

SOUTHWESTERN COLLEGE SCHEDULE
Continuing Education
Summer 2016

COMPUTERS



WELLNESS & FITNESS



CUSTOMER SERVICE



SELF IMPROVEMENT



A Message from the Dean



Are you ready to begin summer school? Southwestern College's summer 2016 Continuing Education class schedule offers interesting and high-quality courses that can enhance your career, promote personal growth, and expand your horizons.

There really is something for everybody. If you're looking to market yourself for a new job, there is a class in starting your own Family Childcare Business. Maybe you're

ready to work fulltime from home and you'd be interested in taking our "Make Extra Income as a Wholesale Auto Dealer" course.

As an adult education provider, we continue to provide high-quality workforce training, basic skills education, and special interest courses like "California State Notary Public Seminar."

We encourage you to review our class schedule. If you are unable to attend courses on the Chula Vista campus, or any of our other remote locations, please take a look at our online course offerings. Southwestern College's Continuing Education Program, truly looks forward to connecting with you as your life-long learning center and primary choice for higher education.

Sincerely,

Mia McClellan
Dean, Instructional Support Services and Continuing Education

EXPAND YOUR CAREER OPTIONS!

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

FEE-BASED COURSES

- Make Extra Income as a Wholesale Auto Dealer from Home
- VOICE-OVERS...NOW IS YOUR TIME!
- California State Notary Public Seminar
- Loan Signing—Notary Public Seminar
- Work at Home as a Medical Transcriptionist
- Booting Up for Big Bucks! Over 120 Work-From-Home Business Ideas!
- Design Principles and Techniques for Exceptional Floral Arrangements
- Build Your Own Website in Minutes for FREE!

NONCREDIT COURSES

- Academic Skills ESL
- Computer Skills Training
- Customer Service Training
- Family Child Care Business
- Tax Preparation/Income Tax Course
- Using Your Foreign Degree in the United States

For more information on these courses, please see Table of Contents on the following page.

Continuing Education

Southwestern College Continuing Education

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

Governing Board of the Southwestern Community College District

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 June 2015–May 2016

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OFF-CAMPUS SITES Please **DO NOT** contact the sites to register for classes. Off-campus information is provided in the event that you require directions to the facility. For information about classes, please refer to page 3 in this brochure entitled, "Registration Information" or call 619-482-6376.

ActiveCare at Rolling Hills Ranch

850 Duncan Ranch Rd.
 Chula Vista, CA 91914

Casa de Servicios (Villa Merced)

1188 Beyer Way, Rec. Room
 San Diego, CA 92154-4629
 619-423-1901

Chula Vista Public Library

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

Chula Vista Public Library

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

City of Chula Vista Public Works

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

Crown Cove Aquatic Center

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

George Glenner Alzheimer Family Center

280 Saylor Dr.
 Chula Vista, CA 91910-1849
 619-420-1703

Highlander Adult Day Health Care Center

2525 Highland Ave.
 National City, CA 91950-7004
 619-474-0015

HHSA—The Knowledge Center

5469 Kearny Villa Rd., Ste. 1000
 San Diego, CA 92123

Las Palmas Pool

1800 E. 22nd St.
 National City, CA 91950

San Diego County Library Bonita Branch

4375 Bonita Road
 Bonita, CA 91902
 619-475-4642

Seniors on Broadway

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

South County Career Center

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

St. Charles Church Parish Hall

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

Veteran's Home

700 E. Naples Ct., Bldg. F
 Chula Vista, CA 91911-6821
 619-482-6010

Continuing Education

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

Noncredit Curriculum (NC)

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

Fee-Based (CS)

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

Contract Education

Contract services are available to specific businesses and organizations by a mutually established agreement. Class participation is limited to the contract designees. Contract Education is not usually designated for credit. Contract Education and services are paid for by the contracting entity.

Course Description Legend

Course meeting days:

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

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

Continuing Education is a department of the School of Instructional Support Services and Continuing Education. Your feedback, suggestions, and comments are welcome.

Mark Meadows, Ph.D., *Director, Continuing Education and Special Projects*, 619-482-6376

Mission Statement

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

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

Diversity Initiative

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

Non-Discrimination Statement

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

Registration Information

STEPS TO REGISTER FOR A FEE CLASS

To register for a fee class, please use the Fee Class Registration Form (page 23). Course numbers for fee classes start with "CS."



By Mail (Only if paying by CHECK)

Mail a completed Fee Class Registration Form and Check to:

Southwestern College, Continuing Education
900 Otay Lakes Road, Building 660
Chula Vista, CA 91910-7299

Please do not mail cash.



If paying in person bring your completed registration form and payment to:

Southwestern College, Continuing Education

900 Otay Lakes Road, Building 660

Chula Vista, CA 91910-7299

Telephone: 619-482-6376

Fax: 619-482-6402

Office Hours: M–Th., 8 a.m.–5 p.m.

STEPS TO REGISTER FOR A NONCREDIT COURSE

Noncredit courses are tuition-free and are subsidized by state funds. These courses require the completion of the Noncredit Application (page 24). Most noncredit classes will allow on-site registration on a space-available basis. Course numbers for noncredit classes start with "NC."



By Mail

Mail a completed Noncredit Application form to:

Southwestern College, Continuing Education
900 Otay Lakes Road, Building 660
Chula Vista, CA 91910-7299



By Fax

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



In Person

Bring your completed Noncredit Application to:

Southwestern College, Continuing Education

900 Otay Lakes Road, Building 660

Chula Vista, CA 91910-7299

Telephone: 619-482-6376

Fax: 619-482-6402

Office Hours: M–Th, 8 a.m.–5 p.m.

SOUTHWESTERN
COLLEGE

General Information

Returned Check Service Charge

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

Registration Information

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

Certificate of Completion

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

Class Cancellation

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

Refund Policy

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

Materials Fee

A materials fee is required in a few noncredit and fee classes. Please be prepared to pay this fee on the first day of class. Cash, check, or credit card payments are accepted. The instructor cannot issue change.

Instructor, Class, or Location Change

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

Class Locations

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

Parking Information

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

Disclaimer

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

Noncredit Classes

CAREER AND PERSONAL DEVELOPMENT



Customer Service Superior Service Series

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

*Service is the keystone to all successful businesses.
Review and practice core principles to enhance your skills and increase awareness.*

Customer Service—Customer Appreciation

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

Instructor: S. Rosas, 3 hours. **Room 1680**

NC 1002-60 Th June 9 6-9 p.m. No Fee

Customer Service—Dealing with Difficult People

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

Instructor: S. Rosas, 3 hours. **Room 1680**

NC 1006-60 Th June 23 6-9 p.m. No Fee

Customer Service—Decision Making and Problem Solving

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

Instructor: S. Rosas, 3 hours. **Room 1680**

NC 1070-60 Th June 30 6-9 p.m. No Fee

Customer Service: The Right Attitude

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

Instructor: S. Rosas, 3 hours. **Room 1680**

NC 1073-60 Th July 7 6-9 p.m. No Fee

Customer Service: Managing Change

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

Instructor: S. Rosas, 3 hours. **Room 1601**

NC 1069-60 Th July 14 6-9 p.m. No Fee

Customer Service: Team Building

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

Instructor: S. Rosas, 3 hours. **Room 1601**

NC 1074-60 Th July 28 6-9 p.m. No Fee

Enroll Early! Classes fill up quickly www.swccd.edu or 619-482-6376

Career and Personal Development

Tax Preparation/Income Tax Course I

Introduces Part I of a 60-hour program that teaches students how to prepare their own state and federal income tax returns and introduces them to the career/ field of a registered tax preparer in the State of California. Successful completion of Part I and Part II enables a student to receive a Certificate of Completion. Required text: Basic Income Tax Course, Volume 1 Ed., Liberty Tax Service 2005 Instructor Manual CD, Volume III: Forms/Schedules/Worksheets and California Supplement. To be purchased by the first day of class.

Instructor: R. Reyes, 30 hours. **Room 662**

NC 113-60 TWTh June 7-30 6-8:30 p.m. No Fee



Tax Preparation/Income Tax Course II

Introduces Part II of a comprehensive 60-hour program that covers everything students need to know to prepare correct tax returns. Emphasizes how a student will learn a marketable skill that will enable him/her to prepare taxes for other people and earn extra income. Successful completion enables the student to receive a Certificate of Completion that will make them eligible to become a registered tax preparer in the State of California. Required text: Basic Income Tax Course, Volume II ed., Volume III Forms, California Supplement. To be purchased by the first day of class.

Instructor: R. Reyes, 30 hours. **Room 662**

NC 114-60 TWTh July 5-28 6-8:30 p.m. No Fee

Family Childcare Business I

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

Instructor: E. Marquez. 12 hours. **Room 561**

NC 1054-01 TWTh June 7-9 5-9 p.m. No Fee

Family Childcare Business II

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

Instructor: E. Marquez. 12 hours. **Room 561**

NC 1055-01 TWTh June 14-16 5-9 p.m. No Fee

Family Childcare Business III

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

Instructor: E. Marquez. 12 hours. **Room 561**

NC 1056-01 TWTh June 21-23 5-9 p.m. No Fee

Family Childcare Business IV

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

Instructor: E. Marquez. 12 hours. **Room 561**

NC 1057-01 TWTh June 28-30 5-9 p.m. No Fee

Family Childcare Business V

Examines the concept of developmentally appropriate practices as applied to the home learning environment. Analyzes the basic "whole child" approach to developing a curriculum for young children. Explores the role of a caregiver in providing an inclusive and multicultural environment rich in diversity and acceptance of the individual. (Formerly NC 50X.) [ND]

Instructor: E. Marquez. 12 hours. **Room 561**

NC 1058-01 TWTh July 5-7 5-9 p.m. No Fee

Customer Service—Mastering Communication

Effective and positive communication is key to good customer service success. Understand the communication process including common barriers to effective communication. Covers verbal and nonverbal communication, as well as listening skills. Explore and practice the techniques of effective communication.

Instructor: S. Rosas, 6 hours. **Room 561**

NC 1003-60 TW July 12-13 6-9 p.m. No Fee

Customer Service—Time & Stress Management

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

Instructor: S. Rosas, 6 hours. **Room 561**

NC 1071-60 TW July 19-20 6-9 p.m. No Fee



Computers

Introduction to Computers

Covers basic computer skills such as proper start-up and shutdown procedures; use of mouse and keyboard commands; basic file management; creating, saving, and printing a document using word-processing software; e-mails; and basic Internet searches. 6 hours.

NC 1051-E1 TTh June 14-21 3:30-5:30 p.m. No Fee
 If you have a laptop, please feel free to bring it.
Instructor: N. Bartels
Location: Chula Vista Public Library
 365 F Street, Chula Vista, 91910

Developing High-Performance Charts in Microsoft Excel

Reviews the basics of spreadsheet use: structure data entry, formulas, and functions. Focus on how to convert data into meaningful and high-impact charts. Students are required to bring a USB Flash drive to save and store class assignments.

Instructor: N. Bartels, 12 hours.

NC 24-E1 TTh July 14-Aug. 2 3:30-5:30 p.m. No Fee
 If you have a laptop, please feel free to bring it.
Location: Chula Vista Public Library
 365 F Street, Chula Vista, 91910

Introduction to Microsoft Word

Provides students with the basic skills that are necessary to create, edit, enhance, and save standard documents using Microsoft Word. 12 hours.

NC 198-E2 TTh June 23-July 12 3:30-5:30 p.m. No Fee
 If you have a laptop, please feel free to bring it.
Instructor: N. Bartels
Location: Chula Vista Public Library
 365 F Street, Chula Vista, 91910

Introduction to Microsoft Outlook

Introduces the basic concepts of Microsoft Outlook by utilizing various functions and features of email, attachments, online calendar, messaging, and contacts.

Instructor: N. Bartels, 3 hours.

NC 199-E1 Th Aug. 4 3-6 p.m. No Fee
 If you have a laptop, please feel free to bring it.
Location: Chula Vista Public Library
 365 F Street, Chula Vista, 91910

Disability Support Services

Stepping Stones to Success in the Workplace

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

Instructor: K. Taylor, 31.5 hours. **Room 662**

NC 103-01 Th June 9-Aug. 4 9 a.m.-12:30 p.m. No Fee
 *Seating is limited to 25 students

Enroll Early! Classes fill up quickly www.swccd.edu or 619-482-6376

Self-Improvement

Introduction to Academic ESL I

Introduces the first in a series of three courses designed to prepare non-native English speakers for the ESL certificate program. Utilizes the corpus of 500–600 words. Focuses on fluency in conversation, reading and writing, and vocabulary development.

Instructor: N. Bartels, 22.5 hours.

NC 108–E1 MW June 13–Aug. 3 3:30–5 p.m. No Fee
No Class: 7/4
Location: Chula Vista Public Library
 389 Orange Ave., Chula Vista, 91911

Introduction to Academic ESL II

Second in a series of three courses designed to prepare non-native English speakers for ESL certificate program. Utilizes the corpus of 600–1000 words. Focuses on fluency in conversation, reading and writing, and vocabulary development.

Instructor: N. Bartels, 22.5 hours.

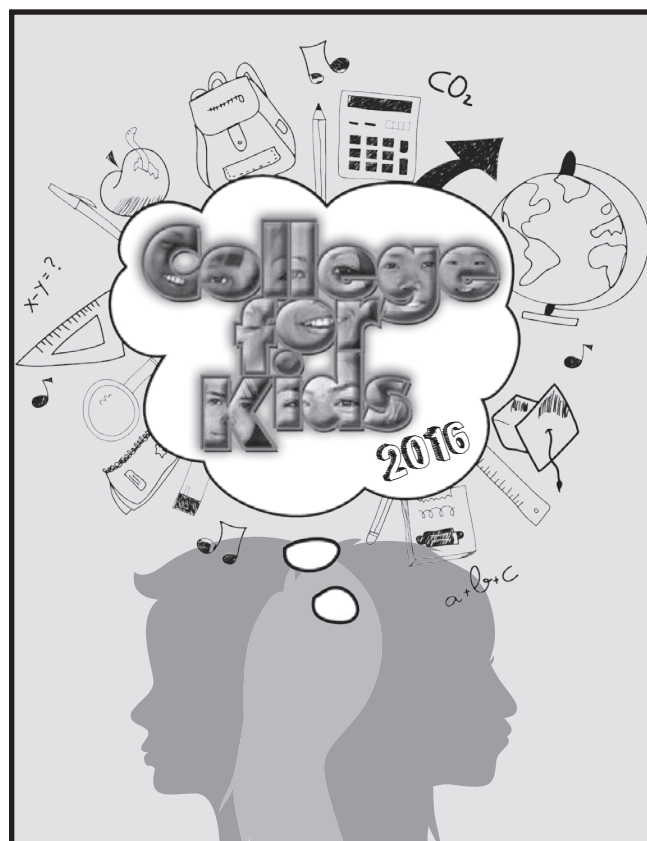
NC 109–E1 MW June 13–Aug. 3 5:05–6:35 p.m. No Fee
No Class: 7/4
Location: Chula Vista Public Library
 389 Orange Ave., Chula Vista, 91911

Introduction to Academic ESL III

Third in a series of three courses designed to prepare non-native English speakers for ESL certificate program. Utilizes the corpus of 1000–1500 words. Focuses on fluency in conversation, reading and writing, and vocabulary development.

Instructor: N. Bartels, 22.5 hours.

NC 110–E1 MW June 13–Aug. 3 6:40–8:10 p.m. No Fee
No Class: 7/4
Location: Chula Vista Public Library
 389 Orange Ave., Chula Vista, 91911



SUMMER 2016

College for Kids (CFK) is a stimulating and challenging summer program designed for students entering the 5th–9th grades in fall 2016.

Eligible students must meet one of the following criteria: Have been identified gifted or talented; A scale score of 23 points or higher in Mathematics OR have met or exceeded expectations in Reading on the Local Measures test; OR have a B or a 3 average or higher in academic course work or higher on report card and acceptable citizenship grades.



For more information, visit:

dept.swccd.edu/cfk/



Organize Your Life and Have More Time for Fun

Learn to organize your life so you have time to do the things you really want to do. Discover how to have more quality time by learning how to organize paperwork, clutter, and finances. Covers techniques for overcoming procrastination.

Instructor: J. Acosta, 12 hours.

NC 1015-E2 W June 15–July 6 9 a.m.–Noon No Fee
Location: Casa de Servicios (Villa Merced)
 1188 Beyer Way, Rec. Room, San Diego, 92154

Home Safety for Older Adults

Most accidents occur in the home. Learn ways to make all areas of the home safer and more secure. Class includes safety factors and recommendations, most common home injuries and problems, fall prevention tips, disaster kits, and security measures.

Instructor: J. Acosta, 6 hours.

NC 1-E1 W June 8–15 9 a.m.–Noon No Fee
Location: Casa de Servicios (Villa Merced)
 1188 Beyer Way, Rec. Room, San Diego, 92154

NC 1-E2 Sat June 11–18 9 a.m.–Noon No Fee
Location: Seniors on Broadway
 845 Broadway, Ste. 105, Chula Vista, 91911

Community Resources for Older Adults

Designed to make the older adult aware of the many resources and opportunities available in the community. Resources covered include: housing, employment, health and wellness, recreation, educational, cultural, transportation, legal services, social, and volunteer opportunities.

Instructor: J. Acosta, 8 hours.

NC 1050-E1 Sat July 9–16 9 a.m.–1 p.m. No Fee
Location: Seniors on Broadway
 845 Broadway, Ste. 105, Chula Vista, 91911

Family and Parenting

Childbirth Education for Expectant Parents (Lamaze)

Childbirth education is designed to prepare parents for a positive childbirth experience. Includes instruction in the Lamaze method of prepared childbirth as well as demonstration and practice of essential and helpful exercises. Partners are an integral part of the program and are encouraged to attend. 20 Hours

Instructor: R. Joselevitz, 20 Hours. Room 1680

NC 6–60 TTh July 12–Aug. 4 7–9:30 p.m. No Fee

Learn about the signs of labor, hospital procedures, what to expect during labor, delivery, and post-delivery. Take out the worry and fear by knowing how to support the welcoming of your child. This class is for you if you plan to have your baby with or without medication, in a birthing suite or an operating room, with several days of hospital stay or if you plan to go home right away. **To register contact: Reyna “Malke” Joselevitz, via email at: lamaze@cox.net. You will be sent a confirmation letter. Bring this letter with you to the first class meeting.**

Art, Music and Crafts

Art Therapy

Focuses on the use of art as a therapeutic process for older persons in an institutional setting. A variety of art media to promote self-expression, develop coping skills, combat depression, improve mental and emotional status, and improve overall quality of life will be used.

Instructor: D. Davis, 12 hours.

NC 1053-E1 MWF June 6–17 10:15 a.m.–12:15 p.m. No Fee
 NC 1053-E2 MW June 20–July 11 10:15 a.m.–12:15 p.m. No Fee
No Class: 7/4

NC 1053-E3 MW July 13–Aug. 3 10:15 a.m.–12:15 p.m. No Fee
No Class: 8/1

Location: George Glenner Alzheimer Family Center
 280 Saylor Dr., Chula Vista, 91910

NC 1053-E4 T June 7–28 1–4 p.m. No Fee
Location: Chula Vista Public Library
 365 F Street, Chula Vista, 91910

NC 1053-E5 W June 8–July 13 1:15–3:15 p.m. No Fee
Location: ActiveCare at Rolling Hills Ranch
 850 Duncan Ranch Rd., Chula Vista, 91914

NC 1053-E6 TTh June 7–23 9–11 a.m. No Fee
 NC 1053-E7 TTh June 28–July 14 9–11 a.m. No Fee
 NC 1053-E8 TTh July 19–Aug. 4 9–11 a.m. No Fee

Location: Highlander Adult Day Health Care Center
 2525 Highland Ave., National City, 91950



Wellness and Fitness

Tai Chi

Tai Chi (or taiji) is a slow, non-contact exercise stressing balance, coordination, and flexibility. Taught all over the world and practiced as a health exercise, it is very popular with people of all ages.

Instructor: S. Evans, 24 hours.

NC 32-E1	T	June 7–July 26	1:30–4:30 p.m.	No Fee
NC 32-E2	Th	June 9–July 28	1:30–4:30 p.m.	No Fee
NC 32-E3	F	June 10–July 29	1:30–4:30 p.m.	No Fee
NC 32-E4	S	June 11–July 30	9 a.m.–Noon	No Fee

Location: Veteran's Home of California
700 E. Naples Ct., Bldg. F, Chula Vista, 91911

NC 32-E5	M	June 6–Aug. 1	9:30 a.m.–12:30 p.m.	No Fee
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No class: 7/4

Body Dynamics and Aging Process

Instruction and conditioning for the maintenance of physical well-being. The course will focus on deep breathing, circulation, flexibility, stamina, body awareness, and rhythmic movements. Techniques are adapted for older adults.

Instructor: J. Acosta, 34-36 hours.

NC 34-E1	MTThF	June 6–July 7	8:30–10:30 a.m.	No Fee
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No class: 7/4

NC 34-E2	MTThF	July 8–Aug. 5	8:30–10:30 a.m.	No Fee
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Location: Casa de Servicios (Villa Merced)
1188 Beyer Way, Rec. Room, San Diego, 92154

NC 34-E3	MTThF	June 6–July 7	11 a.m.–1 p.m.	No Fee
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No class: 7/4

NC 34-E4	MTThF	July 8–Aug. 5	11 a.m.–1 p.m.	No Fee
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Location: Seniors on Broadway
845 Broadway, Suite 105, Chula Vista, 91911

Wellness for Older Adults

This training is specifically designed for older adults. Students can stand or sit while exercising. Strength training exercises will enhance and promote strength and balance skills, trunk, abdominal, back strength, mobility and agility skills, and awareness of proper body alignment and mechanics.

Instructor: A. Solis, 25 hours.

NC 99-E1	MWF	June 6–Aug. 5	8–9 a.m.	No Fee
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No class: 7/1, 7/4

NC 99-E2	MWF	June 6–Aug. 5	9:30–10:30 a.m.	No Fee
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No class: 7/1, 7/4

Location: St. Charles Church Parish Hall
990 Saturn Blvd., San Diego, 92154
Limited space—Registration ends on the first day of class.



For college credit courses call 619-482-6550 or go to www.swccd.edu

SOUTH COUNTY CAREER CENTER



Your Career Pathway Starts Here

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

Mon – Fri · 8 am – 5 pm
Wed · 8 am – 7pm

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

Mon – Tues · 9:30 am – 5:30 pm
Wed · 9:30 am – 6:30 pm
Thurs – Fri · 9:30 am – 6 pm

One-Stop Services

ResCare is the leading provider of One-Stop services in the United States, offering all services outlined under the Workforce Investment Act (WIA). Our focus is on preparing workers for high-growth, high-demand industries in order to enhance the productivity and competitiveness of the nation. Our impact is far-reaching as we operate in over 100 One-Stop Career Centers throughout the country.

southsdcareercenter.com



Crown Cove Aquatic Center (CCAC)

5000 Highway 75, Coronado on the Silver Strand in Coronado
(Parking/Drop-off at Silver Strand State Beach)
To register for classes listed below call CCAC at 619-429-1669
Community CPR & First Aid Program



Pediatric Basic Life Support and First Aid

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

Instructor: J. Araiza, 8 hours.

NC 1022-E1 Sat July 9 8:30 a.m.–5 p.m. No Fee
Required textbook must be brought to class: Heartsaver Pediatric First Aid CPR AED (available in the SWC bookstore). Successful completion of a written and psychomotor test is required to receive course completion certificate. American Heart Association (AHA) course completion certificate is \$20. Please bring a self-addressed stamped envelope to class to have the certificate mailed to you.

Basic First Aid and Adult CPR

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

NC 40-E1 Sat June 25 8:30 a.m.–5 p.m. No Fee
Instructor: J. Araiza

NC 40-E2 Sat July 16 8:30 a.m.–5 p.m. No Fee

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

Instructor: D. Hawley

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

NC 40-E4 Th June 16 8 a.m.–4:30 p.m. No Fee

NC 40-E5 Th July 21 8 a.m.–4:30 p.m. No Fee

Instructor: D. Hawley

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

NC 40-E6 M June 6 8 a.m.–4:30 p.m. No Fee

NC 40-E7 M July 11 8 a.m.–4:30 p.m. No Fee

Instructor: W. Price

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

Required textbook must be brought to class: Heartsaver First Aid CPR AED (Available in the SWC bookstore). American Heart Association (AHA) course completion certificate is \$20. Please bring a self-addressed stamped envelope to class to have the certificate mailed to you.



CPR for the Professional Rescuer

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

NC 1007-E1 Sat June 18 8:30 a.m.–6 p.m. No Fee

Instructor: M. Smith

NC 1007-E2 Sat July 23 8:30 a.m.–6 p.m. No Fee

Instructor: D. Hawley

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

NC 1007-E3 T June 7 8 a.m.–4:30 p.m.

NC 1007-E4 T July 12 8 a.m.–4:30 p.m.

Instructor: W. Price

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

Components include one-and two-rescuer CPR and foreign body airway obstruction (FBAO) in adults, children, and infants. Bag-valve-mask (BVM) and Automated External Defibrillation (AED) also included. Successful completion of a written test is required to receive course completion certificate. Required book: BLS Provider Manual 2015, available at the SWC bookstore. American Heart Association (AHA) course completion certificate is \$20. Please bring a self-addressed stamped envelope to class to have the certificate mailed to you. Follows the guidelines of the AHA.

Enroll Early! Classes fill up quickly
To register for CCAC classes
call 619-429-1669



Basic Life Support (BLS) Instructor

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

Instructor: D. Hawley, 16 hours.

NC 1039-E1	Sat	June 11	8:30 a.m.–5 p.m.	No Fee
	Sun	June 12	8:30 a.m.–5 p.m.	No Fee

First Aid for Public Safety Personnel—Title 22

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

Instructor: W. Price, 16 hours.

NC 15-E1	M–Th	June 20–23	5:30–9:30 p.m.	No Fee
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Oxygen Administration for the Professional Rescuer

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

Instructor: W. Price, 3 Hours.

NC 1014-E1	Th	June 16	5:30–8:30 p.m.	No Fee
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Lifeguard Training

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

Instructor: W. Price, 36 hours.

NC 70-E1	Sat	June 11	8:30 a.m.–5 p.m.	No Fee
	Location: Las Palmas Pool 1800 E. 22 nd Street, National City, 91950			
	Sun	June 12	8:30 a.m.–5 p.m.	
	Location: CCAC			
	F	June 17	5:30–9:30 p.m.	
	Location: CCAC			
	Sat	June 18	8:30 a.m.–5 p.m.	
	Location: Las Palmas Pool 1800 E. 22 nd Street, National City, 91950			
	Sun	June 19	8:30 a.m.–5 p.m.	
	Location: Las Palmas Pool 1800 E. 22 nd Street, National City, 91950			

Ocean Lifeguard for Recreation Assistants

Provides supplemental training to the student desiring to work as an ocean lifeguard or recreational assistant. Focuses on the skills and knowledge necessary to prevent and respond to emergencies in an ocean, bay, or beach environment. Emphasizes instruction on maintaining a safe aquatic environment, demonstration of manipulative skills, injury prevention, facility surveillance, patron surveillance, and ocean rescue techniques.

Instructor: W. Price, 8 hours.

NC 106-E1	Sat	June 25	8:30 a.m.–5 p.m.	No Fee
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Boating Safety Paddle Sports Leader Training

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

Instructor: C. Gleason, 24 hours.

NC 1064-E1	T–F	June 7–10	8:30 a.m.–3:30 p.m.	No Fee
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Basic Boating & Water Safety

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

Instructor: C. Gleason, 4 hours.

NC 1046-E1	M	June 6	1–5 p.m.	No Fee
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SWC Crown Cove Aquatic Center



Kid and Teen SUMMER CAMPS

Online Registration at:

www.swccd.edu/crowncove

Info: 619-575-6176

Camps will take place at the Crown Cove Aquatic Center

5000 Highway 75, Coronado, CA 92118

Located at Silver Strand State Beach

SUMMER AQUATIC ADVENTURE CAMP

Kids Ages 7-12

Enjoy a week long Aquatic Sports Camp on the Silver Strand! Stay active all summer long and learn great boating and water skills. Fully certified staff and low instructor/camper ratios ensure safety and fun for everyone. Swimming proficiency recommended. Be sure to bring lunch, sunscreen, towel, change of clothes and plenty of drinking water. Youth ages 12-16, check out our Camp Scallywag!

ONLY \$245*

* July 5-8: \$200 for 4-day camp
Includes Camp T-shirt and Picture
Military, Sibling, or Multi-Session
Discounts Available

CAMP SESSIONS & TIMES:

CAMP HOURS: 9 a.m.-4 p.m.

AFTER CARE AVAILABLE: (4-6 p.m.)

- Session 1:** June 13-17
- Session 2:** June 20-24
- Session 3:** June 27-July 1
- Session 4:** July 5-8*
- Session 5:** July 11-15
- Session 6:** July 18-22
- Session 7:** July 25-29
- Session 8:** August 1-5
- Session 9:** August 8-12

CAMP SCALLYWAG

Kids Ages 12-16

Prepare to be challenged in Camp Scallywag! Designed for youth ages 12-16, with age appropriate activities, to have some fun on the water. Types of activities include partner and solo sailing, long distance paddling, working as a team in the Outrigger Canoes, learning about tides and rip currents, surf-ski kayaking and an intro to First Aid & CPR. Swimming proficiency required.

ONLY \$245

*July 5-8: \$200 for 4-day camp
Includes Camp T-Shirt & Picture
Military, Sibling, or Multi-Session
Discounts Available

CAMP SESSIONS & TIMES:

CAMP HOURS: 9 a.m.-4 p.m.

AFTER CARE AVAILABLE: (4-6 p.m.)

- Session 1:** June 13-17
- Session 2:** June 20-24
- Session 3:** June 27-July 1
- Session 4:** July 5-8*
- Session 5:** July 11-15
- Session 6:** July 18-22
- Session 7:** July 25-29
- Session 8:** August 1-5
- Session 9:** August 8-12

2016 CCAC LEADER- IN-TRAINING

Teens Ages 15-18

CCAC offers a Leader-In-Training (LIT) program for campers ready to further develop their leadership skills. After completing a 3-day training orientation, LITs will aid camp counselors, working with youth ages 7-12 years. LITs helping at least 10 days during the session will receive a LIT Certificate of Completion. Community Service hours may be earned for each day of camp. LITs **must successfully complete** Training Orientation prior to camp aide assignment. LITs **must have** previous camp experience or be a minimum of 16 years old.

ONLY \$100

Includes Camp T-Shirt and Picture
Military, Sibling, or Multi-Session
Discounts Available

CAMP SESSIONS & TIMES:

CAMP HOURS: 9 a.m.-4 p.m.

TRAINING HOURS: 11 a.m.-4 p.m.

SESSION 1

- Training:** June 7-9
- Camp 1:** June 13-17
- Camp 2:** June 20-24
- Camp 3:** June 27-July 1

SESSION 2

- Training:** June 28-30
- Camp 4:** July 5-8
- Camp 5:** July 11-15
- Camp 6:** July 18-22

SESSION 3

- Training:** July 19-21
- Camp 7:** July 25-29
- Camp 8:** August 1-5
- Camp 9:** August 8-12

Fee-Based Classes



Career and Professional Development

Make Extra Income as a Wholesale Auto Dealer from Home

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

Instructor: Wayne Williams, 7 hours. **Room 1682**

CS 257-60 WTh July 20-21 6-9:30 p.m. Fee: \$85
\$25 materials fee paid in class

Voice-overs...Now is your time!

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

Instructor: Lisa Foster, 2 hours. **Room 1685B**

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

CS 148-60 M July 11 6:30-8:30 p.m. Fee: \$45

California State Notary Public Seminar

The demand for professional notaries in California is growing! Join this dynamic profession in high demand within the fields of finance, real estate, business, and law. Increase your employment skills and learn how to better protect your employer's business. This class will provide the new or previously commissioned notary public with the education and skills to pass the state examination, detect fraud, and become successful in a new career. If you are interested in taking the exam, please bring a check payable to the Secretary of State, together with required identification: either a California driver's license or California ID. You must not have had a felony conviction to take this exam. **Instructor:** Thomas Peavyhouse, 7 hours. **Room 662**

CS 14-50 Sat July 30 8 a.m.-4 p.m. Fee: \$75
\$45 materials fee paid in class
Optional State exam scheduled 4-5 p.m. for an additional \$40 fee.

Loan Signing-Notary Public Seminar

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

Instructor: Thomas Peavyhouse, 7 hours. **Room 662**

CS 143-50 Sun July 31 9 a.m.-5 p.m. Fee: \$75
\$70 materials fee paid in class

Work at Home as a Medical Transcriptionist

Demand for medical transcriptionists is soaring! Join a field that pays well and gives you the flexibility of working at home, in a medical office, or in a hospital. Learn proven strategies for where best to learn medical transcription, how to market your business, grow a client base, equipment, software, transcription machines and electronic transfers, working for a service and much more.

Instructor: Deborah Burns, will share her many years of experience as a business owner in this exciting introduction to the field of medical transcription. 3 hours. **Room 1685A**

CS 51-60 M July 11 6-9 p.m. Fee: \$40
\$20 materials fee paid in class

Booting Up for Big Bucks! Over 120 Work-From-Home Business Ideas!

The Internet has enabled people to run a business with low startup costs and high profitability. From information brokers, to freelancers, to eBay sellers, people have used their computers to build their fortunes. This class presents more than 120 high-demand businesses that can be completely run from your home computer. These computer-based businesses may utilize skills you already have, skills that are easily attained, or skills requiring formal training. This class will cover how to create different types of businesses using easy methods for bookkeeping and taxes, to make sense of the legal “mumbo-jumbo” (sales taxes, business licensure, and business structure), to make a profit-boosting website, and to find FREE resources that can give you a leg up!

Instructor: Nancy Miller, 3 hours. **Room 1685A**

CS 278-60 M June 13 6:30-9:30 p.m. Fee: \$39
\$30 material fee paid in class

Financial Planning

Living Trust—Family Inheritance

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

Instructor: Sami Martinez, is an attorney and estate planner practicing exclusively in the areas of wills and trusts, trust administration, probate, and charitable giving. 3 hours. **Room 1685B**

CS 68-50 Sat June 18 9 a.m.–Noon Fee: \$35

Arts, Music and Crafts

Design Principles and Techniques for Exceptional Floral Arrangements

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

Instructor: Betty Patterson Del Sol, 4 hours. **Room 1801**

CS 210-50 Sat July 23 9:30 a.m.–1:30 p.m. Fee: \$40
\$25 materials fee paid to the instructor. Students will keep their own floral arrangement at the end of class.

Mosaic Art

Students will learn basic techniques needed to construct mosaic art works including the selection of appropriate materials, cutting and breaking selected materials, aesthetic arrangement of materials through the study of basic elements and principles of design, adhering mosaic materials to flat and three-dimensional surfaces, grouting, and cleaning finished projects.

Instructor: Bernadette Mingus, 15 hours. **Room 754**

CS 242-50 Sat July 9 & 23 9 a.m.–2 p.m. Fee: \$70
Th July 14 9 a.m.–2 p.m.
\$20 materials fee paid in class
Seating is limited to 20 students

Self-Improvement

Build Your Own Website in Minutes for FREE!

If you can use a word processor, you can create your own website in just minutes for free including text, graphics, a shopping cart, and the ability to customize it any way you want it. Forget about learning HTML code, buying expensive software programs, and spending days in classroom sessions. This class will show you how to have your site up and running in just minutes. You’ll understand the BEST parts and pieces to put on your site to make it work the way you want it to and how to link and list it with the major search engines.

Instructor: Mike Rounds, 3 hours. **Room 1685B**

CS 279-60 M June 13 6:30-9:30 p.m. Fee: \$39
“Instructor provides information and demonstration only for building a website.”
\$30 materials fee paid in class

Traffic School

Summer 2016

Southwestern College is certified as an official Traffic Violator School (TVS) available to individuals who have received a traffic citation. If you have been referred to a TVS by the court, you may void the citation from your driving record and protect your current insurance rate by attending a DMV-approved Traffic Violator School. You must be on time and remain for the entire 8-hour program to qualify for the certificate of completion.

Instructors: Philip Ochoa/Paulino Leon, **Room 662**

English:

CS 17-50	Sat	June 4	8 a.m.–4 p.m.	Fee: \$40
CS 17-51	Sat	June 18	8 a.m.–4 p.m.	Fee: \$40
CS 17-53	Sat	July 23	8 a.m.–4 p.m.	Fee: \$40
CS 17-54	Sat	Aug. 6	8 a.m.–4 p.m.	Fee: \$40

Spanish:

CS 17-52S	Sat	July 9	8 a.m.–4 p.m.	Fee: \$40
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RN First Assistant - RNFA Program



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

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

ELIGIBILITY

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

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

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

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

Contact NIFA at 1-800-922-7747

Mon.–Thurs. 7:30–5:00, Fri. 7:30–4:00 MST

Visit www.RNFA.org or email: info@NIFA.com

Jennifer Curran RN, CNOR, CRNFA Dean Parsons RN, CNOR, RNFA See NIFA on the front page of www.AORN.org

The Tennis Academy at Southwestern College

900 Otay Lakes Road, Chula Vista, 91910
(619) 421-6622

Staff

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

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

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

Beginning/Advanced Beginning Junior Training Program (Ages 7-17)

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

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

T	4:30-6 p.m.	Fee: \$65
W	4-5:30 p.m.	Fee: \$65

Advanced Beginning/Intermediate Junior Training Program (Ages 7-17)

To include ground strokes, positioning, footwork, and introduction to serving and ball tossing. Development of hand eye coordination. Physical conditioning included. Focuses on more development of groundstrokes to include consistency and placement. Development of consistency and placement of serves from the baseline. Rallies from mini-tennis court areas and basic games, as well as introduction of volleys. Footwork and conditioning included.

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

Th	4:30-6:30 p.m.	Fee: \$85
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Intermediate Junior Training Program (Ages 7-17)

To include ground strokes, positioning footwork, and introduction to serving and ball tossing. Development of hand eye coordination. Physical conditioning included. Focuses on more development of groundstrokes to include consistency and placement. Development of consistency and placement of serves from the baseline. Rallies from mini-tennis court areas and basic games, as well as introduction of volleys. Footwork and conditioning included.

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

M	4:30-6:30 p.m.	Fee: \$85
Th	4:30-6:30 p.m.	Fee: \$85

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

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

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

W	5:30-7:30 p.m.	Fee: \$85
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Advanced Beginning/Intermediate Level (Ages 18 and up)

Clinic will teach the basics of Tennis.....to include, Serves, Return of Serve, Forehand and Backhand Ground Strokes, Volleys, also Basic Rules of Play and Scoring. Footwork and Positioning of Play will also be included. Ball Machine will be available during class for instructional use.

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

T	6:30-8 p.m.	Fee: \$65
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Beginning Adult Level Class (Ages 18 and up)

Class will receive instruction on Forehand and Backhand Ground Strokes, Serving, Positioning, Court Knowledge, Basic Rules of Scoring. Plus Footwork Intro to Net Play with Volleys will also be included. Class runs from May-October 2016. Pre-Registration required. Class size limited to 10 students.

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

M	6:30-8 p.m.	Fee: \$65
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Private Instruction is also available for Juniors and Adults through the Tennis Academy.





Southwestern College

Career Training Programs

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

Features:

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

Programs are available in the following areas:

- Business and Professional
- Healthcare and Fitness
- Management and Corporate
- Media and Design
- Hospitality and Gaming
- Skilled Trades and Industrial
- IT and Software Development
- Courses are all open-enrollment and self-paced
- All materials, workbooks, and software are included
- Payment plans available

Chartered Tax Professional for California Residents

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

Payroll Practice and Management

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

Digital Arts Certificate

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

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

Online Courses

Our instructor-facilitated online courses are informative, fun, convenient, and highly interactive. Our instructors are famous for their ability to create warm and supportive communities of learners. You can complete any course entirely from your home or office. Any time of the day or night.

Features:

- Courses run for six weeks (with a 10-day grace period at the end).
- Courses are project-oriented and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links, and more.

How to Get Started:

1. Visit our Online Instruction Center: www.ed2go.com/swc
2. Click the Courses link, choose the department and course title you are interested in and select the Enroll Now button. Follow the instructions to enroll and pay for your course. Here you will enter your e-mail and choose a password that will grant you access to the Classroom.
3. When your course starts, return to our Online Instruction Center and click the Classroom link. To begin your studies, simply log in with your e-mail and the password you selected during enrollment.

Accounting Fundamentals

Gain a marketable new skill by learning the basics of double-entry bookkeeping, financial reporting, and more.

Creating Web Pages

Learn the basics of HTML so you can design, create, and post your very own site on the Web.

A to Z Grantwriting

Learn how to research and develop relationships with potential funding sources, organize grant writing campaigns, and prepare proposals.

Discover Digital Photography

An informative introduction to the fascinating world of digital photography equipment.

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

www.gatlineducation.com/swc

www.ed2go.com/swc

Via the Internet

ed2go Online Classes start: **June 15, July 13, and August 17**

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

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

You will be able to download a letter of completion at the end of each course.

Fees are nonrefundable two weeks after the class starts.

Internet and Web Design

Cse. No.	Title	Fee
ETG-101	Creating Web Pages	\$105
ETG-102	Introduction to ASP.NET	\$105
ETG-104	Introduction to CSS3 and HTML5	\$105
ETG-106	Introduction to PHP and MySQL	\$105
ETG-107	Introduction to Java Programming	\$105
ETG-108	Intermediate CSS3 and HTML5	\$105
ETG-109	Intermediate JAVA Programming	\$105
ETG-111	Achieving Top Search Engine Positions	\$105
ETG-112	Advanced Web Pages	\$105
ETG-114	Blogging and Podcasting for Beginners	\$105
ETG-116	Designing Effective Websites	\$105
ETG-117	Introduction to Microsoft Outlook 2010	\$105
ETG-120	Introduction to Crystal Reports	\$105
ETG-121	Introduction to Flash CS5	\$105
ETG-122	Introduction to Crystal Reports 10	\$105
ETG-123	Intermediate Flash CS5	\$105
ETG-124	Creating Mobile Apps with HTML5	\$105
ETG-125	Creating WordPress Websites	\$105
ETG-126	Creating WordPress Websites II	\$105

Computers

Cse. No.	Title	Fee
ETG-200	Introduction to PC Troubleshooting	\$105
ETG-202	Introduction to Microsoft Publisher 2007	\$105
ETG-204	Introduction to Microsoft Excel 2007	\$105
ETG-206	Intermediate Microsoft Excel 2007	\$105
ETG-207	Introduction to Microsoft Access 2007	\$105
ETG-208	Intermediate Microsoft Access 2007	\$105
ETG-209	Introduction to Microsoft Word 2010	\$105
ETG-210	Intermediate Microsoft Word 2007	\$105
ETG-212	Introduction to Microsoft PowerPoint 2007	\$105
ETG-213	Basic CompTIA A+ Certification Prep	\$110
ETG-214	Intermediate CompTIA A+ Certification Prep	\$110
ETG-215	Advanced CompTIA A+ Certification Prep	\$110
ETG-216	Introduction to Microsoft Word 2007	\$105

ETG-218	Keyboarding	\$105
ETG-219	Introduction to Microsoft Excel 2010	\$105
ETG-220	Introduction to Microsoft Project 2007	\$105
ETG-221	Advanced Microsoft Excel 2007	\$105
ETG-222	Introduction to PC Security	\$105
ETG-223	Introduction to Microsoft Project 2010	\$105
ETG-225	Intermediate Microsoft Excel 2010	\$105
ETG-226	Introduction to Microsoft PowerPoint 2010	\$105
ETG-227	Introduction to Windows 7	\$105
ETG-228	Introduction to Microsoft Access 2010	\$105
ETG-229	Intermediate Microsoft Access 2010	\$105
ETG 230	Introduction to InDesign CS4	\$105
ETG-233	Photoshop Elements 9 for the Digital Photographer	\$105
ETG-234	Introduction to Photoshop CS5	\$105
ETG-237	Introduction to Illustrator CS4	\$105
ETG-238	Introduction to Photoshop CS4	\$105
ETG-239	Intermediate Photoshop CS4	\$105
ETG-241	Introduction to Database Development	\$105
ETG-242	Introduction to Networking	\$105
ETG-243	Intermediate Networking	\$105
ETG-244	Computer Skills for the Workplace	\$105
ETG-245	Intermediate Microsoft Word 2010	\$105
ETG-246	Introduction to SQL	\$105
ETG-247	Intermediate SQL	\$105
ETG-248	Intermediate Oracle	\$105
ETG-249	Introduction to C++ Programming	\$110
ETG-250	Introduction to C# Programming	\$110
ETG-251	What's New in Microsoft Office 2007	\$105
ETG-252	What's New in Microsoft Office 2010	\$105
ETG-253	Wireless Networking	\$105
ETG-254	Introduction to Oracle	\$105
ETG-256	CompTIA Network+ Certification Prep	\$110
ETG-257	CompTIA Security+ Certification Prep 1	\$110
ETG-258	CompTIA Security+ Certification Prep 2	\$110
ETG-259	Advanced Microsoft Excel 2010	\$105
ETG-260	Intermediate C# Programming	\$105

Tech Prep and Special Interest

Cse. No.	Title	Fee
ETG-300	Write Fiction Like A Pro	\$105
ETG-301	The Craft of Magazine Writing	\$105
ETG 302	Beginning Writer's Workshop	\$105
ETG-303	Writing Effective Grant Proposals	\$105
ETG-304	A to Z Grant Writing	\$105
ETG-305	Instant Italian	\$105
ETG-306	GRE Preparation—Part 1 (Verbal and Analytical)	\$105
ETG-307	GRE Preparation—Part 2 (Quantitative)	\$105
ETG-308	LSAT Preparation—Part 1	\$105
ETG-309	LSAT Preparation—Part 2	\$105
ETG-310	Grammar Refresher	\$105
ETG-311	Beginning Conversational French	\$105
ETG-312	Writerific: Creativity Training for Writers	\$105

Online Career Training Programs

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

Certified Global Business Professional 160 hours \$2,495

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

Certified Green Supply Chain Prof. 60 hours \$1,595

Help your company achieve its environmental goals with the Certified Green Supply Chain Professional Online Training Program. Gain the skills you'll need to make a green impact on global sourcing, material management, procurement and buying, transportation and logistics, and new product development.

Grant Writing 300 hours \$2,295

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

Non-Profit Management 300 hours \$2,295

Examine the fundamental principles of nonprofit management, explore the roles and responsibilities of a nonprofit board of directors and the management team, discover the essential aspects of fundraising, and become acquainted with the fundamentals of the budgeting process.

Project Management 100 hours \$1,695

The Project Management Online Training Program will help you improve your project management skills and prepare you for certification as a Project Management Professional.

Physical Therapy Aide 150 hours \$1,895

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

Veterinary Assistant 170 hours \$1,995

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

Certified Indoor Air Quality Manager 16 hours \$795

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

Certified Indoor Environmentalist Prep 32 hours \$895

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

Casino Poker Dealer 100 hours \$1,595

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

Certified Wedding Planner 340 hours \$1,595

This comprehensive program covers everything an aspiring wedding planner needs to know to get started in the business. Whether you plan on working part-time or full-time, this program will provide all the knowledge you need to work as a professional wedding planner or start your wedding planning business.

Biofuel Production Operations 400 hours \$2,595

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

Carpentry 80 hours \$1,595

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

Natural Gas Plant Operations 400 hours \$2,595

For decades to come, natural gas will be produced and consumed in the United States, creating an ongoing demand for natural gas plant operators. This online program provides the fundamental technical background you need to get started in this field.

Oil Refinery Operations 400 hours \$2,595

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

Power Plant Operations 400 hours \$2,595

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

Solar Power Professional 120 hours \$1,895

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

THESE COURSES DO NOT OFFER COLLEGE CREDIT.

Enroll Early! Classes fill up quickly.



Continuing Education FEE CLASS REGISTRATION FORM

PLEASE PRINT or TYPE NAME BELOW

LAST _____ FIRST _____

ADDRESS _____ CITY _____ ZIP _____

PHONE _____ E-MAIL _____

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

CLASS	NAME OF CLASS	START DATE	NUMBER OF PEOPLE	FEE
PAYMENT METHOD: CHECK <input type="checkbox"/> CASH <input type="checkbox"/>				\$
TOTAL AMOUNT DUE				

Signature _____

Date _____

SS# or SWC ID# required to expedite refund _____

REFUNDS

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

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



NONCREDIT APPLICATION

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

CHECK THE TERM THAT APPLIES:
 FALL
 SPRING
 SUMMER

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

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

Have you ever taken a class at Southwestern College before? NO YES, under ID No. _____

LAST NAME _____		FIRST NAME _____		MIDDLE NAME _____	
ADDRESS (Home Address Required, PO Box not acceptable) _____			CITY _____		STATE _____ ZIP CODE _____
MARITAL STATUS (Please Check one)		<input type="checkbox"/> SINGLE	<input type="checkbox"/> DIVORCED OR WIDOWED	<input type="checkbox"/> MARRIED	<input type="checkbox"/> SEPARATED
PHONE () _____		CELL () _____		EMAIL _____	
BIRTHDATE (Required) : _____ Mo / Day /Year			SOCIAL SECURITY NUMBER (OPTIONAL) _____		<input type="checkbox"/> MALE <input type="checkbox"/> FEMALE

ETHNIC BACKGROUND: (Please Check one) This information required by the Department of Education in compliance with Title VI, Civil Rights Act, 1964

<input type="checkbox"/> 1. Chinese	<input type="checkbox"/> 6. Vietnamese	<input type="checkbox"/> 11. Samoan	<input type="checkbox"/> 16. Other Hispanic	<input type="checkbox"/> 21. Other Non-White
<input type="checkbox"/> 2. Japanese	<input type="checkbox"/> 7. Asian Indian	<input type="checkbox"/> 12. Other Pacific Islander	<input type="checkbox"/> 17. Filipino	<input type="checkbox"/> 22. Other-Specify: _____
<input type="checkbox"/> 3. Korean	<input type="checkbox"/> 8. Other Asian	<input type="checkbox"/> 13. Mexican, MexAmer, Chicano	<input type="checkbox"/> 18. American Indian/Alaskan	<input type="checkbox"/> 23. Declined to state
<input type="checkbox"/> 4. Laotian	<input type="checkbox"/> 9. Guamanian	<input type="checkbox"/> 14. South American	<input type="checkbox"/> 19. Black, Non-Hispanic	<input type="checkbox"/> 24. Hispanic
<input type="checkbox"/> 5. Cambodian	<input type="checkbox"/> 10. Hawaiian	<input type="checkbox"/> 15. Central American	<input type="checkbox"/> 20. White, Non-Hispanic	<input type="checkbox"/> 25. Asian

CITIZENSHIP: (Required, please Check one)

<input type="checkbox"/> 0. United States	<input type="checkbox"/> 2. Permanent Resident	<input type="checkbox"/> 4. Refugee/Asylee	<input type="checkbox"/> 6. B1/B2/Border Crossing Visa
<input type="checkbox"/> 1. Amnesty	<input type="checkbox"/> 3. Temporary Resident	<input type="checkbox"/> 5. Student Visa F1 or M1	<input type="checkbox"/> 7. List other: _____

IF YOUR STATUS IS AMNESTY, PERMANENT RESIDENT, REFUGEE/ASYLEE, OR VISA, INDICATE CARD ISSUE DATE. _____ Mo. / Day /Year	IS ENGLISH THE LANGUAGE YOU SPEAK AND WRITE MOST FREQUENTLY? (Check one) <input type="checkbox"/> YES <input type="checkbox"/> NO If NO, specify language: _____	HAVE YOU LIVED IN THE STATE OF CALIFORNIA FOR THE PAST 25 MONTHS? (Check one) <input type="checkbox"/> YES <input type="checkbox"/> NO If NO, since what date? Mo./Day/Year _____
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WITHIN THE PAST 25 MONTHS, HAVE YOU, OR IF UNDER 19, YOUR PARENTS: (Check YES or NO)

Maintained voter registration and voted in another state?	<input type="checkbox"/> NO <input type="checkbox"/> YES	If yes, indicate date	_____
Petitioned for a divorce in another state?	<input type="checkbox"/> NO <input type="checkbox"/> YES	If yes, indicate date	_____
Filed state income taxes in another state?	<input type="checkbox"/> NO <input type="checkbox"/> YES	If yes, indicate date	_____
Attended a college or university as a resident of another state?	<input type="checkbox"/> NO <input type="checkbox"/> YES	If yes, indicate date	_____

FAMILY INCOME: (Please Check one)

<input type="checkbox"/> 1. \$0-\$7,500	<input type="checkbox"/> 4. \$15,001-\$16,000	<input type="checkbox"/> 7. \$20,001-\$25,000	<input type="checkbox"/> 10. \$35,001-\$40,000	<input type="checkbox"/> 13. \$50,001-or above
<input type="checkbox"/> 2. \$7,501-\$10,000	<input type="checkbox"/> 5. \$16,001-\$17,000	<input type="checkbox"/> 8. \$25,001-\$30,000	<input type="checkbox"/> 11. \$40,001-\$45,000	<input type="checkbox"/> 14. Unknown
<input type="checkbox"/> 3. \$10,001-\$15,000	<input type="checkbox"/> 6. \$17,001-\$20,000	<input type="checkbox"/> 9. \$30,001-\$35,000	<input type="checkbox"/> 12. \$45,001-\$50,000	

FAMILY SIZE: Number in your household including yourself (Check one)

<input type="checkbox"/> 1	<input type="checkbox"/> 3	<input type="checkbox"/> 5	<input type="checkbox"/> 7	<input type="checkbox"/> 9	<input type="checkbox"/> 11	<input type="checkbox"/> 13	<input type="checkbox"/> 15
<input type="checkbox"/> 2	<input type="checkbox"/> 4	<input type="checkbox"/> 6	<input type="checkbox"/> 8	<input type="checkbox"/> 10	<input type="checkbox"/> 12	<input type="checkbox"/> 14	

HIGH SCHOOL EDUCATION STATUS: (Please Check one)

<input type="checkbox"/> 1. Not a high school graduate and not enrolled in high school	<input type="checkbox"/> 9	<input type="checkbox"/> 10	<input type="checkbox"/> 11	<input type="checkbox"/> 12
<input type="checkbox"/> 2. Not a high school graduate and currently enrolled in Adult School	<input type="checkbox"/> 9	<input type="checkbox"/> 10	<input type="checkbox"/> 11	<input type="checkbox"/> 12
<input type="checkbox"/> 3. Currently in high school and 2+2 program (Check current high school grade)	Mo/Year _____			
<input type="checkbox"/> 4. Currently enrolled in high school (Check current grade and month/year of graduation)	Mo/Year _____			
<input type="checkbox"/> 5. U.S. High School diploma (Enter month/year received)	Mo/Year _____			
<input type="checkbox"/> 6. G.E.D Certificate or High School certificate equivalency (Enter month/year received)	Mo/Year _____			
<input type="checkbox"/> 7. Certificate or California High School Proficiency (Enter month/year received)	Mo/Year _____			
<input type="checkbox"/> 8. Foreign secondary/high school Diploma/Certificate (enter month/year received)	Mo/Year _____			

DO YOU OBJECT TO SOUTHWESTERN COLLEGE RELEASING DIRECTORY INFORMATION? YES NO
 (Directory information is defined as name, date of birth, place of birth, address, telephone number, major field of study, dates of attendance, degrees and awards received. This does not include transcript information. Transcript information is released only upon written request of the student.)

PLEASE REGISTER ME IN THE FOLLOWING NONCREDIT COURSES:

Course Section Number	Name of Course	Start Date
NC		
NC		
NC		

SIGNATURE _____ DATE _____

MAP LEGEND

- ATM Machine
- Bicycle Parking Racks
- Bus Stop
- Coffee Cart
- Defibrillator
- Disabled Person Parking
- Emergency Blue Light
- Information/College Police
- Nurse
- Parking Permit Dispenser (One-day permits)
- Pay Phone
- Restrooms
- TDD Payphone
- Time Out Café
- Tradewinds

PARKING PERMITS REQUIRED AT ALL TIMES IN ALL LOTS.



SCHOOLS AND DEPARTMENTS

<ul style="list-style-type: none"> • Academic Affairs 213 • Academic Success Center 420 • Admissions and Records 1400 • Adult Education Block Grant 650 • AmeriCorps/Service Learning 1400 • Art Gallery 710B • Articulation 105M • ASO 600 • Assessment 1400 • Athletics 1700 • Automotive Technology 590 • Bookstore 630 • Business and Operations 1650 • Cafeteria/Student Union 610 • CalWORKS 1400 • Career Center 1400 • Center for International Trade Development 660 • Central Plant 1280 • Child Development Center 2000 • College Police Department 105D 	<ul style="list-style-type: none"> • Communications, Community and Government Relations 100D-1 • Continuing Education 660 • CTECS 1400 • Custodial 1200 • Disability Support Services 1400 • DSS High Tech. Center 420 • E.O.P.S. 1400 • Equity, Diversity, and Inclusion 651 • Evaluations 1400 • Facilities, Operations and Planning 1625 • Financial Aid 1400 • Financial Services 1663 • Fitness Center 1005 • Foundation 100D • Grounds 1260 • Gymnasium 1500 • Health, Exercise Science Building 1700 • Health Services/Campus Nurse 601F • Human Resources 1670 • Information 1400 	<ul style="list-style-type: none"> • Institutional Research, Planning and Grants 103A • Institutional Technology 211 • Instructional Support Services 105 • Landscape and Nursery Technology 1800 • Language Acquisition Center 440 • Learning Resource Center 620 • Library 620 • Lost and Found 105D • Maintenance 1200 • Math Lab 420 • Math/Science Center 390 • MESA Center 390 • Nurse 601F • Office Support Services 100 • Online Learning Support Center 620 • Outreach 1400 • Payroll Services 1660 • Perkins Office 660 • Planetarium 382 • Prop R Trailer 1688 	<ul style="list-style-type: none"> • Purchasing 1651 • Reading Lab 420 • South Bay Botanic Garden 1800 • Staff Development 620 • Student Accounts and Cashiering 1400 • Student Activities 600 • Student Affairs 1400 • Student Employment Services 1400 • Superintendent/President 100 • Tech Prep/2+2 200A • Tennis Center 1030 • Theatre/Mayan Hall 900 • Time Out Café 480 • Tradewinds Café 1505 • Transfer Center 1400 • Veterans Services 1400 • Veterans Resource Center 345 • Warehouse/Receiving 1100 • Women's Resource Center 1400 • Workability III 1400 • Writing Center 420 	<p>SCHOOL OF:</p> <ul style="list-style-type: none"> Arts, Communication and Social Sciences 702B Business and Technology 470 Counseling and Student Support Programs 1400 Language, Literature, and Humanities 430 Mathematics, Science, and Engineering 215 Wellness, Exercise Science, and Athletics 1700
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SOUTHWESTERN COLLEGE
900 Otay Lakes Road
Chula Vista, CA 91910-7299

PERIODICALS

ECRWSS
Postal Customer

Register Today! **ed2go Online Classes Via the Internet**

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

Online Classes start:

June 15, July 13, and August 17. See page 19 for details.

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

To request this schedule in alternate media, please call 619-485-6512 or TTY 619-482-6470