5/13	7:45-9:35pm	CC

Apprenticeships Earn While You Learn

Apprenticeship opportunities are full-time employment under the direct supervision of a skilled supervisor. You can train to earn a higher salary and the possibility of college credits with on-the-job training and classroom instruction.

We partner with the following trade councils and many private employers across Maryland.

- **Associated Builders & Contractors (ABC) Metropolitan Baltimore**
(410) 821-0351, abcbbaltimore.org
 - Electrical
 - Carpentry
 - HVACR
 - Plumbing
 - Sheet Metal
 - Sprinkler Fitting
- **Baltimore Electricians, JATC LU#24**
(410) 247-3313, jatc24.org
- **Heat & Frost Insulators & Allied Workers Local #24**
(301) 725-2400, insulators24.org
- **Independent Electrical Contractors (IEC)**
(301) 621-9545/(800) 470-3013
iecchesapeake.com
- **Ironworkers, L.U. # 5**
(301) 599-0960
ironworkers5.org
- **Machinists**
Must be working at, and apply through, a registered employer.
(443) 840-4401
- **Maryland Association of Plumbing, Heating & Cooling Contractors (MPHCC)**
(410) 461-5977, marylandphcc.com
- **Mid-Atlantic Carpenters (MACTC) LU#101**
(301) 736-1696, mactc.net
 - Carpentry
 - Pile Driving
 - Trade Show
- **Operating Engineers L.U. #37**
(443) 242-6280, iuoe37.org
- **Plumbers & Steamfitters L.U. #486**
(410) 866-5313, getpiping.com
 - Plumbing
 - HVACR
- **Sheet Metal Workers L.U. #100**
(301) 568-8655, smart100.org

CONSTRUCTION**CONSTRUCTION TRADES**

For more information, contact Dave Frey at 443-840-2793 or dfrey@ccbcmd.edu

VOA 948**Basic Carpentry**

Gain an introduction to basic carpentry terminology, using hand tools, power tools and building materials used in carpentry. Learn techniques that enable you to handle small projects that involve repair, maintenance and/or new construction. Topics include terminology, tools and materials, measuring, cutting lumber, windows and doors, and erecting walls.

Total Cost: \$599 (Tuition: \$180 Fees: \$419)

CRN#	Day/Ses.	Dates	Time	Location
74161	M/T/W(15)	2/12-3/13	10:30am-12:45pm	DC

VOA 950**Basic Plumbing**

Learn the basics of the plumbing trade including repair and maintenance of a home plumbing system; plumbing theory and measurements needed for residential jobs.

Total Cost: \$599 (Tuition: \$180 Fees: \$419)

CRN#	Day/Ses.	Dates	Time	Location
74165	T/W/R(12)	1/16-2/8	5:45-9:20pm	DC

VOB 105**Interior and Exterior Painting Technician new**

Prepare for an entry-level position as a painting technician. Using the standards established by the Painting Contractors Association get the basic skills needed to begin a career in interior and exterior coating application. Learn to use power and hand equipment properly, calculate square footage, preparation of a surface, and best practices for painters. We will also cover basic communication skills to help you better interact with customers.

Total Cost: \$599 (Tuition: \$180 Fees: \$419)

CRN#	Day/Ses.	Dates	Time	Location
74164	M/W(10)	4/22-5/22	9:30am-12:35pm	DC

CONSTRUCTION EDUCATION ACADEMY

For more information, contact
Denise Bellamy at 443-840-4712
or dbellamy@ccbcmd.edu

ENVIRONMENTAL

VISIBLE EMISSIONS EVALUATOR TRAINING

To earn your certification, plan to attend both the classroom (ENV 369) and the field test (ENV 370) classes. If you are currently certified and need to renew, you may attend just the field test course.

For more information, contact Kipp Snow at 443-840-3034 or ksnow@cCBCmd.edu

ENV 369

Visible Emissions Classroom Prep

Learn to evaluate the opacity of visible emissions. Includes the impact of particulates on health, method and observations techniques, site inspection procedures, smoke generator principles, and Maryland regulatory requirements.

Total Cost: \$179 (Tuition: \$54 Fees: \$125)

CRN#	Day/Ses.	Dates	Time	Location
76765	M(1)	4/29	8:30am-3:30pm	EC

ENV 370

Visible Emissions Field Test

Learn to evaluate and test the opacity of visible emissions, utilize the EPA's alternative to Method 9; become certified to capture digital images of plumes for opacity determination.

Total Cost: \$269 (Tuition: \$0 Fees: \$269)

CRN#	Day/Ses.	Dates	Time	Location
76766	W/R(2)	5/1-2	8:30am-3:30pm	EC



Earn a Certificate in this high-demand, high-tech field!

BUILDING AUTOMATION SYSTEMS

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

The Building Automation Systems Technician (BAS) certificate prepares students for high-paying entry-level positions in HVAC with a building automation company. This field integrates HVAC and networked IT systems that control all major buildings today. Students will be prepared for this high-demand and high-tech field with computer skills and commercial HVAC knowledge.

REQUIRED COURSES:

- Commercial Control Systems
- Commercial HVAC Systems
- Basic HVAC Electricity
- Advanced HVAC Electricity
- Introduction to CAD
- Construction Blueprint Reading
- Networking and Data Communications

Choose one required Data Communications elective:

- A+ Certification PC Technician Module 1
- Windows Server

For more information, contact Dave Frey at 443-840-2793 or dfrey@cCBCmd.edu

HVAC/REFRIGERATION

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

HVAC/REFRIGERATION TECHNICIAN

Achieve an industry-accepted Basic HVAC Certificate with just six classes!

For more information, contact Dave Frey at 443-840-2793 or dfrey@cCBCmd.edu

REQUIRED COURSES:

- HVAC Safety, Tools and Methods
- Fundamentals of Refrigeration
- Heating Systems
- Basic HVAC Electricity
- Comfort Cooling Systems
- EPA Refrigerant Certification Prep Course and Test

VOA 656

Advanced HVAC Electricity

Explore motors, controls, and other electrical devices as applied in air conditioning and refrigeration equipment while learning to read/interpret more complex electrical schematics. Prerequisite: Basic HVAC Electricity or approval by the program coordinator. Credit course# ELEI 201

Total Cost: \$569 (Tuition: \$171 Fees: \$398)

CRN#	Day/Ses.	Dates	Time	Location
74142	M/W(14)	3/18-5/13	5:45-9:10pm	CC

VOA 953

Advanced Residential Systems

Learn maintenance trouble-shooting and repair of residential air conditioning equipment and controls. Prerequisites: VOA 969, VOA 975, VOA 985, VOA 970 or approval by the program coordinator.

Total Cost: \$569 (Tuition: \$171 Fees: \$398)

CRN#	Day/Ses.	Dates	Time	Location
74144	M/W(14)	3/18-5/13	5:45-9:10pm	CC

VOA 970

Basic HVAC Electricity

Learn AC and DC circuit fundamentals. Topics include wiring and construction principles; commercial, industrial and residential wiring; purpose and use of the National Electric Code; the "how's" and "why's" of basic wiring and construction. Credit course# ELEI 101

Total Cost: \$729 (Tuition: \$219 Fees: \$510)

CRN#	Day/Ses.	Dates	Time	Location
74151	M/W(14)	1/29-3/13	9:05am-12:50pm	CC
74152	M/W(14)	1/29-3/13	5:45-9:30pm	DC

VOC 953

Comfort Cooling Systems

Apply the theory and principles of refrigeration to comfort cooling systems and learn the proper use of electric heat pumps in residential and light commercial applications. Discuss regulations and procedures that apply to refrigerant recovery, recycling and reclaiming. Offers hands-on laboratory work in recovery and troubleshooting. Prerequisites: VOA 975 and VOA 970. Credit course# AIRC 210

Total Cost: \$569 (Tuition: \$171 Fees: \$398)

CRN#	Day/Ses.	Dates	Time	Location
74157	M/W(14)	1/29-3/13	5:45-9:30pm	CC
74158	T/R(14)	3/19-5/9	1-4:45pm	CC

VOA 802**Commercial Controls System**

Gain theory and hands-on learning in the areas of electronic, pneumatic and direct (DDC) digital control systems as each applies to an HVAC system. Covers components, writing diagrams, calibration and sequences of operation, problem analysis and troubleshooting and installation methods. Prerequisites: VOA 339 or AIRC 205, VOA 338 or AIRC 210, VOA 613 or ELEI 201 and VOA 654 or ELEI 101 or approval of program coordinator.

Total Cost: \$569 (Tuition: \$171 Fees: \$398)

CRN#	Day/Ses.	Dates	Time	Location
74143	T/R(14)	3/19-5/9	5:45-8:50pm	CC

VOA 975**Fundamentals of Refrigeration**

Learn the theory of heat transfer as related to the refrigeration process, how to evaluate system performance, use tools and equipment for service, and follow installation procedures such as charging, evacuating, and leak detection. Prerequisites: sufficient math, English and reading skills. Credit course# AIRC 115

Total Cost: \$569 (Tuition: \$171 Fees: \$398)

CRN#	Day/Ses.	Dates	Time	Location
74153	M/W(14)	1/29-3/13	8:30am-12:15pm	CC
74154	M/W(14)	3/18-5/13	5:45-9:30pm	CC

VOA 985**Heating Systems**

Learn the basic principles of heating and heating systems, with a focus on gas fired and oil fired warm air furnaces. Examine the three methods of heat transfer; combustion and its by-products; fuel used in heating; forced-air furnaces; monitoring and measuring manifold pressure on a gas furnace; major components of different types of furnaces; and more. Credit course# AIRC 205

Total Cost: \$569 (Tuition: \$171 Fees: \$398)

CRN#	Day/Ses.	Dates	Time	Location
74155	T/R(13)	1/29-3/13	9am-12:45pm	CC
74156	T/R(14)	3/19-5/9	5:45-9:30pm	CC

VOA 969**HVAC Safety, Tools, and Methods**

Learn about identifying and using special HVACR tools involved with basic shop practices including hand tools and machines; fittings and components; duct installation; tubing, piping, and fittings; threading pipe; and drill press and post grinder. Credit course# AIRC 110

Total Cost: \$569 (Tuition: \$171 Fees: \$398)

CRN#	Day/Ses.	Dates	Time	Location
74147	M/W(14)	1/29-3/13	1:30-5pm	CC
74145	T/R(14)	1/30-3/14	5:45-9:15pm	DC
74149	T/R(15)	3/19-5/14	5:45-9:15pm	DC

VOA 653**Residential Load Calculations & Air Distribution**

Learn to calculate heat losses and gains (loads) for residential applications using ACCA's Manual J and computer software program. Learn how to select the proper heating and cooling equipment for maximum comfort and energy efficiency. Prerequisites: VOC 953 & VOA 985

Total Cost: \$569 (Tuition: \$171 Fees: \$398)

CRN#	Day/Ses.	Dates	Time	Location
74141	T/R(14)	1/30-3/14	5:45-8:40pm	CC

VOC 044**Preparation for Refrigerant Recovery Certification**

Learn about the regulations, procedures and equipment that apply to refrigerant recovery, reclaiming and recycling in accordance with the Environmental Protection Agency (EPA) certification standards. Cost does not include text and materials. Credit course# AIRC 121

Total Cost: \$185 (Tuition: \$56 Fees: \$129)

CRN#	Day/Ses.	Dates	Time	Location
76573	M-W(3)	5/6-8	5:15-8:50pm	CC

VOC 991**Refrigerant Recovery Certification Test**

This test is a co-requisite with Preparation for Refrigerant Recovery Certification.

Total Cost: \$50 (Tuition: \$0 Fees: \$50)

CRN#	Day/Ses.	Dates	Time	Location
76574	R(1)	5/9	5:45-7:45pm	CC

New Apprenticeships Earn While You Learn

Start your career in high-tech manufacturing as an Industrial Maintenance Technician or Instrumentation and Electrical Technician.

Earn pay increases as you complete on-the-job training levels and related classroom instruction.

**For more information, contact Jay Bouis
at jbouis@cbbcmd.edu**

MARYLAND STATIONARY ENGINEERING

For more information, contact Dave Frey at 443-840-2793 or dfrey@cbbcmd.edu

VOA 590**Preparation for Maryland Stationary Engineer License- All Grades**

Stationary engineers operate, maintain and repair mechanical equipment including all types of boiler systems in a facility. Prepare to take the licensing test by registering for our preparation class.

Total Cost: \$629 (Tuition: \$189 Fees: \$440)

CRN#	Day/Ses.	Dates	Time	Location
74159	T/W/R(12)	1/16-2/8	6:30-9pm	DC

MANUFACTURING, PRODUCTION & AUTOMATION**CONTINUING EDUCATION
WORKFORCE TRAINING CERTIFICATE****CERTIFIED PRODUCTION TECHNICIAN (CPT)**

Gain the knowledge and skills needed for an advanced, high-performance manufacturing position as you prepare for the Manufacturing Skill Standards Council's CPT certification. Consists of 4 modules: Safety, Quality Practices & Measurement, Manufacturing Production & Processes, and Maintenance Awareness.

For more information, contact Steve Ricketts at sricketts@cbbcmd.edu

**CONTINUING EDUCATION
WORKFORCE TRAINING CERTIFICATE****CNC MACHINE TOOL TRAINING****PELL FUNDING AVAILABLE:**

Learn more at Online.fafsa.edu/gov

Learn both manual and computer numerical control (CNC) machine tool technology with extensive hands-on and computer-based training at the CCBC Catonsville machine shop in this seven-part series. Start with essential workplace literacy skills in computers, plus work habits, and work ethics. Foundational topics of safety, blueprint reading, and trade math follow. Includes modules in quality and resume skills. Train three days a week, 8am-3:30pm, M/W/F. Finish in approximately 9 months.

Tuition and fees for the seven parts is \$7,499 for in-county students (includes all text and supplies). Students can demonstrate proficiency through five certifications from the National Institute of Metalworking Skills (NIMS). Completers can apply for entry-level employment and, once established, enter a machinist apprenticeship.

Begin classes in Sept 2024

Applicants must attend an information session.

MANDATORY ORIENTATION

HELD AT CCBC CATONSVILLE:

Sessions held In June, August, and September
CCBC Catonsville, HTEC Building, Room 007,
9am-12pm.

For information on orientation, contact Denise Bellamy at 443-840-4712 or dbellamy@ccbcmd.edu

XOMETRY SCHOLARS PROGRAM

Scholarship Support for Certain Short-Term
Manufacturing and Related Training!

Application Required | Call 443-840-2222

INDUSTRIAL MAINTENANCE

Industrial Maintenance Technicians require knowledge in a broad array of disciplines including mechanical, electrical, hydraulics, pneumatics and computer controls and must understand and implement safe work practices in all aspects of their work. CCBC offers classes to help you gain those skills.

For more information, contact Steve Ricketts at 443-840-4442 or sricketts@ccbcmd.edu

VOA 444

Basic Hydraulic/Pneumatic Systems I

Learn the physics of hydraulics and pneumatics, including the concepts of pressure and force, resistance to flow and the measurement of air and fluid flow, and the properties of flow in closed systems along with the use of valves to control flow. You will also be introduced to basic symbols needed to read and interpret hydraulic/pneumatic systems from blueprints.

Total Cost: \$779 (Tuition: \$234 Fees: \$545)

CRN#	Day/Ses.	Dates	Time	Location
76548	M(18)	4/8-7/15	12:30-3:30pm	DC

VOA 733

Introduction to Industrial Lubrication

Learn physical and industrial applications of lubricants. Topics including storage, handling, and dispensing of lubricants; types of lubricants; recordkeeping; viscosity; grease; lubrication schedules; and friction.

Total Cost: \$409 (Tuition: \$123 Fees: \$286)

CRN#	Day/Ses.	Dates	Time	Location
76550	R(6)	2/1-3/7	8:30-11:30am	DC

VOA 534

Introduction to Troubleshooting

Learn a planned, stepwise approach to maintenance related troubleshooting. Although both mechanical and electrical examples are explored, the processes apply to any trade.

Total Cost: \$409 (Tuition: \$123 Fees: \$286)

CRN#	Day/Ses.	Dates	Time	Location
76549	R(6)	2/1-3/7	12:30-3pm	DC

VOB 110

Variable Frequency Drives

Learn how to install and configure Variable Frequency Drives (VFDs) including discussions on function, selecting different control modes, programing parameters, and how to troubleshoot using fault code diagnostics.

Total Cost: \$399 (Tuition: \$120 Fees: \$279)

CRN#	Day/Ses.	Dates	Time	Location
76551	R(5)	3/14-4/18	12:30-3:30pm	DC

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

MECHATRONICS

Prepare for a career as a Mechatronics Engineer, Mechatronics Technician, Automation Engineer, Automation Specialist, or a Controls Engineer and gain the skills you need to take your place in this rapidly growing field. You'll learn electrical systems, automation, mechanical systems, fluid systems, rigging, and welding as it pertains to Mechatronics. Online class. **Must register for parts 1 & 2 at the same time.**

For more information, contact Kipp Snow at 443-840-3034 or ksnow@ccbcmd.edu

VOA 577

Mechatronics- Part 1

Total Cost: \$998 (Tuition: \$50 Fees: \$948)

CRN#	Day/Ses.	Dates	Time	Location
76717	Online	2/12-4/7	Arranged	E2GC

VOA 578

Mechatronics- Part 2

Total Cost: \$998 (Tuition: \$50 Fees: \$948)

CRN#	Day/Ses.	Dates	Time	Location
76718	Online	4/8-6/2	Arranged	E2GC

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

ROBOTICS TECHNICIAN

Gain an intensive overview of the skills necessary for the robotics industry. Learn math, safety, quality, electrical systems, automation, mechanical systems, fluid systems, and rigging to be on your way to a successful career. Robotic technology that mimics human movement is used in both distribution and manufacturing facilities. Online class. **Must register for parts 1 & 2 at the same time.**

For more information, contact Kipp Snow at 443-840-3034 or ksnow@ccbcmd.edu

VOA 579

Robotics Technician- Part 1

Total Cost: \$848 (Tuition: \$50 Fees: \$798)

CRN#	Day/Ses.	Dates	Time	Location
76719	Online	2/12-4/7	Arranged	E2GC

VOA 580

Robotics Technician- Part 2

Total Cost: \$848 (Tuition: \$50 Fees: \$798)

CRN#	Day/Ses.	Dates	Time	Location
76720	Online	4/8-6/2	Arranged	E2GC

FAB LAB TECHNOLOGY (DESIGN & MAKE)

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

FAB LAB TECHNOLOGY (DESIGN & MAKE)

At the CCBC Catonsville Fabrication Laboratory or Fab Lab (also known as Fab Lab Baltimore), use a 3D printer, laser cutter/engraver, vinyl cutter, CNC router and other equipment.

To use the Fab Lab you must first take Fab Lab Introduction to learn basic safety and operating procedures. This introductory class makes you a lab member and gives you access to many of the lab resources. Most of the additional and machine-specific classes include design "how to's", so no design experience is needed.

For more information, contact Denise Bellamy at 443-840-4712 or dbellamy@ccbcmd.edu

PCA 816**3D Printing with Fusion 360**

Go from design to creation with Fusion 360 software. This cloud-based tool combines design, modeling, and preparation for manufacturing into one comprehensive package. Learn to use the basic tools in the software to design and 3D print.

Total Cost: \$159 (Tuition: \$48 Fees: \$111)

CRN#	Day/Ses.	Dates	Time	Location
75515	S(1)	2/17	9am-3:30pm	CC
75509	M(2)	4/8-15	6-9:15pm	CC

VOB 042**Fab Lab 3D Printer Applications Introduction**

Learn applications using the 3D printer and CAD (computer-aided design) software. Instruction includes an introduction to 3D modeling software. Topics to be covered include safety procedures, machine setup, and operation. Includes a comprehensive final project. Prerequisite: Fab Lab Introduction.

Total Cost: \$159 (Tuition: \$48 Fees: \$111)

CRN#	Day/Ses.	Dates	Time	Location
75512	M(2)	2/12-19	6-9:15pm	CC
75487	S(1)	4/27	9am-3:30pm	CC

VOB 064**Fab Lab CNC Plasma Cutter Applications Introduction**

Learn applications using the CNC Plasma Cutter and associated software. Topics to be covered include machine setup, file parameter setup, speed and feed rates, and material settings. Includes a comprehensive final project. Prerequisite: Fab Lab Introduction.

Total Cost: \$159 (Tuition: \$48 Fees: \$111)

CRN#	Day/Ses.	Dates	Time	Location
75514	S(1)	4/20	9am-3:30pm	CC

VOB 044**Fab Lab CNC Router Applications Introduction**

Learn applications using the ShopBot CNC Router and PartWorks software. Topics include safety procedures, machine setup, and operation. Includes a comprehensive final project. Prerequisite: Fab Lab Introduction.

Total Cost: \$159 (Tuition: \$48 Fees: \$111)

CRN#	Day/Ses.	Dates	Time	Location
75499	S(1)	1/20	9am-3:30pm	CC
75501	M(2)	3/11-18	6-9:15pm	CC
75493	S(1)	5/11	9am-3:30pm	CC

VOA 773**Fab Lab Design and Print on the Vinyl Cutter**

Learn to design for the Roland Vinyl Cutter in Corel Draw. You'll learn to create files, print using the vinyl cutter and VersaWorks software, and use transfer film so designs can be transferred to fabric and other media as found in the sign and custom fabric businesses. Prerequisite: Fab Lab Introduction.

Total Cost: \$159 (Tuition: \$48 Fees: \$111)

CRN#	Day/Ses.	Dates	Time	Location
75511	S(1)	4/13	9am-3:30pm	CC

VOD 525**Fab Lab Introduction**

Learn the safety and operating procedures of this lab. Instruction supports entry-level proficiency in fabrication/fundamental prototyping. Covers safety, materials, basic setup, and operation of: laser engraver, 3D printer, and vinyl cutter.

Total Cost: \$99 (Tuition: \$0 Fees: \$99)

CRN#	Day/Ses.	Dates	Time	Location
75496	S(1)	1/6	9-11am	CC
75503	M(1)	1/22	6-8pm	CC
75510	M(1)	2/5	6-8pm	CC
75517	S(1)	2/24	9-11am	CC
75497	M(1)	3/4	6-8pm	CC
75504	S(1)	3/16	9-11am	CC
75506	S(1)	4/6	9-11am	CC
75486	M(1)	4/22	6-8pm	CC
75516	M(1)	5/6	6-8pm	CC
75492	S(1)	5/25	9-11am	CC

TEC 023**Fab Lab Intro to Rhino 3D**

Rhino is an intuitive 3D modeling software that utilizes the modeling by curves technique (NURBS). Rhino allows the user to accurately model a design for animation, engineering, manufacturing, or construction. In Intro to Rhino 3D, participants will learn software interface, basic 3D modeling concepts, and exporting for 3D printing, CNC routing, and laser cutting.

Total Cost: \$159 (Tuition: \$48 Fees: \$111)

CRN#	Day/Ses.	Dates	Time	Location
75520	S(1)	3/2	9am-3:30pm	CC
75518	M(2)	5/13-20	6-9:15pm	CC

VOB 045**Fab Lab Laser Cutter Applications Introduction**

Learn applications using the laser cutter/engraver and vinyl cutter. Instruction includes an introduction to Corel Draw. Topics to be covered include safety procedures, machine setup, and operation. Includes a comprehensive final project. Prerequisite: Fab Lab Introduction.

Total Cost: \$159 (Tuition: \$48 Fees: \$111)

CRN#	Day/Ses.	Dates	Time	Location
75505	S(1)	1/27	9am-3:30pm	CC
75500	S(1)	3/9	9am-3:30pm	CC
75491	S(1)	5/18	9am-3:30pm	CC

TEC 003**Fab Lab Mold Making**

Go beyond prototyping by learning to make molds using either an SLA 3D printer or other mold and casting products. Molds are used in a variety of career fields and can be used to check designs prior to manufacturing and production. Prerequisite: Fab Lab Introduction

Total Cost: \$159 (Tuition: \$48 Fees: \$111)

CRN#	Day/Ses.	Dates	Time	Location
75488	S(1)	5/4	9am-3:30pm	CC

VOD 529**Introduction to 3D Scanning**

Learn to use the Creaform Go!Scan 3D scanner to produce a 3D file for changes and improvements. Examples will be scanned and exported for 3D printing or other Fab Lab equipment. The Creaform Go!Scan 3D scanner is currently used in industry.

Total Cost: \$159 (Tuition: \$48 Fees: \$111)

CRN#	Day/Ses.	Dates	Time	Location
75507	S(1)	2/3	9am-3:30pm	CC

WELDING**CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE**

CCBC is offering a series of welding courses that will take you from beginning skills and techniques through additional courses in Gas Metal Arc (MIG), Shielded Metal Arc (Stick), and Gas Tungsten Arc (TIG).

For more information, contact Steve Ricketts at 443-840-4442 or sricketts@ccbcmd.edu

APP 285**Welding Basics**

Learn about the three most commonly used welding techniques: MIG, TIG and STICK.

Total Cost: \$192 (Tuition: \$0 Fees: \$192)

CRN#	Day/Ses.	Dates	Time	Location
74588	S(1)	1/20	8am-12:15pm	EGT
74600	S(1)	2/17	8am-12:15pm	EGT
74621	S(1)	3/23	8am-12:15pm	EGT
74752	S(1)	4/20	8am-12:15pm	EGT
74767	S(1)	5/18	8am-12:15pm	EGT

VOA 926**Fundamentals of Welding**

Learn equipment set-up, basic techniques and safety for oxy-fuel welding and cutting, STICK, MIG and TIG welding in this foundations course. In addition, discuss basic metallurgy, welding codes, welding inspection and welding symbols.

Total Cost: \$1,870 (Tuition: \$280 Fees: \$1,590)

CRN#	Day/Ses.	Dates	Time	Location
74585	M/W/F(6)	1/8-19	8am-3pm	EGT
74586	M/W(12)	1/8-2/14	5:30-8:30pm	EGT
74587	T/R(12)	1/9-2/15	5:30-8:30pm	EGT
74596	M/W/F(6)	2/12-23	8am-3pm	EGT
74620	M/W/F(6)	3/18-29	8am-3pm	EGT
74751	M/W/F(6)	4/22-5/3	8am-3pm	EGT
74753	M/W(12)	4/22-6/5	5:30-8:30pm	EGT
74754	T/R(12)	4/23-6/6	5:30-8:30pm	EGT

VOA 930**Intermediate MIG Welding**

Gain specific instruction in Gas Metal Arc (GMAW) and Flux-Cored Arc (FCAW) welding processes. Learn how to perform fillet and groove welds in all positions. Practice is geared toward sheet metal and structural steel welding code vertical and overhead tests. Passing the certification test provides an all-position, limited thickness, AWS D1.1 welder certification in FCAW and vertical D1.3 structural sheet metal code certification in GMAW. Prerequisite: Fundamentals of Welding.

Total Cost: \$2,750 (Tuition: \$412 Fees: \$2,338)

CRN#	Day/Ses.	Dates	Time	ocation
74592	M/W/F(7)	1/26-2/9	8am-3pm	EGT
74616	M/W/F(7)	3/1-15	8am-3pm	EGT
74622	M/W(14)	3/4-4/17	5:30-8:30pm	EGT
74623	T/R(14)	3/5-4/18	5:30-8:30pm	EGT
74745	M/W/F(7)	4/5-19	8am-3pm	EGT
74761	M/W/F(7)	5/10-24	8am-3pm	EGT

VOA 932**Intermediate Shielded Metal Arc Welding**

Continue training in the Shielded Metal Arc (SMAW) welding process. Learn how to perform fillet and grove welds on carbon steel using E6010 and E7018 electrodes in all positions. Practice is geared toward structural welding code vertical and overhead tests. Passing these tests provides an all position, limited thickness AWS D1.1 welder certification. Prerequisite: Fundamentals of Welding.

Total Cost: \$2,750 (Tuition: \$412 Fees: \$2,338)

CRN#	Day/Ses.	Dates	Time	Location
74589	M/W/F(9)	1/22-2/9	8am-3pm	EGT
74601	M/W(18)	2/19-4/17	5:30-8:30pm	EGT
74602	T/R(18)	2/20-4/18	5:30-8:30pm	EGT
74597	M/W/F(9)	2/26-3/15	8am-3pm	EGT
74741	M/W/F(9)	4/1-19	8am-3pm	EGT
74758	M/W/F(9)	5/6-24	8am-3pm	EGT

VOA 928**Intermediate TIG Welding**

Gain specific instruction in Gas Tungsten Arc Welding (GTAW) processes. Learn how to prepare material and perform flat, horizontal, and vertical fillet and groove welds on carbon steel, stainless steel and aluminum. Practice is geared toward thin material applications. Included are certification tests to AWS 17.1 Fusion Welding for Aerospace Applications. Prerequisite: Fundamentals of Welding.

Total Cost: \$2,750 (Tuition: \$412 Fees: \$2,338)

CRN#	Day/Ses.	Dates	Time	Location
74590	M/W/F(8)	1/24-2/9	8am-3pm	EGT
74603	M/W(16)	2/26-4/17	5:30-8:30pm	EGT
74605	T/R(16)	2/27-4/18	5:30-8:30pm	EGT
74598	M/W/F(8)	2/28-3/15	8am-3pm	EGT
74742	M/W/F(8)	4/3-19	8am-3pm	EGT
74759	M/W/F(8)	5/8-24	8am-3pm	EGT

VOA 772**Intermediate GMAW- Aluminum**

Advance your skills in the Gas Metal Arc (MIG) process, specifically for welding Aluminum. Emphasis placed preparing material and performing welding of fillet and groove welds on Aircraft Quality Aluminum in all positions. Practice is geared towards AWS D1.2, Structural Welding Code Aluminum. Passing the test provides an all position qualification to AWS D1.2. Prerequisite: Intermediate MIG Welding.

Total Cost: \$1,717 (Tuition: \$257 Fees: \$1,460)

CRN#	Day/Ses.	Dates	Time	Location
74595	M/W/F(4)	2/2-9	8am-3pm	EGT
74619	M/W/F(4)	3/8-15	8am-3pm	EGT
74626	M/W(8)	3/25-4/17	5:30-8:30pm	EGT
74629	T/R(8)	3/26-4/18	5:30-8:30pm	EGT
74750	M/W/F(4)	4/12-19	8am-3pm	EGT
74766	M/W/F(4)	5/17-24	8am-3pm	EGT

VOA 774**Intermediate GMAW- Self Shield FCAW**

Advance your skills in the FCAW Self Shielded process. Emphasis placed on preparing material and performing welding of fillet and groove welds on Structural Steel in all positions. Practice is geared towards AWS D1.1, Structural Welding Code Steel. Passing the test provides an all position qualification to AWS D1.1. Prerequisite: Intermediate MIG Welding.

Total Cost: \$1,717 (Tuition: \$257 Fees: \$1,460)

CRN#	Day/Ses.	Dates	Time	Location
74593	M/W/F(4)	2/2-9	8am-3pm	EGT
74617	M/W/F(4)	3/8-15	8am-3pm	EGT
74624	M/W(8)	3/25-4/17	5:30-8:30pm	EGT
74627	T/R(8)	3/26-4/18	5:30-8:30pm	EGT
74747	M/W/F(4)	4/12-19	8am-3pm	EGT
74762	M/W/F(4)	5/17-24	8am-3pm	EGT

VOA 775**Intermediate GMAW - Stainless**

Advance your skills in the GMAW, specifically for welding Stainless Steel. Emphasis placed on preparing material and performing welding of fillet and groove welds on Structural Stainless Steel in all positions. Practice is geared towards AWS D1.6, Structural Welding Code Stainless Steel. Passing the test provides an all position qualification to AWS D1.6. Prerequisite: Intermediate MIG Welding.

Total Cost: \$1,717 (Tuition: \$257 Fees: \$1,460)

CRN#	Day/Ses.	Dates	Time	Location
74594	M/W/F(4)	2/2-9	8am-3pm	EGT
74618	M/W/F(4)	3/8-15	8am-3pm	EGT
74625	M/W(8)	3/25-4/17	5:30-8:30pm	EGT
74628	T/R(8)	3/26-4/18	5:30-8:30pm	EGT
74749	M/W/F(4)	4/12-19	8am-3pm	EGT
74764	M/W/F(4)	5/17-24	8am-3pm	EGT

VOA 581**Advanced Welding**

Learn techniques required of a certified pipe welder. You must choose between Stick, TIG, or MIG and must have completed the intermediate level of your chosen discipline. Welding safety, proper tacks and feather edging, filler metal angles and manipulations for open root pipe welding are taught. Prerequisite: Intermediate Welding.

Total Cost: \$2,750 (Tuition: \$412 Fees: \$2,338)

CRN#	Day/Ses.	Dates	Time	Location
74591	M/W/F(8)	1/24-2/9	8am-3pm	EGT
74604	M/W(16)	2/26-4/17	5:30-8:30pm	EGT
74606	T/R(16)	2/27-4/18	5:30-8:30pm	EGT
74599	M/W/F(8)	2/28-3/15	8am-3pm	EGT
74743	M/W/F(8)	4/3-19	8am-3pm	EGT
74760	M/W/F(8)	5/8-24	8am-3pm	EGT



TRANSPORTATION, DISTRIBUTION & LOGISTICS

Workforce Training Options

- Automotive Safety Inspector
- Aviation & Drone Pilot Training
- Certified Forklift Technician
- Certified Logistics/Warehouse Distribution
- Commercial Vehicle Operator Class A & B
- Diesel Mechanic with CDL
- Introduction to Preventative Maintenance – Diesel
- Logistics/Warehouse
- Marine Engine Mechanics Repair
- Procurement and Purchasing Management
- Supply Chain
- U.S. Merchant Marine Officer - Professional Boat Captain

Degree & Certificate Program Areas

- Aviation Technology
- Automotive Technology

TRANSPORTATION, DISTRIBUTION, LOGISTICS

Learn the skills necessary to move, store, schedule, and deliver goods and services our economy demands.

Transportation, Distribution, and Logistics Institute (TDLI)

The premier workforce development training and academic provider for the TDL industry in the Baltimore and Mid-Atlantic region.

Courses target entry, intermediate, and advanced workforce training and education for individuals as well as customized training and educational solutions for organizations.

CCBC is a 2021 Center of Excellence for Domestic Maritime Workforce Training and Education (CoE) designee by the US Department of Transportation, Maritime Administration.

Contact Kipp Snow, 443-840-3034 or ksnow@ccbcmd.edu

AUTOMOTIVE

CONTINUING EDUCATION WORKFORCE TRAINING CERTIFICATE

AUTOMOTIVE SAFETY INSPECTOR

For more information, contact Kipp Snow at 443-840-3034 or ksnow@ccbcmd.edu

ARP 294

Preparation for MD State Safety Inspection Test

Review the applicable Code of Maryland Regulation (COMAR) and test taking strategies. Review handbook and administrative responsibilities of an inspector. Minimal out-of-class study required. Designed for automotive technicians seeking certification.

Total Cost: \$199 (Tuition: \$60 Fees: \$139)

CRN#	Day/Ses.	Dates	Time	Location
76726	S(1)	1/13	9am-3:30pm	CC
76727	S(1)	2/10	9am-3:30pm	CC
76730	M/T(2)	2/12-13	6-9:15pm	CC
76728	S(1)	4/13	9am-3:30pm	CC
76732	M/T(2)	5/6-7	6-9:15pm	CC

ARP 732

Maryland State Inspection Hands-on

Test Preparation

Prepare to pass the Maryland State Inspection hands-on test in all applicable topic areas. Intended for automotive students who have passed the Maryland Safety Inspection written exam.

Total Cost: \$399 (Tuition: \$120 Fees: \$279)

CRN#	Day/Ses.	Dates	Time	Location
76734	M-R(6)	2/14-22	6-9:15pm	CC
76736	S(2)	3/16-23	8am-4:30pm	CC
76735	M-R(6)	5/8-16	6-9:15pm	CC

AVIATION

For more information, contact Kipp Snow at 443-840-3034 or ksnow@ccbcmd.edu

VOA 103

Drone Pilot Training for the Remote Pilot License

Earn your FAA Remote Pilot license and learn to legally fly small unmanned aircraft (drones) for commercial purposes. Learn airspace, regulations, meteorology, safety, and flight operations. Experience hands-on flight training with drone aircraft. Instructor is FAA certified. Qualifying knowledge exam for the Commercial Drone Certification given at the conclusion of the course for an additional cost of \$175 (not included in tuition and fees) and must be paid separately at the time the exam is scheduled.

Total Cost: \$289 (Tuition: \$87 Fees: \$202)

CRN#	Day/Ses.	Dates	Time	Location
76237	M(1)	2/19	6-9:30pm	CC
	S(1)	2/24	9am-5pm	CC
	U(1)	2/25	9am-1pm	CC
76238	M(1)	3/18	6-9:30pm	CC
	S(1)	3/23	9am-5pm	CC
	U(1)	3/24	9am-1pm	CC
76236	M(1)	4/22	6-9:30pm	CC
	S(1)	4/27	9am-5pm	CC
	U(1)	4/28	9am-1pm	CC
76239	M(1)	5/20	6-9:30pm	CC
	S(1)	5/25	9am-5pm	CC
	U(1)	5/26	9am-1pm	CC

PILOT SIMULATOR TRAINING

Sign up for entry-level or professional-level flight simulator laboratory experience. Pilots can reserve flight simulator time in 2-hour or 5-hour time slots.

For more information, contact Kipp Snow at 443-840-3034 or ksnow@ccbcmd.edu

COMMERCIAL DRIVER'S LICENSE TRAINING at CCBC

Start your career in trucking
TODAY!

CCBC Transportation Training Center at TRADEPOINT ATLANTIC 2007 Reservoir Road, Baltimore, MD 21219

CCBC is conducting CDL-A training during days, evenings, and weekends; a 280-hour program. CCBC also offers CDL-B training during the day.

Commercial Driver License Class-A

\$5,195 in-county residents
Includes the cost of the Department of Transportation (DOT) drug screen and physical and the learner's permit fee.

Day classes: Mon-Fri, 8am-4pm, 8 weeks

1/29 - 3/22
3/11 - 5/10
4/29 - 6/21

Evening classes: Mon-Fri, 5-10pm, 12 weeks

1/2 - 3/22
3/4 - 5/31
5/13 - 8/2

Weekend classes: Sat-Sun, 8am-4pm, 20 weeks

1/20 - 6/16
5/11 - 10/6

Commercial Driver License Class-B

\$3,043 in-county residents
Includes the cost of the DOT drug screen and physical and the learner's permit fee.

Mon-Fri, 8am-4pm, 3 weeks

Call for dates.

Students MUST:

- Be at least 18 years of age
- Be able to pass a DOT drug screen & physical
- Possess a valid Maryland Driver's License (regular Class C)
- Maintain zero points for drug/alcohol violations

We continue to offer training at the west side location at Security Square Mall in Woodlawn.

Register now!

For information, call 443-840-2222

COMMERCIAL DRIVER'S LICENSE

VOB 088

Hazardous Materials Endorsement Preparation

Acquire the necessary knowledge of hazardous materials to upgrade your Maryland CDL with a hazardous materials endorsement. Learn the federal regulations regarding loading, unloading, driving and parking hazardous materials. Examine basic hazardous materials competencies, communication requirements, marking and labeling, placarding, emergency response procedures, shipper's responsibilities, unit fueling procedures, tire check, route planning, and permits.

Total Cost: \$125 (Tuition: \$38 Fees: \$87)

CRN#	Day/Ses.	Dates	Time	Location
73450	S(1)	1/13	9am-3:04pm	TTC
73441	W(1)	2/7	5-11pm	TTC
73451	S(1)	3/9	9am-3:04pm	TTC
73442	W(1)	4/10	5-11pm	TTC
73452	S(1)	5/4	9am-3:04pm	TTC

FORKLIFT

For more information, contact Kipp Snow at 443-840-3034 or ksnow@cbcmd.edu

VOA 605

Forklift Operator Training

Learn safety measures as they pertain to vehicle inspection and operation, product handling under general and specific site conditions and load balance, gravity, visual and operational checks. Presented in accordance with OSHA standards.

Total Cost: \$199 (Tuition: \$60 Fees: \$139)

CRN#	Day/Ses.	Dates	Time	Location
76724	S(2)	3/2-9	9am-3:30pm	CC
76725	S(2)	4/6-13	9am-3:30pm	CC

For more information, contact Kipp Snow at 443-840-3034 or ksnow@cbcmd.edu

PROCUREMENT & PURCHASING MANAGEMENT

Gain the skills you need to enter the fast-growing purchasing and procurement field. Among the topics you will learn include: contracts, how to evaluate suppliers, negotiate best prices, legal aspects of procurement, effective communications, how to create a purchasing budget. Online class. **Must register for parts 1, 2, & 3 at the same time.**

VOA 783

Procurement & Purchasing Management- Part 1

Total Cost: \$765 (Tuition: \$40 Fees: \$725)

CRN#	Day/Ses.	Dates	Time	Location
76721	Online	2/12-4/7	Arranged	E2GC

VOA 784

Procurement & Purchasing Management- Part 2

Total Cost: \$765 (Tuition: \$40 Fees: \$725)

CRN#	Day/Ses.	Dates	Time	Location
76722	Online	4/8-6/2	Arranged	E2GC

VOA 785

Procurement & Purchasing Management- Part 3

Total Cost: \$765 (Tuition: \$40 Fees: \$725)

CRN#	Day/Ses.	Dates	Time	Location
76723	Online	6/3-8/4	Arranged	E2GC

SUPPLY CHAIN

CERTIFIED SUPPLY CHAIN PROFESSIONAL

Enter the fast-growing field of Supply Chain Management and become a Certified Supply Chain Management Professional. Learn about purchasing and customer relations management, ethical and sustainable sourcing, demand forecasting, inventory management, Lean & Six Sigma, U.S. & Global logistics, supply chain integration. Online class. **Must register for both parts 1 & 2 at the same time.**

VOA 791

Certified Supply Chain Professional - Part 1

Total Cost: \$1,147 (Tuition: \$344 Fees: \$803)

CRN#	Day/Ses.	Dates	Time	Location
76752	Online	2/12-4/7	Arranged	E2GC

VOA 792

Certified Supply Chain Professional - Part 2

Total Cost: \$1,148 (Tuition: \$344 Fees: \$804)

CRN#	Day/Ses.	Dates	Time	Location
76753	Online	4/8-6/2	Arranged	E2GC

ACADEMIC PREPARATION



TEST PREPARATION

ADS 148

Comprehensive TEAS Strategies

Learn the best strategies for approaching various types of questions in the ATI TEAS for Math, Science, English Language and Usage, and Reading. Practice tests in class offer the opportunity to develop test-taking tricks that improve time management and anxiety reduction.

Total Cost: \$123 (Tuition: \$37 Fees: \$86)

CRN#	Day/Ses.	Dates	Time	Location
76067	T/R(6)	1/16-2/1	6-8pm	ZOOM
76069	M/W(6)	1/29-2/14	6-8pm	ZOOM
76071	T/R(6)	2/20-3/7	6-8pm	ZOOM

ADS 580

GRE Test Preparation - Part I (Verbal And Analytical)

Prepare to take the Graduate Record Examination (GRE) covering all question types on the verbal and analytical section. Learn time saving techniques for both the paper-based and computer administrations of the test. Topics include: reading comprehension, analogies, sentence completions, antonyms, and logical and analytical reasoning questions (Course 1 of 2). For details, go to ed2go.com/ccbconline/.

Total Cost: \$129 (Tuition: \$20 Fees: \$109)

CRN#	Day/Ses.	Dates	Time	Location
75576	Online	1/17-3/8	Arranged	ED2GO
75582	Online	3/13-5/3	Arranged	ED2GO

ADS 581

GRE Test Preparation - Part II (Quantitative)

Learn a variety of useful techniques for tackling the quantitative reasoning sections of the computerized GRE revised General Test (Course 2 of 2). For details, go to ed2go.com/ccbconline/.

Total Cost: \$129 (Tuition: \$20 Fees: \$109)

CRN#	Day/Ses.	Dates	Time	Location
75578	Online	1/17-3/8	Arranged	ED2GO
75584	Online	3/13-5/3	Arranged	ED2GO

ADS 678

LSAT Preparation - Part I

Learn about law school entrance procedures, developing analytical reasoning skills, and improving your test-taking skills (Course 1 of 2). For details, go to ed2go.com/ccbconline/.

Total Cost: \$129 (Tuition: \$20 Fees: \$109)

CRN#	Day/Ses.	Dates	Time	Location
75579	Online	1/17-3/8	Arranged	ED2GO
75585	Online	3/13-5/3	Arranged	ED2GO

ADS 259

LSAT Preparation - Part II

Improve your reading comprehension and logical reasoning skills, and discover proven approaches for selecting correct exam answers (Course 2 of 2). For details, go to ed2go.com/ccbconline/.

Total Cost: \$129 (Tuition: \$20 Fees: \$109)

CRN#	Day/Ses.	Dates	Time	Location
75580	Online	1/17-3/8	Arranged	ED2GO
75586	Online	3/13-5/3	Arranged	ED2GO

ADS 152

Mathematics for Success

Prepare for developmental math. Discuss topics that include whole number operations, integers, fractions, decimals, percents, ratios and proportions, exponents, square roots, and mathematical expressions. Each class is 45 hours of instruction and is designed for students who possess a high school diploma.

Total Cost: \$275 (Tuition: \$83 Fees: \$192)

CRN#	Day/Ses.	Dates	Time	Location
75971	M/W/F (18)	1/29 - 3/8	10:10-12:40pm	CC
75969	M/W (15)	1/29 - 3/18	9:00-12:15pm	*ZOOM/EC
75973	T/R (15)	1/30 - 3/19	6:00-9:15pm	*ZOOM/CC
75974	M/W/F (18)	3/18 - 5/6	10:10-12:40pm	CC
75978	M/W (14)	4/3 - 5/20	9:00-12:15pm	*ZOOM/EC
75975	T/R (14)	4/2 - 5/16	6:00-9:15pm	*ZOOM/CC

*1st and last classes take place in-person. Please check BrightSpace for information.

CEC 030

Praxis I Preparation

Develop the knowledge and skills you need to pass the Praxis Core Exam as you review and prepare for everything the test includes. For details, go to ed2go.com/ccbconline/.

Total Cost: \$139 (Tuition: \$20 Fees: \$119)

CRN#	Day/Ses.	Dates	Time	Location
75581	Online	1/17-3/8	Arranged	ED2GO
75587	Online	3/13-5		

ART, DESIGN & PHOTOGRAPHY

Ceramics

ART 486

Basic Pottery Wheel

Learn to use stoneware clay and electric wheels to practice centering, shaping and forming basic shapes such as bowls, cylinders and plates. Examine terminology, properties of clay, basic design and decorative glazing techniques. Designed for beginning pottery students learning to use a wheel for the first time or continuing their start as a potter. Note: Bring small bucket and sponge to class. The first 10 pounds of clay and one firing is included in the cost of the course. You will be responsible for additional clay and firings. Wear old work clothes, apron and closed-toe shoes.

Total Cost: \$183 (Tuition: \$0 Fees: \$183)

CRN#	Day/Ses.	Dates	Time	Location
76093	S(6)	2/10-3/16	1-3pm	CC
76096	S(6)	4/13-5/18	1-3pm	CC

ART 263

Introductory Ceramics

Learn hand building techniques and wheel throwing instruction. Topics include types and uses of clay, pinch pot and their use in creating sculptural forms, coiling, slab construction, an introduction to wheel techniques, decorating, glazing, and intaglio, ending in a class project. Course cost includes materials.

Total Cost: \$183 (Tuition: \$0 Fees: \$183)

CRN#	Day/Ses.	Dates	Time	Location
75558	W(6)	2/14-3/20	7-9:30pm	EC
75562	W(6)	4/10-5/15	7-9:30pm	EC

ARB 087

Intermediate Ceramics

Build on skills learned in introductory clay class through in-depth exploration of hand building and wheel-throwing skills using both high and low-fire clays. Develop more complex construction and glazing techniques. Course cost includes materials.

Total Cost: \$365 (Tuition: \$110 Fees: \$255)

CRN#	Day/Ses.	Dates	Time	Location
75555	M(12)	2/12-5/13	7-9:30pm	EC

ART

ARB 182

Drawing for the Absolute Beginner

Gain a solid foundation in drawing and become the artist you've always dreamed you could be! For details, go to ed2go.com/ccbconline/.

Total Cost: \$119 (Tuition: \$20 Fees: \$99)

CRN#	Day/Ses.	Dates	Time	Location
75637	Online	2/14-4/5	Arranged	ED2GO

ART 264

Introduction to Drawing

Develop an understanding of line, shape contour, value, composition, perspective, spatial relationships, measuring and proportion, light and shadow while working from still-life set-ups. Bring a drawing pad, 18 x 24" and a pencil to first class. Supply list will be given first session.

Total Cost: \$98 (Tuition: \$0 Fees: \$98)

CRN#	Day/Ses.	Dates	Time	Location
75721	M(6)	2/12-3/18	6:30-9pm	OM
75726	S(6)	4/13-5/18	10 am-12:30 pm	HV

ART 534

Drawing: Beyond the Basics

Continue to build drawing skills in this companion course to Introduction to Drawing. Learn to add wet media and color to drawings and use interior studies and still-life set-ups to further mastery of line, shape contour, value, composition, perspective, spatial relationships, measuring and proportion and light and shadow. Bring 18 x 24" drawing pad and a pencil to first class. Supply list will be given first session.

Total Cost: \$140 (Tuition: \$0 Fees: \$140)

CRN#	Day/Ses.	Dates	Time	Location
75724	M(6)	4/8-5/13	6:30-9pm	OM

ART 274

Discover Oil Painting

Gain an overview of oil painting techniques, application, brushes, paints and basic color theory and prepare for more serious study. Bring basic painting supplies to first class: canvas pad, three nylon brushes, palette, and primary paint colors.

Total Cost: \$98 (Tuition: \$0 Fees: \$98)

CRN#	Day/Ses.	Dates	Time	Location
75723	R(5)	3/14-4/18	6:30-8:30pm	OM

ART 672

Foundations of Watercolor

Learn how to execute a detailed line drawing, transfer it to the watercolor paper, and practice flat washes with round and flat brushes, and learn to demonstrate and experiment with creating tints and complementary colors. Create monochromatic and one full-color painting. Bring basic painting supplies to first class. Additional supplies will be discussed during first class.

Total Cost: \$138 (Tuition: \$0 Fees: \$138)

CRN#	Day/Ses.	Dates	Time	Location
75725	M(6)	4/8-5/20	6:30-9pm	ZOOM

PHOTOGRAPHY

ART 492

Get to Know Your Camera Basics

Is your digital camera an SLR or DSLR? What does aperture mean? Did you know your camera has an iris diaphragm? If you have a great camera, but don't know the answers to these and other photography questions, this is the class for you! You must furnish your own digital camera in good working order, owner's manual, and questions about how to use it. Limited seating due to the nature of individualized instruction for this course.

Total Cost: \$50 (Tuition: \$0 Fees: \$50)

CRN#	Day/Ses.	Dates	Time	Location
75990	S(1)	3/16	10am-12:30pm	DC
75992	S(1)	4/20	10am-12:30pm	OM
75993	S(1)	5/11	10am-12:30pm	CC

ARB 183

Introduction to Digital (SLR) Photography

Learn to understand your digital single lens reflex (SLR) camera; how it works, basic set-up/operation, shutter speed, ISO, focal length and flash photography. Bring some existing photos, your digital SLR camera/instruction manual to class.

Total Cost: \$108 (Tuition: \$0 Fees: \$108)

CRN#	Day/Ses.	Dates	Time	Location
75989	T(4)	2/20-3/12	6-8pm	EC
75988	S(4)	4/27-5/18	10am-12pm	CC

PCA 663

Introduction to Lightroom

Learn how to use the tools in Adobe Photoshop Lightroom to organize and edit your images, fine-tune lighting and color, and develop an efficient image processing workflow. For details, go to ed2go.com/ccbconline/.

Total Cost: \$159 (Tuition: \$20 Fees: \$139)

CRN#	Day/Ses.	Dates	Time	Location
75652	Online	2/14-4/5	Arranged	ED2GO

ART 478

Lighting Studio: Introduction

Gain hands-on experience with professional grade lighting equipment in a studio setting. This photography lighting course will show you how to use a studio strobe properly and safely, use Light Modifiers, light meter and tethering a camera to the computer. This course requires intermediate level photography experience.

Total Cost: \$92 (Tuition: \$28 Fees: \$64)

CRN#	Day/Ses.	Dates	Time	Location
75995	S(4)	2/24-3/16	10-11:45am	EC

PCP 270

Photographing Nature with Your Digital Camera

Learn how to use your digital camera to take stunning nature photos, including landscapes, flowers, animals, and even macro shots. For details, go to ed2go.com/ccbconline/.

Total Cost: \$119 (Tuition: \$20 Fees: \$99)

CRN#	Day/Ses.	Dates	Time	Location
75654	Online	2/14-4/5	Arranged	ED2GO

ARTS – PERFORMING

DANCE

DAN 004

Ballet I

Introduction to the technique and discipline of classical ballet: barre work, body alignment, center and locomotor skills, dynamic variety and musicality. No previous dance training needed. This class is also offered for credit as DANC 214.

Total Cost: \$129 (Tuition: \$0 Fees: \$129)

CRN#	Day/Ses.	Dates	Time	Location
76020	T/R(28)	1/30-5/9	11:10am-12:40pm	EC

DAN 015

Ballet for Adults

Learn barre and floor work exercises and exercises to improve body alignment. For beginning and seasoned dancers looking for an opportunity to attend a structured ballet class. Wear comfortable clothing and ballet shoes.

Total Cost: \$95 (Tuition: \$0 Fees: \$95)

CRN#	Day/Ses.	Dates	Time	Location
75830	S(8)	2/24-4/27	10:30-11:30am	EC

DAN 011**Ballroom and Social Dancing (Beginner/Intermediate)**

Learn or improve skills for the Swing, Waltz, Foxtrot, and Cha-Cha. Improve muscle tone, memory, and social self-confidence. Partner required. Wear non-rubber soled shoes.

Total Cost: \$124 (Tuition: \$0 Fees: \$124)

CRN#	Day/Ses.	Dates	Time	Location
75836	T(10)	2/13-4/23	7-9pm	EC
75835	T(10)	2/13-4/23	7-9pm	OM
75833	M/W(10)	2/19-3/20	7-9pm	EC
75831	U(9)	2/25-5/5	10am-12:10pm	CC
75834	M/W(10)	4/8-5/8	7-9pm	EC

DAN 013**Basic Belly Dancing (Beginning)**

Receive quality instruction in basic belly dancing techniques. Tone abs, buns, and thighs and promote better posture. Women of all ages, shapes, and sizes are welcome. Wear comfortable attire (t-shirts and leggings), bare feet or ballet slippers suggested; sneakers not recommended.

Total Cost: \$79 (Tuition: \$0 Fees: \$79)

CRN#	Day/Ses.	Dates	Time	Location
75849	T(5)	1/30-2/27	5-6:30pm	OM
75852	T(5)	3/12-4/16	5-6:30pm	OM
75854	T(5)	4/30-5/28	5-6:30pm	OM

DAN 001**Beginning Tap**

Learn the basic steps of tap dance in both Broadway and Hoofing styles. Improve your musicality and understanding of rhythm. No previous tap training required. Tap shoes required. Oxford, flat and/or slip on tap shoes recommended.

Total Cost: \$109 (Tuition: \$0 Fees: \$109)

CRN#	Day/Ses.	Dates	Time	Location
75846	S(8)	3/2-5/4	12-1:30pm	EC

DAN 005**Contemporary/Modern Dance I**

Introduction to the fundamentals of modern dance technique: floor work, body alignment and integration, locomotor skills, dynamic variety, and musicality. No previous dance training needed. This class is also offered for credit as DANC 220.

Total Cost: \$129 (Tuition: \$0 Fees: \$129)

CRN#	Day/Ses.	Dates	Time	Location
76021	M/W(28)	1/29-5/8	11:15am-12:45pm	EC

DAN 009**East Coast Swing/Jitterbug**

Beginners and experienced dancers alike will enjoy this social dance class featuring East Coast Swing (Jitterbug), the most popular style of the swing dances. Develop a foundation of this technique to use at social gatherings. Perform both 6 and 8 beat patterns, basic and advanced steps, and various hold positions. Please wear non-rubber sole shoes.

Total Cost: \$89 (Tuition: \$0 Fees: \$89)

CRN#	Day/Ses.	Dates	Time	Location
75838	F(6)	2/2-3/8	7-8:30pm	EC
75840	F(6)	4/5-5/10	7-8:30pm	EC

DAN 010**Introduction to Contemporary Modern Dance I**

Introduction to the fundamentals of modern dance technique; includes floor work, body alignment and integration, locomotor skills, dynamic variety, and musicality. This course is designed for students with no previous dance training. This class is also offered for credit as DANC 120.

Total Cost: \$129 (Tuition: \$0 Fees: \$129)

CRN#	Day/Ses.	Dates	Time	Location
76024	T/R(28)	1/30-5/9	12:45-2:10pm	CC

DAN 006**Intro to Hip Hop**

Introduction to the technique and cultural influences on the contemporary hip hop dance style. Practice hip hop technique and explore the cultural influences of music, graffiti, text and attire on this dance form. No previous dance training needed. This is also offered for credit as DANC 108.

Total Cost: \$129 (Tuition: \$0 Fees: \$129)

CRN#	Day/Ses.	Dates	Time	Location
76022	T/R(28)	1/30-5/9	2:20-3:45pm	EC

DAN 007**Intro to Jazz**

Introduction to the technique and discipline of jazz dance: floor work, body alignment, center and locomotor skills, dynamic variety and musicality. No previous dance training needed. This class is also offered for credit as DANC 132.

Total Cost: \$129 (Tuition: \$0 Fees: \$129)

CRN#	Day/Ses.	Dates	Time	Location
76023	T/R(28)	1/30-5/9	12:45-2:10pm	EC

DAN 002**Intermediate/Advanced Tap**

Hone your technique in tap as a tapper with 3 plus years of training. Master the similarities and differences between Broadway and hoofing styles with intricate rhythmic patterns. Tap shoes required.

Total Cost: \$109 (Tuition: \$0 Fees: \$109)

CRN#	Day/Ses.	Dates	Time	Location
75848	S(8)	3/2-5/4	1:45-3:15pm	EC

DAN 014**Latin Social Dancing-Salsa, Merengue, Bachata**

Learn the basic step patterns as you dance to the exciting rhythms of Latin music. Learn the most popular and current Latin dances taking place on the dance floor. No partner required. Wear non-rubber soled shoes.

Total Cost: \$89 (Tuition: \$0 Fees: \$89)

CRN#	Day/Ses.	Dates	Time	Location
75842	F(6)	2/2-3/8	8:30-10pm	EC
75843	F(6)	4/5-5/10	8:30-10pm	EC

DAN 012**Modern Dance**

Increase your flexibility and muscle tone, acquire a sense of body alignment and enjoy the pleasure of improved self-confidence. Dance attire: bare feet and comfortable clothing. No dance experience necessary.

Total Cost: \$95 (Tuition: \$0 Fees: \$95)

CRN#	Day/Ses.	Dates	Time	Location
75828	S(8)	2/24-4/27	9:30-10:30am	EC

DAN 016**Urban Line Dancing**

Learn traditional and current urban line dances and get a great total body workout while you have fun! A partner is not required; no dance experience required.

Total Cost: \$99 (Tuition: \$0 Fees: \$99)

CRN#	Day/Ses.	Dates	Time	Location
75863	T(10)	2/27-5/7	7-8:30pm	OM

MUSIC**MUS 119****Adult Piano**

Learn to play a keyboard instrument by learning the basics of finger positions, key, note-reading, rhythmic patterns, and have the opportunity to perform a beginner's level piece of music. Sight reading skills are introduced and strong practice techniques are developed. Please bring earphones.

Total Cost: \$139 (Tuition: \$0 Fees: \$139)

CRN#	Day/Ses.	Dates	Time	Location
75583	W(12)	2/7-5/1	7-8pm	OM
75577	R(12)	2/8-5/2	7-8pm	EC
75589	S(12)	2/10-5/11	9:30-10:30am	ZOOM

MUS 049**Advanced Flute Ensemble**

This class is for flutists 16+ who wish to advance their skills and to perform in flute ensemble. Participants will perform in recital at CCBC and are also invited to perform in outside concerts with Flutopia Baltimore (www.flutopiabaltimore.org), an adult flute choir.

Total Cost: \$119 (Tuition: \$0 Fees: \$119)

CRN#	Day/Ses.	Dates	Time	Location
75593	F(10)	3/1-5/10	6-7pm	EC

XXX 857**Baltimore Symphonic Band**

Join community members and music students who enjoy performing great music written for concert band. The BSB performs frequently throughout the community and is open to any experienced musician who plays a band instrument. This course is also offered for credit as MUSC 178.

Total Cost: \$129 (Tuition: \$0 Fees: \$129)

CRN#	Day/Ses.	Dates	Time	Location
75873	T(11)	2/27-5/14	7:20-10:55pm	EC

MUS 046**Bass Guitar Basics**

Learn bass guitar fundamentals and playing techniques, as well as how to tune and maintain a bass guitar. Discover how to purchase appropriate music, strings, and equipment. Bring a bass guitar to class!

Total Cost: \$99 (Tuition: \$0 Fees: \$99)

CRN#	Day/Ses.	Dates	Time	Location
75597	R(10)	2/1-4/11	6-7pm	EC

MUS 020**Community Chorus**

Join like-minded students studying and singing choral music both classical and popular. Final performance on the last day of class. This course is also offered for credit as MUSC 160.

Total Cost: \$129 (Tuition: \$0 Fees: \$129)

CRN#	Day/Ses.	Dates	Time	Location
75874	M(14)	1/29-5/13	6-8pm	CC

MUS 045**Fingerstyle Acoustic Guitar for Advanced Beginners**

Tired of strumming the same three chords? Put down that flat pick and learn to play with your thumb and fingers. We'll build a foundation of strong bass notes and simple finger-picking patterns that lead to the popular "Travis" style heard in many folk, blues, country, pop and rock songs. You should be comfortable with basic chords and song forms. Learn by ear, with some tab notation. Bring an acoustic guitar.

Total Cost: \$85 (Tuition: \$0 Fees: \$85)

CRN#	Day/Ses.	Dates	Time	Location
75599	S(6)	3/9-4/27	9-10am	CC

MUS 131**Flute Ensemble**

Learn to play the flute at your own pace and find pleasure as you improve. Designed for the flute student who wants to improve their rusty skills and musicianship abilities. Time to shine the silver and make some beautiful music.

Total Cost: \$119 (Tuition: \$0 Fees: \$119)

CRN#	Day/Ses.	Dates	Time	Location
75595	W(10)	2/28-5/8	7-8pm	EC

ART 837**Free Your Voice**

This refreshing alternative to tradition voice lessons will provide a different perspective if you have ever experienced personal blocks and fears that keep you from singing from your heart! Connect breath and body to find your inner creative impulse. Playful exercises, movement and elements of yoga and meditation may be incorporated.

Total Cost: \$79 (Tuition: \$0 Fees: \$79)

CRN#	Day/Ses.	Dates	Time	Location
75667	W(6)	3/6-4/17	7-8:30pm	ZOOM

MSC 050**Guitar Basics**

Learn basic chord progressions, hand positions and strumming techniques as well as how to tune and maintain a guitar. Discover how to purchase appropriate music, strings and equipment. Bring a guitar to class.

Total Cost: \$99 (Tuition: \$30 Fees: \$69)

CRN#	Day/Ses.	Dates	Time	Location
75600	R(10)	2/1-4/11	7-8pm	EC

ART 935**History of Music Notation**

Have you ever wondered how music came to be written down? This fascinating history explains how ink on paper is transformed into sound and time. In four sessions we trace the development of music notation from pre-notation to the pinnacle of tonal composition. We will listen to music from each period to understand this evolution.

Total Cost: \$59 (Tuition: \$18 Fees: \$41)

CRN#	Day/Ses.	Dates	Time	Location
75670	F(4)	4/19-5/10	7:15-8:15pm	ZOOM

MUS 044**Introduction to Clawhammer Banjo**

Get ready for the next "old time" jam! Learn to play traditional dance tunes in this rhythmic, down-stroking banjo style. Correct hand position, Bum-Ditty rhythm, various timings, simple chord shapes, scales, melodies, and fretting-hand techniques... all in the context of familiar tunes. Learn by ear, with some tab notation. Bring a 5-string banjo.

Total Cost: \$85 (Tuition: \$0 Fees: \$85)

CRN#	Day/Ses.	Dates	Time	Location
75598	S(6)	3/9-4/27	10-11am	CC

HIT 929**Nights at the Opera**

Discuss repertory heard in the most famous international opera houses during the nineteenth and twentieth centuries. Music of Mozart, Puccini, Verdi, Strauss and Britten will be presented along with prominent recordings, video, and literature to complement the discussion.

Total Cost: \$315 (Tuition: \$95 Fees: \$220)

CRN#	Day/Ses.	Dates	Time	Location
75871	T(14)	1/30-5/7	1-4pm	HV

ART 925**Opera Vs. Oratorio**

Compare and contrast the forms of Opera and Oratorio and examine their influence upon each other by listening to the great works of composers such as Handel and Verdi. Listen to side-by-side comparisons of the composer's works so as to understand and enjoy how the Oratorio brought the passion and drama of Opera to the sacred Biblical stories and texts.

Total Cost: \$89 (Tuition: \$27 Fees: \$62)

CRN#	Day/Ses.	Dates	Time	Location
75672	R(6)	3/7-4/18	7-8pm	CC

MUS 041**Song Writing 101**

Learn the basics of original songwriting in a fun and encouraging environment. Explore the intersection of melody and language, as well as inspiration and intention, and create original songs to share with the class. Feel welcome to include accompaniment if you play an instrument. No prior experience is required.

Total Cost: \$59 (Tuition: \$0 Fees: \$59)

CRN#	Day/Ses.	Dates	Time	Location
75675	W(4)	5/1-5/22	7-8:30pm	ZOOM

MUS 048**Soprano Recorder Class**

Ages 8+, but this class is for all ages! With this easy-to-play and inexpensive instrument, students will learn the musical basics of written pitch, rhythm, and music performance skills. Using the Baltimore County Public School model of "Karate Recorder" participants will earn "belts" as they progress through difficulty levels. Call 443-840-1646 before registering for info on purchasing a recorder.

Total Cost: \$99 (Tuition: \$0 Fees: \$99)

CRN#	Day/Ses.	Dates	Time	Location
75596	F(8)	3/1-4/26	4:30-5:30pm	EC

HIT 899**Time Travel Through Broadway Musicals**

Students will time travel listening to musical theatre works dating from the late nineteenth century to the present, from Gilbert and Sullivan to Lin Manuel Miranda. The journey will include historic photos, headlines, and samples of the era's popular music to give students a taste of the zeitgeist that gave birth to these works.

Total Cost: \$129 (Tuition: \$39 Fees: \$90)

CRN#	Day/Ses.	Dates	Time	Location
75677	W(6)	3/6-4/17	7-8:30pm	CC

ART 750**Ukulele I**

Through selected popular songs, gain a beginning proficiency on the ukulele. Learn to play melodies and common chord progressions.

Total Cost: \$95 (Tuition: \$0 Fees: \$95)

CRN#	Day/Ses.	Dates	Time	Location
76195	R(5)	3/7-4/4	7-9pm	CC

MUS 118**Vocal Basics for Adults**

Experience the sheer joy of expressing yourself with your voice and learn the fundamentals of vocal production in a non-threatening environment. You'll cover techniques in breathing, posture, warm-up exercises, scales, and introductory singing work as well as group singing skills, conductor cues, listening, and intonation.

Total Cost: \$99 (Tuition: \$0 Fees: \$99)

CRN#	Day/Ses.	Dates	Time	Location
75681	T(6)	3/5-4/16	7-8:30pm	CC

Private Lessons

Private music instruction on most instruments and voice is offered for both youth (6 or older for piano, 8 or older for other instruments, and 13 or older for voice) and adult students. Intensive one-on-one instruction provides individual attention appropriate to all skill levels and ability. Lessons are arranged on an individual basis with the appropriate instructor. Instruments are not provided. Before registering, call 443-840-1646 to make arrangements for placement.

XXX 961**Private Lessons - 1/2 Hour (6 weeks)**

Total Cost: \$135 (Tuition: \$0 Fees: \$135)

CRN#	Day/Ses.	Dates	Time	Location
76223	Arranged	2/5-3/18	Arranged	Arranged
76224	Arranged	4/1-5/20	Arranged	Arranged

XXX 965**Private Lessons - One Hour (6 weeks)**

Total Cost: \$265 (Tuition: \$0 Fees: \$265)

CRN#	Day/Ses.	Dates	Time	Location
76220	Arranged	2/5-3/18	Arranged	Arranged
76221	Arranged	4/1-5/20	Arranged	Arranged

MUS 120**Private Lessons - 1/2 Hour (14 weeks)**

Total Cost: \$299 (Tuition: \$0 Fees: \$299)

CRN#	Day/Ses.	Dates	Time	Location
76225	Arranged	2/5-5/20	Arranged	Arranged

XXX 801**Private Lessons - One Hour (14 weeks)**

Total Cost: \$599 (Tuition: \$0 Fees: \$599)

CRN#	Day/Ses.	Dates	Time	Location
76222	Arranged	2/5-5/20	Arranged	Arranged

Theater**ART 876****Acting For the Board Room**

Build skills and confidence in your professional life by learning how to be comfortable speaking in front of others. Using basic acting skills and vocal techniques students will explore ways to communicate powerfully and dynamically. No acting experience necessary.

Total Cost: \$79 (Tuition: \$0 Fees: \$79)

CRN#	Day/Ses.	Dates	Time	Location
75407	S(1)	2/17	9am-4pm	EC
75408	S(1)	3/16	9am-4pm	EC
75409	S(1)	4/20	9am-4pm	EC

ART 874**Intro to Acting**

Join a fun and energetic class that gives a foundation in acting. This class is perfect for anyone that wants to give acting a try or explore new skills. The class will include improvisation techniques, warm-up exercises, and scene study.

Total Cost: \$99 (Tuition: \$0 Fees: \$99)

CRN#	Day/Ses.	Dates	Time	Location
75406	R(8)	2/22-4/18	5:30-7:15pm	EC

ART 929**The Play is the Thing: Acting Techniques for Adults**

To achieve success as a performing artist, an actor must commit to building an ensemble based on respect and mutual understanding and to embrace the notion that empathy is at the heart of the actor's art. Students will be encouraged to explore their creative abilities on a journey of self-discovery in order to build this sense of ensemble. Through individual and group exercises, students will be introduced to the techniques necessary to play a character believably and honestly. The class will culminate with scene presentations from realistic American plays by authors of diverse cultural backgrounds. This course also requires a class trip to a regional theater to experience and analyze a live production. The fee for this play is already included in the course fee. Required Texts & Readings: Respect for Acting by Uta Hagan.

Total Cost: \$199 (Tuition: \$0 Fees: \$199)

CRN#	Day/Ses.	Dates	Time	Location
75410	R(12)	2/8-5/2	7:30-9pm	EC

FITNESS & WELLNESS**Beauty/Personal Care****CONTINUING EDUCATION****WORKFORCE TRAINING CERTIFICATE****FINANCIAL AID MAY BE AVAILABLE.****Hair Braiding**

Professional Hair Braiders are service providers in the beauty industry who care for natural hair, create braids, plaits and other techniques. Classes can be taken individually, but all 4 must be completed to receive the certificate.

REQUIRED COURSES:

- Hair Braiding Professional I
- Hair Braiding Professional II
- Hair Braiding Professional III
- Hair Braiding Professional IV

PDV 317**Hair Braiding Professional - Level II**

This second in the four-part series will present types of hair, product demonstrations, basic braid/plait, continuation of French braid techniques and an introduction to Fishtail, Flat Twist and Two-stand Twist braids. Prerequisite for Certification: Hair Braiding Professional – Level I

Total Cost: \$249 (Tuition: \$75 Fees: \$174)

CRN#	Day/Ses.	Dates	Time	Location
72095	S(6)	1/20-3/9	9am-12pm	EC

PDV 318**Hair Braiding Professional - Level III**

This third in a series of four courses for those who want to pursue a career as a Professional Hair Braider presents a continuation of Level II braids; introduction of extensions with burn finishing for a cornrow and for a braid; Senegalese braid and Corkscrew braid. Prerequisite for Certification: Hair Braiding Professional Level I and Level II.

Total Cost: \$249 (Tuition: \$75 Fees: \$174)

CRN#	Day/Ses.	Dates	Time	Location
73972	M/W(6)	3/11-4/8	5-8pm	EC

PDV 319**Hair Braiding Professional - Level IV**

The final in a four-course series, this presents a continuation of Senegalese and Corkscrew braids, Silky Lock braid, Nubian Twist braid, professional ethics, portfolio techniques, and hands-on practice. You'll also learn about working in beauty salons or starting your own business. Prerequisites for Certification: Hair Braiding Professional Level I, II, and III.

Total Cost: \$249 (Tuition: \$75 Fees: \$174)

CRN#	Day/Ses.	Dates	Time	Location
73974	S(6)	4/13-6/8	9am-12pm	EC

PDV 328**Makeup Artistry Professional**

Use your creative talent to enhance the natural beauty of a client for everyday or special occasions using advanced make-up techniques. Learn makeup application for basic symmetry, contouring and highlighting, color theory, hygiene, custom-blended foundations, and airbrush make-up demonstrations. Our certificate program is designed to provide you with the training to start a business as a certified makeup artist, beauty consultant or a sales representative with individual coaching, demonstrations, lectures, and hands-on practice.

Total Cost: \$559 (Tuition: \$168 Fees: \$391)

CRN#	Day/Ses.	Dates	Time	Location
74380	S(8)	3/2-5/4	9am-1:15pm	OM

Cardio & Aerobics**FIT 479****Cardio Fitness**

Participate in this intensive aerobic workout through the use of traditional methods and high-tech equipment. Progress will be monitored and assessed to evaluate cardiovascular fitness levels. This class is also offered for credit as PELF124.

Total Cost: \$230 (Tuition: \$0 Fees: \$230)

CRN#	Day/Ses.	Dates	Time	Location
76106	M/W/F(45)	1/29-5/10	8-8:55am	CC
76102	M/W/F(45)	1/29-5/10	6-6:55pm	CC
76109	T/R(30)	1/30-5/9	9:35-11am	CC

FIT 627**Personal Fitness Trainer Certification**

Prepare to earn your certification in this one-day course leading to the International Sports Medicine Association (AAAI/ISMA) personal fitness trainer certification exam. CEUs awarded. Study guide recommended. Read before class. Call 609-397-2139 or visit aaai-ismafitness.com to order textbook.

Total Cost: \$144 (Tuition: \$44 Fees: \$100)

CRN#	Day/Ses.	Dates	Time	Location
75000	S(1)	2/3	9am-5pm	EC
75002	S(1)	4/13	9am-5pm	EC

FIT 696**Sports Nutrition Certification**

Prepare to earn your certification in this one-day course leading to the International Sports Medicine Association (AAAI/ISMA) sports nutrition certification exam. CEUs awarded. Study guide recommended. Read before class. Call 609-397-2139 or visit aaai-ismafitness.com to order textbook.

Total Cost: \$144 (Tuition: \$44 Fees: \$100)

CRN#	Day/Ses.	Dates	Time	Location
74089	S(1)	3/16	9am-5pm	EC

FIT 787**Low Impact Zumba**

Burn calories and tone your body as you Zumba-cise and dance to Latin and International music.

Total Cost: \$99 (Tuition: \$0 Fees: \$99)

CRN#	Day/Ses.	Dates	Time	Location
75396	T(10)	3/2-5/25	9:15-10:15am	OM

FIT 004**Zumba Intermediate**

Learn new Zumba dance moves, improve cardio-respiratory endurance, burn more calories fast and improve overall health. Prerequisite: Low Impact Zumba or Zumba Gold.

Total Cost: \$99 (Tuition: \$0 Fees: \$99)

CRN#	Day/Ses.	Dates	Time	Location
75700	T(10)	1/30-4/16	10:30-11:45am	OM

Circuit & Weight Training**FIT 131****Strength and Conditioning for Athletes**

Emphasize the development of maximal strength, power production, anaerobic capacity, muscular endurance, aerobic capacity, and muscular hypertrophy. Practical application activities involving safety protocols, proper lifting techniques, Olympic-style lifts, plyometrics, footwork drills, and testing procedures using free weights as well as weight-stack machines. Strength training and conditioning programs for specific sports are also included. This course is also offered for credit as KNLS119 and PELF119.

Total Cost: \$368 (Tuition: \$0 Fees: \$368)

CRN#	Day/Ses.	Dates	Time	Location
76181	T/R(27)	1/30-5/9	12:45-2:10pm	DC

PDV 095**Strength Training for Total Fitness**

Explore the principles, science, and benefits of developing skeletal-muscular and cardiovascular-aerobic fitness via the medium of intensive exercise with resistive weights equipment. This course is also offered for credit as PELF115.

Total Cost: \$230 (Tuition: \$0 Fees: \$230)

CRN#	Day/Ses.	Dates	Time	Location
76179	M/W(12)	1/29-3/6	1:25-4:20pm	DC
76169	M/W/F(41)	1/29-5/13	8-8:55am	CC

FIT 607**Weight Training and Conditioning**

Emphasizes the development of muscular strength and endurance, using fitness machines, free weights, prescribed exercises and general fitness activities. This course is also offered for credit as PELF 116.

Total Cost: \$162 (Tuition: \$0 Fees: \$162)

CRN#	Day/Ses.	Dates	Time	Location
76201	M/W(14)	1/29-3/13	1:25-3:15pm	DC

FIT 130**Intermediate Weight Training**

Improve your fitness level using more advanced concepts of weight training. Learn advanced techniques of machine-based, free weight and body weight training, as well as exercise programming and progressions based on individual needs and abilities. Explore the concepts of physiological adaptations to exercise and the basics of anatomy and physiology. This course is also offered for credit as PELF117.

Total Cost: \$162 (Tuition: \$0 Fees: \$162)

CRN#	Day/Ses.	Dates	Time	Location
76180	M/W(12)	1/29-3/6	1:25-3:15pm	DC
76166	M/W(29)	1/29-5/13	1:25-3:15pm	DC

Meditation

FIT 404

Meditation Practice

Experience the benefits of reduced stress, spiritual awakening, vitality, and clarity. Meditation produces profound results on all levels of your being: physical, mental, emotional, and spiritual.

Total Cost: \$79 (Tuition: \$0 Fees: \$79)

CRN#	Day/Ses.	Dates	Time	Location
75664	R(4)	2/29-3/21	6-8pm	EC
74725	R(4)	4/18-5/9	6-8pm	OM

PDV 100

Meditation for Wellness

Learn about a variety of formal and informal meditation practices, the science behind the benefits of meditation and how it can reduce stress and symptoms of illness and improve well-being. This course is also offered for credit as PELF 144.

Total Cost: \$162 (Tuition: \$0 Fees: \$162)

CRN#	Day/Ses.	Dates	Time	Location
76168	F(13)	2/2-5/10	11:10am-1:05pm	EC

FIT 933

Zen Meditation

Learn 'Mindful' posture & breathing techniques. Be mindful of your innate intelligence and natural compassion.

Total Cost: \$84 (Tuition: \$0 Fees: \$84)

CRN#	Day/Ses.	Dates	Time	Location
74383	W(6)	4/17-5/22	6:30-8:15pm	OM

RED CROSS/CPR

CPR 013

CPR/First Aid Training

Learn basic cardiopulmonary resuscitation (CPR) and first aid techniques and become certified by the American Red Cross (ARC). Topics include Automatic External Defibrillator (AED).

Total Cost: \$139 (Tuition: \$42 Fees: \$97)

CRN#	Day/Ses.	Dates	Time	Location
73858	S(1)	2/3	8am-4:45pm	CC
73860	S(1)	3/9	8:30am-5:15pm	EC
73863	S(1)	3/16	8am-4:45pm	OM
73865	S(1)	4/13	8am-4:45pm	CC
73866	S(1)	4/20	8:30am-5:15pm	EC
73867	S(1)	5/11	8:30am-5:15pm	EC
73869	S(1)	5/18	8am-4:45pm	OM

Reiki

FIT 805

Kundalini Reiki I

Learn the history of this alternative healing method and how to give a healing treatment on yourself and others. Successful students will receive a First Degree Kundalini Reiki I Certificate. Wear comfortable clothing.,

Total Cost: \$74 (Tuition: \$0 Fees: \$74)

CRN#	Day/Ses.	Dates	Time	Location
73876	S(2)	1/27-2/3	9:30am-1:45pm	OM
73875	S(2)	2/10-17	9:30am-1:45pm	EC
73874	S(2)	4/6-13	9:30am-1:45pm	CC

FIT 706

Usui Reiki I

Enhance your life through healing energy on mental, physical, and spiritual levels. Receive a Usui Reiki I attunement and learn how to give a healing treatment on yourself and others. Upon successful completion of the course, receive a First Degree Usui Reiki Certificate. Wear comfortable clothing.

Total Cost: \$74 (Tuition: \$0 Fees: \$74)

CRN#	Day/Ses.	Dates	Time	Location
74083	S(1)	1/13-20	9am-1pm	EC
74995	S(2)	4/13-20	9am-1pm	EC

FIT 707

Usui Reiki II

Receive a Usui Reiki II attunement and prepare for the Master or Master/Teacher certification. Upon successful completion of this course, you'll receive a Second Degree Usui Reiki Certificate and learn how to set up a Usui Reiki healing practice. Wear comfortable clothing.

Total Cost: \$74 (Tuition: \$0 Fees: \$74)

CRN#	Day/Ses.	Dates	Time	Location
74082	S(2)	2/10-17	9am-1pm	EC
74996	S(2)	5/11-18	9am-1pm	EC

Self Defense

FIT 925

Self-Defense for Protection

Focus on basic physical self-defense techniques including blocks, strikes, kicks, as well as common sense safety precautions. Develop the awareness and self-confidence to diffuse potentially violent situations. Should physical self-defense be required, learn how everyday objects can be used as natural weapons to deliver power to protect you. Open to students of all abilities. Wear comfortable clothing.

Total Cost: \$99 (Tuition: \$0 Fees: \$99)

CRN#	Day/Ses.	Dates	Time	Location
74087	T(10)	3/5-5/21	7:30-9pm	EC

SWIMMING & AQUA FITNESS

FIT 581

Aqua Fitness

Learn to perform low impact activities, improve the cardio-respiratory, muscular strength, endurance and flexibility. This class is also offered for credit as PEAQ 106.

Total Cost: \$162 (Tuition: \$0 Fees: \$162)

CRN#	Day/Ses.	Dates	Time	Location
76081	M/W(23)	2/26-5/13	8-8:55am	EC
76074	M/W(23)	2/26-5/13	12:10-1:05pm	EC
76089	T/R(22)	2/27-5/9	8-8:55am	EC
76084	T/R(22)	2/27-5/9	10-10:55am	EC
76092	T/R(22)	2/27-5/9	12:10-1:05pm	EC
76088	T/R(22)	2/27-5/9	5-5:55pm	EC
76087	T/R(22)	2/27-5/9	6:20-7:15pm	EC

FIT 619

Introductory Swimming

Develop fundamental swimming skills. Intended for adult non-swimmers. Gain the confidence needed to develop a physical and mental adjustment to water. Learn drown-proofing techniques, basic swimming strokes, fundamental diving and entry skills and simple water safety rules and rescues. Recommended for all students regardless of age and physical ability. This class is also offered for credit as PEAQ 125.

Total Cost: \$230 (Tuition: \$0 Fees: \$230)

CRN#	Day/Ses.	Dates	Time	Location
76167	S(13)	2/3-5/11	9am-12:05pm	CC

FIT 503

Intermediate Swimming

Develop a high level of proficiency in fundamental swimming strokes. This class is also offered for credit as PEAQ 126.

Total Cost: \$230 (Tuition: \$0 Fees: \$230)

CRN#	Day/Ses.	Dates	Time	Location
76165	S(13)	1/29-5/11	9am-12:05pm	CC

FIT 129

Lifeguard Training

Learn progressive techniques and practices of advanced water safety, rescue, and resuscitation methods; emphasizes lifeguarding techniques and swimming pool operation. Prerequisite: Demonstrate the ability to continuously swim 300 yards, swim out 20 yards, surface dive, recover a 10 pound brick and tread water for two minutes. You must be at least 15 years old by the completion of the course. Course cost includes texts.

Total Cost: \$609 (Tuition: \$183 Fees: \$426)

CRN#	Day/Ses.	Dates	Time	Location
76197	F(12)	2/2-5/10	5-8:55pm	EC
76198	S(12)	2/3-5/11	11:30am-2pm	EC

FIT 128**Water Safety Instructor**

Learn appropriate methods of teaching water safety and basic swimming strokes including how to plan, conduct, and evaluate swimming and water safety courses. An advanced course for skilled swimmers. Satisfactory completion qualifies the student for Red Cross Water Safety Instructor Certification. Prerequisites: Current Red Cross Emergency Water Safety or Red Cross Lifeguard Certificate, competency in performing 25-yard backstroke, front crawl/free style, breast stroke, side stroke and elementary backstroke and 15-yard butterfly stroke and floating and treading water for one minute each. Textbook is included in the cost of the course.

Total Cost: \$609 (Tuition: \$183 Fees: \$426)

CRN#	Day/Ses.	Dates	Time	Location
76200	T/R(16)	2/27-5/9	6-8:55pm	EC

FIT 508**Swimming Level I**

Learn elementary swimming skills, water safety and survival swimming. Intended for non-swimmers or those who cannot swim 25 yards; emphasizes stroke techniques. This class is also, offered for credit as PEAQ 100.

Total Cost: \$162 (Tuition: \$0 Fees: \$162)

CRN#	Day/Ses.	Dates	Time	Location
76880	M	1/29 - 5/13	6:05-7:55pm	EC
76891	M/W	1/29 - 5/13	10:10-11:10am	EC
76888	W	1/31 - 5/8	6:05-7:55pm	EC
76889	S	2/3 - 5/11	9-11am	EC
76590	S	2/3 - 5/11	11:10am-1:10pm	EC

FIT 504**Swimming Level II**

Covers intermediate aquatics skills, competitive swim strokes, water safety and fitness concepts. Must have completed FIT 508. This class is also, offered for credit as PEAQ 101.

Total Cost: \$162 (Tuition: \$0 Fees: \$162)

CRN#	Day/Ses.	Dates	Time	Location
76879	M	1/29 - 5/13	6:05-7:55pm	EC
76811	M/W	1/29 - 5/13	10:10-11:05am	EC
76883	W	1/31 - 5/8	6:05-8:55pm	EC
76881	S	2/3-5/11	9-11am	EC
76882	S	2/3 - 5/11	11:10am-1:10pm	EC

FIT 804**Swimming Level 3**

An advanced swimmer who has completed FIT 505 or equivalent skills to swim 100 yards in good form using most competitive strokes. Emphasis on skill refinement and endurance. This class is also offered for credit as PEAQ 102.

Total Cost \$162 (Tuition: \$0 Fees: 16)

CRN#	Day/Ses.	Dates	Time	Location
76885	M	1/29 - 5/13	6:05-7:55pm	EC
76884	M/W	1/29 - 5/13	10:10-11:10am	EC
76881	W	1/31 - 5/8	6:05-7:55pm	EC
76886	S	2/3 - 5/11	9-11am	EC

FIT 071**Water Aerobics**

Study and practice various conditioning programs designed to attain and maintain physical fitness through activities while the body is submerged in water. Emphasis on water exercises, water jogging and rhythmic movements in the water. The nine fundamental swim strokes will be introduced in a routine or composition set to music. This course is also offered for credit as PEAQ145.

Total Cost: \$230 (Tuition: \$0 Fees: \$230)

CRN#	Day/Ses.	Dates	Time	Location
76064	M/W/F(40)	1/29-5/13	8-8:55am	CC
76065	M/W/F(40)	1/29-5/13	11:15am-12:10pm	CC

TAI CHI & YOGA**FIT 252****Tai Chi for Beginners**

Experience this traditional form of martial arts as an excellent low impact exercise that improves coordination, balance, and flexibility. Wear comfortable clothing.

Total Cost: \$109 (Tuition: \$0 Fees: \$109)

CRN#	Day/Ses.	Dates	Time	Location
74724	T()	1/23-4/9	6:30-7:40pm	OM

FIT 126**Meditation and Yoga for Wellness**

Ashtanga yoga practice promotes enhanced mood and relaxation response; strength, flexibility, and body/mind awareness through meditation, breathing techniques, and yoga practice. Relaxing stretches and floor work are designed to help students unwind, open the body, and feel revitalized.

Total Cost: \$99 (Tuition: \$0 Fees: \$99)

CRN#	Day/Ses.	Dates	Time	Location
74088	T(10)	3/5-5/21	6:30-7:45pm	EC

FIT 087**Gentle Yoga**

This less intense, non-strenuous, quiet, meditative and restorative practice is especially welcome for those who don't have the flexibility, coordination and strength which many yoga poses portray. A good option for those who want a softer, nurturing, slower-pace. Includes range-of-motion exercises. Students will need to wear comfortable clothes and bring a yoga mat, yoga strap, and blanket with them to each class session.

Total Cost: \$99 (Tuition: \$0 Fees: \$99)

CRN#	Day/Ses.	Dates	Time	Location
74999	M(9)	1/22-3/18	6:30-7:50pm	DC

FIT 586**Yoga**

Develop techniques which enhance strength, flexibility, and body/mind awareness. Includes breathing, yoga postures, concentration, and relaxation. This class is also offered for credit as PELF 100.

Total Cost: \$162 (Tuition: \$0 Fees: 162)

CRN#	Day/Ses.	Dates	Time	Location
76874	F	2/2-5/10	9:05-10:55am	EC
76875	S	2/3-5/11	9-11am	EC

FIT 035**Yoga Teacher Training Part 1**

Earn your yoga teacher training certification. In the first of this two-part class, deepen your practice, learn to teach basic and intermediate classes. Successful completion will enable you to register for the RYT200 with Yoga Alliance. Materials cost \$75 due first session.

Total Cost: \$1,504 (Tuition: \$100 Fees:\$1,404)

CRN#	Day/Ses.	Dates	Time	Location
75073	W(6)	2/7-3/13	4:30-9:30pm	ZOOM
	F(6)	2/9-3/15	4:30-9:30pm	ZOOM
	S(6)	2/10-3/16	12-8pm	ZOOM

FIT 036**Yoga Teacher Training Part 2**

Deepen your practice, learn to teach basic and intermediate classes. Successful completion will enable you to register for the RYT200 with Yoga Alliance. Materials cost \$75 due first session. Prerequisite: Yoga Teacher Training: 200 hours (Part 1: 100 hours)

Total Cost: \$1,504 (Tuition: \$100 Fees: \$1,404)

CRN#	Day/Ses.	Dates	Time	Location
75075	W(6)	4/3-5/8	4:30-9:30pm	ZOOM
	F(6)	4/5-5/10	4:30-9:30pm	ZOOM
	S(6)	4/6-5/11	12-8pm	ZOOM

WELLNESS- HOLISTIC HEALTH

FIT 670

Healing with Gemstones and Crystals

Discover the benefits of gemstones and crystals for first aid, emotional healing, meditation, space clearing and psychic protection. Learn ways to program, cleanse, charge and intuitively select personal healing stones.

Total Cost: \$84 (Tuition: \$0 Fees: \$84)

CRN#	Day/Ses.	Dates	Time	Location
75399	S(1)	3/16	9am-12pm	EC

FIT 758

Advanced Crystals:

Healing with Crystals and Gemstones

Explore specific healing techniques including birth month stones, chakra stones, feng shui and crystals, crystal grids and first aid stones and gems. Introduction to Crystals or Healing with Gemstones & Crystal recommended. Materials cost \$5 due at first class.

Total Cost: \$84 (Tuition: \$0 Fees: \$84)

CRN#	Day/Ses.	Dates	Time	Location
73994	S(1)	3/23	9am-12pm	EC

AHL 129

Certificate in Holistic and Integrative Health

Learn to provide compassionate care to clients and improve their quality of life. Designed for healthcare professionals and laypersons, this presents a comprehensive training on the fundamentals of holistic and integrative health. Covers topics from holistic stress management, meditation, healing environments, to Chinese and Ayurvedic medicine, and more. Endorsed by the American Holistic Nurses Association (AHNA). For details, go to ed2go.com/ccbconline/.

Total Cost: \$469 (Tuition: \$20 Fees: \$449)

CRN#	Day/Ses.	Dates	Time	Location
74354	Online	1/17-3/8	Arranged	ED2GO
74355	Online	3/13-5/3	Arranged	ED2GO

VOB 103

Certified Professional Life Coach

Develop the critical skills necessary to become successful certified life coach. Complete the course to receive the Certified Professional Coach (CPC) certification issued through the International Association of Professional Recovery Coaches (IAPRC). We will cover: Core Competencies of the International Coach Federations (ICF) and the IAPRC; ICF-recognized protocols; IAPRC code of ethics; awareness and mindful attention; action tools and skills; assumptions and deeper insight; shifting perspective; and launching a life coach business. For details, go to ed2go.com/ccbconline/.

Total Cost: \$1,895 (Tuition: \$50 Fees: \$1,845)

CRN#	Day/Ses.	Dates	Time	Location
76164	Online	1/8-6/10	Arranged	ED2GO

FIT 935

Communicating with Angels

Learn how to communicate with your angel using Angel Oracle Cards by Doreen Virtue (bring your own deck). Learn about Archangels, how to read and interpret the cards and receive and Angel Attunement. Certificate of completion awarded.

Total Cost: \$74 (Tuition: \$0 Fees: \$74)

CRN#	Day/Ses.	Dates	Time	Location
74516	S(2)	2/24-3/2	9:30am-1:45pm	OM
74517	S(2)	5/4-11	9:30am-1:45pm	EC

AHL 130

Continuing Education Certificate in Food, Nutrition and Health

Gain a holistic overview of current food and nutrition issues and their impact on physical, social, emotional, and spiritual health. Many of us are not aware of what foods to eat, which diets are healthy, and where our food originates. This certificate program has been endorsed by the American Holistic Nurses Association (AHNA). For details, go to ed2go.com/ccbconline/.

Total Cost: \$129 (Tuition: \$20 Fees: \$109)

CRN#	Day/Ses.	Dates	Time	Location
74356	Online	2/14-4/5	Arranged	ED2GO
74357	Online	4/17-6/7	Arranged	ED2GO

CEC 035

Empowering Students with Disabilities

Explore common disabilities you'll encounter in the classroom and master techniques for promoting academic, behavioral, and social skills in students with special needs. For details, go to ed2go.com/ccbconline/.

Total Cost: \$139 (Tuition: \$20 Fees: \$119)

CRN#	Day/Ses.	Dates	Time	Location
74358	Online	2/14-4/5	Arranged	ED2GO
74359	Online	4/17-6/7	Arranged	ED2GO

PDE 916

Get Assertive

Find out how you can stop others from intimidating you or treating you poorly. For details, go to ed2go.com/ccbconline/.

Total Cost: \$119 (Tuition: \$20 Fees: \$99)

CRN#	Day/Ses.	Dates	Time	Location
74365	Online	2/14-4/5	Arranged	ED2GO
74364	Online	4/17-6/7	Arranged	ED2GO

PDE 956

Get Funny

Learn how to use humor to speak more effectively, write better, and increase your popularity. For details, go to ed2go.com/ccbconline/.

Total Cost: \$119 (Tuition: \$20 Fees: \$99)

CRN#	Day/Ses.	Dates	Time	Location
75653	Online	2/14-4/5	Arranged	ED2GO
74366	Online	3/13-5/3	Arranged	ED2GO
74367	Online	5/15-7/5	Arranged	ED2GO

FIT 455

Handling Medical Emergencies

Every second counts during a medical emergency. Learn how to respond if someone needs your help. For details, go to ed2go.com/ccbconline/.

Total Cost: \$119 (Tuition: \$20 Fees: \$99)

CRN#	Day/Ses.	Dates	Time	Location
74360	Online	3/13-5/3	Arranged	ED2GO
74361	Online	5/15-7/5	Arranged	ED2GO

FIT 113

Healthy Weight Loss and Management

Discover how to establish a healthy approach to successful weight loss and weight maintenance for a lifetime. For details, go to ed2go.com/ccbconline/.

Total Cost: \$119 (Tuition: \$20 Fees: \$99)

CRN#	Day/Ses.	Dates	Time	Location
74362	Online	1/17-3/8	Arranged	ED2GO
74363	Online	3/13-5/3	Arranged	ED2GO

FIT 464

Herbs and Health

Gain hands-on experience making wonderful herbal infusions, decoctions and salves. Learn the basic skills to concoct personal herbal remedies.

Total Cost: \$99 (Tuition: \$0 Fees: \$99)

CRN#	Day/Ses.	Dates	Time	Location
73995	R(6)	4/11-5/16	6-7:30pm	EC

PDV 367

How the Moon Phases Us

Harness the power of the moon to enrich your self-care practices to guide intentional transformation. Learn about the lunar phases and how they impact your interpersonal perspectives and goals. Discover the untapped potential of the moon and embark on an empowering journey of healing and self-reflection.

Total Cost: \$94 (Tuition: \$0 Fees: \$94)

CRN#	Day/Ses.	Dates	Time	Location
74863	T(4)	4/9-30	5:50-7:35pm	ZOOM

PDV 031**Introduction to Astrology**

Learn about the heavenly cycles and cosmic events that are reflected in our earthly environment through knowledge and intuition. Explore the twelve houses, signs, planets, elements, and aspects of astrology to interpret individual astrological charts and understand our world, life, and the cosmos.

Total Cost: \$89 (Tuition: \$0 Fees: \$89)

CRN#	Day/Ses.	Dates	Time	Location
73991	R(5)	3/7-4/11	7-9pm	ZOOM

PDV 029**Intermediate Astrology**

Learn the geometric relationship between the planets, the major and minor aspects, planetary transits, and advanced techniques for chart analysis and interpretation. Classes are experiential, interactive, and fun. Prerequisite: Astrology Beginning or Introduction to Astrology.

Total Cost: \$89 (Tuition: \$0 Fees: \$89)

CRN#	Day/Ses.	Dates	Time	Location
74728	R(4)	4/18-5/9	7-9pm	ZOOM

PDV 377**Introduction to Holistic Health**

Join us for a comprehensive course on holistic well-being. Delve into the history of holistic healing, grasp essential terminology, and explore abundant resources. Explore various health techniques and practices. Learn to select and apply personalized holistic methods for your own well-being. Embrace a holistic lifestyle and journey toward optimal health.

Total Cost: \$119 (Tuition: \$0 Fees: \$119)

CRN#	Day/Ses.	Dates	Time	Location
75662	T/R(10)	2/20-3/21	3-4pm	ZOOM

AHL 701**Introduction to Natural Health and Healing**

Gain an introduction to concepts and principles of natural health and healing in a holistic approach to wellbeing. For details, go to ed2go.com/cbcconline/.

Total Cost: \$119 (Tuition: \$20 Fees: \$99)

CRN#	Day/Ses.	Dates	Time	Location
74368	Online	1/17-3/8	Arranged	ED2GO
74369	Online	4/17-6/7	Arranged	ED2GO

PDV 375**Nutrition and Skincare**

Discover the Secret to Radiant Skin! Join our transformative course that delves deep into the world of nutrition and beauty. Explore how food and nutrients can enhance your skin health. Learn about nutrition labels, how diet affects your skin, and natural beauty tips. Unleash your skin's natural glow and boost its youthful vibrance!

Total Cost: \$189 (Tuition: \$0 Fees: \$189)

CRN#	Day/Ses.	Dates	Time	Location
75130	T/R(13)	4/4-5/16	3-4:30pm	EC

PDV 126**Past Life Regression:****A Journey through Many Lifetimes**

Discover spiritual and emotional wellness to realize your purpose in life. Learn how to experience personal enlightenment, peace and happiness using past life regression techniques and guided meditation. Topics include revisiting a past life to address current issues; listening and trusting one's own intuition; Chakra cleansing; forgiveness; guided meditation and more.

Total Cost: \$94 (Tuition: \$0 Fees: \$94)

CRN#	Day/Ses.	Dates	Time	Location
75398	S(2)	3/2-9	10am-2pm	CC

PDV 153**Simple Aromatherapy**

Discover the art and science of aromatherapy. Examine 12 popular essential oils and learn recipes for making simple aromatherapy products.

Total Cost: \$74 (Tuition: \$0 Fees: \$74)

CRN#	Day/Ses.	Dates	Time	Location
74086	S(1)	3/2	9am-1pm	EC

CHA 077**Teaching Students with Autism: Strategies for Success**

Gain the skills to provide learning strategies and activities to Autistic students. Designed for classroom teachers, topics include characteristics of Autistic students, examples of classroom behavior, learning styles of Autistic students, socialization strategies and techniques, and focusing strategies. For details, go to ed2go.com/cbcconline/.

Total Cost: \$129 (Tuition: \$20 Fees: \$109)

CRN#	Day/Ses.	Dates	Time	Location
74370	Online	3/13-5/3	Arranged	ED2GO
74371	Online	5/15-7/5	Arranged	ED2GO

PSY 114**Thoughts Are "Things":****How To Use Your Mind as a Tool**

Uncover the science-backed insights into how our minds shape us. Delve into the profound links between emotions, thoughts, spirituality, and behaviors, and their direct influence on our well-being. Learn practical techniques to enhance health, happiness, and overall wellness. Join us in exploring the incredible potential of your mind.

Total Cost: \$299 (Tuition: \$0 Fees: \$299)

CRN#	Day/Ses.	Dates	Time	Location
75666	M/W(16)	3/11-5/13	5-6:30pm	EC

CET 056**Working Successfully****with Learning Disabled Students**

Learn how to successfully meet the diverse needs of students with learning disabilities in your classroom. For details, go to ed2go.com/cbcconline/.

Total Cost: \$129 (Tuition: \$20 Fees: \$109)

CRN#	Day/Ses.	Dates	Time	Location
74373	Online	1/17-3/8	Arranged	ED2GO
74372	Online	3/13-5/3	Arranged	ED2GO

WELLNESS FOR ANIMALS**FIT 760****Animal Reiki I**

Explore this alternative Japanese energy healing technique that can help facilitate general wellbeing of your animal, help your pet with behavior issues, illness and/or injury, and more. Earn your first Shoden Reiki Level I attunement certificate and the skills to practice Level I Reiki with animals. Wear comfortable clothing.

Total Cost: \$139 (Tuition: \$20 Fees: \$119)

CRN#	Day/Ses.	Dates	Time	Location
74515	S(1)	3/16	9am-5pm	CC

FIT 761**Animal Reiki II**

Learn how distance healing works across space and time and how to compliment it with other alternative healing techniques. Receive the second level certificate, and the skills to practice Level II Reiki with animals. Prerequisites: Animal Reiki Level I. Wear comfortable clothing.

Total Cost: \$169 (Tuition: \$20 Fees: \$149)

CRN#	Day/Ses.	Dates	Time	Location
74522	S(1)	4/20	9am-5pm	CC

HOBBIES, COOKING & HOME IMPROVEMENT

BREWING

CKG 067

Beer Brewing

Work with a local brewer to create your own stout beer using premium malted steeping grains. Learn about the fermentation process, brewing equipment and how to safely bottle your brews. Take a six-pack of your own beer home to share with friends. Class includes beer sampling and is led by a professional brewer. Materials cost included. Must be at least 21 years old and provide photo identification.

Total Cost: \$100 (Tuition: \$0 Fees: \$100)

CRN#	Day/Ses.	Dates	Time	Location
75976	S(2)	2/10-3/2	1:30-4:30pm	OM
75979	S(2)	4/20-5/11	1:30-4:30pm	OM

Cooking

CKG 023

Culinary Basic Training

Beginner and experienced cooks will have the opportunity to develop basic cooking skills and gain an understanding of recipes. Bring a chef's knife and cutting board to class. Materials/food cost of \$50 due at first class.

Total Cost: \$98 (Tuition: \$0 Fees: \$98)

CRN#	Day/Ses.	Dates	Time	Location
75982	R(4)	4/11-5/2	6:30-9pm	OM

CKG 227

The Well-stocked Spice Cabinet

Tired of cinnamon? Wonder how to use mace? Is cream of tartar really a spice? (Hint: it's not!). Dive into the mysteries of your spice cabinet and learn about commonly used spices and herbs, what to have on hand, secrets to using even those less familiar ones, fresh vs. dried, and proper spice storage.

Total Cost: \$50 (Tuition: \$0 Fees: \$50)

CRN#	Day/Ses.	Dates	Time	Location
75980	S(1)	2/17	1:30-3pm	OM
75981	S(1)	4/27	1:30-3pm	OM

Floral Design

FLR 022

Floral Design I

Learn the basics of fresh and/or silk floral arranging including use of tools and supplies, design techniques and different styles of table arrangements, wreaths and wall decorations. Take home a different design each week. Materials cost up to \$80.00 payable at first class.

Total Cost: \$85 (Tuition: \$0 Fees: \$85)

CRN#	Day/Ses.	Dates	Time	Location
75570	R(4)	2/8-29	7-9pm	OM
75691	M(4)	2/12-3/4	7-9pm	EC
75573	W(4)	4/10-5/1	7-9pm	CC

FLR 020

Floral Design - Seasonal and Holiday

Work on wreaths and table decorations for the fall and winter holidays. Materials cost up to \$80.00 payable first class.

Total Cost: \$94 (Tuition: \$0 Fees: \$94)

CRN#	Day/Ses.	Dates	Time	Location
75566	W(6)	2/7-3/13	6-8pm	CC
75689	W(6)	2/7-5/8	7-9pm	EC
75690	F(6)	2/9-5/10	7-9pm	EC
76076	S(6)	4/13-5/18	10am-12pm	OM

Furniture Repair

VOD 234

Upholstery

This hands-on course for all levels, will teach upholstery techniques. Learn how to strip and repair frames and springs, select and measure fabric and cut and apply the upholstery. Bring a small upholstered item to each class. Storage is unavailable.

Total Cost: \$130 (Tuition: \$0 Fees: \$130)

CRN#	Day/Ses.	Dates	Time	Location
75687	R(5)	2/15-3/14	6-9pm	CC
75688	R(5)	4/25-5/23	6-9pm	CC

Home Improvement

PDE 050

Home Improvement

Learn how to repair and maintain your home in this hands-on course. Topics include repair checklist, power tool use and safety, planning, building a wall, drywall repair and finishing, plumbing basics, practical electric and other student interests. Materials cost \$20.00 due at first class.

Total Cost: \$142 (Tuition: \$0 Fees: \$142)

CRN#	Day/Ses.	Dates	Time	Location
75761	S(6)	2/3-3/9	10am-1:15pm	DC
75686	R(6)	4/11-5/16	6-9pm	DC

PDE 048

Home Improvement: Beyond the Basics

Learn from experienced contractors/instructors how to improve six areas of any house through hands-on demonstrations and projects including electricity, plumbing, wall construction, window installation, tiling and more. Materials cost included.

Total Cost: \$168 (Tuition: \$0 Fees: \$168)

CRN#	Day/Ses.	Dates	Time	Location
76058	R(6)	2/1-3/7	6-9pm	DC
76057	S(6)	4/6-5/11	10am-1:15pm	DC

Interior Design

VOA 897

Introduction to Interior Design

Explore a career in interior design as you learn how to transform any room into a beautiful and functional space. For details, go to ed2go.com/ccbconline/.

Total Cost: \$129 (Tuition: \$20 Fees: \$109)

CRN#	Day/Ses.	Dates	Time	Location
75657	Online	2/14-4/5	Arranged	ED2GO

VOB 101

Certified Residential Interior Designer Part 1

This course is designed to prepare the student for a career as a residential interior designer and to prepare the student for the Certified Residential Interior Designer Education (RIDE) exam. Topics to be covered include the fundamentals and ethical practices involved in becoming a residential interior designer; the basics of good design; design styles and movements; materials that interior designers use; development of a concept portfolio; and design concept for a family room. For details, go to ed2go.com/ccbconline/.

Total Cost: \$1,073 (Tuition: \$25 Fees: \$1,048)

CRN#	Day/Ses.	Dates	Time	Location
76061	Online	1/8-4/29	Arranged	ED2GO

VOB 102

Certified Residential Interior Designer Part 2

This course is designed to prepare the student for a career as a residential interior designer and to prepare the student for the Certified Residential Interior Designer Education (RIDE) exam. Topics to be covered include the fundamentals and ethical practices involved in becoming a residential interior designer; the basics of good design; design styles and movements; materials that interior designers use; development of a concept portfolio; and design concept for a family room. For details, go to ed2go.com/ccbconline/.

Total Cost: \$1,072 (Tuition: \$25 Fees: \$1,047)

CRN#	Day/Ses.	Dates	Time	Location
76062	Online	5/13-9/3	Arranged	ED2GO

Jewelry Making

ART 250

Jewelry from Chainmaille

Learn to make jewelry, closures and jump rings from chainmaille. Explore how to select the correct metal, make a pair of earrings and a bracelet and get resources for additional patterns, tools and supplies. Materials cost of \$45.00 due first class.

Total Cost: \$82 (Tuition: \$0 Fees: \$82)

CRN#	Day/Ses.	Dates	Time	Location
76018	S(1)	4/6	10am-4:30pm	CC

PDE 953

Jewelry Soldering

Learn how to use a torch, a variety of soldering techniques and how to work with different metals while creating metal jewelry, bezels, and findings. Materials cost up to \$45.00 due first class.

Total Cost: \$99 (Tuition: \$0 Fees: \$99)

CRN#	Day/Ses.	Dates	Time	Location
76019	U(1)	2/11	10am-5:30pm	CC

ART 139

Lampworking: Make Your Own Glass Beads

Learn to make own glass beads from imported Italian glass. Explore shape and surface decoration including dots, metal foils and frit. Wear cotton clothing and closed-in shoes. Protective eyewear will be provided. Materials cost up to \$55.00 due at first class.

Total Cost: \$99 (Tuition: \$0 Fees: \$99)

CRN#	Day/Ses.	Dates	Time	Location
76014	U/S(2)	3/9-10	10am-4:30pm	CC

Sewing

XXC 213

Sewing - Beginning

Learn how to choose the right notions for a sewing kit, understanding sewing terms, how to use a pattern and how to operate and care for a personal sewing machine. Supplies: bring a sewing machine in good working order, scissors, thread, 1/2 yard canvas fabric.

Total Cost: \$123 (Tuition: \$0 Fees: \$123)

CRN#	Day/Ses.	Dates	Time	Location
75545	R(5)	1/18-2/15	6-9:15pm	CC
75547	W(5)	3/6-4/10	6-9:15pm	DC
75549	M(5)	4/15-5/13	6-9:15pm	RAC

PDE 866

Sewing Continuing

Improve sewing skills by learning to insert a zipper, apply interfacing and elastic, applique and put in buttonholes on several projects. Bring a sewing machine in good working order. Supplies: See Sewing Beginning XXC 213.

Total Cost: \$118 (Tuition: \$0 Fees: \$118)

CRN#	Day/Ses.	Dates	Time	Location
75541	R(4)	2/29-3/21	6-9:15pm	CC
75550	W(4)	4/24-5/15	6-9:15pm	DC

ART 585

Advanced Sewing-Part One

Learn personal fitting techniques with the use of a commercial pattern and properly sew a custom pair of pants. Purchase a 9" all-purpose zipper and enough fabric to make a basic jacket to match that will be constructed in Advanced Sewing 2. Bring a sewing machine in good working order.

Total Cost: \$123 (Tuition: \$0 Fees: \$123)

CRN#	Day/Ses.	Dates	Time	Location
75539	R(5)	4/4-5/2	6-9:15pm	CC

ART 286

Advanced Sewing Part Two

Learn how to sew set-in sleeves, buttonholes, collars, piping and other fine touches for a perfect fit. Become familiar with more advanced hand sewing, seam finishing and ironing techniques. Topics include creating tailored pieces, sewing set in sleeves, creating piping and hand sewing a finished hem. In order to successfully complete this tailored jacket, some stitching will have to be done between classes. Prerequisites Advanced Sewing Part One. Bring a sewing machine in good working order.

Total Cost: \$123 (Tuition: \$0 Fees: \$123)

CRN#	Day/Ses.	Dates	Time	Location
75538	M(5)	1/22-2/19	6-9:15pm	RAC

ART 583

Project Runway I

Learn the basics of sketching and making patterns so that you can start creating your own original custom designs. Prerequisites: Some sewing skills and knowledge of sewing terms necessary. Bring a pencil, transparent sketch paper and transparent tape with you to class. Materials cost up to \$25.00 due at first session.

Total Cost: \$119 (Tuition: \$0 Fees: \$119)

CRN#	Day/Ses.	Dates	Time	Location
76082	S(5)	4/6-5/4	9:30am-12pm	CC

Sustainability

PDV 409

Backyard Beekeeping

Learn about the benefits of backyard beekeeping and how not to get stung as you make a positive impact the environment. Discuss equipment, identification of nectar sources, honeybee biology and how to start your own hive.

Total Cost: \$104 (Tuition: \$0 Fees: \$104)

CRN#	Day/Ses.	Dates	Time	Location
74006	S(4)	2/3-24	9am-12pm	EC

ENV 360

Start Your Own Edible Garden

Grow delicious, nutritious fruit and vegetables in your own backyard! In this course, you'll learn how to give your garden a healthy start and keep it growing strong all season. For details, go to ed2go.com/cbcconline/.

Total Cost: \$129 (Tuition: \$20 Fees: \$109)

CRN#	Day/Ses.	Dates	Time	Location
75658	Online	2/14-4/5	Arranged	ED2GO

Outdoor Activities

FIT 588

Beginning Tennis

Learn the fundamental principles of the single and doubles play, the basic tennis strokes: forehand, backhand, serve plus net play. Develop an understanding of serving technique followed by practice in developing coordinated swings. This class is also offered for credit as PEIA 140.

Total Cost: \$162 (Tuition: \$0 Fees: \$162)

CRN#	Day/Ses.	Dates	Time	Location
76097	M/W(16)	3/18-5/8	1-3:15pm	EC
76100	T/R(16)	3/19-5/9	12:45-2:35pm	EC

FIT 660

Bike around Baltimore

Learn basic bicycle safety and how to make minor bike repairs while experiencing the most scenic bike paths in the greater Baltimore region. Biking dates discussed at the initial classroom session. Two-hour biking tours on Saturday.

Total Cost: \$109 (Tuition: \$0 Fees: \$109)

CRN#	Day/Ses.	Dates	Time	Location
75669	W(1)	4/10	7-9pm	OM
	S(4)	4/13-5/4	9-11am	OSX

FIT 341**Hikes around Baltimore**

Learn basic safety and hiking techniques and get in shape while exploring some of the best hiking paths in the Baltimore area. First evening class meets on campus. Hiking dates and supply list will be discussed at that time. Student must be able to complete the first hike. Remaining hikes intensify in endurance, distance and terrain. Instructor will assess the student's ability to complete hikes, and make appropriate recommendations. Space is limited. Three-hour hikes on Saturday or Sunday.

Total Cost: \$124 (Tuition: \$0 Fees: \$124)

CRN#	Day/Ses.	Dates	Time	Location
73989	R(1)	3/7	7-9pm	CC
	S(4)	3/9-30	8:30-11:30am	OSX

FIT 946**Pickleball**

Pickleball I is a course that introduces students to the fundamentals of Pickle Ball. Students will practice the basic strokes, including forehand, backhand, serve, and net play. Also covered will be rules and scoring, terminology, game history, etiquette, and strategy. Students will participate in singles and doubles games.

Total Cost \$179 (Tuition: \$0 Fees: \$179)

CRN#	Day/Ses.	Dates	Time	Location
76872	W(14)	1/31-5/8	5:30-7:20pm	EC
76878	R(14)	2/1-5/9	9:05-10:50am	EC
76876	S(12)	2/3-5/11	9-11am	EC

FIT 076**Playing Better Golf**

Learn to develop your golf skills and strategies regardless of your skill level. Fundamentals of golf, putting, irons, woods and trouble shots and demonstration of full swing and setup will be presented. Discuss the situations that necessitate using each of the 14 golf clubs. First session is in the classroom, weather permitting; other classes on the driving range. Driving range cost \$7 to \$11. Optional: golf clubs and golf game booklet.

Total Cost: \$89 (Tuition: \$0 Fees: \$89)

CRN#	Day/Ses.	Dates	Time	Location
73997	R(5)	5/2-30	6:30-8pm	EC

PERSONAL DEVELOPMENT**Finance****FIN 059****Investment Financial Literacy**

Have you always wanted to know how to plan for your financial future? This is the first class in a series to help you better decipher terms like stocks, bonds, mutual funds, retirement plans and accounts, and annuities. Use what you learn to make better financial decisions and ask better questions of financial investment professionals.

Total Cost: \$55 (Tuition: \$0 Fees: \$55)

CRN#	Day/Ses.	Dates	Time	Location
75762	W(5)	2/7-3/6	7-8pm	EC

FIN 060**Investment Financial Literacy 2**

Expand upon what you learned on the Investment Financial Literacy course. Discover different ways to evaluate and pick investments. Look at two different methods to examine stocks: fundamental analysis, which uses financial information to make decisions, and technical analysis, which uses charts and graphs. Find out how to pick bond investments and mutual funds for your portfolio.

Total Cost: \$55 (Tuition: \$0 Fees: \$55)

CRN#	Day/Ses.	Dates	Time	Location
75763	W(4)	4/3-24	7-8pm	EC

FIN 061**Stock Options for Fun and Profit**

What is one of Warren Buffet's secrets of success? Stock options! They are often extremely misunderstood and frightening but, once understood, become a useful tool for investors. Options can be used to reduce an investor's risk or to enhance returns in several different ways. We will attempt to demystify options and provide you, the investor, with the tools needed to employ options in your own investment portfolio. Learn a new investment strategy for your financial toolbox!

Total Cost: \$55 (Tuition: \$0 Fees: \$55)

CRN#	Day/Ses.	Dates	Time	Location
75764	M(4)	4/29-5/20	7-8pm	EC

Writing & Literature**PWL 179****Writing Fiction**

Learn how to write fiction from an experienced author. Investigate plot, characterization, point of view and theme. Acquire information regarding publications and how to prepare a manuscript for submission. Works in progress encouraged.

Total Cost: \$115 (Tuition: \$35 Fees: \$80)

CRN#	Day/Ses.	Dates	Time	Location
76073	S(8)	2/24-4/27	10am-12pm	EC

WLT 430**Advanced Fiction Writing**

Explore advanced fiction writing techniques with a published novelist. For details, go to ed2go.com/ccbconline/.

Total Cost: \$119 (Tuition: \$20 Fees: \$99)

CRN#	Day/Ses.	Dates	Time	Location
75634	Online	2/14-4/5	Arranged	ED2GO

WRI 117**Beginning Writers Workshop**

This course is designed to enable the student to develop a creative writing piece by learning literary techniques to move the work from the prewriting stage to editing and final revision. The student will learn how to use literary devices, meaningful dialogue, and imagery. For details, go to ed2go.com/ccbconline/.

Total Cost: \$119 (Tuition: \$20 Fees: \$99)

CRN#	Day/Ses.	Dates	Time	Location
75594	Online	2/14-4/5	Arranged	ED2GO

WRI 066**Introduction to Screenwriting**

Learn everything you need to know to write a great script, from structure, character creation, and dialogue to marketing and selling your screenplay. For details, go to ed2go.com/ccbconline/.

Total Cost: \$129 (Tuition: \$20 Fees: \$109)

CRN#	Day/Ses.	Dates	Time	Location
75650	Online	2/14-4/5	Arranged	ED2GO

WLT 244**Mystery Writing**

Using vivid examples from bestselling mystery novels, this course will teach you the techniques you need to become a successful author. For details, go to ed2go.com/ccbconline/.

Total Cost: \$119 (Tuition: \$20 Fees: \$99)

CRN#	Day/Ses.	Dates	Time	Location
75588	Online	2/14-4/5	Arranged	ED2GO

MAR 147**Publish and Sell Your E-Books**

Learn how to use free tools to publish an e-book, and then list and sell your e-books in the world's largest online bookstores. For details, go to ed2go.com/ccbconline/.

Total Cost: \$129 (Tuition: \$20 Fees: \$109)

CRN#	Day/Ses.	Dates	Time	Location
75633	Online	2/14-4/5	Arranged	ED2GO

WRI 046**Research Methods for Writers**

Learn the most efficient and effective methods to conduct research for any writing project. For details, go to ed2go.com/ccbconline/.

Total Cost: \$139 (Tuition: \$20 Fees: \$119)

CRN#	Day/Ses.	Dates	Time	Location
75591	Online	2/14-4/5	Arranged	ED2GO

WRI 219**Romance Writing**

Learn how to effectively craft the specific elements of a romance novel. For details, go to ed2go.com/ccbconline/.

Total Cost: \$119 (Tuition: \$20 Fees: \$99)

CRN#	Day/Ses.	Dates	Time	Location
75592	Online	2/14-4/5	Arranged	ED2GO

MUS 041**Song Writing 101**

Learn the basics of original songwriting in a fun and encouraging environment. Explore the intersection of melody and language, as well as inspiration and intention, and create original songs to share with the class. Feel welcome to include accompaniment if you play an instrument. No prior experience is required!

Total Cost: \$59 (Tuition: \$0 Fees: \$59)

CRN#	Day/Ses.	Dates	Time	Location
75675	W(4)	5/1-22	7-8:30pm	ZOOM

WLT 412**The Keys to Effective Editing**

If you aspire to be an editor, this course will teach you the fundamentals of top-notch editing for both fiction and nonfiction. For details, go to ed2go.com/ccbconline/.

Total Cost: \$139 (Tuition: \$20 Fees: \$119)

CRN#	Day/Ses.	Dates	Time	Location
75631	Online	2/14-4/5	Arranged	ED2GO

WLT 240**Writing for Children**

Touch the hearts of children through writing. Turn your book idea into a finished product and explore new opportunities and markets. You'll cover fiction and nonfiction manuscript, children's literature, niche players, and tools and resources for writers. For details, go to ed2go.com/ccbconline/.

Total Cost: \$119 (Tuition: \$20 Fees: \$99)

CRN#	Day/Ses.	Dates	Time	Location
75590	Online	2/14-4/5	Arranged	ED2GO

WORLD LANGUAGES**Arabic****FLC 569****Arabic Language 1A**

Develop basic skills while learning short sentences and sentence structure, basic verb conjugation, short beginning dialogs and elements of Arabic-speaking cultures. Textbook required for first class. See Textbook Requirements.

Total Cost: \$215 (Tuition: \$65 Fees: \$150)

CRN#	Day/Ses.	Dates	Time	Location
74261	W(11)	2/28-5/15	7-9pm	CC

French**FLA 014****Beginning Conversational French**

The course will encompass simple pronunciation with phonetic spelling for every word and phrase included in the instruction. Topics to be covered in audio, culture tips, currency and food. For details, go to ed2go.com/ccbconline/.

Total Cost: \$129 (Tuition: \$20 Fees: \$109)

CRN#	Day/Ses.	Dates	Time	Location
74290	Online	1/17-3/8	Arranged	ED2GO
74291	Online	4/17-6/7	Arranged	ED2GO

FLA 081**Getting Started with French**

Develop basic conversational skills including simple vocabulary, greetings and salutations, introductions. Cultural aspects of French speaking countries and the surname system are also covered. Course cost includes e-text and audio file for practice.

Total Cost: \$158 (Tuition: \$48 Fees: \$110)

CRN#	Day/Ses.	Dates	Time	Location
74264	R(8)	4/11-5/30	7-8:30pm	ZOOM

FLC 427**Basic French 1A**

Emphasizes pronunciation, reading and conversational skills, including present tense, sentence construction, and negative and interrogative forms. Textbook required for first class. See Textbook Requirements.

Total Cost: \$215 (Tuition: \$65 Fees: \$150)

CRN#	Day/Ses.	Dates	Time	Location
74252	T(11)	2/27-5/14	7-9pm	ZOOM
74262	R(11)	2/29-5/16	7-9pm	HV

FLA 027**Intermediate/Advanced French**

Continue your intermediate and advanced level French skills in this short, between-semester class!

Total Cost: \$65 (Tuition: \$20 Fees: \$45)

CRN#	Day/Ses.	Dates	Time	Location
74225	W(4)	1/10-31	5-7pm	ZOOM

FLA 211**Intermediate French - Part I**

This level is designed to build on skills acquired in Basic French (Parts 1, 2 and 3) and is a background experience to starting intermediate French (Part 2). Emphasis continues on improving verbal ability and understanding basic structures. Before taking this course, new students should be able to comfortably use the present, past (l'imparfait and le pass' compos) and future tenses of regular and irregular verbs. The concept and the present tense of the subjunctive will be introduced. Cost shown does not include text.

Total Cost: \$215 (Tuition: \$65 Fees: \$150)

CRN#	Day/Ses.	Dates	Time	Location
74230	W(11)	2/21-5/8	5-7pm	ZOOM

FLA 212**Intermediate French - Part II**

This level emphasizes strengthening oral and written communication skills. Before taking this course, new students should be able to comfortably use the present, past and future tenses of regular, irregular and reflexive verbs. Students should also be familiar with the concept of the subjunctive. Further uses of the subjunctive and other tenses of the subjunctive will be introduced.

Total Cost: \$215 (Tuition: \$65 Fees: \$150)

CRN#	Day/Ses.	Dates	Time	Location
74226	S(11)	2/10-5/4	9:30-11:30am	ZOOM
74233	R(11)	2/22-5/9	5-7pm	ZOOM

FLC 075**Advanced French Language**

Acquire a broader vocabulary and improve command of the language by building on a solid background in French. Review of advanced grammatical structures. New students should consult with the foreign language advisor before enrolling for this course.

Total Cost: \$223 (Tuition: \$67 Fees: \$156)

CRN#	Day/Ses.	Dates	Time	Location
74232	W(11)	2/21-5/8	7:30-9:30pm	ZOOM
74234	R(11)	2/22-5/9	7:30-9:30pm	ZOOM

German

FLA 115

Basic German 1A

Topics include basic pronunciation; present tense of regular verbs; common irregular verbs and sentence construction with affirmative, negative and interrogative. Textbook required for first class. See Textbook Requirements.

Total Cost: \$215 (Tuition: \$65 Fees: \$150)

CRN#	Day/Ses.	Dates	Time	Location
74255	W(11)	2/28-5/15	7-9pm	HV

Italian

FLA 112

Basic Italian 1A

Topics include basic pronunciation; present tense of regular verbs; common irregular verbs and sentence and dialog construction with the affirmative, negative and interrogative. No previous experience necessary. Textbook required for first class. See Textbook Requirements.

Total Cost: \$215 (Tuition: \$65 Fees: \$150)

CRN#	Day/Ses.	Dates	Time	Location
74258	R(11)	2/29-5/16	7-9pm	OM

FLA 113

Basic Italian 1B

Topics include basic pronunciation; in-depth exploration of present tense of regular verbs; in-depth exploration of common irregular verbs and sentence and dialog construction with affirmative, negative and interrogative. May be used as a refresher course. Textbook required for first class. See Textbook Requirements.

Total Cost: \$215 (Tuition: \$65 Fees: \$150)

CRN#	Day/Ses.	Dates	Time	Location
74265	T(11)	2/27-5/14	7-9pm	HV

FLC 436

Instant Italian

Learn Italian from the comfort of your home in this fun and enjoyable online course. For details, go to ed2go.com/ccbconline/.

Total Cost: \$139 (Tuition: \$20 Fees: \$119)

CRN#	Day/Ses.	Dates	Time	Location
74293	Online	3/13-5/3	Arranged	ED2GO

Japanese

FLC 521

Elementary Japanese Language I

Explore the basic elements of the Japanese language structure by listening, reading, writing, conversing and discussing. Learn about and experience the art, artifacts, music and overall contributions of Japanese society to world civilization. Textbook required for first class. See Textbook Requirements.

Total Cost: \$215 (Tuition: \$65 Fees: \$150)

CRN#	Day/Ses.	Dates	Time	Location
74274	T(11)	2/27-5/14	7-9pm	ZOOM

FLA 137

Conversational Japanese

Learn introductory Japanese through topics including vocabulary, pronunciation, and cultural knowledge. For details, go to <http://www.ed2go.com/ccbconline/>.

Total Cost: \$139 (Tuition: \$20 Fees: \$119)

CRN#	Day/Ses.	Dates	Time	Location
74294	Online	4/17-6/7	Arranged	ED2GO

Korean

FLA 117

Introduction to Korean

Learn the Korean alphabet; basic pronunciation; simple vocabulary, greetings, identification, numbers and days of week; use of indefinite article and overview of Korean-speaking cultures. No Korean language experience required. Textbook required for first class. See Textbook Requirements.

Total Cost: \$215 (Tuition: \$65 Fees: \$150)

CRN#	Day/Ses.	Dates	Time	Location
75107	R(11)	2/29-5/16	7-9pm	CC

FLA 209

Basic Korean Language II

Topics include advanced reading practice, writing sentences, interpreting phrases, grammar, conversational skills, building, culture, history, and society. Textbook required for first class. See Textbook Requirements.

Total Cost: \$215 (Tuition: \$65 Fees: \$150)

CRN#	Day/Ses.	Dates	Time	Location
74276	T(11)	2/20-5/7	7-9pm	CC

Polish

FLA 055

Basic Polish Part I

Learn vocabulary, correct pronunciation, reading, writing and conversational skills and examining the history and culture of Poland. Textbook required for first class. See Textbook Requirement.

Total Cost: \$215 (Tuition: \$65 Fees: \$150)

CRN#	Day/Ses.	Dates	Time	Location
74281	T(11)	2/27-5/14	7-9pm	CC

PORTUGUESE

FLC 573

Basic Portuguese 1A

Topics include basic pronunciation, present tense of regular verbs, common irregular verbs, and sentence construction, affirmative, negative and interrogative. Textbook required for first class. See Textbook Requirements.

Total Cost: \$215 (Tuition: \$65 Fees: \$150)

CRN#	Day/Ses.	Dates	Time	Location
74283	R(11)	2/29-5/16	7-9pm	HV

FLA 076

Basic Portuguese 1B

Continue the study of pronunciation, reading and writing, but with more emphasis on conversational skills using the present tense of regular and irregular verbs learned in Basic Portuguese 1A. A good refresher course for individuals with some prior language experience. Textbook required for first class. See Textbook Requirements.

Total Cost: \$215 (Tuition: \$65 Fees: \$150)

CRN#	Day/Ses.	Dates	Time	Location
74284	M(11)	2/19-5/13	7-9pm	HV

Russian

FLA 398

Basic Russian 1A

Focus on acquiring essential speaking and listening skills, as well as practicing basic reading and writing skills. This is a hands-on, communication-based class, and students will learn to speak and understand simple Russian. Textbook required for the first class. See Textbook Requirements.

Total Cost: \$215 (Tuition: \$65 Fees: \$150)

CRN#	Day/Ses.	Dates	Time	Location
74285	W(11)	2/28-5/15	7-9pm	HV

FLA 400

Basic Russian 1B

Students will continue to expand their vocabulary and develop competence in a range of typical everyday situations. Students with prior Russian experience may use this class as a refresher. Focus on contemporary advances in Russian language and culture, highlighting real-life situations and formal and informal speech. Textbook required. See Textbook Requirements.

Total Cost: \$215 (Tuition: \$65 Fees: \$150)

CRN#	Day/Ses.	Dates	Time	Location
74286	R(11)	2/29-5/16	7-9pm	CC

Sign Language

FLA 419

Discover Sign Language

Discover the fun of learning sign language and using your hands to communicate with deaf people. For details, go to <http://www.ed2go.com/ccbconline/>.

Total Cost: \$129 (Tuition: \$20 Fees: \$109)

CRN#	Day/Ses.	Dates	Time	Location
74295	Online	2/14-4/5	Arranged	ED2G0
74296	Online	5/15-7/5	Arranged	ED2G0

FLC 431

Sign Language 1

Learn basic signs, finger spelling, numbers and nonverbal communication associated with American Sign Language. Textbook required for first class. See Textbook Requirements.

Total Cost: \$215 (Tuition: \$65 Fees: \$150)

CRN#	Day/Ses.	Dates	Time	Location
74343	W(11)	2/28-5/15	7-9pm	CC

FLA 193

Sign Language II

Topics to be covered include review of previously learned signs, new vocabulary, improving finger spelling, and improving of expressive and receptive language. Prerequisite: Sign Language I.

Total Cost: \$215 (Tuition: \$65 Fees: \$150)

CRN#	Day/Ses.	Dates	Time	Location
74344	T(11)	2/20-5/7	7-9pm	CC

PDV 289

Ethical Decisions in Interpreting

Ethical Decisions in Interpreting guides students through a critical analysis of ethics and ethical decision making in the field of sign language interpreting through a social justice framework. Ethical dilemmas are analyzed in a variety of specialized settings and through various stakeholder perspectives.

Total Cost: \$250 (Tuition: \$75 Fees: \$175)

CRN#	Day/Ses.	Dates	Time	Location
74341	Arranged	3/18-5/13	Arranged	Online

PDV 281

Self-Care for Interpreters

Learn to engage in appropriate self-care as professional interpreters and the importance of maintaining both psychological and physiological health. Examine the warning signs of trauma, self-advocacy while on assignment and how to engage in healthy practices.

Total Cost: \$200 (Tuition: \$60 Fees: \$140)

CRN#	Day/Ses.	Dates	Time	Location
74340	Arranged	1/29-3/16	Arranged	Online

TEXTBOOK REQUIREMENTS for LANGUAGE CLASSES

Basic/Intermediate World Language classes require a textbook* which may be purchased in person at CCBC Catonsville (443-840-4320) or CCBC Essex (443-840-1561) depending where the class is being held. You may also shop online at ccbcmd.edu/bookstore.

*Ask about CCBC Bookstore's price-match guarantee.

For information/advisement about Foreign Language programs, contact Thu Schaeffer (9am-5pm) at 410-465-1285 or email: tschaeffer@ccbcmd.edu

Spanish

FLA 083

Getting Started with Spanish

Basic conversational needs are addressed, including simple vocabulary, greetings and salutations, introductions, common cultural aspects of Spanish-speaking countries, the surname system, customs and strategies for developing language. Course cost includes online resources, PDF file and audio file.

Total Cost: \$158 (Tuition: \$48 Fees: \$110)

CRN#	Day/Ses.	Dates	Time	Location
74251	M(8)	3/11-5/13	7-8:30pm	HV
74253	W(8)	4/10-5/29	7-8:30pm	ZOOM

FLC 417

Basic Spanish 1A

Learn how to construct sentences in the affirmative, negative, and interrogative forms and use them in conversation. The present tense of regular and some common irregular verbs is introduced. Textbook required for first class. See Textbook Requirements.

Total Cost: \$205 (Tuition: \$62 Fees: \$143)

CRN#	Day/Ses.	Dates	Time	Location
74260	T(11)	2/20-5/7	7-9pm	ZOOM
74257	W(11)	2/28-5/15	7-9pm	OM

FLC 418

Basic Spanish 1B

Continue the study of pronunciation, reading and writing, but with more emphasis on conversational skills using the present tense of regular and irregular verbs. A good refresher course for individuals with some prior language experience. Textbook required for first class. See Textbook Requirements.

Total Cost: \$215 (Tuition: \$65 Fees: \$150)

CRN#	Day/Ses.	Dates	Time	Location
74266	R(11)	2/22-5/9	7-9pm	ZOOM
74263	T(11)	2/27-5/14	7-9pm	HV

FLC 419

Basic Spanish 2A

Intended for individuals comfortable in using the present tense of all regular verbs and some common irregular verbs in the affirmative, negative and interrogative forms. Introduces the present tense of stem changing verbs. Prerequisites: Spanish 1A and 1B. Textbook required for the first class. See Textbook Requirements.

Total Cost: \$215 (Tuition: \$65 Fees: \$150)

CRN#	Day/Ses.	Dates	Time	Location
74781	R(11)	2/29-5/16	7-9pm	ZOOM

FLC 420

Basic Spanish 2B

Learn the present tense of reflexive verbs and the preterit. Prerequisite: Spanish 2A. Textbook required for first class. See Textbook Requirements.

Total Cost: \$215 (Tuition: \$65 Fees: \$150)

CRN#	Day/Ses.	Dates	Time	Location
74269	R(11)	2/22-5/9	7-9pm	ZOOM

FLA 026

Intermediate/Advanced Spanish

Continue your intermediate and advanced level Spanish studies with this brief, between-semester class!

Total Cost: \$65 (Tuition: \$20 Fees: \$45)

CRN#	Day/Ses.	Dates	Time	Location
74224	T(4)	1/9-30	5-7pm	ZOOM

FLA 213

Intermediate Spanish - Part I

This is a continuation of Advanced Beginning Spanish and a background experience to starting Intermediate Spanish (Part 2). Emphasis is on verbal ability and understanding basic structures. Before taking this course, new students should be able to use the present, past (preterit & imperfect) and future tenses of regular, stem-changing, reflexive and irregular verbs. The concept of the subjunctive and the use of the present of the subjunctive are introduced.

Total Cost: \$215 (Tuition: \$65 Fees: \$150)

CRN#	Day/Ses.	Dates	Time	Location
74228	M(11)	2/19-5/13	7:30-9:30pm	ZOOM

FLA 214**Intermediate Spanish- Part II**

Emphasis continues on strengthening oral and written communication skills. Before taking this course, new students should be able to comfortably use the present, past, conditional and future tenses of regular, stem-changing, irregular and reflexive verbs. Students should also be familiar with the concept of the subjunctive. Further uses of the subjunctive and other tenses of the subjunctive will be introduced.

Total Cost: \$215 (Tuition: \$65 Fees: \$150)

CRN#	Day/Ses.	Dates	Time	Location
74227	M(11)	2/19-5/13	5-7pm	ZOOM

FLC 043**Advanced Spanish**

Acquire a broader vocabulary and improve command of the language by building on a solid background in Spanish. Review of advanced grammatical structure for oral and written communication. New students should consult with the foreign language advisor before enrolling for this course.

Total Cost: \$223 (Tuition: \$67 Fees: \$156)

CRN#	Day/Ses.	Dates	Time	Location
74229	T(11)	2/20-5/7	5-7pm	ZOOM

WLT 218**Speed Spanish**

Learn conversational Spanish by utilizing syntactical strategies to build sentences. Topics include: engaging in conversational Spanish, describing six strategies for comprehension and explaining grammatical rules. For details, go to ed2go.com/ccbconline/.

Total Cost: \$139 (Tuition: \$20 Fees: \$119)

CRN#	Day/Ses.	Dates	Time	Location
74297	Online	2/14-4/5	Arranged	ED2GO

FLC 410**Speed Spanish II**

Engage in this follow-up to our popular Speed Spanish course. Several new tools help you continue building fluency. For details, go to ed2go.com/ccbconline/.

Total Cost: \$139 (Tuition: \$20 Fees: \$119)

CRN#	Day/Ses.	Dates	Time	Location
74298	Online	4/17-6/7	Arranged	ED2GO

FLC 435**Speed Spanish III**

Master your ability to speak, understand, and read Spanish by taking the final installment in our unique three-part Speed Spanish learning series. For details, go to ed2go.com/ccbconline/.

Total Cost: \$139 (Tuition: \$20 Fees: \$119)

CRN#	Day/Ses.	Dates	Time	Location
74547	Online	1/17-3/8	Arranged	ED2GO
74299	Online	5/15-7/5	Arranged	ED2GO

FLA 161**Spanish for Medical Professionals**

Learn medical Spanish quickly and easily, honing your basic conversational skills and mastering key healthcare words and phrases. For details, go to ed2go.com/ccbconline/.

Total Cost: \$139 (Tuition: \$20 Fees: \$119)

CRN#	Day/Ses.	Dates	Time	Location
74300	Online	3/13-5/3	Arranged	ED2GO

Tagalog**FLA 162****Introduction to Tagalog**

Begin to develop skills in the Tagalog (Filipino) language. Students will develop reading, speaking, and listening skills in Tagalog and develop an understanding of Philippine culture.

Total Cost: \$215 (Tuition: \$65 Fees: \$150)

CRN#	Day/Ses.	Dates	Time	Location
74254	R(10)	2/29-5/9	7-9pm	CC

TESOL**ADS 184****Foundations of TESOL**

This course introduces theories and principles of teaching English to speakers of other languages (TESOL). Topics include the process of language acquisition, English language teaching approaches, and the roles of culture and technology in the English language classroom. Students must register concurrently for ADS 186: TESOL Practicum I.

Total Cost: \$195 (Tuition: \$59 Fees: \$136)

CRN#	Day/Ses.	Dates	Time	Location
75619	M(7)	1/29-3/11	6:15-9:15pm	ZOOM

ADS 186**TESOL Practicum I**

Observe and evaluate English language classes, and tutor or assist in teaching English language learners. Co-requisite: ADS 184: Foundations of TESOL.

Total Cost: \$61 (Tuition: \$18 Fees: \$43)

CRN#	Day/Ses.	Dates	Time	Location
75673	Arranged	1/29-3/11	Arranged	Online

ADS 188**English Grammar Pedagogy**

Gain a deeper understanding of the English language and of grammar pedagogy, targeting topics that are most relevant for ESL and EFL instruction. You must register concurrently for ADS 192: TESOL Practicum IC.

Total Cost: \$195 (Tuition: \$59 Fees: \$136)

CRN#	Day/Ses.	Dates	Time	Location
75601	M/W(7)	5/20-6/12	6:15-9:15pm	ZOOM

ADS 192**TESOL Practicum IC**

Observe and evaluate English language classes, and tutor or assist in teaching English language learners. Co-requisite: ADS 188: English Grammar Pedagogy.

Total Cost: \$58 (Tuition: \$15 Fees: \$43)

CRN#	Day/Ses.	Dates	Time	Location
75683	Arranged	5/20-6/12	Arranged	Online

ADS 185**TESOL Methods: Classroom & Curriculum**

This course prepares you to design and deliver ESL or EFL instruction that targets specific needs. Major topics include instructional design, instructional technology, assessment, support for diverse learners, and administrative matters in TESOL. You must register concurrently for ADS 187 TESOL Practicum II.

Total Cost: \$325 (Tuition: \$98 Fees: \$227)

CRN#	Day/Ses.	Dates	Time	Location
75621	W(14)	1/31-5/8	6:15-9:15pm	ZOOM

ADS 187**TESOL Practicum II**

Observe English language classes and tutor or assist in teaching English language learners for up to 12 hours. Co-requisite: ADS 185: TESOL Methods: Classroom and Curriculum.

Total Cost: \$98 (Tuition: \$30 Fees: \$68)

CRN#	Day/Ses.	Dates	Time	Location
75638	Arranged	1/31-5/8	Arranged	Online

ADS 189**TESOL Methods: Principles in Practice**

Get ready to teach English as a Second Language (ESL) or English as a Foreign Language (EFL) to English language learners. Learn instructional principles and practice, English language teaching methods, lesson planning, and literacy. Must register concurrently for ADS 191: TESOL Practicum IB.

Total Cost: \$195 (Tuition: \$60 Fees: \$135)

CRN#	Day/Ses.	Dates	Time	Location
75622	M(7)	3/18-5/13	6:15-9:15pm	ZOOM

ADS 191**TESOL Practicum IB**

Observe and evaluate English language classes, and tutor or assist in teaching English language learners. Co-requisite: ADS 189: TESOL Methods: Principles in Practice.

Total Cost: \$58 (Tuition: \$15 Fees: \$43)

CRN#	Day/Ses.	Dates	Time	Location
75679	Arranged	3/18-5/13	Arranged	Online

SENIORS



Art

ART 839

Acrylic Painting #2

Elevate your acrylic painting prowess! Explore underpainting, tackle complex subject matter and receive personalized guidance and constructive critiques to perfect your art. Prerequisite: Basic Acrylic Painting. Instructor: Alan Fink.

Total Cost: \$84 (Tuition: \$0 Fees: \$84)

CRN#	Day/Ses.	Dates	Time	Location
75238	R(10)	1/11-3/14	10am-12pm	OM
76515	R(10)	4/11-6/13	10am-12pm	OM

ART 927

Basic Acrylic Painting Part 2

Do you have intermediate painting skills? Advance your acrylic artistry with more advanced techniques in perspective, spatial relationships, composition, colorwork, brushwork and portrait painting. Enhance your talent with expert critiques. Instructor: Alan Fink.

Total Cost: \$99 (Tuition: \$0 Fees: \$84)

CRN#	Day/Ses.	Dates	Time	Location
75296	F(10)	1/12-3/15	10am-12pm	ZOOM
75816	F(10)	4/12-6/14	10am-12pm	ZOOM

ART 494

Adventures with Watercolor

Enter the world of watercolors! Learn how to mix colors and paint with this wonderful medium in this introductory course. Explore basic color theory, color mixing, understanding the medium and its components (difference in brushes, paper, watercolors) and working from still life. Instructor: Karen Ruberry.

Total Cost: \$99 (Tuition: \$21 Fees: \$78)

CRN#	Day/Ses.	Dates	Time	Location
73608	R(10)	1/11-3/14	9:30-11am	EC
73716	R(10)	4/11-6/13	9:30-11am	EC

ARB 247

Bits and Pieces: Collage Work

Master the art of collage! Bring compositions to life by fusing glue, paper, pictures, memorabilia, cloth, etc. Learn four main techniques: paper collage, decoupage, photomontage and assemblage. Get collaging tips and discuss prominent collage artists. All skill levels are welcome. Instructor: Nan Howard.

Total Cost: \$79 (Tuition: \$0 Fees: \$79)

CRN#	Day/Ses.	Dates	Time	Location
75176	T(8)	4/9-5/28	10am-12pm	CC

HIT 825

Introduction to Calligraphy

Experience beautiful and artistic handwriting for creative invitations, business cards, and announcements. Use the artistic writing known as calligraphy. Learn about the history of calligraphy; its impact on culture and society throughout the ages; the techniques and styles of this artistic form of writing; the various types of calligraphy writing; and more. Explore the simple Roman, Bookhand, and formal Italic alphabets. \$40 material fee paid to instructor at the first session. Instructor: Stephanie Gould.

Total Cost: \$96 (Tuition: \$20 Fees: \$76)

CRN#	Day/Ses.	Dates	Time	Location
73630	R(9)	1/11-3/7	1-2:30pm	CC
75117	R(10)	4/11-6/27	1-2:15pm	CC

ART 934

Calligraphy: A Design Art of Writing

Awaken your inner calligrapher! Learn creative handwriting for invitations, business cards and announcements. Dive into the rich history and cultural impact of calligraphy, discover various techniques and styles and master the elegance of simple Roman, Bookhand and formal Italic alphabets. Material Fee: \$40 (payable to instructor at the first session).

Total Cost: \$79 (Tuition: \$0 Fees: \$79)

CRN#	Day/Ses.	Dates	Time	Location
75315	M(8)	1/8-3/4	1-3pm	HV Instructor: Cookie Roberson
76254	M(7)	4/8-5/20	1-3:15pm	HV Instructor: Katie Guida

HIT 836

Cityscape in Ink and Watercolor

Students will take an art journey through Europe's old cities and examine and discuss the cityscapes, their history, and architecture. In addition, students will learn about various watercolors and ink techniques for creating their own simple versions of these old-world cities' windows, doors, roofs, and cityscapes from far away countries. This class is suitable for beginners and intermediate students alike. Instructor: Alina Kurbiel.

Total Cost: \$99 (Tuition: \$15 Fees: \$84)

CRN#	Day/Ses.	Dates	Time	Location
76461	M(10)	2/26-4/29	10am-12pm	ZOM

ART 043

Drawing for Beginners

Unlock your drawing skills! This hands-on course covers everything from lines and shapes to form, contour and perspective. Bring a 9x12" or larger drawing pad, pencil and eraser to the first class; supply list to follow. Instructor: Marcia Bornfriend.

Total Cost: \$84 (Tuition: \$0 Fees: \$84)

CRN#	Day/Ses.	Dates	Time	Location
75154	T(8)	1/23-3/12	10am-12:30pm	OM
75609	T(10)	4/9-6/18	10am-12pm	OM

ARB 181

Drawing and Painting for the Senior Adult

Learn the basic techniques of various two-dimensional media. Discuss the use of media and the techniques used to achieve desired effects, as well as the equipment necessary to complete a two-dimensional project. Instructor: Joseph Cassar, Ph.D. For CRN#s 76458 and 76459: Instructor: Nan Howard.

Total Cost: \$99 (Tuition: \$15 Fees: \$84)

CRN#	Day/Ses.	Dates	Time	Location
76458	T(10)	1/9-3/12	1:30-3:30pm	HV
73680	F(8)	2/2-3/22	11:35am-1:35pm	HV
73679	F(8)	2/2-3/22	9:30-11:30am	HV
76459	T(10)	4/9-6/11	1:30-3:30pm	HV
73682	F(8)	4/12-5/31	11:35am-1:35pm	HV
73681	F(8)	4/12-5/31	9:30-11:30am	HV

ART 902

Drawing Class Level 1

Are you a drawing novice? Boost your skills in a supportive environment. Explore core drawing principles, materials and color values. Learn to simplify shapes, grasp perspective and perfect your straight-line drawing with the block-in technique. Instructor: Negin Nejad Mohseni.

Total Cost: \$84 (Tuition: \$0 Fees: \$84)

CRN#	Day/Ses.	Dates	Time	Location
73341	M(10)	1/8-3/18	10am-12pm	HV
73674	M(10)	4/8-6/17	10am-12pm	HV

ART 903

Drawing Class Level 2

Already taken Drawing Level 1 and have a good understanding of the four major atelier principles of materials, values, block-in method, and perspective? Now choose your drawing project to complete using either mechanical pencil and/or pan pastel and charcoal pencil. Instructor: Negin Nejad Mohseni

Total Cost: \$84 (Tuition: \$0 Fees: \$84)

CRN#	Day/Ses.	Dates	Time	Location
73345	M(10)	1/8-3/18	1-3pm	HV
73675	M(10)	4/8-6/17	1-3pm	HV

ART 872**Drawing with Charcoal for All Levels**

Unleash your creativity in this ancient and diverse drawing medium! Dive into the history and techniques of charcoal drawing, explore its versatile qualities and examine design elements in compositions. Demonstrate your new skills by creating a still life or landscape. Instructor: Wendy Cohen.

Total Cost: \$84 (Tuition: \$0 Fees: \$84)

CRN#	Day/Ses.	Dates	Time	Location
75286	W(10)	1/10-3/13	10am-12pm	ZOOM
75615	W(10)	4/10-6/12	10am-12pm	ZOOM

ART 074**Intermediate Drawing**

After completing Drawing for Beginners, build on your skills using materials like pen/ink, charcoal and pastels. Explore portrait, landscape, perspective and still-life drawing techniques. Bring a pencil and art pad to the first class; supply list to follow. Instructor: Marcia Bornfriend.

Total Cost: \$84 (Tuition: \$0 Fees: \$84)

CRN#	Day/Ses.	Dates	Time	Location
75164	T(8)	1/23-3/12	1-3:30pm	OM
75604	T(10)	4/9-6/18	1-3pm	OM

ART 914**Making Beautiful and Fun Greeting Cards**

Craft unique greeting cards! Examine various techniques, materials and styles to create cards for all occasions. Learn card-making terminology, experiment with different methods and unleash your creativity. Bring scissors, a ruler, pencils, 2-sided tape and a \$10 material fee on the first day. Instructor: Christine Tripson.

Total Cost: \$53 (Tuition: \$0 Fees: \$53)

CRN#	Day/Ses.	Dates	Time	Location
75128	M(4)	1/22-2/12	1-2:30pm	OM
75375	M(4)	4/8-29	1-2:30pm	OM

ART 870**Pastel Painting for all Levels**

Discover the rich, vibrant world of pastels! Explore technique, color and still-life design. Master the design elements of form, shape, line and color theory. Journey through the history of pastel painting and pastels. Instructor: Wendy Cohen

Total Cost: \$84 (Tuition: \$0 Fees: \$84)

CRN#	Day/Ses.	Dates	Time	Location
75289	W(10)	1/10-3/13	1-3pm	ZOOM
75612	W(10)	4/10-6/12	1-3pm	ZOOM

ART 891**Portrait and Oil Painting Combo**

Refine your skills in portrait and oil painting! Draw from photos and work from a portrait model. Grasp techniques in lighting, posing and likeness. Explore oil painting methods suitable for still life, landscape and portraits. Bring your drawing pad, 2B, 4B, 6B graphite pencils, a kneaded eraser and a portrait photo to the first session; material list to follow. Instructor: Jennifer Murtha.

Total Cost: \$84 (Tuition: \$0 Fees: \$84)

CRN#	Day/Ses.	Dates	Time	Location
73610	R(10)	1/11-3/14	10am-12pm	HV
73750	R(10)	4/11-6/13	10am-12pm	HV

ART 904**Portrait Drawing Level 1**

Explore the basic principles of portrait drawing using the Loomis and Reilly methods. Learn measurement techniques for drawing front and side views and the 3/4 view in portraiture. Beginners will learn anatomy nuances in the eyes, nose, ears and mouth to create lifelike portraits. Instructor: Negin Nejad Mohseni.

Total Cost: \$84 (Tuition: \$0 Fees: \$84)

CRN#	Day/Ses.	Dates	Time	Location
73348	T(10)	1/9-3/12	10am-12pm	HV
73676	T(10)	4/9-6/11	10am-12pm	HV

ART 905**Portrait Drawing Level 2**

Completed Portrait Drawing Level 1? Level up your skills! Complete a portrait drawing project using a mechanical pencil and/or Panpastel and a charcoal pencil. Instructor: Negin Nejad Mohseni.

Total Cost: \$84 (Tuition: \$0 Fees: \$84)

CRN#	Day/Ses.	Dates	Time	Location
73672	F(10)	1/12-3/15	2:30-4:30pm	HV
73677	F(10)	4/12-6/14	2:30-4:30pm	HV

ART 844**Realistic Painting in Pastel and Oil**

Explore realistic art in charcoal, pastel and oil! Topics include medium selection, material recommendations, creating and overpainting underdrawings, adding layers, ideal lighting and applying chiaroscuro for lifelike results. Instructor: Alan Fink.

Total Cost: \$84 (Tuition: \$0 Fees: \$84)

CRN#	Day/Ses.	Dates	Time	Location
75366	F(10)	1/12-3/15	1-3pm	ZOOM
75812	F(10)	4/12-6/14	1-3pm	ZOOM

ART 926**Realism in Pastels and Oils Part 2**

Master realistic art in charcoal, pastel and oil! We'll build on Part 1 to deepen your skills and artistic knowledge in materials, surface selection, canvas preparation, perspective, composition, colorwork, spatial relationships, painting techniques and pastel layering. Receive expert critique. Instructor: Alan Fink.

Total Cost: \$99 (Tuition: \$15 Fees: \$84)

CRN#	Day/Ses.	Dates	Time	Location
75367	R(10)	1/11-3/14	1-3pm	OM
75805	R(10)	4/11-6/13	1-3pm	OM

ART 321**Watercolor Painting-Beginners/Intermediate**

Acquire basic and intermediate painting skills while being introduced to wash, dry brush and masking techniques. Subject matter such as landscapes, still life, and portraits will be included. Materials list will be mailed. Please bring all supplies to the first-class session. Instructor: Jennifer Murtha

Total Cost: \$99 (Tuition: \$15 Fees: \$84)

CRN#	Day/Ses.	Dates	Time	Location
73349	T(10)	1/9-3/12	10am-12pm	HV
73609	R(10)	1/11-3/14	1-3pm	HV
73748	T(10)	4/9-6/11	10am-12pm	HV
73749	R(10)	4/11-6/13	1-3pm	HV

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COMPUTERS

PCA 696

Android Phones and Tablets

Learn how to purchase and confidently use an Android smart device, including how to install and use apps, take photos, video, and download books. Students must bring their own android device to each class.

Total Cost: \$88 (Tuition: \$20 Fees: \$68)

CRN#	Day/Ses.	Dates	Time	Location
73764	F(5)	2/2-3/1	1-3pm	EC 1
Instructor: Carol Yingling				
73343	M(5)	2/5-3/4	1-3pm	HV
Instructor: Jason Knauer				
73768	M(5)	4/22-5/20	1-3pm	HV
Instructor: Jason Knauer				
73770	F(5)	5/3-31	1-3pm	EC
Instructor: Carol Yingling				

PCO 336

Basic iPad and iPhone for Seniors

Discover the best practices for operating, maintaining and navigating your iPad and iPhone. Learn how to use Apple software and updates, use practical and popular devices and apps, operate the camera feature, better understand the iCloud, and how you can integrate technology into your daily life. MANDATORY: You MUST have your own Apple device and bring it to each class. Instructor: Dona Rucci

Total Cost: \$99 (Tuition: \$15 Fees: \$84)

CRN#	Day/Ses.	Dates	Time	Location
73342	M(10)	1/8-3/18	10am-12pm	HV
73760	M(10)	4/8-6/24	10am-12pm	HV

PCO 357

Beginning iPhones for Seniors

Trouble using your iPhone? Want to get full advantage of this handheld marvel? Operate, navigate and maintain your iPhone like a Pro! Use Apple apps and add on devices, operate the camera feature, use GPS with maps, and interweave the many iPhone advantages into your daily life. IMPORTANT NOTE: Each Student MUST HAVE their own iPhone and bring it to each class session. Instructor: Ahsan Mushtaq

Total Cost: \$88 (Tuition: \$20 Fees: \$68)

CRN#	Day/Ses.	Dates	Time	Location
73728	S(5)	1/6-2/10	10am-12pm	EC
73730	S(5)	4/13-5/11	10am-12pm	EC

PCO 406

Communicating with your Grandchildren Online

Learn how to use social media platforms in order to keep in touch with the younger generation. Establish, maintain and use various social platforms, such as Facebook, Instagram, Twitter and Snapchat. Experience ways to find family and friends on each platform and implement private messaging. Receive methods to keep accounts as safe as possible. Instructor: Holli Friedland

Total Cost: \$73 (Tuition: \$20 Fees: \$53)

CRN#	Day/Ses.	Dates	Time	Location
75156	T(4)	1/9-30	10:30am-12pm	OM
75553	T(4)	4/9-5/7	10:30am-12pm	OM

PCO 356

Computer Literacy for Seniors

Have you been standing on the sidelines? Get on the technology bandwagon! Acquire some basic computer technology skills. Get introduced to PC hardware and software, the Windows operating environment, the internet components. Use Web browsers, cloud storage, online meeting tools, cybersecurity, e-mail. Just the basic driving skills to get you speeding on the CyberHighway! Instructor: Jeny Jones

Total Cost: \$99 (Tuition: \$20 Fees: \$79)

CRN#	Day/Ses.	Dates	Time	Location
74943	T(8)	1/9-2/27	10am-12pm	EC
74944	T(8)	4/9-5/28	10am-12pm	EC

PCO 293

Computers: Getting to Know Email

Discover how to create and operate an email account effectively including using text modification, attachments, columns and additional tool bars along with adjusting text sizes, creating stationery, receipts and signatures and blocking unwanted senders. While taking "Computers: Getting to Know Windows 10" is not required, it is beneficial when learning to use email. Instructor: Leroy Klima

Total Cost: \$88 (Tuition: \$20 Fees: \$68)

CRN#	Day/Ses.	Dates	Time	Location
75129	M(5)	2/19-3/18	10am-12pm	OM
75373	M(5)	5/20-6/24	10am-12pm	OM

PCO 260

Computers: Getting to Know Them #1

Learn to navigate the basics in using a computer in a relaxed and comfortable class setting. Topics to be covered include personalizing your computer; setting up screensavers; using the mouse; accessing files and programs; setting up security and back-up necessities; and working with emails and browser. Instructor: Leroy Klima

Total Cost: \$88 (Tuition: \$20 Fees: \$68)

CRN#	Day/Ses.	Dates	Time	Location
73599	W(5)	1/10-2/7	10am-12pm	EC
73755	S(5)	2/17-3/16	10am-12pm	HV
73756	S(5)	5/18-6/22	10am-12pm	HV

PCO 261

Computers - Getting to Know Them #2

Build on the computer skills learned in Computers: Getting To Know Them #1. Topics to be covered include creating and operating emails; modifying text; using and saving attachments; understanding tool bar controls; working with text size, columns, stationery, signatures and receipts. Instructor: Leroy Klima

Total Cost: \$88 (Tuition: \$20 Fees: \$68)

CRN#	Day/Ses.	Dates	Time	Location
73757	S(5)	1/6-2/10	10am-12pm	HV
73758	W(5)	4/10-5/8	10am-12pm	EC
73759	S(5)	4/13-5/11	10am-12pm	HV

PCO 295

Computers: Getting to Know Microsoft Excel

Discover all the things the spreadsheet Microsoft Excel can do and how to use it. Learn to use formulas, headers, colors, passwords, time stamp and paintbrush along with resizing rows and columns, saving documents, formatting and aligning cells, freezing frames, and adding pictures and rosters. Bring a flash drive to class in order to save your work from week to week. Instructor: Leroy Klima

Total Cost: \$88 (Tuition: \$20 Fees: \$68)

CRN#	Day/Ses.	Dates	Time	Location
75240	R(5)	2/15-3/14	1-3pm	OM
75620	R(5)	5/23-6/20	1-3pm	OM

PCO 294

Computers: Getting to Know Microsoft Word

Explore the word processing program, Microsoft Word. Discover how to use the various buttons and dropdown lists on the toolbar to produce letters, flyers and memos and create and merge attachments for use with email. Prerequisites: Computers: Getting to Know Windows and Computers: Getting to Know Emails. Instructor: Leroy Klima

Total Cost: \$88 (Tuition: \$20 Fees: \$68)

CRN#	Day/Ses.	Dates	Time	Location
75237	R(5)	1/11-2/8	10am-12pm	OM
75963	R(5)	4/11-5/9	10am-12pm	OM

Individuals 60+ only pay fees.

PCO 292**Computers: Getting to Know Windows 10**

Gain an introduction to the skills necessary to navigate and use Windows 10 operating system efficiently and with confidence. Learn how to personalize your own computer, how to select backgrounds and screensavers. Become familiar with operating the mouse along with accessing files and programs and creating internet security and back-up necessities. Instructor: Leroy Klima

Total Cost: \$88 (Tuition: \$20 Fees: \$68)

CRN#	Day/Ses.	Dates	Time	Location
75125	M(5)	1/8-2/12	10am-12pm	OM
75372	M(5)	4/8-5/6	10am-12pm	OM

PCO 427**Family History Research with Ancestry.com**

Learn to use Ancestry.com as a means of conducting research into one's family history. Ancestry.com is an excellent resource to store your family history research and to increase your knowledge of your family's historical records, DNA, and find other family tree members. Access the Ancestry.com website and subscribe to it, search and find historical family records. Discover interesting stories about your family's ancestors and expand your family tree. Determine the validity of records. Finally, discuss the importance of security awareness when using the internet. **IMPORTANT NOTE:** Ancestry.com is a paid subscription service so an active subscription is required for the course. The student can have a paid subscription set up prior to the course or it can be set up during the first class. Instructor: Dave Powell.

Total Cost: \$93 (Tuition: \$20 Fees: \$73)

CRN#	Day/Ses.	Dates	Time	Location
75209	R(8)	4/11-5/30	1-2:30pm	HV

PCO 428**Family History Research with Familysearch.org**

Learn to use Familysearch.org to further your family history research. Familysearch.org is an excellent resource to increase your knowledge of your family's historical records, both foreign and domestic. Learn how to use Familysearch.org's unique research capabilities to improve your family tree. Students will learn about how to access Familysearch.org website, how to search and find historical family records, discover interesting stories about your family's ancestors, how to expand your family tree, how to determine whether records you find are true to your family or not, security awareness on the web, and more. Instructor: Dave Powell

Total Cost: \$93 (Tuition: \$20 Fees: \$73)

CRN#	Day/Ses.	Dates	Time	Location
75280	R(8)	1/11-2/29	1-2:30pm	HV

PDV 325**Finding Your Family Roots #1**

Learn the basic methods of genealogy tracing and begin to research and plan your family tree. Explore forms to use for research, the techniques, and method, the use of the computer and internet, genealogy sources, citations, pedigree charts, and naming variations. Begin to create your family tree, charts and start your documentation. Instructor: Dave Powell

Total Cost: \$93 (Tuition: \$20 Fees: \$73)

CRN#	Day/Ses.	Dates	Time	Location
73605	T(8)	1/9-2/27	1-2:30pm	HV

PDV 326**Finding Your Family Roots #2**

Advance your genealogical research and continue documenting your findings. Explore techniques for storing and cataloging genealogical data on your computer. Research such sources as newspapers, land and probate records, cemetery listings means of travel to the U.S. and marriage records. Learn how DNA can expand the research. Instructor: Dave Powell

Total Cost: \$93 (Tuition: \$20 Fees: \$73)

CRN#	Day/Ses.	Dates	Time	Location
74512	T(8)	4/9-5/28	1-2:30pm	HV

PCA 588**iPad for Seniors**

Learn how to get the most out of your iPad. Discover how to take complete advantage of this user-friendly technology. Explore setup, navigating screens, Wi-Fi connection, mobile data network and more. Work with photos/video/music files. **MANDATORY:** You must own an Apple iPad and bring it to each class. Instructor: Ahsan Mushtag

Total Cost: \$93 (Tuition: \$20 Fees: \$73)

CRN#	Day/Ses.	Dates	Time	Location
73729	S(5)	2/17-3/16	9:45am-12pm	EC
73731	S(5)	5/18-6/22	9:45am-12pm	EC

PCA 782**Selling Online Successfully**

Learn how to upload your product information on the internet and how to successfully complete transactions. Find out the rules for selling items on eBay and Etsy, provide tips on how to visually present your items and what essential information is to sell, such as pricing, protecting your transactions, safeguards, and shipping. Instructor: Dixie Cook

Total Cost: \$93 (Tuition: \$20 Fees: \$73)

CRN#	Day/Ses.	Dates	Time	Location
73761	W(8)	4/10-5/29	10-11:30am	HV

PCO 405**Understanding Artificial Intelligence**

Learn about artificial intelligence (AI) and how it has evolved to be one of the fastest-growing technologies today. Explore the evolution of AI from ancient times through automation that performed different functions leading to its advances in the 20th century to today. Examine its advantages and disadvantages in today's uses and its potential for the future. Instructor: Don Finkelstein

Total Cost: \$73 (Tuition: \$20 Fees: \$53)

CRN#	Day/Ses.	Dates	Time	Location
75370	R(4)	1/11-2/1	1-2:30pm	OM

PCO 426**Understanding Microsoft Outlook**

Students will learn the newest features of Microsoft Outlook including the new navigation bar, collaboration tools, creating email signatures, @mention, and tips to enhance your Outlook experience. In addition, students will also work with and review the basic features of Outlook such as composing a message, saving a draft, enhancing your message with different fonts, font sizes, colors, highlights, and more. 30-minute lunch break on your own. Instructor: Carol Yingling

Total Cost: \$73 (Tuition: \$20 Fees: \$53)

CRN#	Day/Ses.	Dates	Time	Location
75180	S(1)	3/2	9:30am-3:30pm	HV
75181	S(1)	5/11	9:30am-3:30pm	HV

PCO 425**Understanding Microsoft Word**

Learn how to use Microsoft Word to create documents as well as tips and tricks to save time, improve document readability, and enhance your Word experience. This course will also include instruction on the basic functions of a Word Document such as how to create a new document, how to save a document, how to open a saved document, how to locate saved documents, how to enhance your document with different fonts, font sizes, colors, indentations, and more. 30-minute lunch break on your own. Instructor: Carol Yingling

Total Cost: \$73 (Tuition: \$20 Fees: \$53)

CRN#	Day/Ses.	Dates	Time	Location
75183	S(1)	3/9	9:30am-3:30pm	HV
75182	S(1)	6/8	9:30am-3:30pm	HV

COOKING

CKG 517

A Delicious Meal of Spring Soup and Salad

Create a refreshing spring meal! Learn to read and follow recipes, make precise measurements and prepare mouthwatering dishes like Caesar salad with homemade croutons, "Knock Your Socks off Easy Caesar Dressing" and Greek lemon chicken soup (Avgolemono). Ingredients and recipe booklet included. Note: Check for food allergies before registering. Instructor: Chef Michelle Sapp.

Total Cost: \$35 (Tuition: \$0 Fees: \$35)

CRN#	Day/Ses.	Dates	Time	Location
75184	F(1)	4/12	10:30am-12pm	HV

CKG 284

Cooking Healthy and Affordable Meals for One

Learn to purchase ingredients and prepare meals that provide the daily nutritional needs for one or two people. Examine how to find recipes, purchase ingredients, and prepare these meals that are nutritionally healthy with plenty of vitamins, protein and fiber. Gain knowledge in safely defrosting and reheating these meals and in using the microwave and toaster oven. A \$40 material fee for ingredients will be collected at the first class. Payable to Michelle's kitchen. Instructor: Chef Michelle Sapp

Total Cost: \$86 (Tuition: \$20 Fees: \$66)

CRN#	Day/Ses.	Dates	Time	Location
75983	M(6)	1/8-2/19	10:30am-12pm	OM
75977	M(6)	4/8-5/13	10:30am-12pm	OM

CKG 265

From the Heart--Sweets for Your Sweetie

Create three irresistible bite-sized Valentine's desserts: Amaretto chocolate mousse in dark chocolate cups, homemade peanut butter balls and zesty mini lemon tarts with a cookie crust and raspberry garnish. Perfect for any occasion! Note: Check for food allergies before registering. Instructor: Chef Michelle Sapp.

Total Cost: \$35 (Tuition: \$0 Fees: \$35)

CRN#	Day/Ses.	Dates	Time	Location
75474	F(1)	2/9	10:30am-12pm	HV

CKG 285

Italian Cooking

Prepare delicious Italian dishes that make use of easy to find everyday ingredients. Gain knowledge on purchasing ingredients and preparing such dishes as chicken piccata with lemon and capers, beef braciole which is rolled beef stuffed with fresh parmesan, breadcrumbs and herbs in a flavorful sauce and shrimp scampi plus other Italian items. All recipes will be distributed. A \$40 fee for food will be collected at the first class, made out to Michelle's Kitchen. Instructor: Chef Michelle Sapp

Total Cost: \$66 (Tuition: \$0 Fees: \$66)

CRN#	Day/Ses.	Dates	Time	Location
76775	R(5)	4/11-5/9	10:30am-12pm	OM

CKG 280

Viva Mexico Cooking

Liven up your cooking skills with these Mexican-American dishes! Learn to source ingredients and prepare savory chicken enchiladas, green sauce, street tacos and Michelle's famous black beans. Recipes included. Material cost: \$40 (paid to Michelle's Kitchen at the workshop). Instructor: Chef Michelle Sapp.

Total Cost: \$66 (Tuition: \$0 Fees: \$66)

CRN#	Day/Ses.	Dates	Time	Location
75432	R(6)	1/11-2/15	10:30am-12pm	OM

CCBC@Manor Mill

ART 924

Basket Weaving

Join Bey-Her Baskets for a hands-on basket weaving experience! Create a beautiful, customizable basket inspired by Cherokee Indian designs. Craft a practical and gift-worthy piece with a personalized handle and accent color. Material cost: \$20 (due the day of the workshop). Location: Manor Mill, 2029 Monkton Road, Monkton, MD 21111. Instructors: Louise Beyer and June Hersey.

Total Cost: \$125 (Tuition: \$0 Fees: \$125)

CRN#	Day/Ses.	Dates	Time	Location
75066	M(1)	5/20	10am-3pm	OSX

ART 923

Broom Making

Explore the traditional Appalachian art of crafting a Turkey Wing and Fan Whisk broom. Discover brush control and master the 'V-Up' technique as you make your own. Material cost: \$15 (due the day of the workshop, with the option to purchase additional materials). Location: Manor Mill, 2029 Monkton Road, Monkton, MD 21111.

Total Cost: \$65 (Tuition: \$0 Fees: \$65)

CRN#	Day/Ses.	Dates	Time	Location
75065	M(1)	3/25	10am-12:30pm	OSX

ART 921

Heart Shaped Dried Wreaths

Craft a timeless heart-shaped dried flower wreath. Learn technique, explore design ideas and enjoy a demo before crafting your masterpiece! Material cost: \$30 (paid to Manor Mill at the workshop). Location: Manor Mill, 2029 Monkton Road, Monkton, MD 21111. Instructor: Courtney from Spore and Seed

Total Cost: \$65 (Tuition: \$0 Fees: \$65)

CRN#	Day/Ses.	Dates	Time	Location
75062	M(1)	5/6	10am-12pm	OSX

ART 922

Zen of Contemporary Photography

Learn to capture and share stunning photos more effectively on your smartphone. Capture still-life, portrait, low light and nature photography around picturesque Manor Mill. Bring your smartphone with a working camera or other camera. Location: Manor Mill, 2029 Monkton Road, Monkton, MD 21111. Instructor: Bo Wilse.

Total Cost: \$65 (Tuition: \$0 Fees: \$65)

CRN#	Day/Ses.	Dates	Time	Location
75063	M(1)	4/22	10am-12pm	OSX

CCBC art center at zoll studios

ARB 248

Introduction to Portrait Drawing with Pencil

Create a portrait drawing under expert guidance! During this five-hour workshop, you'll learn techniques for creating an accurate likeness, correcting proportions, blending, shading and highlighting. The fee includes materials. Enjoy an hour for lunch on your own. Material cost: . Location: Zoll's Fine Arts Studio, 15 W Aylesbury Road, #601, Timonium, MD 21093. Instructor: Palden Hamilton.

Total Cost: \$160 (Tuition \$0 Fees: \$160)

CRN#	Day/Ses.	Dates	Time	Location
75205	F(1)	5/17	10am-4pm	OSX

ART 937

Painting with Patterns: Experimenting with Watercolor on YUPO

Calling all intermediate and advanced watercolor artists: It's YUPO time! Learn why artists adore this unique surface, explore techniques to master watercolor on YUPO and harness its distinctive qualities and compositional elements. Hands-on practice and teacher demonstrations. Class held at Zoll's Fine Arts Studio, 15 W. Aylesbury Road, #601, Timonium, MD 21093. Instructor: Kathy Daywalt.

Total Cost: \$160 (Tuition: \$0 Fees: \$160)

CRN#	Day/Ses.	Dates	Time	Location
75469	U(1)	2/25	10am-4pm	OSX

ESSENTIAL INFORMATION SERIES FOR SENIORS

PDV 357

Identity Theft:

How to Recognize it and Avoid it

Don't become a victim of identity theft! Understand how it happens, where it is most prominent and ways to reduce your risk. Learn to spot red flags and report nefarious activity. Instructor: Tom Urquhart.

Total Cost: \$15 (Tuition: \$0 Fees: \$15)

CRN#	Day/Ses.	Dates	Time	Location
74935	T(1)	3/19	11:30am-12:45pm	HV
74969	R(1)	4/4	11:30am-12:45pm	DC

PDV 358**SCAMS: How to Recognize Them and Deal with Them**

Become scammer savvy! Scammers lurk online, on the phone, in person and through other channels. Learn to detect and guard against scams, especially those targeting seniors. Instructor: Tom Urquhart.

Total Cost: \$15 (Tuition: \$0 Fees: \$15)

CRN#	Day/Ses.	Dates	Time	Location
74933	T(1)	3/19	10-11:15am	HV
74972	R(1)	4/4	10-11:15am	DC

Genealogy**PDV 365****Genealogy: Ancestry.com Website**

Turbocharge your ancestral research! Learn to unlock a vast treasure trove of historical records, DNA info and family tree details from 80 countries using Ancestry.com. Note: Ancestry.com requires a paid subscription. Location: Historical Society of Baltimore County, 9811 Van Buren Lane, Cockeysville, MD 21030. Instructor: David Powell.

Total Cost: \$30 (Tuition: \$0 Fees: \$30)

CRN#	Day/Ses.	Dates	Time	Location
73636	F(1)	5/3	1:30-3pm	HSB

PDV 363**Genealogy: Immigration and Naturalization**

Delve into your family's fascinating immigration history and U.S. citizenship experience. Learn about entry ports, citizenship records and resources, emphasizing Maryland/Baltimore. Location: Historical Society of Baltimore County, 9811 Van Buren Lane, Cockeysville, MD 21030. Instructor: David Powell.

Total Cost: \$30 (Tuition: \$0 Fees: \$30)

CRN#	Day/Ses.	Dates	Time	Location
73634	F(1)	3/1	1:30-3pm	HSB

PDV 364**Genealogy: Military Records**

Discover the hidden stories of your ancestors' military service. Explore records from the Revolutionary War to recent conflicts, even during peacetime. Learn about the benefits available to service members, like land grants and pensions. Uncover valuable online resources for military research. Location: Historical Society of Baltimore County, 9811 Van Buren Lane, Cockeysville, MD 21030. Instructor: David Powell.

Total Cost: \$30 (Tuition: \$0 Fees: \$30)

CRN#	Day/Ses.	Dates	Time	Location
73635	F(1)	3/8	1:30-3pm	HSB

HISTORY, POLITICS & EVENTS**POS 047****2024 Primary Elections and the Race for President**

Examine the results of the presidential primary elections thus far for both the Republican and Democratic candidates. Explore the following issues that may influence additional primaries and the final election in November: topics candidates choose to highlight, controversial splits in US politics; the legal travails of Trump; challenges confronting Biden; extreme campaign rhetoric taking hold; impact of the Supreme Court; Congressional gridlock; influence of international events; and threats to electoral and civic institutions. Instructor: Barry Rascovar

Total Cost: \$73 (Tuition: \$20 Fees: \$53)

CRN#	Day/Ses.	Dates	Time	Location
75806	R(4)	4/11-5/2	11am-12:30pm	ZOOM
75807	R(4)	4/11-5/2	11am-12:30pm	OM

WRI 223**20th Century American Literature**

Explore the work of some of the best American writers of the twentieth century! Read the great works of authors like F. Scott Fitzgerald, Kurt Vonnegut, Anne Tyler, Joan Didion, and James Baldwin and discover how history influenced their writings. Instructor: Roberts Jacobs

Total Cost: \$60 (Tuition: \$10 Fees: \$50)

CRN#	Day/Ses.	Dates	Time	Location
75311	F(10)	1/12-3/15	10-11:30am	ZOOM
75312	F(10)	4/12-6/14	10-11:30am	ZOOM

HIT 864**100 Masterpieces from the World of Art**

Join art historian Joseph Cassar on Zoom as he explores several famous art works from different periods of art. The purpose is to analyze closely what makes a masterpiece; what was the artist's intention, and how did he/she achieve this. Among the many artists that will be studied are Vermeer, Jan Van Eyck, Velasquez, Caravaggio, Georges de la Tour, M.C. Escher, Goya, Balthus, Lautrec, Picasso, Degas, Matisse, Chagall, Dora Maar, Mary Cassatt, Renoir, Monet, Cezanne, Dali, Turner and many others. The course is in the form of a PowerPoint presentation rich in images that invite questions and discussion. Instructor: Joseph Cassar, Ph.D.

Total Cost: \$93 (Tuition: \$20 Fees: \$73)

CRN#	Day/Ses.	Dates	Time	Location
73578	T(8)	2/6-4/2	9:30-11am	ZOOM

HIT 945**American Icons and Legends:****Colonial America 1650s to 1700s**

The discovery of America and the establishment of the American colonies produced various icons and historical legends many of whom have been forgotten in today's society. In this second in a series of courses, these icons and legends of the late 1600s and early 1700s will be brought back to life and historically reexamined. Students will discuss the real-life stories, legacies, and impact of such colonial American icons such as Leonard Calvert and the Calvert Family, Margaret Brent, Anne Hutchinson, Anne Bradstreet, William Stone, Francis Nicholson, Pirates of Colonial America, Moll Dyer, as well as the legends of Busby's Chair, the Salem Witch Trials, and more. Instructor: Patrick Heline

Total Cost: \$99 (Tuition: \$21 Fees: \$78)

CRN#	Day/Ses.	Dates	Time	Location
75472	R(10)	4/11-6/13	10-11:30am	HV
75473	R(10)	4/11-6/13	10-11:30am	ZOOM

HIT 871**Americans Against Slavery**

Numerous Americans strove to persuade their fellow citizens to end the brutal institution of slavery. Considered some of the boldest and most enlightened humanitarians in American history, these women and men faced apathy, abuse, and violence to spread their message of racial equality. This class will profile seven (7) of the most famous abolitionists in American history: William Lloyd Garrison, Sarah and Angelina Grimke, Frederick Douglass, Harriet Tubman, Wendell Phillips, and John Brown, along with their lives, beliefs, methods, accomplishments, and impacts they contributed to the abolitionist movement in America. Instructor: Bob Baer, Ph.D.

Total Cost: \$86 (Tuition: \$20 Fees: \$66)

CRN#	Day/Ses.	Dates	Time	Location
73709	F(6)	2/2-3/8	10-11:30am	HV

HIT 594**Architecture and Landscape of the Chesapeake Region**

Learn about the cultural and economic factors that influenced the settlement patterns and development of the region's architecture and designed landscapes from 1600 to the present. Discuss the history of architecture in this region, how to "read" a building for its historical story, how different strata of society influenced their own landscapes through dwellings, religious structures and more. Instructor: Bryan Fischer

Total Cost: \$90 (Tuition: \$20 Fees: \$70)

CRN#	Day/Ses.	Dates	Time	Location
75077	W(7)	4/24-6/5	4-5:30pm	ZOOM

HIT 873**Atoms from Ancient Times to the 21st Century**

What is the nature of matter around us? Philosophers and scientists have tried to answer this question for thousands of years. Incredibly, just by thinking about this question, ancient Greeks were the first to declare that all matter consists of tiny invisible particles called atoms. Almost two thousand years later new methods and instruments were developed and to the surprise and disbelief of many, scientists could prove that this ancient Greek theory was indeed correct. By the 20th century atoms became a fundamental notion of all Sciences and led to important discoveries and technological advances such as nuclear power and medical imaging. This course traces the history of this development mostly through biographies of the philosophers and scientists who made it happen. Instructor: Greg Pevzner

Total Cost: \$93 (Tuition: \$20 Fees: \$73)

CRN#	Day/Ses.	Dates	Time	Location
73602	W(8)	1/10-2/28	1-2:30pm	HV

HIS 094**Baltimore's Historic Houses of Worship**

Explore the architecture, mosaics, paintings, carvings and stained glass in 25 different churches and synagogues. Examine the neighborhoods they served from 1785-1891 and the changing demographics. Instructor: Sally Johnston

Total Cost: \$86 (Tuition: \$20 Fees: \$66)

CRN#	Day/Ses.	Dates	Time	Location
75135	M(5)	1/8-2/12	1-2:30pm	OM

HIT 944**Banned Books: Contemporary Literature**

Examine the politics of contemporary literature that has been banned or challenged across the U.S. Explore the changing definition of "obscenity", the implications of the First Amendment that specifies the right to free speech, the reasons for banning books, and those who decide what literature is offensive. Review the plot, characters, setting, narrative structure and theme of such banned books as: *The Bluest Eye* by Toni Morrison, *The Handmaid's Tale* by Margaret Atwood, and *The Road* by Cormac McCarthy as well as some short stories and poems. Instructor: Marci Messick

Total Cost: \$99 (Tuition: \$21 Fees: \$78)

CRN#	Day/Ses.	Dates	Time	Location
75819	W(10)	1/10-3/13	10-11:30am	ZOOM

HIT 903**Chihuly and Friends**

Learn about Chihuly's glass artistry, his role in the evolution of glass art and some of the world-renown artists who worked or studied with him from a collector and historian of contemporary glass art. Examine Chihuly's career and special techniques as a glass artist, his influence on making contemporary glass art and his founding of and instructor at the Pilchuck Glass School. Also learn about some of the most famous glass artists who studied with Chihuly and their important works. Instructor: Howard Cohen

Total Cost: \$78 (Tuition: \$20 Fees: \$58)

CRN#	Day/Ses.	Dates	Time	Location
75605	T(5)	4/9-5/14	1-2:30pm	OM

HIT 885**China, Japan and the Jews**

Examine the history of the relationships of Japan and China with the Jews. Learn about the first encounters with the Jews, the ongoing presence of Jews in these two countries and their treatment. Explore China's and Japan's dealings with the Jews during several historic wars as well as in modern times. Instructor: Harry Ezratty, Esq.

Total Cost: \$86 (Tuition: \$20 Fees: \$66)

CRN#	Day/Ses.	Dates	Time	Location
75284	W(6)	1/10-2/14	10-11:30am	OM

HIT 865**Creative Partnerships**

Join art historian Joseph Cassar on Zoom as he focuses on artists working together and how their creativity developed while maintaining their individuality. The partnerships that will be studied cover the married couple Diego Rivera and Frida Kahlo, the short brotherhood between Vincent van Gogh and Paul Gauguin while staying in the yellow house in Arles, Henri Matisse and Andre Derain during the short-lived colorful period of the Fauves, and the creative partnership between Futurist artists Giacomo Balla and Umberto Boccioni in Italy in 1910. Rich images presented on PowerPoint will invite questions and discussion. Instructor: Joseph Cassar, Ph.D.

Total Cost: \$93 (Tuition: \$20 Fees: \$73)

CRN#	Day/Ses.	Dates	Time	Location
73580	T(8)	4/23-6/11	9:30-11am	ZOOM

POS 045**Current World Order: Relations Between U.S., China, Russia, and the Global South**

Students will examine and discuss the conceptions of international relations theorist John Ikenberry along with his views on the current world order expressed in his book *U.S. led Liberal World Order*. In addition, students will examine and discuss the conceptions of philosopher John Rawls along with his views on the current world order expressed in his book *The Law of Peoples*. Finally, the conditions of dominance, competition, and cooperation among international countries will also be analyzed and discussed. Instructor: Dr. Jose Lopez-Gonzalez

Total Cost: \$99 (Tuition: \$15 Fees: \$84)

CRN#	Day/Ses.	Dates	Time	Location
75163	M(10)	1/8-3/18	10:30am-12:30pm	HV

HIT 867**David Hockney (b.1937)**

Art historian Joseph Cassar presents a Zoom course on one of the most important living artists of our time. The course addresses his humble beginning and how he slowly rose to fame with his swimming pool paintings. His more recent achievements in reviving landscape painting will be put against the backdrop of his Royal Academy grand exhibition where he produced gigantic paintings made of several small canvases put together side-by-side. The course will show drawings as well as his use of photography and other technological developments like art on an iPad. Art works will be studied in detail. The course is in the form of a PowerPoint presentation rich in images that invite questions and discussion. Instructor: Joseph Cassar, Ph.D.

Total Cost: \$93 (Tuition: \$20 Fees: \$73)

CRN#	Day/Ses.	Dates	Time	Location
73581	R(8)	4/25-6/13	9:30-11am	ZOOM

POS 044**Democracy Discussion**

The Democracy Discussion (Cafe) is an opportunity to explore matters related to our democracy by using selected current issue topics chosen by the students and the instructor. This is intended to be an open discussion without debate or efforts to persuade anyone to change their point of view. Students will discuss the topics and voluntarily explain any particular position they may have in a safe, conversational, and welcoming environment. The agenda will be moderated to allow all points of view and consist of reminders about civil discussions and the need for respect for differing viewpoints and beliefs. It is not intended to reach conclusions nor deride or try to convert opposing positions. Based on the will of the group each session will choose the topic for the next meeting together. Instructor: Al Muelhbergen

Total Cost: \$99 (Tuition: \$21 Fees: \$78)

CRN#	Day/Ses.	Dates	Time	Location
74730	R(10)	1/11-3/14	10-11:30am	EC
74729	R(10)	4/11-6/13	10-11:30am	EC

HIT 866**Edouard Manet (1832-1883)**

This course delivered using the Zoom platform focuses on Edouard Manet who has been described as a bridge between traditional art and modernism. This in-depth course addresses many of his works: drawings, paintings and illustrations and shows how his art was heavily criticized by the Salon because he was innovative. The course shows how his tradition relied on Spanish art rather than Italian Renaissance art, and how he was a man of his times, depicting the dawn of the modern age. Art works will be studied in detail. The course is in the form of a PowerPoint presentation rich in images that invite questions and discussion.

Instructor: Joseph Cassar, Ph.D.

Total Cost: \$93 (Tuition: \$20 Fees: \$73)

CRN#	Day/Ses.	Dates	Time	Location
73579	R(8)	2/8-4/4	9:30-11am	ZOOM

HIS 143**First Ladies of the United States**

Learn about their lives, the different ways they carried out their duties; how they espoused their specific causes; how they handled many of their roles as wife, mother, ambassador, hostess, managers and helpmates to their husbands. This is a simulcast class and offered both live and on ZOOM.

Instructor: Patrick Heline

Total Cost: \$86 (Tuition: \$20 Fees: \$66)

CRN#	Day/Ses.	Dates	Time	Location
74930	R(6)	1/4-2/8	1-2:30pm	ZOOM
74929	R(6)	1/4-2/8	1-2:30pm	HV
75148	R(6)	4/11-5/16	1-2:30pm	ZOOM
75147	R(6)	4/11-5/16	1-2:30pm	HV

HIS 511**Great Decisions**

Gain non-partisan knowledge on eight of the most critical issues on world affairs facing the U.S. and the international community this year and then participate in a dynamic discussion on each weekly topic. Includes program booklet.

Total Cost: \$114 (Tuition: \$15 Fees: \$99)

CRN#	Day/Ses.	Dates	Time	Location
75986	R(8)	2/1-3/21	10:30am-12pm	ZOOM
Instructor: Barry Rascovar				
75556	R(8)	2/1-3/21	10:30am-12pm	OM
Instructor: Barry Rascovar				
74511	T(8)	4/9-5/28	10-11:30am	HV Instructo
tor: Deena Dugan				

HIT 936**Gustav Klimt:****His Work, His World, and His Women**

Explore the life and work of Gustav Klimt, who was a talented as well as controversial Viennese artist of the late 19th and early 20th centuries. Discover the key factors that contributed to Klimt's unique style. Discuss the history and changing times in the city of Vienna and how that affected him and his work. Learn about the inspirations that he garnered from other art forms and the women who inspired his work, and more. Instructor: Christine Bentley

Total Cost: \$86 (Tuition: \$20 Fees: \$66)

CRN#	Day/Ses.	Dates	Time	Location
75325	M(6)	2/5-3/11	1-2:30pm	HV

HIT 904**History of Imperial Russia**

Learn about the complicated history of Imperial Russia, ruled by the Romanovs from 1600-1917. Explore the influence of the Mongol dominance prior to Imperial Russia. Gain knowledge about its growth from isolated fiefdoms to a highly centralized autocracy, the impact of its geography and immensity of land, its political developments, its military conquests and its religious and cultural developments. Review the key personalities that drove Imperial Russia and compare the similarities and differences between Imperial Russia and the Soviet Union and the current Russian state. Instructor: Richard Caballero

Total Cost: \$99 (Tuition: \$21 Fees: \$78)

CRN#	Day/Ses.	Dates	Time	Location
75602	T(10)	4/9-6/18	1-2:30pm	OM

HIT 125**History of the American Presidency:****Adams to Polk**

Continue examining the U.S. presidency through the legacies of John Quincy Adams, Andrew Jackson, Martin Van Buren, William Henry Harrison, John Tyler, and James Polk and how these Jacksonian presidents redefined the office in their own ways. Discuss their education, career, lives before the presidency, accomplishments and struggles, and legacy.

Instructor: Patrick Heline

Total Cost: \$99 (Tuition: \$21 Fees: \$78)

CRN#	Day/Ses.	Dates	Time	Location
75170	S(10)	4/13-6/15	10-11:30am	ZOOM

HIT 118**History of the American Presidency: Washington to Monroe**

Explore the legacies of Washington, John Adams, Jefferson, Madison, and Monroe. Topics include their formative years, personal and political careers, rise to the presidency, accomplishments/struggles both as president and in life. This is the first in a series of explorations of the presidency and presidents. Instructor: Patrick Heline

Total Cost: \$99 (Tuition: \$21 Fees: \$78)

CRN#	Day/Ses.	Dates	Time	Location
75160	S(10)	1/6-3/9	10-11:30am	ZOOM

HIT 905**History of Zionism: From Religious Movement to Antisemitic Catch Word**

Learn about Zionism from its biblical beginnings to the return to Judea (Israel) to a vehicle of antisemitism. Examine the biblical references to Zionism, its historic occurrences prior to 1492 and its development from 1492 to the founding of Israel to today. Explore the reasons why the use of the term Zionism is now considered the same as the terms: antisemitism and anti-Israel today. Instructor: Harry Ezratty, Esq.

Total Cost: \$73 (Tuition: \$20 Fees: \$53)

CRN#	Day/Ses.	Dates	Time	Location
75611	W(4)	4/10-5/1	10-11:30am	OM

HIT 883**Important Players in History Part IX**

Discuss and examine the achievement, failures, lives and legacies of these historical figures including Jane Goodall (English primatologist and anthropologist), members of the resistance in WWII, The Wager: A Tale of Shipwreck, Mutiny and Murder, Mrs. Frank (Miriam) Leslie (tycoon of the Gilded Age), Robert E. Lee (Military General and Confederate Leader), and lost cities around the world, and more.

Instructor: Nancy Lotz

Total Cost: \$90 (Tuition: \$20 Fees: \$70)

CRN#	Day/Ses.	Dates	Time	Location
74427	W(7)	4/17-5/29	10:30am-12pm	HV

HIT 882**Important Players in History Part VIII**

Discuss and examine the achievements, failures, lives, and legacies of these historical figures including Eleanor Aquitaine (Queen of France), Michael Collins (Irish revolutionary), notorious art thefts and looting, Marie Laurencin (French painter and printmaker), building the Brooklyn Bridge, Che Guevara (communist figure in Cuban Revolution), and more.

Instructor: Nancy Lotz

Total Cost: \$90 (Tuition: \$20 Fees: \$70)

CRN#	Day/Ses.	Dates	Time	Location
74425	W(7)	1/24-3/6	10:30am-12pm	HV

HIT 900**Jewish Comediennes:
Their Lives and Careers**

Learn about the lives and careers of four famous Jewish female comics: Gertrude Berg, Jean Carroll, Gilda Radner and Lily Tomlin. Explore their early lives, the beginning of each one's career, the special type of comedy of each, their successes, the use of media for the different women and the reflection of each one's comic work based on the times in which she performed. Examine the connections and comparisons among these women.

Instructor: Karen Webber Gilat Cantor

Total Cost: \$71 (Tuition: \$20 Fees: \$51)

CRN#	Day/Ses.	Dates	Time	Location
75991	T(5)	4/9-5/7	11am-12:30pm	ZOOM

PFA 191**Learning about Contemporary Issues
and Ideas**

Analyze and evaluate current issues and ideas that influence contemporary American society. View political situations, economic conditions and cultural issues as well as local, national and international news.

Total Cost: \$99 (Tuition: \$21 Fees: \$78)

CRN#	Day/Ses.	Dates	Time	Location
73338	M(10)	1/8-3/18	10:30am-12pm	CC
Instructor: Dexter Dickey				
73612	R(10)	1/11-3/14	10-11:30am	HV
Instructor: Deena Dugan				
73715	M(10)	4/8-6/17	10:30am-12pm	CC
Instructor: Dexter Dickey				
73717	R(10)	4/11-6/13	10-11:30am	HV
Instructor: Deena Dugan				

HIT 937**Lewis Carroll and Alice Liddell**

Join us as we explore the worlds of Oxford University, of Victorian Era childhood, of mathematics and logic, of word games, and of a good deal of rampant nonsense, written as either high art, or nursery tales, of Lewis Carroll and Alice Liddell. Examine the life and times of the author, discuss the development of their stories and why they chose to write them down. Explore their creation of logic puzzles, word puzzles, and math puzzles along with an examination of Victorian era upper-middle-class culture and society. Evaluate the inspirations for these stories, and more.

Instructor: Warren Bentley

Total Cost: \$86 (Tuition: \$20 Fees: \$66)

CRN#	Day/Ses.	Dates	Time	Location
75331	M(6)	5/6-6/17	1-2:30pm	HV

HIT 881**Morano, Prague and Seattle:
Centers of Glass**

Learn about the important glass artists and their history in these cities from an educator and collector of glass art. Discover the extraordinary Italian glass artists of Morano since the Renaissance. Trace the development of Czech glass art from the reign of King Charles IV (1346-78) of the Holy Roman Empire until the mid-1980s. Explore the impact of Chihuly's work in Seattle where he established the Pilchuck Glass School. Instructor: Howard Cohen

Total Cost: \$78 (Tuition: \$20 Fees: \$58)

CRN#	Day/Ses.	Dates	Time	Location
75172	T(5)	2/13-3/12	1-2:30pm	OM

HIT 910**Notable American Biography:
James Madison**

In this class, students will critically examine the biography of notable American James Madison. Topics to be covered include discussing weekly reading assignments from the biography of James Madison, America's First Politician by Jay Cost, discussing Madison's early years, obstacles he had to overcome, successes, contributions, and significance to American, the retirement years, and more. Please Note: There will be weekly reading assignments given and students should purchase the biography James Madison, America's First Politician by Jay Cost and bring it with you to each class session. Instructor: Dr. Lester Brooks

Total Cost: \$99 (Tuition: \$21 Fees: \$78)

CRN#	Day/Ses.	Dates	Time	Location
75159	T(10)	1/9-3/12	10:30am-12pm	ZOOM

HIT 926**Ordinary People: Fascinating Stories Part II**

Baltimore, a fascinating place with stories of people and their determination to build a strong knit thriving community that stands out among all others. In this class, students will learn about the neighborhoods of Baltimore and the people who lived in them, stories of ordinary people of Baltimore City/County and the development of industry and events that shaped and changed people and the communities they lived in. Instructor: Jennifer Liles

Total Cost: \$78 (Tuition: \$20 Fees: \$58)

CRN#	Day/Ses.	Dates	Time	Location
75187	M(5)	4/15-5/13	10:30am-12pm	HV

HIT 874**Political Corruption in Maryland and Beyond**

In this course we will learn about the foibles of government officials that have landed them in jail or ended their careers in disgrace and resignation. Baltimore and Maryland history is replete with the tales of corrupt state, local, and federal officials. In the past 55 years, Baltimore has produced numerous elected officials who have been forced to resign after being charged with corruption, which include mayors, county executives, governors, and a vice-president of the United States. These politicians are all colorful characters, and their crimes are both original and petty. After having some fun with our homegrown scoundrels, we will look at the corruption of leaders in other states and countries as well. Instructor: Deena Dugan

Total Cost: \$93 (Tuition: \$20 Fees: \$73)

CRN#	Day/Ses.	Dates	Time	Location
73603	T(8)	1/9-2/27	10-11:30am	HV

HIT 878**Revolutionary Characters:
The Best of the Rest**

Revolutionary Figures Uncovered! This course will examine and discuss the extraordinary lives of the Founding Fathers and Mothers who largely go unnoticed in U.S. history books. These individuals made significant contributions to the winning of American independence and the establishment of the American republic. Learn about the lives, careers, accomplishments, and influences of Daniel Boone, Nathaniel Greene, Benjamin Rush, John Marshall, Albert Gallatin, John Quincy Adams, Abigail Adams, and more. Instructor: Dr. Lester Brooks

Total Cost: \$99 (Tuition: \$21 Fees: \$78)

CRN#	Day/Ses.	Dates	Time	Location
75026	T(8)	4/9-5/28	10:30am-12pm	HV

HIT 924**The Executive Branch:
It's Powers and History**

Join us in examining the executive branch of the United States Government beginning with the election process and moving on to learning about the various roles and duties of the President and the powers and functions of the executive branch. Other topics under discussion will include the workings of the Electoral College, the place the executive branch has in the Constitution's governmental structure, the relationship between the executive branch and the other branches of government, the functions of the President, Vice-President, cabinet members, and other administration officials, the importance of the executive branch in implementation of the statutes and policies of the other branches, and more. Instructor: Deena Dugan

Total Cost: \$93 (Tuition: \$20 Fees: \$73)

CRN#	Day/Ses.	Dates	Time	Location
75188	M(8)	1/8-3/4	1-2:30pm	CC

HIT 886**The Good, The Bad and The Ugly: History of the U.S. Nuclear Deterrent**

Learn about the U.S. nuclear stockpile from a man who worked in the U.S. Nuclear Enterprise for 26 years. Examine its evolution since the Manhattan Project, the nuclear weapons of today and their delivery system. Learn about the governance structure over the stockpile, the role of the U.S. Department of Defense and treaties. Explore its testing, accidents and near-misses. Evaluate the challenges, advantages, and disadvantages of maintaining the nuclear stockpile. Instructor: Ricard Caballero

Total Cost: \$73 (Tuition: \$20 Fees: \$53)

CRN#	Day/Ses.	Dates	Time	Location
75173	T(4)	1/9-30	1-2:30pm	OM

HIS 738**The History and Value of Antiques**

Learn about the fundamentals and historic periods of antiques including discussions of artwork, collectables, porcelain, glassware, sterling silver, and furniture. Explore the difference between an antique and a reproduction and assess the historic changes in styles. Discover research tools, care and maintenance of antiques, and how and where to liquidate antiques. Instructor: Dixie Cook

Total Cost: \$99 (Tuition: \$21 Fees: \$78)

CRN#	Day/Ses.	Dates	Time	Location
73762	R(10)	4/11-6/13	10-11:30am	HV

HIT 901**The History of Abortion in the United States**

Learn how abortion has been a part of our history since the beginning of our country. Explore and discuss what have been the changing attitudes toward abortion; what are the reasons for both illegal and legal abortions; how and why the ruling has been overturned; what groups are fighting for and against legalization; and what is the future of abortion laws, the abortion pills, and contraceptives.

Instructor: Barbara Blumberg-Ressin

Total Cost: \$73 (Tuition: \$20 Fees: \$53)

CRN#	Day/Ses.	Dates	Time	Location
75994	W(4)	5/1-22	10-11:30am	OM

HIT 875**The History of Hollywood and the Moguls that Created It**

Lights! Camera! Action! It's the History of Hollywood. In this course, students will learn about the history of Hollywood, the people that built it up, and the moguls that developed it into what it is today. Explore how the first studios were created and the eventual decline of the studio system. Discuss the House Un-American Activities Committee's investigation of studio heads, actors, actresses and writers. Evaluate the role of the film industry during World War II, and more. Instructor: Barbara Blumberg-Ressin

Total Cost: \$78 (Tuition: \$20 Fees: \$58)

CRN#	Day/Ses.	Dates	Time	Location
74478	T(5)	5/7-6/4	10:30am-12pm	HV

HIT 917**The People's Choice:****Presidential Elections in America**

Studying past presidential elections can help us better understand how the U.S. system has evolved and raise our awareness of how campaigns are waged as well as, how we can respond to them. In this class, students will discuss, review, and develop a better understanding of how the U.S. system of elections has evolved. Explore the earliest days of U.S. elections, the Jacksonian Era, discuss the effect the Civil War had on U.S. elections and those elected after being touched by fire in the war, the turn of the 20th century, the depression and World War II, Camelot and the Great Society, the 21st century and the modern system, and more. Instructor: David Hatch

Total Cost: \$99 (Tuition: \$21 Fees: \$78)

CRN#	Day/Ses.	Dates	Time	Location
75186	M(10)	1/8-3/18	7-8:30pm	ZOOM

HIT 921**The Tokyo War Crimes Trials**

This class will focus on examining and chronicling the history of the Military Tribunal of the Far East after the end of World War II. Students will discuss and evaluate punishing the Japanese war criminals' debate, General Douglas MacArthur and the establishment of the International Military Tribunal of the Far East in 1946, the influence of the Nuremberg Trials on the development of the tribunal's charter, the legal framework for the trial procedure, the indictments, Area 731, the verdicts and sentences, criticisms of the proceedings, subsequent war crimes trials of other nations, and more. Instructor: Bill Krause

Total Cost: \$86 (Tuition: \$20 Fees: \$66)

CRN#	Day/Ses.	Dates	Time	Location
75189	T(6)	2/6-3/12	1-2:30pm	HV

HIT 940**The U.S. Presidency Cursed: History of the Curse of Tippecanoe and the Presidents Effected**

Explore the legendary curse of Tippecanoe and the mysterious deaths of eight (8) U.S. Presidents that seem to be related to the curse. Learn about the Battle of Tippecanoe and William Henry Harrison's actions at the battle. Explore the history of the curse and what it says and the effect it has had on the presidency for 120 years. Determine if the curse is broken in the modern-day presidency, and more. This is a simulcast class offered face-to-face and on ZOOM. Instructor: Patrick Heline

Total Cost: \$99 (Tuition: \$21 Fees: \$78)

CRN#	Day/Ses.	Dates	Time	Location
75322	R(10)	1/11-3/14	10-11:30am	HV
75323	R(10)	1/11-3/14	10-11:30am	ZOOM

HIT 920**The United States and Asia**

The United States, even before it extended its western boundaries to the Pacific Ocean, had an economic interest in Asia. As the U.S. rose to the status of world power in the late 19th century, the country's interest turned political, and then to national security matters. In this class, students will consider how events unfolded, the motives of American involvement in Asian affairs, and how and why the nature of the U.S. interests have changed throughout history. Students will discuss and examine the economic appeal of Asia to the U.S. during the 19th century, the history of the U.S. and Asian relationship during the 19th century, 20th century, and the 21st century, events of the early 20th century that led to Pearl Harbor in 1941, the relationship between the U.S. and Asia during World War II, during the Korean War, during the Vietnam War and each of their resulting effects, and more. Instructor: David Hatch

Total Cost: \$99 (Tuition: \$21 Fees: \$78)

CRN#	Day/Ses.	Dates	Time	Location
75185	M(10)	4/8-6/17	7-8:30pm	ZOOM

HIT 915**U.S. Economic Policies of the Past and Current Administrations: Critical Perspectives**

Students will analyze and discuss economic policy under the framework and perspectives of two Schools of Economics: Free Market Economics and Structuralist/Keynesian Economics. Analyze the economic policies of the Trump and Biden administrations utilizing the definitions of these economic policies including the complexities of U.S. and international economic systems. Compare and contrast the specific economic measures taken by the two U.S. presidential administrations and the Federal Reserve from 2016 to present, and more. Instructor: Jose Lopez-Gonzalez, Ph.D

Total Cost: \$99 (Tuition: \$15 Fees: \$84)

CRN#	Day/Ses.	Dates	Time	Location
75468	M(10)	4/8-6/17	10:30am-12:30pm	HV

Hobbies

ENV 379

Bird Watching for Beginners: Eastern Baltimore County

Learn how to find, identify and catalog birds you observe firsthand in eastern Baltimore County: Honeygo Regional Park and White Marsh Wetlands, North Point State Park, Double Rock Park, Gunpowder Falls State Park (Hammerman area) and Marshy Point Nature Center. Begin using phone apps, field guides and your own list of birds. Gain experience in using a close-focus 8-power roof prism binoculars which can be purchased at an educational discount at the first session. The first and last classes will be held on the Essex campus and the others will meet at the different sites. Instructor: Marty Brazeau

Total Cost: \$99 (Tuition: \$15 Fees: \$84)

CRN#	Day/Ses.	Dates	Time	Location
75614	W(7)	4/17	8-11:15am	EC
75614	W(7)	4/24-5/22	8-11:15am	EC
75614	W(7)	5/29	8-11:15am	EC

ENV 380

Bird Watching for Beginners: Northern Baltimore County

Learn how to find, identify and catalog birds you observe firsthand in northern Baltimore County: Loch Raven Reservoir, Lake Roland, Oregon Ridge, Cromwell Valley Park and Soldiers Delight. Begin using phone apps, field guides and your own list of birds. Gain experience in using a close-focus 8-power roof prism binoculars which can be purchased at an educational discount at the first session. The first and last classes will be held on the Owings Mills campus and the others will meet at the different sites. Instructor: Marty Brazeau

Total Cost: \$99 (Tuition: \$15 Fees: \$84)

CRN#	Day/Ses.	Dates	Time	Location
75827	R(7)	4/11-5/23	8-11:15am	OM

ENV 100

Advanced Bird Finding with eBird Framework

Elevate your bird-watching expertise and expand your species list. Learn to identify birds using eBird's website and app, plan field sites and predict species locations. Delve into habitats, ecological niches and the significance of bird conservation. The first and last field adventures will occur on the Owings Mills campus. Instructor: Marty Brazeau.

Total Cost: \$84 (Tuition: \$0 Fees: \$84)

CRN#	Day/Ses.	Dates	Time	Location
75610	T(7)	4/16-6/4	8-11am	OM

ART 932

Bead Weaving Embroidery: "Subtle Spring Elegance" Pendant and Spiral rope Necklace

Discover fundamental bead weaving and embroidery techniques! Master complicated-looking designs with detailed guidance, including written materials, live demos and videos. Build your confidence and complete a beautiful piece in class and at home. Ideal for those with beginner to beginner-intermediate skills. Material fee: \$65 (paid to instructor at first class). Instructor: Vivan (Toni) Iacoboni.

Total Cost: \$79 (Tuition: \$0 Fees: \$79)

CRN#	Day/Ses.	Dates	Time	Location
75190	W(8)	1/17-3/20	1-3pm	HV
75191	W(8)	5/22-7/10	1-3pm	HV

PDV 350

Beginning Mahjong

Become a Mahjong pro! Explore the game's history and rules. Practice playing while receiving expert tips. Instructor: Geri Willen. Purchase a mahjong card at nationalmahjongleague.org.

Total Cost: \$66 (Tuition: \$0 Fees: \$66)

CRN#	Day/Ses.	Dates	Time	Location
75617	M(6)	4/29-6/10	10-11:30am	OM

ENV 031

Eco-Friendly Gardening

Discuss different ways to be environmentally conscious when gardening, especially when it comes to plant selection, garden prepping, etc. Research, and explore different methods and practices of eco-friendly gardening in order to create a greener future. Rain gardens, composting, no till methods, and much more will also be discussed and practiced. Instructor: Chelsea West

Total Cost: \$73 (Tuition: \$20 Fees: \$53)

CRN#	Day/Ses.	Dates	Time	Location
75218	M(4)	2/26-3/18	1-2:30pm	HV

PDV 351

Introduction to Contract Bridge

Learn bridge basics from an accredited teacher. Understand the rules, counting points, bidding strategies and card play tactics. Get ready to play while you learn! Instructor: Marci Friedman.

Total Cost: \$79 (Tuition: \$0 Fees: \$79)

CRN#	Day/Ses.	Dates	Time	Location
75298	F(8)	1/26-3/15	10am-12pm	OM
75813	F(8)	4/12-5/31	10am-12pm	OM

ART 817

Introduction to Crochet

Master the essentials for crochet success! Learn hook/yarn selection, pattern reading and stitch mastery. Work on a semester project. Materials will be discussed in the first session. Instructor: Colleen Harbison. Bring a 4H crochet hook and different color yarn.

Total Cost: \$84 (Tuition: \$0 Fees: \$84)

CRN#	Day/Ses.	Dates	Time	Location
74748	W(10)	1/10-3/13	10am-12pm	ZOOM
74746	W(10)	4/10-6/12	10am-12pm	ZOOM

ART 913

Jewelry Making With Wire Work: Make Your Own Accessories

Unleash your inner jewelry designer! Learn the basics of wire work, essential tools and how to select the best wire for each jewelry piece. Personalize your designs with clasps, links, beads and more. Material fee: \$30 (paid to instructor at first class). Instructor: Jackie Orsini.

Total Cost: \$66 (Tuition: \$0 Fees: \$66)

CRN#	Day/Ses.	Dates	Time	Location
75279	W(4)	4/24-5/15	12-2:15pm	HV

ENV 032

Native Plants

This course will take an in-depth look at native plants and see the definition, characteristics, impact, and relationship they have with wildlife in Maryland. Students will explore the different definitions of native in the plant world, discover a variety of plants native to Maryland, explore the benefits of native plants, design a native garden, and debate best practices to successfully support a healthy ecosystem. Instructor: Chelsea West

Total Cost: \$86 (Tuition: \$20 Fees: \$66)

CRN#	Day/Ses.	Dates	Time	Location
75219	M(6)	4/8-5/13	1-2:30pm	HV

PDV 374

The Ins and Outs of Cross Stitching

Cross-stitch like a pro! Learn the fundamentals to complete at least one project. Practice basic stitches, then plan, design and prepare at least one future project. Material fee: \$10 (paid to instructor at first class). Instructor: Barbara Ezratty.

Total Cost: \$73 (Tuition: \$20 Fees: \$53)

CRN#	Day/Ses.	Dates	Time	Location
75288	W(4)	1/10-31	1-2:30pm	OM
75613	W(4)	4/10-5/1	1-2:30pm	OM

HUMANITIES & CULTURE

PDV 346

50 Ways to Leave Your Clutter

So long, clutter! Develop decision-making skills and strategies to help you create a more organized and relaxing home. Discover resources that will take your unneeded items. Instructor: Cindy Bernstein.

Total Cost: \$53 (Tuition: \$0 Fees: \$53)

CRN#	Day/Ses.	Dates	Time	Location
75236	R(4)	1/11-2/1	10-11:30am	ZOOM

PDV 371

An Introduction to Wines of Italy

Learn about the uniqueness of the variety of Italian wines from different regions. Explore a brief history of Italian wine and how the geography and climate affect wine production. Identify the major varieties of grapes grown in each region and the styles of wines produced. Review the laws and terminology of Italian wines. A \$15 material fee will be collected at first session. Instructor: Deborah Reitz

Total Cost: \$73 (Tuition: \$20 Fees: \$53)

CRN#	Day/Ses.	Dates	Time	Location
75397	F(4)	1/12-2/2	1-2:30pm	OM

SCI 038

Current Issues in Science

Explore important scientific issues and data of today in order to more accurately understand what is happening in the world around us. Examine the effects of climate change, the implications of overpopulation, the consequences of endangered and invasive species, the impact of changing artificial intelligence on our lives, and the progress of COVID 19 pandemic and its vaccines. Instructor: Don Finkelstein

Total Cost: \$93 (Tuition: \$20 Fees: \$73)

CRN#	Day/Ses.	Dates	Time	Location
74513	T(8)	4/9-5/28	1-2:30pm	CC

PDV 360

Downsizing and Organizing So Your Kids Won't Have To

Excess photos, clothing and furniture—oh my! Discover strategies and resources to declutter your home now. Learn how to make choices, research item values and sell online. Discover resources that will take your unneeded items. Instructor: Cindy Bernstein

Total Cost: \$53 (Tuition: \$0 Fees: \$53)

CRN#	Day/Ses.	Dates	Time	Location
75618	R(4)	4/11-5/2	10-11:30am	ZOOM

HIT 880

For Love of a Good Story: Oral, Written and Visual Media

Explore the different media used to tell stories and what we learn from them. Examine the stories presented and the elements of these stories, including plot, genre, theme, characterization and setting. Evaluate the media used and how the stories affect our lives. Some discussions may require a book that will be available through the Baltimore County Public Library system. Instructor: Christine Tripson

Total Cost: \$99 (Tuition: \$21 Fees: \$78)

CRN#	Day/Ses.	Dates	Time	Location
75821	M(10)	1/8-3/18	10:30am-12pm	OM
75371	M(10)	4/8-6/17	10:30am-12pm	OM

ART 931

Hairspray: A Review

Join Broadway entertainer and educator, Ellen Katz, as we examine the musical, Hairspray. Set in the segregated 1960s city of Baltimore, Maryland, "Hairspray" was written by a hometown hero, John Waters. Tracy Turnblad, an overweight teenager who loves to dance, tries to integrate the Corny Collins TV Bandstand show. Her dancing exuberance and her fight for equality are captured in a nonstop rock and roll score that keeps us dancing from the first hit "Good Morning Baltimore" to its successful integrated ending "You Can't Stop the Beat" with a bevy of comic characters, including Tracy's mother, Edna, and its multicultural cast, this show was written as a comedy, but has more than music as its message. Instructor: Ellen Katz

Total Cost: \$30 (Tuition: \$0 Fees: \$30)

CRN#	Day/Ses.	Dates	Time	Location
75207	F(1)	5/17	10:30am-12pm	HV

HIT 918

Learn to Tell Stories to Your Grandchildren

Students will learn to tell an entertaining story or stories to grandchildren. Focus will be placed on selecting, learning, and performing a story with sound effects, body language, character voices, and the use of the pause. Participants will also have the option of telling a tandem story with a friend or spouse. Marty Brazeau, retired school librarian, will model effective storytelling throughout the course. Participants will tell a captivating story during a Cockeysville preschool Library story time at the end of the course. Invite your grandchildren. Instructor: Marty Brazeau

Total Cost: \$93 (Tuition: \$20 Fees: \$73)

CRN#	Day/Ses.	Dates	Time	Location
75179	T/R(8)	1/9-2/1	10-11:30am	HV

HIT 857

Living Your Legacy

Your life is worth remembering. Learn the social, emotional, familial and practical importance of leaving a legacy and/or ethical will. Explore exciting, interesting and novel ways to preserve and share your life story and it's the impact with you family and loved ones. With the use of photos, music, anecdotes and more, begin your own legacy project. Use of technology to preserve your life story. No materials are required, but bringing a cell phone, tablet or laptop may be helpful. Instructor: Bettye Holt Haskins

Total Cost: \$93 (Tuition: \$20 Fees: \$73)

CRN#	Day/Ses.	Dates	Time	Location
75368	R(8)	1/11-2/29	11am-12:30pm	ZOOM

HIS 356

Religions of the World

Learn about 5 major religions of the world: Buddhism, Christianity, Hinduism, Islam and Judaism. Explore each religion's core beliefs, ritual practice and its key historical, cultural and philosophical elements. Compare similarities and differences in order to develop knowledge, understanding and acceptance of a religiously pluralistic society. Instructor: Carol Yamamoto

Total Cost: \$99 (Tuition: \$21 Fees: \$78)

CRN#	Day/Ses.	Dates	Time	Location
73344	T(10)	1/9-3/12	10-11:30am	CC

PDV 368

Sharing Your Legacy

This course is a continuation of Living Your Legacy where you will expand your knowledge to prepare and preserve your life story. Explore unique ways to develop your legacy project, including ethical wills. Learn to use technology to preserve as well as, share your life story with family and/or the public. Research archival methods to preserve your memoirs and write a legacy letter. Instructor: Bettye Holt Haskins

Total Cost: \$93 (Tuition: \$20 Fees: \$73)

CRN#	Day/Ses.	Dates	Time	Location
75287	W(8)	1/10-2/28	10:30am-12pm	ZOOM
75808	R(8)	4/11-5/30	10:30am-12pm	ZOOM

HIT 938

The Music of Beethoven Part I

Examine the early life of Ludwig Van Beethoven as a composer and pianist, up through his "watershed years" of 1801 to 1802, when his deafness changed the course of his own life. Instructor: Kris Faatz

Total Cost: \$88 (Tuition: \$20 Fees: \$68)

CRN#	Day/Ses.	Dates	Time	Location
75321	W(5)	2/7-3/6	10am-12pm	HV

HIT 939**The Music of Beethoven Part II**

In the second part of the Music of Beethoven, examine the music and life of Ludwig Van Beethoven from his Middle "Heroic" period through to his death. Compare his music after deafness to his earlier works, discuss his continued success with composing symphonies and piano sonatas and the ongoing evolution of his style as a composer during his later period. Evaluate how his music of the late Classical period foreshadowed the next era in music history known as the Romantic Era, and more. Instructor: Kris Faatz

Total Cost: \$88 (Tuition: \$20 Fees: \$68)

CRN#	Day/Ses.	Dates	Time	Location
75327	R(5)	5/2-30	10am-12pm	HV

HIT 890**"The Producers"- the Musical and Movie**

Dive into the storyline and personalities behind "The Producers." Explore the lives of Mel Brooks, Susan Strohman and stars like Zero Mostel, Gene Wilder, Nathan Lane and Matthew Broderick. Understand the reasons behind the work's success, even with its depiction of Hitler and the Nazis. Instructor: Ellen Katz.

Total Cost: \$30 (Tuition: \$0 Fees: \$30)

CRN#	Day/Ses.	Dates	Time	Location
75305	T(1)	3/12	10:30am-12pm	ZOOM

HIT 922**The Story of the Holocaust in Film**

Examine and chronicle the history of the Holocaust through discussion and film presentations (documentaries, movies, and television series) from 1933 to 1945. Through six films and discussing the development of events, explore the historical context and characters depicted in The Dairy of Anne Frank, The Pawn Broker, The Holocaust, The Story of the Family Weiss (TV mini-series), Sophie's Choice, and Schindler's List. Instructor: Bill Krause

Total Cost: \$86 (Tuition: \$20 Fees: \$66)

CRN#	Day/Ses.	Dates	Time	Location
75192	T(6)	5/7-6/11	1-2:30pm	HV

HIT 906**What's in the Talmud?**

Come with an open mind and a fully charged thinking cap to examine, and obtain a basic knowledge of the Talmud, the body of Jewish writings comprised of civil and ceremonial laws and sayings, ideas and stories. Learn about the origins of the Talmud and the basic structure. Discuss some of the topics included in the Talmud and certain Jewish customs and ideas. Explore and translate a few original pages (hebrew proficiency is not necessary) to understand the logical puzzles and debates found. Instructor: Charles "Chip" Hanna

Total Cost: \$98 (Tuition: \$20 Fees: \$78)

CRN#	Day/Ses.	Dates	Time	Location
75809	F(10)	4/12-6/14	10:30am-12pm	ZOOM
75810	F(10)	4/12-6/14	10:30am-12pm	OM

WRI 153**Literary Fairy Tales: Pinocchio, The Nutcracker and The Little Mermaid**

Learn about the world of the "literary fairy tale" with its origin in the mind of the authors. After reading each tale in class, you will discuss the actual story line, characterizations, psychological meanings, symbolism, and significance. Examine the poetic beauty and style of authors: Hans Christian Anderson, Eta Hoffman and Carlo Collodi. Instructor: Charles "Chip" Hanna

Total Cost: \$98 (Tuition: \$20 Fees: \$78)

CRN#	Day/Ses.	Dates	Time	Location
75955	F(10)	1/12-3/15	10:30am-12pm	ZOOM
75294	F(10)	1/12-3/15	10:30am-12pm	OM

LANGUAGES**FLA 090****Basic French I**

Learn the basics of this language along with a view of French culture. Whether you are interested in learning a new language or have travel plans to a French-speaking country, you will enjoy covering vocabulary, punctuation, elementary grammar, basic sentence writing, reading, and more. Textbook is included in the cost of the course and will be distributed at the first class. Instructor: Marie Conde

Total Cost: \$99 (Tuition: \$21 Fees: \$78)

CRN#	Day/Ses.	Dates	Time	Location
74744	S(10)	1/13-3/16	10-11:30am	ZOOM

FLA 018**Conversational Sign Language**

Learn the basic fundamentals of conversational American Sign Language (ASL) such as signed alphabet, and essential nouns, pronouns, verb, adverbs, and adjectives, and researching and choosing appropriate signs from an ASL dictionary. Special emphasis will be made on encouraging expressive communication by incorporating music and poetry. Instructor: Cathy Schwan

Total Cost: \$96 (Tuition: \$20 Fees: \$76)

CRN#	Day/Ses.	Dates	Time	Location
73673	F(7)	1/26-3/8	10am-12pm	CC
75027	F(7)	4/19-5/31	10am-12pm	CC

FLA 088**Conversational Spanish for Beginners**

Learn to speak basic conversational Spanish to include greetings, introductions, simple dialogue, short questions, expressions for daily activities, travel, shopping and communicating important needs and feelings. Gain an understanding of the elements of Latin American cultural sensitivity. Instructor: Jean Meyer

Total Cost: \$99 (Tuition: \$21 Fees: \$78)

CRN#	Day/Ses.	Dates	Time	Location
75155	T(10)	1/9-3/12	10-11:30am	OM
75965	W(10)	4/10-6/12	10-11:30am	OM

FLA 093**Conversational Spanish for Beginners Part 2**

Expand your knowledge and ability to converse in Spanish after previously learning the basics of conversational Spanish. Learn to express your personal needs and feelings, increase your Spanish vocabulary, to identify many more items in Spanish, and to hold longer conversations in Spanish. Prerequisite: Conversational Spanish for Beginners.

Instructor: Jean Meyer

Total Cost: \$99 (Tuition: \$21 Fees: \$78)

CRN#	Day/Ses.	Dates	Time	Location
75285	W(10)	1/10-3/13	10-11:30am	OM
75608	T(10)	4/9-6/18	10-11:30am	OM

FLA 223**Modern Hebrew for Beginners**

Start to learn modern Hebrew and conduct basic conversations related to daily life. Identify, read and write Hebrew letters and learn the sounds. Put letters together to speak words and simple sentences, develop a knowledge of sentence structure and learn to recognize the spoken word in written Hebrew. Practice conversations with others. Instructor Tirzah Rom

Total Cost: \$99 (Tuition: \$21 Fees: \$78)

CRN#	Day/Ses.	Dates	Time	Location
75369	R(10)	1/11-3/14	10:30am-12pm	OM

FLA 426**Spanish for Beginners I**

Learn basic conversational skills, reading comprehension, and writing response, including introductions, greetings and salutations. Form short common sentences in Spanish and short questions using basic Spanish grammar and punctuation. Practice basic vocabulary and pronunciation as well as expressions of activities, time, needs, travel, shopping, and more. Learn about the Spanish culture, ethnic background, and elements that make the Spanish language distinctive. Instructor: Bertha Narvenz Ortiz

Total Cost: \$93 (Tuition: \$20 Fees: \$73)

CRN#	Day/Ses.	Dates	Time	Location
75470	T(6)	1/23-2/27	1:30-3:30pm	EC

FLA 224**Spanish for Beginners Part II**

Continue learning basic conversational skills, reading comprehension, and writing responses, including descriptions of health and moods, numbers, dates, and times, construction of sentences for simple to beyond simple conversations in Spanish. Practice basic vocabulary and punctuation as well as examining the proper usage of adjectives, adverbs, verb tense, preposition, pronouns, and more. Learn about the Spanish culture, ethnic background, and elements that make the Spanish language distinctive. Instructor: Bertha Narvenz Ortiz

Instructor: Bertha Narvenz Ortiz

Total Cost: \$99 (Tuition: \$21 Fees: \$78)

CRN#	Day/Ses.	Dates	Time	Location
75471	T(7)	4/23-6/4	1:30-3:30pm	EC

EARN LECTURES

HIT 941

Baltimore 1861: The Pratt Street Riots

Baltimore divided! Delve into local history with a lecture on the Pratt Street Riots of 1861. Explore Baltimore's pre-Civil War era and the Battle of Fort Sumter. Uncover the events that triggered the riots and unpack the aftermath.

Total Cost: \$30 (Tuition: \$0 Fees: \$30)

CRN#	Day/Ses.	Dates	Time	Location
75329	F(1)	4/19	10-11:30am	HV

HIS 620

From Stockholm to Broadway—The Journey of ABBA and their hits from Sweden to Broadway's "Mama Mia"

Experience the amazing story of this legendary Swedish group. Discuss how they met in the early 1970s, acquired their iconic sound and then took Australia, US, and Europe by storm. Trace the development of their songs/content and how their hit "Mama Mia" found its way to Broadway and film. Instructor: Ellen Katz.

Total Cost: \$30 (Tuition: \$0 Fees: \$30)

CRN#	Day/Ses.	Dates	Time	Location
75078	F(1)	6/21	10:30am-12pm	HV

HIT 888

Chocolate Through Time

Embark on a delicious journey! Discover cacao's evolution into chocolate, its cultural significance and its fascinating global journey. Learn how chocolate recipes have evolved and to make informed choices when shopping. Instructor: Joyce White.

Total Cost: \$30 (Tuition: \$0 Fees: \$30)

CRN#	Day/Ses.	Dates	Time	Location
75429	M(1)	2/12	10:30am-12pm	ZOOM

HIT 914

Ferdinand Magellan

Explore the captivating life and experiences of Ferdinand Magellan! Uncover the Age of Discovery's navigational challenges, as well as the reasons behind Magellan's groundbreaking journey and how it altered our understanding of Earth and its geography. Instructor: Jerry Kahan.

Total Cost: \$30 (Tuition: \$0 Fees: \$30)

CRN#	Day/Ses.	Dates	Time	Location
75168	S(1)	4/27	10-11:30am	HV

HIT 942

History of the Baltimore County Almshouse and Tour

Explore the intriguing history of the Baltimore County Almshouse, now home to the Historical Society of Baltimore County. Absorb local stories for a unique window into Baltimore County's past. Includes a tour of the third and final Almshouse. Location: Historical Society of Baltimore County at 9811 Van Buren Lane, Cockeysville, MD 21030.

Instructor: Patrick Heline.

Total Cost: \$30 (Tuition: \$0 Fees: \$30)

CRN#	Day/Ses.	Dates	Time	Location
75333	R(1)	4/18	1:30-3pm	HSB

HIT 908

Margaret Mitchell

Immerse yourself in the world of Margaret Mitchell, the literary genius behind 'Gone with the Wind.' Analyze and discuss Mitchell's masterpiece, including its transition to film and its profound impact on her life and legacy. Instructor: Jerry Kahan.

Total Cost: \$30 (Tuition: \$0 Fees: \$30)

CRN#	Day/Ses.	Dates	Time	Location
75165	S(1)	2/24	10-11:30am	HV

HIT 913

The History of Spices

Welcome to Spice World! Focus on the history of spices from a Eurocentric point of view. Learn about different spice categories and their role in civilization. Discuss the Baltimore-rooted McCormick Company's history and its impact on local culture, society and the world of spices. Instructor: Jerry Kahan.

Total Cost: \$30 (Tuition: \$0 Fees: \$30)

CRN#	Day/Ses.	Dates	Time	Location
75166	S(1)	3/9	10-11:30am	HV

Lunch & Learn

HIT 916

A Brief History of the Critical Race Theory

What is Critical Race Theory?! Learn how a complicated and expansive academic theory from the 1980s became a hot-button political issue today. Review its definition, contents, significance and consequences through a contemporary political lens. Followed by lunch at Glyndon Grill. Instructor: Betty Holt Haskins.

Total Cost: \$64 (Tuition: \$0 Fees: \$64)

CRN#	Day/Ses.	Dates	Time	Location
75822	T(1)	5/14	10:30am-12pm	OM

HIT 891

Agatha Christie: Queen of Mystery

Unravel the legacy of Agatha Christie, the Queen of Mystery! Explore her literary impact and enchanting life—including her 1926 disappearance, which sparked one of the largest manhunts in England's history. Followed by an intriguing lunch at Pappa's Restaurant. Instructor: Nancy Lotz

Total Cost: \$64 (Tuition: \$0 Fees: \$64)

CRN#	Day/Ses.	Dates	Time	Location
74794	F(1)	3/15	10:30am-12pm	HV

HIT 192

A Hot Time in the Old Town: Great Baltimore Fire of 1904

Clear the air surrounding the Great Baltimore Fire! Investigate the 30-hour fire's suspected cause and its costly and destructive path. Explore the effort it took to rebuild the city and examine how other cities have dealt with major crises. Followed by lunch at Pappa's Restaurant. Instructor: Patrick Heline

Total Cost: \$64 (Tuition: \$0 Fees: \$64)

CRN#	Day/Ses.	Dates	Time	Location
73707	F(1)	2/2	10:30am-12pm	HV

HIT 928

Baltimore's Road Wars

Join us for a captivating lecture with the author of "Stop the Road: Stories from Baltimore's Road Wars." Uncover the unsung heroes who battled to save the area's downtown waterfront from 1940-1980. Delve into the debates and racial implications surrounding the enigmatic 'Highway to Nowhere.' Indulge in captivating human-interest stories. Followed by lunch at Glyndon Grill. Instructor: E. Evans Paull

Total Cost: \$64 (Tuition: \$0 Fees: \$64)

CRN#	Day/Ses.	Dates	Time	Location
75825	W(1)	4/10	10:30am-12pm	OM

HIT 911

Civil War Personalities:

Ulysses S. Grant and Robert E. Lee

Uncover the extraordinary lives of Ulysses S. Grant and Robert E. Lee! Compare and contrast the leaders' pre-war lives, wartime strategies and more. Followed by lunch at Pappa's Restaurant. Instructor: Dr. Lester Brooks

Total Cost: \$64 (Tuition: \$0 Fees: \$64)

CRN#	Day/Ses.	Dates	Time	Location
75169	F(1)	4/12	10am-12pm	HV

HIT 909**Civil War Personalities:****Stonewall Jackson and William T. Sherman**

Explore the lives and strategies of Civil War legends Stonewall Jackson and William T. Sherman! Uncover their pre-war stories, wartime tactics, post-war lives and legacies. Followed by lunch at Bluestone. Instructor: Dr. Lester Brooks

Total Cost: \$64 (Tuition: \$0 Fees: \$64)

CRN#	Day/Ses.	Dates	Time	Location
75161	F(1)	2/9	10am-12pm	HV

HIT 927**Founding Father: James Monroe**

Delve into the life of the 5th U.S. President, James Monroe – “the last of the revolutionary generation.” Learn more about his early and later years, Revolutionary War experiences, political career and legacy, and the Era of Good Feeling. Followed by lunch at Bluestone. Instructor: Dr. Lester Brooks.

Total Cost: \$64 (Tuition: \$0 Fees: \$64)

CRN#	Day/Ses.	Dates	Time	Location
75206	F(1)	4/26	10:30am-12pm	HV

HIT 526**Frederick Douglass- Champion of Freedom**

Examine the incredible life of Frederick Douglas! From enslaved person to civil rights activist, Douglas was an abolitionist, women's rights supporter, orator, author and more. Explore his powerful vision and long-lasting impact on American history. Followed by an inspiring lunch at Glyndon Grill. Instructor: Dr. Robert Baer

Total Cost: \$64 (Tuition: \$0 Fees: \$64)

CRN#	Day/Ses.	Dates	Time	Location
75303	M(1)	2/19	10:30am-12:30pm	OM

POS 046**Getting Ready for the 2024 Presidential Election**

Stay informed! Examine the early months of the presidential election of 2024 and the major issues. Explore GOP contenders, the Republican-Democrat divide, key primary states, Trump's legal issues, Biden's effectiveness and other crucial issues. Followed by a patriotic lunch at Glyndon Grill. Instructor: Barry Rascovar

Total Cost: \$64 (Tuition: \$0 Fees: \$64)

CRN#	Day/Ses.	Dates	Time	Location
75307	M(1)	3/18	10:30am-12pm	OM

PDV 362**Informational Seminar for Seniors: CPR**

Join us for a life-saving CPR seminar! Learn when and how to perform CPR effectively, including hand placement, chest compressions and rescue breaths. Discover the vital steps to saving a life! Followed by a heroic lunch at Barrett's Grill.

Instructor: Trisheea Presley

Total Cost: \$64 (Tuition: \$0 Fees: \$64)

CRN#	Day/Ses.	Dates	Time	Location
73710	F(1)	3/8	10:30am-12pm	HV
73712	F(1)	5/17	10:30am-12pm	HV

HIT 872**Mahatma Gandhi: Prophet of Nonviolence**

Learn about Mahatma Gandhi, who led India to freedom through nonviolence. Known as the "Father of India," his legacy inspired civil rights leaders like Martin Luther King, Jr. Followed by a peaceful lunch at Bluestone. Instructor: Dr. Bob Baer

Total Cost: \$64 (Tuition: \$0 Fees: \$64)

CRN#	Day/Ses.	Dates	Time	Location
73711	F(1)	4/5	10am-12pm	HV

HIT 897**Paul Laurence Dunbar, Literary Trailblazer**

Discover Paul Laurence Dunbar's influence and impact on literature, government, education and cinema. Uncover his groundbreaking journey, connections to luminaries like Maya Angelou and Denzel Washington and contributions to America. Followed by an inspiring lunch at Glyndon Grill. Instructor: Bettye Holt-Haskins.

Total Cost: \$64 (Tuition: \$0 Fees: \$64)

CRN#	Day/Ses.	Dates	Time	Location
75304	T(1)	2/27	10:30am-12pm	OM

HIT 103**The Beatles in Baltimore**

Explore the Fab Four's 1964 visit to Baltimore with a Beatles enthusiast! Examine their historic concert at the Baltimore Civic Center, discover fun facts and feel the Beatlemania that swept through Baltimore. Afterward, enjoy a rockin' lunch at Barrett's Grill. Instructor: Amy Andrews

Total Cost: \$64 (Tuition: \$0 Fees: \$64)

CRN#	Day/Ses.	Dates	Time	Location
75028	F(1)	5/3	10:30am-12pm	HV

POS 048**The 2024 Presidential Primaries**

Explore the vital components of the 2024 presidential primaries. Analyze candidate stances on critical issues, Trump's legal battles, the threat of GOP extremists, Biden's effectiveness and more. Followed by a patriotic lunch at Glyndon Grill. Instructor: Barry Rascovar.

Total Cost: \$64 (Tuition: \$0 Fees: \$64)

CRN#	Day/Ses.	Dates	Time	Location
75959	R(1)	5/30	10:30am-12pm	OM

HIT 512**The Dead Sea Scrolls**

Uncover the profound impact of the Dead Sea Scrolls on religion. Dive into first-century Judea's history and the scrolls' significance to Judaism and early Christianity. Followed by lunch at Glyndon Grill. Instructor: Dr. Robert Baer

Total Cost: \$64 (Tuition: \$0 Fees: \$64)

CRN#	Day/Ses.	Dates	Time	Location
75962	M(1)	5/20	10:30am-12:30pm	OM

HIT 895**The Evolution of Women's Fashions**

Time travel with style! Discover the evolution of women's fashion from colonial times to today through an engaging presentation and vintage film clips. Uncover the influences and trends that have shaped women's fashion. Followed by a stylish lunch at Glyndon Grill. Instructor: Barbara Blumber-Ressin

Total Cost: \$64 (Tuition: \$0 Fees: \$64)

CRN#	Day/Ses.	Dates	Time	Location
75301	T(1)	1/23	10:30am-12pm	OM

HIT 887**The Strange Death of Rasputin**

Unravel Rasputin's enigmatic demise in 1916 in St. Petersburg, Russia. Explore his role as an advisor to the last Tzar and Tzarina, the Russian monarchy's fragile state and why others reviled him. Uncover the motive for his murder and the challenges his enemies faced. Lunch to follow at Glyndon Grill. Instructor: Richard Caballero

Total Cost: \$64 (Tuition: \$0 Fees: \$64)

CRN#	Day/Ses.	Dates	Time	Location
75434	T(1)	3/5	10:30am-12pm	OM

HIT 893**Women in Rock Stevie Nicks and Christine McVie**

Join Fleetwood Mac Enthusiast, Amy Andrews, as she teaches about the Women in Rock: Stevie Nicks and Christine McVie and their musical works from 1970 to present. Students will analyze and discuss their life stories, review their influences that brought them into the music field, examine their musical elements and lyrics that made them so popular in rock music, and more. Lunch to Follow at Barrett's Grill.

Total Cost: \$64 (Tuition: \$0 Fees: \$64)

CRN#	Day/Ses.	Dates	Time	Location
75029	S(1)	6/1	10:30am-12pm	HV

MUSIC

HIT 896

Concert Piano Performance with Kris Faatz

Join us for a musical adventure in classical piano! Pianist Kris Faatz will perform pieces spanning the Renaissance to Modern eras. Delve into the music's history, composers and Kris's personal insights. Audience Q&A to follow. Instructor: Kris Faatz

Total Cost: \$30 (Tuition: \$0 Fees: \$30)

CRN#	Day/Ses.	Dates	Time	Location
74565	M(1)	2/12	10-11:30am	HV
74566	M(1)	3/18	10-11:30am	HV
74567	M(1)	5/20	10-11:30am	HV
74568	M(1)	6/24	10-11:30am	HV

HIT 876

Finding Their Voice: Women Composers of the Romantic Era in Music History

Rediscover essential female composers in music history. Explore the lives and music of Fanny Mendelssohn Hensel, Clara Wieck Schumann and Amy Beach. Learn about their inspiring stories and remarkable achievements in a traditionally male-dominated field. Instructor: Lisa Woznicki

Total Cost: \$78 (Tuition: \$20 Fees: \$58)

CRN#	Day/Ses.	Dates	Time	Location
74477	M(4)	4/29-5/20	1-3pm	HV

HIT 923

Music Revolution: Dick Clark's U.S. American Bandstand

Join instructor Jackie Dailey for an exploration of Dick Clark's American Bandstand. Explore the legacy of Richard (Dick) Clark as an American television and radio personality, television producer, film actor, and cultural icon dubbed "America's Oldest Teenager." As host of American Bandstand, Clark was among the first pioneers to integrate live studio audiences without racial segregation, introduced rock and roll to many American youth, and showcased newly discovered music artists, including Ike and Tina Turner, Smokey Robinson and the Miracles, Stevie Wonder, Simon & Garfunkel and others to a nationwide audience. Instructor: Jackie Daily

Total Cost: \$73 (Tuition: \$20 Fees: \$53)

CRN#	Day/Ses.	Dates	Time	Location
75276	R(4)	2/8-29	10:30am-12pm	CC
75278	R(4)	5/2-23	10:30am-12pm	ZOOM
75277	R(4)	5/2-23	10:30am-12pm	CC Simulcast

HIT 893

Women in Rock Stevie Nicks and Christine McVie

Join Fleetwood Mac Enthusiast, Amy Andrews, as she teaches about the Women in Rock: Stevie Nicks and Christine McVie and their musical works from 1970 to present. Students will analyze and discuss their life stories, review their influences that brought them into the music field, examine their musical elements and lyrics that made them so popular in rock music, and more. Lunch to Follow at Barrett's Grill.

Total Cost: \$64 (Tuition: \$0 Fees: \$64)

CRN#	Day/Ses.	Dates	Time	Location
75029	S(1)	6/1	10:30am-12pm	HV

HIT 938

The Music of Beethoven Part I

In the first part of the Music of Beethoven, students will learn and examine the early life of Ludwig Van Beethoven as a composer and pianist, up through his "watershed years" of 1801 to 1802, when his deafness changed the course of his own life. Topics to be covered include Beethoven's early life, the Classical Era in music history, Beethoven's Early Period as a composer and pianist, his early sonatas, piano trios, and start of his symphonies, Beethoven's increasing deafness, the Heiligenstadt Treatment, the transformation of Beethoven to write his music in a new and unique style, and more.

Total Cost: \$99 (Tuition: \$15 Fees: \$84)

CRN#	Day/Ses.	Dates	Time	Location
75321	W(5)	2/7-3/6	10am-12pm	HV

PHOTOGRAPHY

ART 080

Art in Photography

Awaken your inner Annie Leibovitz! Master pro techniques—rule of thirds, photojournalistic eye and design principles—to infuse your photos with a WOW factor. Instructor: Marcia Bornfriend

Total Cost: \$76 (Tuition: \$0 Fees: \$76)

CRN#	Day/Ses.	Dates	Time	Location
75395	F(7)	1/26-3/8	10am-12pm	OM
75814	F(7)	4/12-5/24	10am-12pm	OM

ART 821

Digital Photograph Enhancement

Learn how to enhance, edit and touch-up digital photographic images as well as, restore faded and torn photographs on the computer from Photoshop and other free photo-enhancing programs. Prerequisite: Introduction to Digital Photography. Instructor: Leroy Klima

Total Cost: \$88 (Tuition: \$20 Fees: \$68)

CRN#	Day/Ses.	Dates	Time	Location
75137	M(5)	2/19-3/18	1-3pm	OM
73754	S(5)	5/18-6/22	1-3pm	HV
75376	M(5)	5/20-6/24	1-3pm	OM

ART 704

Introduction to Digital Photography

Learn how to become confident in using your digital camera: the various symbols and buttons, loading, organizing, printing, storing and sharing images. Instructor: Leroy Klima

Total Cost: \$88 (Tuition: \$20 Fees: \$68)

CRN#	Day/Ses.	Dates	Time	Location
75136	M(5)	1/8-2/12	1-3pm	OM
75374	M(5)	4/8-5/6	1-3pm	OM
73753	S(5)	4/13-5/11	1-3pm	HV

PCA 899

Photography for Mobile Devices

Learn how to make the best photograph possible using an Android or iPhone. Through hands-on practice learn the functions and features of your particular phone camera along with composition and framing, awareness and use of lighting, manipulating focus, photo editing and being able to think like a photographer. Instructor: Jason Knauer

Total Cost: \$93 (Tuition: \$20 Fees: \$73)

CRN#	Day/Ses.	Dates	Time	Location
73340	M(8)	1/8-3/4	10:30am-12pm	HV
73765	M(8)	4/8-6/3	10:30am-12pm	HV
73767	R(8)	4/11-5/30	10:30am-12pm	DC

WALKING TOURS

HIT 925

Colonial Annapolis and the United States Naval Academy Walking Tour

Immerse yourself in Annapolis's charming and unique history! Join a knowledgeable period-attired guide to embark on a whirlwind four-century journey and delve into the city's 18th-century splendor. Meet at the Visitor Information Booth. Location: 1 Dock Street, Annapolis, MD. Lunch to follow at Middleton Tavern.

Total Cost: \$64 (Tuition: \$0 Fees: \$64)

CRN#	Day/Ses.	Dates	Time	Location
75193	S(1)	5/4	10am-12:30pm	OSX

HIT 744

Green Mount Cemetery Walking Tour

Unearth local history at this historic cemetery, constructed in 1838 with captivating Gothic Revival architecture. Johns Hopkins, Enoch Pratt, Betsy Patterson, John Wilkes Booth and numerous military, political and business leaders are buried here. The 2-hour walking tour covers about 1 mile, rain or shine. Meet at the main entrance. On-site parking is available. Location: 1501 Greenmount Avenue, Baltimore, MD.

Total Cost: \$30 (Tuition: \$0 Fees: \$30)

CRN#	Day/Ses.	Dates	Time	Location
73771	S(1)	5/11	9:30-11:30am	OSX

HIT 884**Hampton Mansion Tour**

Step into history at Hampton Mansion! Take in over 150 years of impressive architecture, artwork and collections. Learn about the lives of the Ridgely family and their enslaved and indentured servants. Also, discuss the local iron industry. Location: 535 Hampton Lane, Towson, MD 21286.

Total Cost: \$45 (Tuition: \$0 Fees: \$45)

CRN#	Day/Ses.	Dates	Time	Location
74932	S(1)	3/23	10am-12pm	OSX

HIT 912**Out of the Ashes: Walking Tour of the Great Baltimore Fire of 1904**

Retrace the devastating path of Baltimore's great fire. Visit the site to learn about its origins and rapid spread. Get inspired by the heroes, the profound firefighting efforts and the collective drive to recover and rebuild the city. An inspiring lunch to follow at Werner's. Instructor: Bev Rosen

Total Cost: \$30 (Tuition: \$0 Fees: \$30)

CRN#	Day/Ses.	Dates	Time	Location
75824	T(1)	4/30	10:30am-12pm	CVS

HIT 879**Walking Around Baltimore: Baltimore's Beautiful Parks**

Join guided walks in Baltimore's scenic parks: Centennial, Sawmill Creek, Middle Branch, Gunpowder Falls, and Leakin Park at Winans Meadow. Attend the orientation at CCBC Hunt Valley Extension for vital details. Enhance your fitness, well-being and friendships! Each session is approximately 3 miles, so wear comfy shoes and bring water.

Instructor: Robin Minor

Total Cost: \$66 (Tuition: \$0 Fees: \$66)

CRN#	Day/Ses.	Dates	Time	Location
75072	S(1)	3/2	10-11:30am	HV
	S(6)	3/16-5/18	10-11:30am	HV

HIS 514**Walking Tour of Guilford: A Streetcar Suburb**

Join an architectural historian and author on a walking tour through Baltimore's elegant streetcar suburb. Explore the original plan, parks and historic structures. Driving and parking directions will be provided in advance.

Instructor: David Gleason

Total Cost: \$30 (Tuition: \$0 Fees: \$30)

CRN#	Day/Ses.	Dates	Time	Location
75984	W(1)	4/17	10:30am-12pm	GGP

HIT 788**Walking Tour of Little Italy**

Walk alongside a local historian and explore Little Italy's vibrant history, amazing architecture and notable natives! View local sites including St. Leo's Church, which was founded and built specifically for Italian immigrants. Lunch of delicious traditional Italian fare to follow at Sabatino's. Instructor: Sally Johnston

Total Cost: \$64 (Tuition: \$0 Fees: \$64)

CRN#	Day/Ses.	Dates	Time	Location
75823	W(1)	5/8	10:30am-12pm	SBR

WELLNESS & FITNESS**FIT 073****Aerobics for the Senior Adult: A Low Impact Routine**

Keep your fitness on track! This low-impact workout focuses equally on cardio and body toning. Perfect for learning the basics, crafting a tailored exercise routine and having fun while staying safe and active. Instructor: Nina Bazemore

Total Cost: \$68 (Tuition: \$0 Fees: \$68)

CRN#	Day/Ses.	Dates	Time	Location
73752	R(10)	4/11-6/13	12-1pm	HV
73751	F(10)	4/12-6/14	11:30am-12:30pm	HV
73346	R(10)	1/11-3/14	12-1pm	HV
73347	F(10)	1/12-3/15	11:30am-12:30pm	HV

PDV 379**Brain Health Strategies**

Gain knowledge, experiences and inspiration that will improve your overall brain health. Explore how the brain ages and brain healthy strategies for your body, mind and spirit, including memory hacks, brain games, stress busters, sounder sleep, brain-building foods, socialization and laughter. Developmental techniques that compensate for, and even reverse, aging of the brain and incorporate fun and easy activities into a weekly routine. Learn ways to make new friends that will support your brain healthy journey.

Instructor: Joanna Brandt

Total Cost: \$99 (Tuition: \$21 Fees: \$78)

CRN#	Day/Ses.	Dates	Time	Location
75818	F(10)	1/12-3/15	1-2:30pm	OM
76918	F(10)	4/12-6/14	1-2:30pm	OM

FIT 083**Chair Pilates**

Preserve your independence and well-being! Target core strength, balance and posture through modified chair instruction. Enjoy improved muscle strengthening, mental clarity, stress reduction and joint pain alleviation.

Total Cost: \$68 (Tuition: \$0 Fees: \$68)

CRN#	Day/Ses.	Dates	Time	Location
75171	T(10)	1/9-3/12	1-2pm	OM
Instructor: Sandi Rubin				
74792	F(10)	1/12-3/15	10-11am	HV
Instructor: Nina Bazemore				
75603	T(10)	4/9-6/18	1-2pm	OM
Instructor: Sandi Rubin				
75076	F(10)	4/12-6/14	10-11am	HV
Instructor: Nina Bazemore				

FIT 123**Gentle Yoga**

Stretch your way to health! Learn and practice basic poses and breathing exercises for enhanced well-being, joint alignment and relaxation. Bring a yoga mat and wear comfy clothes. Instructor: Debbie Vojik

Total Cost: \$68 (Tuition: \$0 Fees: \$68)

CRN#	Day/Ses.	Dates	Time	Location
75127	M(10)	1/8-3/18	11am-12pm	OM
75377	M(10)	4/8-6/17	11am-12pm	OM

FIT 145**Lively Drumming for Better Health and Wellness**

Feel the beat and let the rhythm move you! This unique and fun exercise program uses beats, choreography and dance to enhance your health and dissolve stress. Equipment provided. Warm-up, workout and cool-down included. Wear comfy clothes and shoes. Instructor: Rachael Fuller

Total Cost: \$68 (Tuition: \$0 Fees: \$68)

CRN#	Day/Ses.	Dates	Time	Location
75162	T(10)	1/9-3/12	11:30am-12:30pm	HV
74476	T(10)	4/9-6/11	11:30am-12:30pm	HV

FIT 125**Low Impact Cardio, Mobility and Strength Exercises**

Show your heart some love! Join us to learn low-impact aerobic exercises, cardio workout techniques, strength building and gentle stretching for improved mobility and fitness. Instructor: Debbie Vojik

Total Cost: \$68 (Tuition: \$0 Fees: \$68)

CRN#	Day/Ses.	Dates	Time	Location
75234	R(10)	1/11-3/14	10-11am	OM
75616	R(10)	4/11-6/13	10-11am	OM

FIT 149**Introduction to Tap Dancing for Seniors**

Step into the world of tap dance! Discover basic tap skills, rhythms and simple routines while getting familiar with the terminology. Enjoy a safe, enjoyable tap-based exercise routine. Tap shoes are optional; check Amazon for affordable options.

Instructor: Kathy Lally

Total Cost: \$68 (Tuition: \$0 Fees: \$68)

CRN#	Day/Ses.	Dates	Time	Location
73611	R(10)	1/11-3/14	1-2pm	EC
75074	R(10)	4/11-6/13	1-2pm	EC

FIT 150**Line Dancing for Seniors**

Embrace line dancing fearlessly! Master basic steps for five or more diverse line dances, perfect for beginners. No partner required! Instructor: Carol Yingling

Total Cost: \$68 (Tuition: \$0 Fees: \$68)

CRN#	Day/Ses.	Dates	Time	Location
73678	F(10)	1/12-3/15	10-11am	EC
74949	F(10)	4/12-6/14	10-11am	EC

PDV 301**Mindfulness Meditation**

Embrace the calm. Discover techniques to quiet your mind and break the patterns holding you back. Learn techniques that can reduce stress and boost your emotional, physical and mental health.

Instructor: Dr. Eva Sivan

Total Cost: \$78 (Tuition: \$20 Fees: \$58)

CRN#	Day/Ses.	Dates	Time	Location
75157	T(8)	1/9-2/27	10-11am	ZOOM
75606	T(8)	4/9-6/4	10-11am	ZOOM

PDV 340**Optimizing Health While Aging**

Explore how aging impacts our mental and physical health. Gain research-based tips on how to ensure you feel and look your best. Evaluate diet habits and learn how diet effects your health as you age and learn stress reduction techniques and create your own personalized health plan. Instructor: Tara Ebersole

Total Cost: \$86 (Tuition: \$20 Fees: \$66)

CRN#	Day/Ses.	Dates	Time	Location
74793	T(6)	2/6-3/12	1-2:30pm	ZOOM

FIT 160**Pickleball for Beginners**

Discover why pickleball is the fastest-growing U.S. sport! Develop fundamental skills to start playing – including ball hitting, serving, rallying and scoring – with the aid of a skilled instructor. Wear court shoes and weather-appropriate attire. Equipment provided. Meet at Court 1. Location: Pine Valley Swim and Tennis Club, 4638 White Marsh Road, Baltimore, MD.

Total Cost: \$110 (Tuition: \$0 Fees: \$110)

CRN#	Day/Ses.	Dates	Time	Location
73631	T(8)	3/5-4/23	2-3pm	OSX
73632	T(8)	5/7-6/25	9-10am	OSX

FIT 161**Pickleball: Skills and Drills, Beyond Beginners**

Ready to become a Pickleball pro? Hone your dinking, third-shot drives, positioning skills and more. Must have mastered basic skills from Pickleball for Beginners. Wear court shoes and weather-appropriate attire. Bring water and your paddle. Location: Pine Valley Swim and Tennis Club, 4638 White Marsh Road, Baltimore, MD.

Total Cost: \$110 (Tuition: \$0 Fees: \$110)

CRN#	Day/Ses.	Dates	Time	Location
73633	T(8)	5/7-6/25	10:30-11:30am	OSX

FIT 962**Qigong Flow**

Discover balance and harmony with Qigong Flow! Learn guided meditative movements to enhance your balance, strength and focus. Create a higher sense of well-being and energy. Instructor: Jackie Dailey

Total Cost: \$66 (Tuition: \$0 Fees: \$66)

CRN#	Day/Ses.	Dates	Time	Location
74475	M(9)	4/8-6/10	11:30am-12:30pm	CC

PDV 366**Stress - What You Need to Know to Manage It**

Unlock stress management techniques for better health! Explore the pervasiveness of stress, its impact on your well-being and effective strategies for taming it. Instructor: Al Muelhbergen

Total Cost: \$30 (Tuition: \$0 Fees: \$30)

CRN#	Day/Ses.	Dates	Time	Location
73766	W(1)	5/1	10-11:30am	EC

FIT 963**Say Yes to Yoga**

Discover mindfulness for inner peace and balance! Practice breathing, visualization and gentle movement to create a calm space within. Learn adaptive techniques for yoga poses and vinyasa flows. Perfect for beginners. Instructor: Nan Howard

Total Cost: \$68 (Tuition: \$0 Fees: \$68)

CRN#	Day/Ses.	Dates	Time	Location
75177	W(10)	1/10-3/13	10-11am	CC
75178	W(10)	4/10-6/12	10-11am	CC

FIT 143**Standing Pilates**

Let's get vertical! Improve your core by adapting mat Pilates to standing exercises. Enhance your posture, flexibility and functionality with a low-impact workout perfect for seniors and beginners.

Instructor: Jackie Dailey

Total Cost: \$66 (Tuition: \$0 Fees: \$66)

CRN#	Day/Ses.	Dates	Time	Location
74474	M(9)	4/8-6/10	10-11am	CC

FIT 094**Tai Chi I**

Reclaim vitality with the "Dance of Life!" Learn Tai Chi to improve your coordination and balance with gentle, rhythmic movements. All ages are welcome. Wear comfy clothing and flat shoes.

Total Cost: \$68 (Tuition: \$0 Fees: \$68)

CRN#	Day/Ses.	Dates	Time	Location
73701	S(10)	1/6-3/16	9-10am	EC
Instructor: Ed Livingston				
73702	F(10)	1/12-3/15	9:30-10:30am	HV
Instructor: Paul Jakubowski				
73704	F(10)	4/12-6/14	9:30-10:30am	HV
Instructor: Paul Jakubowski				
73706	S(10)	4/13-6/15	9-10am	EC
Instructor: Ed Livingston				

FIT 091**Tai Chi II**

Advance your Tai Chi journey!! Build on foundational moves and deepen your practice with coordinated breathing, weight shifts and total body movement. Prerequisite: Tai Chi I. Instructor: Paul Jakubowski

Total Cost: \$68 (Tuition: \$0 Fees: \$68)

CRN#	Day/Ses.	Dates	Time	Location
73703	F(10)	1/12-3/15	11am-12pm	HV
73705	F(10)	4/12-6/14	11am-12pm	HV

FIT 103**Water Aerobics**

Enjoy water workouts in the shallow end! Utilize water resistance for effective exercise without swimming or getting your head wet.

Total Cost: \$78 (Tuition: \$0 Fees: \$78)

CRN#	Day/Ses.	Dates	Time	Location
75290	M(10)	4/8-6/17	6:30-7:30pm	DC
75291	T(10)	4/9-6/11	10-11am	DC
75292	W(10)	4/10-6/12	6:30-7:30pm	DC
75293	F(10)	4/12-6/14	10-11am	DC
74130	F(10)	5/10-7/19	9:30-10:30am	EC
74131	F(10)	5/10-7/19	10:40-11:40am	EC
74132	F(10)	5/10-7/19	11:50am-12:50pm	EC

XXX 841**Water Aerobics**

Wade into the shallow end! Utilize water resistance for effective exercise without swimming or getting your head wet.

Total Cost: \$89 (Tuition: \$0 Fees: \$89)

CRN#	Day/Ses.	Dates	Time	Location
74126	F(14)	1/12-4/19	9:30-10:30am	EC
74127	F(14)	1/12-4/19	10:40-11:40am	EC
74128	F(14)	1/12-4/19	11:50am-12:50pm	EC
74129	F(14)	1/12-4/19	1-2pm	EC

FIT 141**Yoga I**

Improve your body and mind! Learn proper breathing techniques and postures to elevate your overall strength, flexibility and balance. Props discussed in the first class. Instructor: Kayla Davies

Total Cost: \$68 (Tuition: \$0 Fees: \$68)

CRN#	Day/Ses.	Dates	Time	Location
75220	M(10)	1/8-3/18	7-8pm	EC

Writing**WRI 234****Journal Writing for Family Legacy**

Explore the different types of journal writing and learn ways to preserve memories for future generations. Learn how to cultivate a regular habit of journaling, discover individual writing styles, find ways to document the events, and explore new ideas. Use writing prompts, pictures, and word associations to help and become familiar with different types of journaling. Instructor: Shannon Ricks

Total Cost: \$99 (Tuition: \$20 Fees: \$79)

CRN#	Day/Ses.	Dates	Time	Location
73604	T(8)	1/9-2/27	10am-12pm	ZOOM

WRI 237**Journaling for Family Legacy Part II**

Share your story your way! Continue Journaling for Family Legacy in this second course. Focus using writing prompts, story ideas, and themes acquired. Create a one-of-a-kind keepsake for your loved ones. Prerequisite: Journal Writing for Family Legacy MUST be taken first before taking this class.

Instructor: Sharon Ricks

Total Cost: \$99 (Tuition: \$20 Fees: \$79)

CRN#	Day/Ses.	Dates	Time	Location
73613	R(8)	1/11-2/29	1-3pm	ZOOM

WRI 152**Poetic Reflections: Use Creative Writing to Articulate Your Life's Journey**

Have you ever read the profound works of Rilke, Whitman, Dickinson, Poe, Frost, L. Hughes, Angelou, Ntozake Shange or David Whyte? Do you often hear their voices in unison urging you to put pen to paper and create your own poems? If so, then why not be adventurous and join the class "Poetic Reflections"? You will meet new people, learn various literary techniques and tools, show your life's journey through poetry and have some fun! Instructor: Leona Thorton

Total Cost: \$99 (Tuition: \$20 Fees: \$79)

CRN#	Day/Ses.	Dates	Time	Location
74514	T(8)	4/6-5/28	2-4pm	HV

WRI 133**Writing a Book**

Whether you want to write a memoir, novel, children's book, travel journal or other non-fiction book, learn about the use of materials, methods for capturing and communicating ideas, what details to include, starting and finishing the book, polishing and proofing the writing and getting your book printed.

Instructor: Leslie Atkins

Total Cost: \$94 (Tuition: \$20 Fees: \$74)

CRN#	Day/Ses.	Dates	Time	Location
75158	T(8)	1/9-2/27	10am-12pm	ZOOM
75607	T(8)	4/9-6/4	10am-12pm	ZOOM

WRI 118**Writing Intriguing Stories**

Whether you are compiling a memoir or creating an imaginative piece of fiction, this class will help you find inspiration and motivation to keep writing while gaining valuable knowledge about technique and publishing. Explore creative writing strategies while working on a book-length or short story piece with peer and instructor guidance. Instructor: Leslie Atkins

Total Cost: \$99 (Tuition: \$20 Fees: \$79)

CRN#	Day/Ses.	Dates	Time	Location
74948	W(8)	4/10-5/29	10am-12pm	ZOOM

WRI 110**Writing to Capture Memories**

Whether it is a memoir or a fictional account that resonates with something in the past, writing a book is a great way to capture and share memories of a time, place, person, idea, or event. Explore creative strategies while you work on book-length or shorter pieces. Learn how to progress from draft to published book. Instructor: Leslie Atkins

Total Cost: \$99 (Tuition: \$20 Fees: \$79)

CRN#	Day/Ses.	Dates	Time	Location
73600	W(8)	1/10-2/28	10am-12pm	ZOOM

FRIENDLY SENIORS AT CCBC ESSEX

WINTER/SPRING 2024

WEDNESDAYS

In-Person, CCBC Essex
AHUM Building, Room 211

Join this group of senior students every Wednesday at CCBC Essex for three classes per semester. You'll enjoy learning experiences, interacting with other seniors, and having a fun and informative time. Registration for Friendly Seniors is held at the first class session. Simply fill out a registration form and present a check for the payment.

For over 40 years, Friendly Seniors has been providing a fun and gratifying social learning experience. *Come along with us!*

**Contact: Patrick Heline,
443-840-1036**

WINTER SEMESTER

January 10 to March 13, 2024

Great Discoveries in World Archaeology

10:00 to 11:30 a.m.

Instructor: Dr. Bob Baer

Better Health and Wellness for the Senior Adult

11:45 a.m. to 1:00 p.m.

Instructor: Nina Bazemore

Windows into Jazz and Improvised Music

1:30 to 3:00 p.m.

Instructor: Paul Faatz

Concert Piano Performance by Kris Faatz

Wednesday, March 20, 2024

from 10:00 to 11:30 a.m.

SPRING SEMESTER

April 10 to June 12, 2024

The Music of Beethoven

10:00 to 11:30 a.m.

Instructor: Kris Faatz

Better Health and Wellness for the Senior Adult

11:45 a.m. to 1:00 p.m.

Instructor: Nina Bazemore

History of Architecture

1:30 to 3:00 p.m.

Instructor: Chip Hanna

Concert Piano Performance by Kris Faatz

Wednesday, June 19, 2024

from 10:00 to 11:30 a.m.

SENIOR ADVENTURES IN LEARNING (SAIL)

Join us at our Open House session
Whether you are an experienced student
or new to the program, mark your calendar
for this exciting free event!

SATURDAY, MARCH 2, 2024

10 am

CCBC Hunt Valley

11101 McCormick Road,
Hunt Valley, MD 21031

- Learn about classes that would interest you
- Meet individually with instructors
- Get updated information about Lunch and Learn programs
- Register for classes on site

In order to participate in this event,
all students MUST call 443-840-5830 and
register using CRN #76389. Students must
be registered to participate in the open
house.

**Please register by
Friday, February 23, 2024**

Kids@ccbc



Art

ART 889

Anime Figure Making for Kids and Teens (Ages 10-15)

Unleash your artistic energy! Join us in the visual art class and learn basics of designing and sculpting your own unique anime characters. With the focus on traditional sculpting tools and techniques, you'll build a strong character design foundation. Topics include anime character design, anatomy, gestures, and stylization.

Total Cost: \$189 (Tuition: \$0 Fees: \$189)

CRN#	Day/Ses.	Dates	Time	Location
75442	S(6)	2/10-3/16	1-3:30pm	OM
75439	S(6)	4/6-5/11	1-3:30pm	EC

ART 716

Children's Clay: Intro to Ceramics Studio (Ages 8-12)

Learn about the art of clay through a variety of techniques. Explore different methods of hand-building including pinching, coiling, and slab construction; create a pinch pot; develop decorating techniques including embossing, glazing, and surface decoration. Build a class project.

Total Cost: \$159 (Tuition: \$0 Fees: \$159)

CRN#	Day/Ses.	Dates	Time	Location
75861	W(8)	3/6-5/1	9-10:30am	CC

ART 830

Clay for Kids and Teens (Ages 10-15)

Like to play with clay? Learn the art and craft of super versatile air-dry clay through creative and fun projects. This is a maker kind of class so you'll get to have fun making a cool plate, soap dish, flower pot, tiny vase, treasure box, clay beads and awesome earrings to name a few.

Total Cost: \$195 (Tuition: \$0 Fees: \$195)

CRN#	Day/Ses.	Dates	Time	Location
75443	S(6)	2/10-3/16	10am-12:30pm	OM
75446	S(6)	4/6-5/11	10am-12:30pm	EC

ART 887

Figure Drawing Studio (Ages 12-16)

Train your mind to see like an artist as you learn how to draw people and build foundational visual art skills. Explore mediums like charcoal, pencil, and watercolor while you work on proportion, anatomy, and portraits. Beginners and experienced artists alike will learn new skills and expand on existing ones.

Total Cost: \$195 (Tuition: \$0 Fees: \$195)

CRN#	Day/Ses.	Dates	Time	Location
75453	S(6)	2/10-3/16	10am-12:30pm	EC
75456	S(6)	4/6-5/11	10am-12:30pm	OM

ART 115

Japanese Anime and Manga (Ages 10-15)

Learn drawing techniques, character and story development, plus get an insight into Japanese culture. You'll come to understand and appreciate Asian mythology, symbolism, martial arts, and Zen philosophy.

Total Cost: \$195 (Tuition: \$0 Fees: \$195)

CRN#	Day/Ses.	Dates	Time	Location
75455	S(6)	2/10-3/16	1:30-4pm	EC
75457	S(6)	4/6-5/11	1:30-4pm	OM

Cooking

CKG 279

Breakfast: Your Best Meal of the Day! (Ages 8-12)

Cook up a bunch of your favorite breakfast dishes from scratch. Make omelets, pancakes, muffins, French toasts, crepes, crispy bacon and sausages. Then, enjoy tasting everything that you have just made! Food fee is included in the course cost.

Total Cost: \$85 (Tuition: \$0 Fees: \$85)

CRN#	Day/Ses.	Dates	Time	Location
76203	S(2)	4/13-20	9:30am-12pm	OM

CKG 108

Cake Decorating (Ages 8-12)

Make an impression for your next party by decorating your own cake and desserts. Learn how to make designs and letters. Make beautiful cakes, cookies, cupcakes and candies that your family and friends will love.

Total Cost: \$225 (Tuition: \$0 Fees: \$225)

CRN#	Day/Ses.	Dates	Time	Location
75862	S(5)	2/10-3/9	9am-12pm	OM

CKG 169

Kids Can Cook: Baking and Cooking Basics (Ages 10-15)

Join us in this fun and yummy class! You'll learn basic techniques of baking and cooking as you make delicious breakfast, lunch and dinner dishes together. Enjoy sharing the meals while learning useful cooking methods such as sautéing; stir frying, baking, blanching, broiling, and braising. Good nutrition and balanced diet, proper food handling and cooking tools safety will also be covered. All levels of cooking experience are welcome. Cost of food included in the cost of the course.

Total Cost: \$245 (Tuition: \$0 Fees: \$245)

CRN#	Day/Ses.	Dates	Time	Location
76059	S(5)	4/27-5/25	9am-12pm	OM

Fitness

DAN 003

Ballet & Tap (Ages 7-11)

Learn the basic ballet and tap techniques, terminology, and etiquette. A great way to gain body awareness, strength, flexibility, agility, endurance, and balance, as well as an understanding of musicality. Bring ballet and tap shoes.

Total Cost: \$95 (Tuition: \$0 Fees: \$95)

CRN#	Day/Ses.	Dates	Time	Location
75855	T(8)	2/20-4/16	10-11am	EC

FIW 005

Self Defense for Young People

Learn to defend yourself through prevention techniques and physical responses using hands-on equipment, blocks and kicks.

Total Cost: \$179 (Tuition: \$0 Fees: \$179)

CRN#	Day/Ses.	Dates	Time	Location
75394	R(10)	1/18-3/21	6-7:15pm	EC
74727	T(10)	2/6-4/23	6:30-7:30pm	EC

Home School Destinations@CCBC

WRI 087

Academic Writing for Middle School (Ages 11-13)

Learn some practical skills for creating effective writing including strong introductions/conclusions, essay composition, revisions, and writing in a timed situation. Add new strategies to your repertoire of writing skills. Practice writing and gain confidence in recognizing and correcting grammatical errors through understanding of the fundamentals of sentence structure, punctuation, and word usage.

Total Cost: \$195 (Tuition: \$0 Fees: \$195)

CRN#	Day/Ses.	Dates	Time	Location
76034	S(6)	3/2-4/20	1-3:30pm	EC

SCI 132**Anatomy, Body, and CPR (Ages 12-17)**

Examine the basics of biology and health issues with an emphasis on anatomy and the human body. Explore medicine science, human anatomy, diseases, injuries, medical professions and work environments through the investigation of non-organic specimens such as the heart, brain, eyes and kidneys. CPR training is also a part of this course.

Total Cost: \$209 (Tuition: \$0 Fees: \$209)

CRN#	Day/Ses.	Dates	Time	Location
76035	T(8)	3/5-4/30	1-2:50pm	EC

FLA 397**Conversational Spanish**

Home school students will have fun while learning pronunciation and conversational skills. Students will construct sentences in the affirmative, negative, and interrogative forms and use them in conversation.

Total Cost: \$95 (Tuition: \$29 Fees: \$66)

CRN#	Day/Ses.	Dates	Time	Location
Ages 7-11				
76135	T(8)	3/5-4/30	2-3pm	EC
Ages 12-16				
76134	T(8)	3/5-4/30	3:30-4:30pm	EC

ART 086**General Music Class for Homeschoolers**

A perfect class for those with little to no musical experience to be able to learn the basic elements of rhythm, harmony, and note reading. Explore playing literature and employ music games in an age-appropriate manner.

Total Cost: \$95 (Tuition: \$0 Fees: \$95)

CRN#	Day/Ses.	Dates	Time	Location
75858	W(8)	2/21-4/17	10-11am	OM

ART 928**Let's Play!: Theatre Games and Improv for Homeschoolers (Ages 10-13)**

Take the stage in this foundational acting class! Students of all experience levels will learn valuable skills in improv, scene building, and storytelling. They'll play exciting acting games designed to build communication and confidence. Students will learn the importance of "who, what, and where" when developing a scene.

Total Cost: \$95 (Tuition: \$0 Fees: \$95)

CRN#	Day/Ses.	Dates	Time	Location
75960	T(8)	3/5-4/30	10-11am	EC

HOMESCHOOL DESTINATIONS @ CCBC SPRING 2024

CLASSES SCHEDULED IN YOUR AREA:**CCBC Catonsville**

- 75861 Children's Clay: Intro to Ceramics (Ages 8-12)

CCBC Essex

- 76034 Academic Writing for Middle School (Ages 11-13)
- 76035 Anatomy, Body, and CPR (Ages 12-17)
- 75855 Ballet & Tap (Ages 7-11)
- 76135 Conversational Spanish (Ages 7-11)
- 76134 Conversational Spanish (Ages 12-16)
- 75453 Figure Drawing Studio (Ages 12-16)
- 75859 Intro to the Piano (Ages 9-12)
- 75960 Let's Play: Theatre Games and Improv for Homeschoolers (Ages 10-13)

CCBC Owings Mills

- 75858 General Music Class for Homeschoolers (Ages 9-12)
- 75860 Intro to the Piano (Ages 9-12)
- 76060 Middle School Math Attack (Ages 11-13)

PDV 171**Middle School Math Attack (Ages 11-13)**

Keep your mental abilities stimulated! There will be problems to solve and projects to complete; work individually and in groups. A great way to sharpen math skills and learn new concepts.

Total Cost: \$195 (Tuition: \$0 Fees: \$195)

CRN#	Day/Ses.	Dates	Time	Location
76060	T(8)	3/5-4/30	10-11:50am	OM

PDV 234**Study Skills**

Topics include time management, note taking, memory retention, test taking, and outlining. Find out how to work and study smarter.

Total Cost: \$105 (Tuition: \$0 Fees: \$105)

CRN#	Day/Ses.	Dates	Time	Location
Ages 14-17				
76205	S(5)	2/10-3/9	12:30-2:30pm	OM
Ages 10-13				
76204	S(5)	2/10-3/9	10am-12pm	OM

MUSIC**XXX 799****Child's Piano Class (Ages 7-11)**

Work with a full-sized electronic keyboard and learn keyboard basics, including finger work and note reading in a supportive group setting. Earphones permit silent practice.

Total Cost: \$139 (Tuition: \$0 Fees: \$139)

CRN#	Day/Ses.	Dates	Time	Location
75857	W(12)	2/7-5/1	6-7pm	OM
75856	R(12)	2/8-5/2	6-7pm	EC

MUS 026**Intro to the Piano (Ages 9-12)**

Gain basic keyboard skills such as basic finger positions, rhythmic patterns, and learn to perform a beginner's-level piece of music. Work on a full-sized keyboard. Bring a set of earphones to class.

Total Cost: \$95 (Tuition: \$0 Fees: \$95)

CRN#	Day/Ses.	Dates	Time	Location
75860	W(8)	2/21-4/17	11am-12pm	OM
75859	T(8)	3/5-4/30	12-1pm	EC

Private Lessons

Private music instruction on most instruments and voice is offered for both youth (6 or older for piano, 8 or older for other instruments, and 13 or older for voice) and adult students. Intensive one-on-one instruction provides individual attention appropriate to all skill levels and ability. Lessons are arranged on an individual basis with the appropriate instructor. Instruments are not provided. Before registering, call 443-840-1646 to make arrangements for placement.

XXX 961**Private Lessons - 1/2 Hour (6 weeks)**

Total Cost: \$135 (Tuition: \$0 Fees: \$135)

CRN#	Day/Ses.	Dates	Time	Location
76223	Arranged	2/5-3/18	Arranged	Arranged
76224	Arranged	4/1-5/20	Arranged	Arranged

XXX 965**Private Lessons - One Hour (6 weeks)**

Total Cost: \$265 (Tuition: \$0 Fees: \$265)

CRN#	Day/Ses.	Dates	Time	Location
76220	Arranged	2/5-3/18	Arranged	Arranged
76221	Arranged	4/1-5/20	Arranged	Arranged

MUS 120

Private Lessons - 1/2 Hour (14 weeks)

Total Cost: \$299 (Tuition: \$0 Fees: \$299)

CRN#	Day/Ses.	Dates	Time	Location
76225	Arranged	2/5-5/20	Arranged	Arranged

XXX 801

Private Lessons - One Hour (14 weeks)

Total Cost: \$599 (Tuition: \$0 Fees: \$599)

CRN#	Day/Ses.	Dates	Time	Location
76222	Arranged	2/5-5/20	Arranged	Arranged

MUS 048

Soprano Recorder Class (8+)

Ages 8+ but this class is for all ages! With this easy-to-play and inexpensive instrument, students will learn the musical basics of written pitch, rhythm, and music performance skills. Using the Baltimore County Public Schools model of "Karate Recorder" participants will earn "belts" as they progress through difficulty levels. Call 443-840-1646 before registering for info on purchasing a recorder.

Total Cost: \$99 (Tuition: \$0 Fees: \$99)

CRN#	Day/Ses.	Dates	Time	Location
75596	F(8)	3/1-4/16	4:30-5:30pm	EC



UNLEASH YOUR CHILD'S POTENTIAL AT CCBC

Early College Access Programs

BCPS high school students can enroll in unlimited credit and Continuing Education courses without having to stress over tuition or fees. Non-BCPS students can join in at a reduced rate. ccbcmd.edu/earlycollege

Homeschool destinations

ccbcmd.edu/homeschool

Year-round youth courses

ccbcmd.edu/kidsatccbc

**ATTEND
CCBC
TUITION
FREE!**

ccbcmd.edu/freetuition

For more information,
call **443-840-2222**.



HOMESCHOOL Parents

Would you like your high school student to participate in the Baltimore County High School Diploma graduation ceremony at CCBC? Your student can complete the GED exams at CCBC and participate in the annual graduation ceremony.

For more information on GED, call 443-840-3094.

BASIC EDUCATION & ENGLISH LANGUAGE SERVICES

HIGH SCHOOL DIPLOMA OPTIONS

Students have two options for completing their high school equivalency. Upon registration and completion of an onsite assessment, it will be determined which option is best for you. The two options are:

- **GED® Test** – Students take classes at CCBC to prepare to take the GED®, the high school equivalency test.
- **National External Diploma Program® (NEDP)** – Maryland state-approved method to earn a high school diploma. NEDP® is designed as a confidential, self-paced program for adults that takes between 6 and 15 months to complete. There is no instruction, but there is ongoing guidance and support through weekly appointments with trained CCBC staff. All work is completed through online assignments.

In person and remote learning options available.

Getting Started:

1) Schedule Appointments for Assessment and Registration.

- Call 443-840-3456 or scan the QR code to schedule an appointment for an assessment session



2) Attend Assessment Appointment.

- Arrive on time for the scheduled appointment. No one will be admitted to the assessment without an appointment or after testing has begun.
- Take reading and math assessments and view diploma options presentation. Receive orientation and registration dates.

3) Return for Scheduled Orientation and Registration.

- Learn more about program details, class sequence and student expectations.
- Meet with a CCBC advisor who will register you for a GED-prep class based on your assessment results and demonstrated skills level, or refer you to the National External Diploma Program (NEDP).
- Although these options are grant-funded, some fees may apply. You will be advised of any additional costs before placement.

Important Notes

- Students must be at least 18 years of age to enroll. Students under 19 must provide a copy of official withdrawal papers from the last school attended. No copies can be made at appointments.
- Please do not bring children with you to intake appointments
- Reasonable accommodations for disability are available upon request. Please call 443-840-3428 to discuss availability.

CCBC Catonsville 800 South Rolling Road Catonsville, MD 21228	CCBC Essex 7201 Rossville Boulevard Rosedale, MD 21237
CCBC Dundalk 7200 Sollers Point Road Dundalk, MD 21222	CCBC Owings Mills 10300 Grand Central Avenue Owings Mills, MD 21117

ENGLISH LANGUAGE SERVICES

ENGLISH FOR SPEAKERS OF OTHER LANGUAGES (ESOL) BEGINNING AND INTERMEDIATE ADULT ESOL CLASSES

Classes help students learn English language skills for life, work, and civics concepts.

No Class Cost - Grant Funded*.

The student book and workbook are not included.

Adult ESOL classes are offered on campus in-person and online via ZOOM.

For online Zoom Classes, students must have a computer, with a camera and microphone, and unlimited internet access.

MORNING 8:30-11:45am	
• Tuesday & Thursday	• CCBC Dundalk
MORNING 9am-12:15pm	
• Monday & Wednesday	• CCBC Owings Mills
Year Round - Intensive: Monday, Tuesday, Wednesday, and Thursday	
• Online via ZOOM (Test / CCBC Catonsville)	
AFTERNOON 12:15-3:30PM	
Year Round - Intensive: Monday, Tuesday, Wednesday, and Thursday	
• CCBC Esse	
EVENING 6:30-9:45PM	
Monday & Wednesday • CCBC Catonsville • CCBC Dundalk • CCBC Essex • Online via ZOOM Tests/CCBC Owings Mills	Tuesday & Thursday • CCBC Dundalk • CCBC Essex • CCBC Owings Mills
Year Round - Intensive: Monday, Tuesday, Wednesday, and Thursday	
• Online via ZOOM • Test/CCBC Essex	

- Class schedule varies depending on the location and the type of class.
- Start the beginning of February and end late April.
- Complete class schedules will be given at registration.
- ZOOM class: Enrolled students must attend the last day of class to take a test at a given CCBC Campus location.

ESOL CLASS SCHEDULE & LOCATIONS FOR ADDITIONAL WEEKEND CLASSES FOR UPPER INTERMEDIATE LEVEL STUDENTS ONLY

SATURDAY MORNING CLASSES 9AM-1:15PM		
READING AND WRITING CLASSES		
• ESOL Expanded Reading and Writing Skills • ESOL Transition Reading and Writing		
15 class sessions, In-person Classes Start February 3 and end May 25		
CCBC Owings Mills	CCBC Dundalk	CCBC Essex

- **Registration in person only. To register for any ESOL classes you must go to any WALK-IN ESOL PLACEMENT & REGISTRATION LOCATIONS listed to the left.**
- You are enrolled once you receive a copy of your *Registration Welcome Packet* at registration.

**WALK-IN ESOL PLACEMENT & REGISTRATION LOCATIONS FOR:
ESOL ADULT BEGINNING LIFE SKILLS, INTERMEDIATE CIVICS, AND UPPER-LEVEL
ESOL READING & WRITING CLASSES**

Registration Information:

- All students MUST go to a "Walk-In ESOL Placement & Registrations Location."
- Students are registered on a first-come, first-serve basis. Classes fill up quickly! Arrive on time.
- **Only registering students are allowed during the registration process.** Family members or friends must wait in another area.
- Do not come late!
- All new students MUST take a test.
- Returning students may not have to take a test if they show on their phone a picture of paperwork, the Referral Form, or a Certificate from the previous class semester.
- Test procedures are subject to change.

Students must be at least 18 years of age, not enrolled or planning to attend high school to register in one of the ESOL classes.

Students with an **F-1 or J-1 visa** are not eligible for LABOR grant-funded* classes.

ESOL Adult Beginning Life Skills, Intermediate Civics, and upper-level ESOL Reading & Writing classes are offered on-campus, in-person and online via ZOOM.

For online ZOOM Classes, students must have a computer, with a camera and microphone, and unlimited internet access.

You can come to ANY registration location to register for ANY open class.

**ESOL ADULT BEGINNING LIFE SKILLS, INTERMEDIATE CIVICS, AND UPPER-LEVEL
ESOL READING & WRITING**

2023

2024

Location	Building/Room	Day	Date	Registration Time
CCBC Essex	Business, Education & Social Sciences Hall, 3rd floor	Friday	December 1	1 PM 5 PM
CCBC Catonsville	Humanities Hall Buiding, Room 100	Monday	December 4	9 AM
CCBC Owings Mills	6th floor	Monday	December 4	5 PM
CCBC Dundalk	Career Building, 2nd floor	Wednesday	December 6	5 PM
CCBC Essex	Business, Education & Social Sciences Hall, 3rd floor	Tuesday	January 2	5 PM
CCBC Catonsville	Humanities Hall Buiding, Room 001	Wednesday	January 3	5 PM
CCBC Dundalk	Career Building, 2nd floor	Thursday	January 4	9 AM 5 PM
CCBC Owings Mills	6th floor	Monday	January 8	9 AM 5 PM
CCBC Essex	Business, Education & Social Sciences Hall, 3rd floor	Wednesday	January 10	5 PM
CCBC Owings Mills	6th floor	Thursday	January 11	5 PM
CCBC Dundalk	Career Building, 2nd floor	Wednesday	January 17	5 PM

Information on Cancellations – Check ccbcmd.edu for any announcements of cancellations due to weather conditions or other emergencies.

**ADDITIONAL WALK-IN ESOL PLACEMENT & REGISTRATION DATE, FOR INTENSIVE
ESOL ADULT HIGH BEGINNING LIFE SKILLS, INTERMEDIATE CIVICS**

Location	Building/Room	Day	Date	Registration Times	
				Morning	Evening
CCBC Essex	Business, Education & Social Sciences Hall, 3rd floor	Friday	February 23		1 PM 5 PM
CCBC Catonsville	Humanities Hall Buiding, Room 100	Tuesday	February 27	9 AM	
CCBC Owings Mills	6th floor	Tuesday	February 27		5 PM

Intensive Classes are four times per week: Monday, Tuesday, Wednesday, and Thursday. Class starts March 3, 2024 and ends April 16, 2024. 20 Class Sessions.

Location	Building/Room	Day	Date	Registration Times	
				Morning	Evening
CCBC Essex	Business, Education & Social Sciences Hall, 3rd floor	Friday	April 12		1 PM 5 PM
CCBC Catonsville	Humanities Hall Buiding, Room 100	Wednesday	April 17	9 AM	
CCBC Owings Mills	6th floor	Wednesday	April 17		5 PM

Intensive Classes are four times per week: Monday, Tuesday, Wednesday, and Thursday. Class starts April 25, 2024 and ends May 30, 2024. 20 Class Sessions.

**ESOL UPPER LEVEL COURSES
(58.33 HOURS CLASS/20 SESSIONS)**

These non-credit courses are designed for higher-level adult non-native English speakers. The courses are self-select. Students registering for these courses are not required to come to the ESOL registration session to be assessed. Plan to register at least one week before the start date of the course. Courses are 58.33 hours. Textbook is included in the course cost.

To register: go to www.cbcmd.edu/QuickReg or call 443-840-2222

ADS 007

ESOL General English Language Skills

In-person Class

Improve your general English skills by engaging in communicative tasks on various high-interest topics. Integrates the development of listening, speaking, reading, and writing skills with a focus on grammar and vocabulary appropriate to the language task.

Total Cost: \$259 (Tuition: \$69 Fees: \$190)

CRN#	Day/Ses.	Dates	Time	Location
76769	M/W (20)	2/19-5/6	9:00 -11:55am	OM
76770	M/W (20)	2/19-5/6	6:30 - 9:25pm	EC

For more information about the content or level of the ESOL Upper-Level courses, please contact Suzi Monti at smonti@ccbcmd.edu or 443-840-3476

Refund policy:

Students wishing to drop a course must either log into their SIMON account to drop the course or notify CCBC Continuing Education Registration Office at 443-840-2222 at least one business day prior to, and excluding, the start date of the course to receive a refund (Monday-Friday excluding holidays)

Refunds are processed to the original payment method form.

FAMILY LITERACY PROGRAM ENGLISH FOR SPEAKERS OF OTHER LANGUAGES (ESOL)

Family Literacy ESOL is for non-native English speaking adults. These classes are designed to help **parents or primary caregivers** learn English language skills for life, work, and to fully partner in their child's education.

To participate in this program, the student must have a child 0-16 years old enrolled in Baltimore County Public Schools, or the Judy Center of Baltimore County.

Students with an **F-1 or J-1 visa are not eligible** for LABOR grant-funded* classes.

No Class Cost – Grant Funded*. Student book and workbook are not included.

*These classes are supported by Grant Funding from Maryland Department of Labor.

These classes are offered in-person and online via ZOOM.

- All students will need a smart phone.
- For online ZOOM Classes, students must have a computer, with a camera and microphone, and unlimited internet access.

MORNING 8:45-11:45AM	
Monday & Wednesday • Chadwick Elementary School	Tuesday & Thursday • Chadwick Elementary School
MORNING 9AM-12PM	
Monday & Wednesday • TBA	Tuesday & Thursday • Cockeysville Library • North Point Library • Riverview Elementary School
EVENING 6-9PM	
Monday & Wednesday • Online via ZOOM Test /CCBC Catonsville	Tuesday & Thursday • Colgate Elementary • Lansdowne Middle School • Owings Mills Elementary School

- Class schedule varies depending on the location and the type of class.
- Starting the beginning of January and ending in March.
- ZOOM class: Enrolled students must attend the last day of class to take a test at a given CCBC Campus location.

family literacy esol CLASS LOCATIONS

CCBC Catonsville
800 South Rolling Road
Catonsville, MD 21228

Chadwick Elementary School
1918 Winder Road
Windsor Mill, MD 21244

Cockeysville Library
9833 Greenside Drive
Cockeysville, MD 21030

Colgate Elementary School
7735 Gough Steet
Baltimore MD 21224

Lansdowne Middle School
2400 Lansdown Road
Halethorpe, MD 21227

North Point Library
1716 Merritt Boulevard
Dundalk, MD 21222

Owings Mills Elementary School
10824 Reisterstown Road
Owings Mills, MD 21117

Riverview Elementary School
3298 Kesler Road
Halethorpe, MD 21227

**Please call 443-840-3456 or e-mail
esolfamilyliteracy@ccbcmd.edu
for more information.**

Classes are two times a week. Classes start early January and end in March.
20 Class Sessions.

Information on Cancellations – Check ccbcmd.edu for any announcements of cancellations due to weather conditions or other emergencies.

Registration Information:

- All students **MUST** go to a "Walk-In ESOL Placement & Registrations Location."
- Students are registered on a first-come, first-serve basis. Classes fill up quickly! Arrive on time.
- Only registering students are allowed during the registration process.** Family members or friends must wait in another area.
- Do not come late!
- All new students **MUST** take a test.
- Returning students may not have to take a test if they show on their phone a picture of paperwork, the Referral Form, or a Certificate from the previous class semester.
- Test procedures are subject to change.

Family Literacy ESOL classes are offered In-Person at some Baltimore County Public schools and Baltimore County Public Libraries and online via ZOOM.

- All students will need a smart phone.
- For online ZOOM Classes, students must have a computer, with a camera and microphone, and unlimited internet access.

Location	Building/Room	Day	Date	Registration Times	
				Morning	Evening
CCBC Essex	Business, Education & Social Sciences Hall, 3rd floor	Friday	December 1, 2023		1 PM 5 PM
CCBC Catonsville	Humanities Hall Buiding, Room 100	Monday	December 4, 2023	9 AM	
CCBC Owings Mills	6th floor	Thursday	December 4, 2023		5 PM
CCBC Essex	Carol Diane Eustis Center for Health Professions, 311	Tuesday	December 5, 2023	9 AM	
CCBC Dundalk	Roy N. Staten Building, 102	Wednesday	December 6, 2023	9 AM	
CCBC Dundalk	Career Building, 2nd floor	Wednesday	December 6, 2023		5 PM

Classes are two times a week. Classes start early January and end early March.
20 Class Sessions.

Information on Cancellations – Check ccbcmd.edu for any announcements of cancellations due to weather conditions or other emergencies.

ADDITIONAL WALK-IN ESOL PLACEMENT & REGISTRATION DATE, FAMILY LITERACY ESOL MULTI-LEVEL CLASSES

Location	Building/Room	Day	Date	Registration Times	
				Morning	Evening
CCBC Essex	Business, Education & Social Sciences Hall, 3rd floor	Tuesday	February 20	9 AM	
CCBC Essex	Business, Education & Social Sciences Hall, 3rd floor	Friday	February 23		1 PM 5 PM
CCBC Catonsville	Humanities Hall Buiding, Room 100	Tuesday	February 27	9 AM	
CCBC Owings Mills	6th floor	Tuesday	February 27		5 PM
CCBC Dundalk	Mathematics and Social Sciences Hall, Room 101	Friday	March 1	9 AM	

Classes are two times a week. Classes start early April and end Mid-June.
20 Class Sessions

SPECIAL PROGRAMS FOR INDIVIDUALS WITH DISABILITIES



The Center for Alternative and Supported Education (CASE) provides education and training to adults with disabilities through two programs: Single Step and ACCESS.

ACCESS

CASE contracts with DDA-certified and other agencies to provide classes onsite and on campus. These classes cover vocational skills, basic math and reading, personal expression (e.g., art, pottery, movement, sewing, drama, and music), and a variety of living and coping skills (e.g. anger management, stress management, independent and community living, assertiveness training, health and wellness, cooking and nutrition, basic sign language, money management, and decision making).

For more information, visit ccbcmd.edu/CASE or call 443-840-3262

SINGLE STEP

- Academic Skills
- Arts and Humanities Courses
- Independent Living Skills
- Career and Vocational Programs
- Remote Courses (ZOOM)

Before enrolling, students participate in an assessment and interview. To schedule an appointment please contact CASE@ccbcmd.edu or call 443-840-3262.

Van transportation to CCBC Dundalk available for additional cost. Van transports only from locations in Baltimore County and Baltimore City.

NEW COURSES

- Real World Math Applications
- Healthy Relationships and Social Skills
- Basic Computer Literacy

FEATURED COURSES

- **Your Life in Pictures: Developing Narrative Skills Through Photography**
- **Sustainable Art: Creativity, Conservation, and Your Clean Community**
- **Foundations of Video Game Design/ Video Game Animation**

6th grade reading comprehension level, computer literacy, proficiency in Google applications.

Academic Skills

- Reading (Intensive and Levels 1, 2, 3)
- Written Communication (Levels 1, 2, 3)
- Math (Levels 1, 1.5, 2, 3)

Arts and Humanities

- Music and The History of Civilization
- Theater Techniques for Emotional Awareness and Self-Awareness
- How Government Works: Participating as an Informed Citizen

Independent Living Skills

- Building Skills for an Independent Life
- Your Money and Technology
- Physical Fitness for Wellness and Stress Management

Career and Vocational Preparation Programs

Child Care Certificate (satisfies Maryland 90-hour certification) - 2 semesters, 6th grade reading comprehension level, able to lift 50 lbs.
Infant and Toddler Care (satisfies Maryland 45-hour certification) - (Prerequisite: successful completion of 90-hour Child Care Certificate), 6 weeks.
Child Care Assistant - Learn basic skills for working with small children. 1 semester, 4th grade reading comprehension level.
Office Skills - Learn general office skills and how to use basic technology. 1 semester, 6th grade reading comprehension level.
Professional Animal Workers (PAWS) - Learn practical skills needed for entry level work in the field of animal care. 1 semester, 6th grade reading comprehension level, able to lift 50 lbs., and willing to work with all animals.
Veterinary Assistant - (Prerequisite: Successful completion of Professional Animal Workers) – Learn advanced skills for animal care. 1 semester, 8th grade reading comprehension level, 5th grade math level.
Warehouse Technician - Learn warehouse work and how to operate a forklift. 1 semester, 5th grade reading comprehension and math level, able to lift 50 lbs.

All vocational programs, except Veterinary Assistant, include a mandatory internship.