Registration for all Community Education programs is now under way.

Go to www.hccc.edu/communityeducation today!
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- Praxis Test Review

See Online icon for our online offerings.
What’s New at Community Education?

Fall 2015

COMMUNITY EDUCATION HAS MOVED TO A NEW LOCATION

You will now find the Community Education office conveniently located on the first floor of 25 Journal Square, B107, just steps from the NJ PATH Station and Bus Depot.

Drop by to check us out. We look forward to seeing you!

FREE LECTURE SERIES:

THE HISTORY LESSONS YOU DIDN’T LEARN IN SCHOOL

Bet you didn’t know that in the seventeenth century there was a Spanish king who was so inbred that he was not able to chew or close his mouth… or that in the 1920s, a Russian scientist attempted to impregnate a human woman with the cells of an ape in order to create a “humanzee”?

History is far more fascinating than what you remember from school! Join your fellow amateur historians in this titillating look at the dark side of history. Different topics will be offered each term including: Real Games of Thrones- War, Torture, and Sex in Medieval Europe; Royal Inbreeding and Intrigue; Real Life Vampires, Zombies, and Other Tales of the Living Dead; and Perverse Science.

see page 15 for details

SPOTLIGHT on a new classes

INTRO TO IMPROVISATION

Looking for stress reduction, fun, and games? Then Introduction to Improvisation is for you. Learn the basics of improvisational acting all while honing your speaking and listening skills and in a collaborative and imaginative environment. No prior experience necessary.

see page 15 for details

CITIZENSHIP

During the last decade the United States Citizenship and Immigration Services (USCIS) has welcomed more than 6.6 million naturalized citizens into our great nation. Study the elements of immigration policy, social science, history, U.S. Law, political theory and ethics and join the melting pot. This course will prepare you to take each section of the U.S. Citizenship Test. Hudson County Community College does not administer the Citizenship Test.

see page 30 for details

Culinary Intensives: Fundamentals of Cooking

FUNDAMENTALS OF COOKING

From learning how to perfect everything from homemade pasta to a béchamel sauce participants will discover the many tips and tricks that add up to a confidence in the kitchen and wide-ranging knowledge of cooking. Building upon skills learned each week, activities will include learning about food safety, butchery, ingredient pairings, knife skills, seasonal ingredients, menu planning and more.

see page 26 for details

BASIC KNIFE SKILLS

Discover the most valuable skill that every master chef possesses in order to create their most prized dishes. This class introduces students to the essential skills needed to use a knife, including how to select and sharpen knives, basic dicing, mincing and slicing techniques. Come learn and practice your knife cuts with our seasoned chefs and then go home and put your newly acquired skills to the test!

see page 26 for details

REGISTER EARLY!!

Classes that do not meet minimum enrollment will be canceled three business days before start of class.

Registration is easier than ever! Avoid lines and register today by logging on to www.hccc.edu/communityeducation
Allied Health Careers

Health care is the fastest growing sector for employment in NJ. If you are interested in getting started in this growing field join us for our Open House on September 14, 2015 at 6:30 p.m. Grant funding available for qualified students.

In this section:
- Pharmacy Technician
- Certified Clinical Medical Assistant
- Electronic Health Records
- Certified Nurse Aide Program
- Certified Home Health Aid
- Online Training Programs

Pharmacy Technician

This comprehensive program will prepare students to work as a pharmacy technician in a retail pharmacy or other pharmacy setting and to take the Pharmacy Technician Certification Board’s PTCB exam. Course content includes pharmacy medical terminology, the history of pharmacy, the pharmacy practice in multiple environments, pharmacy calculations and measurements, reading and interpreting prescriptions, and defining drugs by generic and brand names. Through classroom lecture and hands on labs, students will review dosage calculations, drug classifications, the "top 200 drugs", I.V. flow rates, sterile compounding, dose conversions, aseptic technique, the handling of sterile products, total parenteral nutrition (TPN), dispensing of prescriptions, inventory control and billing and reimbursement.

Note: This program includes an 80 hour externship and national certification opportunities for students.

Tuition: $1,399
Course: CECAR 116
Times: 6:00 p.m. to 8:30 p.m.
Dates: Mon. & Wed./ Sept. 21 - Nov. 23
Location: Journal Square, Room TBA

Certified Clinical Medical Assistant

140 Classroom Hours + Clinical Externship

This program is intended for students who want to prepare for an exciting, challenging and rewarding career in healthcare. This program will train students to assist physicians by performing functions related to the clinical responsibilities of a medical office. Instruction includes among other things preparing patients for examination and treatment, routine laboratory procedures, diagnostic testing, technical aspects of phlebotomy and the cardiac life cycle. Students will review important topics including phlebotomy, pharmacology, the proper use and administration of medications, taking and documenting vital signs, cardiology including proper lead placements, a professional workplace behavior, ethics and the legal aspects of healthcare. This program includes 140 hours of classroom lecture and hands on labs and a clinical externship opportunity at a local healthcare provider.

To be eligible for the clinical rotation, students must successfully complete the 140 hour program, submit to a thorough background check, drug screening and meet other requirements.

Note: Upon successful completion of this program, students will be eligible to sit for the National Health Career Association (NHA) Certified Clinical Medical Assistant (CCMA) national examination.

Tuition: $2,399
Course: CECAR 103
Times: 6:00 p.m. to 8:30 p.m.
Day/Dates: Tues. & Thurs./ Sept. 22 - Apr. 19
Location: Journal Square, Room TBA
Notes: No class held on Nov 26, Dec 24, 29 and 31

Electronic Health Record Management

This Electronic Health Record (EHR) Management Program prepares students to understand and use electronic records in a medical practice. Access to health information is changing the ways doctors care for their patients. Doctors now have access to a patient's medical history, surgeries, medicine allergies, and recent doctor's visits all at the press of a button. This recent technology that intertwines health information from a variety of sources is known as an electronic health record. An electronic health record (EHR) includes computerized lifelong healthcare data from a variety of sources where every encounter an individual has with the healthcare system is documented and compiled for quick access. Electronic health record professionals are educated in the implementation and management of electronic health information using common electronic data interchange systems such as HL7, CDISC, and DICOM. Students will learn through classroom and computer lab training the necessary components consistent with maintaining the medical, legal, accreditation, and regulatory requirements of the electronic health record and database. This program meets the necessary requirements of a leading national certification examination.

Tuition: $1,999
Course: CECAR 117
Times: 6:00 p.m. to 9:30 p.m.
Day/Dates: Mon. & Wed./ Sept. 21 - Feb. 8
Location: Journal Square, Room TBA
Notes: No class held on Dec. 23, 28 and 30
**ALLIED HEALTH CAREERS**

### Certified Nurse Aide Program

Prerequisite: Medical clearance, criminal background check with fingerprints, and a high school diploma are required.

Enjoy a rewarding career caring for people! It is anticipated that employment for Certified Nurse Aides will grow faster than average through 2015. Certified Nurse Aides work under the supervision of a registered nurse or medical doctor to provide patients with basic care and services, such as a personal hygiene, grooming, vital signs and bed making. Certified Nurse Aides can be employed in hospitals, nursing homes, assisted living, private long-term care, mental health facilities, and other settings.

Our ninety-hour training program is approved by the New Jersey Department of Health & Senior Services (NJDHSS) and will prepare you to work in long-term care as a Certified Nurse Aide. You will spend fifty (50) hours in the classroom and forty (40) hours in a long-term care facility working with elder residents. At the completion of the program, you will be eligible to take the skills evaluation and written test to obtain your Certified Nurse Aide license from the State of New Jersey.

The CNA program is an evening program with classes/clinical time between 5:00 p.m. & 10:30 p.m. Study activities take place on Tuesdays, Wednesdays and Thursdays. This course is 90 hours in length and will meet for 22 sessions.

Tuition: $1,060 (textbook included)  
Course: CECNA 100  
Dates: TBA  
Time: TBA  
Location: Journal Square, Room TBA

Students must attend an Information Session and complete an application. No reservations are necessary for Information Sessions. Contact: Pat Murphy at 201-360-4267.

### Certified Home Health Aide

Prerequisites:
- 18 years old; High School Graduate or Equivalent
- U.S. Citizen or Alien Resident with Work Authorization
- No criminal history
- Has not defaulted on education loans or child support payments

Certified Home Health Aides (CHHAs) are health workers who deliver personal care to clients with disabilities or other needs requiring assistance, typically directly in their homes or in an assisted living environment. While the elderly are the most common consumers for these services, CHHAs may work with younger individuals as well.

Tasks of a CHHA may include (but are not limited to) bathing, dressing, preparing meals, providing transportation, and monitoring the client’s health and wellbeing (pulse, temperature, weight). In some cases, an aide also helps administer medication and treatment. Individuals may require aides during a variety of shifts, so flexibility and long hours are often a requirement for this position, as is the ability to cope with the physical demands of caregiving.

Certification as a home health aide training consists of 76 hours of skills training and is completed in eight weeks.

Contact: Pat Murphy at 201-360-4267

### An alternative online option is available for many programs.

Call the Community Education office for more information at (201) 360-4224.

The following online programs are offered with our partners at Ed2Go.  
Go to http://careertraining.ed2go.com/hccc for these and other programs.

#### Medical Terminology

The Medical Terminology Online Training Program will give you a full understanding of medical terminology, from word origins to their application. You’ll learn the correct terms and spelling for all of the body systems, major pathological conditions, disorders, treatments, medications, and more. The textbook is included.

Hours: 60  
Code: GES112  
Fees: $795

#### Veterinary Assistant

This online program will prepare you to become a productive member of a veterinary team. You’ll learn about every aspect of veterinary assisting, including anatomy and physiology, animal restraint, laboratory sample collection, assisting in surgery and dentistry, prescription preparation, and taking radiographs. You’ll also learn how to interact professionally with clients and gain the expertise you need to educate them about key topics in pet care, such as nutrition, vaccinations, and administering medication. This program is designed for people who want to work at a veterinary hospital and those who are already employed in positions in which they look after animals.

Hours: 170  
Code: GES118  
Fees: $1995

Registration is easier than ever! Avoid lines and register today by logging on to www.hccc.edu/communityeducation
If you are interested in advancing your career or learning the most up-to-date information to help you get ahead, try one of our face-to-face or online certificate programs! You can earn Continuing Education Units (CEUs) and a certificate to add on to your resume for future growth and employment options.

In this section:

- New Pathways to Teaching in New Jersey, an alternate route to teacher certification in New Jersey
- Introduction to Voiceovers
- Creating a Career as a Makeup Artist
- Administrative Assistant with Bookkeeping Certificate
- Administrative Assistant with Customer Service Certificate
- Intuit® QuickBooks Certification
- Individual Business and Career Development Courses
- Online Marketing and Social Media Certificates for Business

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Become a certified teacher!
New Pathways to Teaching in New Jersey

Prepare to become a licensed teacher in the state of New Jersey. As an Alternate Route teacher, you will be a viable candidate for employment in districts throughout New Jersey.

Hudson County Community College is pleased to participate in this unique statewide program, a collaboration with New Jersey City University. The program is divided into two distinct instructional stages. You must secure a Certificate of Eligibility prior to taking Stage I. Anyone applying for a Certificate of Eligibility must complete the “Introduction to Teaching Program” course.

Students in New Pathways may register for the program as either a Master’s-level graduate student (earning 15 Graduate credits) or as Certificate students (non-credit). Graduate credits may be applied towards a Master’s degree in Education at New Jersey City University.

For additional information, please visit: New Pathways to Teaching in NJ www.hccc.edu/newpathways
For information on teacher licensure in New Jersey, go to www.state.nj.us
BUSINESS AND PROFESSIONAL DEVELOPMENT

Introduction to Teaching
The required 24-hour Pre-Service Program
Prerequisite: Bachelor’s degree
This non-credit course is required for all who will apply for a Certificate of Eligibility (CE). Completion of this course is just one of the CE requirements and does not guarantee that the applicant qualifies for a CE. 24 hours (20 hours of instruction & 4 hours of observation).
Note: Course is only for candidates seeking a K-12 CE.

Tuition: $239
Course: CENPT 100-1
Day/Date: Sat./ Sept. 19 – Oct. 10
Time: 9:00 a.m. to 2:00 p.m.
Location: Journal Square, Room TBA

*Hybrid
Course: CENPT 100-2
Day/Date: Wed./ Nov. 11 - Dec. 15
Time: 6:00 p.m. - 9:30 p.m.
Place: Journal Square, Room TBA
Notes: In person sessions Nov. 11 and Dec. 9

*Hybrid classes are six weeks in duration. Students meet twice, on the first day and on the second to last class, the rest of the class is online.

New Pathways Stage 1
Prerequisites: Bachelor’s degree and Certificate of Eligibility; 2.75 GPA
Length: 13 weeks (60 hours)
This stage includes 45 hours of pre-employment instruction with a 15-hour guided observation experience.

Tuition: $1,300
Course: CENPT 101 (non-credit)
Dates: Tuesday – Sept. 22-Dec. 15
Time: 6:00 p.m. - 9:30 p.m.
Place: Journal Square, Room TBA

CENPT 101-1 (non-credit)
Tuition: $3,330 (Subject to final approval by NJCU)
Course: CENPT 102 (credit)
Dates: Tuesday- Sept. 22- Dec. 15
Time: 6:00 p.m. - 9:30 p.m.
Place: Journal Square, Room TBA

Call the Community Education office at: 201-360-4244/4246/4255 for more information.

New Pathways Stage 2
Prerequisites: New Pathways Stage 1; Must be the teacher of record in the classroom.
Length: 140 hours

This stage includes the remaining 140 hours of the 200 plus-hours required by the New Jersey Department of Education for Alternate Route teachers. Stage 11 is completed during the academic year, from September to June, with classes meeting one night a week for three-and-a half hours. Stage 11 earn 11 graduate credits if taken as a for-credit class.

Tuition: $2,600
Course: CENPT 201 (non-credit)

Tuition: $6,662 (Subject to final approval by NJCU)
Course: CENPT 202 (credit)
Dates: Thursday, Sept 10-Jun 2
Time: 5:00 - 8:45pm
Place: Journal Square, Room TBA
Notes: No class held on Nov 26, Dec 24 or Dec 31
Transcript Fee: $25
BUSINESS AND PROFESSIONAL DEVELOPMENT

The Basics of Wholesale
Real Estate Investing
If you want to make money in real estate but don’t have extra money or experience to start with, wholesaling is the fastest and easiest way to start making money in real estate. Learn what you need to get started in this introductory course. Learn how to meet cash buyers, find motivated sellers, run comps, and identify and present deals. Includes opportunity to meet actual investors will tell you real life experiences and share their knowledge.

Course: CECAR CEESTAT
Tuition: $39
Time: 7:00 p.m. - 9:00 p.m.
Day/Date: Wed./Oct. 14 - Oct. 21
Location: Journal Square, Room TBA

Creating a Career as a Makeup Artist
Makeup careers come in many forms - bridal, on camera, commercial, fashion, and theatre, just to name a few. There are many ways to earn a living with makeup. Join us for an introduction to the possible paths a career in makeup can take you on. No prior experience necessary.

Course: CECAR MAKEUP
Tuition: $19
Time: 10:00 a.m. - 1:00 p.m.
Day/Date: Sat./Oct. 24
Location: Journal Square, Room TBA

Administrative Assistant Certificate with Concentration in Bookkeeping or Administrative Assistant Certificate with Concentration in Customer Service
Prerequisite: Computer proficiency

Ask an Administrative Assistant what they do for a living, and many will tell you they do a little bit of everything! Well-rounded candidates have an advanced understanding of interpersonal relations, workplace computing applications, and how to make an office run smoothly from 9 a.m. to 5 p.m. Choose from one of two certificate concentrations and allow your career to flourish.

The Bookkeeping Concentration is designed for individuals with an eye for details who would like to pursue positions that require a level of financial responsibility.

Students who select the bookkeeping concentration will take these required courses (201 hours):

- Accounting for Bookkeepers
- Intuit QuickBooks Certified User Preparation Beginner
- Intuit QuickBooks Certified User Preparation Advanced

Tuition: $2099 (Bookkeeping concentration)
Course: CECERT AAB
Times: Classes are scheduled from 1:30 pm - 9:30 pm
Dates: Sept. 21 - Nov. 19
Location: Journal Square, Room TBA

Note: Students will receive a full schedule with times and room numbers after registration

Note: Classes may also be taken individually; see page 8 for details.

The Customer Service Concentration is for those “people persons” who want day to day contact with the public. You will learn valuable skills to provide the best image possible for your employer.

Students who select the customer service concentration will take these required courses (171 hours):

- Begin a Career as an Administrative Professional
- Communicate Effectively and Professionally in Business
- Microsoft Office® Specialist Certification in Word
- Microsoft Office® Specialist Certification in Excel
- The Customer is Always Right- Basics of Customer Service
- Learn How to Sell Anything!
- Presentation Skills- More than Just a PowerPoint
- Management for Administrative Professionals

Tuition: $1599 (Customer service concentration)
Course: CECERT AACS
Times: Classes are scheduled from 1:30 pm - 9:30 pm
Dates: Mon. - Thurs./ Oct 12. - Dec 10
Location: Journal Square, Room TBA

Note: Students will receive a full schedule with times and room numbers after registration

Note: Classes may also be taken individually; see page 8 for details.
**BUSINESS AND PROFESSIONAL DEVELOPMENT**

**Intuit® QuickBooks Certified User Preparation Courses**

- **Beginner and Advanced**

Prerequisite: Community Education’s Introduction to Computers and the Internet or equivalent knowledge.

Become a QuickBooks Certified User with Hudson County Community College! This national certification will benefit the resume of bookkeepers, accountants, and financial professionals. This two course certification prep program can prepare students with no prior QuickBooks experience to use the product and become certified. In Part I, students will explore the basics of QuickBooks including creating companies, working with vendors and customers, banking, and customization. Part II will cover inventory, payroll, and the accounting cycle.

Note: Students who have previously completed both QuickBooks Basics to Banking and QuickBooks Advanced with HCCC or who have significant prior experience with QuickBooks are encouraged to enroll directly in the advanced certification class.

**Intuit® QuickBooks Certified User Preparation Courses- Beginner**
Beginner Tuition: $439
(Course cost includes tuition and textbook*)

**Intuit® QuickBooks Certified User Preparation Courses- Advanced**
Advanced Tuition: $439
(Course cost includes tuition, certification testing fee, and one exam retake fee)

*Students will be provided with a textbook in the Beginner course as a part of their course fee which will be used in the Advanced course as well.

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<td>9:00 p.m.</td>
<td>L519</td>
<td>$439</td>
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**The Customer is Always Right-Basics of Customer Service**

Strengthen your resume and add to your value as an employee by adopting a service-oriented attitude in this comprehensive course. Students will observe real-life customer service interactions to evaluate what makes a service-oriented work culture and will participate in role-playing scenarios to receive productive feedback. Participants will learn how to create a customer-centric environment and advanced conflict resolution strategies.

Course: CEBUS BCS
Tuition: $199
Time: 6:00 p.m. - 9:00 p.m.
Day/Date: Mon. & Wed./Oct. 12-Oct. 28
Location: Journal Square, Room TBA

**Learn How to Sell Anything!**

Effective sales people can earn six figure salaries and enjoy the ability to work from home or travel frequently. Sales skills are valuable for sales professionals as well as customer service associates. These skills can also help you sell your self during interviews and networking opportunities. “Learn How to Sell Anything” explores how to turn a sales pitch into a sale and the methods employed by top salespeople around the country.

Course: CEBUS 205
Tuition: $199
Time: 6:00 p.m. - 9:00 p.m.
Day/Date: Tues. & Thurs./ Oct. 13-Oct. 29
Location: Journal Square, Room TBA

**Intro to Voiceovers**

Have you ever thought about the voices behind your favorite animation? In addition to getting an introduction to specific techniques necessary for voiceover acting, you will get some pointers on how to get started in a career in this exciting and lucrative field.

Course: CEART VOICO
Tuition: $89
Time: 10:00 a.m. - 1:00 p.m.
Day/Date: Sat./ Nov. 7-Nov. 21
Location: Journal Square, Room TBA

Registration is easier than ever! Avoid lines and register today by logging on to www.hccc.edu/communityeducation
Begin a Career as an Administrative Professional
Prerequisite: Computer proficiency
Learn the solid administrative and communication skills that can bring you success in the administrative field and help you obtain an entry level position. Become acquainted with the day to day procedures that make any workplace run efficiently including an overview of Microsoft Office workplace applications and business machines such as copiers, fax machines, and multi-line phones. Students will learn how to manage schedules, calendars, and meetings for their employers while being introduced to real-life workplace situations.

Course: CEBUS 103
Tuition: $199
Time: 2:00 p.m. - 5:30 p.m.
Day/Date: Tues. & Thurs./ Nov. 3 - Nov. 19
Location: Journal Square, Room L519

Management for Administrative Professionals
Many office managers have office staff that report directly to them, and it is essential for administrative professionals to be equipped to tackle the challenges of being a leader in your field. This twenty-four hour course will provide real world examples of everyday management challenges and provide you with examples of how to be an effective leader. You will explore basic HR functions and regulations and how to deal with tricky situations through case studies and role play. Students will explore effective employee training and coaching methods and the basics of budgeting. Upon completion of the course, students will be better prepared for employment as an office manager.

Course: CECAR 115
Tuition: $249
Time: 6:00 p.m. - 9:00 p.m.
Day/Date: Mon. - Thurs./ Nov. 30 - Dec. 10
Location: Journal Square, Room TBA

Accounting for Bookkeepers
Prerequisite: None
Prepare for a career as a bookkeeper with this introductory course that surveys the fundamentals of accounting. The course will introduce you to the basic concepts of the financial accounting system. Students will discover debits and credits, T accounts, and liabilities and assets. You will also learn how to create and interpret income statements, balance sheets, and cash flow statements.

Course: CEBUS 100-1
Tuition: $299
Time: 2:30 p.m. - 5:30 p.m.
Days/Dates: Mon. - Thurs./ Sept. 21 - Oct. 8
Location: Journal Square, Room TBA

BUSINESS AND PROFESSIONAL DEVELOPMENT

Introduction to Coaching: The New Career Skill
Learn the fundamentals of what coaching is and what it is not. Learn the key components of coaching and how it can be used to enhance and improve your career advancement and personal goals. Develop a Coaching Success Plan and create a portfolio of how coaching fits your career/personal goals.

Course: CECAR CACOACH
Tuition: $19
Time: 6:30 p.m. - 9:30 p.m.
Day/Date: Tues./ Oct. 6
Location: Journal Square, Room TBA

Presentation Skills - More than Just a PowerPoint!
Creating an informative and engaging presentation requires more than just a flashy PowerPoint. Effective presentations are necessary for professionals in almost all fields including educators, salespeople, and managers, and a few simple techniques can make a huge difference. Presentation Skills will teach you how to organize and prepare a presentation that will both educate and engage. You will learn public speaking skills and how to navigate popular presentation software.

Tuition: $199
Course: CEBUS 108-1
Times: 3:00 p.m. - 5:15 p.m.
Dates: Mon. - Thurs./ Nov. 30 - Dec. 10
Location: Journal Square, Room L519

Communicate Effectively and Professionally in Business
Knowing what to say and how to say it can be the difference between getting the job or closing the sale and going home disappointed. Successful professionals must know how to effectively express themselves in presentations and meetings and via email and other written communications. Each week, Communicate Effectively and Professionally in Business will show you the best ways to express yourself at work through real-life examples and role play. You will learn the basics of email communication etiquette, persuasive speaking, effective writing, body language, and communicating with limited English speakers.

Tuition: $199
Course: CEBUS 204-1
Times: 2:00 p.m. - 5:30 p.m.
Dates: Mon. and Wed./ Nov. 2 - Nov. 18
Location: Journal Square, Room L519
BUSINESS AND PROFESSIONAL DEVELOPMENT

Social Media Marketing Online Certificates offered in partnership with UGotClass

**Certificate in Presentation Media**
Presentation media are keys to communication, sales, speeches and any other effective presentations today. Whether your presentation is online or in-person, presentation media not only enhance your message but often make your message successful. Find out how to use Prezi, the new slide software that goes beyond one-dimensional presentations, and the finer points of Photoshop for presentations. Then discover the design elements to creating visual presentations for success using any media. Three one-month courses, available separately or as a certificate Prezi, Photoshop for Presentations and Graphic Design for Visual Presentations.

- **Course:** Certificate in Presentation Media
- **Tuition:** $495
- **Start Date:** Sept. 8, 2015
- **Average Hours Online:** 48

**Mobile Marketing Certificate**
The way consumers are interacting with brands and connecting to the world is changing because of mobiles. Find out about location-based marketing, mobile payments, QR codes, applications, and mobile coupons. You will learn how mobile marketing can increase your capabilities to retain current customers and gain new ones. Then get step-by-step instructions on how non-technical users can build, deploy and market smartphone applications across Android, iPhone and Blackberry platforms.

Three one-month courses, available separately or as a certificate: Introduction to Mobile Marketing, Creating Cell Phone Apps for Your Business and Advanced Mobile marketing.

- **Tuition:** $595
- **Start Date:** Sept. 8, 2015
- **Average Hours Online:** 48

**eMarketing Essentials Certificate**
Come get a fundamental yet advanced introduction to eMarketing, including improving email promotions, analyzing your web site traffic, doing search engine optimization, and how to successfully employ online advertising. Relevant for any type of organization, including businesses, companies, nonprofits, and government agencies. No eMarketing experience or expertise is necessary. If you are already at an advanced level, your instructors are experts and can provide the latest most advanced information and answer your toughest questions.

Three one-month courses, available separately or as a certificate: Improving Email Promotions, Boosting Your Web Site Traffic, Online Advertising.

- **Tuition:** $495.00
- **Start Date:**
- **Average Hours Online:** 48

**Managing Social Media Platforms Certificate**
Different social networks have distinct characteristics, different features, and are used to develop a two-way communication and marketing strategy for your organization. Get a skill set for working and managing different social media platforms. Then find out what you can be doing, what you should be doing, and take back a plan to integrate social networks into your communication and marketing. You will get a firm foundation in Twitter, LinkedIn, and Facebook platforms. Come away with both an understanding of these social networks and practical, how-to techniques to integrate social networks into your organization or business. Your instructors are outstanding practitioners who also speak, write, and train others on social networks. Three one-month courses: Twitter, Facebook for Business and LinkedIn for Business.

- **Tuition:** $495
- **Start Date:** Sept. 8, 2015
- **Average Hours Online:** 48

**Social Media for Business Certificate**
Get in on this exciting and growing way to communicate to your market and serve your customers and clients. For businesses, nonprofits, government, and other organizations. From Facebook to Twitter, blogging, YouTube, LinkedIn, and more, discover the new principles of communication that apply across all networks and how these specific social networks work and the possible uses for your organization. Your instructors are outstanding practitioners who also speak, write, and train others on social networks.

Three one-month courses, available separately or as a certificate; Introduction to Social Media, Marketing Using Social Media and Integrating Social Media in Your Organization.

- **Tuition:** $495
- **Start Date:** Sept. 8, 2015
- **Average Hours Online:** 48

Registration is easier than ever! Avoid lines and register today by logging on to www.hccc.edu/communityeducation
BUSINESS AND PROFESSIONAL DEVELOPMENT

E-Commerce - Sell Your Products Online
Prerequisite: Computer proficiency

Many consumers expect businesses to have online purchase functionality, but many businesses have yet to meet that expectation or are doing so in a less than effective way. This course prepares entrepreneurs and small business owners to accept online payments, create online promotional materials, and manage sales. Students will understand what makes a successful online storefront and how to utilize business apps to manage your products on the go.

Course: CEBUS 206
Tuition: $189
Time: 6:00 p.m. - 9:00 p.m.
Day/Date: Friday/ Oct. 9 - Nov. 6
Location: Journal Square, Room TBA

Online Business Certificates
Register by going to www.hccc.edu/communityeducation and click “Register for Classes”.

Business Research Certificate
Discover the specific knowledge needed to succeed in researching and utilizing the best and most appropriate data for decision making for your work organization. Get the skills needed to effectively communicate research results to a specific audience for maximum impact and effective decision-making. For business professionals, entrepreneurs, and anyone who needs specific information about a business; or who is in business and needs specific information about a particular topic such as market potential, competitive intelligence, standard industry practice, productivity improvement, etc. This course will give you the specific knowledge you need to succeed in your research quest. Three one-month courses (only available as a Certificate).

Tuition: $495
Start Date: Sept. 8, 2015
Average Hours Online: 48

Certificate in Data Analysis
Data Analysis is quickly becoming one of the most sought-after skills in the workplace. Companies have vast amounts of data, but it is rare to have someone with the ability to analyze that data to see trends and make predictions. Add a whole new skill set to your portfolio, and make a big difference in the success of your organization by acquiring data analysis skills. Begin with getting a basic understanding of how to analyze data in a business setting. Then learn how many of your business decisions involve comparing groups for differences. You will know the statistics behind these group differences and relationships. Finally you will find out how to perform inquiries that will be useful to your business or organization, and have the skill necessary to communicate these results through graphs and text that your fellow employees will understand. Whether your business is home based or a large company, this certificate will take you to the next level where important decision-making is concerned. Three one-month courses offered as Certificate or individually; Introductions to Data Analysis, Intermediate Data Analysis and Advanced Data Analysis.

Tuition: $495
Start Date: Sept. 8, 2015
Average Hours Online: 48
BUSINESS AND PROFESSIONAL DEVELOPMENT

Certificate in Workplace Communication

Good communication in the workplace is more important than ever. And critical to your career advancement and success. Come get a comprehensive and intensive preparation with skills and techniques you can put to use on Monday morning. Take away a workable conflict management model, along with successful and practical conflict management strategies. Then work with a pro to learn how to improve your negotiation skills for a win-win outcome, including helping others to get what they want, so you get what you want. Finally, find out more about yourself and others using personality profiles for better work performance. You will be learning from some of our more popular instructors, and taking away new how-to skills that work.

Three one-month courses offered as Certificate or individually; Conflict Management, Negotiation: Get What You Want, and Using Personality Profiles for Better Work Performance.

Tuition: $595
Start Date: Sept. 8, 2015
Average Hours Online: 56

Online Leadership and Business Management Certificates

Management Certificate

Enhance your management skills through this program for supervisors, managers, and emerging leaders. Nothing creates success like a solid foundation. Discover the keys for effectively managing your employees. Find out how to create clear expectations, engage and motivate employees, and increase your effectiveness. Discover what motivates each generation at work, what incentives they respond to, and what messages they value. Three one-month courses, available separately or as a certificate, Management Boot Camp, New 21st Century Strategies for Productivity and Time Management, Managing Generations in the Workplace.

Tuition: $595
Start Date: Sept. 8, 2015
Average Hours Online: 48

Executive Leadership Certificate

Leadership today demands increasingly more sophisticated skills. Executives today need to know traditional leadership principles and standard practices. At the same time, our economy is moving swiftly out of the industrial age into the new economy of the Internet, knowledge and innovation. So executive leaders today require a new perspective on the external environment, as well as new tools to lead one’s internal organizational structure and way of doing business. This unique certificate addresses both these sets of skills.

You will also get information about leadership styles, traits, and values. Find out how leaders behave and speak differently from others in the organization in order to be effective and supportive. Discover why empowering leaders are more successful than others.

After successfully completing the Executive Leadership Certificate, you will have new information about leadership today, a new perspective on the external environment and workplace, and an understanding of the leadership skills needed to position your organization, and your career as a leader, for success.

Three one-month courses (offered as Certificate or separately; Leadership Principles, Executive Leadership in the 21st Century and Fatal Leadership Errors).

Tuition: $695
Start Date: Sept. 8, 2015
Average Hours Online: 48

Certificate in Non-Profit Administration

Non-profits today need to be run like a business in many respects. You have competition, a need to generate income and a surplus, and staff need to be even more productive. Get the best training on revenue generation for nonprofits, and program evaluation for nonprofits, with our Certificate in Non-profit Administration. You will come away with the latest best information from instructors who train people in nonprofits.

Two-month course Revenue Generation for Nonprofits, two-month course and Program Evaluation for Nonprofits one-month course

Tuition: $595
Start Date: Sept. 8, 2015
Average Hours Online: 48
COMPUTER & INFORMATION TECHNOLOGY

Computer & Information Technology

Technology is ever changing and evolving; stay up-to-date with Community Education's high-quality programs!

In this section:
- Microsoft Office Applications with Specialist Certification
- Adobe Applications with Specialist Certification
- Computer Proficiency with IC3 Certification

Microsoft Office® Specialist Certification in Word, Excel, Access, PowerPoint, and/or SharePoint*

Prerequisite: Basic skills in Microsoft software.

Microsoft Office® Specialist 2013 certification is an industry recognized credential, and we now offer certification preparation for Word, Excel, Access, PowerPoint, and SharePoint.* Our thirty hour courses in each subject area begin with a review of basic skills and proceed through to more advanced applications. Upon completion of each course, students will sit for the certification exam in that subject area at Hudson County Community College and will receive Microsoft Office® Specialist Certification if they successfully pass the test.

Note: Students must pass certification exam in order to receive certification
*Some classes are not available every term

Tuition: $389 (for each individual course) includes tuition, textbook, testing fee, and one exam retake.

<table>
<thead>
<tr>
<th>Course</th>
<th>Course Number</th>
<th>Start Date</th>
<th>End Date</th>
<th>Days</th>
<th>Start Time</th>
<th>End Time</th>
<th>Room</th>
<th>Price</th>
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<tr>
<td>MOS Excel</td>
<td>CECERT OFF102-1</td>
<td>19-Sep</td>
<td>14-Nov</td>
<td>Saturday</td>
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<td>2:00 p.m.</td>
<td>J302</td>
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<td>19-Nov</td>
<td>Mon.-Thurs.</td>
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<td>9:00 p.m.</td>
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<td>29-Oct</td>
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<td>CECERT OFF102-2</td>
<td>27-Oct</td>
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<td>9:00 p.m.</td>
<td>J302</td>
<td>$389</td>
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</table>
Adobe® Certified Associate Programs

Prerequisite: Proficient computer skills; students must know how to skillfully navigate the internet.

Hudson County Community College is pleased to offer Adobe® Certified Associate certification preparation in Photoshop, Dreamweaver, Illustrator and InDesign®. Our preparation programs are designed to accommodate those with a basic knowledge of their program of interest. Each individual course prepares students to sit for the Adobe® exam in their subject area. The exams can be completed on campus within a year of completion of the course.

Note: Students must pass certification exam in order to receive certification
*Some classes are not available every term

Tuition: $669 (for each individual course) includes tuition, textbook, certification exam, and one exam retake.

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<tr>
<th>Course Name</th>
<th>Course Number</th>
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<td>6-Dec.</td>
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<td>23-Nov.</td>
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<td>11-Dec.</td>
<td>FRI</td>
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<td>9:00</td>
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COMPUTER PROFICIENCY

Computer Proficiency for Business Applications with IC3 Certification

Reentering the workplace can be intimidating for anyone, but those with limited or no computer skills face an even tougher challenge. Computer Proficiency for Business Applications is an accelerated program designed for adults who want to obtain or improve skills to be competitive in today's workforce. Upon completion, students will sit for the Internet and Computing Core Certification (IC3) certification exams. Successful completion of this certificate program will prepare students for the computer usage demands of any non-technical position and will provide a foundation for those seeking further training to enter technical fields.

Introduction to Computers and the Internet

If you possess little or no experience with computers but want to begin to develop these skills, this class is for you. Get acquainted with the vocabulary of computing, file management, software and hardware. Be introduced to common workplace software applications like Microsoft Word and Excel. Learn about the internet, email, what to consider when purchasing a computer and PC security. You can build your skills and confidence through hands-on exercises and practice.

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<tr>
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<td>Mon.-Thurs.</td>
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<td>22-Sep</td>
<td>15-Oct</td>
<td>Tue, Thurs.</td>
<td>10:00 a.m.</td>
<td>12:00 p.m.</td>
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<td>4-Nov</td>
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<td>6:00 p.m.</td>
<td>8:00 p.m.</td>
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<td>$179</td>
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Registration is easier than ever! Avoid lines and register today by logging on to www.hccc.edu/communityeducation
**COMPUTER & INFORMATION TECHNOLOGY**

**Digital Gadgets Made Easy**  
Prerequisite: Introduction to Computers and the Internet or equivalent experience

That smartphone in your pocket has more computing power than all of the computers that sent men to the moon in 1969! Your IPad or Android tablet may have more computing power than a desktop computer did two years ago! Are you using it to its full potential? Smartphones, tablets, digital cameras, and mp3 players can revolutionize your life, and Digital Gadgets Made Easy will show you how to make the most of these items. An essential course for anyone hoping to leap into the digital age! Bring your gadgets to class.

Note: No class on Nov 25.

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<tr>
<th>Course Name</th>
<th>Course Number</th>
<th>Start Date</th>
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<td>Digital Gadgets Made Easy</td>
<td>CECOM 102-2</td>
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**Introduction to Microsoft Office**  
Prerequisite: Introduction to Computers and the Internet or equivalent computer experience.

Introduction to Microsoft Office is an overview of the successful productivity software used in almost every business, school, and home. Learn the highlights of Microsoft Word and Excel and become acquainted with PowerPoint and Access. Upon completion of the course, you are encouraged to enroll in more advanced Office coursework offered through the Office of Community Education.

Note: This course does not prepare students for Microsoft Office Specialist certification

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<td>Intro to MS Office</td>
<td>CEOFF 001-2</td>
<td>9-Oct</td>
<td>4-Dec</td>
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<td>6:00</td>
<td>8:00</td>
<td>J302</td>
<td>$179</td>
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**Workshops**

**Create Forms and PDFs with Adobe Acrobat**  
Prerequisite: Computer proficiency

Discover how Adobe Acrobat can be your business’ best friend in this four-hour workshop. You’ll learn how to create and distribute attractive and practical forms and documents and how to create bookmarks, hyperlinks and more. Learn how to collect and analyze form data and how to modify Adobe’s templates to save time and improve your accuracy. Incorporate cyber security functions into your documents and understand the pros and cons of storing your own forms.

Tuition: $59  
Course: CEADB 105-1  
Time: 1:00 p.m. - 5:00 p.m.  
Day/Date: Fri./ Oct. 2  
Location: Journal Square, Room L519

**Create Your Own Website for Your Business, Interests, or Family!**  
Prerequisite: Computer proficiency

Did you know that there are FREE tools available to create a stunning website to attract customers or share your interests with the world? In this four hour workshop, you will learn how anyone with basic computer skills can make a website. You will examine the different design tools available and discover what makes an effective web presence. Domain name purchasing will also be explored. Follow up the course by registering for Digital Marketing for Small Businesses and Entrepreneurs to learn how to draw visitors to your new site!

Tuition: $59  
Course: CECOM 105-1  
Time: 5:30 p.m. - 9:30 p.m.  
Day/Date: Fri./ Oct. 9  
Location: Journal Square, Room L519

Registration is easier than ever! Avoid lines and register today by logging on to www.hcccd.edu/communityeducation
PERSONAL ENRICHMENT

Personal Enrichment
In this section:

- Free Lecture Series
- Creative Arts
- Online Parenting Programs
- Online Personal Enrichment/Career Training
- Languages
- Wellness

FREE LECTURE

The History Lessons You Didn’t Learn in School
Bet you didn’t know that in the seventeenth century there was a Spanish king who was so inbred that he was not able to chew or close his mouth... or that in the 1920s, a Russian scientist attempted to impregnate a human woman with the cells of an ape in order to create a “humanzee?” History is far more fascinating than what you remember from school! Join your fellow amateur historians in this titillating look at the dark side of history. Different topics will be offered each term including: Real Games of Thrones - War, Torture, and Sex in Medieval Europe; Royal Inbreeding and Intrigue; Real Life Vampires, Zombies, and Other Tales of the Living Dead; and Perverse Science.

NOTE: You must register for these classes.

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Course Number</th>
<th>Start Date</th>
<th>End Date</th>
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<th>Start Time</th>
<th>End Time</th>
<th>Room</th>
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<td>Zombies, Vampires</td>
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<td>18-Oct</td>
<td>18-Oct</td>
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<td>Royal Inbreeding</td>
<td>CELLL 103-2</td>
<td>8-Nov</td>
<td>8-Nov</td>
<td>Sunday</td>
<td>4:00 p.m.</td>
<td>5:30 p.m.</td>
<td>TBA</td>
<td>Free</td>
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</tbody>
</table>

Creative Writing
Prerequisite: None
Come create, share and learn in a supportive, nurturing environment. Gain confidence as you practice writing using instructor provided prompts to encourage creativity. Get valuable feedback and the practice you need to inspire the writer within you. Each week participants will take turns sharing their writing with the class and in return will receive gentle feedback to develop your writing. The focus of this class is on creative development and learning how to give and receive gentle critique.

Tuition: $239
Course: CEART 103-1
Time: 6:00 p.m. - 9:00 p.m.
Day/Date: Mon./Oct. 5 - Nov. 23
Location: Journal Square, Room TBA

Intro to Improvisation (NEW)
Looking for stress reduction, fun, and games? Then Introduction to Improvisation is for you. Learn the basics of improvisational acting all while honing your speaking and listening skills and in a collaborative and imaginative environment. No prior experience necessary.

Course: CEART IMPROV
Tuition: $89
Time: 10:00 a.m. - 1:00 p.m.
Day/Date: Sat./Sept. 26 - Oct. 10
Location: Journal Square, Room TBA

Intro to Playwriting (NEW)
Do you have an idea for a play but don’t know how to get it onto paper? This intro class will touch on techniques of idea generation, beginning playwriting, and basic play structure. No prior writing experience needed.

Course: CEARTPLAYW
Tuition: $89
Time: 10:00am - 1:00pm
Day/Date: Sat./Oct 3-Oct 17
Location: Journal Square, Room TBA

Introduction to Photography
Prerequisite: None
Discover how easy it is to create captivating photographic images using any camera and basic digital tools. You’ll learn about basic concepts such as composition, lights and darks, and movement within a still image by exploring historic examples. Then, you’ll find out how to edit your photos in digital form and alter and enhance their appearance using digital editing tools such as Photoshop. Students should bring a camera to each class.

Tuition: $239
Course: CEART 102-1
Time: 10:00 a.m. - 1:00 p.m.
Day/Date: Sun./Oct. 11 - Dec. 6
Location: Journal Square, Room L519
Note: No class Nov. 29
Online Parenting Programs offered in partnership with UGotClass

**Parenting Gifted Children**
Raising gifted children in an educational climate where the focus is on mass proficiency and "grade level outcomes" make it difficult to challenge students who are academically advanced. You will learn how to accommodate your children's academic and social-emotional needs both at home and school, while staying sane in the process. One-month course

Tuition: $145
Start Date:
Average Hours Online: 16

**Students with ASD (Autism Spectrum Disorder)**
For parents of children who have been diagnosed with ASD (Autism Spectrum Disorder)—a neurological disorder on the autism spectrum. Find out how to work effectively with your child, to create the most positive learning environment in and outside of school for your child. Then take away strategies for working effectively with your child's teachers. The course is geared for parents and teachers, but it is also relevant for anyone else interested in understanding this important issue. One-month course

Tuition: $145
Start Date:
Average Hours Online: 16

**Managing Life as a Single Parent**
You love your kids more than anything in the world, but being a single parent is hard work. Whether you’re single by choice or because of divorce, loss, or separation, this online parenting course will help you manage your life more effectively, from streamlining your daily routines and dealing with challenging behaviors at home to handling conflicts with your ex and making decisions about dating.

You’ll also learn how to build a support network, manage your finances, discipline your kids, and much, much more.

This course is taught by a certified parent coach who specializes in supporting single moms and dads. Each lesson will include interactive enrichment activities as well as the opportunity to discuss the material with your instructor and your fellow classmates.

Hours: 24
Fees: $94
To register go to: http://www.ed2go.com/hccc/online-courses/single-parent-parenting?tab=detail

**Marriage and Relationships: Keys to Success**
Meeting the right person is important, but knowing how to stay in love matters even more. In this course, you’ll learn how to build a solid foundation for your relationship that will last far beyond “I do.”

We’ll start by reviewing the basic stages every relationship goes through, and you’ll learn the importance of balancing your needs as an individual with your needs as a couple. You’ll gain key strategies for maintaining your relationship and great tips for “tune-ups” that help keep love alive, including a frank discussion of the role of sex in marriage.

By the end of this course, you’ll understand how to nurture your relationship and build a partnership that lasts.

Hours: 24
Fees: $94
Go to: http://www.ed2go.com/hccc/online-courses/marriage-and-relationships?tab=detail
**Event Management and Design Online Training**

The Event Management and Design Online Training Program will equip you with the knowledge to advance in the field if you're already working in special events, or it will prepare you to enter the profession with an understanding of the industry. You'll build a foundation that you can use to build a career in special events or start your own special event business. This online certificate program is offered in partnership with major colleges, universities, and other accredited education providers.

Hours: 300  
Code: GES402  
Fees: $1995

**Certified Residential Interior Designer**

The online Residential Interior Design Education (R.I.D.E.) program is available to both aspiring designing individuals and interior designers who are wanting to increase their education, career opportunities, and professional status in the interior design industry. The R.I.D.E. certification trains new designers and increases the credentials for designers in current practice.

This program will not only give you the basic skills and background you need to start working as an interior home designer, but the R.I.D.E. credential will also increase your status with potential clients. You will explore the cornerstones of professional design, discover how to plan both visually appealing and functional spaces, and study how interior design has evolved throughout history. This program will also provide you with an education on ethics that you can apply to your own practice. This resourcefulness of ethical standards will increase your worth as a designer and make you a stronger candidate in the industry.

Upon completion of this program, you will take the Residential Interior Designer Exam (R.I.D.E.) as the final. After you receive your RIDE certification, you can qualify for benefits such as a free one-year Designer Society of America, or DSA designer membership and possible participation in a 40-hour internship through DSA, if you meet certain eligibility requirements.

Hours: 120  
Code: GES515  
Fees: $1995

**Casino Poker Dealer**

WorldWideGamingAcademyanded2gohavepartnered to bring you this Casino Poker Dealer Online Training Program. You’ll learn everything you need to know in order to become a professional poker dealer, including shuffling, how to handle cheques, limits, and betting procedures. You’ll also learn all about seven card stud, Omaha, and Texas hold ‘em. This training will prepare you for a new and exciting career as a casino poker dealer.

After successfully completing the Casino Poker Dealer Online Training Program, the advisors at the World Wide Gaming Academy will help you with job placement and support. They’ll proactively assist you with your job search by posting your personal online profile, complete with a video audition to showcase the valuable skills you’ve learned.

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

Hours: 100  
Code: GES603  
Fees: $1595

Registration is easier than ever! Avoid lines and register today by logging on to www.hccc.edu/communityeducation
Certified Wedding Planner

Prepare for a career in wedding and special event planning by mastering the fundamentals of planning, orchestrating, and delivering stunning weddings and parties. This program allows you to earn your certification as a professional wedding and event planner, and will give you an opportunity to put your new skills to work in an optional internship.

The program includes a Dina Manzo's It's My Party and I'll Plan if I Want To workshop, which teaches the fundamentals and etiquette involved in proper party planning. It includes lessons on table etiquette, tableware, glassware, and flatware, in addition to proper place setting, menu selection, and food and wine pairing.

Upon successfully completing this program, you will be certified as a professional wedding and event planner. In addition, you will qualify to apply for an internship customized to your career objectives and goals. Internships can range from one day to six months in length. As a result, you can begin building your professional résumé right away!

Hours: 340
Code: GES204
Fees: $1595

Preston Bailey’s Fundamentals of Floral Design

Floral design is an integral part of every Preston Bailey event. The Preston Bailey Fundamentals of Floral Design program, Part 1 in the Floral Design series, is an opportunity for students to learn the fundamentals of floral design from Preston Bailey, the industry's most highly regarded floral design expert.

The course is designed for beginners who have no experience with flowers, flower arranging, or floral design. Students learn the tricks that every good professional floral designer depends on. They also gain a strong foundation in the basics, which prepares them for learning the more complex techniques of Preston's unique floral designs. Students who complete this course also have the unique opportunity to apply for internships with Preston and his team at Preston Bailey Designs.

Hours: 240
Code: GES239
Fees: $1695

Preston Bailey’s Intermediate Floral Design

Preston Bailey's Intermediate Floral Design, Part 2 of the Floral Design series, builds upon a florist's knowledge of manipulation of flowers to create the breathtaking and detailed designs that Preston Bailey is most famous for when using a Table Top approach in designing an event. This course breaks down the many layers of design including table size, shape, materials, and flowers incorporated into table top designs.

Hours: 240
Code: GES240
Fees: $1895

For these and other online programs go to:
http://careertraining.ed2go.com/hccc/
LANGUAGES

Spanish
Through lecture, games, reading, and practice, you will learn vocabulary, grammatical structure, and oral speaking patterns. Learn the alphabet, everyday greetings, dialogues, proper pronunciation, and more. A basic cultural study will also be covered.

Level 1
Tuition: $209
Course: CELGN 101
Required Book: *Spanish is Fun*, Book 1, by Heywood Wald.
ISBN: 978-1-56765-464-6
Location: Journal Square, Room TBA
Day/Dates: Saturdays, September 19 - November 21
Time: 10:00 a.m. - 12:00 p.m.

Level 2
Tuition: $209
Course: CELGN 102
Required Book: *Spanish is Fun*, Book 1, by Heywood Wald.
ISBN: 978-1-56765-464-6
Location: Journal Square, Room J304
Day/Dates: Fridays, September 18 - November 20
Time: 6:00 p.m. - 8:00 p.m.

American Sign Language
Communicate with those who are deaf or hearing-impaired using the fourth most-used language in the United States! In this ten-week course for beginners you will learn basic vocabulary, numbers, grammar, fingerspelling, terminology, history, and more, while gaining an appreciation and understanding of the challenges the deaf and hearing-impaired world.

Level 1
Tuition: $209
Course: CELGN 105
Required Book: TBA on the first day of class
Location: Journal Square, Room J303
Day/Dates: Fridays, September 18 - November 20
Time: 6:00 p.m. - 8:00 p.m.

Level 2
Tuition: $209
Course: CELGN 106
Required Book: TBA on the first day of class
Location: Journal Square, Room TBA
Day/Dates: Saturdays, September 19 - November 21
Time: 10:00 a.m. - 12:00 p.m.
Qi Gong
Discover Qi Gong, the set of exercises that bring about gentle energy flow and movement. Learn how Qi Gong offers a relaxing way to improve flexibility, balance and energy. Each session will include information about this form of moving meditation that is practiced all over the world. This course is suitable for beginners or for those seeking to continue their meditative practice.

Tuition: $119  
Course: CEHOL 101-1  
Times: 10:00 a.m. - 11:30 a.m.  
Day/Date: Sat./Oct. 3 - Dec. 5  
Location: Journal Square, Room TBA  
Note: No Class Nov. 28

Stress Reduction for Family Caregivers
Family caregiving comes in a variety of forms, and many caregivers struggle to maintain balance and manage stress in their lives. Join our Mindfulness Based Stress Reduction expert on a meditative journey specifically designed for those who provide for the daily care of others.

Tuition: $149  
Course: CEHOL 106  
Times: 11:30 a.m. - 1:00 p.m.  
Day/Date: Sat./Sept. 26 - Nov. 14  
Location: Journal Square, Room TBA

Reducción de Estrés: Un Método Natural(REBAP)
Como maneja su estrés? Las cinco mayores causas del estrés son el trabajo, las relaciones, ambiente, cambios de vida, y el pensamiento interno. Descubra la Reducción de Estrés Basado en la Atención Plena (REBAP), que está diseñado para enseñarle como enfrentar estos desafíos y vivir bien. Aprenda como manejar su estrés y terapias de cuerpo/mente, que le enseñará a como disfrutar la vida, durante sus buenos y malos momentos.

Costo: $149  
Curso: CEHOL 104S-1  
Hora: 6:30 p.m. - 8:00 p.m.  
Días: Jueves/Oct. 1 – Nov. 19  
Localidad: Journal Square Cuarto: TBD
No matter your level of experience in the kitchen, our culinary and baking classes will enhance your culinary prowess. Led by dynamic, professional chefs, courses are hands-on and held in our state-of-the-art kitchens. Register on your own, bring a date or your whole crew to make it a memorable friend's night out.

In this section:

- **Happy Hour Series**
  - Wonders of Whiskey
  - Fall Cocktails

- **Family Classes**
  - Packing Fun and Healthy Lunches
  - The Great Pumpkin
  - Taco Night!
  - Winter Wonderland Cookies

- **Baking Classes**
  - Brunch and Breakfast Favorites
  - All About Apples
  - Cookies, Cookies, Cookies!
  - Artisan Breads
  - Fall Harvest Pies
  - Edible Favors and Gifts
  - Holiday Dessert Favorites

- **Culinary Classes**
  - Vegetables as a Main Course
  - Oktoberfest – Cooking with Beer!
  - Great Grains
  - Stocks, Soups and Stews
  - Holiday Main Courses and Sides
  - Festive Appetizers
  - Seafood Delight Night
  - Holiday Main Courses and Sides

- **Culinary Classes In Spanish**
  - Seafood Delight Night
  - Holiday Main Courses and Sides

- **Culinary Intensives**
  - Fundamentals of Cooking
  - Basic Knife Skills

- **Create Your Own Classes**
  - Family, Baking, Culinary & More!

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**Wonders of Whiskey**

Learn the history and variations of whiskey production through tastings highlighting differences in scotch, bourbon, and rye whiskies as well as the secrets to a perfectly crafted old fashioned. Walk away with an appreciation and greater understand of the always-in-style spirit.

Tuition: $59
Course: CECAI WHISKEY
Times: 6 p.m. - 8:30 p.m.
Dates: Friday, Sept. 18
Location: L 518

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**Fall Cocktails**

Learn to include your favorite flavors of fall, pomegranate, apples, pears, cranberry, warm spices, bitters and molasses into chilled and warm cocktail creations dictated by the season. Create and taste hot toddies, spiked cider, and mulled wine sangria while learning cocktail creation techniques.

Tuition: $59
Course: CECAI FALLC
Times: 6 p.m. - 8:30 p.m.
Dates: Friday, Nov. 6
Location: L 518
FOOD AND DRINK

Culinary Classes for Families
Family classes are shorter and designed for a parent or guardian and children aged 7-17 to take together with hand-on-activities appropriate and engaging for all ages. Each participant must register separately.

Packing Fun and Healthy Lunches
With school in session learn new recipes as a family to make your school lunches exciting and nutritiously balanced. Including salad pita pockets, turkey and avocado pinwheels, cheesy tortilla chips, baked cinnamon-apple chips and homemade chocolate hazelnut spread with fruit dippers.

Tuition: $25
Course: CECAI LUNCH
Times: 2:00 p.m. - 4:30 p.m.
Dates: Saturday, Oct. 10
Location: E 310

Taco Night!
Learn to make all the various components to create your own custom tacos including grilled steak and chicken, stewed black beans, grilled veggies, fresh pico de gallo salsa, and guacamole. Everyone in the family can create their own taco masterpiece. And, finish off the meal with cinnamon-sugar dessert nachos!

Tuition: $25
Course: CECAI TACO
Times: 2:00 p.m. - 4:30 p.m.
Dates: Sunday, Nov. 8
Location: E 308

The Great Pumpkin
Did you ever wonder how your smiling jack-o-lantern turns into yummy pumpkin treats? Dissect a pumpkin to create roasted pumpkin seeds, bake pumpkin cupcakes, and mix up your own cinnamon cream cheese icing. Snack on cupcakes in the class and pack a box to bring home!

Tuition: $25
Course: CECAI PUMPKIN
Times: 2:00 p.m. - 4:30 p.m.
Dates: Sunday, Oct. 25
Location: E 310

Winter Wonderland Cookies
Winter is coming! See your children's faces light up when they create beautiful and delicious winter wonderland cookies including snowmen, snowflakes, mittens and so much more out of a simple cookie dough and then learn how to decorate them using a royal icing recipe that you can easily make at home in all your favorite colors!

Tuition: $25
Course: CECAI 109
Times: 2:00 p.m. - 4:30 p.m.
Dates: Sunday, Dec. 6
Location: E 310
Baking Classes
No matter your level of experience our pastry chefs will have your creating everything from cookies to, pies, to edible gifts that will satisfy your sweet tooth! Go home with treats to show off your new baking skills and be prepared to re-create recipes in your home kitchens.

Brunch and Breakfast Favorites
Up your brunch game with this course! You will learn the tips to a gorgeous hollandaise sauce, poach eggs for benedict, and practice the tricks to creating a perfect omelet with your favorite fillings all while your hand-crafted buttermilk biscuits and sweet scones bake in the oven.

Tuition: $69  
Course: CECAI SC14  
Times: 2:00 p.m. - 6:00 p.m.  
Dates: Saturday, Oct. 10  
Location: E 310

All About Apples
Celebrate Johnny Appleseed day by baking with the bounty of the September apple harvest and learn recipes to show off one of New Jersey's finest crops! We'll be tasting a variety of apples and learning which are best for different recipes including apple compote, cinnamon apple chips, a savory apple and cheddar grilled cheese, and apple crisp stuffed baked apples.

Tuition: $69  
Course: CECAI APPLE  
Times: 2:30 p.m. - 6:30 p.m.  
Dates: Saturday, Sept. 26  
Location: E 310

Cookies, Cookies, Cookies!
Cookies are an all-around perfect bite-sized sweet treat. Discover the secrets to exceptional cookie making in this hands-on class and learn basic mixing techniques along with helpful tips on ingredients, equipment and tools. You will work with your instructor to prepare a variety of delights such as sugar cookies decorated with royal icing, spritz cookies, coconut macaroons, and a perfect chocolate chip cookie!

Tuition: $59  
Course: CECAI 100  
Times: 2:30 p.m. - 6:30 p.m.  
Dates: Saturday, Oct. 3  
Location: E 310

Artisan Breads
The artistry of baking can be richly rewarding and enjoyable when you possess a strong foundation in the basics. Learn about the ingredients and techniques used by the professionals to create delicious yeast breads and batter breads including herbed focaccia, buttery brioche buns and sweetened loaves and a savory cornbread.

Tuition: $69  
Course: CECAI 200  
Times: 2:00 p.m. - 6:00 p.m.  
Dates: Sunday, Oct. 18  
Location: E 310
FOOD AND DRINK

**Fall Harvest Pies**
No more waiting in lines at the corner bakery for your holiday pies! Join us and learn the secrets to delicious and impressive pies to indulge your guests. You will learn how to make the perfect pie crust and fillings from scratch, including Apple Pie, Pecan Pie and Pumpkin Pie just to name a few. With this class, you will be the most popular guest at your gatherings this season.

Tuition: $69
Course: CECAI 108
Times: 2:00 p.m. - 6:00 p.m.
Dates: Sunday, Nov. 15
Location: E 310

**Edible Favors and Gifts**
Leave your guests with a sweet reminder of your party and wow your gift recipients with adorably packaged and delicious little tokens of appreciation. Bake a biscotti that can be made well ahead of your event, a simple decorated sugar cookie to use in any color theme, and learn Mason jar layered cookie ingredient techniques and recipes along with an array of packaging and presentation ideas.

Tuition: $59
Course: CECAI EDIF
Times: 6:00 p.m. - 9:00 p.m.
Dates: Friday, Dec. 11
Location: E 311

**Holiday Dessert Favorites**
Come bask in the scents of the season while creating new favorites for your family. With our chef, bake gingersnap cookies, flourless chocolate cakes with a salted caramel sauce, an orange-zested, cinnamon-cranberry bundt cake and create white chocolate peppermint bark, all great for snacking and gifting!

Tuition: $69
Course: CECAI H06
Times: 2:00 p.m. - 6:00 p.m.
Dates: Sunday, Dec. 13
Location: E 311

**CUSTOM COURSES**

*Want to take a class not listed or at a different time?*

Now you can book a private class for your group or party! Bake your own birthday cake with friends! Have a ‘secret basket’ ingredient challenge amongst your friends and family.

With a minimum of just six people we can help you create your own course in culinary, baking and arts and led by our instructors!

Call (201) 360-4260 for more information.
**Culinary Classes**
Led by our dynamic, professional chefs our hands-on classes will enhance your culinary prowess while having a tasty night out. Register on your own or bring friends or a date to make delicious new memories.

**Vegetables as a Main Course**
Whether you are a dedicated vegan, an avid meat-lover or fall somewhere in between and are looking to add in more vegetable to your dinner routine, join us for a night with the spotlight on yummy veggie dishes (that just happen to be vegan and gluten-free) including Cauliflower Steaks, Portobello Cap Mushroom Pizza and Stuffed Zucchini. Cap it all off with a Beet Root Berry Crumble for dessert!

Tuition: $69  
Course: CECAI VEGMC  
Times: 2:30 p.m. - 6:30 p.m.  
Dates: Saturday, Sept. 26  
Location: E 308

**Oktoberfest – Cooking with Beer**
Beer isn’t just for drinking! Learn a cheddar ale soup, lager-marinated skirt steak, brown ale butter mushrooms and a chocolate stout quick bread and then enjoy your meal with a cold brew.

Tuition: $69  
Course: CECAI OKTBR  
Times: 6:00 p.m. - 9:00 p.m.  
Dates: Friday, Oct. 2  
Location: E 308

**Great Grains**
Healthful grains aren't just a fad, they are a delicious way to add protein, fiber and excitement to your dinner routine. Practice cooking quinoa, wheat berries and millet into cold and hot flavor-packed dishes and whip pearl barley into a luscious spiced pudding for dessert!

Tuition: $59  
Course: CECAI GRAINS  
Times: 2:00 p.m. - 5:00 p.m.  
Dates: Sunday, Nov. 1  
Location: E 308

**Stocks, Soups and Stews**
A steaming bowl of soup or hearty stew will instantly add warmth and comfort to a chilly night. Join us to learn techniques for creating and storing versatile stocks then turn these into seasonally adaptable soups and stews to keep you fed through the winter.

Tuition: $69  
Course: CECAI SC7  
Times: 2:00 p.m. - 6:00 p.m.  
Dates: Sunday, Nov. 8  
Location: E 308

**Holiday Main Courses and Sides**
Impress your holiday guests this year by learning techniques for preparing all your holiday favorites including herb roasted turkey, mushroom and sage stuffing, traditional pan gravy, maple sweet potato mash, roasted brussel-sprouts and citrus-cranberry sauce. Leave with recipes and a timeline for re-creating the feast at home! (Class also offered in Spanish on November 22, see pg. 26)

Tuition: $69  
Course: CECAI HO5S  
Times: 2:00 p.m. - 6:00 p.m.  
Dates: Saturday, Nov. 21  
Location: E 308

**Festive Appetizers**
Join us for a hands-on demonstration on easy appetizers, hors d’oeuvres and tapas to impress your guests! You will walk away from this class prepared to create simple and more advanced party foods. You can look forward to learning how to make dishes like blinis, little phyllo cup tarts and seasonally versatile hot and cold dips to use with crudité or as crostini toppers.

Tuition: $59  
Course: CECAI HO4  
Times: 6:00 p.m. - 9:00 p.m.  
Dates: Friday, Nov. 4  
Location: E 308
Culinary Classes in Spanish/ Clases de Artes Culinarias en Español
Whether a native Spanish speaker or looking for practice while learning the language, these are the culinary classes for you!

Sea el Español su idioma nativo o esté en busca de aprender el idioma, estas clases de artes culinarias son para usted!

Noche de Delicias del Mar
Mariscos son deliciosos y versátiles para cualquier comida, por ser rápidos de preparar, llenos de sabor y saludables. En esta clase aprenderá temas como indicadores de frescura, como guardarllos y técnicas de fabricación así como una variedad de métodos para cocinarlos. Usted preparará una variedad de mariscos de temporada, que terminarán en deliciosos platos incluyendo paella y arrabbiata.

Costo: $69
Curso: CECAI SEAFDS
Hora: 2 p.m. - 6 p.m.
Días: Sábado, Octubre 17
Localidad: E308

Platos Fuertes y Acompañantes para las Festividades
Impresione a sus invitados en estas fiestas, aprendiendo técnicas para preparar todos sus platos festivos favoritos, incluyendo pavo al horno, relleno de hongos y salvia, salsa tradicional (gravy), puré de papa dulce, bruselas rosterizadas, y salsa agria de arándano. Sale con recetas y un calendario para recrear estos platillos en casa! (Clase se ofrece en Español en Noviembre 22)

Costo: $69
Curso: CECAI HMCS
Hora: 2 p.m. - 6 p.m.
Días: Domingo, Noviembre 22
Localidad: E308

Culinary Intensives
Go beyond the basics with these courses designed to build upon your skills.

Fundamentals of Cooking
From learning how to perfect everything from homemade pasta to a béchamel sauce participants will discover the many tips and tricks that add up to a confidence in the kitchen and wide-ranging knowledge of cooking. Building upon skills learned each week, activities will include learning about food safety, butchery, ingredient pairings, knife skills, seasonal ingredients, menu planning and more.

Tuition: $675
Course: CECAI 601
Times: 6:00 p.m. - 10:00 p.m.
Dates: Thursdays, Sept. 17 – Nov. 19
Location: TBD

Basic Knife Skills
Discover the most valuable skill that every master chef possesses in order to create their most prized dishes. This class introduces students to the essential skills needed to use a knife, including how to select and sharpen knives, basic dicing, mincing and slicing techniques. Come learn and practice your knife cuts with our seasoned chefs and then go home and put your newly acquired skills to the test!

Tuition: $69
Course: CECAI 201
Times: 2:30 p.m. - 6:30 p.m.
Dates: Saturday, Oct. 3
Location: E 308
ENGLISH AS A SECOND LANGUAGE

English as a Second Language
Designed to teach students Conversational English and to develop cultural skills to successfully live and work in the United States. Learn to speak, read, and write the English language in a relaxed and supportive environment. Classes are offered during the day, evening and weekend in both the Journal Square and North Hudson Campus. All levels run 48 hours. A placement test is required.

Prerequisite: The placement test is a pre-requisite requirement for all participants before registering for the first time in this new program. Once students are placed, they will progress through the levels after passing grade is achieved. The one-time fee for placement testing is $10.

Tuition: $269

Books

- Level 1: Future: English for Results Intro: 978-0-13-240876-9
  Workbook: 978-0-13-240926-1

- Level 2: Future: English for Results 1: 978-0-13-199144-6
  Workbook: 978-0-13-199147-7

- Level 3: Future: English for Results 2: 978-0-13-199148-4
  Workbook: 978-0-13-199151-4

- Level 4: Future: English for Results 3: 978-0-13-199152-1
  Workbook: 978-0-13-199161-3

- Level 5: Future: English for Results 4: 978-0-13-199156-9
  Workbook: 978-0-13-199160-6

- Level 6: Future: English for Results 5: 978-0-13-240875-2
  Workbook: 978-0-13-240922-3

Registration is easier than ever! Avoid lines and register today by logging on to www.hccc.edu/communityeducation
ENGLISH AS A SECOND LANGUAGE

Level 1 (Beginner)
Prerequisite: Placement test
For the true beginner to start learning to read, write and pronounce letters, numbers and common site words. Listen and respond to basic greetings and simple phrases. Learn basics like how to write your name, address and phone number and fill out simple forms, how to identify family members, foods, colors, traffic signs, directions and parts of the body. Begin to learn to tell time and count American money, how to read a map, examine a bus schedule and read and write basic paragraphs. Get an introduction to American culture.

Level 2 (Low Beginner)
Prerequisite: Placement test or passing grade in Beginner
Continue to listen, speak and read and write in English. Review the alphabet and cardinal numbers through 100. Learn common greetings, how to introduce people, listen and describe family members, jobs and workplaces. Learn Basic English in order to be able to complete an emergency contact form, know how to make a doctor's appointment, order food in a restaurant and how to talk about the weather. Also learn how to write a check; how to make simple graphs and interpret a calendar, how to tell times and count hours worked, and calculate weekly earnings. Learn about American culture.

Level 3 (High Beginner)
Prerequisite: Placement test or passing grade in Low Beginner
Continue to listen, speak and read and write in English. More in-depth grammar usage with regular and irregular verbs, learn more vocabulary in order to describe events, medical symptoms, job duties, fields of employment, and driving directions; and more listening and speaking and writing exercises.

Learn number skills including weights and measures, percentages, calculate tips, sales tax, calculating the cost of rent and utilities and medicine dosages. Learn basics of internet and computer skills.

Level 4 (Low Intermediate)
Prerequisite: Placement test or passing grade in High Beginner
Continue to improve grammar, vocabulary, speaking, reading and writing skills. Continue use of internet and social media tools to improve communication. Improve numeracy and financial literacy by reading and speaking about credit cards, bank accounts and checking account statements; continue to read, speak and write about American civics and cultural knowledge.

Level 5 (High Intermediate)
Prerequisite: Placement test or passing grade in Low Intermediate.
Through various activities like reading articles, group projects and presentations, continue to practice your reading, writing and pronunciation skills. Learn job interviewing skills and discuss work experiences and skills. Discuss and review different degrees and career paths. Continue to work on community building and team projects.

Level 6 (Advanced)
Prerequisite: Placement test or passing grade in High Intermediate.
Continue to improve and refine writing, grammar, reading, speaking and more. Discuss topics like Citizenship, applying for a job, interviewing skills, travel, technology, and setting goals. Complete a writing piece about your goals, interests and skills.

At the end of Level 6 you will have a Completion Reception where you will receive a certificate. Bring your friends and family to celebrate your accomplishment!

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<td>LEVEL 1 CEESL – BGL-01</td>
<td>Mon. &amp; Wed.</td>
<td>Sept. 14 - Dec. 2</td>
<td>9:00 a.m. - 11:00 a.m.</td>
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<td>LEVEL 1 CEESL-BGL-02</td>
<td>Mon. &amp; Wed.</td>
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<td>LEVEL 1 – CEESL-BGL-03</td>
<td>Saturdays</td>
<td>Sept. 19 - Dec. 12</td>
<td>9:00 a.m. - 1:00 p.m.</td>
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<td>LEVEL 1 CEESL-BGL-04 (North Hudson)</td>
<td>Sundays</td>
<td>Sept. 13 - Dec. 6</td>
<td>9:00 a.m. - 1:00 p.m.</td>
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Registration is easier than ever! Avoid lines and register today by logging on to www.hccc.edu/communityeducation
## ENGLISH AS A SECOND LANGUAGE

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<td>9:00 a.m. - 11:00 a.m.</td>
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<td>LEVEL 4</td>
<td>Tues. &amp; Thurs.</td>
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ENGLISH AS A SECOND LANGUAGE

Citizenship
During the last decade the United States Citizenship and Immigration Services (USCIS) has welcomed more than 6.6 million naturalized citizens into our great nation. Study the elements of immigration policy, social science, history, U.S. Law, political theory and ethics and join the melting pot. This course will prepare you to take each sections of the U.S. Citizenship Test. Hudson County Community College does not administer the Citizenship Test.


Tuition: $189
Course: CEESL-CCTP-01
Location: Journal Square, Room TBA
Day/Dates: Tues. & Thurs., Sept. 15 - Nov. 19
Time: 6:00 p.m. - 7:00 p.m.

Course: CEESL-CCTP-02
Location: Journal Square, Room TBA
Day/Dates: Sat., Sept. 19 - Nov. 21
Time: 10:00 a.m. - 12:00 p.m.

ESL: English Pronunciation Perfect
Designed for individuals who would like to develop their pronunciation skills and overcome pronunciation problems in speaking the English Language. You should have a basic understanding of written English to be able to read academic literary works to learn to correct stress, rhythm and intonation, as well as refine your speech in the areas of vowel, constant, past tense and plural sounds. You will be required to complete homework through the use of an accompanying CD. 32 Hours.

Tuition: $239
Course: CEESL-301-01
Location: Journal Square, Room TBA
Day/Dates: Sat./Sept. 19 - Nov 7
Time: 9:00 a.m. - 1:00 p.m.

Conversational English
Are you ready to practice what you have learned!? Come and speak with other students who are also learning the English language and apply what you have learned. Work on development of word and sentence level literacy, pronunciation, and basic conversation skills. This is additional practice for those taking the Non-Credit ESL courses.

Tuition: $99
Course: CEESL-CONVERS-01
Location: Journal Square, Room TBA
Day/Dates: Wednesdays, Sept. 16 - Nov. 18
Time: 6:00 p.m. - 7:00 p.m.

Course: CEESL-CONVERS-02
Location: Journal Square, Room TBA
Day/Dates: Sat./ Sept. 19 - Nov. 21
Time: 10:00 a.m. - 11:00 a.m.
**TEST PREPARATION**

In this section:
- High School Equivalency Test Prep
- Adult Basic Education
- TOEFL
- Praxis Review
- SAT Prep
- Pre-NLN (Nations League of Nursing) Exam Prep Course
- GRE Prep - Online

**High School Equivalency Test Prep**
Community Education offers this new HS Equivalency test Prep class to support your efforts as you prepare to get your high school diploma. Practice and review all sections of the exam including Math, Language Arts, Science, and Social Studies and learn tips for successful test taking.

It is recommended that you place in the equivalent of tenth or eleventh grade on the required placement test to get the most from this class. For those that would like extra practice, Community Education offers Adult Basic Skills in Math and Language Arts. Don't wait any longer! Create a fresh start today!

Prerequisite: Placement Test fee of $10

Tuition: $249
Course: CEGED-101-01
Location: Journal Square, Room TBD
Days/Dates: Saturdays, September 19 - November 21
Time: 9:00 a.m. - 1:00 p.m.

**Adult Basic Reading and Language Arts**
Improve your reading and writing and learn the important skills necessary for decoding and recognizing all of the letters of the alphabet and everyday words and word groups in short, simple texts. Practice writing and organizing sentences, grammar, spelling, and punctuation.

Tuition: $209
Course: DCEABE-CELAN-01
Location: Journal Square, Room TBA
Day/Dates: Tues. & Thurs./Sept. 15 - Nov 19
Time: 7:00 p.m. - 9:00 p.m.

Course: DCEABE-CELAN-02
Location: Journal Square, Room TBA
Day/Dates: Sat /Sept 19 - Nov 21
Time: 1:30 p.m. - 5:30 p.m.

**Adult Basic Math**
Refresh and improve your working knowledge of important high school math skills.

Tuition: $209
Course: CEABE-CEMAT-01
Location: Journal Square, Room TBD
Day/Dates: Mon. & Wed./ Sept. 14 - Nov. 18
Time: 7:00 p.m. - 9:00 p.m.

Course: CEABE-CEMAT-02
Location: Journal Square, Room TBD
Day/Dates: Sat./Sept. 19 - Nov. 21
Time: 9:00 a.m. – 1:00 p.m.

**TOEFL**
The TOEFL preparation course is designed for any non-US student wanting to study at a North American university. The TOEFL exam has been increasingly required or mandatory for job qualification. This course will help to prepare students to achieve a high score on the TOEFL by focusing on test taking skills, and will emphasize the English skills needed to successfully pass the exam. This course includes a high emphasis on reading, writing, listening, and speaking. Students will also be exposed to simulated practice TOEFL tests.

Tuition: $239
Course: CEESL-401-01
Location: Journal Square, Room J303
Day/Dates: Saturdays, Sept.19 – Nov. 7
Time: 1:30 p.m. - 5:30 p.m.
**TEST PREPARATION**

**Pre-NLN (National League of Nursing) Admission Exam Preparation Course**
The Pre-NLN Admission Exam evaluates the academic ability of nursing majors so as to identify the most qualified candidates among those interested in taking the clinical course at Care Point School of Nursing. The course assists students in preparing for the exam by mastering the subject matter covered in the math and science portions. Students will also learn test-taking strategies that will help achieve a high composite score. This course is 24 hours in length.

Tuition: $209  
Course: CENLN 100  
Day/Date: Sat./ Sept. 19 - Nov. 7  
Time: 9:00 a.m. - 12 p.m.  
Location: Journal Square, Room TBA

**Praxis Test Prep**  
*Take one, two, three or all subjects!*

**Praxis Elementary Education – Math**
Learn the keys to acing the Elementary Ed Praxis 11 in Mathematics! Enhance your knowledge in weak and unfamiliar areas and learn successful test taking strategies. Take the time you need to thoroughly review the subject matter; topics covered include Basic Number Systems, Basic Operations, Concepts of Number Theory, Numerical Patterns, Number Properties, Application of Formulas, Properties of Zero, Metric Units of Measurement and Basic Descriptive Statistics.

Tuition: $139  
Course: CENPT 307  
Day/Dates: Mon/Oct 5-Oct 26  
Time: 6:00 p.m. - 8:00 p.m.  
Location: Journal Square, Room TBA

**Praxis Elementary Education – Reading & Language Arts**
Learn the keys to acing the Elementary Ed Praxis 11 in Reading & Language Arts! Enhance your knowledge in weak and unfamiliar areas and learn successful test taking strategies. Take the time you need to thoroughly review the subject matter; topics covered include Literacy & Reading Development, Phonics, Comprehension, Elements of Poetry, Sentence Types, Components of Vocabulary, Types of Writing; Aspects of Speaking & Aspects of Listening.

Tuition: $139  
Course: CENPT 304  
Day/Dates: Tues, Oct 6- Oct 27  
Time: 6:00 p.m. to 8:00 p.m.  
Location: Journal Square, Room TBA

**Praxis Elementary Education – Social Studies**
Learn the keys to acing the Elementary Ed Praxis 11 in Social Science! Enhance your knowledge in weak and unfamiliar areas and learn successful test taking strategies. Take the time you need to thoroughly review the subject matter; topics covered include United Stages History, Government and Citizenship, Geography, Anthropology and Sociology, World History & Economics.

Tuition: $139  
Course: CENPT 306  
Times: 6:00 p.m. - 8:00 p.m.  
Location: Journal Square, Room TBA

**Praxis Elementary Education – Science**

Tuition: $139  
Course: CENPT 308  
Day/Dates: Thurs/ Oct 8-Oct 29  
Times: 6:00 p.m. - 8:00 p.m.  
Location: Journal Square, Room TBA

**Praxis Elementary Education – All subjects**
Learn the keys to acing the Elementary Ed Praxis 11 in all subject areas! Enhance your knowledge in weak and unfamiliar areas and learn successful test taking strategies. Take the time you need to thoroughly review the subject matter; topics covered include the Social Studies curriculum, the Mathematics curriculum, the Science curriculum and the Reading & Language Arts curriculum.

Tuition: $499  
Course: CENPT305  
Day/Dates: Mon-Thurs/ Oct 5-Oct 29  
Times: 6:00 to 8:00 pm  
Location: Journal Square

*Special Price for All 4, take 10% off***
TEST PREPARATION

SAT Math Prep
Develop your test taking skills
Improve your SAT scores with this eight-week intensive SAT Math test preparation program. Pre and Post tests will be used to measure progress. Additional test taking tips will be provided, along with test samples from actual SAT exams.

Note: Students will need to purchase the College Board SAT textbook. Other materials may also be required. A list of items will be included at the time of registration.

Tuition: $159.00
Course: CEYTH-SATMA
Location: Journal Square, Room TBA
Day/Dates: Saturdays, October 3-November 21, 2015
Time: 10:30 am – 12:30 p.m.

SAT Language Arts Prep
Develop your test taking skills
Improve your SAT scores with this eight-week intensive SAT Language Arts test preparation program. Pre and Post tests will be used to measure progress. Test taking skills will be provided, along with test samples from actual SAT exams.

Note: Students will need to purchase the College Board SAT textbook. Other materials may also be required. A list of items will be included at the time of registration.

Tuition: $159.00
Course: CEYTH-SATLA
Location: Journal Square, Room TBA
Day/Dates: Saturdays, October 3 - November 21, 2015
Time: 1:00 p.m. – 3:00 p.m.

GMAT Preparation
Applying to graduate business and management schools usually means taking the GMAT (Graduate Management Admission Test). Our GMAT Preparation Course is a must. Taking this course will provide you with test-taking techniques and methods for improving your score and saving time on all GMAT question types. You’ll review the more familiar questions and learn how to approach question types that may be new to you, like critical reasoning and data sufficiency. In the verbal lessons, we will discuss how to do your best on reading comprehension questions, sentence correction questions, critical reasoning questions, and the analytical writing assessment. In the quantitative lessons, we provide a comprehensive math review and techniques for tackling both problem solving and data sufficiency questions. You will practice on actual GMAT tests from previous years, which is the best way to prepare for any standardized test.

Tuition: $94
Day/Dates: Courses begin each month

To register, go to: http://www.ed2go.com/hccc/

Registration is easier than ever! Avoid lines and register today by logging on to www.hccc.edu/communityeducation
Notes:
REGISTRATION FORM

Registration: Three easy ways to register:

1. Online: Go to www.hccc.edu/communityeducation and click on “Register for Classes”. Follow instructions to register and pay with credit or debit card.

2. In-person: Come to our office located at 25 Journal Square, Room B107, Jersey City, NJ 07306

3. Mail: Complete and mail a Registration Form and your check or money order payable to Hudson County Community College to Hudson County Community College: Community Education, 25 Journal Square, Room B107, Jersey City, NJ 07306.

Have you ever taken classes at HCCC before? Yes No Student ID # ________________________________

Name ________________________________ ________________________________ ________________________________

First M. Last

Home Address ________________________________ City ________________________________ State____ Zip code _________

Date of Birth ________________________________ Gender _______________ Email ________________________________

Home Phone ________________________________ Cell Phone ___________________________ Social Security ________________ (optional)

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Total Tuition

Payment: Payment is due in full at the time of registration.
Please review the refund and cancellation policy found on the back of this form.

I acknowledge that I have read and understand the Cancellation and Refund policies as presented on the back of this form.

Signature ___________________________________________________________ Date ____________________________
Please read below and sign on the front to acknowledge you have read the policies.

Schedule Changes: The College reserves the right to cancel, combine, reschedule, change the time, date, or place of courses; to make other revisions as necessary; and to do so without incurring obligation.

Senior Discounts: Senior Citizens aged 65 years or older who present a valid ID may receive a 10% discount on select courses. Registration must be in person the first time using this service. Discount does not apply to Culinary Arts, New Pathways to Teaching in NJ or other certification programs.

Cancellation and Refund Policies
When the College cancels a course, a full refund is issued.

Non-attendance to a class or program does not constitute a withdrawal nor entitle the participant to a refund.

1. Regular Refund Policy, for programs scheduled to convene one and six classes, excluding Culinary classes:

When a student cancels or withdraws from a class a 100% tuition refund, less a $15.00 processing fee per course, will be issued when a signed Refund Request Form is received by the Community Education office two days prior to the first class. A 50% tuition refund, less a $15.00 processing fee per course, will be issued when a refund request is submitted one day prior the first class and up through the second class. After the second class, no refund will be issued.

2. Extended Refund Policy, for programs scheduled to convene for eight (8) or more meetings:

When a student cancels or withdraws from a class a 100% tuition refund, less $15 processing fee per course will be issued when a signed Refund Request Form is received by the Community Education office prior to the second class meeting. A 50% tuition refund, less a $15.00 processing fee per course, will be issued when a Refund Request Form is submitted prior to the third class. After the third class, no refunds will be issued.

3. Culinary Refund Policy:

No refund will be given if student withdraws less than two days prior to the beginning of the class. You may, however, send someone in your place.
Culinary Classes for Families

Family classes are shorter and designed for a parent or guardian and children aged 7-17 to take together with hand-on-activities appropriate and engaging for all ages. Each participant must register separately.

Packing Fun and Healthy Lunches
With school in session learn new recipes as a family to make your school lunches exciting and nutritiously balanced. Including salad pita pockets, turkey and avocado pinwheels, cheesy tortilla chips, baked cinnamon-apple chips and homemade chocolate hazelnut spread with fruit dippers.

The Great Pumpkin
Did you ever wonder how your smiling jack-o-lantern turns into yummy pumpkin treats? Dissect a pumpkin to create roasted pumpkin seeds, bake pumpkin cupcakes, and mix up your own cinnamon cream cheese icing. Snack on cupcakes in the class and pack a box to bring home!

Taco Night!
Learn to make all the various components to create your own custom tacos including grilled steak and chicken, stewed black beans, grilled veggies, fresh pico de gallo salsa, and guacamole. Everyone in the family can create their own taco masterpiece. And, finish off the meal with cinnamon-sugar dessert nachos!

Winter Wonderland Cookies
Winter is coming! See your children’s faces light up when they create beautiful and delicious winter wonderland cookies including snowmen, snowflakes, mittens and so much more out of a simple cookie dough and then learn how to decorate them using a royal icing recipe that you can easily make at home in all your favorite colors!
COME VISIT US AT OUR NEW LOCATION,
25 Journal Square, Room B107, Jersey City; conveniently
located steps from the NJ PATH and Bus station and across
the street from the new Library Building on Sip Avenue.

Learn English with Community Education!
Aprenda Inglés con Educación Comunitaria!
Go to www.hccc.edu/communityeducation.com