



El Camino College Community Education

AND PROFESSIONAL DEVELOPMENT

Fall 2012

SCHEDULE OF CLASSES

Spread Your Wings



*Ongoing classes offered
from Sep.-Dec. 2012*

REGISTER ONLINE OR BY PHONE:
www.EGCommunityEd.com
310.660.6460

CAREER OPPORTUNITIES

Job Training Programs



Alcohol & Drug Counselor CAADAC-Approved Training

(pg. 4)

Start a Career as an Alcohol & Drug Counselor! Perhaps you've had personal experience with drugs and alcohol, or you may have some special abilities to help other people. Here's your opportunity to make a difference in the lives of others and enjoy what you do for a living. This program is approved by the California Association of Alcohol and Drug Abuse Counselors (CAADAC), and the California Foundation for Advancement of Addiction Professionals (CFAAP). It is designed to teach you the theoretical and clinical skills needed to become a CAADAC certified Alcohol and Drug Counselor, and it is the only CAADAC approved program that teaches the traditional twelve step program with alternative and complementary therapeutic modalities such as hypnotherapy and ariculotherapy. **Starts September 28, 2012!**



Pharmacy Technician Training Program (pg. 20)

As a pharmacy technician you will help the pharmacist package or mix a prescription, maintain client records, refer clients to the pharmacist for counseling, assist with inventory control and purchasing, as well as collect payment and coordinate billing. This course combines 180 hours of classroom instruction with a 120-hour pharmacy externship to provide you with a complete learning experience. For detailed information including financing options, course resources & prescreening preparation visit: www.adultedreg.com/elcamino. **Starts October 22, 2012!**



Floristry Training Certificate Program (pg. 7)

Do you love flowers? Do people often compliment you for being naturally creative? Then you should consider a career in the floral industry! **Starts Sept. 29, 2012!**



Personal Trainers Certification Course

(pg. 11)

According to the US Bureau of Labor Statistics, employment of fitness trainers is expected to grow by 24% from 2010 to 2020, faster than the average for all occupations. Start a new career in fitness-- become a certified personal fitness trainer! **Starts Sept. 22, 2012!**



Veterinary Assistant Training Program (pg. 17)

As a Veterinary Assistant, you will help the Veterinarian or the Veterinarian Technician in their daily tasks. **Starts October 27, 2012!**

Welcome to Community Education!

ABOUT COMMUNITY EDUCATION

El Camino College's Community Education department provides short-term, not-for-credit classes, workshops, career-training programs and events designed for professional and/or personal development with a special emphasis on inspiring a sense of wonder and imagination toward life-long learning. College credit is not given for classes conducted by the Community Education department. There are no transcripts or grades. Community Education is a self-supporting entity of the college and is not funded by taxpayer dollars. We are here to help! If you have a special interest or particular need for a class, please send us your suggestion(s) to commed@elcamino.edu.

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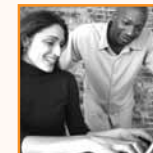
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**Alcohol & Drug Counselor
CAADAC-Approved
Training**



**Start a Career as an
Alcohol & Drug Counselor**

Perhaps you've had personal experience with drugs and alcohol, or you may have some special abilities to help other people. Here's your opportunity to make a difference in the lives of others and enjoy what you do for a living.

This program is approved by the California Association of Alcohol and Drug Abuse Counselors (CAADAC), and the California Foundation for Advancement of Addiction Professionals (CFAAP). It is designed to teach you the theoretical and clinical skills needed to become a CAADAC certified Alcohol and Drug Counselor, and it is the only CAADAC approved program that teaches the traditional twelve step program with alternative and complementary therapeutic modalities such as hypnotherapy and ariculotherapy.

**Important Reasons You Should
Choose This Program**

1. Complete in six months. Most programs take years to complete; you can complete this course in about six months, excluding the clinical externship.
2. Courses are taught on the weekends to accommodate those who may have a fulltime day job.
3. Learn the traditional twelve step program along with other complementary therapies such as hypnotherapy and ariculotherapy.

This is the only CAADAC program that will teach you these special skills to keep you current in the alcohol & drug counselor job market.

4. Upon completing the program, you will receive.
 - Certification of Completion for CAADAC courses
 - Certification of Hypnotherapy
 - Certification of Ariculotherapy
 - Free one year renewable membership in the Indian Board of Alternative Medicines.

5. Do your research first then plug into the program that offers superior, cutting edge training and costs thousands less than other CAADAC programs.

Most programs will cost you about \$8,000 to \$11,000. You'll pay only \$4,500 for this course series.

Enrollment requirements:

- At least eighteen years old.
- Have a high school diploma or GED.
- Six months of sobriety recommended.

**Offered by El Camino
College Community Education**

**In partnership with:
Riverside Community College
& California Mind Institute**

FREE Information Session

#210158
**Thursday, September 13, 2012
6:30-7:30 pm**

Free orientation meeting for anyone interested in enrolling in the Alcohol & Drug Counselor CAADAC-Approved Training program. Attend this orientation to learn all the specifics of the program and opportunities waiting for you as a Alcohol & Drug Counselor.

**Reservation required:
Call 310-660-6460**

**PROGRAM SERIES STARTS
SEPTEMBER 28, 2012!
Fridays 5-10 pm; Sat/Sun 8-6 pm**

**Alcohol & Drug Counselor
CAADAC-Approved Training
continued...**

1. **Introduction and Overview of Alcohol and Other Drugs** (45 hours/\$500)

Two Weeks: 9/28, 9/29, 8/30, 10/6, 10/7

2. **Physiology & Pharmacology of Alcohol and Other Drugs** (45 hours/\$500)

Three Weeks: 10/13, 10/14, 10/20, 10/31

3. **Law and Ethics** (45 hours/\$500)

Two weeks: 10/26, 10/27, 10/28, 11/3, 11/4

4. **Case Management** (45 hours/\$500)

Three weeks: 11/9, 11/10, 11/11, 11/17, 11/18

5. **Individual, Group and Family Counseling** (45 hours/\$500)

Two weeks: 12/14, 12/15, 12/16, 12/21, 12/22

6. **Professional and Personal Growth** (45 hours/\$500)

Two weeks: 11/30, 12/1, 12/2, 12/7, 12/8

7. **Supervised Practicum** (45 hours/\$500)

Two weeks: 1/4, 1/5, 1/6, 1/13, 1/14

8. **Ariculotherapy** (16 hours/\$400)

One week: 1/27, 1/28

9. **Hypnotherapist Certification** (24 hours/\$700)

One week: 1/19, 1/20

10. **Supervised Field Work Practicum** (255 hours to be arranged/No Course Fee)

Location: **El Camino College**

**Become a Notary Public--
Prep Class #210002**

This 6-hour intensive course is designed to equip you with everything you need to know to become a safe and effective Notary. You'll learn how to pass the test (must be taken every four years), prevent lawsuits, keep a journal, fill out certificates, and solutions to challenging problems. Become a more valuable employee, make additional income, provide customer service for your business or organization, or start your own business. Class includes a practice Notary Public exam. Fingerprints required after you pass the exam. For more information visit: www.ss.ca.gov/business/notary/notary.htm

Instructor Carrie Christensen, a Notary Public expert, has conducted these seminars for over twelve years.

Tuesday, Thursday 5:45 pm - 9:00 pm; 2 sessions starting October 16, 2012, ending October 18, 2012

Friday, 8:00 am - 6:00 pm; 1 session starting December 7, 2012, ending December 7, 2012

Tuition: **\$99.00**
Instructor: **Notary Public Seminars**
Location: **El Camino College**
Materials Cost: **\$30.00**

**Become a Notary Public -
Renewing Notaries ONLY
#210139**

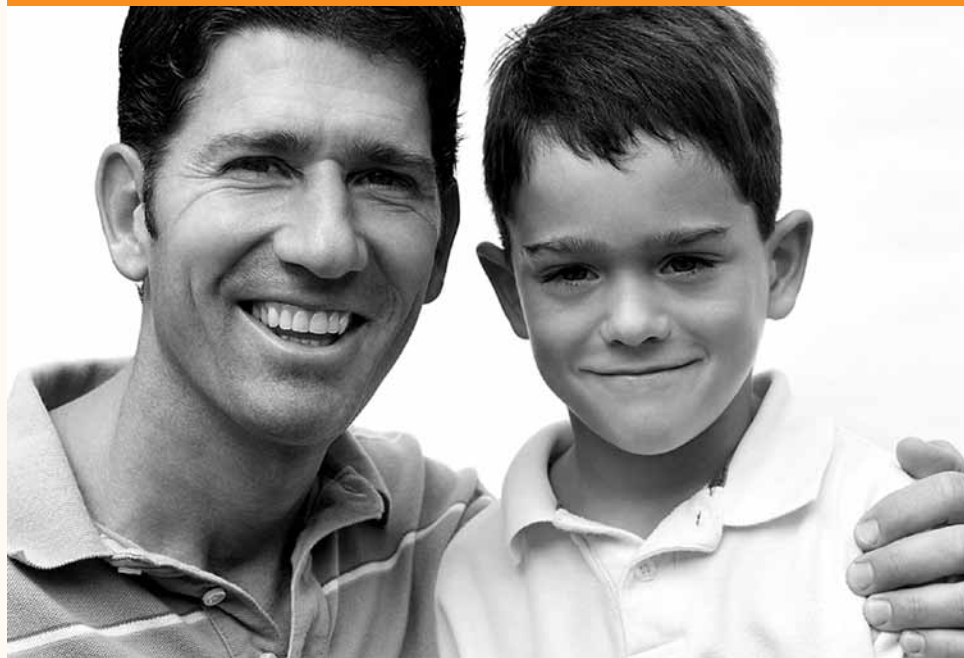
As of January 2009, renewing notaries may take a three hour approved Notary refresher course. In this three hour state required seminar you will review all laws and regulations required to know to continue as a notary. You must take the exam and be fingerprinted again.

Instructor Carrie Christensen, a Notary Public expert, has conducted these seminars for over twelve years.

Thursday, 5:45 pm - 9:00 pm; 1 session starting October 18, 2012, ending October 18, 2012

Friday, 12:45 pm - 6:00 pm; 1 session starting December 7, 2012, ending December 7, 2012

Tuition: **\$50.00**
Instructor: **Notary Public Seminars**
Location: **El Camino College**
Materials Cost: **\$30.00**



Become a Professional Child Visitation Monitor #210088

Are you looking to make extra money, and be a service for children in need? Consider being a Professional Child Visitation Monitor. The role of the Professional Child Visitation Monitor is to be a neutral party who observes behavior. In this required 8 hour training, you will be thoroughly trained to be an independent Professional Child Visitation Monitor or register with a Monitoring Agency. Your training will include dynamics of monitoring, Child abuse reporting, child development, codes and standards, observation techniques and conflict resolution. The court orders a Professional Child Visitation Monitor to accompany a minor child and their non-custodial parent, for various reasons. Your service will allow the custodial parent reassurance that the child's physical and emotional safety is being provided for. You will receive a Certificate of Completion from the Instructor.

Please read: Must be 21 years of age, and able to obtain a background check clearance and fingerprinting. \$50 material fee must be paid in cash.

Instructor Shirley Douglass is a certified Supervised-Visitation Monitor who has been training professional monitors for more than eight years. Her experience includes nearly 30 years working for the Los Angeles County Court including 10 years in Family Law Courtroom.

Saturday 10:00 am - 2:00 pm; 2 sessions starting October 6, 2012, ending October 13, 2012

Tuition: **\$169.00**
 Instructor: **Shirley Douglass**
 Location: **El Camino College**
 Materials Cost: **\$50.00**

"Her enthusiasm made the class interesting and enjoyable."

-Child Visitation Monitor Student

"Very knowledgeable, enthusiastic, and thorough in her approach."

-Child Visitation Monitor Student

"Excellent! Very informative. I really enjoyed this class."

-Child Visitation Monitor Student

FLORISTRY TRAINING CERTIFICATE PROGRAM

Discounted Series Cost \$499.00 / Or \$185 per class

Do you love flowers? Do people compliment you for being naturally creative? Then you should consider a career in the floral industry! This intensive 3-part program will prepare you for the ever-growing, ever-exciting field of floral design. Students will learn the professional practices, concepts, and applications used in the floral industry by retail designers and business/shop owners to obtain the required knowledge and skills for employment in the floristry arena. Through such effective learning techniques as lecture, group discussion, role playing, demonstration, practical application (hands-on), and maintenance of a professional portfolio, students will learn essential floristry skills and knowledge.



After completing all three courses with 90% attendance (only one missed meeting allowed per course) and successful completion/passing of a comprehensive final exam, students will earn a Certificate of Completion.

Materials fee per week for fresh-cut flowers will vary from \$10 to \$25 based on seasonal market fluctuations.

Instructor Roxana Rodriguez, CFD is an award-winning floral designer with more than 20 years experience in the industry as a flower shop owner, head designer and manager. She has taught and initiated floral design programs in two states and has graduated hundreds of students who have gone on to become successful in the floral industry. She is recognized by the American Institute of Floral Designers as a Certified Floral Designer.

Floristry Training Certificate Program: Part 1 #210148

Part 1 will include the following topics:

1. The historical journey of floral design throughout the ages, as well as cultural influences that enhance and inspire the designing professional.
2. Basic principles and elements of the design process, including color theory application.
3. Tools and supplies used within the industry.
4. Identification and nomenclature of most commonly used flowers and foliage, along with a brief physiology.
5. Proper care and handling of cut flowers and foliage.
6. Construction of basic design styles and techniques.
7. Building and maintaining a professional portfolio.

Saturday 9:00 am - 12:00 pm;
 8 sessions starting September 29, 2012, ending November 17, 2012

Tuition: **\$185.00**
 Instructor: **Roxana Rodriguez**
 Location: **El Camino College**
 Materials Cost: **\$25.00**

Floristry Training Certificate Program: Part 2 #210149

Part 2 areas to be covered will include:

1. The significance of holiday and special occasion florals.
2. Servicing, pricing and constructing weddings, including personal flowers, bouquets and church pieces. (Also includes the proper handling of wedding consultations and how to generate more wedding business).
3. Customer relations and service, and effective telephone techniques.
4. Sympathy designs and maintaining empathy along with professionalism

Continues on next page...

FLORISTRY TRAINING CERTIFICATE PROGRAM continued

5. Construction of specialty designs using ever lasting (dried and/or "silk") flowers.

Saturday 9:00 am - 12:00 pm; 8 sessions starting January 12, 2013, ending March 9, 2013

Tuition: **\$185.00**
 Instructor: **Roxana Rodriguez**
 Location: **El Camino College**
 Materials Cost: **\$25.00**

Floristry Training Certificate Program: Part 3 #210150

Part 3 areas to be covered will include:

1. Contemporary floral designs and discovering "the artist within."
2. Understanding wire services and proper order taking.
3. The effective and efficient way to make flora deliveries.
4. Dealing with commercial accounts in a conscientious and professional manner.

How to Become a Substitute Teacher Full-Time or Part-Time #210096

Do you have a college degree and are unemployed? No Problem! Have you thought about substitute teaching? Did you know that substitute teachers can earn from \$100 to \$184 per day based on a work day of 6.6 hours? That's \$3,680 a month if you work 5 days a week at the highest pay rate. This class is for those who plan to substitute teach at the middle or high school level. If you are thinking about becoming a substitute teacher or if you have just started substitute teaching-you need to take this course!

Instructor Charles Prosper, known throughout the Los Angeles Unified School District as SuperSub, has successfully been a substitute teacher for more than 9 years in more than 22 high schools and middle schools in

5. Understanding the floral industry.

6. The professional retail work environment and how to "sell" your trust to the employer and the customer.

7. The completed professional portfolio: a sure ticket to employment.

Saturday 9:00 am - 12:00 pm; 8 sessions starting April 13, 2013, ending June 8, 2013 (No class on May 25)

Tuition: **\$185.00**
 Instructor: **Roxana Rodriguez**
 Location: **El Camino College**
 Materials Cost: **\$25.00**

***Please note:** If you would like a beautifully created Certificate of Completion with the El Camino College emblem and your name indicated, after successful completion of this course, mail in or phone in your request to the Community education Office along with \$5 per certificate.

the Los Angeles area. He is the author of the runaway bestselling book, "The Super Sub Solution."

Saturday, 9:00 am - 12:00 pm;
 1 session on September 8, 2012

Tuition: **\$39.00**
 Instructor: **Charles Prosper**
 Location: **El Camino College**
 Materials Cost: **\$35.00**

Introduction to Voiceovers #210146

This fun and empowering 2 hour introductory workshop covers the different types of voiceovers and what tools are needed to find success. You'll be coached as you read a script, and be recorded so you can receive a professional voiceover evaluation later. You'll have the knowledge necessary to help you decide if this is something you'd like to pursue. Taught by a professional

voice actor from the Voice Acting Training Company, Voices For All. Please read: Ages 18 and over This class is taught by a professional voice actor from the voice acting training company, Voices For All. The Voices For All Voice Coach/ Producer/Instructors have many years experience in the voice over industry, and are the masters at teaching all of the information pertinent to making it in Voice Acting. These instructors not only deliver the highest quality education and coaching to their students, but their unique enthusiasm and expertise bring an element of fun and excitement to the classroom as well.

Tuesday, 7:00 pm - 9:00 pm; 1 session on October 16, 2012

Tuition: **\$54.00**
 Instructor: **Voices For All**
 Location: **El Camino College**

Make-Up Artist 101 Certificate Seminar #300116



Are you a cosmetologist who wants to offer more to your customers? Or do you just love make-up and want to know everything there is to know about applying beautiful make-up? Then, this class is for you! Jenesie will teach you the step-by-step stages of make-up application: 1) Skin care and prep --why and how it affects your make-up applications. 2) Foundations--how to pick out the correct color and coverage for each application. 3) Brushes--the functions for each shape and style. 4) Eye

shadows--color techniques. 5) Basic everyday looks and the smokey looks. 6) Wedding application including prep for lighting and camera work. 7) Music-video applications 8) How to apply false lashes. This class will teach you the most valuable and essential make-up artist skills. Upon completion, students will be eligible to receive a Certificate of Completion.* Materials fee covers products to be used during hands-on class work including brushes, shadow palette, blush, sponges and usage of the instructor's complete kit. **Note:** Please bring a bottle of oil-based make-up remover (i.e. Almay), a pack of face wipes (i.e. Ponds) and one fashion or tabloid magazine.

***Please note:** If you would like to receive a beautifully created Certificate of Completion with the El Camino College emblem and your name indicated, after successful completion of this course, mail in or phone in your request to the Community Education office along with \$5 per certificate.

Instructor Jenesie Tyler has been a make-up artist since 1999 working with top cosmetic companies such as Dior, M.A.C., Chanel, Nars and Yves Saint Laurent. She is an experienced make-up instructor who regularly teaches at cosmetology schools throughout Southern California.

Saturday, Sunday 9:00 am - 6:00 pm;
 2 sessions starting September 15, 2012, ending September 16, 2012

Saturday, Sunday 9:00 am - 6:00 pm;
 2 sessions starting November 10, 2012, ending November 11, 2012

Tuition: **\$350.00**
 Instructor: **Jenesie Tyler**
 Location: **El Camino College**
 Materials Cost: **\$25.00**

NEW!



Nutrition Tech Certification Course

#210160

Learn how to monitor and guide you or your client's diet with proper calorie intake to assist with losing weight and/or to get in optimum shape. In this eye-opening course, students gain an in depth knowledge of the digestion process including protein, carbohydrates and fat intake and nutrients as essential to a balanced and healthy life style. Also covered is an understanding of how vitamins and minerals function, understanding portion control , guiding clients on the basics of nutrition, learning how to read food labels and meal timing for better performance and fat loss without muscle loss. This course is highly recommended for personal trainers and other professionals working in the fitness or medical field. Upon passing all the required tasks and exams with practical application clinical hours, a certification will be issued. Time allowed to complete is 90 days. One must obtain a B grade to pass the course. \$99 materials fee covers the cost of the text books.

Instructor **Joe Antouri** started his

career in fitness and nutrition more than 33 years ago. After attending University of California Los Angeles (UCLA), University of Southern California (USC), California State University Northridge (CSUN) and West Coast University, he acquired a degree in Science and the knowledge base from which to develop his career. Joe operated the nutritional departments at World Gym and Gold's Gym for more than twenty years and consequently, is widely regarded as one of the most knowledgeable individuals in the industry due to his extensive experience in nutrition and counseling. He has also competed for prestigious bodybuilding awards nationally and internationally, placing first at the Mr. Los Angeles, Mr. Southern California, Mr. California, Mr. USA, World Bodybuilding Championships and Iron Man, amongst other titles. He has been featured in several publications worldwide including *Muscle and Fitness*, *Iron Man Magazine*, *Muscular Development*, *Modern Bodybuilding*, *Planet Muscle*, *Strength and Health Magazine* and the *Los Angeles Times*. Today, he writes columns and articles on dieting, health and exercise in numerous publications including *Muscle and Fitness*, *LA Weekly*, *Max Muscle*, *Planet Muscle*, *The Palisadian Post*, *SCLARK News* (for government employees), *Edge Magazine*, *Frontiers Magazine* and *Entertainment Today*. As a personal trainer, CEO and founder of PROPTA, Joe's clientele consists of presidents and CEO's of fortune 500 companies, doctors, and film and television executives and talent behind such shows as *Bravo's Thintervention*, *Oprah's Ultimate Weight Loss program*, *Dr. Phil's Ultimate Weight Loss Challenge*.

Saturday 9:00 am - 12:00 pm; 5 sessions starting November 10, 2012, ending December 15, 2012 (No class on Nov 24)

Tuition: **\$399.00**

Instructor: **Joe Antouri**

Location: **El Camino College**

Materials Cost: **\$99.00**



Personal Trainers Certification Course

#210152

According to the US Bureau of Labor Statistics, employment of fitness trainers is expected to grow by 24% from 2010 to 2020, faster than the average for all occupations. As businesses and insurance organizations continue to recognize the benefits of health and fitness programs for their employees, incentives to join gyms or other fitness facilities will increase the need for workers in these areas. Personal fitness trainers working in health clubs, country clubs, fitness or recreation centers, gyms, hospitals, yoga and Pilates studios, resorts, and clients' homes lead, instruct, and motivate individuals or groups in exercise activities, including cardiovascular exercise (exercises for the heart and blood system), strength training, and stretching. In this comprehensive six week course, students will be introduced to kinesiology and exercise physiology, resistance and free-weight training, anaerobic and aerobic training, proper hands-on practical application, flexibility and stretching, designing exercise programs, adult and older-

adult fitness, business application and legal issues, body-fat testing and measurement and more. Upon passing all the required tasks and exams with practical application clinical hours, a certification will be issued. Time allowed to complete is 90 days. One must obtain a B grade to pass the course. Curriculum and training provided by the Personal Trainers Association (PROPTA) is approved by the State of California Bureau for Private Post-Secondary and Vocational Education which is nationally recognized by the United States Department of Education, officially endorsed by the IFBB PRO League Worldwide (International Federation of Bodybuilders), officially endorsed by the National Fitness League, GI Bill approved, California State Approving Agency for Veterans Education (CSAAVE) approved, and accredited by the Better Business Bureau.

\$99 materials fee covers cost of text books. Class meets on the El Camino College campus from 9:00am-12:00pm for the lecture component and then from 1:00pm-2:00pm the class meets offsite for the practical hands-on components at TBD gym location.

Continues on next page...

Personal Trainers Certification Course continued...

Instructor **Joe Antouri** started his career in fitness and nutrition more than 33 years ago. After attending University of California Los Angeles (UCLA), University of Southern California (USC), California State University Northridge (CSUN) and West Coast University, he acquired a degree in Science and the knowledge base from which to develop his career. Joe operated the nutritional departments at World Gym and Gold's Gym for more than twenty years and consequently, is widely regarded as one of the most knowledgeable individuals in the industry due to his extensive experience in nutrition and counseling. He has also competed for prestigious bodybuilding awards nationally and internationally, placing first at the Mr. Los Angeles, Mr. Southern California, Mr. California, Mr. USA, World Bodybuilding Championships and Iron Man, amongst other titles. He has been featured in several publications worldwide including Muscle and Fitness, Iron Man Magazine, Muscular

Development, Modern Bodybuilding, Planet Muscle, Strength and Health Magazine and the Los Angeles Times. Today, he writes columns and articles on dieting, health and exercise in numerous publications including Muscle and Fitness, LA Weekly, Max Muscle, Planet Muscle, The Palisadian Post, SCLARK News (for government employees), Edge Magazine, Frontiers Magazine and Entertainment Today. As a personal trainer, CEO and founder of PROPTA, Joe's clientele consists of presidents and CEO's of fortune 500 companies, doctors, and film and television executives and talent behind such shows as Bravo's Thintervention, Oprah's Ultimate Weight Loss program, Dr. Phil's Ultimate Weight Loss Challenge.

Saturday 9:00 am - 2:00 pm; 5 sessions starting September 22, 2012, ending October 27, 2012 (No class on Sep 29)

Tuition: **\$499.00**
Instructor: **Joe Antouri**
Location: **El Camino College & TBD Offsite Gym**
Materials Cost: **\$99.00**



Bartending the Easy Way Professional Bartending Course #740048

Quick and Easy! Why pay more? This practical and effective method of instruction is sweeping the industry and updating old ways of thinking. So much more is expected of bartenders these days and this is the class that will teach you what managers want. Tools, glassware, recipes, pouring perfect shots, wine and champagne service and martinis will of course be covered, but you'll also learn about liquor, formulas for creating cocktails and for pricing, high-volume sales techniques, laws, what to put on a resume, where to look for the best jobs and how to nail the interview. Though liquor is not used in class, you will learn how to practice making cocktails on your own and you will be provided with information to start your own bartending service. In addition to class lectures, tests and activities, you will be given an online test and homework assignments.

Instructor **Kellie Nicholson** has been working in restaurants, bars

and nightclubs for 30 years in every type of establishment all over the United States. Trained by the very best in the food/beverage, and hospitality businesses, including Marriott, Lettuce Entertain You, and The Levy Restaurants, her experience is unparalleled. Serving clientele like Will from the Black-Eyed Peas, David Schwimmer, Jessica Simpson and Ashton Kutcher is only a small part of her extraordinary career. In management positions, Nicholson's implementation of employee sales incentives, strict policies and procedures, and customer service training have been instrumental in the development of a loyal and dedicated staff. Her leadership and management talents are invaluable assets.

Thursday 6:00 pm - 10:00 pm; 2 sessions starting October 25, 2012, ending November 8, 2012 (No class on Nov 1)

Tuition: **\$99.00**
Instructor: **Kellie Nicholson**
Location: **El Camino College**
Materials Cost: **\$45 + optional \$10**

Used Vehicle Dealer Certification—Start an Auto Wholesale Business! #210153

Make \$3K-\$6K per month buying, selling or exporting wholesale cars from home. Students will learn step-by-step directions on how to obtain an auto dealer license and how to operate a profitable used-car business. By the end of this one-day course, students will know how to and where to buy vehicles at wholesale prices and sell at retail prices. Tips on how to supplement your 9-5 with \$3,000 - \$6,000 income per month on a part-time basis will also be provided. Students will receive a DMV Certificate of Completion at the end of the class.

Please read: Material fee includes books and study-prep materials.

Sunday, 10:00 am - 5:00 pm; 1 session on September 16, 2012

Tuition: **\$89.00**
Instructor: **Ronald Williams**
Location: **El Camino College**
Materials Cost: **\$20.00**



Clinical Medical Assistant Training Program #210138

As a Clinical Medical Assistant, the student will be trained to help the physician carry out procedures, care for patients, perform basic lab tests and administer medications. The Clinical Medical Assistant works in a physician's office or a clinic setting. This course combines classroom instruction of 134 hours and off-site externship of 160 hours to provide students with a comprehensive learning experience. Course fee includes books, consumable supplies, externship, and course-completion certificate. For detailed information including financial options, course resources & prescreening preparation visit: www.adultedreg.com/elcamino

Saturday 9:00 am - 4:30 pm; 16 sessions starting October 27, 2012, ending February 23, 2013 (No class on Jan 19, Feb 16, Nov 24, Dec 29)

For detailed information including financial options, course resources & prescreening preparation visit: www.adultedreg.com/elcamino

Tuition: **\$2,995.00**
Instructor: **Leonor Gonzalez**
Location: **El Camino College**

Clinical Medical Assistant Training Program Free Information Night #210137

Free orientation meeting for anyone interested in enrolling in the Clinical Medical Assistant Training program. Attend this orientation to meet the instructor, learn all the specifics of the program and the opportunities waiting for you as a Clinical Medical Assistant.

Wednesday, 5:30 pm - 6:30 pm; 1 session on September 19, 2012

Free to attend, RSVP required. Call 310-660-6460 to reserve.
Location: **El Camino College**

"Best instructor I've ever had!"
-Clinical Medical Assistant Student

"She had my full attention in every class."
-Clinical Medical Assistant Student

"Mrs. Gonzalez was the best. I learned so much from her. She took the time to teach us as a class and as an individual."
-Clinical Medical Assistant Student

CPR & FIRST AID

Heartsaver--First Aid Course #150005



This American Heart Association Heartsaver First Aid course provides training in basic First Aid procedures including skills recommended

by OSHA. Topics include responder safety, first aid basics, medical emergencies, injury emergencies and environmental emergencies. This course provides skills training to render aid to an adult victim in the first few critical minutes before Emergency Medical Responders arrive.

*Instructors provided by **Rescue Medical Services** managed by two State of California Licensed Paramedics trained by UCLA school of Medicine as American Heart Association Instructors and whose combined Emergency Medical Services experience totals nearly 25 years. Additionally, Jeffrey Peters, the Program Director, is certified by the State of California Fire Marshals office as an Emergency Services Training Instructor and was appointed in 2011 to serve as Training Center Faculty for the American Heart Association training center.*

Saturday, 8:30 am - 12:00 pm; 1 session on September 8, 2012

Saturday, 8:30 am - 12:00 pm; 1 session on October 13, 2012

Saturday, 8:30 am - 12:00 pm; 1 session on November 17, 2012

Tuition: **\$59.00**
Instructor: **Rescue Medical Services**
Location: **El Camino College**
Materials Cost: **\$30.00**

Heartsaver--CPR and AED Course #150004

This Heartsaver CPR and AED course from the American Heart Association teaches the basic technique of adult, child and infant CPR and the use of the

AED (Automatic External Defibrillator). Students also learn to use barrier devices in CPR and provide rapid and effective care for the choking in a responsive adult, child or infant victim. The course meets the requirements for many professionals and other members of the public interested in learning life saving skills. School district employees, teachers, family members of patients at high risk sudden cardiac death, corporate employees, security guards, and airline personnel will find this course especially valuable.

Saturday, 12:30 pm - 4:30 pm; 1 session on September 8, 2012

Saturday, 12:30 pm - 4:30 pm; 1 session on October 13, 2012

Saturday, 12:30 pm - 4:30 pm; 1 session on November 17, 2012

Tuition: **\$59.00**
Instructor: **Rescue Medical Services**
Location: **El Camino College**
Materials Cost: **\$30.00**

BLS for the Healthcare Provider #234002

This BLS (Basic Life Support) for the Healthcare Provider course is designed to provide a wide variety of healthcare professionals the ability to recognize several life threatening emergencies, provide CPR, use an AED, and relieve choking in a safe, timely and effective manner. The course is intended for certified or noncertified, licensed or non licensed and future healthcare professionals.

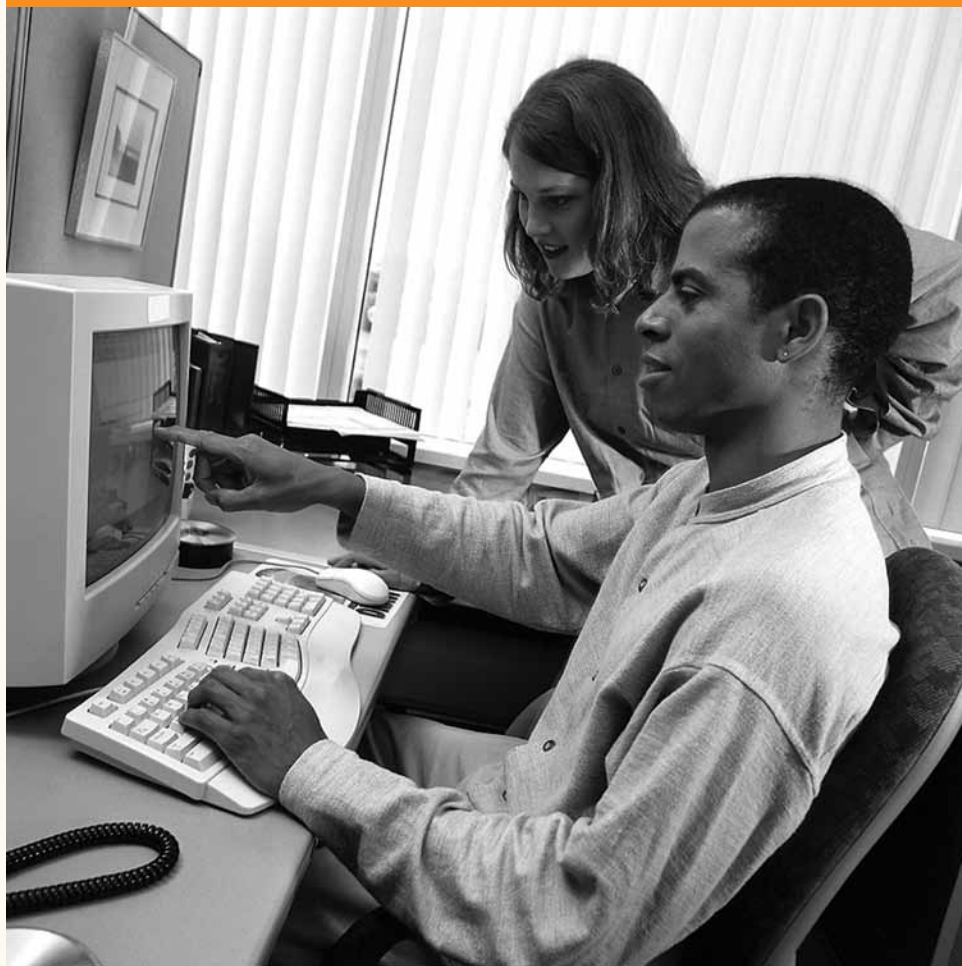
Saturday, 1:00 pm - 4:30 pm; 1 session on September 8, 2012

Saturday, 1:00 pm - 4:30 pm; 1 session on October 13, 2012

Saturday, 1:00 pm - 4:30 pm; 1 session on November 17, 2012

Tuition: **\$59.00**
Instructor: **Rescue Medical Services**
Location: **El Camino College**
Materials Cost: **\$30.00**

Use of American Heart Association materials in an educational course does not represent course sponsorship by the American Heart Association. Any fees charged for such a course, except for a portion of fees needed for AHA course materials, do not represent income to the Association.



Electronic Health Records System Technologist *(online)*



As an Electronic Health Records (EHR) System Technologist, you will assist healthcare providers with choosing, implementing, training and maintaining an electronic health records system. You will learn the components of the electronic health record and health information exchange essentials; system selection and implementation; project management and fundamentals of change and human factors.

Health Information Technology is one of the hottest careers in healthcare today! By 2014 all medical facilities will be using electronic health records. You can be the bridge that helps to make that transition!

This course is 216 hours in duration. Program content is online in a modular system. Virtual classes will be held weekly to provide students with a complete learning experience. Upon successful completion, graduates will receive a certificate of completion.

Course fee includes books, online access to program, and course completion certificate.

Virtual Classroom. New classes start each month.

Tuition **\$3,600**

Free online information sessions held monthly!

For more information and to enroll, visit: www.adultedreg.com/elcamino



Veterinary Assistant Training Program #210154

As a Veterinary Assistant, you will help the Veterinarian or the Veterinarian Technician in their daily tasks. You will feed, water, and examine pets for signs of illness, disease, or injury; and clean and disinfect cages and work areas, as well as sterilize laboratory and surgical equipment in laboratories, animal hospitals and clinics. This course combines 35-hours of classroom instruction with a 24-hour externship to provide you with a complete learning experience (59 total hours). Upon successful completion, graduates will receive a certificate of completion. Course fee includes books, consumable supplies, externship, and course completion certificate. For more information, visit: www.adultedreg.com/elcamino

Saturday 9:00 am - 4:30 pm; 6 sessions starting October 27, 2012, ending December 1, 2012

Tuition: **\$1,099.00**

Veterinary Assistant Training Program FREE Information Session #210157

Free orientation meeting for anyone interested in enrolling in the Veterinary Assistant Training program. Attend this orientation to meet to learn all the specifics of the program and the opportunities waiting for you as a Veterinary Assistant.

Wednesday, 6:00 pm - 7:00 pm; September 19, 2012

Free to attend, RSVP required. Call 310-660-6460 to reserve.





Medical Billing & Coding Health Information Management 7-Class Series #230033

Class series begins October 15, 2012!

\$110-\$389 per class or \$1,299 for series

1. Medical Terminology 1 (Course 1 of 7) #230034 10/15/12 – 11/14/12
2. Medical Terminology 2 (Course 2 of 7) #230039 01/07/2013 – 2/11/2013*
3. Medical Office Procedures (Administrative) (Course 3 of 7) #230036 2/13/2013 – 4/3/2013*
4. Medical Coding ICD-9-CM (Course 4 of 7) #230037 4/8/2013 – 4/17/2013
5. Medical Coding CPT (Course 5 of 7) #230038 4/22/2013 – 5/1/2013
6. Medical Billing and Reimbursement (Course 6 of 7) #230035 5/6/2013 – 6/24/2013*
7. Medical Information Technology (Course 7 of 7) #230040 6/26/2013 – 7/8/2013

*No class on 1/16, 2/20, 5/27

1st class of series

Medical Billing & Coding Health Information Management Series FREE Information Session

Are you interested in entering the medical billing & coding profession? Attend this free information session and learn about our Medical Billing & Coding Health Information Management series. We will discuss career opportunities & salaries, national certifications, classroom and homework requirements, home-based business and more. Instructor Dagmar Nelson will provide answers to all of your questions to get you started on a health information management career.

Saturday, September 15, 2012
10:00 am - 11:00 am

**Free to attend, RSVP required.
Call: 310-660-6460**



Medical Coding Certification Prep Course: AAPC Certified Professional Coder (CPC) Exam (telecourse) #234003

Prepare to become a Certified Professional Coder (CPC) through this American Academy of Professional Coders (AAPC) 10 week course taught by a contracted AAPC instructor. There is a greater demand for coders because of the increase of medical service and the need to accurately code procedures (CPT) and diagnose (ICD9) for reimbursement. Certified coders earn more, have job security and there is an increasing number of employers that require you to be a certified coder. Would you like to have a CPC credential behind your name? Students are required to have access to email and must purchase the following books: 1) PMCC 3 books (AAPC CPC Books) 2) Medical Dictionary (Taber's) 3) 2011 ICD9, CPT, HCPCS (this will be discussed at the orientation/information night).

Pre-requisite: Successful completion of the Medical Billing & Coding Health Information Management 7-Class series or proof of equal certification or experience.

Debbie Smith is an instructor with the American Academy of Professional Coders and has been working and teaching in the medical field for 37 years.

Class Schedule: EZ to schedule class times that fit your schedule! Call to schedule your 3 hour/10 session private instruction course. Class dates and times are scheduled to meet your needs in conjunction with instructor's availability. Free pre-assessment phone interview with the instructor required before official enrollment in course may begin.

Call to enroll: 310-660-6460

Tuition: **\$599.00**
Materials fee for text books: **\$120.00**
Instructor: **Debbie Smith**
Location: **Classroom from your home via toll-free call-in phone number**



Pharmacy Technician Training Program #210110

Pharmacy Technician jobs are one of the fastest growing occupations! 32% growth expected between now and 2016.

As a pharmacy technician you will help the pharmacist package or mix a prescription, maintain client records, refer clients to the pharmacist for counseling, assist with inventory control and purchasing, as well as collect payment and coordinate billing. This course combines 180 hours of classroom instruction with a 120-hour pharmacy externship to provide you with a complete learning experience. For detailed information including financial options, course resources & prescreening preparation visit: www.adultedreg.com/elcamino

Monday, Wednesday 6:00 pm - 8:30 pm; 61 sessions starting October 22, 2012, ending June 12, 2013 (No class on Jan 21, Feb 18, Oct 31, Nov 19, 21, Dec 24, 26, 31, May 27)

Tuition: **\$2,995.00**
Instructor: **Lina Hiddard**
Location: **El Camino College**

FREE Information/Orientation Session #210109

Free orientation meeting for anyone interested in enrolling in the Pharmacy Technician Training program. Attend this orientation to meet the instructor, learn all the specifics of the program and the opportunities waiting for you as a Pharmacy Technician.

Wednesday, 6:30 pm - 7:30 pm; 1 session on September 19, 2012

FREE to attend, RSVP required, call 310-660-6460.

PROFESSIONAL DEVELOPMENT

Food Manager Certification

#300123



El Camino College
Community Education

is proud to announce that the County of Los Angeles Public Health Department has approved El Camino College as a provider of training and certification for our new Certified Food Manager program.

Attention food-handler workers! This one day class prepares you to take the examination needed to certify or recertify you as a licensed food manager. The Certified Food Handler/Manager requirement is mandated by California State law for all retail food operations (restaurants, cafes, markets, mobile carts, etc.), and is enforced by local health departments. This program (course, instructor, proctor, etc.) is on Los Angeles County Health Department's list of approved trainers and certification providers. The exam/certification for this course is listed and accepted by all health departments in California. **Important: Preregistration required! Walk-in registration is not available for this class.**

Exam/Materials Fee: Students who wish to sit for the exam during the last two hours of class will be required to use their credit card to make an online payment of \$30 to the certifying third party organization.

Pre-class preparation: Students are expected to familiarize themselves with food-safety concepts prior to attending class. Numerous sources of food-manager information are available to help you prepare for the exam. Students may also purchase a study guide developed specifically for this class directly from instructor Gevork Kazanchyan. This is available for immediate printing/download (purchased for \$15) via request



through the instructor. Email the instructor requesting the access link at gev.kaz@gmail.com. All other matters should be directed to the Community Education office.

Instructor **Gevork Kazanchyan** was a Los Angeles County Public Health Officer for 7 years and is a Professor of Food Safety and Sanitation at College of the Canyons where he directs their Food Handler Certification program. Gev lectures for both their Community Education Program and Culinary Arts Department, and is also a Professor of Environmental Health at California State University Northridge. He is a Registered Environmental Health Specialist with the California Department of Public Health and a Certified Professional in Food Safety with the National Environmental Health Association.

Saturday, 8:00 am - 5:00 pm;
1 session on October 20, 2012

Saturday, 8:00 am - 5:00 pm;
1 session on December 15, 2012

Tuition: **\$89.00**
Instructor: **Gevork Kazanchyan**
Location: **El Camino College**
Materials Cost: **\$30.00**



THE ART OF NEGOTIATION SERIES

Instructor *Pearl Georgen* is a Professional Mediator, with her private practice located here in the South Bay since 1993. Some of the panels she serves on are the Los Angeles Superior Court in addition to United States Bankruptcy Court and the Equal Employment Opportunity Commission.

BEGINNING NEGOTIATION

Discounted Series price \$135 + ONE TIME \$40 material fee for booklet used for the whole series.

Negotiation 1: The Art of Getting What You Want-- Course 1 of 4 #300041

Learn the inside secrets the pro's use to negotiate successfully for anything they want. Discover techniques so powerful they'll literally guarantee you'll never again be intimidated or have to settle for anything less than what you want when dealing with landlords, creditors, attorneys, salespeople, mechanics, bosses, family, friends, lovers, co-worker, and even children.

Tuesday, 6:30 pm - 9:30 pm; 1 session on September 11, 2012

Tuition: **\$39.00**

Location: **El Camino College**

Materials Cost: **\$40.00**

Negotiation 2: How to Talk and What to Say-- Course 2 of 4 #300026

Further your negotiating skills in an excellent hands-on class that focuses on the communication aspects of negotiation. Discover how to become more persuasive by reframing messages in such a way that the other person can hear and accept an idea. Learn how to deal with difficult people effectively and the most powerful words to use when advancing your viewpoint.

Tuesday, 6:30 pm - 9:30 pm; 1 session on September 18, 2012

Tuition: **\$39.00**

Location: **El Camino College**

Materials Cost: **\$40.00**

Negotiation 3: Mastery of the Art--Course 3 of 4 #300027

In a class that's not for the faint of heart-only for those who really want to win. Learn the heavily guarded, rarely revealed, industry secrets that are practiced by the top negotiators and will turn amateurs into masters. Discover secret techniques so powerful you'll be able to literally outsmart other negotiators, obtain maximum empowerment when negotiating, control and guide the negotiating process, and overcome nearly every obstacle. You'll learn about your personal style of negotiation, strategies for the effective use of time, how to use silence and timing to your advantage, and how to win at the 'psyching out' game.

Tuesday, 6:30 pm - 9:30 pm; 1 session on September 25, 2012

Tuition: **\$39.00**

Location: **El Camino College**

Materials Cost: **\$40.00**

Negotiation 4: Resolving Critical Issues-- Course 4 of 4 #300057

The whole process of negotiating becomes far simpler and more effective when you learn the type of conduct that will carry you through the difficult decisions and ethical dilemmas you might have to face as a negotiator. Learn how to apply principles that will help you make difficult decisions and overcome and resolve ethical dilemmas. Learning this code of conduct will not only help you maintain your integrity and credibility, but also improve your overall effectiveness as a negotiator.

Tuesday, 6:30 pm - 9:30 pm; 1 session on October 2, 2012

Tuition: **\$39.00**

Location: **El Camino College**

Materials Cost: **\$40.00**

ADVANCED NEGOTIATION

Discounted Series Price \$117 + ONE TIME \$40 material fee for booklet used for the whole series.

Negotiation 5: Secrets of Effective Persuasion-- Advanced Course 1 of 3 #300058

This highly effective, entertaining and enjoyable class will teach you precisely how to develop the ability to get better results and more of what you want and deserve in business and in life. You'll discover the secrets the powerful communicators use to organize and present information in the most persuasive way possible; how to maintain control of a presentation without ever coming across as arrogant or pushy; how to virtually guarantee you'll communicate more persuasively in any situation; and the inside secrets of influencing the behavior of others.

Tuesday, 6:30 pm - 9:30 pm; 1 session on October 9, 2012

Tuition: **\$49.00**

Location: **El Camino College**

Materials Cost: **\$40.00**

Negotiation 6: Power Strategies--Advanced Course 2 of 3 #300059

The key to effective negotiation is sound strategic planning. This class teaches you the little known and tightly guarded strategies used by top-level managers and military personnel when developing the foundation for negotiating. Get the inside info you need to make it to the top by learning tactics for being better, smarter and faster than your competition. Discover the most powerful, proven strategies for maximizing your effectiveness in any negotiation. Learn the 'training principles' for becoming a master strategist, how to obtain and maintain leverage, the structure of power and how to achieve it, and more?

Tuesday, 6:30 pm - 9:30 pm; 1 session on October 16, 2012

Tuition: **\$49.00**

Location: **El Camino College**

Materials Cost: **\$40.00**

Negotiation 7: Multiplying Your Effectiveness-- Advanced Course 3 of 3 #300060

All the knowledge in the world alone will not make you an effective negotiator. It all starts with the application of this knowledge. This course is the culmination of the previous six courses on negotiation. By learning to incorporate each of the components of the negotiation process you'll improve your effectiveness almost exponentially. Discover and develop your maximum potential as a negotiator by learning to systemize the negotiation process using proven street-smart, result-oriented, bottom-line techniques to quickly position you as a master negotiator. Take this crucial final step to ensure your success as a negotiator.

Tuesday, 6:30 pm - 9:30 pm; 1 session on October 23, 2012

Tuition: **\$49.00**

Location: **El Camino College**

Materials Cost: **\$40.00**

EXPERT NEGOTIATION SERIES

Discounted Series Price \$117 + ONE TIME \$15 material fee for booklet used for the whole series.

Negotiation 8: Critical Thinking in Negotiations - Expert course 1 of 3 #300117

In this program you'll concentrate on "here's how you do it" techniques for enhancing your critical thinking skills. You'll learn to think strategically and discover the other side's strategy so you'll know how to best respond to their moves. You'll also learn how to determine if the other side has a hidden agenda or whether there are certain needs that must be met in order for them to achieve their goals. Knowing how to obtain this information is vital to your success and will put you in control of the total negotiation process.

Tuesday, 6:30 pm - 9:30 pm; 1 session on October 30, 2012

Tuition: **\$49.00**

Location: **El Camino College**

Materials Cost: **\$15.00**

Continues on next page...

THE ART OF NEGOTIATION SERIES continued...

Negotiation 9: Assertiveness - Saying it like you mean it! Expert Course 2 of 3 #300118

Ever wonder how you measured up in negotiation? One of the most problematic situations in negotiating is knowing when to back down and when to hold your ground. To become a polished negotiator, you must recognize the distinct stages of negotiating and know when to assert yourself at each stage. The rules of assertiveness apply to every negotiation and can affect the outcome dramatically. In this program, you'll discover the underlying principles of assertiveness that must be learned in order to be a successful negotiator and why they are so important to your success.

Tuesday, 6:30 pm - 9:30 pm; 1 session
on November 6, 2012

Tuition: **\$49.00**

Location: **El Camino College**
Materials Cost: **\$15.00**

Negotiation 10: The Power Player - Expert Course 3 of 3 #300119

Who controls the negotiation, you, or do you sometimes become intimidated in the negotiation process? You have more power than you think. In the negotiation process you gain power by learning the rules of the power game, how to apply them, and how to recognize and defend against them when they are used. Never again fall victim to power plays by learning to utilize techniques such as: Hidden Leverage, Power Words, Power Rules, and Commitment Power.

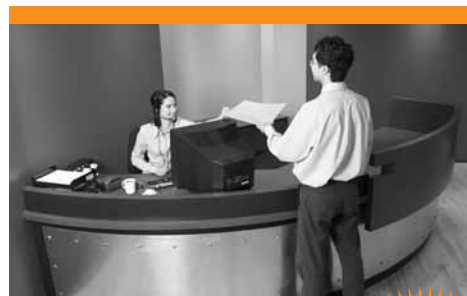
Tuesday, 6:30 pm - 9:30 pm; 1 session
on November 13, 2012

Tuition: **\$49.00**

Location: **El Camino College**
Materials Cost: **\$15.00**

"Very enjoyable...I learned new skills." -Negotiation Student

"Great experience!"
-Negotiation Student



YOUR Resume and Interview #300139

NEW!

Why pay someone hundreds to write a bad resume? Write a really EFFECTIVE resume with help from an instructor with more than 15 years experience and a thousand completed resumes! Then build on this resume to prepare your interview, and (optional) practice your interview with immediate, constructive, and expert feedback in class. Bring all your info about past

employment. The economy is (finally) starting to warm up, so let's go! Instructor Dale Fedderson has been teaching computer skills for years, everything from how to use a mouse to how to create technical drawings, spreadsheets, and brochures. But his favorite thing is to show newcomers how to get the most from the Internet.

Tuesday, Thursday 6:00 pm - 9:00 pm;
2 sessions starting September 18,
2012, ending September 20, 2012

Tuesday, Thursday 6:00 pm - 9:00 pm;
2 sessions starting October 9, 2012,
ending October 11, 2012

Tuesday, Thursday 6:00 pm - 9:00 pm;
2 sessions starting November 6, 2012,
ending November 8, 2012

Tuition: **\$40.00**

Instructor: **Dale Fedderson**
Location: **El Camino College**
Materials Cost: **\$2.00**

ARTS & HOBBIES

CRAFTS



Candle Making #119681

Candles have caught our eyes in pricey boutiques and gift shops. Join us and learn how to make candles in different sizes and finishes, innovative shapes and styles with molds, through various skilled techniques for a fraction of the cost. Topics include getting started, tips to working with paraffin wax, essential oils and candle dyes, how to incorporate dried flowers and fruits, and sources for materials and supplies. You will leave this class with several high-quality candles and the skills to continue on your own. This class is hands-on; please dress accordingly.

Instructor Quayum Abdul has many years of experience in teaching soap, candle making and various other subjects at community colleges throughout southern California.

Saturday, 9:00 am - 12:00 pm; 1
session on September 15, 2012

Saturday, 9:00 am - 12:00 pm; 1
session on November 17, 2012

Tuition: **\$39.00**

Instructor: **Quayum Abdul**
Location: **El Camino College**
Materials Cost: **\$20.00**

Glycerin Soap Making #112371

Do you love the sensual pleasure of beautiful, aromatic soaps but hate the high prices? Learn to make your own for a fraction of the cost. Glycerin soaps make lovely gifts either for

yourself or for your friends and family! You will also learn to make unique cleansing gels and luxurious bubble bath. You'll take home a cornucopia of beautifully smelling soap products that you'll have made yourself in class. And you will walk away with the knowledge needed to make more at home! The class is especially great for those with sensitive skin.

Instructor Quayum Abdul has many years of experience in teaching soap, candle making and various other subjects at community colleges throughout southern California.

Saturday, 9:00 am - 12:00 pm; 1
session on October 13, 2012

Saturday, 9:00 am - 12:00 pm; 1
session on December 1, 2012

Tuition: **\$39.00**

Instructor: **Quayum Abdul**
Location: **El Camino College**
Materials Cost: **\$20.00**

CULINARY

Cake Decorating 101 #119695

This class will teach you the essential basics/foundation of cake decorating. You will learn how to frost a cake like a professional. Writing, borders, icing roses, airbrush techniques and figure piping will be covered. Real cakes and icing will be provided and used at each class. You will complete a shaped cake during the last class.

[ATTENTION! PRE-Enrollment required for this class! No enrollments at bakery. DO NOT CONTACT bakery. Call 310-660-6460 to enroll.]

Instructor Kirk Rossberg is the owner of Torrance Bakery. He has been in the bakery business for more than 30 years. Kirk and Torrance Bakery have won numerous awards including National Retail Bakery of the year in 2007.

Tuesday 5:30 pm - 7:30 pm; 5
sessions starting September 18, 2012,
ending October 16, 2012

Tuition: **\$175.00**

Instructor: **Kirk Rossberg**
Location: **Torrance Bakery of Gardena**
Materials Cost: **\$25.00**

Introduction to Homebrewing #130009

Learn to brew your own beer in a friendly atmosphere at the South Bay Brewing Supply Company in Old Town Torrance. We will explore ingredients, equipment, beer styles, and the brewing process using extract and specialty grains. You'll be captivated by the amazing smells coming from the kettle as we brew a batch of beer together. Various beer styles will be sampled and evaluated during breaks in the brewing action.

Note: Must be 21 years of age. Please bring picture ID to class.

An award-winning homebrewer, **Dr. Patrick Schulz** is a full-time instructor of music theory at El Camino College. With over 65 batches under his belt, he has experience brewing many different styles and is familiar with extract, extract with grains, and all-grain brewing techniques. Patrick is very excited to share his brewing knowledge with you.

Sunday, 10:00 am - 1:00 pm; 1 session on October 7, 2012

Tuition: **\$45.00**

Instructor: **Patrick Schulz**
Location: **South Bay Brewing Supply Company**

DANCE

Belly Camp (A Belly Dance Workshop!) #800074

This intensive workshop will sharpen your belly dance skills and keep you in shape over the holidays. Taught by 3-time Belly Dancer of the Universe Competition Trophy Winner Regine Costello, the sessions will focus on isolations, drills, combinations, veil work and cymbal technique. A complete belly dance workout, this workshop is appropriate for cabaret and tribal style belly dancers of all levels.

Instructor **Regine Costello** has been a professional belly dancer for over 15 years working in all styles of La Danse Orientale, including Cabaret, Fusion, Tribal and Folkloric, using

both traditional and contemporary music. Regine has been instructing American Cabaret Belly Dance (fusion of various Middle Eastern Dance styles) for more than 10 years. Regine has been studying Flamenco since she was 7 years old and teaching and performing Flamenco along with her dance company for over 15 years. Regine has studied both classical and modern-Bollywood-style dances of India from some of the great dance masters of India and has been teaching Bollywood dance for over 5 years. Regine is a 3-time Belly Dancer of the Universe Competition Trophy winner as well as the recipient of the City of Torrance Excellence in Arts Awards in the dance category.

Monday, Wednesday 7:30 pm - 9:00 pm; 4 sessions starting December 10, 2012, ending December 19, 2012

Tuition: **\$79.00**

Instructor: **Regine Costello**
Location: **El Camino College**
Materials Cost: **\$45.00 [material fee covers cost of veil and cymbals].**

Belly Dance (Beginning)

#800031

Learn this ancient and exhilarating art form while developing a flexible and firm body. You will be astonished and amazed at how easy and fun it is to be a belly dancer. Veil, cymbals and hip scarves are optional and may be purchased from the instructor or an outside source for an additional fee. This will be discussed at the first class.

Saturday 3:00 pm - 4:00 pm; 8 sessions starting September 29, 2012, ending November 17, 2012

Tuition: **\$69.00**

Instructor: **Regine Costello**
Location: **El Camino College**
Materials Cost: **\$45.00 [material fee covers cost of veil and cymbals]**



Enroll Now!
Only offered
1x per year

Belly Dance Certificate Series

This 3-part comprehensive American Cabaret belly dance course series will provide you with the essential training needed to master general belly dance skills competency.

Complete all 3 parts with 90% attendance to earn a Certificate of Completion.* Purchase all 3 classes at the discounted rate of \$199 or purchase classes individually.

\$50 Materials fee paid once for all three courses.

Instructor **Regine Costello** (pictured above) has been a professional belly dancer for over 15 years working in all styles of La Danse Orientale, including Cabaret, Fusion, Tribal and Folkloric, using both traditional and contemporary music. She received the 2001 Excellence in Arts Award in the dance category by the City of Torrance. She has placed 3 years in a row at the 2006, 2007 and 2008 Belly Dancer of the Universe competition.

Belly Dance: Basic Building Blocks, Course #1 #140002

This first class in the certificate of completion series will focus on familiarizing students with the fundamental elements of the American Cabaret Style of belly Dance. Students will learn and drill Arabic, Egyptian and Turkish belly dance steps and combinations

and learn to execute Cabaret Belly Dance veil movements.

Sunday, 10:00 am - 3:00 pm; 1 session on October 21, 2012

Tuition: **\$75.00**

Instructor: **Regine Costello**
Location: **El Camino College**
Materials Cost: **\$50.00**

Belly Dance: Intermediate Elements and Choreography, Course #2 #140003

Building and expanding on class #1, this class will teach and drill intermediate steps and combinations of American Cabaret Belly Dance. Arabic, Egyptian and Turkish steps taught will be more challenging, and students will learn how to combine movements into choreography. Students will also learn how to play finger cymbals, practice freestyle dancing, and learn about the different types of rhythms in Middle Eastern music and their interpretation in the dance.

Sunday, 10:00 am - 3:00 pm; 1 session on October 28, 2012

Tuition: **\$75.00**

Instructor: **Regine Costello**
Location: **El Camino College**
Materials Cost: **\$50.00**

Belly Dance: Putting it All Together - Preparing for Performance, Course #3 #140004

The third and final course in the series will integrate class #1 and class #2 and prepare students to create their own performances. We will work on developing stage presence, continue to practice and drill steps and combinations and choreography skills learned at previous levels, and learn how to combine these elements into a stage-worthy performance-no

Continues on next page...

Belly Dance continued...

matter whether you are executing a tightly choreographed routine to recorded music or are performing freestyle to live Middle Eastern music. Performance etiquette and avoiding common problems and pitfalls facing students on the road from amateur to performer will also be covered. Students will be required to demonstrate their mastery of the skills learned in all three courses.

Sunday, 10:00 am - 3:00 pm; 1 session on November 4, 2012

Tuition: **\$75.00**

Instructor: **Regine Costello**

Location: **El Camino College**

Materials Cost: **\$50.00**

*** Please note:** If you would like a beautifully created Certificate of Completion with the El Camino College emblem and your name indicated, after successful completion of this course, mail in or phone in your request to the Community Education office along with \$5 per certificate.

"Amazing instructor! She breaks down the steps in a fun and easy way."

-Belly Dance Student

Bollywood Dance Fitness

#140006



Spice up your workout and boogie to the Bollywood beat! Films like Slum Dog Millionaire and TV shows like So You Think You Can Dance? have

inspired a craze for the fun dance genre called Bollywood. Bollywood dancing is the popular name used for modern Indian dancing that incorporates both classical and folk-style dances of India with Western styles of dance. The class begins with a sultry warm-up to get you in the mood to groove Bollywood-style. Next, students break out in shimmies and bops, moving to the beat just like a Bollywood beauty. This class is fun for everyone! All levels welcome.

Saturday 1:30 pm - 2:30 pm; 8 sessions starting September 29, 2012, ending November 17, 2012
Tuition: **\$72.00**

Instructor: **Regine Costello**
Location: **El Camino College**

MUSIC



Drums "R" Fun #120024

Learn basic drumming techniques from the South Bay's most experienced drum teacher! Instruction includes proper grip positions, wrist development, hand & foot coordination, sight reading, rudiments & drum-set techniques. Students will have an opportunity to play on a drum set. Materials fee includes sticks and sheet music. Practice pads are optional.

*Instructor **Lenny "Gee" Giachello** has been playing drums professionally for*

38 years and teaching for 29 years. He has studied with six of the greatest drummers/teachers in the country. For more information on Lenny "Gee" visit lennygdrumville.com.

Sunday 2:00 pm - 3:00 pm; 8 sessions starting September 9, 2012, ending October 28, 2012

Tuition: **\$96.00**

Instructor: **Lenny "Gee" Giachello**

Location: **El Camino College**

Material Fee: **\$5**

Learn to Play Guitar in a Day! #120023



This one-day guitar workshop is designed for busy adults that would like to play guitar but just do not have time for weekly lessons. Students will learn basic chords, simple strumming and picking patterns, play familiar songs, tuning techniques, guitar care, music theory, music resources, performance skills and more. Students provide their own acoustic guitar. Materials fee covers the cost for the Learn to Play Guitar in a Day! workbook and a Snark electronic tuner.

Instructor Marlene Hutchinson of Marlene's Music has more than 35 years of musical experience in the areas of guitar, piano, clarinet, vocal and dance. Marlene teaches guitar lessons privately throughout the western United States and performs both as a solo artist and with bands.

Saturday, 10:00 am - 3:00 pm; 1 session starting September 15, 2012, ending September 15, 2012

Tuition: **\$65.00**

Instructor: **Marlene Hutchinson**

Location: **El Camino College**

Materials Cost: **\$30.00**

VISUAL ARTS

Life Drawing Marathons

#100013



Join us for a relaxing Sunday as we open our doors to the Life Drawing and Painting marathons. Two studios, one offering quick poses, the other offering one all-day pose, will be open for all artists interested in painting or drawing the nude model. Bring your own drawing and painting materials. Must be 18 years or older to attend.

Sunday, 10:00 am - 5:00 pm; 1 session starting September 30, 2012, ending September 30, 2012

Sunday, 10:00 am - 5:00 pm; 1 session starting October 28, 2012, ending October 28, 2012

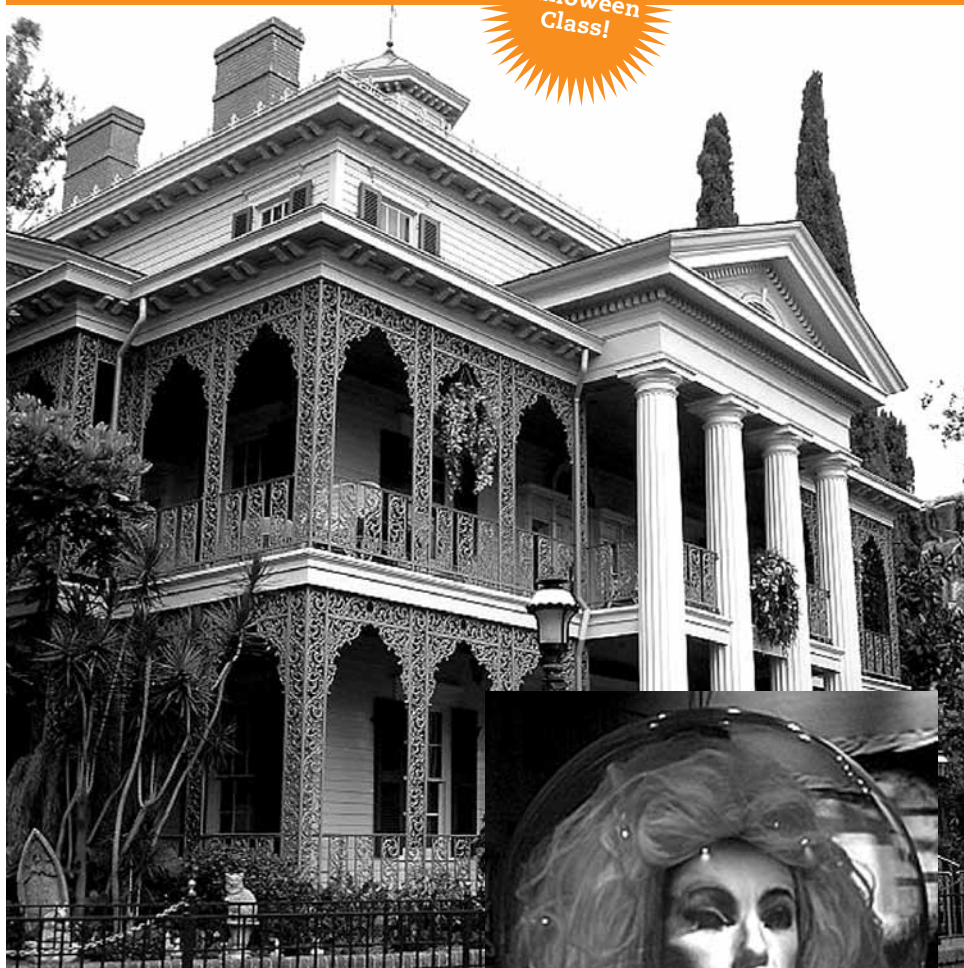
Tuition: **\$18.00**

Instructor: **Life Drawing Com.**

Location: **Art & Behavioral Sciences Room 205, 209**

Materials Cost: **\$5.00**

Halloween
Class!



Multimedia Effects in the Haunted Mansion #109006

Arguably the most multimedia-rich experience at Disneyland is the Haunted Mansion, and although over 40 years old, it still leaves visitors scratching their heads as to how the effects were produced. In this 3-hour fun-filled workshop, Chris Weisbart, hardware hacker and multimedia developer at the Natural History Museum of Los Angeles, shows how the Disney Imagineers created this incredible attraction and discusses different ways you can use some of the same techniques at home for your own ghoulish Halloween effects. Included in the class will be a collaborative construction of one of the more interesting effects in the ride: the floating head of Madame Leota!



*Instructor **Chris Weisbart** is Senior Media Technician at the Natural History Museum of Los Angeles County whose role includes designing, developing and building multimedia-rich exhibitions. Some of your most favorite exhibitions at the museum probably involved Mr. Weisbart's magic touch behind the scenes!*

Saturday, 1:00 pm - 4:00 pm; 1 session on October 6, 2012

Tuition: **\$35.00**
Instructor: **Chris Weisbart**
Location: **El Camino College**

Shortcut Techniques to Drawing #109005



Using shortcut techniques, everyone including the NOVICE will be able to draw by the end of this class. Students will learn shading, value contrast, how to create smooth and textured surfaces, draw buildings inside and out using one point perspective and a two point "V" system technique. They will also learn how to create depth in their drawings and paintings and learn to draw portraits using face proportions. Through lecture, demonstrations and handouts related to each lesson, students will learn how easy it is to draw. A course outline and supply list will be handed out and explained at the first class meeting. Materials fee of \$5.00 covers cost of handouts and demonstration supplies.

*Instructor **Richard Berger** has a Masters in Art Education from C.S.U.L.A and Bachelors in Fine Arts from C.S.U.N. He was previously an art coordinator and freelance illustrator for twenty years as well as an art professor for Rio Hondo College and El Camino College (credit side) teaching drawing. Richard has been published in several art magazines and has exhibited his work in galleries and museums including LACMA's art sales/rental gallery.*

Thursday 9:30 am - 12:30 pm; 8 sessions starting September 6, 2012, ending October 25, 2012

Tuition: **\$89.00**
Instructor: **Richard Berger**
Location: **El Camino College**
Materials Cost: **\$5.00**

HEALTH & FITNESS

Eliminate Chronic Pain - Naturally #800092



HEALTH & FITNESS

Learn about new cutting edge and ancient time tested natural methods for creating and maintaining optimal wellness for suffers of chronic pain and other health conditions including Fibromyalgia and auto-immune conditions. In this one day workshop, Dr. Mark Vinick will provide a comprehensive overview on chronic pain and other chronic health issues from various medical system perspectives including traditional western medicine, naturopathic, chiropractic, nutritional and East Indian Ayurvedic. After completing this workshop, students will feel empowered to make informed, educated decisions about their health and be able to move toward eliminating chronic pain.

*Instructor **Dr. Mark Vinick** is a holistic chiropractor specializing in Ayurvedic medicine. He currently serves as Director of The California Association of Ayurvedic Medicine.*

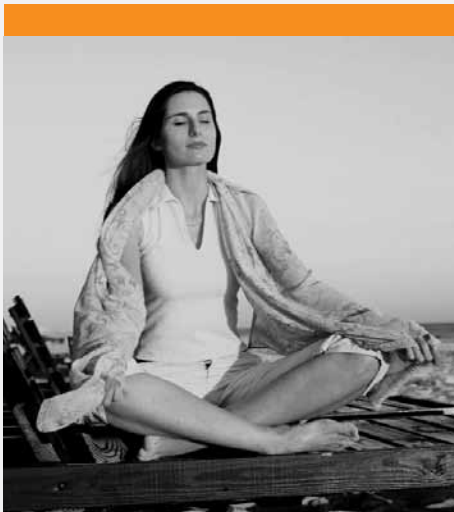
Wednesday, 6:00 pm - 7:30 pm; 1 session on September 19, 2012

Wednesday, 6:00 pm - 7:30 pm; 1 session on October 24, 2012

Saturday, 10:30 am - 12:00 pm; 1 session on November 10, 2012

Tuition: **\$15.00**
Instructor: **Dr. Mark Vinick**
Location: **El Camino College**

SELF-HYPNOSIS



Stress Reduction & Relaxation Techniques through Self-Hypnosis

#800069

Stress, real or imaginary can cause anxiety and panic, chronic pain and illness, anger, sleep disturbances, fatigue, high blood pressure, headaches, eating disorder, hair loss and more. This workshop is designed to fit the lifestyle needs of the 21st century in which living without stress is impossible. You'll learn self-hypnosis and other relaxation techniques for managing daily stressful situations. Whether you are working on the job or at home, the techniques you learn will enhance your relationships and improve your health physically, mentally, spiritually, and financially.

Wednesday, 7:00 pm - 9:30 pm; 1 session on November 28, 2012

Tuition: **\$39.00**

Instructor: **Jethro Carter**
Location: **El Camino College**
Materials Cost: **\$15.00**

Think Healthy, Be Thin, Stay Thin through Self-Hypnosis #800011

In today's society, obesity at any level is a handicap. It undermines confidence, reduces your chances for career advancement and puts unnecessary strain on your body. If you're addicted to sweets, compulsive eating, binging, eating between meals or before bedtime, then this seminar may be what you're looking for. This is the most relaxing, effortless and safe way to lose weight - no diets, no calories to count, no struggle. Eat whatever you enjoy. Through the power of your subconscious mind, you'll gain control over your eating habits and cravings, Be slim and fit for life with self-hypnosis- easy, safe, effective- the natural way.

Wednesday, 7:00 pm - 9:30 pm; 1 session on November 13, 2012

Tuition: **\$39.00**

Instructor: **Jethro Carter**
Location: **El Camino College**
Materials Cost: **\$15.00**

*Instructor **Jethro Carter, C.C.Ht.**, is a Certified Clinical Hypnotherapist and Certified Master Hypnotist. Jethro has over ten years helping clients lose weight, gain self-confidence, and stop smoking. Jethro has presented his self-improvement programs to medical universities, hospital, and private facilities with successful results.*

"Jethro Carter is a teacher that knows his subject and how to teach it!"

"Excellent!!! Very professional and friendly."

"The class [Stress Reduction] helped me feel better."

-Stress Reduction Students

Weight Training & Stretching (Beginning)

#800083



In this four week course, you will learn the proper way to stretch and tone your muscles through combined weight training and stretching exercises. Students will be presented with an introductory knowledge of weight training and stretching including safety, history, proper hand grip and feet positioning, breathing techniques, correct posture, food grouping/nutritional tips, and muscle anatomy. Suitable for all ages (18 to seniors). Recommended attire/equipment: Exercise pants, a T-shirt, athletic shoes and a small hand-towel because you are going to sweat a lot!

*Instructor **Jeff Henry** (pictured above) is a Certified Fitness Trainer of the International Sports Sciences Association with over 4 years experience teaching weight training to high school and college students. He was also a member of the USA veteran wrestling team, 2x national champion, and 5th in the world championship, 2001-2003, freestyle division.*

Saturday 10:00 am - 11:00 am; 4 sessions starting September 1, 2012, ending September 22, 2012

Saturday 10:00 am - 11:00 am; 4 sessions starting September 29, 2012, ending October 20, 2012

Saturday 10:00 am - 11:00 am; 4 sessions starting October 27, 2012, ending November 17, 2012

Saturday 10:00 am - 11:00 am; 4 sessions starting December 1, 2012, ending December 22, 2012

Tuition: **\$59.00**

Instructor: **Jeff Henry**
Location: **PE 3 (North PE Bldg)**

Yoga for Health & Relaxation--Beginning

#800003



Yoga focuses on uniting the body, mind and spirit through movement, breathing and relaxation. Suitable for all ages and abilities, students

report increased strength, flexibility, concentration, awareness and overall well-being. The beginning class teaches breathing techniques and introduces major yoga postures. Bring your own yoga mat.

Saturday 10:30 am - 12:00 pm; 7 sessions starting September 8, 2012, ending October 20, 2012

Saturday 10:30 am - 12:00 pm; 7 sessions starting October 27, 2012, ending December 8, 2012

Tuition: **\$69.00**

Instructor: **Ron Berman, RYT**
Location: **El Camino College**

Yoga For Health & Relaxation--Intermediate

#800004

Yoga focuses on uniting the body, mind and spirit through movement, breathing and relaxation. Suitable for all ages and abilities, students report increased strength, flexibility, concentration, awareness and overall well-being. The intermediate class builds upon the basics to deepen the student's understanding and knowledge of the yoga practice. Bring your own yoga mat.

*Instructor **Ron Berman** received his training certification from Cloud Nine Yoga School in the Hatha yoga style. He has been teaching yoga in the South Bay for eight years.*

Saturday 9:00 am - 10:30 am; 7 sessions starting September 8, 2012, ending October 20, 2012

Saturday 9:00 am - 10:30 am; 7 sessions starting October 27, 2012, ending December 8, 2012

Tuition: **\$69.00**

Instructor: **Ron Berman, RYT**
Location: **El Camino College**

MONEY MATTERS

Building Your Financial Portfolio on \$25.00 a Month (Or Less) #810048



Find safe, secure investments growing 50% - 100% in value every year, and invest without using brokers. The Christensen's are not stock brokers or financial managers but investors like you who have used this method themselves for 25 years. What brokers never tell you, what the economy means to your wallet and what you can do about it. "Simply the best investment information... Extremely practical." (CNBC) \$15 materials fee is optional.

Instructors **Bobbie and Eric Christensen**, California writers/speakers, are nationally known financial experts who have appeared on PBS' *Smart Money, Today*, etc. They are retired bankers and are award-winning co-authors of the best selling "*Building Your Financial Portfolio On \$25 A Month (Or Less)*" and its sequel "*Top 50 Best Stock Investments*" as well as eight other books. They present this seminar and others nationwide. ELPBooks@aol.com

Wednesday, 6:00 pm - 9:00 pm; 1 session on November 7, 2012

Tuition: **\$39.00**
Instructor: **Roberta Christensen**
Location: **El Camino College**
Materials Cost: **\$15.00**

"So good I would take this class again!"
-Financial Portfolio Student

Retirement Planning Today #810072



Learn how to avoid the 10 biggest retirement planning mistakes! Discover how to save money on taxes, manage investment risk in your portfolio and protect your assets from long-term health-care expenses. Above all, this course shows you how to assess your financial situation and develop a personalized plan to achieve your retirement goals. Whether or not you plan to retire 10 years from now, or have just recently retired, the valuable information you'll learn in this class can deliver rewards throughout your lifetime.

Instructor **Larry Takahashi, CFP®**, is a **CERTIFIED FINANCIAL PLANNERTM** practitioner, and a Registered Representative and Investment Advisor Representative with *H. Beck, Inc.*, member, *FINRA/SIPC*. Mr. Takahashi holds an MBA degree in finance from the *UCLA Anderson School of Management*.

Saturday 9:00 am - 12:00 pm; 2 sessions starting October 20, 2012, ending October 27, 2012

Tuesday 6:30 pm - 9:30 pm; 2 sessions starting October 23, 2012, ending October 30, 2012

Tuition: **\$39.00**
Instructor: **Larry Takahashi**
Location: **El Camino College**
Materials Cost: **\$25.00**

"Well organized, instructor was interesting and well informed."

-Retirement Planning Student

GO GREEN!

Do-It-Yourself Solar For Homeowners #620007

NEW!



Do-it-yourself solar panels are becoming more popular each year. If you are attempting to capitalize on alternative energy sources for your home, then you may have already come across important information about using solar panels for multiple purposes, such as solar attic fans, solar water heaters, solar heated swimming pools, solar fountains, solar gardening, and solar irrigation. There

are innumerable benefits derived from using solar power; and this course is a must for anyone interested in designing a solar system to convert the power of the sun into electricity. Also discussed will be how to save on installation. Convert to solar and start saving money on your electric bill! \$40 materials fee covers cost of informational booklet.

Instructor **Quayum Abdul** has been an instructor in solar system design and installation since 2010. He has contributed several research papers on *Solar Energy* to several *National and International Solar Energy Conferences*.

Tuesday, Thursday 6:00 pm - 10:00 pm; 4 sessions starting October 2, 2012, ending October 11, 2012

Tuesday, Thursday 6:00 pm - 10:00 pm; 4 sessions starting November 27, 2012, ending December 6, 2012

Tuition: **\$89.00**
Instructor: **Quayum Abdul**
Location: **El Camino College**
Materials Cost: **\$40.00**



Exam Proctoring Service

\$25 per hour

Do you need us to proctor your next university, college or industry-related (real estate, accounting firm, technical employer etc.) exam? Please contact us to arrange a time to oversee your exam. Available dates and times subject to availability Monday-Friday 9:00AM - 4:00PM.

CALL: 310-660-6460 or email us your request to commed@elcamino.edu



EL CAMINO COLLEGE
Kid's College
SERIOUS LEARNING FUN!
 Workshops and classes designed for serious learning fun.

"The instructor was very experienced and gave me expert analysis."
 -College Application Essay Student

"She [Robin Arehart] knew how to teach well."
 -College Application Essay Student

"The one on one was great; I truly feel confident about passing the essay."
 -College Application Essay Student



South Bay Children's Choir

The South Bay Children's Choir is a highly regarded choral organization guided by artistic director Diane Simons and taught by an excellent experienced staff of conductors who are effective at awakening the artistry within each child. The Saturday morning program

offers comprehensive music education beginning with a First Steps program for ages 6-7, followed by a sequential series of choir classes and culminating in Concert Choir and Bel Canto at the high school level. This year they will introduce a newly formed SBCC Boys Chorus as well. The singers perform widely throughout the Los Angeles area, and there are additional optional travel opportunities to travel as a performing choir. Summer 2013 will offer the opportunity for a tour to England, including performing in the Canterbury Cathedral.

Partial scholarships may be available for singers who have been in the choir for at least one semester.

For more information see website www.sbcc.singer.net, email sbcc@singer.net, or call choir manager at 310-640-9818

COLLEGE APPLICATION ESSAYS:



Creating Your Personal Statement (Grades 11-12)
 #430045

Need to write essays for your upcoming applications to UC or other colleges? Want to win some scholarship money? Or maybe you just enjoy writing and would like to practice the personal essay format? This is the class for you. We will even practice our college interview skills. Come prepared to write several essays and to learn something about yourself.

Saturday 1:00 pm - 3:00 pm; 4 sessions starting October 13, 2012, ending November 3, 2012

Tuition: **\$133.00**
 Instructor: **Robin Arehart**
 Location: **El Camino College**

Ace the SAT Essay
 #435009

Do you need more preparation for the writing section of the SAT exam? Does planning and writing a complete essay in 25 minutes sound intimidating? Then, this class is for you! You'll analyze

multiple sample essays to learn what works and review common errors to learn what does not. You'll learn to write the types of essays that earn top scores! Expect to practice with numerous prompts and receive immediate and individualized instructor feedback.

Saturday 1:00 pm - 3:00 pm; 3 sessions starting November 10, 2012, ending December 1, 2012 (No class on Nov 24)

Tuition: **\$99.00**
 Instructor: **Robin Arehart**
 Location: **El Camino College**

*Instructor **Robin Arehart** taught high school English for eleven years. She was an English Department Chair in Glendale Unified and was an Educator of the Year Nominee for California League of High School's Region 8. Mrs. Arehart has a master's degree in teaching from Brown University and has been an alumnae interviewer for both Brown and Swarthmore College. She is currently a writer and private tutor in Torrance.*

Academic Chess: All Levels #460121



Checkmate! This course is designed for children ages 5-13 years and for all different levels of chess experience. Each child will receive a different

lesson each week according to his or her level of chess expertise. The course will be taught in a fun, but educational manner. A chess set and worksheets are included. Join us in this dynamic class!

Please read: Ages 5 – 13
Academic Chess Instructors are experienced, caring professionals who teach in the local school districts.

Saturday 10:00 am - 11:00 am; 8 sessions starting September 22, 2012, ending November 17, 2012 (No class on Nov 10)

Tuition: **\$79.00**
Instructor: **Academic Chess**
Location: **El Camino College**

SAT Boot Camp (Grades 10-12) #400023



A strong performance on the S.A.T. can make the difference in your ability to be admitted to, and/or receive financial aid from your top college choices. Give yourself the edge you need to direct your

future by taking the intensive El Camino College S.A.T. Boot Camp preparation course! Course includes pre and post "mock exam" test assessment option(s) to determine student's specific weak areas. S.A.T. Boot Camp drill sergeant (instructor) will customize a regimen to improve student's needed skills. Class Fee includes: *Cambridge S.A.T. Victory* textbook, two full-length retired S.A.T. tests/mock exams to determine student's weak areas (optional, but highly recommended) and over 24 hours of intensive classroom instruction.

Instructor Diane Serradell is a dynamic and caring teaching professional who has been working in education since 1973. Most notably, she was previously the Principal at Fern and Walteria elementary schools. She has been teaching the SAT BootCamp class with El Camino College Community Education department for more than 3 years.

Saturday 8:30 am - 11:30 am; 8 sessions starting September 15, 2012, ending November 17, 2012 (No class on Sep 22, Nov 10)

Tuition: **\$359.00**
Instructor: **Diane Serradell**
Location: **El Camino College**

Mock Exam Dates:

Conquer test anxiety! Your S.A.T. Boot Camp tuition includes the optional (but highly recommended) opportunity to take two full-length retired S.A.T. exams in a timed, simulated test environment. Results of the tests will determine student's weak areas. Call (310) 660-6460 to register to take the mock exams. Only students who have registered and paid for the S.A.T. boot camp are eligible to take the S.A.T. mock exam(s).

S.A.T. Boot Camp -- Mock-Exam 400028

Saturday, 7:30 am - 12:00 pm;
1 session on September 8, 2012

Saturday, 7:30 am - 12:00 pm;
1 session on December 1, 2012

Math Tutoring (Grades 8-12)



Customized Math instruction to provide your child with the optimal support he/she needs to excel in Math. Choose the specific area of math you wish to study: Pre-Algebra, Algebra 1, Algebra 2 or Geometry. The maximum number of students per class is 3 to 1 instructor. This allows the instructor to provide individual attention to improve your child's abilities, skills and confidence.

Math Tutoring: Pre-Algebra #410056

Saturday 10:00 am - 12:00 pm; 6 sessions starting September 15, 2012, ending October 27, 2012 (No class on Oct 6)

Tuition: **\$255.00**
Instructor: **Tracy Coleman**
Location: **El Camino**

Math Tutoring: Algebra 1 #410056

Saturday 12:30 pm - 2:30 pm; 6 sessions starting September 15, 2012, ending October 27, 2012 (No class on Oct 6)

Tuition: **\$255.00**
Instructor: **Tracy Coleman**
Location: **El Camino College**

Math Tutoring: Geometry #410056

Saturday 10:00 am - 12:00 pm; 6 sessions starting November 3, 2012, ending December 15, 2012 (No class on Nov 24)

Tuition: **\$255.00**
Instructor: **Tracy Coleman**
Location: **El Camino College**

Math Tutoring: Algebra 2 #410056

Saturday 12:30 pm - 2:30 pm; 6 sessions starting November 3, 2012, ending December 15, 2012 (No class on Nov 24)

Tuition: **\$255.00**
Instructor: **Tracy Coleman**
Location: **El Camino College**



Cover Story!

Who's on our cover this month? This month's cover photo features one of our May 12, 2012 **Viva Mexico** themed **Mother-Daughter Tea** paper-flower contest winners! The Moms and daughters at our 2nd annual Mother-Daughter Tea were invited to share their creativity using an assortment of vibrant-colored papers provided at each table to make creative flower art. Some of the ladies made necklaces, bracelets or hair bands. The winner pictured on our cover this

month included a hand written ribbon inscription dedicating her piece to her "beautiful mother" [see photo]. Our next

Mother-Daughter Tea will be Tiki themed and take place on Saturday, May 11, 2013. Look for more information on the event in our Winter/Spring 2013 catalog!





El Camino College
Community Education
 AND PROFESSIONAL DEVELOPMENT
Young@Heart
 Program
 Life-Long Learning
 for All Ages

In its commitment to lifelong learning, the El Camino College Community Education Department offers classes that target the needs and interests of adults of all ages. The following selection of classes highlight some of the classes designed expressly for plus 50 adults.

Other recommended classes include:

- Culinary pg 25
- Dance pg 26
- Yoga pg 33
- Drawing pg 29
- Natural Pain Management pg 31

Computer Basics for Technophobes! (a slower, simpler version of Boot Camp) #8890009



Here's a Computer Basics class DESIGNED for those who never used a computer, or who found there was "too much information!" in their last attempt. We cover the fundamentals (Internet, email, Facebook, and more) in a new way, with the pace set by YOUR questions, so we match YOUR learning style, or even your ESL background. Most importantly, you learn only what you NEED to know to get on the Internet! Want more info?—call the instructor! 10 students max.

Monday, Wednesday 6:00 pm - 9:00 pm; 3 sessions starting September 10, 2012, ending September 14, 2012

Monday, Wednesday, Friday 6:00 pm - 9:00 pm; 3 sessions starting October 8, 2012, ending October 12, 2012

Monday, Wednesday, Friday 6:00 pm - 9:00 pm; 3 sessions starting November 5, 2012, ending November 9, 2012

Monday, Wednesday, Friday 6:00 pm - 9:00 pm; 3 sessions starting December 3, 2012, ending December 7, 2012

Tuition: **\$45.00**
 Instructor: **Dale Fedderson**
 Location: **El Camino College**
 Materials Cost: **\$3.00**

Computer Basics Boot Camp for Older Adults #8890001

Just three meetings you will absorb ALL the basics, including using Microsoft Windows and Word, saving files, sending email, surfing the Internet, downloading, and more! Come join the fun with an instructor known for his plain explanations and patience. Receive a Certificate of

Completion to show your doubting relatives (100% attendance required). We assume you have used the Internet a little bit . . . if not, call the instructor, or take our Computer Basics for Technophobes class first. \$3.00 materials fee includes Certificate of Completion and a 58-page handbook.

Saturday 9:00 am - 12:00 pm; 3 sessions starting September 8, 2012, ending September 22, 2012

Saturday 1:00 pm - 4:00 pm; 3 sessions starting October 6, 2012, ending October 20, 2012

Saturday 9:00 am - 12:00 pm; 3 sessions starting November 3, 2012, ending November 17, 2012

Saturday 1:00 pm - 4:00 pm; 3 sessions starting December 1, 2012, ending December 15, 2012

Tuition: **\$45.00**
 Instructor: **Fedderson**
 Location: **El Camino College**
 Materials Cost: **\$3.00**

Best of the Internet #8890007



Get more from the Internet! You will use email to make phone calls (even video chat!), send attachments, photos, and URLs, manage your contacts, locate lost friends, learn to download safely, including free e-books and music, find great bargains, and try out the TOP websites for shopping, blogs, entertainment, and more! Recommended prerequisite: Computer Basics Boot Camp. \$2.00 materials fee includes 34-page handbook.

Saturday 1:00 pm - 4:00 pm; 2 sessions starting September 8, 2012, ending September 15, 2012

Saturday 1:00 pm - 4:00 pm; 2 sessions starting October 6, 2012, ending October 13, 2012

Saturday 1:00 pm - 4:00 pm; 2 sessions starting November 3, 2012, ending November 10, 2012

Tuition: **\$35.00**
 Instructor: **Dale Fedderson**
 Location: **El Camino College**
 Materials Cost: **\$2.00**

Microsoft Word and Excel #8890010

Need to learn these programs for work? Or just want to use Word to create great looking documents and Excel for calculating your household expenses and tracking your huge collection of books and old vinyl? Learn ALL the most useful features of both programs, including adding formulas, graphics, photos, formatting, sorting, and how to use them with email and Internet! Receive an interactive Excel file, Web resources, plus info on cloud collaboration.

Monday, Wednesday, Friday 6:00 pm - 9:00 pm; 3 sessions starting September 24, 2012, ending September 28, 2012

Monday, Wednesday, Friday 6:00 pm - 9:00 pm; 3 sessions starting October 15, 2012, ending October 19, 2012

Wednesday, Friday, Monday 6:00 pm - 9:00 pm; 3 sessions starting November 14, 2012, ending November 19, 2012

Monday, Wednesday, Friday 6:00 pm - 9:00 pm; 3 sessions starting December 10, 2012, ending December 14, 2012

Tuition: **\$45.00**
 Instructor: **Dale Fedderson**
 Location: **El Camino College**

Photoshop Elements for Beginners #8890011

Learn to use Photoshop Elements to fix, fake, and perfect your photos! Use layers, transformations, and photo adjustments such as sharpen, color cast, contrast, and saturation to improve photos, or make something entirely new, using clone, skew, transform, etc. Then upload the results to Flickr, Facebook, Google+ and share them with the world, or just friends. Recommended prerequisite: Digital Photography Basics class. Bring a laptop with Photoshop Elements installed, plus some photos.



Monday, Wednesday, Friday 6:00 pm - 9:00 pm; 3 sessions starting September 17, 2012, ending September 21, 2012

Monday, Wednesday, Friday 6:00 pm - 9:00 pm; 3 sessions starting October 1, 2012, ending October 5, 2012

Monday, Wednesday, Friday 6:00 pm - 9:00 pm; 3 sessions starting October 29, 2012, ending November 2, 2012

Tuition: **\$45.00**
Instructor: **Dale Fedderson**
Location: **El Camino College**

Social Networking #8890012



This one-day class will get you up to speed on using Facebook, Google+, Twitter, and many other social networking websites and services (Flickr, Skype, Pinterest, eBay, chat, video chat, etc.). How to protect your privacy, while getting connected with family and friends around the world! Etiquette, and

funny horror stories! You must have an email address—so bring your password and (optional) cellphone.

Saturday, 1:00 pm - 4:00 pm;
1 session on September 22, 2012

Saturday, 9:00 am - 12:00 pm;
1 session on October 20, 2012

Saturday, 1:00 pm - 4:00 pm;
1 session on November 17, 2012

Saturday, 9:00 am - 12:00 pm;
1 session on December 15, 2012

Tuition: **\$25.00**
Instructor: **Dale Fedderson**
Location: **El Camino College**

Instructor Dale Fedderson has been teaching computer skills for years, everything from how to use a mouse to how to create technical drawings, spreadsheets, and brochures. But his favorite thing is to show newcomers how to get the most from the Internet.

Digital Photography--Basics Boot Camp #8870002



Are you looking for a photography class to teach you the basics of digital photography? Forget about light theory, aperture, and shutter speed. Do you simply want to learn how to turn on your digital camera and take great photos? In this hands-on class you will learn the true basics of digital photography. Bring your digital camera and receive individual instruction on how to turn it on, what the basic buttons are on your camera, how to take a picture, and how to save your pictures.

Saturday, 9:00 am - 12:00 pm; 1 session starting October 6, 2012, ending October 6, 2012

Tuition: **\$24.00**
Instructor: **Douglas Morrison**
Location: **El Camino College**

Digital Photography—Basic Boot Camp 2

#8870006

If you loved the first Digital Photography—Basics Boot Camp with Doug Morrison, you'll want to continue your adventure with part 2! In this class, Doug takes you to the next level by assisting you out in the field (ECC campus) to test out what you learned in part 1. The goal is to help students properly assess their equipment's capabilities under different lighting, subject and location conditions. Doug will provide instantaneous feedback to help you troubleshoot and learn on the spot. Doug will also show you more tricks and tips about uploading and saving your photos to your computer. Bring your camera and more of your digital photography questions!

Instructor Douglas Morrison spent over five years as a Navy photographer, operated his own wedding photography business, and is currently working as a photographer for the Los Angeles County Fire Department.

Saturday, 9:00 am - 12:00 pm;
1 session on November 3, 2012

Tuition: **\$24.00**
Instructor: **Douglas Morrison**
Location: **El Camino College**



different appetizer will be featured along with endless soft drinks of your choice.* This course provides step-by-step directions on how to write your life story in the form of memoirs--short stories about life events, people, places, and major turning points, expressed in vivid detail and layered meaning. Don't miss out on the fun! And don't miss out on the opportunity to share your unique story for your family and generations to come. *All items on the Tony Roma's menu will also be available for purchase.

Write and Dine! Write Your Life Story

#8870007

Thursday 6:00 pm - 8:00 pm; 3 sessions starting October 11, 2012, ending October 25, 2012

Tuition: **\$46.00**
Instructor: **Dawn Pappas**
Location: **Tony Roma's Restaurant**

Thursday 6:00 pm - 8:00 pm; 3 sessions starting November 1, 2012, ending November 15, 2012

Tuition: **\$46.00**
Instructor: **Dawn Pappas**
Location: **Tony Roma's Restaurant**

ATTENTION: Pre-enrollment required for this class! No enrollments at restaurant.

LEARN AND DINE SERIES @ TONY ROMA'S

24301 Crenshaw Blvd., Torrance



Write and Dine! Write Your Life Story

In this 3 week Write and Dine course you will learn how to write your life story while enjoying Tony Roma's delicious appetizers--each week a



PERSONAL INTEREST

LANGUAGES

Beginning/Intermediate Italian Conversation

#700035



This class is designed to provide students with an opportunity to further master basic Italian vocabulary structures and idiomatic expressions used in day-to-day conversation by students, travelers, tourists, and business people. **Prerequisite:** Italian 1 and 2 or the equivalent knowledge of Italian.

Instructor Rossella Pescatori from Venice, Italy received her Ph.D. in Italian at UCLA and two laurea degrees from the University of Venezia (Ca' Foscari) in Philosophy (with a dissertation in Social Psychology) and in Lettere (with a dissertation in Art History). She has published numerous publications that focus on Medieval and Renaissance studies and is actively involved in exploring and discovering new teaching methodologies and pedagogies regarding the instruction of foreign languages to different age groups.

Friday 10:00 am - 12:00 pm; 9 sessions starting September 7, 2012, ending November 2, 2012

Tuition: **\$120.00**
Instructor: **Rossella Pescatori**
Location: **El Camino College**

Beginning Conversational French

(online)

#1080005

Starting September 19, 2012, ending November 9, 2012 (New lessons are released Wednesdays and Fridays)

Starting October 17, 2012, ending December 7, 2012 (New lessons are released Wednesdays and Fridays)

Tuition: **\$99.00**
Instructor: **Page**

Conversational Japanese

(online)

#1080008

Starting September 19, 2012, ending November 9, 2012 (New lessons are released Wednesdays and Fridays)

Starting October 17, 2012, ending December 7, 2012 (New lessons are released Wednesdays and Fridays)

Starting November 14, 2012, ending January 4, 2013 (New lessons are released Wednesdays and Fridays)

Tuition: **\$99.00**
Instructor: **Various**

Speed Spanish

(online)

#1080001

Starting September 19, 2012, ending November 9, 2012 (New lessons are released Wednesdays and Fridays)

Starting October 17, 2012, ending December 7, 2012 (New lessons are released Wednesdays and Fridays)

Starting November 14, 2012, ending January 4, 2013 (New lessons are released Wednesdays and Fridays)

Tuition: **\$99.00**
Instructor: **Mikels**

Speed Spanish II

(online)

#1080002

Starting September 19, 2012, ending November 9, 2012 (New lessons are released Wednesdays and Fridays)

Starting October 17, 2012, ending December 7, 2012 (New lessons are released Wednesdays and Fridays)

Starting November 14, 2012, ending January 4, 2013 (New lessons are released Wednesdays and Fridays)

Tuition: **\$99.00**
Instructor: **Mikels**

Convenient,
Affordable,
and Effective



Welcome

Our instructor-facilitated online courses are informative, fun, convenient, and highly interactive. Our instructors are famous for their ability to create warm and supportive communities of learners.

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

Start Dates:

New course sessions begin each month. Please visit our Online Instruction Center to see exact start dates for the courses that interest you.

Requirements:

All courses require Internet access, E-mail, Microsoft Internet Explorer, or Firefox web browsers. Some courses may have additional requirements. Please visit our Online Instruction Center for more information.

How to Get Started:

1. Go to www.ECCommunityEd.com
2. If you are new to our website, click **Sign in** on the left-hand side and create a new student profile. Be sure to retain your username, login and password for your records as this will grant you access to our website in the future and the Ed2Go online classroom.
3. Sign in with your **Username** and **Password**. Next, click on **Courses** to the left and choose an online class by exploring one of the **Online Classes** category links that lists classes by subject area. Click on **Add to Cart** button and follow instructions to pay for your course.
4. When your course starts, return to www.ECCommunityEd.com, sign in, click on current registrations, choose course from class listing and click on **Go to class** to begin your studies each week.

Online learning anytime, anywhere ... just a click away!

Learn Office 2007 in Six Weeks From the Comfort of Home

Office 2007 Courses

www.ECCommunityEd.com

Intro to Microsoft Word 2007

Intro to Microsoft Excel 2007

Intro to Microsoft PowerPoint 2007

Intro to Microsoft Access 2007

Intro to Microsoft Outlook 2007

Intro to Windows Vista

Visit our Online Instruction Center to find more courses!



Online Career and Workforce Training Programs

The El Camino College Community Education department is a proud partner of **ed2go** (formerly **Gatlin Education Services**) offering online open enrollment programs designed to provide the skills necessary to acquire professional level positions for many in-demand occupations.

Benefits of Online Career Training:

- Learn in-demand job skills
- Start anytime
- Set your own pace
- Affordably Priced

Our programs are designed by a team of professionals from each respective field, who work to provide you with an effective web-based learning experience. Instructors/mentors are actively involved in your online learning experience. They respond to any questions or concerns, as well as encourage and motivate you to succeed.

Each program includes a set of lessons and evaluations; grades are a combination of the instructor/mentor's evaluation of students' work and computer graded tests. We know you'll appreciate the quality as well as the convenience of anytime, anywhere learning!



For more information on how you can advance your career, including financial assistance, call toll free (877) 221-5151 or visit www.GatlinEducation.com/ElCamino

THE PROGRAMS

HEALTHCARE AND FITNESS

Certificate programs in Medical Coding, Transcription, Pharmacy, and other popular fields.

Program	Fee	Hours
• Administrative Dental Assistant	\$1,595	150
• Administrative Medical Specialist w/Medical Billing and Coding	\$1,995	300
• Administrative Medical Specialist w/Medical Billing and Coding + Medical Terminology	\$2,295	360
• Advanced Coding for the Physician's Office	\$1,395	80
• Advanced Hospital Coding and CCS Prep	\$1,695	80
• Advanced Personal Fitness Trainer	\$2,795	400
• Certified Indoor Air Quality Manager	\$795	16
• Certified Indoor Environmentalist	\$895	32
• Certified National Pharmaceutical Representative	\$1,595	120
• Clinical Dental Assistant	\$1,995	240
• Emergency Management Training for First Responders	\$1,995	300
• Fitness Business Management	\$2,395	200
• ICD-10 Medical Coding	\$1,595	200
• Medical Billing and Coding	\$1,595	240
• Medical Billing and Coding + Medical Terminology	\$1,895	300
• Medical Terminology	\$595	60
• Medical Transcription	\$1,595	240
• Medical Transcription + Medical Terminology	\$1,895	300
• Nutrition for Optimal Health, Wellness, and Sports	\$2,395	200
• Personal Fitness Trainer	\$2,095	250
• Personal Training and Group Exercise Training for Older Adults	\$2,395	200
• Pharmacy Technician	\$1,995	300
• Veterinary Assistant	\$1,795	240

How to Register for a Class



BY MAIL

Mail the registration form & payment to:
Community Education-
El Camino College
16007 Crenshaw Bl.
Torrance CA 90506



BY PHONE

Call 310-660-6460
Provide your Visa, Mastercard or Discover card.



BY FAX

Fax your completed registration form to the Community Education Office at 310-660-6015



IN PERSON

Bring your completed registration form & payment to the Community Education Office in the Community Advancement Bldg. (see map).



ONLINE

Visit: ECCommunityEd.com & pay by credit card

Please call for directions to our office.

OFFICE HOURS:

Monday – Friday 8:30 am – 5:00 pm.

Closed weekends and holidays: September 3, 2012 (Labor Day), November 12, 2012 (Veteran's Day), November 22 & 23 (Thanksgiving), December 17, 2012-January 1, 2013 (Winter Holidays)

REGISTRATION FORM AVAILABLE ON PAGE 50

PRE-REGISTRATION IS IMPORTANT!

Please register early. Class sizes are limited and early registration may assure your place in a popular class. Classes that do not meet minimum student enrollment may be cancelled before the first session. Your timely registration may help ensure this necessary enrollment figure.

REGISTRATION AT FIRST CLASS

If you wish to register with the instructor at the first class meeting, please call our office to confirm availability. Enrollments are accepted on a first-come, first-serve basis if space is available. Bring a check, cash or credit card to enroll.

MATERIALS FEES

Pay material fees in cash directly to the instructor at the first class. Do not include the material fee with your registration fee payment.

NO REFUNDS

Please choose your classes carefully. No refunds issued unless a class is cancelled by El Camino College. Credit vouchers in the amount of the class registration fee less a \$10 service fee per class will be issued

upon request 3 full business days before the first class meeting. No exceptions. **Any requests received less than 3 full business days before the first class meeting will not be processed and will not receive a credit voucher.** Credit Vouchers are applicable toward a future Community Education class and are valid for 3 years.

IF A CLASS IS CANCELLED

Every attempt is made to contact students ahead of time. A full course fee refund will be issued within four to six weeks.

TRANSFERS

To transfer to another class, requests must be received at least 3 full business days before the original class meets. A \$10 transfer fee will apply.

REGISTRATION CONFIRMATION

Paper confirmations and receipts furnished ONLY upon request.

If you register online or over the phone, you will be asked to provide your email address to receive an email confirmation indicating your registration-confirmation information. **It is your responsibility to ensure the accuracy of all registration and contact information you provide.** If you would prefer to receive a paper confirmation receipt, please visit our

office or submit your request in writing along with a self-addressed envelope.

CERTIFICATES OF COMPLETION \$5

If you would like a beautifully created Certificate of Completion with the El Camino College emblem and your name indicated, after successful completion of a course, mail in or phone in your request to the Community Education office along with \$5 per certificate.

PARKING ON CAMPUS

A parking permit is required to park in any lot 24 hours a day, seven days a week. One-day permits are available for \$2 at vending machines located throughout the campus (Lots D, H, K, L). Arrive early to park! Please do not park in "staff" or "reserved" spaces unless otherwise posted. **Please note:** Be aware of posted signs. Due to construction on campus, parking restrictions may change.

PLEASE RECYCLE

Finished with this Catalog? Please be kind to our planet and recycle this brochure. Please pass it along to a friend or colleague.

Catalog is printed on recycled paper.

WHAT ARE YOU DOING TONIGHT?

Check out our Facebook or Twitter site(s) for listings of classes being held tonight and attend a class tonight!

FOLLOW US ON TWITTER



www.twitter.com/eccommunityed

LIKE US ON FACEBOOK



[www.facebook.com/El Camino College Community Education](http://www.facebook.com/ElCaminoCollegeCommunityEducation)

The El Camino Community College District is committed to providing equal opportunity in employment and educational opportunities for all individuals, regardless of race, color, ancestry, religion, gender, national origin, marital status, sexual orientation, handicap, age, and Vietnam-era status.

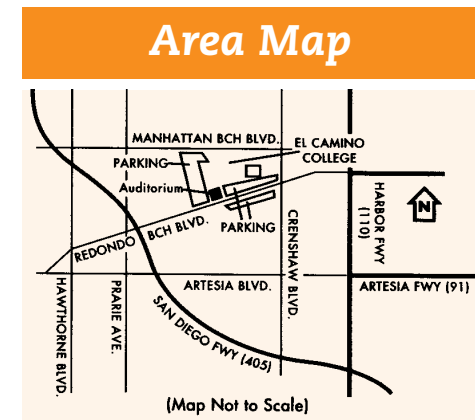
The El Camino Community College District and the Office of Community Education have made every reasonable effort to determine that everything stated in this brochure is accurate. Courses, programs, instructors, class locations, together with other matters contained herein, are subject to change without notice by the administration of the El Camino Community College District and the Office of Community Education for reasons related to student enrollment, level of financial support, instructor availability, or for any other reason, at the discretion of the district and college. The district and the college further reserve the right to add, amend, or repeal any of their rules, regulations, policies and procedures.

The Community Education catalog is produced by the El Camino College Community Education department: Betty L. Sedor and Veronica Mendoza; Graphic design by Soap Design Co. at soapdesign.com. Contributing photographers: Veronica Mendoza, Betty L. Sedor and Douglas Morrison at morrisonphotography.com. Cover photo by Veronica Mendoza.

"Anyone who stops learning is old, whether at twenty or eighty. Anyone who keeps learning stays young. The greatest thing in life is to keep your mind young."
 –Henry Ford



For Complete Map of Campus:



Off the 405/San Diego freeway at the Redondo Beach Blvd. exit in the South Bay

For More Information

For online directions and map, go to www.ECCommunityEd.com and click on FAQs.



REGISTRATION FORM

(310) 660-6460 • www.ECCommunityEd.com
Fall 2012

Name _____
 Address _____
 City _____ State _____ Zip _____
 Day Phone (____) _____ Evening Phone: (____) _____
 E-Mail Address _____

May we send you e-mail announcements? Yes No

Course	Start Date/Time	Title of Course	Fee
TOTAL			

(PAY MATERIAL FEES DIRECTLY TO INSTRUCTOR)

Payment Options: Cash Check Credit Card

Make checks payable to: El Camino College
 Check # _____
 Name on Check _____
 (\$20 charge for all returned checks)

Visa MasterCard Discover Expires _____
 Card # _____ (must be 16 numbers)
 Cardholder Name _____
 Authorized Signature _____

Send registration form to: Community Education – El Camino, 16007 Crenshaw Blvd., Torrance, CA 90506
www.ECCommunityEd.com e-mail: CommEd@elcamino.edu Fax: (310) 660-6015

Cancellation Policy: Please choose your classes carefully. No refunds issued unless a class is cancelled by El Camino College. Credit vouchers in the amount of the class registration fee less a \$10 service fee per class will be issued upon receipt of a completed "Cancellation Request" form. Cancellation Request forms must be submitted in writing 3 full business days before the first class meeting. No exceptions. Any requests received less than 3 full business days before the first class meeting will not be processed and will not receive a credit voucher. Visit our website, call, or stop by our office to obtain a "Cancellation Request" form. Credit Vouchers are applicable toward a future Community Education class and are valid for 3 years.

Kid's College Release & Medical Consent Form

This portion of the form must be completed by a parent or guardian of students under 18 years of age.

I grant approval for my child _____
 Age _____ Grade Level _____ Date of Birth _____
 to participate in youth classes.

I understand Community Education does not provide health or medical insurance for participants. The undersigned agrees to defend, indemnify and hold harmless the El Camino Community College District, its Board of Trustees, officers, agents and employees, individually and collectively, from and against all costs, losses, claims, demands, suits, actions, payments and judgments, including legal and attorney fees, arising from personal or bodily injuries, property damage or otherwise, regardless of and however caused, brought or recovered against any of the above that may arise for any reason from or during or be alleged to be caused by the undersigned's participation in the El Camino College Community Education and Professional Development Program. Consent is hereby given to the Community Education instructors or supervisors to give or seek medical aid required in the case of emergency. My child's photograph and name may appear in print ads or the college's publications for El Camino Community Education while engaged in campus activities and classes.

- No credit or grades given for these courses
- Community Education does not provide escort service for children.
- Remind your children to speak & behave quietly in the hallways. There are other classes in session.
- Young children should not be dropped off in the parking lot.

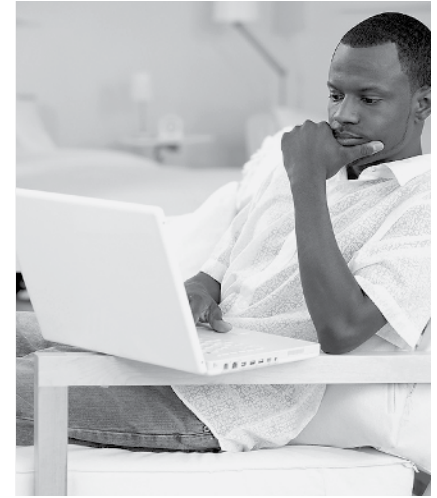
I understand that each youth class is designed for a specific grade level. I certify that I have enrolled my child in the appropriate grade level.

Parent/Guardian Signature: _____
 Date _____ Parent's Name (print): _____
 Phone: (____) _____

Contact Information of additional person who may be contacted in case of Emergency:
 Name: _____
 Phone: (____) _____

Looking to train for a new career? Do it all from your home on your computer!

El Camino College
 Community Education
 department offers
 career-certificate programs
 through Ed2Go Gatlin
 Education Services.
 All programs are fully
 online and can be taken in
 the convenience of your
 own home at your own
 speed. You start your
 program anytime!



There are over 90 career-certificate programs to choose from, such as:

CATEGORIES AND SAMPLE PROGRAMS

HEALTHCARE PROGRAMS	Hours	Class Price
• Nutrition for Optimal Health, Wellness, and Sport	200	\$2,395
• Medical Transcription	240	\$595
BUSINESS & PROFESSIONAL PROGRAMS	Hours	Class Price
• Certified Wedding Planner	300	\$1,395
• Bookkeeping the Easy Way with Quickbooks	140	\$1,695
IT & SOFTWARE DEVELOPMENT PROGRAMS	Hours	Class Price
• AutoCAD	150	\$1,995
• Cisco® Certification Training	70	\$1,795
MEDIA & DESIGN PROGRAMS	Hours	Class Price
• Video Game Design and Development	500	\$1,995
• Webmaster	150	\$1,795
• Website Design	225	\$3,295
HOSPITALITY & GAMING PROGRAMS	Hours	Class Price
• Personal Financial Planning	40	\$1,395
• Casino Poker Dealer	100	\$1,395
SKILLED TRADES & INDUSTRIAL PROGRAMS	Hours	Class Price
• Modern Automotive Service Technician	380	\$2,695
• Oil Refinery Operations	400	\$2,595

Financial assistance available! Students can apply for the Ed2Go Gatlin Education Services loan program.

Go to www.gatlineducation.com/elcamino to see the complete list of careers. Start training today!

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AND PROFESSIONAL DEVELOPMENT
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