

LIFELONG LEARNING



MONROE COUNTY
COMMUNITY COLLEGE

enriching lives



FALL SEMESTER • SEPTEMBER - DECEMBER 2021

4 EASY WAYS TO REGISTER

ONLINE

www.monroeccc.edu
via



US MAIL

see address below

IN PERSON

Room Z 286 in La-Z-Boy Center

CALL US

734.384.4127 to register and
pay with a credit card

FACTS ONLINE

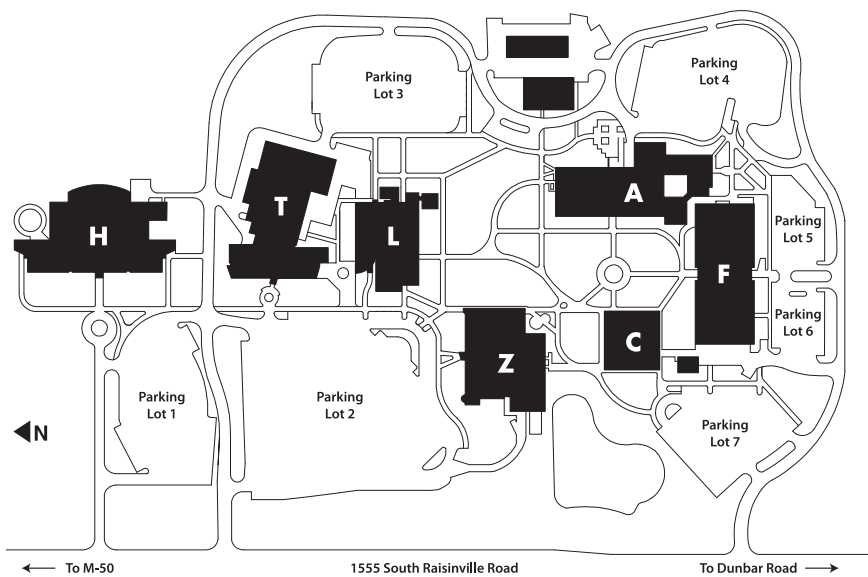
Tuition Management
payment options
are available for select
classes. See page 32
for details.

Follow us on



**Monroe County
Community College
Office of Lifelong Learning**

Main Campus
LaZ-Boy Center, Room 286
1555 S. Raisinville
Monroe, MI 48161



A – Audrey M. Warrick Student Services/
Administration Building

C – Campbell Learning Resources Center
(Library)

F – Founders Hall

H – Gerald Welch
Health Education Building

L – Life Science Building

T – Career Technology Center

Z – La-Z-Boy Center

WC – Whitman Center
(Temperance, MI)

Visit MCCC's website for current information on COVID-19.
www.monroeccc.edu/coronavirus

SENIOR CITIZEN SCHOLARSHIP

Monroe County Residents age 60 or over qualify for a waiver of 50 percent of tuition charges. The amount seniors are required to pay, which includes all applicable fees, is indicated next to each class throughout the schedule.

SNOW/EMERGENCY CLOSING

When conditions are considered hazardous, the institution may close or postpone the opening of the college. Sign up for MCCC's Emergency Notification System. A message will be sent to your phone or email address. As soon as we know, you'll know. Visit the Safety Services area of the college's website to register.

PARDON OUR DUST

Due to various stages of construction on campus, our classes are meeting in different rooms. Please check carefully your room location information prior to the start of class.

REGISTER EARLY! DON'T LET YOUR CLASS GET CANCELED!

A minimum number of students is required to run each class and a decision to cancel a class is made several days in advance of the start date, so register as soon as possible. Waiting until the last minute to register for a class may be too late.

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CREDIT CARD FEES

A two percent convenience fee will be charged to the cardholder for credit or debit card payments. This fee is a portion of the cost to MCCC for accepting credit cards as a form of payment. MCCC does not profit in any way from this fee.

REGISTER ONLINE USING



AT WWW.MONROECCC.EDU

If you are new to MCCC, you must first register with the Office of Lifelong Learning.



ONLINE TUITION MANAGEMENT

Several Lifelong Learning classes may qualify for an interest-free monthly payment plan. See page 32 to learn more and find out when you should register. Act fast to register with no money down!

HOURS

Monday - Thursday: 7:30 a.m. – 5 p.m.

Friday: 8 a.m. – noon

PHONE

Office: 734.384.4127

Fax: 734.687.6049

Toll Free: 877.937.6222

(Mich. and Ohio Only)

STAFF

OFFICE OF LIFELONG LEARNING

Tina Pillarelli, Director

OFFICE OF WORKFORCE DEVELOPMENT

Barry Kinsey, Director

Renee Drouillard, Administrative Assistant



MONROE COUNTY COMMUNITY COLLEGE

enriching lives

MISSION

Monroe County Community College enriches lives in our community by providing opportunity through student-focused, affordable, quality higher education and other learning experiences.

VISION

Monroe County Community College will be recognized for our student-focused service, academic excellence, affordability, innovation, community responsiveness and student success.

Monroe County Community College is an equal opportunity institution and adheres to a policy that no qualified person shall be discriminated against because of race, color, religion, national origin or ancestry, age, gender, marital status, disability, genetic information, sexual orientation, gender identity/expression, height, weight or veteran's status in any program or activity for which it is responsible.

If you have a disability and need special accommodations, please contact the Learning Assistance Laboratory (734.384.4167) at least 10 business days prior to the first class session to begin the accommodation process.

The college's Equal Opportunity Officer and Title IX and Section 504/ADA Coordinator and Compliance Officer for discrimination and sexual harassment is the Director of Human Resources,

Monroe County Community College, 1555 South Raisinville Road, Monroe, Michigan 48161, 734.384.4245.

Monroe County Community College is accredited by the Higher Learning Commission, www.hlcommission.org, 800.621.7440.

COVID-19 NOTICE: Before attending class, please go to www.monroeccc.edu/coronavirus for the most up-to-date information on COVID-19 requirements at MCCC, including policies on masking. As of the publication of this schedule, facemasks are required in MCCC classrooms and labs.

CERTIFICATE PROGRAMS | CAREER EXPLORATION

Boiler and Power Plant Fundamentals

Designed as a fundamentals course in boiler operations and power plant basics, students who successfully complete this course will be qualified to seek employment in facilities using boilers in any energy conversion process.

\$759 Begins Oct. 5
See page 17 for complete details.

Home Inspection Certificate Course

Do you want a career that doesn't have you chained to a desk all day? Are you looking for something that you can do part-time or to supplement your income? If you are a good communicator, enjoy working with people and have good mechanical and technical aptitude, a career as a home inspector may be right for you.

\$395 per online course
See page 18 for complete details.

Bureau of Labor Statistics Construction and Building Inspectors

	Mean Hourly Wage	Mean Annual Salary
Michigan	\$27.71	\$57,630
Ohio	\$30.64	\$63,740

Bureau of Labor Statistics Stationary Engineers and Boiler Operations

	Mean Hourly Wage	Mean Annual Salary
Michigan	\$31.32	\$65,160
Ohio	\$29.66	\$61,690



Dental Assisting Program

Our dental assisting program will prepare you for entry-level positions in one of the fastest growing health care positions. The purpose of this course is to familiarize you with all areas of pre-clinical dental assisting and provide training in the professional skills required to function as an assistant in the dental practice.

\$1,254 Begins Oct. 4
See page 13 for complete details.

Bureau of Labor Statistics Dental Assistant

	Mean Hourly Wage	Mean Annual Salary
Michigan	\$19.46	\$40,470
Ohio	\$20.71	\$43,090



Real Estate Fundamentals

Prepare for the Michigan Real Estate Exam administered by AMP (Applied Management Professionals). This course is state-licensed for 40 hours of instruction and is open to the general public.

\$279 Begins Oct. 11
See page 17 for complete details.

Bureau of Labor Statistics Real Estate Sales Agents

	Mean Hourly Wage	Mean Annual Salary
Michigan	\$30.05	\$62,500
Ohio	\$23.62	\$49,120

Paralegal

Paralegals provide essential assistance to lawyers, corporations and other organizations, and they have established themselves as a crucial part of the legal system. Learn the fundamental skills you will need to succeed in today's world of paralegal professionals. This course will provide you with the training you need to be job-ready.

Cost varies by topic.
See page 20 for complete details.

Bureau of Labor Statistics Paralegal

	Mean Hourly Wage	Mean Annual Salary
Michigan	\$26.13	\$43,550
Ohio	\$23.90	\$49,720

Data Source: Bureau of Labor Statistics – www.bls.gov

Electrical Apprentice

Taking part in an electrical apprenticeship is all about learning the essential trade skills that will make you a successful professional. Become well-versed on how to use different tools and equipment. Successful completion of this course will result in an industry recognized NCCER credential and an OSHA 10 certification.

See page 19 for complete details.

Bureau of Labor Statistics Electricians

	Mean Hourly Wage	Mean Annual Salary
Michigan	\$30.16	\$62,740
Ohio	\$26.30	\$54,700

Personal Fitness Trainer Certification

Whether as a career move or for your own personal knowledge, get all the information you need to become a certified personal trainer.

\$800 Begins Oct. 16
See page 16 for complete details.

Bureau of Labor Statistics Fitness Trainers and Aerobics Instructors

	Mean Hourly Wage	Mean Annual Salary
Michigan	\$18.87	\$39,250
Ohio	\$16.06	\$33,400



Clinical Medical Assistant Program

This course will train you to assist physicians by performing functions related to the clinical responsibilities of a medical office. Externship is included. Prepare for the National Healthcareer Association Certified Clinical Medical Assistant national exam.

\$2,499 Sept. 28
See page 13 for complete details.

Bureau of Labor Statistics Medical Assistants

	Mean Hourly Wage	Mean Annual Salary
Michigan	\$16.75	\$34,830
Ohio	\$16.48	\$34,270



Pharmacy Technician Certification Program

This comprehensive course will prepare you to work as a pharmacy technician in a retail or other pharmacy setting and to take the Pharmacy Technician Certification Board's exam.

\$1,049 Begins Oct. 5
See page 13 for complete details.

Bureau of Labor Statistics Pharmacy Technicians

	Mean Hourly Wage	Mean Annual Salary
Michigan	\$16.39	\$34,090
Ohio	\$15.63	\$32,520

Projected Job Growth 2014-2024 is 18%

Data Source:
Bureau of Labor Statistics
www.bls.gov

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NEW! Sterile Processing

Prepare to function as a sterile processing professional in multiple healthcare settings and to sit for the Certification Board for Sterile Processing and Distribution (CBSPD) SPD Technician Certification Exam.

\$1,995 Begins Sept. 14
See page 14 for complete details.





CSM 744-81

Tuesday Oct. 5

CSM 744-82

Tuesday Nov. 9

6-9 p.m. A 149 Paetz/Williams

By request we are offering an introduction to basic knife skills. We will discuss knife types and their uses. We will have many types and sizes of knives available to use and try during the class. We will demo and you will be able to practice your knife skills. Chefs Kay Williams and Linda Paetz will teach you how to choose, care, use and sharpen your knives. If you have a favorite knife or two, bring them along. Register early as class size is limited. CEUs: .3

CSM 743-81

Tuesday **Sept. 28**

6 - 9 p.m. A 149 Paetz/Williams

CSM 743-82

Tuesday **Nov. 16**

6-9 p.m. A 149 Paetz/Williams

COVID-19 NOTICE: Before attending class, please go to www.monroeccc.edu/coronavirus for the most up-to-date information on COVID-19 requirements at MCCC, including policies on masking. As of the publication of this schedule, facemasks are required in MCCC classrooms and labs.

Introduction to Air Frying

CSM 746-81

Tuesday Oct. 26

6 - 9 p.m. A 149 Paetz/Williams

CAIO!! Join MCCC culinary program alumni Chefs Linda Paetz and Kay Williams for a two-night culinary escape to Italy. Learn to make your own pasta and ravioli, sauces and Italian Desserts and a little Italian wine to pair with it. Register early as class size limited.
CEUs: .6

CSM 729-81

Tues/Thurs Oct. 19 & 21

6-9 p.m. A 149 Paetz/Williams

The AKC Canine Good Citizen test is the foundation for therapy dog training. This class is based on teaching and training dogs with their handlers through positive reinforcement. We will prepare for evaluation and assessment for therapy dog work. Any age and breed or mix over 12 months old is welcome. Please bring health records and your pet on a six-foot lead to class. The evaluation and certification for the AKC title will be a separate fee. Retractable leads are not allowed. Course is taught by Cheryl Wassus, AKC, approved CGC Evaluator, Therapy Dogs International Certified Evaluator. CEUs: .6

SPORT 756-81

Wednesdays **Oct. 6 – Nov. 17**

7 – 7:45 p.m. H131 Wassus

Are you ready for those long winter nights with some homemade goodness? Sign up and we will teach you the basics for great soup every time. Chefs Kay Williams and Linda Paetz will teach you how to get rich flavorful soups just in time for the cold weather. Register early as class size is limited. CEUs: .3

CSM 736-81

Tuesday

6 – 9 p.m. A 149 Paetz/Williams

A collage of five bowls of soups. The top left bowl contains a vibrant orange soup, likely butternut squash, garnished with sliced almonds and fresh basil leaves. The top right bowl features a dark red soup, possibly lentil or beetroot, topped with chickpeas and green onions. The bottom right bowl is a bright green soup, likely pea soup, garnished with green peas and a small blue star-shaped flower. The bottom left bowl shows a light-colored, creamy soup, possibly cauliflower or potato, garnished with fresh herbs and small purple flowers. A fifth bowl with a red soup is partially visible at the very top left.


The AKC S.T.A.R.™ Puppy Program rewards responsible owners who take the time to train and socialize their new puppies. This program is the puppy level of the AKC's well-known Canine Good Citizen® program. "S.T.A.R." stands for Socialization, Training, Activity and a Responsible owner, all of the things a puppy needs to have a good life. This class is for any puppy, breed or mix under 12 months. Please bring health records with puppy on lead to first class. Retractable leads are not allowed. Class is taught by Cheryl Wassus, AKC, approved CGC Evaluator. CEUs: .6

SPORT 755-81

Wednesdays **Oct. 6 – Nov. 17**

6 – 6:45pm H131 Wassus

Beginning German


This beginning course is focused on the fundamentals of the German language. You will learn German grammar and vocabulary while being introduced to contemporary life and culture in German speaking countries. All four language skills – listening, speaking, reading and writing – play a major role in the language learning process. Topics to be covered include introducing and talking about oneself, shopping, telling time, family life and travel. By the end of the course, you will be able to participate in simple conversation in a German speaking environment. CEUs: 1.6 

HUMN 710-81

\$79 (Senior Fee \$39.50)

Tuesdays Sept. 28 – Nov. 16
5 – 7 p.m. L 204 Kotanova

German II


This course is a continuation of Beginning German. The main goal is to master German grammar and learn how to interact with other speakers in German. The textbook "Aussichten" offers a variety of activities to practice the four basic skills of listening, speaking, reading and writing. The course will also prepare you for intermediate German and will improve your conversational skills while traveling in German speaking countries. Text required (same book as the beginning class). CEUs: 1.6 

HUMN 719-81

\$79 (Senior Fee \$39.50)

Thursdays Sept. 30 – Nov. 18
5 – 7 p.m. L 204 Kotanova

Italian

In this Italian class you will develop conversational skills, learn how to structure sentences and learn about the history of the Italian culture. There will be an extensive question and answer period at the end of each class. CEUs: 1.2 

HUMN 703-81

\$59 (Senior Fee \$29.50)

Wednesdays Oct. 6 – Nov. 10
7 – 9 p.m. A 173c Pool

SEASONAL CRAFTING with Carolsue McCue

The following classes are taught by The Herb Cottage owner, Carolsue McCue of Port Huron. She has been designing herb and old-fashioned perennial gardens for decades and uses her harvest to teach many creative classes. Creativity is absolutely not required, as Carolsue helps each student step by step.



NEW!

Fresh Hydrangea Wreath

You will be given a 20" twig wreath and we will add fresh hydrangea blooms of pinkish-purple and lime for a lush, definite 3-D effect. These last for years and you will be proud that you can make additional ones at your own workbench for gifts! Bring a glue gun and snippers.

CRAFT 844-81

\$ 71 (Senior Fee \$63)

Tuesday Oct. 26
6 – 8 p.m. A 150 McCue



NEW!

Italian Farmhouse Welcome Wreath

You will be given a large twig wreath and we will put on cream coloured statice, bunny tails, globe thistle, nigella, little rose buds, lavender, caspia and greenery. Will last for years! Bring newspaper, scissors and glue gun.

CRAFT 845-81

\$ 59 (Senior Fee \$52)

Tuesday Sept. 28
6 – 8 p.m. A 150 McCue



Creating with Cricut Design Space - (Zoom)

Learn how to use Cricut Design space to create T-Shirts, cards and crafts. As a business owner who creates Farmhouse signs using Cricut, Kelley will show you many tips and tricks to help you become the best crafter you can.

We will create three projects including a T-shirt, card and vinyl to use as a template for a wood sign.

You will need to have a Cricut and access to Cricut Design Space.

Class meets via Zoom. Login instructions will be emailed to you prior to the start date.

CRAFT 843-41

\$89 (Senior Fee \$44.50)

Thursdays Nov. 4 - 18
6 – 7:30 p.m. ZOOM Colston

 **TEXTBOOK REQUIRED** There is a textbook required for the class. It will be available at the MCCC Bookstore for purchase approximately one week before the start date. You should bring the textbook to the first class.

PERSONAL INTEREST

An Introduction to Voiceovers (Virtual)

(Getting Started in Voice Acting)

Explore the fun, rewarding possibilities of the voiceover industry! Discover current trends and how they make it easy and affordable for just about anyone to get involved. You'll learn about different types of voiceovers and tools you'll need to find success. Your instructor, a professional voice actor from Voices for All, will take notes as you read a real script in this one-on-one video chat setting and offer some coaching to improve your delivery. You'll receive a professional voiceover evaluation later.

The course includes a one-time, 90-minute introductory class conducted via live video chat. This course is intended for ages 18 and over.

Once registration is complete you will be contacted to schedule your class on a day and time of your preference. CEUs: .1

PROF 721-41

\$49 (Senior Fee \$24.50)

Call to register and secure your date.

Passport to Retirement

With financial independence, retirement can be the most fulfilling time of your life. The Passport to Retirement workshop covers important money management concepts and educates attendees on how to potentially overcome the roadblocks to a successful retirement. Topics include defining and creating a retirement plan, assessing the costs of retirement, evaluating the sources of retirement income, investing for the future, protecting your health and wealth, receiving funds from retirement plans and managing your estate distribution. The class is taught by financial professionals; however, no products or investments will be promoted or offered. The fee includes a workbook. One workbook per registration is included in the cost. Spouse may attend at no additional charge but must also pre-register.

PFIN 737-81

\$49 (Senior Fee \$37)

Tuesdays Oct. 12 – 26
6:30 – 9 p.m. Z 257 Staff

NEW! Money Matters

A walkthrough of personal financial choices that allows you keep more of your money. Learn how much you are really paying on your debts and how quickly you can turn things around with no extra income. Most households have enough income to survive with minimal use of debt. It is the debt that is trapping us from achieving financial freedom. Feel more in control of your finances by planning ahead: for living within your means, for saving for your future, for planning family vacations and fun, and even for emergencies. The class is

taught by someone who followed this framework to become debt free and has many options leading to a happy, easy retirement. Class will include worksheets for realizing and mapping your way out of debt and for planning your spending, savings, and investing. No products will be offered in class. Spouses or partners may attend at no additional charge but must also pre-register.

PFIN 749-81

\$49 (Senior Fee \$24.50)

Wednesday Oct. 6 – 20
6 – 8 p.m. Z 257 Gossett



FREE Math Boot Camp

FREE Math Boot Camp

MCCC is offering this non-credit Math Boot Camp for students and community members who need to review and improve their math skills. Basic arithmetic, such as working with whole numbers and integers, fractions, decimals and percentages, will be covered. Learning will further be enhanced through meaningful, real-world applications and problem solving. These applications will be fun and relatable to real life. We can help lessen your anxiety about math and build confidence in your abilities. The last week of camp will be devoted to review and preparation for the Accuplacer test. In addition, you'll be exposed to STEM (Science,

Engineering, Technology and Math) programs of study and careers.

Who should take the course?

- Students who score below the minimum Accuplacer test score required for placement into MATH 090, Basic Mathematics Skills
- Students who need to brush up on basic math skills to retake the Accuplacer test
- Anyone in the community who wants to improve their math skills

MATH 713-81

Free, but you must register

Mon/Wed/Thurs Sept. 13 – Oct. 14
6 – 7:30 p.m. L 141 Staff



Photography I for Digital and Film Cameras

Learn the art of photography and receive simplified instructions for your camera. You will learn parts of the camera, lenses, exposures, flash, filters, light, composition and more. **Please bring your camera to the first class.**

CEUs: 2.1

PHOTO 710-81

\$94 (Senior Fee \$47)

Tuesdays Sept. 28 – Nov. 9
10 a.m. – 1 p.m. L 142 Trickey

PHOTO 710-82

\$94 (Senior Fee \$47)

Tuesdays Sept. 28 – Nov. 9
6:30 – 9:30 p.m. L 142 Trickey

Photoshop for Photographers

You will benefit from this class whether you are a digital or film photographer, and previous Photoshop experience is not necessary. Gain some valuable tips to enhance your photography career or hobby. Photoshop basics, cropping, layers, curves, composites and repairing photos are all included. **Prerequisite: You must have basic computer skills.**

CEUs: 2.1

PHOTO 715-81

\$94 (Senior Fee \$47)

Thursdays Oct. 7 – Nov. 18
10 a.m. – 1 p.m. F 140 Trickey

PHOTO 715-82

\$94 (Senior Fee \$47)

Thursdays Oct. 7 – Nov. 18
6:30 – 9:30 p.m. F 140 Trickey

Landscape and Nature Photography Workshop

Expand your understanding of how to shoot landscape and nature photographs. You and the instructor will be taking photographs, so bring your camera and a tripod if you own one. Topics include light, composition and exposure. Class will take place at Sterling State Park in Monroe.

Prerequisite: Photography I or similar experience. CEUs: .4

PHOTO 722-81

\$49 (Senior Fee \$24.50)

Saturday Nov. 13
2 – 6 p.m. Sterling State Park Trickey

Outside Portrait Photography Workshop

This workshop is designed for any photographer who wants to learn about taking on-location portrait photographs using a film or digital camera. You'll learn about fill-in-flash, reflectors, types of light, controlling light outside and composition. Bring your camera and plan to get some hands-on experience. Class will take place at Veteran's Park.

Prerequisite: Photography I or similar experience. CEUs: .4

PHOTO 723-81

\$49 (Senior Fee \$24.50)

Saturday Oct. 23
2 – 6 p.m. Veteran's Park Trickey



PERSONAL INTEREST

ONLINE COURSES



350+ COURSES to choose from!
24/7 ACCESS anytime, anywhere!
FLEXIBLE monthly start dates

You can discover hundreds of quality online courses and complete your online courses anytime anywhere! Our online courses are informative, fun, convenient and highly interactive. We focus on creating warm, supportive communities for our learners. New course sessions begin monthly. Take a free demo of any one of our 12-week online video and written courses and experience proven online training success! See why millions of lifelong learners take online courses through ed2go. Visit our Online Instruction Center at www.ed2go.com/Monroe for more information and complete course descriptions, outlines and costs.

WELCOME!

Most courses run for six weeks (with a ten-day grace period at the end). Courses are project oriented and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links and more. You can complete any of these courses entirely from your home or office and at any time of the day or night

GETTING STARTED

1. Visit our Online Instruction Center: www.ed2go.com/Monroe
2. Click the Courses link, choose the department and course title you are interested in, and select the Enroll Now button. Follow the instructions to enroll. Here you will enter your e-mail and choose a password that will grant you access to the Classroom.
3. Pay for your course by calling MCCC's Office of Lifelong Learning at 734.384.4127. You cannot pay for your course on ED2GO's website.
4. When your course starts, return to our Online Instruction Center and click the Classroom link. To begin your studies, simply log in with your e-mail and the password you selected during enrollment.

SELECTION OF STARTING DATES FOR FALL 2021

September 15
October 13
November 17
December 15

**Visit our partner site at
www.ed2go.com/Monroe for
complete course details, including
descriptions and cost.**

LEARN FROM THE COMFORT OF HOME

Complete any of these courses entirely from your home or office and at any time of the day or night.

ARTS AND DESIGN

Graphic Arts
Photography
Web Design

BUSINESS

Accounting
Administrative
Communication
Finance
Marketing and Sales
Operations
Project Management
Small Business
Soft Skills

COMPUTER APPLICATIONS

Microsoft
QuickBooks
Windows

COMPUTER SCIENCE

Database Management
Programming

HOSPITALITY

Hospitality Service

HEALTH AND FITNESS

Alternative Medicine
Fitness.
Medical
Veterinary
Wellness

INFORMATION TECHNOLOGY

Networking
Security

LANGUAGE

Languages

LEGAL

Legal Studies

MATH AND SCIENCE

Mathematics and Science

TEACHER PROFESSIONAL DEVELOPMENT

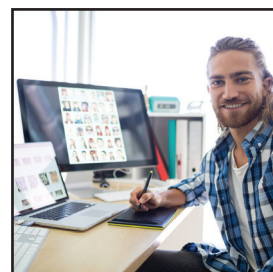
Child Development
Classroom Technology
Math and Science
Reading and Writing

TEST PREP

Automotive
Exam Prep
Information Technology

WRITING

Writing and Editing



NATIVE AMERICAN

Workshop Series



This series is returning by student request! Included are a series of classes, some previously offered and some new, all focusing on Native American culture. You may register for individual courses, or sign up for the series and receive a \$28 discount.

Series

HUMN 725-81

\$119 (Senior Fee \$59.50)

Fridays Oct. 1, 29, & Nov. 12

10 – 11:30 a.m. F 129 Mauter

Dream Catchers and More

Learn more about the nature of Native American life. This updated session includes more photos, details and new information. The First Peoples were deeply spiritual people. One finds the Circle throughout their culture; learn more about the importance and meaning of this symbol. "Everything an Indian does is in a circle, and that is because the power of the World always works in circles, and everything tries to be round ... The sky is round and I have heard the earth is round like a ball, and so are all the stars. The wind in its greatest power whirls, birds make their nest in circles, for theirs is the same religion as ours." — *Black Elk, Black Elk Speaks: Being the Life Story of a Holy Man of the Oglala Sioux*

HUMN 727-81

\$49 (Senior Fee \$24.50)

Friday Oct. 1

10 – 11:30 a.m. F 129 Mauter

NEW!

The Power of Plants and Animals!

Explore the inseparable bond of Native Americans and their deep reverence and respect for nature. Native American beliefs are found intertwined with all of Mother Earth. Their spirituality extends to all-natural objects, living and nonliving. Wander a different landscape and begin to recognize a relationship with nature.

HUMN 729-81

\$49 (Senior Fee \$24.50)

Friday Oct. 29

10 – 11:30 a.m. F 129 Mauter



NEW!

Moving & Touching the Earth with Words

Look at nature and life through Native American poetry. Take an elemental journey amid words and photos to another place. Discussion will include various Native American writers their poetry and other work.

HUMN 722-81

\$49 (Senior Fee \$24.50)

Friday Nov. 12

10 – 11:30 a.m. F 129 Mauter

About the Instructor -

Barbara Mauter

Barbara Mauter is an adjunct instructor with over 20 years college teaching experience. She has taught and presented various workshops for the University of Toledo, Bowling Green State University, Monroe County Community College and Lourdes University. She is also a Master Online Instructor. Barbara completed ALC (Active Learning Classroom) Training and has been incorporating new ideas into her workshops. Additionally, she attended a CDI (Course Design Institute), expanding her knowledge of course design. Her interests center around reading, thinking, how our minds work, and Native American culture and history. She is known for her critical thinking class activities.

NEW!

Finding Poetry Workshop

Have you ever wanted to write a poem, but felt writer's block, at a loss for words, or you were just daunted by the whole idea? Plan to attend a hands-on "Found Poetry" workshop and see how you can create your own poem. You will

be guided through the steps in creating an original poem (or two). Bring a pen and your sense of exploration!

HUMN 728-81

\$49 (Senior Fee \$24.50)

Friday Sept. 10

10 – 11:30 a.m. F 129 Mauter





destination DANCE SCHOOL

Quality and life-enriching instruction in tap, jazz, ballet, modern, theatre dance and ballroom for ages 3 to adult!

Train with Dance Director Kellie Lajiness!

- Michigan Dance Teacher of the Year, 2012
- Prominent educator in dance, musical theater and ballroom
- Established Master Class Instructor
- Recognized artist, advocate and mentor
- Award-winning and critically acclaimed choreographer and performer and professional ballroom competitor
- Bachelor of fine arts in dance from Western Michigan University
- Masters in dance from Ohio State University
- Michigan Dance Council board member
- Member, National Dance Educators of America
- Many former students pursuing degrees and careers in dance and musical theater
- AACT FEST 2019 Excellence in Choreography Award

At Destination Dance, You Will Enjoy:

- Highly creative and structured lessons
- A supportive environment for all age groups and ability levels
- Appropriate and thoughtful music selections
- A monthly calendar with updates
- Age appropriate dress code and policies

For more information, you may contact Destination Dance Director Kellie Lajiness at klajiness@monroeccc.edu.

If you are looking for a different class, time or age call to let us know!

Season 12 Schedule begins September 13

Registration Open House for new and returning students in the Health Education Building, H-139 are as follows:

Tuesday, August 24, 3 – 6 p.m.
Wednesday, August 25, 3 – 6 p.m.

Meet the Instructor

Receive Policies and Attire Guidelines

Holiday Showcase
Thursday, December 16 at 6:30 pm

**Annual Spring Recital
May 2022.**

This class schedule continues through May 2022. Summer schedule begins in June.

Look at Me I'm Three (Age 3/Young 4)

\$69 per section
Tuesdays 4:30 – 5:10 p.m. H 139
DANCE 747-81 Sept. 14 – Oct. 19
DANCE 747-82 Oct. 26 – Dec. 7
No class November 23

Intro Tap/Pre-Ballet Combo I (Age 4-5)

\$78 per section
Tuesdays 5:15 – 6:10 p.m. H 139
DANCE 734-81 Sept. 14 – Oct. 19
DANCE 734-82 Oct. 26 – Dec. 7
No class November 23

Youth Primary Ballet I (Age 6-8)

\$78 per section
Mondays 4:30 – 5:25 p.m. H 139
DANCE 769-81 Sept. 13 – Oct. 18
DANCE 769-82 Oct. 25 – Dec. 6
No class November 22

Youth Jazz and Tap Combo I (Age 6-8)

\$78 per section
Mondays 5:30 – 6:25 p.m. H 139
DANCE 787-81 Sept. 13 – Oct. 18
DANCE 787-82 Oct. 25 – Dec. 6
No class November 22

Pre-Teen Tap I (Age 9-12)

\$69 per section
Wednesdays 4:30 – 5:10 p.m. H 139
DANCE 743-81 Sept. 15 – Oct. 20
DANCE 743-82 Oct. 27 – Dec. 8
No class November 24

Pre-Teen/Teen Ballet I/II (Age 10-14)

\$78 per section
Thursdays 4:15 – 5:10 p.m. H 139
DANCE 791-81 Sept. 16 – Oct. 21
DANCE 791-83 Oct. 28 – Dec. 9
No class November 25

Pre-Teen/Teen Contemporary I (Age 10-14)

\$78 per section
Thursdays 5:15 – 6:10 p.m. H 139
DANCE 800-81 Sept. 16 – Oct. 21
DANCE 800-82 Oct. 28 – Dec. 9
No class November 25

Teen/Adult Tap I

\$78 per section (Senior Fee \$39)
Mondays 6:30 – 7:25 p.m. H 139
DANCE 757-81 Sept. 13 – Oct. 18
DANCE 757-82 Oct. 25 – Dec. 6
No class November 22

Teen/Adult Tap Level II

\$78 per section (Senior Fee \$39)
 Wednesdays 5:15 – 6:10 p.m. H 139
DANCE 782-81 Sept. 15 – Oct. 20
DANCE 782-82 Oct. 27 – Dec. 8
 No class November 24

Better Balance Ballet Barre Exercise

\$69 per section (\$34.50 Senior Fee)
 Wednesdays 6:15 – 6:55 p.m. H 139
DANCE 792-81 Sept. 15 – Oct. 20
DANCE 792-82 Oct. 27 – Dec. 8
 No class November 24

Teen/Adult Intermediate Theatre Tap

\$78 per section (\$39 Senior Fee)
 Wednesdays 7 – 7:55 p.m. H 139
DANCE 773-81 Sept. 15 – Oct. 20
DANCE 773-82 Oct. 27 – Dec. 8
 No class November 24

Destination Tap Collective**Intermediate/Advanced Teen/Adult Company Class**

\$78 per section
 Thursdays 7 – 8 p.m. Theater
DANCE 762A-81 Sept. 16 – Oct. 21
DANCE 762A-82 Oct. 28 – Dec. 9
 No class November 25

American Rhythm and Smooth Ballroom

Although you may prefer your own partner, partners are not required for group classes.

MONDAY EVENINGS**Ballroom Level II Class I -Foxtrot/Waltz/Swing**

DANCE 703-81
 \$78 (Senior Fee \$39)
 Mondays Sept. 13 – Oct. 18
 7:30 – 8:25 p.m. H 139

Ballroom Level II Class II Salsa/Rumba/Cha Cha

DANCE 703-82
 \$78 (Senior Fee \$39)
 Mondays Oct. 25 – Dec. 6
 7:30 – 8:25 p.m. H 139
 No class November 22

COVID-19 NOTICE: Before attending class, please go to www.monroeccc.edu/coronavirus for the most up-to-date information on COVID-19 requirements at MCCC, including policies on masking. As of the publication of this schedule, facemasks are required in MCCC classrooms and labs.

TUESDAY EVENINGS**Adult Beginner Variety I Class I Swing/Nightclub Two-Step and more!**

DANCE 702-81
 \$78 (Senior Fee \$39)
 Tuesdays Sept. 14 – Oct. 19
 7 – 7:55 p.m. Theater

Adult Beginner Variety I Class II Cha Cha/Rumba and more!

DANCE 702-82
 \$78 (Senior Fee \$39)
 Tuesdays Oct. 26 – Dec. 7th
 7 – 7:55 p.m. Theater
 No class November 23

WEDNESDAY EVENINGS**Adult Beginner Variety I Class I Foxtrot/Rumba and more!**

DANCE 702-83
 \$78 (Senior Fee \$39)
 Wednesdays Sept. 15 – Oct. 20
 8 – 8:55 p.m. H 139

Adult Beginner Variety I Class II Salsa/Swing and more!

DANCE 702-84
 \$78 (Senior Fee \$39)
 Wednesdays Oct. 27 – Dec. 8
 8 – 8:55 p.m. H 139
 No class on November 24

THURSDAY EVENINGS**Adult Beginner Variety I Class I Argentine Tango/Salsa and more!**

DANCE 702-85
 \$78 (Senior Fee \$39)
 Thursdays Sept. 16 – Oct. 21
 8 – 8:55 p.m. Theater

Adult Beginner Variety I Class II American Tango/Waltz and more!

DANCE 702-86
 \$78 (Senior Fee \$39)
 Thursdays Oct. 28 – Dec. 9
 8 – 8:55 p.m. Theater
 No class November 25

NEW Practice Sessions for currently enrolled students!

These are six, one-hour practice parties designed to improve your dance skills.

Practice Makes Perfect Session I

DANCE 801-81
 \$30 (Senior Fee \$15)
 Tuesdays Sept. 14 – Oct. 19
 8 – 9:00 p.m. Theater

Practice Makes Perfect Session II

DANCE 802-81
 \$30 (Senior Fee \$15)
 Tuesdays Oct. 26 – Dec. 7
 8 – 9:00 p.m. Theater
 No class on November 23

Wedding Bells Ballroom Package

This package includes an introductory planning session and three private lessons.

Contact Kellie Lajiness at:
klajiness@monroeccc.edu
 for initial contact.

PRIVATE DANCE LESSONS

Private dance lessons are available in any field of study and you may purchase any number of lessons. **Private Lesson Fees: \$50 per hour.**

Stay tuned for MCCC Ballroom Dance Club's Return! Monthly dance parties in the Health Education Building, room 139. Open to the Public!

IODE AUDITIONS FOR 2021/22 SEASON!

MCCC's Inside Out Dance Ensemble will hold auditions for Adult dancers age 18+ and apprentices ages 14+ in the Health Education Building, room H-139. Please choose one of the following time slots to attend.

September 17, 5 – 8 p.m. OR September 18, 9 a.m. – Noon

Meet Katie Valley, Registered Holistic Nutritionist

Katie Valley, BSc, RHNP, is a Registered Holistic Nutrition Practitioner and Licensed Body Positive Facilitator with a bachelor of science degree in public health education. Katie has dedicated the past decade to helping others in various health-centered roles, including community outreach and being a Wellness Champion for a major U.S. airline. She truly enjoys sharing her passion with others through motivation and support through group coaching and one-on-one nutrition consultations. It was through her own health challenges that she discovered holistic nutrition. After transforming her own health through food and simple habit change, it inspired her to guide others in doing the same!



All of Katie's classes will meet via Zoom. Login instructions will be sent to you via the email address you provide at registration.

COVID-19 NOTICE: Before attending class, please go to www.monroeccc.edu/coronavirus for the most up-to-date information on COVID-19 requirements at MCCC, including policies on masking. As of the publication of this schedule, facemasks are required in MCCC classrooms and labs.

Mindful Eating (Virtual) *Creating a Healthy Relationship with Food and Body*

Are you tired of dieting? Do you ever wish you knew how to eat to support your health, that doesn't involve restrictive calorie counting and measuring? If so, this course is for you. Please bring a snack to class. In this class you will:

- Understand why dieting makes it more difficult to practice mindful eating
- Learn about the hunger/fullness chart
- Understand emotional hunger vs. physical hunger
- Learn the impact of stress on digestion
- Be guided through mindful eating meditation

HLTSC 782-41

\$30 (Senior Fee \$15)

Wednesday Sept. 22

11 a.m. – 12:15 p.m. Zoom Valley

NEW!

The Body Confidence Project (Virtual)

This would be a discussion based body image support group series. You will learn to:

- Reclaim your health
- Practice intuitive self care
- Cultivate self love
- Declare your own authentic beauty
- Build community

This program was developed to teach people how to overcome conflicts with their bodies to lead happier, more productive lives. It is a solution-focused, whole-person model that offers positive messages of hope and freedom, and provides an alternative to the mainstream weight-focused health model that most individuals are taught. The goal is for people to gather information from a place of trusting their own intuitive wisdom in order to develop balanced and lasting self-care practices so they can focus on the parts of life that have purpose and meaning. This is a closed group, meaning once it begins, it will be closed to new participants.

HLTSC 788-41

\$199 (Senior Fee \$99.50)

Thursdays Sept. 23 – Nov. 11

4– 5:30 p.m. Zoom Valley

NEW!

Gentle Nutrition (Virtual)

Learn to make food choices that honor your health, but skip the perfection! Good nutrition is about what you eat consistently over time – that's what matters! In this class, you will learn about nutrition from a non-diet lens. Leave behind the all or nothing mindset that keeps us stuck, and embrace balance that is manageable, sustainable and enjoyable. In this class, you'll learn how to:

- Avoid black and white thinking
- Make choices based on internal cues vs. external cues
- Understand hunger/fullness
- Learn about mindful eating
- Cope with emotions without using food

HLTSC 790-41

\$30 (Senior Fee \$15)

Wednesday Oct. 27

11 a.m. – 12:15 p.m. Zoom Valley

Intuitive Eating for Optimal Health (Virtual)

Diet culture surrounds us whether or not we realize it, and it often encourages us to start a new diet or weight-loss plan, as if being smaller will automatically make our lives better. And the busyness of today's world doesn't make it any easier to cultivate a good relationship with our food. Usually, we're left with inadequate time to plan, prepare and pay attention to our meals. So we do our best — opting for the "healthier option" without considering whether or not we're even hungry or what we're actually craving. We follow rules about the timing and types of food we think we should be eating — and it's easy to fall into a pattern of shame and guilt when we inevitably break these food rules. Enter, Intuitive Eating for Optimal Health.

HLTSC 729-41

\$30 (Senior Fee \$15)

Wednesday Oct. 6

11 a.m. – 12:15 p.m. Zoom Valley



MEDICAL CAREER TRAINING

Clinical Medical Assistant Program

Entry Level • Clinical Practice



This program is designed to prepare students to function as professionals in multiple healthcare settings. Medical assistants with a clinical background perform various clinical tasks including assisting with the administration of medications and with minor procedures, performing an EKG electrocardiogram, obtaining laboratory specimens for testing, educating patients and other related tasks. Job opportunities are prevalent with physician's offices, clinics, chiropractor's offices, hospitals and outpatient facilities. Externship included.

140 classroom hours + 160 clinical hours

MEDCL 826-81

\$2,499 (Senior Fee \$2,209)

Tues/Thurs/Sat Sept. 28 – Jan. 18
6 – 9:30 p.m. Z 260 Staff

Meets from 9 a.m. – 4 p.m. on the following Saturdays: Oct. 9, 23, Nov. 6, 20, Dec. 11 and Jan. 8



Dental Assisting Program

Entry Level • Clinical Practice



This program prepares students for entry-level positions in one of the fastest growing healthcare professions. With the national increase in healthcare-related services, and the national shortage of healthcare professionals, the need for dental assistants is growing substantially. With a growing workforce over 300,000 strong, a career in dental assisting ranks as the fourth-fastest growing occupation in the healthcare technician field. The program prepares learners for entry-level positions as a chair-side dental assistant. The purpose of this program is to familiarize learners with all areas of administrative and clinical dental assisting focusing on the responsibilities required to function as an assistant in a dental practice. Externship included.

60 classroom hours + 40 clinical hours

MEDCL 828-81

\$1,254 (Senior Fee \$1,106.50)

Mon/Wed Oct. 4 – Dec. 1
6 – 9:30 p.m. Z 260 Staff

No class on Nov. 24

Clinical Externships - for CMA Dental & Pharmacy Programs

Externships are learning opportunities, giving you short practical experiences in your field of study. Externships are often viewed as job shadowing, as you are closely supervised by employee volunteers who will walk you through day to day routines. The experience allows you to apply your coursework experience in a real life setting and a chance to observe and ask questions to prepare for the transition from school to career. Externships are an excellent way to help you get your foot in the door for possible job openings. Externship Requirements: Provide a resume; provide your own transportation; submit a criminal background check and 10-panel drug screen – at your expense; be punctual and attend; comply with facility policies, including dress, uniform and hygiene practices, and comply with immunization requirements including TB and/or Hepatitis B series.



Pharmacy Technician Certification Program

Entry Level • Clinical Practice



The need for pharmacy technicians continues to grow with demand expected to increase substantially through 2024. Technicians work under the supervision of a registered pharmacist in hospitals, home infusion pharmacies, community pharmacies and other healthcare settings. This high demand for pharmacy technicians is the result of a multitude of factors, including the constant availability of new drugs, the national shortage of registered pharmacists, the

establishment of certified pharmacy technicians, and the aging population. Approximately 400,000 technicians will be employed by the year 2024 to meet our nation's growing healthcare demands. This comprehensive course will prepare learners to enter the pharmacy field and take the Pharmacy Technician Certification Board's PTCB exam. Externship included.

50 classroom hours + 80 clinical hours

MEDCL 807-81

\$1,049 (Senior Fee \$924)

Tues/Thurs Oct. 5 – Nov. 23
6 – 9:30 p.m. Z 258 Staff





Sterile Processing Technician

This 63-hour Sterile Processing Technician program is designed to prepare students to function as a sterile processing professional in multiple healthcare settings. Sterile Processing technicians perform and participate in decontamination, cleaning, assembling, packaging, scanning, sterilization, storage, and distribution of reusable surgical instrumentation and equipment. This course is a combination of lecture, hands-on labs, and site visits to a local facility. This course will be taught live on campus. Clinical hours will be at facilities located in southeast Michigan or northwest Ohio, generally within one-hour drive time from Monroe.

The purpose of this program is to prepare students to clearly and thoroughly understand his or her roles and responsibilities. Working in a sterile processing area requires specific knowledge and skills, including an understanding of the following key areas and topics:

- Instrumentation: knowledge of surgical instruments and specialty devices
- Processing of surgical instrumentation: decontamination, packaging and sterilization of surgical instrumentation
- Processing of moveable patient equipment: processing, cleaning, testing, assembly, and distribution of movable patient care equipment
- Storage and inventory: storage, handling, and distribution of sterile surgical instrumentation and devices, as well as inventory control and cost recovery systems
- Medical terminology: knowledge of medical terminology, anatomy and physiology, and microbiology
- Prevention processes: infection prevention, decontamination and disinfection processes

Students who complete this comprehensive course with a passing grade of 70 or higher would be prepared to sit for The Certification Board for Sterile Processing and Distribution (CBSPD) SPD Technician Certification Exam. CEUs: 8

MEDCL 842-81

\$1,995 (Senior Fee \$1795.50)

Tues/Thurs

Sept. 14 – Dec. 7

6 – 9 p.m.

L 145 Staff





CrossFit

CrossFit is a core strength and conditioning program that delivers a fitness that is broad, general and inclusive by design. Our specialty is not specializing. Elements of track and field, gymnastics, weightlifting and strongman are combined in short, intense daily workouts to maximize results for any individual. Never done weightlifting or a pull-up before? No worries. In our introductory foundation classes, you will learn proper technique for movements and exercises that make up a typical CrossFit workout. We will also discuss other important topics such as stretching, mobility and nutrition.

Classes meet monthly at Light the Fire CrossFit at 428 S. Monroe Street in Monroe. Rates vary based on membership package.

Call the Office of Lifelong Learning at 734.384.4127 to register.

For current schedule of classes visit Light the Fire Crossfit at www.lightthefirecrossfit.com



Tae Kwon Do

Tae kwon do is a Korean martial art that translates into "the way of kicking and punching" with proper attitude and concentration. Practice tae kwon do to learn mind and body control through unarmed self-defense techniques, discipline and concentration. Class is taught by Instructor Master Mark Bergmooser, a certified 5th-degree black belt and Instructor Frank Stasa. Open to students age 5 and older.

\$60 (Senior Fee \$31.50) – classroom training only (no private lessons)

\$95 (Senior Fee \$59) – includes classroom training and one private lesson. If you wish to schedule additional private lessons with each section, please call the office for pricing and to register. Private tae kwon do lessons must be completed prior to the end of the semester or by the date determined by the instructor.

WINTER SEMESTER

HPE 712A-81 – classroom only
HPE 713-81A – classroom plus one private lesson
 Tues/Thurs Aug. 31 – Sept. 21
 6:30 – 7:45 p.m. H 139 Bergmooser/Stasa

HPE 712C-81 – classroom only
HPE 713-81C – classroom plus one private lesson
 Tues/Thurs Oct. 19 – Nov. 9
 6:30 – 7:45 p.m. H 139 Bergmooser/Stasa

HPE 712B-81 – classroom only
HPE 713-81B – classroom plus one private lesson
 Tues/Thurs Sept. 23 – Oct. 14
 6:30 – 7:45 p.m. H 139 Bergmooser/Stasa

HPE 710-81 – classroom only
HPE 713-81D – classroom plus one private lesson
 Tues/Thurs Nov. 11 – Dec. 9
 6:30 – 7:45 p.m. H 139 Bergmooser/Stasa
 No class Nov. 16 & 25.



Fitness Instructor Online Training Courses with World Instructor Training School (W.I.T.S)

Hybrid Certified Personal Trainer Course

This hybrid course includes virtual lectures plus in-person practical skills lab on campus.

Get all the information needed to start an exciting fitness career and become a Certified Personal Trainer. Turn your fitness passion into a profession.

The scheduled virtual lectures are led by our five-star teacher. Topics will cover 15 hours on anatomy, exercise physiology, kinesiology, biomechanics, nutrition and more.

The in-person practical skill labs allow you to role play and review essential hands-on skills to master assessing clients, stretching, warm ups/cool downs, exercise analysis and programming design.

The course includes the national test vouchers (\$450 value) and extra access to our online video enhanced CPT course to review lectures and labs at no extra cost! W.I.T.S. 30-hour optional employer internship (Level 2 Certification) helps walk you into jobs who very much value our unique certification.

We are all about your success and the tools we give you will help you reach that goal. CEUs: 3.6 (32 hours over 6 weeks)

Required Textbook: (Sold Separately) Howley, Edward T. and Thompson, Dixie L. 2017. Fitness Professional's Handbook. 7th Edition. Publisher: Human Kinetics, Champaign, IL. The e-book costs \$70 and the cost for the hard cover version is \$89, plus \$15.95 for shipping, and must be purchased by the student. Amazon Prime also has a rent-a-book option set up.

Prerequisite: You must have a high school diploma/GED and be at least 18 years old.

HPE 729-81

\$800 (Senior Fee \$700)

9 a.m. – 4 p.m.*

Saturdays H 110

Oct. 16 – Dec. 4
WITS Staff



No class on November 20 and 27

* 9 a.m. – Noon is virtual lecture done wherever you prefer

* 1 – 4 p.m. is practical (in person) labs on campus



Women's Health Fitness

This Women's Health Fitness class is taught by Katie Bacarella, a physical therapist who specializes in pregnancy and postpartum. The class is specifically designed for women in this demographic. About the class: Have you been told that peeing when you sneeze after having a baby is normal? Or that doing "x" and "y" will help you bounce back after having a baby? Do you have questions or concerns about diastasis or ab separation due to pregnancy? If so, this is a class for you.

Class is taught at Light the Fire Crossfit in Monroe.

Please call our office for more information.

Real Estate Fundamentals

Prepare for the Michigan Real Estate Exam, administered by AMP (Applied Management Professionals). The course also serves as an excellent survey of the laws affecting real estate transactions for investors and those desiring a more thorough knowledge of the subject. Topics include real estate laws, rules and regulations, contracts, financing, ownership, brokerage, valuation and fair housing. This course is state-licensed for 40 hours of instruction and is open to the general public. Note: You must complete the 40 hours of instruction and pass the final exam in order to receive a passing grade for the class. Cost includes text and materials. CEUs: 4.0

RELST 701-81

\$279 (Senior Fee \$244.50)

Mon/Tues/Wed/Thurs Oct. 11 – 26
6 – 10 p.m. H 165 Bowman

Michigan 6-Hour Real Estate Continuing Education

This course is approved by the Board of Real Estate Brokers and Salespeople for six hours of the relicensure continuing education requirements. Subjects covered will include a Michigan statutes and rules update, real estate law cases, national industry updates and avoiding fraud and misrepresentation. This course includes the required two hours of law. The course fee includes materials. Participants arriving after the class begins will not be admitted due to the six-hour state requirement. Your real estate ID card and driver's license is required at check in, which begins 15 minutes before the class start time. CEUs: .6

RELST 703-81

\$43 (Senior Fee \$23.50)

Thursday Sept. 30
9:30 a.m. – 4 p.m. H 165 Bowman

RELST 703-82

\$43 (Senior Fee \$23.50)

Wednesday Oct. 27
5 – 11 p.m. H 165 Bowman

COVID-19 NOTICE: Before attending class, please go to www.monroeccc.edu/coronavirus for the most up-to-date information on COVID-19 requirements at MCCC, including policies on masking. As of the publication of this schedule, facemasks are required in MCCC classrooms and labs.



Boiler and Power Plant Fundamentals

Designed as a fundamentals course in boiler operations and power plant basics, students who successfully complete this course will be qualified to seek employment in facilities using boilers in any energy conversion process. Topics covered include:

- Power plant theory, equipment and procedures
- Basic understanding of the ASME code
- Instruction on various theories and systems relevant to the industry

Please note: In order to enroll in this course, you must complete the Accuplacer placement test and obtain a minimum score of 250 in English, 238 in Reading and 262 in Elementary Algebra.



Text is included in the cost. Online registration is not available for this class as your test scores must be verified prior to enrolling. CEUs: 8.8

MECH 727-81

\$759 (Senior Fee \$429.50)

Tues/Thurs Oct. 5 – Dec. 21
5 – 9 p.m. Z 271 Kiselewski



Home Inspection Certificate Course (Online)

Do you want a career that doesn't have you chained to a desk all day? Are you looking for something that you can do part-time or to supplement your income? If you are a good communicator, enjoy working with people, and have good mechanical and technical aptitude, a career as a home inspector may be right for you. This course is endorsed by the American Society of Home Inspectors.

This 10-course program provides you with the technical skills and expertise required to conduct visual examinations and deliver written reports on the physical and operational condition of homes or housing units. Each of the 10 courses will require a minimum of 42 contact hours of study. Exercises and practical quizzes allow you to check your progress.

Each module will have instructor support and can be taken in any order you choose.

Roofing (Online)

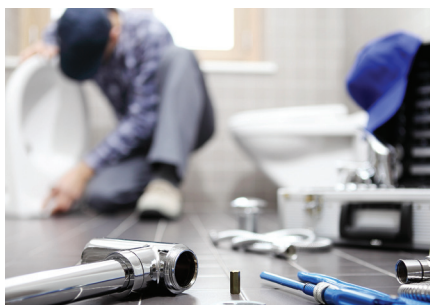
This course covers both sloped and flat roof coverings. Detailed descriptions and illustrations help to explain problems, causes and implications for common roofing materials. It also goes into detail on how to inspect roofs and what to watch for.

HOMNT 729A-41
\$395 (Senior \$332.50)

Structure (Online)

In the Structure course, all of the structural elements of a building from the footings and foundations to the floor, wall and roof assemblies are addressed in detail. Elements of good construction are illustrated, along with common failure modes and how to identify them.

HOMNT 729B-41
\$395 (Senior \$332.50)



Electrical (Online)

This Electrical course starts with a description of house electricity and develops an understanding of the basics. The course moves on to address getting electricity into the house and distributing it safely to its end-use points including switches, lights and receptacles. The course is designed to provide people who do not have an electrical background with the skills necessary to perform the electrical part of a professional home inspection.

HOMNT 729C-41
\$395 (Senior \$332.50)

Heating I (Online)

This course introduces residential heating systems, starting with a description of various fuels. The course then focuses on the different types of furnaces and boilers. Students will get detailed instructions on operational tests, common failure modes and life expectancies of various systems are covered.

HOMNT 729D-41
\$395 (Senior \$332.50)

Heating II (Online)

The Heating course continues with a focus on chimneys, wood heating, fireplaces, steam heating, electric heating systems and space heaters. Each topic starts with a description of how the system works. Heating II concentrates on inspection strategies, test procedures and problem identification.

HOMNT 729E-41
\$395 (Senior \$332.50)

Air Conditioning & Heat Pumps (Online)

In our Air Conditioning & Heat Pumps course, complex mechanical systems are broken down into simple components. Starting with basic principles of operation and building on an understanding, considerable detail is provided on how these systems fail. Upon completion, students can inspect air conditioning and heat pump systems as a professional home inspector.

HOMNT 729F-41
\$395 (Senior \$332.50)

Plumbing (Online)

This course is broken into four parts: supply piping, water heaters, waste piping, and plumbing fixtures. The physics of water is covered at the beginning in a simple, common-sense way. You will also learn how systems work and common failure modes.

HOMNT 729G-41
\$395 (Senior \$332.50)

Exterior (Online)

The Exterior course covers retaining walls, grounds, window wells, lot grading, driveways, patios, walkways, decks, balconies, stoops and steps, porches, railings, wall cladding, flashing trim, eaves, soffits, fascia, as well as exterior doors and windows. You will learn to describe the exterior wall covering and inspect all aspects of the exterior named above.

HOMNT 729H-41
\$395 (Senior \$332.50)

Insulation and Interiors (Online)

In the Insulation & Interiors course, you will learn to inspect thermal insulation, vapor barrier and ventilation systems. You will also learn how to inspect interior elements of homes such as walls, ceilings, floors, basements, doors, windows, interior stairs/railings, countertops and cabinets, and garage doors/door operators.

HOMNT 729I-41
\$395 (Senior \$332.50)

Communication and Professional Practice (Online)

Home inspectors are required, both verbally and in writing, to describe the inspection process and communicate inspection findings to the client. It is important that home inspectors communicate clearly and effectively to ensure that clients understand the inspection results and the report. In this course, students develop their oral and written communication skills, and learn the reporting requirements and proper conduct for a professional home inspector.

HOMNT 729J-41
\$395 (Senior \$332.50)



Call our office at 734.384.4127 to register.



Electrical Apprenticeship – Level 1

Monroe County Community College and the Southeast Michigan Construction Academy (SEMCA) will be offering the Electrical Apprenticeship – Level 1 class this fall (September 7 – December 16) and winter (January 3 – May 5) semesters at Monroe County Community College. You must begin in the fall semester. Classes will meet on Tuesday/Thursday from 6:30 – 9:00 pm. Employment is not guaranteed, nor required to begin this training. SEMCA will work with students who would like to be employed in the electrical field. Students must be 18 or older with a high school diploma/GED to apply. Students must also provide copies of driver's license, social security card and high school diploma/GED.

This hands-on course will begin with basic construction safety in residential, commercial and industrial construction. All students will receive instruction on operating hand and power tools. Students will be introduced to electrical theory and the rules and regulations that govern the trade through the National Electrical Code (NEC). In addition, students will learn the basics of electrical circuits, conduit bending and residential electrical service. Throughout the Level 1 course, students will spend time in the classroom as well as shop space to learn performance tasks. Successful completion of this course will result in an industry-recognized NCCER credential and an OSHA 10 certification. First year tuition is \$3,800; textbooks are included.

For additional information on how to apply for this program, please contact Renee Drouillard at rdrouillard@monroeccc.edu or (734) 384-4229 or Barry Kinsey at bkkinsey@monroeccc.edu.

Vex Robotics

The VEX Robotic team provides students 3rd grade through college, in three different age groups, the opportunity to learn about competitive robotics as part of a community team. Students can participate year round with new contests and projects being implemented annually. Students will gain an introduction to mechanical, electrical, programming and CAD design while keeping track of individual progress through an engineering notebook. Students also develop additional skills, including multimedia marketing, team building, time management, and public speaking. The VEX program operates on the MCCC campus for six competitive seasons and is designed to be a year-round, continuous student development program. Interested students should visit a class session to learn more and meet the other team members and mentors. **Contact mmohn@monroeccc.edu or jeffdemaray@yahoo.com for further information.**

VEX Age Groups

VEXIQ Robotics: The VEXIQ Robotic platform, which requires limited tool usage and no power tools, is for 3rd grade through 8th grade. The class is generally scheduled to meet on Monday nights, but other options are available. Middle school students could be assigned to VRC based on experience. Students form teams of 4-6 students and compete in both home and away events. Teams from the Virus group have competed at both state championship and the world championship.

VEX Robotics Competition (VRC): The VRC teams consist of 4 or more students 8th grade through 12th grade. Students begin to use power tools including drills, Dremel and band saws. Students will also be given the opportunity to compete more times than the VEXIQ division. Middle school students are assigned to VEXIQ or VRC based on experience, ability and other factors. Recently teams from MCCC have competed in both away and home events including both the state championship and the world championship.

VEXU: The VEXU platform uses VRC parts but the rules are different, the robots are bigger, and a greater emphasis is placed on autonomous driving via software development. Students have an upper age limit of 26 and must be a registered college student full or part-time. Students can attend MCCC or other local college to participate on the team. Last year, which was the inaugural year for the program, the MCCC team competed at the World Championship.

Current schedule: Monday, Tuesday and Thursday, 5:30 – 9:30 p.m. in the Cellar

COVID-19 NOTICE: Before attending class, please go to www.monroeccc.edu/coronavirus for the most up-to-date information on COVID-19 requirements at MCCC, including policies on masking. As of the publication of this schedule, facemasks are required in MCCC classrooms and labs.

BUSINESS & INDUSTRY | WORKFORCE TRAINING | PROFESSIONAL DEVELOPMENT



Paralegal and Legal Support Training Courses

Our partners at The Center of Legal Studies offer these worldwide common law training courses. It doesn't matter where you are located, because CLS courses are available in multiple formats. We are offering the following courses to you in an online format. The Center for Legal Studies is a legal education company focused on providing students the most affordable and effective legal education possible.

Legal Studies Sessions:

August 23 – October 8
October 18 – December 3
January 10 – February 25

Paralegal Certificate Course

\$1595 + Books & Westlaw / 90
CLOCK HOURS

This intensive, nationally acclaimed program is designed for beginning as well as advanced legal workers.

Advanced Paralegal Certificate Course

\$2400 + Books & Westlaw / 270
CLOCK HOURS

Students may take topics individually. A certificate will be issued only if the student completes six of the fourteen advanced topics.

Advanced Paralegal Individual Topics

\$400 PER TOPIC / 45 CLOCK HOURS
PER TOPIC

Bankruptcy Law
Victim Advocacy
Advanced Legal Research
Alternative Dispute Resolution
Business Law and Practices
Estate Planning: Probate, Wills & Trusts
Criminal Law
Family Law
Constitutional Law and Civil Liberties
Water Law
Immigration Law
Education Law
Criminal Procedure
Intellectual Property

Legal Secretary Certificate Course

\$995 + Books / 45 CLOCK HOURS

This intensive program is designed for both beginning and experienced secretaries who are interested in improving their skills and working more efficiently within the law office.

Legal Nurse Consultant Training Course

\$1195 + Books / 42 CLOCK HOURS

This program prepares registered nurses for a career in the legal field as legal nurse consultants.

Victim Advocacy Certificate Course

\$995 + Books / 45 CLOCK HOURS

Prepare to work in victim advocacy arenas, such as domestic violence shelters, crisis centers, crisis hotlines, and with state and county governments to assist crime victims in progressing through the criminal justice system and toward successful recovery.



Other courses available to you include:

Advanced Legal Research and Writing Certificate Course

\$995 + Books / 50 CLOCK HOURS

eDiscovery for Paralegals

\$995 + Books / 45 CLOCK HOURS

Software Essentials for the Law Office

\$995 + Books / 50 CLOCK HOURS

Personal Injury for Paralegals

\$995 + Books / 45 CLOCK HOURS

Employment Law Certificate Course

\$995 + Books / 45 CLOCK HOURS

Medical Professional Legal Consultant

\$1295 + Books / 45 CLOCK HOURS

Legal Investigation Certificate Course

\$995 + Books / 45 CLOCK HOURS

Alternative Dispute Resolution (Mediation) Certificate Course

\$995 + Books / 45 CLOCK HOURS

Intellectual Property Law for Engineers Certificate Course

\$995 + Books / 45 CLOCK HOURS

Please call the Office of Lifelong Learning at 734-384-4127 to register or for more information. You may access detailed course descriptions and outlines at www.legalstudies.com.

Online Advanced Career Training

Our online courses can start you on a path to an in-demand profession or help advance your current career with industry certification. You may begin these courses at any time and learn at your own pace. Upon successful completion of all coursework, you will receive a certificate of completion. All materials are included in the course fees. Each course has an instructor assigned to answer questions and solve student problems.

Features

- 6-18 month self-paced, start anytime
- Textbook and materials included
- Prepare for industry certification
- Certification exam vouchers are included
- Financial assistance available (via ED2GO)
- Student advisors provide you coaching, motivation and career readiness support



Jump Start Your Career or Find a New One

Getting Started

1. Find your course at:
<https://careertraining.ed2go.com/mccc/>
2. To register, contact us at 734.384.4127.

Online Courses Available Medical Billing and Coding (Voucher Included)

Train for an in-demand healthcare career in medical billing and coding and prepare for industry certification in this course. 370 HRS

Certified Medical Administrative Assistant with Medical Billing and Coding (Vouchers Included)

This course will teach you how administrative medical assistants are versatile and valuable members of the healthcare team who handle a broad range of duties. You will also be prepared for the Certified Medical Administrative Assistant (CMAA) national certification exam offered by the National Healthcareer Association (NHA). 530 HRS

Certified Bookkeeper

The Certified Course helps professional bookkeepers earn prestigious American Institute of Professional Bookkeepers (AIPB) certification. 140 HRS

Pharmacy Technician (Voucher Included)

Pharmacy technicians support licensed pharmacists in providing health care to patients. Train to enter this rapidly growing field with this respected online course. 330 HRS

Certified Wedding Planner

This comprehensive course covers everything an aspiring wedding planner needs to know to get started in the business. This course will provide all the knowledge you need to work as a professional wedding planner or start your own business. 340 HRS

Certified Medical Administrative Assistant (CCMA)(Voucher Included)

This course will train students to handle the increasing complexities of healthcare management and patient care in offices of physicians and other providers. 160 HRS

Certified Outpatient Coder (Voucher Included)

This course teaches the competencies needed to prepare you to sit for the AAPC Certified Outpatient Coder (COC) certification exam. 200

HRS HVAC/R Certified Technician

The HVAC/R Certified Technician course is a comprehensive online training that encompasses heating, ventilation, air conditioning and refrigeration. 265 HRS

ICD-10 Medical Coding

Prepare for the future of medical coding by mastering the steps for using the ICD-10-CM and ICD-10-PCS to code medical diagnoses and procedures. 200 HRS



Professional Bookkeeping with QuickBooks 2015, Software Included

This course teaches students how to master professional bookkeeping using QuickBooks 2015 software. 140 HRS

Payroll Practice and Management (Voucher Included)

Become knowledgeable in all facets of payroll rules and regulations, and join one of the fastest-growing career fields today. 100 HRS

SSCP Systems Security Certified Practitioner (Voucher Included)

This course is an ideal course for individuals interested in advancing their knowledge of information and systems security. 75 HRS

CompTIA Security+ Certification Training (Voucher Included)

Take your first step toward a career as a security professional and prepare yourself for the CompTIA Security+ certification exam as you master the basics of system security, network infrastructure, access control and organizational security. 80 HRS

CompTIA A+ Certification Training (Voucher Included)

CompTIA A+ certification is the industry standard for validating the skills of entry-level computer technicians. It opens the door to an exciting career in computer technology, and ed2go's online course makes training convenient and interactive. 230 HRS

Online Advanced Career Training (continued).



Web Applications Developer

Master the skills you need to create dynamic database-driven websites using the latest technologies. 360 HRS

CompTIA Healthcare IT Technician

The CompTIA Healthcare IT Technician course teaches the fundamentals of healthcare IT (HIT) by using the CompTIA Healthcare IT Technician (HIT-001) exam objectives as the framework. 80 HRS

Certified Information Systems Security Professional (CISSP)

CISM is one of the most valued certifications in the IT security industry. This online course will prepare you to sit for the CISM certification exam, and the exam cost is included. 150 HRS



Grant Writing

Learn to write grant proposals that get funded in this nationally recognized Grant Writing course. 300 HRS

Human Resources Professional

Master the skills you need to gain an entry-level position in human resources and prepare to take the PHR (Professional in Human Resources) certification exam. 120 HRS

Advanced Hospital Coding and CCS Prep

This course will utilize your existing knowledge of medical terminology and healthcare sciences. Increase your coding skills and prepare to take the certification exam to become a Certified Coding Specialist. 80 HRS



CNA: Routing and Switching (Voucher Included)

Gain the knowledge to install, configure, operate and troubleshoot medium-size routed and switched networks while preparing you for the 200-125 CCNA exam or the 100-105 ICND1 and 200-105 ICND2 exams. 180 HRS



<http://careertraining.ed2go.com/MCCC/>

HealthGuard Professional Food Manager

Owners and managers of food service establishments have a responsibility to provide safe food to their customers. Operators need to understand that the consequences of inadequate food safety knowledge or poor hygienic practices can be very serious. Participants will learn their responsibilities as they relate to providing safe food to customers.

This course includes Hazards and Sources of Contamination, Employee Health and Personal Hygiene, Safe Food Handling, Equipment, Facilities and HACCP. It includes the nationally accredited Professional Food Manager Certification exam developed by the National Registry of Food Safety Professionals.

This training is in conformance with the Michigan Food Law that requires all licensees must have a "Certified Food Manager." This course, along with a passing score from the exam, meets that requirement. Target Audience: Food Service Employees. CEUs: .8

CSM 718-71

\$155 (Senior Fee \$137)

Tuesday Sept. 14
8 a.m. – 6 p.m. L 145 Childress

CSM 718-72

\$115 (Senior Fee \$137)

Tuesday Oct. 12
8 a.m. – 6 p.m. L 145 Childress

CSM 718-73

\$115 (Senior Fee \$137)

Tuesday Nov. 9
8 a.m. – 6 p.m. L 145 Childress





MICROSOFT OFFICE CLASSES

Basic Excel (Virtual)

Learn the premier spreadsheet application. Tips will be given on when and how to use the ribbon interface.

Prerequisite: You must have previous computer experience including Windows and keyboarding skills. Cost includes materials. CEUs: .8

MICRO 774-41

\$99 (Senior Fee \$53)

Tues/Thurs

Sept. 28 – Oct. 7

8:30 – 10:30 a.m.

Zoom Colston

Intermediate Excel (Virtual)

This is a follow-up to the basic class or for those Excel users who are comfortable with the program but wish to be introduced to some of Excel's more advanced tools. You'll learn how to manage workbooks and prepare them for the Web, automate worksheet tasks, use lists, analyze list data, and enhance charts and worksheets. Cost includes materials. CEUs: .8

MICRO 802-41

\$99 (Senior Fee \$53)

Tues/Thurs

Oct. 12 – 21

8:30 – 10:30 a.m.

Zoom Colston

Advanced Excel (Virtual)

This is an accelerated, advanced class. Participants are encouraged to bring in real-life problems for review in the lab.

A course card is included with the course. The target audience is anyone that has previously enrolled in Excel Intermediate or those who have extensive experience working with Excel. Cost includes materials. CEUs: .8

MICRO 905-41

\$99 (Senior Fee \$53)

Tues/Thurs

Oct. 26 – Nov. 4

8:30 – 10:30 a.m.

Zoom Colston

Microsoft PowerPoint Advanced (Virtual)

The advanced features of PowerPoint will be presented including how to enhance charts; work with objects and hyperlinks; and use slide show features. CEUs: .8

MICRO 870-41

\$119 (Senior Fee \$63)

Tues/Thurs

Nov. 9 – 18

8:30 – 10:30 a.m.

Zoom Colston

For additional details or to register, contact Renee Drouillard at rdrouillard@monroeccc.edu or 734.384.4229.



Learn Microsoft Office from the Comfort of Home

Choose from more than 300 online classes available every month!

- Expert Instructors
- 24-Hour Access
- Online Discussion Areas
- 6 Weeks of Instruction

Microsoft Courses

Intro to Microsoft Word

Learn how to create and modify documents in Word, the most popular word-processing program available.

Intro to Microsoft Excel

Discover dozens of shortcuts and tricks, and learn the secrets behind writing powerful formulas, using functions, sorting and analyzing data, creating custom charts and much more!

Intro to Microsoft PowerPoint

Learn to create impressive slide presentations filled with visually stimulating elements.

Intro to Microsoft Access

Learn how Microsoft's powerful database can help you store and manage information you've collected about your business, home or community.

Intro to Microsoft Outlook

Learn the essentials of Microsoft Outlook 2013 from an expert instructor. Get up and running quickly with the most important aspects of the program.

Intro to Windows 10

Learn to use this powerful new operating system, including how to customize your desktop, manage files and folders, and navigate the web with the new Microsoft Edge browser.

Online Courses with ED2GO

Our instructor-facilitated online courses are informative, fun, convenient and highly interactive. Our instructors are famous for their ability to create warm and supportive communities of learners. All courses run for six weeks (with a 10-day grace period at the end). Courses are project-oriented and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links and more. You can complete any course entirely from your home or office any time of the day or night.

WELCOME!

Most courses run for six weeks (with a 10-day grace period at the end). Courses are project oriented and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links and more. You can complete any of these courses entirely from your home or office and at any time of the day or night.

GETTING STARTED

1. Visit our Online Instruction Center: www.ed2go.com/Monroe
2. Click the Courses link, choose the department and course title you are interested in, and select the Enroll Now button. Follow the instructions to enroll. Here, you will enter your e-mail and choose a password that will grant you access to the Classroom.
3. Pay for your course by calling MCCC's Office of Lifelong Learning at 734.384.4127. You cannot pay for your course on ED2GO's website.
4. When your course starts, return to our Online Instruction Center and click the Classroom link. To begin your studies, simply log in with your e-mail and the password you selected during enrollment.

Selection of Starting Dates for Fall 2021

September 15
October 13
November 17
December 15

Visit our Online Instruction Center to find more courses!
www.ed2go.com/Monroe.

You can also find complete course descriptions, outlines and costs.

MIOSHA Training Institute at Monroe County Community College is offering 7 training sessions this fall.

For course-specific information, please visit the MIOSHA Training Institute website at https://www.michigan.gov/lara/0,4601,7-154-89334_11407_15317_47430---,00.html.

To register for any of these offerings, please call (734) 384-4229 or email rdrouillard@monroeccc.edu.

Parts 7-Guards for Powertrain Transmission

PERS-837-71

October 7, 2021

Room L 145

\$94, Senior Fee \$72, includes light breakfast

8:30 am – 12:30 pm

Effective Safety and Health Training

PERS-784-71

October 14, 2021

Room L-145

\$130, Senior Fee \$97.50, includes light breakfast and lunch

8:30 am – 4 pm

Part 451-Respiratory Therapy Protection

PERS-862-71

October 21, 2021

Room L 145

\$130, Senior Fee \$97.50, includes light breakfast and lunch

8:30 am – 4 pm

Part 21-Powered Industrial Trucks: "What Every Trainer and Operator Must Know"

PERS-739-71

November 2, 2021

Room L 145

\$130, Senior Fee \$97.50, includes light breakfast and lunch

8:30 am – 4 pm

MIOSHA Recordkeeping and Cost of Injuries

PERS-740-71

November 18, 2021

Room L 145

\$130, Senior Fee \$97.50, includes light breakfast and lunch

8:30 am – 4 pm

Supervisor's Role in Safety and Health

PERS-738-71

December 7, 2021

Room L 145

\$130, Senior Fee \$97.50, includes light breakfast and lunch

8:30 am – 4 pm

Parts 472 and 554-Medical Services and First Aid, Bloodborne Infectious Diseases

PERS-856-71

December 16, 2021

Room L 145

\$130, Senior Fee \$97.50, includes light breakfast and lunch

8:30 am – 4 pm



GENERAL INFORMATION



Course Age Requirement

Unless otherwise stated in the class description, students must be 16 years of age or older to register for all Lifelong Learning classes.

Grades, Certificates of Completion and Transcripts

Upon successful completion of a course, a certificate and/or transcript may be furnished if requested by the student. Grading system for Lifelong Learning courses:

- S SATISFACTORY - the learner completed the course, meeting at least minimal expectations as outlined by the instructor.
- N NO GRADE - the learner did not meet the minimal expectations of the instructor or did not elect to complete work necessary for obtaining a grade.
- W WITHDRAW - the learner formally withdrew from the class.

Cancellation of Classes

The institution reserves the right to cancel or make changes in this schedule when deemed necessary. An attempt will be made to telephone students affected. You may inquire directly about your class status by contacting the Office of Lifelong Learning.

Refund Policy

If you find that you cannot attend a class after having registered for it, contact the Office of Lifelong Learning immediately to officially drop the course to be eligible for a refund. It is not the responsibility of your instructor to notify the office of student drops.

- If the course or seminar is completed within 1-13 days, students will receive a 100 percent refund when withdrawing prior to the day of the first class meeting. No refund will be issued to students who withdraw on the day the class is scheduled to begin.
- If the course is completed within 14-63 days, students will receive a 100 percent refund when withdrawing on or before the first scheduled day of class or the next immediate business day. Students withdrawing during the next two business days will receive a 50 percent refund of the tuition only. (Lab fees excluded.) No refunds will be issued after this time.
- If the course is not completed until 64 or more days, students will receive a 100 percent refund when withdrawing prior to class or within the first week* of classes. Students withdrawing the second week of classes will receive a 50 percent refund. No refunds will be issued after this time.
*The first week of classes for Lifelong Learning programs begins with the first meeting date and ends six calendar days thereafter.

Smoking Policy

Smoking and the use of all tobacco products is prohibited at the college and is subject to all applicable laws, including Federal and State "clean air" acts.

This tobacco-free policy prohibits the use of all tobacco products and includes use of all devices intended to simulate smoking, including electronic cigarettes and other similar types of devices.

Continuing Education Units (CEUs)

The primary purpose of CEUs is to provide a permanent record of the educational accomplishments of an individual who has completed a non-credit class. CEUs are especially important to those who seek to maintain a credential, such as a real estate license. One CEU is defined as 10 hours of participation in a planned continuing education experience organized under responsible sponsorship, capable direction and qualified instruction. CEUs do not apply toward college degree requirements.

COVID-19 NOTICE: Before attending class, please go to www.monroeccc.edu/coronavirus for the most up-to-date information on COVID-19 requirements at MCCC, including policies on masking. As of the publication of this schedule, facemasks are required in MCCC classrooms and labs.

Social Security Number Privacy Policy

The State of Michigan Public Act 454 of 2004 establishes regulations to help ensure the privacy of student Social Security numbers. This includes the proper use, disclosure and disposal of student Social Security numbers. Monroe County Community College will follow procedures to ensure that these requirements are met. For procedural information, please see the website at www.monroeccc.edu.

Disabilities

If you have a documented disability for which an accommodation may be appropriate, please contact Disability Services at 734.384.4167 for an appointment. Students must register with Disability Services each semester to receive accommodations.

Children on Campus

Children are not permitted in the classroom.

MCCC students, staff and visitors are absolutely prohibited from bringing children into the classroom or leaving children of any age on college property.

MCCC assumes no responsibility for the safety of children left on college property. Compliance with this rule is essential. There are no exceptions to the absolute prohibition against leaving children on college property.

Holds

Students who have outstanding tuition, library fines or other indebtedness to MCCC will not be allowed to register until the debt is paid. MCCC will not release a transcript if the student has a financial hold.

Credit Card Fees

A 2 percent convenience fee will be charged to the cardholder for credit or debit card payments. This fee is a portion of the cost to MCCC for accepting credit cards as a form of payment. MCCC does not profit in any way from this fee.

Safety Services at MCCC

CONTACT INFORMATION

Police/Fire Emergency: 911

Office Hours: 7:30 a.m.-10 p.m. Monday-Thursday, 7:30-5 p.m. on Friday

Location: Building A, Room 142 (located in the hallway between the Office of Admissions and the Bookstore)

Phone: Contact the Switchboard (when on campus) by dialing 0.

Main Phone: (734) 457-6007

Mobile Phone: (734) 735-9401

Email: cabel@monroeccc.edu

TITLE IX OFFICE FOR DISCRIMINATION AND SEXUAL HARASSMENT

The college's Equal Opportunity Officer and Title IX and Section 504/ADA Coordinator and Compliance Officer for discrimination and sexual harassment is:

Director of Human Resources

Monroe County Community College

1555 South Raisinville Road

Monroe, Michigan 48161

734.384.4245

ltorbet@monroeccc.edu

Hours: 8 a.m.-4:30 p.m. Monday-Friday

SAFETY SERVICES PROVIDED

Safety escorts

Crime prevention services

Campus information/directions

Lost and found

Incident reports

MORE ABOUT CAMPUS SAFETY SERVICES AT MCCC

At MCCC, we are serious about providing a safe campus for our students, employees and visitors; our security staff is comprised of individuals with extensive law enforcement and/or security experience and knowledge.

Our security staff has an excellent working relationship with local law enforcement agencies, including the Monroe County Sheriff's Department and the Michigan State Police.

Both foot and vehicle security/safety patrols are conducted throughout the day and evening.


In addition to institutional safety procedures, students and staff are encouraged to be personally responsible for their own security as well as others and to report all suspicious activity.



ONLINE REGISTRATION INSTRUCTIONS FOR ● ● ● ● ● LIFELONG LEARNING COURSES ● ● ● ● ●

How to Use my: Student Planning & Registration LIFELONG LEARNING COURSES


www.monroeccc.edu

Help Desk: 734.384.4333


Use  to access your student records, register for classes, pay your fees and complete a number of other processes through a secure Web server.


NOTE: If you have never taken a class at MCCC (credit or non-credit) you cannot use  to register for the first time. You must call the Office of Lifelong Learning at 734.384.4127 to register with a credit card or mail your registration form and payment to our office. The next time you want to register for a class, you can set up your account on  and register online.

Sign into  and click on "Student Planning"


 tvogt Sign out ? Help

Hello, Welcome to Monroe County Community College!
Choose a category to get started.

 **Financial Aid**
Here you can access financial aid data, forms, etc.

 **Student Planning**
Here you can search for courses, plan your terms, and schedule & register your course sections.

Signing In

- Go to www.monroeccc.edu and click on "MYWEBPAL"
- Click on "I'm New to  and follow the instructions
- Once you have successfully logged in, click on "Students" and then "Student Planning"

Planning Courses

- Under "Student Planning" select "Course Catalog" and then the "Advanced Search" tab
- Select the term you want to register for from the "Term" drop down menu
- Select the subject from the "Subject" drop down menu and add the course number
- Select "Non-Credit" from the "Course Type" drop down menu
- Select "Search"
- The system will display the courses and available sections being offered
- Click "Add Course to Plan" and select the term you would like to take the course
- Select "Back to College Catalog" (*upper left of page*) to plan more courses

Instructions continued on next page.

ONLINE REGISTRATION INSTRUCTIONS FOR LIFELONG LEARNING COURSES

Registering

- Under "Student Planning" select "Plan & Schedule"
- Use the arrows to select the term you want to register for
- Click on "View Other Sections"
- Select the section you wish to register for and click "Add Section"
- Click "Register Now" (*upper right*) to register for all selected sections or click "Register" under each section (*left*)
- Verify the completed schedule on the right of the screen
- Sign out and close the browser

Dropping


- Under "Student Planning" select "Plan & Schedule"
- Use the arrows to select the term
- Click the "Drop" button on the section you want to drop
- Verify the drop by reviewing the schedule on the right
- Sign out and close the browser

User Option – Use Profile (*left column*)

- View: Student ID and Student Email Address
- Confirm and update address, email and phone number

Steps for paying for your Lifelong Learning Class(es)

****PAYMENT IS REQUIRED AT THE TIME OF REGISTRATION FOR ALL LIFELONG LEARNING COURSES****

- At the main "Students Menu" select "Pay on my Account" in the left column. The  system accepts Visa, MasterCard and Discover.
- Select your method of payment and click "Submit"
- Complete the Electronic Card Entry form and then click on "Submit"

Reminder

A 2 percent convenience fee will be charged to the cardholder for credit or debit card payments. This fee is a portion of the cost to MCCC for accepting credit cards as a form of payment. MCCC does not profit in any way from this fee.

You must pay your tuition in full in order to remain registered in your class(es). If you do not pay your tuition in full at the time of registration you will be dropped from all of your classes and will need to re-register.



Release of Liability and Assumption of Risk For Fitness Activities at Monroe County Community College Our Fitness or Dance Courses

If you are taking any of the following classes, you must sign this waiver and submit it prior to the first day of class. Only one form (per person) is necessary per semester. A parent or legal guardian must sign for anyone under 18 years old.

I, the undersigned, in consideration of the use of physical fitness facilities at Monroe County Community College, declare and agree as follows:

- I acknowledge that all training and fitness/exercise activities carry with them the potential for personal property damage, personal injury, and death.
- I assume all risks of injury arising out of my participation in any college-sponsored fitness/exercise activity, including my use of any college-owned fitness equipment.
- I certify that I am physically fit and able to participate in fitness/exercise activities and have not been advised otherwise by a qualified medical person. I have received sufficient training for participation in any fitness activity and equipment use.
- I release and agree to indemnify Monroe County Community College and its trustees and employees from any and all liability, loss, damage, expense, or cost of any nature whatsoever for any and all claims that are known or unknown, foreseen or unforeseen, future or contingent, for personal injury or property damage arising out of fitness/exercise activities at Monroe County Community College.
- I agree that I shall not now or at any time in the future, directly or indirectly, commence or prosecute any action, suit or other proceedings against Monroe County Community College and/or its trustees and employees arising out of, relating to, or in connection with my use of any fitness equipment and/or my participation in any college-sponsored fitness/exercise activity.
- I consent to receive medical treatment which may be deemed advisable in the event of injury, accident, and/or illness during my participation in fitness/exercise activities at Monroe County Community College.
- I attest that I am of legal age to sign this form as a binding legal document in accordance with its intention.

I have carefully read this release of liability and fully understand its contents. I agree to assume all risks of injury associated with fitness activities at Monroe County Community College. I agree not to make a claim against Monroe County Community College if I am injured while using fitness equipment or engaged in fitness/exercise activities. I sign this agreement of my own free will.

Class Title

Semester: ☐ Winter ☐ Summer ☐ Fall

Print Participant's Name

Student ID# or last 4 digits of SSN

Date of Birth

Participant's Signature

Date

If the participant is under 18 years of age, a parent/legal guardian must sign below.

Print Parent/Guardian Name

Emergency Phone #

Parent/Guardian Signature

Date

*Return this form along with your registration form to the Office of Lifelong Learning.
You may also fax it to us at 734.687.6049.*

Registration Term
and Year

☐ Fall 2021

Monroe County Community College
Lifelong Learning Registration Form

Corporate and Community Services Division
1555 South Raisinville Road • Monroe, Michigan 48161

Office 734.384.4127 • Fax 734.687.6049



MONROE COUNTY
COMMUNITY COLLEGE

enriching lives

• ONE FORM PER PERSON •

Social Security Number	– OR –	Student ID Number
/ /		<div style="display: flex; justify-content: space-around;"> <div style="width: 20px; height: 20px; border: 1px solid black;"></div> <div style="width: 20px; height: 20px; border: 1px solid black;"></div> <div style="width: 20px; height: 20px; border: 1px solid black;"></div> <div style="width: 20px; height: 20px; border: 1px solid black;"></div> <div style="width: 20px; height: 20px; border: 1px solid black;"></div> <div style="width: 20px; height: 20px; border: 1px solid black;"></div> </div>

Last Name	First Name	M.I.

Home Address

City	State	Zip Code	Residency Status <input type="checkbox"/> Monroe County <input type="checkbox"/> Out of Monroe County <input type="checkbox"/> Out of State
	<div style="display: flex; justify-content: space-around;"> <div style="width: 20px; height: 20px; border: 1px solid black;"></div> <div style="width: 20px; height: 20px; border: 1px solid black;"></div> </div>		

Day Phone Number	Evening Phone Number	Other Phone Number	<input type="checkbox"/> Cell Phone <input type="checkbox"/> Pager <input type="checkbox"/> Campus <input type="checkbox"/> Fax
()	()	()	

Date of Birth	Gender	Email Address
/ /	M or F	

☐ Yes, please sign me up to receive email announcements on new Lifelong Learning classes, as well as for an early preview of the schedule each semester.

Course Number	Class Title	Time	Start Date	Location	Tuition	Fee*

* MCCC provides a Senior Citizen Scholarship to Monroe County residents 60 years or older. Please confirm the fee(s) you may be responsible for before submitting this form.

Total Due
*Fee included in Tuition

Tuition & Fees	Method of Payment	Credit Card Fees
\$ _____ \$ _____ \$ _____ \$ _____ \$ _____ \$ _____	Cash, Check or Money Order <i>(payable to MCCC)</i> Visa, MasterCard or Discover Card # _____ Exp. Date _____ Company Authorized Billing: Waiver # _____ Company _____ MCCC Employee Tuition Senior Citizen Scholarship TOTAL TUITION & FEES PAID	A 2% convenience fee will be charged to the cardholder for credit or debit card payments. This fee is a portion of the cost to MCCC for accepting credit cards as a form of payment. MCCC does not profit in any way from this fee. Rcvd. By _____ Date _____

PAYMENT PLAN



NBS e-Cashier Automatic Payment Program

To help you meet your educational expenses, MCCC is offering FACTS as a convenient budget plan. This is not a loan program. You have no debt, there are no interest or finance charges assessed, and there is no credit check. Enrolling online is simple, secure and easy. Down or monthly payments are deducted immediately from your account on the fifth of each month until the balance is paid in full.

- Arrange for monthly payments
- Make a down payment immediately and arrange for monthly payments
- Automatic payments from your checking or savings account
- \$30 non-refundable enrollment fee (an additional \$2 will be charged for full payments)

Deadlines to Enroll in e-Cashier Payment Plan

September 10 NO down payment, 4 monthly payments (October - January)

October 1 25% down payment processed IMMEDIATELY, 3 monthly payments (November - January)

November 5 50% down payment processed IMMEDIATELY, 2 monthly payments (December & January)

Steps to Enroll in FACTS

1. Register for your Lifelong Learning class(es). See inside the front cover.
2. Obtain your seven-digit student ID number as assigned by the college. If you do not know your student ID number, please contact the Office of Lifelong Learning at 734.384.4127.
3. Log on to the college's website at www.monroeccc.edu, and click on "New Lifelong Learning Schedule" – <http://www.monroeccc.edu/ccs/lfschedule/fl21/index.htm>
4. Click on "New Tuition Payment Plan for Select classes in this schedule" under the e-Cashier symbol.
5. Carefully read terms and conditions provided by FACTS. Then, click on "Proceed" and complete the "Personal Information" page.

***NOTE: Not all Lifelong Learning classes are eligible for the tuition plan.**



Look for this symbol next to the classes that are eligible for the payment plan.

**LIFELONG
LEARNING**


**MONROE COUNTY
COMMUNITY COLLEGE**
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What do you want to see in our next schedule?

COURSE SUGGESTIONS

Call our office of Lifelong Learning at 734-384-4127 to share your course suggestions.



**MONROE COUNTY
COMMUNITY COLLEGE**

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ECRWSS RESIDENTIAL CUSTOMER



Dog Training Classes Begin Oct. 6

Puppy Training/ Good Manner Class

**Wednesdays,
Oct. 6-Nov. 17, 6-6:45pm**

The AKC S.T.A.R.™ Puppy Program rewards responsible owners who take the time to train and socialize their new puppies. This program is the puppy level of the AKC's well-known Canine Good Citizen® program. "S.T.A.R." stands for Socialization, Training, Activity and a Responsible owner, all the things a puppy needs to have a good life.

AKC Canine Good Citizen/ Therapy Dog Prep **Wednesdays, Oct. 6-Nov. 17, 7-7:45 p.m.**

This class is based on teaching and training dogs through positive reinforcement. It will prepare your dog for evaluation and assessment for therapy dog work. The course is taught by Cheryl Wassus, AKC, a Therapy Dogs International Certified Evaluator.

See page 4 for more details.

Check out our Cooking Classes this Fall!

**All are taught by chefs Linda Paetz and Kay Williams,
MCCC Culinary Arts and Foodservice Education alumni.**

Introduction to Bread Making

Learn all about bread making, including yeast and savory and sweet types of breads.

Introduction to Knife Skills

Examine knife types and their uses, as well as practice your knife skills.

Introduction to Air Frying

Discuss brands and types of air fryers and find out how to maximize your use of this great piece of equipment.

Italian Cooking Series

Engage in a two-night escape filled with Italian cuisine. Learn to make your own pasta, sauces and Italian desserts and pair them with a little Italian wine.

Soup's ON!

Get ready for those long winter nights by learning how to prepare some homemade goodness!

See page 4 for all the details, including dates and times.

