NONCREDIT SCHEDULE OF CLASSES
SCHOOL OF CONTINUING EDUCATION AND WORKFORCE DEVELOPMENT

WINTER 2020 | JANUARY-MARCH

REGISTER NOW!
SEE INSIDE FRONT COVER FOR DETAILS
OR VISIT WWW.AACC.EDU/NONCREDIT

ANNE ARUNDEL COMMUNITY COLLEGE
easy ways to register!

**REGISTER EARLY!**
Your enrollment does matter. Decisions to run each class are based on enrollment prior to the start date of each class. Courses are continually being added to the schedule. For the most up-to-date course offerings, visit us at aacc.edu/noncredit.

Payment is due at the time of registration.

1 **ONLINE**
Register online through MyAACC.
Step-by-step instructions on page 81 or visit www.aacc.edu/noncredit.

2 **REGISTER IN PERSON**
Arnold:
Center for Applied Learning and Technology (CALT) Room 115
8 a.m.-6 p.m. Monday-Thursday
8 a.m.-4:30 p.m. Friday
9 a.m.-1 p.m. Saturday
410-777-2325

Additional Registration Sites:
Records and Registration / Arnold
AACC at Arundel Mills
Glen Burnie Town Center
Fort Meade Army Education Center
Visit aacc.edu/noncredit for information.

3 **REGISTER BY MAIL**
Mail a completed and signed registration form (page 82) with payment to:
Continuing Education and Workforce Development
Attn: ISC–CALT 115
101 College Parkway
Arnold, MD 21012-1895

4 **FAX**
Fax completed and signed registration form with credit card payment information to: 410-777-4325.

For information visit aacc.edu/noncredit or call 410-777-2325.

---

**DATES AND EVENTS**
Visit aacc.edu for the full calendar.

**JANUARY**

**DR. MARTIN LUTHER KING JR. DAY**
Monday, Jan. 21
No classes. College closed.

**FEBRUARY**

**LIFELONG LEARNING OPEN HOUSE**
9-11 a.m. Saturday, Feb. 29
CALT Building Room 100
101 College Parkway, Arnold
Preview what Lifelong Learning has to offer this spring. Spend time meeting our instructors and sampling some of our adult classes. Use this opportunity to try something new!

**KIDS IN COLLEGE SUMMER CAMP OPEN HOUSE**
9-11 a.m. Saturday, Feb. 29
CALT Building Room 100
101 College Parkway, Arnold
Leap into summer at the Kids in College Summer Camp Open House! Camps are offered in a variety of topic areas for children in kindergarten through high school. Meet our staff and faculty. Learn about the educational activities offered in a fun and safe environment.

---

**INFORMATION SESSIONS**
Interested in a career as a central sterile processor, dental assistant, veterinary assistant or nail tech? Come to an information session and learn more! Sessions are offered at Arnold and other AACC locations across the county, and are tentatively scheduled for these dates:
Visit cewd.eventbrite.com for full details.

**Veterinary Assisting**
Class starts Jan. 14
Monday, Dec. 2, 10 a.m.-noon
Monday, Dec. 9, 10 a.m.-noon
Monday, Dec. 16, 5:30-7:30 p.m.

**Dental Assisting**
Class starts Jan. 27
Thursday, Jan. 9, 10 a.m.-noon
Saturday, Jan. 11, 10 a.m.-noon
Tuesday, Jan. 14, 10 a.m.-noon
Thursday, Jan. 16, 5:30-7:30 p.m.

**Nail Technician**
Class starts Feb. 10
Wednesday, Dec. 11, 5:30-7:30 p.m.
Wednesday, Dec. 18, 10 a.m.-noon
Wednesday, Jan. 8, 10 a.m.-noon
Wednesday, Jan. 22, 5:30-7:30 p.m.
Wednesday, Jan. 29, 10 a.m.-noon

**CNA/GNA**
Class starts Feb. 11
Thursday, Dec. 12, 10 a.m.-noon
Thursday, Dec. 19, 5:30-7:30 p.m.
Thursday, Jan. 9, 10 a.m.-noon
Thursday, Jan. 23, 5:30-7:30 p.m.
Thursday, Jan. 30, 10 a.m.-noon

**Central Sterile Processing**
Class starts Feb. 22
Tuesday, Jan. 7, 10 a.m.-noon
Tuesday, Jan. 21, 10 a.m.-noon
Tuesday, Feb. 4, 5:30-7:30 p.m.
Tuesday, Jan. 11, 10 a.m.-noon

---

**FEBRUARY**

**SPRING BREAK**
March 16-22
No classes. College closed.

---

**MARCH**

**SPRING BREAK**
March 16-22
No classes. College closed.
Scholarships

School of Continuing Education and Workforce Development Scholarship Opportunities

The School of Continuing Education and Workforce Development offers scholarship opportunities to students in approved noncredit certificate programs such as dental assisting, commercial truck driving, veterinary assisting and A+ computer repair. While scholarship funding varies depending on the funding sources, scholarship awards generally cover 75% of the cost of tuition and fees.

To be eligible for a scholarship, students must be enrolled in an approved certificate program and must demonstrate financial need. Students should complete the scholarship application and the barriers assessment completely, and submit them with all required documentation at one time. For information about AACC scholarship opportunities and deadlines, and to download application materials, visit www.aacc.edu/costs-and-paying and select Other Ways to Pay for Noncredit.
Finding Your Way.

REGISTER NOW!
Four Easy Ways to Register ......................................................... inside front cover
Payment Options and Scholarships ........................................ 80
Registering Online: Step-by-step ................................................. 81
Registration Form ........................................................................ 82

EVENTS AND ARTICLES
Dates and Events ........................................................................... inside front cover
AACC Pop-Up Classes ................................................................. 44

INFORMATION
How to Use this Schedule ............................................................. 4
Campus Map .................................................................................. 5
Policies and General Information .............................................. 78-79
Index of Online Offerings .......................................................... 84-85
Index of Online Subjects ............................................................. 86-87

CAREER AND PROFESSIONAL TRAINING
Job training, professional development, technical certifications.

Business ......................................................................................... 15-16
Accounting and Finance ............................................................. 15, 16
Administration and Management ................................................ 15, 16
Entrepreneurship .......................................................................... 15, 16
Human Resources ......................................................................... 15
Job Skills Enhancement ............................................................... 16
Legal Studies ................................................................................ 16
Marketing ....................................................................................... 15, 16
Nonprofit Leadership ................................................................... 16

Casino and Gaming Industry .......................................................... 17-18
Casino Poker Dealer ..................................................................... 17
Table Games Dealer ...................................................................... 17

Child Care ...................................................................................... 18-19
Core of Knowledge ....................................................................... 18
Pre-service Training ..................................................................... 18

Computers and Technology .......................................................... 20-23
Application Development ............................................................. 22
Basic Computer Skills .................................................................. 20, 22
Certification Preparation ............................................................... 20, 22
Networking and Security ............................................................... 21, 22
Printing: 3-D Printing ................................................................. 21
Programming, Coding and Scripting .......................................... 21, 22
Radio Frequency .......................................................................... 21
Software and Internet Applications .......................................... 21, 22
Unmanned Aerial System (UAS)/Drones .................................. 23
Web Design and Development .................................................. 22

Construction and Trades .............................................................. 24-27
Boiler Operation .......................................................................... 24
Construction Estimating ............................................................... 24
Electrical Helper .......................................................................... 24
HVAC ............................................................................................ 24
Truck Driving .............................................................................. 25
Welding ......................................................................................... 25

Cosmetology ................................................................................ 28

Food and Beverage Management .............................................. 29
Bartender ....................................................................................... 29
Food Industry Certifications ....................................................... 29
Professional Cooking ................................................................. 29

Health and Medical ..................................................................... 30-36
Assisted Living Manager ............................................................. 30
Basic Life Support, CPR and First Aid ....................................... 30
Dental Assisting .......................................................................... 32
Dietary Manager .......................................................................... 33
Nursing ........................................................................................ 33
Physical Therapy/Occupational Therapy .................................... 34
Social Work and Counseling ...................................................... 35
Sterile Processing ......................................................................... 35

Real Estate ..................................................................................... 36
Licensure Preparation ................................................................. 36

Teaching Certifications ................................................................. 36-38
ESL Instructor .............................................................................. 36
Fitness Instructor ......................................................................... 37
Teacher Professional Development .......................................... 37

Veterinary Assisting ..................................................................... 38
BASIC EDUCATION
Adult basic skills, GED, college preparation, ELL.
Adult Basic Skills .......................................................... 40
GED .................................................................................. 40
English Language Learning ........................................... 41
   English for Academic Purposes .................................... 41
   Interactive English ..................................................... 42

PERSONAL ENRICHMENT
Cultural arts, food and culinary, fitness, history, financial planning, parenting and more.
Arts, Dance, Music and Theater .................................... 45-52
   Ceramics ................................................................. 45
   Crafts and Sewing .................................................. 45
   Dance ........................................................................ 47
   Drawing ................................................................. 48, 68
   Jewelry .................................................................... 50
   Music ...................................................................... 50, 51
   Painting and Printmaking ........................................ 51
   Theater ..................................................................... 52
Automotive .................................................................... 53
Casino .......................................................................... 53
   Learn to Play .......................................................... 53
College Test Preparation .............................................. 53
   Graduate .................................................................. 53
   Undergraduate ....................................................... 53
Communication and Critical Thinking ................................ 53
Food and Beverage ..................................................... 54-58
   Cooking Demonstrations ....................................... 54, 55
   Hands-on Cooking ................................................ 54
   The In-Home Classroom ........................................ 57
   Wine, Beer and Spirits ............................................ 58
History and Heritage .................................................. 59
   Art History ............................................................ 59
   Local and Regional ................................................. 59
   Tours ..................................................................... 59
   Traditions from Around the World ......................... 59
   United States History ............................................ 59
Home and Lifestyle ................................................... 60-63
   Financial Planning and Investing ......................... 60, 63
   Floral Design ........................................................ 61
   Gardening ................................................................ 62
   Home Improvement and Ownership .................... 62
   Interior Design ...................................................... 63
   Pet Ownership ....................................................... 63
   Self-Defense ........................................................ 63
   Wellness ............................................................... 63
Parenting and Family Life ............................................ 64
   Parenting One-on-One ........................................... 64
Peer Learning Partnership ........................................... 64
Photography ............................................................. 66, 68
Recreation and Fitness .............................................. 67-68
   Golf ....................................................................... 67
   Group Exercise ........................................................ 67
   Martial Arts ............................................................ 67
   Yoga .................................................................... 68
World Languages ....................................................... 68-72
   American Sign Language ....................................... 68
   Arabic .................................................................... 69
   Chinese ................................................................. 69
   French .................................................................... 69
   German ................................................................... 70
   Italian ..................................................................... 70
   Japanese ................................................................. 70
   Russian ................................................................. 71
   Spanish ................................................................. 71, 72
Writing ....................................................................... 72, 73

SENIORS
Seniors ................................................................. 74-75
   Computer Technology ............................................. 75
   Healthy Living for Older Adults .............................. 75

YOUTH PROGRAMS
Kids in College ......................................................... 76
   Art ........................................................................ 76
   Kinder Musik ........................................................ 76
   Literature ............................................................. 76

Pages with this icon □ indicate the heading or subheading is shown in the online course advertisement on the indicated page.
A CEWD certificate is a great way to demonstrate to an employer you have received job training or completed a series of courses that resulted in improved skills or technical knowledge. See pages 6-11 for a complete list of all CEWD certificate offerings. For information, visit www.aacc.edu/cewdcertificates or call 410-777-2325.

A CEU (Continuing Education Unit) is a measure used by continuing education programs. CEUs are issued upon successful completion as a permanent record of training and professional development activities. CEUs can mean increased compensation or recognition.

MEASURES OF ACHIEVEMENT

A digital badge is a visual representation of a learning experience, achievement, learning outcome or competency that is issued to the student electronically. Digital badges:

- Show the skills and concepts that prove your claims on résumés to employers.
- Single-click sharing gives employers a verifiable way to see your achievements.
- Can be shared to social media sites such as LinkedIn, Twitter, Facebook, email and/or online portfolios that you can share with employers and friends.

Badges are issued for:

- A+ Customer Service
- Carnival Games
- Casino Blackjack
- Minibaccarat
- Cyber Analyst
- Cyber Safety
- Guest Service Gold
- Office Essentials
- AutoCAD 2-D
- Interactive English: Intermediate ESL
- Interactive English: Advanced ESL
- Cyber Safety
- Radio Frequency Spectrum Management

LOCATIONS AROUND THE COUNTY

ALST • All State Career Schools
2200 Broening Highway
Baltimore, MD 21224

ANNA • Annapolis High School
2700 Riva Road
Annapolis, MD 21401

AHB • Annapolis Home Brew
836 Ritchie Hwy #19
Severna Park, MD 21146

AACC • Anne Arundel Community College
101 College Parkway
Arnold, MD 21012

AAMC • Anne Arundel Medical Center
2001 Medical Parkway
Annapolis, MD 21401

AMIL • Arundel Mills
7009 Arundel Mills Circle
Hanover, MD 21061

CART • Chesapeake Arts Center
194 Hammond’s Lane
Brooklyn Park, MD 21225

CATN • Center for Applied Technology - North
800 Stevenson Road
Severn, MD 21144

CATS • Center for Applied Technology - South
271 Central Ave. E.
Edgewater, MD 21037

CCPT • Center for Cyber and Professional Training
7556 Teague Road
Hanover, MD 21076

EARL • Earthbeck Gases and Technologies
8204 Pulaski Highway
Baltimore, MD 21237

GBTC • Glen Burnie Town Center
101 Crain Highway N.
Glen Burnie, MD 21061

HCAT • Hotel, Culinary Arts and Tourism Institute
7438 Gov. Ritchie Highway
Glen Burnie, MD 21061

IEC • IEC Chesapeake
8751 Freestate Drive, Suite 250
Laurel, MD 20723

NCHS • North County High School
10 E. First Ave.
Glen Burnie, MD 21061

QWPA • Quiet Waters Park
600 Quiet Waters Park Road
Annapolis, MD 21403

SPGC • Severna Park Golf Center
1257 Gov. Ritchie Highway
Severna Park, MD 21146

SPHS • Severna Park High School
60 Robinson Road
Severna Park, MD 21146

STTC • Sales and Service Training Center
7000 Arundel Mills Circle
Hanover, MD 21061

SRHS • South River High School
201 Central Ave. E.
Edgewater, MD 21037

TPBX • Temple Boxing LLC
2129 Baldwin Ave.
Crofton, MD 21114

WHEB • Willow Oak Herb Farm
8109 Telegraph Road
Severn, MD 21144

REGISTRATION INFORMATION 410-777-2325
NEW COURSES ADDED DAILY, VISIT WWW.AACC.EDU/NONCREDIT
**WORKFORCE TRAINING CERTIFICATES**

**WORKFORCE TRAINING CERTIFICATES** are a great way to show an employer you have achieved the learning outcomes in preparation for a specific job or occupation or successfully completed a series of courses resulting in improved skills or technical knowledge. Certificates may be issued to participants upon successful completion of the noncredit certificate requirements listed below and submission of a signed CEWD certificate application; there is no application fee. For information and forms visit [www.aacc.edu/cewdcertificates](http://www.aacc.edu/cewdcertificates) or call 410-777-2325.

**BUSINESS**

**ACCOUNTING AND FINANCE**

**ACCOUNTING PRINCIPLES USING TECHNOLOGY**

**CE.ACCTPRINC-TECH**

Enrich your employment prospects or gain the confidence to start your own business by mastering the most popular accounting software applications. Develop spreadsheets and utilize contemporary bookkeeping databases for use in small- to medium-sized businesses. Successfully complete the five courses listed below to earn a CEWD certificate. This program is eligible for CEWD scholarships.

- **CTU-340** QuickBooks Computerized Accounting: Basics and Beyond
- **CTU-324** Microsoft Word: Introduction
- **CTU-327** Microsoft Excel: Introduction
- **CTU-328** Microsoft Excel: Intermediate
- **CTU-342** Applying Accounting Skills

**ADMINISTRATION AND MANAGEMENT**

**ADMINISTRATIVE PROFESSIONAL**

**CE.ADMIN.PROF**

Be an essential component of the modern workforce as a Certified Administrative Professional (CAP®). Use the latest technology for planning, travel and meeting coordination and record maintenance. Apply the fundamentals of business law and ethical considerations when managing operations such as vetting team members. Prepare for the CAP® exam in partnership with the International Association of Administrative Professionals. Successfully complete the two courses listed below to earn a CEWD certificate and help prepare for the Certified Administrative Professional (CAP®) exam administered by the International Association of Administrative Professionals. For information visit [www.aacc.edu/cewdcertificates](http://www.aacc.edu/cewdcertificates) or call 410-777-2910.

- **BNS-551** Administrative Assistant Fundamentals
- **BNS-552** Administrative Assistant Applications

**CASINO AND GAMING INDUSTRY**

**CE.ACCNTG.SMTH-TECH**

AACC offers eight Dealer School CEWD certificates. With the exception of the Casino Poker Dealer, all require successful completion of COO-366 Introduction to Casino Games, GAM-300 ACT I Blackjack Dealer or a current dealer license as a prerequisite to the program. For information visit [www.aacc.edu/cewdcertificates](http://www.aacc.edu/cewdcertificates) or call 410-777-2743.

- **ACT 1 BLACKJACK DEALER**
  - **CE.ACT1BLACKJACK**
  - GAM-300 Accelerated Career Training 1: Blackjack Dealer

- **CARNIVAL GAMES DEALER**
  - **CE.CASINO-CARNIVAL**
  - CLI-356 Carnival Games Dealer

- **CASINO CRAPS DEALER**
  - **CE.CASINO-CRAPS**
  - COO-374 Introduction to Craps
  - COO-367 Casino Craps Dealer

- **CASINO PAI GOW POKER DEALER**
  - **CE.CASINO-PAIGOW**
  - COO-371 Casino Pai Gow Poker Dealer

- **CASINO PAI GOW TILES DEALER**
  - **CE.CASINO-PGT-DEALER**
  - COO-372 Casino Pai Gow Tiles Dealer

- **CASINO POKER DEALER**
  - **CE.CASINO-POKER-ADV**
  - COO-385 Casino Poker Dealer
  - CLI-302 Advanced Casino Poker Dealer

- **CASINO ROULETTE DEALER**
  - **CE.CASINO-ROULETTE**
  - COO-373 Casino Roulette Dealer

- **MINI BACCARAT DEALER**
  - **CE.DEALER.MINI-BACC**
  - COO-397 Casino Mini Baccarat Dealer

**CHILD CARE**

**CHILD DEVELOPMENT ASSOCIATE EXAM PREPARATION**

**CE.CDA-PREP**

Students will be provided extensive coaching and mentoring throughout the training; instructors will monitor application completion, site visit and exam preparation. The resulting CDA credential will enable the recipient an opportunity for more responsible positions in the field of early childhood, possible increased salary and advancement in the child care credential system. This certificate will supply individuals with both the educational requirements and the technical support necessary to apply for the written exam and verification visit as required by the Council for Professional Recognition. This certificate program also supports the Report on Developing a Master Plan on Professional Development for Teacher and Providers of Early Childhood Education as submitted by the Maryland State Department of Education.

**ECE-303** Child Development Associate Review and Application

**FAMILY CHILD CARE PROVIDER**

**CE.CHILD.FAM-CARE**

A loving and supportive home are the foundation of well-developed and happy children. Learn how to apply the framework of child growth and development concepts into creating your own home child care center. Cultivate a safe, nurturing and enriching environment for all. Fulfill the requirements of the Maryland State Department of Education (MSDE) Office of Child Care to become a family child care provider. Successfully complete the following six pre-service training child care courses to earn an AACC CEWD certificate and fulfill the training requirement required by the Maryland State Department of Education Office of Child Care to become a family child care provider. Visit [www.aacc.edu/cewdcertificates](http://www.aacc.edu/cewdcertificates).

- **CDA-321** Family CC Module 1-Child Development
- **CDA-322** Family CC Module 2-Curriculum
- **CDA-323** Family CC Module 3-Health, Safety and Nutrition
- **CDA-324** Family CC Module 4-Special Needs
- **CDA-325** Family CC Module 5-Professionalism
- **CDA-326** Family CC Module 6-Community
LEAD TEACHER 90-HOUR INFANT AND TODDLER CHILD CARE TRAINING  
CE-INFANT-90  
 Experienced child care providers seeking lead teacher positions in child care centers specifically for infants and toddlers can fulfill Maryland State Department of Education (MSDE) Office of Child Care requirements for teachers and senior staff with training from AACC. Training consists of two noncredit courses. Students will study the various aspects of growth and development of children from birth through adolescence. Students will also learn the principles of learning, learning environments and activities. Successful completion requires 100% attendance and 75% or better on all assessments.

ECT-305  Child Growth and Development  
ECT-328  Methods and Materials: Infant and Toddlers

LEAD TEACHER 90-HOUR PRESCHOOL CHILD CARE  
CE.CHILD.LD-TEACH  
 Lead your pupils to a bright and successful future as a Lead Preschool Teacher. Master the methodologies of child growth and development concepts that promote social, emotional, physical and cognitive development in young children. Fulfill the requirements of the Maryland State Department of Education (MSDE) Office of Child Care for teachers and senior staff. Successfully complete the following two courses to earn a CEWD certificate and fulfill Maryland State Department of Education Office of Child Care requirements for preschool teachers. Visit www.aacc.edu/cewdcertificates.

ECT-305  Child Growth and Development  
ECT-306  Methods and Materials: Early Childhood

LEAD TEACHER 90-HOUR SCHOOL-AGE CHILD CARE TRAINING  
CE.SCHOOLAGE-90  
 Experienced child care providers seeking lead teacher positions in child care centers specifically for school-age children can fulfill Maryland State Department of Education (MSDE) Office of Child Care requirements for teachers and senior staff with training from AACC. Training consists of two noncredit courses. Students will study the various aspects of growth and development of children from birth through adolescence. Students will also learn the principles of learning, learning environments and activities. Successful completion requires 100% attendance and 75% or better on all assessments.

ECT-305  Child Growth and Development  
ECT-370  Methods and Materials: School-Age Child

COMPUTERS AND TECHNOLOGY  
We are continuously developing new programs to meet industry needs and student demand. Visit www.aacc.edu/jobtraining and select Computers and Technology to see all of our course and program offerings including the following new programs:

- AutoCAD 3-D Modeling  
- AutoCAD Certified User  
- IT Support Specialist

AUTOCAD CERTIFIED USER  
CE.AUTOCAD  
Master basic and advanced design skills, as you gain hands-on practice in using the 2-D tools in AutoCAD 2018. After gaining mastery in using basic tools, you’ll advance to explore efficiency tools, complex objects, use of external reference and image files, advanced plotting, and customizations. With Autodesk certified curriculum, you’ll learn all of the skills needed to prepare in part for the Autodesk AutoCAD 2018 Certified Professional and User exams. Successfully complete the two courses listed below to earn a CEWD certificate.

For information visit www.aacc.edu/cewdcertificates or call 410-777-2910.

OLL-300 AutoCad 2018 Certified User Part 1  
OLL-301 AutoCad 2018 Certified User Part 2

CERTIFIED INFORMATION SYSTEMS SECURITY PROFESSIONAL - EXAM PREP  
CE.INFOSYS.SEC-EXAM  
Nearly all industries are demanding certified, experienced information security professionals to protect their information and assets. The Certified Information Systems Security Professional (CISSP) Certification – the world’s global security standard – is a vendor neutral certification governed by the nonprofit International Information Systems Security Certification Consortium (ISC)². Achieving CISSP proves high proficiency in and deep understanding of security concepts, principles and methodologies. Successfully complete the course listed below to earn a CEWD certificate and help prepare for the CISSP exam.

For information visit www.aacc.edu/cewdcertificates or call 410-777-7387.

NTW-521 Certified Information Systems Security Professional

COMPTIA CYBERSECURITY ANALYST (CySA+)  
CE.CYSAMP-LUS  
This certificate program prepares students to sit for the industry recognized CompTIA Cybersecurity Analyst (CySA+) Certification exam. Students must have completed NTW-547 CompTIA Security+ certification; or have equivalent knowledge by Coordinator permission prior to starting the program.

NTW-574 CompTIA Cybersecurity Analyst (CySA+), or have equivalent knowledge by Coordinator permission prior to starting the program.

ESSENTIAL COMPUTER SKILLS FOR TODAY’S WORKFORCE  
CE.ESTL-COMP  
Whether you’re new to the workforce or reentering in today’s fast paced environment, modern computer skills are essential to nearly every profession. Learn terminology and the critical functions that can advance your confidence and support your growth in your desired position. Successfully complete the one required course and one of the electives listed below to earn a CEWD certificate. For information visit www.aacc.edu/cewdcertificates or call 410-777-7387.

CTU-339 Essential Computer Skills for Today’s Workforce  

Elective courses (1 elective required):

ONL-323 Résumé Writing Workshop  
ONL-334 12 Steps to a Successful Job Search

FUNDAMENTALS OF 21ST CENTURY PROJECT MANAGEMENT  
CE.FUND.PROJECT-MGT  
Project managers plan, coordinate, implement and finalize business initiatives according to specifications, budget constraints and deadlines. Responsibly lead a team through all elements of the project scope to ensure a project’s success. Successfully complete the three courses listed below and submit a student application form to earn a CEWD certificate.

For information, visit www.aacc.edu/cewdcertificates or call 410-777-2910.

BNS-513 Project Management Fundamentals  
BNS-514 Project Management Applications  
OLA-357 Introduction to Microsoft Project 2013 OR Microsoft Project 2016

NEW COURSES ADDED DAILY, VISIT WWW.AACC.EDU/NONCREDIT
WORKFORCE TRAINING CERTIFICATES

INTRODUCTION TO MOBILE APP DEVELOPMENT
We live in a mobile age, where there is always an app for that. Compatibility, functionality and creativity are essential to mobile device application development. Learn the appropriate technology functions using HTML5 and CSS3, as well as JavaScript, to design, build and optimize cross-platform mobile apps that are fast and run on just about any smartphone, tablet or computer. Successfully complete the four online courses listed below to earn a CEWD certificate. For information visit www.aacc.edu/cewdcertificates or call 410-777-2910.

OLA-358  Introduction to CSS3 and HTML5
OLA-359  Intermediate CSS3 and HTML5
OLA-344  Introduction to JavaScript
OLA-336  Creating Mobile Apps with HTML5

SECURE INFRASTRUCTURE ASSOCIATE
Completion of this certificate program equips current or future network and computer system professionals with the essential skills and principles for network security and risk management. Students must have completed CPT-363 Computer Fundamentals or have general knowledge of computer hardware and software by Coordinator permission prior to starting the program.
NTW-541  CompTIA A+ Certification Exam Prep
NTW-559  CompTIA Network+ Certification Exam Prep
NTW-547  CompTIA Security+ Certification Exam Prep

NETWORK+ EXAM PREPARATION
Completion of this certificate program equips current or future computer network support professionals with the knowledge and skills needed to design, configure, manage and troubleshoot wired and wireless networks. CompTIA A+ certification or equivalent knowledge of operating systems and hardware required prior to starting the program.
NTW-559  CompTIA Network+ Certification Exam Prep

PC TECHNICIAN
IT support positions require competency in installing, maintaining, customizing, and operating personal computers. Enhance your employment prospects by successfully completing classes to help you prepare for the CompTIA A+ exam – the industry’s certification standard. Successfully complete the course listed below to earn a CEWD certificate and help prepare for the CompTIA A+ certification exam. For information visit www.aacc.edu/cewdcertificates or call 410-777-7387.
NTW-541  CompTIA A+ Certification Prep

CONSTRUCTION ESTIMATING
Construct a résumé that proves you have satisfied the industry requirements of estimating, bidding, blueprint reading and math concepts as a Construction Estimator. Complete this compressive program in partnership with Construction Experts Inc. Successfully complete the five online courses listed below to earn a CEWD certificate. For information visit www.aacc.edu/cewdcertificates or call 410-777-2910.
OCA-507  Introduction to Constructing Estimating
OCA-509  Construction Blueprint Reading
OCA-510  Estimating and Bidding 1
OCA-511  Estimating and Bidding 2
OCA-512  Construction Materials and Processes

SECURITY+ EXAM PREP
Completion of this certificate program equips current or future network and computer system professionals with the essential skills and principles for network security and risk management. Students must have a CompTIA A+ certification or equivalent knowledge of operating systems and hardware and CompTIA Network+ certification or equivalent knowledge of basic networking concepts; or Coordinator permission prior to starting the program.
NTW-547  CompTIA Security+ Certification Exam Prep

BOILER OPERATIONS
Master the central requirements of facilities maintenance including ventilation and air systems, boilers, chillers, air-conditioning and refrigeration equipment, condensers and compressors as a Maryland Certified Stationary Engineer. Apply these essential skills into a variety of work settings and improve your job prospects by preparing for the Maryland Board of Stationary Engineers licensing exam. Successfully complete the two courses listed below to earn a CEWD certificate and help prepare for the Maryland Board of Stationary Engineers licensing exam.
OCA-310  Preparation for Maryland Stationary Engineer Certification 1
OCA-311  Preparation for Maryland Stationary Engineer Certification 2

CONSTRUCTION ESTIMATING
Completion of this certificate program equips current or future network and computer system professionals with the essential skills and principles for network security and risk management. Students must have a CompTIA A+ certification or equivalent knowledge of operating systems and hardware and CompTIA Network+ certification or equivalent knowledge of basic networking concepts; or Coordinator permission prior to starting the program.
NTW-547  CompTIA Security+ Certification Exam Prep

STATIONARY ENGINEER CERTIFICATION PREPARATION
Master the central requirements of facilities maintenance including ventilation and air systems, boilers, chillers, air-conditioning and refrigeration equipment, condensers and compressors as a Maryland Certified Stationary Engineer. Apply these essential skills into a variety of work settings and improve your job prospects by preparing for the Maryland Board of Stationary Engineers licensing exam. Successfully complete the two courses listed below to earn a CEWD certificate and help prepare for the Maryland Board of Stationary Engineers licensing exam.
OCA-310  Preparation for Maryland Stationary Engineer Certification 1
OCA-311  Preparation for Maryland Stationary Engineer Certification 2
HVAC

HVACR ENTRY LEVEL TECHNICIAN
CE.HVACR-ENTRY
Apply the fundamental mechanics of heating, ventilation and air conditioning (HVAC) by becoming an entry-level HVAC technician. Use your hands to install, maintain and repair both residential and commercial heating and cooling systems. Complete this compressive program in partnership with All-State Career. Students must meet eligibility requirements and schedule an appointment with the HVACR program manager. For information visit www.aacc.edu/certificates or call 410-777-2040.

OCA-397 Fundamentals of Electricity Part 1
OCA-398 Fundamentals of Electricity Part 2
OCA-396 Mechanical Controls and Motors Part 1
OCA-393 Mechanical Controls and Motors Part 2
OCA-394 Commercial Refrigeration Part 1
OCA-395 Commercial Refrigeration Part 2
OCA-396 EPA Duct Design, Load Calculation Part 1
OCA-397 EPA Duct Design, Load Calculation Part 2
OCA-399 Basic Refrigeration Systems Part 1
OCA-399 Basic Refrigeration Systems Part 2
OCC-301 Air Conditioning Part 1
OCC-302 Air Conditioning Part 2
OCC-304 Heating Systems Part 1
OCC-305 Heating Systems Part 2
OCC-306 Heat Pump Systems Part 1
OCC-307 Heat Pump Systems Part 2

HVACR TECHNICIAN LEVEL ONE
CE.HVACR-1
Apply the fundamental mechanics of heating, ventilation and air conditioning (HVAC) by completing this accelerated three-month program to get on the job fast. Use your hands to install, maintain and repair both residential and commercial heating and cooling systems. Complete this compressive program and procure industry recognized certificates through the North American Excellence Examination (NATE) that is approved by the state of Maryland. For information visit www.aacc.edu/certificates or call 410-777-2040.

OCA-573 Entry Level HVAC Technician Training Part 1
OCA-574 Entry Level HVAC Technician Training Part 2

TRUCK DRIVING

Students must meet eligibility requirements and schedule an appointment with the CDL program manager. For information about AACC’s truck driving training visit www.aacc.edu/certificates or call 410-777-2935.

COMMERCIAL DRIVERS LICENSE A
CE.CDL.CLASS-A
Knowledge of road safety and adaptable driving skills are essential components of Commercial Driving. Learn to properly operate equipment for CDL A certification including heavy trucks and tractor trailers. Navigate factors such as timing and delivery in the transportation industry. Complete this compressive program in partnership with All-State Career.

OCA-334 Commercial Driver’s License Class A: Part 1
OCA-335 Commercial Driver’s License Class A: Part 2

COMMERCIAL DRIVERS LICENSE B
CE.CDL.CLASS-B
Knowledge of road safety and adaptable driving skills are essential components of Commercial Driving. Learn to properly operate equipment for CDL B certification including straight trucks, dump trucks, passenger buses and motor coaches. Navigate factors such as timing, delivery, and passenger safety in the transportation industry. Complete this compressive program in partnership with All-State Career.

OCA-343 Commercial Driver’s License Class B

WELDING

WELDING FOR WORK: MIG
CE.WELD-MIG
Perform hands-on training using the latest equipment for MIG welding available in the industry. Learn terminology, how to properly operate equipment, examine industry standards and apply safety practices. Complete this compressive program in partnership with Earlbeck Gases and Technologies.

OCC-345 Welding for Work: MIG

WELDING FOR WORK: STICK
CE.WELD-STICK
Perform hands-on training using the latest equipment for Stick welding available in the industry. Learn terminology, how to properly operate equipment, examine industry standards and apply safety practices. Complete this compressive program in partnership with Earlbeck Gases and Technologies.

OCC-344 Welding for Work: STICK

WELDING FOR WORK: TIG
CE.WELD-TIG
Perform hands-on training using the latest equipment for TIG welding available in the industry. Learn terminology, how to properly operate equipment, examine industry standards and apply safety practices. Complete this compressive program in partnership with Earlbeck Gases and Technologies.

OCC-346 Welding for Work: TIG

COSMETOLOGY

NAIL TECHNICIAN
CE.NAIL-TEC
Interested in a career as a Nail Technician, one of the fastest growing occupations? Learn how to apply acrylic and gel nails; beginner, intermediate and advanced manicure and pedicure procedures and techniques; as well as discuss the business aspects of salon management. Upon successful completion of the required four courses students will be eligible to sit for the state board exam. Visit www.aacc.edu/certificates for information or call 410-777-2935.

SLN-501 Nail Technician: Part 1
SLN-502 Nail Technician: Part 2
SLN-503 Nail Technician Clinical: Part 1
SLN-504 Nail Technician Clinical: Part 2

NEW COURSES ADDED DAILY, VISIT WWW.AACC.EDU/NONCREDIT
**WORKFORCE TRAINING CERTIFICATES**

**FOOD AND BEVERAGE MANAGEMENT**

**BARTENDER**  
CE.BARTEND  
Cultivate a safe and fun environment as a professional bartender. Apply the fundamentals of bar preparation, maintenance and clean up. Learn terminology, beverage recipes, and serving with style for a “straight up” awesome customer experience. Successfully complete the courses below to earn a CEWD certificate. Visit www.aacc.edu/cewdcertificates for information.  
HCT-357  Bartending  
HCT-351  ServeSafe Alcohol Certification

**PROFESSIONAL COOKING SKILLS**  
CE.PROF-COOK  
The Professional Cooking Skills training is designed to quick-start your culinary skills. This training consists of five face-to-face, noncredit courses. Topics include kitchen procedures, intermediate kitchen skills, cooking techniques, restaurant cooking; baking techniques, and menu costing and design. This training consists of five face-to-face, noncredit courses. Students attend class four days a week for sixteen weeks.  
HCT-359  Hot Kitchen  
HCT-333  Certification in Sanitation  
HCT-360  Baking Kitchen  
HCT-361  Prep Kitchen  
HCT-362  Restaurant Kitchen

**HEALTH AND MEDICAL**

**BASIC LIFE SUPPORT, CPR AND FIRST AID**  
MENTAL HEALTH FIRST AID  
CE.MENTAL.HEA-FA  
Individuals can benefit from learning how to assist others in mental health crisis situations and take the necessary steps until professional help or responsible family members can provide care. Visit www.aacc.edu/cewdcertificates or call 410-777-2401.  
TPC-354  Mental Health First Aid

**MENTAL HEALTH FIRST AID**  
CE.MENTAL.HEA-FA  

**DENTAL ASSISTING**

**DENTAL ASSISTING AND RADIOLOGY**  
CE.DENTAL-RADIOLOGY  
Be an integral member of a dental office staff in the role of a dental assistant. Provide assistive medical care to treat patients, provide postoperative instructions and advice on general oral care, and obtain and update patient records. Enrich your passion and support a dentist in this rewarding profession. Successfully complete the courses listed below to earn a CEWD certificate.  
OCA-348  Dental Assisting and Radiology  
OPA-334  Career Development for Dental Assisting

**DIETARY MANAGER**

**DIETARY MANAGER**  
CE.DIETARY.MGR  
Apply the concepts of medical nutrition, therapy, food service operations and human resource functions in clinical and academic careers. Examine how menus play a crucial role in individual health and support an organization’s bottom line through budget management. Successfully complete the six courses listed below to earn a CEWD certificate.  
DMA-500  Management and Supervision for Dietary Managers  
DMA-501  Food Systems Management  
DMA-502  Nutrition for Dietary Managers  
DMA-503  Management and Supervision Clinical  
DMA-504  Food Systems Management Clinical  
DMA-505  Nutrition Clinical

**NURSING**

**CERTIFIED NURSING ASSISTANT/GERIATRIC NURSING ASSISTANT**  
CE.CNA-GNA  
Be a primary member of a patient care staff in the role of a Certified Nursing/Geriatric Nursing Assistant. Provide assistive medical care to treat patients, provide instructions and answer questions, and obtain and update patient records. Enrich your passion for helping people in this rewarding profession by successfully completing classes to help you prepare for the Maryland Nurse Aid Written Examination and Skills Evaluation as well as the Maryland Geriatric Nursing Assistant certification exam.  
NRN-333  CNA/GNA/PCT Theory  
NRN-334  CNA/GNA/PCT Skills Lab/Clinical

**LICENSED NURSE REFRESHER**  
CE.LIC-NURSE-REFRESH  
Registered nurses and licensed practical nurses with an inactive nursing license planning to reenter the nursing field are required to complete a refresher course by the Maryland Board of Nursing if they have not met the 1000 practice hours in a five-year period. This program satisfies that requirement for the Maryland Board of Nursing. Nurses without an expired license may also be interested in this program to update or expand their knowledge. Successfully complete the courses listed below to earn a CEWD certificate.  
NRG-306  Licensed Nurse Refresher: Part 1 Theory, or NRN-521 Licensed Nurse Refresher: Part 1 (Online)  
NSN-387  Licensed Nurse Refresher: Part 2 – Clinical

**MEDICINE AIDE**  
CE.MEDICINE.AIDE  
Enhance your current role as a Geriatric Nursing Assistants (GNA). Become certified to administer medications to nursing home clients/residents in a Maryland Long-Term Care facility as approved by The Maryland Board of Nursing (MBON). Successfully complete the course listed below to earn a CEWD certificate.  
NRN-325  Certified Medicine Aide
REGISTRATION DIRECTIONS FOR NEW COURSES ADDED DAILY, VISIT WWW.AACC.EDU/ONLINE-EDUCATION

WORKFORCE TRAINING CERTIFICATES

REGISTERED NURSE, CASE MANAGER/DELEGATING NURSE IN ASSISTED LIVING
CE.RNC/CM-DN

Take your nursing career to the next level by becoming a Registered Nurse Case Manager/Delegating Nurse. Delegate nursing functions including medication administration and supervise medication technicians in the Assisted Living setting as approved by The Maryland Board of Nursing (MBON). Students must be current, active registered nurses in Maryland (or a compact state) to qualify for this program. The RNC/CM/DN meets the requirements to delegate medication administration, teach the 20-hour Medication Administration Training Program to the Medication Technician (MT) working in the assisted living setting and supervise the medication technician. Successfully complete the two courses listed below to earn a CEWD certificate. Successfully complete the three required courses and three of the electives listed below to earn a CEWD certificate. For information visit www.aacc.edu/cewdcertificates or call 410-777-7387 for information about this program.

TEACHING CERTIFICATIONS

ESL INSTRUCTOR

INTRODUCTION TO TEACHING ESL
CE.TECH-ESL

Welcome all who enter your classroom with compassion and understanding. Showcase these qualities by meeting the diverse needs of English as a second language students. Develop practical skills for classroom management, create clear assignments and assessments, and encourage participation and student success. Successfully complete the following courses to earn a CEWD certificate. For information visit www.aacc.edu/cewdcertificates or call 410-777-2901.

- ESL-300 Introduction to Teaching ESL
- ELL-381 ESL Teacher Practicum
- ESL-382 Teaching EFL/ESL Vocabulary
- ESL-383 Teaching ESL/EFL Grammar
- ESL-384 Teaching ESL/EFL Reading

DELEGATING NURSE IN ASSISTED LIVING
CE.RNC/CM-DN

- Apply pedagogical methodologies to enhance instruction by cultivating an atmosphere that supports the unique qualities of diverse adult learners. Develop practical skills for engagement, management, and design. Provide clear assessments that promote success for adults in the classroom and beyond. Successfully complete the three required courses and three of the electives listed below to earn a CEWD certificate.
- TAD-301 Teaching the Adult Learner
- TAD-303 Strategies for Teaching Adults with Diverse Needs
- TAD-304 Assessing the Adult Learner

Elective courses (three electives required):
- TAD-302 Supporting and Engaging Students
- TAD-305 Technology for Educators
- TAD-306 Energizing Your Presentations
- TAD-307 Innovation in Education
- TAD-308 Educator Portfolio Development
- TAD-309 Culturally Responsive Instruction
- TAD-310 Management Strategies in the Classroom

Teaching ESL/EFL grammar, vocabulary, and reading.

STERILE PROCESSING

CENTRAL STERILE PROCESSING TECHNICIAN
CE.STP-PROC-TECH

Join the high-growth field of health care as a Central Sterile Processing Technician. Ensure the cleanliness and safety of operating rooms, tables and other equipment in the industry and maintain an inventory of tools. Apply this vital skill in a variety of medical settings including general hospitals, public health clinics, private doctors’ offices and specialized surgical centers. Successfully complete the two courses listed below to earn a CEWD certificate.

- STP-500 Central Sterile Processing Technician
- OPA-337 Career Development

Call 410-777-2970 for information about this program.

STERILE PROCESSING

CENTRAL STERILE PROCESSING TECHNICIAN
CE.STP-PROC-TECH

- STP-500 Central Sterile Processing Technician
- OPA-337 Career Development

Call 410-777-2970 for information about this program.

300-HOUR REGISTERED YOGA TEACHER (RYT) TRAINING
CE.YOGA.300

Deepen your wisdom as a yoga practitioner and instructor by adding intermediate and advanced yoga poses to your series. Expand your teaching role to present at workshops or even open your own studio. Complete this compressive program in partnership with Yoga4Life. Students must successfully complete the 200-hour registered yoga teacher (RYT) training certificate prior to enrolling in this program. For information visit www.aacc.edu/cewdcertificates or call 410-777-7387.

200-HOUR REGISTERED YOGA TEACHER (RYT) TRAINING
CE.YOGA.200

Enrich your prana by strengthening your understanding of the art and science of yoga. Deepen your practice and expand your knowledge in order to become a yoga teacher or obtain a higher level of certification. Complete this compressive program in partnership with Yoga4Life. For information visit www.aacc.edu/cewdcertificates or call 410-777-7387.

- YGA-553 200 Hour Professional Yoga Instructor: Part 1
- YGA-551 200 Hour Professional Yoga Instructor: Part 2
- YGA-552 200 Hour Professional Yoga Instructor: Part 3

300-HOUR REGISTERED YOGA TEACHER (RYT) TRAINING
CE.YOGA.300

Deepen your wisdom as a yoga practitioner and instructor by adding intermediate and advanced yoga poses to your series. Expand your teaching role to present at workshops or even open your own studio. Complete this compressive program in partnership with Yoga4Life. Students must successfully complete the 200-hour registered yoga teacher (RYT) training certificate prior to enrolling in this program. For information visit www.aacc.edu/cewdcertificates or call 410-777-7387.

VETERINARY ASSISTING

VETERINARY ASSISTING
CE.VET-ASSIST

Be an integral member of a veterinary office staff in the role of a veterinary assistant. Provide assistive medical care, support in examinations, conduct laboratory work and deliver drug therapies. Enrich your passion and support animals in this rewarding profession. Successfully complete the two courses listed below to earn a CEWD certificate.

- CCS-533 Veterinary Assistant 1: Outpatient Diagnostics and Pharmacy
- CCS-534 Veterinary Assistant 2: Inpatient Surgery and Emergency

NEW COURSES ADDED DAILY, VISIT WWW.AACC.EDU/ONLINE-EDUCATION

11
We are seeking dynamic professionals interested in teaching part-time in the following topics/subject areas.

- Adult Basic Skills/GED
- Baking and Pastry
- Barbering
- Casino Gaming
- Central Sterile Processing
- Certified Employee Benefits Specialist
- Certified Librarian Masters Library Science
- Certified Nursing Assistant & Geriatric Nursing Assistant
- Communication
- Creative Writing
- Culinary Arts
- Customer Services
- Cyber including Java, Python, Java Script
- Dental Assisting
- Earth Sciences
- Electrical Technician
- Employment Readiness including Resume writing, Interviewing skills
- English as a Second Language
- Fitness-Yoga, Tai Chi, Weight Training, Boot Camp
- Food and Beverage Management
- Foreign Languages including Arabic, Japanese, Italian and German, Spanish and French
- History
- Hospitality Management
- Human Resources Management
- HVAC Technician
- Interior Design
- Martial Arts
- Nail Technician
- Patient Care Technician
- Philosophy
- Political Science
- Psychology
- Stationary Engineering
- Supervisory Skills
- Team-building

Interested applicants should submit a cover letter and resume to mrhoffman2@aacc.edu.

Anne Arundel Community College is an Equal Opportunity Employer.

As a condition of employment and in connection with your employment application process, Anne Arundel Community College shall conduct a background check on all candidates selected for employment. The information contained in such background reports shall be used for job relevant employment purposes. All offers of employment are contingent upon the favorable results of a background check screening.

While we appreciate your interest in employment with Anne Arundel Community College, we regret that we are unable to sponsor employment Visas for job applicants at this time.
STUDENT APPLICATION FOR A CEWD CERTIFICATE

INSTRUCTIONS
Please complete this form after fulfilling the last requirement for your CEWD certificate, sign it and forward to Anne Arundel Community College or fax to 410-777-4325

Applications must be received no later than three years from completion of the noncredit program requirements.

CEWD CERTIFICATE INFORMATION

TITLE OF CERTIFICATE

NONCREDIT PROGRAM CODE

TERM PROGRAM COMPLETED

STUDENT INFORMATION

AACC ID # OR LAST FOUR DIGITS OF SOCIAL SECURITY #

EMAIL ADDRESS

FIRST NAME (please print legibly) MIDDLE INITIAL LAST NAME

ALTERNATIVE NAME USED ON ANY RECORDS

PRIMARY PHONE NUMBER

SECONDARY PHONE NUMBER

HOME ADDRESS NUMBER AND STREET

CITY STATE ZIP CODE

Certificates can only be sent to your address on record with the College. Would you like the College to update your records to the address given above? ☐ NO ☐ YES

STUDENT SIGNATURE (REQUIRED)
i certify that the information I have given on this form is accurate and complete.

STUDENT SIGNATURE DATE

FOR OFFICE USE ONLY

Degree audit requirements:
Demographic info.
Grades
No holds

Verified by Date

AACC is an equal opportunity, affirmative action, Title IX, ADA Title 504 complaint institution. Call Disability Support Services, 410-777-2306 or Maryland Relay 711. 24 hours in advance to request most accommodations. Requests for sign language interpreters, alternative format books or assistive technology require 30 days notice. For information on AACC's compliance and complaints concerning sexual assault, sexual misconduct, discrimination or harassment, contact the federal compliance officer at 410-777-1239 or complianceofficer@aacc.edu, the Title IX coordinator at 410-777-2256, or Maryland Relay 711.
CORPORATE TRAINING

AT ANNE ARUNDEL COMMUNITY COLLEGE

The Corporate Training Group is a local training and performance improvement resource right here in your backyard. Learn how your business, agency and/or organization can benefit from our customized training and consulting services in the topics such as:

• Leadership development
• Employee development
• Coaching
• E-learning solutions

410-777-2732
www.ctgaacc.com
ctg@aacc.edu
BUSINESS

Accounting and Finance

QuickBooks: Computerized Accounting Basics and Beyond
Explore management, and bookkeeping and accounting principles using QuickBooks. Create and design customized reports and forms. Prepare a budget and interpret financial statements. Learn to create and use invoices, accounts receivable and payable, specific charts of accounts and payroll processing reports. CEUs issued. Prerequisite: Basic knowledge of bookkeeping and Microsoft Windows.
Cost: $268 includes $37 fee.
CTU-340-101 Jan. 14-Feb. 4 Arnold-Main Walsh
7 sessions TuTh 6-9:30 pm CALT 138

Applying Accounting Skills
Note: Capstone course required for the Accounting and Bookkeeping Principles Using Technology certificate.
Cost: $138 includes $22 fee.
CTU-342-101 Feb. 18-25 Arnold-Main Walsh
3 sessions TuTh 6-9:30 pm CALT 136

Entrepreneurship

Entrepreneur Boot Camp
Identify the characteristics, knowledge and skills needed to become a successful entrepreneur. Develop goals and a plan to establish your business. Learn techniques to manage a new business successfully. CEUs issued.
Note: Offered online in partnership with Learning Resources Network Inc. (LERN).
Cost: $202 includes $105 fee.
BIS-505-101 Feb. 2-Feb.28 ONLN LERN

Photography as Business: An Introduction
Examine topics specific to setting up a photography business. Explore creating and promoting a brand, bidding for contracts, sales opportunities, copyright laws, potential legal contracts, model releases and introductory issues of self-employment/business taxes.
Note: Instructor will not provide legal advice on personal business issues. Neither the instructor nor AACC is responsible for students’ personal business choices.
Cost: $52 includes $7 fee.
PHO-362-101 March 23- April 6 Arnold-Main
3 sessions M 7-9 pm

Human Resources

Professional Human Resources Management
Prepare for the Professional in Human Resources (SHRM-CP) or Senior Professional in Human Resources (SHRM-SCP) certification exams. Examine current references of human resource practices. Textbooks, online access and self-test questions are included. CEUs issued. Call 410-777-2970 for information.
Note: This is not a Human Resource Management introductory class.
Cost: $1,235 includes $575 fee.
HRS-500-101 Feb. 4- April 28 AMIL Scott
12 sessions Tu 6-9:30 pm
No class March 17.
HRS-500-102 Feb. 8-April 25 ONLN AMIL
Note: Section 102 is a hybrid section with mandatory face-to-face meetings 9 a.m.-12:15 p.m. Saturdays Feb. 22, March 7, March 28, April 11, and April 25 at AMIL.
### Online Offerings

#### Accounting and Finance
- **OLT-344** Introduction to QuickBooks
- **OBS-500** Accounting Fundamentals
- **OBS-501** Accounting Fundamentals 2
- **OLL-303** QuickBooks 2018: Introduction
- **OLT-396** QuickBooks 2017: Introduction
- **OLT-397** QuickBooks 2017: Intermediate

#### Human Resources
- **OBS-502** Understanding the Human Resources Function

#### Administration and Management
- **BNS-513** Project Management Fundamentals
- **BNS-514** Project Management Applications
- **BNS-516** Project Management Professional® Prep 1
- **BNS-517** Project Management Professional® Prep 2
- **BNS-551** Administrative Assistant Fundamentals
- **BNS-552** Administrative Assistant Applications
- **CMD-389** Building Teams That Work

#### Entrepreneurship
- **ATS-310** Arts and Crafts as a Business
- **DLC-350** Start Your Own Small Business

### Legal Studies
#### Mediation and Conflict Resolution Training
Review conflict resolution and the skills required to be a Maryland mediator. Practice interviewing, negotiation techniques, communication and problem-solving skills. Study mediation theory, conduct, ethics, rules and statutes governing mediation in the circuit courts and Maryland. CEUs issued.

*Note: Satisfies Maryland Rules, Title 17 requirement of 40 hours of mediation training for designation as a mediator by circuit courts in Maryland.*

**Cost:** $850 includes $7 fee.

LEG-505-101  Feb. 8-17  Arnold-Main  Rosenthal 5 sessions  M SaSu  8:30 am-6 pm

Note: Section 101 meets 8:30 a.m.-6 p.m. Feb. 8, 9, 15, 16 and 17 in Arnold.

### Marketing
#### Introduction to Social Media
Learn about social media, the top sites and their role in business and personal life. Examine case studies and discuss how businesses use social media for communication, customer retention, branding, marketing, market research and needs assessment. CEUs issued.

*Note: Offered online in partnership with Learning Resources Network Inc. (LERN).*

**Cost:** $202 includes $105 fee.

BIS-502-101  Feb. 3-Feb.28  ONLN LERN  Siscaretti

### Marketing Using Social Media
Explore major social media including Twitter, LinkedIn and blogging, and how to use it to engage customers and clients. Develop a two-way communication and marketing strategy for an organization using social media. CEUs issued.

*Note: Offered online in partnership with Learning Resources Network Inc. (LERN).*

**Cost:** $202 includes $105 fee.

BIS-503-101  March 3-27  ONLN LERN  Will

Search [www.ed2go.com/aacc](http://www.ed2go.com/aacc) or see pages 84-85 for information.
If you are interested in learning how to play casino games, visit the casino heading in the Life Enrichment section, page 53.

**Casino Poker Dealer**

**Casino Poker Dealer**

Learn the fundamentals of poker. Review table layout, chip handling and game procedures. Practice hands-on techniques to deal and control the game. Discuss the importance of good customer service skills. CEUs issued.

**Note:** Students must wear a white, button-down shirt, black dress pants and black, closed-toe shoes.

**Cost:** $377 includes $17 fee.

**Advanced Casino Poker Dealer**

Learn the fundamentals of additional poker games. Review table layout, chip handling and game procedures. Practice hands-on techniques to deal and control the game. Gain an understanding of the importance of good customer service skills. CEUs issued.

Prerequisite: COO-385 Casino Poker Dealer.

**Note:** Students must wear a white, button-down shirt, black dress pants and black, closed-toe shoes.

**Cost:** $377 includes $17 fee.

---

**Table Games Dealer**

**Accelerated Career Training 1: Blackjack Dealer**

Learn the fundamentals of blackjack dealing fundamentals, review table layout, chip handling and game procedures. CEUs issued.

**Note:** Students must wear a white, button-down shirt, black dress pants and black, closed-toe shoes.

**Required supplies available at AMIL Bookstore.**

**Cost:** $785 includes $17 fee.

---

**Casino Roulette Dealer**

Learn the fundamentals of casino roulette. Review table layout, chip handling and game procedures. Practice hands-on techniques to deal and control the game. Discuss the importance of good customer service skills. CEUs issued.

Prerequisite: COO-366 Introduction to Casino Games, GAM-300 ACT 1 Blackjack Dealer or current dealer license.

**Note:** Students must wear a white, button-down shirt, black dress pants and black, closed-toe shoes.

**Recommended supplies available at AMIL Bookstore.**

**Cost:** $737 includes $17 fee.

---

**Minibaccarat Dealer**

Learn the fundamentals of minibaccarat. Review table layout, chip handling and game procedures. Practice hands-on techniques to deal and control the game. Discuss the importance of good customer service skills. CEUs and digital badge issued.

Prerequisite: COO-366 Introduction to Casino Games, GAM-300 ACT 1 Blackjack Dealer or current dealer license.

**Note:** Students must wear a white, button-down shirt, black dress pants and black, closed-toe shoes.

**Recommended supplies available at AMIL Bookstore.**

**Cost:** $785 includes $17 fee.

---

**Carnival Games Dealer**

Learn the fundamentals of three- and four-card poker, ultimate Texas Hold ’em, Mississippi stud, let it ride, and criss cross poker. Review table layout, chip handling and game procedures. Practice hands-on techniques to deal and control the game. Discuss the importance of good customer service skills. CEUs issued.

Prerequisite: COO-366 Introduction to Casino Games, GAM-300 ACT 1 Blackjack Dealer or current dealer license.

**Note:** Students must wear a white, button-down shirt, black dress pants and black, closed-toe shoes.

**Cost:** $449 includes $17 fee.
Introduction to Craps
Learn the fundamentals of craps. Review table layout, chip handling and game procedures. Practice hands-on techniques to deal and control the game. Discuss the importance of good customer service skills. CEUs issued. Prerequisite: COO-366 Introduction to Casino Games, GAM-300 Act 1 Blackjack Dealer or current dealer license.
Note: Students must wear a white, button-down shirt, black dress pants and black, closed-toe shoes. Recommended supplies available at AMIL Bookstore.

Cost: $737 includes $17 fee.
COO-374-101 Feb. 24-April 3 AMIL
20 sessions MThu 7:30-11:30 am AMIL 018
COO-374-102 Feb. 24-April 3 AMIL
20 sessions MThu 1-5 pm AMIL 018

Casino Pai Gow Poker Dealer
Learn the fundamentals of pai gow poker. Review table layout, chip handling and game procedures. Practice hands-on techniques to deal and control the game. Discuss the importance of good customer service skills. CEUs issued. Prerequisite: COO-366 Introduction to Casino Games, GAM-300 Act 1 Blackjack Dealer or current dealer license.
Note: Students must wear a white, button-down shirt, black dress pants and black, closed-toe shoes.

Cost: $197 includes $17 fee.
COO-371-101 Jan. 27-Mar. 31 AMIL
5 sessions MThuWFr 7:30-11:30 am AMIL 003
COO-371-102 March 2-6 AMIL
5 sessions MThuWFr 1-5 pm AMIL 003

CHILD CARE
AACC’s Teacher Education and Child Care (TEACH) Institute provides comprehensive child care training services including certification courses, continuing education, on-site training, conferences, consultation, a speaker’s bureau and advocacy. Call 410-777-2915 or visit www.aacc.edu and search “teach” for information. To receive Continuing Education Units (CEUs) students must have 100% attendance, complete all assignments and earn an average of 75%.

AACC’s child care courses meet the Maryland Child Care Credential requirements established by the Maryland State Department of Education (MSDE) Office of Child Care. Each class has a content area code that corresponds to the Core of Knowledge requirements. The codes are:

- C - Curriculum
- D - Child development
- H - Health, safety and nutrition
- L - Community
- P - Professionalism
- S - Special needs

For information on the credentialing program and specific education requirements for each credential level, contact the MSDE Office of Child Care at 866-243-8796. For additional child care classes call Arundel Child Care Connections at 443-782-5001. For information regarding a continuing education certificate in Lead Teacher 90-Hour Preschool, Infant and Toddler, School Age Child Care or, Family Child Care Provider, see page 7.

Child care providers, working in a center who are interested in pursuing a degree, may contact Amira Westenburger at abwestenburger@aacc.edu about grant opportunities.

Core of Knowledge

Additional sections may be available online; visit www.aacc.edu/noncredit or call 410-777-2915.

Proactive Behavior Guidance
Develop proactive skills for encouraging positive behavior in young children. Explore the importance of room and center setup, consistency, effective guidance strategies and the use of positive reinforcement. CEUs issued.

Cost: $47 includes $7 fee.
DYC-321-101 Jan. 18 Arnold-Main Fox-Antoniak
1 session Sa 9 am-12:15 pm

Pre-service Training
Child Growth and Development
Study children’s growth and development from birth through adolescence. Gain an introduction to the child care profession and children’s social, emotional, physical and intellectual development. Textbook information available at AACC Bookstore. CEUs issued.

Note: Perfect attendance required.

Cost: $307 includes $7 fee.
ECT-305-101 Jan. 6-April 1 HYBR/AMIL Carter
18 sessions M 6:30-9 pm AMIL
Note: Section 101 is hybrid with face-to-face meetings 6:30-9 p.m. Jan. 6 and March 30 at AMIL.

Methods and Materials: Early Childhood
Study the principles of children’s learning, learning environments for young children and activities from birth through age 6. Textbook information available at AACC Bookstore. CEUs issued.

Note: Perfect attendance required. Successful completion of ECT-305 Child Growth and Development and ECT-306 Methods and Materials: Early Childhood meets state requirement for teachers in pre-school programs.

Cost: $307 includes $7 fee.
ECT-306-101 Jan. 8-April 8 HYBR/AMIL Loftus
18 sessions W 6:30-9 pm AMIL
Note: Section 101 is hybrid with face-to-face meetings from 6:30-9 p.m. Jan. 8, Feb. 5, and 26 and April 8 at AMIL.
Methods and Materials: Infants and Toddlers
Study the young child’s physical, emotional, social and cognitive growth. Learn curriculum planning, goal setting and selection of age-appropriate materials and methods. Textbook information available at AACC Bookstore. CEUs issued.
Note: Perfect attendance required. Successful completion of ECT-305 Child Growth and Development and ECT-328 Methods and Materials: Infants and Toddlers meets state requirements for teachers in infant care.
Cost: $307 includes $7 fee.
ECT-328-101 Jan. 13-April 6 HYBR/AMIL Hamblin
18 sessions M 6:30-9 pm AMIL
Note: Section 101 is hybrid with face-to-face meetings from 6:30-9 p.m. Jan 13, Feb. 3, and March 2, and 30 at AMIL.

Methods and Materials: School-Age Child
Discuss curriculum development for school-age children. Learn communication skills, classroom management and development of a positive self-concept. Examine activities promoting optimum development in the after-school setting. Textbook information available at AACC Bookstore. CEUs issued.
Note: Perfect attendance required. Successful completion of ECT-305 Child Growth and Development and ECT-370 Methods and Materials: School-Age Child meets state requirements for teachers in school-age programs.
Cost: $307 includes $7 fee.
ECT-370-101 Jan. 13-April 6 HYBR/AMIL Alahverdian
18 sessions M 6:30-9 pm AMIL
Note: Section 101 is hybrid with face-to-face meetings from 6:30-9 p.m. Jan 13, Feb. 3, March 2 and March 30 at AMIL.

Module 1 Family Child Care Pre-service Training: Child Development
Discover the theories and research regarding child development. Examine brain development during gestation and the importance of play in a developmentally appropriate environment. CEUs issued.
Note: Online course. Fulfills the MSDE/OCC training requirements for family providers.
Cost: $57 includes $7 fee.

Module 2 Family Child Care Pre-service Training: Curriculum
Create developmentally appropriate lesson plans following basic curriculum guidelines for multi-age grouping. Identify important content areas and learning standards. CEUs issued.
Note: Online course. Fulfills the MSDE/OCC training requirements for family providers.
Cost: $57 includes $7 fee.

Module 3 Family Child Care Pre-service Training: Health, Safety and Nutrition
Create practical health and safety policies that promote best practices. Explore the USDA MyPlate and practice menu planning. Design environments that foster child safety. CEUs issued.
Note: Online course. Fulfills the MSDE/OCC training requirements for family providers.
Cost: $57 includes $7 fee.
CDA-323-101 Feb. 2-8 ONLN WB Carter

Module 4 Family Child Care Pre-service Training: Special Needs
Learn to create an inclusive environment and build relationships with families of special needs children. Discover how the Americans with Disabilities Act affects your family child care business. CEUs issued.
Note: Online course. Fulfills the MSDE/OCC training requirements for family providers.
Cost: $57 includes $7 fee.
CDA-324-101 Feb. 9-15 ONLN WB Carter

Module 5 Family Child Care Pre-service Training: Professionalism
Discover the importance of supervision, policies, handbooks and contracts. Learn practices for establishing a professional and trustworthy environment that meets Maryland Office of Child Care regulations. CEUs issued.
Note: Online course. Fulfills the MSDE/OCC training requirements for family providers.
Cost: $57 includes $7 fee.
CDA-325-101 Feb. 16-22 ONLN WB Carter

Module 6 Family Child Care Pre-service Training: Community
Identify areas in your neighborhood that can maximize your business potential. Build relationships with groups that strengthen your position and create smaller communities to provide enrichment opportunities for children. CEUs issued.
Note: Online course. Fulfills the MSDE/OCC training requirements for family providers.
Cost: $57 includes $7 fee.
CDA-326-101 Feb. 23-29 ONLN WB Carter

Basic Health Safety Training
Review policies about establishing and maintaining safe, healthy child care environments; preventing and reducing injuries; identifying and reporting abuse, neglect and other injurious treatment; record keeping and child care sanitation considerations.
Note: Meets MSDE five-hour training requirements for basic health and safety.
Cost: $57 includes $7 fee.
ECT-321-101 Jan. 11 AMIL Hamblin
1 session Sa 10 am-3:30 pm

Medication Administration Training
Learn the latest information regarding medication administration, record keeping and storage in a child care setting. Examine dispensing methods, measurements and common side effects of over-the-counter and prescription medication. CEUs issued.
Note: Designed by the Maryland State Department of Education.
Cost: $92 includes $7 fee.
DCC-360-101 Feb. 22 Arnold-Main Frashure
1 session Sa 8:30 am-3:30 pm

Including All Children and the ADA
Gain the information, strategies and resources necessary to develop and implement an inclusive early childhood program. Learn the Americans with Disabilities Act (ADA) requirements and inclusionary practices based on national standards, best practices, and local, state and national resources. Meets training requirements for child care providers. CEUs issued.
Cost: $47 includes $7 fee.
EDC-364-101 March 19 Arnold-Main Hamblin
1 session Sa 9 am-12:15 pm
COMPUTERS AND TECHNOLOGY

Our noncredit courses are specially designed so we can assist industry professionals who want to upgrade their skills and specializations, those looking to start or change careers and individuals who want to learn more about technology. Some of the online technology courses require you to have your own software downloaded to your computer prior to starting your course. Call 410-777-2970 if you are unsure of the software you will need.

We have additional courses. Visit us at www.aacc.edu/IT or call 410-777-2970.

Basic Computer Skills

For information regarding a continuing education certificate in Essential Computer Skills for Today’s Workforce, see page 7 or visit www.aacc.edu/noncredit and click the link for Continuing Education and Workforce Training Certificates.

Computer Keyboarding

Learn the fundamentals of keyboarding using touch typing on a computer. Develop speed and accuracy in operating a computer keyboard. Textbook information available at AACC Bookstore. CEUs issued.

Cost: $122 includes $37 fee.

Computer Fundamentals

Explore theory and practical applications needed to operate a personal computer. Cover computer terms, functions, hardware, operating systems and application software. Textbook information available at AACC Bookstore. CEUs issued.

Cost: $179 includes $42 fee.

Certification Preparation

Visit page 7 for information regarding Workforce Training certification in:

- Certified Information Systems Security Professional (CISSP)
- PC Technician

CompTIA A+ Certification Prep

Prepare for the CompTIA A+ certification exam. Review basic computer hardware, operating systems, PC components, networking, security, laptops and printers. Learn how to install, configure, secure and troubleshoot these items plus customer service and communication skills. Textbook information available at AACC Bookstore. CEUs and digital badge issued. Prerequisite: General knowledge of computer hardware and software. Note: Exam fees included.

Cost: $1,320 includes $987 fee.

CompTIA Network+ Certification Exam Prep

Learn foundational computer networking and network security principles and practices while preparing in part for the CompTIA Network+ Certification exam. Textbook information available at AACC Bookstore. CEUs issued. Prerequisite: Knowledge of operating systems and hardware or CompTIA A+ certification.

Note: Exam fees included.

Cost: $1,392 includes $987 fee.

CompTIA Security+ Exam Preparation

Prepare for the CompTIA Security+ exam including review of network security, compliance and operational security, threats and vulnerabilities, application, data and host security, access control and identity management, and cryptography. Textbook and certification prep materials available at AACC Bookstore. CEUs issued. Prerequisite: Knowledge of operating systems and hardware and/or CompTIA A+; basic networking concepts and/or CompTIA Network+.

Note: Exam fees included.

Cost: $1,562 includes $987 fee.

Certified Information Systems Security Professional (CISSP) Certification Preparation

Explore the Common Body of Knowledge. Learn the eight domains, effective in 2015, essential for the protection of information systems and corporate and national infrastructures. Textbook information available at AACC Bookstore. CEUs issued. Prerequisites: Significant IT security experience and prior certification such as CCNA, CCNP, MCSE or SCNP are recommended. (ISC)2 requires exam candidates to have a minimum of five years of relevant work experience in two or more of the eight security domains, four years’ experience with an applicable college degree, or a credential from the (ISC)2-approved list.

Note: Certification exam voucher is not included.

Cost: $1,713 includes $687 fee.

Certified Ethical Hacker Exam Prep

Learn to protect networks using offensive techniques and tools. Gain hands-on experience and prepare in part for the CEH certification exam. CEUs issued. Prerequisite: Knowledge and professional experience operating, administering and managing IT systems and hardware; basic knowledge of networking concepts (CompTIA Network+); basic knowledge of network security concepts (CompTIA Security+); basic knowledge of network security analysis tools, knowledge or experience defending networks (firewalls, IDS, IPS); and basic knowledge of Unix/Linux and Windows operating systems.

Note: Exam fees and textbook bundle included.

Cost: $1,356 includes $932 fee.

CompTIA CySA+ Certification Exam Prep

Prepare for the CompTIA CySA+ exam. Gain the behavioral, analytic skills to identify and combat malware and advanced persistent threats (APTs), resulting in enhanced threat visibility across a broad attack surface. CEUs issued. Prerequisite: NTW-547-CompTIA Security+ or equivalent experience highly recommended. A minimum of three to four years of hands-on information security or related experience recommended.

Note: Exam voucher and exam prep software included.

Cost: $1,081 includes $987 fee.
Networking and Security
Visit pages 7-8 for information regarding Workforce Training certificates in:
• PC Technician
• Certified Information Systems Security Professional (CISSP)
or visit www.aacc.edu/jobtraining and click on Computers and Technology.

Software and Internet Applications
Visit pages 7-8 for information regarding workforce training certificates in:
• Web Design
• Fundamentals of 21st Century Project Management
• Accounting Principles Using Technology
• Essential Computer Skills for Today’s Workforce
or visit www.aacc.edu/jobtraining and click on Computers and Technology.

Printing: 3-D Printing
Introduction to 3-D Printing
Explore the theory of operation, technology, applications, basic maintenance, preparation of models and design considerations of 3-D printing. Process models, prepare a 3-D printer for use and learn the basics of 3-D CAD modeling. Print your own model. CEUs issued.

Cost: $249 includes $127 fee.
CTU-302-101 Feb. 1-15 CCPT Bosse
3 sessions Sa 9:30 am-12:45 pm

Programming, Coding and Scripting
Python Programming: Introduction
Learn the basics of computer programming with Python. Explore expressions, variables, conditionals, loops, lists, sets, dicts, functions, objects and exceptions. Develop, test and debug Python programs. Textbook information available at AACC Bookstore. CEUs issued. Prerequisite: Introductory level of Python programs. Textbook information available at AACC Bookstore.

Cost: $217 includes $37 fee.
CTU-324-101 Jan. 6-15 CCPT Gonzalez
4 sessions MW 6-9:30 pm

Radio Frequency
Radio Frequency Spectrum Management
Learn licensing, certifying and allocating spectrum. Examine treaties, international agreements, laws, rules and regulations, and the technical aspects of spectrum sharing. Review the ITU, NTIA and FCC agencies and procedures. CEUs issued.

Cost: $633 includes $57 fee.
OCA-559-101 Feb. 12-May12 ONLINE WB Matos

Microsoft Excel: Introduction
Explore Microsoft Excel’s basic functions and features. Learn to create and modify a workbook, work with data and Excel tables, and perform calculations on data. Practice changing workbook appearance and styles by adding images and themes and managing worksheet data. Appropriate for Excel 2010, 2013 and 2016 users. Textbook information available at AACC Bookstore. CEUs issued. Prerequisites: Basic computer knowledge.

Cost: $217 includes $37 fee.
CTU-327-102 Jan. 7-16 Arnold-Main CALT 136
4 sessions TuTh 6-9:30 pm Sullivan

Microsoft Excel: Intermediate

Cost: $217 includes $37 fee.
CTU-328-102 March 24-April 1 CCPT Pinto
4 sessions MW 6-9:30 pm

Microsoft Project: Introduction
Learn to use Microsoft Project to plan and manage project schedules. Start a plan, build a task list, set up and assign resources, and format and track plan progress. Appropriate for Project 2010, 2013 and 2016 users. Textbook information available at AACC Bookstore. CEUs issued.

Cost: $217 includes $37 fee.
CTU-334-101 March 23-April 1 CCPT Pinto
4 sessions MW 6-9:30 pm
### Application Development
- OLA-336 Creating Mobile Apps with HTML5

### Basic Computer Skills
- OLN-361 Keyboarding
- ONL-334 12 Steps to a Successful Job Search
- OLN-346 Computer Skills for the Workplace

### Certification Preparation
- OLN-348 CompTIA Network+ Certification Preparation

### Networking and Security
- OLN-389 Introduction to Networking

### Programming, Coding and Scripting
- OLA-335 Introduction to Python 3 Programming
- OLN-391 Introduction to Structured Query Language (SQL)
- OLN-369 Introduction to Java Programming
- OLA-359 Intermediate CSS3 and HTML5
- OLN-355 Introduction to C# Programming
- OLA-308 Intermediate SQL

### Software and Internet Applications
- OLT-353 Intermediate Microsoft Word 2016
- OLT-351 Introduction to Microsoft Excel 2016
- OLT-355 Intermediate Microsoft Excel 2016
- OLT-359 Microsoft Project 2016: Introduction
- OLA-375 Introduction to Photoshop CC

### Web Design and Development
- OLI-394 Introduction to Creating a WordPress Website
- OLA-327 Creating WordPress Websites 2
- OLN-381 Creating Web Pages

---

**AutoCAD 2018 Certified User: Part 1**
Master basic and advanced design skills while gaining hands-on practice with AutoCAD 2018’s 2-D tools. Explore efficiency tools, complex objects, use of external reference and image files, advanced plotting and customizations. Learn the skills needed to prepare in part for the Autodesk AutoCAD 2018 Certified Professional and User exams. CEUs issued. Prerequisites: Basic knowledge of Windows; comfortable installing software and loading files. Internet connection, familiarity with the internet and email capabilities required. Working knowledge of basic design drafting procedures and terminology recommended. Corequisite: OLL-301 AutoCAD 2018 Certified User: Part 2. Note: Three-year student version of the AutoCAD 2018 software included. Exam voucher included upon successful completion. Fifty-plus hours of additional hands-on application experience recommended prior to taking the Certified User exam. Offered online in partnership with Cengage.

Cost: $1,301 includes $1,101 fee.

**AutoCAD 2018 Certified User: Part 2**
Master basic and advanced design skills while gaining hands-on practice with 2-D tools in AutoCAD 2018. Explore efficiency tools, complex objects, use of external reference and image files, advanced plotting, and customizations. Gain skills needed to prepare in part for the Autodesk AutoCAD 2018 Certified Professional and User exams. CEUs issued. Prerequisites: Basic knowledge of Windows; comfortable installing software and loading files. Internet connection, emailing capabilities and familiarity with using the internet recommended. Working knowledge of basic design drafting procedures and terminology recommended. Corequisite: OLL-300 AutoCAD 2018 Certified User: Part 1. Note: Three-year student version of the AutoCAD 2018 software included. Exam voucher included upon successful completion. Fifty-plus hours of additional hands-on application experience recommended prior to taking the certified user exam. Offered online in partnership with Cengage.

Cost: $1,301 includes $1,101 fee.

**Adobe Photoshop: Level 1**
Learn how to select and retouch, resize, color correct, manipulate and combine images. Create and manipulate layers and other special effects. Use channel and masking tools. Prepare images for print and online. Textbook information available at AACC Bookstore. CEUs issued. Prerequisite: Microsoft Windows or equivalent knowledge. Note: Bring USB drive to class to store files.

Cost: $185 includes $50 fee.

---

Search [www.ed2go.com/aacc](http://www.ed2go.com/aacc) or see pages 84-85 for information.
**Unmanned Aerial System (UAS)/Drones**

**Introduction to Unmanned Aerial Systems (UAS)**

Gain an overview of UAS applications. Explore when and how UAS may be used to meet civil and commercial needs. Study UAS technologies, capabilities, regulations, legal responsibilities, privacy issues, and cost and benefit considerations for acquiring and using UAS. Textbook information: 410-777-2910. CEUs issued.

*Note: Offered online in partnership with Sinclair College.*

Cost: $502 includes $403 fee.

OLT-389-101  Jan. 12-Feb. 16  ONLN SCCC  Shepherd

**Unmanned Aerial Systems (UAS) and the Law**

Examine how continued and expanded use of unmanned aerial systems in the national airspace has raised questions regarding privacy and other legal issues. Review the legal considerations of UAS operations. Discuss the outlook on future developments. Textbook information: 410-777-2910. CEUs issued.

*Note: Offered online in partnership with Sinclair College.*

Cost: $502 includes $403 fee.

OLT-391-101  Jan. 12-Feb. 16  ONLN SCCC  Shepherd

---

**FAA Part 107 Exam Preparation**

Learn the capabilities and industry applications for small unmanned aircraft systems (sUAS). Prepare in part for the FAA Part 107 Certification exam, while pursuing the necessary knowledge to operate drones safely in commercial environments. Learn mechanical principles of flight, performance, drone components and maintenance, and examine regulations, certifications and the human factors influencing drone flight. CEUs issued.

*Note: Offered online in partnership with Consortiq.*

Cost: $257† includes $205 fee.

CTU-355-101  March 2-April 16  ONLN CSRTQ  Bushey

**Web Design and Development**

For information regarding a continuing education certificate in Web Design, see pages 7-8.
CONSTRUCTION AND TRADES

Boiler Operation

**Preparation for Maryland Stationary Engineer Certification 1**
Entry-level operators and maintenance personnel learn the basics of low-pressure boilers, plant equipment and operations. Discuss basic boiler construction, care and operation. Study water chemistry and treatment; hydronic heating systems; basic electrical, refrigeration and HVAC systems; fire prevention and safety; American Society of Mechanical Engineers code requirements and exam qualifications. Textbook information available at AACC Bookstore. CEUs issued.

*Note:* Prepares students for the Maryland Stationary Engineers certification examination (grades 4 and 5) and the National Institute for the Uniform Licensing of Power Engineers (NIULPE) certification examination (grade 5).

**Cost:** $332 includes $7 fee.
OCA-310-101 Jan. 14-April 7 Arnold-Main Denevan
12 sessions Tu 6-9:15 pm

---

**Construction Estimating**

For information regarding continuing education certificate in Construction Estimating, see pages 8-9.

**Introduction to Construction Estimating**
Build a foundation for estimating virtually any individual trade or project type. Learn pricing techniques, how to estimate labor, materials and equipment, and organization and estimation types. CEUs issued.

*Note:* Online, self-paced course. Offered in partnership with Construction Experts Inc. Approved by the American Society of Professional Estimators.

**Cost:** $499† includes $417 fee.
OCA-509-101 Jan. 13-March 22 ONLN CEXP George

**Essential Construction Math**
Develop math skills applicable to the construction trade. Learn about calculations, measurements and conversions common to the construction industry. CEUs issued.

*Note:* Online, self-paced course. Offered in partnership with Construction Experts. Approved by the American Society of Professional Estimators.

**Cost:** $499† includes $417 fee.
OCA-508-101 Jan. 13-March 22 ONLN CEXP George

---

**Construction Blueprint Reading**
Gain knowledge of blueprint reading as it relates to construction projects. Learn general terms, the design process, layout and installation of materials, and how to pinpoint problems. CEUs issued.

*Note:* Offered in partnership with Construction Experts Inc. Approved by the American Society of Professional Estimators.

**Cost:** $499† includes $417 fee.
OCA-509-101 Jan. 13-March 22 ONLN CEXP George

**Estimating and Bidding 1**
Explore hands-on estimating and quantity take-off activities associated with general conditions, site work, concrete and formwork, and masonry estimating. CEUs issued.

*Prerequisites:* OCA-507 Introduction to Construction Estimating and OCA-509 Construction Blueprint Reading.

*Note:* Offered online in partnership with Construction Experts. Approved by the American Society of Professional Estimators.

**Cost:** $499† includes $417 fee.
OCA-510-101 Jan. 13-March 22 ONLN CEXP George

---

**Estimating and Bidding 2**
Examine hands-on estimating and quantity take-off activities associated with metals, wood doors, windows, concrete, and formwork, and mechanical estimating. CEUs issued.


*Note:* Offered online in partnership with Construction Experts Inc. Approved by the American Society of Professional Estimators.

**Cost:** $499† includes $417 fee.
OCA-511-101 Jan. 13-March 22 ONLN CEXP George

**Construction Materials and Processes**
Increase your knowledge of quality control, material manufacturing processes, regulatory requirements and use of materials in the construction process. CEUs issued.

*Note:* Offered in partnership with Construction Experts Inc. Approved by the American Society of Professional Estimators.

**Cost:** $499† includes $417 fee.
OCA-512-101 Jan. 13-March 22 ONLN CEXP George

---

**Electrical Helper**
AACC co-sponsors two electrical apprenticeships approved by the Maryland Apprenticeship Training Council: one with The Associated Builders and Contractors/Chesapeake (ABC) and the other with Independent Electrical Contractors/Chesapeake (IEC). ABC Electrical Apprenticeship Hours of training: 144 hours per year of classroom training and 2,000 hours per year of on-the-job training for four years. For information call ABC at 410-267-0347. IEC Electrical Apprenticeship Hours of training: 144 hours per year of classroom training and 2,000 hours per year of on-the-job training for four years. For information call IEC at 800-470-3013.

**Electrical Masters Exam Review**
Review calculations required for a licensed electrician. Gain a working knowledge of solutions to problems for simple circuits, transformers, branch and feeder design, and complete dwellings. Textbook information available at AACC Bookstore. CEUs issued.

*Note:* Bring NEC book to class.

**Cost:** $358 includes $7 fee.
CNE-302-101 Jan. 24-April 3 Arnold-Main Pratt
10 sessions F 5:30-9:30 pm

**HVAC**

For information regarding a continuing education certificate in HVACR Entry Level Technician, see page 9.

**HVACR Exam Review: Journeyman and Master**
Prepare for the Maryland HVACR Journeyman and Master exams. Study the International Mechanical Code. Review the theory and service of air conditioning, refrigeration, gas and oil heating, and ventilation. Learn how to use an ACCA Ductulator and how to calculate heat load. Textbook information available at AACC Bookstore. CEUs issued.

*Note:* Bring books to first day of class. Read chapters 1-3 in “Modern Refrigeration.”

**Cost:** $452 includes $7 fee.
OCA-307-101 March 7-April 18 AML Akor
6 sessions Sa 8 am-5 pm

---

**REGISTRATION INFORMATION 410-777-2325**
Truck Driving

For information regarding a continuing education certificate in Commercial Drivers License Class A and B, see page 9. Students must meet eligibility requirements and schedule an appointment with the CDL program manager. Call 410-777-2935. For information about AACC’s truck driving training visit www.aacc.edu/programs-and-courses/job-training/truck-driving/.

Commercial Drivers License CDL A: Part 1

Prepare for the Maryland Motor Vehicle Administration Commercial Drivers License Class A examination. Learn about log preparation, combination vehicles, cargo safety, trip planning, cargo documentation, post- and pretrip inspections, and recognizing and reporting malfunctions. CEUs issued.

Cost: $1,952 includes $1,577 fee.

OCA-334-101 Jan. 6-15 GBT 7am-5:30 pm Liembro
8 sessions MTuWThf 8 am-6:30 pm GBT 201 Liembro
Note: Section 101 meets 7 a.m.-5:30 p.m. Jan. 6-10 at GBT; and 8 a.m.-6:30 p.m. Jan. 13-15 at ALST.

OCA-334-102 Feb. 1-23 Off Campus Liembro
8 sessions SaSu 8 am-6:30 pm ALST

OCA-334-103 Feb. 1-23 GBT Liembro
8 sessions MTuWThf 7 am-5:30 pm GBT 211 Liembro

Note: Section 103 meets 7 a.m.-5:30 p.m. Feb. 1-7 at GBT; and 8 a.m.-6:30 p.m. Feb. 10-12 at ALST.

OCA-334-104 March 2-11 GBT Liembro
8 sessions MTuWThf 7 am-5:30 pm GBT 211 Liembro
MTuW 8 am-6:30 pm ALST

Note: Section 104 meets 7 a.m.-5:30 p.m. March 2-6 at GBT; and 8 a.m.-6 p.m. March 9-11 at ALST.

Commercial Drivers License CDL B

Prepare for the Maryland Motor Vehicle Administration Commercial Drivers License Class B examination and road test. Learn about air brakes, vehicle inspection, handling hazardous materials and skill development through classroom and range training. CEUs issued.

Cost: $2,402 includes $1,957 fee.

OCA-335-101 Jan. 16-28 Off Campus Liembro
8 sessions MTuWThf 8 am-6:30 pm Liembro

OCA-335-102 Feb. 3-7 Off Campus Liembro
8 sessions M 7 am-5:30 pm GBT 204 Liembro
TuWThf 8 am-6:30 pm ALST

Note: Section 102 meets 7 a.m.-5:30 p.m. Feb. 3 at GBT and 8 a.m.-6:30 p.m. Feb. 4 at ALST.

OCA-335-104 March 12-23 Off Campus Liembro
8 sessions M 7 am-5:30 pm TuWThf 8 am-6:30 pm ALST

Note: Section 104 meets 7 a.m.-5:30 p.m. March 3 at GBT and 8 a.m.-6:30 p.m. March 4, 5, 6 and 6 at ALST.

Welding

Earn your STICK, MIG and TIG training through courses offered in partnership with Earlbeck Corp. in Baltimore. Tours of the Earlbeck facility are available on request. For information and additional offerings visit www.aacc.edu/programs-and-courses/job-training/welding/.

Welding for Work: STICK

Learn the processes for oxy-fuel, gas tungsten arc, gas metal arc and shielded metal arc welding through hands-on instruction. Prepare to perform fillet and groove welds in carbon steel using E7018 electrodes in all positions. Passing the certification test provides AWS D1.1 welder certification. CEUs and Earlbeck Certificate of Completion issued.

Note: Must be 18 or older to enroll. Fire-retardant pants, shirt, hard-toe boots and safety goggles required. Bring shielded metal arc welding workbook and welding gear to class.

Cost: $3,825 includes $3,283 fee.

OCC-344-101 Jan. 6-Feb. 7 Off Campus Hodges
15 sessions MW 8 am-3 pm EARL
TuTh 5:30-8:30 pm EARL

OCC-344-104 Jan. 6-April 15 Off Campus Hodges
15 sessions MW 5:30-8:30 pm EARL

OCC-344-105 Jan. 7-April 16 TuTh 5:30-8:30 pm EARL

OCC-344-102 Feb. 10-March 17 Off Campus Hodges
15 sessions MW 8 am-3 pm EARL

OCC-344-103 March 16-April 17 Off Campus Hodges
15 sessions MW 8 am-3 pm EARL

Welding for Work: MIG

Learn the processes for oxy-fuel, gas tungsten arc, gas metal arc and shielded metal arc welding through hands-on instruction. Prepare to perform fillet and groove welds in carbon steel in all positions. Passing the certification test provides AWS D1.1 welder certification. CEUs and Earlbeck certificate of completion issued.

Note: Must be 18 or older to enroll. Fire-retardant pants, shirt, hard-toe boots and safety goggles required. Bring GMAW (gas metal arc welding) workbook and welding gear to class.

Cost: $3,825 includes $3,283 fee.

OCC-345-101 Jan. 6-Feb. 7 Off Campus Hodges
13 sessions MW 8 am-3 pm EARL

OCC-345-103 Jan. 6-April 15 Off Campus Hodges
26 sessions MW 5:30-8:30 pm EARL

OCC-345-104 Jan. 7-April 16 TuTh 5:30-8:30 pm EARL

OCC-345-102 Feb. 10-March 17 Off Campus Hodges
15 sessions MW 8 am-3 pm EARL

OCC-345-103 March 16-April 17 Off Campus Hodges
15 sessions MW 8 am-3 pm EARL
Welding for Work: TIG

Learn the processes for oxy-fuel, gas tungsten arc, gas metal arc and shielded metal arc welding through hands-on instruction. Prepare material and perform flat, horizontal and vertical welds and flat groove welds in carbon steel, stainless steel and aluminum. Passing the certification test provides AWS D9.1 welder certification. CEUs and Earlbeck Certificate of Completion issued.

Note: Must be 18 or older to enroll. Five-retardant pants, shirt, hard-toe boots and safety goggles required. Bring gas tungsten arc welding workbook and welding gear to class.

Cost: $3,825 includes $3,283 fee.

**OCC-346-101**
- Jan. 6-Feb. 7
- Off Campus
- Hodges
- 8 am-3 pm
- EARL

**OCC-346-102**
- Jan. 6-April 15
- Off Campus
- Hodges
- 5:30-8:30 pm
- EARL

**OCC-346-104**
- Feb. 10-March 13
- TuTh
- Off Campus
- Hodges
- 8 am-3 pm
- EARL

**OCC-346-105**
- March 16-April 17
- Off Campus
- Hodges
- 8 am-3 pm
- EARL

Fundamentals of Welding Certified Training

Learn oxy-fuel, gas tungsten arc, gas metal arc and shielded metal arc processes through lecture and hands-on practice. Discuss basic metallurgy, welding codes, distortion control and welding symbols. CEUs and an Earlbeck Certification of Completion issued.

Note: Must be 18 or older to enroll. Five-retardant pants, shirt, hard-toe boots and safety goggles required. Helmet, gloves, jacket, chipping hammer, wire brush and pliers are provided.

Cost: $1,707 includes $1,462 fee.

**OPT-394-101**
- Jan. 6-17
- Off Campus
- Hodges
- 8 am-3 pm
- EARL

**OPT-394-103**
- Jan. 6-Feb. 12
- MW
- Off Campus
- Hodges
- 8 am-3 pm
- EARL

**OPT-394-104**
- Jan. 7-Feb. 13
- TuTh
- Off Campus
- Hodges
- 8 am-3 pm
- EARL

**OPT-394-105**
- Feb. 10-21
- Off Campus
- Hodges
- 8 am-3 pm
- EARL

**OPT-394-101**
- March 16-27
- Off Campus
- Hodges
- 8 am-3 pm
- EARL

Intermediate TIG Welding Certified Training

Gain skills in the gas tungsten arc process. Prepare material and perform flat, horizontal and vertical fillet welds and flat groove welds in carbon steel, stainless steel and aluminum. Geared toward AWS D9.1 specification for fusion welding for aerospace applications. Passing the certification tests qualifies you for AWS D9.1 aerospace code for carbon steel, stainless steel and aluminum certification. CEUs and Earlbeck Certificate of Completion issued. Prerequisite: OPT-394 Fundamentals of Welding Certified Training or permission of instructor.

Note: Must be 18 or older to enroll. Five-retardant pants, shirt, hard-toe boots and safety goggles required. Bring gas tungsten arc welding workbook and welding gear to class.

Cost: $2,457 includes $2,107 fee.

**OPT-397-105**
- Jan. 13-March 5
- Off Campus
- Hodges
- 5:30-8:30 pm
- EARL

**OPT-397-104**
- Jan. 22-Feb. 7
- Off Campus
- Hodges
- 8 am-3 pm
- EARL

**OPT-397-103**
- Feb. 24-April 15
- Off Campus
- Hodges
- 5:30-8:30 pm
- EARL

**OPT-397-102**
- Feb. 25-April 16
- Off Campus
- Hodges
- 5:30-8:30 pm
- EARL

**OPT-397-101**
- Feb. 26-March 13
- Off Campus
- Hodges
- 8 am-3 pm
- EARL

Advanced Shielded Metal Arc Pipe Welding


Note: Must be 18 or older to enroll. Five-retardant pants and shirt, hard-toe boots and safety goggles required. Bring welding gear to class.

Cost: $2,507 includes $2,150 fee.

**OPT-374-101**
- Jan. 20-Feb. 5
- MW
- Off Campus
- Hodges
- 8 am-3 pm
- EARL

**OPT-374-104**
- Feb. 17-April 8
- MW
- Off Campus
- Hodges
- 5:30-8:30 pm
- EARL

**OPT-374-105**
- Feb. 18-April 9
- TuTh
- Off Campus
- Hodges
- 5:30-8:30 pm
- EARL

**OPT-374-102**
- Feb. 24-March 11
- Off Campus
- Hodges
- 8 am-3 pm
- EARL

**OPT-374-103**
- March 30-April 15
- Off Campus
- Hodges
- 8 am-3 pm
- EARL

Symbols for Welding

Discuss welding symbols. Examine symbol use and discuss practical application. Review surfacing welds and edge welds. Explore fillet welding symbols. CEUs issued.

Cost: $307 includes $258 fee.

**OCA-563-101**
- Jan. 14-16
- TuTh
- Off Campus
- Hodges
- 8 am-3 pm
- EARL

**OCA-563-102**
- March 17-19
- TuTh
- Off Campus
- Hodges
- 8 am-3 pm
- EARL

Welding Basics

Discuss welding safety practices. Examine basic welding theory and machine setup. Review the operation of MIG, TIG and Stick equipment. CEUs issued.

Cost: $157 includes $129 fee.

**OCA-565-101**
- Jan. 18
- Sa
- Off Campus
- Hodges
- 8 am-midnight
- EARL

**OCA-565-102**
- Feb. 15
- Sa
- Off Campus
- Hodges
- 8 am-midnight
- EARL

**OCA-565-103**
- March 21
- Sa
- Off Campus
- Hodges
- 8 am-midnight
- EARL
### Advanced Gas Metal Arc Welding: Pipe


*Note: Must be 18 or older to enroll. Fire-retardant pants and shirt, hard-toe boots and safety goggles required. Bring welding gear to class.*

**Cost:** $2,507 includes $2,150 fee.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Description</th>
<th>Session Dates</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>OPT-375-101</td>
<td>Advanced Gas Metal Arc Welding: Pipe</td>
<td>Jan. 20-Feb. 5</td>
<td>Off Campus</td>
<td>Hodges</td>
</tr>
<tr>
<td></td>
<td></td>
<td>8 sessions</td>
<td>MWF</td>
<td>EARL</td>
</tr>
<tr>
<td>OPT-375-105</td>
<td></td>
<td>Feb. 17-April 8</td>
<td>Off Campus</td>
<td>Hodges</td>
</tr>
<tr>
<td></td>
<td></td>
<td>16 sessions</td>
<td>MW</td>
<td>EARL</td>
</tr>
<tr>
<td>OPT-375-104</td>
<td></td>
<td>Feb. 18-April 9</td>
<td>Off Campus</td>
<td>Hodges</td>
</tr>
<tr>
<td></td>
<td></td>
<td>16 sessions</td>
<td>TuTh</td>
<td>EARL</td>
</tr>
<tr>
<td>OPT-375-102</td>
<td></td>
<td>Feb. 24-March 11</td>
<td>Off Campus</td>
<td>Hodges</td>
</tr>
<tr>
<td></td>
<td></td>
<td>8 sessions</td>
<td>MWF</td>
<td>EARL</td>
</tr>
<tr>
<td>OPT-375-103</td>
<td></td>
<td>March 30-April 15</td>
<td>Off Campus</td>
<td>Hodges</td>
</tr>
<tr>
<td></td>
<td></td>
<td>8 sessions</td>
<td>MWF</td>
<td>EARL</td>
</tr>
</tbody>
</table>

### Advanced Gas Tungsten Arc Welding: Pipe

Learn techniques required of a qualified TIG pipe welder: proper tacks and feather edging, filler metal angles, manipulations for open root pipe welding and welding on carbon steel pipe with the GTAW process. Train with ER70S carbon steel solid wire with upward progression. Train to ASME IX, Boiler and Pressure Vessel Code in the 6G position on carbon steel. Passing the certification test makes you eligible for an all-position ASME welder qualification. CEUs and Earlbeck Certificate of Completion issued.

Prerequisites: OPT-394 Fundamentals of Welding Certified Training and OPT-396 Intermediate MIG Welding Training, or OCC-345 Welding for Work Stick, or permission of instructor.

*Note: Must be 18 or older to enroll. Fire-retardant pants and shirt, hard-toe boots and safety goggles required. Bring welding gear to class.*

**Cost:** $2,507 includes $2,150 fee.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Description</th>
<th>Session Dates</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>OPT-376-101</td>
<td>Advanced Gas Tungsten Arc Welding: Pipe</td>
<td>Jan. 20-Feb. 5</td>
<td>Off Campus</td>
<td>Hodges</td>
</tr>
<tr>
<td></td>
<td></td>
<td>8 sessions</td>
<td>MWF</td>
<td>EARL</td>
</tr>
<tr>
<td>OPT-376-105</td>
<td></td>
<td>Feb. 17-April 8</td>
<td>Off Campus</td>
<td>Hodges</td>
</tr>
<tr>
<td></td>
<td></td>
<td>16 sessions</td>
<td>MW</td>
<td>EARL</td>
</tr>
<tr>
<td>OPT-376-104</td>
<td></td>
<td>Feb. 18-April 9</td>
<td>Off Campus</td>
<td>Hodges</td>
</tr>
<tr>
<td></td>
<td></td>
<td>16 sessions</td>
<td>TuTh</td>
<td>EARL</td>
</tr>
<tr>
<td>OPT-376-102</td>
<td></td>
<td>Feb. 24-March 11</td>
<td>Off Campus</td>
<td>Hodges</td>
</tr>
<tr>
<td></td>
<td></td>
<td>8 sessions</td>
<td>MWF</td>
<td>EARL</td>
</tr>
<tr>
<td>OPT-376-103</td>
<td></td>
<td>March 30-April 15</td>
<td>Off Campus</td>
<td>Hodges</td>
</tr>
<tr>
<td></td>
<td></td>
<td>8 sessions</td>
<td>MWF</td>
<td>EARL</td>
</tr>
</tbody>
</table>

### Intermediate STICK Welding Certified Training

Prepare material and perform fillet and groove welds in carbon steel using E7018 electrodes in all positions. Geared toward structural welding code vertical and overhead tests. Passing the certification tests provides an all-position limited thickness AWS D1.1 welder certification. CEUs and Earlbeck Certificate of Completion issued.

Prerequisite: OPT-394 Fundamentals of Welding Certified Training, OCC-344 Welding for Work Stick, or permission of instructor.

*Note: Must be 18 or older to enroll. Fire-retardant pants, shirt, hard-toe boots and safety goggles required. Bring shielded metal arc welding workbook and welding gear to class.*

**Cost:** $2,457 includes $2,107 fee.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Description</th>
<th>Session Dates</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>OPT-395-101</td>
<td>Intermediate STICK Welding Certified Training</td>
<td>Jan. 20-Feb. 7</td>
<td>Off Campus</td>
<td>Hodges</td>
</tr>
<tr>
<td></td>
<td></td>
<td>9 sessions</td>
<td>MWF</td>
<td>EARL</td>
</tr>
<tr>
<td>OPT-395-102</td>
<td></td>
<td>Feb. 17-April 15</td>
<td>Off Campus</td>
<td>Hodges</td>
</tr>
<tr>
<td></td>
<td></td>
<td>18 sessions</td>
<td>MW</td>
<td>EARL</td>
</tr>
<tr>
<td>OPT-395-103</td>
<td></td>
<td>Feb. 18-April 16</td>
<td>Off Campus</td>
<td>Hodges</td>
</tr>
<tr>
<td></td>
<td></td>
<td>18 sessions</td>
<td>TuTh</td>
<td>EARL</td>
</tr>
<tr>
<td>OPT-395-104</td>
<td></td>
<td>Feb. 24-March 13</td>
<td>Off Campus</td>
<td>Hodges</td>
</tr>
<tr>
<td></td>
<td></td>
<td>9 sessions</td>
<td>MWF</td>
<td>EARL</td>
</tr>
<tr>
<td>OPT-395-105</td>
<td></td>
<td>March 30-April 17</td>
<td>Off Campus</td>
<td>Hodges</td>
</tr>
<tr>
<td></td>
<td></td>
<td>9 sessions</td>
<td>MWF</td>
<td>EARL</td>
</tr>
</tbody>
</table>

### Intermediate MIG Welding Certified Training

Prepare material and perform fillet and groove welds in carbon steel in all positions. Practice geared toward structural welding code vertical and overhead tests. Passing the certification tests provides an all-position limited thickness AWS D1.1 welder certification. CEUs and Earlbeck Certificate of Completion issued.

Prerequisite: OPT-394 Fundamentals of Welding Certified Training or permission of instructor.

*Note: Must be 18 or older to enroll. Fire-retardant pants, shirt, hard-toe boots and safety goggles required. Bring GMAW workbook and welding gear to class.*

**Cost:** $2,457 includes $2,107 fee.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Description</th>
<th>Session Dates</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>OPT-396-101</td>
<td>Intermediate MIG Welding Certified Training</td>
<td>Jan. 24-Feb. 7</td>
<td>Off Campus</td>
<td>Hodges</td>
</tr>
<tr>
<td></td>
<td></td>
<td>7 sessions</td>
<td>MWF</td>
<td>EARL</td>
</tr>
<tr>
<td>OPT-396-102</td>
<td></td>
<td>Feb. 28-March 13</td>
<td>Off Campus</td>
<td>Hodges</td>
</tr>
<tr>
<td></td>
<td></td>
<td>7 sessions</td>
<td>MWF</td>
<td>EARL</td>
</tr>
<tr>
<td>OPT-396-103</td>
<td></td>
<td>March 2-April 15</td>
<td>Off Campus</td>
<td>Hodges</td>
</tr>
<tr>
<td></td>
<td></td>
<td>14 sessions</td>
<td>MW</td>
<td>EARL</td>
</tr>
<tr>
<td>OPT-396-104</td>
<td></td>
<td>March 3-April 16</td>
<td>Off Campus</td>
<td>Hodges</td>
</tr>
<tr>
<td></td>
<td></td>
<td>14 sessions</td>
<td>TuTh</td>
<td>EARL</td>
</tr>
</tbody>
</table>
Nail Technician

Nail Technician training consists of four noncredit courses (two theory, two clinical) to be completed in three to six months. Upon successful completion, students are eligible to sit for the Maryland Board of Cosmetology Nail Technician exam. The program is offered in a cohort, lock-step format; students must register for all four courses listed below at the same time. The schedule for the 2020 Winter term is Monday through Thursday, 5-9:15 p.m., Feb. 10 - June 11, at Center of Applied Technology North, located in Severn. Prior to enrolling in the Nail Technician training, students must attend an information session. Call 410-777-2040 for session dates and times. English as a Second Language students must earn a composite score of 310 or better on the level of English Proficiency exam, or successfully complete Capstone Level ESL course work.

Nail Technician: Part 1
Note: The four courses listed under Nail Technician at www.aacc.edu/jobtraining are intended to be taken concurrently. Prior to enrolling in the Nail Technician training, students must attend an information session. Call 410-777-2040 for session dates and times.

Cost: $2,817 includes $607 fee.
SLN-500-101 Feb. 10-Mar. 3 Off Campus Taylor 14 sessions MtuWTh 5-9:15 pm CATN

Nail Technician: Part 2
Note: The four courses listed under Nail Technician at www.aacc.edu/jobtraining are intended to be taken concurrently. Prior to enrolling in the Nail Technician training, students must attend an information session. Call 410-777-2040 for session dates and times.

Cost: $57 includes $7 fee.
SLN-501-101 March 4-April 1 Off Campus Taylor 13 sessions MtuWTh 5-9:15 pm CATN

Nail Technician Clinical: Part 1
Note: The four courses listed under Nail Technician at www.aacc.edu/jobtraining are intended to be taken concurrently. Prior to enrolling in the Nail Technician training, students must attend an information session. Call 410-777-2040 for session dates and times.

Cost: $57 includes $7 fee.
SLN-502-101 April 2-May 4 Off Campus Taylor 16 sessions MtuWTh 5-9:15 pm CATN

Nail Technician Clinical: Part 2
Note: The four courses listed under Nail Technician at www.aacc.edu/jobtraining are intended to be taken concurrently. Prior to enrolling in the Nail Technician training, students must attend an information session. Call 410-777-2040 for session dates and times.

Cost: $57 includes $7 fee.
SLN-503-101 May 5-June 11 Off Campus Taylor 22 sessions MtuWTh 5-9:15 pm CATN
FOOD AND BEVERAGE MANAGEMENT

Bartender
Students who successfully complete HCT-357 Bartending and HCT-351 ServSafe Alcohol Training are eligible for the Bartender continuing education certificate. For information see page 10 or call 410-777-2966.

Bartending
Master the fundamentals of mixing drinks to become a successful bartender. Learn about bar preparation, beverage recipes and customer service. Review safe practices. Textbook information available at AACC Bookstore. CEUs issued.
Note: Must be 21 or older to enroll.
Cost: $335 includes $62 fee.
HCT-357-101 Jan. 27-Feb. 17 Arnold-Main Hawkins
7 sessions MW 6:30-9:30 pm HCAT114

ServSafe Alcohol® Training and Certification
Examine alcohol laws and responsibilities for managers and employees. Review safe practices for serving alcohol and identify how to deal with difficult situations. Students passing the exam will receive the National Restaurant Association Education Foundation ServSafe Alcohol® Advanced certification. Textbook information available at AACC Bookstore. CEUs issued.
Note: Student must purchase textbook prior to first class.
Cost: $90 includes $12 fee.
HCT-351-101 Feb. 19-24 Arnold-Main Hawkins
2 sessions MW 6:30-9:30 pm HCAT114

Food Industry Certifications
Hospitality and Culinary Arts participants in the ManageFirst® Program earn ManageFirst® Program certificates after passing the exam correlating to each topic. These certificates reward students for their accomplishment and serve as a resource in the job search process. Further, industry hiring managers can look for these certificates when seeking top-shelf qualified talent.

Certification in Sanitation
National food safety certification by the National Restaurant Association (NRA) designed for food service professionals. Learn the cause and prevention of food-borne illnesses, maintenance of sanitary conditions and how to implement a Hazard Analysis Critical Control Point (HACCP) system. Study the flow of food from receiving through storage, prep and service. A certification from the NRA is issued to students who satisfactorily complete the course and pass the examination. Textbook information available at AACC Bookstore. CEUs issued.
Note: Students must purchase textbooks prior to first class. All sections also offered for credit, HRM-119.
Cost: $123 includes $7 fee.
HCT-333-101 Jan. 11-18 Off Campus
2 sessions Sa 8:30 am-5 pm HCAT116
HCT-333-102 Feb. 4-11 Arnold-Main Sileo
3 sessions TuTh 5:30-10:30 pm HUM200
Note: For professional cooking students only.

Professional Cooking
Hot Kitchen
Learn cooking fundamentals, knife skills, culinary terminology and equipment usage. Product identification and applied cooking techniques as well as basic fabrication are emphasized. Explore practical sanitation, culinary math, soup, stock and sauce preparation. Prepare food in a commercial kitchen setting; review quality standards.
Corequisites: HCT-333 Baking Kitchen, HCT-361 Prep Kitchen, HCT-362 Restaurant Kitchen. Students are required to take all four Professional Cooking skills classes.
Note: Books and knife kit included. Students must purchase two complete HCAT uniforms from Mercer. Students must register in HCT-333-102 Certification in Sanitation.
Cost: $1,627 includes $627 fee.
HCT-359-101 Feb. 3-April 15 Arnold-Main Rendulic
20 sessions MW 5:30-10:30 pm HUM207

Baking Kitchen
Learn professional bread production, including yeast breads, sweet dough and quick breads. Produce basic doughs, pies, cookies, custards and choux pastry using basic baking principles, bakery procedures and sanitation. Prerequisites: HCT-333 Servsafe Sanitation Certification. Corequisites: HCT-359 Hot Kitchen, HCT-361 Prep Kitchen, HCT-362 Restaurant Kitchen. Note: Students must wear HCAT uniform.
Cost: $1,057 includes $157 fee.
HCT-360-101 Feb. 13-April 21 Arnold-Main
18 sessions TuTh 5:30-10:30 pm HUM207

Prep Kitchen
Develop the skills necessary to prepare soup, stock and sauce using classical cooking methods for a working restaurant. Discuss basic kitchen management techniques including sanitation and organizational skills. Taste and critique recipes prepared in a professional kitchen environment. Prerequisites: HCT-333 Servsafe Sanitation Certification Corequisites: HCT-359 Hot Kitchen, HCT-360 Baking Kitchen, HCT-362 Restaurant Kitchen. Note: Students must wear HCAT uniform.
Cost: $882 includes $282 fee.
HCT-361-101 April 20-June 1 Arnold-Main Rendulic
12 sessions MW 5:30-10:30 pm HUM207

Restaurant Kitchen
Using classical cooking methods, develop skills necessary for station work, plating techniques, banquet foods, casual dining and fine dining in a working restaurant. Discuss and practice basic kitchen management techniques including sanitation and organizational skills. Taste and critique recipes prepared in a professional kitchen environment. Prerequisites HCT-333 Servsafe Sanitation Certification Corequisites: HCT-359 Hot Kitchen, HCT-360 Baking Kitchen and HCT-361 Prep Kitchen. Note: Students must wear HCAT uniform.
Cost: $832 includes $282 fee.
HCT-362-101 April 23-May 28 Arnold-Main
11 sessions TuTh 5:30-10:30 pm HUM207
HEALTH AND MEDICAL

Assisted Living Manager

For caregiver training, see Health in the personal enrichment section, page xx.

Assisted Living Manager

Learn about assisted living residential care management. Examine the basics of business management and operation, admission and discharge criteria, clinical management of residents, service planning, nutrition, food safety, dementia, mental health, behavior management, emergency planning, and how the aging process impacts care. CEUs issued.

Note: 8.0 contact hours/80 CE hours issued.

Meets Maryland Department of Health and Mental Hygiene, Office Health Care Quality licensing regulations.

Cost: $952 includes $57 fee.

ALM-501-101  Feb. 11-March 12  GBTC
10 sessions  TuTh  9 am-6 pm

Certified Medication Technician (CMT)

Learn safe medication administration, medication routes, observing, reporting, recording and documentation.

Note: This course is for students who want to administer medications in the assisted living setting under the supervision of the registered nurse. Students must be at least 18 years old, have a high school diploma or GED, be employed and on the payroll at a Maryland assisted living facility, must pass math and reading comprehension pretest with 70% or higher; must pass feedback exercises with 70% or higher, and safely administer medications with 100% proficiency in classroom, clinical simulation and clinical setting. Upon successful course completion, students must register with the Maryland Board of Nursing. Students must attend and complete 100% of the course to pass. Approval from program coordinator required prior to registration. Students must call 410-777-2560 for appointment.

Cost: $375 includes $23 fee.

ALM-504-101  Jan. 27-Feb. 7  GBTC
5 sessions  MW  9 am-3:30 pm  Kennedy
F  9 am-3:30 pm  XOFF

Basic Life Support, CPR and First Aid

CPR for Health Care Professionals

Health care providers, rescue personnel and lifeguards learn infant, child and adult CPR, use of the automated external defibrillator (AED), mouth-to-mouth, use of barrier devices and bag-mask techniques. CEUs issued.

Note: Students receive a two-year certification. There is no recertification course due to 2015 AHA Guidelines. All health care professionals must take full-day CPR for Health Care Professionals course. Bring textbook “BLS for Health Care Providers” and pocket mask (not face shield) to class. Both available at AACC Bookstore. Read book before class. Dress comfortably. Students who come unprepared may be asked to attend another class.

Cost: $97 includes $19 fee.

NSN-308-101  Jan. 11  Arnold-Main  Hastings
1 session  Sa  9 am-5 pm

NSN-308-102  Feb. 15  Arnold-Main  Hastings
1 session  Sa  9 am-5 pm

NSN-308-103  March 28  Arnold-Main  Hastings
1 session  Sa  9 am-5 pm

Basic Life Support (BLS)

Health Care Provider Skills Testing

Gain hands-on experience of the AHA Basic Life Support (BLS) Health Care Provider course including parts 2 and 3, skills practice and testing. CEUs issued. Prerequisite: Basic Life Support (BLS) Health Care Provider (HCP) Part 1 e-learning course.

Note: Must complete Part 1 before scheduling appointment. Course meets the requirements for obtaining an AHA BLS Health Care Provider course completion card. For information regarding Part 1, visit www.onlineAHA.org. Students must call 410-777-2974 before registering and to schedule skills testing.

Cost: $85 includes $46 fee.

NRN-518-101  Feb. 19  W  Arnold-Main  Hastings
1 session  1:30-3:30 pm

Heart Saver AED

Learn CPR for infants, children and adults and effective use of the automated external defibrillator (AED) to shock the death-producing abnormal heart rhythm of ventricular fibrillation. AEDs can be used successfully by minimally trained emergency personnel, lay responders and family members or co-workers of people at high risk for sudden cardiac death. Textbook information available at AACC Bookstore. CEUs issued.

Note: Student receives a two-year certification. Bring textbook “Heart Saver AED” and pocket mask (not face shield) to class. Both available at AACC Bookstore. Read book before class. Dress comfortably. Students who come unprepared may be asked to attend another class.

Cost: $85 includes $25 fee.

NRG-339-101  Jan. 11  Sa  Arnold-Main  Hastings
1 session  12:30-4:30 pm

NRG-339-102  Feb. 15  Sa  Arnold-Main  Hastings
1 session  12:30-4:30 pm

NRG-339-103  March 28  Sa  Arnold-Main  Hastings
1 session  12:30-4:30 pm

Heartsaver First Aid CPR AED

Child care providers, teachers, camp counselors, security personnel, fitness trainers, lifeguards and any other nonmedical individuals learn adult, infant and child CPR, and choking procedures. Discuss basic first aid, medical emergencies and environmental emergencies. Train to use an automated external defibrillator (AED).

Textbook information available at AACC Bookstore. CEUs issued.

Note: Students receive a two-year certification. Bring textbook “Heartsaver First Aid CPR AED” and pocket mask (not face shield) to class. Both available at AACC Bookstore. Read book before class. Dress comfortably. Students who come unprepared may be asked to attend another class.

Cost: $112 includes $24 fee.

NRN-332-101  Jan. 18  Sa  Arnold-Main  Hastings
1 session  9 am-5 pm

NRN-332-102  Feb. 22  Sa  Arnold-Main  Hastings
1 session  9 am-5 pm

NRN-332-103  March 14  Sa  Arnold-Main  Hastings
1 session  9 am-5 pm

REGISTRATION INFORMATION 410-777-2325
Heart Saver CPR/AED Skills Testing
Gain hands-on experience for the AHA Heart Saver CPR/AED course that includes parts 2 and 3, skills practice and testing. CEUs issued. Prerequisite: Heart Saver CPR/AED Part 1 e-learning course. Note: Must complete Part 1 online before scheduling appointment. Course meets the requirements for obtaining an AHA Heart Saver CPR/AED course completion card. For information regarding Part 1, visit www.onlineAHA.org. Students must call 410-777-2974 before registering and to schedule skills testing.

Cost: $80† includes $24 fee.
NRN-519-101 Jan. 30 Arnold/Main Hastings 1 session Th 9-11 am

Heart Saver First Aid Skills Testing
Gain hands-on experience for the AHA Heart Saver First Aid course that includes parts 2 and 3, skills practice and testing. CEUs issued. Prerequisite: AHA Heart Saver First Aid Part 1 e-learning course. Note: Must complete part 1 online before scheduling appointment. Course meets requirements for obtaining an AHA Heart Saver First Aid course completion card.

For information regarding Part 1, visit www.onlineAHA.org. Students must call 410-777-2974 before registering and to schedule skills testing.

Cost: $75† includes $24 fee.
NRN-520-101 March 24 Arnold/Main Hastings 1 session Tu Noon-2 pm

American Heart Association ACLS
Enhance your skills in treating adult victims of cardiac arrest or other cardiopulmonary emergencies. Learn the importance of basic life support (BLS) CPR with ACLS interventions and effective team interaction and communication strategies during resuscitation emergencies. Designed for health care professionals who direct or participate in the management of cardiopulmonary arrest or other cardiovascular emergencies, including personnel in emergency response, emergency medicine, intensive care and critical care units such as physicians, nurses and paramedics, and others who need an ACLS course completion card. CEUs issued. Note: Two-year AHA certification e-card issued upon successfully completion. Must bring ACLS Provider Manual, available at AACC Bookstore. The website and access code for self-assessment pre-test will be in the textbook. Self-assessment modules must be completed on the AHA student website to identify any gaps in knowledge. Complete and print self-assessment scores; bring them to class with up-to-date BLS CPR card. Students who are unprepared may be asked to attend another class.

Cost: $350 includes $50 fee.
NRN-523-101 Jan. 6-7 MTu 9 am-6 pm
NRN-523-102 Feb. 22-23 MTu 9 am-6 pm
NRN-523-103 March 14-15 MTu 9 am-6 pm

American Heart Association: PALS
Gain the knowledge and skills to recognize and treat critically ill infants at risk for cardiopulmonary arrest. Develop a systematic approach to pediatric assessment and effective respiratory management. Understand skills needed to provide one- and two-person CPR and AED and effective resuscitation team dynamics. Designed for health care providers who respond to emergencies in infants and children, including those in emergency response, emergency medicine, intensive care and critical care units such as physicians, nurses, paramedics and others who need a PALS course completion card. Note: Two-year AHA certification e-card issued upon successfully completion. Must bring PALS Provider Manual, available at AACC Bookstore. Self-Assessment Pre-Test: The website and access code will be located in your textbook. Self-assessment modules must be completed on the AHA student website to identify any gaps in knowledge. Complete and print self-assessment scores; bring them to class with up-to-date BLS CPR card. Students who are unprepared may be asked to attend another class.

Cost: $350 includes $50 fee.
NRN-525-101 Jan. 16-17 MTu 9 am-6 pm
NRN-525-102 Feb. 8-9 MTu 9 am-6 pm
NRN-525-103 March 28-29 MTu 9 am-6 pm
Dental Assisting
Dental Assisting and Radiology are offered as a package of three courses providing the skills to get and keep a job as a dental assistant. Registration in all classes is required.

Dental Assisting and Radiology-Lecture (OPA-348), Dental Assisting and Radiology-Lab (OPA-347) and Career Development for Dental Assistants (OPA-349).

To enroll in the Dental Assisting and Radiology program, you must attend an orientation at AACC in Arnold. The dates and locations can be found at website www.aacc.edu/jobtraining. Click dental assisting.

Expanded Functions: General Chairside
Learn the skills necessary to advance to general chairside dental assisting expanded functions. All clinical practice takes place at student’s place of employment. Textbook information available at AACC Bookstore. CEUs issued. Prerequisites: Students must be graduates of a dental assisting program and obtain a signed agreement verifying an employer’s commitment of clinical support.

Note: 90% attendance required. English as a Second Language students must earn a composite score of 310 or better on the Level of English Proficiency exam or successfully complete Capstone-level ESL coursework. CEUs issued.

Note: 90% attendance is required. Sign up for an information session.

Cost: $876 includes $529 fee.

Dental Assisting and Radiology: Lecture
Learn the basic skills necessary to become an entry-level dental assistant. Define dental anatomy, terminology, instruments and infection control procedures. Prepare for the Dental Assisting National Board’s Radiation Health and Safety exam. Students must enroll in OPA-348 Dental Assisting: Lecture and OPA-347 Dental Assisting and Radiology: Lab, and OPA-349 Career Development. Prerequisite: High school diploma or GED. English as a Second Language students must earn a composite score of 310 or better on the Level of English Proficiency exam or successfully complete Capstone-level ESL coursework. CEUs issued.

Note: 90% attendance is required. Sign up for an information session.

Cost: $847 includes $487 fee.

Dental Assisting and Radiology: Lab
Learn the basic skills necessary to become an entry-level dental assistant. Make impressions, pass instruments, and take dental X-rays. Prepare for the Dental Assisting National Board’s Radiation Health and Safety exam. Students must enroll in OPA-348 Dental Assisting and Radiology: Lecture, OPA-347 Dental Assisting and Radiology: Lab, and OPA-349 Career Development. Prerequisite: High school diploma or GED. English as a Second Language students must earn a composite score of 310 or better on the Level of English Proficiency exam or successfully complete Capstone-level ESL coursework. CEUs issued.

Note: 90% attendance required. Sign up for an information session.

Cost: $847 includes $487 fee.

Career Development for Dental Assistants
Gain skills on how to conduct an effective job search for entry-level work as a dental assistant. Develop a strong résumé, practice interviewing skills and networking. CEUs issued. Corequisite: OPA-348 Dental Assisting and Radiology-Lecture and OPA-347 Dental Assisting and Radiology-Lab.

Cost: $115 includes $32 fee.
Dietary Manager
For information regarding a Dietary Manager continuing education certificate, see page 10.

Management and Supervision for Dietary Managers
Apply management functions and principles to health care supervision at the first and second level of management. Review case studies and role playing. Learn how to conduct in-service training, interviews and counseling sessions. Practice writing job descriptions and procedures equipment justifications. CEUs issued.

Cost: $601 includes $169 fee.
DMA-500-101 Feb. 3-March 12 HYBR/AMIL Campbell
12 sessions MTh 5-8:15 pm AMIL
Note: Section 101 is hybrid with face-to-face meetings 5-8:15 p.m.
momdays and Thursdays, March 23-April 30 at AMIL.

Food Systems Management
Identify the components of food service and customer preferences. Develop quality control standards. Plan menus and recipes. Create budgets using financial control techniques. CEUs issued.

Cost: $618 includes $186 fee.
DMA-501-101 March 23-April 30 HYBR/AMIL Campbell
12 sessions MTh 8 am-noon XOFF

Nursing
Students involved in clinical placement (Licensed Nurse Refresher and Medicine Aide students) are required by the college to complete a criminal background check. Final acceptance in the program shall be contingent upon satisfactory completion of a criminal background check. A separate criminal background check also may be required by a clinical site prior to placement. If a student is denied from a clinical site, due to a background check result, the student shall be dismissed from the program and his/her registration withdrawn from courses related to the program. Students may be dismissed automatically from the program if they have not been truthful or have provided inaccurate information in the application. For information visit www.aacc.edu/programs-and-courses/job-training click on health-care-professions or contact the Continuing Professional Education office cpe@aacc.edu or 410-777-2860. For information regarding a continuing education certificate in Licensed Nurse Refresher and Medicine Aide, see pages 33-34.

Licensed Nurse Refresher Part 1: Theory
RNAs and LPNs with an active or inactive Maryland nursing license planning to re-enter the nursing field, can review medical-surgical nursing topics including anatomy, physiology, major disease pathology, current treatment strategies and legal issues. Study pharmacology, physical assessment, nursing process, documentation and current patient care trends. Textbook information available at AACC Bookstore. CEUs issued. Corequisite: NSN-387 Licensed Nurse Refresher Part 2: Clinical. Note: Approved by the Maryland Board of Nursing. Approval from program coordinator required prior to registration.

Cost: $952 includes $237 fee.
12 sessions SaSu 8 am-5 pm GBTC
Note: Section 101 is hybrid with face-to-face meetings 6-9:45 p.m. Mondays and Wednesdays at GBTC. No class March 16 and 18.

Licensed Nurse Refresher Part 2: Clinical
Gain hands-on experience in a hospital setting as a registered nurse or licensed practical nurse. Practice skills for four weekends in acute medical-surgical nursing and subacute nursing facilities supervised by practicing nursing experts. Dedicate three college lab days to practicing physical assessment and psychomotor skills. Handle patient assignments, complete documentation and care plans, and administer medications. CEUs issued. Corequisite. NRG-306 Licensed Nurse Refresher Part 1: Theory. Note: Registration requires program coordinator’s approval.

Cost: $962 includes $222 fee.
NSN-387-101 March 7-April 26 Arnold-Main Portillo
12 sessions SaSu 7 am-3:30 pm AAMC
Note: No class April 11-12.

Licensed Nurse Refresher: Theory
RNAs and LPNs with active or inactive Maryland nursing license planning to reenter the nursing field can review medical/surgical nursing topics including anatomy, physiology, major disease pathology and treatment strategies. Study pharmacology, physical assessment, nursing process, documentation and patient care trends. CEUs issued.

Note: Online course. Cannot sign up for NSN-387 until after completion of NNR-521. Call 410-777-2860 for information.

Cost: $952 includes $237 fee.
NRN-521-101 Feb.-May 4 HYBR/GBTC Jones
90 sessions M 6-7 pm GBTC
Note: Section 101 is hybrid with face-to-face meetings from 6-7 p.m. Mondays, Feb. 17 and May 4, at GBTC.

Medicine Aide Update
Certified medicine aides receive information on state regulations, new drug and care procedures, and commonly used medications. CEUs issued.

Note: Students who complete will receive a two-year certificate. Prior approval from program coordinator required to register.

Cost: $102 includes $17 fee.
NRG-388-101 March 28 Arnold-Main Hood
1 session Sa 8 am-5 pm
RN, CM/DN Training Program in Assisted Living

Maryland Board of Nursing-approved course required for nurses wanting to be RN case managers or delegating nurses in the assisted living setting. The RN CM/DN meets the requirements to delegate nursing functions including medication administration, and also to supervise the medication technician. The nurse will be authorized to teach the 20-hour Medication Administration Training Program to the Medication Technician (MT) working in the assisted living setting. CEUs issued. Note: Includes light breakfast and work lunch.


Cost: $257 includes $57 fee.

**CNA/GNA/PCT Theory**

Learn to function as a patient care assistant within the health care team through lectures, simulated nursing skills practice in a college laboratory, and clinical practice in the hospital or long-term care facility. Practice selected procedures on other students during lab. Approved by Maryland Board of Nursing as meeting Certified Nursing Assistant requirements. Endorsed by Maryland Department of Health and Mental Hygiene as meeting requirements for the Geriatric Nursing Assistants (GNA) state registry exam. Fee required for the state registry exam. CEUs issued. Corequisite: OPA-346 Career Development, NRN-334 CNA/GNA/PCT Skills Lab/Clinical.

Note: Prior to enrolling, students must attend an information session. Call 410-777-7387 for session dates and times.

Cost: $644 includes $282 fee.

**Career Development for CNA/GNA/PCT**

Acquire skills on conducting an effective job search for entry-level work. Develop a strong résumé, practice interviewing skills and learn how to find a job online. CEUs issued. Corequisites: NRN-333 CNA/GNA/PCT Theory, NRN-334 CNA/GNA/PCT Skills Lab/Clinical.

Cost: $115 includes $30 fee.

**Physical Therapy/ Occupational Therapy**

The following clinical continuing education courses are for physical and occupational therapy professionals and other health care professionals. A copy of professional certification or licensure as a health care provider is required at the first class meeting. Students are responsible for determining if the course content is within the scope of practice for their profession as determined by their regulatory board or agency. All courses approved by the Maryland State Board of Physical Therapy Examiners and Maryland State Board of Occupational Therapy Practice are noted following the course description. Information about courses for physical and occupational therapists, visit www.aacc.edu/programs-and-courses/job-training and click on Health Care Professions.

**Arthritis: Rehabilitation Strategies**

Learn rehabilitation strategies and therapeutic exercises for individuals with arthritis. Differentiate between osteoarthritis and rheumatoid arthritis and examine the drug regimens for each. Learn how to determine the appropriate functional tests. Discuss how various arthritic conditions can affect therapeutic exercise considerations. CEUs issued. Note: Approved by the Maryland Board of Physical Therapy Examiners and the Maryland Board of Occupational Therapy Practice for 0.7 CEUs or 6 contact hours.

Cost: $135 includes $12 fee.

**Manual Skills Techniques for Therapists**

Learn appropriate manual skills and mobilization techniques for connective tissue disorders and postural dysfunctions. Explore common connective tissue pathologies and changes. Review the anatomy and pathophysiology of muscles, tendons and ligaments. Develop home exercise programs. CEUs issued. Note: Approved by the Maryland State Board of Physical Therapy Examiners and the Maryland State Board of Occupational Therapy Practice for 15 contact hours for 1.5 CEUs.

Cost: $170 includes $12 fee.

**SEARCH ONLINE OFFERINGS**

**Health and Medical**

**HTH-575 Become an Optical Assistant**

Search www.ed2go.com/aacc or see pages 84-85 for information.
Social Work and Counseling

Human Services courses are designed to meet the continuing education needs of social workers, counselors, therapists, psychologists and other mental health professionals. Individual courses may be approved by the Maryland Board of Social Work Examiners (Category 1), the Maryland Board of Professional Counselors and Therapists for Category “A” CEUs and/or the Maryland Board of Examiners of Psychologists (Category A). Check with individual licensing board(s) to verify if subject matter meets continuing education requirements for your licensure certification. For information about these Health and Human Services courses, call 410-777-7085 or visit www.aacc.edu/programs-and-courses and click Browse Credit Fields of Interest.

Family Counseling in Military and Veteran Populations

Examine the diverse military family structure. Explore challenges facing military families such as relocation, deployment and separation, injury, grief and loss, addiction and intimate partner violence. Apply family counseling techniques and processes to facilitate change within the familial relationships. Textbook information available at AACC Bookstore. CEUs issued.

Cost: $355 includes $7 fee.
HNS-311-101 Jan. 22-March 15 ONLN WB

Assessment of Psychological Trauma in Military and Veteran Populations

Explore the etiology and assessment of trauma in the military and veteran populations. Review assessment strategies, such as clinical interviews and tools related to screening for and diagnosing trauma-related disorders. Utilize assessment tools to screen and assess persons working in the military and veterans for trauma related disorders.

Cost: $355 includes $7 fee.
HNS-314-101 March 23-May 17 ONLN WB

Trauma Informed Care

Examine the concept of trauma, its prevalence among human service organization clients and its profound effect on client outcomes. Recognize sources such as childhood neglect, homelessness, drug addiction, mental illness, sexual abuse, frequent incarceration and others. Apply effective care practices and strategies.

Cost: $239 includes $7 fee.
HNS-316-101 Jan. 22-March 15 ONLN WB
Note: Section 101 is hybrid with mandatory, face-to-face meetings from 5:30-7:30 p.m. Feb. 3, 13 and March 2 at AMIL 312.

Treatment of Psychological Trauma in Military and Veteran Populations

Explore clinical treatment interventions and strategies of trauma-related disorders in military and veteran populations including cognitive-behavior therapy, group therapy, eye movement desensitization and reprocessing (EMDR), technology-based interventions, family and couples counseling, hypnosis and psycho-pharmacology. Textbook information available at AACC Bookstore. CEUs issued.

Note: All sections also offered for credit, HUS-232.
Cost: $355 includes $7 fee.
HNS-313-101 March 23-May 17 ONLN WB

Sterile Processing

For information regarding a continuing education certificate in Central Sterile Processing Technician, see page 35.

Central Sterile Processing Technician

Discuss the role of the central sterile processing technician. Learn rules and regulations of working in health care. Examine how central service is involved in controlling infections in hospitals. Practice identifying and selecting appropriate equipment. CEUs issued. Textbooks, background check and drug screens included in fee. Prerequisites: High school diploma or GED and attendance at orientation. Corequisite: OPA-337 Career Development.

Note: Full attendance and passing the final exam required. Students must successfully complete OPA-337 to be eligible for an externship. English as a Second Language students must earn a composite score of 310 or better on the Level of English Proficiency exam, or successfully complete Capstone Level ESL coursework.

Students must attend an information session prior to enrolling in the program. Go to www.aacc.edu/job-training and click the link for Sterile Processing. Student must apply to take externships; A limited number are offered and students will be selected. If selected students must register and pay for externships: STP-505, STP-506, STP-507 and STP-508.

Cost: $2,060 includes $260 fee.
STP-500-101 Feb. 22-May 16 CCPT
12 sessions Sa 9:15 am-4:45 pm
CAREER AND PROFESSIONAL TRAINING

REAL ESTATE

Visit www.aacc.edu/jobtraining and click the Real Estate link for information.

Licensure Preparation

Real Estate Principles
Explore real estate practices, ethics, laws and environmental concerns. Completion of 60 clock hours meets the Maryland Real Estate Commission’s requirements to apply for a real estate license. Certification requires full attendance on all class dates to sit for license. Textbook information available at AACC Bookstore. CEUs issued.

Note: 60 hours of classroom attendance and passing the final exam required.

Cost: $565 includes $7 fee.
15 sessions Tu/Th 5:45-10 pm

Home Inspector
Learn how to conduct inspections of homes, condos and other residential dwellings to receive a Maryland home inspector license. Textbook information available at AACC Bookstore. CEUs issued.

Note: 77 hours of classroom attendance and passing the final exam required. Approved by the Maryland Commission of Real Estate Appraisers and Home Inspectors to provide home inspector prelicensing training. Previous construction industry experience preferred.

Cost: $843 includes $12 fee.
RLT-587-101 Feb. 3-April 2 GBTCC Brown
24 sessions MTh/FTh 6:30-9:40 pm

TEACHING CERTIFICATIONS

ESL Instructor

For information regarding a continuing education certificate in Introduction to Teaching ESL see page 11 or call 410-777-2901.

Introduction to Teaching ESL
Prepare to teach ESL students in academic, community and workplace settings. Learn the theory of the communicative language teaching approach and its application to second-language teaching and learning. Discuss language skills, assessment and classroom management. Create a portfolio including lesson plans, list of ESL resources and classroom activities. Textbook information available at AACC Bookstore. CEUs issued. Prerequisite: Eligible for ENG-111 Composition and Introduction to Literature 1 or permission of department chair.

Note: Does not certify participants to teach ESL in Anne Arundel County public schools.

Cost: $157 includes $7 fee.
ESL-380-101 Jan. 27-May 11 Arnold-Main
15 sessions M 5:30-8:30 pm

Teaching ESL/EFL Vocabulary

Discover a precise, effective way to help students learn English vocabulary. Explore different types of vocabulary and ways to assess students’ vocabulary knowledge. Discuss learning strategies that help students build academic and technical vocabulary. CEUs issued.

Prerequisite: Complete ESL-380 Introduction to Teaching ESL.

Note: Only offered online via AACC-LMS.

Cost: $157 includes $7 fee.
ESL-382-101 Jan. 13-Feb. 23 
ONLN WB

Teaching ESL/EFL Grammar

Examine grammar as a 3-D process that is useful in bringing coherence, cohesion and texture to writing and speech. Explore the definitions of grammar, differences between patterns and rules, and how to help students overcome grammar challenges. CEUs issued. Prerequisite: Completion of ESL-384 Teaching ESL/EFL Reading.

Note: Only offered online via AACC-LMS.

Cost: $157 includes $7 fee.
ESL-383-101 Feb. 24-April 5 
ONLN WB

INTERESTED IN TEACHING FOR US?

We are constantly seeking individuals with the expertise and interest in teaching in our wide variety of courses and programs.

If you think you have what it takes to join our team, call 410-777-2325 or email iscenter@aacc.edu.

Career Development
Learn to conduct an effective job search for entry-level work. Develop a strong résumé, practice interviewing skills and learn how to find a job online. CEUs issued. Corequisite: STP 500 Central Sterile Processing Technician.

Cost: $115 includes $32 fee.
OPA-337-101 March 30-April 27 HYBR/CCPT Battle
6 sessions M 9-11 am CCPT
Note: Section 101 is hybrid with mandatory, face-to-face meetings 9-11 a.m. March 30 and April 6, 13, 20 and 27 at CCPT.

OPA-337-102 March 30-April 27 HYBR/CCPT Battle
4 sessions M 6-8 pm CCPT
Note: Section 102 is hybrid with mandatory, face-to-face meetings from 6-8 p.m. March 30 and April 27 at CCPT.
Teaching ESL/EFL Reading
Discover practical techniques and methods for teaching reading in any ESL or EFL environment. Explore effective strategies for intensive and extensive reading and improving reading comprehension and rate. Learn about assessment options. CEUs issued. Prerequisite: Completion of ESL-382 Teaching ESL/EFL Vocabulary. Note: Only offered online via AACC-LMS.
Cost: $157 includes $7 fee.
ESL-384-101 Feb. 3-March 15 ONLN WB

Fitness Instructor
Visit us at www.aacc.edu/programs-and-coursesjob-training and click on fitness-certifications. For fitness and recreation courses, see page 67.

Personal Fitness Trainer Certification
Study the principles of strength conditioning, aerobic conditioning and cross training. Learn fitness testing, how to determine body composition, injury prevention and identification, plus marketing, motivation and designing individual fitness programs. Includes certification exam. Study guide available at AACC Bookstore. CEUs issued. Note: Offered in partnership with American Aerobic Association International/International Sports Medicine Association. Study guide recommended. Read before class.
Cost: $112 includes $82 fee.
CFR-575-101 Jan. 25 AMIL Cannon
1 session 5a 10 am-6 pm
CFR-575-102 March 14 AMIL Cannon
1 session 5a 10 am-6 pm

Fitness Management Training
Learn about the beliefs, attitudes and behaviors that influence membership purchase and member retention, differences between a member and a customer, and strategies for branding, marketing and selling memberships. Gain skills on how to develop effective programming, financial management, types of facilities and equipment, and managing risks and liabilities. CEUs awarded. Note: Textbook required. Contact Laura Howard lehoward1@aacc.edu for textbook information. Offered in partnership with World Instructor Training Schools (W.I.T.S.), Approved for 36 W.I.T.S. CECs and 3.6 IACRCEUs.
Cost: $499 includes $406 fee.
FIT-512-101 Feb. 1-March 1 ONLN WB

Sports Nutrition Consultant Certification
Learn in-depth principles of nutrition to help sports clients with specific dietary and nutritional needs. Discuss nutritional research, herb and vitamin supplements, and body composition testing. Explore links between nutrition and athletic performance and types of diet plans. Includes written exam. Study guide available at AACC Bookstore. CEUs issued. Note: Offered in partnership with American Aerobic Association International/International Sports Medicine Association. Study guide recommended. Read before class.
Cost: $112 includes $82 fee.
CSS-586-101 Feb. 29 AMIL Cannon
1 session 5a 10 am-6 pm

Teacher Professional Development
AACC’s TEACH Institute offers a wide range of online courses for teachers, child care providers, parents and other caregivers through a partnership with ed2go.
Online courses provide a convenient and economical approach to learning. Take the short interactive quiz “Are Online Learning Courses Right for Me?” at www.aacc.edu/online to help you decide if this option fits your learning needs. All courses require internet access, email and Internet Explorer or other browser. Visit www.ed2go.com/aacc to view the entire online course inventory and for course information including description and cost, and access and registration instructions.
For information about these and other teacher professional development classes, including how to register, call 410-777-2981.

Energizing your Presentations
Examine the principles of effective presentation design. Explore basic principles of the teaching-learning process. Discover how to optimize learning through the pedagogical process. Practice how to actively engage participants in the learning process. No textbook required. CEUs issued. Note: Online course. All sections also offered for credit, EDU-217.
Cost: $123 includes $7 fee.
TAD-303-101 March 23-April 26 ONLN WB

For information about these and other teacher professional development classes, including how to register, call 410-777-2981.

Educator Portfolio Development
Learn about setting the purposes of the portfolio, then selecting artifacts to support and enhance that purpose. Develop skills needed to identify, analyze and reflect on artifacts appropriate for inclusion in a portfolio which documents accomplishments and talents. Examine the alignment and organization of artifacts to reflect growth and learning that have occurred as a result of the creation of each artifact. CEUs issued. Note: Online course. All sections also offered for credit, EDU-230.
Cost: $123 includes $7 fee.
TAD-308-101 Feb. 3-March 8 ONLN WB

Strategies for Teaching Adults with Diverse Needs
Investigate and analyze a variety of learning styles, disabilities, backgrounds and instructional strategies for meeting the needs of all learners. Examine topics such as brain research and multiple intelligences pertaining to teaching adults with diverse needs. No textbook required. CEUs issued. Note: Online course. All sections also offered for credit, EDU-213.
Cost: $123 includes $7 fee.
TAD-303-101 March 23-April 26 ONLN WB

NEW COURSES ADDED DAILY, VISIT WWW.AACC.EDU/NONCREDIT
Technology for Educators
Survey technologies for educational learning environments. Examine the issues and challenges of making informed and creative decisions regarding the instructional use of technology. Learn about the integration of technologies to enhance the instructional process by increasing engagement and appealing to multiple learning styles. Textbook information available at AACC bookstore. CEUs issued.
Note: Online course. All sections also offered for credit, EDU-216.
Cost: $123 includes $7 fee.
TAD-305-101 March 23-April 26 ONLN WB

Management Strategies in the Classroom
Examine classroom management strategies for developing a climate of success. Explore integration of effective teaching techniques with appropriate classroom strategies. Learn about classroom and lesson planning, principles of effective teaching techniques with appropriate classroom strategies and the importance of teacher-student relationships. Textbook information available at AACC Bookstore.
CEUs issued.
Note: Online course. All sections also offered for credit, EDU-271.
Cost: $123 includes $7 fee.
TAD-310-101 March 23-April 26 ONLN WB

VETERINARY ASSISTING

Veterinary Assistant 1: Outpatient, Diagnostics and Pharmacy
Learn basic components of office and exam room protocols plus outpatient, diagnostic, pharmaceutical and radiographic procedures as performed by an entry-level veterinary assistant. CEUs issued. Corequisite: CCS 534 Veterinary Assistant 2: Inpatient, Surgery and Emergency. Students must enroll in OPA-353 Career Development.
Note: Call 410-777-2970 or 410-777-7387 prior to registration.
Cost: $584 includes $131 fee.
15 sessions TuTh 6-9:15 pm

Career Development for Veterinary Assistants
Learn to conduct an effective job search for entry-level veterinary assistant positions. Develop a strong résumé, and practice interviewing skills and networking. CEUs issued. Corequisite: CCS-533 “Veterinary Assistant 1” and CCS-534 “Veterinary Assistant 2”
Cost: $115 includes $32 fee.
OPA-353-101 Feb. 10-March 9 HYBR/Arnold-Main
4 sessions M 5:30-7:30 pm
Note: Section 101 is hybrid with mandatory, face-to-face meetings 5:30-7:30 p.m. Feb. 10 and March 9.
Ready to launch or build your career?

Explore the workforce training certificate programs featured in this schedule.

Try our Career Coach

- An interactive tool to find a career with staying power and earning potential
- Considering a career move but unsure of which options are best for you? Career Coach is just the ticket for fine tuning your career decisions.
- Get the Career Coaching you need today online at aacc.emsicc.com.

For information visit https://aacc.emsicc.com.
BASIC EDUCATION

ADULT BASIC SKILLS (ABS)

ABS classes are designed for students who do not have a high school diploma and need to review and improve basic skills in math, science, social studies and reasoning through language arts. Students in ABS classes may be referred to the GED Ready™ practice test or the class, Mathematical Reasoning for the GED® once qualifying scores have been achieved.

To be eligible for FREE ABS classes, students must be 18 or older and officially withdrawn from high school. Call 410-777-1823 to schedule an appointment for an orientation prior to starting class.

For information, visit www.aacc.edu/basicskills or call 410-777-1823.

Note: Not all classes may be offered each term.

GENERAL EDUCATIONAL DEVELOPMENT (GED)

GED READY™

GED Ready™ (Practice Test) is half the length of the actual GED® tests and includes questions similar in content, difficulty, and format to the actual tests. This is an excellent predictor of how you may perform on the official tests. After completing the GED Ready™, staff will meet with you to discuss your scores and make recommendations.

To be eligible to take the GED Ready™ (practice test), you must first attend an orientation session and receive qualifying scores. Call 410-777-1823 to schedule your orientation.

MATHEMATICAL REASONING FOR THE GED® CLASS

Prepare for the 2014 GED® Test by taking the class, Mathematical Reasoning for the GED®. This math class is designed to review math skills needed for the GED® test and will provide instruction in number sense and operations, data analysis, algebra, geometry, and test taking strategies.

Enrollment requires instructor recommendation and qualifying scores on the GED Ready™.

These classes are funded by a grant from Maryland Literacy Works and the U.S. Department of Education.

COLLEGE AND CAREER COUNSELING

Meet with a counselor to plan for your future. Explore career pathways, continuing education and job training opportunities, and start your job search.

The total cost of this project is $697,519, of which 49% ($344,894) is funded through the U.S. Department of Education, 31% ($213,121) is funded through the Maryland Department of Labor, and 20% ($139,504) is supported by Anne Arundel Community College.
ENGLISH LANGUAGE LEARNING
AACC offers a comprehensive ELL program with a variety of courses at the Low Intermediate, High Intermediate, Advanced and Capstone levels. Courses are designed to provide students with the English language skills they need for success at work, in the community or for academic purposes. For information, call the ELL office 410-777-2901 or visit www.aacc.edu/esl.

INFORMATION FOR NEW STUDENTS
New students must:
- Submit a credit application to the admissions office.
- Take the Accuplacer-ESL placement test.
- Get advice about ELL courses.
- Register for courses.
- Pay tuition.

ESL PLACEMENT TEST
The Accuplacer-ESL placement test is offered at the following locations:

AACC AT ARUNDEL MILLS
Testing Center, Room 112
Call 410-777-1915 for testing hours.

ARNOLD
Testing Center, Student Union Building Room 240
Call 410-777-2375 for testing hours.

GLEN BURNIE TOWN CENTER
Testing Center, Room 208
Call 410-777-2906 for testing hours.

ELL ADVISING SERVICES
GBTC/ ARUNDEL CENTER NORTH
8:30 a.m.-4:30 p.m. Monday-Friday
Room 401

ELL REGISTRATION
Registration services for ELL courses are available at the following locations:

AACC AT ARUNDEL MILLS
STUDENT SERVICES CENTER
8:30 a.m.-8 p.m. Monday-Thursday
8:30 a.m.-4:30 p.m. Friday

STUDENT SERVICES CENTER, FIRST FLOOR
8:30 a.m.-8 p.m. Monday-Thursday
8:30 a.m.-4:30 p.m. Friday

FORT MEADE
Call 301-677-6421 for appointment and location. Military ID required.

GLEN BURNIE TOWN CENTER, ARUNDEL CENTER NORTH
Student Services, second floor
8 a.m.-8 p.m. Monday-Thursday
8 a.m.-4 p.m. Friday

For information about ELL advising and registration, call the ELL office, 410-777-2901.

TUITION
Tuition costs include registration fees. Cash, check, ATM, American Express, Discover, Visa or MasterCard accepted. For information call the ESL office at 410-777-2901.

ENGLISH BASIC SKILLS
The English Basic Skills courses are for students who are just beginning to study English. These classes integrate listening, speaking, reading and writing skills. Students develop English language skills for everyday life. A grant from the state of Maryland allows the college to offer English Basic Skills courses at no cost to students who reside in Maryland. For information call the ELL office at 410-777-2901 or visit www.aacc.edu/esl.

BROCK BRIDGE ELEMENTARY SCHOOL
405 Brock Bridge Road, Laurel MD 20724
5:30-7:30 p.m. Tuesday/Thursday

BROOKLYN PARK SENIOR CENTER
Location to be determined.
9:30-11:30 a.m. Wednesday

EDGЕWАRTER ЕL ЕМЕNТАRу SСHООL
121 Washington Road, Edgewater, MD 21037
6-8 p.m. Tuesday/Thursday

LULA G. SCOTT COMMUNITY CENTER
6243 Shady Side Road, Shady Side, MD 20764
9:30 a.m.-noon Monday/Wednesday

MARYLAND CITY/RUSSETT BRANCH LIBRARY
3501 Russell Common, Laurel, MD 20724
6-8:30 p.m. Tuesday/Thursday

MOUNT OLI VE COMMUNITY CENTER
2 Hicks Ave., Annapolis, MD 21401
9 a.m.-noon Monday-Thursday
6-8:30 p.m. Monday/Wednesday
6-8:30 p.m. Tuesday/Thursday
6 a.m.-noon Friday

ODENTON REGIONAL LIBRARY
1325 Annapolis Road, Odenton, MD 21113
6-8:30 p.m. Monday/Wednesday

PI P MO Y Е R RЕСЕ RА TION CENTER
273 Hilltop Lane, Annapolis, MD 21403
9 a.m.-noon Saturday

NORTH COUNTY HIGH SCHOOL
10 E., First Ave., Glen Burnie, MD 21061
5:30-7:30 p.m. Monday/Wednesday

New courses added daily, visit www.aacc.edu/noncredit

ENGLISH for Academic Purposes
For information regarding a continuing education certificate in English for Academic Purposes, see page 11.

AACC has designed this program in order to effectively transition ELL students into college credit courses. All students will be placed into the program based on their Accuplacer-ESL placement scores and writing samples. For information, call the ELL office at 410-777-2901 or visit www.aacc.edu/esl.

(60-hour classes, except for ELL-319)

Cost:
- $427 for residents of Anne Arundel County
- $437 for residents of other Maryland Counties
- $872 for those paying out of state rate

Low Intermediate Grammar and Writing
Apply the rules of grammar to academically written paragraphs. Study using the present, past and future verb tenses. Identify and use modals to express ability, advice and necessity. Focus on correct sentence structure. Apply skills to writing four types of well-organized paragraphs. Textbook information available at AACC Bookstore. CEUs issued.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Location</th>
<th>Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELL-310-201</td>
<td>Low Intermediate Grammar and Writing</td>
<td>GBTC</td>
<td>Jan. 22-May 11</td>
</tr>
<tr>
<td>30 sessions</td>
<td></td>
<td></td>
<td>11 a.m.-1 p.m.</td>
</tr>
<tr>
<td>ELL-310-202</td>
<td>Low Intermediate Grammar and Writing</td>
<td>GBTC</td>
<td>Jan. 22-May 11</td>
</tr>
<tr>
<td>30 sessions</td>
<td></td>
<td></td>
<td>5:15-7:15 pm</td>
</tr>
</tbody>
</table>

Low Intermediate Reading
Develop reading strategies to increase reading speed and comprehension of academic texts. Differentiate main ideas from supporting details. Expand reading to include fiction and nonfiction texts. Understand and retain vocabulary. Textbook information available at AACC Bookstore. CEUs issued.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Location</th>
<th>Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELL-311-201</td>
<td>Low Intermediate Reading</td>
<td>GBTC</td>
<td>Jan. 22-May 11</td>
</tr>
<tr>
<td>30 sessions</td>
<td></td>
<td></td>
<td>8:45-10:45 am</td>
</tr>
<tr>
<td>ELL-311-202</td>
<td>Low Intermediate Reading</td>
<td>GBTC</td>
<td>Jan. 22-May 11</td>
</tr>
<tr>
<td>30 sessions</td>
<td></td>
<td></td>
<td>7:30-9:30 pm</td>
</tr>
</tbody>
</table>

Low Intermediate Listening and Pronunciation
Learn to communicate clearly through correct pronunciation and use of sounds, stress, rhythm and intonation. Practice pronunciation with various communicative activities. Develop vocabulary and effective speaking skills. Textbook information available at AACC Bookstore. CEUs issued.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Location</th>
<th>Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELL-312-201</td>
<td>Low Intermediate Listening and Pronunciation</td>
<td>GBTC</td>
<td>Jan. 28-April 23</td>
</tr>
<tr>
<td>24 sessions</td>
<td></td>
<td></td>
<td>9:11:30 am</td>
</tr>
<tr>
<td>ELL-312-202</td>
<td>Low Intermediate Listening and Pronunciation</td>
<td>GBTC</td>
<td>Jan. 28-April 23</td>
</tr>
<tr>
<td>24 sessions</td>
<td></td>
<td></td>
<td>6:8:30 pm</td>
</tr>
</tbody>
</table>
High Intermediate Grammar
Continue building grammar skills with present, past and future verb tenses. Express ideas in the present perfect. Form comparisons using adjectives and adverbs. Expand use of nouns and pronouns accurately in academic speech and writing. Textbook information available at AACC Bookstore. CEUs issued.

ELL-314-201
30 sessions
MW
Jan. 22-May 11
Arnold-Main

ELL-314-202
30 sessions
MW
7:30-9:30 pm

High Intermediate Reading and Writing
Learn to read critically to improve comprehension of academic texts. Focus on the reading process to compose four academic paragraphs and two essays in response to reading texts. Increase academic vocabulary using decoding skills and analysis of grammar and syntax. Textbook information available at AACC Bookstore. CEUs issued.

ELL-315-201
30 sessions
TuTh
Jan. 28-April 2
Arnold-Main

ELL-315-202
30 sessions
TuTh
6-8:30 pm

High Intermediate Listening and Presentations
Expand listening and speaking skills for academic purposes. Develop discussion strategies and participate in group activities. Learn to prepare and deliver effective academic presentations using technology, secondary sources and appropriate academic vocabulary. Textbook information available at AACC Bookstore. CEUs issued.

ELL-316-201
24 sessions
TuTh
Jan. 27-March 4
Arnold-Main

ELL-316-202
24 sessions
TuTh
11 am-1:15 pm

Advanced Grammar
Express ideas using the present perfect and past perfect verb tenses. Increase proficiency using a variety of verb forms, passive voice and discourse connectors in academic writing. Compose complex sentences using adjectives and noun clauses. Review and expand understanding of gerunds and infinitives. Textbook information available at AACC Bookstore. CEUs issued.

ELL-317-201
16 sessions
Sa
8:30 am-12:30 pm

ELL-317-202
30 sessions
MW
8:45-10:45 am

Advanced Reading and Writing
Apply reading skills and strategies to improve comprehension of academic texts. Learn to identify rhetorical patterns of textual organization. Use the writing process to compose three academic essays in response to reading texts. Practice summarizing and paraphrasing information from outside sources. Textbook information available at AACC Bookstore. CEUs issued.

ELL-318-201
12 sessions
Sa
9:15-10:30 am

ELL-318-202
24 sessions
TuTh
8-9:30 am

Capstone Grammar and Editing
Master complex grammatical structures used in college-level work. Use verb forms, conditionals, passive voice, and adjective and noun clauses in academic writing. Focus on editing and developing vocabulary related to formal academic writing. Textbook information available at AACC Bookstore. CEUs issued.

ELL-319-201
12 sessions
Sa
9-1:15 pm

ELL-319-202
24 sessions
MW
10-11:30 am

Capstone Reading and Writing
Prepare for college academic work by developing critical reading skills. Incorporate critical thinking into three academic essays. Develop research skills and produce a career portfolio. Textbook information available at AACC Bookstore. CEUs issued.

ELL-320-201
12 sessions
Sa
6-7:45 pm

REGISTRATION INFORMATION 410-777-2325

Interactive English
Interactive English courses are for students at the intermediate through advanced levels who want to practice and improve upper-level language skills while exploring a variety of contemporary topics. These classes integrate listening, speaking, reading and writing skills for interpersonal and professional communication.

(30-hour classes)
U.S. citizens and permanent U.S. immigrants who are:
• Residents of Anne Arundel County: $122
• Residents of other Maryland counties: $132
• Residents of other states: $262

Interactive English for Advanced Students 1A
Develop upper-level language skills. Practice vocabulary building, effective reading and writing, and strategies for listening and speaking. Engage in interactive activities while exploring a variety of contemporary topics. Strengthen grammar skills. Textbook information available at AACC Bookstore. CEUs and digital badge issued.

ELL-371-101
12 sessions
TuTh
9:30 am-noon

ELL-371-102
12 sessions
Sa
6-8:30 pm

Interactive English: Intermediate Students 1A
Practice intermediate-level reading, writing, listening and speaking. Participate in interactive activities while exploring contemporary topics. Develop grammar skills and apply new vocabulary appropriately. Learn strategies and techniques for communicating effectively in English.

Cost: $129 includes $7 fee.

ELL-301-101
12 sessions
MW
9:30 am-noon

ELL-301-102
12 sessions
TuTh
6-8:30 pm

ELL-373-101
12 sessions
Jan. 27-March 4
Arnold-Main

ELL-373-102
12 sessions
Sa
9-12:30 pm

Cost includes fees for students who are:
• U.S. citizens and permanent U.S. immigrants
• Residents of Anne Arundel County: $227
• Residents of other Maryland counties: $132
• Residents of other states: $452 for residents of other states.

Note: Cost, including fees, is $217 for county residents, $227 for residents of other Maryland counties and $452 for residents of other states.
GET ELECTRONIC UPDATES ABOUT AACC

Sign up to have closing, delays and other important updates delivered to you electronically.
www.aacc.edu/stayinformed

NONCREDIT FINANCIAL ASSISTANCE

Need job training, but not ready to pay the full tuition in advance?
Learn more about AACC’s Continuing Education Payment Plan at
www.aacc.edu/costs-and-paying
**Pop-Up Classes**

Invite your friends, family or coworkers to a new kind of get-together!

Do something you all will enjoy!

Plan a day or evening class at AACC now.

Pop-Up Class topics include:

- Casino Games (learn to play)
- Cooking and Culinary Arts
- Dance
- Decorative Arts
- Floral Design
- Genealogy
- Jewelry Making
- Painting
- Wine, Beer and Spirits

Or tell us what you and your group would like to do!

Call 410-777-2325 for information on Pop-Up Classes!
Arts, Dance, Music and Theater .................. 45-52
Automotive ........................................ 53
Casino ................................................ 53
College Test Preparation ..................... 53
Communication ................................. 53
Food and Beverage ............... 54-58
History and Heritage ..................... 59
Home and Lifestyle ................. 60-63
Parenting One-on-One ........... 64
Peer Learning Partnership ........ 64
Photography ............................... 66
Recreation and Fitness ....... 67-68
World Languages ................. 68-72
Writing ......................................... 72

**Arts, Dance, Music and Theater**

For information about continuing education art courses, shows and events, visit [www.aacc.edu/personalenrichment](http://www.aacc.edu/personalenrichment) and click on Arts and Crafts. Courses are arranged alphabetically by topic. For photography classes see page 66.

**Ceramics**

**Basic Pottery Wheel**
Learn the basics of wheel-thrown pottery in a studio setting. Use stoneware clay and electric wheels to practice centering and forming basic shapes such as bowls, cylinders and plates. Learn the properties of clay, terminology and decorative glazing techniques.

*Note: First 20 pounds of clay and one firing included. Bring basic pottery tool kit, small bucket and sponge to class. Wear old clothes, apron and closed-toe shoes. Offered in partnership with Chesapeake Arts Center.*

**Cost:** $280† includes $230 fee.

<table>
<thead>
<tr>
<th>Course</th>
<th>Dates</th>
<th>Location</th>
<th>Days</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASC-300-101</td>
<td>Jan 22-May 6</td>
<td>Arnold-Main</td>
<td>TuTh</td>
<td>11 am-12:50 pm</td>
</tr>
<tr>
<td>ASC-300-102</td>
<td>Jan 27-May 11</td>
<td>Arnold-Main</td>
<td>Thu</td>
<td>Noon-1:45 pm</td>
</tr>
<tr>
<td>ASC-300-103</td>
<td>Feb 8-May 17</td>
<td>Arnold-Main</td>
<td>Sa</td>
<td>9 am-1 pm</td>
</tr>
</tbody>
</table>

**Ceramics 2**
Develop a personal artisic direction through interpretation of assigned projects. Study glaze mixing, formulation, kiln-loading and firing. Learn through individual studio work, slide lectures, field trips and critiques. CEUs issued. Prerequisite: ART-145 Ceramics 1, ART-145H or permission of department chair.

*Note: All sections also offered for credit, ART-146.*

**Cost:** $415 includes $67 fee.

<table>
<thead>
<tr>
<th>Course</th>
<th>Dates</th>
<th>Location</th>
<th>Days</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASC-300-101</td>
<td>Jan 22-May 6</td>
<td>Arnold-Main</td>
<td>TuTh</td>
<td>11 am-12:50 pm</td>
</tr>
<tr>
<td>ASC-300-102</td>
<td>Jan 27-May 11</td>
<td>Arnold-Main</td>
<td>Thu</td>
<td>Noon-1:45 pm</td>
</tr>
<tr>
<td>ASC-300-103</td>
<td>Feb 8-May 17</td>
<td>Arnold-Main</td>
<td>Sa</td>
<td>9 am-1 pm</td>
</tr>
</tbody>
</table>

**Crafts and Sewing**

**T-shirt Lap Quilt**
Use a “quilt as you go” method for constructing a personalized lap quilt. Practice cutting techniques, layer elements for each square, quilt, then assemble and sew. Prerequisite: WMI-336 So Simple Sewing or permission of instructor.

*Note: Students supply nine T-shirts, cotton fabric, thread and batting. Call 410-777-2904 for supply information. Sewing machine and all other supplies provided.*

**Cost:** $104† includes $32 fee.

<table>
<thead>
<tr>
<th>Course</th>
<th>Dates</th>
<th>Location</th>
<th>Days</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>CFT-389-101</td>
<td>Apr 25</td>
<td>Arnold-Main</td>
<td>Sa</td>
<td>9 am-3:30 pm</td>
</tr>
</tbody>
</table>

**Introduction to Bookbinding**
Explore bookbinding techniques easily adapted for uses such as travel memoirs, artist’s sketch books or family photos. Develop layout skills and practice three bookbinding techniques. Complete three hand-bound books.

*Note: All supplies provided.*

**Cost:** $101† includes $37 fee.

<table>
<thead>
<tr>
<th>Course</th>
<th>Dates</th>
<th>Location</th>
<th>Days</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>CFT-390-101</td>
<td>Feb 4-18</td>
<td>Arnold-Main</td>
<td>Tu</td>
<td>7-9 pm</td>
</tr>
</tbody>
</table>

**Interested in Art History?**
See page 59 under History and Heritage.
Introduction to Calligraphy
Explore the art of hand lettering on bonded paper. Identify supplies and practice ergonomic setups for calligraphy. Practice drawing foundational letters and create a final project.
Note: Students bring an old mug and an old gym sock. All other supplies will be provided.
Cost: $98† includes $28 fee.
ATS-303-101 Feb. 11 Arnold-Main Brown
1 session Tu 6:30-9 pm

So Simple Sewing
Learn (or relearn) how to use a sewing machine. Identify its major parts, practice threading the machine and bobbin, and discuss sewing safety. Sew two projects in class.
Note: Sewing machine and all supplies provided. Students complete two projects in class.
Cost: $75† includes $27 fee.
CRT-307-101 March 5-12 Arnold-Main Matthews
2 sessions Th 7-9 pm

Bookbinding: Special Projects
Develop advanced bookbinding skills by creating two books. Explore complex techniques that challenge skills. Identify future projects to use tools and new techniques. Prerequisites: CFT-300 Introduction to Bookbinding or permission of instructor.
Note: Students should bring bone folder, needles and awl to class. All other supplies will be provided.
Cost: $70† includes $22 fee.
CRT-307-101 March 5-12 Arnold-Main Matthews
2 sessions Th 7-9 pm

Alcohol Inked Glass Jar Candles
Create a unique inked glass candle jar. Discuss techniques to create alcohol-based colored inks. Practice dripping colors and use acquired skills to decorate a glass jar candle. Explore finishing techniques.
Note: All supplies provided. Wear old clothes.
Cost: $49† includes $25 fee.
CRT-318-101 March 12 Arnold-Main Sork
1 session Th 6:30-9 pm

Creative Lettering by Hand
Develop several decorative handwriting styles for cards and personalizing gifts. Practice embellishing styles by varying size, color and letter placement. Use the creative lettering technique to design a greeting card in class.
Note: All supplies provided.
Cost: $48† includes $22 fee.
ARA-303-101 March 14 Arnold-Main Schulman
1 session Sa 9:30 am-noon

Stained Glass: Level 1
Learn the basic copper foil method for constructing a stained glass panel. Explore selecting and cutting glass, transferring patterns, soldering, framing, and working with chemicals and hand tools.
Note: Full attendance strongly recommended. After registering call 410-777-2904 for supply list. Glass/equipment supplies will cost approximately $225.
Cost: $198† includes $22 fee.
ARS-392-101 Feb. 10-March 30 Arnold-Main Matott
7 sessions M 6:30-9 pm

The Care and Feeding of Your Sewing Machine
Develop simple skills to maintain a sewing machine, fix common problems and prevent unnecessary repairs. Examine sewing machine construction and practice basic maintenance tasks. Use a sewing machine to create a hanging hand towel.
Cost: $38† includes $16 fee.
CFT-395-101 Feb. 11 Arnold-Main Orme
1 session Tu 6:30-9 pm

So Simple Sewing 2
Improve sewing skills and learn how to insert a zipper. Practice using a pattern, measuring and cutting. Complete two projects with zippers in class. Prerequisite: WMI-336 So Simple Sewing or permission of instructor.
Note: Sewing machine and all supplies provided.
Cost: $75† includes $27 fee.
WMI-364-101 March 23-30 Arnold-Main Senk
2 sessions M 7-9 pm

Intermediate Calligraphy: Flourishing
Develop techniques to embellish foundational skills in copperplate calligraphy. Explore elements of applying flourishes and determine the appropriate use for upper and lower case letters. Practice botanical flourishes and create a final project. Prerequisite: ATS-396 Introduction to Calligraphy or permission of instructor.
Note: All supplies provided.
Cost: $142† includes $22 fee.
ARA-346-101 March 24-April 21 Arnold-Main Brown
5 sessions Tu 7-9 pm

Mosaic Projects
Decorate a mirror frame with colorful glass and ceramic pieces. Create your own design. Learn about application and grouting techniques. Take home your finished work.
Note: All supplies provided.
Cost: $69† includes $29 fee.
WIN-324-101 March 24-31 Arnold-Main Schulman
2 sessions Tu 7-9 pm

Deciphering Henna Designs
Discover the regional roots of various henna design styles. Identify designs by their basic elements and location of the design on the hand. Practice by building designs using regional styles.
Cost: $36† includes $12 fee.
CRT-321-101 March 26 Arnold-Main Thompson
1 session Th 6:30-8:30 pm

Mehndi: The Art of Body Painting
Explore the ancient art of henna application. Identify supplies, safety considerations and application techniques. Practice artistic elements and create designs on paper. Discuss potential development of mehndi application for personal and business practices.
Note: All supplies provided.
Cost: $52† includes $27 fee.
CRT-310-101 March 5 Arnold-Main Thompson
1 session Th 6:30-8:30 pm
Dance

Social Dance: Cha-Cha
Develop the basics steps and footwork pattern of the cha-cha. Practice proper technique including foot alignment, hip sway action and timing to the beat of the music.
Note: Wear comfortable clothing and thin-sole, leather-bottom shoes. No sandals or flip-flops.

Cost: $90† includes $7 fee.
DCE-318-101 Feb. 6-March 12 Arnold-Main Gallagher
6 sessions Th 7-8 pm CALT 103

Basic Dances for Wedding Receptions
Dance with confidence at weddings and other formal events. Learn the foxtrot and cha-cha. Instructor welcomes entire wedding parties as well as individuals and fathers of the bride.
Note: Wear comfortable clothing and thin-sole, leather-bottom shoes. No sandals or flip-flops.

Cost: $90† includes $7 fee.
DCE-318-101 Feb. 6-March 12 Arnold-Main Gallagher
6 sessions Th 7-8 pm CALT 103

Social Dance
Learn and practice the smooth movements of the foxtrot, tango and waltz.
Note: Bring a bag lunch, drink and protein snack.
Wear comfortable clothing and thin-sole, leather-bottom shoes. No sandals or flip-flops.

Cost: $69† includes $7 fee.
6 sessions Tu 7-8 pm CALT 103

Modern Belly Dance
Learn proper technique and combinations of belly dance while enjoying fitness benefits. Practice essential moves such as undulations, travel steps, shimmies and body isolations. Rehearse and receive tips to create choreography.

Cost: $91† includes $7 fee.
DNC-320-101 Jan. 10-Feb. 28 Arnold-Main Davis
7 sessions F 5-6 pm CALT 103

Latin Club Dancing: Salsa and Bachata
Develop basic dance steps, moves and techniques of two popular Latin dances. Practice leading and following. Apply Latin styling and technique while dancing to Latin-style music.
Note: Wear comfortable clothing and flat-soled, nonslip shoes. No flip-flops or sandals.

Cost: $127† includes $7 fee.
DCE-311-101 Jan. 10-Feb. 7 Arnold-Main Needham
5 sessions F 6-8 pm CALT 103

Night Club Two-Step: Level 2
Solidify and improve two-step footwork, dance moves, patterns, styling and technique. Continue practicing leading and following with a partner at a faster pace to increase confidence and enhance dance repertoire. Prerequisite: DCE-307 Nightclub Two-Step
Note: Wear comfortable clothing and flat-soled, nonslip shoes. No flip-flops or sandals.

Cost: $85† includes $7 fee.
6 sessions Tu 6-7 pm CALT 103

East Coast Swing Dance
Develop dance skills to the fast beat of the East Coast swing. Improve and enhance your dance repertoire with this six-count, basic step, rhythm dance. Demonstrate lead and follow techniques.
Note: Wear comfortable clothing and thin-sole, leather-bottom shoes. No sandals or flip-flops.
Bring a bag lunch, drink and protein snack.

Cost: $52† includes $7 fee.
1 session Tu 10:30 am-2 pm CALT 103

American Smooth Dances: Waltz, Tango, Foxtrot
Develop fundamental dance steps and moves of three popular American ballroom dances. Apply smooth American patterns and figures, styling and technique. Practice leading and following with a partner.
Note: Wear comfortable clothing and flat soled, nonslip shoes. No flip-flops or sandals.

Cost: $90† includes $7 fee.
DCE-301-101 Jan. 10-Feb. 28 Arnold-Main Needham
6 sessions F 6-7 pm CALT 103

Intermediate Ballet 1
Complete further study of classical ballet with emphasis on execution of movement and more complex work and combinations. Textbook information available at AACC Bookstore.
Note: All sections also offered for credit, DAN-211.

Cost: $239† includes $7 fee.
DAN-338-101 Jan. 22-May 11 Arnold-Main
31 sessions MW 11 am-12:15 pm CALT 103

Beginning Ballet 2
Continue studying classical ballet fundamentals with an emphasis on alignment, centering and coordination of movements. Textbook information available at AACC Bookstore.
Prerequisite: DAN-111 Beginning Ballet 1 or permission of department chair.
Note: All sections also offered for credit, DAN-112.

Cost: $239† includes $7 fee.
DAN-350-101 Jan. 22-May 11 Arnold-Main
31 sessions MW 11 am-12:15 pm CALT 103

Beginning Modern Dance 1
Become familiar with the technique and movement vocabulary of modern dance. Learn dance fundamentals such as floor work and body alignment, and explore modern dance as an expressive medium.
Note: All sections also offered for credit, DAN-121.

Cost: $239† includes $7 fee.
DAN-302-101 Jan. 22-May 11 Arnold-Main
31 sessions MW 12:30-1:45 pm CALT 103

 注：以上课程信息每天更新，详情请访问www.aacc.edu/noncredit。
**PERSONAL ENRICHMENT**

**Dance History: The Mid 20th Century**
Explore the roots of ballet, modern and jazz dance. Discover how dance was used as a means of communication and performance, and how culture and society influenced movement. Textbook information available at AACC Bookstore.

*Note: All sections also offered for credit, DAN-100.*

**Cost:** $343† includes $7 fee.

DAN-322-101  Jan. 22-May 6  Arnold-Main
14 sessions  W  2:44:45 pm  CADE 103

**Beginning Ballet 1**
Explore classical ballet fundamentals. Learn alignment, turn-out, barre work, footwork and exposure to basic movement vocabulary. Textbook information available at AACC Bookstore.

*Note: All sections also offered for credit, DAN-111.*

**Cost:** $239† includes $7 fee.

DAN-300-101  Jan. 23-May 12  Arnold-Main
31 sessions  TuTh  9:30-10:45 am  CALT 105

**Beginning Jazz Dance 1**
Introduction to jazz dance and movement combinations. Development of personal awareness of the body and how its parts can move separately and as a whole to create a form of artistic expression. Textbook information available at AACC Bookstore.

*Note: All sections also offered for credit, DAN-131.*

**Cost:** $239† includes $7 fee.

DAN-304-101  Jan. 23-May 12  Arnold-Main
31 sessions  TuTh  9:30-10:45 am  CADE 107

**Intermediate Modern Dance 1**
Continue exploration and development of modern dance technique. Learn increased movement vocabulary as well as lengthier and more complex movement combinations. Conduct a study of various modern dance choreographers.

*Note: All sections also offered for credit, DAN-221.*

**Cost:** $239† includes $7 fee.

DAN-312-101  Jan. 23-May 12  Arnold-Main
31 sessions  TuTh  9:30-10:45 am  CALT 103

**Beginning Tap Dance 2**
Master more challenging single-, double- and triple-tap sounds. Add concepts, techniques and terminology from other dance forms to provide a range of styles. May be repeated once for a total of 4 credits. Prerequisite: DAN-105 Beginning Tap Dance 1 or permission of department chair.

*Note: All sections also offered for credit, DAN-106.*

**Cost:** $239† includes $7 fee.

DAN-388-101  Jan. 23-May 12  Arnold-Main
30 sessions  TuTh  11 am-12:15 pm  CALT 105

**Intermediate Tap Dance 1**
Learn to execute and master single, double and triple sounds. Gain exposure to and the integration of concepts from the world of rhythm tap. May be repeated once for a total of 4 credits. Prerequisite: DAN-106 Beginning Tap Dance 2 or permission of department chair.

*Note: All sections also offered for credit, DAN-205.*

**Cost:** $239† includes $7 fee.

DAN-389-101  Jan. 23-May 12  Arnold-Main
31 sessions  TuTh  11 am-12:15 pm  CALT 105

**Beginning Tap Dance**
Learn the technical fundamentals of tap dance including basic single and double sounds and various combinations at the barre and centre. Discuss positions of the body, use of port de bras and, movement through space. Explore learning short combinations. Textbook available at AACC Bookstore.

*Note: All sections also offered for credit, DAN-105.*

**Cost:** $239† includes $7 fee.

DAN-387-101  Jan. 23-May 12  Arnold-Main
30 sessions  TuTh  12:30-1:45 pm  CALT 105

**Drawing**

**Zentangle®: Irresistible Winter Frost**
Master drawing tangles using a resist method. Create colored backgrounds and snow-inspired strings on which to tangle. Prerequisite: WOI-367 Intro to Zentangle or permission of instructor.

*Note: Students should bring their Zentangle Kit to class.*

**Cost:** $54† includes $24 fee.

ARA-355-101  Jan. 21  Arnold-Main
1 session  Tu  6:30-9 pm

**Studio Access: Drawing and Painting**
Work independently in a 35-by-50-foot studio with northern exposure skylights, lighting equipment, model stand, easels and access to still-life materials. Storage locker available. Prerequisite: Drawing or painting experience.

*Note: Call 410-777-7106 to schedule 50 studio hours. Students supply media, paper, paints and canvas. Studio availability: Monday-Friday, 6:30-9 p.m.; Saturday-Sunday, 9 a.m.-6 p.m.*

**Cost:** $179† includes $57 fee.

ATS-373-101  Jan. 27-May 9  Arnold-Main
Klos
12 sessions  MTuWThF  6:30-9 pm
SaSu  9 am-6 pm

**Introduction to Zentangle®**
Discover an easy-to-learn drawing technique that inspires creativity and develops mindfulness. Combine simple, repetitive drawing strokes into “tangles” to create personalized patterns.

*Note: All supplies provided.*

**Cost:** $49† includes $19 fee.

WOI-367-101  Jan. 29  Arnold-Main
Sork
1 session  W  6:30-8:30 pm

**Drawing Fundamentals**
Unlock creativity and develop the power of perception. Gain skills to give drawings depth and realism by working from still lifes. Use a variety of media including charcoal, pastel and conte.

*Note: Basic drawing supplies provided for first class. Instructor will discuss additional supplies at that time.*

**Cost:** $159 includes $30 fee.

ARS-376-101  Feb. 5-April 1  Arnold-Main
Hagan
8 sessions  W  7-9 pm

**O**

**ONLINE OFFERINGS**

**Drawing**

**DLC-311**  Drawing for the Absolute Beginner

**Music**

**MUC-317**  Music Made Easy: Online

Search www.ed2go.com/aacc or see pages 84-85 for information.
Zentangle®: Cartouche Art
Master drawing tangles using Cartouche-style borders in this Zentangle-inspired class. Create miniature works of art enveloping metal decorative elements in Zentangle-inspired borders. Prerequisite: WOI-367 Intro to Zentangle or permission of instructor.
Note: Students should bring their Zentangle Kit to class.
Cost: $52† includes $22 fee.

Zentangle®: Hidden Meaning in Color
Master drawing tangles using color. Paint backgrounds in a cryptic manner to use strings in which to tangle.
Cost: $50† includes $20 fee.

Drawing in Perspective
Improve your artwork by using perspective. Examine the concepts and terminology of linear perspective. Practice basic techniques and explore drawing tips to reinforce perspective. Develop skills through drawing practice using still lifes.
Note: All supplies provided.
Cost: $93 includes $23 fee.

Zentangle®: Hanging Icosahedron
Use Zentangle® drawings to decorate a 20-sided paper ball. Prepare cut out circles for folding, practice several “tangles” and complete each side before assembling the hanging icosahedron. Prerequisite: WOI-367 Introduction to Zentangle® or permission of instructor.
Note: Students should bring their Zentangle® kit to class.
Cost: $65† includes $17 fee.

Drawing 1 ▼
Learn principles, tools, terminologies and media essential to drawing, as well as the critical thinking skills needed to understanding art. Study contour, gesture, modeling, value and perspective with emphasis on drawing from observation. Draw from the model and still life. Explore architecture through the study of perspective. CEUs issued.
Note: Additional supplies required. See instructor the first day of class. All sections also offered for credit, ART-125.
Cost: $375 includes $27 fee.

Drawing 2 ▼
Examine the theories, techniques, terminologies and media used in drawing still life, landscape and figure drawings from observation and imagination. Explore approaches using wet and dry media. CEUs issued. Prerequisite: ART-125 Drawing 1 or permission of department chair.
Note: All sections also offered for credit, ART-200.
Cost: $385 includes $37 fee.

Jewelry
For information regarding a continuing education certificate in Beginning Jewelry Design, see pages 6-11.

Wire-Wrapped Rings
Use a mandrel and wire wrapping techniques to create one ring of wire, one with a large, centered bead, and one with small, wrapped beads. Examine wire gauging properties. Determine accurate ring size.
Note: All supplies provided.
Cost: $44† includes $17 fee.

Wire-Wrapped Jewelry
Discover how to craft wire jewelry using different types and gauges of wire. Learn how to choose tools and wires for creating or repairing pendants, earrings, bracelets and necklaces.
Note: All supplies provided. Instructor selects projects.
Cost: $141† includes $32 fee.

Fuse-Glass Jewelry
Create pendants, pins or earrings with dichroic glass. Learn how to cut and layer glass for kiln firing. Design for maximum sparkle and depth. Discuss finishing options. Complete three pieces.
Note: All supplies provided.
Cost: $92† includes $32 fee.
**PERSONAL ENRICHMENT**

**Beading: Earrings Extravaganza**
Learn to make simple drop earrings, jeweled drop earrings and chandelier earrings. Explore different designs and techniques of wire work. Make your own earrings using class supplies and tools.

*Note: All supplies provided.*

**Cost:** $52† includes $22 fee.

WNI-338-101  
Feb. 24  
Arnold-Main  
McCarthy-Quiroz  
1 session  
M  6-8:30 pm

**Wire-Wrapped Heart Pendant**
Use a variety of wire-working techniques to create a wire-wrapped heart pendant. Learn to use a wire jig, apply patina and add a bead embellishment. Pendant can be worn on a chain or ribbon.

*Note: All supplies provided. Wear old clothes.*

**Boho Chic Wrap Bracelet**
Sew semiprecious beads onto leather cord, creating a bracelet designed to wrap around the wrist several times. Discover an easy technique offering a consistent look. Explore tips and troubleshooting. Add a button clasp to complete the look.

**Cost:** $46† includes $22 fee.

ARA-347-101  
Feb. 12  
Arnold-Main  
Sork  
1 session  
W  6:30-9 pm

**Jewelry Repair at Home**
Practice techniques for home repair to revive old jewelry or create new pieces. Identify tools required. Outline elements of quality construction. Practice repairs such as changing clasps, restringing, and replacing jump rings and ear wires.

*Note: All supplies provided.*

**Cost:** $49† includes $17 fee.

WNI-338-101  
March 28  
Arnold-Main  
McCarthy-Quiroz  
1 session  
Sa  9:30 am-noon

---

**Music**

**For information about AACC’s music offerings and upcoming events visit [www.aacc.edu/programs-and-courses/personal-enrichment/music](http://www.aacc.edu/programs-and-courses/personal-enrichment/music).**

**Individual Voice Lessons**
Receive private instruction according to your musical knowledge and experience. Learn music terminology and elements of singing including breath, diction, rhythm, vocal exercises, musicianship and presentation.

**Cost:** $342† includes $7 fee.

MUC-329-101  
Jan. 14-Feb. 18  
6 sessions  
Tu  4-5 pm  
Capobianco

MUC-329-102  
Jan. 14-Feb. 18  
6 sessions  
Tu  5-6 pm  
Capobianco

MUC-329-103  
Jan. 14-Feb. 18  
6 sessions  
Tu  6-7 pm  
Capobianco

MUC-329-104  
Jan. 14-Feb. 18  
6 sessions  
Tu  7-8 pm  
Capobianco

MUC-329-105  
Jan. 14-Feb. 18  
6 sessions  
Tu  8-9 pm  
Capobianco

MUC-329-106  
Jan. 15-Feb. 19  
6 sessions  
W  3-4 pm  
Capobianco

MUC-329-107  
Jan. 15-Feb. 19  
6 sessions  
W  4-5 pm  
Capobianco

MUC-329-108  
Jan. 15-Feb. 19  
6 sessions  
W  5-6 pm  
Capobianco

**Community Orchestra**
Perform orchestral works from the baroque to contemporary eras. Open to all qualified community players. Audition may be required. Programs are prepared by the college for public performance.

*Note: Performance dates to be announced in class. For details visit [www.aacc.edu/personalenrichment](http://www.aacc.edu/personalenrichment) or call Associate Professor Anna Binneweg, D.M., at [410-777-7218](tel:410-777-7218).*

**Cost:** $55† includes $32 fee.

MUC-310-101  
Jan. 23-May 7  
15 sessions  
Tu  7-9:45 pm  
CADE 224

MUC-310-102  
Jan. 29-May 6  
14 sessions  
W  7-9:45 pm  
CADE 224

**Chamber Singers**
Explore choral music compositions from antiquity to contemporary music through this small choral ensemble. Participate in performances at the college and community events.

**Cost:** $55† includes $32 fee.

MUC-340-101  
Jan. 24-May 8  
15 sessions  
F  Noon-2:45 pm  
CADE 224

---

**Community Concert Band**
Perform in a concert band and/or wind ensemble. Open to all qualified musicians. An audition may be required. Programs are prepared by the college for a public performance.

*Note: Performance dates announced in class. For details visit [www.aacc.edu/personalenrichment](http://www.aacc.edu/personalenrichment) or call Performing Arts at [410-777-7230](tel:410-777-7230).*

**Cost:** $55† includes $32 fee.

MUC-311-101  
Jan. 27-May 11  
15 sessions  
M  7-9:45 pm  
CADE 224

**Introduction to Musical Concepts**
Identify the major elements in musical compositions and discuss the relationships between them. Explore note and rhythm patterns, elements of sheet music, major and minor scales, and chord structure. Use musical scores to demonstrate the integration of musical elements.

**Cost:** $75 includes $7 fee.

MUC-339-101  
Jan. 28-Feb. 25  
5 sessions  
Tu  3-4:30 pm

**Community Jazz Ensemble**
Learn and perform jazz stage band music. Open to all qualified community musicians. Audition may be required. Programs are prepared by the college for public performance.

*Note: Performance dates announced in class. For details visit [www.aacc.edu/personalenrichment](http://www.aacc.edu/personalenrichment) or call Performing Arts at [410-777-7230](tel:410-777-7230).*

**Cost:** $55† includes $32 fee.

MUC-309-101  
Jan. 28-May 5  
14 sessions  
Tu  7-9:45 pm  
CADE 224

MUC-309-102  
Jan. 29-May 6  
14 sessions  
W  7-9:45 pm  
CADE 224

**Beginning Group Piano**
Learn to read music and play simple piano melodies in a group. Explore the basics of reading music, identifying notes on the keyboard, and playing rhythms and basic chords. Practice ergonomics and hand positioning. Learn elements of good musicianship.


**Cost:** $127† includes $15 fee.

MUC-329-101  
Jan. 30-March 26  
8 sessions  
Tu  7:30-8:45 pm
Community Concert Choir
Perform music from the Renaissance through contemporary periods. Open to all qualified singers. Audition may be required. Choral programs are prepared by college for a public performance.
Note: Performance dates announced in class.
For details call Associate Professor Doug Byerly at 410-777-7019.
Cost: $55† includes $32 fee.

Basic Guitar: Group Instruction
Learn basic guitar skills in group instruction format: reading music, playing scales and chords. Learn some of your favorite music, guitar maintenance and instrument quality.
Note: Student must bring a six-string guitar to class.

Encore Chorale
Tap into your love of singing by joining a four-part chorale. Learn vocal techniques and prepare for concerts with the nationally recognized Washington, Northern Virginia and Baltimore encore chorales.
Note: No auditions required. Must be 55 or older to enroll.

Painting and Printmaking

Watercolor Basics: You Can Do It
Learn watercolor basics using a step-by-step approach. Explore the tools of the trade, paint application, using the white of the paper, brush handling, color mixing and various textural effects.
Note: Call 410-777-2904 for supply list.
Cost: $270† includes $52 fee.

Printmaking Studio
Work independently with several different intaglio presses, litho press, rollers, acid bath, hot plate and dust box. Prerequisite: Printmaking experience.
Note: Register and call 410-777-7028 to schedule 50 studio hours. Students supply paper, metal plates and blotters. Studio availability: Monday-Friday, 6:30-9 p.m; Saturday-Sunday, 9 a.m.-6 p.m.
Cost: $177† includes $57 fee.

Block Printing: An Introduction
Discover the creative process of printmaking from idea to print. Explore design options and use a pliable carving block to practice skills. Identify printing challenges and learn to troubleshoot. Complete one carved block and at least three printed cards.
Note: All supplies provided.
Cost: $58† includes $22 fee.

Abstract Painting
Develop acrylic painting skills by focusing on the design elements of abstract art. Outline the evolution of abstract art and identify essential elements for successful paintings. Practice techniques and complete at least three paintings in class.
Note: Call 410-777-2904 for supply list.
Cost: $121 includes $57 fee.

Watercolors:
Introduction to Painting People
Develop skills to depict the human figure in watercolors. Practice pencil sketches providing the underlying structure for paintings. Explore paint layering and other techniques to create depth and skin tone. Apply to a series of paint studies.
Note: Call 410-777-2904 for supply list.
Cost: $133 includes $47 fee.

Painting Snow in Oils
Develop techniques to depict snow scenes in paintings. Identify the role of warm and cool colors in creating light and shadows. Examine snow’s reflective qualities and explore composition depth and atmosphere. Create four paintings.
Note: All supplies provided.
Cost: $138 includes $46 fee.

Fundamentals of Oil Painting
Examine oil painting essentials from paints to painting. Practice techniques. Explore paint, brush and painting surface choices. Assess the roles of color theory, color mixing and composition. Create at least two paintings in class.
Note: Call 410-777-2904 for supply list.
Cost: $133† includes $37 fee.

Oil Painting: Easy and Fast
Complete an oil painting in three hours. Learn about the basics of painting in a workshop that will develop skills and confidence.
Note: All supplies provided.
Cost: $70† includes $32 fee.

NEW COURSES ADDED DAILY, VISIT WWW.AACC.EDU/NONCREDIT

PERSONAL ENRICHMENT
Color 
Learn to work with color by studying mixing, relationships and harmonies, systems, and the psychological and expressive aspects of color. Develop hand and digital skills in projects designed for studio artists and commercial designers. No previous art courses necessary.  
Note: Sections also offered for credit, ART-103.  
Cost: $385 includes $37 fee.  
ASC-301-102 Jan. 22-May 19 Arnold-Main 32 sessions MW 11 am-12:50 pm CADE 313

Painting 1 
Study the context, history, materials and techniques of oil painting. Explore light and shadow while using a limited palette to paint still lifes. Develop an understanding of color harmony while creating complex paintings with a full palette. Prerequisite: ARS-388 or ART-125 Drawing 1 or permission of department chair.  
Note: All sections also offered for credit, ART-131.  
Cost: $395 includes $47 fee.  
ASC-306-101 Jan. 28-May 5 Arnold-Main 13 sessions Tu 1:30-5:15 pm CADE 326

Lithographic Printmaking 
Learn fundamentals of lithography. Explore basic techniques (plate preparation, etches and counter etches), materials (crayon, tusche and new media) and print methods (working the press, ink and paper) to create fine art lithographs.  
Note: All sections also offered for credit, ART-247.  
Cost: $395 includes $47 fee.  
ASC-305-101 Jan. 28-May 12 Arnold-Main 14 sessions Tu Noon-3:30 pm CADE 310

Relief Printmaking 
Study the basics of relief printmaking, including woodcut and linocut. Explore this media as a means of personal expression.  
Note: All sections also offered for credit, ART-149.  
Cost: $395 includes $47 fee.  
ASC-309-101 Jan. 28-May 5 Arnold-Main 14 sessions Tu Noon-3:45 pm CADE 310

Theater

The Basics of Acting
Identify the elements of great acting and explore acting methodologies. Utilize the stimulus/response method to study character work. Practice warmups, improvisation and monologues.  
Note: Designed for the novice or professional actor looking for a solid acting technique. Student should bring a 1.5-inch binder to class.  
Cost: $98 includes $14 fee.  
THT-311-101 Feb 5-March 4 Arnold-Main Austin 5 sessions W 7-9 pm

Character Study and Scene Work
Examine and practice character monologues, character pantomimes and scene studies ending in a final performance at the end of six weeks. Prerequisite: THT-311 The Basics of Acting.  
Note: Bring 1.5-inch binder to class.  
Cost: $125† includes $7 fee.  
THT-313-101 March 25-April 22 Arnold-Main Austin 5 sessions W 7-9 pm

Acting 1 
Note: All sections also offered for credit, THA-132.  
Cost: $370† includes $22 fee.  
THA-311-101 March 23-May 18 Arnold-Main 25 sessions MW Noon-1:05 pm CADE 107

Introduction to Film
Study the vocabulary, methods of analysis and standards for criticism of various types of film. Participate in class discussions based on assigned films. Textbook information available at AACC Bookstore. CEUs issued.  
Note: All sections also offered for credit, FLM-120 or ART-180.  
Cost: $335 includes $7 fee.  
THA-345-101 Jan. 22-May 19 ONLINE WB

Introduction To American Film
Study the complex relationship between American film and culture. Review and discuss the aesthetics and manifestation of film in American society. Textbook information available at AACC Bookstore. CEUs issued.  
Note: All sections also offered for credit, AMS-181 or ORT-181.  
Cost: $355 includes $7 fee.  
THA-348-101 Jan. 22-May 11 Arnold-Main 30 sessions MW 3:30-4:45 pm HUM 112
PERSONAL ENRICHMENT

AUTOMOTIVE

Small Engine Repair
Learn to repair or tune up small engines such as lawn mowers, saws or string trimmers.

Cost: $210 includes $42 fee.
COS-390-101  Feb. 3-March 30  Off Campus  Horst
8 sessions  M  6-9 pm  CATN
Note: No class on March 16.

CASINO

Learn to Play
Learn to Play Blackjack
Develop a clear understanding of blackjack. Learn the basic rules, terminology, a variety of bets and basic strategy. Practice playing on a casino-quality table with real cards, chips and casino equipment.

Cost: $40† includes $12 fee.
CLI-348-101  Jan. 25  AMIL
1 session  Sa  1-3 pm  AMIL 018

Learn to Play Roulette
Develop a clear understanding of roulette. Learn the basic rules, terminology; variety of bets and payouts. Practice on a casino-quality table with a full-size roulette wheel, chips and casino equipment.

Cost: $40† includes $12 fee.
CLI-349-101  Feb. 8  AMIL
1 session  Sa  1-3 pm  AMIL 018

Learn to Play Craps
Develop a clear understanding of craps. Learn basic rules, table etiquette, terminology, and a variety of bets and payouts. Practice on a casino-quality table with chips, dice and casino equipment.

Cost: $40† includes $12 fee.
CLI-350-101  Feb. 29  AMIL
1 session  Sa  1-3 pm  AMIL 018

Learn to Play Poker
Develop a clear understanding of poker. Learn the basic rules, game variations, terminology, variety of bets and payouts. Practice on a casino-quality table with chips and casino equipment.

Cost: $40† includes $12 fee.
CLI-351-101  March 28  AMIL
1 session  Sa  1-3 pm  AMIL 005

COLLEGE TEST PREPARATION

Undergraduate
Math Placement Test Preparation
Program designed for students seeking to retake the community college math placement test. Emphasis is on fast-paced intensive review of algebra. Topics include algebraic fractions, linear and quadratic equations, radicals, roots and more. CEUs issued. Prerequisite: Students must take college placement test first at testing center. Prior knowledge of algebra 1 and 2 required. Note: 100% attendance required of students seeking to retake the college placement test.

Cost: $51 includes $7 fee.

<table>
<thead>
<tr>
<th>Course</th>
<th>Dates</th>
<th>Location</th>
<th>Days</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>SKL-328-101</td>
<td>Jan. 6-9</td>
<td>Arnold-Main</td>
<td>MTuWTh</td>
<td>11 am-1 pm</td>
</tr>
<tr>
<td>SKL-328-102</td>
<td>Jan. 6-9</td>
<td>Arnold-Main</td>
<td>MTuWTh</td>
<td>3-5 pm</td>
</tr>
</tbody>
</table>

COMMUNICATION AND CRITICAL THINKING

Calling out Bullshit
Compare and critique the deluge of information from various sources. Determine the accuracy of information (bullshit or truth) and the effects on society. CEUs issued.

Note: All sections also offered for credit, PHL-295.

Cost: $123 includes $7 fee.

<table>
<thead>
<tr>
<th>Course</th>
<th>Dates</th>
<th>Location</th>
<th>Days</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHI-300-101</td>
<td>March 23-May 11</td>
<td>Arnold-Main</td>
<td>MW</td>
<td>2-2:50 pm</td>
</tr>
</tbody>
</table>

ONLINE OFFERINGS

College Test Preparation
Graduate

DLC-320  GRE Preparation: Verbal and Analytical

DLC-321  GRE Preparation: Quantitative

OBS-508  GMAT Preparation

Undergraduate

SKL-352  SAT/ACT Preparation: Quantitative

ONLINE OFFERINGS

Communication

GRW-348  Keys to Effective Communication

Search www.ed2go.com/aacc or see pages 84-85 for information.
### Cooking Demonstrations

#### Food Safety at Home
Learn to reduce contaminants and keep food safe with good food handling practices. Examine how the four basic food safety principles - clean, separate, cook and chill - work together to reduce the risk of foodborne illness.

**Cost:** $35† includes $14 fee.

**CAW-342-101**
- **Jan. 10**
- **6:30-8 pm**
- Arnold-Main

**CAW-342-102**
- **Feb. 19**
- **9:30-11 am**
- Arnold-Main

#### Simply Salmon
Learn about the many ways to cook salmon from quick and easy weeknight meals to elegant yet simple ideas for entertaining. Explore salmon’s versatility and health benefits.

**Note:** Chef demonstration and tasting.

**Cost:** $35† includes $14 fee.

**CLN-374-101**
- **Jan. 8**
- **6:30-9:30 pm**
- Off Campus

#### Hands-on Cooking

**Chowder, Chowda, Chow-Dah!**
Explore authentic, regional chowders, loaded with chunks of fresh seasonal ingredients. Learn the cooking techniques for producing classic chowders.

**Note:** Students must wear closed-toe shoes and long pants.

**Cost:** $73† includes $31 fee.

**CLN-374-101**
- **Jan. 8**
- **6:30-9:30 pm**
- Off Campus

#### Cooking Basics: Vegetarian
Learn to create simple and delicious vegetarian dishes including fruits, vegetables, grains legumes and more. Explore the health benefits of becoming vegetarian or simply adding more vegetables to your diet.

**Note:** Students must wear closed-toe shoes and long pants.

**Cost:** $73† includes $31 fee.

**CAW-320-101**
- **Jan. 10**
- **6:30-9:30 pm**
- HUM 211

#### Hands-on Knife Skills
Learn how to use a variety of knives properly. Practice standard cuts and more advanced techniques. Learn to slice, dice and chop in the safest, most efficient way.

**Note:** Students must wear closed-toe shoes and long pants.

**Cost:** $59† includes $17 fee.

**CLN-328-101**
- **Jan. 10**
- **6:30-9:30 pm**
- Off Campus

### Savor Authentic Italy
Explore world-famous foods from Parma, a city in Italy’s historic Emilia-Romagna region. Through chef demonstrations, learn to prepare classic meals by observing and sampling the flavorful dishes.

**Note:** Chef demonstration and food tasting.

**Cost:** $73† includes $31 fee.

**CLI-358-101**
- **March 7**
- **10 am-1 pm**
- HUM 112

### Best Brownie Workshop
Learn to make the best chewy fudge brownies as well as variations like blondies, cream cheese and triple chocolate. Never make brownies from a box again!

**Note:** Students must wear closed-toe shoes and long pants.

**Cost:** $85† includes $29 fee.

**COO-304-101**
- **Jan. 11**
- **10 am-1 pm**
- HUM 112

### Classical French Cuisine
Watch the chef prepare classic dishes of France. Learn how to re-create the elegant, culinary masterpieces in your own kitchen.

**Note:** Chef demonstration and tasting.

**Cost:** $73† includes $31 fee.

**CUL-305-101**
- **Jan. 31**
- **6:30-9:30 pm**
- Off Campus

### Favorite Chinese Take-Out Recipes
Re-create your favorite dishes at home that taste better and cost less than take-out. Learn to make fresh and healthy versions of Chinese-American classics.

**Note:** Students must wear closed-toe shoes and long pants.

**Cost:** $73† includes $31 fee.

**COO-304-101**
- **Jan. 11**
- **10 am-1 pm**
- HUM 112

### Hands-on Chocolate
Produce hand-crafted chocolate confections. Explore portioning, hand-enrobing, garnishing techniques and presentation concepts.

**Note:** Students must wear closed-toe shoes and long pants.

**Cost:** $85† includes $29 fee.

**CAW-307-101**
- **Jan. 12**
- **10 am-2 pm**
- HUM 218

### Cooking for Weight Loss and Management
Learn to prepare delicious meals that help with weight loss and maintenance. Dispel the myth that fat free means taste free. Discover ways to switch dietary fat, moderate carbohydrates and incorporate vegetables.

**Note:** Students must wear closed-toe shoes and long pants.

**Cost:** $66† includes $24 fee.

**GME-398-101**
- **Jan. 14**
- **6:30-9:30 pm**
- HUM 112

### Pie for Dinner
Learn to make a variety of savory pies for dinner. Discover what works best in chicken pot pie, Greek spinach and onion pie or a hearty shepherd’s pie.

**Note:** Students must wear closed-toe shoes and long pants.

**Cost:** $71† includes $29 fee.

**CLI-332-101**
- **Jan. 17**
- **6:30-9:30 pm**
- HUM 217

### Let’s Make Sausage
Learn about sausage varieties including fresh, cured, dry, semidry and smoked. Explore the history of sausage making and the ethnic groups that produce them. Make and sample delicious, flavorful sausage.

**Note:** Students must wear closed-toe shoes and long pants.

**Cost:** $73† includes $31 fee.

**CLN-373-101**
- **Jan. 17**
- **6:30-9:30 pm**
- Off Campus
**Cake Decorating for Beginners**
Learn basic techniques for torting, filling and crumb-coating cakes for all occasions. Explore the use of piping tips and bags and practice basic piping techniques and border applications.
*Note: Students must wear closed-toe shoes and long pants.*
*Cost: $73† includes $31 fee.*
CUI-361-101  
1 session  
Jan. 18  
Arnold-Man  
Hawkins  
6:30-9:30 pm  
HUM 218

**Introduction to Artisan Bread Baking**
Learn bread-baking techniques by mixing, kneading, shaping and baking. Make savory, golden loaves of bread and enjoy a selection of artisan breads from a talented chef.
*Note: Students must wear closed-toe shoes and long pants.*
*Cost: $78† includes $22 fee.*
GME-319-101  
1 session  
Jan. 19  
Arnold-Man  
Svoboda  
10 am-2 pm  
HUM 218

**Marvelous Meatloaves**
Expand your repertoire of this family favorite. Learn to make different varieties of meatloaf using beef, pork, chicken and turkey.
*Note: Students must wear closed-toe shoes and long pants.*
*Cost: $71† includes $29 fee.*
CLI-333-101  
1 session  
Jan. 21  
Off Campus  
Ignaczak  
6:30-9:30 pm  
HCAT 112

**Creative Hors d’Oeuvres**
Create hors d’oeuvres that go beyond the basics. Learn how to make hors d’oeuvres for any occasion with the guidance of a professional chef.
*Note: Students must wear closed-toe shoes and long pants.*
*Cost: $73† includes $31 fee.*
CLN-303-101  
1 session  
Jan. 24  
Arnold-Man  
Proctor  
6:30-9:30 pm  
HUM 207

**Cookie Decorating**
Explore techniques for transforming a basic simple cookie into an elegant confection ideal for serving or gift giving. Create visually stunning, delicious masterpieces.
*Note: Students must wear closed-toe shoes and long pants.*
*Cost: $65† includes $23 fee.*
CUI-361-101  
1 session  
Jan. 24  
Arnold-Man  
Santos  
6:30-9:30 pm  
HUM 218

**Hand-Rolled Fresh Pasta**
Learn to produce traditional Italian pasta from scratch. Discover how to pair classic and contemporary sauces with different pasta shapes.
*Note: Students must wear closed-toe shoes and long pants.*
*Cost: $65† includes $23 fee.*
CUI-369-101  
1 session  
Jan. 24  
Off Campus  
MacSorley

**Winter Vegetarian Casseroles**
Looking to add more vegetables to your diet or to try meatless Mondays? Learn to prepare various casseroles that can be made ahead of time, frozen and later ready in minutes for a warm winter meal.
*Note: Students are required to wear closed-toe shoes and long pants.*
*Cost: $70† includes $28 fee.*
COO-387-101  
1 session  
Jan. 25  
Arnold-Man  
Romans  
6:30-9:30 pm  
HCAT 112

**The Basics of Soups**
Prepare a variety of classic soups including cream soups, old-fashioned hearty soups and soups with new combinations of ingredients.
*Note: Students must wear closed-toe shoes and long pants.*
*Cost: $90† includes $34 fee.*
CUI-304-101  
1 session  
Jan. 25  
Off Campus  
Tyler  
6:30-9:30 pm  
HCAT 112

**Baking Techniques: Yeast-Leavened Breakfast Breads**
Learn the basic steps of yeast dough production to make breakfast breads from scratch. Discuss terms and theory, and produce sweet and savory breakfast favorites such as cinnamon buns, bialys, English muffins and oatmeal raisin bread.
*Note: Students must wear closed-toe shoes and long pants.*
*Cost: $85† includes $29 fee.*
CUI-331-101  
1 session  
Jan. 31  
Arnold-Man  
Santos  
6:30-9:30 pm  
HCAT 112

**Indian Cooking**
Explore ingredients and culinary techniques from India. Recognize the basics of Indian cookery and presentation. Prepare regional favorites such as beef vindaloo, tandoori chicken and shrimp with spiced masala and coconut milk.
*Note: Students must wear closed-toe shoes and long pants.*
*Cost: $71† includes $29 fee.*
CLI-394-101  
1 session  
Jan. 24  
Off Campus  
Levins  
6:30-9:30 pm  
HCAT 112

**Hand Rolled Bagels**
Learn how to make bagels at home, from mixing the dough and boiling the bagels to adding the flavoring and all the classic toppings.
*Note: Students must wear closed-toe shoes and long pants.*
*Cost: $85† includes $29 fee.*
CLI-360-101  
1 session  
Feb. 2  
Arnold-Man  
Santos  
10 am-2 pm  
HUM 218

**Macaroni and Cheese**
Learn to make a variety of macaroni and cheese recipes, from the traditional to the gourmet. Use different cheeses and noodles to give each dish a unique taste.
*Note: Students must wear closed-toe shoes and long pants.*
*Cost: $71† includes $29 fee.*
CLI-331-101  
1 session  
Feb. 7  
Arnold-Man  
Ignaczak  
6:30-9:30 pm  
HCAT 112

**Cooking Demonstrations**
COO-325  
Luscious, Low-Fat, Lightning-Quick Meals

NEW COURSES ADDED DAILY, VISIT WWW.AACC.EDU/NONCREDIT
**Classic French Macarons**
Learn to prepare perfectly round macarons and rich creamy fillings.
*Note: Students must wear closed-toe shoes and long pants.*

Cost: $73† includes $31 fee.

GRT-317-101  
Feb. 15  
Arnold-Main  
Levens  
1 session  
Sa  
2-5 pm  
HCAT 112

**Intermediate Artisan Bread Baking**
Discover the Old World flavors of rye and sourdough. Examine how the baking process affects the final quality of your loaf. Learn to manage traditional wet, rustic doughs with great results.
*Note: Students must wear closed-toe shoes and long pants.*

Cost: $85† includes $29 fee.

CLN-363-101  
Feb. 7  
Arnold-Main  
Santos  
1 session  
F  
6:30-9:30 pm  
HUM 218

**Valentine’s Day Boot Camp**
Learn how to prepare a three-course meal for your significant other. In this one-day boot camp, a Hotel, Culinary Arts and Tourism chef will teach the techniques required to make a meal to remember.
*Note: Students must wear closed-toe shoes and long pants.*

Cost: $75† includes $33 fee.

CLI-382-101  
Feb. 8  
Off Campus  
Levens  
1 session  
Sa  
10 am-1 pm  
HCAT 112

**Intermediate Cake Decorating**
Learn piping and scripting skills. Practice designs including flowers, swags, bows and other piped decor. Apply concepts of color and composition to produce your signature creation.
*Note: Students are required to wear closed-toe shoes and long pants.*

Cost: $71† includes $29 fee.

CUI-367-101  
Feb. 9  
Arnold-Main  
Hawkins  
1 session  
Su  
10 am-1 pm  
HUM 218

**Cauliflower: The Key Ingredient**
Cauliflower is a most versatile vegetable and appears in cuisine on nearly every continent. Explore different ways to prepare cauliflower; soups, appetizers, pastas, pizza, curries and more.
*Note: Students must wear closed-toe shoes and long pants.*

Cost: $71† includes $29 fee.

CLI-382-101  
Feb. 15  
Arnold-Main  
Romans  
1 session  
Sa  
10 am-1 pm  
HUM 207

**If You Knew Sushi**
Learn how the ancient sushi tradition is transformed into a culinary art form. Explore how color, texture, flavor and shape are combined masterfully. Learn to assemble your own sushi.
*Note: Students must wear closed-toe shoes and long pants.*

Cost: $73† includes $31 fee.

GRT-317-101  
Feb. 15  
Arnold-Main  
Levens  
1 session  
Sa  
2-5 pm  
HCAT 112

**The Artisan Doughnut**
Explore the creation of the doughnut, both yeast risen and cake doughnut dough. Learn to create a variety of classic flavors and textures.
*Note: Students must wear closed-toe shoes and long pants.*

Cost: $85† includes $29 fee.

CLI-361-101  
Feb. 23  
Arnold-Main  
Olson  
1 session  
Su  
10 am-2 pm  
HUM 218

**Whole Grains the Key Ingredient**
Learn the fundamentals of whole grains. Replace standard whole-grain dishes with new and improved recipes. Gain inspiration on bringing whole grains to life.
*Note: Students must wear closed-toe shoes and long pants.*

Cost: $71† includes $29 fee.

CLI-365-101  
Feb. 28  
Arnold-Main  
Proctor  
1 session  
Sa  
10 am-1 pm  
HUM 207

**All About Technique: Basic Sauces**
Learn to make the five “mother sauces” including béchamel (white sauce), the light stock-based velouté, the brown stock-based espagnole, the emulsified hollandaise and the oil and vinegar-based vinaigrette. Prepare sauces by hand. Explore shortcut methods.
*Note: Students must wear closed-toe shoes and long pants.*

Cost: $73† includes $31 fee.

COO-379-101  
Feb. 28  
Off Campus  
Ignaczak  
1 session  
F  
6:30-9:30 pm  
HCAT 112

**Baking Basics: Quick Breads and Muffins**
Learn the basics of creating fresh-baked quick breads and muffins using simple ingredients. Quick breads and muffins use basic baking ratios, allowing for greater freedom and variety, and a solid foundation helps troubleshoot kitchen problems.
*Note: Students must wear closed-toe shoes and long pants.*

Cost: $73† includes $31 fee.

CAW-327-101  
Feb. 29  
Arnold-Main  
Romans  
1 session  
F  
10 am-1 pm  
HUM 207

**Paella 101**
Prepare classic Spanish paella from scratch. Learn about the flavors and ingredients while practicing knife skills and other techniques used in the composition of this traditional dish.
*Note: Students must wear closed-toe shoes and long pants.*

Cost: $71† includes $29 fee.

CLI-395-101  
Nov. 21  
Off Campus  
MacSorley  
1 session  
F  
6:30-9:30 pm  
HCAT 112

**All About Techniques of Stewing and Braising**
Discover the magic of slow cooking techniques. Turn simple meats and vegetables into tender and flavorful delights through simple methods of stewing and braising.
*Note: Students must wear closed-toe shoes and long pants.*

Cost: $85† includes $29 fee.

CLI-399-101  
Feb. 22  
Off Campus  
Tyler  
1 session  
Sa  
10 am-2 pm  
HCAT 112

**Pizza School**
Learn the basic steps for making terrific pizzas from scratch. Explore a variety of pizza doughs, sauces and toppings, from classic margherita to dessert pies.
*Note: Students must wear closed-toe shoes and long pants.*

Cost: $66† includes $24 fee.

CLN-391-101  
Nov. 22  
Arnold-Main  
Santos  
1 session  
Sa  
3-6 pm  
HUM 218
**Personal Enrichment**

**Alternative Baking**
Explore the more healthful side of baking. Use new, interesting ingredients to add nutritional value while maintaining pleasing textures and flavors. Learn the science behind pastries and explore vegan, sugar-free and gluten-free substitutions.

*Note: Students must wear closed-toe shoes and long pants.*

**Cost:** $85† includes $29 fee.

**Burgers with Bite**
Learn to think outside the box when planning your next burger creation. Experiment with making tasty burgers from turkey, lamb and pork in addition to popular beef burgers.

*Note: Students must wear closed-toe shoes and long pants.*

**Cost:** $73† includes $31 fee.

**A Taste of New England**
Learn how to prepare lobster and scallops using indigenous foods such as squash, maple syrup and cranberries to enhance the flavors of dishes.

*Note: Students must wear closed-toe shoes and long pants.*

**Cost:** $73† includes $31 fee.

**The Artisan Pretzel**
Learn to knead, shape, boil and bake artisan pretzels. Produce several varieties with different seasonings of this perennial favorite.

*Note: Students must wear closed-toe shoes and long pants.*

**Cost:** $85† includes $29 fee.

**Knife Skills 2**
Enhance knife skills with new and elaborate knife cuts using the foundations acquired in CLN-328 Hands On Knife Skills. Practice using a mandoline safely. Explore knife cuts such as tourne and lozenge.

*Prerequisite: CLN 328 Hands On Knife Skills.*

*Note: Students must wear closed-toe shoes and long pants.*

**Cost:** $66† includes $24 fee.

**Sourdough Breads**
Learn bread baking techniques by mixing, kneading, shaping and baking. All breads will be made using a sourdough starter. Learn to shape and score different bread loaves.

*Note: Students must wear closed-toe shoes and long pants.*

**Cost:** $85† includes $29 fee.

**Noodles - Mien, Pho, Soba**
Enjoy a taste of these classic noodles of the Far East and learn traditional preparations for these tasty Asian comfort foods.

*Note: Students must wear closed-toe shoes and long pants.*

**Cost:** $73† includes $31 fee.

---

**The In-Home Classroom**

**Baking Bread at Home**
Learn to make breads at home with this online class. Watch the Hotel, Culinary Arts and Tourism chef demonstrate mixing, kneading, shaping and baking techniques. Ask the chef questions and post successes in the online classroom.

*Note: Students receive detailed instructions, recipes and grocery list.*

**Cost:** $29† includes $7 fee.

**Mastering Pan Sauces at Home**
Learn to make pan sauces at home. Watch the Hotel, Culinary Arts and Tourism chef demonstrate how professional chefs use pan sauces. Ask the chef questions and post successes in the online classroom.

*Note: Students receive detailed instructions, recipes and grocery list.*

**Cost:** $29† includes $7 fee.

**Mastering Cooking Basics at Home**
Watch a Hotel, Culinary Arts and Tourism chef demonstrate recipes and identify specific equipment and the role it plays in daily operations. Prepare a simple meal using proper equipment. Recipe packet includes detailed instructions, recipes and grocery list. Ask the chef questions and post successes in the online classroom.

*Note: Students receive detailed instructions, recipes and grocery list.*

**Cost:** $29† includes $7 fee.
**PERSONAL ENRICHMENT**

---

**Mastering Classic Custards at Home**  
Watch a Hotel, Culinary Arts and Tourism chef demonstrate custard preparation. Identify qualities of well-made custard, including ingredient interactions, cooking methods, storage and presentation. Learn to make crème brûlée, flan, sabayon, pots de crème and panna cotta. Ask the chef questions and post successes in the online classroom.  
*Note: Recipe packet includes detailed instructions, recipes and grocery list.*  
**Cost: $20† includes $7 fee.**  
CLA-337-101 Jan. 6–March 31 ONLINE WB Sileo

---

**Holiday Meal Step by Step**  
Watch a Hotel, Culinary Arts and Tourism chef demonstrate how to prepare a classic holiday meal. Ask the chef questions and post successes in the online classroom.  
*Note: Recipe packet includes detailed instructions, recipes and grocery list.*  
**Cost: $29† includes $7 fee.**  
CLA-338-101 Jan. 6–March 31 ONLINE WB Sileo

---

**Wine, Beer and Spirits**

**Wine 101: Practical Basics**  
Learn the basics of wine. Discover how to evaluate, select, store, open, decant and pour wine. Review wine and food pairings. Examine different aromas and decipher wine labels to determine how various wines will taste.  
*Note: Must be 21 or older to enroll.*  
**Cost: $75† includes $33 fee.**  
CLJ-358-101 Jan. 8 Arnold–Main Hawkins 1 session W 7–9 pm HUM 214

**Wines of America**  
Taste a selection of American wines and discover why America is the fourth-largest wine producer in the world.  
*Note: Must be 21 or older to enroll.*  
**Cost: $80† includes $45 fee.**  
CLJ-310-101 Jan. 15 Arnold–Main Hawkins 1 session W 7–9 pm HUM 214

**Brandy, Cognac, Armagnac, Grappa: Spirit of the Grape**  
Explore the art and science of brandy, from the simple to the elite. Learn the history, regional variations and the processes involved in its production. The various styles and flavor profiles will be discussed and demonstrated.  
*Note: Students must be 21 or older to register.*  
**Cost: $89† includes $61 fee.**  
CLA-345-101 Jan. 17 Arnold–Main Bujak 1 session F 7–9 pm HUM 214

---

**Chocolate and Red Wine**  
Learn to evaluate different types of chocolate and red wine by sight, smell, taste and touch. Explore approaches to pairing chocolate and red wine and evaluating those pairings. Taste various pairings and record observations and ratings.  
*Note: Must be 21 or older to enroll.*  
**Cost: $81† includes $39 fee.**  
CAW-346-101 Feb. 2 Arnold–Main Bujak 1 session F 7–9 pm HUM 214

---

**Gin: From Early Styles to New Barrel Finishes**  
Explore the art and science of gin. Learn the history, regional variations and the processes involved in production, including its barrel-aged variant. Explore the gin-making regions of the world and discuss styles and flavor profiles. Practice identifying flavor and aroma components.  
*Note: Students must be 21 or older to register.*  
**Cost: $89† includes $61 fee.**  
CAW-347-101 March 13 Arnold–Main Bujak 1 session F 7–9 pm HUM 214

---

**Mezcal and Tequila**  
Explore the art and science of mezcal and its popular variant, tequila. Learn the history, regional variations and the processes involved in production. Examine the styles and flavor profiles. Practice identifying flavor and aroma components.  
*Note: Students must be 21 or older to register.*  
**Cost: $89† includes $61 fee.**  
CAW-348-101 March 13 Arnold–Main Bujak 1 session F 7–9 pm HUM 214

---

---
HISTORY AND HERITAGE

Art History

History of Western Art 2
Learn about the development of architecture, painting, sculpture and secondarily, landscape architecture in the Western World from the Renaissance to the present. Textbook information available at AACC Bookstore. CEUs issued. Note: All sections also offered for credit, ART-210.

Cost: $355 includes $7 fee.
ARA-320-101 Jan. 23-May 12
30 sessions TuTh 11 am-12:15 pm CADE 207
ARA-320-102 Feb. 3-May 12
ONLN WB

History of World Architecture 1
Examine the development of world architectural styles, including European, Southeast Asian, Indian Chinese, and Japanese, from the ancient world through the late European Middle Ages. Learn architectural design and city planning as responses to religious, political, economic and cultural needs, as well as for an understanding of their structural principles. Textbook information available at AACC Bookstore. CEUs issued. Note: All sections also offered for credit, ART-221.

Cost: $355 includes $7 fee.
ATS-365-101 Jan. 23-May 12
14 sessions TuTh 4-5:20 pm CADE 205

Local and Regional

Historic Annapolis: Architecture
Participate in a lecture and walking tour of restored buildings, churches and the Maryland Capitol with an architectural preservationist. Learn how the materials, construction techniques and decorative elements of 17th-through 19th-century architecture indicated the social status and purpose of structures. Note: Meet on campus for lecture. Provide own transportation to Annapolis. Wear comfortable walking shoes and dress for outdoors. Bring a bag lunch or purchase on own.

Cost: $54 includes $12 fee.
HRY-395-101 March 31
1 session Tu 9-10 am Masek
Tu 10 am-3 pm XOFF

Tours

Louis Comfort Tiffany: His Art and Design
Begin the day with a lecture followed by a tour and explore Louis Comfort Tiffany, his life, home, studio and designs. Experience examples of Tiffany’s works at Brown Memorial Church and Evergreen House in Baltimore.
Note: Transportation by AACC included. Extensive walking required. Participants must be able to walk and stand for hours without assistance. Bring a bag lunch or purchase one on your own. Wear comfortable walking shoes and dress for outdoors.

Cost: $87 includes $29 fee.
HSY-317-101 March 9-10
2 sessions M 6:30-9 pm Tu 9 am-4 pm XOFF

Washington’s Mount Vernon
Attend a lecture then travel to the refurbished Colonial estate and plantation with outbuildings, gardens and a pioneer farm on 8,000 acres. Explore the Donald W. Reynolds Museum and Education Center, which holds more than 800 artifacts hands-on exhibits and movies.
Note: Transportation included. Extensive walking required. Participants must be able to walk and stand for hours without assistance. Wear comfortable walking shoes and dress for outdoors. Bring a bag lunch or purchase on own.

Cost: $95† includes $39 fee.
HSY-399-101 March 25-26
2 sessions W 6:30-8 pm Th 9:30 am-5 pm XOFF

Traditions from Around the World

French Influence on World Events 1600-1800
Identify significant happenings in French history from the 1600s-1800 that had a major impact on world events. Discuss how France increased its influence in other countries.
Note: Class will be conducted in English. Handouts are provided in English and in French.

Cost: $77 includes $12 fee.
HRY-383-101 March 5-April 9
5 sessions Th 7-8:30 pm
Note: No class March 19.

United States History
Voices of Freedom

Cost: $55 includes $7 fee.
HSY-398-101 Jan. 21-23
2 sessions TuTh 6:30-8:15 pm

Frederick Douglass: An Abolitionist and Statesman
Gain an appreciation for the contributions of the most influential African-American of the 19th century. Follow his life from slavery to a national leader of abolition and universal equality. Visit Cedar Hill Douglass in Washington, D.C.

Cost: $67 includes $22 fee.
HSY-364-101 Jan. 28-30
2 sessions TuTh 6:30-8:45 pm

U.S. First Ladies: Roosevelt to Wilson
Examine the lives of the presidential wives. Explore their early years, education, social status and life after the White House. See the impact each woman had on her husband’s presidency, American society and culture. Different first ladies will be featured each term.

Cost: $86 includes $7 fee.
HSY-387-101 Feb. 12-March 11
5 sessions Th 7-8:30 pm

The Battle of Antietam
Examine the role of the Confederate and Union commanders that changed the course of the Confederate Army’s northern offensive. Discuss strategies and battlefield tactics of the top generals and explain why historians believe this was the most significant Civil War battle.

Cost: $62 includes $7 fee.
HSY-397-101 Feb. 22
1 session Sa 9 am-12:15 pm

The Battle of Gettysburg
Examine the Confederate and Union armies through the costliest battle of the Civil War. Discuss the infantry assaults of Pickett’s Charge, Little Round Top, Devil’s Den, the Wheatfield and more.

Cost: $62 includes $7 fee.
HSY-396-101 March 7
1 session Sa 9 am-12:15 pm

NEW COURSES ADDED DAILY, VISIT WWW.AACC.EDU/NONCREDIT
HOME AND LIFESTYLE

Genealogy: Research Your Family Tree
Explore introductory genealogy. Identify strategies for examining family archives and conducting family interviews. Outline primary and secondary genealogy. Discuss breaking through dead ends, compare hoaxes to useful sites and learn family tree formats.

Cost: $97† includes $22 fee.
WNI-302-101 Jan. 14-Feb. 4 Arnold-Main Sparrow 4 sessions Tu 7-8:30 pm

Genetic Genealogy Basics
Examine the basics of genetic genealogy and DNA. Explore different types of test kits, how to use them and how to analyze the results. Discover how DNA helps research family history and what it shows about ethnic makeup and ancient origins.

Cost: $132† includes $12 fee.
PRS-394-101 March 24-April 21 Arnold-Main Hochreiter/Stern 5 sessions Tu 6-8 pm

DNA: Trace Your Family History
NEW
Discover how genetic genealogy has emerged as an important tool in determining genetic makeup. Examine DNA test kits and learn how to analyze results. Use DNA results to trace family history and find potential family relationships.

Cost: $132 includes $12 fee.
PRS-399-101 Jan. 7-Feb. 4 Arnold-Main Hochreiter/Stern 5 sessions Tu 7-9 pm

Intermediate Genealogy: Surfing the Net
Determine effective techniques for genealogical computer searches. Practice writing effective queries. Examine various websites including ancestry, records and organizations. Organize and keep track of searches. Explore ways to break through dead ends.

Cost: $89† includes $17 fee.
WNI-302-101 Feb. 18-March 3 Arnold-Main Sparrow 3 sessions Tu 7-9 pm

Financial Planning and Investing

Introduction to Financial Planning
Develop an integrated, balanced financial plan that includes tax reduction methods, income protection and retirement planning. Study insurance, real estate, fixed-income investments, stock market, mutual funds, education needs, and principles of taxation and planning.

Note: Instructors do not provide advice on specific investments and neither the instructor nor AACC is responsible for students’ personal investments.

Cost: $76 includes $12 fee.
FIN-347-101 Jan. 14-Feb. 4 Arnold-Main Beedenbender 4 sessions Tu 7-7:30 pm

Basics of Investing
Learn what you need to know before purchasing a stock, bond or mutual fund. Examine some common myths about investing. Discover how to develop a plan to meet any financial goal.

Note: Instructors do not provide advice on specific investments and neither the instructor nor AACC is responsible for students’ personal investments.

Cost: $52 includes $19 fee.
FNE-371-101 Feb. 6-13 Arnold-Main Beedenbender 4 sessions Th 7-7:30 pm

Estate Planning: The Executor
Prepare to be an executor or designate these responsibilities to someone. Define the role and outline general duties. Learn to organize tasks and get tips for reducing stress. Discuss compensation and potential consequences for incorrect performance.

Note: Instructors do not provide advice on specific issues and neither the instructor nor AACC is responsible for financial decisions.

Cost: $49† includes $7 fee.
WNI-315-101 March 5 Arnold-Main Gauge 1 session Th 6-9:15 pm

Trusts and Estate Planning
Keep more of your money through better estate planning. Examine tax and trust laws, wills, trusts and estates, health-care proxies, and life and disability insurance. Discuss power of attorney and techniques to avoid probate and accomplish family goals while eliminating estate taxes.

Note: Instructors do not provide advice on specific investments and neither the instructor nor AACC is responsible for students’ personal investments.

Cost: $114 includes $27 fee.
FIN-395-101 Jan. 16-Feb. 20 Arnold-Main Lehr 6 sessions Th 7-7:30 pm

Financial Strategies for Successful Retirement
Learn to control your financial destiny. Discuss ways to generate steady retirement income, maximize investment returns, protect assets, minimize income taxes and reduce estate taxes. Note: Instructors do not provide advice on specific investments and neither the instructor nor AACC is responsible for students’ personal investments.

Cost: $94 includes $17 fee.
FNC-357-101 Feb. 13 Arnold-Main Clark 4 sessions TuTh 6:30-9 pm

Retirement Income Planning
Learn the basics of retirement income planning and more. Review annuities, guaranteed income vehicles, and tax and withdrawal strategies, including the Grangaard Strategy and “split funding” concepts.

Note: Instructors do not provide advice on specific investments and neither the instructor nor AACC is responsible for students’ personal investments.

Cost: $49 includes $12 fee.
FNE-314-101 Feb. 1 Arnold-Main Clark 1 session Sa 9 am-1 pm
FNE-314-102 March 28 Arnold-Main Beedenbender 1 session Sa 9 am-1 pm

Passport to Retirement
Develop a retirement plan and set realistic goals. Determine how much you must save. Discuss investment options and overcome roadblocks that impede progress. Learn strategies to protect your wealth and assets. Workbook provided on the first session.

Note: Designed for prereview. Instructors do not provide advice on specific investments and neither the instructor nor AACC is responsible for students’ personal investments.

Cost: $84 includes $38 fee.
FNE-326-101 Jan. 28-Feb. 4 AMIL Gordon 2 sessions Tu 6-9 pm
FNE-326-102 Feb. 6-13 AMIL Gordon 2 sessions Th 6-9 pm

Rejuvenate Your Retirement
Discuss strategies to plan for a financially secure retirement. Plan for a tax-efficient income, lifestyle preservation and inflation protection. Identify the primary threats to a secure retirement. Examine long-term care options.

Note: Designed for retirees. A 143-page, illustrated workbook is provided on the first session.

Instructors do not provide advice on specific investments and neither the instructor nor AACC is responsible for students’ personal investments.

Cost: $69 includes $38 fee.
FNE-327-101 Feb. 25-March 3 Arnold-Main Gordon 2 sessions Tu 10 am-noon
FNE-327-102 March 5-12 Arnold-Main Gordon 2 sessions Th 1-3 pm
IRA and 401(k) Distribution Options
Unscramble these complex options so you don’t lose up to 70 percent of your money in taxes. Learn the pros and cons of IRS-allowed payout options. Discover why beneficiary designations are crucial, why planning must begin before age 70.5 and how to make your IRAs continue tax deferred decades after your death. Discussion will include the new conversion law.
Note: Instructors do not provide advice on specific investments and neither the instructor nor AACC is responsible for students’ personal investments.

Cost: $49 includes $19 fee.
FNC-374-101 March 7 Arnold-Main Beederbender
1 session Sa 9 am-1:15 pm

Managing the Social Security Maze
Note: Offered online in partnership with OnLine Training. Instructors do not provide advice on specific investments and neither the instructor nor AACC is responsible for students’ personal investments.

Cost: $43 includes $33 fee.
LFS-315-101 Feb. 3 - May 3 ONLN OLT Fabian

Navigating Medicare and Medicaid
Examine Medicare and Medicaid programs including various choices, options and changes taking place to make programs sustainable. Learn how to navigate Medicare and Medicaid websites.
Note: Instructors do not provide advice on specific investments and neither the instructor nor AACC is responsible for students’ personal investments. Bring a bag lunch.

Cost: $47 includes $17 fee.
LFS-327-101 March 7 Arnold-Main Deacon
1 session Sa 10 am-2 pm

Floral Design
AACC has been approved as an Education Partner of the American Institute of Floral Designers (AIFD). For information on the Floral Design certificate, see pages 7-11 or visit www.aacc.edu/floraldesigner.

Note: Classes listed below are not restricted to students pursuing the Floral Design certificate, but some classes do have prerequisites.

Introduction to Floral Design
Examine proper conditioning procedures for flowers commonly used in floral design. Determine product freshness, identify common and botanical names of flowers and foliage, and explore the appropriate care for flowers for optimal display. Produce a professional vase arrangement.
Note: Students should bring a vase, pruning shears and floral knife.

Cost: $197 includes $62 fee.
FLR-344-101 Jan. 28 - Feb. 4 Arnold-Main Powers
2 sessions Tu 6:30-9:30 pm CALT 130

Foundations of Floral Design
Examine the essential tools, vocabulary and techniques required to create basic floral designs. Practice the elements and principles of design as you create floral arrangements. At least one arrangement will be taken home each session.
Note: Students should bring a floral knife or sharp pocket knife, pruning shears, wire cutters, ribbon scissors and a box to carry arrangements home.

Cost: $404 includes $157 fee.
FLR-343-101 Feb. 18 - March 24 Arnold-Main Lord
5 sessions Tu 6:15-9:16 pm CALT 130

Foundations of Floral Design: Part 2
Practice design styles and techniques that elevate scoring on certification exams and competitions. Apply the elements and principles of design while discovering advanced techniques, foliage manipulation and mechanics for floral compositions. Take home at least one arrangement each session.
Note: FLR-343 Foundations of Floral Design recommended. Floral knife or sharp pocket knife, pruning shears, wire cutters and ribbon scissors are required. Bring a box to carry home arrangements.

Cost: $612 includes $247 fee.
FLR-345-101 Jan. 29 - March 4 Arnold-Main Godfrey
4 sessions W 6:15-9:15 pm CALT 130

Sympathy Flowers: Sprays and Arrangements
Create traditional and contemporary casket sprays, standing sprays and arrangements to display a cremation urn. Discuss family consultations and coordination with funeral directors. Learn to personalize arrangements, capturing the spirit of the deceased.
Note: FLR-343 Foundations of Floral Design recommended. Floral knife or sharp pocket knife, pruning shears, wire cutters and ribbon scissors required.

Cost: $297 includes $142 fee.
FLR-346-101 Feb. 23 - March 1 Arnold-Main Inskeep
2 sessions Su 11 am-3:30 pm CALT 130

Seasonal Flowers
Create floral arrangements using seasonal flowers and other seasonal botanical materials. Acquire expert knowledge in selecting the freshest, seasonal floral materials available, various construction mechanics, and techniques for loss prevention and optimal display life of an arrangement.
Note: Students should bring pruning shears or floral clippers, a small pocketknife or floral knife, ribbon scissors, wire cutters, and a box to carry home arrangements.

Cost: $297 includes $62 fee.
FLR-348-101 Feb. 23 Arnold-Main Norman
1 session Su Noon-3:15 pm CALT 130

Exquisite Bows for Floral Design and More
Create bows for corsages, packages, wreaths and flower arrangements. Explore ribbon fabric, bow proportions and best techniques for each application.
Note: Students must bring ribbon scissors.

Cost: $81 includes $32 fee.
FLR-334-101 Feb. 29 Arnold-Main Powers
1 session Sa Noon-3 pm CALT 130
Gardening

Winter Planning for an Early Spring Garden
Plan an edible spring garden. Learn how to protect your garden from pests, critters and weather, and extend your growing season using the no-till method of small-space raised bed gardening created by Mel Bartholomew.

Note: Suitable for beginners and experts and taught by a Square Foot Gardening certified instructor.

Cost: $61† includes $7 fee.
HRT-337-101  Feb. 11-18  Arnold-Main  Roman
2 sessions  Tu  6:30-8:30 pm

Environmentally Friendly Landscape
Learn to create an environmentally safe landscape. Identify the native plants and methods to reduce the need for chemicals, attract wildlife and conserve water. Begin developing a green landscaping plan.

Cost: $59† includes $7 fee.
HRT-328-101  March 7-14  Arnold-Main  Riddle
2 sessions  Sa  10 am-noon

Shrub for your Landscape
Explore the design principles for landscaping your home and selecting appropriate shrubs to enhance your outdoor living area. Instructor is a certified professional horticulturist.

Cost: $58† includes $23 fee.
HOR-396-101  March 11  Arnold-Main  Matarase
1 session  W  6:15-9:15 pm

Lilies: Best Blooms for Summer Pollinators
Discover the various lily species, their bloom times and their function as nectar plants for butterflies, bees and other pollinators. Discuss best options to maximize the use of lilies in planting.

Cost: $49 includes $7 fee.
HRT-338-101  March 2-30  Arnold-Main  Matarase
2 sessions  M  6:30-8 pm

A Fragrant Evening Garden
Explore planning a garden using fragrant white and cream colored evening plants. Examine the proper conditions that optimize the health of perennials, annuals and shrubs.

Cost: $48† includes $7 fee.
HRT-306-101  March 2-9  Arnold-Main  Matarase
2 sessions  M  6:30-8 pm

Square Foot Gardening: The Basics
Explore the time-honored, no-till method of small-space, raised-bed gardening created by Mel Bartholomew. Learn the basics of growing 100% of the harvest in 20% of the traditional space with less water, work and weeds. Create a personalized plan.

Note: Suitable for beginners and experts. Taught by a Square Foot Gardening certified instructor.

Cost: $61† includes $7 fee.
HRT-332-101  March 31-April 7  Arnold-Main  Roman
2 sessions  Tu  6:30-8:30 pm

Create a Beautiful Rain Garden
Learn to create an ecologically beneficial garden that is comprised of native perennials, grasses and shrubs, and planted in an area to capture rainwater runoff from a roof, driveway or patio.

Cost: $35 includes $15 fee.
HOR-370-101  Feb. 19  Arnold-Main  Rolly
1 session  W  6:15-9:15 pm

Plants of the Chesapeake Bay
Discover the multitude of native plants that make the Chesapeake Bay region their home.

Cost: $37† includes $7 fee.
HOR-395-101  March 25  Arnold-Main  Matarase
1 session  W  6:30-9 pm

Home Improvement

Basic Home Repair: Carpentry
Learn the basics of home carpentry and hand tool safety. Practice with hand tools used to cut wood, install molding, and hang shelving and cabinets.

Cost: $45† includes $19 fee.
RPR-316-101  Jan. 15  Arnold-Main  Barratt
1 session  W  6-8 pm  CALT 134

Basic Home Repair: Electricity
Learn how to check and replace a wall receptacle and wall switch, rewire a lamp and install a ceiling fixture. Determine the tools needed and review electrical safety.

Cost: $45† includes $19 fee.
RPR-317-101  Jan. 29  Arnold-Main  Barratt
1 session  W  6-8 pm  CALT 134

Basic Home Repair: Plumbing
Learn how to repair leaky faucets and install faucets, showerheads and sinks. Review toilet construction and installation.

Cost: $45† includes $19 fee.
RPR-318-101  Feb. 5  Arnold-Main  Barratt
1 session  W  6-8 pm  CALT 134

Drywall Repair
Explore and practice ways to create a smooth paintable surface on damaged drywall. Learn techniques such as taping and patching, spackling, scraping, sanding and repainting.

Cost: $42† includes $19 fee.
WIS-324-101  Feb. 19  Arnold-Main  Baratt
1 session  W  6-7:30 pm  CALT 134

Tiling Basics for Home
Identify tiling techniques then practice on a variety of surfaces. Examine tools and supplies, discuss tile selection, outline surface preparation, practice tile cutting and grouting.

Cost: $45† includes $19 fee.
WIS-347-101  March 11  Arnold-Main  Barratt
1 session  W  6-8 pm  CALT 134

Flipping Houses
Explore the process and critical phases for successfully flipping houses for resale or building equity. Examine remodeling costs and develop a budget for the best return on your investment. Learn to select a building team of contractors, lenders and real estate agents.

Cost: $115† includes $7 fee.
RPR-320-101  Feb. 6-20  Arnold-Main  Presswood
3 sessions  Th  6-9 pm  CALT 134

PERSONAL ENRICHMENT
**Interior Design**

**Interior Design: Home Staging 101**
Learn valuable staging tips and decorating ideas for selling your home in today’s market.

**Cost:** $31† includes $7 fee.
**PET-301-101**
March 10
Arnold-Main
7-9:30 pm
CALT 134

**Pet Ownership**

For the latest class information, visit www.aacc.edu/programs-and-courses/personal-enrichment/pet-ownership.

**Pet First Aid and CPR**
Learn life-saving pet first aid techniques. Receive hands-on instruction on primary emergency assessment, rescue breathing, choking management, bleeding control, heat- and cold-related injuries, and CPR. Manual and course completion card included.

**Cost:** $72† includes $10 fee.
**PET-311-101**
Jan. 18
Arnold-Main
Rainier
9:30 am-2:15 pm

**Pet Massage**
Learn massaging skills that help support your pet’s health and longevity.

**Cost:** $39† includes $7 fee.
**PET-310-101**
Feb. 1
Arnold-Main
Rainier
9:30 am-12:15 pm

**Therapy Dogs: Giving to Others**
Learn how you and your dog can help others by visiting nursing homes, hospitals, reading programs and more. Examine the necessary training and certification requirements involved. Determine temperament required to become a therapy dog.

**Cost:** $31† includes $7 fee.
**PET-329-101**
March 5
Arnold-Main
Dobelbower
6-8 pm

**Dog Training Techniques**
Use pet psychology to develop a practical, easy-to-implement training program. Examine training techniques using positive reinforcement. Develop a specific training plan for your own dog.

**Note:** Instructor will provide dog for training demonstration.

**Cost:** $31† includes $7 fee.
**PET-320-101**
March 4
Arnold-Main
Dobelbower
6-8 pm

**Self-Defense**

**Self-Defense Training Basics**
Develop fundamental skills for self-defense. Practice basic strikes, blocks, punches and counters. Demonstrate basic grappling techniques and stance as practiced in military training. Apply self-defense skills and techniques in simulated scenarios.

**Note:** Class designed for adults of any age. No previous experience needed.

**Cost:** $79† includes $7 fee.
**AHC-507-101**
Feb. 3-10
Arnold-Main
Gallagher
6:45-7:45 pm
CALT 103

**Rape Aggression Defense System**

**Cost:** $10† includes $7 fee.
**WMI-317-101**
Feb. 6-26
Arnold-Main
Kerpelman
6-8:30 pm

**Wellness**

**Healthcare professionals:** See Health Care in the careers and certifications sections, pages 10-11 or visit www.aacc.edu/programs-and-courses/job-training/health-care-professions. For information about personal health courses, visit www.aacc.edu/programs-and-courses/personal-enrichment/personal-health. For information regarding a continuing education certificate in Mental Health First Aid, see page 10.

**Weight Management: Utilizing Healthy Approaches to Diet and Physical Activity**
The course examines many of the biological and environmental theories associated with weight management and reviews current research in this area. Emphasis also is placed on physical fitness compatible with the achievement and maintenance of a healthy body weight. Popular diet programs will be reviewed and evaluated with regard to weight management and overall health impact. CEUs issued.

**Note:** All sections also offered for credit, BIO-137 or HEA-137.

**Cost:** $123 includes $7 fee.
**HLH-311-101**
Jan. 19
ONLN WB

**Blueprint for Successful Aging in Place**
Examine key areas in aging that impact the ability to live independently. Evaluate housing options and available resources. Identify critical legal documents and guardianship issues. Learn to self-advocate effectively and identify how technology can help promote healthy and safe independent living.

**Cost:** $118† includes $10 fee.
**PRS-501-101**
Feb. 4-18
Arnold-Main
Gouge
3 sessions
7-9:30 pm

**Anti-Aging at any Age**
Explore the basic stages of the aging process and its related challenges. Learn how to develop an individualized age management plan that may slow down the effects of aging and help maintain a vibrant, healthier lifestyle.

**Cost:** $79† includes $7 fee.
**HLH-514-101**
Feb. 6-20
Arnold-Main
Tuakli
3 sessions
6:30-8:30 pm

**Home and Lifestyle**

**PRS-389** Genealogy Basics
**FNE-317** Stocks, Bonds, and Investing: Oh My!
**FNE-318** Personal Finance
**RLT-510** Real Estate Investing
**FNC-387** Where Does All My Money Go?
**FNE-320** Introduction to Stock Options

**Interior Design**

**IND-310** Introduction to Interior Design
**HTH-599** Spirituality, Health and Healing

**Wellness**

**Search** www.ed2go.com/aacc or see pages 84-85 for information.
PERSONAL ENRICHMENT

PARENTING AND FAMILY LIFE

Parenting One-on-One

Parenting One-on-One courses were designed to allow students the flexibility to arrange parenting courses around their busy schedules and to allow for a more personalized approach. Contact the TEACH Institute 410-777-2159 for information and to schedule a Parenting One-on-One course. Courses also available in Spanish.

MANAGING ANGER IN FAMILY LIFE: ONE-ON-ONE TPC-323

Learn the origins of problem anger in the home through individual instruction. Practice methods for properly expressing anger. Learn to channel energy into productive thoughts, feelings and behaviors. Explore ways to develop greater inner peace and cultivate interpersonal skills. CEUs awarded.

Cost: $360 includes $22 fee.

SYSTEMATIC TRAINING FOR EFFECTIVE PARENTING (STEP): ONE-ON-ONE TPC-324

Learn the principles of this nationally acclaimed parent education curriculum through individual instruction. Focus on essential child-rearing issues, effective parent-child communication and discipline methods. Gain valuable training to improve family cooperation and lessen parent-child conflicts. CEUs awarded.

Cost: $360 includes $22 fee.

PARENTING THROUGH SEPARATION OR DIVORCE: ONE-ON-ONE TPC-325

Receive individual instruction on how to shield children from the parental conflict associated with divorce or separation. Discover tools for managing anger, negotiating peacefully and creating a co-parenting plan that is effective and child-focused. CEUs awarded.

Cost: $360 includes $22 fee.

THE EXPLOSIVE CHILD: ONE-ON-ONE TPC-356

Receive individual instruction on how to direct children away from explosive episodes. Explore why traditional discipline strategies often don’t work with behaviorally challenged children. Review the concepts of lagging skills and unsolved problems. Practice collaborative problem solving strategies. CEUs awarded.

Cost: $360 includes $22 fee.

RULES, ROUTINES AND RITUALS: ONE-ON-ONE TPC-357

Receive individual instruction on establishing rules, routines and rituals that provide the predictability and structure children crave. Discuss how relationships can be improved by creating meaningful rituals. Discover how rules, routines and rituals are linked to childhood resiliency. CEUs awarded.

Cost: $360 includes $22 fee.

PEER LEARNING PARTNERSHIP

PLP Membership

Participation in PLP activities or courses requires a $30 membership fee that covers a six-month period (January through June or July through December). Membership allows students to enroll in courses and cultural activities. It also covers attendance at Friday discussion groups that explore current events, fine arts and literature, science and technology, economic issues, art history, history, fiction and nonfiction books, travel, and films. To register for membership, enroll in this course.

PLP-500-101 Jan. 10-March 27 Arnold-Main Yeager 11 sessions F Noon-4:30 pm

The Crusades: A Modern Perspective

Explore the origins and history of the bloody conquests of the 11th and 12th centuries. Review Christian and Muslim cultures. Examine the Crusades from modern standpoints.

Cost: $30† includes $29 fee.

PRL-371-101 Jan. 6-9 Arnold-Main Farmer 4 sessions MTuWTh Noon-2 pm CALT 130

Introduction to Yiddish Film

Discover the vitality of the Yiddish language and culture through an examination of Yiddish cinema. View four of the finest examples of Yiddish film from the 1930s, and discuss their themes and characters.

Cost: $30 includes $29 fee.

PRL-383-101 Jan. 6-9 Arnold-Main Resnick 4 sessions MTuWTh Noon-2 pm CALT 132

Political Polarization 2020

Examine the lines dividing hostile political tribes in America. Discuss how we got here and how we can communicate across the political divide more effectively.

Cost: $30 includes $29 fee.

PRL-370-101 Jan. 6-9 Arnold-Main Daney 4 sessions MTuWTh 2:30-4:30 pm CALT 128

Life in the Solar System

Trace space exploration’s quest for habitable environments and posit an answer to where else in the solar system life might exist. Examine techniques that could help determine if life exists on other worlds.

Cost: $30 includes $29 fee.

PRL-372-101 Jan. 7-9 Arnold-Main Frey 3 sessions TuWTh 9:30-11:30 am CALT 130

Parenting One-on-One courses were designed to allow students the flexibility to arrange parenting courses around their busy schedules and to allow for a more personalized approach. Contact the TEACH Institute 410-777-2159 for information and to schedule a Parenting One-on-One course. Courses also available in Spanish.

MANAGING ANGER IN FAMILY LIFE: ONE-ON-ONE TPC-323

Learn the origins of problem anger in the home through individual instruction. Practice methods for properly expressing anger. Learn to channel energy into productive thoughts, feelings and behaviors. Explore ways to develop greater inner peace and cultivate interpersonal skills. CEUs awarded.

Cost: $360 includes $22 fee.

SYSTEMATIC TRAINING FOR EFFECTIVE PARENTING (STEP): ONE-ON-ONE TPC-324

Learn the principles of this nationally acclaimed parent education curriculum through individual instruction. Focus on essential child-rearing issues, effective parent-child communication and discipline methods. Gain valuable training to improve family cooperation and lessen parent-child conflicts. CEUs awarded.

Cost: $360 includes $22 fee.

PARENTING THROUGH SEPARATION OR DIVORCE: ONE-ON-ONE TPC-325

Receive individual instruction on how to shield children from the parental conflict associated with divorce or separation. Discover tools for managing anger, negotiating peacefully and creating a co-parenting plan that is effective and child-focused. CEUs awarded.

Cost: $360 includes $22 fee.

THE EXPLOSIVE CHILD: ONE-ON-ONE TPC-356

Receive individual instruction on how to direct children away from explosive episodes. Explore why traditional discipline strategies often don’t work with behaviorally challenged children. Review the concepts of lagging skills and unsolved problems. Practice collaborative problem solving strategies. CEUs awarded.

Cost: $360 includes $22 fee.

RULES, ROUTINES AND RITUALS: ONE-ON-ONE TPC-357

Receive individual instruction on establishing rules, routines and rituals that provide the predictability and structure children crave. Discuss how relationships can be improved by creating meaningful rituals. Discover how rules, routines and rituals are linked to childhood resiliency. CEUs awarded.

Cost: $360 includes $22 fee.

PEER LEARNING PARTNERSHIP

PLP Membership

Participation in PLP activities or courses requires a $30 membership fee that covers a six-month period (January through June or July through December). Membership allows students to enroll in courses and cultural activities. It also covers attendance at Friday discussion groups that explore current events, fine arts and literature, science and technology, economic issues, art history, history, fiction and nonfiction books, travel, and films. To register for membership, enroll in this course.

PLP-500-101 Jan. 10-March 27 Arnold-Main Yeager 11 sessions F Noon-4:30 pm

The Crusades: A Modern Perspective

Explore the origins and history of the bloody conquests of the 11th and 12th centuries. Review Christian and Muslim cultures. Examine the Crusades from modern standpoints.

Cost: $30† includes $29 fee.

PRL-371-101 Jan. 6-9 Arnold-Main Farmer 4 sessions MTuWTh Noon-2 pm CALT 130

Introduction to Yiddish Film

Discover the vitality of the Yiddish language and culture through an examination of Yiddish cinema. View four of the finest examples of Yiddish film from the 1930s, and discuss their themes and characters.

Cost: $30 includes $29 fee.

PRL-383-101 Jan. 6-9 Arnold-Main Resnick 4 sessions MTuWTh Noon-2 pm CALT 132

Political Polarization 2020

Examine the lines dividing hostile political tribes in America. Discuss how we got here and how we can communicate across the political divide more effectively.

Cost: $30 includes $29 fee.

PRL-370-101 Jan. 6-9 Arnold-Main Daney 4 sessions MTuWTh 2:30-4:30 pm CALT 128

Life in the Solar System

Trace space exploration’s quest for habitable environments and posit an answer to where else in the solar system life might exist. Examine techniques that could help determine if life exists on other worlds.

Cost: $30 includes $29 fee.

PRL-372-101 Jan. 7-9 Arnold-Main Frey 3 sessions TuWTh 9:30-11:30 am CALT 130
Ethics through Film: Racism
Analyze and discuss racism using the 1960s film “Nothing But A Man,” and selections from Plato, Kant, Mill and M.L. King on human dignity, human rights, and the intersection of law and ethics.
Cost: $30 includes $29 fee.
PRL-369-101  Jan. 7-9  Arnold-Main  Capuzzi
3 sessions  Tu  Noon-2 pm

Origins: The Universe, Life and Us
Analyze the origin and evolution of the universe and everything in it. Speculate about the future of the physical systems within our universe.
Cost: $30 includes $29 fee.
PRL-377-101  Jan. 21-March 10  Arnold-Main  Frey
8 sessions  Tu  Noon-2 pm

A Yiddish Literature Reading Circle
Delve into the lives and experiences of Jewish immigrants from Eastern Europe coming as recounted in selected stories from The Yiddish Daily Forward.
Cost: $30 includes $29 fee.
PRL-349-101  Jan. 29-March 4  Arnold-Main  Resnick
6 sessions  W  2:30-4:30 pm  CALT 128

Utopian and Dystopian Visions: Part 2
Read and discuss selections from the Great Books Foundation’s Imperfect Ideal. Each week, examine selections intended to raise questions and provoke discussion about the aims and results of planned societies around the world.
Cost: $30 includes $29 fee.
PRL-376-101  Jan. 22-March 11  Arnold-Main  McEachern
8 sessions  W  2:30-4:30 pm  CALT 130

Ideas and Reflections: On Friendship
Read, analyze and discuss works across genres and topics from literature, science and philosophy dealing with ideas and concepts including friendship, justice, equality, human nature and reality, among others.
Cost: $30 includes $29 fee.
PRL-379-101  Jan. 23-March 5  Arnold-Main  Moss
7 sessions  Th  2:30-4:30 pm  CALT 130

Nomads, Migrants and Refugees
Explore the life of the nomads of eastern Tibet, including their art, music, storytelling and religious practice. Learn about the effects of climate change, industrial development and forced resettlement on their traditional lifestyle.
Cost: $30 includes $29 fee.
PRL-378-101  Jan. 29-March 4  Arnold-Main  McEachern
8 sessions  W  2:30-4:30 pm  CALT 130

The Second American Revolution
Explore the monumental changes in the relationship among the federal government, the states and individual citizens brought about through the incorporation of the Bill of Rights into the 14th Amendment.
Cost: $30 includes $29 fee.
PRL-374-101  Jan. 27-March 2  Arnold-Main  Capuzzi
6 sessions  M  Noon-2 pm  CALT 132

Exploration of Mars and the Search for Life
Learn about the search for life on Mars from early telescopic observations through modern spacecraft and coming human exploration. Examine where else in the solar system might life exist, and whether Mars is that place.
Cost: $30 includes $29 fee.
PRL-376-101  Jan. 28-March 3  Arnold-Main  Frey
6 sessions  W  2:30-4:30 pm  CALT 128

Music with Words
Explore a variety of genres from chant to “contemporary” music, sacred, secular, solo, choral, opera, oratorio, Lieder, art songs and vocal music in symphonies.
Cost: $30 includes $29 fee.
PRL-375-101  Jan. 28-March 3  Arnold-Main  Capuzzi
8 sessions  W  2:30-4:30 pm  CALT 130

AIDS and Vanderbilts in the Gilded Age
Discover how the Astors and Vanderbilts attained wealth and power, how the rules of etiquette generated but controlled Gilded Age society, and how this society’s overspending lifestyle adversely affected the general populace.
Cost: $30 includes $29 fee.
PRL-381-101  Jan. 21-March 10  Arnold-Main  Rich
8 sessions  Tu  Noon-2 pm

Astors and Vanderbilts in the Gilded Age
Discover how the Astors and Vanderbilts attained wealth and power, how the rules of etiquette generated but controlled Gilded Age society, and how this society’s overspending lifestyle adversely affected the general populace.
Cost: $30 includes $29 fee.
PRL-380-101  Jan. 30-March 5  Arnold-Main  Drake
6 sessions  Th  9:30-11:30 am  CALT 134

Rising Atmospheric CO₂ and Global Warming
Examine global warming, the physical basis, impacts, methods for control of greenhouse gas emissions (GHG), reduction of atmospheric GHG concentration and potential lines of research into mitigation and risks of geo-engineering.
Cost: $30 includes $29 fee.
PRL-349-101  Jan. 30-March 5  Arnold-Main  Drake
6 sessions  Th  9:30-11:30 am  CALT 132

Books and And in the Search for Life
Learn about the search for life on Mars from early telescopic observations through modern spacecraft and coming human exploration. Examine where else in the solar system might life exist, and whether Mars is that place.
Cost: $30 includes $29 fee.
PRL-376-101  Jan. 28-March 3  Arnold-Main  Frey
6 sessions  W  2:30-4:30 pm  CALT 128

Writing About Your Life
Explore how to recover and record life experiences for inclusion in personal journals, short stories and memoirs, whether intended for personal satisfaction or for an audience of relatives and friends.
Cost: $30 includes $29 fee.
PRL-351-101  Jan. 29-March 4  Arnold-Main  Kendra
6 sessions  W  2:30-4:30 pm  CALT 128

The Federalist Papers
Cost: $30 includes $29 fee.
PRL-375-101  Jan. 22-March 11  Arnold-Main  Capuzzi
8 sessions  W  Noon-2 pm  CALT 130

Exploration of Mars
Learn about the search for life on Mars from early telescopic observations through modern spacecraft and coming human exploration. Examine where else in the solar system might life exist, and whether Mars is that place.
Cost: $30 includes $29 fee.
PRL-376-101  Jan. 28-March 3  Arnold-Main  Frey
6 sessions  W  2:30-4:30 pm  CALT 128

Biblical Books of Kings: Part 2
Explore how ancient Israel, a local kingdom, extended its political hegemony across the Levant, from the borders of Egypt to Mesopotamia. Discuss the historical record, the supporting evidence and why it matters today.
Cost: $30 includes $29 fee.
PRL-382-101  Jan. 22-March 11  Arnold-Main  Schatzberg
8 sessions  W  9:30-11:30 am  CALT 128

Intermediate Adobe Lightroom
Further explore the capabilities of Adobe Systems Inc.’s “Lightroom,” a program that provides tools for consistent, rapid editing and organizing workflow from camera to high-quality output. Note: Students are expected to work on their own laptops during class.
Cost: $30 includes $29 fee.
PRL-352-101  Jan. 22-March 11  Arnold-Main  Dement
8 sessions  W  Noon-2 pm  CALT 128

Music with Words
Explore a variety of genres from chant to “contemporary” music, sacred, secular, solo, choral, opera, oratorio, Lieder, art songs and vocal music in symphonies.
Cost: $30 includes $29 fee.
PRL-375-101  Jan. 28-March 3  Arnold-Main  Capuzzi
8 sessions  W  2:30-4:30 pm  CALT 130

Books and And in the Search for Life
Learn about the search for life on Mars from early telescopic observations through modern spacecraft and coming human exploration. Examine where else in the solar system might life exist, and whether Mars is that place.
Cost: $30 includes $29 fee.
PRL-376-101  Jan. 28-March 3  Arnold-Main  Frey
6 sessions  W  2:30-4:30 pm  CALT 128

Writing About Your Life
Explore how to recover and record life experiences for inclusion in personal journals, short stories and memoirs, whether intended for personal satisfaction or for an audience of relatives and friends.
Cost: $30 includes $29 fee.
PRL-351-101  Jan. 29-March 4  Arnold-Main  Kendra
6 sessions  W  2:30-4:30 pm  CALT 128

The Second American Revolution
Explore the monumental changes in the relationship among the federal government, the states and individual citizens brought about through the incorporation of the Bill of Rights into the 14th Amendment.
Cost: $30 includes $29 fee.
PRL-374-101  Jan. 27-March 2  Arnold-Main  Capuzzi
6 sessions  M  Noon-2 pm  CALT 132

Exploration of Mars
Learn about the search for life on Mars from early telescopic observations through modern spacecraft and coming human exploration. Examine where else in the solar system might life exist, and whether Mars is that place.
Cost: $30 includes $29 fee.
PRL-376-101  Jan. 28-March 3  Arnold-Main  Frey
6 sessions  W  2:30-4:30 pm  CALT 128

Biblical Books of Kings: Part 2
Explore how ancient Israel, a local kingdom, extended its political hegemony across the Levant, from the borders of Egypt to Mesopotamia. Discuss the historical record, the supporting evidence and why it matters today.
Cost: $30 includes $29 fee.
PRL-382-101  Jan. 22-March 11  Arnold-Main  Schatzberg
8 sessions  W  9:30-11:30 am  CALT 128

Intermediate Adobe Lightroom
Further explore the capabilities of Adobe Systems Inc.’s “Lightroom,” a program that provides tools for consistent, rapid editing and organizing workflow from camera to high-quality output. Note: Students are expected to work on their own laptops during class.
Cost: $30 includes $29 fee.
PRL-352-101  Jan. 22-March 11  Arnold-Main  Dement
8 sessions  W  Noon-2 pm  CALT 128

The Federalist Papers
Cost: $30 includes $29 fee.
PRL-375-101  Jan. 22-March 11  Arnold-Main  Capuzzi
8 sessions  W  Noon-2 pm  CALT 130
PERSONAL ENRICHMENT

PHOTOGRAPHY

For information regarding a continuing education certificate in digital photography, see pages 6-11. Courses in Photoshop and InDesign available in the Computers and Technology section, pages 20-23. Courses on how to start your own photography business can be found in the Entrepreneurship section, page 15.

Digital Cameras: What’s Right for You?
Discern how to choose the best camera for your needs. Explore differences between camera categories and outline a variety of reliable sources for cameras and manufacturers. Identify essential questions to ask before purchase.

Cost: $25† includes $7 fee.
PHO-376-101 Jan. 21 Arnold-Main Harrell
1 session Tu 7-8:30 pm

Basic Digital Camera Operations
Designed for entry-level film or digital single-lens reflex camera (DSLR) photographers. Learn camera operations, including composition, focus, lens selection, exposure, metering, flash and memory devices.

Cost: $182† includes $77 fee.
PHO-363-101 Jan. 27-May 9 Arnold-Main Moore
14 sessions MW 5-8 pm
Sa Noon-6 pm

Photography: Lighting Techniques for Success
Develop confidence and control using lighting in photography. Explore the impact of natural lighting, flash and lighting setups on photographs. Examine techniques to optimize each form of lighting. Practice lighting scenarios; review results.

Cost: $79† includes $7 fee.
PHO-375-101 Feb. 24-March 9 Arnold-Main Yablobsky
3 sessions M 6:30-8:30 pm

Basic Adobe Lightroom for Photographers
Learn Lightroom’s tools for consistent workflow from camera to quality output. Import, organize and retrieve pictures. Discover the tools to back up, convert from RAW, correct and control exposure and color. Prerequisite: PHO-305 Basic Digital Camera Operations or permission of instructor.

Cost: $170† includes $7 fee.
PHO-353-101 March 25-April 29 Arnold-Main Harrell
6 sessions W 7-9 pm

Digital Photography: Intermediate-Advanced Techniques
Learn proven techniques to better your digital photography skills with a digital single-lens reflex (DSLR) camera. Topics include equipment, advanced exposure techniques, low-light situations and off-camera flash. Instructor will discuss action photography, close-up macro photography, tips for photographing people and travel, camera raw capture and raw file editing techniques.

Note: Prior knowledge of basic digital camera operation recommended or PHO-305 Basic Digital Camera Operations. Students supply digital single-lens reflex camera with manual override and memory card.

Cost: $156† includes $7 fee.
PHO-346-101 March 26-April 30 Arnold-Main
6 sessions Th 6:30-8:30 pm

Black and White Photography
Learn to create black and white photographs. Explore fundamentals of the camera, film and darkroom processes. Produce high quality black and white prints. Textbook information available at AACC Bookstore. CEUs issued.

Note: All sections also offered for credit, ART-120.

Cost: $415 includes $67 fee.
ATS-383-101 Jan. 23-May 7
29 sessions TuTh 3-4:50 pm CADE 322
ATS-383-102 Jan. 23-May 7
29 sessions TuTh 9-10:50 am CADE 322
ATS-383-103 Jan. 23-May 7
29 sessions TuTh 3-4:50 pm CADE 322
ATS-383-104 Feb. 18-May 9
13 sessions Sa 9 am-1 pm CADE 322

Photography Offerings

Photography
ONL-383 Discover Digital Photography
PHO-355 Master Your Digital SLR Camera
PHO-341 Secrets of Better Photography
PHO-343 Travel Photography Using a Digital Camera
PHO-344 Photographing People Using a Digital Camera

Search www.ed2go.com/aacc or see pages 84-85 for information.

Studio Access: Black and White Darkroom
Work independently in AACC’s darkroom to process film and produce silver gelatin black-and-white prints. Produce unlimited prints, up to 16-by-20 inches, during any scheduled open lab. Chemistry included in course cost.

Note: Prior darkroom experience and instructor’s permission required. Students supply paper. Call 410-777-7079 to inquire about registration and to schedule studio hours. Studio availability: Monday and Wednesday, 5-8 p.m., Saturday, noon-6 p.m.

Cost: $182† includes $77 fee.
PHO-363-101 Jan. 27-May 9 Arnold-Main Moore
14 sessions MW 5-8 pm
Sa Noon-6 pm

Digital Photography: Black and White Darkroom
Learn proven techniques to better your digital photography skills with a digital single-lens reflex (DSLR) camera. Topics include equipment, advanced exposure techniques, low-light situations and off-camera flash. Instructor will discuss action photography, close-up macro photography, tips for photographing people and travel, camera raw capture and raw file editing techniques.

Note: Prior knowledge of basic digital camera operation recommended or PHO-305 Basic Digital Camera Operations. Students supply digital single-lens reflex camera with manual override and memory card.

Cost: $156† includes $7 fee.
PHO-346-101 March 26-April 30 Arnold-Main
6 sessions Th 6:30-8:30 pm

Digital Photography 1
Learn the technical and aesthetic properties of digital photography including camera operation, composition and lighting. Gain hands-on experience in photo editing software such as Photoshop and Lightroom. Explore the creative aspects of digital photography. Textbook information available at AACC Bookstore. CEUs issued.

Note: Students must provide a manual operation DSLR camera and an external storage device. All sections also offered for credit, ART-120.

Cost: $415 includes $67 fee.
ATS-383-101 Jan. 23-May 7
29 sessions TuTh 3-4:50 pm CADE 322
ATS-383-102 Jan. 23-May 7
29 sessions TuTh 9-10:50 am CADE 322
ATS-383-103 Jan. 23-May 7
29 sessions TuTh 3-4:50 pm CADE 322
ATS-383-104 Feb. 18-May 9
13 sessions Sa 9 am-1 pm CADE 322

Black and White Photography
Learn to create black and white photographs. Explore fundamentals of the camera, film and darkroom processes. Produce high quality black and white prints. Textbook information available at AACC Bookstore. CEUs issued.

Note: All sections also offered for credit, ART-120 and CAT-121. Students must provide a manual operation 35 mm single-lens reflex camera, a film processing tank, tripod, film and photographic paper.

Cost: $405 includes $57 fee.
ATS-308-101 Jan. 23-April 30 Arnold-Main
27 sessions TuTh 11 am-1:15 pm CADE 121
**RECREATION AND FITNESS**

For information about AACC’s fitness and recreation courses visit [www.aacc.edu/programs-and-courses/personal-enrichment](http://www.aacc.edu/programs-and-courses/personal-enrichment) and click on Fitness and Recreational Sports. For information regarding a continuing education certificate in Fitness see page 10.

**Beginner Bridge**
Develop basic game skills and strategies to play social bridge in a casual atmosphere. Learn the rules of the play of hand, defense skills and proper scoring. Practice bidding using the bidding box.

**Basketball**
Develop a knowledge of the basic skills, strategies, and rules associated with basketball. Apply the sport’s basic rules to engage in skill development activities and games while improving current level of physical fitness through a combination of aerobic and anaerobic exercise.

**Lifestyle Wellness Coaching:**
Learn about factors that promote or prevent fitness activity participation. Focus on the evolution of coaching and defining lifestyle fitness coaching. Identify the differences between coaching and counseling. CEUs issued. *Note: Textbook required. Contact Laura Howard lehoward1@aacc.edu or 410-777-7057 for textbook information. Offered online in partnership with World Instructor Training Schools (W.I.T.S.). Approved for 11 W.I.T.S. CECs.*

**Weight Training for Women**
Tone muscles, reduce the risk of osteoporosis and gain strength for everyday activities through this introductory hand-weight training class. Learn how to set up a home-workout class. *Note: Bring a set of 3- or 5-pound weights and a yoga mat.*

**Body Sculpting: Butts and Guts**
Develop a workout routine that shapes and tones belly and buttocks muscles. Practice lower body exercises including basic squats and situps. Increase lower body strength, burn fat and build lean muscle. Apply proper form to avoid injury and gain results.

**Intermediate Bridge**
Develop intermediate-level bridge playing skills and technique using the standard American bidding system. Reinforce and solidify defense strategies with structured play in a casual atmosphere. Prerequisite ERC-310 Beginner Bridge.

**Golf**
**Golf 1**
Progressive development of skills and strategies of golf. *Note: All sections also offered for credit, PHE-236.*

**Group Exercise**

**Aerobic Fitness**
Develop cardiovascular and muscular fitness through activities such as low-impact aerobics, step aerobics, abdominal and flexibility workouts and/or fitness walking. Increase your knowledge of proper nutrition and the interrelationships of diet, exercise and weight control. *Note: All sections also offered for credit, PHE-215.*

**High Intensity Interval Training**
Develop cardiorespiratory endurance, muscular strength, and muscular endurance using high-intensity interval training (HIIT). Demonstrate exercises using alternating bouts of brief higher intensity intervals with either rest or lower intensity workloads throughout an exercise routine.

**Martial Arts**

**Morning Tai Chi**
Hone movements that focus on relaxation, stress reduction, balance and coordination.

**Comprehensive Tai Chi**
Continue studying tai chi with focus on refinement of the 74-movement LaoJia YiLu form, 83-movement XinJia ErLu form and two-person practice. Designed for students who can perform the 18 Essence Form. Prerequisite: Permission of instructor.
PERSONAL ENRICHMENT

Aikido
Practice a defensive martial art suitable for all ages that uses body movement, coordination and distancing instead of strength. 
Note: Club is affiliated with Aikido America International/Shin Aikido Rengo.

Cost: $178† includes $7 fee.
ATC-377-101
12 sessions
Jan. 6-Feb. 17
Arnold-Main
Mack
7:30-9:30 pm
ATC-377-102
12 sessions
Feb. 24-April 8
Arnold-Main
Mack
7-8:30 pm

Yoga
Morning Yoga
Experience the softer side of yoga. Focus on relaxation and stretching.
Note: Bring a yoga mat.

Cost: $96† includes $7 fee.
HLH-345-101
14 sessions
Jan. 6-Feb. 24
Arnold-Main
Dardick
9-10 am
HLH-345-102
14 sessions
Jan. 6-Feb. 24
Arnold-Main
Dardick
10:15-11:15 am
HLH-345-103
14 sessions
March 2-April 22
Arnold-Main
Dardick
9-10 am
HLH-345-104
14 sessions
March 2-April 22
Arnold-Main
Dardick
10:15-11:15 am

Yoga
Learn to relax your body and mind with exercises that improve flexibility, strength and coordination. Emphasizes proper breathing and body alignment. Work at your own pace in this noncompetitive discipline.
Note: Bring a yoga mat.

Cost: $135† includes $10 fee.
AHL-337-101
10 sessions
Jan. 6-March 23
Arnold-Main
Birmingham
5:30-6:45 pm

Yoga Tone
Safely stretch and tone your body while you release the tension and stress of daily life. Combines yoga and proper breathing-techniques.
Note: Bring a yoga mat.

Cost: $85† includes $10 fee.
ATC-380-101
6 sessions
Jan. 6-Feb. 17
Arnold-Main
Birmingham
7-8 pm

Gentle Yoga
Experience the softer side of yoga, with an emphasis on relaxation and stretching.
Great for beginners.
Note: Bring a yoga mat.

Cost: $85† includes $10 fee.
ATC-381-101
6 sessions
Jan. 6-Feb. 12
Arnold-Main
Birmingham
6-7 pm

Yoga for Strength and Fitness
Increase stamina and flexibility through a fluid sequence of challenging yoga movements. End each class with relaxing, rejuvenating stretches.
Note: Bring a yoga mat.

Cost: $94† includes $10 fee.
ATC-516-101
7 sessions
Jan. 14-Feb. 25
Arnold-Main
Mack
5-6 pm

Yoga with Weights
Develop muscle strength by incorporating light weights into yoga exercises. Demonstrate proper weight lifting techniques and form within the flow of a traditional yoga practice. Practice yoga poses and relaxation techniques.
Note: Bring a yoga mat and a light hand-weight.

Cost: $103† includes $7 fee.
ATC-516-101
7 sessions
Jan. 14-Feb. 25
Arnold-Main
Horton
6-7 pm

Yoga for Core and Back Strengthening
Demonstrate gentle yoga stretches and positions to help strengthen and increase flexibility with emphasis on the core and back. Practice poses to hold good posture and natural spine alignment. Develop breathing and meditative relaxation techniques to help reduce stress in mind and body.
Note: Designed for anyone who requires a slower paced, gentle yoga class.

Cost: $85† includes $10 fee.
ATC-516-101
5 sessions
Jan. 14-March 3
Arnold-Main
Horton
6-7 pm

Better Balance Workshop
Learn how to activate the body muscles that keep you moving and upright. Explore techniques to improve your posture.
Note: LifeStages course designed for students midlife and beyond.

Cost: $30† includes $10 fee.
ATC-516-101
1 session
Feb. 5
Arnold-Main
Harty
4:15-5:30 pm

World Languages

Korean for Beginners
Examine and recite simple sentences. Learn pronunciation, phrases and basic vocabulary.
Use common phrases employing who, what, when, how, how much, why and numbers in Korean. Textbook information available at AACC Bookstore.

Cost: $102 includes $7 fee.
LAN-389-101
5 sessions
Jan. 21-Feb. 18
Arnold-Main
Kim
6-8:30 pm

American Sign Language
For information regarding a continuing education certificate in Beginning Sign Language, see pages 6-11. Completion of this program provides students with a strong foundation in ASL language skills and the cultural awareness necessary to interact with the deaf community. The successful completion of this program gives students a communication skill set that is an asset in current and future employment.

A Beginner’s Guide to Sign Language
Explore the fundamental principles of American Sign Language. Practice the American Manual Alphabet (fingerspelling) and introductory conversational vocabulary. Discuss cultural aspects of the deaf community. Textbook information available at AACC Bookstore.
Note: Introductory course designed for students with no previous knowledge of American Sign Language to begin to communicate with deaf individuals.

Cost: $87 includes $7 fee.
SLG-304-101
5 sessions
Jan. 21-Feb. 18
Arnold-Main
Rogers
6:30-9:30 pm

Korean for Beginners
Examine and recite simple sentences. Learn pronunciation, phrases and basic vocabulary.
Use common phrases employing who, what, when, how, how much, why and numbers in Korean. Textbook information available at AACC Bookstore.

Cost: $102 includes $7 fee.
LAN-389-101
5 sessions
Jan. 21-Feb. 18
Arnold-Main
Kim
6-8:30 pm

World Languages

For information visit www.aacc.edu/personalenrichment and click on World Language.
**Conversational Sign Language: Level 1**
Examine the fundamental principles of American Sign Language. Explore basic sign vocabulary, syntax structure, finger spelling and numbers. Discuss basic ASL culture including introductions, labels and name signs. Textbook information available at AACC Bookstore. CEUs issued.

Cost: $162 includes $7 fee.
CSL-303-101 Jan. 16-March 26 Arnold-Main Bruce
10 sessions Th 6:30-8:30 pm
CSL-303-102 March 4-May 13 Arnold-Main Bopp
10 sessions W 6:30-8:30 pm

**Conversational Sign Language: Level 2**
Examine grammatical structure and signs of American Sign Language and build on foundational vocabulary. Focus on personal qualities and relationships, school and sports, and aspects of time. CEUs issued. Prerequisite: CSL-303 Conversational Sign Language: Level 1.

Cost: $162 includes $7 fee.
CSL-304-101 Feb. 3-April 13 Arnold-Main Rick
10 sessions M 7-9 pm

**Conversational Sign Language: Level 3**
Develop advanced conversational skills using American Sign Language vocabulary, spatial and visualization techniques. Focus on human characteristics, life at home and the community. CEUs issued.

Cost: $162 includes $7 fee.
CSL-305-101 Feb. 5-April 15 Arnold-Main Rick
10 sessions W 6:30-8:30 pm

**Sign Language Lab: Vocabulary and Syntax**
Build on fundamental vocabulary, syntax structure and techniques learned in Conversational Sign Language 1. Topics include American Sign Language Manual Alphabet, fingerspelling and numbers. Prerequisite: SLG-343 Conversational Sign Language 1 or permission of instructor.

Cost: $57 includes $7 fee.
CSL-300-101 Jan. 15-Feb. 29 Arnold-Main Motto
3 sessions W 7-8 pm

**Arabic**
**Beginning Arabic 1**
Explore the basic vocabulary and alphabet of the Arabic language. Discuss the writing system, native foods and Arabic culture. Textbook information available at AACC Bookstore.

Cost: $162 includes $7 fee.
LAN-302-101 Feb. 5-April 15 Arnold-Main Bene
10 sessions W 7-9 pm
Note: No class March 18.

**Chinese**
**Basic Chinese**
Learn basic phrases and simple characters in Chinese. Gain confidence and basic conversational skills as you experience China.

Cost: $96 includes $16 fee.
LAN-315-101 Feb. 11-March 11 Arnold-Main Jarvis
5 sessions Tu 7-9 pm

**French**
**French Language Assessment**
Assess your French language skills through discussion and placement testing to determine the appropriate class to continue learning the French language. Students must have previous French instruction.

Cost: $191 includes $7 fee.
LAN-385-101 Jan. 13 Arnold-Main Grysiko
1 session M 6:30-8 pm

**Beginning French 1**
Learn simple sentences, grammar, pronunciation, phrases and basic vocabulary that will help you greet people, obtain directions and order meals. Textbook information available at AACC Bookstore. CEUs issued.

Cost: $162 includes $7 fee.
LGE-369-101 Jan. 25-April 6 Arnold-Main Grysiko
10 sessions M 6:30-8:30 pm
Note: No class March 16.

**Beginning French 2**
Expand knowledge of French grammatical structures. Learn phrases, idiomatic expressions and the ability to ask and answer questions. Discuss reading and translations. Textbook information available at AACC Bookstore. CEUs issued. Prerequisite: LGE-369 Beginning French 1 or instructor’s permission.

Cost: $162 includes $7 fee.
LGE-372-101 Jan. 21-March 31 Arnold-Main Grysiko
10 sessions Tu 6:30-8:30 pm
Note: No class March 17.

**Intermediate French**
Expand language skills and increase vocabulary. Discuss current events. Prerequisite: LGE-369 Beginning French 1 or instructor’s permission.

Cost: $162 includes $7 fee.
LAN-344-101 Jan. 22-April 1 Arnold-Main Davis-Haslbeck
10 sessions W 5:30-7:30 pm
Note: No class March 18.

**French Conversation**
Continue building on previously acquired French language skills with an emphasis on speaking, writing and listening comprehension. Interaction with the instructor focuses on everyday situations.

Cost: $167 includes $7 fee.
LAN-394-101 Feb. 11-April 21 Arnold-Main Boffil-Polsky
10 sessions Tu 6:30-8:30 pm

**Advanced French Conversation**
Experience French immersion in a relaxed atmosphere. Select a topic to research, present and discuss. Prerequisite: Students must be able to converse in French.

Cost: $162 includes $7 fee.
LAN-352-101 Feb. 4-April 14 Arnold-Main Davis-Haslbeck
10 sessions Tu 6:30-8:30 pm
Note: No class March 17.

**French Literature**
Read and discuss the theme, author, cultural, social and historical relevance of a selected piece of French literature. CEUs issued. Prerequisite: LAN-352 Advanced French Conversation or permission of instructor. Contact instructor for readings.

Note: Class will be conducted in French.

Cost: $162 includes $7 fee.
LAN-378-101 Jan. 23-April 2 Arnold-Main Davis-Haslbeck
10 sessions Th 5-7 pm
Note: No class March 19.
PERSONAL ENRICHMENT

German

Basic German: Customs and Culture
Sample the German language. Learn how to greet people, obtain directions and order meals as you learn about German culture. Textbook information available at AACC Bookstore.

Cost: $97 includes $17 fee.
LAN-331-101 Jan. 27-Feb. 24 Arnold-Main Hoelscher-Stanley 5 sessions M 6:30-8:30 pm

Beginning German 1
Explore basic German grammar, vocabulary and conversation skills. Communicate in group discussions using a question-and-answer format. Textbook information available at AACC Bookstore. CEUs issued.
Note: LAN-331 Basic German or previous German instruction recommended.

Cost: $162 includes $7 fee.
LAN-383-101 March 2-May 11 Arnold-Main Hoelscher-Stanley 10 sessions M 7-9 pm Note: No class March 16.

Beginning German 2
Review German speaking, reading and vocabulary skills. Increase comprehension, vocabulary and grammar. Explore German culture. Textbook information available at AACC Bookstore. CEUs issued. Prerequisite: LAN-383 Beginning German I or instructor’s permission.

Cost: $162 includes $7 fee.
LAN-384-101 Jan. 14-March 24 Arnold-Main Hoelscher-Stanley 10 sessions Tu 7-9 pm Note: No class March 17.

Conversational German
Continue building on the skills gained in Basic German 1 and 2. Start with brief sentences and work up to short dialogues on a variety of subjects in a relaxing and fun atmosphere. Textbook information available at AACC Bookstore. Prerequisite: LAN-331 Basic German and LAN-354 Basic German 2.

Cost: $162 includes $7 fee.
LAN-355-101 Feb. 19-April 29 Arnold-Main Hoelscher-Stanley 10 sessions W 7-9 pm Note: No class March 18.

Advanced German Literature
Read and discuss the main idea of a selected piece of work in German literature while considering its theme, author and cultural relevance. Reinforce receptive and productive grammar.
Note: Conducted entirely in German; requires background in the language.

Cost: $167 includes $7 fee.
LAN-391-101 Jan. 22-March 31 Arnold-Main Helsinki 10 sessions W 1-3 pm Note: No class March 18.

Italian

Basic Italian
Sample the Italian language. Learn simple sentences, pronunciation and basic vocabulary. Recite common phrases employing who, what, when, how, how much, why and numbers in Italian.

Cost: $109 includes $16 fee.
LAN-393-101 Jan. 22-Feb. 19 Off Campus 5 sessions W 6:30-8:30 pm ANNA

Beginning Italian 1
Examine and recite basic Italian grammar, vocabulary and verb conjugations used in daily conversation. Discuss Italian culture and history. Textbook information available at AACC Bookstore.

Cost: $162 includes $7 fee.
LAN-390-101 Jan. 15-March 25 Arnold-Main Paterniti 10 sessions Th 7-9 pm Note: No class March 19.

Beginning Italian 2
Strengthen pronunciation and grammar and expand vocabulary. Learn phrases and idiomatic expressions, plus the ability to ask and answer simple questions. Textbook information available at AACC Bookstore. CEUs issued. Prerequisite: LGA-376 Beginning Italian.

Cost: $162 includes $7 fee.

Japanese

LAN-340 Speed Japanese

Spanish

LAN-349 Speed Spanish

ONLINE OFFERINGS

Japanese
LAN-340 Speed Japanese

Spanish
LAN-349 Speed Spanish

Search www.ed2go.com/aacc or see pages 84-85 for information.
Conversational Italian
Start with a brief sentence and work up to a short dialogue on a variety of subjects in a relaxing and fun atmosphere. Textbook information available at AACC Bookstore. Prerequisite: Previous Italian instruction.
Cost: $162 includes $7 fee.
LAN-390-101  Feb. 4-April 15  Arnold-Main  Paterniti
10 sessions  Tu  7-9 pm
Note: No class March 17.

Italian Conversation 2
Build on vocabulary, comprehension and conversational skills gained in LGA-380 Conversational Italian. Participate in free-flowing conversations in a small group setting. Textbook information available at the AACC Bookstore.
Cost: $167 includes $7 fee.
LAN-369-101  Feb. 4-April 14  Arnold-Main  Paterniti
10 sessions  Tu  7-9 pm
Note: No class March 17.

Russian
Beginning Russian 1
Acquire the basics of Russian grammar, vocabulary, conversation and Cyrillic handwriting. Discuss casual and formal greetings and master the use of simple commands. Textbook information available at AACC Bookstore.
Cost: $162 includes $7 fee.
LAN-372-101  Feb. 4-April 14  Arnold-Main  Orlova
10 sessions  Tu  7-9 pm
Note: No class March 17.

Conversational Russian 1
Build on basic Russian language skills with emphasis on speaking and listening comprehension. Classroom materials will focus on everyday situations and interaction with the instructor. Prerequisite: Two terms of Russian study or instructor’s permission.
Cost: $162 includes $7 fee.
LAN-366-101  March 5-May 14  Arnold-Main  Orlova
10 sessions  Th  7-9 pm
Note: No class March 19.

Spanish
Noncredit Spanish Placement Assessment
Assess your Spanish language skills through discussion and placement testing to determine the appropriate class to continue your path to learning the Spanish language. Designed for students who have had some level of previous Spanish instruction.
Cost: $191 includes $7 fee.
LAN-382-101  Jan. 13  Arnold-Main  Paez
1 session  M  6:30-8 pm

Basic Spanish
Cost: $100 includes $7 fee.
6 sessions  W  6:30-8:30 pm
LAN-377-102  Feb. 6-March 12  Arnold-Main  Fitch
6 sessions  M  9-11 am

Beginning Spanish 1
Acquire the basics of grammar, vocabulary and conversation. Textbook information available at AACC Bookstore. CEUs issued.
Note: Previous Spanish instruction recommended or LAN-377 Basic Spanish.
Cost: $162 includes $7 fee.
LAN-380-101  Feb. 20-April 30  Arnold-Main  Bene
10 sessions  Th  6:30-8:30 pm
LAN-380-102  Feb. 25-May 5  Arnold-Main  Former
10 sessions  Tu  6:30-8:30 pm
Note: No class March 17.

Beginning Spanish 2
Continue building Spanish grammar, sentences and vocabulary skills. Learn phrases, idiomatic expressions and the ability to ask and answer questions. Discuss reading and translations. Textbook information available at AACC Bookstore. CEUs issued. Prerequisite: LGE-380 Beginning Spanish 1 or instructor’s permission.
Cost: $162 includes $7 fee.
LAN-320-101  Feb. 5-April 15  AMIL  Hanna
10 sessions  W  1-3:15 pm
LAN-320-102  Feb. 5-April 15  AMIL  Barbudo Delgado
10 sessions  W  7-9:15 pm
LAN-320-103  Jan. 23-Feb. 25  Arnold-Main  Guyen
10 sessions  Th  7-9 pm

Intermediate Spanish 1
Review basic grammatical structures and build on beginning Spanish language skills through reading, conversation and writing exercises. Explore Hispanic culture in the Americas through language practice. Textbook information available at AACC Bookstore. Prerequisite: LGE-380 Beginning Spanish 1, LGE-320 Beginning Spanish 2 or instructor’s permission.
Cost: $162 includes $7 fee.
LAN-367-101  Jan. 24-April 2  Arnold-Main  Fitch
10 sessions  Th  11:30 am-1:30 pm
Note: No class March 19.

Intermediate Spanish 2
Increase fluency in Spanish through intensive grammar presentation and review, conversational practice, composition and reading. Examine traditions and values of the Hispanic culture. Textbook information available at AACC Bookstore. Prerequisites: LGE-380 Beginning Spanish 1, LGE-320 Beginning Spanish 2, LAN-387 Intermediate Spanish 1 or instructor’s permission.
Cost: $162 includes $7 fee.
LAN-373-101  Jan. 21-March 31  Arnold-Main  Paez
10 sessions  Tu  7-9 pm
Note: No class March 17.

Spanish Conversation
Build on vocabulary, comprehension and conversational skills gained in LGE-318 Beginning Spanish 1 and LGE-320 Beginning Spanish 2. Develop language skills beginning with brief sentences increasing complexity to short dialogues in a relaxing and fun atmosphere.
Cost: $162 includes $7 fee.
LAN-376-101  Jan. 27-April 6  Arnold-Main  Orme
10 sessions  M  7-9 pm
Note: No class March 16.

Advanced Spanish Conversation
Build your Spanish conversation skills. Communicate in non-structured Spanish conversations on multiple topics.
Note: For students who have completed LAN 376 Spanish Conversation or are Spanish proficient and comfortable carrying on a basic conversation in Spanish.
Cost: $162 includes $7 fee.
LAN-387-101  Jan. 29-April 8  Arnold-Main  Berkowitz-Fiebich
10 sessions  W  6:30-8:30 pm
Note: No class March 18.
Advanced Spanish
Sharpen pronunciation and comprehension skills using expressions that can be understood easily in meetings, hotels, airports, train stations, restaurants and shops. Includes authentic coaching for international business and vacation travelers and a continuation of grammar skills using advanced verb tenses. Prerequisites: LGE-380 Beginning Spanish 1; LGE-320 Beginning Spanish 2; LAN-367 Intermediate Spanish 1; LAN-373 Intermediate Spanish 2; or instructor’s permission.
Cost: $162 includes $7 fee.
LAN-368-101 Jan. 30-April 9 Arnold-Main Barbudo Delgado
10 sessions Th 10:30 am-12:30 pm
Note: No class March 19.

Advanced Spanish Literature
Read and discuss the main ideas, theme, author and cultural relevance of a selected piece of Spanish literature. Prerequisite: LGA-380 Beginning Spanish 1, LGE-320 Beginning Spanish 2, LAN-367 Intermediate Spanish 1, LAN-373 Intermediate Spanish 2 or instructor’s permission.
Note: Conducted entirely in Spanish.
Cost: $162 includes $7 fee.
LAN-392-101 Jan. 29-April 8 Arnold-Main Orme
10 sessions W 6:30-8:30 pm

Spanish Grammar: Past to Future Tense
Expand your Spanish grammatical skills. Communicate using past, future, conditional and subjunctive tenses. Practice conversations using complex expressions, vocabulary and preposition combinations.
Cost: $162 includes $7 fee.
LAN-393-101 Jan. 29-April 8 Arnold-Main Orme
10 sessions W 6:30-8:30 pm

Court Interpreter Spanish: Module 1
Develop skills to interpret state legal proceedings within criminal and civil jurisdictions. Examine each topic in an online lecture; intensive practice in an online laboratory follows. Explore advanced techniques including sight translation, style of delivery and state exam preparation. Successful completion of Modules 1 and 2 prepares a student to take any state exam to be a court interpreter for Spanish. Prerequisite: Students should be fluent in Spanish and English. Corequisite: WLS-305 Court Interpreter Spanish: Module 1.
Note: Offered online in partnership with Cengage.
Cost: $1,198 includes $1,002 fee.

Medical Interpreter Spanish: Module 2
Develop skills to interpret state legal proceedings within criminal and civil jurisdictions. Examine each topic in an online lecture; intensive practice in an online laboratory follows. Explore advanced techniques including sight translation, style of delivery and state exam preparation. Successful completion of Modules 1 and 2 prepares a student to sit for a medical interpreter for Spanish exam. Prerequisite: Students should be fluent in Spanish and English. Corequisite: WLS-308 Medical Interpreter Spanish: Module 2.
Note: Offered online in partnership with Cengage.
Cost: $1,198 includes $1,002 fee.

Back to Basics: Become a Better Writer
Examine the development of a fiction writing project. Use exercises to identify any problem areas in writing and to develop strategies for improvement. Develop critiquing skills in a workshop. Discuss completion strategies, and publishing goals and options.
Cost: $79 includes $7 fee.
WRI-361-101 Feb. 12-March 4 Arnold-Main Jellerichs
4 sessions W 6:30-8:30 pm

Creative Writing for Military and Veterans
Create a portfolio of your own stories while exploring the genre of military writing. Practice creative writing techniques to express yourself and share your military experiences. Develop, improve and discuss your ideas.
Cost: $79 includes $7 fee.
WRI-362-101 Feb. 12-April 8 Arnold-Main Moger
8 sessions Tu 6-8 pm
Note: No class March 16.

Creative Writing: Strategies for Improvement
Examine the development of a fiction writing project. Use exercises to identify any problem areas in writing and to develop strategies for improvement. Develop critiquing skills in a workshop. Discuss completion strategies, and publishing goals and options.
Cost: $135 includes $7 fee.
WRI-365-101 Feb. 1-25 Arnold-Main Moger
4 sessions Tu 6-8 pm

Medical Interpreter Spanish: Module 1
Develop interpretive skills to use with patients and caregivers in a medical setting. Examine each topic in an online lecture followed by an online lab. Focus on anatomy, physiology, treatment and introduction to medical documentation. Successful completion of Modules 1 and 2 prepares a student to sit for medical Interpreter for Spanish exam. Prerequisite: Students should be fluent in Spanish and English. Corequisite: WLS-306 Medical Interpreter Spanish: Module 2.
Note: Offered online in partnership with Cengage.
Cost: $1,198 includes $1,002 fee.

Medical Interpreter Spanish: Module 2
Develop interpretive skills to use with patients and caregivers in a medical setting. Examine each topic in an online lecture; intensive practice in an online laboratory follows. Explore advanced techniques including sight translation, style of delivery and state exam preparation. Successful completion of Modules 1 and 2 prepares a student to take any state exam to be a medical interpreter for Spanish. Prerequisite: Students should be fluent in Spanish and English. Corequisite: WLS-307 Medical Interpreter Spanish: Module 1.
Note: Offered online in partnership with Cengage.
Cost: $1,198 includes $1,002 fee.

Personal Enrichment
72
### Getting Started on Your First Novel

Examine techniques to develop a story from an aspiring idea to a published novel. Complete beginning chapters of your project and a detailed plan for completion. Discuss publishing options.

**Cost:** $88 includes $7 fee.

<table>
<thead>
<tr>
<th>WRI-366-101</th>
<th>Feb. 24-April 6</th>
<th>Arnold-Main</th>
<th>Jellerichs</th>
</tr>
</thead>
<tbody>
<tr>
<td>6 sessions</td>
<td>M</td>
<td>6:30-8:30 pm</td>
<td></td>
</tr>
<tr>
<td>Note: No class March 16.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### How to Blog

Examine the setup and maintenance of a blog using WordPress. Explore blog design, themes and ways to personalize. Set up a blog and practice content writing skills. Discuss building readership and interaction.

**Cost:** $72 includes $7 fee.

<table>
<thead>
<tr>
<th>WRI-360-101</th>
<th>March 10-April 7</th>
<th>Arnold-Main</th>
<th>Lipton</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 sessions</td>
<td>Tu</td>
<td>6:30-8:30 pm</td>
<td></td>
</tr>
<tr>
<td>Note: No class March 17.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Bullet Journaling®: Make it Yours

Organize your life by creating a personalized Bullet Journal®. Using the organizational system developed by Ryder Carroll, discover ways to expand on original journaling concepts.

**Cost:** $43 includes $19 fee.

<table>
<thead>
<tr>
<th>WRI-364-101</th>
<th>March 11</th>
<th>Arnold-Main</th>
<th>Schulman</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 session</td>
<td>W</td>
<td>6:30-8 pm</td>
<td></td>
</tr>
</tbody>
</table>

### Blogging for Profit

Examine various techniques to generate income from blogging. Discuss the evolution of blogging and an economical setup process. Identify methods of determining popular topics, increasing search engine traffic and developing loyal readership.

**Cost:** $40 includes $7 fee.

<table>
<thead>
<tr>
<th>WRI-379-101</th>
<th>March 26</th>
<th>Arnold-Main</th>
<th>Lipton</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 session</td>
<td>Th</td>
<td>6:30-9 pm</td>
<td></td>
</tr>
</tbody>
</table>

### Creative Writing: Beginning Poetry Workshop

Complete weekly exercises designed to teach important aspects of imagery, metaphor, rhythm, tone and form. Develop poetry portfolios. Practice the workshop method to discuss student writing, foster critical thinking and develop individual styles. CEUs issued.

**Cost:** $355 includes $7 fee.

<table>
<thead>
<tr>
<th>ENL-317-101</th>
<th>Jan. 22-May 12</th>
<th>Arnold-Main</th>
</tr>
</thead>
<tbody>
<tr>
<td>30 sessions</td>
<td>TuTh</td>
<td>11 am-12:15 pm</td>
</tr>
</tbody>
</table>

### Beginning Creative Nonfiction Workshop

Craft nonfiction essays incorporating fiction techniques. Complete writing and reading exercises designed to teach aspects of literary essay writing such as voice, scene and summary, segmented essays, authenticity, imagery and style. Develop a collection including personal essay, memoir, portrait, essay of place and literary journalism. CEUs issued.

**Cost:** $355 includes $7 fee.

<table>
<thead>
<tr>
<th>ENL-318-101</th>
<th>Jan. 22-May 19</th>
<th>ONLN WB</th>
</tr>
</thead>
</table>

### Fiction Writing Workshop

Build on craft elements of writing fiction introduced in Introduction to Creative Writing ENG 200. Complete exercises designed to teach structure, tone, point of view, imagery, metaphor, character development, plot and voice. Develop a portfolio of short stories and/or chapters for a novel. CEUs issued.

**Cost:** $355 includes $7 fee.

<table>
<thead>
<tr>
<th>ENL-320-101</th>
<th>Jan. 22-May 19</th>
<th>ONLN WB</th>
</tr>
</thead>
</table>

### Introduction to Creative Writing

Learn the basic craft elements of writing poetry and short fiction. Complete weekly exercises designed to teach the fundamental aspects of reading and writing poetry and fiction. Develop collections of poems and short stories. Practice the workshop method to discuss student writing, foster critical thinking and develop individual styles. Textbook information available at AACC Bookstore. CEUs issued. Prerequisite: Permission of the department chair.

**Cost:** $355 includes $7 fee.

<table>
<thead>
<tr>
<th>ENL-308-101</th>
<th>Jan. 22-May 19</th>
<th>ONLN WB</th>
</tr>
</thead>
</table>

---

**Note:** Sections also offered online. All sections also offered for credit, ENG 200-203.
SENIORS

Are you an active, older adult and want to join one of the fastest growing programs at AACC? Did you know AACC offers a variety of programs that you, your spouse and friends may want to consider joining?

AACC offers the Seniors Program for adults 60 and older. For just $80 per quarter, seniors can enroll in as many courses as desired at one of the participating senior centers listed below or for a senior-designated course at AACC in Arnold. Keep in mind that course meeting times cannot overlap. Even adults 55 to 59 years old may enroll in Seniors Program courses by paying the $80 per quarter plus a $40 tuition fee per course and any applicable supply fees.

Seniors may register online, by mail or in person at AACC’s Center for Applied Learning and Technology (CALT) Room 115 in Arnold.

Students taking courses at a senior center must join that center in advance of the course start date. There is no charge for senior center membership.

For a list of senior center courses, contact your local senior center or visit www.aacc.edu/seniors.

Annapolis Senior Center ANSR
119 S. Villa Ave., Annapolis, MD 21401
410-222-1818

Arnold Senior Center ASRC
44 Church Road, Arnold, MD 21012
410-222-1922

Brooklyn Park Senior Center BPSC
202 Hammonds Lane, Brooklyn Park, MD 21225
410-222-6847

Catherine O’Malley Senior Center COSR
1275 Odenton Road, Odenton, MD 21113
410-222-6227

Pasadena Senior Center PASD
4103 Mountain Road, Pasadena, MD 21122
410-222-0030

Pascal Senior Center PSRC
125 Dorsey Road, Glen Burnie, MD 21061
410-222-6680

South County Senior Center SCSC
27 Stepneys Lane, Edgewater, MD 21037
410-222-1927

Guild for L.I.F.E.

AACC’s Guild for L.I.F.E. (Learning is for Everyone) is a learning community in which members have the opportunity to attend a series of lectures and participate in related tours. Each lecture is an informational presentation regarding the upcoming tour of that month. Transportation to tours is provided by AACC.

The cost for the lecture and tour is $59 per term. Entrance fees and meals for the events are an additional cost. Participants must be able to walk without assistance or provide their own caregiver. Caregivers also must register as a Guild member. The cost to attend the lecture only is $17.

This is the monthly group to join if you are looking for great social interaction once a month, good conversation, excellent field trips and friendly people! For information on the Guild and upcoming lectures and tours, refer to the Guild for L.I.F.E. section on page 75 in this schedule of classes or visit www.aacc.edu/guild.

Peer Learning Partnership

The Peer Learning Partnership (PLP) is a self-directed learning community sharing personal growth and enrichment through classes, discussion groups, cultural events and social activities. Membership in PLP costs $30 every six months (January through June and July through December) and entitles you to enroll in classes and cultural events, and to attend – at no additional charge – Fridays with Friends presentations and social activities. For information regarding the Peer Learning Partnership, see page 64 or visit www.aacc.edu/plp.
Computer Technology

Windows 10 Basics
Explore the Windows 10 interface. Learn how to work with various applications, files and digital images. Discover how to install programs, play music and use other media files.

Cost: $14 fee.
CPT-988-101 Jan. 8-Mar. 11 Arnold-Main Willoughby
10 sessions W 8:30-10:30 am CALT 136

iPhone Basics
Optimize your ability to use the many features of your iPhone. Create an Apple ID, an iTunes account, adjust your settings, browse the web using Safari, set up email and learn how to add apps.

Cost: $14 fee.
CPT-978-101 Jan. 8-Feb. 26 Arnold-Main Willoughby
8 sessions W 12:30-2:30 pm CALT 136

Intro to Mac Computers
Examine the versions of Mac computers and explore how to maximize the benefits of Apple’s features.

Cost: $14 fee.
CPT-993-101 Jan. 9-Feb. 27 Arnold-Main Willoughby
8 sessions Th 8:30-10:30 am CALT 136

iPhone Intermediate
Go beyond the iPhone basics course and get ready to use the capabilities and functions of the iPhone to improve productivity.

Cost: $14 fee.
CPT-991-101 Jan. 7-Feb. 25 Arnold-Main MacAuley-Shoemaker
8 sessions Tu 10am-12pm CALT 138
CPT-991-102 Jan. 9-Mar. 12 Arnold-Main Willoughby
10 sessions Th 12:30-2:30 pm CALT 136

iPhone Advanced
iPhone users who are confident with basic and intermediate iPhone functions and will receive in-depth instruction on advanced skills and applications.

Cost: $14 fee.
CPT-995-101 Jan. 7-Feb. 25 Arnold-Main MacAuley-Shoemaker
8 sessions Tu 12:15-2:15 pm CALT 138

Windows 10 Intermediate
Explore the intermediate-level functions of Windows 10 including business and personal applications; operating system updates; import, install and download; features and functions; and sharing data and files.

Cost: $14 fee.
CPT-990-101 Jan. 8-Mar. 11 Arnold-Main Willoughby
10 sessions W 10:30 am-noon CALT 136

Healthy Living for Older Adults

Functional Conditioning 1
Learn safe and effective strength and muscular endurance training techniques. Identify the muscle groups they benefit. Improve flexibility and mobility using low-impact aerobics.

Cost: $10 fee.
HTH-925-101 Jan. 6-Mar. 13 Arnold-Main
29 sessions MWF 7-8 am
HTH-925-102 Jan. 6-Mar. 13 Arnold-Main
29 sessions MWF 8-9 am

Functional Conditioning 2
Improve cardiovascular health, muscular strength and range of motion. Understand physiological development, resistance training and self-assessment techniques to maintain health.

Cost: $10 fee.
HTH-926-101 Jan. 7-Mar. 12 Arnold-Main Hensley
20 sessions TuTh 7-8 am

GUILD CONFERENCE SERIES
TRAVEL AND LEARN WITH OTHERS!
The Guild for L.I.F.E. is a self-directed learning community in which members have the opportunity to plan the series of lectures and tours. Tour sites require extensive walking. Participants must be able to walk without assistance, or provide their own caregiver who also will need to register as a guild member. Each lecture will be an informational presentation regarding the upcoming tour. Lecture topics and tour locations are subject to change. Transportation is provided via AACC buses. Entrance fees and meals are additional. Only pay the entrance fees and meals for the events you attend. Cost for the lecture series is $17+. Cost for the lecture and tour series is $50+. For information visit www.aacc.edu/guild.

ARNOLD CAMPUS
Lectures occur at 12:30 p.m. on the first Tuesday of each month. Tours take place the following Tuesday, Wednesday or Thursday. The same tour is offered on all three days.

TRS-359-101 LECTURES ONLY
Tuesdays, Feb. 4th, March 3rd, April 7th and May 5th

TRS-341-101 LECTURES AND TUESDAY TOURS
Feb. 11 Silver Spring Slave Museum and Art Gallery, Silver Spring
March 10 Orioles Park Tour of Camden Yards, Baltimore
April 14 Chesapeake and Delaware Canal and Lighthouse Museum, Chesapeake City
May 12 Ladew Gardens, Monkton

TRS-341-102 LECTURES AND WEDNESDAY TOURS
Feb. 12 Silver Spring Slave Museum and Art Gallery, Silver Spring
March 11 Orioles Park Tour of Camden Yards, Baltimore
April 15 Chesapeake and Delaware Canal and Lighthouse Museum, Chesapeake City
May 13 Ladew Gardens, Monkton

TRS-341-103 LECTURES AND THURSDAY TOURS
Feb. 13 Silver Spring Slave Museum and Art Gallery, Silver Spring
March 12 Orioles Park Tour of Camden Yards, Baltimore
April 16 Chesapeake and Delaware Canal and Lighthouse Museum, Chesapeake City
May 14 Ladew Gardens, Monkton

O’MALLEY SENIOR CENTER ANNEX
Lectures occur at 1 p.m. on the second Tuesday of each month. Tours take place the following Wednesday.

TRS-350-101 LECTURES ONLY
Feb. 11th, March 10th, April 14th, May 12th

TRS-357-101 LECTURES AND TOURS WEST
Feb. 19 American Visionary Art Museum, Baltimore
March 25 Museum of Natural History, Washington, DC
April 22 Parish Chapel Charlestown, Catonsville
May 20 Perry Point Mansion House & Mill, Perry Point
Art

It's Sew Easy!

Learn basic sewing skills and sewing machine functions to create a tote bag. Personalize a tote bag by decorative elements such as ribbon and trim.
Note: Students should bring a lunch for a 30-minute lunch break.

Cost: $65† includes $17 fee.
YEP-835-101  March 7  Arnold-Main Orme
1 session  Sa  9 am-1:30 pm

Anime and Manga Workshop

Learn basic construction of faces and bodies and how stylization is applied to reality to create the look of anime and manga. Draw character features and facial expressions. Learn basic skeleton structure and body musculature.

Cost: $62† includes $14 fee.
KIC-800-101  March 28  Arnold-Main Boyd
1 session  Sa  9 am-1 pm

Kinder Musik

Family and Friends

Sing, dance, move and play through this celebration of why family and friends matter so much. Have lots of fun as we shake hands with everyone, play instruments and more.

Cost: $78† includes a $23 fee.
KDD-887-101  Jan. 29-Feb. 19  Arnold-Main Anselm
4 sessions  W  9:30-10:15 am

Go, Go, Go

Ready? Set? Go, go, go! Get in the car, row the boat and ride the rails while exploring all kinds of movement in this transportation-themed unit. Sing, dance, play instruments, chug like trains and beep like cars.

Cost: $78† includes a $23 fee.
KDD-888-101  March 25-April 15  Arnold-Main Anselm
4 sessions  W  9:30-10:15 am

Literature

Welcome to Hogwarts

Participate in hands-on activities, crafts and games similar to ones enjoyed by Harry Potter and his friends. Learn the basics of potions, herbology and charms.

Cost: $60† includes $12 fee.
YLT-829-101  Feb. 29-March 7  Arnold-Main Martin
2 sessions  Sa  9-11:30 am

REGISTRATION INFORMATION 410-777-2325
Who Can Enroll

AACC’s noncredit courses are open to anyone with or without a diploma or degree who is 16 years or older by the first day of class. Classes for students younger than 16 years old are offered through Kids in College and Family Time Intergenerational courses. For intergenerational courses, all youths must register and be accompanied by a registered adult. Out-of-county residents are charged additional fees. Tuition waivers for students with disabilities receiving SS1 or SSDI are available for some noncredit, continuing education workforce development and life skills courses. Only enrolled students may attend class.

Student ID

Register for noncredit courses using your AACC ID number or last four digits of your Social Security number to avoid duplicate records and mailings. Parents registering their children must use the child’s student ID.

Course Costs for Noncounty Residents

The price stated at the end of each course description is the total cost, including registration, tuition and supplies, lab or other fees, if any, for county residents. There is an additional charge of $10 per noncredit course for residents of other Maryland counties and $25 per course for out-of-state residents.

A business or agency located in Anne Arundel County, which pays tuition for a nonresident employee/student, is subject to the surcharge. Courses that do not follow these guidelines have costs indicated with course information.

Course Costs for Seniors

Maryland residents age 60 or older by the first day of class may have the tuition portion of the course cost waived for courses which do not have a dagger (†) next to the price and are not senior-only classes. For these tuition-waived courses, seniors will be responsible for paying a $7 per course, course fee, any fees indicated in the course description and the out-of-county fee if applicable. Seniors residing out of state must pay the full course cost (including tuition, registration and course lab fee) plus the out-of-county and the out-of-state fees.

For all courses marked with a dagger (†) next to the course price, senior students must pay full course cost (including tuition, registration and course fee) plus out-of-county and out-of-state fees, if applicable.

For all courses marked with a dagger (†) next to the course price, senior students must pay full course cost (including tuition, registration and course fee) plus out-of-county and out-of-state fees, if applicable. Students age 55-59 pay $40 tuition per course in addition to the $80 three-month cycle fee. For questions concerning the pricing for these courses, call 410-777-2325.

Disability Tuition Waiver

Maryland residents who are certified by the Social Security Administration as totally and permanently disabled (or retired due to disability) may be eligible to receive a tuition waiver for certain continuing education courses. Students who qualify for the waiver must complete a Social Security Certification for Noncredit Tuition waiver form and submit it to the cashier’s office each year. More information (including the certification form and list of eligible courses) can be found at www.aacc.edu/costs-and-paying and select “other ways to pay for noncredit”.

Disability Support Services

The Disability Support Services Office (DSS) provides equal access to educational opportunities for qualified students with disabilities. Students interested in course accommodations must provide relevant documentation in order to receive accommodations.

For information, please call DSS, at 410-777-1411 or email dss@aacc.edu or visit www.aacc.edu/resources/disability-support-services. Deaf and hard of hearing students can reach the office by calling Maryland Relay 711 or by emailing dss@aacc.edu.

Refund Policy

No refund will be given after the first scheduled class meeting has started. To receive a refund for a noncredit course that has not started, drop the course by submitting a completed registration/drop form by fax, mail or in person at one of our registration sites or through MyAACC. Call 410-777-2325 with any questions regarding a refund for a noncredit course.

Course Cancellations

The college may cancel a course that lacks sufficient enrollment a week before it is scheduled to begin. When a course is canceled, we make every effort to notify all registered students promptly. A full refund is processed automatically unless the student elects to transfer to another course or section. You can help avoid cancellations by registering at least two weeks before the starting date.

Wait List Procedures

The wait list is an electronic roster of eligible students who are waiting for a seat to become available in a closed (filled) section. The wait list stores names in order of request to allow access to seats that may become available. There are no wait list limits for Continuing Education/noncredit courses.

If a seat becomes available in a Continuing Education/ noncredit course, the system will automatically call you at your phone number on record. You are required to call the Instructional Support Center within 24 hours at 410-777-2325 to complete your registration or you will lose your position on the wait list.

You can use MyAACC to view your wait lists, monitor your position on your wait lists and remove yourself from any unwanted wait lists.

Closings

When severe weather or other emergency conditions occur, listen to local radio, TV stations or check the college’s home page or www.aacc.edu/campusalert. Sign up for a text message alert to your cell phone and email address by going to www.aacc.edu/campusalert.

When the college closes, all classes at all on-campus and off-site locations are canceled for the day. The college does not necessarily close when Anne Arundel County public schools close, however, when public schools close for inclement weather or emergencies, all AACC classes at public school locations are canceled. When Anne Arundel County public schools close as a result of scheduled (nonemergency) closings, AACC classes will meet.

Late Openings

When the college opens late due to severe weather or other emergency conditions, all continuing education courses scheduled to begin prior to the opening time will be canceled for that day.

Finding Your Noncredit Class

You may check your class locations through MyAACC (MyCourses), by checking your printed course confirmation or by calling 410-777-2325. Some class locations may not be assigned until a week before the class starts. Classroom assignments at the public schools and other sites will be prominently displayed and an on-site coordinator will be available to assist you in finding your class.

Parking

AACC offers free parking at the Arnold campus and all off-site locations. At the Arnold campus students may park in all unmarked spaces at any time. Students may park in reserved (numbered spaces) after 5 p.m. Mondays through Fridays and all day Saturdays and Sundays, and also in faculty/staff spaces after 7 p.m. Mondays through Fridays and all day Saturdays and Sundays.

At the Glen Burnie Town Center and HCAT Institute, use the free public parking garage across the street on Baltimore Annapolis Boulevard. Do not park in the nearby Food Lion parking lot. Your vehicle will be towed.

Directions to Arnold

Visit www.aacc.edu for directions and map of the campus in Arnold.
AACC Bookstore

The AACC Bookstore has locations at the Arnold campus, Glen Burnie Town Center and AACC at Anrudel Mills. Visit AACC Bookstore online at www.aaccbooks.com for store hours to obtain the most current textbook information and learn about ways to save on textbooks. You also can place your textbook order online with the option for delivery to your home or business for a nominal shipping fee. Call 410-777-2220 for information.

Online Courses

AACC offers both self-paced online courses as well as instructor led courses. For technical requirements and links to courses, visit www.aacc.edu/noncredit.

If you do not have an online service from home or work, you can access the Internet at the Technology Learning Centers (TLC) in the Andrew G. Truxal Library on the Arnold campus, at the Glen Burnie Town Center or in Suite 206 at AACC at Anrudel Mills.

Once you have registered for an online course, call 410-777-2325 or visit www.aacc.edu/noncredit for further instructions. See page 3 for a complete listing of AACC’s online partners.

Continuing Education Units (CEUs)

A CEU (Continuing Education Unit) is a measure used by continuing education programs. CEUs are awarded to the student upon successful completion as a permanent record of training and professional development activities. While it is not an academic credit, many licensed professions require this nationally recognized way to quantify time spent, in order to obtain or renew industry certification or licenses. In some industries or professions, CEUs can mean increased compensation or recognition. One CEU is equal to 10 contact hours or participation and is awarded by the college.

Many professionals are required to participate in continuing education activities on a yearly basis. The required number of CEUs varies by profession. AACC is proud to be able to offer continuing education units (CEUs) for both online and in the classroom. Many of the online courses are offered on a monthly basis, allowing the student to meet renewal deadlines year-round.

Digital Badges

Anne Arundel Community College issues digital badges in various areas of study from Casino and Gaming to ESL programs. Similar to scouting or military merit badges which indicate levels of achievement, honor, status or recognition, a digital badge provides documented evidence of skill in a content area. These badges are can be easily shared with future employers, community organizations and bosses by hyperlink via email, electronic résumés or on social media profiles to verify necessary workforce skills.

For a complete list of badges offered through AACC programs, visit www.aacc.edu/noncredit.

Credit/Noncredit Share ▼

Have you ever wanted to register for a credit course at AACC, but really were not interested in earning academic credit? Did you know that AACC offers a variety of courses that can be taken as credit or noncredit? These courses are referred to as Credit/Noncredit Share (CNS) courses. CNS courses enable participants to take a credit course without officially enrolling at AACC. CNS students enroll as noncredit students, but receive the same instruction and educational experience as traditional credit students. Participants do not earn academic credit, but must meet any prerequisites required for a CNS course.

CNS courses are a great way to explore new subject matter or enhance your current knowledge, skills and abilities on a given topic. CNS courses are identified in the schedule of classes by a triangle icon ▼ appearing next to the each CNS course title. CNS students must register as a noncredit student and submit the registration in accordance with directions found in the back of this publication. Browse through the Noncredit Schedule of Classes and discover all of the exciting CNS courses we have to offer! If you have any questions, please call 410-777-2040 or email amgreer1@aacc.edu.

Repeated Courses

The School of Continuing Education and Workforce Development wants every student to be successful in their educational goals. We recognize however that a course or training program may not always be the best match for a student. Therefor if a student has unsuccessfully attempted a course or training program twice, the College reserves the right to decline the student’s registration into that course or program.

System Downtime

AACC is committed to providing current and progressive technology to enhance and support the college mission. For a complete list of available technologies and services, visit www.aacc.edu.

In order to provide superior service to the college community, regular maintenance is required. Scheduled maintenance for systems impacting students (Canvas LMS, MyAACC portal and the Self Services tab, www.aacc.edu, student email access, etc.) are performed starting at 5:30 p.m. on the second Friday of each month. We will reschedule any downtime that coincides with a major college event, such as final exams. Visit www.aacc.edu for further downtime updates.

Notice of Nondiscrimination

AACC is an equal opportunity, affirmative action, Title IX, ADA Title 504 compliant institution. Call Disability Support Services, 410-777-2306 or Maryland Relay 711, 72 hours in advance to request most accommodations. Requests for sign language interpreters, alternative format books or assistive technology require 30 days’ notice. For information on AACC’s compliance and complaints concerning sexual assault, sexual misconduct, discrimination or harassment, contact the federal compliance officer and Title IX coordinator at 410-777-1239, complianceofficer@AACC.edu or Maryland Relay 711.

Professional Licensure

AACC cannot confirm whether the course or program meets requirements for professional licensure in states other than Maryland. If you plan to apply for licensure in a state other than Maryland, contact that state’s licensing board to determine whether the AACC course of program meets requirements for licensure in that state. If you need assistance finding contact information for your state, or if you need additional information regarding professional licensure, contact the School of Continuing Education and Workforce Development’s Instructional Support Center at 410-777-2325.

Student Records Policy

The school of Continuing Education and Workforce Development complies with provisions of the Family Education Rights and Privacy Act (Buckley Amendment) of 1974 (Public Law 90-247 as amended) and any regulations that may be promulgated thereunder. The division will permit students to inspect their continuing education records, limit disclosure of these records to others without a student’s prior written consent and provide students with the opportunity to seek correction of these records where appropriate. Requests can also be submitted via MyAACC.

To obtain a copy of your continuing education student record, mail or deliver in person a signed written request to Records and Registration, 101 College Parkway, Arnold, MD 21012-1895 or fax to 410-777-2489. Requests must include student’s name, former name (if applicable), AACC ID or Social Security number and full address.

A student has the right to file a written complaint concerning the division’s alleged noncompliance with federal regulations by contacting the Family Education Rights and Privacy Act Office (FERPA), Department of Education, 400 Maryland Ave. SW, Washington, DC 20202.

Changes and Errors

Courses and class schedules listed in the Noncredit Schedule of Classes are subject to change. The college regrets any discrepancies or typographical errors. This publication should not be regarded as an irrevocable contract between the student and the college.

For additional college policies see the college catalog and visit www.aacc.edu/noncredit.

How are we doing?

We value your opinion! Please let us know if you have a new idea for a class, or share an experience you had with AACC. We may ask to use your quote in a future schedule.
PAYMENT OPTIONS AND SCHOLARSHIPS

Payment
Payment for noncredit courses is due at the time of registration. AACC accepts American Express, MasterCard, Visa, Discover, check, money order and cash. Cash is only accepted at the cashier’s office on the Arnold campus.

AACC Continuing Education Scholarships
The School of Continuing Education and Workforce Development is offering scholarship opportunities to students in approved CEWD certificate programs. While scholarship funding varies depending on the funding sources, scholarship awards generally cover 75% of the cost of tuition and fees.

To be eligible for a scholarship, students must be enrolled in an approved certificate program and must demonstrate financial need. For best consideration, students should complete the scholarship application and the barriers assessment completely, and submit them with all required documentation.

For information about AACC scholarship opportunities and deadlines, and to download application materials, visit www.aacc.edu/costs-and-paying and select “Other ways to pay for Noncredit.”

Continuing Education Payment Plan
Need job training but not ready to pay the full tuition and fees in advance? AACC offers a monthly payment plan for selected noncredit continuing education courses. Depending on the length of the course, students pay a 40% or 50% down payment and then one, two or three equal monthly payments. Students can elect to have monthly payments automatically deducted from a bank account or charged to a credit card. There is a $25 nonrefundable enrollment fee per course for the service. For information and a list of eligible courses, visit www.aacc.edu/costs-and-paying.

Private Student Loans
Private student loans are available for many continuing education courses. To apply, visit www.aacc.edu/costs-and-paying or contact the Financial Aid office at 410-777-2203.

Veterans’ Benefits
Veterans with military benefits may be eligible to use their VA benefits for noncredit training. Visit www.aacc.edu/military or contact the financial aid office at 410-777-2203.

Division of Rehabilitation Services (DORS)
People with disabilities may schedule an appointment with a representative from the Maryland State Department of Education at 410-412-7090.

WIOA Training Funds
People who are unemployed may contact a representative from the Anne Arundel Workforce Development Corp. at 410-424-3276 to find out qualifications for federal WIOA job training funds.

Third Party Agreement
If an organization is going to pay for part or all of your noncredit course costs (e.g., “grants” or “scholarships” awarded by a company other than AACC), you must submit a hand-signed letter of intent from the company on their official letterhead with your registration form. The letter must include your name, the section ID(s) and term(s) of your noncredit course(s) and the total amount they will pay. Be sure you calculate your total costs correctly for your residency status (see additional fees listed above). Your registration form and letter of intent may be submitted by fax, mail or in person.

Note: A business or agency in Anne Arundel County which pays tuition for a nonresident student is not subject to the out-of-county or out-of-state fee.
How to access your MyAACC account:

1. Returning students: Enter your User Name and Password.
2. New students: Enter your User Name and Password.
3. MyAACC Help Topics:
   - New students: Click MyAACC Help Topics to create an account (Online Personal Identification Form).
   - Returning students: Click MyAACC Help Topics to reset your password (Password Management Tool).
4. To register, select Self Services.
5. Then select Continuing Education.
6. Then select Registration—Continuing Education Classes.
7. Then select Register and pay for Continuing Education Noncredit Classes.

Register online through MyAACC. It’s fast. It’s convenient. It’s secure. Go to https://portal.aacc.edu.
**CEWD REGISTRATION/DROP FORM**

**ANNE ARUNDEL COMMUNITY COLLEGE**

**School of Continuing Education and Workforce Development**

**STUDENT INFORMATION**

<table>
<thead>
<tr>
<th>LAST NAME</th>
<th>FIRST NAME</th>
<th>MIDDLE INITIAL</th>
<th>OTHER LAST NAMES USED (IF ANY)</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>HOME STREET ADDRESS</th>
<th>CITY</th>
<th>COUNTY</th>
<th>PRIMARY PHONE NUMBER</th>
<th>SECONDARY PHONE NUMBER</th>
<th>BIRTH DATE (MM/DD/YYYY)</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>GENDER</th>
<th>EMAIL ADDRESS</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>CITIZENSHIP [SELECT ONE] REQUIRED</th>
<th>RESIDENCY [SELECT ONE] REQUIRED</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ I am a United States citizen.</td>
<td>☐ I have maintained my legal domicile.</td>
</tr>
<tr>
<td>☐ I am a permanent alien resident.</td>
<td>☐ In Anne Arundel County for at least 3 months.</td>
</tr>
<tr>
<td>☐ I have a visa, visa type</td>
<td>☐ not in the state of Maryland.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ETHNICITY/RACE [SELECT ALL THAT APPLY]</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Hispanic or Latino: YES NO</td>
</tr>
<tr>
<td>☐ American Indian or Alaska Native:</td>
</tr>
<tr>
<td>☐ Asian:</td>
</tr>
<tr>
<td>☐ Black or African American:</td>
</tr>
<tr>
<td>☐ Native Hawaiian or other Pacific Islander:</td>
</tr>
<tr>
<td>☐ White:</td>
</tr>
</tbody>
</table>

**CERTIFICATE AND COURSE INFORMATION**

**REQUIRED NONCREDIT CERTIFICATE CODE** (CODES ARE LISTED ON NEXT PAGE)

<table>
<thead>
<tr>
<th>ACTION</th>
<th>SECTION ID</th>
<th>TITLE OF COURSE</th>
<th>START DATE</th>
<th>DAYS OF WK</th>
<th>TIMES</th>
<th>LOCATION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>REGISTER</td>
<td>ABC-123-456</td>
<td>ABCs of Business Analytics</td>
<td>Sept. 28</td>
<td>MIWW</td>
<td>10am - 12:30 pm</td>
<td>CCRT</td>
<td>$55</td>
</tr>
<tr>
<td>REGISTER</td>
<td>ABC-123-456</td>
<td>ABCs of Business Analytics</td>
<td>Sept. 28</td>
<td>MIWW</td>
<td>10am - 12:30 pm</td>
<td>CCRT</td>
<td>$55</td>
</tr>
<tr>
<td>REGISTER</td>
<td>ABC-123-456</td>
<td>ABCs of Business Analytics</td>
<td>Sept. 28</td>
<td>MIWW</td>
<td>10am - 12:30 pm</td>
<td>CCRT</td>
<td>$55</td>
</tr>
<tr>
<td>REGISTER</td>
<td>ABC-123-456</td>
<td>ABCs of Business Analytics</td>
<td>Sept. 28</td>
<td>MIWW</td>
<td>10am - 12:30 pm</td>
<td>CCRT</td>
<td>$55</td>
</tr>
<tr>
<td>REGISTER</td>
<td>ABC-123-456</td>
<td>ABCs of Business Analytics</td>
<td>Sept. 28</td>
<td>MIWW</td>
<td>10am - 12:30 pm</td>
<td>CCRT</td>
<td>$55</td>
</tr>
<tr>
<td>REGISTER</td>
<td>ABC-123-456</td>
<td>ABCs of Business Analytics</td>
<td>Sept. 28</td>
<td>MIWW</td>
<td>10am - 12:30 pm</td>
<td>CCRT</td>
<td>$55</td>
</tr>
<tr>
<td>REGISTER</td>
<td>ABC-123-456</td>
<td>ABCs of Business Analytics</td>
<td>Sept. 28</td>
<td>MIWW</td>
<td>10am - 12:30 pm</td>
<td>CCRT</td>
<td>$55</td>
</tr>
<tr>
<td>REGISTER</td>
<td>ABC-123-456</td>
<td>ABCs of Business Analytics</td>
<td>Sept. 28</td>
<td>MIWW</td>
<td>10am - 12:30 pm</td>
<td>CCRT</td>
<td>$55</td>
</tr>
<tr>
<td>REGISTER</td>
<td>ABC-123-456</td>
<td>ABCs of Business Analytics</td>
<td>Sept. 28</td>
<td>MIWW</td>
<td>10am - 12:30 pm</td>
<td>CCRT</td>
<td>$55</td>
</tr>
</tbody>
</table>

**QUESTIONS?**

Call 410-777-2325 or visit www.aacc.edu/noncredit:

**PAYMENT INFORMATION**

(PAYMENT IS DUE AT THE TIME OF REGISTRATION) (NO REFUNDS ARE GIVEN AFTER A CLASS HAS STARTED)

☐ SEE ENCLOSED CHECK/MONEY ORDER PAYABLE TO AACC or ☐ CHARGE MY: ☐ AMERICAN EXPRESS ☐ DISCOVER ☐ MASTERCARD ☐ VISA

[Account Number]

[Expiration Date (MM/YY)]

**CARDHOLDER SIGNATURE**

**REQUIRED STUDENT SIGNATURE**

I certify that the information I have given on this form is accurate and complete. By proceeding with this registration I agree to abide by the Academic Integrity Policy and all other college policies as cited in the college catalog.

**STUDENT SIGNATURE and PARENT/GUARDIAN SIGNATURE [IF STUDENT UNDER 16 YEARS]**

**DATE**

It is understood and agreed by your signature that you are hereby responsible and obligated to pay for the above courses.

**Registration Date: 2023-03-21**

82

REGISTRATION INFORMATION 410-777-2325
### UNDECLARED PROGRAM

If you are not pursuing a noncredit certificate, enter the code **CE.CON.ED** on your registration form.

### CONTINUING EDUCATION CERTIFICATES

<table>
<thead>
<tr>
<th>Noncredit Certificate Code</th>
<th>Title of CEWD Certificate</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ART</strong></td>
<td></td>
</tr>
<tr>
<td>CE.BEG.JEWELRY-DSGN</td>
<td>Beginning Jewelry Design</td>
</tr>
<tr>
<td><strong>ENGLISH AS A SECOND LANGUAGE</strong></td>
<td></td>
</tr>
<tr>
<td>CE.ESL.ENG-INTER</td>
<td>English for Academic Purposes- Intermediate</td>
</tr>
<tr>
<td>CE.ESL.HIGH-INTER</td>
<td>English for Academic Purposes- at the High Intermediate Level</td>
</tr>
<tr>
<td>CE.ESL.ENG-ADV</td>
<td>English for Academic Purposes- Advanced</td>
</tr>
<tr>
<td>CE.ESL.ENG-CAPSTONE</td>
<td>English for Academic Purposes- Capstone</td>
</tr>
<tr>
<td><strong>SIGN LANGUAGE</strong></td>
<td></td>
</tr>
<tr>
<td>CE.CONV-SIGN</td>
<td>Conversational Sign Language</td>
</tr>
<tr>
<td><strong>WORLD LANGUAGES</strong></td>
<td></td>
</tr>
<tr>
<td>CE.SPA-FLUENCY-FOUND</td>
<td>Spanish Fluency Fndtns</td>
</tr>
<tr>
<td>CE.SPA-COMPREHENSION</td>
<td>Spanish Fluency Comprehension</td>
</tr>
<tr>
<td>CE.SPA.MASTERY</td>
<td>Spanish Fluency Mastery</td>
</tr>
</tbody>
</table>

### WORKFORCE TRAINING CERTIFICATES

<table>
<thead>
<tr>
<th>Noncredit Certificate Code</th>
<th>Title of CEWD Certificate</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BUSINESS</strong></td>
<td></td>
</tr>
<tr>
<td>CE.ACCT.PRINC-TECH</td>
<td>Accounting Principles Using Technology</td>
</tr>
<tr>
<td>CE.ADMIN.PROF</td>
<td>Administrative Professional</td>
</tr>
<tr>
<td><strong>CASINO AND GAMING INDUSTRY</strong></td>
<td></td>
</tr>
<tr>
<td>CE.ACT1.BLACKJACK</td>
<td>ACT 1 Blackjack Dealer</td>
</tr>
<tr>
<td>CE.CASINO.PGT-DEALER</td>
<td>Casino Pai Gow Tiles Dealer</td>
</tr>
<tr>
<td>CE.CASINO-CARNIVAL</td>
<td>Carnival Games Dealer</td>
</tr>
<tr>
<td>CE.CASINO-CRAPS</td>
<td>Casino Craps Dealer</td>
</tr>
<tr>
<td>CE.CASINO-PAIGOW</td>
<td>Casino Pai Gow Poker Dealer</td>
</tr>
<tr>
<td>CE.CASINO-POKER-ADV</td>
<td>Casino Poker Dealer</td>
</tr>
<tr>
<td>CE.CASINO-ROULETTE</td>
<td>Casino Roulette Dealer</td>
</tr>
<tr>
<td>CE.DEALER.MINI-BACC</td>
<td>Mini Baccarat Dealer</td>
</tr>
<tr>
<td><strong>CHILD CARE</strong></td>
<td></td>
</tr>
<tr>
<td>CE.CHILD.FAM-CARE</td>
<td>Family CC Provider</td>
</tr>
<tr>
<td>CE.CHILD.LD-TEACH</td>
<td>Lead Teacher 90 Hour Preschool CC Training</td>
</tr>
<tr>
<td>CE.INFANT-90</td>
<td>Lead Teacher 90 Hour Infant and Toddler CC Training</td>
</tr>
<tr>
<td>CE.SCHOOLAGE-90</td>
<td>Lead Teacher 90 Hour School Age CC Training</td>
</tr>
<tr>
<td><strong>COMPUTERS AND TECHNOLOGY</strong></td>
<td></td>
</tr>
<tr>
<td>CE.SEC-PLUS</td>
<td>Security+ Exam Prep</td>
</tr>
<tr>
<td>CE.AUTOCAD</td>
<td>AutoCAD Certified User</td>
</tr>
<tr>
<td>CE.CYSYA-PLUS</td>
<td>CompTIA Cybersecurity Analyst (CySA+)</td>
</tr>
<tr>
<td>CE.E-LEARN-DSGN</td>
<td>E-Learning Instructional Design</td>
</tr>
<tr>
<td>CE.ESTL-COMP</td>
<td>Essential Computer Skills for Today's Workforce</td>
</tr>
<tr>
<td>CE.FUND.PROJECT-MGT</td>
<td>Fundamentals of 21st Century Project Mgmt</td>
</tr>
<tr>
<td>CE.INFOSYS.SEC-EXAM</td>
<td>Certified Information Systems Security Professional- Exam Prep</td>
</tr>
<tr>
<td>CE.INFRAS-LIBR-PREP</td>
<td>IT Infrastructure Library v3 Fndtn Exam Prep</td>
</tr>
<tr>
<td>CE.INTRO.MOBIL.APP</td>
<td>Intro. to Mobile App Development</td>
</tr>
<tr>
<td>CE.IT-SUP</td>
<td>IT Support Specialist</td>
</tr>
<tr>
<td>CE.NET-PLUS</td>
<td>Network+ Exam Prep</td>
</tr>
<tr>
<td>CE.PC.TECH</td>
<td>PC Technician</td>
</tr>
<tr>
<td>CE.SEC-INFRA</td>
<td>Secure Infrastructure Associate</td>
</tr>
</tbody>
</table>

### CONSTRUCTION AND TRADES

<table>
<thead>
<tr>
<th>Noncredit Certificate Code</th>
<th>Title of CEWD Certificate</th>
</tr>
</thead>
<tbody>
<tr>
<td>CE.CDL-CLASS-A</td>
<td>Commercial Drivers License: Class A</td>
</tr>
<tr>
<td>CE.CDL-CLASS-B</td>
<td>Commercial Drivers License: Class B</td>
</tr>
<tr>
<td>CE.CSTN-EST</td>
<td>Construction Estimating</td>
</tr>
<tr>
<td>CE.HVACR-ENTRY</td>
<td>HVACR Entry Level Technician</td>
</tr>
<tr>
<td>CE.HVACR-1</td>
<td>HVACR Technician Level One</td>
</tr>
<tr>
<td>CE.ST-ENGR-PREP</td>
<td>Stationary Engineer Certification Preparation</td>
</tr>
<tr>
<td>CE.WELD-MIG</td>
<td>Welding for Work: MIG</td>
</tr>
<tr>
<td>CE.WELD-STICK</td>
<td>Welding for Work: STICK</td>
</tr>
<tr>
<td>CE.WELD-TIG</td>
<td>Welding for Work: TIG</td>
</tr>
</tbody>
</table>

### COSMETOLOGY

<table>
<thead>
<tr>
<th>Noncredit Certificate Code</th>
<th>Title of CEWD Certificate</th>
</tr>
</thead>
<tbody>
<tr>
<td>CE.NAIL-TEC</td>
<td>Nail Technician</td>
</tr>
</tbody>
</table>

### FLORAL DESIGNER

<table>
<thead>
<tr>
<th>Noncredit Certificate Code</th>
<th>Title of CEWD Certificate</th>
</tr>
</thead>
<tbody>
<tr>
<td>CE.FLOR-FLORAL-ARGG</td>
<td>Floral Design</td>
</tr>
</tbody>
</table>

### FOOD AND BEVERAGE MANAGEMENT

<table>
<thead>
<tr>
<th>Noncredit Certificate Code</th>
<th>Title of CEWD Certificate</th>
</tr>
</thead>
<tbody>
<tr>
<td>CE.BAR.TEND</td>
<td>Bartender</td>
</tr>
<tr>
<td>CE.PROF-COOK</td>
<td>Professional Cooking Skills</td>
</tr>
</tbody>
</table>

### HEALTH AND MEDICAL

<table>
<thead>
<tr>
<th>Noncredit Certificate Code</th>
<th>Title of CEWD Certificate</th>
</tr>
</thead>
<tbody>
<tr>
<td>CE.CNA-GNA</td>
<td>Certified Nursing Assistant/Geriatric Nursing Assistant</td>
</tr>
<tr>
<td>CE.DENTAL-RADIOLOGY</td>
<td>Dental Assisting and Radiology</td>
</tr>
<tr>
<td>CE.DIETARY.MGR</td>
<td>Dietary Manager</td>
</tr>
<tr>
<td>CE.LIC-NURSE-REFRESH</td>
<td>Licensed Nurse Refresher</td>
</tr>
<tr>
<td>CE.MEDICINE.AIDE</td>
<td>Medicine Aide</td>
</tr>
<tr>
<td>CE.MENTAL.HEA-FA</td>
<td>Mental Health First Aid</td>
</tr>
<tr>
<td>CE.PHARM-TEC</td>
<td>Pharmacy Technician</td>
</tr>
<tr>
<td>CE.RN.CM-DN</td>
<td>Registered Nurse, Case Manager/Delegating Nurse in Assisted Living</td>
</tr>
<tr>
<td>CE.STERILE-PROC-TECH</td>
<td>Central Sterile Processing Technician</td>
</tr>
</tbody>
</table>

### TEACHING CERTIFICATIONS

<table>
<thead>
<tr>
<th>Noncredit Certificate Code</th>
<th>Title of CEWD Certificate</th>
</tr>
</thead>
<tbody>
<tr>
<td>CE.PATH.TEACH.ADULTS</td>
<td>Pathway to Teaching Adults</td>
</tr>
<tr>
<td>CE.TEACH-ESL</td>
<td>Intro. to Teaching English as a Second Language</td>
</tr>
<tr>
<td>CE.YOGA.200</td>
<td>200 Hour Registered Yoga Teacher</td>
</tr>
<tr>
<td>CE.YOGA.300</td>
<td>300 Hour Registered Yoga Teacher</td>
</tr>
</tbody>
</table>

### VETERINARY ASSISTING

<table>
<thead>
<tr>
<th>Noncredit Certificate Code</th>
<th>Title of CEWD Certificate</th>
</tr>
</thead>
<tbody>
<tr>
<td>CE.VET-ASST</td>
<td>Veterinary Assisting</td>
</tr>
</tbody>
</table>

*Updated 2018.06.14, REC*
We have an online class for that.

AACC offers an exciting range of online courses to meet your needs. We work with a number of online partners to provide the broadest array of high-quality learning experiences. Once you have registered for an online course, visit [www.aacc.edu/noncredit](http://www.aacc.edu/noncredit) for directions to access your course.

**ACCOUNTING AND FINANCE**
- OBS-500 Accounting Fundamentals
- OBS-501 Accounting Fundamentals 2
- OLA-367 Performing Payroll in QuickBooks 2014
- OLL-303 Introduction 2018 Quickbooks
- OLL-304 Intermediate 2018 Quickbooks
- OLT-344 Introduction to QuickBooks
- OLT-357 Quickbooks 2016: Introduction
- OLT-358 Quickbooks 2016: Intermediate
- OLT-396 QuickBooks 2017: Introduction
- OLT-397 Quickbooks 2017: Intermediate

**ADMINISTRATION AND MANAGEMENT**
- BNS-513 Project Management Fundamentals
- BNS-514 Project Management Applications
- BNS-516 Project Management Professional (PMP) Prep 1
- BNS-517 Project Management Professional (PMP) Prep 2
- BNS-551 Administrative Assistant Fundamentals
- BNS-552 Administrative Assistant Applications
- CMD-389 Building Teams That Work
- CMD-392 Writing Effective Grant Proposals
- DCL-310 Distribution and Logistics Management
- DCL-324 Introduction to Business Analysis
- MGM-503 Fundamentals of Supervision and Management
- MGM-504 Fundamentals of Supervision and Management 2

**APPLICATION DEVELOPMENT**
- OLA-336 Creating Mobile Apps with HTML5

**BASIC COMPUTER SKILLS**
- OLA-372 Understanding the Cloud
- OLA-357 Achieving Top Search Engine Positions
- OLN-346 Computer Skills for the Workplace
- OLN-361 Keyboarding
- OLN-388 Introduction to PC Troubleshooting
- OLT-342 Blogging and Podcasting for Beginners
- OLT-347 Introduction to Windows 10
- OLN-334 Twelve Steps to a Successful Job Search
- OLN-361 Wireless Networking

**CAREER EXPLORATION**
- HIC-536 Explore a Career in Nursing
- HTH-575 Become an Optical Assistant
- HTH-587 Explore a Career in Medical Coding
- HTH-588 Explore a Career in Medical Transcription
- HTH-589 Explore a Career as an Administrative Medical Assistant
- HTH-599 Certificate in Spirituality, Health, and Healing
- OLA-350 How to Get Started in Game Development

**CAREGIVING**
- COA-306 Caring for Aging Parents
- COA-343 End of Life Care

**CERTIFICATION PREPARATION**
- OLA-353 CompTIA Security+ Certification Prep 2
- OLN-378 A+ Certification Basic: Hardware
- OLN-379 A+ Certification Intermediate: Operating System
- OLN-380 A+ Certification Advanced: Hardware and OS 2
- OLT-349 LPI Linux Essential Prep
- OLN-347 Advanced PC Security
- OLN-348 CompTIA Network+ Certification Prep
- OLN-349 CompTIA Security+ Certification Prep

**COLLEGE TEST PREPARATION**
- DCL-320 GRE Preparation Verbal/Analytical
- DCL-321 GRE Preparation Quantitative
- DCL-332 LSAT Preparation Part 1
- DCL-333 LSAT Preparation Part 2
- OBS-508 GMAT Preparation
- SKL-343 Introduction to Algebra

**COMMUNICATION AND CRITICAL THINKING**
- GRW-345 Mastering Public Speaking
- GRW-348 Keys to Effective Communication
- GRW-349 Interpersonal Communication Skills
- GRW-350 Individual Excellence
- GRW-352 Get Assertive

**COOKING DEMONSTRATIONS**
- COO-325 Lucious, Low-Fat, Lightning-Quick Meals

**DRAWING**
- DCL-311 Drawing for the Absolute Beginner

**ENTREPRENEURSHIP**
- ATS-310 Arts and Crafts As a Business
- BNS-502 Start and Operate your own Home-Based Business
- BNS-504 Starting a Consulting Practice
- BNS-518 Creating a Successful Business Plan
- DLC-350 Start Your Own Small Business
- OCC-386 Start Your Own Gift Basket Business
- PET-316 Start a Pet Sitting Business
- WIS-399 A Beginner’s Guide to Getting Published
- WNI-314 Certificate in Starting Your Own Business in Health and Healing

**EVENT PLANNING**
- GME-327 Secrets of the Caterer

**FINANCIAL PLANNING AND INVESTING**
- DLC-330 Keys to Successful Money Management
- FNC-387 Where Does All My Money Go?
- FNE-317 Stocks, Bonds, and Investing: Oh, My!
- FNE-318 Personal Finance
- FNE-319 The Analysis and Valuation of Stocks
- FNE-320 Introduction to Stock Options
- RTL-510 Real Estate Investing

**FRENCH**
- LAN-351 Speed French

**GARDENING**
- HUD-388 Start Your Own Edible Garden
- INT-349 Growing Plants for Fun and Profit

**HOME AND LIFESTYLE**
- PRS-389 Genealogy Basics

**HUMAN RESOURCES**
- OBS-502 Understanding the Human Resources Function
INDEX OF ONLINE OFFERINGS

INTERIOR DESIGN
IND-310 Introduction to Interior Design ↑

ITALIAN
LAN-350 Speed Italian

JAPANESE
LAN-340 Speed Japanese

JOB SKILLS ENHANCEMENT
CMD-361 Coordinating Special Events
DLC-313 Effective Selling
FNE-322 Business Finance for Non-Finance Personnel
OBS-503 Professional Sales Skills
OBS-511 Business Leadership
ONL-323 Resume Writing
PRS-390 Speed Reading (Merrill Ream) ↑
SAS-515 Managing Customer Service
SKL-346 Skills for Making Great Decisions ↑
GRW-346 Grammar Refresher for Work

MANAGEMENT AND SUPERVISION
DLC-352 Supply Management Fundamentals

MARKETING
OBS-509 Using Social Media in Business
OLN-385 Marketing Your Business on the Internet
WIS-399 Small Business Marketing on a Shoestring

MUSIC
MUC-317 Music Made Easy: Online ↑

NETWORKING AND SECURITY
OLN-389 Introduction to Networking
OLN-390 Intermediate Networking
ONL-367 Introduction to PC Security

NONPROFIT LEADERSHIP
CMD-322 Introduction to Nonprofit Management
CMD-332 A to Z of Grant Writing
CMD-358 Get Grants
CMD-360 Marketing Your Nonprofit Organization
CMD-362 Advanced Grant Proposal Writing
CMD-363 Become a Grant Writing Consultant
CMD-394 Starting a Nonprofit
CMD-397 Nonprofit fundraising Essentials
NPO-327 A-Z Grant Writing: Beyond the Basics

NURSING
DLC-307 Human Anatomy and Physiology 2
DLC-323 Human Anatomy and Physiology
HIC-537 Medical Terminology: A Word Association Approach
HNS-514 Stress Management for the Healthcare Provider

PHOTOGRAPHY
OLA-328 Intermediate Photoshop CS5
OLA-332 Introduction to Photoshop CS6
OLA-333 Intermediate Photoshop CS6
OLA-353 Photoshop CC for the Digital Photographer
OLA-361 Photoshop CC for the Digital Photographer 2
OLI-388 Introduction to Photoshop CS5
OLT-323 Intermediate Photoshop CC
OLT-325 Photoshop Elements for the Digital Photographer 1
OLT-399 Photoshop Elements for the Digital Photographer 2
ONL-383 Discover Digital Photography
PHO-340 Photographing Nature With Your Digital Camera ↑
PHO-341 Secrets of Better Photography ↑
PHO-343 Travel Photography for the Digital Photographer ↑
PHO-344 Photographing People with Your Digital Camera ↑
PHO-355 Master Your Digital SLR Camera ↑

PROFESSIONAL DEVELOPMENT
DLC-347 Six Sigma: Total Quality Fundamentals
GRW-347 Listen to Your Heart, and Success Will Follow
GMG-505 Total Quality Fundamentals

PROGRAMMING, CODING AND SCRIPTING
OLA-308 Intermediate SQL
OLI-396 Introduction to Programming
OLN-352 Intermediate Java Programming
OLA-335 Introduction to Python 3 Programming
OLA-344 Introduction to JavaScript
OLA-345 Introduction to Visual Basic
OLA-352 Advanced CSS3 and HTML5
OLA-358 Introduction to CSS3 and HTML5
OLA-359 Intermediate CSS3 and HTML5
OLI-339 Introduction to PHP and MySQL
OLI-340 Intermediate PHP and MySQL
OLI-341 Intro to Python 2.5 Programming
OLN-355 Introduction to C# Programming
OLN-356 Intermediate C# Programming
OLA-357 Introduction to C++ Programming
OLN-369 Introduction to Java Programming
OLA-391 Introduction to SQL
OLA-392 Introduction to Oracle
OLT-334 Intro to XML

PROJECT MANAGEMENT
OLN-386 High Speed Project Management

SOFTWARE AND INTERNET APPLICATIONS
OLA-326 Introduction to Digital Scrapbooking
OLA-347 Introduction to Google Analytics
OLA-351 Introduction to Adobe InDesign CS6
OLA-357 Introduction to Microsoft Project 2013
OLA-360 Introduction to Lightroom 5
OLA-369 Introduction to InDesign CC
OLA-375 Introduction to Photoshop CC
OLT-306 Introduction to Windows 8
OLT-309 Introduction to Illustrator CS6
OLT-340 Intermediate InDesign CC
OLT-345 Introduction to Lightroom CLASSIC CC
OLT-350 Introduction to Microsoft PowerPoint 2016
OLT-351 Introduction to Microsoft Excel 2016
OLT-352 Introduction to Microsoft Word 2016
OLT-353 Intermediate Microsoft Word 2016
OLT-354 Introduction to Microsoft Access 2016
OLT-355 Intermediate Microsoft Excel 2016
OLT-356 Advanced Microsoft Excel 2016
OLT-359 Microsoft Project 2016: Introduction
OLT-360 Microsoft Access 2016: Intermediate

SPANISH
LAN-303 Speed Spanish 2
LAN-349 Speed Spanish
LAN-314 Speed Spanish 3

TEACHER PROFESSIONAL DEVELOPMENT
ETP-315 Praxis Core Preparation
FON-322 Understanding Adolescents
FON-384 Enhancing Language Development in Childhood
OLI-313 Integrating Technology in the Classroom
TAR-301 Teaching Students With Autism: Strategies for Success
TAR-303 Empowering Students with Disabilities
TAR-309 Teaching Students With ADHD
TES-301 An Introduction to Teaching ESL/ELF
TES-302 Spanish in the Classroom
TLA-301 Guided Reading and Writing: Strategies for Maximum Student Achievement
TLA-302 Guided Reading: Strategies for the Differentiated Classroom
TLA-304 Response to Intervention: Reading Strategies That Work
TMA-301 Singapore Math Strategies: Model Drawing for Grades 1 & 2
TMA-302 Singapore Math: Number Sense and Computational Strategies
TMA-303 Teaching Math: Grades 4-6
TMA-304 Singapore Math Strategies: Advanced Model Drawing for Grades 4-6
TMD-302 Creating the Inclusive Classroom: Strategies for Success
TMD-303 Differentiated Instruction in the Classroom
TMD-304 Solving Classroom Discipline Problems
TMD-306 Survival Kit for New Teachers
TMD-307 The Creative Classroom
TMD-312 Teaching Preschool: A Year of Inspiring Lessons
TOP-302 Teaching High School Students

TPC-353 Marriage and Relationships
TTE-302 Creating a Classroom Web Site
TTE-303 Teaching Smarter With SMART Boards

WEB DESIGN AND DEVELOPMENT
OLA-312 Advanced Web Pages
OLA-327 Creating WordPress Website 2
OLI-394 Introduction to Creating WordPress Web Sites
OLN-381 Creating Web Pages
OLT-346 Responsive Web Design

WELLNESS
HLJ-371 Lose Weight and Keep It Off ↑
HLJ-372 Introduction to Natural Health and Healing ↑
HNS-510 Meditation Techniques
LFS-331 Healthy Aging
THA-331 Get Funny ↑

WRITING
DLC-317 Fundamentals of Technical Writing
DLC-328 Introduction to Internet Writing Markets
DLC-329 Introduction to Journaling
DLC-344 Research Methods for Writers
HNS-511 Explore a Career in Medical Writing
OBS-505 Business and Marketing Writing
OLA-370 Write Effective Web Content
THF-303 Introduction to Screenwriting ↑
WRG-337 The Craft of Magazine Writing ↑
WRG-347 Writing for Children
WRG-361 Mystery Writing
WRG-363 Effective Business Writing
WRG-364 The Keys to Effective Editing
WRG-365 Write Like a Pro
WRG-384 Advanced Fiction Writing
WRG-385 Write Your Life Story
WRI-310 Write and Publish Your Nonfiction Book
WRI-315 Writing Essentials
WRI-326 Travel Writing
WRI-327 Writerific - Creativity Training for Writers
WRI-328 Writing Young Adult Fiction
WRI-336 How to Make Money From Your Writing
WRI-337 Publish and Sell Your E-books
WRI-351 Romance Writing
WRI-357 Writing the Fantasy Novel

† INDICATES THE TUITION IS NOT WAIVED FOR SENIORS AND DISABLED RETIREES.

ONLINE VENDORS
Once you have registered for an online course, visit www.aacc.edu/noncredit for directions to access your course.

CENG
Cengage
CEXP
Construction Experts Inc.
CSRQ
Consortiq
ED4CR
Ed4Careers
EDGO
Ed2Go
HYBR
Hybrid
LERN
Learning Resources Network Inc.
OLT
Online Training Institute
SCCC
Sinclair Community College
WB
AACC Online – Canvas

For information email us at online@aacc.edu or call 410-777-2910
# INDEX OF SUBJECTS

## A
- Accounting and Finance ........................................... .15, .16
- Accounting Principles .............................................. .6
- Using Technology certificate ...................................... .6
- ACT 1 Blackjack Dealer certificate ............................... .6
- Administration and Management ................................. .15, .16
- Administrative Professional certificate ............................. .6
- Adult Basic Skills ........................................................ .40
- American Sign Language ............................................ .69
- Application Development ............................................ .22
- Arabic ......................................................................... .69
- Arts, Dance, Music and Theater ...................................... .45
- Assisted Living Manager ............................................... .30

## B
- Bartender certificate .................................................... .10
- Bartender ....................................................................... .29
- Basic Computer Skills .................................................. .20, .22
- Basic Life Support, CPR and First Aid ............................ .30
- Boiler Operation ............................................................ .24
- Business ........................................................................ .15

## C
- Career Exploration ....................................................... .18
- Caregiving ................................................................. .65
- Carnival Games Dealer certificate ................................. .6
- Casino (Personal Enrichment) ......................................... .54
- Casino and Gaming Industry ......................................... .17
- Casino Craps Dealer certificate ..................................... .6
- Casino Pai Gow Poker Dealer certificate ....................... .6
- Casino Pai Gow Tiles Dealer certificate .......................... .6
- Casino Poker Dealer certificate ..................................... .6
- Casino Poker Dealer ..................................................... .17
- Casino Roulette Dealer certificate ................................ .6
- Central Sterile Processing Technician certificate ............. .11
- Central Sterile Processing ............................................. .35
- Certification Preparation .............................................. .20, .22
- Certified Nursing Assistant/Geriatric Nursing Assistant certificate ................................................ ..10
- Child Care .................................................................... .18
- Chinese ........................................................................ .69
- College Test Preparation .............................................. .54
- Commercial Drivers License: Class A certificate ............. .9
- Commercial Drivers License: Class B certificate ............. .9
- Communication ........................................................... .54
- Computer Technology (Seniors) .................................... .75
- Computers and Technology .......................................... .20
- Construction and Trades .............................................. .24
- Construction Estimating certificate ................................. .8
- Construction Estimating ................................................ .24
- Cooking Demonstrations ............................................ .55, .58
- Core of Knowledge ...................................................... .18
- CPR .............................................................. .......................... .30
- Crafts and Sewing ....................................................... .46

## D
- Dance ........................................................................... .48
- Dental Assisting and Radiology certificate ....................... .10
- Dietary Manager certificate ......................................... .10
- Drawing ........................................................................ .48, .48
- Drones (Unmanned Aerial System) ................................. .22

## E
- E-Learning Instructional Design certificate .................. .7
- Electrical Helper .......................................................... .25
- English as a Second Language ...................................... .41
- Entrepreneurship ......................................................... .36
- Essential Computer Skills for Today’s Workforce certificate ............ .7
- Explore (Youth Programs) ............................................. .76

## F
- Family Child Care Provider certificate .......................... .6
- Financial Planning and Investing ................................... .61, .62
- Floral Designer ............................................................. .62
- Food and Beverage ...................................................... .55
- Food and Beverage Management .................................. .29
- Food Industry Certifications .......................................... .29
- French ......................................................................... .70
- Fundamentals of 21st Century Project Management certificate ........ .7

## G
- General Educational Development (GED) ..................... .40
- German ........................................................................ .70
- Golf .............................................................................. .67
- Graduate (Test Prep) ..................................................... .54
- Group Exercise ............................................................ .67
INDEX OF SUBJECTS

H
Health and Medical .................................................. 30
Healthy Living for Older Adults .............................. 75
History and Heritage .............................................. 60
Home and Lifestyle .................................................... 61
Home Improvement and Ownership ......................... 64
HVAC ...................................................................... 25
HVACR Entry Level Technician certificate .................. 9
HVACR Technician Level One certificate .................... 9

I
Interactive English .................................................. 43
Interior Design ......................................................... 62
Introduction to Mobile App Development certificate ....... 8
Introduction to Teaching English as a Second Language certificate ........................................ 11
IT Infrastructure Library v3 Foundation Exam Prep certificate ........................................ 7
Italian ...................................................................... 71, 70

J
Jewelry ..................................................................... 49
Job Skills Enhancement .............................................. 16

K
Kids in College ............................................................ 76

L
Lead Teacher 90 Hour Preschool Child Care Training certificate ........................................ 7
Learn to Play (Casino) .................................................. 54
Licensed Nurse Refresher certificate .......................... 10
Licensure Preparation (Real Estate) ............................ 36
Local and Regional ...................................................... 60

M
Marketing ................................................................... 15, 16
Martial Arts .................................................................. 67
Medicine Aide certificate ............................................ 10
Mental Health First Aid certificate .............................. 10
Mini Baccarat Dealer certificate ................................. 6
Music ...................................................................... 50, 48

N
Networking and Security ........................................... 17
Nonprofit Leadership .................................................. 16
Nursing ...................................................................... 33

P
Painting and Printmaking .......................................... 51
Parenting and Family Life .......................................... 65
Parenting One-on-One ............................................... 65
Pathway to Teaching Adults certificate ........................ 11
PC Technician certificate ............................................ 8
Peer Learning Partnership .......................................... 66
Pet Ownership ............................................................ 64
Photography .................................................................. 18
Pre-service Training .................................................... 19
Printing: 3-D Printing ............................................... 20
Programming, Coding and Scripting ........................... 21, 22

R
Real Estate for Consumers .......................................... 36
Recreation and Fitness ............................................... 68
Registered Nurse, Case Manager/Delegating Nurse in Assisted Living certificate ........................ 11
Russian ...................................................................... 71

S
Seniors ...................................................................... 74
Software and Internet Applications ......................... 21
Spanish ...................................................................... 71
Stationary Engineer Certification Preparation certificate ................................................ 8
Sterile Processing certificate ........................................ 11

T
Table Games Dealer .................................................. 17
Teacher Professional Development ............................ 37
Truck Driving ............................................................. 26

U
Undergraduate (Test Prep) .......................................... 54
Unmanned Aerial System (UAS)/Drones ....................... 22

V
Veterinary Assisting certificate .................................. 11

W
Web Design certificate ................................................. 7
Web Design and Development ..................................... 22
Welding ...................................................................... 26
Welding for Work: MIG certificate .............................. 9
Welding for Work: STICK certificate .......................... 9
Welding for Work: TIG certificate ............................... 9
Wellness ..................................................................... 65
Wine, Beer and Spirits .................................................. 59
World Languages ........................................................ 68
Writing ...................................................................... 73, 73

Y
Yoga .......................................................................... 68

Pages with this icon indicate that the heading or subheading is shown in the online course advertisement on the indicated page.
FORWARDING MyAACC STUDENT EMAILS

Forward your MyAACC mail to any account in just a few easy steps!

1: Visit the student portal at HTTPS://PORTAL.AACC.EDU.
2: Enter USER NAME and PASSWORD.

3: Select UNREAD MESSAGES.
4: Select INSTRUCTIONAL EMAIL.
5: Click on the WHEEL in the far right corner.
6: Click the YOUR APP SETTINGS drop down menu at the bottom of the screen.
7: Select MAIL from the Your app Settings options.
8: Select MAIL from the options list.
9: Select FORWARDING
10: ENTER EMAIL ADDRESS you wish to forward to and click SAVE.

ANNE ARUNDEL COMMUNITY COLLEGE
School of Continuing Education and Workforce Development
Give the gift of education

Celebrate birthdays, holidays and other special occasions with the gift of education.

You choose the amount, they choose the class!

- Personal enrichment classes enhance one's quality of life. We offer classes in the arts, cooking, gardening, fitness, world languages and more!

- Career and professional training classes prepare students for a new career or help them advance in their current field. We offer courses and certificate programs in business, computers and technology, construction, health care, teaching and more!

Call 410-777-2325 or visit www.aacc.edu/gift for information.
REGISTER NOW!

CALL 410-777-2325 OR VISIT WWW.AACC.EDU/NONCREDIT

› LEARN MORE ABOUT NONCREDIT CERTIFICATES WWW.AACC.EDU/CEWDCERTIFICATES

› REGISTER TODAY! SEE INSIDE FRONT COVER FOR DETAILS