Southwestern College

SPRING 2024

CONTINUING EDUCATION

Schedule of Classes January 29–May 24

Continuing Education 900 Otay Lakes Road, Chula Vista, CA 91910-7299
Noncredit: Building 68-101
Community Education Courses/Traffic School/Youth Programs: Building 59A-101
Keep growing, for your family and your future.

Connect to growth!

Career Development • College and Career Readiness
English as a Second Language • Exploration and Personal Growth

Southwestern College Continuing Education provides educational opportunities to support the professional development and personal success of our community. Students can grow their careers, get ready for college, or pursue lifelong goals and interests in an environment that welcomes students of all ages and abilities. Day, evening, and weekend classes are available online or in person, and many are tuition-free!

If you’re ready to keep going, we’re ready to help you keep growing.

Learn more at www.swccd.edu/continuinged
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To request this schedule in alternate media, please call (619) 482-6512 or TTY (619) 482-6470.

New classes are always being added. For an up-to-date listing of classes, visit the Continuing Education section of the Southwestern College website: [www.swccd.edu/continuinged](http://www.swccd.edu/continuinged)

Your feedback, suggestions, and comments are welcomed. Email us at [continuinged@swccd.edu](mailto:continuinged@swccd.edu)

**SOUTHWESTERN COLLEGE SCHEDULE**
The Southwestern College Schedule (USPS #024423) is published six times a year in November, January, March, April, May and July by the Office of Communications, Community and Government Relations and the Office of Continuing Education at Southwestern College, 900 Otay Lakes Road, Chula Vista, CA 91910-7299.

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**GOVERNING BOARD OF THE SOUTHWESTERN COMMUNITY COLLEGE DISTRICT**
Roberto Alcantar, President
Don Dumas, Vice President
Kris Galicia Brown
Robert Moreno
Corina Soto
Jose M. Perez, Student Trustee, June 2023–May 2024
Mark Sanchez, Ed.D., Superintendent/President

**INTERESTED IN TEACHING A SHORT COURSE OR WORKSHOP?**
Scan the QR code to fill out a new community education course proposal.
HOW TO APPLY AND REGISTER

All continuing education courses are open to the public and do not offer college credit.

NONCREDIT COURSES

All noncredit classes listed in the program are FREE. Nominal material fees may apply.

- Complete your application
  - Complete or update your noncredit application at www.tinyurl.com/swcopenccc.
  - You can also pick up a paper copy of our application at any of our campus locations.

- Check your personal email
  - After you have completed or updated your noncredit application online, you will receive an email within 24-48 hours with steps to activate your MySWC account.

- Activate your account
  - Follow the steps in your email to activate your MySWC account. You will have access to your student SWC email as well as other campus links, including WebAdvisor. Once your account is activated, all SWC correspondence will be sent to your SWC email.

- Register for courses
  - Register for courses online using WebAdvisor. To access WebAdvisor, login to your MySWC account, click on Campus Apps, and select WebAdvisor on MySWC. Note: Only select a term and select Noncredit for the Subject. Do NOT enter specific information about the course. Instructions on how to navigate WebAdvisor are available on our webpage.

COMMUNITY EDUCATION COURSES

Classes with a fee are identified throughout the schedule with the this icon: $.

- Visit our registration website
  - Visit our online registration website at https://registration.xendirect.com/swccd

- Create your account
  - On the top right of the registration website, click on “Create Account”. Once you create your account, you will be able to register for courses.

- Find your courses
  - Search for courses using the “Course Search” features on the main landing page, or browse all fee-based courses by clicking on the menu tab on the left hand side of the webpage labeled “Community Education Classes”. Course numbers for fee-based classes start with “CS.”

- Add courses to your cart
  - Once you find the course(s) that you are interested in, add them to your cart.

- Checkout
  - When ready, select "Checkout". Answer any required questions, and enter your payment details. Once your checkout is complete, you will receive an email confirmation of your registration.

NEED HELP REGISTERING? CONTACT US!

Noncredit Courses:
900 Otay Lakes Road, Chula Vista, CA 91910
Building 68-101
Phone: (619) 482-6376
Email: continuinged@swccd.edu
Web: www.swccd.edu/continuinged

Community Education Courses/
Traffic School/Youth Programs:
900 Otay Lakes Road, Chula Vista, CA 91910
Building 59A-101
Phone: (619) 482-6533
Email: customizedtraining@swccd.edu
Web: www.swccd.edu/continuinged
CONTINUING EDUCATION AT SOUTHWESTERN COLLEGE

SPRING 2024

NONCREDIT COURSES (NC)
Noncredit courses are open to the public and do not offer college credit. Courses are tuition-free. Nominal materials fees apply. [California Education Code, Section 84757(a) and 84760.5, and Title 5, Section 58160.]

COMMUNITY EDUCATION (CS)
Some continuing education courses have a fee, and are classified as community education (denoted with $ in course description) and are designated and authorized under Title 5. These programs are supported by a fee paid by participants.

ED2GO PARTNERSHIP
We offer a wide range of highly interactive courses that you can take entirely online through Southwestern College's partnership with Ed2Go. These classes and programs are listed throughout the class schedule in each category's Ed2Go section. Requirements: All courses require Internet access, email and Google Chrome or Mozilla Firefox (some courses may have additional requirements. Visit the course page for more information). You will be able to download a certificate of completion at the end of each course. Fees are non-refundable two weeks after the class starts. Costs vary by program. These courses do not offer college credit. ED2GO Classes start: Feb. 14, March 13, April 17, and May 15.

Below is an example of how to read important course schedule information in this program.

<table>
<thead>
<tr>
<th>COURSE NAME</th>
<th>Description of course. If it is the same instructor for each course code, name will be included in the description. If instructor varies per class, name will be listed under course code.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructor: Name. No fee, 6 hours.</td>
<td></td>
</tr>
<tr>
<td>NC 1002-E1</td>
<td>T</td>
</tr>
<tr>
<td>Class type: Face-to-face</td>
<td></td>
</tr>
<tr>
<td>Instructor: L. Sevilla</td>
<td></td>
</tr>
<tr>
<td>No class 11/24, 11/25, 12/15</td>
<td></td>
</tr>
</tbody>
</table>

COURSE MEETING DAYS

Course Meeting Day Abbreviations: M: Monday | T: Tuesday | W: Wednesday | Th: Thursday | F: Friday | Sat: Saturday | Sun: Sunday
Example: Class meets on Monday and Tuesday: MT. Class meets Saturday and Sunday: SatSun

CLASS FORMATS

Southwestern College Continuing Education classes are offered in five formats. Classes in all formats meet the same academic rigor and requirements. Pay careful attention to the class format to ensure you choose the class type most convenient for you and that will provide the best academic experience.

1. HYBRID CLASSES: Meet online and face-to-face for some of the time on the day(s) that the section is scheduled for. Students must complete related work in various other ways outside of these class meetings.
2. ONLINE CLASSES: Traditional (Asynchronous) type of online class with NO set meeting times; learning is not live, and class work is performed/submitted in Canvas by weekly deadlines. Before the start of the class, the instructor will send you an email with instructions to access your online classroom.
3. FACE-TO-FACE CLASSES: Classes will be held on campus or at community locations. Please carefully review the location of the class for which you are registering.
4. SYNCHRONOUS "LIVE" ONLINE CLASSES: Meets virtually for all hours posted in the schedule.
5. SYNCHRONOUS "LIVE" ONLINE HYBRID CLASSES: Meets virtually 50% of the time on the scheduled day(s) of the section. The other 50% of the class will be asynchronous online in Canvas.

Some instructors may require the use of a computer camera for class participation and/or exams. Check with your instructor on the first day of class.
CONTINUING EDUCATION AT SOUTHWESTERN COLLEGE

SPRING 2024

COMMUNITY CLASS LOCATIONS

Classes are also offered at multiple locations throughout the community, making it easier for you to find a class close to work or home. Class locations are listed in the course section information by CODE throughout the schedule.

SWC CAMPUS INFORMATION

CHULA VISTA  Code: SWC Chula Vista
900 Otay Lakes Rd, Chula Vista, CA 91910
(619) 421-6700

HIGHER EDUCATION CENTER AT NATIONAL CITY  Code: HECNC
880 National City Blvd, National City, CA 91950
(619) 216-6665

HIGHER EDUCATION CENTER AT OTAY MESA  Code: HECOM
8100 Gigantic St, San Diego, CA 92154
(619) 216-6750

CROWN COVE AQUATIC CENTER  Code: CCAC
5000 Highway 75, Coronado, CA 92118
(619) 575-6176

VIEW CAMPUS MAPS ONLINE AT: swccd.edu/about-swc/campus-maps-and-directions

CAMPUS PARKING

Vehicles parked on our Southwestern College campuses must have a valid virtual parking permit. We recommend that you obtain a permit and register your vehicle before arriving on campus. Registered students may purchase a semester virtual permit. Visitor permits are available for $3/day or $10/month. Once the online process is completed, your virtual parking permit will be active immediately. You can request a virtual parking permit by scanning the QR code or visiting swc.thepermitstore.com.

Learn more about campus parking regulations online at swccd.edu/student-support/college-police/parking-services-and-enforcement.

BONITA

Bonita Sunnyside Library Branch
Code: BSLB
4375 Bonita Road
Bonita, CA 91902
(619) 475-4642

CHULA VISTA

Chula Vista Public Library
Code: CVLIB1
365 F Street
Chula Vista, CA 91910
(619) 691-5069

Chula Vista Public Library
Code: CVLIB2
389 Orange Avenue
Chula Vista, CA 91911
(619) 585-5786

Chula Vista Public Works
Code: CVPW
1800 Maxwell Road
Chula Vista, CA 91911
(619) 397-6000

Feaster Charter School
Code: FCS
670 Flower Street
Chula Vista, CA 91910
(619) 422-8397

St. Paul’s Plaza Senior Center
Code: SPPS
1420 E. Palomar Street
Chula Vista, CA 91913
(619) 591-0600

IMPERIAL BEACH

Imperial Beach Senior Center
Code: IBSC
1075 8th Street
Imperial Beach, CA 91932
(619) 424-7077

San Diego County Library – Imperial Beach Branch
Code: IBBL
810 Imperial Beach Boulevard
Imperial Beach, CA 91932
(619) 424-6981

NATIONAL CITY

California Conservation Corps.
Code: CCCO
401 W 35th Street, Suite A
National City, CA 91950
(619) 409-4382

SAN DIEGO/OTAY MESA

Otay Mesa – Nestor Branch Library
Code: OMNL
3003 Coronado Avenue
San Diego, CA 92154
(619) 424-0474

SAN DIEGO/SPRING VALLEY

San Diego County Library – Spring Valley Branch
Code: SVLB
836 Kempton Street
Spring Valley, CA 91977
(619) 463-3006

SAN YSIDRO

San Ysidro Community Employment Center
Code: SYEC
630 Front Street
San Ysidro, CA 92173
(619) 271-3896

San Ysidro Elementary School District – Parent Resource Center
Code: SYSD1
1800 Smythe Avenue
San Ysidro, CA 92173
(619) 428-4477

Smythe Elementary School
Code: SYSD2
1880 Smythe Avenue
San Ysidro, CA 92173
(619) 428-4477

Sweetwater High School District – Parent Center
Code: SWPC
466 Moss St.
Chula Vista, CA 91911
(619) 934-8478

Willow Elementary School
Code: SYSD3
226 Willow Road
San Diego, CA 92173
(619) 428-2231
GENERAL INFORMATION

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

CLASS CANCELLATION
Every attempt is made to avoid canceling 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 canceled, Continuing Education will attempt to reach you by the email address or phone number provided on your application.

REFUNDS (Applies to Community Education courses only)
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 before 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.

REGISTRATION AND MATERIALS FEE
Registration fees are required for all fee-based classes. A materials fee may be required for some fee-based classes and noncredit classes. Please be prepared to pay these fees by credit/debit card at the time of registration.

INSTRUCTOR CLASS AND POLICY CHANGES
Sometimes, a qualified substitute instructor may replace the individual listed in the schedule. Class dates are also subject to change. When feasible, students will be notified of any changes before the class either by email or by phone.

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 or department website for current information as well as any special rules or requirements imposed.

CAMPUS STUDENT ID CARDS
If you require a student ID card, please contact the Office of Student Activities at (619) 421-6700, ext. 5433 or by email at swcstudentactivities@swccd.edu.

The Office of Student Activities is where students can obtain their student ID card on the main campus. Here are a few things to keep in mind when requesting an ID card:

- Only students currently enrolled and attending classes are eligible for student ID cards
- Student IDs can be requested virtually by filling out our online SWC ID Request Form, located on the Student Activities webpage. When your ID is ready, you’ll receive an email with pick-up instructions.
- Student IDs can also be requested in person at the Office of Student Activities on the main campus (Rm. 62A-114), or at the main office of the three extension campuses (San Ysidro, Otay Mesa, & National City).

ADD AND DROP POLICY (APPLIES TO NONCREDIT COURSE ONLY)
Students are encouraged to apply and register five days prior to the start of the class in order to prevent class cancellation due to low enrollment. 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 three (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.

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.

MISSION STATEMENT
Southwestern Community College District is the premier public institution of higher education in Southern San Diego County that serves a diverse community of students by providing quality academic programs, comprehensive student support services that ensure equitable access and clear pathways to student success. Southwestern Community College District promotes learning and success to prepare students to become critical thinkers and engaged life-long learners/global citizens. The District is committed to continuous improvements through the use of data-informed planning, implementation, and evaluation.

Southwestern Community College District utilizes a variety of instructional modalities to provide educational and career opportunities in the following areas: Associate degree and certificate programs, transfer, professional, technical and career advancement, foundational skills, personal enrichment, and continuing education.

GOVERNING BOARD APPROVED: MARCH 10, 2020

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.
GROW YOUR CAREER: Find a new job or upgrade your current one with career certificate programs. Courses are offered day, night and online, and are designed to lead directly to high-demand occupations.
HEALTH AND PUBLIC SAFETY

For registration and information on CPR classes, please contact CCAC’s Community CPR & First Aid Program Office at cpr4you@swccd.edu or by calling (619) 575-6176.

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.

No fee, 8 hours.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>NC 40-E1</td>
<td>Sat. Feb. 3</td>
<td>8:30 a.m.–4:40 p.m.</td>
</tr>
<tr>
<td>NC 40-E2</td>
<td>Sat. Mar. 16</td>
<td>8:30 a.m.–4:40 p.m.</td>
</tr>
<tr>
<td>NC 40-E3</td>
<td>Sat. Apr. 13</td>
<td>8:30 a.m.–4:40 p.m.</td>
</tr>
</tbody>
</table>

Class type: Face-to-face

Instructor: TBA

Required textbook: *Heartsaver First Aid CPR AED (2020)* (Book available at CCAC for $5) American Heart Association (AHA) course completion certificate is $35. 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.

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: TBA. No fee, 16 hours.

Students must be approved by AHA Training Center via email at bburdick@swccd.edu at least 2 weeks prior to online registration.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>NC 1039-E1</td>
<td>Sat. Feb. 24-25</td>
<td>8:30 a.m.–4:40 p.m.</td>
</tr>
</tbody>
</table>

Class type: Face-to-face

Instructor: TBA

CONSTRUCTION INDUSTRY STANDARDS
OSHA 30-HOUR
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: C. Ochoa. No fee, 30.5 hours.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>NC 142-50</td>
<td>Sat. Apr. 6-27</td>
<td>8 a.m.–3:25 p.m.</td>
</tr>
</tbody>
</table>

Class type: Face-to-face

Location: SWC Chula Vista

$8 materials fee paid at the time of registration.

Room: 39-106

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: C. Ochoa. No fee, 10.8 hours.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>NC 141-60</td>
<td>Th. Apr. 2-11</td>
<td>6:30–8:55 p.m.</td>
</tr>
</tbody>
</table>

Class type: Face-to-face

Location: SWC Chula Vista

$8 materials fee paid at the time of registration.

Room: 39-106

CPR FOR THE HEALTHCARE PROVIDER
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.

Instructor: TBA. No fee, 9 hours.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>NC 1007-E1</td>
<td>Sat. Feb. 10</td>
<td>8:30 a.m.–5:40 p.m.</td>
</tr>
<tr>
<td>NC 1007-E2</td>
<td>Sat. Mar. 23</td>
<td>8:30 a.m.–5:40 p.m.</td>
</tr>
<tr>
<td>NC 1007-E3</td>
<td>Sat. Apr. 20</td>
<td>8:30 a.m.–5:40 p.m.</td>
</tr>
<tr>
<td>NC 1007-E4</td>
<td>Sat. May 11</td>
<td>8:30 a.m.–5:40 p.m.</td>
</tr>
</tbody>
</table>

Class type: Face-to-face

Location: CCAC

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 2020* (Book available at CCAC for $20) American Heart Association (AHA) course completion certificate is $30. 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. Follows the guidelines of the AHA.

HEALTH AND SAFETY
Learn more online and register at ed2go.com/swc

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>ETG-316</td>
<td>Medical Terminology: A Word Association Approach</td>
<td>$130</td>
</tr>
<tr>
<td>ETG-331</td>
<td>Explore a Career as an Administrative Medical Assistant</td>
<td>$130</td>
</tr>
<tr>
<td>ETG-355</td>
<td>Become a Physical Therapy Aide</td>
<td>$130</td>
</tr>
<tr>
<td>ETG-356</td>
<td>Spanish for Medical Professionals</td>
<td>$135</td>
</tr>
</tbody>
</table>
HEALTH AND PUBLIC SAFETY

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.

No fee, 10.5 hours.

NC 139-60 TTh Jan. 30–Feb. 8 6:30–8:55 p.m.
Class type: Face-to-face Location: SWC Chula Vista
Instructor: D. Vera Room: 39-106
$8 materials fee paid at the time of registration.

NC 139-E3 MT Feb. 12–Mar. 5 4:30–5:45 p.m.
Class type: Face-to-face Location: CCCO
Instructor: B. Lumm
No Class: 2/19
$8 materials fee paid at the time of registration.

NC 139-E1 WTh Feb. 14–Mar. 6 4:30–5:45 p.m.
Class type: Face-to-face Location: CCCO
Instructor: B. Lumm
$8 materials fee paid at the time of registration.

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: D. Vera, No fee, 30.5 hours.

NC 140-50 Sat Feb. 24–Mar. 16 8 a.m.–3:25 p.m.
Class type: Face-to-face Location: SWC Chula Vista
$8 materials fee paid at the time of registration. Room: 39-106

VETERINARY COURSES
Learn more online and register at ed2go.com/swc

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Cost</th>
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<tbody>
<tr>
<td>ETG-338</td>
<td>Become a Veterinary Assistant</td>
<td>$130</td>
</tr>
<tr>
<td>ETG-339</td>
<td>Become a Veterinary Assistant II: Canine Reproduction</td>
<td>$130</td>
</tr>
<tr>
<td>ETG-340</td>
<td>Become a Veterinary Assistant III: Practical Skills</td>
<td>*$115</td>
</tr>
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</table>

OPTICAL TECHNICIAN TRAINING PROGRAM CERTIFICATE (COMPLETE NC 311 AND NC 312)

OPTICAL TECHNICIAN I
Provides participants training for entry-level employment in the Optical Field as an Optician or Optometric Assistant. Lectures cover anatomy and terminology pertaining to the eye, optical theory, and spectacle lens design. Practical instruction provides hands-on training verified through a skills check-off system. Includes topics for study and preparation for the National Opticianry Certification Exam (NOCE) administered by the American Board of Opticianry.

No fee, 45 hours.

NC 311-76 MW Feb. 12–Mar. 18 5:30–9:45 p.m.
Class type: Face-to-face Location: HECNC Room: 7204
Instructor: A. Ramirez

NC 311-75 SatSun Feb. 24–Mar. 24 8:30 a.m.–12:45 p.m.
Class type: Face-to-face Location: HECNC Room: 7204
Instructor: TBA

OPTICAL TECHNICIAN II
The second part of a two part program that will provide participants training for entry-level employment in the Optical Field as an Optician or Optometric Assistant. Lectures cover anatomy and terminology pertaining to the eye, optical theory, and spectacle lens design. Practical instruction provides hands-on training verified through a skills check-off system. Includes topics for study and preparation for the National Opticianry Certification Exam (NOCE) administered by the American Board of Opticianry.

No fee, 45 hours.

NC 312-76 MW Apr. 3–May 6 5:30–9:45 p.m.
Class type: Face-to-face Location: HECNC Room: 7204
Instructor: A. Ramirez

NC 312-75 SatSun Apr. 6–May 5 8:30 a.m.–12:45 p.m.
Class type: Face-to-face Location: HECNC Room: 7204
Instructor: TBA
HEALTH AND PUBLIC SAFETY

PEDiatric SAFETY AND CPR
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 updated 2015 First Aid guidelines.

Instructor: TBA. No fee, 8 hours.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Date</th>
<th>Time</th>
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</thead>
<tbody>
<tr>
<td>NC 1022-E1</td>
<td>Sat Mar. 9</td>
<td>8:30 a.m.–4:40 p.m.</td>
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<tr>
<td>NC 1022-E2</td>
<td>Sat Apr. 6</td>
<td>8:30 a.m.–4:40 p.m.</td>
</tr>
<tr>
<td>NC 1022-E3</td>
<td>Sat May 4</td>
<td>8:30 a.m.–4:40 p.m.</td>
</tr>
</tbody>
</table>

Class type: Face-to-face  
Location: CCAC

Required textbook: **Heartsaver Pediatric First Aid CPR AED (2020)** (Book available 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 $35. 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.

PHLEBOTOMIST PROGRAM

Are you interested in a career as a healthcare professional with a flexible schedule and job security? Become a Phlebotomist today! Phlebotomists earn an average base salary of $50,255 among other benefits. Southwestern College has partnered with PhlebotomyU to provide our students with a California Department of Public Health (CDPH) approved phlebotomy training program. Students will be taught by industry leading instructors and will prepare you to pass the national exam required to become a certified Phlebotomy Technician I (CPT I).

This course consists of 100 classroom hours including basic and advanced didactic instruction, practical skills training and test preparation for the national exam. Program will have five weeks of classroom instruction followed by a one-three week externship that will prepare you to enter the workforce.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Start Date</th>
<th>End Date</th>
<th>Time</th>
<th>Fee</th>
<th>Type of class</th>
<th>Location</th>
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<tbody>
<tr>
<td>CS 330-61</td>
<td>M–F</td>
<td>Mar. 4–May 3</td>
<td>5:30–9 p.m.</td>
<td>Fee: $2,750</td>
<td>Location: TBD</td>
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$119 National Exam Fee and $100 Background Check and Drug Screen Fee paid at time of registration.

REGISTERED NURSE 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:
Registered Nurse 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.

MORE INFO:
Contact NIFA at 1-800-922-7747 or email: info@NIFA.com  
Mon.–Thurs. 7:30 a.m.–5 p.m., Fri. 7:30 a.m.–4 p.m.  
To register visit www.RNFA.org  
Jennifer Curran RN, CNOR, CRNFA  
Dean Parsons RN, CNOR, RNFA
CONTINUING EDUCATION AT SOUTHWESTERN COLLEGE

SPRING 2024

BUSINESS

CERTIFICATE IN TAX PREPARATION
(COMPLETE NC 113 AND NC 114)

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 textbooks: available at the Bookstore, to be purchased by the first day of class.

No fee, 30 hours.

NC 113-60 TTh Feb. 13–Mar. 14 5–7:50 p.m.
Class type: Face-to-face
Instructor: D. Yager
Location: SWC Chula Vista
Room: 59A-102

NC 113-86 MW Feb. 21–Apr. 3 5–7:50 p.m.
Class type: Face-to-face
Instructor: D. Yager
Location: HECSY
Room: 5201
No Class: 3/25, 3/27, 4/1

NC 113-75 SatSun Feb. 24–Mar. 24 9–11:50 a.m.
Class type: Face-to-face
Instructor: C. Striebel
Location: HECNC
Room: 7204

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 textbooks: available at the Bookstore, to be purchased by the first day of class.

No fee, 30 hours.

NC 114-60 TTh Apr. 2–May 2 5–7:50 p.m.
Class type: Face-to-face
Instructor: D. Yager
Location: SWC Chula Vista
Room: 59A-102

NC 114-86 MW Apr. 8–May 8 5–7:50 p.m.
Class type: Face-to-face
Instructor: D. Yager
Location: HECSY
Room: 5201

NC 114-75 SatSun Apr. 6–May 5 9–11:50 a.m.
Class type: Face-to-face
Instructor: C. Striebel
Location: HECNC
Room: 7204

BUSINESS, CUSTOMER SERVICE

CUSTOMER SERVICE CERTIFICATE OF PARTICIPATION (COMPLETE THREE OF THE FOLLOWING COURSES: NC 1002, NC 1006, NC 1070, NC 1074 AND NC 1073)

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.

No fee, 6 hours.

NC 1002-E2 MT Jan. 8–23 4:30–6:20 p.m.
Class type: Face-to-face
Instructor: TBA
Location: CCCO
No Class: 1/9, 1/15, 1/16

NC 1002-E3 W Jan. 10–24 4:30–6:20 p.m.
Class type: Face-to-face
Instructor: R. Ojeda
Location: CCCO

NC 1002-E1 T Apr. 9–16 5–7:50 p.m.
Class type: Face-to-face
Instructor: L. Sevilla
Location: SYEC

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: L. Sevilla. No fee, 6 hours.

NC 1006-E1 T Mar. 12–19 5–7:50 p.m.
Class type: Face-to-face
Location: SYEC

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: R. Ojeda. No fee, 6 hours.

NC 1070-E2 M Apr. 15–29 4:30–6:20 p.m.
Class type: Face-to-face
Location: CCCO

NC 1070-E3 W Apr. 17–May 1 4:30–6:20 p.m.
Class type: Face-to-face
Location: CCCO

TIP: SIGN UP EARLY!
Early registration ensures you have a reserved place in a popular class. Your registration can also make a difference as to whether a class is offered or canceled.
BUSINESS, CUSTOMER SERVICE

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.
No fee, 6 hours.

NC 1074-E2 M Mar. 11–Apr. 8 4:30–6:20 p.m. Location: CCCO
Instructor: TBA
No Class: 3/25, 4/1

NC 1074-E3 W Mar. 13–Apr. 3 4:30–6:20 p.m. Location: CCCO
Instructor: TBA
No Class: 3/27

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.
No fee, 6 hours.

NC 1073-E1 T Feb. 13–20 5–7:50 p.m. Location: SYEC
Class type: Face-to-face
Instructor: TBA

NC 1073-E2 M May 6–20 4:30–6:20 p.m. Location: CCCO
Class type: Face-to-face
Instructor: R. Ojeda

NC 1073-E3 W May 8–22 4:30–6:20 p.m. Location: CCCO
Class type: Face-to-face
Instructor: R. Ojeda

MANAGEMENT AND BUSINESS
Learn more online and register at ed2go.com/swc

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Fee</th>
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<tbody>
<tr>
<td>ETG-626</td>
<td>Introduction to Quickbooks 2019</td>
<td>$129</td>
</tr>
<tr>
<td>(q19)</td>
<td>This course is 6 weeks and instructor-led</td>
<td>$129</td>
</tr>
<tr>
<td>ETG-628</td>
<td>Purchasing Fundamentals</td>
<td>$140</td>
</tr>
<tr>
<td>ETG-629</td>
<td>Project Management Fundamentals</td>
<td>$140</td>
</tr>
<tr>
<td>ETG-630</td>
<td>Business Finance for Non-Finance Personnel</td>
<td>$140</td>
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<tr>
<td>ETG-631</td>
<td>Administrative Assistant Fundamentals</td>
<td>$140</td>
</tr>
<tr>
<td>ETG-632</td>
<td>Fundamentals of Supervision &amp; Management</td>
<td>$140</td>
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<tr>
<td>ETG-633</td>
<td>Effective Business Writing</td>
<td>$140</td>
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<tr>
<td>ETG-634</td>
<td>Business and Marketing Writing</td>
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<tr>
<td>ETG-639</td>
<td>Real Estate Investing</td>
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<td>ETG-643</td>
<td>Individual Excellence</td>
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<tr>
<td>ETG-646</td>
<td>Fundamentals of Supervision &amp; Management II</td>
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<tr>
<td>ETG-651</td>
<td>Understanding the Human Resources Function</td>
<td>$140</td>
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<td>ETG-652</td>
<td>Administrative Assistant Applications</td>
<td>$140</td>
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<tr>
<td>ETG-653</td>
<td>Total Quality Fundamentals</td>
<td>$140</td>
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<tr>
<td>ETG-654</td>
<td>Project Management Applications</td>
<td>$140</td>
</tr>
</tbody>
</table>

Southwestern College can partner with your company to provide customized training with high-quality instruction in key aspects of workforce development.

Quickly upskill your workforce, improve performance, and boost your bottom line with custom training tailored to the needs of your employees and organization. Scheduling is flexible and instruction can be offered at a location that meets your needs.

For more information call us at 619-482-6533 or email us at Customizedtraining@swccd.edu

KEEP GROWING
CONTINUING EDUCATION
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.

CS 14-61  Sat  Feb 3  8 a.m.–4 p.m.  Fee: $75
Class type: Face-to-face  Location: SWC Chula Vista
$49 materials fee paid at time of registration.  Room: 60-124
*Optional State exam scheduled 4–6 p.m. for an additional $40 fee. Fee is paid on the day of the class via check or money order.

CS 14-62  Th  April 4  8 a.m.–4 p.m.  Fee: $75
Class type: Face-to-face  Location: SWC Chula Vista
$49 materials fee paid at time of registration.  Room: 60-124
*Optional State exam scheduled 4–6 p.m. for an additional $40 fee. Fee is paid on the day of the class via check or money order.

CS 14-63  Sat  April 27  8 a.m.–4 p.m.  Fee: $75
Class type: Face-to-face  Location: SWC Chula Vista
$49 materials fee paid at time of registration.  Room: 60-124
*Optional State exam scheduled 4–6 p.m. for an additional $40 fee. Fee is paid on the day of the class via check or money order.

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 the Loan Signing Specialist, which will enable students to acquire the essential knowledge and skills to be successful in the 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. This course is for you if you are a notary public, are in the process of becoming a notary public or are just interested in taking the course for personal interest or for self-improvement. If you are planning to become a Notary Public you must take the California State Notary Public Seminar.
Instructor: Thomas Peavyhouse, 7 hours.

CS 143-61  Sun  Feb 4  9 a.m.–4 p.m.  Fee: $75
Class type: Face-to-face  Location: SWC Chula Vista
$79 materials fee paid at time of registration.  Room: 54A-107

CS 143-62  Sun  April 28  9 a.m.–4 p.m.  Fee: $75
Class type: Face-to-face  Location: SWC Chula Vista
$79 materials fee paid at time of registration.  Room: 54A-107
*Optional State exam scheduled 4–6 p.m. for an additional $40 fee. Fee is paid on the day of the class via check or money order.

SMALL BUSINESS
Learn more online and register at ed2go.com/swc

ETG-400  Start and Operate Your Own Home-Based Business  $130
ETG-401  Marketing Your Business on the Internet  $130
ETG-402  Starting a Nonprofit  $130
ETG-403  Marketing Your Nonprofit  $130
ETG-404  Creating a Successful Business Plan  $130
ETG-405  Starting a Consulting Practice  $130
ETG-406  Start Your Own Small Business  $130
ETG-407  Introduction to Internet Writing Markets  $130
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 prices 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.

CS 257-61  TW  Feb. 6-7  6–9:30 p.m.  Fee: $85
Class type: SYNCHRONOUS “LIVE” ONLINE
$25 materials fee paid at the time of registration.

VOICE OVERS - NOW IS YOUR TIME!

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 to begin using your speaking voice for commercials, films and videos! In this class you will learn about unique, part-time-careers 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: Justine Reiss, 2 hours

CS 148-61  Th  Feb. 29  6:30–8:30 p.m.  Fee: $45
Class type: Face-to-face  Location: SWC Chula Vista
$79 materials fee paid at time of registration.  Room: 55A-107

INTERESTED IN TEACHING A SHORT COURSE OR WORKSHOP?

Scan the QR code to fill out a new community education course proposal.

INTERNET AND WEB DESIGN

Learn more online and register at ed2go.com/swc

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<td>Creating Web Pages</td>
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<tr>
<td>ETG-104</td>
<td>Introduction to CSS3 and HTML5</td>
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<tr>
<td>ETG-106</td>
<td>Introduction to PHP and MySQL</td>
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<tr>
<td>ETG-107</td>
<td>Introduction to Java Programming</td>
<td>$135</td>
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<tr>
<td>ETG-108</td>
<td>Intermediate CSS3 and HTML5</td>
<td>$135</td>
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<tr>
<td>ETG-109</td>
<td>Intermediate JAVA Programming</td>
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<tr>
<td>ETG-111</td>
<td>Achieving Top Search Engine Positions</td>
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<tr>
<td>ETG-112</td>
<td>Advanced Web Pages</td>
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<tr>
<td>ETG-114</td>
<td>Blogging and Podcasting for Beginners</td>
<td>$135</td>
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<tr>
<td>ETG-116</td>
<td>Designing Effective Websites</td>
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<tr>
<td>ETG-124</td>
<td>Creating Mobile Apps with HTML5</td>
<td>$135</td>
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<td>ETG-125</td>
<td>Creating WordPress Websites</td>
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<tr>
<td>ETG-224</td>
<td>Creating Mobile Apps with HTML5</td>
<td>$135</td>
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</tbody>
</table>

CONNECT WITH US ON SOCIAL MEDIA

SWCCCONTINUINGED  
SWCCCONTINUINGED  

ed2go
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: I. Carrasco, No fee, 12 hours.

NC 1054-86  TTh  Feb. 13–15  6–9:50 p.m.
Class type: Face-to-face  Location: HECSY  Room: 5207

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: I. Carrasco, No fee, 12 hours.

NC 1055-86  TTh  Feb. 20–22  6–9:50 p.m.
Class type: Face-to-face  Location: HECSY  Room: 5207

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: I. Carrasco, No fee, 12 hours.

NC 1056-86  TTh  Feb. 27–29  6–9:50 p.m.
Class type: Face-to-face  Location: HECSY  Room: 5207

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: I. Carrasco, No fee, 12 hours.

NC 1057-86  TTh  Mar. 5–7  6–9:50 p.m.
Class type: Face-to-face  Location: HECSY  Room: 5207

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: I. Carrasco, No fee, 12 hours.

NC 1058-86  TTh  Mar. 12–14  6–9:50 p.m.
Class type: Face-to-face  Location: HECSY  Room: 5207

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: TBA. No fee, 32 hours.

NC 105-01  W  Jan. 31–May 22  1:30–3:20 p.m.
Class type: Face-to-face  Location: SWC Chula Vista  Room: 59A-102  No Class: 3/27

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: S. Fiala. No fee, 32 hours.

NC 103-401  Th  FEB. 1–May 23  10–11:50 a.m.
Class type: Synchronous “Live” Online  No Class: 3/28  Seating is limited to 25 students.

You can get to know Southwestern College’s campuses by exploring the VIRTUAL TOURS online. Scan the QR code to visit SWC’s website and get started today.
EDUCATION, HUMANITIES, SOCIAL AND BEHAVIORAL SCIENCES

CHILD VISITATION MONITOR TRAINING COURSE

Are you looking for a career opportunity in which you can work within the community, gain valuable experience and make a difference in the lives of children and families? Consider becoming a professional Child Visitation Monitor. A position that is always in demand. The average starting rate for monitors is $45-$60 per hour. The monitor’s responsibility is to ensure the safety and well-being of the children involved. This comprehensive course satisfies the State 24-hour training requirement. You will learn the California State policies and procedures as well as your role as a monitor. Upon completing the course, you will be able to begin working as an independent monitor which allows you to set your own schedule/hours, select which families you want to work with and decide what area you would like to work out of. You must be at least 21 years old and have a clean record to register for this course.

Instructor: Jazmin Mundo, 24 hours.

Scholarships available! Call 619-482-6533 for details

CS 326-61 Sat Feb. 24-Mar. 9 8:30 a.m.–4:30 p.m. Fee: $295
Class type: Face-to-face Location: SWC Chula Vista
Room: 60-134
$60 materials fee paid at time of registration.

CS 326-62 MTW April 22-24 8:30 a.m.–4:30 p.m. Fee: $295
Class type: Synchronous “Live” Online
$60 materials fee paid at time of registration.

EDUCATION COURSES

Learn more online and register at ed2go.com/swc

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Fee</th>
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<tbody>
<tr>
<td>ETG-344</td>
<td>Solving Classroom Discipline Problems</td>
<td>$130</td>
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<td>ETG-358</td>
<td>Spanish in the Classroom</td>
<td>$130</td>
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<tr>
<td>ETG-359</td>
<td>Creating a Classroom Web Site</td>
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<tr>
<td>ETG-360</td>
<td>Teaching Preschool: A Year of Inspiring Lessons</td>
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<td>ETG-361</td>
<td>The Creative Classroom</td>
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<td>ETG-362</td>
<td>Teaching Smarter With SMART Boards</td>
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<tr>
<td>ETG-364</td>
<td>Teaching Students with ADHD</td>
<td>$130</td>
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<tr>
<td>ETG-365</td>
<td>Guided Reading &amp; Writing: Strategies for Maximum Student Achievement</td>
<td>$130</td>
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<tr>
<td>ETG-366</td>
<td>Differentiated Instruction in the Classroom</td>
<td>$130</td>
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<tr>
<td>ETG-367</td>
<td>Guided Reading: Strategies for the Differentiated Classroom</td>
<td>$130</td>
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<tr>
<td>ETG-368</td>
<td>Teaching Students with Learning Disabilities</td>
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<tr>
<td>ETG-369</td>
<td>Teaching Students with Autism: Strategies for Success</td>
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<tr>
<td>ETG-370</td>
<td>Response to Intervention: Reading Strategies That Work</td>
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<tr>
<td>ETG-371</td>
<td>Singapore Math Strategies: Model Drawing for Grades 1-6</td>
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<td>ETG-372</td>
<td>Singapore Math: Number Sense and Computational Strategies</td>
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<tr>
<td>ETG-373</td>
<td>Writing for Children</td>
<td>$130</td>
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<tr>
<td>ETG-383</td>
<td>Enhancing Language Development in Childhood</td>
<td>$130</td>
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</tbody>
</table>

REMOTE PILOT GROUND SCHOOL

Equips students with knowledge about the regulations and procedures governing the safe and legal operation of small remotely operated aircraft systems (sUAS), commonly referred to as “drones.” Coincides with the knowledge areas in the Federal Aviation Administration’s (FAA’s) Part 107 knowledge test for a Remote Pilot Certificate. Intended to prepare students for the FAA written examination required for students to become commercial sUAS pilots.

Instructor: K. Yanow. No fee, 18 hours.

NC 327-501 Jan. 29–Mar. 22
Class type: Online
No class: 2/16, 2/17, 2/19
CONTINUING EDUCATION AT SOUTHWESTERN COLLEGE

CAREER DEVELOPMENT

SPRING 2024

5-WEEK ENERGY EFFICIENCY JOB TRAINING PROGRAM
Energy Auditor employers are looking for new employees and this training prepares you to work in this exciting industry.

These synchronous "live" online courses are intended for high school graduates, existing Southwestern College students, current energy auditors, adult learners and individuals looking to work, or currently working in small commercial-focused energy efficiency organizations. Emphasis is placed on the ability to recognize the customer’s Lighting & HVAC needs, systems, opportunities and how these opportunities may relate to other key-success aspects of the business. Sponsored by Willdan Energy Solutions, students who complete coursework will be prepared to pass industry certification exams needed to work in this industry.

Instructors: Clayton Gregory & Ford, 60 hours

Scholarships available! Call 619-482-6533 for details

HVAC SYSTEMS COURSE (30 HOURS)
Get on the fast track to a new career in the fast-growing field of energy efficiency. This course will prepare you to work by explaining the terminology and principles used in repairing and retrofitting systems and equipment used in HVAC – Heating, Ventilation, and Air Conditioning. Once trained in this area you can go on to work in clean energy as an auditor, project coordinator, field technician, administrative assistant, inspector, or sales representative. This course will also train you for the certification exam for the EPA 608, which is valuable for your resume. You will learn to understand the needs and concerns of everyone from small apartment dwellers, to large commercial business owners, and improve your ability to recognize the benefits of energy reduction measures. This fast-paced course will teach you to improve energy efficiency in buildings by learning the available government and utility-sponsored programs serving the residential, multi-family, and commercial sectors of the market.

CS 329-62 TTh Jan. 30-Feb. 29 6–9 p.m. Fee: $149
Class type: Synchronous “Live” Online

LIGHTING SYSTEMS COURSE (30 HOURS)
Kickstart your career with this Clean Energy training course! The objective of this course is to improve energy efficiency knowledge related to available government and utility sponsored programs serving the residential, multi-family, and commercial sectors of the market. Accordingly, this training program strengthens your skills so you may assist customers with what have become standard technology upgrades, such as lighting, as well as more advanced technologies. You will learn to understand the needs and concerns of everyone from small apartment dwellers, to large commercial business owners, and improve your ability to recognize the benefits of energy reduction measures. These classes will also enable you to play a role in identifying and supporting cost-effective technology applications. Those passing the course will have the opportunity to become NALMCO-CALT( Certified Apprentice Lighting Technician) certified, which is a national industry certification.

CS 329-61 TTh Mar. 12-Apr. 18 6–9 p.m. Fee: $149
Class type: Synchronous “Live” Online

Scholarships available!
Call 619-482-6533 for details
APPLIED TECHNOLOGY AND HOSPITALITY MANAGEMENT

CERTIFICATE IN MANUFACTURING TECHNOLOGY
(COMPLETE NC 380, NC 381, NC 382, NC 383 AND NC 139)

EMPLOYMENT SKILLS FOR MANUFACTURING
Focuses on the importance of interpersonal skills, thinking skills and personal qualities in the Manufacturing Technology field. Focuses on topics such as work safety, integrity, customer service, creative/innovative thinking and problem solving. Enables students to compete in the global market.
Instructor: L. Schultz. No fee, 20 hours.
NC 381-01 Sat Apr. 6–May 24 11:30 a.m.–2:15 p.m.
Class type: Face-to-face Location: SWC Chula Vista Room: 34-101

ESSENTIAL SKILLS FOR MANUFACTURING
Introduces students to several skills needed in the manufacturing industry such as: print reading, CAD basics, workplace math review, and quality assurance basics. This is accomplished in a series of hourly related workshops.
Instructor: L. Schultz. No fee, 50 hours.
NC 380-50 Sat Feb. 3–Mar. 23 11:35 a.m.–5:25 p.m.
Class type: Face-to-face Location: SWC Chula Vista No Class: 2/17, 3/30 Room: 34-101

INTRODUCTION TO SOLID WORKS
Introduces the design process and knowledge of current technology software and manufacturing machines that help to produce finished designs. Focuses on the basics of building parts, dimensioning, tolerances, manufacturing drawings and assemblies.
Instructor: TBA. No fee, 40 hours.
NC 382-50 Sat Feb. 3–May 11 8:40–11:15 a.m.
Class type: Face-to-face Location: SWC Chula Vista No Class: 2/17, 3/30 Room: 34-101

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: TBA. No fee, 10.5 hours.
NC 139-50 Sat Feb. 3–24 5:30–8:50 p.m.
Class type: Face-to-face Location: SWC Chula Vista $8 materials fee paid at the time of registration. Room: 59A–102 No Class: 2/17

LEAN MANUFACTURING
Introduces methods for the elimination of waste within a manufacturing system. Addresses waste created through overburden and waste created through unevenness in the work loads.
Instructor: TBA. No fee, 30 hours.
NC 383-50 Sat Apr. 6–May 18 2:30–6:30 p.m.
Class type: Face-to-face Location: SWC Chula Vista Room: 34-101

CERTIFICATE IN NONPROFIT MANAGEMENT AND LEADERSHIP
In the dynamic universe of nonprofits, the beacon of transformational leadership guides organizations to create substantial, enduring change. As the demarcation between achievement and insignificance narrows, a robust comprehension of management fundamentals evolves from being a bonus to a necessity. With that in mind, we present our 30-hour Nonprofit Leadership Certificate Program – an intensive, hands-on course crafted for those who are already in leadership roles or aspire to be in such positions within the nonprofit sector. Collect Certified Fund-Raising Executive (CFRE) points as you progress through our specially designed course modules. Let our 30-hour Nonprofit Leadership Certificate Program (series of five 6-hour modules) serve as your springboard to a career in Nonprofit management.
Instructor: Victoria Philips

Register for one module ($275 each) or all 5 modules for $1,250 (a 10% discount).

MODULE 1: Advanced Fundraising & Marketing Essentials
CS 331-61 F Feb. 23 2–5 p.m. Fee: $275
Location: SWC Chula Vista Room: 55A-109

MODULE 2: Nonprofit Management in the 21st Century
CS 332-61 F March 1 2–5 p.m. Fee: $275
Location: SWC Chula Vista Room: 55A-109

MODULE 3: Strategic Planning, Leadership, and Nonprofit Management
CS 333-61 F March 8 2–5 p.m. Fee: $275
Location: SWC Chula Vista Room: 55A-109

MODULE 4: Nonprofit Finance, Program Evaluation, and Data Analysis
CS 334-61 F March 15 2–5 p.m. Fee: $275
Location: SWC Chula Vista Room: 55A-109

MODULE 5: Talent Management Leadership
CS 335-61 F March 22 2–5 p.m. Fee: $275
Location: SWC Chula Vista Room: 55A-109

INTRODUCTION TO SOLID WORKS
Introduces the design process and knowledge of current technology software and manufacturing machines that help to produce finished designs. Focuses on the basics of building parts, dimensioning, tolerances, manufacturing drawings and assemblies.
Instructor: TBA. No fee, 40 hours.
NC 382-50 Sat Feb. 3–May 11 8:40–11:15 a.m.
Class type: Face-to-face Location: SWC Chula Vista No Class: 2/17, 3/30 Room: 34-101

OSHA 10-HOUR GENERAL INDUSTRY STANDARDS
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Instructor: TBA. No fee, 10.5 hours.
NC 139-50 Sat Feb. 3–24 5:30–8:50 p.m.
Class type: Face-to-face Location: SWC Chula Vista $8 materials fee paid at the time of registration. Room: 59A–102 No Class: 2/17
### CONTINUING EDUCATION AT SOUTHWESTERN COLLEGE

#### CAREER DEVELOPMENT

**SPRING 2024**

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
<th>Cost</th>
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</thead>
<tbody>
<tr>
<td>Oil Refinery Operations</td>
<td>400</td>
<td>$2,595</td>
</tr>
<tr>
<td>Pharmacy Technician (Voucher Included)</td>
<td>400</td>
<td>$2,495</td>
</tr>
<tr>
<td>Power Plant Operations</td>
<td>400</td>
<td>$2,595</td>
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<tr>
<td>Senior Certified Sustainability Professional</td>
<td>110</td>
<td>$2,495</td>
</tr>
<tr>
<td>The Complete Project Manager w/ Microsoft Project 2019</td>
<td>210</td>
<td>$2,295</td>
</tr>
<tr>
<td>The Complete Project Manager w/CAPM and PMP Prep</td>
<td>250</td>
<td>$1,995</td>
</tr>
<tr>
<td>Veterinary Assistant</td>
<td>225</td>
<td>$1,995</td>
</tr>
</tbody>
</table>

Prepare for employment in some of today's hottest careers with a comprehensive, affordable, and self-paced online Career Training Program through SWC's partnership with Ed2Go. 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. Online Education programs designed to provide the workforce skills necessary to enter a new field or advance your current career. Learn more at [http://careertraining.ed2go.com/swc](http://careertraining.ed2go.com/swc)

### FEATURING CLASSES SUCH AS:

- **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.

- **Certificate in Mediation and Arbitration**
  - 200 hours | $3,495
  - This course provides you with the comprehensive training necessary for becoming a certified mediation or arbitration professional.

- **Certified Master Wedding and Event Planner**
  - 1000 hours | $5,495
  - Get the training and support network you need to jumpstart your career in event planning. In this online certification course, you will work with real clients to gain knowledge, build your portfolio, and become a Certified Master Wedding and Event Planner.

- **Certified Wedding Planner**
  - 340 hours | $1,595
  - This comprehensive course covers everything an aspiring wedding planner needs to know to get started in the business. Whether you plan on working part-time or full-time, this course will provide all the knowledge you need to work as a professional wedding planner or start your wedding planning business.

- **Certified Indoor Environmentalist Preparation**
  - 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.

- **Certified Physical Therapy Aide (Voucher Included)**
  - 190 hours | $1,995
  - This online course will help you master the skills you need to work as a physical therapy aide. Not only will you be prepared for the AMCA’s Physical Therapy Technician/Aide certification exam, but an externship starter kit will also walk you through everything you need to know to land a PT aide externship.

- **Mastering Project Management w/ Microsoft Project 2019**
  - 210 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.
COLLEGE & CAREER READINESS

GROW YOUR BASIC SKILLS: Build the fundamental skills you need to advance your life, prepare for college and succeed in the workplace. Foundational courses are available in math, reading, and critical thinking, and more!
COLLEGE AND CAREER PLANNING

CAREER PLANNING ASSESSMENT
Utilizes a variety of assessment instruments and techniques to assess and identify interests, values, skills, aptitudes, learning styles, personality type, and goals as they relate to careers and the world of work.
Instructor: J. Reyes. No fee, 18 hours.
NC 56-80  F  Feb. 9–Apr. 19  9-10:50 a.m.
Class type: Face-to-face  Location: HECSY
No Class: 2/16, 3/29  Room: 5106

CAREER RESEARCH - USING THE INTERNET
Utilizes the Internet as an important tool in career planning, career research, and job search. Includes specific Internet sites, tips on the use of search engines, creating folders to keep track of useful sites, techniques to conduct career research, and considerations when applying for jobs online are explored.
Instructor: J. Reyes. No fee, 3 hours.
NC 88-501  Apr. 5–7
Class type: Online

COPING WITH JOB/CAREER CHANGE
Provides an awareness of the change process, the positive and negative factors affecting responses to change, and the development of effective coping strategies. Explores dealing with personal relationships when everything seems to be changing, and recognizing the opportunities change brings for personal and professional growth.
Instructor: J. Reyes. No fee, 3 hours.
NC 91-80  F  Mar. 8  11 a.m.–1:50 p.m.
Class type: Face-to-face  Location: SWC Chula Vista
Room: 5106

IDENTIFYING AND SHOWCASING YOUR TRANSFERABLE SKILLS
Provides job seekers with information and techniques to identify viable skills from their education, work, and life experiences, and shows them how those skills relate to their current career objectives. Topics include identifying different types of skills, the traits and skills that lead to employment, how to effectively communicate traits and skills to an employer, and identifying alternative ways of showcasing those skills.
Instructor: J. Reyes. No fee, 3 hours.
NC 89-80  F  Mar. 1  11 a.m.–1:50 p.m.
Class type: Face-to-face  Location: HECSY
Room: 5106

RETRAINING READINESS
Designed to assist the adult learner who has been away from school to prepare for the demands and expectations of vocational training. Topics include learning styles, time management, managing multiple roles and responsibilities, study and test preparation skills, goal setting, and community resources and services.
Instructor: J. Reyes. No fee, 6 hours.
NC 90-E1  W  Jan. 31–Feb. 14  9–10:50 a.m.
Class type: Face-to-face  Location: HECSY
Room: SWPC
NC 90-60  T  Feb. 20–27  5–7:50 p.m.
Class type: Face-to-face  Location: SWC Chula Vista
Room: 63A-104
NC 90-80  F  Apr. 26–May 10  9–10:50 a.m.
Class type: Face-to-face  Location: HECSY
Room: 5106

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. No fee, 3 hours.
NC 92-61  W  Apr. 10  5:30–8:20 p.m.
Class type: Face-to-face  Location: SWC Chula Vista
Room: 59A-102
READING SKILL DEVELOPMENT

A ‘NOVEL’ APPROACH TO COLLEGE & CAREER SUCCESS:
PART 1 – READ & THINK
Develops fundamental analytical reading and critical thinking skills. Teaches literary devices to uncover implicit meaning in stories. Evaluates the novel from multi-disciplinary perspectives (e.g., cultural, historical, sociological, psychological, theological, political, and/or judicial lens).
Instructor: C. Nieves. No fee, 18 hours.

NC 158-700 Th Feb. 1-29 5:30-7:20 p.m.
Class type: Synchronous “Live” Online Hybrid

A ‘NOVEL’ APPROACH TO COLLEGE & CAREER SUCCESS:
PART 2 – RESEARCH AND WRITE
Serves as part two of a three-course sequence. Develops basic research, reading and writing skills. Examines the stylistic structure of a novel and promotes creative expression by guiding students to compose a creative work. Reinforces college success skills, promotes growth mindset interventions, and enhances college readiness.
Instructor: C. Nieves. No fee, 18 hours.

NC 159-700 Th Mar. 7–Apr. 11 5:30-7:20 p.m.
Class type: Synchronous “Live” Online Hybrid
No Class: 3/28

A ‘NOVEL’ APPROACH TO COLLEGE & CAREER SUCCESS:
PART 3 – REVISE, EDIT AND PRESENT
Serves as part three of a three-course sequence. Develops literacy and college success skills as students continue to revise and edit their stories and create their digital storyboards. Reinforces mindset and resiliency behaviors.
Instructor: C. Nieves. No fee, 18 hours.

NC 160-700 Th Apr. 18–May 16 5:30-7:20 p.m.
Class type: Synchronous “Live” Online Hybrid

JAZZ UP YOUR READING SKILLS!
Enhances reading skills through careful evaluation of popular and iconic song lyrics. Fosters critical thinking by identifying and justifying common literary elements, figurative devices, and rhetorical styles embedded in songs that reflect significant parts of history and popular culture.
Instructor: TBA. No fee, 18 hours.

NC 148-700 Th Feb. 1-29 10-11:50 a.m.
Class type: Synchronous “Live” Online Hybrid

FOR THE LOVE OF READING: ENHANCING LIFELONG READING SKILLS
Uses children’s and young adult literature as tools to promote a love of reading and explore culturally responsive topics while concurrently developing academic readiness. Explores a variety of literary genres to develop a range of higher-order reading and thinking skills.
Instructor: O. Rayos. No fee, 18 hours.

NC 149-700 Th Mar. 7–Apr. 11 10-11:50 a.m.
Class type: Synchronous “Live” Online Hybrid
No Class: 3/28

READING BETWEEN THE LINES: IDENTIFYING HIDDEN MEANING
Develops critical reading and thinking skills by surveying a range of satirical, social, political, and persuasive images, cartoons, advertisements, and short editorials to identify their hidden meanings. Involves extensive practices in identifying and justifying rhetorical devices, manipulative techniques, and illogical reasoning methods.
Instructor: O. Rayos. No fee, 18 hours.

NC 150-700 Th Apr. 18–May 16 10-11:50 a.m.
Class type: Synchronous “Live” Online Hybrid

PREPARATORY COURSES
Learn more online and register at ed2go.com/swc

<table>
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<tr>
<th>Code</th>
<th>Course Description</th>
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<td>GRE Preparation–Part 1 (Verbal and Analytical)</td>
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<td>ETG-307</td>
<td>GRE Preparation–Part 2 (Quantitative)</td>
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<td>ETG-308</td>
<td>LSAT Preparation–Part 1</td>
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<td>ETG-309</td>
<td>LSAT Preparation–Part 2</td>
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<td>ETG-310</td>
<td>Grammar Refresher</td>
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<td>ETG-318</td>
<td>GMAT Preparation</td>
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<tr>
<td>ETG-327</td>
<td>Writing Essentials</td>
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<td>ETG-374</td>
<td>SAT/ACT Preparation – Part 1</td>
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<tr>
<td>ETG-375</td>
<td>SAT/ACT Preparation – Part 2</td>
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MATH SKILL DEVELOPMENT

ALGEBRA REFRESHER LEVEL 1
Provides an individualized program of instruction to review various topics in Elementary Algebra. Consists of direct instruction as well as computer assisted instruction to identify student level of knowledge and refresh those concepts identified as needed for each student. Serves students who need just-in-time course support, and/or students who need to prepare for algebra based exams.
No fee, 9 hours.

NC 146-510 Jan. 8–23
Class type: Online
Instructor: K. Cliffe
No Class: 1/15

NC 146-501 Feb 5–23
Class type: Online
Instructor: K. Cliffe
No Class: 2/16, 2/17, 2/19

NC 146-80 MW Feb. 21–Mar. 20 3:05–3:55 p.m.
Class type: Face-to-face
Location: HECSY
Instructor: TBA
Room: 5106

NC 146-502 Feb 26–Mar. 15
Class type: Online
Instructor: M. Garcia

NC 146-02 MW Feb. 26–Mar. 13 11:45 a.m.–1 p.m.
Class type: Face-to-face
Location: SWC Chula Vista
Instructor: M. Garcia
Room: 60-115

NC 146-503 Mar. 18–Apr. 12
Class type: Online
Instructor: M. Garcia
No Class: 3/25–4/1

ALGEBRA REFRESHER LEVEL 2
Provides an individualized program of instruction to review various topics in Intermediate Algebra. Consists of direct instruction as well as computer assisted instruction to identify student level of knowledge and refresh those concepts identified as needed for each student. Serves students who need just-in-time course support, and/or students who need to prepare for algebra based courses or exams.
No fee, 9 hours.

NC 147-510 Jan. 8–23
Class type: Online
Instructor: K. Cliffe
No Class: 1/15

NC 147-501 Feb. 5–23
Class type: Online
Instructor: K. Cliffe
No Class: 2/16, 2/17, 2/19

NC 147-502 Feb 26–Mar. 15
Class type: Online
Instructor: M. Garcia

NC 147-02 MW Feb. 26–Mar. 13 11:45 a.m.–1 p.m.
Class type: Face-to-face
Location: SWC Chula Vista
Instructor: M. Garcia
Room: 60-116

NC 147-503 Mar. 18–Apr. 12
Class type: Online
Instructor: M. Garcia
No Class: 3/25–4/11

NC 147-80 MW Apr. 3–May 1 3:05–3:55 p.m.
Class type: Face-to-face
Location: HECSY
Instructor: TBA
Room: 5106

TRIGONOMETRY REFRESHER
Provides a review to students who wish to refresh their trigonometry skills. Includes topics such as trigonometric functions; radian measure of angles; graphs of sine, cosine, and tangent; trigonometric equations and inverse trigonometric equations; and law of sines and cosines. Consists of personalized computer-assisted instruction to refresh those concepts identified as needed for each student.
Instructor: Y. Francis. No fee, 9 hours.

NC 1104-503 Jan. 8–23
Class type: Online
No Class: 1/15

NC 1104-502 Feb. 26–Mar. 16
Class type: Online
COMPUTERS SKILLS TO BEGIN OR ADVANCE YOUR CAREER

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. No fee, 12 hours.
NC 24-80 F Mar. 1–Apr. 12 10–11:50 a.m.
Class type: Face-to-face
Location: HECSY
No Class: 3/29
NC 24-E1 MW Apr. 3–22 12–1:50 p.m.
NC 24-E2 MW Apr. 29–May 15 12–1:50 p.m.
Class type: Face-to-face
Location: CVLIB1

INTRODUCTION TO MICROSOFT WORD
Provides students with the basic skills that are necessary to create, edit, enhance, and save standard documents using Microsoft Word.
No fee, 12 hours.
NC 198-E7 T Feb. 6–Mar. 12 6–7:50 p.m.
Class type: Face-to-face
Location: SWPC
Instructor: J. O’toole
NC 198-80 F Apr. 19–May 24 10–11:50 a.m.
Class type: Face-to-face
Location: HECSY
Instructor: N. Bartels
Room: 5201

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.
No fee, 6 hours.
NC 1051-E7 W Feb. 28–Mar. 13 6–7:50 p.m.
Class type: Face-to-face
Location: SWPC
Instructor: J. O’toole
NC 1051-80 TTh Mar. 12–19 10–11:50 a.m.
Class type: Face-to-face
Location: HECSY
Instructor: L. Sevilla
Room: 5201

INTRODUCTION TO KEYBOARDING
Teaches beginners how to keyboard correctly, accurately, faster, alphabetic keys, punctuation, numbers, and symbols.
Instructor: N. Bartels. No fee, 6 hours.
NC 200-80 F Feb. 2–23 10–11:50 a.m.
Class type: Face-to-face
Location: HECSY
No Class: 2/16
Room: 5201

INTRODUCTION TO MICROSOFT OUTLOOK
Introduces the basic concepts of Microsoft Outlook by utilizing various functions and features of email, attachments, online calendar, messaging, and contacts.
No fee, 3 hours.
NC 199-81 F Feb. 23 12–2:40 p.m.
Class type: Face-to-face
Location: HECSY
Instructor: R. Ojeda
NC 199-80 T Apr. 2 9:05–11:45 p.m.
Class type: Face-to-face
Location: HECSY
Instructor: N. Bartels

COMPUTER COURSES
Learn more online and register at ed2go.com/swc

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>ETG-200</td>
<td>Introduction to PC Troubleshooting</td>
<td>$130</td>
</tr>
<tr>
<td>ETG-213</td>
<td>Basic CompTIA A+ Certification Prep</td>
<td>$130</td>
</tr>
<tr>
<td>ETG-214</td>
<td>Intermediate CompTIA A+ Certification Prep</td>
<td>$130</td>
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<tr>
<td>ETG-215</td>
<td>Advanced CompTIA A+ Certification Prep</td>
<td>$130</td>
</tr>
<tr>
<td>ETG-218</td>
<td>Keyboarding</td>
<td>$130</td>
</tr>
<tr>
<td>ETG-222</td>
<td>Introduction to PC Security</td>
<td>$130</td>
</tr>
<tr>
<td>ETG-223</td>
<td>Introduction to Microsoft Project 2019</td>
<td>$130</td>
</tr>
<tr>
<td>ETG-242</td>
<td>Introduction to Networking</td>
<td>$130</td>
</tr>
<tr>
<td>ETG-243</td>
<td>Intermediate Networking</td>
<td>$130</td>
</tr>
<tr>
<td>ETG-246</td>
<td>Introduction to SQL</td>
<td>$130</td>
</tr>
<tr>
<td>ETG-247</td>
<td>Intermediate SQL</td>
<td>$130</td>
</tr>
<tr>
<td>ETG-249</td>
<td>Introduction to C++ Programming</td>
<td>$130</td>
</tr>
<tr>
<td>ETG-253</td>
<td>Wireless Networking</td>
<td>$130</td>
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</table>
ENGLISH AS A SECOND LANGUAGE (ESL)

**GROW YOUR LANGUAGE SKILLS:** Improve your English skills in a safe and secure environment. Learn from faculty who care about your growth. Beginning to advanced classes are offered day, night and online.
ENGLISH AS A SECOND LANGUAGE (ESL)

CERTIFICATE IN ENTRY LEVEL ESL
(COMPLETE NC 108, NC 109 AND NC 110)

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.
No fee, 32 hours.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Start Date</th>
<th>End Date</th>
<th>Time</th>
<th>Type</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>NC 108-501</td>
<td>Jan. 29</td>
<td>Mar. 2</td>
<td></td>
<td>Online</td>
<td></td>
<td>C. Ross</td>
</tr>
<tr>
<td>NC 108-E3</td>
<td>Jan. 30</td>
<td>Mar. 8</td>
<td>9-11:20 p.m.</td>
<td>Face-to-face</td>
<td>SYSD3</td>
<td>K. Bailey</td>
</tr>
<tr>
<td>NC 108-E6</td>
<td>Jan. 30</td>
<td>Mar. 21</td>
<td>4-5:50 p.m.</td>
<td>Face-to-face</td>
<td>OMNL</td>
<td>TBA</td>
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<tr>
<td>NC 108-E2</td>
<td>Feb. 5</td>
<td>Mar. 20</td>
<td>4-6:10 p.m.</td>
<td>Face-to-face</td>
<td>CVLIB2</td>
<td>N. Ludden</td>
</tr>
<tr>
<td>NC 108-E1</td>
<td>Feb. 6</td>
<td>Mar. 21</td>
<td>5-10:15 p.m.</td>
<td>Face-to-face</td>
<td>CVLIB1</td>
<td>E. Rodriguez</td>
</tr>
<tr>
<td>NC 108-86</td>
<td>Feb. 13</td>
<td>Mar. 21</td>
<td>5-30:7:50 p.m.</td>
<td>Face-to-face</td>
<td>HECSY</td>
<td>TBA</td>
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<tr>
<td>NC 108-E8</td>
<td>Apr. 2</td>
<td>May 23</td>
<td>9-10:50 a.m.</td>
<td>Face-to-face</td>
<td>SWPC</td>
<td>TBA</td>
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</table>

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.
No fee, 32 hours.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Start Date</th>
<th>End Date</th>
<th>Time</th>
<th>Type</th>
<th>Location</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>NC 109-E3</td>
<td>Jan. 29</td>
<td>Mar. 11</td>
<td>9-11:20 a.m.</td>
<td>Face-to-face</td>
<td>SYSD1</td>
<td>C. Palumbo</td>
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<td>NC 109-501</td>
<td>Mar. 5</td>
<td>Apr. 13</td>
<td></td>
<td>Online</td>
<td></td>
<td>C. Ross</td>
</tr>
<tr>
<td>NC 109-E5</td>
<td>Apr. 3</td>
<td>May 15</td>
<td>4-6:10 p.m.</td>
<td>Face-to-face</td>
<td>CVLIB2</td>
<td>A. Nikolova</td>
</tr>
<tr>
<td>NC 109-E4</td>
<td>Apr. 15</td>
<td>May 22</td>
<td>9-11:20 a.m.</td>
<td>Face-to-face</td>
<td>SYSD3</td>
<td>TBA</td>
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<tr>
<td>NC 109-86</td>
<td>Apr. 2</td>
<td>May 9</td>
<td>5-30:7:50 p.m.</td>
<td>Face-to-face</td>
<td>HECSY</td>
<td>TBA</td>
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<tr>
<td>NC 109-E5</td>
<td>Apr. 3</td>
<td>May 15</td>
<td>4-6:10 p.m.</td>
<td>Face-to-face</td>
<td>CVLIB2</td>
<td>A. Nikolova</td>
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<tr>
<td>NC 109-E4</td>
<td>Apr. 15</td>
<td>May 22</td>
<td>9-11:20 a.m.</td>
<td>Face-to-face</td>
<td>SYSD3</td>
<td>TBA</td>
</tr>
<tr>
<td>NC 109-86</td>
<td>Apr. 2</td>
<td>May 9</td>
<td>5-30:7:50 p.m.</td>
<td>Face-to-face</td>
<td>HECSY</td>
<td>TBA</td>
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<tr>
<td>NC 109-E5</td>
<td>Apr. 3</td>
<td>May 15</td>
<td>4-6:10 p.m.</td>
<td>Face-to-face</td>
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<td>NC 109-E4</td>
<td>Apr. 15</td>
<td>May 22</td>
<td>9-11:20 a.m.</td>
<td>Face-to-face</td>
<td>SYSD3</td>
<td>TBA</td>
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</tbody>
</table>
## ENGLISH AS A SECOND LANGUAGE (ESL)

### 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. No fee, 32 hours.

<table>
<thead>
<tr>
<th>Course</th>
<th>Dates</th>
<th>Times</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>NC 110-E2</td>
<td>MW Jan. 29–Apr. 3</td>
<td>10–11:50 a.m.</td>
<td>SVLB</td>
<td>N. Ludden</td>
</tr>
<tr>
<td>NC 110-E1</td>
<td>W Jan. 31–May 22</td>
<td>9–10:50 a.m.</td>
<td>BSLB</td>
<td>H. Nguyen</td>
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<tr>
<td>NC 110-E3</td>
<td>TTh Apr. 16–May 23</td>
<td>9–11:20 a.m.</td>
<td>SYSD1</td>
<td>N. Ludden</td>
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<table>
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<tr>
<th>Course</th>
<th>Dates</th>
<th>Times</th>
<th>Location</th>
<th>Instructor</th>
</tr>
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<tbody>
<tr>
<td>NC 110-501</td>
<td>Apr. 16–May 18</td>
<td></td>
<td></td>
<td>C. O’Gorman Fazzolari</td>
</tr>
<tr>
<td>NC 110-502</td>
<td>Apr. 16–May 18</td>
<td></td>
<td></td>
<td>H. Choi</td>
</tr>
</tbody>
</table>

### COMPUTERS AND TECHNOLOGY FOR ESL

Provides the linguistic and basic technology skills English as a Second Language (ESL) learners need in order to be able to succeed in ESL classes and in everyday life skills. Prepares students linguistically to take college classes that use basic technology. Instructor: TBA. No fee, 18 hours.

<table>
<thead>
<tr>
<th>Course</th>
<th>Dates</th>
<th>Times</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>NC 221-E1</td>
<td>TW Feb. 6–Mar. 6</td>
<td>8:30–10 a.m.</td>
<td>FCS</td>
<td></td>
</tr>
</tbody>
</table>

## CONVERSATION SKILLS AND AMERICAN CULTURE THROUGH 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. No fee, 24 hours.

<table>
<thead>
<tr>
<th>Course</th>
<th>Dates</th>
<th>Times</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>NC 222-01</td>
<td>MW Feb. 12–May 15</td>
<td>10:40–11:30 a.m.</td>
<td>SWC Chula Vista</td>
<td>TBA</td>
</tr>
<tr>
<td>NC 222-80</td>
<td>F Feb. 23–May 17</td>
<td>9–10:50 a.m.</td>
<td>HECSY</td>
<td>TBA</td>
</tr>
<tr>
<td>NC 222-E1</td>
<td>M Mar. 4–May 20</td>
<td>5:10–7:20 p.m.</td>
<td>CVLIB1</td>
<td>TBA</td>
</tr>
</tbody>
</table>

---

**Interested in starting your own Family Child Care Business?**

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**FOR STEPS TO REGISTER REFER TO PAGE 4**

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EXPLORATION AND PERSONAL GROWTH

KEEP GROWING: Join other lifelong learners in classes designed to help you build skills, achieve wellness, and find fulfillment. Classes are offered at a variety of locations throughout the community.
LIFE ENRICHMENT FOR OLDER ADULTS

AGING WITH GRACE, POWER AND A PLAN: A WOMAN’S PERSPECTIVE
Designed to enhance a woman’s transition beyond midlife. Participants will map their own journey, using active exercises to build skills in making choices.
Instructor: TBA. No fee, 12 hours.

NC 97-80  F  Mar. 15–Apr. 26  10–11:50 a.m.
Class type: Face-to-face  Location: HECSY
No Class: 3/29
Room: 5207

COMMUNITY RESOURCES FOR OLDER ADULTS
Brings awareness to the older adult of the many resources and opportunities available in the community. Emphasizes resources for housing, employment, health and wellness, recreation, education, culture, transportation, legal services, social, and volunteer opportunities.
Instructor: TBA. No fee, 8 hours.

NC 1050-80  W  May 1–22  12:20–2:10 p.m.
Class type: Face-to-face  Location: HECSY
Room: 5210

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.
Instructor: A. Bejarano. No fee, 12 hours.

NC 1053-E2  Th  Feb. 15–Mar. 21  1:30–3:20 p.m.
Class type: Face-to-face  Location: IBSC
NC 1053-80  M  Feb. 12–Apr. 8  10:05–11:55 a.m.
Class type: Face-to-face  Location: HECSY
No Class: 2/19, 3/25–4/1
Room: 5707
NC 1053-E1  F  Feb. 23–Apr. 5  1–2:50 p.m.
Class type: Face-to-face  Location: OMNL
No Class: 3/29
NC 1053-E3  Th  Apr. 4–May 9  1:30–3:20 p.m.
Class type: Face-to-face  Location: IBSC
NC 1053-75  Sun  Apr. 7–May 12  10:30 a.m.–12:20 p.m.
Class type: Face-to-face  Location: HECNC
Room: 7203
NC 1053-82  M  Apr. 15–May 20  10:05–11:55 a.m.
Class type: Face-to-face  Location: HECSY
Room: 5207

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: C. Alba. No fee, 48 hours.

NC 99-E2  MW  Jan. 29–May 22  2–3:20 p.m.
Class type: Face-to-face  Location: IBBL
No Class: 2/19, 2/25, 2/27, 4/1
NC 99-E1  MWF  Feb. 5–Apr. 12  7–8:50 p.m.
Class type: Face-to-face  Location: IBSC
No Class: 2/16, 2/19, 2/25, 2/27, 2/29, 4/1

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.
Instructor: A. Bejarano. No fee, 12 hours.

NC 1053-E2  Th  Feb. 15–Mar. 21  1:30–3:20 p.m.
Class type: Face-to-face  Location: IBSC
NC 1053-80  M  Feb. 12–Apr. 8  10:05–11:55 a.m.
Class type: Face-to-face  Location: HECSY
No Class: 2/19, 3/25–4/1
Room: 5707
NC 1053-E1  F  Feb. 23–Apr. 5  1–2:50 p.m.
Class type: Face-to-face  Location: OMNL
No Class: 3/29
NC 1053-E3  Th  Apr. 4–May 9  1:30–3:20 p.m.
Class type: Face-to-face  Location: IBSC
NC 1053-75  Sun  Apr. 7–May 12  10:30 a.m.–12:20 p.m.
Class type: Face-to-face  Location: HECNC
Room: 7203
NC 1053-82  M  Apr. 15–May 20  10:05–11:55 a.m.
Class type: Face-to-face  Location: HECSY
Room: 5207

COMMUNITY RESOURCES FOR OLDER ADULTS
Brings awareness to the older adult of the many resources and opportunities available in the community. Emphasizes resources for housing, employment, health and wellness, recreation, education, culture, transportation, legal services, social, and volunteer opportunities.
Instructor: TBA. No fee, 8 hours.

NC 1050-80  W  May 1–22  12:20–2:10 p.m.
Class type: Face-to-face  Location: HECSY
Room: 5210

BUDGET AND HOME ENERGY MANAGEMENT
Designed for individuals who would like to take control of their finances, and minimize debt and maximize savings and investments. Covers financial goal setting, money management, spending plan, expense recordkeeping, identity theft, credit and credit repair, ways to earn extra income, energy management, energy conservation, meter reading, and available community resources.
Instructor: R. Corpron. No fee, 5.5 hours.

NC 10-50  Sat  Mar. 2–9  8–10:25 a.m.
Class type: Face-to-face  Location: SWC Chula Vista
Room: 37-106

NC 1001-80  F  Feb. 23–Apr. 26  9:45–11:25 a.m.
Class type: Face-to-face  Location: HECSY
No Class: 3/29
Room: 5210

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: TBA. No fee, 72 hours.

NC 3081-01  TTh  Jan. 30–May 23  1:30–3:35 p.m.
Class type: Face-to-face  Location: SWC Chula Vista
Room: 85-101
LIFE ENRICHMENT FOR OLDER ADULTS

NUTRITION AND HEALTH ISSUES – OLDER ADULTS
Planning and preparation of economical, well-balanced meals for one or two persons. Topics will include: special diet considerations, budgeting and shopping tips, consumer education, and nutrition information.
Instructor: TBA. No fee, 12 hours.
NC 33-80  MW  May 15  12:20-1:10 p.m.
Class type: Face-to-face
Location: HECSY
Room: 5104

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.
No fee, 12 hours.
NC 1015-75  Sat  Mar. 2–23  10 a.m.–12:50 p.m.
Class type: Face-to-face
Instructor: C. Alba
Location: HECSY
Room: 7203
NC 1015-80  TTh  Apr. 9–25  9–10:50 a.m.
Class type: Face-to-face
Instructor: TBA
Location: HECSY
Room: 5210

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: C. Alba. No fee, 12 hours.
NC 38-60  Sat  Apr. 13–May 18  10–11:50 a.m.
Class type: Face-to-face
Location: SWC Chula Vista
Room: 39-106

BLUEPRINT FOR RETIREMENT
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.
Instructor: K. Bowie. 6 hours.
CS 175-61  Sat  Feb. 3-10  9 a.m.–12 p.m.  Fee: $49
Class type: Face-to-face
Location: SWC Chula Vista
Room: 54A-119
CS 175-62  T  Feb. 6-13  6:30–9:30 p.m.  Fee: $49
Class type: Face-to-face
Location: SWC Chula Vista
Room: 54A-119
*You may bring a guest, at no charge, to either class listed above.
FITNESS AND WELLNESS

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: C. Alba. No fee, 36 hours.
NC 34-80 MW Jan. 29–May 22 11 a.m.–12 p.m.
Class type: Face-to-face
Location: HECSY
Room: 5104
NC 34-80 E4 TTh Feb. 1–May 23 8–9 a.m.
Class type: Face-to-face
Location: IBSC
Room: 3/26, 3/28

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 meditation techniques effective for relaxation, decreasing high blood pressure, and promoting overall wellness for all ages.
Instructor: J. Muren. No fee, 24 hours.
NC 32-E4 F Feb. 2–May 10 11 a.m.–12:30 p.m.
Class type: Face-to-face
Location: BSLB
Room: 3/29
NC 32-E3 Sat Feb. 3–May 11 9:20–10:45 a.m.
Class type: Face-to-face
Location: SPPS
Room: 2/17, 3/30
NC 32-E1 M Feb. 5–May 20 10–11:30 a.m.
Class type: Face-to-face
Location: SPPS
Room: 2/17, 3/30
NC 32-E2 M Feb. 5–May 20 1–2:30 p.m.
Class type: Face-to-face
Location: OMNL
Room: 2/17, 3/30
NC 32-75 Sat Feb. 10–May 18 11 a.m.–12:30 p.m.
Instructor: A. Brown
Class type: Face-to-face
Location: HECSY
Room: 7212
NC 32-82 W Feb. 14–May 22 6–7:25 p.m.
Instructor: A. Brown
Class type: Face-to-face
Location: HECSY
Room: 5104
NC 32-81 Th Feb. 15–May 23 9:20–10:45 a.m.
Instructor: J. Muren
Class type: Face-to-face
Location: HECSY
Room: 5104

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.
Instructor: R. Joselevitz. No fee, 20 hours.
NC 6-61 TTh Apr. 23–May 16 7–9:15 p.m.
Class type: Face-to-face Location: SWC Chula Vista
Room: 63A-101

ENGLISH

SPANISH

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 meditation techniques effective for relaxation, decreasing high blood pressure, and promoting overall wellness for all ages.
Instructor: J. Muren. No fee, 24 hours.
NC 32-E4 F Feb. 2–May 10 11 a.m.–12:30 p.m.
Class type: Face-to-face
Location: BSLB
Room: 3/29
NC 32-E3 Sat Feb. 3–May 11 9:20–10:45 a.m.
Class type: Face-to-face
Location: SPPS
Room: 2/17, 3/30
NC 32-E1 M Feb. 5–May 20 10–11:30 a.m.
Class type: Face-to-face
Location: SPPS
Room: 2/17, 3/30
NC 32-E2 M Feb. 5–May 20 1–2:30 p.m.
Class type: Face-to-face
Location: OMNL
Room: 2/17, 3/30
NC 32-75 Sat Feb. 10–May 18 11 a.m.–12:30 p.m.
Instructor: A. Brown
Class type: Face-to-face
Location: HECSY
Room: 7212
NC 32-82 W Feb. 14–May 22 6–7:25 p.m.
Instructor: A. Brown
Class type: Face-to-face
Location: HECSY
Room: 5104
NC 32-81 Th Feb. 15–May 23 9:20–10:45 a.m.
Instructor: J. Muren
Class type: Face-to-face
Location: HECSY
Room: 5104

FOR STEPS TO REGISTER REFER TO PAGE 4
Register early to reserve your seat.
www.swccd.edu/continuinged
Grow your business

with high-quality, affordable, contract training

Southwestern College can partner with your company to provide customized training with high-quality instruction in key aspects of workforce development.

Quickly upskill your workforce, improve performance, and boost your bottom line with custom training tailored to the needs of your employees and organization. Scheduling is flexible and instruction can be offered at a location that meets your needs.

For more information call us at
619-482-6533 or email us at Customizedtraining@swccd.edu
Are you taking a noncredit course, or maybe enrolled in one of the certificate programs, and you’re wondering what other education opportunities are offered at Southwestern College? Eligible, enrolled noncredit students can attend an orientation and meet with a counselor to explore NEXT STEPS, the education opportunities and services available through Southwestern College.

In NEXT STEPS, you can:

- Explore career options and choosing life/career goals
- Identify your current skill levels
- Make the transition to college
- Become aware of campus services and resources available
- Learn how to pay for college and financial assistance options
- Develop an educational plan

**Schedule your NEXT STEPS appointment today!**

Contact the Counseling office at (619) 421-6700, ext. 5240 or swccounseling@swccd.edu

This service is made available through Noncredit Student Services.
Ready to start your construction career?

Enroll in the Apprenticeship Readiness Program and learn the skills and knowledge necessary to prepare for a registered apprenticeship program and begin your construction career while earning industry-recognized certifications.

Visit workforce.org/ARPSWC or scan the QR code to learn more or apply.

Participants must be 18+, live in San Diego or Imperial County and be eligible to work in the US.
Our new short-term **Manufacturing Technology Certificate** gives students the foundational skills they need to succeed in a variety of entry-level, manufacturing jobs. Learn how manufacturing plays a role in bringing new products like iPhones, new cars, or solar panels to the market.

- FREE program
- Takes just five classes to complete (150 hours)
- Includes OSHA 10-Hour General Industry Card

See page 19 for course information or visit [www.swccd.edu/continuinged](http://www.swccd.edu/continuinged)
## Noncredit Application

**Southwestern College Continuing Education**

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.

### How Did You Hear About Us?
- Please print neatly and do not use any nicknames or abbreviations.

<table>
<thead>
<tr>
<th>Option</th>
</tr>
</thead>
<tbody>
<tr>
<td>Continuing Education Schedule</td>
</tr>
<tr>
<td>Continuing Education Facebook page</td>
</tr>
<tr>
<td>Family or Friend</td>
</tr>
<tr>
<td>Southwestern College Employee</td>
</tr>
<tr>
<td>Southwestern College Website</td>
</tr>
<tr>
<td>Other: (please explain)</td>
</tr>
</tbody>
</table>

### Please Print Neatly and Do Not Use Any Nicknames or Abbreviations

**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.**

**Birthdate**
(Required)

<table>
<thead>
<tr>
<th>Month</th>
<th>Day</th>
<th>Year</th>
</tr>
</thead>
</table>

**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

<table>
<thead>
<tr>
<th>Option</th>
</tr>
</thead>
<tbody>
<tr>
<td>01. Chinese</td>
</tr>
<tr>
<td>02. Japanese</td>
</tr>
<tr>
<td>03. Korean</td>
</tr>
<tr>
<td>04. Laotian</td>
</tr>
<tr>
<td>05. Cambodian</td>
</tr>
<tr>
<td>06. Vietnamese</td>
</tr>
<tr>
<td>07. Asian Indian</td>
</tr>
<tr>
<td>08. Other Asian</td>
</tr>
<tr>
<td>09. Guamanian</td>
</tr>
<tr>
<td>10. Hawaiian</td>
</tr>
<tr>
<td>11. Samoan</td>
</tr>
<tr>
<td>12. Pacific Islander/Other</td>
</tr>
<tr>
<td>13. Mex, MexAmer, Chicano</td>
</tr>
<tr>
<td>14. South American</td>
</tr>
<tr>
<td>15. Central American</td>
</tr>
<tr>
<td>16. Other Hispanic</td>
</tr>
<tr>
<td>17. Filipino</td>
</tr>
<tr>
<td>18. Amer. Ind, Alaskan Native</td>
</tr>
<tr>
<td>19. Black, Non-Hispanic</td>
</tr>
<tr>
<td>20. White</td>
</tr>
</tbody>
</table>

**Is English the Language You Speak and Write Most Frequently?**
(Choose Yes or No)

- Yes
- No, specify language:

**Family Income:**
(Please check one)

<table>
<thead>
<tr>
<th>Income Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. $0-$7,500</td>
</tr>
<tr>
<td>2. $7,501-$10,000</td>
</tr>
<tr>
<td>3. $10,001-$15,000</td>
</tr>
<tr>
<td>4. $15,001-$16,000</td>
</tr>
<tr>
<td>5. $16,001-$17,000</td>
</tr>
<tr>
<td>6. $17,001-$20,000</td>
</tr>
<tr>
<td>7. $20,001-$25,000</td>
</tr>
<tr>
<td>8. $25,001-$30,000</td>
</tr>
<tr>
<td>9. $30,001-$35,000</td>
</tr>
<tr>
<td>10. $35,001-$40,000</td>
</tr>
<tr>
<td>11. $40,001-$45,000</td>
</tr>
<tr>
<td>12. $45,001-$50,000</td>
</tr>
<tr>
<td>13. $50,001 or above</td>
</tr>
<tr>
<td>14. Unknown</td>
</tr>
</tbody>
</table>

**Family Size:**
Number in your household including yourself

<table>
<thead>
<tr>
<th>Size</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
<th>8</th>
<th>9</th>
<th>10</th>
<th>11</th>
<th>12</th>
<th>13</th>
<th>14</th>
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</tr>
</tbody>
</table>

**High School Education Status:**
(Choose all that apply)

<table>
<thead>
<tr>
<th>Option</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Not a high school graduate and not enrolled in high school</td>
</tr>
<tr>
<td>2. Not a high school graduate and currently enrolled in Adult School</td>
</tr>
<tr>
<td>3. Currently in high school and 2+2 program</td>
</tr>
<tr>
<td>4. Currently enrolled in high school</td>
</tr>
<tr>
<td>5. U.S. High School diploma</td>
</tr>
<tr>
<td>6. High School Equivalency Certificate (GED/HiSET)</td>
</tr>
<tr>
<td>7. Certificate of California High School Proficiency (CHSPE)</td>
</tr>
<tr>
<td>8. Foreign secondary/high school Diploma/Certificate</td>
</tr>
</tbody>
</table>

**Highest Level Completed:**

<table>
<thead>
<tr>
<th>Option</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. High School Diploma</td>
</tr>
<tr>
<td>2. High School Equivalency Certificate (GED/HiSET)</td>
</tr>
<tr>
<td>3. Certificate of California High School Proficiency (CHSPE)</td>
</tr>
</tbody>
</table>

**Current Grade:**

<table>
<thead>
<tr>
<th>Option</th>
</tr>
</thead>
<tbody>
<tr>
<td>9. 6th Year</td>
</tr>
<tr>
<td>10. 7th Year</td>
</tr>
<tr>
<td>11. 8th Year</td>
</tr>
<tr>
<td>12. 9th Year</td>
</tr>
<tr>
<td>13. 10th Year</td>
</tr>
<tr>
<td>14. 11th Year</td>
</tr>
<tr>
<td>15. 12th Year</td>
</tr>
</tbody>
</table>

**Month & Year Earned:**

<table>
<thead>
<tr>
<th>Option</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. January</td>
</tr>
<tr>
<td>2. February</td>
</tr>
<tr>
<td>3. March</td>
</tr>
<tr>
<td>4. April</td>
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<tr>
<td>5. May</td>
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<tr>
<td>6. June</td>
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<tr>
<td>7. July</td>
</tr>
<tr>
<td>8. August</td>
</tr>
<tr>
<td>9. September</td>
</tr>
<tr>
<td>10. October</td>
</tr>
<tr>
<td>11. November</td>
</tr>
<tr>
<td>12. December</td>
</tr>
</tbody>
</table>

**Continuing Education at Southwestern College**

SOUTHWESTERN COLLEGE CONTINUING EDUCATION

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

619-482-6376   FAX 619-482-6402
**EDUCATION COMPLETED**

<table>
<thead>
<tr>
<th>Technical/Certificate</th>
<th>Some College, No Degree (If YES, please check one)</th>
<th>A.A./A.S. Degree</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes ☐ No □</td>
<td>□ Freshman □ Junior □ Sophomore □ Senior</td>
<td>Yes ☐ No □</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>4-yr. College Graduate</th>
<th>Graduate Studies</th>
<th>Other Diploma/Degree</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes ☐ No □</td>
<td>Yes ☐ No □</td>
<td>Yes ☐ No □</td>
</tr>
</tbody>
</table>

**I EARNED THE ABOVE OUTSIDE OF THE U.S.** ☐ YES ☐ 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)

- San Ysidro Adult School ☐ Chula Vista Adult School ☐ Coronado Adult School
  - Mo / Year Mo / Year Mo / Year
- Montgomery Adult School ☐ National City Adult School
  - Mo / Year 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):

<table>
<thead>
<tr>
<th>Public Assistance / Welfare</th>
<th>TANF</th>
<th>WIOA TITLE I</th>
<th>Rehabilitation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes ☐ No □</td>
<td>Yes ☐ No □</td>
<td>Yes ☐ No □</td>
<td>Yes ☐ No □</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Food Stamps / Calfresh / SNAP</th>
<th>CalWorks</th>
<th>Medi-Cal / MediCare</th>
<th>EDD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes ☐ No □</td>
<td>Yes ☐ No □</td>
<td>Yes ☐ No □</td>
<td>Yes ☐ No □</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Social Security</th>
<th>Supplemental Security Income (SSI)</th>
<th>General Assistance (GA)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes ☐ No □</td>
<td>Yes ☐ No □</td>
<td>Yes ☐ No □</td>
</tr>
</tbody>
</table>

**WHAT IS YOUR PRIMARY GOAL AND YOUR SECONDARY GOAL FOR ATTENDING CONTINUING EDUCATION COURSES?**
(Select 1=Primary and 2=Secondary)

- Get a better Job ☐ 1 ☐ 2
- Improve Basic Skills ☐ 1 ☐ 2
- Improve English Skills ☐ 1 ☐ 2
- Prepare to Earn High School Diploma / GED ☐ 1 ☐ 2
- Prepare for Employment ☐ 1 ☐ 2
- Retain Current Job ☐ 1 ☐ 2
- Prepare to Enter College or Training ☐ 1 ☐ 2
- Family Goal ☐ 1 ☐ 2
- Prepare for U.S. Citizenship ☐ 1 ☐ 2
- Prepare for Military Service ☐ 1 ☐ 2
- None ☐ 1 ☐ 2
- Other Attainable Goal ☐ 1 ☐ 2

(Select 1=Primary and 2=Secondary)

Please check all that apply to you:

- Cultural Barriers □
- Dislocated Worker □
- Displaced Homemaker □
- Employed □
- Employed, with Termination Notice □
- English Language Learner □
- Ex-Offender □
- Foster Care Youth □
- Homeless □
- Learning Disabled □
- Long-term Unemployed □
- Low Levels of Literacy □
- Low Income □
- Migrant Farmworker □
- N/A □
- No longer TANF eligible within 2 years □
- Not Employed / Not Seeking Work □
- Physically Disabled □
- Retired □
- Seasonal Farmworker □
- Single Parent □
- Unemployed □
- Veteran (U.S. Military) □
- Active Duty (U.S. Military) □
- Select all special programs you are currently affiliated with:
  - Corrections □
  - Family Literacy □
  - Non-traditional Training □
  - Perkins □
  - Special Needs □
  - Tutoring □
  - Workplace Education □
  - Homeless Programs □
  - Rehabilitation □
  - Other: (please explain) □

**SIGNATURE:** ___________________________  **DATE:** ___________

**PLEASE REGISTER ME IN THE FOLLOWING NONCREDIT COURSES:**

<table>
<thead>
<tr>
<th>Course Section Number</th>
<th>Name of Course</th>
<th>Start Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>NC</td>
<td></td>
<td></td>
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<tr>
<td>NC</td>
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<td>NC</td>
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</tbody>
</table>

FOR OFFICE USE ONLY

Application Entered By: _______________________________________  Date: ____________________________

Rev. 07/20/2023
The Youth Excellence and Success Academy is offered every Summer.
Each summer, the Southwestern College Youth Excellence and Success (Y.E.S.) Academy offers a variety of academic and enrichment programs to help 4th-12th grade students, parents, and caregivers grow.

### New for Spring 2024!

**DATES FOR SPRING INTERSESSION**
March 18–22, 2024

**TIMES**
**MORNING ONLY:** 9–11:30 a.m.

**CLASSES OFFERED:**
- Cartoon Character Sketch and Broadway Musical Spectacular
  (visit [www.swccd.edu/yes](http://www.swccd.edu/yes) for course description)

**Y.E.S. Academy website now open for Spring registration!**

Through the Y.E.S. Academy, students can enjoy a positive, early college experience where they try new things, learn new skills, and challenge themselves in a college environment. Programs are available for all academic and creative levels.

### Summer 2024!

**DATES FOR SUMMER**
**SESSION I:** June 10 – June 20, 2024
**SESSION II:** June 24 – July 3, 2024

**TIMES**
**MORNING:** 9–11:30 a.m.
**AFTERNOON:** 12–2:30 pm

**TRADITIONAL SUMMER OFFERINGS INCLUDE:**

**4TH-9TH GRADE:**
- “College for Kids” courses
- Writer’s Café—Lunch supervision program

**HIGH SCHOOL:**
- Volunteering opportunities

**PARENTS & CAREGIVERS:**
- FREE “Parent University” workshops (offered in partnership with UCSD)

For more information call 619-421-6700 x5953 or visit [www.swccd.edu/yes](http://www.swccd.edu/yes) to view a complete list of course offerings and schedules.
CONTINUE TO EXPAND TO BUILD TO THRIVE

FREE noncredit and community education certificates inside!

• Career Development
• College and Career Readiness
• English as a Second Language
• Exploration and Personal Growth
• Youth Programs

REGISTRATION IS NOW ONLINE!
Register early to reserve your seat.
www.swccd.edu/continuinged