LIFELONG LEARNING

WINTER & SUMMER • JANUARY - AUGUST 2020
**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.

**SEMESTER SYMBOLS**
To register online, you will need to know which term your class meets. For this schedule, classes are in winter and summer term. Look for the symbol next to the course number to determine the appropriate semester.
NEW!

Certified Behavior Technician (CBT)
This course is for those who are passionate about the mental health field and would like to help children living with autism to develop, pursue and achieve their own goals and dreams through high-quality ABA therapy and support. This course satisfies the 40 hours of training required for becoming a Certified Behavior Technician (CBT).
FREE Begins February 24
See page 24 for complete details.

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 March 9
See page 22 for details.

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 March 16
See page 15 for complete details.

Electronic Health Records
Prepare to earn the Certified Medical Administrative Assistant (CMAA) and Certified Electronic Health Records Specialist (CEHRS) credentials.
Price varies per online course.
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 22 for complete details.

CNA
Prepare to fulfill the role of direct caregiver/nursing aide. Upon successful completion of this course, students will be eligible to take the clinical and written exams required for certification as a nurse’s aide in the State of Michigan.
$2,000 Begins February 11
See page 16 for complete details.

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

$740  Begins March 14  
See page 18 for complete details.

**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  Begins March 10  
See page 15 for complete details.

**Medical Administrative Assistant**

Gain specialized skills needed to successfully manage day-to-day administration of a medical facility. Prepare for the Certified Medical Administrative Assistant exam.

Price varies per online course.  
See page 17 for complete details.

**Medical Transcription**

Develop the knowledge and skills of quality medical transcriptionists. Focus is on keyboarding, terminology, language and grammar, and editing skills.

Price varies per online course.  
See page 17 for complete details.

**Professional Medical Coding and Billing**

Prepare for the Certified Coding Associate (CCA) and Certified Professional Coder (CPC) certification exams.

Price varies per online course.  
See page xxx for complete details.

**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 March 17  
See page 15 for complete details.

**Medical Transcriptionists**

<table>
<thead>
<tr>
<th>State</th>
<th>Mean Hourly Wage</th>
<th>Mean Annual Salary</th>
</tr>
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<tr>
<td>Michigan</td>
<td>$15.58</td>
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<tr>
<td>Ohio</td>
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Projected Job Growth 2014-2024 is -3%

**Veterinary Assistant**

Gain skills and knowledge to work in a veterinary office. Learn office and exam room procedures as well as small and large animal nursing.

$1,999 per online course.  
See page 17 for complete details.

**Veterinary Assistant and Laboratory Animal Caretakers**

<table>
<thead>
<tr>
<th>State</th>
<th>Mean Hourly Wage</th>
<th>Mean Annual Salary</th>
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<tbody>
<tr>
<td>Michigan</td>
<td>$12.89</td>
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<tr>
<td>Ohio</td>
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Projected Job Growth 2014-2024 is 15%
**PERSONAL INTEREST**

**Introduction to InstaPot and Pressure Cooking**
Did you get that new InstaPot for Christmas, and it’s still not out of the box? Open the box and join us to learn some tips for fall cooking! Feel free to bring your InstaPot or come learn how to use ours. We will explore one-pot meals and many shortcut uses for your pressure cooker. Chefs Kay Williams and Linda Paetz will teach you how to get many uses out of your cooker. Register early, as class size is limited. CEUs: .3

CSM 735-81
$69 (Senior Fee $39)
Thursday Feb. 6
6 – 9 p.m. A 149 Paetz & Williams

**NEW!**

**Intermediate InstaPot**
Have you done the basics with your InstaPot and now want to learn some advance techniques, as well as preparing desserts? Bring your InstaPot or come learn how to use ours. We will explore one-pot meals and many short cut uses of your pressure cooker. Chefs Kay Williams and Linda Paetz will teach you how to get many uses out of your cooker. Register early, as class size is limited. **Prerequisite:** You should have completed our Intro course. CEUs: .3

CSM 740-81
$69 (Senior Fee $39)
Thursday Feb. 13
6 – 9 p.m. A 149 Paetz & Williams

**NEW!**

**Taste of Michigan's Upper Peninsula**
Join Chefs Kay Williams and Linda Paetz for an evening of exploring Michigan’s UP cuisines. You will learn how to make homemade pasties (beef pies), traditional poutine and cherry tarts. Register early, as class size is limited. CEUs: .3

CSM 741-81
$69 (Senior Fee $39)
Thursday Mar. 5
6 – 9 p.m. A 149 Paetz & Williams

**NEW!**

**Smoking and Curing Meats**
Learn to WOW at your next BBQ. This class is just in time to prepare for your summer cookouts. Chefs Kay Williams and Linda Paetz will teach you how to rub, smoke and cure many of your favorite summer cookout items, including pulled pork and briskets. Register early, as class size is limited. CEUs: .9

CSM 742-81
$219 (Senior Fee $124.50)
Wed/Thurs. Mar. 25, 26 & Apr. 2
6 – 9 p.m. A 149 Paetz & Williams

**NEW!**

**Mexican Cantina**
This class is based on Latin cuisine, covering flavors, proteins, cooking techniques, seasonings, sauces, culture and tradition. The majority of your time in class will include hands-on learning with some demonstrations and special guests. “Traditional” Mexican cuisine will be covered, including but not limited to making hand-rolled tamales and techniques for making different salsas that can be used in various dishes. Learn how to prepare Mexican dishes using fresh, quality ingredients that will be a hit at your Cinco de Mayo party! Michael Lyons is the executive chef at La-Z-Boy Inc. and former sous chef at Amaya’s Fresh Mexican Grill in Monroe. CEUs: 1.2

CSM 731-81
$199 (Senior Fee $129.50)
Wednesdays April 1 – 30*
6 – 8 p.m. A 149 Lyons

*The last class meets on Thursday, April 30.

**NEW!**

**Sauces and How to Use Them**
This is a hands-on recipe driven class that will cover the basic mother sauces, how and where to apply them, and the different sauce variants of them. In the world of culinary arts, the term “mother sauce” refers to any of the five basic sauces (béchamel sauce, veloute sauce, brown or Espagnole sauce, Hollandaise sauce and tomato sauce). These are the starting points for making various secondary sauces. Please be prepared to utilize basic knife skills, cooking techniques and proper execution of recipes. CEUs: .7

CSM 738-81
$115 (Senior Fee $75)
Wednesdays May 13 – 27
6 – 8 p.m. A 149 Lyons

**NEW!**

**Grilling Class**
Are you looking to expand your grilling repertoire, or perhaps you’re not sure where to start? This two-day course will focus on marinating proteins, grilling or smoking proteins, tasting and proper temperature control of cooking surfaces. We will be using seafood, steaks and white meats. You will learn the proper temperature to which to cook these proteins and some basic BBQ sauce recipes. Gear up for grilling season, this is going to be a great class! CEUs: .4

CSM 739-81
$89 (Senior Fee $57)
Wed/Thurs June 3 & 4
6 – 8 p.m. A 149 Lyons
NEW!
Mini-Mindfulness Workshop
Mindfulness involves acceptance, meaning that we pay attention to our thoughts and feelings without judging them—without believing, for instance, that there’s a “right” or “wrong” way to think or feel in a given moment. Join this workshop and experience some of the possible benefits of mindfulness. Mindfulness has been shown to improve physical health, it can help relieve stress, lower blood pressure and improve sleep.

PSYCH 778-81
$49 (Senior Fee $24.50)
Friday  Apr 3
10 a.m. – Noon  C 222  Mauter

NEW!
Native American Workshop Series
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  Mar. 27, Apr. 17 and May 22
10 – 11:30 a.m.  C 222  Mauter

NEW!
Exploring Native American Poetry
A sampling of poems written by various Native American poets will be shared. Their traditions were initially passed down and shared through their oral (spoken) language. Explore the way in which their writing seemingly “touches the earth” through their words. Discover the interconnectedness and grounding of Native writing.

HUMN 725A-81
$49 (Senior Fee $24.50)
Friday  Mar. 27
10 – 11:30 a.m.  C 222  Mauter

NEW!
Native American Myths and Legends Explored
Ample myths and legends are found in Native American history. How was our universe arranged and by whom? In what manner does one explain the variety of life; what is mankind’s place in this abundant environment? These are universal questions Native American peoples have tried to make clear through stories—some extraordinary, and some believed to be true. Were they based on actual events? Can one clarify phenomena beyond comprehension? Natives continue to draw strength from their beliefs, while others look at the brilliance and inventiveness and draw instruction for their own lives. Discussion will include various North American tribes, origin myths and philosophy.

HUMN 725B-81
$49 (Senior Fee $24.50)
Friday  Apr. 17
10 – 11:30 a.m.  C 222  Mauter

NEW!
Great Native Americans
Chief Seattle said, "Humankind has not woven the web of life. We are but one thread within it. Whatever we do to the web, we do to ourselves. All things are bound together. All things connect." This course is an historical look at the nations’ most famous Indian chiefs of North America. These brave tribal leaders and warriors left their mark on the recorded history of our great lands. Course will include such individuals as Tecumseh, Ohiyesa, Chief Dan George, Chief Sitting Bull, Chief Manuelito and others.

HUMN 725C-81 SU
$49 (Senior Fee $24.50)
Friday  May 22
10 – 11:30 a.m.  C 222  Mauter

About the Instructor – Barbara Mauter
Barbara Mauter is an adjunct instructor with over 20 years of experience. She has taught and presented various workshops for the University of Toledo, Bowling Green State University, Monroe County Community College and Owens Community College. She is also a Master Online Instructor. Barbara recently completed Active Learning Classroom Training, and has been incorporating new ideas into her workshops. Additionally, she attended Course Design Institute to expand her knowledge of course design. Her interests center around thinking, reading and how our minds work. She is known for her critical thinking class activities.
**Your Own Home**

**Habitat HOPE Financial Coaching**

Do you dream of owning your own home? We provide you the tools necessary to improve your financial health and prepare you for home ownership. Through a partnership with Habitat for Humanity of Monroe County, this class will provide you with the information you need to know on the home-buying process and how to financially protect your home.

The course is taught by certified housing counselors from Habitat HOPE. For those who do not qualify for the Homeownership Program due to credit issues, the Habitat HOPE Program is designed to address and clear those issues that prevent you from home ownership.

You will learn the advantages of renting versus owning a home, determine your readiness to buy a home, identify basic terms used in mortgage transactions, understand mortgage options, learn how interest rates affect the amount of house you can buy, and find out how taxes and insurance affect monthly payments.

After successfully completing this course, you will receive your Home Buyer Certification. CEUs: .5

**FREE Math Boot Camp**

MCCC is offering this non-credit Math Boot Camp for students and community members who need to retake the Accuplacer test. 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 need to brush up on basic math skills to retake the Accuplacer test.
- Students who score below the minimum Accuplacer test score required for placement into MATH 090, Basic Mathematics Skills.
- Students who want to improve their math skills.

**MATH 713-81**

Free, but you must register

- Mon/Wed/Fri
- Mar. 23 – Apr. 27
- 9:30 a.m.
- TBA
- Staff

No class on April 10

**MATH 713-82**

Free, but you must register

- Mon/Wed/Thurs
- Mar. 23 – Apr. 23
- 6 – 7:30 p.m.
- TBA
- Staff

**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

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!
Neutral Bridal Bouquet
You will create this bouquet using greenery, creams, white faux hydrangea, nigella pods, preserved roses, Indian rice grass, baby’s breath, eucalyptus and more! You will also learn to add the items/colors you prefer for your own special day. Please bring a glue gun and scissors.

CRAFT 838-81
$75 (Senior Fee $66.50)
Wednesday March 18
6 – 8 p.m. A 149 McCue

NEW!
Mossy Easter Baskets with Field Flowers
You will be given a cheerful Easter basket that we will decorate with moss on all sides, then add preserved field flowers and herbs along the sides. We will attach preserved roses up one handle and a miniature watering can attached to the other handle that will be filled with lavender. This is a keeper for years! Just simply need to add your own eggs or candy. Please bring a glue gun and scissors.

CRAFT 836-81
$39 (Senior Fee $34.50)
Wednesday April 1
6 – 8 p.m. A 150 McCue

NEW!
Spring Centerpiece
You will be given a galvanized tin pot with a handle to fill with real hydrangea, eucalyptus, love-in-a-mist and faux lambs ear, greenery, ferns, peonies, flower buds, etc. With simple bag storage you can use this year after year or give as a lovely gift. Please bring a glue gun and scissors.

CRAFT 837-81
$60 (Senior Fee $53)
Tuesday May 5
6 – 8 p.m. A 149 McCue
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 class. CEUs: 2.1

PHOTO 710-81
$94 (Senior Fee $47)
Tuesdays Mar. 24 – May 5
10 a.m. – 1 p.m. A 149 Trickey

PHOTO 710-82
$94 (Senior Fee $47)
Tuesdays Mar. 24 – May 5
6:30 – 9:30 p.m. C 230 Trickey

PHOTO 710-83
$94 (Senior Fee $47)
Thursdays Mar. 26 – May 7
10 a.m. – 1 p.m. A 173a Trickey

PHOTO 710-84
$94 (Senior Fee $47)
Thursdays Mar. 26 – May 7
6:30 – 9:30 p.m. C 230 Trickey

Photography II for Digital and Film Cameras
Expand your vision by studying different photographic areas and producing projects related to those areas. Projects include landscapes, photo essays, portraits and still life portraits. No prerequisites required, but completion of Photography I is helpful. Please bring your camera to class. CEUs: 2.1

PHOTO 701-81
$94 (Senior Fee $47)
Tuesdays May 12 – Jun. 23
10 a.m. – 1 p.m. C 224 Trickey

PHOTO 701-82
$94 (Senior Fee $47)
Tuesdays May 12 – Jun. 23
6 – 9:30 p.m. C 224 Trickey

PHOTO 701-83
$94 (Senior Fee $47)
Thursdays May 14 – Jun. 25
10 a.m. – 1 p.m. C 224 Trickey

PHOTO 701-84
$94 (Senior Fee $47)
Thursdays May 14 – Jun. 25
6 – 9:30 p.m. C 224 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 May 2
2 – 6 p.m. Sterling State Park Trickey

PHOTO 728-81
$49 (Senior Fee $24.50)
Saturday April 18
12 – 4 p.m. A 173a Trickey

PHOTO 723-81
$49 (Senior Fee $24.50)
Saturday May 2
12 – 4 p.m. Veterans Park Trickey

PHOTO 721-81
$49 (Senior Fee $24.50)
Live video chat to be coordinated between instructor and student.

Inside Photography Workshop
Learn how to take great, natural looking candid photos that help capture a moment. Topics to be covered include ISO, modifying the on-camera or add-on flash, white balance, window light and polarizer. You’ll gain valuable tips on how to improve photographing items, objects, products and people without spending a fortune on expensive studio equipment. CEUs: .4

PHOTO 727-81
$49 (Senior Fee $24.50)
Saturday May 2
2 – 6 p.m. Veterans Park Trickey

Inside Photography Workshop
Learn how to take great, natural looking candid photos that help capture a moment. Topics to be covered include ISO, modifying the on-camera or add-on flash, white balance, window light and polarizer. You’ll gain valuable tips on how to improve photographing items, objects, products and people without spending a fortune on expensive studio equipment. CEUs: .4

PHOTO 728-81
$49 (Senior Fee $24.50)
Saturday April 18
12 – 4 p.m. A 173a Trickey

PHOTO 721-81
$49 (Senior Fee $24.50)
Live video chat to be coordinated between instructor and student.

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 written course workbook and study aids. 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)
Wednesdays Feb. 26 – Mar. 11
6:30 - 9 p.m. T 157 Staff

Photography Workshop
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 class. CEUs: 2.1

PHOTO 710-81
$94 (Senior Fee $47)
Tuesdays Mar. 24 – May 5
10 a.m. – 1 p.m. A 149 Trickey

PHOTO 710-82
$94 (Senior Fee $47)
Tuesdays Mar. 24 – May 5
6:30 – 9:30 p.m. C 230 Trickey

PHOTO 710-83
$94 (Senior Fee $47)
Thursdays Mar. 26 – May 7
10 a.m. – 1 p.m. A 173a Trickey

PHOTO 710-84
$94 (Senior Fee $47)
Thursdays Mar. 26 – May 7
6:30 – 9:30 p.m. C 230 Trickey

An Introduction to Voiceovers (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.

Please call 734-384-4127 to register. Once registration is complete, we will connect you with your Voices for All instructor. CEUs: .1

PROF 721-81
$49 (Senior Fee $24.50)
Live video chat to be coordinated between instructor and student.
First Aid, Adult CPR and AED
Gain the basic understanding and awareness of care for ill or injured persons in any environment. You will learn first-on-scene emergency care, concerns regarding the complications of medical or trauma patients from improper actions, and instructions to assist trained emergency care providers. You’ll observe and practice rescue breathing, CPR techniques and AED use. You must show competency in these skills through a written exam and demonstration to receive a certification card. Continental breakfast, lunch and materials are included in the cost. CEUs: .8
Note: Child CPR is also available for an additional $10. Please inquire at the time of registration.
Registration deadline is one week prior to class.

MEDCL 806A-81
$99 (Senior Fee $57)
Friday
8 a.m. – 4:30 p.m.
A 173a
Staff

About the Instructor - Theresa Edmunds
Theresa Edmunds, CHC, founder of Natural Concepts Health Counseling, educates, supports and inspires individuals and families to create wellness through nutrition and natural living principles. Theresa is a Certified Health Counselor who received her training through the Institute for Integrative Nutrition in New York City and is certified by the American Association of Drugless Practitioners. She is also a Certified GAPS Practitioner. Theresa is passionate about helping people discover that there is a better way to true, lasting health. She believes that through education, real nutrition and natural living principles, we can change the state of health in America.

Foods for Optimal Health
Did you know that much of the food we eat today is not nourishing our body? In fact, it is damaging our cells! Which foods should we be eating? You’ll be surprised! Did you know that we can make foods more nutritious with certain preparations? Previous generations knew this! Learn the wisdom that our grandparents had that has been lost in our modern world. Food is the “original vitamin”! Learn how to make everyday foods that will make you feel great!

HLTSC 764-81
$48 (Senior Fee $24)
Tuesday
11:30 a.m. – 1:30 p.m.
H 164
Edmunds

The Ketogenic Diet: For Weight Loss and Chronic Disease
This popular diet is a high-fat, adequate protein, low-carb diet, which creates an ability for the body to burn its own fat. This provides a metabolic reset for the body. In addition to weight loss, the diet has shown great benefit in ridding the body of many degenerative conditions. As we remove the foods that are creating imbalance, the body can naturally detox.

HLTSC 766-81
$48 (Senior Fee $24)
Thursday
6:30 – 8:30 p.m.
H 165
Edmunds

Strengthen Your Immune System
Learn how to strengthen your immune system through time-tested methods, including how to keep your children healthy this winter. Prepare yourself when you find that you are coming down with something, and shorten the duration of the illness. Vitamins, minerals, supplements, essential oils and other alternatives will be discussed.

HLTSC 757-81
$48 (Senior Fee $24)
Tuesday
11:30 a.m. – 1:30 p.m.
H 164
Edmunds

Heal thy Mouth, Heal Thy Body
Did you know that dental issues can affect the whole body? Often we overlook how important our dental health is to our overall health. Did you know that some conventional dental practices can actually cause health issues? Learn the secrets to keeping yourself healthy with natural dental care. We will discuss issues like mercury in fillings, the problems and health issues from fluoride (including thyroid issues), root canals and their side effects, preventing and curing cavities, alternatives to braces for children and curing periodontal disease.

HLTSC 760-81
$24 (Senior Fee $12)
Tuesday
12:45 – 1:45 p.m.
H 165
Edmunds

Monroe County Community College  Corporate & Community Services
Introduction to Essential Oils
Essential oils have been used for thousands of years. They are made by extracting a plant’s essence, making them far more potent than the plant itself. Learn how to use these oils to treat physical conditions, prevent illness, enhance emotional well-being and supplement beauty regiments, as well as to clean and purify the home. Essential oils are an important tool in natural health care and can be used in so many ways. Learn which oils could benefit you.

**HLTSC 762-81**
$24 (Senior Fee $12)
Thursday  Feb. 27
6:30 – 7:30 p.m.  H 165  Edmunds

**HLTSC 762-82**
$24 (Senior Fee $12)
Tuesday  Mar. 31
11:30 a.m. – 12:30 p.m.  H 164  Edmunds

Healthy Living in Today’s World
Why are we seeing so many health problems today? It is our diet and lifestyle. Learn how to protect and even regain your health. Discussion will include organic v. GMO foods; good fats; preventing diabetes and other chronic disease; the real culprit behind illness; toxins in our environment, and detoxing the body and staying healthy.

**HLTSC 746-81**
$120 (Senior Fee $60)
Tuesdays  Mar. 10 – 24
11:30 a.m. – 1:30 p.m.  H 164  Edmunds

**NEW!**
What in the World is Happening to Our Food?
Our food has changed more in the last 50 years than the last 1,000! The changes in our food supply and toxins in things we use every day are likely related to a health crisis in America. We spend more on health care than any other nation but we are the sickest. Learn about the “perfect storm” that creates this and how to get healthy and stay healthy.

**HLTSC 779-81**
$48 (Senior Fee $24)
Wednesday  Mar. 11
6:30 – 8:30 p.m.  H 164  Edmunds

**HLTSC 779-82**
$48 (Senior Fee $24)
Tuesday  May 12
11:30 a.m. – 1:30 p.m.  H 164  Edmunds

Gluten-Free Living
Do you have issues with gluten or suspect you do? Thyroid disease, digestive problems, skin issues, autoimmune disease and even infertility can indicate gluten sensitivity. Gluten sensitivity can be genetic or acquired. Healing the digestive system for acquired symptoms can sometimes alleviate gluten-sensitivity. Learn if gluten-free is right for you. A practical guide for gluten-free eating and living will be included.

**HLTSC 748-81**
$96 (Senior Fee $48)
Wednesdays  Mar. 18 & 25
11:30 a.m. – 1:30 p.m.  H 164  Edmunds

Adrenal Fatigue
Do you wish you had more energy? Feel tired all the time? Afternoon exhaustion? Trouble sleeping at night? You may have adrenal fatigue. Our adrenal glands are responsible for releasing adrenaline and other hormones. When we have had too much stress, they get tired. This can lead to a whole host of symptoms. How do we recover our adrenals, feel better and have more energy? Come and find out!

**HLTSC 778-81**
$24 (Senior Fee $12)
Thursday  Mar 19
6:30 – 7:30 p.m.  H 165  Edmunds

Digestive Health
Acid reflux, indigestion, heartburn, constipation, IBS, gallbladder issues, the list goes on and on! All of these issues indicate a digestive system that isn’t working properly. Learn which foods to add to your diet for better digestive health and specific supplements that will correct the problem without medications or surgery. Improve digestion to avoid bigger problems without radically changing your diet. (This is also a great class for students who have taken “All Disease Begins in the Gut.”)

**HLTSC 777-81**
$24 (Senior Fee $12)
Thursday  Mar. 19
7:45 – 8:45 p.m.  H 164  Edmunds

Stress and Emotional Wellness
Do you know how important your emotions and stress are in relation to your health? Negative emotions are often an overlooked factor. Stress and anxiety can actually lead to physical illness. Learn healthy ways to manage your stress and emotions. Emotional release, homeopathy, positive intents and relaxation techniques will be discussed. Feel good about life while improving your relationships and your overall health.

**HLTSC 769-81**
$48 (Senior Fee $24)
Thursday  Mar. 26
6:30 p.m. – 8:30 p.m.  H 165  Edmunds
**HEALTH | WELLNESS**

**NEW!**

**The Best Food for YOU**
Did you know that there is no “one right diet” for everyone? Different metabolic types feel better eating certain foods. A lot of factors determine our best diet, even our blood type can be an indicator. We will discuss different theories, ways of eating and genetics to discover your type! Join us for this fun class!

**In-depth Keto Diet: Weight Loss and Chronic Disease**
This class will provide a jump-start into the Ketogenic diet with all the resources you need to be successful. In addition to the information presented in the regular Ketogenic Diet class, this class will provide meal ideas, a grocery list and meal prep suggestions. The two-week format will allow you to get all your questions answered. Don’t wait, spring is the perfect time for Keto!

**Skincare and Cosmetics**
Did you know that there are thousands of chemicals in personal care products that have never adequately been tested? Certain chemicals have been linked to cancer, thyroid issues and reproductive problems. Women are especially vulnerable to these toxins. Learn about great natural alternatives, clean up your skincare routine and detox your body.

**The Truth About Heart Health**
Cardiovascular health is one of the biggest health issues facing Americans today. What if much of what we have been told in the last 30 years is untrue? The latest research reveals just that; we’ve been eating the wrong foods for a healthy heart. We will discuss the low-fat movement and what healthy food truly is. The latest research about cholesterol will be presented, as well as the role inflammation plays in our health.

**Protecting Yourself Against Cancer**
Learn about additives in food and our environment that are linked to cancer. Healthy alternatives and foods that protect against free-radicals will be discussed, as well as detoxing and natural therapies to boost the body’s immune system. Diets that can support cancer patients and alternative treatments will be included.

**All Disease Begins in the Gut - Hippocrates**
What do ADHD, auto immune diseases, depression, autism, food allergies and eczema all have in common? A compromised digestive system. Can it possibly be that simple? Yes! Whether you have a symptom mentioned above or digestive issues (acid reflux, IBS, constipation, etc.), this class can help you regain your health. We will look at diets that heal the digestive system and which types of food nourish your body and which ones cause damage.
FAMILY LIFE EDUCATION

The following are "quick topics" designed to provide bite sized information for parents on the go. The curriculum is provided by Training on Prevention Services and The National Parent Academy, a service organization providing training and prevention services since 2005. The trainers are curriculum-certified trainers and educators, counselors and life coaches skilled in conveying parent information, support and resources to help parents attain their goals.

All sessions are free and open to the public but registration is required. Please call the Office of Lifelong Learning at 734.384.4127 to register and secure your spot.

Please join us for an enjoyable evening that will focus on very timely topics for all parents. Let us help you navigate through the issues of life and provide some reassurance that you are not alone.

These classes are ideal for day care providers, educators or anyone else involved with family life education.

**The Cycle of Life - Helping Children Cope with Change**
Change and loss are inevitable and a natural part of life. Often, parents are not able to help their child navigate the various stages of dealing with loss. This class will give insight on how children experience AND respond to loss and change. It offers parents tools on how to nurture through the various stages of grief, while remaining emotionally healthy as well.

**CHILD 742-81**
FREE
Tuesday Feb. 4 6 – 8 p.m. A 149 Staff

**Navigating the Digital Age-Developing Digital Responsibility**
Changes in the digital arena are happening faster than parents can keep up. It seems everything is focused on social media. This very important class will prepare parents for their child’s use of technology, enlighten them on potential dangers of the Internet and social media, and most importantly, provide them with tools to keep their children safe and emotionally healthy.

**CHILD 744-81**
FREE
Tuesday Mar. 10 6 – 8 p.m. A 149 Staff

**Not On My Watch - Preventing Youth Substance Abuse**
This class will address the messages that kids receive as they watch adults use alcohol and other substances to celebrate successes and failures. We will address family attitudes regarding drinking, drugs and smoking and the factors that cause children to be attracted to them. Although a parent cannot guarantee their child does not use drugs, we will provide tips on how you can be a major influence on their ability to say no.

**CHILD 747-81**
FREE
Tuesday Mar. 31 6 – 8 p.m. A 149 Staff

**Creative and Effective Discipline Techniques**
Testing limits is a natural phase of childhood development. Many times parents mistake this for unruly behavior. This class will help parents understand this phase and offer solutions to navigate through conflict and resolutions. This class is sure to offer more peaceful and happy home environments.

**CHILD 746-81**
FREE
Tuesday Apr. 28 6 – 8 p.m. A 149 Staff

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**one BOOK one COMMUNITY OF MONROE COUNTY**

*What the Eyes Don’t See: A Story of Crisis, Resistance, and Hope in an American City*

*What the Eyes Don’t See* is the inspiring story of how Dr. Mona Hanna-Attisha, alongside a team of researchers, parents, friends, and community leaders, discovered that the children of Flint, Michigan were being exposed to lead in their tap water. Paced like a scientific thriller, the book reveals how Hanna-Attisha discovered the lead levels in the water supply, and then battled her own government to expose that truth to the world.

Community members can meet Dr. Hanna-Attisha on Thursday, March 26 at a community talk and book signing at the MCCC La-Z-Boy Center. There will also be a series of community events planned around *What the Eyes Don’t See*. The full slate of One Book, One Community of Monroe County events runs from March 9 to April 3. All events are free to the community. Visit www.monroecccc.edu/one-book-one-community/2020 for more information.
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
- Michigan Youth Arts Festival Dance assistant coordinator
- 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

Tuition
Tuition is paid in six-week installments.
- 40-minute class = $69 per six weeks
- 55-minute class = $78 per six weeks
- 70-minute class = $87 per six weeks
- 90-minute class = $96 per six weeks
- Private lessons for any subject = $50 per hour

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

Make MCCC Your Destination for Action-packed Dance!
American Rhythm and Smooth Ballroom Offerings for Teens and Adults
Although you may prefer your own partner, no partner is required for classes or private instruction.

**JANUARY OFFERINGS**

**Ballroom Level II Class I**
Cha Cha/Night Club 2-Step/Waltz
DANCE 703-81
$78 (Senior Fee $39)
Mondays, Jan. 6 – Feb. 17
7:30 – 8:25 p.m.  H 139
No class on January 20

**NEW Adult Beginner Variety Class I**
Swing/Foxtrot/Rumba
DANCE 702-81
$78 (Senior Fee $39)
Wednesdays, Feb. 19 – Mar. 25
8 – 8:55 p.m. H 139

**FEBRUARY/MARCH OFFERINGS**

**Ballroom Level II Class II**
Swing/Foxtrot/Rumba
DANCE 703-82
$78 (Senior Fee $39)
Mondays, Feb. 24 – Mar. 30
7:30 – 8:25 p.m.  H 139

**APRIL/MAY OFFERINGS**

**Ballroom Level II Class III**
Argentine Tango/Salsa/Merengue
DANCE 703-83
$78 (Senior Fee $39)
Mondays, April 6 – May 11
7:30 – 8:25 p.m.  H 139

**JUNE OFFERINGS (4 Weeks)**

**Ballroom Level I/II**
American Tango/Bolero
DANCE 788-81
$52 (Senior Fee $26)
Mondays, June 1-22
7:30 – 8:25 p.m.  H 139

**JUNE 4-WEEK SUMER FUN AND ACTIVE**

**Teen/Adult Ballet Level IV Age 13+**
DANCE 772-84
$64
Thursdays: June 4 – 25
5 – 6:15 p.m.  H 139

**Teen/Adult Tap III Continuation**
DANCE 795-84
$52 (Senior Fee $26)
Wednesdays: June 3 – 24
6 – 7 p.m. H 139

**Time to Shine**
If you wish to perform, our Destination Dance School Recital is scheduled for May 20!

**Wedding Bells Ballroom Package**
This package includes an introductory planning session and three private lessons. Make your first dance a memory to last a lifetime! Weekday and weekend appointments are available. Dance to your favorite song with ease!

**COST:** $175 per couple

**Process for Private Appointments:**
- Email Kellie Lajiness at klabness@monroeccc.edu for initial contact.
- Register for your package by phoning 734.384.4127.
- Kellie will secure the room.

*Additional cost for special choreography.

**Please Note**
If you are looking for a different class, age group or time slot that is not offered, additional classes may be added to meet your needs. Private lessons or coaching sessions are available upon request. Information regarding dress code and policies will be provided by the instructor.

**PERFORMANCE COMPANIES**

**Destination Tap Collective (DTC) Intermediate/Advanced**
DANCE 798-81
$52
Wednesdays: June 3 – 24
5 – 6 p.m. H 139

**Inside Out Dance Ensemble Junior Company (IOJC) Ages 14-17**
IOJC is a contemporary performance company fashioned after MCCC’s Inside Out Dance Ensemble. New intermediate level dancers are welcome to audition.

Auditions for placement in winter sections can be scheduled by contacting Kellie Lajiness at klabness@monroeccc.edu. Requirement: You need to be enrolled in at least one additional technique class.

**Audition for 2020 Season**
MCCC’s Inside Out Dance Ensemble will audition for new members on Saturday, January 18, 9:00 am-12:00 Noon in H-139

**Upcoming Performance Events**
MCCC Inside Out Dance Ensemble and DTC Joint Concert is April 18-19 in the Meyer Theater
Pharmacy Technician Certification Program
This comprehensive, 50-hour 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. Course content includes: pharmacy medical terminology, the history of pharmacy, the pharmacy practice in multiple environments, pharmacy calculations and measurements, reading and interpreting prescriptions, and defining drugs by generic and brand names.

Through classroom lecture and hands-on labs, you will review instruction on dosage calculations, drug classifications, the "Top 200 drugs," I.V. flow rates, sterile compounding, dose conversions, aseptic technique, the handling of sterile products, total parenteral nutrition, dispensing of prescriptions, inventory control, and billing and reimbursement. CEUs: 5.0

Clinical Externship: In addition to classroom and labs, this course includes a clinical externship through a local pharmacy. Upon successful completion of this course, you will be eligible to participate in an 80-hour clinical externship with a local retail pharmacy.

MEDCL 807-81 $1,049 (Senior Fee $924)
Tues/Thurs Mar. 17 - May 5
6 – 9:30 p.m. A 173c Staff

Clinical Medical Assistant Program
Prepare for an exciting, challenging and rewarding career in healthcare. This course will train you to assist physicians by performing functions related to the clinical responsibilities of a medical office. Instruction includes preparing patients for examination and treatment, routine laboratory procedures, diagnostic testing, technical aspects of phlebotomy and the cardiac life cycle. You will review important topics, including phlebotomy, pharmacology, the proper use and administration of medications, taking and documenting vital signs, cardiology (including proper lead placements), professional workplace behavior, ethics and the legal aspects of healthcare.

Upon successful completion of the course, you will be eligible to sit for the National Healthcareer Association (NHA) Certified Clinical Medical Assistant (CCMA) national exam.

Clinical Externship: In addition to the 140 hours of classroom lecture and hands-on labs, this course includes a clinical externship with a local healthcare provider. Upon successful completion of this course, you will be eligible to participate in the 160-hour clinical externship. CEUs: 14.0

Class meets from 9 a.m. - 4 p.m. on the following Saturdays: March 14, 28, April 18, May 2, 16 and 30.

MEDCL 826-81 $2,499 (Senior Fee $2,209)
Tues/Thurs/Sat Mar. 10 – Jun. 11
6 – 9:30 p.m. A 173d Staff

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.

The following key areas are included: Administrative aspects, including the history of dentistry and dental assisting; introduction to the dental office; the legal aspects of dentistry, and policies and guidelines. Clinical aspects include: introduction to oral anatomy, dental operatory, dental equipment, introduction to tooth structure, primary and permanent teeth, the oral cavity and related structures, proper patient positioning, dental hand-pieces, sterilization and other areas.

In addition to entry-level administrative jobs, this course is ideal for those interested in pursuing a formal dental hygienist program. This course includes a clinical externship rotation for all students. CEUs: 6.0

Clinical Externship: Upon successful completion of the course, you will be eligible to participate in a 40-hour clinical externship with a local healthcare provider.

MEDCL 828-81 $1,254 (Senior Fee $1,106.50)
Mon/Wed Mar. 16 – May 11
6 – 9:30 p.m. A 173d Staff

NOTE: If the in-classroom format does not meet your schedule, you may also complete the same course via online. For more information, please call our office.

**CLINICAL EXTERNSHIPS**

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 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.
**NEW!**

**Sterile Processing Technician**
The 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. 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:
- Knowledge of surgical instruments and specialty devices
- Decontamination, packaging and sterilization of surgical instrumentation
- Processing, cleaning, testing, assembly and distribution of movable patient care equipment
- Storage, handling and distribution of sterile surgical instrumentation and devices, as well as inventory control and cost recovery systems
- Knowledge of medical terminology, anatomy and physiology, and microbiology
- Infection prevention, decontamination and disinfection processes

The sterile processing student should have or be pursuing a high school diploma or HSE. 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: 8.0 There is no externship with this course.

**MEDCL 842-81**
$1,995 (Senior Fee $1,795.50)
Tues/Thurs Feb. 18 – May 5
6 – 9:30 p.m. L 145

**Certified Nursing Aide**
Monroe County Community College, in partnership with ProMedica Monroe Regional Hospital, is offering MEDCL 841 Certified Nursing Aide. This non-credit course consists of 123 hours of classroom and clinical training.

This course will meet Tuesday - Saturday for four weeks, beginning on Tuesday, February 25.

This non-credit course offering is designed to prepare an individual to fulfill the role of direct caregiver/nursing aide. The course emphasizes the skills and behaviors that are significant to the role of nurse aides and includes classroom activities, skills practice time in the laboratory and supervised clinical practice in the healthcare environment. Student knowledge and competency are assessed routinely to determine achievement of the course outcomes. Upon successful completion of this course, students will be eligible to take the clinical and written exams required for certification as a nurse’s aide in the State of Michigan.

**Prerequisites:**
- Basic Life Support CPR – American Heart Association.
  Monroe County Community College has one session scheduled for those who need to complete this training.
  The date is: February 8, from 8:15 a.m. to 2 p.m. The cost per person is $60. To register please contact Rachel Lehr at 734.384.4102.
  Students must also complete a physical, drug screen and background check.

Cost: $2,000 per person, plus miscellaneous fees.
Estimated miscellaneous fees*:
- Uniforms and supplies: $45
- Textbook: $62
- BLS for Healthcare Provider CPR Training: $60
- State Certification Exam: $176.50
*These costs are estimated and may be higher or lower than the estimated price.

For additional information, please contact Renee Drouillard at 734.384.4229 or Barry Kinsey at 734.384.4124.
HEALTHCARE TRAINING PROGRAMS

The following online training programs are being brought to you through a partnership with Career Step. Career Step is a provider of career-focused education training designed to help students quickly enter the workforce. It is committed to providing the best education with interactive learning tools; one-on-one instructor support by phone, email and chat, and comprehensive career resources to help students transition from education to employment.

Medical Administrative Assistant with EHR
$3,199 (Senior Fee $2,547)
This course prepares students to earn the Certified Medical Administrative Assistant (CMAA) and Certified Electronic Health Records Specialist (CEHRS) credentials. Topics studied include ezEMRx EHR software, Microsoft Office, healthcare documentation and office procedures. Enrollment includes ebooks and exam vouchers for the two national certifications.
Duration: 6-month online access

Professional Medical Coding and Billing with PCS
$3,699 (Senior Fee $3,366.09)
Prepare for the Certified Coding Associate (CCA), Certified Professional Coder (CPC) and Certified Outpatient Coder (COC) certifications. Topics studied include reimbursement methodologies, biomedical sciences and current code sets. Enrollment includes ebooks, codebooks and a voucher for one of the certification exams. Duration: 12-month online access

Pharmacy Technician $1,999 (Senior Fee $1,819)
This course prepares students for the Pharmacy Technician Certification Board (PTCB) Exam and is accredited by ASHP/ACPE. An externship is required to complete the program. Enrollment includes a lab kit and an exam voucher. Duration: 6-month online access

Medical Transcription Editor $3,199 (Senior Fee $2,729)
Approved by the Association for Healthcare Documentation Integrity (AHDI), the medical transcription editor program prepares students for medical transcription and editing careers. Topics studied include documentation, biomedical sciences and editing theory. Enrollment includes ebooks, a transcription foot pedal, an AHDI membership and a voucher to take the RHDS exam. Duration: 12-month online access

Medical Billing $2,999 (Senior Fee $2,729)
The medical billing program helps students develop the knowledge and skills they need to work in healthcare reimbursement. Topics studied include bundled payments, the impact of the Affordable Care Act and experience with current billing forms. Enrollment includes ebooks and a Certified Billing and Coding Specialist (CBCS) exam voucher. Duration: 6-month online access

Veterinary Assistant $1,999 (Senior Fee $1,819)
Our veterinary assistant program helps students develop the knowledge and skills needed to work in a veterinary office. Topics studied include office and exam room procedures, communication and client relations, and small and large animal nursing, among others. Duration: 6-month online access

VISIT HTTPS://PARTNER.CAREERSTEP.COM/MONROECCC TO LEARN MORE!

Promotions
When paying your tuition in full, you may select a promotion

Professional Medical Coding and Billing
Available Promotions: Laptop, iPad or Kindle with electronic text, or $400 off the program price.

Medical Transcription Editor
Available Promotions: Laptop, iPad or Kindle with electronic text, or $300 off the program price.

Medical Administrative Assistant with EHR
Available Promotions: Laptop, iPad or Kindle with electronic text, or $200 off the program price.

Pharmacy Technician, and Veterinary Assistant
Available Promotions: Laptop, iPad or Kindle with electronic text, or $125 off the program price.

Medical Billing
Available Promotions: Laptop, iPad or Kindle with electronic text, or $300 off the program price.

Available for all classes
Circuit Training
This challenging class provides a great workout as you move through a series of stations designed to elevate your heart rate and challenge your muscles. A circuit of timed, specific intervals will include working with weights, stability balls, bands and jump ropes.

HPE 711-81 $71 (Senior Fee $35.50)
Tues/Thurs Jan. 28 – Mar. 5 5 – 6 p.m.  H 131  Goss

HPE 711-82 $71 (Senior Fee $35.50)
Tues/Thurs Mar. 10 – Apr. 21 5 – 6 p.m.  H 131  Goss
No class on April 16

HPE 711-83 $71 (Senior Fee $35.50)
Tues/Thurs Apr. 23 – Jun. 4 5:15 – 6:15 p.m.  H 131  Goss
No class on April 30

HPE 711-84 $71 (Senior Fee $35.50)
Tues/Thurs June 9 – Jul. 16 5:15 – 6:15 p.m.  H 131  Goss

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. Cost is $115 per month. Discounted rates are available for students, military, law enforcement and couples that enroll together.

Call the Office of Lifelong Learning 734.384.4127 to register.

Current Schedule of Classes

Mon. - Thurs. 5 a.m., 6 a.m., 8:30 a.m., 4 p.m., 5 p.m., 7 p.m.
Fri. 5 a.m., 6 a.m., 8:30 a.m., 4 p.m., 5 p.m., 6 p.m.
Saturday 9 a.m., 10 a.m. (open gym)
*Hours subject to change.

NEW! Bootcamp Class
Meets on Mon/Wed/Fri from 8 – 8:30 a.m.
$175 for 6 weeks

About the Instructor - Bill Baccarella
* Owner of Light the Fire CrossFit
* CrossFit Level 2 certified with 4 years of CrossFit coaching experience
* Bachelor’s degree in athletic training from Albion College
* Licensed & Certified Athletic Trainer in the State of Michigan
* Certified Strength & Conditioning Specialist (CSCS) through the National Strength & Conditioning Association (NSCA)
* Master’s degree in kinesiology from Wayne State University
* First Responder CPR/AED and First Aid-certified

Certified Personal Trainer
Get all the important information needed to start an exciting successful career as a Certified Personal Trainer. Employers of all sizes have partnered with W.I.T.S. to come and meet you during our classes. Our personal trainer course is a great way to prepare for the on campus national exam and live your dream of a successful personal trainer career in a field you love. This challenging course is for candidates wanting LIVE instruction with in-depth, hands-on practical labs to master the career skills and knowledge. Our veteran teachers share all the dos and don’ts in working with clients. The course consists of 15 hours of lecture on key topics like biomechanics, exercise physiology, fitness testing, equipment usage and health assessments. The best part of the course is the 15 hours of hands-on practical training labs. You will role play with assessing clients, programming, performing proper exercises, presentation skills and more. Reading a book and testing does not get it done in the real world. Register today in one of the hottest growing professions in North America.

You can work right after passing the CPT exams! You must be 18 years of age and have proof of CPR/AED to obtain your Level 1 Certified Personal Trainer. As a special bonus, you can take advantage of our 30-hour employer internship to get our advanced Level 2 Certified Personal Trainer credential at no additional cost!!

Required Textbook: 7th edition of the Fitness Professional's Handbook with Web resources (ISBN-13: 9781492523376). Please note: If there are low numbers in this live course, it may be offered as Hybrid CPT. Please ask us for details. CEUs: 3.6

HPE 729-81
$740 (Senior Fee $652.50)
Saturdays Mar. 14 – Apr. 25 9 a.m. – 4 p.m.  H 159/H 110  W.I.T.S. Staff
No class on April 11
NEW!

**Urban Kickboxing**
Urban Kickboxing is a cardio kickboxing class that will improve your cardiorespiratory system, functional movement, flexibility and strength. The class consists of sequenced progressions that include punches, kicks and plyometrics.

HPE 724-81
$32 (Senior Fee $16)
Fridays 5:30 – 6:30 p.m.  H 139  Davis
No class on March 6

**Dance2Fit with Carley**
Have fun while losing weight and getting toned! Taught by a certified instructor, Dance2Fit offers a way to jumpstart a healthy lifestyle while learning and dancing in a positive environment. Torch calories and tone muscles by combining dance and fitness moves to high-energy hits from yesterday and today. Dance2Fit is a judgement-free zone and is perfect for participants with no prior dancing experience. Come try something new and shake it to a healthier and happier you! Please bring a mat to class.

**Mondays, 5:15 – 6:15 p.m.**

HPE 769-81
$32 (Senior Fee $16)
Mondays 5:15 – 6:15 p.m.  H 131  Stranyak
No class on March 2

HPE 769-82
$32 (Senior Fee $16)
Mondays 5:15 – 6:15 p.m.  H 131  Stranyak
No class on April 6

HPE 769-83
$32 (Senior Fee $16)
Mondays 5:15 – 6:15 p.m.  H 131  Stranyak
No class on May 23

**Wednesdays, 5:15 – 6:15 p.m.**

HPE 769-84
$32 (Senior Fee $16)
Wednesdays 5:15 – 6:15 p.m.  H 131  Stranyak
No class on March 4

HPE 769-85
$32 (Senior Fee $16)
Wednesdays 5:15 – 6:15 p.m.  H 131  Stranyak
No class on April 8

HPE 769-86
$32 (Senior Fee $16)
Wednesdays 5:15 – 6:15 p.m.  H 131  Stranyak
No class on May 27

**PiYo**
Our PiYo class is a cardio blend between Pilates and yoga. This low-impact workout will increase your fitness level, including core strength, flexibility, stability, balance and posture as you move from one exercise to the next. PiYo combines the muscle-sculpting, core-firming benefits of Pilates with the strength and flexibility advantages of yoga creating a longer, leaner and more defined you! Please bring a yoga mat with you to class.

HPE 770-81
$32 (Senior Fee $16)
Wednesdays 6:15 – 7:15 p.m.  H 131  Calender

HPE 770-82
$32 (Senior Fee $16)
Wednesdays 6:15 – 7:15 p.m.  H 131  Calender
No class on April 8

HPE 770-83
$32 (Senior Fee $16)
Wednesdays 6:15 – 7:15 p.m.  H 131  Calender

**Women’s Self-defense Seminar**
Geared specifically for women, this seminar will cover simple self-defense strategies designed to help you protect yourself from attackers. Learn to recognize threatening situations, methods of responding to them and how to mentally and emotionally gather the confidence you need to survive an attack. Please come dressed in comfortable gym clothes and be prepared to go barefoot.

HPE 721-81
$29 (Senior Fee $14.50)
Thursday 7 – 9 p.m.  H 139  Bergmooser

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**About the Instructor – Hermalinda Davis**
Hermalinda is a certified Urban Kick instructor and a certified health coach. She has a B.A.S. degree with a minor in psychology. She has knowledge in areas of nutrition, exercise science and behavior change.

**Important: Fitness Waivers Required**
All Lifelong Learning students participating in one of our sports/recreation/physical education classes are required to submit a signed Release of Liability waiver at the time of registration. A signed waiver must be on file with the Office of Lifelong Learning by the first day of class. Only one form is necessary per semester. The waiver is located on page 31, and it is recommended that you include it with your registration form. It is also available in the online version of this schedule at www.monroeccc.edu in the Lifelong Learning section. NOTE: For students under the age of 18 participating in our fitness classes, a parent/legal guardian must sign the waiver. A doctor’s review of your health is advised before starting any exercise program.
**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. Instructor Master Mark Bergmooser is a certified 5th-degree black belt. Open to students age 5 and older.

**$54 (Senior Fee $28.50) – classroom training only (no private lessons)**

**$79 (Senior Fee $51) – 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

Register for all sections (classroom only) offered this semester at once and receive a $20 discount. There are no discounts for sections with private lessons.

**HPE 712-81**

$196 (Senior Fee $104)

Tues/Thurs  Jan. 7 – Apr. 23

6:30 – 7:45 p.m.  H 139  Bergmooser

No class on Feb. 13, March 3, 5 and April 2

**HPE 712A-81 – classroom only**

HPE 713-81A – classroom plus one private lesson

Tues/Thurs  Jan. 7 - 28

6:30 – 7:45 p.m.  H 139  Bergmooser

**HPE 712B-81 – classroom only**

HPE 713-81B – classroom plus one private lesson

Tues/Thurs  Jan. 30 – Feb. 25

6:30 – 7:45 p.m.  H 139  Bergmooser

No class on February 13

**HPE 712C-81 – classroom only**

HPE 713-81C – classroom plus one private lesson

Tues/Thurs  Feb. 27 – Mar. 26

6:30 – 7:45 p.m.  H 139  Bergmooser

No class on March 3 and 5

**HPE 712D-81 – classroom only**

HPE 713-81D – classroom plus one private lesson

Tues/Thurs  Mar. 31 – Apr. 23

6:30 – 7:45 p.m.  H 139  Bergmooser

No class on April 2

### Summer Semester

Register for all sections (classroom only) offered this semester at once and receive a $20 discount. There are no discounts for sections with private lessons.

**HPE 712-82**

$196 (Senior Fee $104)

Tues/Thurs  Apr. 28 – Aug. 13

6:30 – 7:45 p.m.  H 139  Bergmooser

No class on May 7, 21, 26 and June 9

**HPE 712A-82 – classroom only**

HPE 713-81A – classroom plus one private lesson

Tues/Thurs  Apr. 28 – May 28

6:30 – 7:45 p.m.  H 139  Bergmooser

No class on May 7, 21 and 26

**HPE 712B-82 – classroom only**

HPE 713-81B – classroom plus one private lesson

Tues/Thurs  Jun. 2 - 25

6:30 – 7:45 p.m.  H 139  Bergmooser

No class on June 9

**HPE 712C-82 – classroom only**

HPE 713-81C – classroom plus one private lesson

Tues/Thurs  Jun. 30 – Jul. 21

6:30 – 7:45 p.m.  H 139  Bergmooser

**HPE 712D-82 – classroom only**

HPE 713-81D – classroom plus one private lesson

Tues/Thurs  Jul. 23 – Aug. 13

6:30 – 7:45 p.m.  H 139  Bergmooser

### America’s Boating Course

America’s Boating Course, taught by the Toledo Sail and Power Squadron, is our primary effort toward public instruction in the fundamentals of safe boating. Our classes are designed to familiarize each student with the fundamentals of safe boating and qualify for state certification. Topics to be covered include: boat handling under normal conditions, adverse conditions and emergencies, types of boats and boating terminology, required and recommended equipment, boating regulations and navigation rules, lines and knots, aids to navigation, piloting techniques, proper marine radio usage and trailer boating.

The State of Michigan requires that anyone born after December 31, 1978 must complete a safe boating class in order to legally operate a boat or personal watercraft with 10 hp or more. By completing and passing this course, you will have satisfied the educational requirement for Michigan. Textbook included in the cost for first family member enrollment. CEUs: 1.0

**SPORT 703-81**

$45 (Senior Fee $22.50) – first family member

Mon/Wed  Feb. 24 – Mar. 4

6:30 – 9 p.m.  H 164  Staff

**SPORT 703-82**

$20 (Senior Fee $10) – additional family members

Mon/Wed  Feb. 24 – Mar. 4

6:30 – 9 p.m.  H 164  Staff
Motorcycle Safety
As part of the Detroit Metro Motorcycle Safety Consortium, we offer hands-on, comprehensive motorcycle safety training in a safe and comfortable environment. Our classes are taught by professional certified instructors who not only have a passion for riding, but also riding safety.

Riding-Gear Checklist
• Driver License - If underage, bring your Level 1 Certificate.
• Helmet - Must be DOT-approved or SNELL-certified. Should fit properly and be in good condition.
• Boots - Ankle must be covered, Must have a hard sole. High-top tennis shoes and high heels are not permitted.
• Long-sleeved shirt or jacket – Must be long-sleeved, reaching your wrists in the riding position.
• Pants - Non-flare denim pants, or a material of equivalent or better durability. Pants must reach your boots while in the riding position.
• Full-fingered gloves - Should be fitted and not too bulky to allow for proper gripping. Leather is preferred, but not required.
• Eye protection - Required even with a face shield.
• Rain/Cold weather gear as needed - Riding does occur in inclement weather, so please be prepared with appropriate clothing.

Additional Requirements
• Attend all class sessions.
• Be on time for all class sessions.
• BRCu - Web Enhanced Classes Only: Must complete online eCourse prior to your class start date.
• BRC2u - For Experienced Riders & ARCu Classes Only: Each student must provide their own motorcycle.
• Sharing is not allowed. The cycle must be titled, properly registered and display a valid license plate.

Basic RiderCourse 2 - (BRC2u)
For Experienced Riders
This one-day course is designed for the experienced but unlicensed rider to become licensed and legal or for already-endorsed riders to refresh and improve their skills. This course is NOT designed for beginning riders. Students must demonstrate competency with basic operational skills and pass the Level 1 written test during the screening exercises in order to continue in the course. If it is determined that a rider needs additional skill development before proceeding, the rider will be referred to the Basic Rider Course (no refunds; no transfers).

Topics include: speed control, braking and stopping, counter steering, cornering, hazard avoidance and other techniques necessary for the experienced rider to operate a motorcycle skillfully and safely. Each student must provide their own motorcycle and riding gear. Sharing is not allowed. Scooters will be allowed in this course. The cycle must be titled, properly registered and display a valid license plate. You must also provide proof of insurance and the bike must pass a safety inspection. Successful completion allows a student to waive the Secretary of State written and riding skills tests. CEUs: .8

Who Should Take The BRCu Course?
• Those who want to learn to ride safely and are able to ride a two wheel bicycle.
• Those who fail the state riding skills test twice
• Students under the age of 18 are allowed to take this course starting at age 15 if they have a valid driver’s license. A parent or guardian must accompany the student to the first class meeting to sign required documents.

All BRCu classes meet Friday from 6 - 10 p.m. and Saturday and Sunday from approximately 8 a.m. - 6 p.m.
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

RELT 701-81
$279 (Senior Fee $244.50)
Mon/Tues/Wed/Thurs Apr. 6 - 21
6 – 10 p.m. H 164 Bowman

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)
Mon/Wed Mar. 9 – May 20
5 – 9 p.m. T 166 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.

The cost of each course is $395 (Senior Fee $332.50) and includes books and materials. Course topics include:
- Heating I
- Heating II
- Insulation and Interior
- Roofing
- Communication and Professional Practice
- Air Conditioning/Heating
- Plumbing
- Exterior
- Electrical
- Structure

For detailed course descriptions, go to [http://www.carsondunlop.com/education/us/MonroeCountyCommunityCollege](http://www.carsondunlop.com/education/us/MonroeCountyCommunityCollege).

Vex Robotics
The VEX Robotic team provides students in third 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 has operated 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 jefdemaray@yahoo.com for further information.

VEXIQ Robotics
The VEXIQ Robotic platform, which requires limited tool usage and no power tools, is for 3rd grade through 8th grade.

VEX Robotics Competition (VRC)
The VRC teams consist of four or more students in 8th grade through 12th grade. Students begin to use power tools including drills, Dremel and band saws.

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.
Small Unmanned Aircraft Systems (sUAS a.k.a. Drones)
Small Unmanned Aircraft Systems (drones) are a dynamic, emerging technology that will literally transform industries and have an economic impact of $100 billion by 2020. Our specialized training courses take you from learning to fly drones all the way through to preparing for your FAA certification.

Interested in Drones?
More and more businesses are using drones. Attend a FREE drone information session (Drone Primer) and learn about our upcoming training programs.
- Find out how drones are being used in different industries.
- Talk with the class instructor and determine what training you need.
- See what topics are covered in our classes.

No experience or prior knowledge is needed!

Intro to Drones Series
Our Intro to Drones Series consists of three individual courses that will prepare you for your FAA remote pilot certification. The course will take you from learning to fly drones all the way through to preparing for FAA unmanned commercial pilot certification. It is a comprehensive, hands-on training.

You may register for the series at a cost of $1,485 (Senior Fee $1,073.70). Or, you may enroll in a stand-alone training course at a cost of $545 per course (Senior Fee $381.50).

Prospective drone pilots, save $150 when you register for the series over individual courses. CEUs: 2.4

<table>
<thead>
<tr>
<th>Intro to Drones Series Part I: Introductory Courses</th>
<th>Intro to Drones Series Part II: Hands-On Drone Flight Training - Basic Quadcopter Flight Skills</th>
<th>Intro to Drones Series Part III: Part 107 Test Prep</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provides a comprehensive overview of the information your organization needs to start using drones safely and legally. You only need to complete one introductory class to complete the series; you select the course that meets your needs.</td>
<td>Our course will bring students through a series of increasingly difficult exercises and have them flying through an obstacle course by the end of the day. The cost includes a training quadcopter.</td>
<td>Prepares you for the test to receive certification. The remote pilot knowledge test includes 60 questions and requires a passing score of 70 percent.</td>
</tr>
</tbody>
</table>

Intro to Drones for Commercial Users
Learn how drones can be used in specific business applications and bring efficiencies to your business.

Intro to Drones for Public Safety
This class is designed to meet the specific needs of police, firefighters and emergency management personnel.

About the Instructor – Adam Knaggs
Adam has a degree in criminal justice and has been a law enforcement officer since 2010. He has held different positions within the department including patrol officer, field training officer and detective in the gang task force. He is currently a member of the SWAT team and has had the opportunity to serve on the tactical rappel and sniper teams. In 2016, Adam was selected to become a sUAS operator for the department and currently holds a FAA sUAS license and has flown several operations, as well as assisted in training new sUAS operators. Some of the missions he has flown include search and rescue, barricaded persons, taking crime scene photographs, surveillances and mapping accident scenes.
**NEW!**

**Certified Behavior Technician (CBT) Training**

This training course is for those who are passionate about the mental health field and would like to help children living with autism to develop, pursue and achieve their own goals and dreams through high-quality applied behavior analysis (ABA) therapy and support. The course will cover all the tasks and subtasks in the CBT Task List and the ethics requirements that have been designated as relevant for Behavior Technicians. It is designed to give you a basic understanding of applied behavior analysis, functional behavior assessment tools, teaching methods, behavior change strategies, and ethical guidelines for therapists treating children and adults with autism and intellectual disabilities.

The Certified Behavior Technician (RBT) is a paraprofessional who directly gives behavioral intervention in a one-on-one or small group setting from a detailed plan. CBTs are credentialed paraprofessionals who practice under the close, ongoing supervision of a Board Certified Behavior Analyst (BCBA) and alongside a Board Certified Assistant Behavioral Analyst (BCaBA) with goals including: improving education, improving health outcomes, improving behavior challenges and improving social behavior.

There are many possibilities, including international, for CBT employment upon earning the credential:
- Private family homes
- Residential group homes
- Private and state facilities
- Nonprofit agencies
- Private clinics
- Hospitals
- Behavioral in-patient crisis centers
- Schools as a paraprofessional in special or general education settings
- Law enforcement agencies

The average wage of a CBT in Southeast Michigan is $13 - $24 per hour.

This course satisfies the 40 hours of training required for becoming a Certified Behavior Technician (CBT) and is based on the CBT Task List. The program is offered independent of the BACB. Prerequisites to enroll: Minimum of high school diploma or GED and be at least 18 years of age. To obtain the CBT credential you must also complete a criminal background check, pass the CBT Competency Assessment, and pass the CBT exam. CEUs: 4.0

**OSHA 30-Hour General Industry**

This training program is intended to provide a variety of training to workers with some safety responsibilities. Training will emphasize hazard identification, avoidance, control and prevention, not OSHA standards. Many of the learning topics for the 30-hour course can be selected to ensure the training covers a variety of general industry safety and health hazards, relevant to the workplace and the worker. Instructional time must be a minimum of 30 hours.

**Legal Certificate Online Courses**

You don’t have to be an attorney to embark on a career in the legal industry. Corporations, law firms and governments need non-lawyers for a wide variety of administrative, research, compliance and other law-related requirements.

Without the time and expense of pursuing a full law degree, you can gain the skills needed to offer specialized legal services for these employers. To build your credentials for legal career opportunities, consider these excellent courses MCCC offers in partnership with the Center for Legal Studies.

All textbooks and resources, including Westlaw, are available for purchase by calling 1.800.522.7737 or by accessing the secure online order form at www.legalstudies.com. Please order your textbooks at least one week prior to the first session.

**Courses Offered:**

- Paralegal Certificate — $1,395
- Advanced Paralegal Certificate — $2,100 or $350 per topic
- Legal Secretary — $729
- Legal Nurse Consultant — $895
- Legal Investigator — $729
- Alternative Dispute — $729
- Victim Advocacy — $729
- Employment Law — $729
- Personal Injury — $729
- Software Essentials for the Law Office — $729
- GMAT Test Prep — $300
- GRE Test Prep — $300
- LSAT Test Prep — $300
- SAT or ACT Test Prep — $300

**WINTER**

Session I: Jan. 13 - Feb. 28
Session II: Mar. 9 - Apr. 24

**SUMMER**

Session III: May 4 - June 19
Session IV: June 29 - Aug. 14
Session V: Aug. 24 - Oct. 9

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.
Computer Applications
We offer a wide range of highly interactive courses that you can take entirely over the Internet. All of our courses are led by expert instructors, many of whom are nationally known authors. Our online courses are affordable, fun, fast, convenient and geared just for you.

Computer application courses are available for Microsoft, Adobe and Quickbooks. Photoshop, InDesign, Illustrator, Microsoft Suite (Word, Excel, PowerPoint) and Performing Payroll in Quickbooks are just a few of our offerings!

Prices vary. Classes begin monthly. To view start dates and receive information on how to register, please see page 34.

For a complete listing of all Microsoft classes offered, visit www.ed2go.com/monroe. Call our office at 734.384.4127 to register.

Pesticide Training & Review
Participants will receive four pesticide recertification credits in one of the following categories: Private, Commercial Core or Commercial categories 1A, 1B, 3A, 3B or 6.

The class will review parts of the National Pesticide Applicator Certification core study manual. The Monroe County Conservation District MAEAP Technicians will present an overview of the MAEAP program structure and give an update of programs for farms to be environmentally verified. Audience: Farmers and commercial pesticide applicators.

CEUs: .6

AGRI 707-71
$20 (Senior Fee $20)
Tuesday March 17
9 a.m. – 3:30 p.m. A 173a Birkey

HealthGuard Professional Food Manager Certification
Monroe County Community College is offering a one-day HealthGuard Professional Food Manager Certification training session in conformance with the Michigan Food Law. The Michigan Food Law requires all licensees to have a certified food manager. This course, along with a passing score on the exam, meets that requirement. The cost includes the NSF HealthGuard Certified Professional Food Manager Manual, exam, lunch and refreshments. CEUs: .8

$155 (Senior Fee $137) per section

Winter

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Date</th>
<th>Time</th>
<th>Location</th>
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<tbody>
<tr>
<td>CSM 718-71</td>
<td>Tuesday Jan 14</td>
<td>8 a.m. – 6 p.m.</td>
<td>A 173a Childress</td>
</tr>
<tr>
<td>CSM 718-72</td>
<td>Tuesday Feb 11</td>
<td>8 a.m. – 6 p.m.</td>
<td>A 173a Childress</td>
</tr>
<tr>
<td>CSM 718-73</td>
<td>Tuesday Mar 10</td>
<td>8 a.m. – 6 p.m.</td>
<td>A 173a Childress</td>
</tr>
<tr>
<td>CSM 718-74</td>
<td>Tuesday April 14</td>
<td>8 a.m. – 6 p.m.</td>
<td>A 173a Childress</td>
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</table>

Summer

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<tr>
<th>Course Code</th>
<th>Date</th>
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<tbody>
<tr>
<td>CSM 718-71</td>
<td>Tuesday May 12</td>
<td>8 a.m. – 6 p.m.</td>
<td>A 173a Childress</td>
</tr>
<tr>
<td>CSM 718-72</td>
<td>Tuesday June 9</td>
<td>8 a.m. – 6 p.m.</td>
<td>A 149 Childress</td>
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<tr>
<td>CSM 718-73</td>
<td>Tuesday July 14</td>
<td>8 a.m. – 6 p.m.</td>
<td>A 173a Childress</td>
</tr>
<tr>
<td>CSM 718-74</td>
<td>Tuesday Aug 11</td>
<td>8 a.m. – 6 p.m.</td>
<td>A 173a Childress</td>
</tr>
</tbody>
</table>

Business and Industry Customized Training and Retraining Programs
In collaboration with your company, MCCC can create training and retraining programs to meet the changing dimensions of skills in today’s workplace. Whether your company needs training in supervision/management, a new manufacturing process, software applications or basic skills, representatives from the college can work with members of your staff to develop a customized training program tailored to meet the specific needs of your employee groups. The training can take place at your office or plant or at the college on a time schedule convenient to your company and employees.

For more information, contact Barry Kinsey, director of workforce development, at 734.384.4124.

Resume Assistance by Appointment
Monroe County Community College’s Office of Workforce Development will work with students, alumni and Monroe County residents on the preparation or upgrading of their resume and career pursuit materials. This service is by appointment by calling 734.384.4124 or by registering for our services at College Central Network (https://www.collegecentral.com/monroeccc/). Once registered, you can download your current resume for review and access many other career services. We look forward to assisting you.

SCECHs For K-12 Educators/Teachers
MCCC is approved by the State of Michigan to offer State Continuing Education Clock Hours (SCECH) for educators.

• Wide range of classes offered on current topics of interest to teachers
• Direct application of what you learn to your classroom practice
• Most classes offered online, but some face-to-face options available

Teacher recertification classes at MCCC are offered through ed2go. Also, please see our Family Life Education courses listed on page 12 that are awarded SCECHs. Please call our office at 734.384.4127 to learn more and register.
Leadership Series
These classes can be taken as a series ($289 for each day, two sessions, includes lunch) or as individual sessions ($189 each, includes refreshments).

Day One – Morning Session
After the Promotion: The Best EVER Entry-level Supervisors’ Workshop
This program is designed for new supervisors and managers, but will be helpful to all who lead teams in the workplace. It will assist those who are going from colleague to supervisor.
CEUs: 4.2
MMGT 882-71
$189 (Senior Fee $102.65)
Thursday  Mar 5
8 – 11:30 a.m.  L 141  Sabo

Day One – Afternoon Session
Take it Up a Notch: Customer Service Techniques that Work
This program is for any employee who deals with a customer, including internal or external. Learn how to be perceived as a “professional” customer service agent and how to determine customers’ needs early during the interaction.
CEUs: 4.2
MMGT 884-71
$189 (Senior Fee $102.65)
Thurs.  Mar. 5
12:30 – 4 p.m. L 141  Sabo

Day Two – Morning Session
Motivating Performance from the Bottom Up
This program is for supervisors who need to improve the performance of their team. Being a coach “supervisor/manager” involves being a role model, sometimes a counselor or supporter, and always a guide. Coaching is based on a partnership that involves giving both support and guidance to employees. Coaches establish goals and objectives that motivate their team.
CEUs: 4.2
MMGT 883-71
$189 (Senior Fee $102.65)
Fri.  Mar. 6
8 – 11:30 a.m. L 141  Sabo

Day Two – Afternoon Session
Eat That Frog - Twenty-One Ways to Stop Procrastination and Better Manage Time
You’re probably wondering what “eat that frog” means. It comes from an old saying: “If the first thing you do each morning is eat a live frog, you’ll have the satisfaction of knowing that it’s probably the worst thing you’ll do all day.” This workshop will show you how to zero in on your critical tasks and organize yourself to make the most of your day.
CEUs: 4.2
MMGT 776-71
$189 (Senior Fee $102.65)
Fri.  Mar. 6
12:30 – 4 p.m. L 141  Sabo

For more information or to register for the Leadership Series, please contact Renee Drouillard at 734.384.4229.

Microsoft Office Classes
Basic Excel
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 and lunch. CEUs: .7
MICRO 774-71
$99 (Senior Fee $58)
Friday  Feb. 28
8 a.m. – 4 p.m.  Z 289  Colston

Intermediate Excel
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 and lunch. CEUs: .7
MICRO 802-71
$99 (Senior Fee $58)
Friday  Mar. 6
8 a.m. – 4 p.m.  Z 289  Colston

Advanced Excel
This is an accelerated, advanced class. Participants are encouraged to bring in real-life problems for review in the lab. The 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 and lunch. CEUs: .7
MICRO 905-71
$99 (Senior Fee $58)
Friday  Mar. 13
8 a.m. – 4 p.m.  Z 289  Colston

Basic PowerPoint
Add some pizzazz to your presentations with PowerPoint. Learn how to create, modify, enhance and customize a presentation. Cost includes materials and lunch. CEUs: .7
MICRO 797-71
$99 (Senior Fee $58)
Friday  Mar. 20
8 a.m. – 4 p.m.  Z 289  Colston
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.

Cancelation 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.
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.

Campus Security
Providing a safe and secure campus is a key element in assisting the college in accomplishing its mission. The college is committed to providing a safe campus, and in addition to institutional procedures, students and staff are encouraged to be personally responsible for their own security as well as others. Campus Security is the direct responsibility of the vice president of student and information services, while the chief of security is responsible for day-to-day operations. The security staff is comprised of individuals with extensive law enforcement/security experience and knowledge, and possesses an excellent working relationship with local law enforcement agencies including the Monroe County Sheriff’s Department and the Michigan State Police. Criminal acts are investigated by local area law enforcement authorities. There are currently no memorandums of understanding between Campus Security and local law enforcement. Campus Security provides a safe and secure campus environment for students, staff, faculty and visitors. Both foot and vehicle security/safety patrols are conducted in order to minimize and deter the occurrence of crime, protect the peace and serve the interests of the college.
How to Use my\textsuperscript{PAL}: Student Planning & Registration

LIFELONG LEARNING COURSES

www.monroecc.edu               Help Desk:  734.384.4333

Use my\textsuperscript{PAL} 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 my\textsuperscript{PAL} 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 my\textsuperscript{PAL} and register online.

Sign into my\textsuperscript{PAL} and click on "Student Planning"

Signing In
- Go to www.monroecc.edu and click on "MYWEBPAL"
- Click on "I'm New to my\textsuperscript{PAL}" 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 form 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

continued from page 29

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

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.

<table>
<thead>
<tr>
<th>Personal Fitness Trainer Certification</th>
<th>Tae Kwon Do</th>
<th>Destination Dance</th>
<th>Women’s Self-defense</th>
</tr>
</thead>
<tbody>
<tr>
<td>Circuit Training</td>
<td>Children's Self-defense</td>
<td>Dance2Fit</td>
<td>PIYo</td>
</tr>
<tr>
<td>CrossFit</td>
<td>Urban Kickboxing</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

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.
### Lifelong Learning Registration Form

**Monroe County Community College**
Corporate and Community Services Division
1555 South Raisinville Road • Monroe, Michigan 48161
Office 734.384.4127 • Fax 734.687.6049

- **ONE FORM PER PERSON** -

#### Social Security Number
- OR -

#### Student ID Number

#### Last Name

#### First Name

#### M.I.

#### Home Address

#### City

#### State

#### Zip Code

#### Residency Status

- [ ] Monroe County
- [ ] Out of Monroe County
- [ ] Out of State

#### Day Phone Number ( )

#### Evening Phone Number ( )

#### Other Phone Number ( )

- [ ] Cell Phone
- [ ] Pager
- [ ] Campus
- [ ] Fax

#### Date of Birth / / 

#### Gender M or F

#### Email Address

- [ ] 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*

#### Total Due

*Fee included in Tuition

#### Tuition & Fees

<table>
<thead>
<tr>
<th>Amount</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ ________</td>
<td>Cash, Check or Money Order (payable to MCCC)</td>
</tr>
<tr>
<td>$ ________</td>
<td>Visa, MasterCard or Discover</td>
</tr>
<tr>
<td>$ ________</td>
<td>Card # ___________________________ Exp. Date ___________</td>
</tr>
<tr>
<td>$ ________</td>
<td>Company Authorized Billing: Waiver # ___________ Company ________</td>
</tr>
<tr>
<td>$ ________</td>
<td>MCCC Employee Tuition</td>
</tr>
<tr>
<td>$ ________</td>
<td>Senior Citizen Scholarship</td>
</tr>
<tr>
<td>$ ________</td>
<td>TOTAL TUITION &amp; FEES PAID</td>
</tr>
</tbody>
</table>

#### Credit Card Fees

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 _______________

* 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.
Ed2go provides high-quality online continuing education courses that are affordable and easy to use.

**Instructor-Led Courses**
- Sessions start monthly
- Convenient six-week format
- Interactive learning environment
- Instructors lead each course
- Award of completion with passing score

**Career Training Programs**
- Prepare for industry certification or start a new career
- Start anytime
- Many programs completed in less than six months
- In-depth study, all learning materials provided
- Personal instructor assistance
- Certificate of completion awarded with passing score

**Online Course Catalog**
You can discover hundreds of quality online courses. 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.

Accounting and Finance
- Accounting Fundamentals I, II or series
- Personal Finance

Business
- Business and Marketing Writing
- Grant Writing Suite
- Nonprofit Suite
- Project Management Fundamentals Series
- Start Your Own Small Business

Computer Applications
- Adobe Value Suite
- Microsoft Other Applications

Design and Composition
- Discover Digital Photography
- Web Design Value Suite

Health Care and Medical
- Explore a Career in Nursing
- Certificate in End of Life Care
- Certificate in Food, Nutrition and Health
- Certificate in Legal and Ethical Issues in Health Care
- Handling Medical Emergencies
- Medical Terminology

Language and Arts
- Writing and Editing Value Suite
- Discover Digital Photography Languages
- Publish and sell your e-books

Law and Legal
- Introduction to Criminal Law
- LSAT Preparation I & II
- Paralegal Certificate Program I

Personal Development
- Discover Digital Photography
- 12 Steps to Successful Job Search
- Personal Finance
- Start Your Own Small Business

Teaching and Education
- Creating Classroom Centers
- Guided Reading and Writing Strategies for Maximum Student Achievement
- Teaching Science Grades 4-6
- Teaching Math Grades 4-6
- Teaching Writing Grades 4-6

Technology
- Basic Computer Skills Suite
- Computer Networking Suite
- Introduction to Database Development
- Introduction to Networking Web Design Value Suite

Writing and Publishing
- Writing Essentials
- Writing for Children
- Grant Writing Suite
- Publish and sell your e-books

Popular titles other lifelong learners have taken:
- Accounting Fundamentals I, II or series
- Advanced CSS3 and HTML5
- Certificate in Spirituality Health and Healing
- How to Get Started in Game Development
- Introduction to SQL
- Medical Terminology
- A to Z Grant Writing I, II or Series
- Secrets of Better Photography
- Stocks, Bonds and Investing Oh My!
- Project Management Suite
- Real Estate Investing
- Introduction to QuickBooks 2013-2017
- Handling Medical Emergencies
- Start Your Own Arts & Crafts Business
- Write Your Life Story
- Writing for ESL
- Discover Sign Language
- Speed Spanish, I II or III series
- Introduction to Internet Writing Markets
- Introduction to Digital Scrapbooking
- Math Refresher
- Genealogy Basics
- Medical Math
- Start Your Own Edible Garden
- Basic A+ Certification
- Creating Web Pages

And many, many more!

Visit our Online Instruction Center at [www.ed2go.com/Monroe](http://www.ed2go.com/Monroe) for more information and complete course descriptions, outlines and costs.

Monroe County Community College ▶ Corporate & Community Services
REGISTRATION INSTRUCTIONS

Online Classes
Education to Go (ED2GO) offers a wide range of highly interactive courses that you can take entirely online. All of the courses include expert instructors, many of whom are nationally known authors. Our online courses are affordable, fun, fast, convenient and geared just for you.

How to Get Started:
1. Visit our Online Instruction Center:
   www.ed2go.com/Monroe

2. View the catalog. Once you choose the course title you are interested in, select the “Add to Cart” button, and continue to checkout. Here, you will enter your email address 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 the Online Instruction Center and click the Classroom link. To begin your studies, simply log in with the email address and password you selected during enrollment.

Selection of Starting Dates:

<table>
<thead>
<tr>
<th>Winter 2020</th>
<th>Summer 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 15</td>
<td>May 13</td>
</tr>
<tr>
<td>February 12</td>
<td>June 17</td>
</tr>
<tr>
<td>March 18</td>
<td>July 15</td>
</tr>
<tr>
<td>April 15</td>
<td>August 12</td>
</tr>
</tbody>
</table>

Online Career Training Programs
(Formerly Gatlin Education Services)
View the variety of open enrollment online programs at www.gatlineducation.com/mccc.
Classes are designed by a team of professionals from each respective field who work to provide the most effective Web-based learning experience available today. Instructors/mentors are actively involved in your online learning experience and respond to any questions or concerns, as well as motivate you to succeed. Each program includes a set of lessons and evaluations; grades are a combination of the instructor/mentor’s evaluation of students’ work and computer-graded tests.

How Gatlin online courses work:
• Begin when you wish
• You are assigned an instructor for one-on-one assistance
• Move at your own pace
• Your work is evaluated, and 70 percent proficiency is required for a certificate of completion.
• You should complete the course within 180 days, but you may request an extension if necessary.
• You will receive a certificate from MCCC upon successful completion.

Please call the Office of Lifelong Learning at 734.384.4127 to register and learn more about these programs.

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 - Winter 2020
Plan opens January 2.

- January 25: No down payment, 4 monthly payments (February - May)
- February 22: 25% down payment processed IMMEDIATELY, 3 monthly payments (March - May)
- March 22: 50% down payment processed IMMEDIATELY, 2 monthly payments (April & May)

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/llschedule/wisp19/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.
What classes would you like to see offered at MCCC? We welcome new ideas!
UPCOMING events
LAZBOY CENTER AND MEYER THEATER
MONROE COUNTY COMMUNITY COLLEGE
enriching lives.

2019 2020 SEASON

Great entertainment!

January
18 - Classic Albums Live Presents: Fleetwood Mac – Rumours

February
1 - Andy Peters
24 - MCCC Band & Choir
25 - Dog Loves Books
Children’s Series – for grades K-3
29 - The Big Gig! Blues

March
21 - The Doobie Others

April
4-5 - Antiques in April
18-19 - IODE Performance
27 - MCCC Children’s Choir
28 - MCCC Choir

May
4 - MCCC Band

Order Online: www.monroeccc.edu/theater • Ticket Hotline: 734-384-4272

Fleetwood Mac Rumours The Doobie Others Andy Peters Dog Loves Books
Get Ready for Summer Gatherings and Grilling Season with a Cooking Class from MCCC!

NEW! Grilling Class
Are you looking to expand your grilling repertoire, or perhaps you’re not sure where to start? This two-day course will focus on marinating proteins, grilling or smoking proteins, tasting and proper temperature control of cooking surfaces.

NEW! Sauces and How to Use Them
This is a hands-on, recipe-driven class that will cover the basic mother sauces, how and where to apply them, and the different sauce variants.

NEW! Smoking and Curing Meats
Learn to WOW at your next BBQ. This class is just in time to prepare for your summer cookouts.

NEW! Taste of Michigan's Upper Peninsula
Join Chefs Kay Williams and Linda Paetz for an evening of exploring Michigan's U.P. cuisines. You will learn how to make homemade pasties (beef pies), traditional poutine and cherry tarts.

PLUS, we are repeating the very popular Mexican Cantina and Introduction to InstaPot and Pressure Cooking, which you can follow up with the NEW Intermediate InstaPot class, too!

www.monroeccc.edu