## LIFELONG LEARNING



enriching lives











WINTER and SUMMER SEMESTERS • JANUARY - AUGUST 2022



### **ONLINE**

www.monroeccc.edu via



### **US MAIL**

see address below

### **IN PERSON**

Room Z 286 in La-Z-Boy Center

### **CALL US**

734.384.4127 to register and pay with a credit card

### **FACTS ONLINE**

Tuition Management payment options are available for select classes. See page 40 for details.

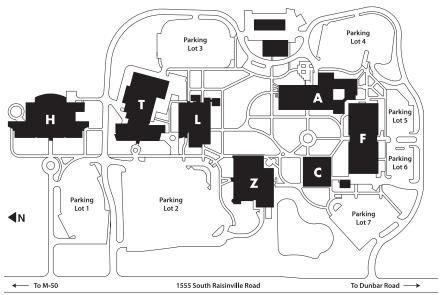
Follow us on



Monroe County
Community College
Office of Lifelong Learning

### Main Campus

La-Z-Boy Center, Room 286 1555 S. Raisinville Monroe, MI 48161



- A Audrey M. Warrick Student Services/ Administration Building
- **C** Campbell Learning Resources Center (Library)
- F Founders Hall
- **H -** Gerald Welch Health Education Building

- L Life Science Building
- T Career Technology Center
- **Z -** La-Z-Boy Center
- **WC -** Whitman Center (Temperance, MI)

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

### SENIOR CITIZEN SCHOLARSHIP

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

### **SNOW/EMERGENCY CLOSING**

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

### 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.

### 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.

# CHECK OUT WHAT'S

Certificate Programs   Career Exploration	2
Personal Interest	4
Destination Dance	13
Health   Wellness	16
Medical Career Training	17
Sports   Physical Fitness   Motorcycle	18
Home Inspection   Skilled Trades   Real Estate	24
Business & Industry   Workforce Training	
Professional Development	26
General Information and Refund Policy	34
Online Registration Instructions	36
Release of Liability Form (Fitness Waiver)	38
Registration Form	39
FACTS Payment Plan	40

#### **CREDIT CARD FEES**

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

### **REGISTER ONLINE USING**



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



### **ONLINE TUITION MANAGEMENT**

Several Lifelong Learning classes may qualify for an interest-free monthly payment plan. See page 40 to learn more and find out when you should register. Act fast to register with no money down!

#### **HOURS**

Monday - Thursday: 7:30 a.m. - 5 p.m. Friday: 8 a.m. - noon

#### PHONE

Office: 734.384.4127 Fax: 734.687.6049 Toll Free: 877.937.6222 (Mich. and Ohio Only)

#### **STAFF**

OFFICE OF LIFELONG LEARNING Tina Pillarelli, Director

OFFICE OF WORKFORCE DEVELOPMENT **Barry Kinsey, Director** Renee Drouillard, Administrative Assistant



enriching lives

#### MISSION

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

#### VISION

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

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

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

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

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

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

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

### CERTIFICATE PROGRAMS | CAREER EXPLORATION



### Boiler and Power Plant Fundamentals

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

\$759 Begins March 8 See page 24 for complete details.

### Bureau of Labor Statistics Stationary Engineers and Boiler Operations

Mean Hourly Wage Annual Salary \$31.32 \$65,160

Michigan Ohio \$31.32 \$65,160 \$29.66 \$61,690



#### **Dental Assisting Program**

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

\$1,254 Begins March 14 See page 17 for complete details.

### Bureau of Labor Statistics Dental Assistant

Mean Hourly Annual Wage Salary

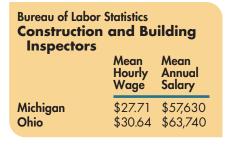
 Michigan
 \$19.46
 \$40,470

 Ohio
 \$20.71
 \$43,090

### 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 25 for complete details.





#### **Real Estate Fundamentals**

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

\$279 Begins March 22 See page 24 for complete details.

### Bureau of Labor Statistics Real Estate Sales Agents

 Mean Hourly Wage
 Mean Annual Salary

 Michigan Ohio
 \$30.05
 \$62,500

 \$49,120

#### **Paralegal**

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

Cost varies by topic. See page 26 for complete details.

Bureau of Labor Statistics Paralegal			
	Mean Hourly Wage	Mean Annual Salary	
Michigan Ohio		\$43,550 \$49.720	

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

### CERTIFICATE PROGRAMS | CAREER EXPLORATION



### Personal Fitness Trainer Certification

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

\$800 Begins February 12 See page 21 for complete details.

### Bureau of Labor Statistics Fitness Trainers and Aerobics Instructors

Mean Hourly Annual Wage Salary \$18.87 \$39,250

\$16.06 \$33,400

### Pharmacy Technician Certification Program

Michigan

Michigan

Ohio

Ohio

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 15 See page 17 for complete details.

### Bureau of Labor Statistics Pharmacy Technicians

Projected Job Growth 2014-2024 is 18%

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

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

\$2,499 Begins March 15 See page 17 for complete details.

#### Bureau of Labor Statistics Medical Assistants

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



### **Sterile Processing**

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

\$1,995 Begins February 1 See page 17 for complete details.





### PERSONAL INTEREST

#### **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 and former sous chef at Amaya's Fresh Mexican Grill in Monroe. CEUs: .4

CSM 731-81 \$179 (Senior Fee \$114.50) Tuesday Mar. 1 - 15 5 - 7:30 p.m. A-149 Lyons

#### **NEW!**

### **Charcuterie Board Workshop**

An impressive charcuterie board is the essence of easy entertaining! They are piled high with cured meats, cheeses, crackers, fruit, nuts and more! Chef Michael Lyons will teach you some tips and tricks for presenting America's new favorite appetizer. This class will cover where to purchase items for your charcuterie, what to use and how to present the items you choose. We will do some quick pickling techniques and proper cuts for cheeses and meats, as well as make candied bacon. CEUs: .2

CSM 748-81 ∰ \$99 (Senior Fee \$74.50) Tuesday Apr. 19 5 - 7:30 p.m. A-149 Lyons





### NEW!

### **Healthy Cooking**

Get rid of your bland chicken breast and frozen vegetables! Come learn how to take your healthy lifestyle to the next level with a beginner's guide to healthy eating. We will cover proper techniques, healthy oils and finding alternative foods to use in some of your favorite, not-so-healthy recipes. Basic meal prep, healthy seasonings and proper cooking techniques will help guide you to a healthy lifestyle. Chef Michael Lyons will share his expansive knowledge on this topic and you will be glad you came to this class! CEUs: .5

### Soup's On!

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

Paetz/Williams

### **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:.8

CSM 742-81 \*\*
\$199 (Senior Fee \$107.50)
Tuesday Feb. 8 6 - 9 p.m.
Saturday Feb. 12 10 a.m. - 2 p.m.
A 149 Paetz/Williams

### **Introduction to Air Frying**

Is your airfryer still in the box, taking up counter space? By request we are offering an introduction to basic airfrying. We will discuss brands and types and show you entry-level ways to maximize this great piece of equipment. You will learn several basic recipies and techinques that will have you hardly ever using your oven again. Class is taught by Chefs Kay Williams and Linda Paetz. Register early as class size is limited. CEUs: .3

CSM 746-81 \$79 (Senior Fee \$43.50) Tuesday Feb. 22 6 – 9 p.m. A 149 Paetz/Williams

#### **Italian Cooking Series**

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

CSM 729-81 \$159 (Senior Fee \$87) Tues/Thurs Feb. 1 & 3 6 – 9 p.m. A 149 Paetz/Williams

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

**Beginning German** 

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

HUMN 710-81 \$79 (Senior Fee \$39.50) Tuesdays Mar 8 - Apr. 26 5 - 7 p.m. Z 257 Kotanova

#### German II

This course is a continuation of Beginning German. The main goal is to master German grammar and learn how to interact with other speakers in German. The textbook "Aussichten" offers a variety of activities to practice the four basic skills of listening, speaking, reading and writing. The course will also prepare you for intermediate German and will improve your conversational skills while traveling in German speaking countries. Text required (same book as the beginning class). CEUs: 1.

HUMN 719-81 \$79 (Senior Fee \$39.50) Thursdays Mar. 10 - Apr. 28 5 - 7 p.m. Z 257 Kotanova

#### Italian

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

CEUs: 1.2

HUMN 703-81 \$59 (Senior Fee \$29.50) Wednesdays Mar. 9 - Apr. 13 7 - 9 p.m. A 173d Pool



AKC Canine Good Citizen/ Therapy Dog Prep

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

\$PORT 756-81 \$125 (Senior Fee \$62.50) Wednesdays Jan. 26 - Mar. 2 7 − 7:45 p.m. H131 Wassus

### **Speed Spanish (ONLINE)**

Imagine yourself speaking, reading and writing Spanish. Now you can with Speed Spanish. This course is designed for anyone who wants to learn Spanish pronto. You will learn six easy recipes for gluing Spanish words together to form sentences. In no time at all, you will be able to go into any Spanish speaking situation and converse in Spanish. ¡Qué Bueno! There are no prerequisites to take this course, however you must have email capabilities and access to a personal email account. The instructional materials required for this course are included in enrollment and will be available online. CEUs: 2.4 📖

WSPAN 701 \$115 Online Start any time Additional levels and topics of Spanish are available.

### Puppy Training/Good Manner Class

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

SPORT 755-81 ∰ \$125 (Senior Fee \$62.50) Wednesdays Jan. 26 - Mar. 2 7 - 7:45 p.m. H131 Wassus

### Grammar for ESL (ONLINE)

This course is designed as an in-depth analysis of English grammar for intermediate to advanced English as a Second Language college students. It is designed to prepare you for mainstream English classes. Grammar for ESL is one of the required courses in most college ESL programs to transfer to mainstream English or to transfer to a university. It establishes a foundation for continuous learning and serves as a complement to other courses that you may be taking or will take. There are no prerequisites to take this course; however, you must have email capabilities and access to a personal email account. The instructional materials required for this course are included in enrollment and available online. CEUs: 2.4

WSPAN 701 \$115 Online Start any time Additional levels and topics of ESL are available.

**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.

#### NEW!

#### **Herbal Medicine**

A comprehensive introduction to prevention and healing with herbs, supplements and nutrition. The instructor will discuss how they work, which are safe and where to find what you need. You will learn how to fight infections and viruses, anxiety, depression, alcohol and drug cravings, plus other special circumstances. A large section on cancer prevention is included with successful suggestions from a leading M.D./herbalist that the American Cancer Society sponsors. This class in no way intends to supersede your physician. An extensive handout package is included. About the instructor: Along with her practical work and research in herbal medicine, Carolsue McCue has studied with Steven Margolis, M.D./herbalist; Dr. Nicholas Gonzalez, M.D./nutritionist and pharmacology professor Mrs. Ecofey in Geneva, Switzerland. Ms. McCue instructs seminars across the country at colleges, universities and various other facilities and is a frequent radio and television Q&A guest.

HLTSC 791-81 \$84 (Senior Fee \$74.50)
Tuesday Feb. 8
6 - 9 p.m. A 173d McCue

#### NEW!

### **Conflict-Anger-Stress Resolution**

Relax at this session and learn how to become the mellowest person you know. We will identify realistic perceptions of anger, the gender trap and mental defense. Learn skills that last a lifetime that show you how to stay calm and focused even in the face of deadlines, urgencies and drama. How to escape the do-it-all mentality and handle pressures when EVERYTHING is a priority. Discover your own strengths and how they will offset learned negative habits. Learn to control your own life again, let go of fear, guilt, and a painful past and communicate difficult feelings. Discover leisure time for you. By the end of the class, you will learn how to easily accomplish responsibilities plus regain the joy and fun of living again. Passing this style on to your children would be the best gift of all. Carolsue McCue has been teaching self-development seminars at colleges and universities for 30+ years and has many stellar reviews. She is also a frequent radio Q&A guest.

HLTSC 792-81 \$72 (Senior Fee \$63.50) Wednesday Feb. 23 6 – 8:30 p.m. A 173d McCue

### Herbal and Old-Fashioned Perennial Gardens

With minimal effort, these gardens will return year after year with breathtaking color, fragrances and flavors for a one-time investment. From a cottage garden, English garden, culinary patch or a single window box, you will learn how to design, plant, divide and grow. Also, a special segment is included on how to use what you've grown, including wreaths, food, teas, potpourri, insect repellents, drying and other cozy tips and secrets from 50 years of experience you won't find in the library. Carolsue McCue has been designing herbal and old-fashioned perennial gardens and using her harvest to enhance her family's health as well as decorating for private homes, hotels and businesses.

GARDN 720-81 \$84 (Senior Fee \$74.50) Tuesday Feb. 8 6 - 9 p.m. A173d McCue



### House Geneology: Researching Your Home and Writing it's History

Have you ever wondered how old your home is? Who built it? Who's lived in it? Or its architectural style? Then this fourweek course, which teaches the basics of researching your home and property and preparing a house history, is for you. Over the course of four weeks, you will learn the following:

Is my house historic...or just old? We'll begin with what makes something "historic" then moves on to an examination of regional architectural styles, conducting a building and site inventory, finding visual cues that help date buildings, discussing architectural nomenclature, and concepts such as integrity and significance and how they apply to historic buildings.

Using maps, historic photos and printed materials as research tools. This session focuses on the visual: Historic photos, bird's eye view (panoramic) maps, Sanborn Fire Insurance maps, and aerials and the secrets they can reveal about the history of your home and its evolution.

**The paper chase!** Delve into public documents and government records. The class looks at how to construct a chain of title for your property using deeds, legal descriptions, plats and surveys, building and assessing records, and other information found in local public offices.

"And in the end...." Now what? This session looks at how all the pieces of the puzzle fit together and how to put them into written form as a house history. Whether your home is 50 years old or 150 years old, if you've ever wondered

about its history and past owners and how you might learn more – then this course is for you!





### Photography I for Digital and Film Cameras

Learn the art of photography and receive simplified instructions for your camera. You will learn parts of the camera, lenses, exposures, flash, filters, light, composition and more. Please bring your camera to the first class. CEUs: 2.1

PHOTO 710-81 燃 \$94 (Senior Fee \$47) Feb. 26 - Apr. 9 Saturdays 10 a.m. – 1 p.m. L 142 Trickey

PHOTO 710-82 攀 \$94 (Senior Fee \$47) **Tuesdays** Mar. 15 - Apr. 26 10 a.m. – 1 p.m. L 144 Trickey

PHOTO 710-83 辮 \$94 (Senior Fee \$47) **Tuesdays** Mar. 15 - Apr. 26 6:30 a.m. - 9:30 p.m. L 141 Trickey

PHOTO 710-84 燃 \$94 (Senior Fee \$47) Wednesdays Mar. 16 - Apr. 27 10 a.m. – 1 p.m. A 173c Trickey

PHOTO 710-85 辮 \$94 (Senior Fee \$47) Thursdays Mar. 31 - May 12 6:30 - 9:30 p.m. A 173d 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 studio 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 10 - June 21 10 a.m.- 1 p.m. L 144 Trickey

PHOTO 701-82 \$94 (Senior Fee \$47) May 10 - June 21 **Tuesdays** 6:30 - 9:30 p.m. L 144 Trickey

### **Photoshop for Photographers**

You will benefit from this class whether you are a digital or film photographer, and previous Photoshop experience is not necessary. Gain some valuable tips to enhance your photography career or hobby. Photoshop basics, cropping, layers, curves, composites and repairing photos are all included. Prerequisite: You must have basic computer skills. CEUs: 2.1

PHOTO 715-81 繺 \$94 (Senior Fee \$47) Wednesdays Mar. 16 - Apr. 27 6:30 - 9:30 p.m. F 140 Trickey

### **Landscape and Nature Photography Workshop**

Expand your understanding of how to shoot landscape and nature photographs. You and the instructor will be taking photographs, so bring your camera and a tripod if you own one. Topics include light, composition and exposure. Class will take place at Sterling State Park in Monroe. Prerequisite: Photography I or similar experience. CEUs: .4

PHOTO 722-81 \$49 (Senior Fee \$24.50) Saturday May 14 2 - 6 p.m. Sterling State Park Trickey

### **Outside Portrait Photography** Workshop

This workshop is designed for any photographer who wants to learn about taking on-location portrait photographs using a film or digital camera. You'll learn about fill-in-flash, reflectors, types of light, controlling light outside and composition. Bring your camera and plan to get some hands-on experience. Class will take place at Veteran's Park. Prerequisite: Photography I or similar experience. CEUs: .4

PHOTO 723-81 \$49 (Senior Fee \$24.50) Saturday May 21 2 – 6 p.m.

Veteran's 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 Feel \$24.50) Apr. 23 Saturday 12 - 4 p.m. L 144 **Trickey** 

### Studio Workshop for **Photographers**

This workshop is designed for any photographer who wants to learn about studio photography. Topics to be covered include studio strobes, light modifiers, position and placement of lights, backgrounds, where to buy equipment and props, and positioning people. Content has been touched on in Kevin's previous photography classes, but this is your chance to get more technical experience. Bring your camera and plan to get some handson experience in our studio classroom! CEUs: .4

PHOTO 721-81 辮 \$49 (Senior Feel \$24.50) Saturday Apr. 30 12 - 4 p.m. A Cafeteria **Trickey** 

### NATIVE AMERICAN

#### WORKSHOP SERIES

### **NEW!** Pure Joy! Harjo

Listen, read, learn and hear more about Joy Harjo, a member of the Muscogee Nation. She is an American poet, musician, author and playwright who has won countless awards. Harjo is the incumbent United States Poet Laureate, the first Native American to hold that honor. Also of note, she is only the second Poet Laureate Consultant in Poetry to serve three terms.

HUMN 730-81 \*\* \$49 (Senior Fee \$24.50) Friday Mar. 25 10 – 11:30 a.m. A 173d Mauter

### **Finding Poetry Workshop**

Have you ever wanted to write a poem, but felt writer's block, at a loss for words, or you were just daunted by the whole idea? Plan to attend a hands-on "Found Poetry" workshop and see how you can create your own poem. You will be guided through the steps in creating an original poem (or two). Bring a pen and your sense of exploration!

HUMN 728-81 \*\* \$49 (Senior Fee \$24.50) Friday Apr. 22 10 – 11:30 a.m. A 173d Mauter

### An Introductory Workshop to Mini-Mindfulness

Mindfulness involves acceptance, meaning that we pay attention to our thoughts and feelings without judging them-without believing, for instance, that there is a "right" or a "wrong" way to think or feel in a given moment (UC Berkeley 10/15/19).

Attend 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. Mindfulness may be helpful in dealing with COVID stress.

PSYCH 778-81 (\$\)\$\)\$\)\$\)\$\\$49 (Senior Fee \$24.50)
Friday May 13
10 - 11:30 a.m. A 173d Mauter



### Medicinal Plants & Healing Totems

Native Americans are renowned for their medicinal plant knowledge. Many of our modern-day remedies and medicines are based on the Native American knowledge of the different plants and herbs they have used for thousands of years. This workshop will explore and touch on some medicinal history and the healing properties of Native herbs. Information to be shared is for interest purposes ONLY (NOT a substitute for medical advice).

HLTSC 794-81 (\$\)\$49 (Senior Fee \$24.50)
Friday June 10
10 – 11:30 a.m. A 173d Mauter

### About the Instructor - Barbara Mauter

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



#### **FREE**

#### **Math Boot Camp**

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

#### Who should take the course?

- Students who score below the minimum Accuplacer test score required for placement into MATH 092 (Begining Algebra) or Math 105 (Essential Math for College Students)
- Students who need to brush up on basic math skills to retake the Accuplacer test
- Anyone in the community who wants to improve their math skills

MATH 713-81 辮

Free, but you must register
Mon/Wed/Fri Jan. 24 - Feb. 25

9 - 10:30 a.m.. L 111 Staff

MATH 713-82 辮

Free, but you must register

Mon/Wed/Thurs Mar. 14 - Apr. 14

6 - 7:30 p.m. T 157 Staff

### PERSONAL INTEREST

### **NEW!** Ultimate Bucket List Board Workshop

If you want to make the most out of life and start living more intentionally, then this workshop is for you! Based on the latest principles of positive psychology, goal-setting techniques, accountability hacks, mental health boosters and personal development strategies, this workshop will set you on the path to:

- Create your personally meaningful bucket list
- Find more purpose, meaning and fulfillment in life
- Become a successful goal-achiever in every area of your life
- Experience personal and professional growth by finding joy outside your comfort zone
- Live a life filled with more fun, happiness and adventure
- Stop sleepwalking through life and reawaken that desire for more inside you

You will be presented with the 12 step M.Y.B.U.C.K.E.T.L.I.S.T. Blueprint formula. Every letter represents one specific category and together, they form a holistic and complete bucket list that will help turn you into a bucket lister and make you want to jump out of bed in the morning. Enough saying "tomorrow." Here's to taking your first step of action to live your best life today!

MMGT 892-81 **\*\*** \$92 (Senior Fee \$46) Tuesday Apr. 26 6 - 8:30 p.m. TBA Gattinger

**The Deadline to register is April 11.** Please call to register.

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

### **Passport to Retirement**

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

PFIN 737-81 **\*** \$49 (Senior Fee \$36.75) Tuesdays Feb. 15 – Mar. 1 6:30 – 9 p.m. Z 257 Staff

#### **Money Matters**

A walkthrough of personal financial choices that allows you keep more of your money. Learn how much you are really paying on your debts and how quickly you can turn things around with no extra income. Most households have enough income to survive with minimal use of debt. It is the debt that is trapping us from achieving financial freedom. Feel more in control of your finances by planning ahead: for living within your means, for saving for your future, for planning family vacations and fun, and even for emergencies. The class is taught by someone who followed this framework to become debt free and has many options leading to a happy, easy retirement. Class will include worksheets for realizing and mapping your way out of debt and for planning your spending, savings and investing. No products will be offered in class. Spouse or partner may attend at no additional charge but must also pre-register.

PFIN 749-81 

\$49 (Senior Fee \$24.50)

Wednesday Feb. 9 − 23
6 − 8 p.m. A 173c Gossett



#### **Introduction to Drones**

Learn how to fly a drone for fun! This beginner's course is designed with the drone enthusiasts in mind and includes everything you need to get started with drones. We will cover basic laws, safety, as well as flight controls and where you can fly legally. The instructor will teach you how to download photos and videos from the drone. You will need to bring a smart phone, as you'll use it to control your drone (unless you buy a remote separately). If you bring your own laptop, the instructor will show you how to transfer the photos/videos as well. Students must sign a liability waiver prior to class. This is a hands-on flight training course, and a drone is included in the cost that you will keep. CEUs:

PILOT 710-81 業 \$399 (Senior Fee \$274.50) Sat./Sun. April 9 & 10 9 a.m. – 2:30 p.m. TBA Knaggs



### Creating with Cricut Design Space - (Zoom)

Learn how to use Cricut Design space to create t-shirts, cards and crafts. As a business owner who creates Farmhouse signs using Cricut, Kelley will show you many tips and tricks to help you become the best crafter you can. We will create three projects, including a T-shirt, card and vinyl to use as a template for a wood sign.

You will need to have a Cricut and access to Cricut Design Space. Class meets via Zoom. Login instructions will be emailed to you prior to the start date.



### An Introduction to Voiceovers (Virtual) (Getting Started in Voice Acting)

Explore the craft of voiceovers! Discover current trends, opportunities and tools you need to find success in this growing remote working industry. Read a real script and receive coaching from your instructor, a professional voice actor, to improve your delivery. One-time, 90-minute, one-on-one, video-chat class! Upon registration you will be contacted by Voices For All to schedule your class for a day and time of your convenience. Requirements: Students must have internet access and video chatting capabilities using a method such as: Zoom, Skype (Win/Mac/Mobile) or iChat/FaceTime (Mac/iOS).

PROF 721-41 \$49 (Senior Fee \$24.50) Call to register and secure your date.



### ONLINE COURSES



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

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

#### WELCOME!

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

### **GETTING STARTED**

- 1. Visit our Online Instruction Center: www.ed2go.com/Monroe
- 2. Click the Courses link, choose the department and course title you are interested in, and select the Enroll Now button. Follow the instructions to enroll. Here you will enter your e-mail and choose a password that will grant you access to the classroom. You will also pay for your course at this time.
- 3. When your course starts, return to our Online Instruction Center and click the "Classroom" link. To begin your studies, simply log in with your e-mail and the password you selected during enrollment.

#### **SELECTION OF STARTING DATES FOR 2022**





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

#### LEARN FROM THE COMFORT OF HOME

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

### ARTS AND DESIGN

Graphic Arts Photography Web Design

#### **BUSINESS**

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

#### **COMPUTER APPLICATIONS**

Microsoft QuickBooks Windows

#### **COMPUTER SCIENCE**

Database Management Programming

#### **HOSPITALITY**

Hospitality Service

#### **HEALTH AND FITNESS**

Alternative Medicine Fitness. Medical Veterinary Wellness

### INFORMATION TECHNOLOGY

Networking Security

#### LANGUAGE

Languages

#### **LEGAL**

Legal Studies

### MATH AND SCIENCE

Mathematics and Science

### TEACHER PROFESSIONAL DEVELOPMENT

Child Development Classroom Technology Math and Science Reading and Writing

#### **TEST PREP**

Automotive Exam Prep Information Technology

#### WRITING

Writing and Editing



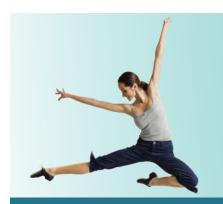








DANCE



## destination DANCE SCHOOL

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

### Train with Dance Director Kellie Lajiness!

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

#### At Destination Dance, You Will Enjoy:

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

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

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

## SCHEDULE SEASON Continuation Classes Begin January 10

## Annual Spring Recital Thursday, May 19 at 6:30 p.m.

### Recruiting New Tap Company Members Destination Tap Collective: Intermediate/ Advanced Teen/Adult Company Class

\$87 per section Mondays 5:30 – 6:40 p.m. H 139 DANCE 762A-81 Jan. 10 – Feb. 21 DANCE 762A-82 Feb. 28 – April 4 DANCE 762A-83 April 11 – May 16 No class January 17

### Teen/Adult Ballet Level III/IV Age 13+

\$87 per section Mondays 6:45 – 7:55 p.m. H 139 DANCE 772-81 Jan. 10 – Feb. 21 DANCE 772-82 Feb. 28 – April 4 DANCE 772-83 April 11 – May 16 No class January 17

### Teen/Adult Tap I

\$78 per section (Senior Fee \$39)
Tuesdays 6 - 6:55 p.m. H 139
DANCE 757-81 Jan. 11 - Feb. 15
DANCE 757-82 Feb. 22 - Mar. 29
DANCE 757-83 April 12 - May 24

### Better Balance Ballet Barre Exercise

\$69 per section (\$34.50 Senior Fee) Wednesdays 6:15 – 6:55 p.m. H 139 DANCE 792-81 Jan. 12 – Feb. 16 DANCE 792-82 Feb. 23 – Mar. 30 DANCE 792-83 April 13 – May 25

### Teen/Adult Intermediate Theatre Tap

\$78 per section (\$39 Senior Fee) Wednesdays 7 – 7:55 p.m. H 139 DANCE 773-81 Jan. 12 – Feb. 16 DANCE 773-82 Feb. 23 – Mar. 30 DANCE 773-83 April 13 – May 25

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

\$78 per section Thursdays 4:15 – 5:10 p.m. H 139 DANCE 791-81 Jan. 13 – Feb. 17 DANCE 791-82 Feb. 24 – Mar. 31 DANCE 791-83 April 14 – May 26

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

\$78 per section Thursdays 5:15 – 6:10 p.m. H139 DANCE 800-81 Jan. 13 – Feb. 17 DANCE 800-82 Feb. 24 – Mar. 31 DANCE 800-83 April 14 – May 26

### NEW Senior Sensations Tap Class

\$78 per section (Senior Fee \$39)
Mondays 1:30 – 2:30 p.m. H 139

DANCE 803-81 Feb. 24 – Mar. 31

DANCE 803-82 April 14 – May 26

DANCE 803-83 June 2 – 23

No class May 19

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

Continued on next page.

### **NEW for Children and Youth**

### Intro Tap/Pre-Ballet Combo I (Age 4-6)

\$78 per section Mondays 4:30 – 5:25 p.m. H 139 **DANCE 734-81** Jan. 10 – Feb. 21 **DANCE 734-82** Feb. 28 – Apr. 4 **DANCE 734-83** April 11 – May16

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

\$69 per section Tuesdays 4:30 – 5:10 p.m. H 139 **DANCE 747-81 Jan. 11 – Feb. 15 DANCE 747-82 Feb. 22 – Mar. 29 DANCE 747-83 April 12 – May 24** 

### Youth Primary Ballet I (Age 6-8)

No class January 17

\$69 per section Wednesdays 4:30 – 5:10 p.m. H 139 DANCE 769-81 Jan. 12 – Feb. 16 DANCE 769-82 Feb. 23 – Mar. 30 DANCE 769-83 April 13 – May 25

### Youth Jazz and Tap Combo I (Age 6-8) \$78 per section

For the safety of our community, class size may be reduced to allow for social distancing. Also, all staff and students are required to wear PPE when on campus.

### Make MCCC your destination for action packed dance! New members are welcome!

### American Rhythm and Smooth Ballroom

Offerings for Teens and Adults

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

#### **MONDAY OFFERINGS**

### Ballroom Level II – Class I Foxtrot/Swing/Argentine Tango DANCE 703-81

\$78 per section (Senior Fee \$39) Mondays Jan. 10 – Feb. 21 11 – 11:55 a.m. H 139

### Ballroom Level II – Class II Rumba/Cha Cha/American Tango

**DANCE 703-82** 

\$78 per section (Senior Fee \$39) Mondays Feb. 28 – Apr. 4 11 – 11:55 a.m. H 139

#### Ballroom Level II/Class III Salsa/Night Club Two-Step/ Waltz

**DANCE 703-83** 

\$78 per section (Senior Fee \$39) Mondays Apr. 11 – May 16 11 – 11:55 a.m. H 139

### **TUESDAY OFFERINGS**

### Adult Beginner Variety I Class I Foxtrot/Swing/Rumba DANCE 702-81

\$78 per section (Senior Fee \$39) Tuesdays Jan. 11 – Feb. 15 7 – 7:55 p.m. H 139

### Adult Beginner Variety I Class II Waltz/Cha Cha/Night Club Two-Step

**DANCE 702-82** 

\$78 per section (Senior Fee \$39) Tuesdays Feb.22 – Mar. 29 7 – 7:55 p.m. H 139

### Adult Beginner Variety I Class III Salsa/Argentine Tango/ Merenaue

**DANCE 702-83** 

\$78 per section (Senior Fee \$39)
Tuesdays April 12 – May 24
7 – 7:55 p.m. H 139

#### **WEDNESDAY OFFERINGS**

#### Adult Beginner Variety Class I Foxtrot/Swing/Rumba DANCE 702-84

\$78 per section (Senior Fee \$39) Wednesdays Feb. 23 – Mar. 30 8 – 8:55 p.m. H 139

### Adult Beginner Variety Class II Cha Cha/Night Club Two-Step/ Waltz

**DANCE 702-85** 

\$78 per section (Senior Fee \$39) Wednesdays Apr. 13 – May 25 8 – 8:55 p.m. H 139 No class on May 18

## Practice Makes Perfect Sessions for currently enrolled students!

6 One-Hour Practice Sessions designed to improve your skills!

\$30 (Senior Fee \$15) per session Meets on Tuesdays 8 – 9 p.m. H 139

Practice Makes Perfect Session I DANCE 801-81 Jan. 11 – Feb. 15

Practice Makes Perfect Session II DANCE 801-82 Feb. 22 – Mar. 29

Practice Makes Perfect Session III

DANCE 801-83 April 12 – May 24

No class May 17



Continued on next page.

### Summer Fun and Active

#### Ballroom Level II Mambo/ American Tango and More DANCE 703-84

\$52 (Senior Fee \$26) Mondays June 6 – 27 6:30 – 7:30 p.m. H 139

### Adult Beginner Variety Class I Salsa/Swing/and More

### Better Balance Ballet Barre Exercise

**DANCE 792-84** \$46 per section (Senior Fee \$23) Wednesdays June 1 - 22 5:15 – 5:55 p.m. H 139

### Teen/Adult Tap I/II DANCE 795-84

\$52 per section (Senior Fee \$26) Wednesdays June 1 - 22 6 - 6:55 p.m. H 139

### Teen/Adult Intermediate Theater Tap DANCE 804-81

\$52 per section (Senior Fee \$26) Wednesdays June 2 - 21 7 - 7:55 p.m. H 139

## Upcoming Performances Inside Out Dance Ensemble and Destination Tap Collective Joint Concert:

Saturday, April 9 at 7:30 p.m. and Sunday, April 10 at 3:00 p.m. La-Z-Boy Center, Meyer Theater



### PRIVATE DANCE LESSONS

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

### IODE Winter Semester Auditions for April 2022 Concert! MCCC's Inside Out Dance Ensemble

will hold auditions for adult dancers age 18+ and apprentices ages 14+.

Please choose one time to attend.

Friday, Jan. 14 • 5–7 p.m. • H 139

Saturday, Jan. 15 • 9–11 a.m. • H 139

### Wedding Bells Ballroom Package

Package includes one introductory planning session and three private lessons.

Private dance lessons are available in any field of study. You may purchase any number of lessons at \$50 per hour.

Ballroom Dance Club's monthly lesson parties are back and open to the public. Meet in Room H 139.

Contact Kellie at klajiness@monroeccc.edu for any of the above.

### HEALTH WELLNESS

### Meet Katie Valley, Registered Holistic Nutritionist

Katie Valley is a Registered Holistic Nutrition Practitioner and Certified Intuitive Eating Counselor with a Bachelor of Science degree in Public Health Education. She truly enjoys sharing her passion with others and her mission is to dispel the myths of diet culture and reinforce a holistic, health-focused approach to wellness. Through motivation and support through group coaching and one-on-one nutrition consultations, she helps others who are tired of dieting trends to eat intuitively, pursue TRUE health, and feel confident in their own unique body. After her own experience with disordered eating and poor body image, Katie found true healing by practicing Intuitive Eating and Body Acceptance, and now works with others to do the same.



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

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

Are you tired of dieting? Do you ever wish you knew how to eat to support your health that doesn't involve restrictive calorie counting and measuring? If so, this course is for you. Please bring a snack to class. Understand why dieting makes it more difficult to practice mindful eating. Learn about the hunger/fullness chart and emotional hunger vs. physical hunger

HLTSC 782-41 (5): \$30 (Senior Fee \$15) Tuesday May 10 11 a.m. – 12:15 p.m. Zoom

#### NFW!

### Body Image and Self Love (Virtual)

Valley

Learn where our own body image comes from in this discussion-based class. Learn ways in which we can cultivate self-compassion in order to honor our health and wellbeing. Explore the messages that we have received that impact our own body image. Also, learn the importance of media literacy and how it impacts the social construct of beauty.

HLTSC 788-41 : \$30 (Senior Fee \$15) Tuesday June 21 11 a.m. − 12:15 p.m. Zoom Valley

#### NFWI

#### Health and Hormones (Virtual)

Learn the easy strategy to create healthy, balanced meals to add to your health program. Understand the importance of elongating your blood sugar throughout the day to feel your best. Understand the glycemic index, and how different types of carbohydrates impacts our blood sugar differently as well as a simple strategy to create easy, blood sugar balancing meals.

HLTSC 793-41 🔅 \$30 (Senior Fee \$15)

Tuesday July 12

11 a.m. – 12:15 p.m. Zoom Valley

#### NFWI

### **Gentle Nutrition (Virtual)**

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

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

HLTSC 790-41 🔅 \$30 (Senior Fee \$15) Tuesday Jun. 7 11 a.m. – 12:15 p.m. Zoom Valley

### Intuitive Eating for Optimal Health (Virtual)

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

HLTSC 729-41 :: \$30 (Senior Fee \$15) Tuesday May 24 11 a.m. – 12:15 p.m. Zoom Valley

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

### MEDICAL CAREER TRAINING

### Clinical Medical Assistant Program

Entry Level • Clinical Practice This program is designed to prepare students to function as professionals in multiple healthcare settings. Medical assistants with a clinical background perform various clinical tasks including assisting with the administration of medications and with minor procedures, performing an EKG electrocardiogram, obtaining laboratory specimens for testing, educating patients and other related tasks. Job opportunities are prevalent with physician's offices, clinics, chiropractor's offices, hospitals and outpatient facilities. Externship included. 140 classroom hours + 160 clinical hours

MEDCL 826-81 \*\*
\$2,499 (Senior Fee \$2,209)
Tues/Thurs/Sat Mar. 15 - June 16
6 - 9:30 p.m. Z 260 Staff

Meets from 9 a.m. – 4 p.m. on the following Saturdays: Mar. 26, Apr. 9, 30, May 14, 28 and June 11

### **Dental Assisting Program**

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

### 60 classroom hours + 40 clinical hours MEDCL 828-81 辮

\$1,254 (Senior Fee \$1,106.50) Mon/Wed Mar. 14 – May 9 6 – 9:30 p.m. Z 260 Staff



### Pharmacy Technician Certification Program

Entry Level • Clinical Practice The need for pharmacy technicians continues to grow with demand expected to increase substantially through 2024. Technicians work under the supervision of a registered pharmacist in hospitals, home infusion pharmacies, community pharmacies and other healthcare settings. This high demand for pharmacy technicians is the result of a multitude of factors, including the constant availability of new drugs, the national shortage of registered pharmacists, the establishment of certified pharmacy technicians and the aging population. Approximately 400,000 technicians will be employed by the year 2024 to meet our nation's growing healthcare demands. This comprehensive course will prepare learners to enter the pharmacy field and take the Pharmacy Technician Certification Board's PTCB exam. Externship included.

### 50 classroom hours +80 clinical hours MEDCL 807-81 辮

### **Sterile Processing Technician**

This 63-hour program **€** Cashier is designed to prepare students to function as a sterile processing professional in multiple healthcare settings. Sterile processing technicians perform and participate in decontamination, cleaning, assembling, packaging, scanning, sterilization, storage, and distribution of reusable surgical instrumentation and equipment. This course is a combination of lecture, hands-on labs, and site visits to a local facility. This course will be taught live on campus. Clinical hours (120) will be at facilities located in southeast Michigan or northwest Ohio, generally within onehour drive time from Monroe.

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

MEDCL 842-81 

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

Tues/Thurs Feb. 1 − May 3
6 − 9 p.m. L 204 Staff



### SPORTS | PHYSICAL FITNESS | MOTORCYCLES • • • •



#### **CrossFit**

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

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

Call the Office of Lifelong Learning at 734.384.4127 to register.

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



#### Tge Kwon Do

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

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

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

### WINTER SEMESTER

HPE 712A-81 – classroom only

HPE 713-81A - classroom plus one private lesson

Tues/Thurs Feb. 3 – 24

6:30 – 7:45 p.m. H 131 Bergmooser/Stasa

HPE 712B-81 - classroom only

HPE 713-81B - classroom plus one private lesson

Tues/Thurs Mar. 8 – 29

6:30 – 7:45 p.m. H 131 Bergmooser/Stasa

HPE 712C-81 - classroom only

HPE 713-81C - classroom plus one private lesson

Tues/Thurs Mar. 31 – Apr. 28

6:30 – 7:45 p.m. H 131 Bergmooser/Stasa



### SPORTS | PHYSICAL FITNESS | MOTORCYCLES

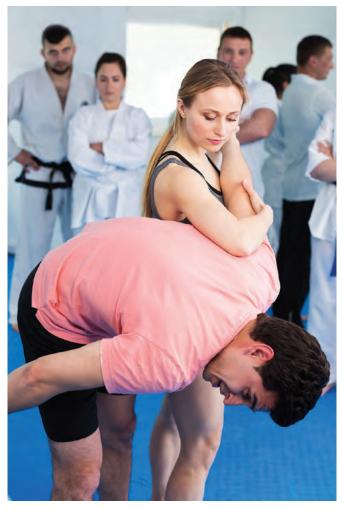


### Club Cardio with Carly

Have fun while losing weight and getting toned! Club Cardio 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. Club Cardio is a judgment-free zone and is perfect for participants with no prior dance experience. Try something new and shake it to a healthier and happier you! Please bring a mat and water to class.

Club Cardio will meet at Spotlight Studio at 105 E. Front Street in downtown Monroe. Once you purchase your sessions with us, you will pick the timeframe and dates that works for you and simply show up!

Cost is \$30 per 6 class package (Senior fee is \$15) Classes meet as follows: Wednesdays, 6 – 7 p.m. Saturdays, 10 – 11 a.m.



#### **Self Defense**

This basic class will cover simple self-defense strategies 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 776-81 欒 \$20 (Senior fee is \$10) Tuesday February 1 Time H 131 Bergmooser

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

### Mindful Movement Yoga

Malissa Whited is the owner/lead teacher of Mindful Movement. Malissa stepped on her mat over 25 years ago. It has become a beautiful, guiding force in her life. Her practice is an eclectic fusion of breath work, flowing asana, mindfulness, anatomy and storytelling. Her classes are educational, created with a therapeutic focus, and breathcentered. She shows multiple levels in her classes to allow her students to manifest an optimal experience in their minds, bodies and hearts. Experience: Malissa Whited B.S., E-RYT 200 has been a therapeutic style Yoga instructor for over 20 years. She is also a manual medicine therapist under Dr. Keith R. Barbour, D.O., and a blue belt in Brazilian Jiu Jitsu under Todd Williams. She has taught Yoga trainings, retreats and workshops in the U.S. and Internationally.



#### Yogo

Yoga is an ancient practice of mindfulness and connection. In an hour class, students will be led through various poses in a slow, dynamic way to cultivate more flexibility, strength and balance in their bodies. Breathing and meditation practices will also be incorporated to help calm the mind and release stress. Multiple levels will be shown in each class. Please inform your teacher of any aliments or limitations that you may have that would restrict your practice. Required materials: yoga mat, hand towel. Optional materials: yoga block.

YOGA 703-81 **\*** \$90 (Senior Fee \$45)

Wednesdays Mar. 16 – Apr. 20 5:30 – 6:30 p.m. Z 275 Whited

YOGA 703-82 🔅

\$90 (Senior Fee \$45)

Wednesdays May 4 - Jun. 8 5:30 - 6:30 p.m. Z 275 Whited

#### **Meditation**

Meditation is a grounding practice that teaches us to move from a state of reactivity to receptivity. In this 30-minute seated practice, relaxation techniques such as deep breathing, visualization and progressive muscle relaxation will be used to activate a deep relaxation response. When practiced regularly, these activities lead to a reduction in your everyday stress levels and a boost in your feelings of joy and peace. Please bring a yoga mat, meditation cushion or yoga blanket to sit on.

YOGA 702-81 辮

\$60 (Senior Fee \$30) Wednesdays Mar. 16 – Apr. 20 6:30 – 7 p.m. Z 275 Whited

YOGA 702-82

\$60 (Senior Fee \$30)

Wednesdays May 4 – Jun. 8 6:30 – 7 p.m. Z 275 Whited

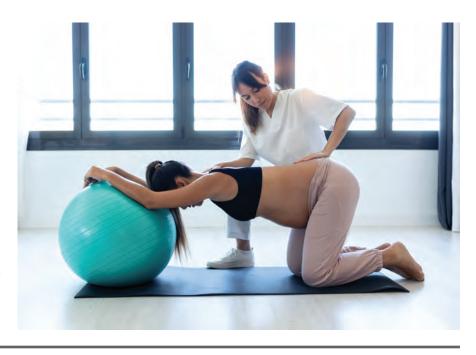
Sign up for Yoga and Meditation and receive a \$20 discount. Call us to register.

#### Women's Health Fitness

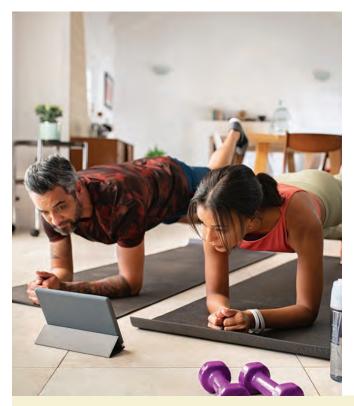
This Women's Health Fitness class is taught by Katie Bacarella, a physical therapist who specializes in pregnancy and postpartum. The class is specifically designed for women in this demographic. About the class: Have you been told that peeing when you sneeze after having a baby is normal? Or that doing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

Class is taught at Light the Fire Crossfit in Monroe.

Please call our office for more information.



### SPORTS | PHYSICAL FITNESS | MOTORCYCLES





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

### **Hybrid Certified Personal Trainer Course**

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

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

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

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

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

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

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

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

HPE 729-81 繺

Saturdays

\$800 (Senior Fee \$700) 9 a.m. - 4 p.m.\*

Feb. 12 - Mar. 26

WITS Staff



Cachier

No class on March 19

- \* 9 a.m. Noon is virtual lecture done wherever you prefer
- \* 1 4 p.m. is practical (in person) labs on campus

H 110

### **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 safely.



### **Riding Gear & Requirements**

- Face Covering: This can be a neck gaiter, kerchief (bandana), surgical mask, or homemade cloth mask with materials from a T-shirt, sock, scarf, etc.
- Driver's License: Students under the age of 18 are allowed to provide a graduated driver's license if they are least 15 years old; however, a parent or legal guardian must accompany the student on the first day of class.
- DOT-certified Helmet: Must be in good condition and appropriately fitted. Full-faced, open-faced, half, modular, off-road, and dual-sport motorcycle helmets are acceptable examples.
- Eye Protection: Required even with a face shield. Goggles, eyeglasses, sunglasses, and safety glasses are acceptable examples.
- Long-sleeved Jacket or Shirt: Must be long-sleeved and cover your wrists in the riding position. Denim jackets, leather jackets, long-sleeved cotton shirts and long-sleeved jerseys are acceptable examples.
- Full-finger Gloves: Must be appropriately fitted to allow for proper gripping. Leather motorcycle gloves and textile mechanic gloves are acceptable examples.
- Pants: Must be a durable fabric and reach your boots while in the riding position. Leather motorcycle pants, textile pants, and denim pants are acceptable examples.
- Boots: Must cover the ankle and have a hard sole (high-top tennis shoes and high heels are not permitted). Carpenter boots, military boots, and work boots are acceptable examples.
- Rain and Cold-weather Gear: Riding occurs in inclement weather, so please be prepared with appropriate clothing.
- Pen or Pencil: Don't forget your writing utensil!

#### **Additional Requirements**

- Age Requirements: Students under the age of 18 are allowed to take the Basic RiderCourse or Basic RiderCourse 2 starting at age 15 if they have a graduated driver's license. A parent or legal guardian must accompany the student on the first day of class, and his or her signatures will be required for the course waiver.
- Availability: You must be available and on time for each scheduled session or you may be denied admission.

Continued on next page.

### SPORTS | PHYSICAL FITNESS | MOTORCYCLES

### Basic RiderCourse (BRC) - Web Enhanced / For Beginning Riders

This course is designed for someone who has little or no experience operating a motorcycle, and it focuses on the development of basic riding skills: clutch and throttle coordination, straight-line riding, braking, turning, and shifting. Training motorcycles are provided. Privately owned motorcycles are **NOT** permitted. The course also provides a fast track to a motorcycle endorsement: successful completion results in a certificate that waives the written knowledge test and ridingskill test, which would otherwise be administered by the Secretary of State and a third-party testing agency, respectively.

Instruction consists of approximately 18 total hours – 3 hours of online preparation to be completed prior to your class start date, 5 hours of classroom instruction, and 10 hours of hands-on training. Students need to be available, but not necessarily onsite, for all of Saturday and Sunday. Students are placed into groups during classroom instruction on Friday; those in Group A will ride in the morning (8 a.m.-1 p.m.), and those in Group B

will ride in the afternoon (1 p.m.-6 p.m.). While we do our best to accommodate requests, please keep in mind that we cannot guarantee placement into either specified group. Please reserve any such discussions for your instructor on Friday.

Prerequisites: Ability to ride a bicycle; have a valid email address on file with the college. NOTE: Must complete the online eCourse prior to your class start date and bring the completion certificate to the first class session. The link to the eCourse will be distributed by the College via email at least one week prior to the start date of your class. If you have not received an email by this time, you must contact our office 734.384.4127.

MOTCY 706-81 \$50 (Senior Fee \$25) Fri/Sat/Sun July 8 − 10 MOTCY 706-82 \$50 (Senior Fee \$25) Fri/Sat/Sun July 15-17 MOTCY 706-83 \$50 (Senior Fee \$25) Fri/Sat/Sun July 29-31

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



### Basic RiderCourse 2 (BRC2) / For Experienced

This course is designed mainly for experienced but unendorsed motorcyclists; however, endorsed motorcyclists also use this course to refresh their skills. Topics include: braking, counter steering, turning, speed judgment, and other techniques necessary for the experienced rider to operate a motorcycle skillfully and safely. Students must provide their own motorcycle. Mopeds are welcome. Three-wheeled motorcycles are NOT permitted. Sharing is NOT permitted. The motorcycle must be titled, registered, and insured; and it must display a valid license plate. Students must provide proof of insurance, and the motorcycle must pass a safety inspection. The course also provides a fast track to a motorcycle endorsement; successful completion results in a certificate that waives the written knowledge test and riding-skill test, which would otherwise be administered by the Secretary of State and a third-party testing agency, respectively. Prerequisites: Prior motorcycling experience; ownership of a motorcycle that is titled, registered, and insured; and valid email address on file with the college.

MOTCY 707-81 \$\iint\sim \\$50 (Senior Fee \$25) Saturday May 21 8 a.m. - 6 p.m. Z 260

### HOME INSPECTION | REAL ESTATE | SKILLED TRADES • • •



#### Real Estate Fundamentals

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

RELST 701-81 辮 \$279 (Senior Fee \$244.50) Tues/Thurs Mar. 22 - Apr. 21 6 - 10 p.m. H 165 Bowman

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

### **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

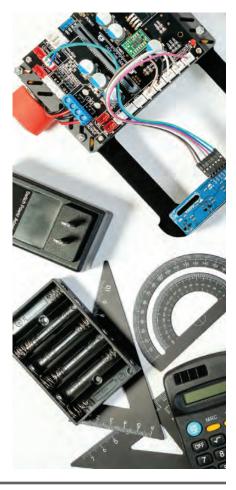
MECH 727-81 辮 \$759 (Senior Fee \$429.50) Tues/Thurs Mar. 8 - May 19

5 - 9 p.m.Z 271 Kiselewski

#### **Vex Robotics**

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

information.



### HOME INSPECTION | REAL ESTATE | SKILLED TRADES



Home Inspection Certificate
Course (Online)

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

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

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

#### Roofing (Online)

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

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

### Structure (Online)

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

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

### **Electrical (Online)**

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

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



### **Heating I (Online)**

This course introduces residential heating systems, starting with a description of various fuels. The course then focuses on the different types of furnaces and boilers.

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

#### **Heating II (Online)**

The Heating course continues with a focus on chimneys, wood heating, fireplaces, steam heating, electric heating systems and space heaters. Each topic starts with a description of how the system works.

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

### Air Conditioning & Heat Pumps (Online)

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

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



### **Plumbing (Online)**

This course is broken into four parts: supply piping, water heaters, waste piping and plumbing fixtures. The physics of water is covered at the beginning in a simple, common-sense way.

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

### **Exterior (Online)**

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

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

### Insulation and Interiors (Online)

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

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

### Communication and Professional Practice (Online)

Home inspectors are required, both verbally and in writing, to describe the inspection process and communicate inspection findings to the client. It is important that home inspectors communicate clearly and effectively to ensure that clients understand the inspection results and the report. Learn the reporting requirements and proper conduct for a professional home inspector.

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

### Paralegal and Legal Support Training Courses Cashier



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



### **Paralegal Certificate Course** \$1595 + Books & Westlaw / 90 **CLOCK HOURS**

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

### **Advanced Paralegal Certificate Course**

\$2400 + Books & Westlaw / 270 CLOCK HOURS Students may take topics individually. A certificate will be issued only if the student completes six of the 14 advanced topics.

### **Legal Secretary Certificate** Course

\$995 + Books / 45 CLOCK HOURS This intensive program is designed for both beginning and experienced secretaries who are interested in improving their skills and working more efficiently within the law office.

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.



### Advanced Paralegal Individual Topics

Intellectual Property

\$400 PER TOPIC / 45 CLOCK HOURS
PER TOPIC
Bankruptcy Law
Victim Advocacy
Advanced Legal Research
Alternative Dispute Resolution
Business Law and Practices
Estate Planning: Probate, Wills & Trusts
Criminal Law
Family Law
Constitutional Law and Civil Liberties
Water Law
Immigration Law
Education Law
Criminal Procedure

### Victim Advocacy Certificate Course

\$995 + Books / 45 CLOCK HOURS
Prepare to work in victim advocacy
arenas, such as domestic violence
shelters, crisis centers and crisis hotlines,
as well as with state and county
governments to assist crime victims in
progressing through the criminal justice
system and toward successful recovery.

### Legal Nurse Consultant Training Course

\$1195 + Books / 42 CLOCK HOURS
This program prepares registered nurses
for a career in the legal field as legal
nurse consultants.



### Other courses available to you include:

Advanced Legal Research and Writing Certificate Course \$995 + Books / 50 CLOCK HOURS

eDiscovery for Paralegals \$995 + Books / 45 CLOCK HOURS

Software Essentials for the Law Office

\$995 + Books / 50 CLOCK HOURS

Personal Injury for Paralegals \$995 + Books / 45 CLOCK HOURS

Employment Law Certificate Course \$995 + Books / 45 CLOCK HOURS

Medical Professional Legal Consultant \$1295 + Books / 45 CLOCK HOURS

Legal Investigation Certificate
Course
\$995 + Books / 45 CLOCK

\$995 + Books / 45 CLOCK HOURS

Alternative Dispute Resolution (Mediation) Certificate Course \$995 + Books / 45 CLOCK HOURS

Intellectual Property Law for Engineers Certificate Course \$995 + Books / 45 CLOCK HOURS

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

### Online Advanced Career Training

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

#### **Features**

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



### Jump Start Your Career or Find a New One

### **Getting Started**



Find your course at:
https://careertraining.ed2go.com/mccc/
and follow the steps to register and pay.

#### Online Courses Available Medical Billing and Coding (Voucher Included)

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

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

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

### **Certified Bookkeeper**

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

### Pharmacy Technician (Voucher Included)

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

### **Certified Wedding Planner**

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

### Certified Medical Administrative Assistant (CCMA)(Voucher Included)

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

### Certified Outpatient Coder (Voucher Included)

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

#### **HRS HVAC/R Certified Technician**

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

### **ICD-10 Medical Coding**

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



Online Advanced Career Training (continued).





### Professional Bookkeeping with QuickBooks 2015, Software Included

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

### Payroll Practice and Management (Voucher Included)

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

### SSCP Systems Security Certified Practitioner (Voucher Included)

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

### CompTIA Security+ Certification Training (Voucher Included)

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

### CompTIA A+ Certification Training (Voucher Included)

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

#### **Web Applications Developer**

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

### CompTIA Healthcare IT Technician

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

### Certified Information Systems Security Professional (CISSP)

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

### **Grant Writing**

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

#### **Human Resources Professional**

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

### Advanced Hospital Coding and CCS Prep

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

### CNA: Routing and Switching (Voucher Included)

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



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



### **Microsoft Courses**

#### Intro to Microsoft Word

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

#### Intro to Microsoft Excel

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

#### Intro to Microsoft PowerPoint

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

### **Intro to Microsoft Access**

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

#### Intro to Microsoft Outlook

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

#### **Intro to Windows 10**

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

#### **Online Courses with ED2GO**

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

#### **WELCOME!**

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

### **GETTING STARTED**

- 1. Visit our Online Instruction Center: www.ed2go.com/Monroe
- 2. Click the Courses link, choose the department and course title you are interested in, and select the Enroll Now button. Follow the instructions to enroll. Here, you will enter your e-mail and choose a password that will grant you access to the classroom. You will also pay for your course at this time.
- 3. When your course starts, return to our Online Instruction Center and click the "Classroom" link. To begin your studies, simply log in with your e-mail and the password you selected during enrollment.

### Selection of Starting Dates for Winter and Summer 2022

₩ Winter	Summer \$\infty\$
January 13	May 12
February 10	June 16
March 17	July 14
April 14	August 18

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

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



### **MICROSOFT OFFICE CLASSES**

### **Basic Excel (Zoom)**

Learn the premier spreadsheet application. Tips will be given on when and how to use the ribbon interface. Prerequisite: You must have previous computer experience including Windows and keyboarding skills. Cost includes materials. CEUs: .8

MICRO 774-41 ★ Significant MICRO 774-41 ★ Significant Significant MICRO 774-41 ★ Significant MICRO 77

### Intermediate Excel (Zoom)

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

Friday Feb. 25 – Mar. 11 Fri. May 24 – June 10 9 a.m. – Noon Zoom Colston 9 a.m. – Noon Zoom Colston

### Advanced Excel (Zoom)

This is an accelerated, advanced class. Participants are encouraged to bring in real-life problems for review in the lab. A course card is included with the course. The target audience is anyone that has previously enrolled in Excel Intermediate or those who have extensive experience working with Excel. Cost includes materials. CEUs: .8

MICRO 905-41 ★ Single MICRO 905-41 ★ Single MICRO 905-41 ★ Single Micro Fee \$57.61 Single Micro Fee \$57.61 Single Friday Mar. 18 – Apr. 1 Fri. Jun. 17 – Jul. 19 a.m. – Noon Zoom Colston Single Micro 905-41 ★ Single Micr

#### Quickbooks (Zoom)

This 10-hour course is for anyone who wants to learn QuickBooks. Whether you are a newbie or would like to become more proficient in this software, this class is for you. We will start from the beginning, so that no one is left behind. It is highly recommended that you have QuickBooks installed on your computer so that you can work along with the assignment activities. This class is taught with a live instructor, via Zoom, who will lead the lectures. We will go over a fictitious company when learning how to perform various functions in Quickbooks. CEUs: 1.0

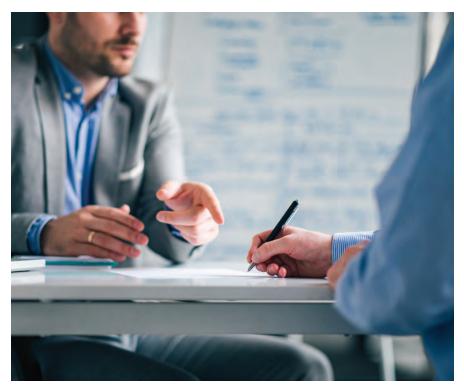
MICRO 925-41 ∰
\$119 (Senior Fee \$62.25)

Wed. Feb. 2 − Mar. 2
6 − 8 p.m. ZOOM Colston

MICRO 925-41 ∰
\$119 (Senior Fee \$62.25)

Wed. Jun. 1 − 22
6 − 8 p.m. Zoom Colston

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



### **NEW**Introduction to the World of Grants

Have you ever thought about learning how to write grants? It might be because you want to help your favorite nonprofit, or possibly your church, qualify for grants. Or, you might have considered grant writing as a possible career. By the way, that's not a bad idea. Nonprofit organizations in Michigan employ over 450,000 people, making it the third-largest industry in our state. Whatever your reasons; if you want to learn more about grants, this is the workshop (seminar) for you. The instructor, Edward Wollmann, is a master grant writer with over 27 years of experience who loves to share his knowledge about all things grantsrelated with others. Want to learn more? No problem. Just register, and bring your curiosity and your questions. You will be glad you enrolled.

ENGL 726-81 禁 \$46 (Senior Fee \$23) Wednesday Feb. 2 6 – 8 p.m. TBA Wollmann

### NEW Grant Writing Training – Intermediate Level

The course consists of five grant writing sessions designed for intermediate-level students. These training modules are from the grant writing training workshops the instructor has been teaching at universities around the U.S. for the last 15 years. These sessions are very interactive, making them more meaningful for you! The topics to be covered include the following:

- The Four Types of Proposals in the Grants Universe
- The Anatomy of a Grant Proposal
- A Comprehensive Grant Development Process
- How to Develop Our Project Concept
- How to Create Effective Proposal Components
- The 12 Characteristics of a Great Proposal
- Prospecting for Funders in Our Back Yard

ENGL 727-81 **\*** \$69 (Senior Fee \$34.50) Wednesdays Feb. 16 – Mar. 16 6 – 8 p.m. TBA Wollmann

### **Entrepreneurship Suite**

Take your ideas and turn them into a plan for a successful business. In this series, you will begin by writing a detailed business plan that will improve your chances of obtaining finances and provide you with a strategic direction for your company. Then, learn proven marketing techniques you can implement even with a small budget, types of financing options and where to find them, and how to build policies that will grow with your business. There are no prerequisites to take this course; however, you must have email capabilities and access to a personal email account. Instructional material requirements: The instructional materials required for this course are included in enrollment and will be available online. CEUs: 7.2.

BMGT 778W \$267 Online – Start anytime Additional levels and topics on Entrepreneurship are available.





### **Pesticide Applicator** Certification Preparation and Basic Lawn/Turf Maintenance

This 30 hours of training will prepare you to sit for the Michigan Department of Agricultural & Rural Development (MDARD) Commercial Core and 3A Turf exams\* and will provide the applicator with a basic knowledge and understanding of pesticides, how to handle and use them correctly, and to be able to protect themselves, others and the environment from misuse. A person who becomes a Certified Applicator is eligible to be employed as a pesticide applicator at a commercial lawn care business. Certification is through the MDARD via the passing of it's examination process.

\*Participants will be responsible for obtaining a commercial pesticide certification with MDARD by registering and paying for the exams (\$75) upon completion of the training. Each examination requires a minimum score of 70 percent to pass. All exams are closed book. The questions are true/false and multiple choice.

AGRI 711-71 辮 \$399 (Senior Fee \$266)

Tues./Thurs. Feb. 1 - Mar. 3 5 – 8 p.m. T 157 **Birkey** 

### **HealthGuard Professional Food Manager**

Owners and managers of food service establishments have a responsibility to provide safe food to their customers. They need to understand that the consequences of inadequate food safety knowledge or poor hygienic practices can be very serious.

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



### WINTER 2022 SESSIONS

CSM 718-71 \$155 (Senior Fee \$137) Tuesday Jan. 11

8 a.m. - 6 p.m. A 173d Childress

CSM 718-72

\$155 (Senior Fee \$137)

**Tuesday** Feb. 8

A 173d Childress 8 a.m. - 6 p.m.

CSM 718-73

\$155 (Senior Fee \$137)

Tuesday Mar. 8

A 173d Childress 8 a.m. – 6 p.m.

CSM 718-74

\$155 (Senior Fee \$137)

Tuesday Apr. 12

8 a.m. – 6 p.m. A 173d Childress

### SUMMER 2022 SESSIONS



CSM 718-71 \$155 (Senior Fee \$137)

Tuesday May 10 8 a.m. – 6 p.m. A 173d Childress

CSM 718-72

\$155 (Senior Fee \$137) Tuesday Jun. 14

8 a.m. - 6 p.m. **TBD** Childress

CSM 718-73

\$155 (Senior Fee \$137)

Tuesday Jul. 12

8 a.m. - 6 p.m. **TBD Childress** 

CSM 718-74

\$155 (Senior Fee \$137)

Tuesday Aug. 9

**Childress** 8 a.m. – 6 p.m. **TBD** 

### 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.

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

### **Social Security Number Privacy Policy**

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

#### **Disabilities**

If you have a documented disability for which an accommodation may be appropriate, please contact Disability Services at 734-384-4167 for an appointment. Students must register with Disability Services each semester to receive accommodations.

### **Children on Campus**

Children are not permitted in the classroom.

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

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

#### Holds

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

#### **Credit Card Fees**

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

### **Safety Services at MCCC**

#### CONTACT INFORMATION

Police/Fire Emergency: 911

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

Location: Building A, Room 105 (located in the main lobby) **Phone:** Contact the Switchboard (when on campus) by dialing 0.

Main Phone: 734-457-6007 Mobile Phone: 734-735-9401 **Email:** cabel@monroeccc.edu

#### TITLE IX OFFICE FOR DISCRIMINATION AND SEXUAL HARASSMENT

The college's Equal Opportunity Officer and Title IX and Section 504/ADA Coordinator and Compliance Officer for

discrimination and sexual harassment is: Director of Human Resources

Monroe County Community College 1555 South Raisinville Road

Monroe, Michigan 48161 734-384-4245

Itorbet@monroeccc.edu

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

#### **SAFETY SERVICES PROVIDED**

Safety escorts
Crime prevention services
Campus information/directions
Lost and found
Incident reports

### MORE ABOUT CAMPUS SAFETY SERVICES AT MCCC

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

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

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

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

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

www.monroeccc.edu Help Desk: 734.384.4333

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

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

### Sign into erral and click on "Student" then "Planning"



### Signing In

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

### **Planning Courses**

- Under "Student Planning" select "Course Catalog" and then the "Advanced Search" tab
- Select the term you want to register for from the "Term" drop down menu
- Select the subject 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

### 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 – User Profile (left column)

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

### Steps for paying for your Lifelong Learning Class(es)

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

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

### Reminder

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

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



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

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

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

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

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

Class Title		Semester: ☐ Winter	□ Summer	☐ Fall
Print Participant's Name	Student ID# or last 4 digits of SSN	Date of Birth	_	
Participant's Signature	Date			
	s of age, a parent/legal guardian must sig	gn below.		
Print Parent/Guardian Name	Emergency Phone #			
Parent/Guardian Signature	Date			

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

### Registration Term and Year

□ Winter 2022 ☐ Summer 2022

### Monroe County Community College

**Lifelong Learning Registration Form**Corporate and Community Services Division
1555 South Raisinville Road • Monroe, Michigan 48161



Office 734 384 4127

		Office /	34.384.4	12/				
		• ONE FOI	RM PER PE	SON •				
Socia	Security Number			Student ID Nu		ent ID Num	mber	
/	′ /		] .	- OR –				
	Last Name		First Name		Name M.		M.I.	
Prev	vious Last Name			Primary	Contact N	lumber		
			(	)				
		Hom	e Addre	ss				
			- 10010					
(	City	State		Zip Code		Residency Sto		
	•					onroe County ut of Monroe Co ut of State	ounty	
Date of	Birth G	ender		Email Address				
		or F						
/	/		☐ Yes, ple	ase sign me up to rec lasses, as well as for c	eive email annou	incements on nev	v Lifelong	
□ Caucasian □	owing describes you	erican India	thnicity?	Please select	only one o	ption.	oose not	
☐ Hispanic/Latino ☐	l Asian □ Inte	rnational		□ Two o	or More Races	to	Report	
Course Number	Class Title		Time	Start Date	Location	Tuition	Fee*	
	Citizen Scholarship to Monroe C (s) you may be responsible for b			*Fee in	Total Due cluded in Tuition			
Tuition & Fees	Method of Paymen	nt				Credit Car		
\$	Cash, Check or Money	Order (p	avable to	MCCCI		A 2% convenience fee w to the cardholder for cre payments. This fee is a	dit or debit card	
\$	Visa, MasterCard or Di	••	, : ::: :0	/		to MCCC for accepting of form of payment. MCCC	redit cards as a	
	Card #			Exp. Date _		any way from this fee.	anes not binill li	
\$	Senior Citizen Scholars	ship				Rcvd. By		
\$	TOTAL TUITION & FE	ES PAID				Date		



### **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 payment 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**

January 21 NO down payment, 4 monthly payments (February 5 – May 5)

February 18 25% down payment processed IMMEDIATELY, 3 monthly payments (March 5 – May 5)

March 18 50% down payment processed IMMEDIATELY, 2 monthly payments (April 5 – May 5)

### **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/wisu22/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.





enriching lives



Non-Profit Organization U.S. Postage **PAID** Monroe, MI Permit No. 421

### ECRWSS RESIDENTIAL CUSTOMER

# Welcoming the New Year with a positive outlook and the opportunity for change.



have many classes designed to support your health and well-being, as well as satisfy your curiosity to learn something new! Listed below are just a handful of classes that will help put focus on what matters most – you!

- Healthy Cooking (see page 4)
- Herbal Medicine (see page 6)
- Mini-Mindfulness (see page 8)
- Ultimate Bucket List Workshop (See page 10)
- Money Matters (see page 10)
- Gentle Nutrition (see page 16)
- Body Image and Self Love (see page 16)
- Yoga and Meditation (see page 20)