



Southwestern College Schedule

Continuing Education Spring 2019

FREE Noncredit classes inside!
Spread the word about Southwestern College
by sharing our schedule with others.

To request this schedule in alternate media, please
call 619-482-6512 or TTY 619-482-6470

New! Online Registration Available at:
www.swccd.edu/continuingeducation

Southwestern College Continuing Education
900 Otay Lakes Road, Building 660, Room 661, Chula Vista, CA 91910 | 619-482-6376

A Message from the Director

Welcome to Southwestern College's (SWC) Continuing Education Department where we are committed to empowering and strengthening our diverse community to reach their goals. Whether your goals are to gain new skills, enhance your career, or for personal growth, we offer a wide variety of new and innovative programming, accessible services, and resources that will meet your needs.

In this Spring Schedule of Classes, you will find NEW noncredit courses, such as the free 10 and 30-hour OSHA courses for General Industry and Construction; Self-improvement courses like Home Safety for Older Adults; and Certificates of Completion for Tax Preparation/Income Tax, ESL Basics, and much more.

In addition to our noncredit offerings, you will find our popular Fee-Based courses such as California State and Loan Signing Notary Public Seminar courses, Retirement Planning, and Design Principles and Techniques for Exceptional Floral Arrangements. You may also be interested in our NEW fee-based courses such as Real Life Skills, and My Street Money TM - The Real Persons Guide to Creating Financial Peace and Security for You and Your Family.

If you are unable to attend courses at the Chula Vista campus, Higher Education Centers, or at our extension sites, please take a look at our online Ed2Go course offerings.

Southwestern College and the department of Continuing Education look forward to becoming your primary choice for life-long learning and higher education.

Sincerely,
Myesha Jackson
Acting Director of Continuing Education & Special Projects
mjackson3@swccd.edu



Expand your career options!

Continuing Education offers Career and Professional Development courses in various subject areas including the courses shown below. These high-quality career based/skill building courses teach proficiency in many different areas. Our instructors have a vast amount of experience in these areas and will provide you with the knowledge you need to advance in your career or learn new job skills.

Fee-Based Courses

Make Extra Income as a Wholesale Auto Dealer from Home Voice-Overs...Now is Your Time!
California State Notary Public Seminar
Loan Signing—Notary Public Seminar
Design Principles and Techniques for Exceptional Floral Arrangements
Online Ed2Go Courses

www.swccd.edu/continuingeducation

Graphic Design: Brenda Mora

Photography (Outside/Inside Cover): José Islas

Noncredit Courses

Basic ESL | Customer Service Training | Tax Preparation/Income Tax | Using Your Foreign Degree in the United States | Computer Skills Training | Family Childcare Business | Older Adults | 10-hour/30-hour OSHA

Meet Alberto!

The Noncredit ESL courses, taught by Professor Stuardo at Southwestern College, have not only helped me understand and speak English better, but they have also helped me in all areas of my life. Before taking Noncredit ESL courses, I did not have the confidence to speak English. Now, I can easily communicate with others both in my personal, professional and educational life—thank you Continuing Education.
—Alberto Rodriguez



Continuing Education

Continuing Education provides students with extended studies designed to support professional advancement and personal success. Day, evening, and weekend classes are conveniently held at the Chula Vista campus, as well as at off-campus locations throughout South County. Many are tuition-free, while others require a nominal fee. There are no transcripts or grades. New classes are always being added. For an up-to-date listing of classes, visit the Noncredit section of the Southwestern College website:

www.swccd.edu/continuingeducation

Mission Statement

Southwestern Community College District, the only public institution of higher education in southern San Diego County, provides services to a diverse community of students by providing a wide range of dynamic and high quality academic programs and comprehensive student services, including those offered through distance education. The College District also stimulates the development and growth of the region through its educational, economic and workforce opportunities, community partnerships and services.

Southwestern Community College District promotes student learning and success and prepares students to become engaged global citizens by committing to continuous improvement that includes planning, implementation and evaluation. The College District provides educational opportunities in the following areas: associate degree and certificate programs, transfer, professional, technical, and career advancement, basic skills, personal enrichment and continuing education.

Governing Board of the Southwestern Community College District

Griselda A. Delgado, *President*

Roberto Alcantar, *Vice President*

Leticia Cazares

Tim Nader

Nora E. Vargas

Rudolph Villegas, *Student Trustee*

June 2018-May 2019

Kindred Murillo, Ed. D., *Superintendent/President*

The Southwestern College Schedule (USPS #024423) is published six times a year in November, January, March, April, May, and July by offices of Publications and Continuing Education at Southwestern College, 900 Otay Lakes Road, Chula Vista, CA 91910-7299. Periodicals Postage Paid at Chula Vista, California. Volume 13, Issue Number 1, January 2019, Southwestern College Schedule. POSTMASTER: Send address changes to Southwestern College Schedule, 900 Otay Lakes Road, Chula Vista CA 91910-7299.

Table of Contents

Noncredit Classes

Art, Music, and Crafts	11
Career and Personal Development.....	5
Computers.....	7
Disability Support Services	8
Family and Parenting.....	11
Self-Improvement	8
Wellness and Fitness	11

Fee-Based Classes

Art, Music, and Crafts.....	18
Career and Personal Development.....	17
Financial Planning.....	18
Self-Improvement	18

General

Crown Cove Aquatic Center.....	13-15
Ed2Go Online Classes/Career Training	21-25
Fee-Based Class Registration Form	26
Noncredit Class Registration Form	27-28
Parking Information	4
Refunds.....	4
Registration Information	3-4
Tennis Academy.....	19
Traffic School.....	20

Diversity Initiative

Southwestern Community College District seeks to foster and engage diversity as integral to our learning community and in educational excellence. Diversity is valued as an essential cornerstone to civility, dignity, fairness, respect, and trust.

Non-Discrimination Statement

The Southwestern Community College District does not discriminate on the basis of race, color, religion, national origin, gender, sexual orientation, disability, age, or marital status in any of its policies, procedures, or practices. This nondiscrimination policy covers admission, employment, and access to all college programs and activities. Questions about the Rehabilitation Act of 1973, Section 504, and student grievances should be directed to the Dean of Student Services, at 619-482-6369. Title IX inquiries should be directed to the Title IX Administrator, at 619-482-6329. Inquiries regarding Equal Employment Opportunity and other nondiscrimination policies and procedures should be directed to the Vice President for Employee Services, 619-482-6329.

Off-Campus Sites

Please do not contact these sites to register for classes.

Off-campus information is provided in the event that you require directions to the facility. For information about classes, please refer to page 3 entitled, "Registration Information" or call 619-482-6376.

Chula Vista Campus map is located on the inside back cover.

Locations

Casa de Servicios (Villa Merced)

1188 Beyer Way, Bldg. 1168
San Diego, CA 92154-4629
619-423-1901

Chula Vista City Hall

276 4th Ave.
Chula Vista, CA 91910
619-691-5044

Chula Vista Public Library

365 F Street
Chula Vista, CA 91910
619-691-5069

Chula Vista Public Library

389 Orange Ave.
Chula Vista, CA 91911
619-585-5786

City of Chula Vista Public Works

1800 Maxwell Rd.
Chula Vista, CA 91911
619-397-6000

Crown Cove Aquatic Center

5000 Highway 75
Coronado, CA 92118
619-429-1669

George Glenner Alzheimer Family Center

2765 Main Street, Suite A
Chula Vista, CA 91911
619-543-4700

HHSA—The Knowledge Center

5469 Kearny Villa Road, Ste. 1000
San Diego, CA 92123
858-636-3516

Higher Education Center – National City

880 National City Blvd.
National City, CA 91950
619-216-6665

Higher Education Center – Otay Mesa

8100 Gigantic Street
San Diego, CA 92154
619-216-6750

Higher Education Center – San Ysidro

460 W. San Ysidro Blvd.
San Ysidro, CA 92173
619-216-6790

Otay Mesa—Nestor Branch Library

3003 Coronado Avenue
San Diego, CA 92154
619-424-0474

San Ysidro Elementary School District—Parent Resource Center

4350 Otay Mesa Road
San Ysidro, CA 92173
619-428-4476

Seniors on Broadway

845 Broadway, Ste. 105
Chula Vista, CA 91911-6821
619-591-0063

Smythe Elementary School

1880 Smythe Ave.
San Ysidro, CA 92173
619-428-4447

St. Charles Church Parish Hall

990 Saturn Blvd.
San Diego, CA 92154-2001
619-423-0242

South County Career Center

1111 Bay Blvd., Suite E
Chula Vista, CA 91911
619-628-0300

St. Paul's PACE

630 L Street
Chula Vista, CA 91911
619-271-7100

St. Paul's Plaza Senior Center

1420 E. Palomar Street
Chula Vista, CA 91913
619-591-0600

Willow Elementary School

226 Willow Road
San Ysidro, CA 92173
619-428-2231

Southwestern College Continuing Education

Continuing Education provides the opportunity for community residents to improve, upgrade, and learn new skills and knowledge. This effort responds to the need for a well-trained workforce, as well as the individual need for intellectual or cultural enrichment. Continuing Education presently includes the following three categories of instruction and services: noncredit curriculum, fee-based services, and contract education.

Noncredit Curriculum (NC)

Noncredit courses are courses that meet community needs in ten instructional areas: parenting, basic skills, English as a Second Language (ESL), citizenship for immigrants, courses for the disabled, vocational courses, courses for older adults, home economics, health and safety, and workforce preparation [California Education Code, Section 84757(a) and 84760.5, and Title 5, Section 58160.] Noncredit courses are open to the public, are tuition-free, and are not offered for college credit. The College receives apportionment for noncredit courses at approximately half the rate for credit courses.

Fee-Based Classes (Community Service)

Fee-based classes and programs are designated and authorized under Title 5. These programs may be offered in nearly any subject or field. These programs are supported by a fee paid by participants.

Contract Education

Contract services are available to specific businesses and organizations by a mutually established agreement. Class participation is limited to the contract designees. Contract Education and services are paid for by the contracting entity.

Course Description Legend

Course meeting days:

M – Monday | T – Tuesday | W – Wednesday | Th – Thursday
F – Friday | Sat – Saturday | Sun – Sunday

Example: Class meets Monday through Thursday – MTWTh
Class meets on Monday and Tuesday – MT

Continuing Education is a department of Workforce Development, AEP, and Continuing Education. Your feedback, suggestions, and comments are welcomed.

Myesha Jackson, *Acting Director of Continuing Education and Special Projects*, 619-482-6376, mjackson3@swccd.edu

Registration Information

Steps to Register for a Noncredit Course

Noncredit courses are tuition-free and are subsidized by state funds. These courses require the completion of the Noncredit Application (page 27–28). Most noncredit classes will allow on-site registration on a space-available basis. Course numbers for noncredit classes start with “NC.”



By Mail

Mail a completed Noncredit Application form to:
Southwestern College, Continuing Education
900 Otay Lakes Road, Building 660, Room 661
Chula Vista, CA 91910-7299



By Fax

Complete the Noncredit Application and fax to
619-482-6402.



In Person

Bring your completed Noncredit Application to:
Southwestern College, Continuing Education
900 Otay Lakes Road, Building 660, Room 661
Chula Vista, CA 91910-7299
Telephone: 619-482-6376
Fax: 619-482-6402
Office Hours: M–F, 8 a.m.–4:30 p.m.

Steps to Register for a Fee-Based Class

To register for a fee-based class, please use the Fee Class Registration Form (page 26). Course numbers for fee-based classes start with “CS.”



By Mail (Only if paying by CHECK)

Mail a completed Fee Class Registration Form and Check to:
Southwestern College, Continuing Education
900 Otay Lakes Road, Building 660, Room 661
Chula Vista, CA 91910-7299
Please do not mail cash.



In Person

Bring your completed registration form and payment to:
Southwestern College, Continuing Education
900 Otay Lakes Road, Building 660, Room 661
Chula Vista, CA 91910-7299
Telephone: 619-482-6376
Fax: 619-482-6402
Office Hours: M–F, 8 a.m.–4:30 p.m.

Returned Check Service Charge

Checks returned for non-sufficient funds or “Stop Payments” must be paid by MasterCard, Visa, AMEX, Discover, cash, or Money order and a \$25 service charge will be added to the amount of the check. Your enrollment at Southwestern College, as well as your credit, may be affected.

Registration Information

Sign up early

Early sign up ensures that you will have a reserved place in a popular class. All registration is on a first-come, first-served basis. Your registration can make the difference as to whether a class is offered or cancelled. When space is available, on-site registration may be allowed with the permission of the instructor.

Southwestern College Continuing Education Drop Policy

Any student who is not present on the first day of class may be dropped from the course by the instructor. After the first class meeting, any student with 3 consecutive absences from a noncredit class without prior notice (or in the event of a short-term class, having missed 25% of courses to-date) may be officially dropped from the course. Nonattendance does not constitute an automatic withdrawal. Should a student register and be unable to attend or decide not to continue, the student must contact the instructor or the Continuing Education office immediately to be withdrawn from the course.

Class Confirmation

Please mark your personal calendar when registering for any class. You may call Continuing Education at 619-482-6376 to confirm your registration.

Certificate of Completion

Some multi-session courses and seminars offer a Certificate of Completion. When applicable, students must attend all classes and meet certificate requirements as established by the college.

Class Cancellation

Every attempt is made to avoid cancelling a class. However, sometimes it is necessary to cancel before the first meeting when enrollment is low. If the College has advance notice that a class will be cancelled, Continuing Education will attempt to reach you by phone. Please be sure to provide complete phone contact information on your application.

Refunds

A full refund will be made if Continuing Education cancels a class. If you have registered for a class and you cancel at least three (3) business days prior to the start of the class, you will receive a full refund of the class fee. You are not eligible for any refund beyond the three day period. There are no registration credits or rescheduling options available beyond the three (3) day refund period. No-shows are not eligible for a refund. A refund may take up to four to six weeks to process.



Materials Fee

A materials fee is required in a few noncredit and fee classes. Please be prepared to pay this fee at time of registration. Cash, check, or credit card payments are accepted.

Instructor, Class, or Location Change

In some cases, a qualified substitute instructor may replace the individual listed in the schedule. Class dates and locations are also subject to change. When feasible, students will be notified of any date or location change prior to the class either by phone.

Class Locations

Classes are held on campus and at various locations throughout San Diego South County. Please carefully review the location of the class for which you are registering.

Parking Information

All vehicles parked on campus must display a parking permit at all times. One-day parking permit dispensers are located throughout the campus (see campus map, inside back cover). The cost of the permit is \$3 and is ONLY valid on the day of purchase only. Please arrive at least 20–30 minutes early on the first day of class since there is often a line at the parking permit dispenser. One-day parking permits are ONLY valid in student parking lots. Do not park in staff or faculty designated parking lots/spaces.

Disclaimer

While every reasonable effort is made to ensure that statements in the schedule are accurate, the information contained herein is subject to change or elimination without notice by the administration of the Southwestern Community College District. Students should consult the appropriate campus, campus/district website or department for current information, as well as for any special rules or requirements imposed.

Career and Personal Development

Customer Service

Superior Service Series

Attend any three of the free classes below and receive a Certificate of Series Completion from Southwestern College.

Service is the keystone to all successful businesses.

Review and practice core principles to enhance your skills and increase awareness.

Customer Service—Customer Appreciation

Explores key skills and attitudes necessary to effectively meet the needs of customers. Introduces concepts and appropriate techniques for dealing with internal and external customers, enhancing customer satisfaction, increasing customer retention, and ensuring positive communication.

Instructor: S. Rosas, 6 hours.

NC 1002-60 T Jan. 29 & Feb. 5 6–8:50 p.m. No Fee
Location: SWC Chula Vista Campus, Room 1601

Customer Service—Dealing with Difficult People

Introduces information and concepts about how conflict inhibits good business. Explores the causes and impact conflict can have on customer service. Reviews strategies and techniques for resolving tough issues and how to turn a difficult customer into a loyal one.

Instructor: S. Rosas, 6 hours.

NC 1006-60 T Feb. 12 & 19 6–8:50 p.m. No Fee
Location: SWC Chula Vista Campus, Room 1601

NC 1006-E1 W March 6 & 13 8–10:50 a.m. No Fee
Location: Chula Vista City Hall – HR Training Room, Bldg. C
 276 4th Ave., Chula Vista, 91910

Customer Service: Managing Change

Explores our natural tendencies and the tendencies of our customers to resist change in the workplace. Introduces techniques for handling change and how to introduce change to our customers. Provides practice of change management techniques.

Instructor: S. Rosas, 6 hours.

NC 1069-60 T Feb. 26 & March 5 6–8:50 p.m. No Fee
Location: SWC Chula Vista Campus, Room 1601

Customer Service—Mastering Communication

Introduces effective and positive communication that is key to customer service success. Focuses on the communication process including common barriers to effective communication. Covers verbal and nonverbal communication, as well as listening skills. Explores and provides opportunity to practice the techniques of effective communication.

Instructor: S. Rosas, 6 hours.

NC 1003-E1 T April 16 & 23 8–10:50 a.m. No Fee
Location: City of Chula Vista Public Works
 1800 Maxwell Road, Chula Vista, 91911

Customer Service—Decision Making and Problem Solving

Explores techniques for making business decisions and solving problems. Introduces decision-making styles and when each style might be applied. Reviews how to assess a situation, prioritize the urgency of tasks, and select the steps for successful completion.

Instructor: S. Rosas, 6 hours.

NC 1070-60 T March 12 & 19 6–8:50 p.m. No Fee
Location: SWC Chula Vista Campus, Room 1601

NC 1070-E1 T Feb. 19 & 26 8–10:50 a.m. No Fee
Location: City of Chula Vista Public Works
 1800 Maxwell Road, Chula Vista, 91911

Customer Service—Time and Stress Management

Workplace demands efficiency and productivity. Manage our time and stress has an impact on our ability to perform above company standards. Juggle more work and changes with less time and still “keep your cool”. Explore time management techniques at work that will help you stay in balance. Be both more efficient and happier in the workplace.

Instructor: S. Rosas, 6 hours.

NC 1071-E1 M March 11 & 18 8–10:50 a.m. No Fee
Location: City of Chula Vista Public Works
 1800 Maxwell Road, Chula Vista, 91911

Customer Service: The Right Attitude

Examines how the right attitude has a positive impact on the workplace and our interactions with customers. Reviews how attitudes at work positively and negatively affect customer service, the company image, productivity, employee retention, and company growth. Explores techniques for maintaining a professional attitude.

Instructor: S. Rosas, 6 hours.

NC 1073-60 T April 2 & 9 6–8:50 p.m. No Fee
Location: SWC Chula Vista Campus, **Room 1601**

NC 1073-E1 W Feb. 6 & 13 8–10:50 a.m. No Fee
Location: Chula Vista City Hall – HR Training Room–Bldg. C
 276 4th Ave., Chula Vista, 91910

Customer Service: Team Building

Explores how working as teams in business can increase productivity, enhance project management, reduce business conflicts, and create superior customer service. Identifies team opportunities that can be applied to your company. Examines the “roles” in a team and how to be both a leader and team player. Provides practice of new skills in typical business scenarios.

Instructor: S. Rosas, 3 hours.

NC 1074-60 T April 16 & 23 6–8:50 p.m. No Fee
Location: SWC Chula Vista Campus, **Room 1601**

NC 1074-E1 W May 1 & 8 8–10:50 a.m. No Fee
Location: Chula Vista City Hall—HR Training Room–Bldg. C
 276 4th Ave., Chula Vista, 91910

Tax Preparation/Income Tax Course I

Introduces Part I of a 60 hour program that teaches students how to prepare their own state and federal income tax returns and introduces them to the career field of a registered tax preparer in the State of California. Successful completion of Part I and Part II enables a student to receive a Certificate of Completion. **Required text to be purchased at the Bookstore by the first day of class.** 30 hours.

NC 113-60 TTh Feb. 26–April 2 6–8:50 p.m. No Fee
No Class: 3/26, 3/28
Location: SWC Main Campus, **Room 662**

NC 113-E1 MW Feb. 25–April 8 5–7:50 p.m. No Fee
No Class: 3/27, 4/1
Location: Chula Vista Public Library
 389 Orange Ave. Chula Vista, 91911



Tax Preparation/Income Tax Course II

Introduces Part II of a comprehensive 60 hour program that covers everything students need to know to prepare correct tax returns. Emphasizes how a student will learn a marketable skill that will enable him/her to prepare taxes for other people and earn extra income. Successful completion enables the student to receive a Certificate of Completion that will make them eligible to become a registered tax preparer in the State of California. **Required text to be purchased at the Bookstore by the first day of class.** 30 hours.

NC 114-60 TTh April 9–May 9 6–8:50 p.m. No Fee
No Class: 3/26, 3/28
Location: SWC Main Campus, **Room 662**

NC 114-E1 MW April 10–May 13 5–7:50 p.m. No Fee
No Class: 3/27, 4/1
Location: Chula Vista Public Library
 389 Orange Ave., Chula Vista, 91911

Family Childcare Business I

Examines the process of setting up an in-home childcare business. Introduces analysis and implementation of a business plan including enrollment of children, contracts, bookkeeping, and legal considerations. Explores creative ways to use available space and materials for a developmentally appropriate environment.

Instructor: E. Marquez, 12 hours.

NC 1054-86 T Jan. 29–Feb. 12 5–8:50 p.m. No Fee
Location: HEC at San Ysidro, **Room 5210**
 460 W. San Ysidro Blvd., San Ysidro, 92173



Family Childcare Business II

Identifies caregivers' responsibilities regarding health, safety, and nutritional needs of children. Focuses on providing a safe environment for children and procedures for dealing with illness, medications, and reporting suspected child abuse or neglect.

Instructor: E. Marquez, 12 hours.

NC 1055-86 T Feb. 19–March 5 5–8:50 p.m. No Fee
Location:HEC at San Ysidro, **Room 5210**
 460 W. San Ysidro Blvd., San Ysidro, 92173

Family Childcare Business III

Examines major theories in child development with an emphasis on practical application for the family child care provider. Explores guidance techniques using negotiation, problem solving techniques, and positive reinforcement.

Instructor: E. Marquez, 12 hours.

NC 1056-86 T March 12–April 2 5–8:50 p.m. No Fee
No Class: 3/26
Location:HEC at San Ysidro, **Room 5210**
 460 W. San Ysidro Blvd., San Ysidro, 92173

Family Childcare Business IV

Provides information and practice in helping children express feelings of loss, separation, and anxiety. Examines community resources for families and children in crisis as specific resources for providers for program improvement (toy and material lending, provider support groups, field trips, and free/low cost materials).

Instructor: E. Marquez, 12 hours.

NC 1057-86 T April 16–30 5–8:50 p.m. No Fee
Location:HEC at San Ysidro, **Room 5210**
 460 W. San Ysidro Blvd., San Ysidro, 92173

Family Childcare Business V

Examines the concept of developmentally appropriate practices as applied to the home learning environment. Analyzes the basic "whole child" approach to developing a curriculum for young children. Explores the role of a caregiver in providing an inclusive and multicultural environment rich in diversity and acceptance of the individual.

Instructor: E. Marquez, 12 hours.

NC 1058-86 T May 7–21 5–8:50 p.m. No Fee
Location:HEC at San Ysidro, **Room 5210**
 460 W. San Ysidro Blvd., San Ysidro, 92173

Using Your Foreign Degree in the United States

Provides graduates of foreign colleges and/or universities with essential information for exploring their options for using their degrees in the United States. Includes the U.S. educational system, processes for transcripts and/or diplomas, state licensing and credentialing considerations, English language proficiency, professional networking, graduate study options, job search and career planning services.

Instructor: D. Edwards, 3 hours.

NC 92-60 Th Jan. 31 5:30–8:20 p.m. No Fee
Location:SWC Main Campus, **Room 662**

NC 92-E1 W May 1 4–6:50 p.m. No Fee
Location:South County Career Center
 1111 Bay Blvd. Suite E, Chula Vista, 91911



Computers

Introduction to Computers

Covers basic computer skills such as proper start-up and shutdown procedures; use of mouse and keyboard commands; basic file management; creating, saving, and printing a document using word-processing software; e-mails; and basic Internet searches.

Instructor: L. Carver, 6 hours.

NC 1051-80 TTh March 5–12 9–10:50 a.m. No Fee
 NC 1051-81 MW April 22–29 9–10:50 a.m. No Fee
Location:HEC at San Ysidro, **Room 5201**
 460 W. San Ysidro Blvd., San Ysidro, 92173

Introduction to Microsoft Word

Provides students with the basic skills that are necessary to create, edit, enhance, and save standard documents using Microsoft Word.

Instructor: N. Bartels, 10 hours.

NC 198-50 Sat Feb. 2–March 9 8:30–10:20 a.m. No Fee
No Class: 2/16
Location:SWC Chula Vista Campus, **Room 205**

NC 198-E1 TTh April 2–16 12–1:50 p.m. No Fee
 If you have a laptop, please feel free to bring it.
Location:Chula Vista Public Library
 365 F Street, Chula Vista, 91910

Developing High-Performance Charts in Microsoft Excel

Reviews the basics of spreadsheet use: structure, data entry, formulas, and functions. Focuses on how to convert your data into meaningful and high-impact charts.

Instructor: N. Bartels, 12 hours.

****Students are required to bring a USB Flash drive to save and store class assignments****

NC 24-50 Sat April 6–May 11 8:30–10:20 a.m. No Fee
Location:SWC Chula Vista Campus, Room 205

NC 24-E1 TTh April 23–May 9 12–1:50 p.m. No Fee
 If you have a laptop, please feel free to bring it.
Location:Chula Vista Public Library
 365 F Street, Chula Vista, 91910

Disability Support Services

Stepping Stones to Success in the Workplace

Provides students with disabilities an overview of how to develop necessary soft skills for workplace purposes. Introduces communication, attitude, problem solving skills, and critical thinking techniques to prepare individuals for general workplace expectations. Exposes students to workplace ethics necessary for business interactions.

Instructor: K. Letendre, 30 hours.

NC 103-01 Th Feb. 7–April 18 9–11:50 a.m. No Fee
No Class: 3/28
Location:SWC Chula Vista Campus, Room 662
Seating is limited to 25 students

Independence, Social, and Study Strategies

Addresses the needs of college students with autism. Assists students in developing skills and knowledge necessary to reach their educational objectives. Emphasizes time management strategies, information on campus resources, stress management techniques, study skills, and effective communication strategies.

Instructor: V. Corona, 32 hours.

NC 105-01 W Jan. 30–May 22 12:30–2:20 p.m. No Fee
No Class: 3/27
Location:SWC Chula Vista Campus, Room 1685A
Seating is limited to 15 students

Self-Improvement

Basic ESL I

Exposes English language learners to the first of three instructional levels of ESL for academic and everyday purposes. Introduces activities at a novice-low level which encourage independent learning. Promotes control over students' ability to learn and engage in goal-directed behaviors. Increases English language grammar, reading, listening, conversation, and writing competence. 30–32 hours.

Certificate of Completion if you complete NC 108, 109 and 110

NC 108-01 MW Jan. 28–March 20 12–1:50 p.m. No Fee
Instructor: C. Stuardo
Location:SWC Chula Vista Campus, Room 510

NC 108-E2 MW Jan. 28–March 20 12–1:50 p.m. No Fee
Instructor: N. Bartels
Location:Chula Vista Public Library
 365 F Street, Chula Vista, 91910

NC 108-E3 MW Jan. 28–March 20 8:30–10:20 a.m. No Fee
Instructor: M. Alca
Location:Willow Elementary School
 226 Willow Road, San Ysidro, 92173

NC 108-E4 TTh Jan. 29–Mar. 21 3:30–5:20 p.m. No Fee
Instructor: O. Rayos
Location:Otay Mesa–Nestor Branch Library
 3003 Coronado Ave., San Diego, 92154

NC 108-E5 TTh April 2–May 23 10–11:50 a.m. No Fee
Instructor: F. Piovesan
Location:San Ysidro School District–Parent Resource Center
 4350 Otay Mesa Road, San Ysidro, 92173

Basic ESL II

Exposes English learners to the second of three instructional levels of ESL for academic and everyday purposes. Continues activities at a novice-mid level which encourage independent learning. Promotes control over students' ability to learn and engage in goal-directed behaviors. Increases English language grammar, reading, listening, conversation, and writing competences. 30–32 hours.

NC 109-01 MW April 3–May 22 12–1:50 p.m. No Fee
Instructor: C. Stuardo
Location:SWC Chula Vista Campus, Room 510

NC 109-E1 TTh April 2–May 23 3:30–5:20 p.m. No Fee
Instructor: O. Rayos
Location:Otay Mesa—Nestor Branch Library
 3003 Coronado Ave., San Diego, 92154

NC 109-E2 MW April 3–May 22 12–1:50 p.m. No Fee
Instructor: N. Bartels
Location: Chula Vista Public Library
 389 Orange Ave., Chula Vista, 91911

NC 109-E3 TTh Jan. 29–March 21 3:30–5:20 p.m. No Fee
Instructor: C. Stuardo
Location: Higher Education Center at National City,
Room 7211, 880 National City Blvd.,
 National City, 91950

NC 109-E4 MW Jan. 28–Mar. 20 10:30 a.m.–12:20 p.m. No Fee
Instructor: M. Alca
Location: Willow Elementary School
 226 Willow Road, San Ysidro, 92173

NC 109-E5 MW Jan. 28–March 20 9–10:50 a.m. No Fee
Instructor: F. Piovesan
Location: Smythe Elementary School
 1880 Smythe Ave., San Ysidro, 92173

Basic ESL III

Exposes English language learners to the third of three instructional levels of ESL for academic and everyday purposes. Continues activities at a novice-high level which encourage independent learning. Promotes control over students' ability to learn and engage in goal-directed behaviors. Increases English language grammar, reading, listening, conversation, and writing. 32 hours.

NC 110-E1 TTh Jan. 29–March 21 9–10:50 a.m. No Fee
Instructor: F. Piovesan
Location: San Ysidro School District–Parent
 Resource Center
 4350 Otay Mesa Road, San Ysidro, 92173

NC 110-E2 MWF April 10–May 24 10–11:20 a.m. No Fee
Instructor: M. Alca
Location: Willow Elementary School
 226 Willow Road, San Ysidro, 92173

NC 110-E3 MW April 10–May 22 10–12:10 p.m. No Fee
Instructor: F. Piovesan
Location: Smythe Elementary School
 1880 Smythe Ave., San Ysidro, 92173

Transitioning to College ESL

Prepares ESL students for credit college courses. Provides ESL students with language needed to navigate college applications, registration, assessment, course selection, and college study. Recommended for students at a novice-high level of English or higher, according to California Pathways.

Instructor: C. Stuardo, 24 hours.

NC 220-01 TTh Feb. 12–March 21 12:30–2:20 p.m. No Fee
 NC 220-02 TTh April 2–May 9 12:30–2:20 p.m. No Fee
Location: SWC Chula Vista Campus, **Room 662**

Songs, Movies, and Other Media

Develops listening, speaking, pronunciation, and vocabulary. Explores different aspects of culture in the United States through discussion and analysis of films, songs, and other forms of media. Recommended for students with novice-high proficiency or higher, according to California Pathways.

Instructor: TBA, 24 hours.

NC 222-80 TTh Feb. 19–May 16 1:30–2:20 p.m. No Fee
Location: HEC at San Ysidro, **Room 5206**
 460 W. San Ysidro Blvd., San Ysidro, 92173

ESL for Family Literacy

Develops oral and written communication skills in standard English within the context of child care, child rearing, and parenting. Strengthens listening, speaking, reading, and writing skills useful for communicating with and about children at different stages of development on topics including day-to-day care, health, education, and safety. This course is intended for non-native speakers of English who are parents, grandparents, and child care providers. This course is recommended for non-native speakers at novice-high level or higher according to California Pathways.

Instructor: N. Bartels, 20 hours.

NC 223-86 TTh Feb. 20–May 1 6–7:50 p.m. No Fee
No Class: 3/26, 3/28
Location: HEC at San Ysidro, **Room 5209**
 460 W. San Ysidro Blvd., San Diego, 92173

Organize Your Life and Have More Time for Fun

Provides instruction on how to organize your life so you have time to do the things you really want to do. Increases quality time through techniques and strategies to organize paperwork, clutter, and finances. Emphasizes overcoming procrastination.

Instructor: J. Acosta, 12 hours.

NC 1015-E1 Sat April 13–27 9 a.m.–12:50 p.m. No Fee
Location: Seniors on Broadway
 845 Broadway, Suite 105
 Chula Vista, 91911

Home Safety for Older Adults

Recognizing that most accidents occur in the home, this course provides information, strategies, and techniques to make all areas of your home safer and more secure. Emphasizes the following key topics: safety factors and recommendations, most common home injuries and problems, balance awareness, fall prevention tips, evacuation planning and disaster kits, and basic security measures.

Instructor: J. Acosta, 6 hours.

NC 1–E1 Sat Jan. 12–19 9–11:50 a.m. No Fee
Location: Seniors on Broadway
 845 Broadway, Suite 105,
 Chula Vista, 91911

Retirement Living

Explores a broad range of important topics for retirees and older adults, including: health maintenance, consumer awareness, physical illness, estate planning, community resources, leisure time activities, and adapting to a new lifestyle.

Instructor: J. Acosta, 12 hours.

NC 38-E1 Sat Feb. 2–23 9 a.m.–12:50 p.m. No Fee
No Class: 2/16
Location: Seniors on Broadway
 845 Broadway, Suite 105,
 Chula Vista, 91911



OSHA 10-Hour General Industry Standards

Provides students required training for entry-level OSHA 10-hour General Industry Standard certification. Emphasizes general industry safety awareness, health hazards and industrial risks. Includes all required topics for certification. Successful completion of this course, and a required Federal processing fee, gives eligible students a 10-hour OSHA General Industry Standards card.

Instructor: E. Buquiran, 10.5 hours.

NC 139-50 Sat Feb. 2–9 9 a.m.–2:10 p.m. No Fee
Location: SWC Chula Vista Campus, **Room 1685A**

OSHA 30-Hour General Industry Standards

Provides students seeking supervisor-level OSHA 30-hour General Industry Standard certification with necessary training and knowledge. Emphasizes general industry safety and health principles, and includes all required topics for certification. Successful completion of this course, and a required Federal processing fee, gives eligible students a 30-hour OSHA General Industry Standards card.

Instructor: E. Buquiran, 30.5 hours.

NC 140-50 Sat Feb. 23–April 13 9 a.m.–1:10 p.m. No Fee
Location: SWC Chula Vista Campus, **Room 1685A**

Construction OSHA 10

Provides students training for entry-level OSHA 10-hour Construction Industry Standard certification. Provides information on employee rights, employer responsibilities, and construction site hazards. Includes all required topics for certification. Successful completion of this course, and a required Federal processing fee, gives eligible students a 10-hour OSHA Construction Industry Standards card.

Instructor: T. Ochoa, 10.5 hours.

NC 141-50 Sat March 9–16 9 a.m.–2:10 p.m. No Fee
Location: SWC Chula Vista Campus, **Room 1685B**

NC 141-51 Sat March 23–April 6 9 a.m.–2:10 p.m. No Fee
Location: SWC Chula Vista Campus, **Room 1685B**

OSHA 30-Hour Construction Industry Standards

Provides students required training for supervisor-level OSHA 30-hour Construction Industry Standard certification with information on employee rights, employer responsibilities, and construction site hazards. Includes all required topics for certification. Successful completion of this course, and a required Federal processing fee, gives eligible students a 30-hour OSHA Construction Industry Standards card.

Instructor: T. Ochoa, 30.5 hours.

NC 142-50 Sat April 13–May 11 9 a.m.–1:50 p.m. No Fee
 Sat May 18 9 a.m.–2:30 p.m.
Location: SWC Chula Vista Campus, **Room 1685B**

Family and Parenting

Childbirth Education for Expectant Parents (Lamaze)

Prepares expectant parents for a positive childbirth experience. Instructs students on diverse methods of prepared childbirth, as well as demonstration and practice of essential and helpful exercises. Encourages childbirth partners/coaches, who are an integral part of the process, to attend and participate.

Instructors: R. Joselevitz, 10–20 hours.

NC 6-50 Sat March 16–23 8 a.m.–12:50 p.m. No Fee
 NC 6-60 TTh Jan. 29–Feb. 21 7–9:15 p.m. No Fee
 NC 6-61 TTh April 16–May 9 7–9:15 p.m. No Fee
Location: SWC Chula Vista Campus, **Room 1680**

NC 6-80 Sat April 13–20 9:30 a.m.–2:20 p.m. No Fee
Location: HEC at San Ysidro, **Room 5103**
 460 W. San Ysidro Blvd., San Diego, 92173

Learn about the signs of labor, hospital procedures, what to expect during labor, delivery, and post-delivery. Take out the worry and fear by knowing how to support the welcoming of your child. This class is for you if you plan to have your baby with or without medication, in a birthing suite or an operating room, with several days of hospital stay or if you plan to go home right away. Please be sure to bring a mat and two pillows to class. **You are encouraged to bring a partner—partners must also register for this class.**

Recommended for students who are close to their due date.

Art, Music, and Crafts

Art Therapy

Focuses on the use of art as a creative expression and a therapeutic process. Utilizes a variety of art media to promote self-expression, to develop coping skills, and to mediate emotional and physical challenges and limitations. Designed for older adults, this course is also appropriate for anyone who wants to enhance the quality of their life.

12 hours.

NC 1053-E1 M Jan. 28–March 11 10–11:50 a.m. No Fee
No Class: 2/18

NC 1053-E2 W March 13–April 24 10–11:50 a.m. No Fee
No Class: 3/27

NC 1053-E3 Th Jan. 31–March 7 10–11:50 a.m. No Fee

NC 1053-E4 Th March 14–April 25 10–11:50 a.m. No Fee
No Class: 3/28

NC 1053-E5 WTh May 1–16 10–11:50 a.m. No Fee
Instructor: D. Davis
Location: George Glenner Alzheimer Family Center
2765 Main St., Suite A, Chula Vista, 91911

NC 1053-E6 Th Jan. 31–March 21 1–2:15 p.m. No Fee

NC 1053-E7 W March 20–May 15 1–2:15 p.m. No Fee
No Class: 3/27

Instructor: D. Davis
Location: St. Paul's PACE
630 L St., Chula Vista, 91911

NC 1053-E8 M Feb. 4–March 4 1–3:50 p.m. No Fee
No Class: 2/18

Instructor: D. Davis
Location: Chula Vista Public Library
365 F St., Chula Vista, 91910

NC 1053-E9 M Jan. 28–March 11 10:30 a.m.–12:20 p.m. No Fee

NC 1053-E10 Th April 11–May 16 10:30 a.m.–12:20 p.m. No Fee
Instructor: A. Bejarano

Location: Otay Mesa—Nestor Branch Library
3003 Coronado Ave., San Diego, 92154

Gospel Choir I

Underlines and defines the Spirituals and Black Gospel with aural and historical analysis. Emphasizes and practices vocal and performing techniques, interpretive skills, and performance practice. Requires public performance.

Instructor: P. Lenud, 72 hours.

NC 3081-01 TTh Jan. 29–May 16 1:30–3:40 p.m. No Fee
No Class: 3/26, 3/28

Location: SWC Chula Vista Campus, Room 801

Wellness and Fitness

Tai Chi

Introduces the Chinese Tai Ji Quan (Tai Chi) traditional exercise for body and mind. Emphasizes muscle tone, flexibility, relaxation and stress reduction, especially for older adults. Consists of slow rhythmic movements and mediation techniques effective for relaxation, decreasing high blood pressure, and promoting overall wellness for all ages.

Instructor: S. Evans. 21–24 hours.

NC 32-01 TTh April 2–May 23 8:35–9:50 a.m. No Fee
Location: SWC Chula Vista Campus, Wellness and Aquatics Complex, Room 15101

NC 32-60 MW Jan. 28–April 3 4:30–5:45 p.m. No Fee
No Class: 2/18, 3/25, 3/27, 4/1

Location: SWC Chula Vista Campus, Wellness and Aquatics Complex, Room 15313

NC 32-80 Sat Feb. 2–May 18 8–9:25 a.m. No Fee
No Class: 2/16, 3/30

Location: HEC at San Ysidro, Room 5103
460 W. San Ysidro Blvd., San Diego, 92173

NC 32-E1 M Jan. 28–May 20 1:30–2:55 p.m. No Fee
No Class: 2/18, 3/25, 4/1

NC 32-E2 Th Jan. 31–May 23 1:30–2:45 p.m. No Fee
No Class: 3/28

Location: Casa de Servicios (Villa Merced)
1188 Beyer Way, Bldg. 1168,
San Diego, 92154

NC 32-E3 Sat Feb. 2–May 18 9:50–11:15 a.m. No Fee
No Class: 2/16, 3/30

Location: St. Paul's Plaza Senior Center
1420 E. Palomar St., Chula Vista, 91913

Body Dynamics and Aging Process

Provides instruction and conditioning for the maintenance of physical well-being, particularly for older adults. Focuses on deep breathing, circulation, flexibility, stamina, body awareness, and rhythmic movements. Incorporates adapted techniques suitable for individuals of varied fitness levels and physical ability.

Instructor: J. Acosta, 32 hours.

NC 34-E1 TTh Jan. 3–March 5 8:30–10:20 a.m. No Fee
 NC 34-E2 TTh March 7–May 14 8:30–10:20 a.m. No Fee

No Class: 3/26, 3/28

Location: Casa de Servicios (Villa Merced)
 1188 Beyer Way, Bldg. 1168,
 San Diego, 92154

NC 34-E3 TTh Jan. 3–March 5 11 a.m.–12:50 p.m. No Fee
 NC 34-E4 TTh March 7–May 14 11 a.m.–12:50 p.m. No Fee

No Class: 3/26, 3/28

Location: Seniors on Broadway
 845 Broadway, Suite 105,
 Chula Vista, 91911

Wellness for Older Adults

Provides instruction designed to help older adults remain healthy, safe, and independent. Emphasizes the physiological aspects of aging, disease prevention techniques, and how exercise and nutrition play important roles in enhancing physical and emotional health, reducing stress, and reducing the risk for falls and injuries.

Instructor: A. Solis, 32–46 hours.

NC 99-E1 MWF Jan. 28–May 24 7–7:50 a.m. No Fee
No Class: 2/15, 2/18, 3/25–4/1

NC 99-E2 MWF Jan. 28–May 24 8:30–9:20 a.m. No Fee
No Class: 2/15, 2/18, 3/25, 3/27, 3/29, 4/1

NC 99-E3 MWF Jan. 28–May 24 10–10:50 a.m. No Fee
No Class: 2/15, 2/18, 3/25, 3/27, 3/29, 4/1

Location: St. Charles Church Parish Hall
 990 Saturn Blvd., San Diego, 92154

Let us partner with your company in **improving your “greatest investment” – your employees** and sustainable productivity.

Customized Training Program

SWC provides high quality instruction via customized training in key aspects of workforce development through:

- Customer Service
- English for the Workplace
- Diversity Management

In addition to these competitively priced services:

- Personally meet with leadership to discuss training needs
- Bring training to your location and at your convenience

Contact Continuing Education at (619) 482-6376

Crown Cove Aquatic Center

CCAC

5000 Highway 75
Coronado, CA 92118

Located at Silver Strand State Beach

Directions found at <http://www.swccd.edu/crowncove>

To register for classes listed below, please call CCAC at (619) 429-1669



Pediatric Basic Life Support and First Aid

Provides individuals with the knowledge and skills necessary to prevent, recognize, and provide basic care for respiratory, cardiac, and first aid emergencies in children and infants. Follows the American Heart Association Basic Life Support (BLS) and First Aid guidelines.

Instructor: J. Araiza, 8 hours.

NC 1022-E1	Sat	Jan. 5	8:30 a.m.–4:40 p.m.	No Fee
NC 1022-E2	Sat	March 2	8:30 a.m.–4:40 p.m.	No Fee
NC 1022-E3	Sat	April 6	8:30 a.m.–4:40 p.m.	No Fee
NC 1022-E4	Sat	May 4	8:30 a.m.–4:40 p.m.	No Fee

Required textbook must be brought to class: Heartsaver Pediatric First Aid CPR AED (2015) (available onsite at CCAC for \$5). Successful completion of a written and psychomotor test is required to receive course completion certificate. American Heart Association (AHA) course completion certificate is \$30. As per the new AHA guidelines all cards will be submitted in an electronic format, students must provide an accurate email to obtain course completion certifications.

Basic First Aid and Adult CPR

Designed to prepare individuals to recognize and treat injuries and sudden illnesses. Meets the requirements for basic first aid and adult CPR in the workplace. 8 hours.

NC 40-E1	Sat	Jan. 19	8:30 a.m.–4:40 p.m.	No Fee
NC 40-E2	Sat	Feb. 23	8:30 a.m.–4:40 p.m.	No Fee
NC 40-E3	Sat	March 9	8:30 a.m.–4:40 p.m.	No Fee

Instructor: M. Smith

NC 40-E4	Sat	March 23	8:30 a.m.–4:40 p.m.	No Fee
NC 40-E5	M	April 20	8:30 a.m.–4:40 p.m.	No Fee

Instructor: B. Burdick

NC 40-E6	M	May 11	8:30 a.m.–4:40 p.m.	No Fee
----------	---	--------	---------------------	--------

Instructor: D. Hawley

Location: Crown Cove Aquatic Center
5000 Hwy 75, Coronado, 92118

NC 40-E7	Th	Jan. 17	8 a.m.–4:10 p.m.	No Fee
NC 40-E8	Th	Feb. 21	8 a.m.–4:10 p.m.	No Fee
NC 40-E9	Th	March 21	8 a.m.–4:10 p.m.	No Fee
NC 40-E10	Th	May 16	8 a.m.–4:10 p.m.	No Fee

Instructor: D. Hawley

Location: City of Chula Vista Public Works
1800 Maxwell Road, Chula Vista, 91910

NC 40-E11	M	Jan. 14	8 a.m.–4:10 p.m.	No Fee
NC 40-E12	M	Feb. 4	8 a.m.–4:10 p.m.	No Fee
NC 40-E13	M	March 11	8 a.m.–4:10 p.m.	No Fee
NC 40-E14	M	April 8	8 a.m.–4:10 p.m.	No Fee
NC 40-E15	M	May 6		

Instructor: W. Price

Location: HHSA—The Knowledge Center
5469 Kearny Villa Rd., Ste.1000,
San Diego, 92123

Required textbook must be brought to class: **Heartsaver First Aid CPR AED (2015) (available onsite at CCAC for \$5).** American Heart Association (AHA) course completion certificate is \$30. As per the new AHA guidelines all cards will be submitted in an electronic format, students must provide an accurate email to obtain course completion certifications.

CPR for the Professional Rescuer

Provides the professional rescuer with the knowledge and skills to provide Basic Life Support (BLS) to a victim in an emergency. Necessary for anyone wishing to become a BLS instructor. Follows the guidelines of both the American Red Cross and the American Heart Association. 8–9 hours.

NC 1007-E1 Sat Jan. 12 8:30 a.m.–5:40 p.m. No Fee

Instructor: B. Burdick

NC 1007-E2 Sat Feb. 2 8:30 a.m.–5:40 p.m. No Fee

NC 1007-E3 Sat March 16 8:30 a.m.–5:40 p.m. No Fee

NC 1007-E4 Sat April 13 8:30 a.m.–5:40 p.m. No Fee

Instructor: M. Smith

NC 1007-E5 Sat April 27 8:30 a.m.–5:40 p.m. No Fee

NC 1007-E6 Sat May 18 8:30 a.m.–5:40 p.m. No Fee

Instructor: D. Hawley

Location: Crown Cove Aquatic Center
5000 Hwy 75, Coronado, 92118

NC 1007-E7 T Jan. 15 8 a.m.–4:10 p.m. No Fee

NC 1007-E8 T Feb. 5 8 a.m.–4:10 p.m. No Fee

NC 1007-E9 T March 12 8 a.m.–4:10 p.m. No Fee

NC 1007-E10 T April 9 8 a.m.–4:10 p.m. No Fee

NC 1007-E11 T May 7 8 a.m.–4:10 p.m. No Fee

Instructor: W. Price

Location: HHSA—The Knowledge Center
5469 Kearny Villa Rd., Ste.1000, San Diego, 92123

Components include one-and two-rescuer CPR and foreign body airway obstruction (FBAO) in adults, children, and infants. Bag-valve-mask (BVM) and Automated External Defibrillation (AED) also included. Successful completion of a written test is required to receive course completion certificate. **Required book: BLS Provider Manual 2015 (available onsite at CCAC for \$5).** American Heart Association (AHA) course completion certificate is \$30. As per the new AHA guidelines all cards will be submitted in an electronic format, students must provide an accurate email to obtain course completion certifications.

Basic Life Support (BLS) Instructor

Designed to advance the Basic Life Support (BLS) provider to the position of instructor. Teaches the instructor candidate the components and delivery of cognitive and psychomotor skills training used for BLS training.

Instructor: B. Burdick, 16 hours.

NC 1039-E1 SatSun Feb. 9-10 8:30 a.m.–4:40 p.m. No Fee

Location: Crown Cove Aquatic Center
5000 Hwy 75, Coronado, 92118

First Aid for Public Safety Personnel—Title 22

Contains first aid skills for public safety personnel as a first responder to provide initial care regardless of the emergency. Course is divided into four units: first responder assessment, specific injuries, muscle and bone injuries, and medical emergencies. Meets the skill and knowledge requirements of Title 22 of the California Code.

Instructor: W. Price, 16 hours.

NC 15-E1 M–Th March 18–21 5:30–9:20 p.m. No Fee

NC 15-E2 M–Th May 13–16 5:30–9:20 p.m. No Fee

As per the new AHA guidelines all cards will be submitted in electronic format, students must provide an accurate email address to obtain course completion certifications.

Oxygen Administration for the Professional Rescuer

Provides the student with the knowledge and skills necessary to provide care to victims of respiratory emergencies, by using breathing devices such as; suction, oral and airway adjuncts, resuscitation masks, bag-valve-masks, and supplemental oxygen. Follows both the American Red Cross (ARC) and the National Safety Council (Green Cross) guidelines.

Instructor: W. Price, 3 hours.

NC 1014-E1 Tue March 12 5:30–8:30 p.m. No Fee

NC 1014-E2 Tue May 7 5:30–8:30 p.m. No Fee

As per the new AHA guidelines all cards will be submitted in electronic format, students must provide an accurate email address to obtain course completion certifications.

Lifeguard Training

Provides students with skills and information which will help them effectively prevent, recognize, and respond to aquatic emergencies including in-and-out of water skills, CPR for professional rescuer, first aid, open water experience, and cardiovascular and swim conditioning elements. Certifications include American Red Cross Lifeguard Training (Including First Aid and CPR/PRO).

Instructor: W. Price, 36 hours.

NC 70-E1	Sat	March 9	8:30 a.m.–4:40 p.m.	No Fee
		(SWC Aquatic Complex)		
	Sun	March 10	8:30 a.m.–4:40 p.m.	
		(Crown Cove Aquatic Center)		
	F	March 15	5:30–9:20 p.m.	
		(Crown Cove Aquatic Center)		
	Sat	March 16	8:30 a.m.–4:40 p.m.	
		(SWC Aquatic Complex)		
	Sun	March 17	8:30 a.m.–4:40 p.m.	
		(SWC Aquatic Complex)		

Location:SWC Main Campus, **Aquatic Complex**

Location:Crown Cove Aquatic Center (CCAC)
5000 Hwy 75, Coronado, 92118

NC 70-E2	Sat	May 4	8:30 a.m.–4:40 p.m.	No Fee
		(SWC Aquatic Complex)		
	Sun	May 5	8:30 a.m.–4:40 p.m.	
		(CCAC)		
	F	May 10	5:30–9:20 p.m.	
		(CCAC)		
	Sat	May 11	8:30 a.m.–4:40 p.m.	
		(SWC Aquatic Complex)		
	Sun	May 12	8:30 a.m.–4:40 p.m.	
		(SWC Aquatic Complex)		

Location:SWC Main Campus, **Aquatic Complex**

Location:Crown Cove Aquatic Center (CCAC)
5000 Hwy 75, Coronado, 92118

As per the new AHA guidelines all cards will be submitted in electronic format, students must provide an accurate email address to obtain course completion certifications.

Boating Safety Paddle Sports Leader Training

This course is designed for those pursuing careers as recreation assistants in aquatic recreation programs. Training covers small craft safety, general operations, basic rescue, skill development and instructional methods in teaching kayaking, canoeing, and outrigger canoeing. Successful completion leads to certification in small craft, basic rescue and paddle sports leader. This course is recommended for American Canoeing Association (ACA) instructor preparation.

Instructor: J. Ramos, 24 hours.

NC 1064-E1	SatSun	April 6–13	8:30 a.m.–4:40 p.m.	No Fee
------------	--------	------------	---------------------	--------

Basic Boating & Water Safety for Recreation Assistants

This course provides the recreation assistant with a basic understanding of the areas of personal boating safety, boating laws, navigational rules and aids, small vessel operation, boating accident prevention and water rescue. Leads to certification from the California Department of Boating and Waterways.

Instructor: J. Ramos, 4 hours.

NC 1046-E1	Sat	April 20	8:30 a.m.–1:30 p.m.	No Fee
------------	-----	----------	---------------------	--------

SOUTH COUNTY CAREER CENTER

Your Career Pathway Starts Here

South County Career Center
1111 Bay Boulevard, Suite E, Chula Vista, CA 91910
(619) 628-0300

Mon.–Fri. 8 a.m.–5 p.m.

Wed. 8 a.m.–7 p.m.

Bonita Sunnyside Library (satellite office)
4375 Bonita Rd., Bonita, CA 91902
(619) 472-6602

Mon.–Tues. 9:30 a.m.–5:30 p.m. | **Wed.** 9:30 a.m.–6:30 p.m. |
Thurs.–Fri. 9:30 a.m.–6 p.m.

America's **JobCenter**
of California™

One-Stop Services

Our focus is on preparing workers for high-growth, high-demand industries in order to enhance the productivity and competitiveness of the nation.

southsdcareercenter.com

It's Time to Explore Your **NEXT STEPS** and Discover the *Keys to Success*

Are you taking a noncredit course, or maybe enrolled in one of the certificate programs, and you're wondering what other educational opportunities you can take advantage of at Southwestern College?

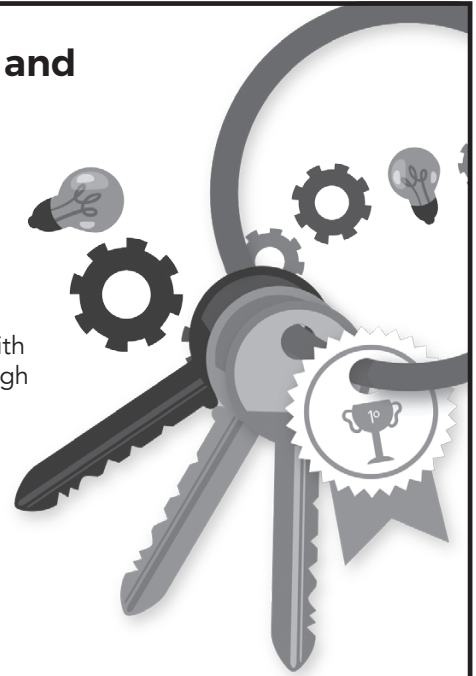
Eligible, enrolled Noncredit students can attend an orientation and meet with a counselor to explore education opportunities and services available through Southwestern College.

The type of information covered includes topics such as:

- Exploring career options and choosing life/career goals
- Identifying your current skill levels—know your starting place
- Making the transition to college
- Becoming aware of campus services and resources available
- How to pay for college—maybe you are eligible for financial assistance
- Developing an educational plan—your road map to success

For more information and to schedule your NEXT STEPS appointment, please contact the Continuing Education office at 619-482-6376

This service is made available through Noncredit Student Success



SOUTH BAY
ADULT EDUCATION

YOU CAN ACHIEVE YOUR GOALS WE'RE HERE TO HELP

Chula Vista Adult School
(619) 796-7000

National City Adult School
(619) 336-9400

Coronado Adult School
(619) 522-8911

San Ysidro Adult School
(619) 428-7200

Montgomery Adult School
(619) 600-3800

**Southwestern College
Continuing Education**
(619) 482-6376

**CONTACT
US NOW!**



www.southbayadulthood.org

Fee-Based Classes

All Fee-Based Classes held at the SWC Chula Vista Campus.

Career and Professional Development

Make Extra Income as a Wholesale Auto Dealer from Home

Come learn how to supplement your income by buying and selling wholesale cars as a home-based business. You will learn how and where to buy at wholesale price and eight selling techniques that create profit and cash flow. Learn how to get your auto dealer license in 15 days. Find out how and where to buy below wholesale prices and how to sell at retail prices. You will get a free list of 400+ dealer-only auctions in the USA where automobiles are sold below wholesale. This class is DMV approved. You will receive a DMV certificate of completion after you complete and pass the class exam. Benefits of a dealer license include dealer plates for vehicles that can be used for business and pleasure, auto parts and service at wholesale prices and sales tax exempt, ability to travel and do business in every state, import and export opportunities, and tax deductions.

Instructor: Wayne Williams, 7 hours. Room 1687A

CS 257-60 MT Feb. 11-12 6-9:30 p.m. Fee: \$85
\$25 materials fee paid at time of registration.

Voice-Overs...Now is Your Time!

In what could be one of the most enlightening 2 hours you've ever spent, this class will show you how YOU could actually begin using your speaking voice for commercials, films, and videos! Most people go about it the wrong way. In this class, you will learn about a unique, outside-of-the-box way to cash in on one of the most lucrative full or part-time careers out there! This is a business that you can handle on your own terms, on your own turf, in your own time, and with practically no overhead! And NOW is the best time to make this happen as new companies are looking for new voices like never before. This exciting and fun class could be the game changer you've been looking for!

Instructor: Lisa Foster, 2 hours. Room 1685B, Lisa Foster's voice can be heard on commercials and narrations for such clients as: Crest Toothpaste, Olay, Café, Appassionato, LA Weight Loss, Advanced Laser Clinics and Sleep Train.

CS 148-60 Th March 14 6:30-8:30 p.m. Fee: \$45

California State Notary Public Seminar

The demand for professional notaries in California is growing! Join this dynamic profession in high demand within the fields of finance, real estate, business, and law. Increase your employment skills and learn how to better protect your employer's business. This class will provide the new or previously commissioned notary public with the education and skills to pass the state examination, detect fraud, and become successful in a new career. If you are interested in taking the exam, please bring a check payable to the Secretary of State, together with required identification: either a California driver's license or California ID. You must not have had a felony conviction to take this exam.

Instructor: Thomas Peavyhouse, 7 hours. Room 1680

CS 14-50	Sat	Jan. 19	8 a.m.-4 p.m.	Fee: \$75
CS 14-51	Sat	Apr. 20	8 a.m.-4 p.m.	Fee: \$75

\$49 materials fee paid at time of registration.
Optional State exam scheduled 4-5 p.m. for an additional \$40 fee.

Loan Signing—Notary Public Seminar

The California real estate industry is in need of Notary Public Loan Signing Specialists. This course will provide students with information on the duties and responsibilities of both the Notary Public and the Loan Signing Specialist, which will enable students to acquire the essential knowledge and skills to be successful in this career field. After completing the course, students will be able to identify and understand the different types of loan documents with sufficient knowledge to explain them to the client, if requested. The course will conclude with an open book final exam, proctored by the instructor.

Instructor: Thomas Peavyhouse, 7 hours. Room 1680

CS 143-50	Sun	Jan. 27	9 a.m.-5 p.m.	Fee: \$75
CS 143-51	Sun	Apr. 21	9 a.m.-5 p.m.	Fee: \$75

\$79 materials fee paid at time of registration.

Exploring 50 Self-Publishing/E-Publishing Options

Self-publishing is all the rage, but is it the best options for YOU? You will discover the pros and cons of all the self-publishing options, including print-on-demand and e-book publishing, as well as the Amazon option of Create Space. You will leave with a rated description of 50 self-publishing companies. We also discuss how finding a traditional publisher compares. Come learn how to publish that manuscript you have been working on. (The instructor is an author, agent, & has been published.)

Instructor: LeeAnne Krusemark, 3 hours. Room 1601

CS 296-60	Th	Feb. 21	6-9 p.m.	Fee: \$30
-----------	----	---------	----------	-----------

\$20 material fee paid at time of registration.

Financial Planning

Living Trust—Family Inheritance

In this three-hour seminar you can learn how to protect your assets so they go directly to your family and not to costly attorney fees! Proper planning is essential for anyone who owns a home, has a spouse, children, or dependents. Learn how living trusts work and can help your family avoid probate. Find out how to preserve and monitor assets and how a trust can also serve as a tax shelter for large estates. Insight on the value of Durable Powers of Attorney will be explained.

Instructor: Sami Martinez, 3 hours. Room **1601**, Sami Martinez is an attorney and estate planner practicing exclusively in the areas of wills and trusts, trust administration, probate, and charitable giving.

CS 68-50 Sat March 2 9 a.m.–12 p.m. Fee: \$35

Retirement Planning Today

Educate retirees as to the multitude of decisions that must be made during retirement as well as the complexities of managing financial affairs to create their best retirement lifestyle today.

Instructors: Joe Anderson, 6 hours, Room **1683**

CS 175-60 Th Jan. 24–31 6:30–9:30 p.m. Fee: \$49
 CS 175-61 T Jan. 29–Feb. 5 6:30–9:30 p.m. Fee: \$49
 You may bring a guest at no charge to any class listed above.

NEW! My Street Money™ - The Real Persons Guide to Creating Financial Peace and Security for You and Your Family

Are you ready for a commonsense, down-to-earth guide to using money to help create the secure and happy life you want? The MY STREET MONEY course will help you envision a life of financial confidence and abundance by helping you build a step-by-step financial plan to help you reach your most precious life goals. You will learn to create your own version of the American dream. From money basics on how to earn it, save it, protect and invest it to discovering your own powerful and personal reasons for creating the secure and abundant future you desire and deserve. Real-time money answers from real people and for real people. Classes taught in English. Answers can be in both English and Spanish. Clases en ingles. Respuestas a preguntas en ambos idiomas.

Instructor: Louis Barajas/Daniel Guillen, 6 hours. Room **1687A**

CS 322-60 T Feb. 19–26 6:30–9:30 p.m. Fee: \$49
 CS 322-50 Sat Feb. 23–March 2 9 a.m.–12 p.m. Fee: \$49

Arts, Music, and Crafts

Design Principles and Techniques for Exceptional Floral Arrangements

This fun and informative class will explore principles and techniques of floral design. The principles of design will be explained as they relate to floral arranging. Floral Master's techniques will be explored for use in making your floral designs special. Most of the class time will be spent with hands-on designing of one special floral piece the student will keep. Unusual and exotic materials and flowers will be provided. Each arrangement will be uniquely different and all will be truly exceptional.

Instructor: Betty Patterson Del Sol, 4 hours. Room **1801**, Students will keep their own floral arrangement at the end of class.

CS 210-50 Sat Feb. 9 9 a.m.–1 p.m. Fee: \$40
 \$25 materials fee paid at time of registration.

Self-Improvement

Making the Most of Social Security

One of the most important decisions that you need to make before you retire is when to take Social Security. Whether you are single, married or divorced, there may be ways to maximize your Social Security. It is important to have good understanding of the inner workings of the Social Security to be able to maximize your benefits.

Instructor: Michael Dose, 2 hours. Room **510**

CS 288-50 Sat March 9 10 a.m.–12 p.m. Fee: \$10
 CS 288-51 Sat March 23 10 a.m.–12 p.m. Fee: \$10

NEW! Real Life Skills

Finally! At last! A class that delivers immediate results! Are you ready for real life answers? Permanent solutions? Yes! Then you need to take the first step to a brand new chapter in your life by enrolling in the Real Life Skills Course. Gain control of your thinking and you gain control of your life! Self-control equals thought control! We will give you the answers, the solutions to solving 90% of your problems! Sign up today!

Instructor: James Robins, 4 hours. Room **1680**

CS 323-60 TTh Feb. 26–28 6–8 p.m. Fee: \$50

The **Tennis Academy** at Southwestern College

900 Otoy Lakes Road, Chula Vista, 91910
619-421-6622

Staff

The Tennis Academy offers various programs for Juniors and Adults through group clinics and also private instruction. On-site registration at the Tennis Academy Office only. Flyers for each program are available at the Tennis Academy Office.

Susan Reasons, Jaguar Tennis Academy Coach, SWC Head Women's Intercollegiate Tennis Coach, B.A. Physical Education, California Community College Teaching Credential, SWC Exercise Science Tennis Instructor, PTR Certified. Southwestern College Athletic Department Hall of Fame Coach.

Please call Coach Susan Reasons at **619-421-6622** or email: susanreasons@yahoo.com for registration information on specific dates and times of classes listed. Registration at Tennis Academy Office Only.

Beginning/Advanced Beginning Junior Training Program (Ages 8-17)

Basic skill introduction. To include ground strokes, positioning, footwork, and introduction to serving and ball tossing. Development of hand eye coordination. Physical conditioning included.

Instructor: Susan Reasons, 1 hour per week/4-week sessions.

M	4-5 p.m.	Fee: \$60
W	4:30-5:30 p.m.	Fee: \$60

Intermediate Junior Training Program (Ages 8-17)

Focuses on more development of groundstrokes to include consistency and placement. Development of consistency and placement of serves from the baseline. Rallys from mini-tennis court areas and basic games, as well as introduction of volleys. Footwork and conditioning included.

Instructor: Susan Reasons, 2 hours per week/4-week sessions.

M	5-7 p.m.	Fee: \$85
Th	5:30-7:30 p.m.	Fee: \$85

Advanced Intermediate/Advanced Junior Training Program (Ages 9-17)

Further growth with rallying of full court with groundstrokes. Using serves to start games, addition of scoring, and net game improvement to include volleys, overheads and approach shots. Game playing of singles and doubles. Basic strategy, court positioning. Foot work and conditioning included.

Instructor: Susan Reasons, 2 hours per week/4-week sessions.

W	5:30-7:30 p.m.	Fee: \$85
---	----------------	-----------

Beginning-Intermediate Adult Level Class (Ages 18 and up)

Class will receive instruction on Forehand and Backhand Ground Strokes, Serving, Positioning, Court Knowledge, Basic Rules of Scoring. Plus Footwork Intro to Net Play with Volleys will also be included. Pre-Registration required. Class size limited to 15 students.

Instructor: Susan Reasons, 1.5 hours per week/4-week sessions.

T	6:30-8 p.m.	Fee: \$65
---	-------------	-----------



Traffic School

Southwestern College is certified as an official Traffic Violator School (TVS) available to individuals who have received a traffic citation. If you have been referred to a TVS by the court, you may void the citation from your driving record and protect your current insurance rate by attending a DMV-approved Traffic Violator School.

You must check in by 7:45 a.m. and remain for the entire 8-hour program to meet the DMV requirements.

Instructors: Paulino Leon/Philip Ochoa, 8 hours. Room 662

English

CS 17-50	Sat	Jan. 5	8 a.m.–4 p.m.	Fee: \$40
CS 17-51	Sat	Jan. 19	8 a.m.–4 p.m.	Fee: \$40
CS 17-53	Sat	Feb. 23	8 a.m.–4 p.m.	Fee: \$40
CS 17-54	Sat	March 9	8 a.m.–4 p.m.	Fee: \$40
CS 17-56	Sat	April 6	8 a.m.–4 p.m.	Fee: \$40
CS 17-57	Sat	April 20	8 a.m.–4 p.m.	Fee: \$40
CS 17-59	Sat	May 18	8 a.m.–4 p.m.	Fee: \$40

Spanish:

CS 17-52S	Sat	Feb. 2	8 a.m.–4 p.m.	Fee: \$40
CS 17-55S	Sat	March 23	8 a.m.–4 p.m.	Fee: \$40
CS 17-58S	Sat	May 4	8 a.m.–4 p.m.	Fee: \$40



RN First Assistant- RNFA Program

Presented by: The National Institute of First Assisting, Inc. (NIFA) in partnership with the Southwestern College in San Diego California.

National Standards: RN First Assistant (RNFA) program meets all national AORN Standards for RN First Assistant Education Programs (December 2013 Association of periOperative Registered Nurses) and has been accepted by the Competency Credentialing Institute (CCI) since 1998. RNFA curriculum is recognized by all 50 state nursing boards.

Eligibility:

RNs: Registered Nurses who qualify for the program must be CNO or CNOR-eligible and must:

- Have a current unrestricted RN license.
- Be currently working full-time or part-time in perioperative nursing in the area of nursing education, administration, research or clinical practice.
- Have completed a minimum of 2 years and 2,400 hours of experience in perioperative nursing, with a minimum of 50% (1,200 hours) in the intraoperative setting.
- RNs must submit proof of CNOR certification prior to graduating from the program.

APRNs: Board-certified or board eligible Advance Practice Registered Nurses qualify for the program and the CNOR experience clause is waived. APRN's must submit proof of national certification prior to graduating from the program.

Area of study: Operating room nursing skills and knowledge and Registered Nurse First Assistant scope of practice, surgical skills and the perioperative care of patients to achieve optimal outcomes.

Contact NIFA at 1-800-922-7747
 Mon.–Thurs. 7:30 a.m.–5 p.m., fri. 7:30 a.m.–4 p.m.
 Visit www.RNFA.org or email: info@NIFA.com
 Jennifer Curran RN, CNOR, CRNFA Dean Parsons
 RN, CNOR, RNFA

ed2go

Via the Internet

ed2go Online Classes start:

**January 16, February 13, March 13,
April 17, and May 15**

- For information about these online classes or to register, go to www.ed2go.com/swc
- For a demonstration of an actual course, go to www.ed2go.com/demo/

Requirements: All courses require Internet access, e-mail, Netscape Navigator, or Microsoft Internet Explorer. Some courses may have additional requirements. Please visit the Online Instruction Center for more information.

You will be able to download a letter of completion at the end of each course. These courses do not offer college credit.

Fees are nonrefundable two weeks after the class starts.

Internet and Web Design

Fee: \$125 per course

Cse. No.	Title
ETG-101	Creating Web Pages
ETG-102	Introduction to ASP.NET
ETG-104	Introduction to CSS3 and HTML5
ETG-106	Introduction to PHP and MySQL
ETG-107	Introduction to Java Programming
ETG-108	Intermediate CSS3 and HTML5
ETG-109	Intermediate JAVA Programming
ETG-111	Achieving Top Search Engine Positions
ETG-112	Advanced Web Pages
ETG-114	Blogging and Podcasting for Beginners
ETG-116	Designing Effective Websites
ETG-117	Introduction to Microsoft Outlook 2010
ETG-120	Introduction to Crystal Reports
ETG-124	Creating Mobile Apps with HTML5
ETG-125	Creating WordPress Websites

Computers

Fee: \$120* per course

***Unless otherwise noted with asterisk**

Cse. No.	Title
ETG-200	Introduction to PC Troubleshooting
ETG-204	Introduction to Microsoft Excel 2007
ETG-206	Advanced Microsoft Excel 2013
ETG-207	Introduction to Microsoft Access 2007
ETG-208	Intermediate Microsoft Access 2007
ETG-209	Introduction to Microsoft Word 2010
ETG-210	Intermediate Microsoft Word 2007
ETG-212	Introduction to Microsoft PowerPoint 2007
ETG-213	Basic CompTIA A+ Certification Prep *(\$130)
ETG-214	Intermediate CompTIA A+ Certification Prep *(\$130)
ETG-215	Advanced CompTIA A+ Certification Prep *(\$130)
ETG-216	Introduction to Microsoft Word 2007
ETG-217	Introduction to Dreamweaver CS6
ETG-218	Keyboarding
ETG-219	Introduction to Microsoft Excel 2010
ETG-220	Introduction to Microsoft Project 2007
ETG-221	Advanced Microsoft Excel 2007
ETG-222	Introduction to PC Security
ETG-223	Introduction to Microsoft Project 2010
ETG-224	Photoshop CC for the Digital Photographer
ETG-225	Intermediate Microsoft Excel 2010
ETG-226	Introduction to Microsoft PowerPoint 2010
ETG-228	Introduction to Microsoft Access 2010
ETG-229	Intermediate Microsoft Access 2010
ETG-231	Introduction to Illustrator CS6
ETG-232	Photoshop Elements 12 for the Digital Photographer
ETG-233	Photoshop Elements 13 for the Digital Photographer
ETG-234	Introduction to Photoshop CS5
ETG-235	Introduction to InDesign CS6
ETG-236	Photoshop CC for the Digital Photographer II
ETG-239	Intermediate Photoshop CS5
ETG-241	Introduction to Database Development
ETG-242	Introduction to Networking
ETG-243	Intermediate Networking
ETG-244	Computer Skills for the Workplace
ETG-245	Intermediate Microsoft Word 2010
ETG-246	Introduction to SQL
ETG-247	Intermediate SQL
ETG-248	Intermediate Oracle
ETG-249	Introduction to C++ Programming *(\$130)
ETG-250	Introduction to C# Programming *(\$130)
ETG-253	Wireless Networking

Tech Prep and Special Interest

Fee: \$120 per course

Cse. No.	Title
ETG-300	Write Fiction Like A Pro
ETG-301	The Craft of Magazine Writing
ETG-302	Beginning Writer's Workshop
ETG-303	Writing Effective Grant Proposals
ETG-304	A to Z Grant Writing

- ETG-305 Instant Italian
- ETG-306 GRE Preparation–Part 1 (Verbal and Analytical)
- ETG-307 GRE Preparation–Part 2 (Quantitative)
- ETG-308 LSAT Preparation–Part 1
- ETG-309 LSAT Preparation–Part 2
- ETG-310 Grammar Refresher
- ETG-311 Beginning Conversational French
- ETG-312 Writeriffic: Creativity Training for Writers
- ETG-314 Speed Spanish
- ETG-315 Grammar for ESL
- ETG-316 Medical Terminology: A Word Association Approach
- ETG-317 Introduction to Natural Health and Healing
- ETG-318 GMAT Preparation
- ETG-319 Discover Digital Photography
- ETG-321 Genealogy Basics
- ETG-322 Learn to Buy and Sell on eBay
- ETG-323 Secrets of Better Photography
- ETG-324 Conversational Japanese
- ETG-325 Photographing People with your Digital Camera
- ETG-326 Speed Spanish II
- ETG-327 Writing Essentials
- ETG-328 Twelve Steps to a Successful Job Search
- ETG-329 Where Does All My Money Go?
- ETG-330 Get Assertive!
- ETG-331 Explore a Career as an Administrative Medical Assistant
- ETG-332 Leadership
- ETG-333 Interpersonal Communication
- ETG-334 Personal Finance
- ETG-335 Explore a Career in Medical Coding
- ETG-336 Human Anatomy and Physiology
- ETG-337 Keys to Effective Communication
- ETG-338 Become a Veterinary Assistant
- ETG-339 Become a Veterinary Assistant II: Canine Reproduction
- ETG-340 Become a Veterinary Assistant III: Practical Skills
- ETG-341 Introduction to Digital Scrapbooking
- ETG-342 Achieving Success with Difficult People
- ETG-344 Solving Classroom Discipline Problems
- ETG-345 Stocks, Bonds, and Investing: Oh My!
- ETG-346 Introduction to Screenwriting
- ETG-348 Fundamentals of Technical Writing
- ETG-349 Keys to Effective Editing
- ETG-351 Handling Medical Emergencies
- ETG-352 Write Your Life Story
- ETG-353 Helping Elderly Parents
- ETG-354 Lose Weight and Keep It Off
- ETG-355 Become a Physical Therapy Aide
- ETG-356 Spanish for Medical Professionals
- ETG-357 Understanding Adolescents
- ETG-358 Spanish in the Classroom
- ETG-359 Creating a Classroom Web Site
- ETG-360 Teaching Preschool: A Year of Inspiring Lessons
- ETG-361 The Creative Classroom
- ETG-362 Teaching Smarter With SMART Boards
- ETG-363 Ready, Set, Read!
- ETG-364 Teaching Students with ADHD
- ETG-365 Guided Reading & Writing: Strategies for Maximum Student Achievement
- ETG-366 Differentiated Instruction in the Classroom
- ETG-367 Guided Reading: Strategies for the Differentiated Classroom
- ETG-368 Teaching Students with Learning Disabilities
- ETG-369 Teaching Students with Autism: Strategies for Success

- ETG-370 Response to Intervention: Reading Strategies That Work
- ETG-371 Singapore Math Strategies: Model Drawing for Grades 1-6
- ETG-372 Singapore Math: Number Sense and Computational Strategies
- ETG-373 Writing for Children
- ETG-374 SAT/ACT Preparation–Part 1
- ETG-375 SAT/ACT Preparation–Part 2
- ETG-376 Introduction to Stock Options
- ETG-380 Introduction to Interior Design
- ETG-381 Start Your Own Edible Garden
- ETG-382 Resume Writing Workshop
- ETG-383 Enhancing Language Development in Childhood

Small Business

Fee: \$120 per course

Cse. No. Title

- ETG-400 Start and Operate Your Own Home-Based Business
- ETG-401 Marketing Your Business on the Internet
- ETG-402 Starting a Nonprofit
- ETG-403 Marketing Your Nonprofit
- ETG-404 Creating a Successful Business Plan
- ETG-405 Starting a Consulting Practice
- ETG-406 Start Your Own Small Business
- ETG-407 Introduction to Internet Writing Markets

Management and Business

Fee: \$130 per course

Cse. No. Title

- ETG-625 Introduction to QuickBooks 2014
- ETG-628 Purchasing Fundamentals
- ETG-629 Project Management Fundamentals
- ETG-630 Business Finance for Non-Finance Personnel
- ETG-631 Administrative Assistant Fundamentals
- ETG-632 Fundamentals of Supervision and Management
- ETG-633 Effective Business Writing
- ETG-634 Business and Marketing Writing
- ETG-636 Accounting Fundamentals
- ETG-637 Accounting Fundamentals II
- ETG-639 Real Estate Investing
- ETG-641 Building Teams That Work
- ETG-643 Individual Excellence
- ETG-646 Fundamentals of Supervision and Management II
- ETG-647 Distribution and Logistics Management
- ETG-649 Introduction to Nonprofit Management
- ETG-651 Understanding the Human Resources Function
- ETG-652 Administrative Assistant Applications
- ETG-653 Total Quality Fundamentals
- ETG-654 Project Management Applications

www.ed2go.com/swc



Online Career Training Programs

Prepare for employment in some of today's hottest careers with a comprehensive, affordable, and self-paced online Career Training Program. You can begin these Programs at any time and learn at your own pace. Upon successful completion of all required coursework, you will receive a Certificate of Completion.

Payment plans are available!

Features:

- Facilitators and mentors are available to answer questions and help you through your studies
- Career Counselors will help you prepare for the transition from the classroom to the workplace

Programs are available in the following areas:

- Business and Professional
- Healthcare and Fitness
- Management and Corporate
- Media and Design
- Hospitality and Gaming
- Skilled Trades and Industrial
- IT and Software Development
- Courses are all open-enrollment and self-paced
- All materials, workbooks, and software are included
- **PAYMENT PLANS ARE AVAILABLE**

Chartered Tax Professional for California Residents

The California Chartered Tax Professional Online Certificate Program will help you become qualified as a California Tax Preparer through the California Tax Education Council (CTEC). The California Chartered Tax Professional Certificate Program is composed of six modules in Federal income tax preparation, plus a California supplement. After successfully completing the first two Federal programs and the California lessons in the California CTP Certificate Program, you'll be qualified to prepare individual tax returns for almost all U.S. and California taxpayers. This online certificate program is offered in partnership with major colleges, universities, and other accredited education providers.

Payroll Practice and Management

If you want to become a payroll specialist or update your skills, take the Payroll Practice and Management Online Training Program. The program will provide the training you need, and it will also help prepare you for the Certified Payroll Professional (CPP) test given by the American Payroll Association. This online certificate program is offered in partnership with major colleges, universities, and other accredited education providers.

Digital Arts Certificate

The Digital Arts Online Training Program will help you develop technical skills and creative artistry in digital imaging, traditional drawing, and digital illustration. You'll learn professional applications for Adobe Photoshop and Illustrator alongside traditional materials like pencil and charcoal. Course projects include retouching, compositing, digital illustration, and still life drawing.

This online certificate program is offered in partnership with major colleges, universities, and offer accredited education providers.

THESE COURSES DO NOT OFFER COLLEGE CREDIT
MORE COURSES AVAILABLE AT OUR WEBSITE

<https://careertraining.ed2go.com/swc>

Online Career Training Programs

Online Education programs designed to provide the workforce skills necessary to enter a new field or advance your current career.

Payment plans are available!

Featuring such classes as:

Certified Global Business Professional

160 hours

\$2,495

The Certified Global Business Professional Online Training Program prepares you for the credential exam by educating you in four areas: global management, global marketing, supply chain management, and trade finance.

Certified Green Supply Chain Prof.

60 hours

\$1,595

Gain the skills you'll need to make a green impact on global sourcing, material management, procurement and buying, transportation and logistics, and new product development.

Certified Mediator and Arbitrator

200 hours

\$3,495

The Certified Mediator and Arbitrator Program provides students with the skills and knowledge needed to practice mediation and arbitration in their current careers or private practices.

Certified Mediator and Conflict

200 hours

\$3,495

Resolution Specialist

This comprehensive online training program will provide you with the core skills necessary for the practice of mediation and conflict resolution.

Certified Indoor Environmentalist Prep

32 hours

\$895

The Certified Indoor Environmentalist Program will help you take the next step in your career to become an indoor air quality or green building consultant. To better understand how to create a healthy home or building by preventing, diagnosing, and resolving indoor environmental problems.

Grant Writing

300 hours

\$2,295

Learn to write grant proposals that get funded in this nationally recognized Grant Writing online training program.

Non-Profit Management

300 hours

\$2,295

Examine the fundamental principles of nonprofit management, explore the roles and responsibilities of a nonprofit board of directors and the management team.

Search Engine Marketing

250 hours

1,895

Learn the essential components for understanding this unique and growing career field, including search engine optimization, pay-per-click marketing, and Web site copywriting.



Pharmacy Technician

330 hours

\$1,995

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

Physical Therapy Aide

150 hours

\$1,895

You will learn what physical therapy entails, identify the responsibilities of a PT aide, and develop a working knowledge of anatomy and medical terminology.

Veterinary Assistant

170 hours

\$1,995

Prepare for a new career as a Veterinary Assistant as you learn how to care for animals and assist the veterinarian during examinations.

Casino Poker Dealer

100 hours

\$1,595

The Casino Poker Dealer Online Training Program prepares you to work as a dealer for casino table games, including seven card stud, Omaha, and Texas hold 'em.

Biofuel Production Operations

400 hours

\$2,595

The Biofuel Production Operations Online Training Program will give you the education as a biofuel production operator, inspecting and repairing equipment, operating computer systems, and handling lab equipment.

Certified Indoor Air Quality Manager

16 hours

\$795

Are you a facility manager, building engineer, or health and safety officer who wants to improve the indoor air quality of your building? If so, the Certified Indoor Air Quality Manager Program is just for you.

Certified Wedding Planner

340 hours

\$1,595

This comprehensive program provides all the knowledge you need to work as a professional wedding planner or start your wedding planning business.

Carpentry

80 hours

\$1,595

Prepare for a career as a carpenter as you master basic residential construction skills, learn to read blueprints and do jobsite math, and get hands-on practice in three workshop projects.

Mastering Project Management w/ Microsoft Project 2010

130 hours

\$1,695

Translate your knowledge into skills by exploring key project management topics in depth and prepare for the Project Management Professional (PMP®) certification.

Mastering Project Management w/ PMP Prep

130 hours

\$1,695

In this intermediate/advanced level program, you'll translate your knowledge into skills by exploring key project management topics in depth.

Project Management Essentials w/ CAPM Prep

60 hours

\$1,195

This program is designed for those who are new to project management and will help you prepare for the Certified Associate In Project Management (CAPM)® certification exam.

Oil Refinery Operations

400 hours

\$2,595

Learn the skills you need to start work as an in-demand oil refinery operator.

Power Plant Operations

400 hours

\$2,595

Learn the skills you need to gain entry-level employment as a power plant operator.

Solar Power Professional

120 hours

\$1,895

Learn the fundamentals of photovoltaic solar powered energy systems and gain the knowledge you'll need for an entry level position with a dealer, installer, or other photovoltaic industry company.

Wind Energy Professional

240 hours

\$2,395

This entry-level Wind Energy Apprenticeship program prepares you for a career in the wind energy industry.

The Complete Project Manager w/Microsoft Project 2010

190 hours

\$2,295

This comprehensive project management program is designed to create skills for today's project practitioners and prepare them for either the CAPM® or PMP® certifications.

The Complete Project Manager w/CAPM and PMP Prep

130 hours

\$1,995

This is a comprehensive project management program is designed to create skills for today's project practitioners and prepare them for either the CAPM® or PMP® certifications.

<http://careertraining.ed2go.com/swc>



**Continuing Education
FEE CLASS REGISTRATION FORM**

For Office Use Only

#

PLEASE PRINT or TYPE NAME BELOW

LAST _____ FIRST _____ M.I. _____

ADDRESS _____ CITY _____ ZIP _____

Phn # _____ Alt Phn # _____ email _____

NAME- 2ND REGISTRANT _____ AGE (if under 18) _____

CLASS	NAME OF CLASS	START DATE	NUMBER OF PEOPLE	REG FEE	MAT FEE

PAYMENT METHOD: Check Cash

TOTAL AMOUNT

--	--

SIGNATURE _____

DATE _____

SS # or SWC ID # required to expedite a refund:

FOR OFFICE USE ONLY (NOTES):

HOW TO REGISTER



PHONE (FEE CLASSES ONLY)

Call 619-482-6376 to register and pay for a class by phone with a credit card. Reservations are confirmed with payment on a first-come, first-served basis.



MAIL (if paying by Check only)

Mail completed registration form with a check, payable to Southwestern College (see address below).



IN PERSON

Bring your completed registration form and payment to:
Southwestern College Continuing Education
 900 Otay Lakes Road, Building 660 (across from parking Lot H)
 Chula Vista, CA 91910-7299
 Office hours: **SPRING & FALL: M-F from 8 a.m.-4:30 p.m.**
SUMMER: M-Th from 8 a.m.-5 p.m.

Refunds:

A full refund will be made if Continuing Education cancels a class. If you have registered for a class and you cancel at least three (3) business days prior to the start of the class, you will receive a full refund of the class fee. You are not eligible for any refund beyond the three day period. There are no registration credits or rescheduling options available beyond the three (3) day refund period. No-shows are not eligible for a refund. A refund may take up to four to six weeks to process.

**CLASS SEATING IS LIMITED. REGISTRATION IS ACCEPTED ON A FIRST-COME, FIRST-SERVED BASIS.
PLEASE CALL 619-482-6376 TO CONFIRM YOUR RESERVATION.**



NONCREDIT APPLICATION
 SOUTHWESTERN COLLEGE CONTINUING EDUCATION
 900 Otay Lakes Road, Chula Vista, CA 91910-7299
 619-482-6376 FAX 619-482-6402

CHECK THE TERM THAT APPLIES:
 FALL
 SPRING
 SUMMER

Noncredit courses are funded by local and state taxes. The information requested on this application **remains confidential and is required** to establish your eligibility to register in this publicly funded class. Thank you for your assistance. Returning Student SWC ID # _____

-PLEASE PRINT NEATLY AND DO NOT USE ANY NICKNAMES OR ABBREVIATIONS-

HOW DID YOU HEAR ABOUT US? (Please check all that apply)

- Continuing Education Schedule Continuing Education Facebook page Family or Friend Southwestern College Employee Southwestern College Website
 Other: (please explain) _____

LAST NAME _____ FIRST NAME _____ MIDDLE NAME _____

OTHER NAMES YOU HAVE USED SINCE BIRTH: _____
 (Include nicknames, aliases, and maiden name, if applicable)

HOME ADDRESS (P.O Box not acceptable) _____ CITY _____ STATE _____ ZIP CODE _____

MARITAL STATUS: (Please Check one) SINGLE DIVORCED OR WIDOWED MARRIED SEPARATED DECLINE TO STATE

HOME PH. () _____ CELL PH. () _____ E-MAIL _____

BIRTHDATE (Required): _____ / _____ / _____ MALE FEMALE DECLINE TO STATE
 _____ Mo. / Day / Year SOCIAL SECURITY NUMBER _____

ETHNIC BACKGROUND: (Please Check one) HIS Hispanic/Latino NHIS Non-Hispanic/Latino X Unknown

RACE: (Please check all that apply) This information required by the Department of Education in compliance with Title VI, Civil Rights Act, 1964

- | | | | | |
|---------------------------------------|-------------------------------------------|------------------------------------------------------|----------------------------------------------------|-------------------------------------------------------|
| <input type="checkbox"/> 01. Chinese | <input type="checkbox"/> 05. Cambodian | <input type="checkbox"/> 09. Guamanian | <input type="checkbox"/> 13. Mex, MexAmer, Chicano | <input type="checkbox"/> 17. Filipino |
| <input type="checkbox"/> 02. Japanese | <input type="checkbox"/> 06. Vietnamese | <input type="checkbox"/> 10. Hawaiian | <input type="checkbox"/> 14. South American | <input type="checkbox"/> 18. Amer. Ind, Alaska Native |
| <input type="checkbox"/> 03. Korean | <input type="checkbox"/> 07. Asian Indian | <input type="checkbox"/> 11. Samoan | <input type="checkbox"/> 15. Central American | <input type="checkbox"/> 19. Black, Non-Hispanic |
| <input type="checkbox"/> 04. Laotian | <input type="checkbox"/> 08. Other Asian | <input type="checkbox"/> 12. Pacific Islander /Other | <input type="checkbox"/> 16. Other Hispanic | <input type="checkbox"/> 20. White |

CITIZENSHIP: (Required, please Check one)
 0. United States 2. Permanent Resident 4. Refugee/Asylee
 1. Amnesty 3. Temporary Resident 7. List Other: _____

IF YOUR STATUS IS AMNESTY, PERMANENT RESIDENT, REFUGEE/ASYLEE, OR TEMPORARY RESIDENT, INDICATE CARD ISSUE DATE:
 _____ Mo. / Day / Year

IS ENGLISH THE LANGUAGE YOU SPEAK AND WRITE MOST FREQUENTLY? (Check YES or NO)
 YES NO , specify language: _____

HAVE YOU LIVED IN THE STATE OF CALIFORNIA FOR THE PAST 25 MONTHS? (Check YES or NO) YES NO If NO, since what date: _____ Mo. / Day / Year

WITHIN THE PAST 25 MONTHS, HAVE YOU, OR IF UNDER 19, YOUR PARENTS: (Check YES or NO)
 Maintained voter registration and voted in another state? YES NO If YES, indicate date: _____ Mo. / Day / Year
 Petitioned for a divorce in another state? YES NO If YES, indicate date: _____ Mo. / Day / Year
 Filed state income taxes in another state? YES NO If YES, indicate date: _____ Mo. / Day / Year
 Attended a college or university as a resident of another state? YES NO If YES, indicate date: _____ Mo. / Day / Year

FAMILY INCOME: (Please check one)
 1. \$0-\$7,500 4. \$15,001-\$16,000 7. \$20,001-\$25,000 10. \$35,001-\$40,000 13. \$50,001 or above
 2. \$7,501-\$10,000 5. \$16,001-\$17,000 8. \$25,001-\$30,000 11. \$40,001-\$45,000 14. Unknown
 3. \$10,001-\$15,000 6. \$17,001-\$20,000 9. \$30,001-\$35,000 12. \$45,001-\$50,000

FAMILY SIZE: Number in your household including yourself (Check one)
 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15

HIGH SCHOOL EDUCATION STATUS: (Please check all that apply)

<input type="checkbox"/> 1. Not a high school graduate and not enrolled in high school	Highest level completed:	1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12 <input type="checkbox"/>
<input type="checkbox"/> 2. Not a high school graduate and currently enrolled in Adult School	Highest level completed:	1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12 <input type="checkbox"/>
<input type="checkbox"/> 3. Currently in high school and 2+2 program	Current Grade:	9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12 <input type="checkbox"/>
<input type="checkbox"/> 4. Currently enrolled in high school	Current Grade:	9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12 <input type="checkbox"/>
<input type="checkbox"/> 5. U.S. High School diploma	Month & Year earned:	_____ Mo / Year
<input type="checkbox"/> 6. High School Equivalency Certificate (GED/HiSET)	Month & Year earned:	_____ Mo / Year
<input type="checkbox"/> 7. Certificate of California High School Proficiency (CHSPE)	Month & Year earned:	_____ Mo / Year
<input type="checkbox"/> 8. Foreign secondary/high school Diploma/Certificate	Month & Year earned:	_____ Mo / Year

EDUCATION COMPLETED				
Technical/Certificate Yes <input type="checkbox"/> No <input type="checkbox"/>	Some College, No Degree (If yes, please check one) Yes <input type="checkbox"/> No <input type="checkbox"/> <input type="checkbox"/> Freshman <input type="checkbox"/> Junior <input type="checkbox"/> Sophomore <input type="checkbox"/> Senior	A.A. /A.S. Degree Yes <input type="checkbox"/> No <input type="checkbox"/>		
4-yr. College Graduate Yes <input type="checkbox"/> No <input type="checkbox"/>	Graduate Studies Yes <input type="checkbox"/> No <input type="checkbox"/>		Other Diploma/Degree Yes <input type="checkbox"/> No <input type="checkbox"/>	
I EARNED THE ABOVE OUTSIDE OF THE U.S. <input type="checkbox"/> YES <input type="checkbox"/> NO Please indicate what level of education, diploma or degree was earned outside the United States and where:				
ADULT SCHOOL SITE: (Please check all that apply and enter the date you last attended)				
<input type="checkbox"/> San Ysidro Adult School Mo / Year		<input type="checkbox"/> Chula Vista Adult School Mo / Year		
<input type="checkbox"/> Montgomery Adult School Mo / Year		<input type="checkbox"/> Coronado Adult School Mo / Year		
<input type="checkbox"/> National City Adult School Mo / Year		Please indicate any Adult School you have attended in the State of California not on this list:		
HAVE YOU OR DO YOU CURRENTLY RECEIVE THE FOLLOWING TYPES OF ASSISTANCE? (Please check all that apply):				
Public Assistance / Welfare Yes <input type="checkbox"/> No <input type="checkbox"/>	TANF Yes <input type="checkbox"/> No <input type="checkbox"/>	WIOA TITLE I Yes <input type="checkbox"/> No <input type="checkbox"/>	Rehabilitation Yes <input type="checkbox"/> No <input type="checkbox"/>	
Food Stamps / Calfresh / SNAP Yes <input type="checkbox"/> No <input type="checkbox"/>	CalWorks Yes <input type="checkbox"/> No <input type="checkbox"/>	Medi-Cal / MediCare Yes <input type="checkbox"/> No <input type="checkbox"/>	EDD Yes <input type="checkbox"/> No <input type="checkbox"/>	
Social Security Yes <input type="checkbox"/> No <input type="checkbox"/>	Supplemental Security Income (SSI) Yes <input type="checkbox"/> No <input type="checkbox"/>	General Assistance (GA) Yes <input type="checkbox"/> No <input type="checkbox"/>		
WHAT IS YOUR PRIMARY GOAL AND YOUR SECONDARY GOAL FOR ATTENDING CONTINUING EDUCATION COURSES? (Select 1=Primary and 2=Secondary)	Get a better Job <input type="checkbox"/> 1 <input type="checkbox"/> 2	Improve Basic Skills <input type="checkbox"/> 1 <input type="checkbox"/> 2	Improve English Skills <input type="checkbox"/> 1 <input type="checkbox"/> 2	Prepare to Earn High School Diploma / GED <input type="checkbox"/> 1 <input type="checkbox"/> 2
	Prepare for Employment <input type="checkbox"/> 1 <input type="checkbox"/> 2	Retain Current Job <input type="checkbox"/> 1 <input type="checkbox"/> 2	Prepare to Enter College or Training <input type="checkbox"/> 1 <input type="checkbox"/> 2	Personal Goal <input type="checkbox"/> 1 <input type="checkbox"/> 2
	Family Goal <input type="checkbox"/> 1 <input type="checkbox"/> 2	Prepare for U.S. Citizenship <input type="checkbox"/> 1 <input type="checkbox"/> 2	Prepare for Military Service <input type="checkbox"/> 1 <input type="checkbox"/> 2	None <input type="checkbox"/> 1 <input type="checkbox"/> 2
	Other Attainable Goal <input type="checkbox"/> 1 <input type="checkbox"/> 2 (Please explain):			
PLEASE CHECK ALL THAT APPLY TO YOU:	Cultural Barriers <input type="checkbox"/>	Dislocated Worker <input type="checkbox"/>	Displaced Homemaker <input type="checkbox"/>	Employed <input type="checkbox"/>
	Employed, With Termination Notice <input type="checkbox"/>	English Language Learner <input type="checkbox"/>	Ex-Offender <input type="checkbox"/>	Foster Care Youth <input type="checkbox"/>
	Homeless <input type="checkbox"/>	Learning Disabled <input type="checkbox"/>	Long-term Unemployed <input type="checkbox"/>	Low Levels of Literacy <input type="checkbox"/>
	Low Income <input type="checkbox"/>	Migrant Farmworker <input type="checkbox"/>	N/A <input type="checkbox"/>	No longer TANF eligible within 2 years <input type="checkbox"/>
	Not Employed/ Not Seeking Work <input type="checkbox"/>	Physically Disabled <input type="checkbox"/>	Retired <input type="checkbox"/>	Seasonal Farmworker <input type="checkbox"/>
	Single Parent <input type="checkbox"/>	Unemployed <input type="checkbox"/>	Veteran (U.S. Military) <input type="checkbox"/>	Active Duty (U.S. Military) <input type="checkbox"/>
SELECT ALL SPECIAL PROGRAMS YOU ARE CURRENTLY AFFILIATED WITH:	Corrections <input type="checkbox"/>	Family Literacy <input type="checkbox"/>	Non-traditional Training <input type="checkbox"/>	Perkins <input type="checkbox"/>
	Special Needs <input type="checkbox"/>	Tutoring <input type="checkbox"/>	Workplace Education <input type="checkbox"/>	Homeless Programs <input type="checkbox"/>
	Rehabilitation <input type="checkbox"/>	Other: (please explain)		
SIGNATURE:			DATE:	
PLEASE REGISTER ME IN THE FOLLOWING NONCREDIT COURSES:				
Course Section Number	Name of Course		Start Date	
NC				
NC				
NC				
NC				
NC				
FOR OFFICE USE ONLY				
Service(s) provided at time of application:				
(OR) <input type="checkbox"/> (Circle one) NC SSSP EX or NEX				
(AS) <input type="checkbox"/>				
(AD) <input type="checkbox"/> (Circle one) NC EL or NC NEL				
(SEP) <input type="checkbox"/>				

MAP LEGEND

- ATM Machine
- Bicycle Parking Racks
- Bus Stop
- Coffee Cart
- Defibrillator
- Disabled Person Parking
- Emergency Blue Light
- Information
- Nurse
- Parking Permit Dispenser (One-day permits)
- Pay Phone
- Restrooms
- All-Gender Restrooms
- TDD Payphone
- Time Out Café
- Tradewinds
- Health First Fitness Club Parking

PARKING PERMITS REQUIRED AT ALL TIMES IN ALL LOTS.



SCHOOLS AND DEPARTMENTS

<ul style="list-style-type: none"> • Academic Affairs 213 • Academic Success Center 420 • Admissions and Records 1400 • Adult Education Block Grant 650 • AmeriCorps/Service Learning 1400 • Art Gallery 710B • Articulation L103B • ASO 600 • Assessment 1400 • Athletics 1700 • Automotive Technology 590 • Bookstore 630 • Business and Operations 1650 • Cafeteria/Student Union 610 • CalWORKS 1400 • Career Center 1400 • Center for International Trade Development 660 • Central Plant 1280 • Child Development Center 2000 • College Police Department 105D • Communications, Community and Government Relations 100D-I • Continuing Education 660 • CTECS 1400 • Custodial 1200 • Dance Room (Temporary location) 615 • Disability Support Services 1400 • DSS High Tech. Center 420 • E.O.P.S. 1400 • Evaluations 1400 • Facilities, Operations and Planning 1625 • Financial Aid 1400 • Financial Services 1663 • Fitness Center 1005 • Foundation 101 • Grounds 1260 • Gymnasium 1500 • Health, Exercise Science Bldg. 1700 • Health First Fitness Club 1500 • Health Services/Campus Nurse 601F • Human Resources 1670 • Information 1400 • Institutional Research, Planning and Grants 103A • Institutional Technology 211 • Instructional Support Services L103 • Jag Kitchen Food Pantry 554 • Landscape and Nursery Technology 1800 • Language Acquisition Center 440 • Learning Resource Center 620 • Library 620 • Lost and Found 105D • Maintenance 1200 • Math Lab 420 • Math/Science Center 390 • Meditation Space 610 • MESA Center 390 • Nurse 601F • Office Support Services 100 • Online Learning Center L344 • Outreach 1400 • Payroll Services 1660 • Perkins Office 660 • Planetarium 382 • Prop R Trailer 1688 • Purchasing 1651 • Reading Lab 420 • South Bay Botanic Garden 1800 • Staff Development 620 • Student Accounts and Cashiering 1400 • Student Activities 600 • Student Affairs 1400 • Student Employment Services 1400 • Student Equity Programs and Services 651 • Superintendent/President 100 • Tech Prep/2+2 200A • Tennis Center 1030 • Theatre/Mayan Hall 900 • Time Out Café 480 • Title IX 101 • Tradewinds Café 1505 • Transfer Center 1400 • Veterans Services 1400 • Veterans Resource Center 345 • Warehouse/Receiving 1100 • Wellness & Aquatics Complex 1500 • Women's Resource Center 1400 • Workability III 1400 • Writing Center 420 	<p>SCHOOL OF:</p> <ul style="list-style-type: none"> Arts, Communication and Social Sciences 702B Business and Technology 470 Counseling and Student Support Programs 1400 Language, Literature, and Humanities 430 Mathematics, Science, and Engineering 215 Wellness, Exercise Science, and Athletics 1700
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------



SOUTHWESTERN COLLEGE
900 Otay Lakes Road
Chula Vista, CA 91910-7299

PERIODICALS

ECRWSS
Postal Customer

ed2go Online Classes Via the Internet

Prepare for a new career from the comfort of your home.

REGISTER TODAY!

ed2go Online Classes start: January 17, February 14, March 14, April 11, and May 16.

See page 21 for details.

Enroll Early! Spread the word about Southwestern College by sharing our schedule with family and friends.

New! Online Registration Available at:
www.swccd.edu/continuingeducation

To request this schedule in alternate media, please call 619-482-6512 or TTY 619-482-6470