CHECK OUT WHAT’S INSIDE!

Certificate Programs | Career Exploration
Medical, Trades, Real Estate, Personal Fitness, Paralegal
Culinary
Personal Interest
Destination Dance
Sports | Physical Fitness | Drones | Motorcycle
Business & Industry | Workforce Training |
Professional Development
General Information and Refund Policy
Online Registration Instructions
Release of Liability Form (Fitness Waiver)
Registration Form
FACTS Payment Plan

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 MCC for accepting credit cards as a form of payment. MCCC does not profit in any way from this fee.

REGISTER ONLINE USING
webPAL AT WWW.MONROECCC.EDU
If you are new to MCC, 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 33 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
Toll Free: 877.937.6222
(Mich. and Ohio Only)

STAFF
OFFICE OF LIFELONG LEARNING
Tina Pillarelli, Director
Rebecca Fournier, Administrative Assistant

OFFICE OF WORKFORCE DEVELOPMENT
Barry Kinsey, Director
Sherry Bussell, Administrative Assistant

MONROE COUNTY COMMUNITY COLLEGE
enriching lives

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

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

MONROE COUNTY COMMUNITY COLLEGE is accredited by the Higher Learning Commission, www.hlcommission.org, 800.621.7440.
EASY WAYS TO REGISTER

ONLINE
www.monroeccc.edu via

US MAIL
see address below

IN PERSON
Room Z 286 in La-Z-Boy Center

CALL US
734.384.4127 to register and pay with a credit card

FACTS ONLINE
Tuition Management payment options are available for select classes. See page 33 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

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
MCCC will issue alerts in the event of emergencies and school closings or delays due to inclement weather. Sign up for MCCC’s Emergency Notification System at www.monroeccc.edu/emergency-alerts. A message will be sent via email, text or phone.

REGISTER EARLY!
DON’T LET YOUR CLASS GET CANCELED!
A minimum number of students is required to run each class and a decision to cancel a class is made several days in advance of the start date, so register as soon as possible. Waiting until the last minute to register for a class may be too late.

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

TEXTBOOK REQUIRED
If you see this symbol, 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.
CERTIFICATE PROGRAMS | CAREER EXPLORATION  ●  Medical

Dental Assisting Program
Entry Level • Clinical Practice • 60 classroom hours + 40 clinical hours • Externship included!
The Dental Assisting program prepares you 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 occupations in the healthcare technician field.

The program prepares learners for entry-level positions as a chair-side dental assistant. This program covers the history of dentistry, introduction to the dental office, the legal aspects of dentistry, introduction to oral anatomy, dental operatory, introduction to tooth structure (primary and permanent teeth), the oral cavity and other areas. 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.

Optional Volunteer Externship Opportunity. Learners who complete this program are eligible to participate in an optional volunteer externship opportunity with a local company/agency/organization whose work aligns with this area of study in order to gain valuable hands-on experience. Note: Additional documentation including health records, immunizations, drug-screening, criminal background checks, etc. may be required by the externship facility.

MEDCL 828-81
$1,254 (Senior Fee $1,106.50)
Mon/Wed Mar. 13 - May 8
6 - 9:30 p.m. Z 260 Staff

Bureau of Labor Statistics
Dental Assistant

<table>
<thead>
<tr>
<th></th>
<th>Mean Hourly Wage</th>
<th>Mean Annual Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Michigan</td>
<td>$19.08</td>
<td>$39,680</td>
</tr>
<tr>
<td>Ohio</td>
<td>$20.89</td>
<td>$43,440</td>
</tr>
</tbody>
</table>

Pay as you go! Enroll by Jan. 20 and make 4 payments of $313.50. (See page 33 for details.)

Pharmacy Technician Certification Program
Entry Level • Clinical Practice • 50 classroom hours + 80 clinical hours • Externship included!
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. Content includes pharmacy medical terminology, reading and interpreting prescriptions, and defining generic and brand name drugs and much, much more. This program will prepare students to enter the pharmacy field and to pursue certification, including the Pharmacy Technician Certification Board’s PTCB exam.

Optional Volunteer Externship Opportunity. Learners who complete this program are eligible to participate in an optional volunteer externship opportunity with a local company/agency/organization whose work aligns with this area of study in order to gain valuable hands-on experience. Note: Additional documentation including health records, immunizations, drug-screening, criminal background checks, etc. may be required by the externship facility.

MEDCL 807-81
$1,049 (Senior Fee $924)
Tues/Thurs Mar. 14 - May 2
6 - 9:30 p.m. Z 259 Staff

Pay as you go! Enroll by January 20 and make 4 monthly payments of $262.25. (See page 33 for details.)

Bureau of Labor Statistics
Pharmacy Technicians

<table>
<thead>
<tr>
<th></th>
<th>Mean Hourly Wage</th>
<th>Mean Annual Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Michigan</td>
<td>$17.16</td>
<td>$35,690</td>
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<tr>
<td>Ohio</td>
<td>$16.53</td>
<td>$34,390</td>
</tr>
</tbody>
</table>

Projected Job Growth 2014-2024 is 18%

After successful completion, you will have the opportunity to take the National Workforce Career Association (NWCA) Dental assistant Clinical Certification (DACC). It also meets requirements to take the Dental Assisting National Board (DANB) Radiology Health and Safety (RHS) exam.
Clinical Medical Assistant Program
Entry Level • Clinical Practice • 140 classroom hours + 160 clinical hours
Externship included!

The Clinical Medical Assistant 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.

This program prepares learners to assist physicians by performing functions related to the clinical aspects of a medical office. Instruction includes preparing patients for examination and treatment, routine laboratory procedures, pharmacology, taking and documenting vital signs, technical aspects of phlebotomy, the 12-lead EKG and the cardiac life cycle.

Optional Volunteer Externship Opportunity. Learners who complete this program are eligible to participate in an optional volunteer externship opportunity with a local company/agency/organization whose work aligns with this area of study in order to gain valuable hands-on experience. As learners progress through the course, an externship coordinator will reach out to coordinate placement. Note: Additional documentation, including health records, immunizations, drug-screening, criminal background checks, etc. may be required by the externship facility.

MEDCL 826-81
$2,499 (Senior Fee $2,029)
Tues/Thurs/Sat Mar. 14 - Jun. 15
6 - 9:30 p.m. Z 260 Staff
Meets from 9 a.m. – 4 p.m. on Saturdays: Mar. 25, Apr. 8, 29, May 13, Jun. 3 & 10

Pay as you go!
Enroll by January 20 and make 4 monthly payments of $624.75.
(See page 33 for details.)

Sterile Processing Program
Entry Level • Clinical Practice • 66 hours • Externship included!
This 66-hour program is designed to prepare students to function as a sterile processing professional in multiple healthcare settings. Sterile processing technicians perform and participate in decontamination, cleaning, assembling, packaging, scanning, sterilization, storage, and distribution of reusable surgical instrumentation and equipment. This course is a combination of lecture, hands-on labs and site visits to a local facility. This course will be taught live on campus. Clinical hours (120) will be at facilities located in Southeast Michigan or Northwest Ohio, generally within one-hour 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 842-71
$1,995 (Senior Fee $1,795.50)
Tues/Thurs Feb. 28 - Jun. 6
6 - 9 p.m. L 145 Staff

Pay as you go!
Enroll by January 20 and make 4 monthly payments of $498.75.
(See page 33 for details.)
Personal Fitness Trainer Certification Course - Hybrid
(virtual lectures and in-person practical skills labs)

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 live 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! The W.I.T.S. 30-hour optional employer internship (Level 2 Certification) helps walk you to jobs that very much value our unique certification. To earn your Level 2 certification, you must complete a 30-hour employer internship. W.I.T.S. will assist in this step.

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 $74 and the cost for the hard cover version is $99, 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. Adult CPR/AED is required for the certification to be issued after the exams. CEUs: 3.6 (32 hours over 6 weeks)

HPE 729-41  
$800 (Senior Fee $700)  
Saturdays May 6 - Jun. 17  
9 a.m. - 4 p.m.*  H 110  WITS Staff  
*9 a.m. - noon is virtual lecture, attend wherever is convenient  
*1 - 4 p.m. is practical (in-person) lab on campus (H 110)  
No class on May 27 (study weekend)  
National Exam is June 17.

Upon successful completion of the course, you are eligible to sit for the exam to become a W.I.T.S. Certified Personal Trainer—Level I.

Real Estate Fundamentals
Prepare for the Michigan Real Estate Exam, administered by AMP (Applied Management Professionals). The course also serves as an excellent survey of the laws affecting real estate transactions for investors and those desiring a more thorough knowledge of the subject.

Topics include real estate laws, rules and regulations, contracts, financing, ownership, brokerage, valuation and fair housing. This course is state-licensed for 40 hours of instruction and is open to the general public. Note: You must complete the 40 hours of instruction and pass the final exam in order to receive a passing grade for the class. Cost includes text and materials. CEUs: 4.0

RELST 701-81  
$279 (Senior Fee $244.50)  
Tues/Thurs Mar. 7 - Apr. 6  
6 - 10 p.m.  Z 257 Staff

Bureau of Labor Statistics
Real Estate Sales Agents

<table>
<thead>
<tr>
<th>State</th>
<th>Mean Hourly Wage</th>
<th>Mean Annual Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Michigan</td>
<td>$31.41</td>
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<tr>
<td>Ohio</td>
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<td>$46,560</td>
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</tbody>
</table>

After successfully completing the course, you will have the opportunity to take the Michigan Real Estate Exam, administered by AMP to become a licensed real estate salesperson.

Pay as you go!  Enroll by January 20 and make 4 monthly payments of $200. (See page 33 for details.)
Home Inspection Certificate Course (Online)

Home inspection is a rewarding professional consulting career — both financially and personally. It is one of those amazing professions where you get to make a positive difference in people’s lives. Do you think you have what it takes to become a home inspector?

Who would make a good home inspector?
Someone who is very interested in how things work
One who likes to work independently
A person who enjoys helping and interacting with people
Someone who wants to set their own schedule
A person who doesn’t like being chained to a desk
Someone who wants to earn a high income

THE PREREQUISITES You do not need a background in construction to be a successful home inspector. You can learn the skills of home inspection through a good education program. You need to be able to speak with homebuyers, sellers and owners, and real estate professionals. You need to be able to write at a high school level, although you do not need to be a trained technical writer. You need to be comfortable with technology, such as mobile phones, tablets and personal computers. You need to be comfortable with the Internet, email and text. You need to be able to climb a ladder and crawl in crawlspaces. You need training and experience specific to the profession.

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

The individual online courses include the following:

Roofing: Covers both sloped and flat roof coverings. Also learn how to inspect roofs and what to watch for.
Structure: All of the structural elements of a building, from the footings and foundations to the floor, wall and roof assemblies, are addressed in detail.
Electrical: Addresses getting electricity into the house and distributing it safely to its end-use points including switches, lights and receptacles.
Heating I: Introduces residential heating systems, starting with a description of various fuels. The course then focuses on the different types of furnaces and boilers.
Heating II: Continues with a focus on chimneys, wood heating, fireplaces, steam heating, electric heating systems and space heaters.
Air Conditioning and Heat Pumps: 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.
Plumbing: 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.
Exterior: 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
Insulation and Interiors: 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.
Communication and Professional Practice: Learn the reporting requirements and proper conduct for a professional home inspector.

$3,995 for the full program (all 10 home inspection courses) or $395 for an single course.
Includes all learning materials, test, exams, tutor support and ongoing support after you complete the course.

Pay as you go! Enroll by January 20, and make 4 monthly payments for the course(s) you select. (See page 33 for details.)

Bureau of Labor Statistics
Construction and Building Inspectors

<table>
<thead>
<tr>
<th></th>
<th>Mean Hourly Wage</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Michigan</td>
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</tr>
<tr>
<td>Ohio</td>
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<td>$63,550</td>
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</tbody>
</table>

Upon successfully completing the course, you will earn a certificate from MCCC. You will also be qualified to sit for the National Home Inspector exam.
Paralegal Training Courses

MCCC has partnered with the Center for Legal Studies to deliver paralegal training programs in an online format. The curriculum is continuously updated to remain current and on-pace with the newest trends in the legal industry, and is taught by experienced legal professionals. CLS courses are designed for adult students and are taught on a college level. Minimum requirements to take any of our courses are a high school diploma or GED and 18 years of age prior to enrollment.

Paralegal Career: Paralegals provide essential assistance to lawyers, corporations and other organizations and have established themselves as a crucial part of the legal system. Whether you are just starting your paralegal education, or are looking to advance your knowledge, we have a course for you. We offer the following core courses to you, as well as additional topics to further advance your career and add credentials to your resume.

Paralegal Certificate Course©

Our flagship introductory course is the first step toward your paralegal career. Our Paralegal Certificate Course© teaches students the in-demand skills necessary to perform a variety of paralegal tasks. You must complete both Paralegal I and Paralegal II to be awarded a certificate.

MECH 727-81
$759 (Senior Fee $424.50)

Pay as you go!
Enroll by January 20, and make 4 monthly payments of $189.75.
(See page 33 for details.)

Paralegal Certificate Course®

Our flagship introductory course is the first step toward your paralegal career. Our Paralegal Certificate Course® teaches students the in-demand skills necessary to perform a variety of paralegal tasks. This continuing legal education course is a valuable asset for paralegal professionals looking to advance their career, grow professionally, increase their earning potential and gain job-ready skills. Students have 14 weeks to complete the online course (7 weeks for Paralegal I and 7 weeks for Paralegal II). Please note that the course fee covers both halves of the course. You may choose any session to begin the course with Paralegal I and you will be automatically enrolled in the following sessions for Paralegal II. You must complete both Paralegal I and Paralegal II to be awarded a certificate.

Starting at $1,895 (required textbooks) Upcoming Sessions:
Session 1: January 9 – February 24
Session 2: March 6 – April 21
Session 3: May 1 – June 16
Session 4: June 26 – August 11
Session 5: August 21 – October 6

Pay as you go!
Enroll by January 20, and make 4 monthly payments for the course(s) you select. (See page 33 for details.)

Additional paralegal training courses available to you:
• Advanced Paralegal Certificate Course
• Legal Secretary Certificate Course
• Victim Advocacy Certificate Course
• Legal Nurse Consultant Training Course
• Software Essentials for the Law Office
• Employment Law Certificate Course
• Legal Investigation Certificate Course

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/vendor/monroe-county-cc/.
NEW! **Create a Personalized Cutting Board**

Create your own personalized cutting board to display your charcuterie spread! A charcuterie board is the perfect centerpiece for an abundant display of meats, cheeses, dried and fresh fruits and vegetables, toasted nuts and complementary condiments. Adding a personalized message or unique design on your board makes it a statement piece you'll be proud to share, with food or simply displayed in your kitchen. This is also a great personalized gift idea that a recipient will love for years to come! You will create your own laser-etched board in MCC’s Makerspace with guidance from Michael Reaume, our Makerspace coordinator. Included in the cost is a cutting board and the oil to preserve it. You may also bring your own cutting board as long as it is new/unused and is not bigger than 24”x18”. You may also bring your own design for your board, or you can select from samples we will have available for you.

**HOME 728-81**

$99 (Senior Fee $59.50)

Thursday  | Feb. 16 | 6 - 8 p.m.  | T 160 | Reaume

**Check out our Create a Personalized Cutting Board class. It will be a great piece to have to display your charcuterie spread!**

NEW! **Soups On II**

You asked and we listened. Come join us on a cold winter’s night for a warm up in our next level soup class. Enjoy all new soups and techniques; no need to have taken our first course, as everyone is welcome!! Register early. Class size is limited. CEUs: .3

**CSM 758-81**

$109 (Senior Fee $63.50)

Monday  | Feb. 20 | 5:30 - 8:30 p.m.  | $149 | Poetz/Williams

NEW! **Charcuterie Board Workshop**

Impressive charcuterie boards are 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, proper cuts for cheese’s and meats, as well as make candied bacon. This is a fun class for couples who want to celebrate Valentine’s Day together. CEUs: .2

**CSM 748-81**

$105 (Senior Fee $77.50)

Thursday  | Feb. 9 | 5 - 7:30 p.m.  | S 149 | Lyons

NEW! **Cooking with Beer**

This three-week program focuses on beer pairing and cooking recipes that directly use beer. Learn the traditional fish & chips technique. You’ll also learn to create a dessert using beers with different chocolate/coffee/oat profiles and how to determine when and where to use beer in a recipe that may not call for it. CEUs: .7

**CSM 737-81**

$215 (Senior Fee $137.50)

Thursdays  | Mar. 23 - Apr. 6 | 5 - 7:30 p.m. | S 149 | Lyons

**Culinary Open House**

Monday, January 30, 5:30 – 7:30 p.m. in the Warrick Student Center, Cuisine 1300

Please join us for a sampling of foods that you can learn how to make this semester! Our chef instructors will be available for you to meet and ask questions while enjoying the food that you will learn how to prepare in our upcoming classes. We have a great lineup of classes this semester, and if you ever wanted to know more about our cooking classes, this is a great opportunity! Come prepared to sign up for our classes, as we’ll have staff on hand to help you enroll.

Reservations are not required, but we would love to hear that you are coming!

Please call us at 734-384-4127 with questions or request additional information.
NEW!
Battle of the Wines
A six-week long battle where only one wine can win! Take a trip around the world tasting wines from some of the most iconic and obscure wine making regions! Who truly makes the best wine? You decide! Each wine will be paired with a food so that you can taste that wine in the way that the winemakers intended!

Week 1 – Burgundys is beautiful but how does the rest of the world compare? Explore Chardonnay from Burgundy, France, and similar wines from around the world.

Week 2 – Cab is king but is France? Explore Left Bank Bordeaux, France Cabernet Sauvignon-based wines and similar wines from around the world.

Week 3 – Let’s go to Alsace! Explore Riesling from Alsace, France and similar wines from around the world.

Week 4 – Merlot makes you merry! Explore Right Bank Bordeaux, France and similar wines from around the world.

Week 5 – You are headed to Loire but will you stay? Explore Sauvignon Blanc from the Loire Valley in France and similar wines from around the world.

Week 6 – The final showdown! The last battle where we put the winning wines from each battle against each other until only one remains!

Enjoy your wine samples with some charcuterie style foods to snack on during class.

Class is taught by Sommelier Drew Bentley and will meet at the Michigan Wines and Beer Portal in Monroe. CEUs: 1.2

NEW!
Preserving and Canning
In this hands-on course, you will learn about the tradition of canning and preserving. Chefs Kay and Linda will show you how to get started, what to can and preserve, as well as various methods you can use. Register early as class size is limited. CEUs: .3

Mark your calendar!
Join us for the Culinary Open House on January 30.
Call 734-384-4127 to let us know you are coming!
See page 8 for more information.

FREE EVENT!
CUISINES FROM AROUND THE WORLD

Cuisine Cooking – German
This course will teach you about regional cooking in Germany, proper cooking techniques and German street food. You’ll experience a hands-on, recipe-driven course, with recipes originating in Germany. Chef Michael has traveled to Germany and plans to return in 2023. He was lucky enough to meet and work with some regional German Chefs as well as family and peers who currently live and work in Germany. Take a hands on approach to learning fun and innovative "traditional German" foods. CEUs: .7

CSM 749-81
$215 (Senior Fee $137.50)
Thursdays March 2 - 16
5 - 7:30 p.m. S 149 Lyons

NEW!
Taste of Greece
Opah! Join Chefs Kay Williams and Linda Paetz exploring Greek culture, traditions and cuisine. Learn to work with traditional phyllo dough. You’ll learn to make baklava, spinach pie (spanakopita) and understand Greek flavor profiles and more! Register early as class size is limited. CEUs: .6

CSM 756-81
$215 (Senior Fee $117.50)
Mon./Wed. March 6 & 8
5:30 - 8:30 p.m. S 149 Paetz/Williams

NEW!
Taste of Spain
Let’s explore Spanish cuisine. Want to learn to eat as the Spaniards do? Learn to prepare tasty small bites the Spanish enjoy during happy hour. We will also teach you to make traditional Spanish sangria. In this hands-on class, you will learn about this region and their traditional dishes. Come enjoy small bites (Tapas) and tasty sangrias. Register early as class size is limited. CEUs: .6

CSM 760-81
$215 (Senior Fee $117.50)
Mon./Wed. April 20 & 22
5:30 - 8:30 p.m. S 149 Paetz/Williams

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: .7

CSM 731-81
$215 (Senior Fee $137.50)
Thursdays April 13 - 27
5 - 7:30 p.m. S 149 Lyons

NEW!
Grilling and Smoking
Are you looking to expand your grilling repertoire, or perhaps you’re not sure where to start? This hands-on demonstration course will cover correct time and temperature for smoking proteins. Chef will also discuss different types and qualities of smokers. We will make different BBQ rubs and sauces to accommodate the proteins we cover, including brisket, pork shoulder, chicken, fish and ribs. Gear up for grilling season, this is going to be a great class! CEUs: .7

CSM 739-81
$215 (Senior Fee $145)
Thursdays May 4 – 18
5:30 – 7:30 p.m. S 149 Lyons
NEW!
Kid at HeART Art Class
Pablo Picasso said “Every child is an artist. The problem is how to remain an artist when we grow up.” It’s time to get in touch with your inner child and find joy again in art! During these sessions led by Jamie Sansom, an art and museum educator for over 20 years, you can do just that! There’s no pressure to be an amazing artist, as we will work on learning how to use different materials and processes to make art for the joy of it. Come with an open mind and a childlike mindset!

ART 776-81
$135 (Senior Fee $77.50)
Mondays Jan. 30 - Mar. 6
3 - 5 p.m.  F 117 Copley-Sansom

ART 776-82
$135 (Senior Fee $77.50)
Mondays Mar. 13 - Apr. 17
3 - 5 p.m.  F 117 Copley-Sansom

Basic Computer Skills
Learn basic computer terms and functions in this hands-on class. Our instructor, Kelley Colston is skilled at teaching beginner users and will provide you with the knowledge you need to feel comfortable navigating your computer. She’ll cover file management, email, browsing the web, Microsoft Word basics and what to look for in buying a computer.

MICRO 818-81
$75 (Senior Fee $37.50)
Mon/Wed Mar. 6 - 29
9:30 - 10:30 a.m.  F 182 Colston

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 relevant 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. CEUs: 2.2

Who should take the course?
• Students who score below the minimum Accuplacer test score required for placement into MATH 092 (Beginning 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

NEW!
Mindful Art
Do you need a mental break? Try some mindful art! Expressing yourself through artistic and creative activities is like a prescription for your mental health! Studies have shown that creativity can relieve stress, anxiety, shame, anger, depression and trauma. During these sessions led by Jamie Sansom, an art and museum educator for over 20 years, we will spend our time together exploring various techniques through process based art to help you tap into a mindful meditative state. Don’t worry if you are not an artist, we all have the ability to expand our creativity and express ourselves! It’s about the process not the product!

ART 777-81
$135 (Senior Fee $77.50)
Tues/Thurs May 9 - 25
10 a.m. - noon  F 117 Copley-Sansom

Austrian Statice Wreath
You will make a lush, full, 22”x 6” deep statice wreath on a twig backing. If you’re not crafty, no worries, you will learn the step by step way to assemble that you can also use in the future with other items you find or grow. This wreath will last years. Please bring a glue gun and snippers. Creativity is not required as Carol Sue will help you step-by-step! A sample of the project will be in the classroom.

CRAFT 846-81
$82 (Senior Fee $72)
Tuesday Mar. 14
6 - 8:30 p.m.  S 173b McCue

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: .4

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. Dogs under a year may be accepted if they have basic obedience skills. 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: .4

MATH 713-81
Free, but you must register
Mon/Tues/Thurs Mar. 6 - Apr. 6
5:30 - 7 p.m.  L 143 Staff

MATH 713-82
Free, but you must register
Mon - Thurs Jun. 5 - 29
11 a.m. - 12:30 p.m.  L 111 Staff
NEW! Native American Star Stories
Explore the star lore of various Native American tribes. The peoples who lived in North America had their own names for the stars and stories to go with them. The Star mythology of Native Americans is alive and radiant, just look at the night sky on a clear night. It is likely that a myth accompanied each star group. Celestial beliefs of some tribes are documented; did the Native people "see" the same stars as the ancient Greeks? Is it possible these perceptions are the same? For example; is the Big Dipper a "bear" in the Americas and likewise in Greece? Wisdom about these storytellers and their tales will be shared.

HIST 723-81  $49 (Senior Fee $24.50)
Friday       April 21
10 - 11:30 a.m.   S 173b   Mauter

NEW!
Legends and Lore
Michigan’s Monroe County has a long and abundant past. No doubt you have heard of an interesting story or two. Wondering if this is just a tall tale or perhaps it really did take place? A sampling of the local folklore will be shared.

HIST 723-81  $49 (Senior Fee $24.50)
Friday       May 12
10 - 11:30 a.m.   S 173b   Mauter

ABOUT THE INSTRUCTOR - BARBARA MAUTER
Barbara Mauter is an adjunct instructor with over 22 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 other venues. She is also a Master Online Instructor. Barbara 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.

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 12 competitive seasons and is designed to be a year-round, continuous student development program. Interested students should visit a class session to learn more and meet the other team members and mentors.

Contact mmohn@monroeccc.edu or jeffdemaray@yahoo.com for further information.
Discover Sign Language (Online Self-paced)
Discover Sign Language teaches you how to sign basic phrases and expand to complete sentences and see how to put it all together, so you can introduce yourself and start a conversation. Along the way you will learn signs for colors, numbers, where you live, family, and the activities you like to do and even the ones you don’t. Throughout the course you will learn by watching videos that demonstrate how to make the signs and how to incorporate facial expressions to communicate in this beautiful language. This course is taught using the best practices of the industry with a minimum of audio support. By the end of the course, when you meet a deaf person, you will be ready to sign! CEUs: 2.4
SIGNL 704W  $115 Online
Start any time.

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. Text required. CEUs: 1.2
HUMN 703-81  $59 (Senior Fee $29.50)
Wednesdays  Mar. 8 - Apr. 12 7 - 9 p.m.  Z 259  Pool

House Geneology: Researching Your Home and Writing its History
Have you ever wondered how old your home is? Who built it? Who’s lived in it? Or its architectural style? Then this six-week course, which teaches the basics of researching your home and property and preparing a house history, is for you. Over the course of six weeks, you will learn the following:

• Is my house historic...or just old?
• What’s that called? Architectural Nomenclature
• Conducting a building and site inventory
• Using maps, historic photos and printed materials as research tools
• The paper chase! – public documents
• And in the end, now what?

HOME 727-81  $99 (Senior Fee $49.50)
Thursdays  Mar. 16 - Apr. 20 6 – 7:30 p.m.  S 173b  Green

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.

Test of Essential Academic Skills (TEAS)
TEAS Prep 1 Nursing is a high-demand, but competitive field. Candidates for nursing school are evaluated on a number of factors, including their performance on the Test of Essential Academic Skills (TEAS). This standardized admission test assesses a candidate's skills in reading, math, science, and English and language usage. The TEAS Prep 1 course will prepare you to sit for the Reading and English Language Usage portions of the TEAS exam. By course completion, you will be ready to conquer the TEAS Reading and English Language Usage section.
Online course. Start at any time. $115

TEAS Prep 2 Nursing school is the first step to becoming a nurse. Admission to nursing school depends on several factors, including your score on the Test of Essential Academic Skills (TEAS). The TEAS Prep 2 course prepares you for the Mathematics and Science portion of the TEAS exam. You will learn to analyze and solve mathematical and scientific question types, similar to common TEAS questions. By course completion, you will be fully prepared for the TEAS Mathematics and Science section.
Online course. Start at any time. $115

TEAS Prep Series In order to gain admission to nursing school, you will need to perform well on the Test of Essential Academic Skills (TEAS) exam. This TEAS Prep Series will prepare you to succeed on all portions of the standardized test, including Reading and English Language Usage, Mathematics, and Science. You’ll also learn good study skills, practice sample questions, and create a strategy for test day.
Online course. Start at any time. $199
Photography I for Digital and Film Cameras
Learn the art of photography and receive simplified instructions for your camera. You will learn parts of the camera, lenses, exposures, flash, filters, light, composition and more. Please bring your camera to the first class. CEUs: 2.1

PHOTO 710-81 $94 (Senior Fee $47)
Saturdays Feb. 25 - Apr. 15
10 a.m. - 1 p.m. Z 258 Trickey
No class April 8

PHOTO 710-82 $94 (Senior Fee $47)
Tuesdays Mar. 14 - Apr. 25
10 a.m. - 1 p.m. Z 259 Trickey

PHOTO 710-83 $94 (Senior Fee $47)
Tuesdays Mar. 14 - Apr. 25
6:30 - 9:30 p.m. F 138 Trickey

PHOTO 710-84 $94 (Senior Fee $47)
Thursdays Mar. 16 - Apr. 27
10 a.m. - 1 p.m. S 173b 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 9 - June 20
10 a.m. - 1 p.m. Z 259 Trickey

PHOTO 701-82 $94 (Senior Fee $47)
Tuesdays May 9 - June 20
6:30 - 9:30 p.m. Z 259 Trickey

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

PHOTO 728-81 $49 (Senior Fee $24.50)
Saturday April 22
12 - 4 p.m. S 173d Trickey

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

PHOTO 715-81 $94 (Senior Fee $47)
Fridays Mar. 17 - May 5
10 a.m. - 1 p.m. F 140 Trickey

PHOTO 715-82 $94 (Senior Fee $47)
Thursdays 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 6
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 Veterans Park. Prerequisite: Photography I or similar experience. CEUs: .4

PHOTO 723-81 $49 (Senior Fee $24.50)
Saturday May 20
2 - 6 p.m. Veterans Park 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 hands-on experience in our studio classroom! CEUs: .4

PHOTO 721-81 $49 (Senior Fee $24.50)
Sat. Apr. 29
12 - 4 p.m. S Dining Hall Trickey
ONLINE COURSES

350+ COURSES to choose from! 24/7 ACCESS anytime, anywhere!
FLEXIBLE monthly start dates
Jan. 12, Feb. 9, Mar. 16, Apr. 13,
May 18, Jun. 15, Jul. 13, Aug. 17

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.

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.

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
Google

COMPUTER SCIENCE
Database Management
Programming

HOSPITALITY
Catering
Pet Sitting Business

HEALTH AND FITNESS
Alternative Medicine
Fitness
Medical
Veterinary
Wellness

INFORMATION TECHNOLOGY
Networking
Security
Cloud Computing

LANGUAGE
French
Japanese
Sign Language

LEGAL
Legal Studies

MATH AND SCIENCE
Mathematics and Science

TEACHER PROFESSIONAL DEVELOPMENT
Child Development
Classroom Technology
Math and Science
Reading and Writing

TEST PREP
Exam Prep

WRITING
Writing and Editing

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

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 and 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. This is a hands-on flight training course, and a drone that you will keep is included in the cost.
CEUs: 1.3
PILOT 710-81
$399 (Senior Fee $259.50)
Sat./Sun. Apr. 15 & 16
9 a.m. – 2:30 p.m. F 185 Knaggs

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). For ages 18 and older. CEUs: .1
PROF 721-41
$49 (Senior Fee $24.50)
Call to register and secure your date.
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 or questions regarding course offerings at Destination Dance School, please contact Destination Dance Director Kellie Lajiness at klajiness@monroeccc.edu.

SEASON SCHEDULE

Continuation classes begin January 9

New classes begin in February

Summer Session begins in June

Annual Spring Recital
May 25, 2023 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. 9 - Feb. 20
DANCE 762A-82 Feb. 27 - Apr. 3
DANCE 762A-83 Apr. 10 - May 15
No class January 16

Teen/Adult Ballet Level III/IV Age 13+
$87 per section (Senior Fee $43.50)
Mondays 6:45 - 7:55 p.m. H 139
DANCE 772-81 Jan. 9 - Feb. 20
DANCE 772-82 Feb. 27 - Apr. 3
DANCE 772-83 Apr. 10 - May 15
No class January 16

Teen/Adult Better Balance Ballet Barre Exercise Level II
$69 per section (Senior Fee $34.50)
Wednesdays 6:15 - 7:55 p.m. H 139
DANCE 805-81 Jan. 11 - Feb. 15
DANCE 805-82 Feb. 22 - Mar. 29
DANCE 805-83 Apr. 5 - May 17
No class April 12

Teen/Adult Intermediate Theatre Tap Age 13+
$78 per section (Senior Fee $39)
Wednesdays 7 - 7:55 p.m. H 139
DANCE 773-81 Jan. 11 - Feb. 15
DANCE 773-82 Feb. 22 - Mar. 29
DANCE 773-83 Apr. 5 - May 17
No class April 12

Welcome New Adult Students!

Teen/Adult Tap Level I
$69 per section (Senior Fee $34.50)
Tuesdays 5 - 5:40 p.m. H 139
DANCE 757-81 Feb. 21 - Mar. 28
DANCE 757-82 Apr. 4 - May 16
No class April 11

Teen/Adult Better Balance Ballet Barre Exercise Level I
$69 per section (Senior Fee $34.50)
Tuesdays 5:45 - 6:25 p.m. H 139
DANCE 792-81 Feb. 21 - Mar. 28
DANCE 792-82 Apr. 4 - May 16
No class April 11
Welcome New Youth Students!

Intro Tap/Pre-Ballet Combo I
Age 4 - 5
$78 per section
Wednesdays 5:15 - 6:10 p.m. H 139
DANCE 734-81 Feb. 22 - Mar. 29
DANCE 734-82 Apr. 5 - May 17
No class April 12

Youth Jazz and Tap Combo I
Age 6 - 8
$78 per section
Mondays 4:30 - 5:25 p.m. H 139
DANCE 787-81 Feb. 27 - Apr. 3
DANCE 787-82 Apr. 10 - May 15

Youth Primary Ballet I
Age 6 - 8
$69 per section
Wednesdays 4:30 - 5:10 p.m. H 139
DANCE 769-81 Feb. 22 - Mar. 29
DANCE 769-82 Apr. 5 - May 17
No class April 12

MONDAY MORNING OFFERINGS

Ballroom Level II/III – Class I
Foxtrot/Swing/American Tango
DANCE 703-81
$78 (Senior Fee $39)
Mondays Jan. 9 - Feb. 20
11 - 11:55 a.m. H 139
No class January 16

Ballroom Level II/III – Class II
Rumba/Cha Cha/Waltz
DANCE 703-82
$78 (Senior Fee $39)
Mondays Feb. 27 - Apr. 3
11 - 11:55 a.m. H 139

Ballroom Level II/III – Class III
Salsa/Nightclub Two-Step/Argentine Tango
DANCE 703-83
$78 (Senior Fee $39)
Mondays Apr. 10 - May 15
11 - 11:55 a.m. H 139

MONDAY EVENING OFFERINGS

New Adult Beginner Variety I
Class I Waltz/Nightclub Two-Step/Salsa
DANCE 702-81
$78 (Senior Fee $39)
Mondays Feb 27 - Apr. 3
8 - 8:55 p.m. H 139

Adult Beginner Variety I Class II
Foxtrot/Rumba/Swing
DANCE 702-82
$78 (Senior Fee $39)
Mondays Apr. 10 - May 15
8 - 8:55 p.m. H 139

WEDNESDAY EVENING OFFERINGS

Ballroom Level I – Class I
Cha Cha/Night Club Two-Step and More (for returning students)
DANCE 702-83
$78 (Senior Fee $39)
Wednesdays Jan. 11 - Feb. 15
8 - 8:55 p.m. H 139

NEW Adult Beginner Variety Class I
Foxtrot/Swing/Rumba
DANCE 702-84
$78 (Senior Fee $39)
Wednesdays Feb. 22 - Mar. 29
8 - 8:55 p.m. H 139

Adult Beginner Variety I Class II
Salsa/Merengue/Waltz
DANCE 702-85
$78 (Senior Fee $39)
Wednesdays Apr. 5 - May 17
8 - 8:55 p.m. H 139
No class April 12

Stay tuned for MCCC Ballroom Dance Club’s return!

Wedding Bells
Ballroom Package
Package includes one introductory planning session and three private lessons.

Email Kellie Laginess at klajiness@monroeccc.edu for initial contact.
destination DANCE SCHOOL

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

Please note: If you are looking for a different class, age group or time slot, additional classes may be added to meet your needs. Contact Destination Dance Director Kellie Lajiness at klajiness@monroeccc.edu.

June 4-Week Summer Fun and Active

Ballroom Level II/III
Swing/Mambo/American Tango and More
DANCE 703-84
$52 (Senior Fee $26)
Tuesdays June 6 - 27
10 - 10:55 a.m. H 139

NEW!
Adult Beginner Variety Class I
Salsa/Swing/Samba and More
DANCE 702-86
$52 (Senior Fee $26)
Wednesdays June 7 - 28
8 - 8:55 p.m. H 139

Teen/Adult Tap I/II
DANCE 736-81
$52 (Senior Fee $26)
Wednesdays June 7 - 28
5:15 - 6:15 p.m. H 139

Better Balance Ballet Barre Exercise II
DANCE 805-84
$46 (Senior Fee $26)
Wednesdays June 7 - 28
6:15 - 6:55 p.m. H 139

Teen/Adult Intermediate Theatre Tap
DANCE 773-84
$52 (Senior Fee $26)
Wednesdays June 7 - 28
7 - 7:55 p.m. H 139

IODE Winter Semester Auditions for April 23 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, January 20 • 5 – 7 p.m. • H 139
Saturday, January 21 • 9 – 11 a.m. • H 139

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

Please note: If you are looking for a different class, age group or time slot, additional classes may be added to meet your needs. Contact Destination Dance Director Kellie Lajiness at klajiness@monroeccc.edu.

Upcoming Performances:

Inside Out Dance Ensemble and Destination Tap Collective Joint Concert
Saturday, April 15 at 7:30 p.m.
Sunday, April 16 at 3 p.m.
Meyer Theater in the La-Z-Boy Center
Tae Kwon Do
Tae kwon do is a Korean martial art that translates into "the way of kicking and punching" with proper attitude and concentration. Practice tae kwon do to learn mind and body control through unarmed self-defense techniques, discipline and concentration. Class is taught by Instructor Master Mark Bergmooser, a certified 5th-degree black belt and Instructor Frank Stasa. Open to students age 5 and older.

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

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

Register for all sections [classroom only] offered this semester in advance and receive a $15 discount.
There are no discounts for sections with private lessons.

HPE 712-81 – classroom only
$165 (Senior Fee $84)
Tues/Thurs Feb. 2 - Apr. 27
6:30 - 7:45 p.m. H 139 Bergmooser/Stasa
No class on February 14, 28, March 2 and April 6

HPE 712A-81 – classroom plus one private lesson
HPE 713-81A
Tues/Thurs Feb. 2 - Mar. 7
6:30 - 7:45 p.m. H 139 Bergmooser/Stasa
No class on February 14, 28 and March 2

HPE 712B-81 – classroom plus one private lesson
HPE 713-81B
Tues/Thurs Mar. 9 - 30
6:30 - 7:45 p.m. H 139 Bergmooser/Stasa

HPE 712C-81 – classroom plus one private lesson
HPE 713-81C
Tues/Thurs Apr. 4 - 27
6:30 - 7:45 p.m. H 139 Bergmooser/Stasa
No class on April 6

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

HPE 721-81
$29 (Senior Fee $14.50)
Tuesday Jan. 31
6:30 - 8 p.m. H 139 Bergmooser

Pilates Mat Class
Pilates focuses on engaging the mind and body together to create exercise that involves the whole person. Pilates strengthens the core, improves balance, increases coordination, and decreases stress. It is a low-impact, full-body workout appropriate for everyone at any fitness level. This mat class will be an all-level class taught based on the principles of Joseph Pilates, breath, concentration, centering, control, precision and flow. This class will build a foundation for someone that has never done Pilates and hone the mat exercises for the seasoned Pilates practitioner. The mat work is the heart and soul of a Pilates practice.

HPE 733-81
$69 (senior fee $34.50)
Thursdays Feb. 2 – Mar. 9
5:30 - 6:30 p.m. Z 275 Lewis

HPE 733-82
$69 (senior fee $34.50)
Thursdays Mar. 16 – Apr. 20
5:30 - 6:30 p.m. Z 275 Lewis

HPE 733-83
$69 (senior fee $34.50)
Thursdays Apr. 27 – Jun. 1
5:30 - 6:30 p.m. Z 275 Lewis

HPE 733-84
$69 (senior fee $34.50)
Thursdays Jun. 8 – Jul. 13
5:30 - 6:30 p.m. Z 275 Lewis

About the Instructor, Calie Lewis
Calie holds a Comprehensive Pilates Instructor Certification through Pilates Education Institute, trained under Master Pilates Instructor Brenda Freeman and a Balanced Body Certification in Movement Principles. As a teacher she strives to maintain the integrity of how Joseph Pilates taught the work he called Contrology. She teaches classical Pilates to real bodies and understands how it feels to not be in a mover’s body, but want to be.
Yoga
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 ailments 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 Feb. 1 - Mar. 15
5:30 - 6:30 p.m. Z 275 Whited
No class Mar. 8

YOGA 703-82
$90 (Senior Fee $45)
Wednesdays Mar. 22 - Apr. 26
5:30 - 6:30 p.m. Z 275 Whited

YOGA 703-83
$90 (Senior Fee $45)
Wednesdays May 3 - Jun. 7
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
$60 (Senior Fee $30)
Wednesdays Feb. 1 - Mar. 15
6:30 - 7 p.m. Z 275 Whited
No class on Mar. 8

YOGA 702-82
$60 (Senior Fee $30)
Wednesdays Mar. 22 - Apr. 26
6:30 - 7 p.m. Z 275 Whited

YOGA 702-83
$60 (Senior Fee $30)
Wednesdays May 3 - Jun. 7
6:30 - 7 p.m. Z 275 Whited

Sign up for Yoga and Meditation and receive a $20 discount.

YOGA 703-81A
$130 (Senior Fee $65)
Wednesdays Feb. 1 - Mar. 15
5:30 - 7 p.m. Z 275 Whited
No class on Mar. 8

YOGA 703-82A
$130 (Senior Fee $65)
Wednesdays Mar. 22 - Apr. 26
5:30 - 7 p.m. Z 275 Whited

YOGA 703-83A
$130 (Senior Fee $65)
Wednesdays May 3 - Jun. 7
5:30 - 7 p.m. Z 275 Whited

Personal Trainer Certification Course - Hybrid (virtual lectures and in-person practical skills labs)
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 live 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)


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

HPE 729-81
$800 (Senior Fee $700)
9 a.m. - 4 p.m.* May 6 - Jun. 17
Saturdays H 110 WITS Staff
No class on May 27 (study weekend). National Exam is June 17

Phone: 734.384.4127 1-800-DRIVE-00  www.monroeccc.edu
The Detroit Metro Motorcycle Safety Consortium offers comprehensive, hands-on motorcycle-safety education and training in a safe and comfortable environment. Our classes are taught by professional, certified instructors who have not only a passion for riding but riding safety. Our primary goal is to improve the safety of motorcyclists on our roads. Our motorcycle safety courses are conducted with earmarked state funds, funded by motorcyclists, and administered through a motorcycle safety grant from the Michigan Department of State.

**Riding Gear & Supply Requirements**

- Driver’s License
- DOT-certified helmet
- long-sleeved jacket or shirt
- heavy-duty long pants
- eye protection (goggles or glasses)
- full-fingered gloves
- boots that cover the ankle and have a hard sole
- rain gear
- cold-weather gear
- pen or pencil

**Additional Requirements**

- **Age:** Students under the age of 18 are allowed to take the BRC or BRC2 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.

**Basic RiderCourse (BRC) – Web Enhanced ePackage 1**

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. Prerequisites include the ability to ride a bicycle and a valid email address on file with the college.

You must complete the MSF ePackage 1 eCourse (online component) and bring the certificate of completion to the first in-person 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.

The course also provides a fast track to 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.

Instruction consists of approximately 16 total hours – 5 hours of online preparation to be completed prior to your class start date and 11 hours of hands-on training, activities and evaluation. You will need to be available, but not necessarily on-site, for all of Saturday and Sunday.

**Basic RiderCourse 2 (BRC2u)**

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

Topics include: speed control, braking and stopping, counter steering, cornering, hazard avoidance and other techniques necessary for the experienced rider to operate a motorcycle skillfully and safely.

Each student must provide their own motorcycle and riding gear. Sharing is not allowed. Scooters will be allowed in this course. The cycle must be titled, properly registered and display a valid license plate. You must also provide proof of insurance and the bike must pass a safety inspection. Successful completion allows a student to waive the Secretary of State written and riding skills tests. CEUs: .8

**MOTCY 706-81**

<table>
<thead>
<tr>
<th>Course Details</th>
<th>Date/Time</th>
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<tbody>
<tr>
<td>MOTCY 706-81</td>
<td>Fri 6 - 8 p.m.</td>
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<tr>
<td>$50 (Senior Fee $25)</td>
<td>Sat/Sun 8 a.m. - 8 p.m.</td>
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**MOTCY 706-82**

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<tr>
<td>MOTCY 706-82</td>
<td>Fri 6 - 8 p.m.</td>
</tr>
<tr>
<td>$50 (Senior Fee $25)</td>
<td>Sat/Sun 8 a.m. - 8 p.m.</td>
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**MOTCY 706-83**

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**MOTCY 707-81**

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<tr>
<td>MOTCY 707-81</td>
<td>Saturday</td>
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<tr>
<td>$50 (Senior Fee $25)</td>
<td>8 a.m. - 6 p.m.</td>
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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.

Adobe Certified Professional (Vouchers Included)
Becoming an Adobe Certified Professional will show you are ready to amaze clients, employers and collaborators with proof of your skillset using the world’s most creative desktop apps. Upon completing this course, you will be ready to take the five Adobe Certified Professional (ACP) certification exams.

Certified Administrative Professional with Microsoft Office Specialist Associate (Vouchers Included)
This course will prepare you for the CAP exam, offered by the International Association of Administrative Professionals (IAAP) and Microsoft Associate certification. You will learn the fundamentals of workplace administration, including organizational communication, records management and human resources. You will then learn advanced skills for using programs in the Microsoft Office suite. Upon course completion, you will receive prepaid vouchers to take the CAP exam and the MO-200 (Excel), MO-100 (Word), MO-300 (PowerPoint) and MO-400 (Outlook) exams.

Video Game Design and Development
By the end of the course, you will have designed and created your own video game for the PC and will stand ready to join a team working on projects with larger scope or pursue independent development. Using a comprehensive and analytical approach to game development, this course offers you the opportunity to learn how to effectively implement technical game ideas, assuming no prior training or experience. This course is entirely online and is completed at your own pace.

Certified Electronic Health Records Specialist (CEHRS)
Electronic health record specialists are critical in today’s healthcare environment, where timely access to accurate patient records is vital to the safety and treatment of patients. This course teaches the skills required to become a certified electronic health record specialist (CEHRS) through the National Healthcareers Association (NHA), including charting, HIPAA compliance, electronic health record management, and insurance and billing. You will be prepared to work on a health information management team, auditing records, compiling reports for patient tracking and coordinating the systems that keep our healthcare facilities operating.
Certified Medical Administrative Assistant with Certified Electronic Health Records Specialist + Medical Terminology (Vouchers Included)
This all-inclusive National Healthcareer Association (NHA) certified course can unlock the door to a burgeoning career. This course offers valuable training in medical office management, legal, ethical and regulatory concepts, information on what is stored in an electronic health record (EHR) system, the steps required to implement an electronic health record system in a medical practice, how staff members and patients interact with EHR systems and what benefits these systems provide compared to traditional paper records. Upon completion of this program, you will be ready to take the Certified Medical Administrative Assistant (CMAA) and the Certified Electronic Health Records Specialist (CEHRS) national certification exams offered by National Healthcareer Association (NHA) and will receive the study guide materials, access to practice exams and registration fees for both.

Graphic Design with Photoshop (Software Included)
This course will provide you with robust instructions on how to use Adobe Photoshop as a tool to create engaging and effective visuals. Using principles, theories and time-tested practices of graphic design, you will discover strategies for producing images that convey desired messages, styles and tones. The course’s combination of creative, technical and soft skills will offer you a well-rounded and challenging learning experience.

Help Desk Analyst: Tier 1 Support Specialist
This course uniquely prepares you to work as a support specialist by focusing on the business needs of the customer, establishing credibility and trust, and handling the most difficult customer scenarios. You’ll learn about problem solving and troubleshooting, team dynamics and interpersonal communication skills. This course also prepares for the Support Performance Tier-1 Support Specialist (SPC-T1SS) Certification exam at no additional cost, which is an organizational certification through SCInc., not an industry certification.

Human Resources Professional with Payroll Practice and Management
Human Resources Professional with Payroll and Practice Management will help you gain the essential skills and certifications you need for a role in any HR department. The course will prepare you for the Professional in Human Resources (PHR) certification exam. You will gain industry-recognized skills that align with the Human Resource Certification Institute (HRCI) and the Society for Human Resource Management (SHRM). It covers all critical areas of payroll administration and management. You will gain an understanding of the major components of the state labor code in your chosen state.

CompTIA Network + Certification Training (Voucher Included)
In the course, you’ll learn the fundamentals you need to prepare for the CompTIA Network+ certification exam (N10-008) and start a career as a network technician. This course utilizes a Network+ lab simulator so you can have the opportunity to have hands-on experience. These labs will improve your practical skills in configuring operating systems and network devices, as well as help you to understand the objectives and competencies required by the CompTIA Network+ certification exam. This course offers enrollment with or without a voucher to sit for the CompTIA Network+ (N10-008) certifying exam upon eligibility.

GES890 Microsoft Office Specialist: Expert Certification Training
This course prepares you for the Microsoft Office Specialist (MOS) certification exams for Word, Excel, PowerPoint, Access and Outlook. You will build your expertise in these programs through hands-on exercises, in-depth course material and supplemental video demonstrations. As you prepare for each exam, you will test your skills at regular intervals with quizzes and exams. By course completion, you will be fully prepared to take the MOS Certification Exams MO-100 and MO-101 (Word), MO-200 and MO-201 (Excel), MO-300 (PowerPoint), MO-400 (Outlook) and MO-500 (Access) exams.

Project Management Essentials with CAPM® Prep
In this course, you’ll learn the knowledge and skills essential to project managers and those who work on projects in other support roles. The materials in this course are aligned with the international recognized standards of project management. Each lesson focuses exclusively on a single topic so that you can more easily grasp that topic before moving onto the next. Once complete, you will meet or exceed the educational prerequisites for the Certified Associate in Project Management (CAPM®) certification offered through the Project Management Institute (PMI®). Project Management Professional (PMP), PMBOK, PgMP, PMI-RMP, CAPM, PMI-SP, PMI Scheduling Professional (PMS-SP) and the PMI REP Logo are registered marks of the Project Management Institute.
Learn Microsoft Office from the Comfort of Home

Choose from more than 300 online classes available every month!

Online Courses with ED2GO
Our instructor-facilitated online courses are informative, fun, convenient and highly interactive. 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.

We offer intro, intermediate, advanced and special topics.

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.

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

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!

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

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

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.

Introduction to Quickbooks Online
This QuickBooks course will teach you how to manage your business finances with QuickBooks Online. This powerful accounting software has helped millions of small business owners oversee their finances. Now that the cloud-based version is outpacing the desktop version, there’s no better time to refresh your QuickBooks knowledge.

Getting Started with Google Workspace
In this Google Workspace training course, you will learn about the many free apps (Gmail, Docs, Sheets, Slides, Drive, Contacts, Calendar, Meet, and Chat) that Google makes available on the web and how to put them to work for business, hobbies, and personal projects. You will find out how to use each of the most popular Google apps and how they fit together to support each other and make things easier for you — from sending email messages to creating business and personal documents to sharing files and more.

Marketing Your Business on the Internet
Find out how to market your business on the Internet, even if you have little or no money to spend! In this practical, hands-on course, you’ll discover proven methods that will help you establish an Internet presence and build an online brand identity. You’ll learn how search engine optimization (SEO) works and how to track your site’s performance using web analytics. You will discover how to use online advertising, email marketing, and social media (including blogs) to drive business to your website. Finally, you’ll learn how to keep your visitors coming back again and again!

Visit our Online Instruction Center to find more courses!
www.ed2go.com/Monroe
You can also find complete course descriptions, outlines and costs.

Selection of Starting Dates for 2023
Jan. 12, Feb. 9, Mar. 16, Apr. 13, May 18, Jun. 15, Jul. 13, Aug. 17
Pesticide Training and Review Class
Monroe County Community College and Ned Birkey, MSU Extension Educator Emeritus, will present this Pesticide Training and Review class. Topics of instruction include:

- Protective personal equipment
- Handling, transport, storage and security of pesticides
- Emergency or incident response
- Pesticide application equipment
- Calibration of application equipment
- The clean sweep program and a portable spill kit
- Reading and understanding the pesticide label

Eight pesticide re-certification credits will be available in the categories of; Private, Commercial Core, Commercial 1A, 1B, 3A, 3B and 6. Coffee, rolls and lunch will be provided. Study manuals available on-line or check with the Monroe County extension office. CEUs: .6

AGRI 707-71
$35 (Senior Fee $25)
Wednesday       Mar. 15
9 a.m. - 3:30 p.m.      Z 259       Birkey

Level I Electrical Course
Monroe County Community College along with The Southeast Michigan Construction Academy (SEMCA) are offering the Level 1 Electrical Course. SEMCA’s four-level (four-year) training program follows industry recognized curriculum of the National Center for Construction Education & Research (NCCER). The Level 1 Electrical Course begins with basic construction safety in residential, commercial and industrial construction. All students will receive instruction in operating hand and power tools. They will be introduced to electrical theory and the rules and regulations that govern the trade through the National Electrical Code. In addition, students will learn the basics of electrical circuits, conduit bending and residential electrical service. Successful completion of this course will result in an NCCER credential and an OSHA 10 certification.

Students who enroll in the SEMCA program will have the opportunity to interview for positions with non-union electrical contractors, located in Southeast Michigan, as they become available.

Students must be 18 or older and must provide proof of a valid driver’s license and copies of their high school diploma or GED and Social Security card.

The cost for the Level 1 course is $2,300 and Level 2 is $1,700, including books. To register for this non-credit training program or for additional information, call (734) 384-4229.

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

BUSINESS & INDUSTRY | WORKFORCE TRAINING | PROFESSIONAL DEVELOPMENT
All of these Microsoft classes will meet via Zoom.

Login instructions will be sent to you via the email address you provide at registration.

**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**
$109 (Senior Fee $58)

- Fridays
- Feb. 17 - Mar. 3
- 9 a.m. - Noon
- Zoom Colston

**MICRO 774-41**
$109 (Senior Fee $58)

- Tues. & Thurs.
- Jun. 1, 6 & 8
- 9 a.m. - Noon
- Zoom Colston

**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

**MICRO 802-41**
$109 (Senior Fee $58)

- Fridays
- Mar. 10 - 24
- 9 a.m. - Noon
- Zoom Colston

**MICRO 802-41**
$109 (Senior Fee $58)

- Tues. & Thurs.
- Jun. 13, 15 & 20
- 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**
$109 (Senior Fee $58)

- Fridays
- Apr. 14 - 28
- 9 a.m. - Noon
- Zoom Colston

**MICRO 905-41**
$109 (Senior Fee $58)

- Tues. & Thurs.
- Jun. 22, 27 & 29
- 9 a.m. - Noon
- Zoom Colston

**NEW! Power BI (Zoom)**
This three-day instructor-led course will teach you how to use the entire Power BI and Power BI Desktop toolset as your business intelligence platform. You’ll learn how to implement solutions using the Power Query, PowerPivot, PowerView, Power Map, Power BI, Power BI Desktop and Excel Services for SharePoint. This course is packed with hands-on labs to reinforce class topics and provide you with the skills to successfully create impressive dashboards, reports, and other business intelligence solutions. This course teaches you everything you need to know to implement BI solutions using Power Query, PowerView, PowerPivot, Power Map, Excel Services and Power BI. CEUs: .9

**MICRO 933-71**
$109 (Senior Fee $57)

- Tues. & Thurs.
- May 5, 12 & 19
- 9 a.m. - Noon
- Zoom Colston

For additional details or to register for these Microsoft training courses, contact sbussell@monroeccc.edu or 734.384.4229.

January - August 2023 ▪ www.monroeccc.edu ▪ Call 734.384.4127
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 the instructor to notify the office if a 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.
GENERAL INFORMATION

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 S, 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
ltorbet@monroeccc.edu
Hours: 8 a.m. – 4:30 p.m. Monday-Friday

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

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

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

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

In addition to institutional safety procedures, students and staff are encouraged to be personally responsible for their own security as well as others and to report all suspicious activity.
How to Use myPAL: Student Planning & Registration
LIFELONG LEARNING COURSES

www.monroecc.edu  Help Desk: 734.384.4333

Use myPAL 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 myPAL 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 myPAL and register online.

Sign into myPAL and click on “Students” then “Planning”

Signing In
- Go to www.monroecc.edu and click on "MYWEBPAL"
- Click on "I’m New to myPAL" 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 fitness or dance 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.

Semester: □ Winter  □ Summer  □ Fall

Class Title

Print Participant’s Name  Student ID# or last 4 digits of SSN  Date of Birth

Participant’s Signature  Date

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

Print Parent/Guardian Name  Emergency Phone #

Parent/Guardian Signature  Date

Return this form along with your registration form to the Office of Lifelong Learning.
Monroe County Community College
Lifelong Learning Registration Form
Corporate and Community Services Division
1555 South Raisinville Road • Monroe, Michigan 48161
Office 734.384.4127

- ONE FORM PER PERSON -

Social Security Number

- OR -

Student ID Number

Last Name

First Name

M.I.

Previous Last Name

Primary Contact Number

[ ] Day

[ ] Cell

Home Address

City

State

Zip Code

Residency Status

[ ] Monroe County

[ ] Out of Monroe County

[ ] Out of State

Date of Birth

Gender

[ ] M

[ ] F

Email Address

Which of the following describes your race/ethnicity? Please select only one option.

[ ] Caucasian

[ ] African American

[ ] American Indian/Alaska Native

[ ] Hawaiian/Pacific Islander

[ ] Hispanic/Latino

[ ] Asian

[ ] International

[ ] Two or More Races to Report

Course Number

Class Title

Time

Start Date

Location

Tuition

Fee*

Which of the following describes your race/ethnicity? Please select only one option.

[ ] Caucasian

[ ] African American

[ ] American Indian/Alaska Native

[ ] Hawaiian/Pacific Islander

[ ] Hispanic/Latino

[ ] Asian

[ ] International

[ ] Two or More Races to Report

Course Number

Class Title

Time

Start Date

Location

Tuition

Fee*

Tuition & Fees

Method of Payment

$ ____________

Cash, Check or Money Order (payable to MCCC)

$ ____________

Visa, MasterCard or Discover

Card #_______________________________ Exp. Date __________

$ ____________

Senior Citizen Scholarship

$ ____________

TOTAL TUITION & FEES PAID

Credit Card Fees

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

Rcvd. By____________________

Date____________________

Registration receipt: [ ] mail to me [ ] email to me [ ] I do not need a receipt
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 5th 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**

<table>
<thead>
<tr>
<th>Enrollment Period</th>
<th>Required Down Payments</th>
<th>Number of Payments</th>
<th>Months of Payments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan 1 - Jan 20</td>
<td>none</td>
<td>4</td>
<td>Feb - May</td>
</tr>
<tr>
<td>Jan 21 - Feb 17</td>
<td>25%</td>
<td>3</td>
<td>Mar - May</td>
</tr>
<tr>
<td>Feb 18 - Mar 17</td>
<td>50%</td>
<td>2</td>
<td>Apr &amp; May</td>
</tr>
</tbody>
</table>

**Payment Dates: Feb. 5, Mar. 5, Apr. 5 and 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. Go to the college’s website at monroeccc.edu/LL
4. At the bottom of the page, click on “Payment Plan for Select classes” or go directly to: https://online.campuscommerce.com/signin/4L5LB
5. Register for an account or sign-in, 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.*
What do you want to see in our next schedule?

Call our office of Lifelong Learning at 734-384-4127 to share your course suggestions.
MCCC offers a variety of Summer Camps during June, July & August. Our camps are designed for kids K-12.

DON'T MISS THE FUN!

2023 Summer Camps

Look for our brochure in April! Call us to be added to the list to receive the brochure when it is available – 734-384-4127

Some of our more popular camps have included: Cooking, Art, Healthcare, Guitar, Theater, Photography, Basketball, Volleyball, Firearm Safety, Robotics, Automotive, Makerspace, Welding, 3D CAD