CONTINUING EDUCATION
CAREER & SKILLS TRAINING

Healthy Living
Silver Circle
Music
Yoga
Art

FOR MORE INFORMATION, VISIT WWW.WCCCD.EDU OR CALL 313-496-2600

SPRING 2023
RESPONSIVE • PROFESSIONAL • LIFE ENRICHING

The School of Continuing Education provides high quality, accessible programs and services in response to community needs. Our programs are offered as lifelong learning opportunities for individuals who want to enrich their cultural experiences, enhance their professional or occupational skills. Courses are available during the day, evening, weekend and on-line.

Our lifelong learning courses encompass a wide range of activities and interests, such as arts and crafts, personal enhancement, health, physical fitness and sports, performing arts and global awareness. Additional educational opportunities include specialized courses that fulfill state licensing and professional certification requirements and computer technology training.

Youth development is a special focus area for the School. Among our programs are the Kids’ College, summer camps, career exposure and the youth enhancement series. These classes are designed to be fun-filled, academically challenging and enriching. Continuing Education specializes in providing Short-Term Certificate programs that offer new training opportunities based on the changing economy and the need for retraining and skill building. Such offerings include Advanced Computer Technology, Human Resources Specialist, Computerized Accounting, Entrepreneurship, Grant Writing, Grant Management, Office Support Specialist, and Non-Profit Management.

The School is committed to the provision of excellence. Our staff and instructors have collective expertise in a wide range of subject matter and course content. We look forward to providing you with superior customer service.

TO REQUEST A CONTINUING EDUCATION SCHEDULE
CALL (313) 496-2600 OR VISIT WWW.WCCCD.EDU
### CERTIFICATE PROGRAMS

**Case Management**
- Introduction to Case Management .................................................. 15
- Document Efficiently .......................................................................... 15
- Ethical Issues and Dilemmas .............................................................. 15
- Cultural Competence ......................................................................... 15

**Grant Writing Certificate**
- Identify the Funds That Count .......................................................... 16
- Grant Writing I .................................................................................. 16
- Grant Writing II ................................................................................ 16
- Research/Write State and Federal Grants .......................................... 16

**Graphic Design**
- InDesign 1: Introduction .................................................................. 17
- InDesign 2: Novice ............................................................................ 17
- InDesign 3: Intermediate ................................................................. 17
- InDesign 4: Advanced .................................................................... 17

**Human Resources Specialist**
- Fundamentals of Human Resources ................................................. 18
- Employment and Staffing ............................................................... 18
- Compensation and Benefits ........................................................... 18
- Human Resources Development ..................................................... 18
- Ethics, Labor Relations, Safety and Health ...................................... 18

**Illustrator Certificate**
- Illustrator 1: Introduction ............................................................... 19
- Illustrator 2: Novice ......................................................................... 19
- Illustrator 3: Intermediate ............................................................... 19
- Illustrator 4: Advanced ................................................................ 19

**Non-Profit Management**
- Steps to Become a 501c3 Organization ........................................... 20
- Non-Profit Organization Start-Up ..................................................... 20
- Introduction to Strategic Planning .................................................... 20
- Fund Development .......................................................................... 20
- Introduction to Grants Management ................................................. 20
- Steps to Successful Fund Raising ..................................................... 20

**Office Support Specialist**
- Office Support I - PC Basics ......................................................... 21
- Office Support II - Introduction to Software: Word and Excel ........ 21
- Office Support III - Advance Software: Access and PowerPoint .... 21
- Office Support IV - Office Procedures ............................................. 21

**Photoshop**
- Photoshop 1: Introduction ............................................................. 22
- Photoshop 2: Novice ........................................................................ 22
- Photoshop 3: Intermediate .............................................................. 22
- Photoshop 4: Advanced ................................................................ 22

---

### CLOTHING CONSTRUCTION

- Fundamentals of Basic Sewing ....................................................... 23
- Sewing II ......................................................................................... 23
- Basic Serger Techniques .................................................................. 23
- Advanced Serger Sewing ............................................................... 23

**AMERICAN SIGN LANGUAGE INSTITUTE**
- Sign Language- Beginners ............................................................... 24
- Sign Language-Advanced ............................................................... 24

**MICHIGAN INSTITUTE FOR PUBLIC SAFETY EDUCATION**
- Fire Brigade Training ...................................................................... 25
- Firefighter I and II .......................................................................... 25

**BUSINESS INSTITUTE**
- How to become a Consultant ........................................................ 26
- Fundamentals of E-commerce Entrepreneurship .......................... 26
- Diversity and Inclusion in the Workplace ....................................... 26
- Soft and Hard Skills for the Workplace ........................................... 26
- Income Tax Preparation ................................................................. 26
- Ethics-How Ethical Am I .............................................................. 27
- I, Inc.-The Business of Me ............................................................ 27
- Stock Trading 101 ........................................................................... 27

**SILVER CIRCLE**
- Painting for Mature Learning ....................................................... 28
- Drawing and More for Seniors ...................................................... 28
- Mature Learners-Internet and You .............................................. 29
- Mature Learners Computers-Getting Started ............................... 29
- Mature Learning-Exploring the Computer ..................................... 29
- Texting for Senior ................................................................. 30
- Mature Learners Windows 10 Expert ........................................... 30
- Mature Learners Windows 10 Basic .............................................. 30
- Yoga for Seniors ........................................................................... 30
- Zumba Gold Fitness ........................................................................ 31
- Chair Yoga ..................................................................................... 31
- Senior Chair Fitness ...................................................................... 31
- Cyber Seniors ................................................................................ 31

**HEALTHY LIVING / HEALTHY LIFESTYLES**
- Take the Weight Off From the Inside ............................................. 32
- Food as Medicine ........................................................................... 32
- Homeopathy - Beginners ............................................................... 32
- Homeopathy - Advanced ............................................................... 32

---

**CULTURAL COMPETENCE**
- Ethical Issues and Dilemmas ........................................................ 33
- The Benefits of Juicing .................................................................. 33
- Vegan Lifestyle ................................................................................ 34
- Cooking Lite .................................................................................. 34
- The Benefits of Juicing .................................................................. 34
- Smoothies for Healthy Living ....................................................... 35
- Vegan Chef Series ........................................................................... 35

---

**DOWNRIVER CAMPUS**

**ARTS AND CRAFTS**
- Drawing with Colored Pencils ....................................................... 36

---

**EDUCATIONAL DEVELOPMENT**
- Mathematics Concepts Fundamentals ........................................... 38
- Mathematics Concepts Intermediate .............................................. 38

---

**LANGUAGE AND CULTURE**
- Finding Family History on the Internet .......................................... 38
- Genealogy Research for Beginners ............................................... 38
- Introduction to Genealogy ............................................................. 39
- Genealogy: History and Research ................................................. 39
- Genealogy: What’s in the Library .................................................... 39
- Women and Genealogy ................................................................. 39
- Medical Genealogy ......................................................................... 39
- Microsoft Excel Overview ............................................................. 39

---

**SIGN LANGUAGE INSTITUTE**
- Sign Language- Beginners ............................................................... 40
- Sign Language-Advanced ............................................................... 40

---

**TECHNOLOGY TRAINING**
- Getting Started-Computers ........................................................... 40
- Exploring the P.C. ........................................................................... 40
Ceramics-Beginner .......................... 40
Crocheting for Beginner ......................... 40
Matting and Framing-Beginner .............. 41
Matting and Framing II
-Intermediate ............................. 41
Watercolor Painting ......................... 41
Knitting I-Beginner .......................... 41
Drawing I ..................................... 41
Acrylic Painting .............................. 41
Basic Portrait Drawing ...................... 42
Exploring Color ............................... 42
Glass Jewelry Bead Design
-Beginner .................................. 42
Artist Open Studio ........................... 42
Balloon Decorating for Beginner ......... 42
Beginner Stained Glass ....................... 42
Unique Surfaces .............................. 43
Ideas and Interactions ....................... 43
Exploring Ink Drawing ....................... 43
Stain Glass Open Studio ..................... 43
Glass Mosaics ................................ 43
Handmade Artist Book ....................... 44
Pastel Painting ............................... 44
Composition Drawing ....................... 44
Wire Weaving Jewelry
Basic and Beyond ......................... 44
Ceramic Open Studio ......................... 44
Wire Weaving Beyond the Basic .......... 44
Wire Wrapped Pendants ..................... 44
Intermediate Stained Glass .......... 44
Advanced Water Media Technique ....... 45
Painting Big ................................... 45

COMPUTER SCIENCE TECHNOLOGY TRAINING
Microsoft Word Basic 2016 .............. 45
Microsoft Word Intermediate 2016 ...... 45
Microsoft Excel Basic 2016 ................. 45
Microsoft Excel Intermediate 2016 ...... 45
Getting Started - Computers ............... 45
Keyboarding Basics ......................... 46
Internet Basics .............................. 46
Microsoft Windows 10 ....................... 46
Windows 10 - Expert ......................... 46

DANCE
Egyptian Belly Dancing -Beginner ....... 46
Hustle .......................................... 46

FOREIGN LANGUAGE
Conversational Arabic Beginner .......... 46

HEALTHY LIVING / HEALTHY LIFESTYLES
Take the Weight Off
From the Inside ............................. 47
Food as Medicine ......................... 47

LANGUAGE AND CULTURE
Genealogy-Your Ancestors and You .... 47
Conversational Spanish
Beginner .................................... 47
Conversational Spanish II
-Intermediate .............................. 47
Conversational Spanish III
-Advance .................................... 48
Conversational Arabic
-Intermediate .............................. 48
Intro to Middle Eastern Culture ......... 48

MUSIC
Intermediate Guitar ............................ 48
Guitar for Beginners ......................... 48
Advance Guitar ............................... 48
Basic Drums for Beginners ............... 48
Intermediate Drums ......................... 49

PHYSICAL FITNESS AND SPORTS
Tai Chi-Beginner ............................. 49
Tai Chi II ...................................... 49
Tai Chi-Chair ................................ 49
Zumba Gold Toning ......................... 49
Drums Alive .................................. 49

PROFESSIONAL EXAMS AND LICENSING PREPARATION
BLS for Healthcare Providers ............... 50

SEWING AND DESIGN
Fundamentals of Basic Sewing .......... 50
Sewing Blouses and Shirts ............... 50

SKILLED TRADES
Automotive Technology and Service .... 50

EASTERN CAMPUS

ARTS AND CRAFTS
Floral Design - Beginner .................... 51
Floral Design - Advanced .................. 51
Jewelry Bead Design-Beginner .......... 51
Jewelry Bead Design
-Intermediate ............................. 51
Strictly Wedding Arrangements .......... 51
Tropical Floral Arrangements .......... 51

Abstract Acrylic Pouring Techniques ..... 51
Start Your Own T-Shirt Business ...... 52

COMPUTER SCIENCE TECHNOLOGY TRAINING
Microsoft Word Basic 2016 .............. 52
Microsoft Word Intermediate 2016 ...... 52
Microsoft Excel Basic 2016 ................. 53
Microsoft Excel Intermediate 2016 ...... 53
Keyboarding Basic ......................... 53
Keyboarding Advance ....................... 53

HEALTH LIVING/HEALTHY LIFESTYLE
Homeopathy-Beginners ..................... 53
Homeopathy-Advanced ..................... 53
Iridology: Theory and Practice .......... 54
Methods of Reflexology ..................... 54
Healthy Meal Preparation ................. 54
The Benefits of Juicing ..................... 54

MUSIC
Piano Basics 1.0 ............................. 54
Intermediate Piano ......................... 55

PERSONAL ENRICHMENT SERIES
Intermediate Digital Photography ......... 55
Beginner Digital Photography .......... 55
The Business of Photography .......... 55

PHYSICAL FITNESS AND SPORTS
Hatha Yoga-Beginner ....................... 55

NORTHWEST CAMPUS

ARTS AND CRAFTS
Floral Design-Beginner ...................... 56
Floral Design-Advanced .................... 56

COMPUTER SCIENCE TECHNOLOGY TRAINING
YouTube 101 ................................ 56
Introduction to Social Media ............... 56
Pinterest, Instagram, Twitter .............. 56

DANCE
Egyptian Belly Dancing
-Beginner .................................... 57
Hustle .......................................... 57
Ballroom Dancing ......................... 57
PROFESSIONAL EXAMS AND LICENSING PREPARATION
Medication Calculation Workshop ...................... 74
Real Estate License Preparation ...................... 75

SEWING AND DESIGN
Sewing Blouses and Shirts ......................... 75
Designing Hats ................................. 75
Machine Embroidery
Intermediate ......................................... 75
Textile Surface Design ............................ 75
Gardening Workshop:
Water Garden ...................................... 75
Continuing Education
Registration Form .................................... 76
Emergency Medical Treatment
Release Adult Form ................................... 77
Waiver and Release of Liability Adult Form ................. 78
Start or advance your career with credentials that document and verify your professional skills, knowledge and experience. The Credentialing Center provides services to organizations, professionals and the community. Those services include, test development, administer of national testing, measurement services, professional certification both locally and nationally. Credentialing courses are offered online as well as face to face.

## The Credentialing Center

### Continuing Education and Preparation

| State Continuing (SCECH’S) Education Clock Hours formally (SB-CEUs) K-12 Educators & Administrators | National Health Care Association | BLS For Healthcare Providers | National Electrical Code | Job Profiling
| Certified Associate Project Management (CAPM) | Phlebotomy CPT | Firefighter I & II | Refrigerant Transition and Recovery Certification (EPA) | WorkKeys Assessments
| Pre-Licensing Wiring | Patient Care Technician CPCT/A | NFPA Fire Inspection II | Math |
| Homeland Security Training and Certification | Certified Surgical Technologist | Motorcycle Safety | National Institute of Metal Working Skills (NIMS) | Writing
| Candidate Physical Agility Test (CPAT) Preparation | Certified Surgical First Assistant | Hazwoper 8-Hour Refresher | Real Estate License Preparation | Reading
| National Retail Federation (NRF) | BLS For Healthcare Providers | Hazwoper 24-Hour Refresher | Real Estate Six Hour Continuing Education |
| Microsoft Imagine Academy |

### Health Science

| National Health Care Association |

### MIPSE

| BLS For Healthcare Providers |

### Professional Licensing

| National Electrical Code |

### Work Keys (ACT)

| Job Profiling |

For more information, please contact the School of Continuing Education at 313-496-2704 or mbunke1@wcccd.edu
Important Dates to Remember

SPRING 2023

Tuesday, January 17, 2023 .......................Classes Begin
Monday, May 8, 2023 .........................Classes End

REGISTRATION HOURS WALK-IN AND ONLINE
October 24, 2022 - January 17, 2023

ON CAMPUS
Monday - Thursday .........................8:30 a.m. - 7:00 p.m.
Friday ........................................8:30 a.m. - 4:30 p.m

Online Registration 24/7

WCCCD IS CLOSED ON THE FOLLOWING DATES

Winter Break ......................Tuesday, December 20, 2022 -
                           Wednesday, January 4, 2023
MLK Holiday ...................Monday, January 16, 2023
Spring Break ......................Friday-Thursday, April 7-13, 2023

Registration for Continuing Education courses is ongoing throughout the semester at all five campuses.
Please check our website www.wcccd.edu
PARTICIPANTS WILL:

- Be instructed by Michigan Certified Teachers
- Develop individual learning plans
- Receive tutorial services as needed

Courses are offered at no cost to participants.

Please bring your drivers license or State ID and Social Security Card to register.

WE WILL PAY FOR YOUR GED!

Restrictions apply

For more information, visit www.wcccd.edu or call 313-496-2634.
Wayne County Community College District’s School of Continuing Education offers

SCECH’s Online!!

K-12 Teachers and Administrators

Professional development for educators is an online series designed by ed2go for K-12 teachers and administrators. Classes begin each month and you can earn 2.4 State Continuing Education Clock hours per class.

*State Continuing Education Clock Hours (Formerly SB-CEUs)

Cost: $115  2.4 CEUs/24 contact hours

Teachers/K-12 Educators

- New - Differentiated Instruction in the Classroom
- Blogging and Podcasting for Beginners
- Teaching Smarter w/Smart Boards
- Teaching Students with ADHD
- Teaching Writing Grds. K-3
- Singapore Math Strategies: Model Drawing for Grades 1-6
- Singapore Math Strategies: Number Sense
- Creating a Classroom Website
- Creating K-12 Learning Materials
- Creating the Inclusive Classroom
- Grammar Refresher
- Handling Medical Emergencies
- Leadership
- Math Refresher
- Ready. Set, Read!
- Solving Classroom Discipline Problems
- Solving Classroom Discipline Problems II
- Teaching Students with Autism
- Understand Adolescents
- Working w/ Learning Disabled Student
- Survival Kit for New Teachers

For a complete list of courses and additional information visit www.ed2go.com/wcccd

For questions call Ms. Melodie Bunkley 313-496-2704
The Curtis L. Ivery Health and Wellness Education Center (HWEC) is a brand new state of the art facility offering a fitness center, educational courses and home to the Wildcats Basketball teams.

Membership to the HWEC includes:

- Brand new Cardio Equipment
- Brand new Strength Training Equipment
- Indoor Track
- Group Fitness Classes for all fitness levels
- Complimentary Fitness Equipment Orientation with a Fitness Coach
- Educational Health and Wellness Classes
- Special Fitness Events
- Full locker rooms with showers and towels
- Personal Training (additional fee may apply)
- A team dedicated to helping you achieve your health and wellness goals

For questions about membership at HWEC, please contact the Curtis L. Ivery Health and Wellness Education Center at 313-496-2600
Very Important Registration Information!

Disclaimer
This class schedule is for informational purposes only and does not constitute a contract. The College reserves the right to change, modify or alter without notice all fees, changes, expenses and costs of any kind and further reserves the right to add or delete, without notice, any course offering or information contained in this schedule. WCCCD reserves the right to assign instructional staff and to eliminate, cancel, phase-out, or reduce course size and/or programs for financial, curricular or programmatic reasons.

Payment By Check
Personal checks must be drawn on a financial institution within the United States and must have a preprinted name, check # and account number on them. If the writer of the check is a person other than the student, the student must present the writer’s I.D. The student must have adequate picture identification and endorse the check. Any one of the following identifications are accepted: Driver’s license, military service I.D and discharge papers, pictured charge cards, employment picture I.D card, state picture I.D card, or passport.

Cashless Registration
Students are required to make all payments by check, Visa, MasterCard, Discover, American Express or ATM debit transfer. The College Bookstore provide prepaid debit cards for a nominal fee. It is recommended that the student review the cost in the schedule booklet before registering.

Certificate Programs
It is recommended that students who want to complete a specific Certificate Program within the same semester, register for all courses at the same time. It is required that you take your classes in sequential order unless prior permission is obtained from the School of Continuing Education. The certificate programs have class size limits, so register early.

Senior Citizens
Senior Citizens- Citizens who are residents of the District and 60 years of age or older may enroll in the college tuition-free. (THIS EXCLUDES CERTIFICATE COURSES) Senior Citizen Tuition Waivers will be granted on a seat-availability basis in regularly scheduled academic classes. Although student activity fees shall be waived for senior citizens, they are responsible for all other fees such as the cost of books and class supplies. Senior students are expected to adhere to the same academic standards, rules and regulations that are in place for other students. Proof of age and residency is required at the time of registration.

How to Use This Schedule Book

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Introduction to Case Management</th>
</tr>
</thead>
<tbody>
<tr>
<td>Participants will learn the basic concepts of case management. Access to the agency, intake, assessment, goal setting, planning and intervention will also be reviewed.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course #: CASM-4000</th>
</tr>
</thead>
<tbody>
<tr>
<td>FEE: $65.00</td>
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<tr>
<td>CEU’s: 1.5</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Downtown - Instructor: White, Carin</td>
</tr>
</tbody>
</table>

| Room: 261 |
| CRN: 55117, Tue, Thur 6:00PM-8:25PM |
| 5/18/16-6/3/16 |

Wayne County Community College District — SPRING 2023

Call 313.496.2600 • www.wcccd.edu 11
Frequently Asked Questions

How/when can I register?
Remember that some of our courses begin after the regular semester start date. For classes with a later start date, registration is ongoing throughout the semester.

- Walk-In Registration deadline Seven days prior to the first class meeting.
- Mail-In Registration deadline Please mail the form at least 10 business days prior to the beginning of class. The form must be processed seven days prior to the first class meeting.
- Fax-In Registration deadline Seven days prior to the first class meeting.
- Online Registration Seven days prior to the first class meeting.

What registration form do I need to complete if I register on campus?
The Continuing Education registration form is located inside the CE Schedule book for that semester. You can also obtain the form from a Campus Registration office or it can be downloaded from our CE link on our WCCCD website (www.wcccd.edu).

Do I have to pay at the time of registration?
Yes, the District does not accept cash. Students may opt to pay by check, Visa, MasterCard, Discover, American Express or ATM debit transfer. The District Bookstores provide prepaid debit cards for a nominal fee. It is recommended that the student review the cost of fees in the class schedule before registering.

Note ALL RETURNING STUDENTS WHO HAVE AN OUTSTANDING BALANCE MUST PAY 100% OF THEIR OUTSTANDING BALANCE BEFORE THEY CAN REGISTER FOR THE CURRENT SEMESTER.

What is the last day to register?
Due to the limited seating capacity, we encourage you to register seven business days prior to the start of the class.

Will I receive confirmation after I register for a class?
In most cases, you should receive a computer generated confirmation at the time of registration. If you register by mail or fax, you should receive a confirmation within seven to ten days via mail if your current mailing address is correct in the District’s computer system.

Do you have admission and/or registration fees for CE classes?
No.

Do I have to take the COMPASS test (admission test) to take CE classes?
No.

How can I pay for my classes?
Payment may be made by check, Visa, MasterCard, Discover, American Express, or debit card. Personal checks must be drawn on a bank in Michigan and must have a preprinted check #, name and account number on them. If the writer of the check is a person other than the student, the student must present the writer’s ID. The student must have adequate picture identification and endorse the check. Any one of the following identifications is accepted Driver’s license, military service I.D. card, state picture, I.D. card, or passport. (Exception No student identification is needed for a minor whose parent/guardian is making the payment with a personal check).

What if my class is cancelled?
The School of Continuing Education reserves the right to cancel any class if enrollment is insufficient. The decision to hold or cancel a course is made, in most cases, seven business days prior to the start of the course. In cases of course cancellation, an attempt will be made to contact you either by telephone or mail.

What is the difference between dropping a class and withdrawing from a class?
A student who drops a class before the start of the class will receive a 100% refund for that class. A student who withdraws from a class after the class begins will receive no refund.

What is the refund policy?
If the District cancels a course, you will receive a full refund. If you withdraw from a course prior to the start of the course, you will receive a full refund. No refunds will be issued to those who withdraw after the class has started. For refund questions, you may contact the Finance Department at (313) 496-2873.
What is a CEU?
A CEU (Continuing Education Unit) provides a record and accountability for continuing education activities that meet the certification requirements of certain professional organizations. In all recognized educational circles, one CEU is equal to 10 contact hours of participation in an organized continuing education or extension experience.

What are the requirements to receive a certificate of completion for the CE short-term certificate programs?
You must complete all courses required in each particular certificate area of study.

What are the requirements to receive a certificate of participation for my children/child for CE short-term certificate programs?
You must complete all courses required in each particular certificate area of study.

In order to receive a certificate do I have to take all the classes during one semester?
It is recommended that students who want to complete a specific Certificate Program within the same semester, register for all courses at the same time. The Certificate Programs have class size limits, so register early.

Is it necessary to take Certificate Program classes in sequential order?
Yes, one course builds upon another so classes must be taken in sequential order.

Can minors take classes?
Yes. We do allow students under eighteen years of age to enroll in our Kids’ College classes with parental permission.

I’ve forgotten my User ID (A number). What do I do?
Go to your nearest campus Admissions office with valid identification to inquire.

How do I obtain a parking permit?
A parking permit can be obtained from your Campus Safety Department. Please bring your driver’s license, car registration, and current class schedule.

Do I need a student picture ID?
Yes, your picture ID can be obtained from the Campus Safety Department.

Are there books required for CE classes?
It is recommended that you ask the Instructor: about book requirements on the first day of class.

Am I required to purchase my own books and or supplies?
All classes require you to purchase books and or supplies.

What if I move or change my phone number?
It is the student’s responsibility to update any changes to their contact information (i.e. telephone numbers, address). Student information is not automatically updated when a new course registration is received. To make changes to your student record, contact the Office of Admissions at any of the WCCCD’s five campuses to complete a Change of Data Form with the appropriate documentation (i.e. valid ID, marriage certificate, social security card, etc.) to substantiate change.

What happens if there is bad weather?
Call the inclement weather line (313) 496-2600.
Wayne County Community College District

STUDENT COVID-19 CAMPUS GUIDELINES

PERSONAL ACCOUNTABILITY
Students and employees are expected to follow all College safety guidelines.

PRACTICE SOCIAL DISTANCING
• Stay 6 feet apart when possible and do not congregate.
• Limit group gatherings and observe social distancing in the hallways and atrium.
• Abide by capacity limitations determined by the College in classrooms, labs, and meeting spaces.

WEAR FACIAL COVERINGS
If not fully vaccinated, face masks/face coverings must be worn properly by all persons inside College facilities according to current WCCCD guidelines.

Per CDC guidelines, face shields should not be used as a substitute for face coverings. Instead, shields may be used in addition to face coverings as an extra layer of protection when direct contact is unavoidable and/or social distancing is not possible.

HAND HYGIENE
• Wash hands frequently and use alcohol-based hand sanitizer when soap and water are not available.
• Avoid touching your face, eyes, and nose.
• Cover your mouth when coughing or sneezing.

GLOVES
Some faculty may require students to wear gloves in the classroom and/or lab, depending on the nature of the class (e.g. working with high-touch equipment). Good hand hygiene should be completed immediately following glove removal.

DISINFECT EQUIPMENT
Clean and disinfect all equipment between uses. Disinfectant supplies are provided by the College. Students and faculty are encouraged to use them on any high-touch surfaces throughout the day, including on tables, chairs, and computer equipment and before and after class or lab meetings.

WATCH FOR SYMPTOMS
• Fever or Chills
• Cough
• Shortness of Breath or Difficulty Breathing
• Repeated Shaking with Chills
• Diarrhea
• Headache
• Sore Throat
• Fatigue
• Nausea or Vomiting
• Muscle or Body Aches
• Congestion or Runny Nose
• New Loss of Taste or Smell

If you test positive or have been in direct contact with someone who tested positive for COVID-19 or if you are experiencing symptoms, DO NOT come to Campus. Contact your healthcare provider for guidance and notify the WCCCD Coronavirus Reporting Hotline at 734-374-3227.
**CASE MANAGEMENT**

Case Management is an area which encompasses a variety of areas such as medicine, social work, community support services, mental health, substance abuse and counseling. Completion of this certificate program will enable individuals to improve their methods of assessment and evaluation, follow-up as well as information management.

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**Introduction to Case Management**

Participants will learn the basic concepts of case management. Access to the agency, intake, assessment, goal setting, planning and intervention will also be reviewed.

Course #: CASM–1000  
FEE: $65.00  
CEU’s: 1.5  
Virtual Courses – Instructor: White, Carin  
Room: TBD  
CRN: 44021, Tue  6:00PM–8:00PM  
Date: 1/17/23–2/20/23

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**Document Efficiently**

Participants will learn the SOAIGP (supplemental, observations, activities, impressions, goals and plan) methods to ensure good record keeping and efficiency in phone or direct contact with constituents.

Course #: CASM–1001  
FEE: $65.00  
CEU’s: 1.5  
Virtual Courses – Instructor: White, Carin  
Room: TBD  
CRN: 44022, Thur  6:00PM–8:00PM  
Date: 2/23/23–3/30/23

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**Ethical Issues and Dilemmas**

Participants will learn case management techniques for addressing ethical dilemmas.

Course #: CASM–1002  
FEE: $65.00  
CEU’s: 1.5  
Virtual Courses – Instructor: White, Carin  
Room: TBD  
CRN: 44023, Thur  6:00PM–8:30PM  
Date: 4/6/23–5/4/23

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**Cultural Competence**

Participants will learn the different cultures and examine how knowledge, skill and attitude play an intricate part when performing case management tasks.

Course #: CASM–1003  
FEE: $65.00  
CEU’s: 1.5  
Virtual Courses – Instructor: White, Carin  
Room: TBD  
CRN: 44024, Tue  6:00PM–9:00PM  
Date: 4/4/23–5/2/23
Identify the Funds That Count

Participants will learn useful information on identifying and locating local, state and national funding sources. Learn to use the Internet and foundation directories when searching for funding.

Course #: GWRT-1322
FEE: $75.00
CEU's: 1.6

Virtual Courses – Instructor: Norman Hill, Shelly
Room: TBD
CRN: 40800, Fri 9:00AM–2:00PM
Date: 1/20/23–2/3/23

Northwest – Instructor: Staff
Room: TBD
CRN: 40847, Tue, Thur 6:00PM–9:00PM
Date: 1/24/23–2/9/23

Virtual Courses – Instructor: Norman Hill, Shelly
Room: TBD
CRN: 41884, Mon, Wed 6:00PM–9:00PM
Date: 1/30/23–2/13/23

Grant Writing I

**Prerequisite – GWRT–1322 "Identifying the Funds That Count" – This is the 1st course in the Grant Writing Certificate. Courses should be taken in sequential order. In Grant Writing I participants will learn the basic components that make up a successful grant proposal. The course covers grant writing skills, measurable objectives, foundation terminology, program planning, budgeting, and evaluation.

Course #: GWRT–1323
FEE: $75.00
CEU's: 1.6

Virtual Courses – Instructor: Norman Hill, Shelly
Room: TBD
CRN: 40801, Fri 9:00AM–2:00PM
Date: 2/10/23–2/24/23

Northwest – Instructor: Staff
Room: TBD
CRN: 40850, Tue, Thur 6:00PM–9:00PM
Date: 2/14/23–3/2/23

Virtual Courses – Instructor: Norman Hill, Shelly
Room: TBD
CRN: 41885, Mon, Wed 6:00PM–9:00PM
Date: 3/15/23–3/1/23

Grant Writing II

Participants will learn how to work as a team when writing grants; developing a detailed, and well documented proposal when submitting to larger foundations.

Course #: GWRT–1324
FEE: $75.00
CEU's: 1.6

Virtual Courses – Instructor: Norman Hill, Shelly
Room: TBD
CRN: 40802, Fri 9:00AM–2:00PM
Date: 3/3/23–3/17/23

Northwest – Instructor: Staff
Room: TBD
CRN: 40848, Tue, Thur 6:00PM–9:00PM
Date: 3/7/23–3/23/23

Virtual Courses – Instructor: Norman Hill, Shelly
Room: TBD
CRN: 41886, Mon, Wed 6:00PM–9:00PM
Date: 3/15/23–3/20/23

Research/Write State and Federal Grants

Participants will learn techniques in anticipating upcoming grants, to read a federal request for proposal, to research appropriate government agencies, to understand state and federal grant guidelines and to compose key sections of the grant.

Course #: GWRT–1325
FEE: $75.00
CEU's: 2.4

Virtual Courses – Instructor: Norman Hill, Shelly
Room: TBD
CRN: 40803, Fri 9:00AM–4:00PM
Date: 3/24/23–4/10/23

Northwest – Instructor: Staff
Room: TBD
CRN: 40849, Tue, Thur 6:00PM–9:00PM
Date: 3/30/23–4/27/23

Virtual Courses – Instructor: Norman Hill, Shelly
Room: TBD
CRN: 41887, Mon, Wed 6:00PM–9:00PM
Date: 3/22/23–3/20/23

There are many career possibilities within the charitable fundraising industry ranging from independent and contract, to entry-level and senior level positions, some of which include, Grant Writer, Development Director, Director of Planned Giving, and Large Gift Director.

IT IS REQUIRED THAT YOU TAKE YOUR CLASSES IN SEQUENTIAL ORDER.
CERTIFICATE PROGRAMS

GRAPHIC DESIGN

The Graphic InDesign program is designed to help you combine your artistic and technical talents to develop practical skills that employers are demanding. Graphic design focuses on providing print resources for businesses and other organizations.

InDesign 1: Introduction
Participants in the course will learn the InDesign workshop while working with graphics and object styles. Participants will set up documents and work with pages, objects and text frames. Prerequisites: Familiarity with computers. All participants must have a USB Flash Drive.
Course #: GDIC–5000
FEE: $100.00
CEU’s: 0.6
Virtual Courses – Instructor: Bronaugh, Tanisha
Room: TBD
CRN: 41865, Wed 6:00PM–9:00PM
Date: 1/18/23–1/22/23

InDesign 2: Novice
Participants in this course will learn how to assemble text and images into multipage documents that can be published in print, on the web and in many other electronic formats, with this industry-standard page-layout program. Prerequisites: InDesign 1.
All participants are required to have a USB Flash Drive.
Course #: GDIC–5001
FEE: $100.00
CEU's: 0.9
Virtual Courses – Instructor: Bronaugh, Tanisha
Room: TBD
CRN: 41866, Wed 6:00PM–9:00PM
Date: 2/1/23–2/15/23

InDesign 3: Intermediate
Participants in this course will learn how to develop compelling layouts for print and digital distribution while creating layouts for magazines, brochures and more. Prerequisites: InDesign 1.
All participants are required to have a USB Flash Drive.
Course #: GDIC–5002
FEE: $100.00
CEU’s: 0.9
Virtual Courses – Instructor: Bronaugh, Tanisha
Room: TBD
CRN: 41867, Wed 6:00PM–9:00PM
Date: 2/22/23–3/8/23

InDesign 4: Advanced
Participants in this course will learn how to add interactivity to publications and discover how your print layouts are exported to HTML. Prerequisites: InDesign 3.
All Participants must have a USB Flash Drive.
Course #: GDIC–5003
FEE: $100.00
CEU’s: 0.9
Virtual Courses – Instructor: Bronaugh, Tanisha
Room: TBD
CRN: 41868, Wed 6:00PM–9:00PM
Date: 3/15/23–3/29/23
Fundamentals of Human Resources
Participants in this course will learn to lay the groundwork for the basic functions of Human Resources (HR). Participants will be exposed to insights into emerging trends and key HR issues for the future.
Course #: HRMS–1361
FEE: $70.00
CEU’s: 1.2
Virtual Courses – Instructor: Simmons, Sandra
Room: TBD
CRN: 42910, Mon,Wed 5:30PM–8:30PM
Date: 1/18/23–1/30/23

Employment and Staffing
Participants will learn a sound understanding of the HR role in administering labor agreements and skills necessary to interpret them. Participants will gain knowledge of federal, state, and local OSHA, liability for discriminations lawsuits, 401(k) and other topics. Unions, contract negotiations, and grievance procedures will also be discussed.
Course #: HRMS–1362
FEE: $70.00
CEU’s: 1.8
Virtual Courses – Instructor: Simmons, Sandra
Room: TBD
CRN: 42911, Mon,Wed 5:30PM–8:30PM
Date: 2/1/23–2/15/23

Compensation and Benefits
Participants in this course will learn a comprehensive overview of employee benefits programs by investigating current and future trends in employee and welfare benefits. Also, HR compliance laws, developing payroll and benefits systems while providing maximum value to employees and containing benefits costs for your company.
Course #: HRMS–1363
FEE: $70.00
CEU’s: 1.8
Virtual Courses – Instructor: Simmons, Sandra
Room: TBD
CRN: 42912, Mon,Wed 5:30PM–8:30PM
Date: 3/15/23–4/3/23

Human Resources Development
Participants will learn to conduct needs analyses to identify and establish development activities, and to develop training programs to meet those needs. Examine strategies and objectives for using variable compensation to focus more effectively on aligning employee efforts with organizational performance.
Course #: HRMS–1364
FEE: $70.00
CEU’s: 1.8
Virtual Courses – Instructor: Simmons, Sandra
Room: TBD
CRN: 42913, Mon,Wed 5:30PM–8:45PM
Date: 4/5/23–5/1/23

Ethics, Labor Relations, Safety and Health
This course will provide an overview of federal labor relations legislation and related information; review the importance of ethics in the workplace and influential factors to recognize; and examine the importance of employee safety and health in the workplace.
Course #: HRMS–1365
FEE: $70.00
CEU’s: 1.8
Virtual Courses – Instructor: Simmons, Sandra
Room: TBD
CRN: 42914, Mon,Wed 5:30PM–8:45PM
Date: 4/5/23–5/1/23
ILLUSTRATOR CERTIFICATE

This certificate offers students the opportunity to set themselves apart from other applicants in information technology as well as provide those traditional job skills needed for re-entry into the office job markets. Basic keyboarding is a skill necessary for successful course completion. In addition, students need to purchase the course textbook and a USB Drive (1 GB minimum) required for the first day of class. Previous use of office software is helpful.

Illustrator 1: Introduction
Participants in this course will learn the ins and outs of vector illustration, including basic shape rendering, shading how to manage your workspace, beginning color theory and Typography. Prerequisites: Familiarity with computers. All participants must have a USB flash drive.
Course #: CSTT–5029
FEE: $110.00
CEU’s: 1.0
Eastern – Instructor: Carr, Stephanie
Room: TBD
CRN: 46254, Fri 6:00PM–9:00PM
Date: 1/20/23–2/3/23

Illustrator 2: Novice
Participants in this course will learn how to integrate textures into your digital designs and explore perspective drawing to add depth to various designs. Prerequisites: Illustrator 1. All participants must have a USB flash drive.
Course #: CSTT–5030
FEE: $110.00
CEU’s: 1.0
Eastern – Instructor: Carr, Stephanie
Room: TBD
CRN: 46255, Fri 6:00PM–9:00PM
Date: 2/10/23–2/24/23

Illustrator 3: Intermediate
Participants in this course will learn to design eye-catching vector graphics, create and edit illustrations exhibiting line and shape, shading and depth. Create libraries of patterns and custom colors will also be explored. Prerequisites: Illustrator 2. All participants must have a USB flash drive.
Course #: CSTT–5031
FEE: $110.00
CEU’s: 1.0
Eastern – Instructor: Carr, Stephanie
Room: TBD
CRN: 46256, Fri 6:00PM–9:00PM
Date: 3/3/23–3/17/23

Illustrator 4: Advanced
Participants in this course will learn to create vector logos, in addition to designing advertisements using appropriate typography and drawing tools. Prerequisites: Illustrator 3. All participants must have a USB flash drive.
Course #: CSTT–5032
FEE: $110.00
CEU’s: 1.0
Eastern – Instructor: Carr, Stephanie
Room: TBD
CRN: 46258, Fri 6:00PM–9:00PM
Date: 3/24/23–4/7/23
Steps to Become a 501c3 Organization
This workshop educates your organization about the necessary steps to become 501c3 (non-profit) organizations. You will learn which forms to use and where to obtain them. All fees and timelines for completion of forms will be covered. We will also explore what your group is entitled to with the Articles of Incorporation.
Course #: NPOM-4000
FEE: $40.00
Virtual Courses – Instructor: Norman Hill, Shelly
Room: TBD
CRN: 42918, Sat 9:00AM–3:00PM
Date: 2/4/23–2/4/23

Non-Profit Organization Start-Up
This course provides an introduction to non-profit start-ups, including vision and mission development, board development, applying for tax-exempt status, and where to find additional resources.
Course #: NPOM-4002
FEE: $40.00
Virtual Courses – Instructor: Norman Hill, Shelly
Room: TBD
CRN: 42917, Sat 9:00AM–1:00PM
Date: 1/21/23–1/28/23
Ted Scott – Instructor: Staff
Room: TBD
CRN: 46378, Tue 11:00AM–12:00PM
Date: 2/4/23–4/23

Introduction to Strategic Planning
This course covers the basic fundamentals of non-profit strategic planning for both non-profit staff and board members. Topics include why an organization needs a plan, and how to structure the planning session.
Course #: NPOM-4007
FEE: $40.00
Virtual Courses – Instructor: Bolton, Diane
Room: TBD
CRN: 42919, Sat 9:00AM–11:00AM
Date: 2/11/23–2/11/23

Fund Development
Students will learn to raise funds and secure contacts for your organization through effective planning and implementation of an annual giving program. Also, creative and unique special events fundraising techniques will be explored.
Course #: NPOM-4013
FEE: $40.00
Virtual Courses – Instructor: Bolton, Diane
Room: TBD
CRN: 42920, Sat 9:00AM–11:30AM
Date: 2/18/23–3/4/23

Introduction to Grants Management
This seminar includes techniques for managing, tracking and reporting grant activities to government, private and corporate sources once a grant has been approved.
Course #: NPOM-4017
FEE: $40.00
Virtual Courses – Instructor: Bolton, Diane
Room: TBD
CRN: 42922, SAT 12:00PM–2:00PM
Date: 3/25/23–3/25/23

Steps to Successful Fund Raising
This course provides general information on planning and coordinating a successful fundraiser. The students will learn how to develop a budget, timeline and coordinate volunteers to assist with implementing a fundraiser. The course will include preparing a budget, selecting good volunteers, and discussing how to use various resources.
Course #: NPOM-4020
FEE: $50.00
Virtual Courses – Instructor: Bolton, Diane
Room: TBD
CRN: 42921, Sat 9:00AM–11:30AM
Date: 3/11/23–3/25/23

NON-PROFIT MANAGEMENT
This certificate program introduces participants to key management issues for nonprofit organizations. Fundraising, board and volunteer development, budgeting, reading financial statements, leadership, marketing, and setting strategic direction will all be addressed. Topics will also be provided that give insight into how nonprofit professionals apply key concepts in their own organizations.
Office Support I – PC Basics
Participants will learn methods to increase their office productivity and efficiency.
Course #: OFSP–1318  
FEE: $65.00  
CEU’s: 1.6  
Downriver – Instructor: Crittenden, Patricia  
Room: TBD  
CRN: 40872, Mon,Wed  6:00PM–9:00PM  
Date: 1/23/23–2/6/23  
Downtown – Instructor: Green, Janisse  
Room: TBD  
CRN: 46318, Tue, Thur  6:00PM–9:00PM  
Date: 1/17/23–1/31/23

Office Support II – Introduction to Software: Word and Excel
Participants will learn the fundamentals of the word processing software, Microsoft Word, including saving files, cutting, copying, pasting, formatting, inserting tables, headers, footers, and mail merge. In the spreadsheet software, Microsoft Excel, participants will learn how to manage workbooks, including formatting cells, rows, columns, using background colors, sorting data and the use of charts.
Course #: OFSP–1319  
FEE: $65.00  
CEU’s: 2.7  
Downriver – Instructor: Crittenden, Patricia  
Room: TBD  
CRN: 40873, Mon,Wed  6:00PM–9:00PM  
Date: 2/8/23–3/8/23  
Downtown – Instructor: Green, Janisse  
Room: TBD  
CRN: 46319, Tue, Thur  6:00PM–9:00PM  
Date: 2/23/23–3/2/23

Office Support III – Advanced Software: Access and PowerPoint
Participants will learn how to effectively use two of the more advanced office software: Microsoft Access and Microsoft PowerPoint.
Course #: OFSP–1320  
FEE: $65.00  
CEU’s: 2.7  
Downriver – Instructor: Crittenden, Patricia  
Room: TBD  
CRN: 40874, Mon,Wed  6:00PM–9:00PM  
Date: 3/13/23–4/17/23  
Downtown – Instructor: Green, Janisse  
Room: TBD  
CRN: 46320, Tue, Thur  6:00PM–9:00PM  
Date: 3/7/23–4/4/23

Office Support IV – Office Procedures
Participants will learn proper procedures in office management. Participants will also learn to communicate more effectively with their company’s internal and external audiences, (verbal, printed, and technological communication), maintain records, word processing, financial analysis, and office automation.
Course #: OFSP–1321  
FEE: $65.00  
CEU’s: 1.6  
Downriver – Instructor: Crittenden, Patricia  
Room: TBD  
CRN: 40875, Mon,Wed  6:00PM–9:00PM  
Date: 4/19/23–5/3/23  
Downtown – Instructor: Green, Janisse  
Room: TBD  
CRN: 46321, Tue, Thur  6:00PM–9:00PM  
Date: 4/6/23–4/27/23

OFFICE SUPPORT SPECIALIST
This certificate offers students the opportunity to set themselves apart from other applicants in information technology as well as provide those traditional job skills needed for re-entry into the office job markets. Basic keyboarding is a skill necessary for successful course completion. In addition, students need to purchase the course textbook and a USB Drive (1 GB minimum) required for the first day of class. Previous use of office software is helpful.
Photoshop 1: Introduction
Participants in this course will learn basic and essential skills with layers, cloning and masks. Participants will learn how to use Photoshop's most common tools, palettes, working with various types of layers, selection techniques and commands for manipulating images and compressing them for the fastest downloads.
Course #: PHOT-5000
FEE: $100.00
CEU’s: 0.6
Virtual Courses – Instructor: Bronaugh, Tanisha
Room: TBD
CRN: 40823, Mon 5:00PM–8:00PM
Date: 1/23/23–1/30/23

Photoshop 2: Novice
Participants in this course will learn to improve color and contrast in digital images. Participants will learn principals of design and use blending modes, color, shapes and layering to design compositions.
Prerequisites: Photoshop 1.
All participants must have a USB Flash Drive.
Course #: PHOT-5001
FEE: $100.00
CEU’s: 0.9
Virtual Courses – Instructor: Bronaugh, Tanisha
Room: TBD
CRN: 41869, Mon 5:00PM–8:00PM
Date: 2/6/23–2/20/23

Photoshop 3: Intermediate
Participants in this course will learn ways to use typography in Photoshop. Make images look great using precise retouching and editing techniques and working with various types of layers. Prerequisites: Photoshop 2. All participants must have a USB Flash Drive.
Course #: PHOT-5002
FEE: $100.00
CEU’s: 0.9
Virtual Courses – Instructor: Bronaugh, Tanisha
Room: TBD
CRN: 41870, Mon 5:00PM–8:00PM
Date: 2/27/23–3/13/23

Photoshop 4: Advanced
Participants in this course will learn to effectively create and alter images. This course covers advanced image retouching, photo manipulation as well as presets, including custom brushes, patterns, styles and swatches.
Prerequisites: Photoshop 3.
All participants must have a USB Flash Drive.
Course #: PHOT-5003
FEE: $100.00
CEU’s: 0.9
Virtual Courses – Instructor: Bronaugh, Tanisha
Room: TBD
CRN: 41871, Mon 5:00PM–8:00PM
Date: 3/20/23–4/3/23
Fundamentals of Basic Sewing
Participants will learn to read and select the correct patterns. Enhance fabric knowledge and practice stitching. Participants are responsible for purchasing their supplies.
Course #: CCCT-5000
FEE: $50.00
CEU's: 3.0
Virtual Courses – Instructor: Cunningham, Ophelia
Room: TBD
CRN: 45743, Mon,Wed 10:00AM–12:30PM
Date: 1/18/23–2/27/23

Sewing II
Participants will learn the proper way to construct notch collars/labels, welted pockets and buttonholes with the use of fusible interfacing, vented sleeves, and inserting a lining. Students must have a thorough knowledge of Sewing Pattern Selection. Participants are responsible for purchasing their supplies.
Course #: CCCT-5001
FEE: $50.00
CEU's: 1.2
Virtual Courses – Instructor: Cunningham, Ophelia
Room: TBD
CRN: 45744, Mon,Wed 10:00AM–12:30PM
Date: 3/1/23–3/13/23

Basic Serger Techniques
Participants will learn functions that will cover stitch, trim and finish seams all in one simple step. You must provide your own serger machine. Participants must have completed Fundamentals of Basic Sewing and Sewing II before registering this class.
Course #: CCCT-5002
FEE: $50.00
CEU's: 1.2
Virtual Courses – Instructor: Cunningham, Ophelia
Room: TBD
CRN: 45745, Mon,Wed 10:00AM–12:30PM
Date: 4/3/23–4/24/23

Advanced Serger Sewing
Learn to create simple gathers and lettuce edging with your differential control. Participants must have completed Fundamentals of Basic Sewing, Sewing II and Basic Serger Sewing Techniques before registering this class.
Course #: CCCT-5003
FEE: $50.00
CEU’s: 1.2
Virtual Courses – Instructor: Cunningham, Ophelia
Room: TBD
CRN: 45746, Mon,Wed 10:00AM–12:30PM
Date: 4/3/23–4/24/23

The Clothing Construction program will enhance participant’s knowledge in clothing construction and create fashion using sewing techniques. The fundamental and advanced courses covers techniques designed to build essential sewing skills and analyzing the fit of apparel.
Sign Language – Beginners
Participants will learn how to communicate with deaf individuals through the use of sign language. Participants will also learn beginning vocabulary, grammar, finger spellings and gain insight into the deaf culture.
Course #: LANG-4000
FEE: $60.00
Northwest – Instructor: Staff
Room: TBD
CRN: 34537, Mon 5:00PM–7:00PM
Date: 1/30/23–4/24/23
University Center – Instructor: Stotts, April
Room: TBD
CRN: 43251, Tue 5:00PM–7:55PM
Date: 1/24/23–4/18/23
Virtual Courses – Instructor: Barbar, LaTonya
Room: TBD
CRN: 46322, Tue 11:30AM–1:30PM
Date: 1/24/23–4/18/23
Virtual Courses – Instructor: Barbar, LaTonya
Room: TBD
CRN: 46323, Tue 5:30PM–7:30PM
Date: 1/24/23–4/18/23

Sign Language – Intermediate
This intermediate course will increase the learner’s sign language skills and understanding of the deaf community. Conversationally relevant signs, finger spellings, grammatical principles, background, culture and linguistic information related to the hearing impaired are some of the many topics covered in the course. Ideal for the individual working in health care, public safety and service, or education.
Course #: LANG-4001
FEE: $60.00
University Center – Instructor: Stotts, April
Room: TBD
CRN: 45748, Tue 3:00PM–5:00PM
Date: 1/17/23–5/2/23
Virtual Courses – Instructor: Barbar, LaTonya
Room: TBD
CRN: 46324, Thu 11:30AM–1:30PM
Date: 1/26/23–4/20/23

Sign Language III – Advanced
This is an advanced Sign Language course that focuses on practical applications, intricate signs, detailed finger spellings, grammatical principles and background. Discussions also cover linguistic and culture information.
Course #: LANG-4002
FEE: $120.00
Virtual Courses – Instructor: Barbar, LaTonya
Room: TBD
CRN: 46325, Thu 5:30PM–7:30PM
Date: 1/26/23–4/20/23
Wayne County Community College District’s Michigan Institute for Public Safety Education (MIPSE) is heralded nationally to be one of the finest of its kind in the emergency training field. MIPSE provides Homeland Security, Fire, Law Enforcement, EMS and industrial personnel throughout the surrounding region, state and at the national level with emergency response education and training services in a safe and controlled environment.

**Fire Brigade Training**
This course will refresh existing Fire Brigade members in fire attack, application of foam, search/rescue procedures and how to shut down and open a sprinkler head.

**Course #: IPST–4011**
**Downriver – Instructor: Staff**
**Room: TBD**
**CRN: 46055, MTWRF 7:30AM–4:30PM**
**Date: TBD**
**Downriver – Instructor: Staff**
**Room: TBD**
**CRN: 46099, MTWRF 7:30AM–4:30PM**
**Date: TBD**
**Downriver – Instructor: Staff**
**Room: TBD**
**CRN: 46117, MTWRF 7:30AM–4:30PM**
**Date: TBD**

**Firefighter I and II**
This course is a Michigan Fire Fighter Training Council (MFFTC) approved state practical exam for Fighter I & Fighter II. The participant must submit a copy of the MFFTC Retake Letter seven weeks prior to the examination. Students will participate in the practical stations according to MFFTC guidelines for Fire Fighter I & II practical exams.

**Course #: PELP–1004**
**FEE: $85.00**
**CEU’s: 0.8**
**Downriver – Instructor: Staff**
**Room: TBD**
**CRN: 45808, TBD**
**Date: TBD**
**Downriver – Instructor: Staff**
**Room: TBD**
**CRN: 45809, TBD**
**Date: TBD**
How to Become a Consultant
Are you ready to be compensated for your knowledge and achievements? Find out how to design and implement a consulting practice where you are the business! Get a step-by-step approach so you can label yourself an expert in your niche field. Learn how to market and promote your service, manage yourself, get clients, set fees, and create a consultant’s toolbox. Write a letter of agreement and a proposal. Learn the simple tools you need to establish yourself as a paid consultant. Deliver integrated client solutions and achieve the expected results.
Course #: BUSN–4010
FEE: $40.00
Northwest – Instructor: Staff
Room: TBD
CRN: 32420, Thur 6:00PM–9:00PM
Date: 2/2/23–2/2/23

Fundamentals of E-Commerce Entrepreneurship
Are you ready to be compensated for your knowledge and passion? Find out the fundamentals of what is e-commerce, how to design and implement an e-commerce business! Get systematic theory; and approach so that you can become an expert in your niche. Learn how to market and promote your service or product, manage yourself, get clients, set fees, and create an e-commerce entrepreneur toolbox. Learn about the different types of e-commerce businesses, benefits, advantages, disadvantages, payment systems, and legal aspects. Deliver integrated client solutions to achieve expected results on-line.
Course #: BUSN–5013
FEE: $30.00
Northwest – Instructor: Staff
Room: TBD
CRN: 39783, Thur 6:00PM–9:00PM
Date: 2/9/23–2/3/23

Diversity and Inclusion in the Workplace
Recognizing and respecting Diversity has become more important than ever before. This course will assist professionals with diversity awareness and will teach them how to embrace and leverage their diverse teams for synergized growth and fulfilling work relationships.
Course #: BUSN–5025
FEE: $75.00
Ted Scott – Instructor: Staff
Room: TBD
CRN: 46372, Fri 1:00PM–2:00PM
Date: 1/27/23–4/28/23

Soft and Hard Skills for the Workplace
The course will empower participants with measurable technical skills as well as equipped them with soft skills like problem solving and decision making, team building etc. An optimized combination of hard and soft skills can significantly boost productivity, make complex tasks more efficient, and improve employee engagement.
Course #: BUSN–5026
FEE: $75.00
Ted Scott – Instructor: Staff
Room: TBD
CRN: 46373, Fri 11:00AM–12:00PM
Date: 1/27/23–4/28/23

Income Tax Preparation
This course reviews basic Federal and State Income Tax regulations. Participants will learn the skills necessary for the preparation of individual income tax returns, included filing requirements, determination of taxable income, allowable deductions, tax computation, tax credits, and payment methods.
Course #: FINC–4094
FEE: $50.00
Northwest – Instructor: Staff
Room: TBD
CRN: 40954, Sat 10:00AM–12:00PM
Date: 2/11/23–2/25/23
BUSINESS INSTITUTE

Ethics – How Ethical Am I
This course is an introduction to the principles and techniques of rational decision making in morality. It includes a survey of ethical theories, a review of the basic principles of critical reasoning, and applications of both to moral issues.
Course #: FINC-5014
FEE: $45.00
Virtual Courses – Instructor: Boyaetore, Darnell
Room: TBD
CRN: 46316, Tue 6:00PM–8:00PM
Date: 3/14/23–4/18/23

I, Inc. – The Business of Me
This course is designed to awaken the entrepreneurial spirit in you. With the advent of Social Media and the new found success it can bring, you must be able to position yourself to take advantage of what properly protecting your brand means. Maximize the business of you and what you have to offer the world, whether it’s your famous cookies, a t-shirt or the next technological breakthrough or whether people just like listening to you on social media. You will learn all of the available corporate structures, identify what corporate structure fits the business of you and by the end of the course be able to file the necessary paperwork.
A. Learn what is an LLC? The Pros and Cons.
B. LLC vs Sole Proprietorship.
C. How to obtain a EIN and the benefits of having an EIN.
Course #: FINC-5015
FEE: $45.00
Virtual Courses – Instructor: Boyaetore, Darnell
Room: TBD
CRN: 46317, Wed 6:00PM–8:00PM
Date: 2/8/23–3/29/23

Stock Trading 101
This class is an introduction to the stock market, answering questions about analyzing, purchasing, and owning stocks.
Course #: FINC-4012
FEE: $25.00
Northwest – Instructor: Staff
Room: TBD
CRN: 43261, Mon 5:30PM–7:30PM
Date: 2/13/23–4/24/23
Come join us and become one of our shining seniors in our Silver Circle Program! These programs are geared toward senior citizens to offer courses that will enhance the personal, professional and social lives of the participants.

**Painting for Mature Learning**
This course will provide information and an overview of ideologies, viewpoints and discussion on genre with regards to visual art. The course will also provide hands on techniques beginning with instruction and display of still life formations, landscape painting and concepts. Only Acrylic paints will be used for this class. Students are responsible for their own supplies.

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**Drawing and More for Seniors**
This is a basic drawing and painting class designed to introduce participants to the skills required to accurately render what they see. It is also an opportunity for the more advanced artist to gain some visual and creative practice in drawing and painting that will enhance any artistic endeavors. Participants are responsible for their own supplies.

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**Course #**: CRFT-4048  
**FEE**: $25.00  
**Eastern – Instructor**: Rouleau, Francine  
**Room**: TBD  
**CRN**: 42081, Tue 12:00PM–3:00PM  
**Date**: 1/31/23–4/25/23

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**Course #**: CRFT-5014  
**FEE**: $40.00  
**Eastern – Instructor**: Rouleau, Francine  
**Room**: TBD  
**University Center – Instructor**: Braxton, Lorna  
**Room**: TBD  
**CRN**: 44254, Tue 10:00AM–11:55AM  
**Date**: 1/17/23–5/2/23
Come join us and become one of our shining seniors in our Silver Circle Program! These programs are geared toward senior citizens to offer courses that will enhance the personal, professional and social lives of the participants.

**Mature Learners: Computers – Getting Started**
This course is a six-hour workshop introducing computer basics. Getting started provides hands-on training and teaches step-by-step theory for the PC and Windows environment. Also learn computer components, desktop functions, and get an overview of software applications.

**Course #: CSTT–4000**
**FEE:** $25.00

**Downriver – Instructor:** Watkins, Lydia
**Room:** TBD
**CRN:** 32394, Mon,Wed 9:00AM–12:00PM
**Date:** 1/23/23–1/25/23

**Northwest – Instructor:** Duncan, Melaysia
**Room:** TBD
**CRN:** 36275, Sat 9:00AM–11:55AM
**Date:** 2/4/23–5/8/23

**Eastern – Instructor:** Walker Savage, Phyllis
**Room:** TBD
**CRN:** 43123, Thur 12:00PM–2:00PM
**Date:** 1/19/23–2/23/23

**Downtown – Instructor:** Green, Janisse
**Room:** TBD
**CRN:** 45758, Mon 9:00AM–3:00PM
**Date:** 1/23/23–1/23/23

**Mature Learners – Internet and You**
This course will provide students with the opportunity to learn many functions: Internet terminology, the benefits of "surfing" techniques and e-mail. Students must have basic knowledge of the computer.

**Course #: CSTT–1350**
**FEE:** $15.00

**Downriver – Instructor:** Watkins, Lydia
**Room:** TBD
**CRN:** 32390, Mon,Wed 9:00AM–12:00PM
**Date:** 2/13/23–2/15/23

**Downtown – Instructor:** Green, Janisse
**Room:** TBD
**CRN:** 45757, Mon 9:00AM–3:00PM
**Date:** 2/6/23–2/6/23

**Mature Learners – Exploring The Computer**
This course is an overview of computer hardware and software. Learn desktop functions, organizing and managing files and maneuvering an operating system.

**Course #: CSTT–4003**
**FEE:** $50.00

**Northwest – Instructor:** Duncan, Melaysia
**Room:** TBD
**CRN:** 36276, Sat 9:00AM–11:55AM
**Date:** 2/11/23–3/11/23

**Eastern – Instructor:** Walker Savage, Phyllis
**Room:** TBD
**CRN:** 43124, Thur 12:00PM–2:00PM
**Date:** 3/2/23–4/6/23
Come join us and become one of our shining seniors in our Silver Circle Program! These programs are geared toward senior citizens to offer courses that will enhance the personal, professional and social lives of the participants.

**Texting for Senior**
Seniors come out and learn the world of texting communication! You will learn how to text, texting language, and social media outlets where texting is utilized. Let’s LOL (Laugh Out Loud) learning how to text!

Course #: CSTT–5008  
FEE: $20.00  
Downtown – Instructor: Green, Janisse  
Room: TBD  
CRN: 45376, Mon 11:00AM–1:00PM  
Date: 2/27/23–2/27/23

**Mature Learners: Windows 10 Expert**
This course is designed for participants who want to expand their computer knowledge. Learn how to create folders, files and how to copy, move files and folders. You also learn how to customize the look of a desktop with screen savers and toolbars.

Course #: CSTT–6037  
FEE: $25.00  
Downriver – Instructor: Watkins, Lydia  
Room: TBD  
CRN: 45701, Mon,Wed 9:00AM–12:00PM  
Date: 2/6/23–2/8/23

**Mature Learners Windows 10 Basic**
This course is for the novice computer user who is interested in learning the basics of this operating System. Learn how to create folders and files, how to copy and move files and folders and how to customize the look of a desktop with screen savers and toolbars.

Course #: CSTT–6042  
FEE: $25.00  
Downriver – Instructor: Watkins, Lydia  
Room: TBD  
CRN: 45699, Mon,Wed 9:00AM–12:00PM  
Date: 1/30/23–2/1/23

**Yoga for Seniors**
Participants will learn gentle stretching exercises for vitality, strength and flexibility. This modified yoga sequence will build strength, improve posture and make everything else more fun because of it.

Course #: PEDU–4040  
FEE: $25.00  
University Center – Instructor: Kodanko, Jessica  
Room: TBD  
CRN: 38058, Mon,Wed 9:00AM–9:55AM  
Date: 1/23/23–5/8/23  
University Center – Instructor: Hunter, Rosa  
Room: TBD  
CRN: 43142, Mon,Wed 10:00AM–10:55AM  
Date: 1/23/23–5/8/23  
Downriver – Instructor: Staff  
Room: TBD  
CRN: 46363, Thur 9:00AM–9:55AM  
Date: 2/2/23–4/27/23
Come join us and become one of our shining seniors in our Silver Circle Program! These programs are geared toward senior citizens to offer courses that will enhance the personal, professional and social lives of the participants.

### Zumba Gold Fitness
Have fun and get moving! Every exercise is low impact and may be adapted to fit your particular challenges. Zumba Gold mix of safe and effective aerobic exercises designed to improve your overall strength, endurance and mobility. Adults of all ages and fitness levels welcome. Please wear comfortable clothing.

**Course #: PEDU–4042**
**FEE:** $40.00
**Downriver – Instructor: Nagy, Kelly**
Room: TBD
CRN: 46269, Mon 10:00AM–10:55AM
Date: 2/6/23–5/1/23
**Downriver – Instructor: Nagy, Kelly**
Room: TBD
CRN: 46270, Wed 10:00AM–10:55AM
Date: 2/1/23–4/26/23
**Downriver – Instructor: Nagy, Kelly**
Room: TBD
CRN: 46274, Thur 11:00AM–11:55AM
Date: 2/2/23–4/27/23

### Chair Yoga
Chair Yoga is a specially designed class for people that have difficulty getting up and down from the floor. In this class you will stretch, strengthen, increase range of motion and relax muscles all with the use of props. Students are required to bring to class, a yoga strap and a yoga brick.

**Course #: PEDU–5008**
**FEE:** $40.00
**University Center – Instructor: Hunter, Rosa**
Room: TBD
CRN: 42951, Tue, Thur 9:00AM–9:55AM
Date: 1/17/23–5/4/23

### Senior Chair Fitness
Participants will engage in both standing and seated chair exercises designed to increase endurance and improve balance and flexibility. Low impact.

**Course #: SENR–5031**
**Downriver – Instructor: Nagy, Kelly**
**Room:** TBD
CRN: 46274, Thur 11:00AM–11:55AM
Date: 2/2/23–4/27/23

### Cyber Seniors
A fun and easy course to help seniors embrace the cyber space and leverage the power of the internet to enhance their quality of life.

**Course #: SENR–5032**
**Ted Scott – Instructor: Staff**
**Room:** TBD
CRN: 46374, Mon 10:00AM–11:00AM
Date: 1/30/23–5/1/23
Healthy Living is about taking responsibility and making smart health choices for today and for the future. The School of Continuing Education Healthy Living/Healthy Lifestyle is designed to assist individuals with eating right, getting physically fit, emotional wellness, spiritual wellness in addition to being preventive methods for creating a healthy lifestyle. Come and join us!!

**Take the Weight Off From the Inside**

Do you struggle with losing weight? Have you tried diets with little or short lived success? Do you feel burdened and weighed down on the inside? In this class, you will learn keys to become healthy and whole, body and soul. Be equipped with strategies to fight the battle of the bulge with the right weapons from the inside out. Forget the scale and calorie counting! Learn how to take the weight off utilizing the 4 F’s: Faith, Focus, Food and Fitness.

**Course #:** HEAL-5214  
**FEE:** $40.00  
**Downriver – Instructor:** Lund, Jamie  
**Room:** TBD  
**CRN:** 46361, Tue 5:00PM–6:55PM  
**Date:** 2/7/23–4/25/23

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**Food as Medicine**

Many traditional systems of healing that have been practiced throughout history, have taught for thousands of years that food is medicine and a healthy diet is a powerful tool for protecting one’s health. Participants will learn what medicinal foods act like natural protectors against disease and help slow the effects of aging.

**Course #:** HEAL-5217  
**FEE:** $40.00  
**Downriver – Instructor:** Lund, Jamie  
**Room:** TBD  
**CRN:** 46360, Tue 3:00PM–4:55PM  
**Date:** 2/7/23–4/25/23

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**Homeopathy – Beginners**

This basic Homeopathy course gives participants a background to Homeopathy and will also explain the use of homeopathic remedies used today in the treatment of various diseases.

**Course #:** HEAL-4003  
**FEE:** $65.00  
**Eastern – Instructor:** Carson, Willa  
**Room:** TBD  
**CRN:** 42934, Tue 1:00PM–3:30PM  
**Date:** 1/31/23–3/7/23

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**Homeopathy – Advanced**

This Homeopathy course gives participants an in depth guide to Homeopathy and will also explain the use of homeopathic remedies in the treatment of various diseases used today. The course builds on the information taught in Homeopathy for Beginners.

**Course #:** HEAL-4004  
**FEE:** $65.00  
**Eastern – Instructor:** Carson, Willa  
**Room:** TBD  
**CRN:** 42938, Tue 1:00PM–3:30PM  
**Date:** 3/14/23–4/25/23
HEALTHY LIVING

Healthy Living is about taking responsibility and making smart health choices for today and for the future. The School of Continuing Education Healthy Living/Healthy Lifestyle is designed to assist individuals with eating right, getting physically fit, emotional wellness, spiritual wellness in addition to being preventive methods for creating a healthy lifestyle. Come and join us!!

Iridology: Theory And Practice
Students will be introduced to the theory and practice of reading eyes for nutritional health. Please bring a magnifying lens and a small flashlight.
Course #: HEAL-4005
FEE: $70.00
Eastern – Instructor: Carson, Willa
Room: TBD
CRN: 42935, Thur 1:00PM–3:30PM
Date: 2/2/23–3/9/23

Methods of Reflexology
Students will learn the reflex points and how to use “thumb pressure” to relieve stress and muscle pain to maintain good health.
Course #: HEAL-4007
FEE: $70.00
Northwest – Instructor: Staff
Room: TBD
CRN: 44236, Tue 5:00PM–7:00PM
Date: 2/7/23–5/2/23
Eastern – Instructor: Carson, Willa
Room: TBD
CRN: 42939, Thur 1:00PM–3:30PM
Date: 3/16/23–4/27/23

Healthy Meal Preparation
This course will teach students how to prevent the different types of cancers from developing in the body. Prevention diet, super–foods, herbal supplements and lifestyle information will be taught to students, as well as a thorough understanding of the common causes and symptoms associated with breast, prostate, cervical, uterine, colon & colo–rectal, ovarian, bladder, kidney, lung, stomach, liver, pancreatic, esophageal, lymphoma, skin and brain cancer.
Course #: HEAL-5026
FEE: $50.00
Eastern – Instructor: Carson, Willa
Room: TBD
CRN: 41882, Mon,Wed 10:00AM–1:00PM
Date: 4/24/23–4/26/23

The Benefits of Juicing
Participants will learn how to add nutrients from the fruits or vegetables that you normally wouldn’t eat. Juicing facilitate weight loss, increased energy levels, strengthened immunity, strong bones and a glowing complexion, it may also reduce chances of heart disease, cancer and strokes, three of the leading causes of death.
Course #: HEAL-5212
FEE: $40.00
Eastern – Instructor: Carson, Willa
Room: TBD
CRN: 41883, Mon,Wed 10:00AM–1:00PM
Date: 5/1/23–5/3/23
Healthy Living is about taking responsibility and making smart health choices for today and for the future. The School of Continuing Education Healthy Living/Healthy Lifestyle is designed to assist individuals with eating right, getting physically fit, emotional wellness, spiritual wellness in addition to being preventive methods for creating a healthy lifestyle. Come and join us!!

**Vegan Lifestyle**
Explore the color, textures, flavors and creativity of food. Whether it’s a lifestyle change or experimental, acquire the necessary basics to shop and prepare plant based dishes. This class provides a comprehensive overview of transitioning to a plant based diet.

**Course #: HEAL-4015**
**FEE:** $25.00  
Ted Scott – Instructor: Staff  
Room: TBD  
CRN: 46386, Mon 11:00AM–12:00PM  
Date: 1/30/23–5/1/23

**Cooking Lite**
Cooking doesn’t have to be high fat to be delicious. Discover ways to substitute low fat for high fat ingredients. Use spices to their maximum advantage. Menu planning and menu preparation will provided.

**Course #: HEAL-4085**
**FEE:** $20.00  
Ted Scott – Instructor: Staff  
Room: TBD  
CRN: 46387, Thur 11:00AM–12:00PM  
Date: 2/2/23–5/4/23

**The Benefits of Juicing**
Participants will learn how to add nutrients from the fruits or vegetables that you normally wouldn’t eat. Juicing facilitate weight loss, increased energy levels, strengthened immunity, strong bones and a glowing complexion, it may also reduce chances of heart disease, cancer and strokes, three of the leading causes of death.

**Course #: HEAL-5212**
**FEE:** $40.00  
Ted Scott – Instructor: Staff  
Room: TBD  
CRN: 46384, Fri 11:00AM–12:00PM  
Date: 1/27/23–5/5/23
Healthy Living is about taking responsibility and making smart health choices for today and for the future. The School of Continuing Education Healthy Living/Healthy Lifestyle is designed to assist individuals with eating right, getting physically fit, emotional wellness, spiritual wellness in addition to being preventive methods for creating a healthy lifestyle. Come and join us!!

**Smoothies for Healthy Living**
Participants will learn how to make delicious smoothies that promote healthy living.

**Course #: HEAL–5227**
**FEE: $50.00**
**Ted Scott – Instructor: Staff**
**Room: TBD**
**CRN: 46383, Wed 4:00PM–5:00PM**
**Date: 2/1/23–5/2/23**

**Vegan Chef Series**
This course is an introduction to vegan dishes and a guide on how and what to do for embracing a vegan lifestyle.

**Course #: HEAL–5228**
**FEE: $50.00**
**Ted Scott – Instructor: Staff**
**Room: TBD**
**CRN: 46385, Fri 4:00PM–5:00PM**
**Date: 1/27/23–5/5/23**
**Arts and Crafts**

**Drawing with Colored Pencils**
Participants will be familiarized with colored pencil techniques and materials. Participants will work on individual projects of their choice. This course is open to participants at all drawing levels. Participants are responsible for their own supplies.

Course #: CRFT-4079  
FEE: $40.00  
Downtown – Instructor: Mastal, Michael  
Room: TBD  
CRN: 46329, Tue 9:00AM–11:00AM  
Date: 1/24/23–4/18/23

**Exploring the P.C.**
This course is an overview of computer hardware and software. Learn desktop functions, organizing and managing files, and maneuvering your operating system.

Course #: CSTT-2017  
FEE: $50.00  
Downtown – Instructor: Green, Janisse  
Room: TBD  
CRN: 46314, Mon 9:00AM–2:00PM  
Date: 4/25/23–5/8/23

**Microsoft Access Overview**
Students will learn how to create a data base in one day! Template-based tables and practicing designing queries will be covered.

Suggested pre-requisite:
General knowledge of Windows.

Course #: CSTT-4051  
FEE: $45.00  
Downtown – Instructor: Green, Janisse  
Room: TBD  
CRN: 45765, Mon 9:00AM–3:00PM  
Date: 4/3/23–4/3/23

**Microsoft Word Overview**
Students will learn how to create basic features, edit and print documents, spell check, create a mail merge and manipulate graphics.

Suggested pre-requisite:
General knowledge of Windows.

Course #: CSTT-4053  
FEE: $45.00  
Downtown – Instructor: Green, Janisse  
Room: TBD  
CRN: 45761, Mon 9:00AM–3:00PM  
Date: 3/13/23–3/13/23
Microsoft Powerpoint Overview
Students will enhance their presentation skills by learning how to create their own slide show. Participants will practice using Powerpoint Toolbar, WordArt, Auto Shapes and Clipboard Task Panes.
Suggested prerequisite: familiarity with Windows working environment.
Course #: CSTT-4052
FEE: $45.00
Downtown – Instructor: Green, Janisse
Room: TBD
CRN: 45763, Mon 9:00AM–3:00PM
Date: 3/27/23–3/27/23

Microsoft Powerpoint –Project Presentation
Students will learn the skill set to develop a presentation that will report project status.
Students must have keyboarding, Microsoft Project and Microsoft Office experience beginning level.
Course #: CSTT-4105
FEE: $25.00
Downtown – Instructor: Green, Janisse
Room: TBD
CRN: 45764, Mon 9:00AM–3:00PM
Date: 4/17/23–4/17/23

Basic Email
Students will learn how to organize files and contacts, protect your computer from viruses, understand email security features, create and send messages, and create and send attachments.
Course #: CSTT-4106
FEE: $45.00
Downtown – Instructor: Green, Janisse
Room: TBD
CRN: 45760, Mon 9:00AM–3:00PM
Date: 3/6/23–3/6/23
Getting the Most from Your iPad
Participants will take an in-depth look at the iPad operations. Come and explore features you can use on your iPad. Students are responsible for bringing their iPads to class.

Course #: CSTT-5004
FEE: $20.00
Downtown – Instructor: Green, Janisse
Room: TBD
CRN: 45768, Mon 9:00AM–11:00AM
Date: 2/27/23–2/27/23

How to Buy a P.C.
This course provides an overview of information that one should have when purchasing a personal computer. Topics include evaluation of various configuration of PC, pricing options and more.

Course #: CSTT-6047
FEE: $35.00
Downtown – Instructor: Green, Janisse
Room: TBD
CRN: 45766, Mon 9:00AM–12:00PM
Date: 2/27/23–2/27/23

Windows 10 – Expert
This course is designed for participants who want to expand their computer knowledge. Learn how to create folders, files and how to copy, move files and folders. You also learn how to customize the look of a desktop with screen savers and toolbars.

Course #: CSTT-6049
FEE: $35.00
Downtown – Instructor: Green, Janisse
Room: TBD
CRN: 45767, Mon 9:00AM–3:00PM
Date: 2/13/23–2/13/23

Mathematical Concepts – Intermediate
This course will mathematical concepts including algebraic expressions, inequalities, linear equations, matrices, rational expressions, quadratic functions, logarithmic functions and more.

Course #: EDDV-4014
FEE: $40.00
Downtown – Instructor: Chiangong, Joelly
Room: TBD
CRN: 46327, Sat 12:00PM–2:00PM
Date: 2/4/23–3/25/23

Educational Development

Mathematics Concepts – Fundamental
This course reviews mathematical concepts including addition, subtraction, story problems, formulas, factoring and more.

Course #: EDDV-4013
FEE: $30.00
Downtown – Instructor: Chiangong, Joelly
Room: TBD
CRN: 46326, Sat 10:00AM–12:00PM
Date: 2/4/23–3/25/23

Language and Culture

Find Family History on The Internet
Students will learn how to use the Internet for family history research, identify and explore popular genealogy websites, and discover techniques for getting the most out of the Internet search engines and databases.

Course #: ENPR-4000
FEE: $40.00
Downtown – Instructor: Lewis-Williams, Felicia
Room: TBD
CRN: 45740, Thur 5:30PM–7:30PM
Date: 3/30/23–4/20/23

Genealogy Research for Beginners
Students will discover techniques and resources to help uncover their family’s history. Strategies for using research facilities and the Internet to document one’s family tree will be introduced.

Course #: ENPR-4001
FEE: $40.00
Downtown – Instructor: Lewis-Williams, Felicia
Room: TBD
CRN: 45739, Thur 5:30PM–7:30PM
Date: 3/9/23–3/23/23
Introduction to Genealogy
This introductory course is designed to help students discover the fundamental building blocks of Genealogy research. You will also learn how to document your family history.
Course #: ENPR-4014
FEE: $40.00
Downtown –
Instructor: Lewis-Williams, Felicia
Room: TBD
CRN: 45736, Thu 5:30PM–7:30PM
Date: 2/16/23–2/16/23

Genealogy: History and Research
Students will learn how to use the Genealogy forms to abstract important information. This class is also designed for Genealogy enthusiasts who are researching their family history and would like to explore additional resources.
Course #: ENPR-4015
FEE: $40.00
Downtown –
Instructor: Lewis-Williams, Felicia
Room: TBD
CRN: 45738, Thur 5:30PM–7:30PM
Date: 2/23/23–2/23/23

Genealogy: What's in the Library
Students will learn techniques on how to use the library to conduct their family Genealogy research.
Course #: ENPR-4016
FEE: $40.00
Downtown –
Instructor: Lewis-Williams, Felicia
Room: TBD
CRN: 45737, Thur 5:30PM–7:30PM
Date: 3/2/23–3/2/23

Women and Genealogy
Participants will learn how to identify female ancestors by using strategies that identify records which may contain their hidden ancestors and history regarding those ancestors.
Course #: ENPR-5015
FEE: $40.00
CEU’s: 0.2
Downtown –
Instructor: Lewis-Williams, Felicia
Room: TBD
CRN: 36197, Thur 5:30PM–7:30PM
Date: 2/2/23–2/9/23

Medical Genealogy
Participants will learn tips on how to use death certificates, epidemics, genograms, genetics, medical case studies and family health logs to explore medical concerns that may help document their medical history.
Course #: ENPR-5016
FEE: $40.00
Downtown –
Instructor: Lewis-Williams, Felicia
Room: TBD
CRN: 36198, Thur 5:30PM–7:30PM
Date: 1/19/23–1/26/23

Microsoft Excel Overview
Students will learn to create, modify, format and print worksheets, work with formulas and functions, use multiple worksheets and enhance your worksheets by using simple templates. Suggested pre-requisite: Beginning Windows XP.
Course #: CSTT-4050
FEE: $45.00
Downtown –
Instructor: Green, Janisse
Room: TBD
CRN: 45762, Mon 9:00AM–3:00PM
Date: 3/20/23–3/20/23
Arts and Crafts

Balloon Design – Intermediate
Create designs for weddings, anniversaries, showers and table tops. Participants are responsible for their supplies.
Course #: CRFT-4001
FEE: $30.00
Downriver – Instructor: Gray, Debora
Room: TBD
CRN: 45694, Thur 9:30AM–12:30PM
Date: 3/9/23–4/6/23

Ceramics – Beginner
Students will acquire the basic skills for hand–constructing functional and decorative ceramic objects. Learn to shape, add texture, prepare and apply glazes to basic ceramic pieces. Participants are responsible for their own supplies.
Course #: CRFT-4002
FEE: $50.00
Downriver – Instructor: Simon, Steven
Room: TBD
CRN: 45836, Tue 2:00PM–3:55PM
Date: 2/7/23–5/2/23

Crocheting for Beginners
Students will learn to crochet beautiful potholders, place mats, Afghans, and more. Make flowers and read patterns. Participants are responsible for their supplies.
Course #: CRFT-4008
FEE: $40.00
Downriver – Instructor: Crittenden, Patricia
Room: TBD
CRN: 45722, Tue 10:00AM–12:00PM
Date: 2/7/23–5/2/23
Matting and Framing – Beginner
This class includes mat selection for prints and posters. Measuring, glazing glass, fitting and molding will be demonstrated. Participants are responsible for their supplies.
Course #: CRFT-4024
FEE: $30.00
Downriver – Instructor: Johnson, Thallas
Room: TBD
CRN: 36333, Fri 1:00PM–3:00PM
Date: 2/3/23–3/3/23

Matting and Framing II – Intermediate
In this course, participants will build on the skills learned in the Matting & Framing for Beginners. This is not a course for an absolute beginner, experience is required. Participants are responsible for their own supplies.
Course #: CRFT-4025
FEE: $50.00
Downriver – Instructor: Johnson, Thallas
Room: TBD
CRN: 45695, Fri 1:00PM–3:00PM
Date: 3/10/23–4/14/23

Watercolor Painting
The Objective of this class is to learn to use watercolor media and compositional elements to create a finished painting. While some painting/drawing experience is useful, students of all levels are welcome. Participants are responsible for their own supplies.
Course #: CRFT-4038
FEE: $50.00
Downriver – Instructor: Wojcik, Kyra
Room: TBD
CRN: 45717, Thu 10:00AM–12:00PM
Date: 2/7/23–5/2/23

Knitting I – Beginner
This hands-on course will introduce the students to the art of knitting. Students will learn how to cast-on, knit, purl, bind-off stitches, make gauge swatches, make fringe, sew seams and read patterns. They will also learn how to select yarns and care for the finished product. Participants are responsible for their own supplies.
Course #: CRFT-4047
FEE: $40.00
Downriver – Instructor: Crittenden, Patricia
Room: TBD
CRN: 39899, Wed 10:00AM–12:00PM
Date: 2/1/23–4/26/23

Drawing I
Students will learn how to create drawings using different shades of graphite, understand form and the importance of shading. Some experience with drawing is recommended. Students are responsible for their own supplies.
Course #: CRFT-4050
FEE: $25.00
Downriver – Instructor: MacDonald, Martine
Room: TBD
CRN: 39900, Tue 10:00AM–12:00PM
Date: 2/7/23–5/2/23

Acrylic Painting
Participants will utilize the techniques created by Vermeer and later by Thomas Kincaid. The technique starts with painting in gray tones then glazed with layers of color to give a luminous effect in full lighting. Participants are responsible for their own supplies.
Course #: CRFT-5009
FEE: $50.00
Downriver – Instructor: Mastal, Michael
Room: TBD
CRN: 39899, Wed 10:00AM–12:00PM
Date: 2/1/23–4/26/23
Basic Portrait Drawing
The goal in this class is to combine lessons in basic drawing with specific exercises in achieving a likeness and proper proportions in a human portrait. This is a class in black and white rendering only; pencil drawing techniques will be explored. Students will draw from reference photographs using pencils and other drawing implements to create their portraits using shadow and dramatic contrast. Drawing ability is helpful but all are welcome. Participants are responsible for their own supplies.  
Course #: CRFT-5029  
FEE: $50.00  
Downriver – Instructor: MacDonald, Martine  
Room: TBD  
CRN: 40890, Mon 10:00AM–12:00PM  
Date: 2/6/23–5/1/23

Exploring Color
Studying color can often be challenging and confusing. By means of simple exercises we can learn to mix and combine hues, balance color in painting, understand how light affects color. Bringing your understanding of color to a new level, you will be better equipped to achieve your artistic goals. Participants are responsible for their own supplies.  
Course #: CRFT-5036  
FEE: $40.00  
Downriver – Instructor: Wojcik, Kyra  
Room: TBD  
CRN: 46259, Mon 10:00AM–12:00PM  
Date: 2/6/23–5/1/23

Glass Jewelry Bead Design – Beginner
This course will introduce participants to the art of jewelry making with cut glass. Students will learn how to cut glass, form the glass into shapes, the process of fusing the glass, embellishing and the basic elements of making jewelry. Participants are responsible for their own supplies.  
Course #: CRFT-5042  
FEE: $50.00  
Downriver – Instructor: Cole, Pamela  
Room: TBD  
CRN: 45696, Wed 1:00PM–2:55PM  
Date: 2/1/23–4/26/23  
Downriver – Instructor: Cole, Pamela  
Room: TBD  
CRN: 45697, Wed 3:00PM–5:00PM  
Date: 2/1/23–4/26/23

Balloon Decoration for Beginner
You will gain a good background knowledge of working with balloons that will ensure that your balloon decorations are successful. You will understand the differences between air filling and helium filling balloons and their uses.  
Course #: CRFT-5051  
FEE: $50.00  
Downriver – Instructor: Gray, Debora  
Room: TBD  
CRN: 44218, Thur 9:30AM–12:30PM  
Date: 2/2/23–3/2/23

Glass Jewelry Bead Design
You will gain a good background knowledge of working with balloons that will ensure that your balloon decorations are successful. You will understand the differences between air filling and helium filling balloons and their uses.  
Course #: CRFT-5042  
FEE: $50.00  
Downriver – Instructor: Cole, Pamela  
Room: TBD  
CRN: 45696, Wed 1:00PM–2:55PM  
Date: 2/1/23–4/26/23  
Downriver – Instructor: Cole, Pamela  
Room: TBD  
CRN: 45697, Wed 3:00PM–5:00PM  
Date: 2/1/23–4/26/23

Beginner Stained Glass  
Learn the age old art of hand creating windows with glass. Participants will select a pattern, learn to select glass for their pattern and receive hands on instruction. No experience is required for this class. Participants must bring a cutter for the first day of class and must purchase additional supplies required for the class.  
Course #: CRFT-5055  
FEE: $40.00  
Downriver – Instructor: Birdwell, Karen  
Room: TBD  
CRN: 44247, Wed 10:00AM–12:00PM  
Date: 2/1/23–2/22/23

Artist Open Studio  
Artists have always benefitted by working along side other creative individuals in a shared studio space. The focus of this class is to offer an opportunity to be part of a supportive work environment by providing access to the college’s painting, drawing, and print studio while under the supervision of the WCCCD Instructor. Participants are encouraged to work on individual projects with an emphasis on developing techniques and skills unique to their chosen media. All levels and experience are welcome, from experienced artists to beginners. Participants are responsible for their own supplies.  
Course #: CRFT-5048  
FEE: $50.00  
Downriver – Instructor: MacDonald, Martine  
Room: TBD  
CRN: 42990, Fri 9:00AM–11:30AM  
Date: 3/3/23–4/28/23

Beginner Stained Glass
Learn the age old art of hand creating windows with glass. Participants will select a pattern, learn to select glass for their pattern and receive hands on instruction. No experience is required for this class. Participants must bring a cutter for the first day of class and must purchase additional supplies required for the class.  
Course #: CRFT-5055  
FEE: $40.00  
Downriver – Instructor: Birdwell, Karen  
Room: TBD  
CRN: 44247, Wed 10:00AM–12:00PM  
Date: 2/1/23–2/22/23
Unique Surfaces
This course is an introduction of new surfaces to paint and creating paintings on these surfaces. Participants are responsible for their own supplies.
Course #: CRFT–5057
FEE: $40.00
Downriver – Instructor: Keast, Maureen
Room: TBD
CRN: 44109, Tue 10:00AM–12:00PM
Date: 2/7/23–5/2/23

Exploring Ink Drawing
In the course a variety of ink mediums will be explored from traditional ink to Japanese Sumi ink and a variety of markers currently on the market. Different surfaces and papers will be used in making works of art. Participants are responsible for their own supplies.
Course #: CRFT–5068
FEE: $50.00
Downriver – Instructor: Mastal, Michael
Room: TBD
CRN: 46265, Thur 10:00AM–12:00PM
Date: 2/2/23–4/27/23

Ideas and Interactions
Each person will attempt their own version of creative painting. Interaction within the group will encourage others to attempt new creations. Teacher will encourage participants to expand on their style and accentuate their qualities. We will discuss how to begin a painting. Participants are responsible for their own supplies.
Course #: CRFT–5058
FEE: $40.00
Downriver – Instructor: Keast, Maureen
Room: TBD
CRN: 44105, Tue 1:00PM–3:00PM
Date: 2/7/23–5/2/23

Glass Mosaics—Beginner
Participants will create a 12” mirror and key keeper using stained glass. Participants are responsible for their own supplies.
Course #: CRFT–5073
FEE: $50.00
Downriver – Instructor: Birdwell, Karen
Room: TBD
CRN: 45838, Wed 12:00PM–2:00PM
Date: 2/1/23–2/22/23

Stained Glass Open Studio
The focus of this class is to offer an opportunity to be part of a supportive work environment while under the supervision of the WCCCD Instructor. Participants are encouraged to work on individual projects with emphasis on developing techniques and skills unique to their chosen project. Participants need to have completed the Beginning Stained Glass Class and Multimedia Wind Chimes Class, or have taken a stained glass class years ago and want to start a new project or complete an unfinished project. Participants are responsible for their own supplies.
Course #: CRFT–5072
FEE: $50.00
Downriver – Instructor: Birdwell, Karen
Room: TBD
CRN: 45721, Wed 12:00PM–2:00PM
Date: 3/1/23–4/26/23
Handmade Artist Books
You can’t judge a book by its cover. Or can you? In this class we will construct several simple handmade artist books while learning about the history of the handmade book and contemporary book artists working in this fascinating medium.
Course #: CRFT-5077
FEE: $50.00
Downriver – Instructor: MacDonald, Martine
Room: TBD
CRN: 45778, Fri 9:00AM–11:30AM
Date: 1/20/23–2/24/23

Pastel Painting
This class is designed to introduce participants to painting using pastels, explore various techniques and materials. A variety of pastels, papers and tools will be discussed and used to help participants understand the media at length. Participants are responsible for their own supplies.
Course #: CRFT-5080
FEE: $50.00
Downriver – Instructor: Mastal, Michael
Room: TBD
CRN: 45775, Mon 1:00PM–3:00PM
Date: 2/6/23–5/1/23

Composition Painting
Participants will explore the composition and layout of paintings emphasized along with color mixing and painting basics. This course will help artists who wish to do En Plein Air (outdoor) painting. A variety of subjects will be explored. Participants are responsible for their own supplies which include acrylic paints and canvases.
Course #: CRFT-5081
FEE: $50.00
Downriver – Instructor: Mastal, Michael
Room: TBD
CRN: 45774, Tue 1:00PM–3:00PM
Date: 2/7/23–5/2/23

Ceramic Open Studio
Participants will be provided an opportunity to create individual projects with emphasis on developing techniques and skills unique to their chosen project. Participants need to have completed Ceramics –Beginner, Intermediate Ceramics, and Advanced Ceramics.
Course #: CRFT-5084
FEE: $50.00
Downriver – Instructor: Simon, Steven
Room: TBD
CRN: 45841, Tue 4:00PM–6:00PM
Date: 2/7/23–5/2/23

Wire Weaving Beyond the Basics
Building on the technique learned in the Basics, students will learn new techniques for weaving. Students will learn how to add texture, different forms of cold connections in wire weaving, hammering techniques for texture as well as flattening wire to add strength. Participants are responsible for their own supplies.
Course #: CRFT-5085
FEE: $50.00
Downriver – Instructor: Ash, Renee
Room: TBD
CRN: 46260, Wed 6:00PM–8:00PM
Date: 2/7/23–5/2/23

Wire Wrapped Pendants
In this course, students will learn basic wire wrapping techniques creating a pendant from a flat backed stone or piece of glass. Students will create several pieces using the techniques they learn. Participants are responsible for their own supplies.
Course #: CRFT-5086
FEE: $50.00
Downriver – Instructor: Ash, Renee
Room: TBD
CRN: 46261, Thu 6:00PM–8:00PM
Date: 2/2/23–4/27/23

Intermediate Stained Glass
Take the next step on your stained glass journey! Learn more tips to attain better skills and of course, practice, practice, practice! You will learn more about pattern/preparation to challenge yourself and fall farther in love with this craft. You have just scratched the surface; if you loved what you created in Beginner Stained Glass, you owe it to yourself to continue on this path. Participants are responsible for their own supplies.
Course #: CRFT-5087
FEE: $50.00
Downriver – Instructor: Birdwell, Karen
Room: TBD
CRN: 46262, Wed 10:00AM–11:55AM
Date: 3/1/23–3/22/23
Advanced Water Media Technique
Participation in this class allows students to expand their painting by exploring and experiencing with non-traditional water media techniques. Traditional and abstract subject matter will be presented as well as using professional artist’s styles for inspiration such as Rothko Close, Judith Greenberg, Ellsworth Kelly, Sandra Duran (faux encaustic) and others. Participants are responsible for their own supplies.
Course #: CRFT–5088
FEE: $50.00
Downriver – Instructor: Keast, Maureen
Room: TBD
CRN: 46263, Fri 10:00AM–12:00PM
Date: 2/3/23–4/28/23

Painting Big
Expand your world with painting large. This multi-water media is designed for all artists who want to improve their painting by painting large. Most student will finish more than one painting during this session.
Course #: CRFT–5089
FEE: $50.00
Downriver – Instructor: Keast, Maureen
Room: TBD
CRN: 46264, Fri 1:00PM–3:00PM
Date: 2/3/23–4/28/23

Computer Science Technology Training

Microsoft Word Basic 2016
Students will gain hands-on experience in creating and editing documents, formatting text and managing files.
Course #: CSTT–2001
Downriver – Instructor: Watkins, Lydia
Room: TBD
CRN: 32392, Mon,Wed 9:00AM–12:00PM
Date: 2/20/23–3/6/23

Microsoft Word Intermediate 2016
Participants will build on knowledge acquired in Microsoft Word 2016 Basic to learn working with tables, charts, graphics, templates and styles. Document merge and transfer will also be discussed.
Course #: CSTT–2002
FEE: $65.00
Downriver – Instructor: Watkins, Lydia
Room: TBD
CRN: 32393, Mon,Wed 9:00AM–12:00PM
Date: 3/8/23–3/22/23

Microsoft Excel Basic 2016
Students will learn the basics of this software program to construct and edit spreadsheets. Students will be taught to create, modify, format and print worksheets.
Course #: CSTT–2003
FEE: $65.00
Downriver – Instructor: Watkins, Lydia
Room: TBD
CRN: 40759, Mon,Wed 9:00AM–12:00PM
Date: 3/27/23–4/17/23

Microsoft Excel Intermediate 2016
Participants will learn advanced features of Microsoft Excel using Microsoft certified manuals. Participants will receive instructions on how to control the screen, use functions such as sum, average, maximum, minimum, and creating charts and tables.
Course #: CSTT–2004
FEE: $65.00
Downriver – Instructor: Watkins, Lydia
Room: TBD
CRN: 40760, Mon,Wed 9:00AM–12:00PM
Date: 4/19/23–5/3/23

Getting Started – Computers
This course provides hands-on training and teaches step-by-step theory for the PC and Windows environment. Also learn participants will learn about the components, desktop functions, and get an overview of software applications.
Course #: CSTT–2013
FEE: $45.00
Downriver – Instructor: Watkins, Lydia
Room: TBD
CRN: 32395, Sat 9:00AM–3:00PM
Date: 1/28/23–1/28/23
**Keyboarding Basics**

Today, knowing how to type is almost a necessity in the business world. More and more corporate-world employees are being asked to create reports, sales letters, business plans, blogs, web content, forecasts and more. Knowing how to type can save you hours of valuable time, increasing your productivity.

Course #: CSTT-2014  
FEE: $45.00  
Downriver – Instructor: Watkins, Lydia  
Room: TBD  
CRN: 32396, Sat 9:00AM–3:00PM  
Date: 2/4/23–2/4/23

**Internet Basics**

This course will provide the learner with capabilities of expanding communication methods, on-line instruction, and will create a new library full of endless reference materials. This course will teach the learner how to surf the net, internet language, surfing techniques, email, and more.

Course #: CSTT-2029  
FEE: $45.00  
Downriver – Instructor: Watkins, Lydia  
Room: TBD  
CRN: 32397, Sat 9:00AM–12:00PM  
Date: 2/25/23–3/25/23

**Microsoft Window 10**

In this course students will learn to utilize Windows 10’s many new features including multiple desktops, a traditional PC screen, tablet screen and the Cortana Voice assistant. Students will also gain competence in customizing the Start menu and Task bar, organizing apps, files, importing photos from cameras or phones and using the Music Library. Copy, cut, paste and internet skills are also part of the course.

Course #: CSTT-5054  
FEE: $65.00  
Downriver – Instructor: Watkins, Lydia  
Room: TBD  
CRN: 45700, Sat 9:00AM–3:00PM  
Date: 2/11/23–2/11/23

**Windows 10 – Expert**

This course is designed for participants who want to expand their computer knowledge. Learn how to create folders, files and how to copy, move files and folders. You also learn how to customize the look of a desktop with screen savers and toolbars.

Course #: CSTT-6049  
FEE: $50.00  
Downriver – Instructor: Watkins, Lydia  
Room: TBD  
CRN: 45702, Sat 9:00AM–3:00PM  
M–2:00PM  
Date: 3/3/23–3/23/23

**Dance**

**Egyptian Belly Dance – Beginner**

Students will dance to the music and rhythm of the Middle East by learning various movements while strengthening individual muscle groups. Get a firmer figure, relieve tension and become more flexible.

Course #: DANC-4000  
FEE: $40.00  
Downriver – Instructor: Carr, Stephanie  
Room: TBD  
CRN: 42955, Thur 6:00PM–8:00PM  
Date: 2/2/23–4/6/23

**Hustle**

Participants will learn the steps of the Hustle. It’s easy, it’s fun and everyone is doing it.

Course #: DANC-4012  
FEE: $40.00  
Downriver – Instructor: Allen, Debra  
Room: TBD  
CRN: 46266, Thur 1:00PM–2:00PM  
Date: 2/2/23–4/6/23

**Foreign Language**

**Conversational Arabic Beginner**

This course is designed for individuals interested in learning a second language. The Conversational Arabic Beginner I class will cover grammar, how to pronounce vowels, verbs, use of adjectives, adverbs and more. Participants are responsible for purchasing the required class textbook.

Course #: LANG-5019  
FEE: $50.00  
Downriver – Instructor: Nasr, Ziyad  
Room: TBD  
CRN: 45812, Mon 10:00AM–12:00PM  
Date: 2/6/23–5/1/23
**Take the Weight Off From the Inside**

Do you struggle with losing weight? Have you tried diets with little or short lived success? Do you feel burdened and weighed down on the inside? In this class, you will learn keys to become healthy and whole, body and soul. Be equipped with strategies to fight the battle of the bulge with the right weapons from the inside out. Forget the scale and calorie counting! Learn how to take the weight off utilizing the 4 F’s: Faith, Focus, Food and Fitness.

**Course #: HEAL-5214**  
**FEE:** $40.00  
**Downriver – Instructor: Lund, Jamie**  
**Room: TBD**  
**CRN: 46361, Tue 5:00PM–6:55PM**  
**Date: 2/7/23–4/25/23**

**Food as Medicine**

Many traditional systems of healing that have been practiced throughout history, have taught for thousands of years that food is medicine and a healthy diet is a powerful tool for protecting one’s health. Participants will learn what medicinal foods act like natural protectors against disease and help slow the effects of aging.

**Course #: HEAL-5217**  
**FEE:** $40.00  
**Downriver – Instructor: Lund, Jamie**  
**Room: TBD**  
**CRN: 46360, Tue 3:00PM–4:55PM**  
**Date: 2/7/23–4/25/23**

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**Language and Culture**

**Genealogy—Your Ancestors and You**

Interested to find out more about your family lineage and ancestors? This course will introduce and identify the basics of gathering and recording the history of your forefathers. Learn how to organize and analyze materials, information, and research. Plant your family tree roots with hands-on experience documenting generations through vital records. A field trip exploring library collections and on-line database resources is included. A final show-&-tell project of pedigree findings will use Microsoft Word and Power-Point.

**Course #: LANG-5005**  
**FEE:** $40.00  
**Downriver – Instructor: Tucker, Deborah**  
**Room: TBD**  
**CRN: 40765, Fri 10:00AM–12:00PM**  
**Date: 2/3/23–4/28/23**

**Conversational Spanish I—Beginner I**

This course is designed for individuals interested in learning a second language. The Conversational Spanish I—Beginners Class will cover grammar, how to pronounce vowels, verbs, use of adjectives, adverbs and more. Participants are responsible for purchasing the required class textbook.

**Course #: LANG-5007**  
**FEE:** $50.00  
**Downriver – Instructor: Esquivel-Ramos, Beatriz**  
**Room: TBD**  
**CRN: 45704, Tue 12:00PM–1:55PM**  
**Date: 2/7/23–5/2/23**

**Conversational Spanish II—Intermediate**

This course is designed for individuals interested in learning a second language. The Conversational Spanish II—Intermediate will cover grammar, how to pronounce vowels, verbs, use of adjectives, adverbs, developing complete sentences and more. Participants are responsible for purchasing the required textbook.

**Course #: LANG-5008**  
**FEE:** $60.00  
**Downriver – Instructor: Esquivel-Ramos, Beatriz**  
**Room: TBD**  
**CRN: 45837, Thu 12:00PM–1:55PM**  
**Date: 2/2/23–4/27/23**
Conversational Spanish III Advance
This course is a continuation of Conversational Spanish II. It is designed to assist participants in acquiring practical conversational skills in Spanish in everyday situations. Participants will develop more complex language abilities through the introduction of new vocabulary and more advanced grammatical structures.
Course #: LANG–5016
FEE: $50.00
Downriver – Instructor: Esquivel–Ramos, Beatriz
Room: TBD
CRN: 45724, Thur 2:00PM–4:00PM
Date: 2/2/23–4/27/23

Conversational Arabic Intermediate
This course is designed for individuals interested in learning a second language. The Conversational Arabic Intermediate will cover grammar, how to pronounce vowels, verbs, used of adjectives, adverbs, developing complete sentences and more.
Course #: LANG–5020
FEE: $50.00
Downriver – Instructor: Nasr, Ziyad
Room: TBD
CRN: 46267, Wed 6:00PM–8:00PM
Date: 2/1/23–4/26/23

Introduction to Middle Eastern Culture
This course will introduce participants to Middle Eastern Culture and Traditions, foods, music and languages of the region. Course will include field trips. No textbook required.
Course #: LANG–5022
FEE: $40.00
Downriver – Instructor: Nasr, Ziyad
Room: TBD
CRN: 46268, Mon 6:00PM–8:00PM
Date: 2/6/23–5/1/23

Music
Intermediate Guitar
Come and learn to read and play music on your electric or acoustic guitar. Master the skills you will need to enable you to play the following categories of music, Rock, Jazz, R&B, Classic or Country. The first six weeks we will start with beginning techniques. The following six weeks more advanced techniques will be taught. Students will need to bring an acoustic guitar or electric guitar and small amp. The book required for the class is Hal Leonard Guitar Methods Complete Edition (Contains books 1, 2 and 3 bound together in one easy to use volume with cd included.)
Course #: MUSC–4003
FEE: $50.00
Downriver – Instructor: Baker, Sean
Room: TBD
CRN: 40768, Mon 11:00AM–12:55PM
Date: 2/6/23–5/1/23

Advanced Guitar
Student will learn to play various musical selections and be part of a student musical ensemble. This course is open to students who have completed the Beginner Classical Guitar, Intermediate Classical Guitar and Beginner to Intermediate Guitar courses. Students will need to bring their own guitar to class.
Course #: MUSC–5010
FEE: $50.00
Downriver – Instructor: Baker, Sean
Room: TBD
CRN: 41907, Mon 3:00PM–5:00PM
Date: 2/6/23–5/1/23

Basic Drums for Beginners
There are 19 types of notes used in drumming. We will begin with basic theory. Theory in drumming is the notation of rhythm or, in other words notes. We start with the 2 most basic notes–quarter notes and eighth notes with their respective rests. Then we apply those notes in the most common Rock/Top 40 drum beats on a drum set. A drum beat is the pattern used with all 4 limbs on the drum set in songs. Students will learn the 6 basic drum beats in American music and more. Practice pads and drumsticks will be provided. Students will need to purchase the textbook required for the class.
Course #: MUSC–5011
FEE: $50.00
Downriver – Instructor: Julian, Lewis
Room: TBD
CRN: 42952, TH 6:00PM–8:00PM
Date: 2/2/23–4/27/23
**Intermediate Drums**
In this class, students will learn theory (How to read notes), the 6 basic drum-set beats and multiple variations, dozens of drum set solo techniques around the set and performing to actual songs on a full drum set.

**Course #: MUSC–5012**
**FEE: $50.00**
Downriver – Instructor: Julian, Lewis
Room: TBD
CRN: 44102, Tue 6:00PM–8:00PM
Date: 2/7/23–5/2/23

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**Physical Fitness and Sports**

**Tai Chi – Beginner**
Students will learn this ancient Chinese martial art. Considered a low-impact aerobic exercise, it is also used for self-defense and stress relief.

**Course #: PEDU–4012**
**FEE: $50.00**
Downriver – Instructor: Yermak, Geoff
Room: TBD
CRN: 46417, Tue 11:00AM–12:00PM
Date: 2/7/23–5/2/23

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**Tai Chi II**
This course is suitable for students who have completed the Tai Chi beginners' course. In this course, participants will have the opportunity to deepen their understanding of the philosophy and principles of Tai Chi and review Tai Chi forms already learned.

**Course #: PEDU–4045**
**FEE: $50.00**
Downriver – Instructor: Yermak, Geoff
Room: TBD
CRN: 46418, Tue 12:30PM–1:30PM
Date: 2/7/23–5/2/23

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**Tai Chi – Chair**
This course is designed for individuals who can’t stand for long periods of time but want the benefits of Tai Chi while being seated. Some of the benefits of Tai Chi are flexibility, energy, well-being, lowers blood pressure and more. Students need to wear comfortable clothes to class.

**Course #: PEDU–5011**
**FEE: $40.00**
Downriver – Instructor: Wojcik, Kyra
Room: TBD
CRN: 41913, Mon 1:00PM–2:00PM
Date: 2/6/23–4/26/23

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**Zumba Gold Toning**
This is a low-impact fitness class with simple moves, which makes it perfect for active older adults and low fitness participants. ZUMBA Gold Toning combines Zumba Gold Fitness with light hand weights to enhance muscle tone and upper body endurance.

**Course #: PEDU–5034**
**FEE: $50.00**
Downriver – Instructor: Nagy, Kelly
Room: TBD
CRN: 46272, Mon 9:00AM–9:55AM
Date: 2/6/23–5/1/23

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**Drums Alive**
This cardio drumming class is designed to move your body, sculpt and tone your upper body, inspire your spirit and challenge your mind. Participants will need large stability ball. Drumsticks and ball holder provided. No musical background required.

**Course #: PEDU–4049**
**FEE: $40.00**
Downriver – Instructor: Sosa, Renee
Room: TBD
CRN: 39890, Wed 12:00PM–12:55PM
Date: 2/1/23–4/26/23
Professional Exams and Licensing Preparation

BLS For Healthcare Providers
An American Heart Association BLS course for health care providers. Participants will learn special resuscitation skills and how to identify heart disease risk factors. Participants will also learn and practice CPR for infants, children, adults, and how to use an AED—Automated External Defibrillator.
Course #: HLTC-4000
FEE: $61.00
CEU’s: 0.8
Downriver – Instructor: Staff
Room: TBD
CRN: 40925, Sat 8:00AM–2:00PM
Date: 10/24/22–5/8/23

Sewing and Design

Fundamentals of Basic Sewing
Students will learn to read and select the correct patterns. Enhance fabric knowledge and practice stitching. Participants are responsible for purchasing their own supplies.
Course #: SEWD-4000
FEE: $50.00
Downriver – Instructor: Cunningham, Ophelia
Room: TBD
CRN: 46275, Thur 1:00PM–3:00PM
Date: 2/2/23–3/2/23

Sewing Blouses and Shirts
Participants will learn the technique to construct a blouse and shirt. Participant should have completed Fundamental of Basic Sewing and Sewing II before registering for this class. Participants are responsible for purchasing their own supplies and sewing machine.
Course #: SEWD-4063
FEE: $50.00
Downriver – Instructor: Cunningham, Ophelia
Room: TBD
CRN: 46275, Thur 1:00PM–3:00PM
Date: 2/2/23–3/2/23

Skilled Trades

Automotive Technology and Service
Automotive Technology and Service will introduce the participant to the development and systems, purpose and function, component identification and terminology, maintenance and commonly performed repair procedures used on modern cars, light trucks and sport utility vehicles. No experience is required.
Course #: AUTO-5000
FEE: $100.00
Downriver – Instructor: Depowski, Martin
Room: TBD
CRN: 44107, Fri 9:00AM–12:00PM
Date: 2/3/23–3/24/23
**Arts and Crafts**

**Floral Design – Beginner**
This popular course teaches the basics of floral design, care, and maintenance of fresh cut flowers, and green plants. Participants are responsible for their supplies.

Course #: CRFT–4012  
FEE: $40.00  
Eastern – Instructor: Smith, Jay  
Room: TBD  
CRN: 42932, Tue 5:00PM–7:00PM  
Date: 1/24/23–2/21/23

**Floral Design – Advanced**
This course is for participants who have completed a Floral Design Beginners or, who have worked in the floral industry. Participants will have the opportunity to create contemporary floral designs as well as experience European and Asian trends. Participants are responsible for their supplies.

Course #: CRFT–4013  
FEE: $50.00  
Eastern – Instructor: Smith, Jay  
Room: TBD  
CRN: 44057, Tue 5:00PM–7:00PM  
Date: 2/28/23–3/28/23

**Jewelry Bead Design – Beginner**
This class will offer a hands-on approach to Jewelry Bead Design, participants will complete three sets of jewelry that include a necklace, a pair of earrings, and a bracelet. Participants are responsible for purchasing their own supplies.

Course #: CRFT–4021  
FEE: $30.00  
Eastern – Instructor: Jones, Ruby  
Room: TBD  
CRN: 40846, Tue 5:30PM–8:30PM  
Date: 1/31/23–2/28/23

**Jewelry Bead Design – Intermediate**
Learn various techniques of stringing multiple strands of beads. Use of metal pieces, caps, closures, and pins will be covered. Participants are responsible for their supplies.

Course #: CRFT–4022  
FEE: $30.00  
Eastern – Instructor: Jones, Ruby  
Room: TBD  
CRN: 42002, Tue 5:30PM–8:30PM  
Date: 3/7/23–4/4/23

**Strictly Wedding Arrangements**
Students in this course will learn designs appropriate for weddings, including bouquets, corsages, and boutonnieres. Floral Design for Beginners is highly recommended before registering for this course. Students are responsible for purchasing their own supplies.

Course #: CRFT–4042  
FEE: $40.00  
Eastern – Instructor: Smith, Jay  
Room: TBD  
CRN: 46248, Wed 5:00PM–7:00PM  
Date: 3/1/23–3/29/23

**Tropical Floral Arrangements**
Students in this course will learn design appropriate for various special occasions, including birthdays, Homecomings, new baby and more. Designs can be modified for every occasion. Floral Design Beginner is highly recommended before registering for this course. Students are responsible for purchasing their own supplies.

Course #: CRFT–4043  
FEE: $45.00  
Eastern – Instructor: Smith, Jay  
Room: TBD  
CRN: 46369, Wed 5:00PM–7:00PM  
Date: 4/5/23–5/3/23

**Abstract Acrylic Pouring Techniques**
Let the Paints Flow Pouring, puddling, dripping.....the defending characteristics of this acrylic painting technique is that you don't apply the paint with a brush or palette knife, but rather use gravity to move the paint across a canvas. The result is unlike anything you can get with a brush: fluid flows of paint without any brush marks or texture. Participants are responsible for their own supplies.

Course #: CRFT–5061  
FEE: $50.00  
Eastern – Instructor: Brown–Cage, Deborah  
Room: TBD  
CRN: 44059, Mon 1:00PM–4:00PM  
Date: 2/6/23–5/1/23
Start Your Own T-Shirt Business

This Course will introduce participants to starting their own T-Shirt Business. Students will learn different ways to create T-shirt designs. Best practices on how to promote their business using a cost effective approach with hands on experience. Participants are responsible for their own supplies.

Course #: CRFT-5074
FEE: $50.00
Eastern – Instructor: Staff
Room: TBD
CRN: 46251, Fri 10:00AM–12:00PM
Date: 1/20/23–2/24/23

Microsoft Word Basic 2016

Students will gain hands-on experience in creating and editing documents, formatting text and managing files.

Course #: CSTT-2001
FEE: $65.00
CEU’s: 1.5
Eastern – Instructor: Walker Savage, Phyllis
Room: TBD
CRN: 46309, Tue,Thur 6:00PM–8:30PM
Date: 2/9/23–2/23/23

Microsoft Word Intermediate 2016

Participants will build on knowledge acquired in Microsoft Word 2016 Basic to learn working with tables, charts, graphics, templates and styles. Document merge and transfer will also be discussed.

Course #: CSTT-2002
FEE: $65.00
CEU’s: 1.5
Eastern – Instructor: Walker Savage, Phyllis
Room: TBD
CRN: 46310, Mon,Wed 10:00AM–12:25PM
Date: 2/8/23–2/22/23
Microsoft Excel Basic 2016
Students will learn the basics of this software program to construct and edit spreadsheets. Students will be taught to create, modify, format and print worksheets.
Course #: CSTT-2003
FEE: $65.00
CEU’s: 1.5
Eastern –
Instructor: Walker Savage, Phyllis
Room: TBD
CRN: 44060, Tue, Thur
6:00PM–8:30PM
Date: 2/28/23–3/14/23

Microsoft Excel Intermediate 2016
Participants will learn advanced features of Microsoft Excel using Microsoft certified manuals. Participants will receive instructions on how to control the screen, use functions such as sum, average, maximum, minimum, and creating charts and tables.
Course #: CSTT-2004
FEE: $65.00
CEU’s: 1.5
Eastern –
Instructor: Walker Savage, Phyllis
Room: TBD
CRN: 46306, Mon, Wed
10:00AM–12:25PM
Date: 2/27/23–3/13/23

Microsoft Excel Basic 2016
Students will learn the basics of this software program to construct and edit spreadsheets. Students will be taught to create, modify, format and print worksheets.
Course #: CSTT-2003
FEE: $65.00
CEU’s: 1.5
Eastern –
Instructor: Walker Savage, Phyllis
Room: TBD
CRN: 44060, Tue, Thur
6:00PM–8:30PM
Date: 2/28/23–3/14/23

Microsoft Excel Intermediate 2016
Participants will learn advanced features of Microsoft Excel using Microsoft certified manuals. Participants will receive instructions on how to control the screen, use functions such as sum, average, maximum, minimum, and creating charts and tables.
Course #: CSTT-2004
FEE: $65.00
CEU’s: 1.5
Eastern –
Instructor: Walker Savage, Phyllis
Room: TBD
CRN: 46306, Mon, Wed
10:00AM–12:25PM
Date: 2/27/23–3/13/23

Keyboarding Basics
Today, knowing how to type is almost a necessity in the business world. More and more corporate–world employees are being asked to create reports, sales letters, business plans, blogs, web content, forecasts and more. Knowing how to type can save you hours of valuable time, increasing your productivity.
Course #: CSTT–6043
FEE: $50.00
Eastern –
Instructor: Walker Savage, Phyllis
Room: TBD
CRN: 44592, Thur
10:00AM–11:55AM
Date: 3/2/23–4/6/23

Keyboarding Advance
In this course is designed to increase speed, accuracy, and production of mailable copy. Advanced keyboarding applications are introduced, including various letter styles, comprehensive reports and tables and business statements.
Course #: CSTT–6043
FEE: $50.00
Eastern –
Instructor: Walker Savage, Phyllis
Room: TBD
CRN: 44592, Thur
10:00AM–11:55AM
Date: 3/2/23–4/6/23

Health Living/Healthy Lifestyle

Homeopathy – Beginners
This basic Homeopathy course gives participants a background to Homeopathy and will also explain the use of homeopathic remedies used today in the treatment of various diseases.
Course #: HEAL–4003
FEE: $65.00
Eastern – Instructor: Carson, Willa
Room: TBD
CRN: 42934, Tue 1:00PM–3:30PM
Date: 1/31/23–3/7/23

Homeopathy – Advanced
This Homeopathy course gives participants an in depth guide to Homeopathy and will also explain the use of homeopathic remedies in the treatment of various diseases used today. The course builds on the information taught in Homeopathy for Beginners.
Course #: HEAL–4004
FEE: $65.00
Eastern – Instructor: Carson, Willa
Room: TBD
CRN: 42938, Tue 1:00PM–3:30PM
Date: 3/14/23–4/25/23
Iridology: Theory And Practice
Students will be introduced to the theory and practice of reading eyes for nutritional health. Please bring a magnifying lens and a small flashlight.
Course #: HEAL-4005
FEE: $70.00
Eastern – Instructor: Carson, Willa
Room: TBD
CRN: 42935, Thur 1:00PM–3:30PM
Date: 2/2/23–3/9/23

Methods of Reflexology
Students will learn the reflex points and how to use “thumb pressure” to relieve stress and muscle pain to maintain good health.
Course #: HEAL-4007
FEE: $70.00
Eastern – Instructor: Carson, Willa
Room: TBD
CRN: 42939, Thur 1:00PM–3:30PM
Date: 3/16/23–4/27/23

Healthy Meal Preparation
This course will teach students how to prevent the different types of cancers from developing in the body. Prevention diet, super-foods, herbal, supplements and lifestyle information will be taught to students, as well as a thorough understanding of the common causes and symptoms associated with breast, prostate, cervical, uterine, colon & colo-rectal, ovarian, bladder, kidney, lung, stomach, liver, pancreatic, esophageal, lymphoma, skin and brain cancer.
Course #: HEAL-5026
FEE: $50.00
Eastern – Instructor: Carson, Willa
Room: TBD
CRN: 41882, Mon,Wed 10:00AM–1:00PM
Date: 4/24/23–4/26/23

Music
Piano Basics 1.0
Participants will learn where middle C is located, how to read basic sheet music and play elementary level songs.
Course #: MUSC-5006
FEE: $50.00
Eastern – Instructor: Thompson, Marvin
Room: TBD
CRN: 40851, Sat 10:00AM–12:00PM
Date: 1/28/23–4/1/23

The Benefits of Juicing
Participants will learn how to add nutrients from the fruits or vegetables that you normally wouldn’t eat. Juicing facilitate weight loss, increased energy levels, strengthened immunity, strong bones and a glowing complexion, it may also reduce chances of heart disease, cancer and strokes, three of the leading causes of death.
Course #: HEAL-5212
FEE: $40.00
Eastern – Instructor: Carson, Willa
Room: TBD
CRN: 41883, Mon,Wed 10:00AM–1:00PM
Date: 5/1/23–5/3/23
Intermediate Piano
So you tried Piano Basics and you loved it! For those that want to learn more, we now have the next level. You will continue learning how to read basic sheet music and play next level songs.
Course #: MUSC-5007
FEE: $50.00
Eastern – Instructor: Thompson, Marvin
Room: TBD
CRN: 44305, Tue 6:00PM–8:00PM
Date: 1/31/23–4/4/23

Beginner Digital Photography
This course provides students with an introduction to current digital imaging technology. With the use of digital cameras, printers and photo imaging software, students will learn the functions of their camera and explore the world of the electronic darkroom. A digital SLR camera is required. Prior computer experience is recommended but not required.
Course #: PHOT-4019
FEE: $100.00
Eastern – Instructor: Smith, Andre
Room: TBD
CRN: 42937, Sat 12:00PM–3:00PM
Date: 1/21/23–2/25/23

Intermediate Digital Photography
Participants will produce various individual digital photographic projects as arranged by the instructor. There will be local trips to various locations for this class. (Prerequisite: Beginning Digital Photography)
Course #: PHOT-4017
FEE: $45.00
Eastern – Instructor: Smith, Andre
Room: TBD
CRN: 42937, Sat 12:00PM–3:00PM
Date: 3/4/23–4/1/23

The Business of Photography
This is designed to assist participants with how to manage their photography business. The course will cover topics such as the cost having a photography business, licensing and copyright laws and how to prepare invoices and contracts.
Course #: PHOT-5004
FEE: $50.00
Eastern – Instructor: Smith, Andre
Room: TBD
CRN: 46370, Sat 12:00PM–3:00PM
Date: 4/15/23–5/6/23

Hatha Yoga – Beginner
Students will learn to build on their flexibility, strength, and health. Course includes breathing and visualization techniques for maintaining your health. Please bring a thick mat, wear loose clothes, and don’t eat two hours before class.
Course #: PEDU-4007
FEE: $45.00
Eastern – Instructor: Thibodeau, Roy
Room: TBD
CRN: 37998, Tue, Thur 10:30AM–11:25AM
Date: 1/31/23–4/27/23
Arts and Crafts

Floral Design – Beginner
This popular course teaches the basics of floral design, care, and maintenance of fresh cut flowers, and green plants. Participants are responsible for their supplies.
Course #: CRFT-4012
FEE: $40.00
Northwest – Instructor: Jay Smith
Room: TBD
CRN: 44044, Mon,Wed
5:00PM–7:00PM
Date: 1/30/23–2/22/23

Floral Design – Advanced
This course is for participants who have completed a Floral Design Beginners or, who have worked in the floral industry. Participants will have the opportunity to create contemporary floral designs as well as experience European and Asian trends. Participants are responsible for their supplies.
Course #: CRFT-4013
FEE: $50.00
Northwest – Instructor: Jay Smith
Room: TBD
CRN: 44045, Mon,Wed
5:00PM–7:00PM
Date: 2/27/23–4/5/23

Computer Science Technology Training

YouTube 101
This course is designed for the usage of the Internet YouTube. It will provide participants with basic to intermediate skills to access, interact, create and design YouTube presentations online. Participants will also be able to upload, share videos, singing presentations, speaking engagements, broadcast and publish online. YouTube is one of the fastest growing social media outlets. Come join us!
Course #: CSTT–5020
FEE: $30.00
Northwest – Instructor: Duncan, Malaysia
Room: TBD
CRN: 39784, Sat 9:00AM-12:00PM
Date: 3/13/23–3/25/23

Introduction to Social Media
Everyday people are logging into social media sites such as Facebook, Twitter, LinkedIn and Pinterest. Pinning, tweeting, watching amateur videos, blogging and updating your status is just as common as turning on the television. This course gives you an overview of the major social media sites and provides some examples how individuals are using social media to brand themselves. Businesses are using social media as a marketing tool.
Course #: CSTT–5025
FEE: $40.00
CEU’s: 1.0
Northwest – Instructor: Duncan, Malaysia
Room: TBD
CRN: 44227, Wed 6:00PM–8:30PM
Date: 1/25/23–2/15/23

Pinterest, Instagram, Twitter
Pinterest is taking social media by storm growing at a pace much faster than Facebook. Learn how to pin, what to pin and how pinning can play a major role in a social media marketing plan for a business. The class will also spend time on Instagram and other applications. Learn the secrets of engaging with your prospects and existing clients in 140 characters or less. Included will be the 5 essential best practices for Twitter use for small and growing businesses. No previous knowledge of Twitter needed: A hands–on overview of how to set up and start tweeting will be included.
Course #: CSTT–5027
FEE: $40.00
Northwest – Instructor: Duncan, Malaysia
Room: TBD
CRN: 44229, Wed 6:00PM–8:30PM
Date: 2/22/23–3/15/23
Dance

Egyptian Belly Dance – Beginner
Students will dance to the music and rhythm of the Middle East by learning various movements while strengthening individual muscle groups. Get a firmer figure, relieve tension and become more flexible.
Course #: DANC–4000
FEE: $40.00
Northwest – Instructor: Staff
Room: TBD
CRN: 44031, Sat 12:00PM–2:00PM
Date: 1/28/23–4/1/23

Hustle
Participants will learn the steps of the Hustle. It’s easy, it’s fun and everyone is doing it.
Course #: DANC–4012
FEE: $40.00
Northwest – Instructor: Staff
Room: TBD
CRN: 45645, Tue 4:00PM–6:00PM
Date: 1/31/23–3/6/23

Entrepreneurial Series

From Passion to Profit
Turn your hobby into a moneymaking business! Do you have a hobby that you think can make money? Is the inner entrepreneur in you yearning to come out? Then this is the course for you! Whether you bake cookies, design web sites, or anything in between; we have you covered. You will be guided through step–by–step instructions on how to turn your passion into profit.
Course #: FINC–5012
FEE: $25.00
Northwest – Instructor: Emmanuel Njoku
Room: TBD
CRN: 43276, Tue,Thur 6:00PM–8:00PM
Date: 2/28/23–3/30/23

Health Living/Healthy Lifestyle

Methods of Reflexology
Students will learn the reflex points and how to use “thumb pressure” to relieve stress and muscle pain to maintain good health.
Course #: HEAL–4007
FEE: $70.00
Northwest – Instructor: Staff
Room: TBD
CRN: 44236, Tue 5:00PM–7:00PM
Date: 2/7/23–5/2/23

Music

Beginner Guitar
Bring your electric guitar (with small amplifier) or your acoustic guitar. Enjoy learning how to read music and play simple melodies and chord accompaniments.
Course #: MUSC–4023
FEE: $45.00
Northwest – Instructor: Ronald English
Room: TBD
CRN: 34638, Mon 7:00PM–9:00PM
Date: 1/30/23–3/6/23
Jazz History and Appreciation
In this class, listen to recordings of key jazz styles and major figures. Participants will learn to recognize and discuss their special characteristics and how they relate to their musical, social and historical contexts, and illuminate your personal connection to them. Participants will also discover how the roots of jazz intertwine with those of rhythm and blues, gospel, marching bands, ragtime, African and Afro-Caribbean traditions, folk, bluegrass, country and rock, as well as American classical orchestral music. Some live demonstrations and explanations of how jazz musicians play will be provided. Expect special emphasis on the role of Metro Detroit in jazz history.
Course #: MUSC-4024
FEE: $30.00
Northwest – Instructor: Deanna Weeden
Room: TBD
CRN: 44035, Mon 5:00PM–6:30PM
Date: 3/13/23–4/24/23

Intermediate Guitar
A Continuation of beginning guitar; Have fun making music in a group setting, learning to play melodies and/or chords in songs specifically selected to expand your skills at your own individual pace. Skills to be developed include playing open position chords in several keys, playing bar chords, as well as reading and playing more advanced melodies and accompaniment rhythms. Prerequisite: Beginning Guitar I.
Course #: MUSC-4025
FEE: $45.00
Northwest – Instructor: Ronald English
Room: TBD
CRN: 34639, Mon 7:00PM–9:00PM
Date: 3/13/23–4/24/23

All That Jazz
Interested in Jazz? Interested in learning how to sing Jazz? This class offers both from a local to renowned jazz singers, songwriters and musicians. From Billie Holiday to Diane Reeves, participants will learn how to recognize jazz singers, the lost art of scatting and proper vocal exercises.
Course #: MUSC-5005
FEE: $30.00
Northwest – Instructor: Deanna Weeden
Room: TBD
CRN: 45643, Mon 5:00PM–7:00PM
Date: 1/30/23–3/6/23
Personal Enrichment Series

Beginner Digital Photography
This course provides students with an introduction to current digital imaging technology. With the use of digital cameras, printers and photo imaging software, students will learn the functions of their camera and explore the world of the electronic darkroom. A digital SLR camera is required. Prior computer experience is recommended but not required.
Course #: PHOT-4019
FEE: $45.00
Northwest – Instructor: Stanley Sheldon
Room: TBD
CRN: 36273, Sat 9:00AM–11:00AM
Date: 2/4/23–2/25/23

Hatha Yoga – Beginner
Students will learn to build on their flexibility, strength, and health. Course includes breathing and visualization techniques for maintaining your health. Please bring a thick mat, wear loose clothes, and don’t eat two hours before class.
Course #: PEDU-4007
FEE: $45.00
Northwest – Instructor: Terri Gibbons
Room: TBD
CRN: 45835, Tue, Thur 5:00PM–6:00PM
Date: 1/24/23–4/18/23

Zumba Fitness
Whether you’re in great shape or a couch potato, Zumba is for you! Zumba is an amazing combination of irresistible Latin music with dynamic, yet simple, exercise moves that is so much fun you’re barely aware you’re getting an excellent, variable impact, cardio workout.
Course #: PEDU-4043
FEE: $40.00
Northwest – Instructor: Lulu Dahl
Room: TBD
CRN: 43275, Mon, Wed 4:30PM–6:30PM
Date: 2/6/23–3/8/23

Physical Fitness and Sports

Hatha Yoga – Intermediate
Students will learn to become more proficient in the Hatha Yoga techniques. Build on current skills taught in the beginners course. Bring a mat or blanket and wear loose clothing.
Course #: PEDU-4012
FEE: $50.00
Northwest – Instructor: Frost, Elaine
Room: TBD
CRN: 45900, Tue, Thur 7:00PM–8:00PM
Date: 1/31/23–3/23/23

Tai Chi – Beginner
Students will learn this ancient Chinese martial art. Considered a low-impact aerobic exercise, it is also used for self-defense and stress relief.
Course #: PEDU-4008
FEE: $30.00
Northwest – Instructor: Terri Gibbons
Room: TBD
CRN: 45900, Tue, Thur 7:00PM–8:00PM
Date: 1/31/23–3/23/23
Yin Yoga
Students will hold yoga poses for longer periods to relax into deeper muscles. Fewer yoga poses will be done in an hour. Students will need to bring some props to class to feel comfortable in poses for 3-5 minutes. Please wear comfortable clothes. Please bring a thick mat, yoga strap, yoga brick and bath towel to class.
Course #: PEDU-5007
FEE: $45.00
Northwest – Instructor: Lulu Dahl
Room: TBD
CRN: 45944, Mon, Wed
4:30PM-6:30PM
Date: 3/13/23-3/29/23

Professional Exams and Licensing Preparation

Health and Education System, Inc.
The HESI (Health Education System, Inc.) is an assessment of one’s academic preparedness for college-level educational programs such as nursing. Success in programs such as nursing begins with a solid foundation in Reading, Math, Science, English and Language Usage. Students applying for admission to the nursing program at Wayne County Community College District will be required to pass the HESI Test.
Course #: PELP-4006
FEE: $51.00
Northwest – Instructor: Staff
Room: TBD
CRN: 45820, Thur 9:00AM-12:00PM
Date: 2/16/23-2/16/23

Northwest – Instructor: Staff
Room: TBD
CRN: 45821, Tue 9:00AM-12:00PM
Date: 2/21/23-2/21/23

Northwest – Instructor: Staff
Room: TBD
CRN: 45822, Thur 9:00AM-12:00PM
Date: 2/23/23-2/23/23

Northwest – Instructor: Staff
Room: TBD
CRN: 45823, Tue 9:00AM-12:00PM
Date: 3/14/23-3/14/23

Northwest – Instructor: Staff
Room: TBD
CRN: 45824, Thur 9:00AM-12:00PM
Date: 3/16/23-3/16/23

Northwest – Instructor: Staff
Room: TBD
CRN: 45825, Thu 9:00AM-12:00PM
Date: 3/21/23-3/21/23

Northwest – Instructor: Staff
Room: TBD
CRN: 45826, Thu 9:00AM-12:00PM
Date: 3/23/23-3/23/23

Northwest – Instructor: Staff
Room: TBD
CRN: 45827, Tue 9:00AM-12:00PM
Date: 3/28/23-3/28/23

Northwest – Instructor: Staff
Room: TBD
CRN: 45828, Thur 9:00AM-12:00PM
Date: 3/30/23-3/30/23

Northwest – Instructor: Staff
Room: TBD
CRN: 45829, Tue 9:00AM-12:00PM
Date: 4/11/23-4/11/23

Northwest – Instructor: Staff
Room: TBD
CRN: 46364, Tue 9:00AM-12:00PM
Date: 4/25/23-4/25/23

Northwest – Instructor: Staff
Room: TBD
CRN: 46365, Thur 9:00AM-12:00PM
Date: 4/27/23-4/27/23
**HESI Prep Course**

This prep course is designed to assist students prepare for application to the WCCCD’s Nursing Program. It is based on the Health Education Systems Inc. entrance exam, HESI Admission Assessment (HESI A2). The prep course will review content in three exam areas. The student taking this course should have completed math, English and anatomy and physiology courses.  
Course #: PELP-5023  
FEE: $25.00  
Northwest – Instructor: Winston, Galen  
Room: TBD  
CRN: 46390, Sat 9:00AM–11:00AM  
Date: 2/11/23–2/11/23  
Northwest – Instructor: Winston, Galen  
Room: TBD  
CRN: 46392, Sat 9:00AM–11:00AM  
Date: 2/25/23–2/25/23  
Northwest – Instructor: Winston, Galen  
Room: TBD  
CRN: 46393, Sat 9:00AM–11:00AM  
Date: 3/11/23–3/11/23  
Northwest – Instructor: Moore, Marcel  
Room: TBD  
CRN: 46394, Sat 9:00AM–11:00AM  
Date: 3/25/23–3/25/23  
Northwest – Instructor: Moore, Marcel  
Room: TBD  
CRN: 46395, Sat 9:00AM–11:00AM  
Date: 4/22/23–4/22/23  
Northwest – Instructor: Moore, Marcel  
Room: TBD  
CRN: 46396, Sat 9:00AM–11:00AM  
Date: 5/6/23–5/6/23  
Northwest – Instructor: Moore, Marcel  
Room: TBD  
CRN: 46397, Sat 11:00AM–1:00PM  
Date: 2/11/23–2/11/23  
Northwest – Instructor: Moore, Marcel  
Room: TBD  
CRN: 46398, Sat 11:00AM–1:00PM  
Date: 2/25/23–2/25/23  
Northwest – Instructor: Moore, Marcel  
Room: TBD  
CRN: 46399, Sat 11:00AM–1:00PM  
Date: 3/11/23–3/11/23  
Northwest – Instructor: Moore, Marcel  
Room: TBD  
CRN: 46400, Sat 11:00AM–1:00PM  
Date: 3/25/23–3/25/23  
Northwest – Instructor: Moore, Marcel  
Room: TBD  
CRN: 46401, Sat 11:00AM–1:00PM  
Date: 4/22/23–4/22/23  
Northwest – Instructor: Moore, Marcel  
Room: TBD  
CRN: 46402, Sat 11:00AM–1:00PM  
Date: 5/6/23–5/6/23  
Northwest – Instructor: Staff  
Room: TBD  
CRN: 46403, Sat 1:00PM–3:00PM  
Date: 2/11/23–2/11/23  
Northwest – Instructor: Staff  
Room: TBD  
CRN: 46405, Sat 1:00PM–3:00PM  
Date: 3/11/23–3/11/23  
Northwest – Instructor: Staff  
Room: TBD  
CRN: 46406, Sat 1:00PM–3:00PM  
Date: 5/6/23–5/6/23  

**CAT Dental Hygiene Program**

The CAT Preparation Course is designed to assist students in achieving an acceptable score on the California Achievement Test for admission into the Dental Hygiene Program. The students must achieve a 12.9 in Reading and Language in order to be accepted into the program.  
Course #: PELP-5027  
FEE: $25.00  
Northwest – Instructor: Winston, Galen  
Room: TBD  
CRN: 45683, Fri 12:00PM–2:00PM  
Date: 4/21/23–4/21/23  
Northwest – Instructor: Winston, Galen  
Room: TBD  
CRN: 45684, Fri 12:00PM–2:00PM  
Date: 5/5/23–5/5/23  
Northwest – Instructor: Moore, Marcel  
Room: TBD  
CRN: 45685, Fri 10:00AM–12:00PM  
Date: 1/27/23–1/27/23  
Northwest – Instructor: Moore, Marcel  
Room: TBD  
CRN: 45686, Fri 10:00AM–12:00PM  
Date: 2/10/23–2/10/23  
Northwest – Instructor: Moore, Marcel  
Room: TBD  
CRN: 45687, Fri 10:00AM–12:00PM  
Date: 3/10/23–3/10/23  
Northwest – Instructor: Moore, Marcel  
Room: TBD  
CRN: 45688, Fri 10:00AM–12:00PM  
Date: 4/24/23–4/24/23  
Northwest – Instructor: Moore, Marcel  
Room: TBD  
CRN: 45689, Fri 10:00AM–12:00PM  
Date: 3/10/23–3/10/23  
Northwest – Instructor: Moore, Marcel  
Room: TBD  
CRN: 45690, Fri 10:00AM–12:00PM  
Date: 3/24/23–3/24/23  
Northwest – Instructor: Moore, Marcel  
Room: TBD  
CRN: 45691, Fri 10:00AM–12:00PM  
Date: 4/21/23–4/21/23  
Northwest – Instructor: Moore, Marcel  
Room: TBD  
CRN: 45692, Fri 10:00AM–12:00PM  
Date: 5/5/23–5/5/23
HESI PREP Course Online
This virtual prep course is designed to assist students prepare for application to the WCCCD’s Nursing Program. It is based on the Health Education Systems Inc. entrance exam, HESI Admission Assessment (HESI A2). The prep course will review content in three exam areas. The student taking this course should have completed math, English and anatomy and physiology courses.
Course #: PELP-5028
FEE: $25.00
Northwest – Instructor: Winston, Galen
Room: TBD
CRN: 45659, Sat 11:00AM–1:00PM
Date: 2/25/23–2/25/23
Northwest – Instructor: Moore, Marcel
Room: TBD
CRN: 45660, Sat 11:00AM–1:00PM
Date: 3/11/23–3/11/23
Northwest – Instructor: Moore, Marcel
Room: TBD
CRN: 45661, Sat 11:00AM–1:00PM
Date: 3/25/23–3/25/23
Northwest – Instructor: Moore, Marcel
Room: TBD
CRN: 45662, Sat 11:00AM–1:00PM
Date: 4/22/23–4/22/23
Northwest – Instructor: Staff
Room: TBD
CRN: 45663, Sat 11:00AM–1:00PM
Date: 5/6/23–5/6/23
Northwest – Instructor: Staff
Room: TBD
CRN: 45664, Sat 11:00AM–1:00PM
Date: 5/6/23–5/6/23

Sewing and Design
Fundamentals of Basic Sewing
Students will learn to read and select the correct patterns. Enhance fabric knowledge and practice stitching. Participants are responsible for purchasing their own supplies.
Course #: SEWD-4000
FEE: $50.00
Northwest – Instructor: Cunningham, Ophelia
Room: TBD
CRN: 32465, Sat 10:00AM–1:00PM
Date: 1/28/23–4/1/23

Sewing II
Students will learn the proper way to construct notch collars/labels, welted pockets and buttonholes with the use of fusible interfacing, vented sleeves, and inserting a lining. Students must have a thorough knowledge of Sewing Pattern Selection. Participants are responsible for purchasing their own supplies.
Course #: SEWD-4002
FEE: $45.00
Northwest – Instructor: Cunningham, Ophelia
Room: TBD
CRN: 32466, Sat 10:00AM–1:00PM
Date: 4/15/23–5/6/23
**Arts and Crafts**

**Watercolor Painting**
The Objective of this class is to learn to use watercolor media and compositional elements to create a finished painting. While some painting/drawing experience is useful, students of all levels are welcome. Participants are responsible for their own supplies.

Course #: CRFT-4038  
FEE: $50.00  
Ted Scott – Instructor: Keast, Maureen  
Room: TBD  
CRN: 46331, Wed 10:00AM–12:00PM  
Date: 2/1/23–3/29/23

**Acrylic Painting**
Participants will utilize the techniques created by Vermeer and later by Thomas Kincaid. The technique starts with painting in gray tones then glazed with layers of color to give a luminous effect in full lighting. Participants are responsible for their own supplies.

Course #: CRFT-5009  
FEE: $50.00  
Ted Scott – Instructor: Keast, Maureen  
Room: TBD  
CRN: 46330, Thur 10:00AM–12:30PM  
Date: 2/2/23–3/30/23

**Advanced Water Media Technique**
Participation in this class allows students to expand their painting by exploring and experiencing with non–traditional water media techniques. Traditional and abstract subject matter will be presented as well as using professional artist’s styles for inspiration such as Rothko Close, Judith Greenberg, Ellsworth Kelly, Sandra Duran (faux encaustic) and others. Participants are responsible for their own supplies.

Course #: CRFT-5088  
FEE: $50.00  
Ted Scott – Instructor: Keast, Maureen  
Room: TBD  
CRN: 46330, Thu 10:00AM–12:30PM  
Date: 2/2/23–3/30/23

**Business Institute**

**Stock Trading 101**
This class is an introduction to the stock market, answering questions about analyzing, purchasing, and owning stocks.

Course #: FINC-4012  
FEE: $25.00  
Ted Scott – Instructor: Staff  
Room: TBD  
CRN: 46381, Mon 6:00PM–7:00PM  
Date: 1/30/23–4/24/23

**Health Living/Healthy Lifestyle**

**Kick it up a Notch Tandoori Style**
This course will teach how participants how to use natural herbs and spices to add more flavor to their foods and also teach the health benefits of natural herbs and spices.

Course #: COOK-5006  
FEE: $40.00  
Ted Scott – Instructor: Staff  
Room: TBD  
CRN: 46377, Sat 10:00AM–12:00PM  
Date: 2/4/23–2/4/23

**Fundamentals of Entrepreneurship**
Participants in this course will be introduced to financial topics critical for entrepreneurial decision– making. Topics include accounts receivable and payable, cash flow, investment opportunities, venture capital opportunities and pace to grow a business.

Course #: BUSN–1057  
FEE: $45.00  
CEU's: 1.5  
Ted Scott – Instructor: Staff  
Room: TBD  
CRN: 46380, Tue 5:00PM–6:00PM  
Date: 2/7/23–4/4/23

**Vegan Lifestyle**
Explore the color, textures, flavors and creativity of food. Whether it’s a lifestyle change or experimental, acquire the necessary basics to shop and prepare plant based dishes. This class provides a comprehensive overview of transitioning to a plant based diet.

Course #: HEAL–4015  
FEE: $25.00  
Ted Scott – Instructor: Staff  
Room: TBD  
CRN: 46386, Mon 11:00AM–12:00PM  
Date: 1/30/23–5/1/23
Basic Nutrition
This course is designed for students interested in learning more about basic nutrition and how important it is for a healthy lifestyle. The main areas of interest include the major nutrients that humans need, what role vitamins play in nutrition and what energy metabolism means.
Course #: HEAL-4030
FEE: $45.00
Ted Scott – Instructor: Staff
Room: TBD
CRN: 44065, Mon,Wed
6:00PM–9:00PM
Date: 10/24/22–5/8/23

Cooking Lite
Cooking doesn’t have to be high fat to be delicious. Discover ways to substitute low fat for high fat ingredients. Use spices to their maximum advantage. Menu planning and menu preparation will provided.
Course #: HEAL-4085
FEE: $20.00
Ted Scott – Instructor: Staff
Room: TBD
CRN: 46387, Thur
11:00AM–12:00PM
Date: 2/2/23–5/4/23

The Benefits of Juicing
Participants will learn how to add nutrients from the fruits or vegetables that you normally wouldn’t eat. Juicing facilitate weight loss, increased energy levels, strengthened immunity, strong bones and a glowing complexion, it may also reduce chances of heart disease, cancer and strokes, three of the leading causes of death.
Course #: HEAL-5212
FEE: $40.00
Ted Scott – Instructor: Staff
Room: TBD
CRN: 46384, Fri 11:00AM–12:00PM
Date: 1/27/23–5/5/23

Smoothies for Healthy Living
Participants will learn how to make delicious smoothies that promote healthy living.
Course #: HEAL-5227
FEE: $50.00
Ted Scott – Instructor: Staff
Room: TBD
CRN: 46383, Wed 4:00PM–5:00PM
Date: 2/1/23–5/2/23

Vegan Chef Series
This course is an introduction to vegan dishes and a guide on how and what to do for embracing a vegan lifestyle.
Course #: HEAL-5228
FEE: $50.00
Ted Scott – Instructor: Staff
Room: TBD
CRN: 46385, Fri 4:00PM–5:00PM
Date: 1/27/23–5/5/23

Music

Beginner Guitar
Bring your electric guitar (with small amplifier) or your acoustic guitar. Enjoy learning how to read music and play simple melodies and chord accompaniments.
Course #: MUSC-4023
FEE: $45.00
Ted Scott – Instructor: Staff
Room: TBD
CRN: 46376, Sat 11:00AM–1:00PM
Date: 2/4/23–4/8/23

Physical Fitness and Sports

Dance it Off!
If there is one common concern every human living on the planet has, it is how to manage stress. This class will help attendees learn how to get rid of stress just by dancing free style to fun and catchy music from all over the globe.
Course #: DANC-4031
FEE: $50.00
Ted Scott – Instructor: Staff
Room: TBD
CRN: 46388, Sat 12:00PM–1:00PM
Date: 2/4/23–5/6/23
**Ashtanga – Yin Yoga**
A unique style of yoga that will help participants develop physical strength and improve their alignment through meditative and physically challenging moves.

**Course #: PEDU–5041**
**FEE:** $45.00

Ted Scott – Instructor: Staff
Room: TBD
CRN: 46371, Fri 3:30PM–4:30PM
Date: 1/23/23–3/28/23

Ted Scott – Instructor: Staff
Room: TBD
CRN: 46379, Tue 6:00PM–7:00PM
Date: 1/24/23–4/5/23

**Professional Exams and Licensing Preparation**

**Practical Nurse (LPN) HESI Prep Course**
This prep course is designed to assist students prepare for application to the WCCCD’s Practical Nurse Program. It is based on the Health Education System Inc. entrance exam, HESI Admission Assessment (HESI A2). The prep course will review content in two exam areas (Math and Reading).

**Course #: PELP–5026**
**FEE:** $40.00

Ted Scott – Instructor: Staff
Room: TBD
CRN: 46342, Fri 9:30AM–12:30PM
Date: 2/3/23–2/3/23

Ted Scott – Instructor: Staff
Room: TBD
CRN: 46343, Fri 9:30AM–12:30PM
Date: 2/17/23–2/17/23

Ted Scott – Instructor: Staff
Room: TBD
CRN: 46344, Fri 9:30AM–12:30PM
Date: 3/3/23–3/3/23

Ted Scott – Instructor: Staff
Room: TBD
CRN: 46345, Fri 9:30AM–12:30PM
Date: 3/17/23–3/17/23

Ted Scott – Instructor: Staff
Room: TBD
CRN: 46346, Fri 9:30AM–12:30PM
Date: 3/24/23–3/24/23

Ted Scott – Instructor: Staff
Room: TBD
CRN: 46347, Fri 9:30AM–12:30PM
Date: 4/28/23–4/28/23

Ted Scott – Instructor: Staff
Room: TBD
CRN: 46348, Fri 9:30AM–12:30PM
Date: 4/28/23–4/28/23

**Skilled Trades**

**Small Engine Repair**
Students will learn the skills necessary to tear down and assemble a small air-cooled engine for both two and four cycles. Students will analyze Briggs and Stratton, Tecumseh, Kohler lawn mowers, garden tractors, tillers, and mini bike engines.

**Course #: SKTR–1003**
**FEE:** $100.00

Ted Scott – Instructor: Staff
Room: TBD
CRN: 46333, Sat 10:00AM–1:00PM
Date: 2/4/23–4/8/23

Ted Scott – Instructor: Staff
Room: TBD
CRN: 46334, Wed 6:00PM–9:00PM
Date: 2/8/23–4/5/23
Computer Science Technology Training

Computing Fundamentals: IC3 Part I
This course will introduce participants to the essential basics of computer knowledge. This hands-on course is the first in a three-part series.
Course #: CSTT–1329
FEE: $60.00
CEU’s: 1.0
University Center –
Instructor: Green, Janisse
Room: TBD
CRN: 32515, Mon 5:30PM–7:55PM
Date: 1/23/23–2/20/23

Key Applications: IC3 Part II
This course will introduce participants to key computer applications: word processing and spreadsheet functions. This hands-on course is the second component in a three-part series.
Course #: CSTT–1330
FEE: $60.00
CEU’s: 1.0
University Center –
Instructor: Green, Janisse
Room: TBD
CRN: 32516, Mon 5:30PM–7:55PM
Date: 2/27/23–3/27/23

Living Online: IC3 Part III
This course will introduce participants to the Internet and all its functions. This hands-on course is the third and final component in a three-part series.
Course #: CSTT–1340
FEE: $60.00
CEU’s: 1.0
University Center –
Instructor: Green, Janisse
Room: TBD
CRN: 32517, Mon 5:30PM–7:55PM
Date: 4/3/23–5/1/23

Microsoft Word Basic 2016
Students will gain hands-on experience in creating and editing documents, formatting text and managing files.
Course #: CSTT–2001
FEE: $65.00
CEU’s: 1.5
University Center –
Instructor: Green, Janisse
Room: TBD
CRN: 32525, Sat 12:00PM–2:25PM
Date: 1/21/23–2/25/23

Microsoft Excel Basic 2016
Students will learn the basics of this software program to construct and edit spreadsheets. Students will be taught to create, modify, format and print worksheets.
Course #: CSTT–2003
FEE: $65.00
CEU’s: 1.5
University Center –
Instructor: Green, Janisse
Room: TBD
CRN: 34601, Sat 12:00PM–2:25PM
Date: 3/4/23–4/1/23
Microsoft PowerPoint Basic 2016
Students will learn to build powerful presentations working with text, backgrounds and graphics. Participants will also learn to create, modify and print presentation materials.
Course #: CSTT-2007
FEE: $65.00
CEU's: 1.5
University Center – Instructor: Green, Janisse
Room: TBD
CRN: 38276, Sat 12:00PM–2:25PM
Date: 4/18/23–5/6/23

Microsoft Publisher
Students will learn to create professional looking letterheads, business cards, calendars, envelopes with merge, and business forms using MS Publisher. Learn to apply basic desktop publishing design concepts to create impact and appeal.
Course #: CSTT–2090
FEE: $65.00
CEU's: 1.5
University Center – Instructor: Staff
Room: TBD
CRN: 45751, Wed 5:30PM–7:55PM
Date: 1/18/23–5/3/23

Dance

Egyptian Belly Dance – Beginner
Students will dance to the music and rhythm of the Middle East by learning various movements while strengthening individual muscle groups. Get a firmer figure, relieve tension and become more flexible.
Course #: DANC–4000
FEE: $40.00
University Center – Instructor: Carr, Stephanie
Room: TBD
CRN: 41880, Sat 10:00AM–11:55AM
Date: 1/21/23–5/6/23

Hustle
Participants will learn the steps of the Hustle. it's easy, it's fun and everyone is doing it.
Course #: DANC–4012
FEE: $40.00
University Center – Instructor: Staff
Room: TBD
CRN: 39967, Sat 2:00PM–3:55PM
Date: 1/21/23–5/6/23

Ballroom Dancing
This course is designed to teach students basic steps of ballroom dancing. Students will also learn hand and foot coordination, posture, basic turns and spins.
Course #: DANC–4014
FEE: $50.00
University Center – Instructor: Staff
Room: TBD
CRN: 45750, Wed 6:00PM–7:55PM
Date: 1/18/23–5/3/23

Language and Culture

Find Family History on The Internet
Students will learn how to use the Internet for family history research, identify and explore popular genealogy websites, and discover techniques for getting the most out of the Internet search engines and databases.
Course #: ENPR–4000
FEE: $40.00
University Center – Instructor: Lewis–Williams, Felicia
Room: TBD
CRN: 40832, Fri 10:00AM–11:55AM
Date: 2/17/23–3/17/23

Genealogy Research for Beginners
Students will discover techniques and resources to help uncover their family's history. Strategies for using research facilities and the Internet to document one's family tree will be introduced.
Course #: ENPR–4001
FEE: $40.00
University Center – Instructor: Lewis–Williams, Felicia
Room: TBD
CRN: 40833, Fri 10:00AM–11:55AM
Date: 2/10/23–2/10/23

Introduction to Genealogy
This introductory course is designed to help students discover the fundamental building blocks of Genealogy research. You will also learn how to document your family history.
Course #: ENPR–4014
FEE: $40.00
University Center – Instructor: Lewis–Williams, Felicia
Room: TBD
CRN: 40834, Fri 10:00AM–11:55AM
Date: 1/20/23–1/20/23
Genealogy: History and Research
Students will learn how to use the Genealogy forms to abstract important information. This class is also designed for Genealogy enthusiasts who are researching their family history and would like to explore additional resources.
Course #: ENPR-4015
FEE: $40.00
University Center – Instructor: Lewis-Williams, Felicia
Room: TBD
CRN: 40835, Fri 10:00AM–11:55AM
Date: 2/3/23–2/3/23

Genealogy: What’s in the Library
Students will learn techniques on how to use the library to conduct their family Genealogy research.
Course #: ENPR-4016
FEE: $40.00
University Center – Instructor: Lewis-Williams, Felicia
Room: TBD
CRN: 40836, Fri 10:00AM–11:55AM
Date: 1/27/23–1/27/23

Building Your Family Tree
This course will cover techniques using Microsoft Word and Microsoft PowerPoint for displaying your Genealogy history for presentations.
You should have the basic skills of Microsoft Word and PowerPoint before registering for this course.
Course #: ENPR-4017
FEE: $40.00
University Center – Instructor: Lewis-Williams, Felicia
Room: TBD
CRN: 40837, Fri 10:00AM–11:55AM
Date: 3/24/23–4/21/23

Physical Fitness and Sports

Hatha Yoga – Beginner
Students will learn to build on their flexibility, strength, and health. Course includes breathing and visualization techniques for maintaining your health. Please bring a thick mat, wear loose clothes, and don’t eat two hours before class.
Course #: PEDU-4007
FEE: $45.00
University Center – Instructor: Hunter, Rosa
Room: TBD
CRN: 32522, Fri 10:00AM–10:55AM
Date: 1/20/23–5/5/23

Tai Chi – Beginner
Students will learn this ancient Chinese martial art. Considered a low-impact aerobic exercise, it is also used for self-defense and stress relief.
Course #: PEDU-4012
FEE: $50.00
University Center – Instructor: Frost, Elaine
Room: TBD
CRN: 40916, Tue 11:00AM–1:00PM
Date: 1/17/23–5/2/23
### Tai Chi II
This course is suitable for students who have completed the Tai Chi beginners’ course. In this course, participants will have the opportunity to deepen their understanding of the philosophy and principles of Tai Chi and review Tai Chi forms already learned.

**Course #:** PEDU-4045  
**FEE:** $50.00  
**University Center –**  
**Instructor:** Frost, Elaine  
**Room:** TBD  
**CRN:** 45910, Wed 12:00PM–2:00PM  
**Date:** 1/18/23–5/3/23

### Sewing and Design
#### Fundamentals of Basic Sewing
Students will learn to read and select the correct patterns. Enhance fabric knowledge and practice stitching. Participants are responsible for purchasing their own supplies.

**Course #:** SEWD-4000  
**FEE:** $50.00  
**University Center –**  
**Instructor:** Simmons, Sandra  
**Room:** TBD  
**CRN:** 39923, Fri 1:00PM–4:00PM  
**Date:** 1/20/23–5/5/23

### Sewing II
Students will learn the proper way to construct notch collars/labels, welted pockets and buttonholes with the use of fusible interfacing, vented sleeves, and inserting a lining. Students must have a thorough knowledge of Sewing Pattern Selection. Participants are responsible for purchasing their own supplies.

**Course #:** SEWD-4002  
**FEE:** $45.00  
**University Center –**  
**Instructor:** Simmons, Sandra  
**Room:** TBD  
**CRN:** 42079, Fri 10:00AM–12:55PM  
**Date:** 1/20/23–5/5/23

### Tai Chi Advanced
Participants will learn the ancient Chinese martial art Tai Chi. This is a low-impact aerobic exercise, also used for self-defense and stress relief. These advanced Tai Chi classes are oriented towards participants with some experience of Tai Chi, or other martial arts. Participants should wear loose fitting clothes.

**Course #:** PEDU-5033  
**FEE:** $50.00  
**University Center –**  
**Instructor:** Frost, Elaine  
**Room:** TBD  
**CRN:** 45749, Wed 4:00PM–6:00PM  
**Date:** 1/18/23–5/3/23
Arts and Crafts

**Crocheting for Beginners**

Students will learn to crochet beautiful potholders, place mats, Afghans, and more. Make flowers and read patterns. Participants are responsible for their supplies.

**Course #: CRFT-4008**
**FEE: $40.00**
**Virtual Courses – Instructor: Crittenden, Patricia**
**Room: TBD**
**CRN: 34641, Sat 9:00AM–11:00AM**
**Date: 1/28/23–4/15/23**

**Jewelry Bead Design – Beginner**

This class will offer a hands–on approach to Jewelry Bead Design, participants will complete three sets of jewelry that include a necklace, a pair of earrings, and a bracelet. Participants are responsible for purchasing their own supplies.

**Course #: CRFT-4021**
**FEE: $30.00**
**Virtual Courses – Instructor: Robinson Young, Kathleen**
**Room: TBD**
**CRN: 32421, Tue 2:00PM–5:00PM**
**Date: 1/23/23–2/28/23**

**Jewelry Bead Design – Intermediate**

Learn various techniques of stringing multiple strands of beads. Use of metal pieces, caps, closures, and pins will be covered. Participants are responsible for their supplies.

**Course #: CRFT-4022**
**FEE: $30.00**
**Virtual Courses – Instructor: Robinson Young, Kathleen**
**Room: TBD**
**CRN: 32422, Tue 2:00PM–5:00PM**
**Date: 3/7/23–4/18/23**
Virtual Courses

Introduction to Wire Working
This course provides a fundamental working of manipulating wire to make jewelry findings. Students will also learn key elements and basic wire working techniques to make the findings used in all types of jewelry. Participants are responsible for purchasing their own supplies.
Course #: CRFT-4056
FEE: $30.00
Virtual Courses –
Instructor: Robinson Young, Kathleen
Room: TBD
CRN: 32424, Tue 10:00AM–12:00PM
Date: 2/7/23–2/28/23

Introduction to Wire Working–Bracelets
Participants will learn key elements and basic wire working techniques to make bracelets. The components that will be used include: headpins, jump rings, eye pins, clasps, ear wires and dangle charms. Participants are responsible for their own supplies.
Course #: CRFT-4091
FEE: $55.00
Virtual Courses –
Instructor: Robinson Young, Kathleen
Room: TBD
CRN: 44248, Mon 10:00AM–12:00PM
Date: 2/6/23–3/27/23

Introduction to Wire Working–Earrings
Participants will learn key elements and basic wire working techniques to make earrings. The components that will be used include: headpins, jump rings, eye pins, clasps, ear wires and dangle charms. Participants are responsible for their own supplies.
Course #: CRFT-4092
FEE: $55.00
Virtual Courses –
Instructor: Robinson Young, Kathleen
Room: TBD
CRN: 43149, Mon 1:00PM–3:00PM
Date: 2/6/23–3/27/23

Simple Soldering
This course provides a fundamental working knowledge of soldering metals through the techniques and projects taught in class. Students will also learn how to solder beautiful jewelry at home using simple and affordable tools. Participants are responsible for purchasing their own supplies.
Course #: CRFT-4084
FEE: $50.00
Virtual Courses –
Instructor: Robinson Young, Kathleen
Room: TBD
CRN: 34653, Tue 10:00AM–12:00PM
Date: 3/7/23–3/28/23

Unique Surfaces
This course is an introduction of new surfaces to paint and creating paintings on these surfaces. Participants are responsible for their own supplies.
Course #: CRFT-5057
FEE: $40.00
Virtual Courses –
Instructor: Keast, Maureen
Room: TBD
CRN: 45719, Sat 10:00AM–12:00PM
Date: 2/4/23–4/29/23

Ideas and Interactions
Each person will attempt their own version of creative painting. Interaction within the group will encourage others to attempt new creations. Teacher will encourage participants to expand on their style and accentuate their qualities. We will discuss how to begin a painting. Participants are responsible for their own supplies.
Course #: CRFT-5058
FEE: $40.00
Virtual Courses –
Instructor: Keast, Maureen
Room: TBD
CRN: 45720, Sat 1:00PM–3:00PM
Date: 2/4/23–4/29/23

Wayne County Community College District – SPRING 2023

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**Virtual Courses**

**Introduction to Wire Woven Necklaces**
This course provides a fundamental working knowledge of manipulating wire to make wire jewelry, specifically in this course, wire necklaces. Course instruction will also include the making of findings... the components that jewelry makers use to assemble their jewelry which includes, but not limited to items, such as clasps, head pins, and jump rings. Students will learn key elements and basic wire working techniques to make the findings used in all types of jewelry. Participants for their own supplies.

**Course #: CRFT-5091**  
**FEE: $50.00**

Virtual Courses –
Instructor: Robinson Young, Kathleen  
Room: TBD  
CRN: 46421, Wed  
10:00AM–12:00PM  
Date: 1/18/23–3/8/23

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**Soutache Jewelry II**
Soutache Jewelry II builds on the fundamentals of Beginning Soutache Jewelry. Students will learn to master making beautiful Soutache jewelry in this fun and creative class. The instructor will guide you through more difficult/ complex techniques and show how to make glamorous pieces of jewelry. Participants are responsible for their own supplies.

**Course #: CRFT-5092**  
**FEE: $50.00**

Virtual Courses –
Instructor: Robinson Young, Kathleen  
Room: TBD  
CRN: 46422, Wed 1:00PM–3:00PM  
Date: 1/18/23–2/22/23

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**Introduction to Wire Earrings**
Introduction to Wire Earrings II is the next step in making fabulous wire earrings. The object of this course is to provide a more enhanced fundamental working knowledge of manipulating wire to make wire jewelry, specifically in this course, wire earrings. Participants are responsible for their own supplies.

**Course #: CRFT-5093**  
**FEE: $50.00**

Virtual Courses –
Instructor: Robinson Young, Kathleen  
Room: TBD  
CRN: 46423, Thur 10:00AM–12:00PM  
Date: 3/16/23–4/27/23

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**Introduction to Wire II**
This course builds on the fundamental working knowledge of manipulating wire to make jewelry findings learned in Introduction to Wire Working. Findings are the components that jewelry makers use to assemble their jewelry and include items such as clasps, head pins, and jump rings. Participants will learn key elements and basic wire working techniques to make the findings used in all types of jewelry.

**Course #: CRFT-5094**  
**FEE: $50.00**

Virtual Courses –
Instructor: Robinson Young, Kathleen  
Room: TBD  
CRN: 46424, Wed 1:00PM–3:30PM  
Date: 3/15/23–5/3/23

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**Sewing Knits**
Participants will learn about the different types of knits, thread, needles, pins and feet used on sewing machines to sew knits. Participants are responsible for their own supplies.

**Course #: SEWD-4076**  
**FEE: $50.00**

Virtual Courses –
Instructor: Cunningham, Ophelia  
Room: TBD  
CRN: 45815, Thur 10:00AM–1:00PM  
Date: 4/6/23–4/27/23
**Introduction to Wire Working: Bracelet**

Introduction to Wire Work: Bracelets II builds on the fundamentals of Introduction to Wire Working: Bracelets. Participants will employ more difficult and thought provoking techniques to manipulate wire to make wire jewelry. Participants are responsible for their own supplies.

- **Course #:** CRFT–5095
- **FEE:** $50.00
- **Virtual Courses – Instructor:** Robinson Young, Kathleen
- **Room:** TBD
- **CRN:** 46425, Thur 10:00AM–12:00PM
- **Date:** 1/19/23–3/9/23

**Language and Culture**

**Find Family History on The Internet**

Students will learn how to use the Internet for family history research, identify and explore popular genealogy websites, and discover techniques for getting the most out of the Internet search engines and databases.

- **Course #:** ENPR–4000
- **FEE:** $40.00
- **Virtual Courses – Instructor:** Staff
- **Room:** TBD
- **CRN:** 32435, Sat 1:00PM–3:00PM
- **Date:** 3/4/23–3/18/23

**Genealogy Research for Beginners**

Students will discover techniques and resources to help uncover their family's history. Strategies for using research facilities and the Internet to document one's family tree will be introduced.

- **Course #:** ENPR–4001
- **FEE:** $40.00
- **Virtual Courses – Instructor:** Staff
- **Room:** TBD
- **CRN:** 32434, Sat 1:00PM–3:00PM
- **Date:** 2/18/23–2/25/23

**Genealogy: History and Research**

Students will learn how to use the Genealogy forms to abstract important information. This class is also designed for Genealogy enthusiasts who are researching their family history and would like to explore additional resources.

- **Course #:** ENPR–4015
- **FEE:** $40.00
- **Virtual Courses – Instructor:** Staff
- **Room:** TBD
- **CRN:** 32432, Sat 1:00PM–3:00PM
- **Date:** 2/18/23–2/25/23

**Genealogy: What’s in the Library**

Students will learn techniques on how to use the library to conduct their family Genealogy research.

- **Course #:** ENPR–4016
- **FEE:** $40.00
- **Virtual Courses – Instructor:** Staff
- **Room:** TBD
- **CRN:** 32433, Sat 1:00PM–3:00PM
- **Date:** 2/25/23–3/25/23

**Building Your Family Tree**

This course will cover techniques using Microsoft Word and Microsoft PowerPoint for displaying your Genealogy history for presentations. You should have the basic skills of Microsoft Word and PowerPoint before registering for this course.

- **Course #:** ENPR–4017
- **FEE:** $40.00
- **Virtual Courses – Instructor:** Staff
- **Room:** TBD
- **CRN:** 32436, Sat 1:00PM–3:00PM
- **Date:** 3/25/23–4/15/23

**Conversational Spanish II – Intermediate**

This course is designed for individuals interested in learning a second language. The Conversational Spanish II – Intermediate will cover grammar, how to pronounce vowels, verbs, use of adjectives, adverbs, developing complete sentences and more. Participants are responsible for purchasing the required textbook.

- **Course #:** LANG–5008
- **FEE:** $60.00
- **Virtual Courses – Instructor:** Esquivel-Ramos, Beatriz
- **Room:** TBD
- **CRN:** 45705, Tue 2:00PM–3:55PM
- **Date:** 2/7/23–5/2/23
Online Courses

Nursing Information Overview – Online
This online course is designed for students with an interest in Nursing. Participants will gain some insight into the field of Nursing and the expectations of the students aspiring admission into the Nursing Program. In this course, we will discuss the aspects of required program testing, all admission criteria, transfer policies and procedures, program progression, and the most up to date information on the application process for Nursing. This course is a mandatory requirement for all students planning admission into Nursing.

Course #: PELP-4008
Virtual Courses – Instructor: Staff
Room: TBD
CRN: 45830, Tue 3:00PM–4:30PM
Date: 2/7/23–2/7/23

Virtual Courses – Instructor: Staff
Room: TBD
CRN: 45831, Tue 3:00PM–4:30PM
Date: 3/7/23–3/7/23

Virtual Courses – Instructor: Staff
Room: TBD
CRN: 45832, Tue 3:00PM–4:30PM
Date: 4/4/23–4/4/23

Personal Financial Planning

Estate Planning
This course covers the subjects that no one wants to talk about, but every family needs. Estate planning sessions will include the importance of minimizing probate conflicts, the basics of wills, trusts, video instructions, burial planning and expected expenses.

Course #: FINC-4083
FEE: $45.00

Virtual Courses – Instructor: Boyaetore, Darnell
Room: TBD
CRN: 46315, Tue 6:00PM–8:00PM
Date: 2/7/23–3/7/23

Professional Exams and Licensing Preparation

Medication Calculation Workshop
This free Continuing Education (CE) course is designed for entering or currently enrolled WCCCD Nursing Students. This learning opportunity is designed to provide an overview of medication calculation. The workshop will present basic concepts in calculating medication dosages and intravenous fluids. Students are encouraged to review other sources for added detail and practice. The NUR 119 Pharmacology textbook is one such resource. The overall goal is for the student to identify areas requiring additional practice. The sessions are scheduled in 3-hour blocks with day and afternoon options and students can attend as many sessions as desired. Class size is set at 25 participants.

Course #: HLTC-5029
CEU’s: 0.3

Virtual Courses – Instructor: Moore, Marcel
Room: TBD
CRN: 46366, MTWRF 12:00PM–2:00PM
Date: 1/17/23–2/10/23

Virtual Courses – Instructor: Moore, Marcel
Room: TBD
CRN: 46367, MTWRF 12:00PM–2:00PM
Date: 2/13/23–3/10/23

FEE: $40.00

Virtual Courses – Instructor: Carr, Stephanie
Room: TBD
CRN: 44064, Tue 12:00PM–2:00PM
Date: 1/17/23–5/1/23

Virtual Courses

Physical Fitness and Sports

Belly Dance Fitness
This class an introduction to the middle eastern and dance world. Participants will learn beginner foundation belly dance techniques, while dancing and burning calories to fun traditional middle eastern and fusion choreographed dance routines. In the class, participants will also learn about posture, isolations, and traveling steps. A veil or cane prop can add extra excitement.

Course #: PEDU-5022
FEE: $40.00

Virtual Courses – Instructor: Carr, Stephanie
Room: TBD
CRN: 44064, Tue 12:00PM–2:00PM
Date: 1/17/23–5/1/23

Personal Financial Planning

74 Call 313.496.2600 • www.wcccd.edu
Wayne County Community College District – SPRING 2023
Real Estate License Preparation
This course is certified by the Michigan Department of Commerce, and open to anyone with the desire to obtain a license. Students will learn real estate transactions law for new investors. Participants are responsible for purchase of manual before the first day of class.
Course #: PELP–1005
FEE: $99.00
CEU's: 4.0
Virtual Courses – Instructor: Staff
Room: TBD
CRN: 40941, Mon, Wed 6:00PM–10:00PM
Date: 2/6/23–3/22/23

Sewing and Design

Sewing Blouses and Shirts
Participants will learn the technique to construct a blouse and shirt. Participants should have completed Fundamental of Basic Sewing and Sewing II before registering for this class. Participants are responsible for purchasing their own supplies and sewing machine.
Course #: SEWD–4063
FEE: $50.00
Virtual Courses – Instructor: Cunningham, Ophelia
Room: TBD
CRN: 42923, Tue 12:00PM–1:55PM
Date: 2/14/23–3/7/23

Designing Hats
Participants will learn how to paint on your own hat using skills through this class. Participants are responsible for purchasing their own supplies.
Course #: SEWD–4064
FEE: $50.00
Virtual Courses – Instructor: Cunningham, Ophelia
Room: TBD
CRN: 42924, Tue 2:00PM–4:00PM
Date: 2/14/23–2/28/23

Machine Embroidery Intermediate
This machine embroidery course is a continuation from the beginners’ course. Participants use embroidery techniques to design and create wearable art. Participants will learn how to use multiple designs to create one large design. Learn hooping techniques to mirror designs evenly through a garment. Learn how to merge embroidery files in embroidery software to create unique designs. Participants are responsible for their own embroidery machine/supplies and purchase fabric, pattern and embroidery designs to complete classroom projects.
Course #: SEWD–4069
FEE: $50.00
Virtual Courses – Instructor: Staff
Room: TBD
CRN: 44240, Mon, Wed 6:00PM–8:00PM
Date: 1/30/23–4/5/23

Textile Surface Design
Participants will learn and apply embellishment techniques for designing and creating fabric art. Participants are responsible for their own supplies.
Course #: SEWD–4077
FEE: $50.00
Virtual Courses – Instructor: Cunningham, Ophelia
Room: TBD
CRN: 46420, Wed 1:00PM–4:00PM
Date: 3/1/23–4/5/23

Gardening Workshop: Water Garden
This course is designed to teach the participant how to plan, where to place, and what type of liner to use in a water garden.
Course #: HMGP–4004
FEE: $30.00
Ted Scott – Instructor: Staff
Room: TBD
CRN: 46375, Thur 4:00PM–5:00PM
Date: 2/2/23–5/4/23
Continuing Education Registration Form - SPRING 2023

Please use one registration form per student. Feel free to duplicate this form as needed.

ID Number*  

Date of Birth  

Check one Are you a New Student ☐ Returning Student ☐

Last Name (Please Print)  

First Name

Applicant Signature or Parent’s Signature if a Minor: Forms with no signature are incomplete and WILL NOT be processed. Date:

Address

City  

State  

Zip

Home Phone  

Alternate Phone

Do you reside in Wayne County?  ☐ Yes  ☐ No

Email Address

Course Number  

CRN: Number  

Course Title  

Campus  

Cost

Grand Total

The Motorcycle Safety program requires pre-registration at any campus. No mail or fax-in registration will be accepted. For sport related camps/classes, a liability waiver form must be signed.

Return Check Policy

Students are liable for all amounts pertaining to any bank rejected checks, which includes but is not necessarily limited to the following: The amount of the rejected check, A $20 District service fee: for NSF (bad check) processing, A $20 deferred fee: Charges assessed by the external check guarantee company utilized by the district.

All checks written to the college are verified by an external check guarantee agency. All returned checks are subject to the agency’s collection fees.

Stop payment of check does not initiate cancellation of classes. You must officially withdraw from your classes.

Payment method must accompany form. PLEASE DO NOT SEND CASH!

(all checks must have the driver’s license number and telephone number of the signer of the check written on the check.)

☐ Check/Money Order  ☐ American Express  ☐ Discover  ☐ MasterCard  ☐ VISA

Account No. __________________________________________  Expiration Date: ______________

Card Holder Signature _______________________________________________________

* - The college will use your social security number for recordkeeping, identification, and billing. At your request (and if you are not currently on our system under your social security number), the college will assign another number for these purposes.

Fax - Fax form to (313) 962-1643.

Mail - Mail form to Wayne County Community College District, Mail Registration-C.E., P.O. Box 32557, Detroit MI 48232-0557.

Walk - Register in person at any of our five campus locations. See the back of the schedule for location details.

Optional Section Not considered in determining admissibility. Federally required

reporting information  Sex ☐ Male  ☐ Female  Marital Status ☐ Married  ☐ Single

Check which category describes you best  ☐ African-American (non Hispanic)  ☐ American Indian-Native Alaskan  ☐ Arabic

☐ Asian-Pacific Islander  ☐ Caucasian (non Hispanic)  ☐ Hispanic  ☐ Other  ☐ Prefer not to respond

Wayne County Community College District (WCCCD), pursuant to the requirements of Titles VI and VII of the Civil Rights Act of 1964, Title IX of Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Vietnam–Era Veterans Readjustment Act of 1974, The Elliot-Larsen Civil Rights Act, Executive Order 11246 and Title II of the Americans with Disability Act (ADA) complies with all Federal and State laws and regulations prohibiting discrimination and with all requirements and regulations of the U.S. Department of Education. It is the policy of WCCCD that no person, on the basis of race, color, religion, national origin, age, sex, height, weight, marital status, disability, or political affiliation or belief, shall be discriminated against, excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination in employment or in any program or activity for which it is responsible or for which it receives financial assistance from the U.S. Department of Education. (Policy adopted by the Wayne County Community College District Board of Trustees, July 28, 1993)
WAYNE COUNTY COMMUNITY COLLEGE DISTRICT
EMERGENCY MEDICAL TREATMENT RELEASE - ADULT FORM

I, __________________________________________ hereby authorize emergency medical treatment for myself. I understand that this treatment will be administered by a qualified and licensed healthcare professional when, in the opinion of the attending healthcare professional, undue delay may endanger my life, or cause disfigurement, physical impairment, or unreasonable discomfort. This authority is granted only after a reasonable effort to reach my emergency contact at the contact numbers provided below has failed.

Emergency Contact #:__________________________ (Please indicate type of #; i.e. mobile/pager)
Secondary Contact #: ________________________ (Please indicate type of #; i.e. mobile/pager)

1. Please list any allergies, medications, contact lenses, or any other pertinent information that may affect the level or type of care that might be required.

____________________________________________________________________________
____________________________________________________________________________

2. Family Physician contact information

Physician's name _______________________________ Phone _________________
Physician's address _______________________________________________________

3. Health Insurance Data

Enrolled Member ______________________________
Employer _____________________________________ Policy __________________
Group _______________________________ Contract ____________________________

This release form is completed and signed of my own free will for the sole purpose of authorizing medical treatment under emergency circumstances.

_____________________________________________ _______________________________
Printed Name of Participant Date:

_____________________________________________
Signature
WAYNE COUNTY COMMUNITY COLLEGE DISTRICT

WAIVER AND RELEASE OF LIABILITY - ADULT FORM

I, ______________________, hereby consent to my participation in the Wayne County Community College District “____________________________________” (class). I understand that I will be under the care of qualified staff members and that participation in the class may involve strenuous activity. In consideration of the acceptance of myself into this class, I agree to indemnify and hold harmless Wayne County Community College District and its authorized representatives, specifically including any, from any and all claims, including negligence which may be directly or indirectly related to my participation in class. I also acknowledge that I have informed Program personnel of any special medical or physical needs that I may require, prior to executing this agreement.

_________________________________________          ____________________
Signature            Date:
Your Community Showplace!

Wayne County Community College District’s (WCCCD), Heinz C. Prechter Educational and Performing Arts Center (EPAC) offers vibrant and diverse programs to the community.

- The EPAC facility supports WCCCD students and faculty, the arts and communities we serve.
- It features a range of the District’s student achievement ceremonies, community enrichment activities and unique live entertainment and art exhibits.
- The theatre, gallery and conference rooms are also available for community rentals.

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Box Office: 734-374-3200 • E-mail: performingartscenter@wcccd.edu
www.wcccd.edu
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Wayne County Community College District
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