Continuing Education & Business Services
Spring/Summer 2016 Non-Credit Schedule

Real Estate

Allied Health

Personal Enrichment

Forklift Operator Training

Programs In Every Direction

Business Training/Skills Development

Youth and Family

National Symphony Orchestra

College for Kids

Hagerstown Community College
www.hagerstowncc.edu

Register for Classes at:
www.hagerstowncc.edu/coned
240-500-2236
It's Convenient to Register Online

- Go to the Hagerstown Community College website (www.hagerstowncc.edu)
- Click on the WebAdvisor link
- At the top of the page click “Continue to WebAdvisor”

New Student:
- Click on the Continuing Education tab
- Search/Register for Continuing Education Classes - This will take you to a search screen. For the best results, fill in “Search for” with the course title if it is known
- Click Submit at the bottom of the screen to search
- Put a check in the box next to the class you want to register for
- Click on the submit button
- Fill out the Personal Identification Information
- Fill out the Additional Registration Information
- Proceed to payment - enter credit card information to pay for your course

A confirmation letter will be mailed to your home address.

Returning Students:
- Log in with your HCC user id. *If you do not know your HCC user id please call the help desk at 240-500-2891.*
- Click on the Continuing Education tab
- Search/Register for Continuing Education Classes - This will take you to a search screen. For the best results, fill in “Search for” with the course title if it is known
- Click submit at the bottom of the screen
- Put a check in the box next to the class you want to register for
- Click submit at the bottom of the screen
- Proceed to payment - enter credit card information to pay for your course

A confirmation letter will be mailed to your home address.
Registration Form

Center for Continuing Education

Each student must use a separate registration form. Please send completed registration form and payment to the College. (Payment, invoice, or purchase order must accompany this registration.) This form may be duplicated. To avoid delay, please complete all information requested.

Mr. ☐ Ms. ☐ Mrs. ☐ Other ☐

Last Name ___________________________ First ___________________________ MI _______________ Maiden/ Former ___________________________

Home Address ___________________________

City ___________________________ State _______________ Zip Code _______________ County ___________________________

Phone: Home ___________________________ Work ___________________________ E-mail Address ___________________________

<table>
<thead>
<tr>
<th>Course #</th>
<th>Course Title</th>
<th>Begin Date</th>
<th>Tuition</th>
<th>Materials Fee</th>
<th>Reg. Fee</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Fee

Ethnicity: Are you of Hispanic or Latino origin?
☐ Yes ☐ No
Race: You may check more than one race,
☐ White ☐ Black or African American ☐ Asian
☐ American Indian or Alaskan Native ☐ Native Hawaiian or Pacific Islander
Information not used for admission. Federal regulations require colleges to report enrollment data by ethnic, racial, and gender categories.

Birthday
(mm/day/yr) ___________________________

Senior Citizen
(50 and over) ☐ Yes ☐ No

Employer’s Name ___________________________

Social Security # ___________________________

For Credit Card Use Only:
Card Holder’s Name ___________________________
Account No. ___________________________
Expiration Date ___________________________
Signature ___________________________
Billing Address for Card ___________________________

The Refund Policy is published in the current issue of the HCC Continuing Education Non-Credit Schedule. I certify that the information on this form is correct.

Signature ___________________________ Date ___________________________
Start a New Career as a Truck Driver or Forklift Operator

Grant funded training now available for qualified Maryland residents.
Discover your opportunities by calling 240-500-2236

www.hagerstowncc.edu/earn

“This project was funded in whole or in part by funds received from EARN Maryland, a Grant program of the Maryland Department of Labor, Licensing and Regulation.”
COLLEGE FOR KIDS

ANIMAL CARE/VETERINARY CAREERS
Veterinary Assistant
Pet Grooming

BUSINESS AND PROFESSIONAL DEVELOPMENT
AMA Management Certificate
Business Seminars
SCORE Seminars

CERTIFICATION AND LICENSURE
Child Care Professional Training
Hospitality
Horticulture
Insurance Licensure
Notary Public
Personal Trainer
Real Estate Online Classes

COMPUTERS
Senior Adult Computer Courses
Computers – General
Computers – Tablets/Smart Devices
Computers – Web Design
Computers – CAD
Business Computer Seminars
Repair/Networking
Ed2Go Online Computer Classes

TRANSPORTATION
CDL – Commercial Driver
Driver Education
Motorcycle Safety

INDUSTRIAL TECHNOLOGY AND TRADES
Alternative Energy
Trades

ALLIED HEALTH
Delegating Nurse
Drug Calculation
Health Seminars
Medicine Aide
Community Life Support
Nurse Refresher
Nursing Online

LIFELONG LEARNING
The Art Studio
Cake Decorating
History and Culture
Cultural and Historical Trips
Genealogy
Home and Garden
Life Enrichment
Music
Photography
Stained Glass
Writing
Lifelong Learning Courses—Online

YOUTH AND FAMILY
Dance
Ballet
Middle Eastern Dancing
Exercise
Yoga
Mind, Body, and Spirit

ADULT EDUCATION

REGISTRATION IS EASY
Off-Campus Locations

Hagerstown Community College does not assume any responsibility for any errors or changes that may be printed in our schedule.
Register online starting Feb. 22 at www.hagerstowncc.edu/kids
$15 early bird discount through March 31
Questions? Email cfk@hagerstowncc.edu
Please visit the CFK website for the most up-to-date class offerings at www.hagerstowncc.edu/kids

### Week 1—June 20-24

<table>
<thead>
<tr>
<th>Grade</th>
<th>Course #</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>2-3</td>
<td>CFK-237</td>
<td>WeDo Robotics, Do You?</td>
</tr>
<tr>
<td>2-3</td>
<td>CFK-320</td>
<td>I Spy</td>
</tr>
<tr>
<td>2-3</td>
<td>CFK-271</td>
<td>Jungle Adventure</td>
</tr>
<tr>
<td>2-3</td>
<td>CFK-328</td>
<td>Fables &amp; Fairy Tales</td>
</tr>
<tr>
<td>4-5</td>
<td>CFK-249</td>
<td>My Lego Robot is Better...</td>
</tr>
<tr>
<td>4-5</td>
<td>CFK-013</td>
<td>Computer Games are Elementary</td>
</tr>
<tr>
<td>4-5</td>
<td>CFK-016</td>
<td>Crime Scene Detectives</td>
</tr>
<tr>
<td>4-5</td>
<td>CFK-141</td>
<td>Mad Scientist</td>
</tr>
<tr>
<td>4-5</td>
<td>CFK-305</td>
<td>Making Music</td>
</tr>
<tr>
<td>6-8</td>
<td>CFK-240</td>
<td>Lego My Robot</td>
</tr>
<tr>
<td>6-8</td>
<td>CFK-331</td>
<td>Stopping Cyber Crooks and Online Villains</td>
</tr>
<tr>
<td>6-8</td>
<td>CFK-278</td>
<td>Creative Photography</td>
</tr>
<tr>
<td>6-8</td>
<td>CFK-092</td>
<td>Designing Your Own Computer Game</td>
</tr>
<tr>
<td>6-8</td>
<td>CFK-270</td>
<td>Girls Exploring Engineering</td>
</tr>
<tr>
<td>6-10</td>
<td>CFK-313</td>
<td>Beginning Phone App Design</td>
</tr>
</tbody>
</table>

### Week 2—June 27 - July 1

<table>
<thead>
<tr>
<th>Grade</th>
<th>Course #</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>2-3</td>
<td>CFK-237</td>
<td>WeDo Robotics, Do You?</td>
</tr>
<tr>
<td>2-3</td>
<td>CFK-318</td>
<td>Around the World in Five Days</td>
</tr>
<tr>
<td>2-3</td>
<td>CFK-324</td>
<td>Medieval Times</td>
</tr>
<tr>
<td>2-3</td>
<td>CFK-226</td>
<td>Blast Off Into Space</td>
</tr>
<tr>
<td>4-5</td>
<td>CFK-249</td>
<td>My Lego Robot is Better...</td>
</tr>
<tr>
<td>4-5</td>
<td>CFK-141</td>
<td>Mad Scientist</td>
</tr>
<tr>
<td>4-5</td>
<td>CFK-330</td>
<td>Minecraft for Maniacs</td>
</tr>
<tr>
<td>4-5</td>
<td>CFK-307</td>
<td>Puppet Theater</td>
</tr>
<tr>
<td>6-8</td>
<td>CFK-184</td>
<td>Making Ideas Come Alive w/ GameMaker</td>
</tr>
<tr>
<td>6-8</td>
<td>CFK-296</td>
<td>Forensic Microscopy</td>
</tr>
<tr>
<td>6-8</td>
<td>CFK-281</td>
<td>Academy STEM</td>
</tr>
<tr>
<td>6-10</td>
<td>CFK-312</td>
<td>Lego Evolution Hands-On, Minds-On</td>
</tr>
<tr>
<td>6-10</td>
<td>CFK-292</td>
<td>Maker of Worlds: Mastering Minecraft</td>
</tr>
<tr>
<td>8-10</td>
<td>CFK-194</td>
<td>Creating Animations 101</td>
</tr>
</tbody>
</table>
## HCC College for Kids 2016

### Week 3—July 11-15

<table>
<thead>
<tr>
<th>Grade</th>
<th>Course #</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>2-3</td>
<td>CFK-248</td>
<td>Ocean Adventures</td>
</tr>
<tr>
<td>2-3</td>
<td>CFK-222</td>
<td>Science Fun: The Magical 5 Senses</td>
</tr>
<tr>
<td>2-3</td>
<td>CFK-237</td>
<td>WeDo Robotics, Do You?</td>
</tr>
<tr>
<td>2-3</td>
<td>CFK-303</td>
<td>American Girls and Me</td>
</tr>
<tr>
<td>2-3</td>
<td>CFK-006</td>
<td>Kitchen Chemistry</td>
</tr>
<tr>
<td>4-5</td>
<td>CFK-295</td>
<td>Fossils and the Sands of Time</td>
</tr>
<tr>
<td>4-5</td>
<td>CFK-249</td>
<td>My Lego Robot is Better…</td>
</tr>
<tr>
<td>4-5</td>
<td>CFK-268</td>
<td>Animal Kingdom</td>
</tr>
<tr>
<td>4-5</td>
<td>CFK-307</td>
<td>Puppet Theater</td>
</tr>
<tr>
<td>4-5</td>
<td>CFK-013</td>
<td>Computer Games are Elementary</td>
</tr>
<tr>
<td>6-8</td>
<td>CFK-315</td>
<td>Shocking Fun with Electricity</td>
</tr>
<tr>
<td>6-8</td>
<td>CFK-092</td>
<td>Designing Your Own Computer Game</td>
</tr>
<tr>
<td>6-8</td>
<td>CFK-306</td>
<td>Music Theatre: Act, Sing and Dance</td>
</tr>
<tr>
<td>6-8</td>
<td>CFK-278</td>
<td>Creative Photography</td>
</tr>
<tr>
<td>6-10</td>
<td>CFK-313</td>
<td>Beginning Phone App Design</td>
</tr>
</tbody>
</table>

### Week 4—July 18-22

<table>
<thead>
<tr>
<th>Grade</th>
<th>Course #</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>2-3</td>
<td>CFK-324</td>
<td>Medieval Times</td>
</tr>
<tr>
<td>2-3</td>
<td>CFK-006</td>
<td>Kitchen Chemistry</td>
</tr>
<tr>
<td>2-3</td>
<td>CFK-255</td>
<td>Junie B. Jones Comes to HCC</td>
</tr>
<tr>
<td>2-3</td>
<td>CFK-237</td>
<td>WeDo Robotics, Do You?</td>
</tr>
<tr>
<td>4-5</td>
<td>CFK-013</td>
<td>Computer Games are Elementary</td>
</tr>
<tr>
<td>4-5</td>
<td>CFK-249</td>
<td>My Lego Robot is Better…</td>
</tr>
<tr>
<td>4-5</td>
<td>CFK-153</td>
<td>Pet Academy</td>
</tr>
<tr>
<td>4-5</td>
<td>CFK-300</td>
<td>Fundamentals of Cheerleading</td>
</tr>
<tr>
<td>6-8</td>
<td>CFK-184</td>
<td>Making Ideas Come Alive w/ GameMaker</td>
</tr>
<tr>
<td>6-8</td>
<td>CFK-246</td>
<td>Vet Academy</td>
</tr>
<tr>
<td>6-8</td>
<td>CFK-224</td>
<td>Rocketry and Space Flight</td>
</tr>
<tr>
<td>6-10</td>
<td>CFK-292</td>
<td>Maker of Worlds: Mastering Minecraft</td>
</tr>
<tr>
<td>6-10</td>
<td>CFK-312</td>
<td>Lego Evolution Hands-On, Minds-On</td>
</tr>
<tr>
<td>8-10</td>
<td>CFK-301</td>
<td>Advanced Photography</td>
</tr>
</tbody>
</table>
### Week 5—July 25-29

<table>
<thead>
<tr>
<th>Grade</th>
<th>Course #</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>2-3</td>
<td>CFK-303</td>
<td>American Girls and Me</td>
</tr>
<tr>
<td>2-3</td>
<td>CFK-327</td>
<td>Tribes of North America</td>
</tr>
<tr>
<td>2-3</td>
<td>CFK-237</td>
<td>WeDo Robotics, Do You?</td>
</tr>
<tr>
<td>4-5</td>
<td>CFK-283</td>
<td>If I Were A Dancer</td>
</tr>
<tr>
<td>4-5</td>
<td>CFK-249</td>
<td>My Lego Robot is Better. . .</td>
</tr>
<tr>
<td>4-5</td>
<td>CFK-330</td>
<td>Minecraft for Maniacs</td>
</tr>
<tr>
<td>4-5</td>
<td>CFK-298</td>
<td>Diary of A Wimpy Kid</td>
</tr>
<tr>
<td>4-5</td>
<td>CFK-321</td>
<td>Digital Maniacs</td>
</tr>
<tr>
<td>6-8</td>
<td>CFK-279</td>
<td>Leveling Up With GameMaker</td>
</tr>
<tr>
<td>6-8</td>
<td>CFK-332</td>
<td>Girls Exploring Manufacturing</td>
</tr>
<tr>
<td>6-10</td>
<td>CFK-292</td>
<td>Maker of Worlds: Mastering Minecraft</td>
</tr>
<tr>
<td>6-10</td>
<td>CFK-325</td>
<td>Drones and Other Things that Go Bump in the Sky</td>
</tr>
</tbody>
</table>

### Week 6—August 1-5

<table>
<thead>
<tr>
<th>Grade</th>
<th>Course #</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>2-3</td>
<td>CFK-322</td>
<td>American Sign Language</td>
</tr>
<tr>
<td>2-3</td>
<td>CFK-237</td>
<td>WeDo Robotics, Do You?</td>
</tr>
<tr>
<td>2-3</td>
<td>CFK-328</td>
<td>Fables &amp; Fairy Tales</td>
</tr>
<tr>
<td>4-5</td>
<td>CFK-333</td>
<td>Introductory Spanish</td>
</tr>
<tr>
<td>4-5</td>
<td>CFK-329</td>
<td>American Girls and Me: Her Story</td>
</tr>
<tr>
<td>4-5</td>
<td>CFK-120</td>
<td>The World of Harry Potter</td>
</tr>
<tr>
<td>4-5</td>
<td>CFK-330</td>
<td>Minecraft for Maniacs</td>
</tr>
<tr>
<td>6-8</td>
<td>CFK-315</td>
<td>Shocking Fun with Electricity</td>
</tr>
<tr>
<td>6-8</td>
<td>CFK-323</td>
<td>Create a Fictional World</td>
</tr>
<tr>
<td>6-10</td>
<td>CFK-326</td>
<td>Minecraft Modding and More</td>
</tr>
<tr>
<td>6-10</td>
<td>CFK-314</td>
<td>Lego Cup Robot Wars</td>
</tr>
<tr>
<td>8-10</td>
<td>CFK-309</td>
<td>3D Game Development</td>
</tr>
</tbody>
</table>

Please visit the CFK website for the most up-to-date class offerings at www.hagerstowncc.edu/kids
College for Kids has moved to electronic forms! After registering, look for an email from CampDocs. It will guide you through the process of filling out the Health and Student forms online. Please be sure to give a current email address when registering.

Questions? Call 240-500-2236.

Interesting in being a volunteer at CFK? We need volunteers for the following areas: Classroom aides, Check-In, and Before and After Care. Contact Volunteer Services at 240-500-2217 or volunteerservices@hagerstowncc.edu if you're interested.

“Mini” College for Kids

The HCC Children’s Learning Center will be coordinating with College for Kids (CFK) during summer 2016 and offering child care for younger siblings of CFK students. Mini College for Kids includes fun, educational weeks for younger children, ages five to seven, in a full- or half-day environment.

Theme-based weeks will be offered and will vary by week.

For additional information, please contact Terry Kitchen at 240-500-2322, or email tjkitchen@hagerstowncc.edu.


To register, call 240-500-2236
Grades 2-3

**Kitchen Chemistry**
You’ll be cooking up “chemistry” in this highly motivating and creatively yummy chemistry experience. Investigate through cooking, stories, games, music, and experiments.
Total: $179 ($149, materials $22, reg $8)

<table>
<thead>
<tr>
<th>Code</th>
<th>Times</th>
<th>Dates</th>
<th>Instructors</th>
</tr>
</thead>
<tbody>
<tr>
<td>CFK-006-C</td>
<td>MTuWThF 8:45AM–4:00PM</td>
<td>Jul 11 – Jul 15</td>
<td>A. Martin</td>
</tr>
<tr>
<td>CFK-006-D</td>
<td>MTuWThF 8:45AM–4:00PM</td>
<td>Jul 18 – Jul 22</td>
<td>A. Martin</td>
</tr>
</tbody>
</table>

**Science Fun: The Magical Five Senses**
Join your friends for science fun, while learning about the five senses: taste, touch, smell, sight and hearing. "Take the Science Fun!" adventure filled with hands-on projects, games, story time, crafts, and music.
Total: $179 ($149, materials $22, reg $8)

<table>
<thead>
<tr>
<th>Code</th>
<th>Times</th>
<th>Dates</th>
<th>Instructors</th>
</tr>
</thead>
<tbody>
<tr>
<td>CFK-222-C</td>
<td>MTuWThF 8:45AM–4:00PM</td>
<td>Jul 11 – Jul 15</td>
<td>K. Neiman</td>
</tr>
</tbody>
</table>

**Blast Off Into Space**
Get ready to blast off into fun. Travel with us through the solar system to explore the planets, stars, sun, and moon. We will explore the Solar System and learn about the NASA space program. Several activities that are a part of this exciting adventure include solar system role play, model making, virtual trips through space, and much more.
Total: $174 ($149, materials $17, reg $8)

<table>
<thead>
<tr>
<th>Code</th>
<th>Times</th>
<th>Dates</th>
<th>Instructors</th>
</tr>
</thead>
<tbody>
<tr>
<td>CFK-226-B</td>
<td>MTuWThF 8:45AM–4:00PM</td>
<td>Jun 27 – Jul 01</td>
<td>E. Hill</td>
</tr>
</tbody>
</table>

**We Do Robotics, Do You?**
Take me to your leader! Wait, you become the leader as you learn to create and program animated robots. Using LEGOs, a computer, and your imagination, plan and engineer a series of projects that show you have the stuff to become a future robot designer.
Total: $184 ($159, materials $17, reg $8)

<table>
<thead>
<tr>
<th>Code</th>
<th>Times</th>
<th>Dates</th>
<th>Instructors</th>
</tr>
</thead>
<tbody>
<tr>
<td>CFK-237-A</td>
<td>MTuWThF 8:45AM–4:00PM</td>
<td>Jun 20 – Jun 24</td>
<td>M. Niebauer</td>
</tr>
<tr>
<td>CFK-237-B</td>
<td>MTuWThF 8:45AM–4:00PM</td>
<td>Jun 27 – Jul 01</td>
<td>M. Niebauer</td>
</tr>
<tr>
<td>CFK-237-C</td>
<td>MTuWThF 8:45AM–4:00PM</td>
<td>Jul 11 – Jul 15</td>
<td>M. Niebauer</td>
</tr>
<tr>
<td>CFK-237-D</td>
<td>MTuWThF 8:45AM–4:00PM</td>
<td>Jul 18 – Jul 22</td>
<td>K. Longerbeam</td>
</tr>
<tr>
<td>CFK-237-E</td>
<td>MTuWThF 8:45AM–4:00PM</td>
<td>Jul 25 – Jul 29</td>
<td>T. Shade</td>
</tr>
<tr>
<td>CFK-237-F</td>
<td>MTuWThF 8:45AM–4:00PM</td>
<td>Aug 01 – Aug 05</td>
<td>T. Shade</td>
</tr>
</tbody>
</table>

**Ocean Adventures**
Embark on an undersea adventure and learn about amazing sea creatures and mammals that depend on the sea. Get a taste of chemistry as we test the differences between fresh and salt water. There will be hands-on projects, games, story time, music, and art.
Total: $174 ($149, materials $17, reg $8)

<table>
<thead>
<tr>
<th>Code</th>
<th>Times</th>
<th>Dates</th>
<th>Instructors</th>
</tr>
</thead>
<tbody>
<tr>
<td>CFK-248-C</td>
<td>MTuWThF 8:45AM–4:00PM</td>
<td>Jul 11 – Jul 15</td>
<td>A. Cale</td>
</tr>
</tbody>
</table>

**Junie B. Jones Comes to HCC**
Dear Journal, Wait until you hear this. Hurray. Hurray. I am going to college! Me, the one and only, Junie B. Jones. Please, please join me for a fantastically fun week of activities. Can you believe it? All the activities are going to be about some of my very own books. This is going to be the bestest week of our lives I tell you. Your friend, Junie B. Jones
Total: $174 ($149, materials $17, reg $8)

<table>
<thead>
<tr>
<th>Code</th>
<th>Times</th>
<th>Dates</th>
<th>Instructors</th>
</tr>
</thead>
<tbody>
<tr>
<td>CFK-255-D</td>
<td>MTuWThF 8:45AM–4:00PM</td>
<td>Jul 18 – Jul 22</td>
<td>C. Hausler</td>
</tr>
</tbody>
</table>

**Jungle Adventure**
Go on a tropical rain forest learning expedition and see what amazing plants and animals can be found there. Learn about the rain forest and its habitat through hands-on projects, games, music, and art.
Total: $174 ($149, materials $17, reg $8)

<table>
<thead>
<tr>
<th>Code</th>
<th>Times</th>
<th>Dates</th>
<th>Instructors</th>
</tr>
</thead>
<tbody>
<tr>
<td>CFK-271-A</td>
<td>MTuWThF 8:45AM–4:00PM</td>
<td>Jun 20 – Jun 24</td>
<td>A. Martin</td>
</tr>
</tbody>
</table>
American Girls and Me
American Girl fans, come enjoy exploring the history and culture of the American Girl book series while you write and share about yourself. You will make butter and bread like Felicity Merriman would have during the colonial times. Learn to dance the jitterbug like Molly in the 1940s, and be an aspiring journalist and report out the daily scoop like Kit. Enjoy lively craft-filled days and top off the week with a fancy tea party in your finest dresses. Dolls are invited to attend the festivities.
Total: $189 ($159, materials $22, reg $8)

CFK-303-C  MTuWThF  8:45AM–4:00PM  Jul 11 – Jul 15  CPB 214
CFK-303-E  MTuWThF  8:45AM–4:00PM  Jul 25 – Jul 29  CPB 213

Around the World in Five Days
Let’s take a trip around the world this week and learn about various diverse and cultural destinations. You will explore different landforms and create a salt map to show your knowledge. No suitcases needed.
Total: $184 ($159, materials $17, reg $8)

CFK-318-B  MTuWThF  8:45AM–4:00PM  Jun 27 – Jul 01  CPB 211

I Spy...
Investigate a world too small to be seen with just the human eye. Conduct experiments, learn about science, and explore the world of the minute. Have fun in this great hands-on class and see what you can spy with your eye.
Total: $174 ($149, materials $17, reg $8)

CFK-320-A  MTuWThF  8:45AM–4:00PM  Jun 20 – Jun 24  CPB 212

American Sign Language
Immerse yourself in the language of the deaf and hearing impaired. Learn to express needs and respond to questions using sign language. Overview of commonly used vocabulary, alphabet and numbers as we seek to understand the culture of the deaf community.
Total: $174 ($149, materials $17, reg $8)

CFK-322-F  MTuWThF  8:45AM–4:00PM  Aug 01 – Aug 05  CPB 211

Medieval Times
Ever wonder how dragons became such an important part in Medieval Times legends or who the famous knights were during this time? Want to learn about traditional dishes and plan a feast fit for a King? Well come and step back in time and see if you have what it takes to survive during Medieval Times. You will learn about the daily activities and lifestyle of peasants and royalty during the Middle Ages, study how to become a knight, research and make coat of arms/family crests, and build a castle.
Total: $174 ($149, materials $17, reg $8)

CFK-324-B  MTuWThF  8:45AM–4:00PM  Jun 27 – Jul 01  CPB 214
CFK-324-D  MTuWThF  8:45AM–4:00PM  Jul 18 – Jul 22

Tribes of North America
Travel back in time to find out how Tribes of North America lived. You will learn about and recreate many aspects of their lives such as pictograph writing. We will make various items that the Native Americans would have used, foods they would have eaten, and clothes they would have worn. We will use technology to further explore the life and traditions of the Intuit, Iroquois, Seminole, Navajo, and Sioux tribes.
Total: $174 ($149, materials $17, reg $8)

CFK-327-E  MTuWThF  8:45AM–4:00PM  Jul 25 – Jul 29  CPB 210

Fables & Fairy Tales
Come and explore the world through fables and fairy tales. Travel to Mulan’s China or go see the Hunchback of Notre Dame in France. Explore Pinocchio’s Italy, Merlin’s England, and the Ice Princess’ Norway. Each day we will explore a popular fairy tale and learn about the country in which it originated in. In addition to looking at famous fairy tales we will study how fables have been used teach morals and values. We will study fables such as The Tortoise and the Hare, The Lion and the Mouse, and Peter and the Wolf. As we read and study these stories we will look at how they connect to one another and impact the world we live in today.
Total: $189 ($164, materials $17, reg $8)

CFK-328-A  MTuWThF  8:45AM–4:00PM  Jun 20 – Jun 24  CPB 210
CFK-328-F  MTuWThF  8:45AM–4:00PM  Aug 01 – Aug 05  CPB 210
Grades 4-5

Computer Games Are Elementary
Stop staring at your monitor and become the star of your own computer game. Put yourself in the middle of the action as we digitally insert you into your own animated adventure. Work with graphics, create a storyline, insert sound effects, and package your game for family and friends. Total: $174 ($149, materials $17, reg $8)

CFK-013-A M TuWThF 8:45AM–4:00PM Jun 20 – Jun 24 K. Billings
CFK-013-C M TuWThF 8:45AM–4:00PM Jul 11 – Jul 15 K. Billings
CFK-013-D M TuWThF 8:45AM–4:00PM Jul 18 – Jul 22 D. Covington

Crime Scene Detectives
You will be hot on the trail solving mysteries that involve the whole class, using detective skills such as observation and deduction, print lifting and comparison, powder analysis, and chromatography. Gather evidence to catch the culprits. Total: $179 ($149, materials $22, reg $8)

CFK-016-A M TuWThF 8:45AM–4:00PM Jun 20 – Jun 24 A. Hersh

The World of Harry Potter
The world of Harry Potter is filled with science, story, math, muggles, history, and hilarity. Come join us as we explore everything that makes the Hogwarts universe magical and mysterious, dramatic and detailed, creative and crafty. Grab the Hogwarts Express at Platform 9 3/4 for a week full of fun! Total: $184 ($159, materials $17, reg $8)

CFK-120-F M TuWThF 8:45AM–4:00PM Aug 01 – Aug 05 E. Hill
CPB 213

Mad Scientist
Captive your curiosity and ignite your imagination during this week of way "cool" scientific discovery. Conduct experiments, research answers, and record findings. Discover the science that is all around you in every-day stuff. Make slime, find the density of popcorn, and explore the chemistry of bubbles. Total: $179 ($149, materials $22, reg $8)

CFK-141-A M TuWThF 8:45AM–4:00PM Jun 20 – Jun 24 S. Miller
CFK-141-B M TuWThF 8:45AM–4:00PM Jun 27 – Jul 01 S. Miller

Pet Academy
Do you love animals? Join your friends for this great class with “Pawsitively” exciting activities that will teach you about the care of domestic animals and how they help us. You will learn about animal care, first aid, and basic training. Total: $184 ($149, materials $27, reg $8)

CFK-153-D M TuWThF 8:45AM–4:00PM Jul 18 – Jul 22 M. Busky
CPB 211

My LEGO Robot Is Better Than Yours
Welcome to your first class in LEGO Robotics. Before long, you’ll be in control of your robot as you learn to program your creation to move in different directions or sense light versus dark. Projects will include building various robots that involve motors, gears, light sensors, touch sensors, and even music. Total: $184 ($159, materials $17, reg $8)

CFK-249-A M TuWThF 8:45AM–4:00PM Jun 20 – Jun 24 G. Burger
CFK-249-B M TuWThF 8:45AM–4:00PM Jun 27 – Jul 01 B. Hurley
CFK-249-C M TuWThF 8:45AM–4:00PM Jul 11 – Jul 15 B. Hurley
CFK-249-D M TuWThF 8:45AM–4:00PM Jul 18 – Jul 22 R. Hunter-Thomas
CFK-249-E M TuWThF 8:45AM–4:00PM Jul 25 – Jul 29 L. Tritle

Animal Kingdom
Join in on all of the crazy animal fun, while learning about the kingdom they live in! You will learn about wonderful wallabies, giant giraffes, kingly lions, clever camels, fabulous frogs, and more. Go around the world visiting cool animals, the places where they live, and the people that take care of them. Total: $174 ($149, materials $17, reg $8)

CFK-268-C M TuWThF 8:45AM–4:00PM Jul 11 – Jul 15 J. White
CPB 230

If I Were a Dancer
Have fun dancing every day. Spark your imagination while learning to dance. Unlimited fun and movement exploration await you. A pre-week letter will tell you what to wear when you dance. Total: $174 ($149, materials $17, reg $8)

CFK-283-E M TuWThF 8:45AM–4:00PM Jul 25 – Jul 29 K. Carpenter
Fossils and the Sands of Times
Do you know that the sand stuck between your toes at the beach last summer was millions of years old? Where do you think that sand came from? Is all sand alike? Students will use digital microscopes to analyze, identify and photograph sands from around the world and study crystals and fossils.
Total: $179  ($149, materials $22, reg $8)
CFK-295-C  MTuWThF  8:45AM–4:00PM  Jul 11 – Jul 15
T. Biddinger

Diary of a Wimpy Kid
Students will celebrate all things Wimpy with the characters from the book series: games, trivia, and fun. Students will recreate some of the best escapades from the books, practice illustrating cartoon characters, and start a diary. Students will be able to explore the Wimpy Kid series in great detail and learn the characters and their traits. Students will celebrate the “Dog Days of Summer” with this great experience of the Wimpy Kid series.
Total: $174  ($149, materials $17, reg $8)
CFK-298-E  MTuWThF  8:45AM–4:00PM  Jul 25 – Jul 29
K. Neiman

Fundamentals of Cheerleading
Rah! Rah! Rah! Calling all aspiring or beginning cheerleaders who want to learn the fundamentals of cheer. You will learn the fundamentals of basic motion, jumps, cheers, dance, and stunts. Explore historical figures of cheer as you learn the history of this unique sport.
Total: $174  ($149, materials $17, reg $8)
CFK-300-D  MTuWThF  8:45AM–4:00PM  Jul 18 – Jul 22
A. Seal

Making Music
Band Camp lovers, you will enjoy making music this week. Each day you will be learning a different style such as concert, jazz, orchestra, marching, and theater pit band. Get ready to show off what you have learned at the end of the week as we assemble together for a Friday afternoon concert. Bring your instrument or notify us in advance if you are in need of one. Students should have completed two or more years of school band or private lessons. All instruments welcome.
Total: $189  ($159, materials $22, reg $8)
CFK-305-A  MTuWThF  8:45AM–4:00PM  Jun 20 – Jun 24
H. Nowell

Puppet Theater
Become a puppeteer this week as you learn the history and evolution of puppets. Explore and make various types of puppets, such as finger puppets, stick puppets, marionettes, moving-mouth hand puppets, and other assorted puppets. You will create a skit casting the puppets that you and your classmates create and put them to the test at the end of the week.
Total: $189  ($159, materials $22, reg $8)
CFK-307-B  MTuWThF  8:45AM–4:00PM  Jun 27 – Jul 01
H. Nowell

Digital Maniacs
Claim your part in the YouTube generation and go crazy with digital media. Create a movie from videos and digital pictures. Run your own sound studio and mix and match audio and music. Craft a digital cartoon or movie that tells a story or introduces the world’s next superhero.
Total: $184  ($159, materials $17, reg $8)
CFK-321-E  MTuWThF  8:45AM–4:00PM  Jul 25 – Jul 29
D. Covington

American Girls and Me: Her Story
Friendship, fun, perseverance, and courage. What do you think of when you hear these words? Hopefully, it is an exciting week of American Girl activities! Come explore even more about the American Girl series from songs and games of different time periods in American history, foods and crafts related to each of the dolls. For students who have already completed the first class (American Girls and Me), this additional class promises a week full of history and hands-on creativity!
Total: $189  ($164, materials $17, reg $8)
CFK-329-F  MTuWThF  8:45AM–4:00PM  Aug 01 – Aug 05
M. Cullers

To register, call 240-500-2236
Minecraft for Maniacs
Dive into the secret world of Minecraft and rediscover the joy of building with blocks. Visit new blocky worlds and join your team in finding bigger and better Minecraft adventures. Share game experiences and use critical thinking skills to overcome game obstacles. You must have a Minecraft account for the PC/MAC before starting the class.
Total: $174 ($149, materials $17, reg $8)

CFK-330-B  MTuWThF  8:45AM–4:00PM  Jun 27 – Jul 01  C. Kerr
CFK-330-E  MTuWThF  8:45AM–4:00PM  Jul 25 – Jul 29  C. Kerr
CFK-330-F  MTuWThF  8:45AM–4:00PM  Aug 01 – Aug 05  C. Kerr

Introductory Spanish  NEW
Learn the basics of one of the most widely-spoken languages on the planet! Understand the fundamentals of the Spanish alphabet and language. Spend a week this summer becoming bi-lingual. This course is for beginners.
Total: $174 ($149, materials $17, reg $8)

CFK-333-F  MTuWThF  8:45AM–4:00PM  Aug 01 – Aug 05  N. Rivera

Grades 6–10

Maker of Worlds: Mastering Minecraft
Team up with other players in this sensational world that’s built one block at a time. Using the tools and mechanics of Minecraft, build a game with your team and share the results with the other students and the world. You must have a Minecraft account for the PC/MAC before starting the class.
Total: $184 ($159, materials $17, reg $8)

CFK-292-B  MTuWThF  8:45AM–4:00PM  Jun 27 – Jul 01  K. Billings
CFK-292-D  MTuWThF  8:45AM–4:00PM  Jul 18 – Jul 22  C. Kerr
CFK-292-E  MTuWThF  8:45AM–4:00PM  Jul 25 – Jul 29  K. Billings

LEGO Evolution Hands-On, Minds-On
Reach the next stage of robot development with a brand new platform from LEGO that stretches the imagination. Climb obstacles, sort objects, or remotely control with more design and programming challenges than ever before.
Total: $184 ($159, materials $17, reg $8)

CFK-312-B  MTuWThF  8:45AM–4:00PM  Jun 27 – Jul 01  L. Tritle
CFK-312-D  MTuWThF  8:45AM–4:00PM  Jul 18 – Jul 22  L. Tritle

Beginning Phone App Design
There may not be an App for “that” but there could be when you finish this class. Discover the secrets to creating smartphone applications and publishing them so you can share your genius with the world.
Total: $184 ($159, materials $17, reg $8)

CFK-313-A  MTuWThF  8:45AM–4:00PM  Jun 20 – Jun 24  C. Kerr
CFK-313-C  MTuWThF  8:45AM–4:00PM  Jul 11 – Jul 15  C. Kerr

LEGO Cup Robot Wars
Compete with your team mates and other classes in solving problems using LEGO’s newest robotic platform. Bring it as you face off and show why your robot is better, faster, smarter, and stronger. LEGO Evolution class recommended before attending.
Total: $184 ($159, materials $17, reg $8)

CFK-314-F  MTuWThF  8:45AM–4:00PM  Aug 01 – Aug 05  L. Tritle

Drones and Other Things That Go Bump in The Sky
Whether a fixed-wing or vertical takeoff craft, the idea of piloting your own drone is exciting. But, there’s more to drones, or Unmanned Aerial Vehicles, than just grabbing the controller and buzzing around your siblings head. Explore the different types of UAV’s and how they work, their uses and limitations, and laws related to flight restrictions. Includes live demos of different aerial platforms.
Total: $184 ($159, materials $17, reg $8)

CFK-325-E  MTuWThF  8:45AM–4:00PM  Jul 25 – Jul 29
Minecraft Modding and More  
Join the advanced Minecraft maniacs in creating mods, setting up Minecraft server side, and writing code to modify the Minecraft environment. Meet the Blockly program language and of course play lots of original Minecraft maps. You must have a Minecraft account for the PC/MAC before starting the class.
Total: $184  ($159, materials $17, reg $8)
CFK-326-F  M TuWThF  8:45AM–4:00PM  Aug 01 – Aug 05  
K. Billings  

Grades 6-8  

Designing Your Own Computer Game  
Don’t just play computer games - learn to design them. From storyboarding to beta testing, take the steps to bring your ideas to life on the computer screen. Experiment with game animation software and learn more about a career as a game designer and programmer. You might just create the next big gaming hit.
Total: $184  ($159, materials $17, reg $8)
CFK-092-A  M TuWThF  8:45AM–4:00PM  Jun 20 – Jun 24  
S. Ingraham  
CFK-092-C  M TuWThF  8:45AM–4:00PM  Jul 11 – Jul 15  
S. Ingraham  

Making Ideas Come Alive With Game Maker  
Build games without learning a programming language. Use drag-and-drop techniques to add backgrounds, animation, sound effects, and more. Create puzzle games, scrolling scenes, problem solvers, or adventures with a little hard work. Fun projects and the opportunity to experiment with your ideas make this a must for future game designers.
Total: $184  ($159, materials $17, reg $8)
CFK-184-B  M TuWThF  8:45AM–4:00PM  Jun 27 – Jul 01  
S. Ingraham  
CFK-184-D  M TuWThF  8:45AM–4:00PM  Jul 18 – Jul 22  
S. Ingraham  

Rocketry and Space Flight  
Use your brain and your imagination to explore the world of flight, engineering, and rocketry. Design and build things that fly. Explore the world of space travel and astronauts.
Total: $179  ($149, materials $22, reg $8)
CFK-224-D  M TuWThF  8:45AM–4:00PM  Jul 18 – Jul 22  
J. Barnhart  

LEGO My Robot  
Let out your mad genius and go robotic. Create everything from vehicles to a partial humanoid robot. Face the challenge of planning your LEGO robot and then building it one piece at a time. Add sensors, motors, and program your vehicle or robot to follow your commands.
Total: $184  ($159, materials $17, reg $8)
CFK-246-A  M TuWThF  8:45AM–4:00PM  Jun 20 – Jun 24  
D. Covington  

Vet Academy  
Do you love animals and have an interest in veterinary medicine? Learn how animals benefit our society and how to care for animals. Learn about body systems, diseases, parasites, and common illnesses in domestic animals through hands-on experience and lab activities. Career paths for veterinary medicine will also be covered.
Total: $199  ($149, materials $42, reg $8)
CFK-246-D  M TuWThF  8:45AM–4:00PM  Jul 18 – Jul 22  
CPB 213  

Creative Photography  
Do you like to take pictures? Learn all about the world of photography. Explore composition, light, shadow, computer manipulations, and images. Have fun creating beautiful works of art from your photographs. This is a hands-on class that will help you to get creative with your camera and computer. Bring your own camera for the week or use one of ours.
Total: $184  ($149, materials $27, reg $8)
CFK-278-A  M TuWThF  8:45AM–4:00PM  Jun 20 – Jun 24  
A. Hammond  
CPB 121  
CFK-278-C  M TuWThF  8:45AM–4:00PM  Jul 11 – Jul 15  
S. Schaefer  
CPB 121  

Leveling Up With Game Maker  
Build on the ideas taught in Making Ideas Come Alive With Game Maker to take your dreams and creativity to a whole new level. Programming techniques add in even more customization. Create your own 2D game including features such as: power-ups, cut scenes, gravity, health bars, saves, character stats, and multi-player.
Total: $184  ($159, materials $17, reg $8)
CFK-279-E  M TuWThF  8:45AM–4:00PM  Jul 25 – Jul 29  
S. Ingraham  

To register, call 240-500-2236
Go Girl Power!
Career exploration and personal discovery are the focus of this special group of classes targeting middle school girls. If you are a girl entering Grades 6-8, talk with your parents about applying for Girl Power grants that reduce the class cost to only $8. Complete a grant application online at www.hagerstowncc.edu/cfk/students.

Stopping Cyber Crooks and Online Villains
You see it in the news every week: Another store hacked or a government system attacked. What can you do about it? Become a future Cyber Warrior and start to defend your personal information and computers as you explore cybersecurity risks and solutions in this fast-paced class.
CFK-331-A
June 20 – 24, Monday – Friday, 8:45 a.m.–4 p.m.
Tuition: $158 + $8 registration fee
This material is based upon work supported by the National Science Foundation under Grant No. DUE-1400528.

Girls Exploring Engineering
Do you love to solve challenges and make a difference? Put your imagination to work in this great Girls Exploring Engineering week. Engineers travel the world, love their work, are never bored, and make a difference through their discoveries. Join your friends in fun hands-on activities that involve designing, building, and testing. Quench your curiosity this summer. Learn how engineers can change the world, protect the earth, and make a difference.
CFK-270-AP
June 20 – 24, Monday – Friday, 8:45 a.m.–4 p.m.
Tuition: $158 + $8 registration fee
This grant is provided due to the generosity of JLG Industries, Inc.

Girls Exploring Manufacturing
People building things is what made America great. You can plan the next great idea and explore the world of manufacturing in a class that is fun and hands-on. See how 3-D printing can build a concept in hours or how a robot can solve problems and make manufacturing faster and safer. Advanced technology has made manufacturing a cool field that uses your imagination!
CFK-332-E
July 25 – 29, Monday – Friday, 8:45 a.m.–4 p.m.
Tuition: $158 + $8 registration fee
This material is based upon work supported by the National Science Foundation under Grant No. DUE-1501854.

Questions about the grant process? Contact the CFK office at cfk@hagerstowncc.edu.
Forensic Microscopy
It’s the catnapping crime of the century: Fluffy the cat has been catnapped from a VIP! Teams of student investigators in this class use forensic science to find Fluffy. Using biotechnology and microscopes, students will analyze fingerprints, fibers, handwriting, ink, blood, hair, DNA and other clues to solve crimes and mysteries!
Total: $179 ($149, materials $22, reg $8)
CFK-296-B M Tu W Th F 8:45 AM – 4:00 PM Jun 27 – Jul 01
T. Biddinger

Music Theater: Act, Sing and Dance
“Break a Leg” this week as you embark on a theatre journey which includes dancing, singing, comedy, and other elements of theater. You will explore and create prop designs, stage crew development, and script writing. Be ready to show off as the week will end with a performance to end all performances.
Total: $184 ($159, materials $17, reg $8)
CFK-306-C M Tu W Th F 8:45 AM – 4:00 PM Jul 11 – Jul 15

Shocking Fun With Electricity
Explore the world of electricity and learn to harness the power that makes everything work today. Work with motors, resistors, switches, solar cells, and more to create everything from basic circuits to voice recorders and even a simple radio.
Total: $174 ($149, materials $17, reg $8)
CFK-315-C M Tu W Th F 8:45 AM – 4:00 PM Jul 11 – Jul 15
D. Caster
CFK-315-F M Tu W Th F 8:45 AM – 4:00 PM Aug 01 – Aug 05
D. Caster

Create a Fictional World
NEW
Do you love to read and write stories? Are your favorite stories the ones that take place in “worlds” of their own? If you love science fiction and fantasy like Harry Potter, Percy Jackson, Ender’s Game, and Star Wars, this class is for you! Go behind the scenes of some of literature's most famous fantasy/sci-fi settings, then create one of your own. Develop a “world” journal that will help you establish the rules of your own special fictional place.
Total: $174 ($149, materials $17, reg $8)
CFK-323-F M Tu W Th F 8:45 AM – 4:00 PM Aug 01 – Aug 05
J. Castillo

3D Game Development
Join the professional coders and use a popular 3D game engine to create a unique game play experience. Based on the Unity 3D engine, you’ll manipulate pre-made models and write code to produce game prototypes just like the software companies that publish your favorite titles.
Total: $184 ($159, materials $17, reg $8)
CFK-309-F M Tu W Th F 8:45 AM – 4:00 PM Aug 01 – Aug 05
S. Ingraham

Academy STEM
Discover how and why and be an explorer in Academy STEM! Have fun with hands-on activities as you spend a few days of discovery in biotechnology, cyber security, alternative energy, and engineering.
Total: $179 ($149, materials $22, reg $8)
CFK-281-B M Tu W Th F 8:45 AM – 4:00 PM Jun 27 – Jul 01

Grades 8-10

Creating Animations 101
Computer animations are taking the entertainment and gaming industry to a new level. Explore the world of animation and bring your own ideas to life. Learn the secrets to using software tools through hands-on projects.
Total: $184 ($159, materials $17, reg $8)
CFK-194-B M Tu W Th F 8:45 AM – 4:00 PM Jun 27 – Jul 01

Advanced Photography
Students will take their photography skills to the next level and explore the fine art of photography with advanced editing and composition skills. Students will learn the basic elements of art as it relates to photography.
Total: $199 ($159, materials $32, reg $8)
CFK-301-D M Tu W Th F 8:45 AM – 4:00 PM Jul 18 – Jul 22
S. Schaefer
CPB 230

To register, call 240-500-2236
Extended Services - Before Care Childcare runs from 7:15 to 8:45 a.m. and After Care is from 4:30 to 6 p.m. HCC will accompany your child to their CFK class and/or After Care location. Please register for the Before Care and/or After Care course in addition to the CFK course.

Student’s Grade level - Grades listed refer to the grade your child will be entering in the Fall school year of 2016.

Required Forms

- All Health and Student forms will be collected by CampDocs. Please make sure you provide a valid email address when registering for a CFK course. Check your inbox for an email from register@campdoc.com (be sure to check your spam folder). All forms must be completed two weeks prior to camp. Students may be dropped without a refund if documents aren’t completed.

- For questions, call 240-500-2236 or email cfk@hagerstowncc.edu.

Lunch - Students will be escorted to and from their classroom and supervised during lunch. If students are packing lunch, please send a lunch box that does not require refrigeration. Lunch may also be purchased on campus. HCC “Go Green” debit cards will be available for purchase.

Snacks - You may send a snack and drink with your child.

Security and Safety - Hagerstown Community College is committed to providing a safe learning environment for its students.

- Parents or Guardians must sign their child in and out of class each day.

- Students are escorted to and from all activities.

- Staff will escort students who are not picked up 15 minutes after camp ends to Continuing Education Suite, room 221.

Questions - If you need additional information, call 240-500-2236, visit www.hagerstowncc.edu/kids, or email cfk@hagerstowncc.edu.
College for Kids Checklist

Registration Process
• Confirm your child meets the grade or age requirements for the class section selection. (Grade listed refers to the grade your child will be entering the Fall 2016 school year.)

Register online! Visit www.hagerstowncc.edu/kids for more information.
• Registration is also available by phone at 240-500-2236, in person, or by mail. See registration form and information on the inside cover of this schedule.

Required Forms
• All Health and Student forms will be collected by CampDocs. Please make sure you provide a valid email address when registering for a CFK course. Check your inbox for an email from register@campdoc.com (be sure to check your spam folder). All forms must be completed two weeks prior to camp. Students may be dropped without a refund if documents aren’t completed.
• For questions, call 240-500-2236 or email cfk@hagerstowncc.edu.

Confirmations
• Confirmation of your child’s registration will be sent by mail.
• Please check the confirmation to ensure your child is enrolled in the proper camp and week.

Final Step
• You will receive an email containing a map with the location of Monday morning check-in and location of your class.

Students With Disabilities
If your child has a documented disability (learning, physical, medical, or emotional) you must contact the Disability Support Services (DSS) Office at 240-500-2273 to discuss your child’s needs and potential accommodation.
• You must contact the DSS Office at least 30 days prior to the start of class to allow time for necessary arrangements.
• Inadequate notice may result in your child not being able to attend class.
• You must contact the DSS Office each time your child enrolls in a class, as his or her needs may vary based upon the nature of each class.
The Veterinary Assistant Training Program consists of three courses. A certificate of completion of the training will be given upon; successful completion of all three courses and a final project and portfolio, each to be presented on the last night of class.

**What is the job outlook for veterinary assistants?**

Employment opportunities for veterinary assistants and laboratory animal caretakers is expected to grow by 14 percent from 2010 to 2020. Employment of veterinary assistants and laboratory animal caretakers is concentrated in veterinary services, an industry that is projected to grow rapidly during the next decade. The rate of industry growth is being spurred by a growing pet population and advancements in veterinary medicine (source: www.bls.gov/ooh).

**Course 1—Medical Terminology and Intro to Anatomy for Veterinary Assistants**

This course introduces and reviews veterinary terminology and vocabulary.

**Students must score at least 70% or better on the Course 1 final examination in order to enroll into Course 2, Veterinary Assistant Training Principles**

Fee: $335

Feb. 29, 2016 – Apr. 25, 2016

**Course 2—Veterinary Assistant Training Principles**

This course includes an overview of the veterinary profession, office procedures, and exam room procedures, client relations, and clinical procedures.

The diagnostic section includes pharmacology and radiology.

The emergency care section includes anesthesia, emergency surgery, and medicine, as well as animal CPR.

Fee: $895


**Course 3—Veterinary Assistant Training Practices**

This course consists of 25 hours of combined training including hours at a Humane Society, 10 hours at a Veterinary Hospital/Clinic (mandatory), guest lectures, and up to three hours of individual research for a final presentation to be given at graduation. Course 3 will run concurrently with Course 2. Students will schedule their individual practice hours with the approval of the instructor.

Fee: $211

May 2, 2016 – Sept. 26, 2016

**Presentation of Projects, Career Portfolios, and Certificate Completion Presentations**

Oct. 10, 2016

**Registration requirements**

Students must be 18 prior to the beginning of the Veterinary Assistant Training Practices course.

Students must be a high school graduate or GED certified prior to July of the program year.

Veterinary assistant students are required to attend all classes. To register for the certificate program, students need to take the Accuplacer Math and English placement tests. To be accepted into the program, students must place into MAT 100 and ENG 099 or higher. (Note: Students do not have to take the MAT 100 or ENG 099 courses, but must receive a score indicating that they qualify for both courses.) If students received a “C” or higher in a college level Math and English class, then they are exempt from taking the Accuplacer placement tests.

See course descriptions on next page.

Visit www.hagerstowncc.edu/coned/areas/animal/vet for more information on this program.
Professional Pet Groomer Training
August 2016 – December 2016

Professional Pet Groomer Training is a series of three courses totaling 115 hours of training. Students must complete all three courses in order to receive a certificate of completion. Certificates are not awarded for individual courses. Limited enrollment.

Principles of Professional Pet Grooming
This course is the first of three courses needed to complete Professional Pet Groomer Training. Students must also complete Professional Pet Groomer Practices Part I and Part II. This course covers the fundamental principles and terminology of pet grooming including grooming equipment, animal behavior and handling, dog anatomy, breed classes, CPR, cat review, hair and skin disorders, and familiarization with grooming room set-up. This course is a prerequisite before clipping in Professional Pet Groomer Practices, Part I. (Textbook included in the material fee). Students must purchase approximately $100 - $200 worth of equipment on their own.
Class Limit: 10.
Fee: $570
Course #: PET 011 B
Tuesdays and Thursdays  5pm-8:30pm •  8/16/16-9/15/16
Main Campus–Career Programs Building/ Central Dawgma

Professional Pet Grooming Practices Part I
Pre-requisite–Principles of Professional Pet Grooming – no exceptions. Students begin hands-on training. Bathing and brushing techniques and easy breeds for grooming. The course is held at Central Dawgma 1337 Pennsylvania Ave., Hagerstown, MD 21742. The material fee includes the use of dog grooming stations. Students must purchase $300 - $400 worth of equipment on their own prior to the second class. The course includes 11 classes of hands-on practice.
Class Limit: 10
Fee: $951
Course #: PET 014 C
Tuesdays and Thursdays  5pm-8:30pm •  9/20/16-10/25/16
Main Campus–Career Programs Building/ Central Dawgma

Professional Pet Grooming Practices Part II
Pre-requisite–Professional Pet Grooming Practices Part I–no exceptions. Students continue hands-on training with complex breeds and techniques. The course is held at Central Dawgma 1337 Pennsylvania Ave. Hagerstown, MD 21742. The material fee includes the use of dog grooming stations. Students must purchase approximately $200 worth of equipment on their own prior to the second class. The course includes 12 classes of hands-on practice and graduation from training the last night.
Class Limit: 10
Fee: $1201
Course #: PET 015 D
Tuesdays and Thursdays  5pm-8:30pm •  10/27/16-12/13/16 • No class week of 11/22/16
Main Campus–Career Programs Building/ Central Dawgma

To register, call 240-500-2236
Simple Steps for Starting Your Business is a four-part series of two-hour workshops designed to give you the tools, information, and advice you need to succeed. You’ll learn the essentials of business startup, get action steps, and receive one-on-one mentoring. Test the feasibility of your business idea, learn the elements of small business success, receive the help of business experts in navigating the expected and unexpected, and enjoy networking with other new small business owners like you.

Don’t miss these four Thursday sessions, complete with free workbook:
- Startup Basics
- Finding the Money for Startup
- Organize & Manage for Success
- Client-Centered Marketing

Attend a free preview session. Sessions will be held on Thurs., March 17, at 2:30 p.m. and 6:30 p.m. on the HCC campus. Come and hear more about how Simple Steps might be right for you! If it is, you can register at the preview session, by calling 240-500-2236, or by visiting www.hagerstowncc.edu/coned. For further details and to register for the preview session, call 301-991-3126.

Fee: $65
PRD 565 J   Th   6:30 p.m.-8:30 p.m.   4/7/16-4/28/16   Tech Innovation Ctr 323

Want to start a business?
GET THE HELP YOU NEED. JOIN US.
Simple Steps for Starting Your Business Workshops
American Management Association (AMA) courses are nationally recognized for their comprehensiveness and value. HCC instructors use AMA textbooks as the foundation and draw on their own expertise and experience to present material in the most timely and relevant manner. These courses are designed to help you become more effective in your present position and better prepared for advancement opportunities.

NEW Certificate for 2016

AMA Certificate in General and Human Resources Management

This 49-hour program gives managers the skills to lead and supervise a team, as well as the basic principles of human resources management required for all supervisors to stay compliant with current HR laws and best practices.

Complete the following courses.

- Leadership Skills for Managers
- Communication Skills for Managers
- First Line Supervision
- Coaching for Top Performance
- Successful Project Management
- Fundamentals of Human Resources Management
- Fair, Square, and Legal: A Manager’s Guide to Safe Hiring, Managing, and Firing Practices

Courses may be taken individually, or sign up for PRD 570 to get all seven courses for one lower price ($378 in savings).

Day and evening schedules available. See next page for details.

For more information please visit www.hagerstowncc.edu/ama

To register, call 240-500-2236
AMA Training

AMA General and Human Resources Management Certificate
This 49-hour program gives managers the skills to lead and supervise a team, as well as the basic principles of human resources management required for all supervisors to stay compliant with current HR laws and best practices. This section includes the following seven courses at one low price ($378 savings).
Total: $1295 — Senior Total: $1005

PRD-570-J TuTh 5:00PM–8:30PM Apr 07 – May 26
M. Waltemire, A. Kostreski, D. Hartman, J. Mieczkowski
VM 4

Fair, Square, and Legal: A Manager’s Guide to Safe Hiring, Managing and Firing Practices
Do you know what to do to protect your business, your employees, and yourself from legal liability? This course covers everything you need to know to safely hire, fire, and manage your staff. This course uses easy-to-follow guidelines to help you hire the best employees, manage your staff effectively, and, when necessary, terminate employees without legal ramifications.
Total: $239 — Senior Total: $213

PRD-506-J Th 8:30AM–4:30PM Apr 07
D. Hartman
VM 6
PRD-506-K TuTh 5:00PM–8:30PM May 24 – May 26
D. Hartman
VM 6

Leadership Skills for Managers
Managing in today’s dynamic, diverse workplace demands a new type of leadership. Leaders are asked to be visionaries, change agents, and coaches. This course outlines the skills necessary for individual and organizational success, including fostering collaboration and trust, challenging existing procedures, managing change, and building the five components of emotional intelligence. Students will identify and practice the attitudes and mindsets of effective leaders and understand why some leaders fail and others succeed.
Total: $239 — Senior Total: $213

PRD-675-J TuTh 5:00PM–8:30PM Apr 12 – Apr 14
M. Waltemire
VM 4

Communication Skills for Managers
Communication is a critical skill for successful managers in all industries. Learn how to clearly deliver your message through the many forms of business communication: written, spoken, in person, and email. Identify their communication styles using the DISC assessment, understand and apply the four workplace communication styles, learn how to create safety for the person hearing the difficult message, and learn the five strategies for managing conflict.
Total: $239 — Senior Total: $213

PRD-429-J TuTh 5:00PM–8:30PM Apr 19 – Apr 21
A. Kostreski
VM 4

First Line Supervision
This course walks students through the transition from staff to supervisor and is the ideal resource for the new supervisors. Learn to get more done by motivating staff and turning your direct reports into team players. Students will increase their confidence, leadership skills, and job satisfaction by identifying the roles, competencies, and qualities of effective supervisors. Learn to build personal credibility and commitment from others, understand how to build a positive work environment and motivate employees, and practice delivering positive and instructional feedback.
Total: $239 — Senior Total: $213

PRD-555-J TuTh 5:00PM–8:30PM Apr 26 – Apr 28
A. Kostreski
VM 4

Coaching for Top Performance
Workplace coaching is an essential skill for all managers in today’s workplace. Ineffective managers gain their power from position and organizational hierarchy, while highly effective managers gain their power from motivating, encouraging, and coaching employees to perform at their highest levels. This course uses the American Management Association’s Coaching for Top Performance manual and will help you practice highly effective workplace coaching skills.
Total: $239 — Senior Total: $213

PRD-554-K TuTh 5:00PM–8:30PM May 03 – May 05
M. Waltemire
VM 4
Successful Project Management
This course guides managers through every phase of effective project management including setting measurable objectives, developing a plan, controlling project schedules, costs and scope, meeting goals, developing effective relationships, and working with project stakeholders.
Total: $239 — Senior Total: $213
PRD-611-K  TuTh  5:00PM–8:30PM  May 10 – May 12
J. Mieczkowski  VM 4

Fundamentals of Human Resources
The nature and role of Human Resources (HR) has changed dramatically over the last few decades. This course will help you identify the role of HR management in your organization, and acquire the fundamental knowledge and skills needed for HR management.
Total: $239 — Senior Total: $213
PRD-700-K  TuTh  5:00PM–8:30PM  May 17 – May 19
D. Hartman  VM 4

Business Seminars
Innovation: Thinking Outside of the Box
Innovation is the process of generating new and useful ideas. Innovation thinking requires looking inside and outside of an organization for examples of what is working right and determining strategies to repurpose the best ideas. Participants will learn how to apply innovation thinking in a variety of problem solving scenarios. They will learn to recognize innovation as a structured process, understand the innovation continuum, leverage different ways to spark creativity, use multiple strategies to generate the best ideas, and channel thinking to focus on solutions.
Total: $95 — Senior Total: $67
PRD-576-L  W  8:00AM–12:00PM  Jun 01
M. Waltemire  VM 6

Making Meetings Work
Meetings can be a positive part of organizational life or a drain on the productivity and morale of everyone involved. Making the most of meetings requires skill and focus. Well-managed meetings can enhance the flow of information, build commitment within a team, and lead to improved results. In this class, participants will identify the elements of effective meetings, prepare an agenda and plan for meeting logistics, practice handling meeting disruptions effectively, and learn how to stay on time and on task.
Total: $95 — Senior Total: $67
PRD-578-J  F  8:00AM–12:00PM  Apr 01
D. Hartman  VM 4

Doing More With Less: Time Management For the Overwhelmed
In today’s economy we’re all asked to do more with less. We have less time, less money, less staff, yet the demands of our jobs keep growing. Have you ever felt that despite all of your hard work, you get to the end of the day feeling like there’s nothing to show for your efforts? This course teaches you to consciously control the amount of time spent on specific activities in order to get the most out of your day. Participants will learn to recognize factors that determine the return on time, improve their effectiveness by choosing to focus on what matters, use basic planning processes to translate goals into outcomes, and improve outcomes by eliminating activities that distract them from their goals.
Total: $185 — Senior Total: $125
PRD-580-K  F  8:00AM–12:00PM  May 13 – May 20
D. Hartman  VM 6

Funding Source for Your Business
To connect startups/small businesses with the appropriate sources of funding to meet their financial needs. To educate companies on the wide variety of funding resources available in Washington County.
Total: $25
PRD-604-K  Th  11:00AM–3:00PM  May 05
CPB 210/212/214
Business Solutions
Start Here.

HCC offers customized training at your convenience and location.

- Courses tailored exclusively to meet your needs
- Leadership, management, people skills
- Information technology, professional, vocational
- Foreign language and sign language
- Flexibility to train staffs of all sizes, at your site or ours

For more information on training for your company, call Michael Boyd at 240-500-2490.

Development Dimensions International Corporate Training

HCC is a proud member of Development Dimensions International (DDI) Education Partners’ Network. Through this network, HCC gives local employers access to the same DDI employee development content used by Fortune 500 and large, multinational companies.

DDI’s development tools include:

- Needs Analysis
- Skill Gap Assessment
- Individual Performer Soft Skill Development
- Front Line Leader Development
- Mid-Level Leader Development

Contact Michael Boyd at 240-500-2490 or mdboyd@hagerstowncc.edu for a FREE needs analysis and one-on-one consultation about training and employee development in your company.
Child Care

HCC is offering 90 hours of Childcare training in partnership with Howard Community College through continuing education. To meet the current educational requirements for certification as a child care teacher, you must have a high school diploma or an approved certificate of high school equivalency, and have successfully completed two 45-hour courses (1 course in Curriculum and 1 course in Child Development) from the following five courses:

- School Age Child Care: Curriculum PLC 798
- Infant and Toddler Care PLC 875
- Child Growth and Development PLC 874
- Preschool Curriculum & Activities PLC 998

Upon registering an email will be sent from Kristin Navarro at Howard Community College with login and textbook information. For additional information or questions, please contact 240-500-2355.

Reimbursement Dollars for Child Care

The MD Child Care Credential has increased the Training Voucher/Reimbursements from $200 to $400 per year (effective October 1, 2013). These funds allow you to participate in training to improve your skills and knowledge. If you don't have your MD Credential yet, it's a simple 2-page application. You can learn how to apply by attending a workshop or check out APPLES website for step-by-step instructions—http://applesforkids.org/providers/maryland-childcare-credential/

The Excels classes qualify for reimbursement through the MD Child Care Credential process.

Maryland EXCELS

Maryland EXCELS is a voluntary quality rating improvement system designed to help you reflect and improve the child care services you provide. The courses listed below will help you evaluate the areas of focus of this new initiative.

MD Excel Series is offered in partnership with Howard Community College. You will receive course information from Kristin Navarro at Howard Community College.

Observation and Assessment, Birth – 12
PLC-821 $48
Age and Developmentally Appropriate Supervision
PLC-822 $48
Positive Child Guidance and Discipline Theory
PLC-823 $48
Developmentally Appropriate Practice
PLC-824 $48
Taking Learning Outside
PLC-825 $48
Nutrition and Active Living
PLC-826 $48
Playground Safety
PLC-827 $48
Including All Children and the ADA
PLC-828 $48
Supporting Children with Disabilities
PLC-829 $48
Conflict Resolution Strategies
PLC-830 $48
The Child Care Provider as a Professional
PLC-831 $48
Cultural Competencies and Awareness
PLC-832 $48
Family and Community Partnerships
PLC-833 $48
Sudden Infant Death Syndrome
PLC-846 $43

To see course descriptions and to register, visit www.hagerstowncc.edu/coned/areas/licensing.
Child Care

Medication Administration for Child Care Providers
The purpose of the medication administration training program is to teach child care providers and child care center staff information about administering medication to infants, toddlers, pre-school, and school-age children. The goal is to ensure safe and accurate administration of oral, topical, inhaled, and emergency medications to infants and children.

Total: $99

<table>
<thead>
<tr>
<th>Course</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLC-457-B</td>
<td>Sa</td>
<td>9:00AM–3:30PM</td>
<td>Aug 13</td>
</tr>
<tr>
<td>PLC-457-J</td>
<td>Sa</td>
<td>9:00AM–3:30PM</td>
<td>Apr 23</td>
</tr>
<tr>
<td>PLC-457-K</td>
<td>Sa</td>
<td>9:00AM–3:30PM</td>
<td>May 21</td>
</tr>
<tr>
<td>PLC-457-L</td>
<td>Sa</td>
<td>9:00AM–3:30PM</td>
<td>Jun 11</td>
</tr>
</tbody>
</table>

Emergency Prep in Child Care
This training is designed for child care center staff, family child care providers, and informal providers. Successful completion requires a written emergency plan for center room, program, family child care program, or informal program. This training will build upon basic child care licensing requirements and address additional areas of concern that are now in the forefront of emergency preparedness planning. Funding for this project was received by Chesapeake College, Wye Mills, MD from the Maryland State Department of Education. The grant activities are managed by the Chesapeake Child Care Resource Center. This course provides 3 hours of continuing education in professionalism and 3 hours in health and safety categories.

Total: $16

<table>
<thead>
<tr>
<th>Course</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLC-689-J</td>
<td>Sa</td>
<td>9:00AM–4:30PM</td>
<td>Apr 16</td>
</tr>
</tbody>
</table>

Child Care Administration
This course is designed to prepare licensed child care providers pursuing director positions to administer and manage a child care center. This certification course satisfies the MSDE requirement for 45 hours of administrative training for child care center directors.

Total: $265

<table>
<thead>
<tr>
<th>Course</th>
<th>Start</th>
<th>End</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLC-592-L</td>
<td>Jun 29</td>
<td>Aug 10</td>
<td>ONLINE</td>
</tr>
<tr>
<td>PLC-592-A</td>
<td>Jul 01</td>
<td>Aug 31</td>
<td>ONLINE</td>
</tr>
</tbody>
</table>

Communication Skills for Child Care Professionals
This course is designed for childcare professionals as an introduction to the basic concepts of developing strong communication skills when working in a child care center. Topics include: speaking, writing, interpersonal communication strategies, and critical techniques with a focus on communication with parents and co-workers and communication issues within a typical child care day.

Total: $113

<table>
<thead>
<tr>
<th>Course</th>
<th>Start</th>
<th>End</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLC-652-J</td>
<td>Apr 15</td>
<td>Apr 29</td>
<td>ONLINE</td>
</tr>
<tr>
<td>PLC-652-L</td>
<td>Jun 27</td>
<td>Jul 11</td>
<td>ONLINE</td>
</tr>
</tbody>
</table>

School Age Child Care: Curriculum
This online course is designed to prepare students for positions in school age child care programs. This certification course satisfies half of the MSDE requirement of 90 hours of training for child care teachers, directors, and coordinators working with school age children, and also satisfies the nine hour communication skills requirement. Topics include: curriculum planning, materials, and teaching methods appropriate for children ages 6-13 and communication skills to use with parents, co-workers and the public.

Total: $289

<table>
<thead>
<tr>
<th>Course</th>
<th>Start</th>
<th>End</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLC-873-J</td>
<td>Apr 04</td>
<td>Jun 17</td>
<td>ONLINE</td>
</tr>
<tr>
<td>PLC-873-L</td>
<td>Jun 27</td>
<td>Aug 15</td>
<td>ONLINE</td>
</tr>
</tbody>
</table>

Child Growth and Development
This online course is designed to prepare students for positions in child care centers: the course satisfies the child development half of the MSDE requirement of 90 hours of training for child care teachers and directors. Topics include: an overview of major concepts, theories, and research related to the social, emotional, cognitive, and physical development of the child from birth through age 12.

Total: $265

<table>
<thead>
<tr>
<th>Course</th>
<th>Start</th>
<th>End</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLC-874-J</td>
<td>Apr 29</td>
<td>Jun 10</td>
<td>ONLINE</td>
</tr>
<tr>
<td>PLC-874-A</td>
<td>Jul 15</td>
<td>Sep 02</td>
<td>ONLINE</td>
</tr>
</tbody>
</table>
Infant and Toddler Care

This course is designed to provide an overview of infant and toddler care and curriculum planning based on child development theory and best practices for children birth through two years of age. It is approved by the Maryland State Department of Education (MSDE) for infant toddler teacher certification training. Topics include: curriculum planning, goal setting, and selection of age appropriate materials and methods.

Total: $265

- PLC-875-K – May 18 – Jun 22
- PLC-875-A – Jul 20 – Aug 15

Asthma Medication Training for Child Care Providers

This course will educate child care providers in providing a healthy asthma-friendly child care environment. Topics include identifying the signs and symptoms of asthma and anaphylaxis, identifying the environmental triggers of asthma and allergies, identifying the importance of an emergency Allergy/Asthma Action Plan and demonstrating accurate administration of asthma and anaphylaxis medication.

Total: $63

- PLC-967-K Sa 9:00AM–3:30PM May 07 CPB 232

Supporting Breastfeeding in Child Care

This course is designed to provide child care and education professionals with an overview of the state regulation, guidelines, and resources to support the practice of breastfeeding and provide related resources for families within a child care program. Topics include, benefits of breastfeeding, normalizing breastfeeding, breastfeeding friendly child care policy, environment and practices, and supportive information and resources.

Total: $48

- PRC-001-A – Jul 01 – Aug 31

Preschool Curriculum & Activities 45 Hours

This course is one in a series designed for prospective child care teachers and directors working with preschool-age children and provides instruction on developing career skills in child care curriculum planning. This certification course satisfies the curriculum half of the MSDE requirement of 90 hours of training for child care teachers and directors working with preschoolers. Basic concepts of curriculum planning and implementation for children three to five years old are introduced. Topics include: teaching strategies, environment design, and implementation of best practices in early childhood education.

Total: $265

- PLC-998-J – Apr 13 – May 25
- PLC-998-L – Jun 29 – Aug 10
Pesticide Safety

HCC offers online pesticide courses that meet the requirements for certification in Pesticide Applicator and Business Licensing Requirements. Classes may be started at any time with a six-month access to the course.

Visit [www.hagerstowncc.edu/coned/areas/licensing/pesticide](http://www.hagerstowncc.edu/coned/areas/licensing/pesticide) for more information and to register.

### Horticulture

**Pesticide Use and Safety**
This course prepares the student for the Maryland and Virginia Pesticide Use and Safety application certification exam through a thorough understanding of the principles of pest control, including pesticide labeling, regulations, and proper handling. This course is equivalent to six months as a registered technician in the state of Maryland.

Total: $350

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Dates</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLC-921-J</td>
<td>Apr 01 – Aug 31</td>
<td>ONLINE</td>
</tr>
</tbody>
</table>

### Ornamental Exterior - Landscape IPM
This course is for students working on their Pesticide Regulation Certification. This course will satisfy the requirement for category 3A, 3B. The student will learn principles of Integrated Pest Management in ornamental landscapes, including pest identification and management methods. This course is pending approval by the Maryland Department of Agriculture.

Total: $350

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Dates</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLC-931-J</td>
<td>Apr 01 – Aug 31</td>
<td>ONLINE</td>
</tr>
</tbody>
</table>

### Greenhouse/Interior Ornamental Plant IPM
This course is for students working on their Pesticide Regulation Certification. This course will satisfy the requirement for category 3B. The student will learn principles of Integrated Pest Management in greenhouses and interior ornamental plants, including pest identification and management methods. This course is pending approval by the Maryland Department of Agriculture.

Total: $350

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Dates</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLC-932-J</td>
<td>Apr 01 – Aug 31</td>
<td>ONLINE</td>
</tr>
</tbody>
</table>

### Turfgrass IPM
This course is for students working on their Pesticide Regulation Certification. This course will satisfy the requirement for category 3C. The student will learn principles of Integrated Pest Management as they relate to turfgrass. This course is pending approval by the Maryland Department of Agriculture.

Total: $350

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Dates</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLC-933-J</td>
<td>Apr 01 – Aug 31</td>
<td>ONLINE</td>
</tr>
</tbody>
</table>

### General/Structural Pest Management
This course is for students working on their Pesticide Regulation Certification. This course will satisfy the requirement for category 7A. The student will learn principles of Integrated Pest Management of pests that infest buildings, including pest identification and management methods. This course is pending approval by the Maryland Department of Agriculture.

Total: $350

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Dates</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLC-934-J</td>
<td>Apr 01 – Aug 31</td>
<td>ONLINE</td>
</tr>
</tbody>
</table>

### Aquatic Pest (Weed) Management
This course is for students working on their Pesticide Regulation Certification. This course will satisfy the requirement for category 5. The student will learn principles of aquatic vegetation management, including identification and management methods. This course is pending approval by the Maryland Department of Agriculture.

Total: $350

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Dates</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLC-935-J</td>
<td>Apr 01 – Aug 31</td>
<td>ONLINE</td>
</tr>
</tbody>
</table>

### Public Health/ Mosquito Control
This course is for students working on their Pesticide Regulation Certification. This course will satisfy the requirement for category 8. The student will learn principles of Public Health/ Mosquito Control Pest Management, including pest identification and management methods. This course is pending approval by the Maryland Department of Agriculture.

Total: $325

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Dates</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLC-936-J</td>
<td>Apr 01 – Aug 31</td>
<td>ONLINE</td>
</tr>
</tbody>
</table>
Right of Way Pest Control

This course is for students working on their Pesticide Regulation Certification. This course will satisfy the requirement for category 2 and 6. The student will learn principles of Right-Of-Way Pest Management, including pest identification and management methods. This course is pending approval by the Maryland Department of Agriculture.

Total: $325

PLC-937-J – Apr 01 – Aug 31 ONLINE

Hospitality

Food Safety Managers Certification

This course provides food service facility owners, managers, and food handlers with comprehensive knowledge of food safety agency regulations. Students learn about proper methods of food handling and preparation, the Hazard Analysis Critical Control Point (HACCP) concept of food safety, personal hygiene, proper cleaning and sanitizing of equipment and facilities, and guidelines for working with regulatory agencies. Certified Professional Food Manager from the National Environmental Health Association is awarded upon completion of the course and passing a final examination. This course meets the requirements in those jurisdictions where food manager certification is mandated. Fee includes materials, exam, and certification.

Total: $278 — Senior Total: $250

PLC-743-L Tu 8:30AM–4:00PM Jun 07 – Jun 14 VM 4

AllerTrain - Handling Food Allergies And Sensitivities

This course will train the food service and hospitality staff on food allergens, gluten, and other food sensitivities. This is part of the AllerTrain curriculum and topics include: how to handle/safely prepare for food allergens and gluten in food service; laws and regulations on food allergens; what to do and not to do with a food allergic guest; information on certification and continuing education credits; and next steps to being an AllerFriendly facility.

Total: $149

PLC-942-L M 8:30AM–11:00AM Jun 20 VM 4

Certified Pool Operator

This course prepares the student to take and pass the State of Maryland Health Department Examination to become a Certified Swimming Pool Operator. Upon completion of the course and passing a required examination with a grade of 75 percent or better, the student’s records will be submitted to receive certification as a public pool/spa operator.

Fee includes text which is written by the course provider Aquatic Training Services. You must be 16 years old to register for this course.

Fee: $130

PLC-809-M 3/18/16 – 3/20/16 Friday – Sunday
Fri 6-9 p.m., Sat 9 a.m.-4 p.m., Sun 1-6 p.m. CPB 212
PLC-809-K 5/20/16 – 5/22/16 Friday – Sunday
Fri 6-9 p.m., Sat 9 a.m.-4 p.m., Sun 1-6 p.m. CPB 212
PLC-809-L 6/10/16 – 6/12/16 Friday – Sunday
Fri 6-9 p.m., Sat 9 a.m.-4 p.m., Sun 1-6 p.m. CPB 212

Certified Pool Operator Update

This course provides the certified pool and spa operator with the updated information as required by the Maryland Department of Health for the safe operation of public swimming pools, spas, and hot tubs. Topics include a review of the current policies and procedures, updated changes to laws, and responsibilities of pool/spa operators. This is the certification renewal course only.

Fee includes the course material written by the instructor. Course provider is Aquatic Training Services.

Fee: $48

PLC-810-J 4/20/16 Wednesday 5:30-9:30 p.m.
CPB 212
PLC-810-K 5/17/16 Tuesday 5:30-9:30 p.m.
CPB 212
PLC-810-L 6/11/16 Saturday 9 a.m.-1 p.m.
CPB 212

To register, call 240-500-2236
Personal Trainer

Personal Trainer - Six Weeks
Become a Certified Personal Trainer with W.I.T.S. (www.witseducation.com). Take on a career that you can be proud of while earning a great living as certified personal trainer. The course includes 15 hours of lectures covering anatomy, health screening, exercise physiology, nutrition, muscle and skeletal injuries, etc. Students must pass a written exam and a one-on-one practical skills exam. The National Exam is held on the sixth and final day of class. Students are required to complete a 30-hour internship within 12 months of passing the final exam. Students need to provide proof of CPR/AED certification and internship hours prior to being awarded certificate. Students should order their books by calling 1-888-330-9487. Age Limit: 18 years and older. No refunds are given for this course. Total: $657

PLC-940-A  Sa  9:00AM–4:00PM  Jul 09 – Aug 13
CPB 232

HCC offers Certified Personal Trainer courses in partnership with W.I.T.S., the only major certifying body in the country providing comprehensive practical training and internship components (www.witseducation.com).

HCC offers additional online courses in a variety of topics, which are approved for continuing education credits once you have received your Certified Personal Trainer certification. The courses are offered online so you can complete them based on your schedule.

To see course descriptions and to register, visit www.hagerstowncc.edu/coned/areas/licensing.

Business Success for Fitness Professional
Exercise Program Design for Special Populations
Pregnancy Fitness
Running Well
Nutritional Concepts
Insider Secrets of Advertising and Marketing for the Successful Fitness Professional
### Real Estate

**Principles and Practices of Real Estate For Maryland**
This course provides the requirements of the Maryland Real Estate Commission to take and pass the Maryland Real Estate licensing examination. Students must receive a 70 percent or better on the final in order to receive a certificate to take the MD real estate state examination. Students must arrive to class on time. (Textbooks are not included in the materials fee).

Total: $325  

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Date</th>
<th>Instructor(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLC-364-L</td>
<td>TuTh</td>
<td>6:00PM–9:00PM</td>
<td>Jun 02 – Aug 09</td>
<td>R. Beckwith, R. Fennel, R. Fairbourn</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>CPB 213</td>
</tr>
</tbody>
</table>

### Real Estate Ethics
This course is approved for three hours of Maryland Real Estate Commission Ethics Continuing Education Credits. DLLR 320-0694

Total: $38  

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Date</th>
<th>Instructor(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLC-282-L</td>
<td>W</td>
<td>6:00PM–9:00PM</td>
<td>Jun 15</td>
<td>R. Fairbourn</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>VM 6</td>
</tr>
</tbody>
</table>

### Fair Housing Review & Updates
This course meets the Maryland Real Estate Commission requirements for Maryland fair housing training required every two years to renew a Maryland real estate license. Topics include federal laws, Maryland laws, and local jurisdiction laws. DLLR 314-0694

Total: $28  

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Date</th>
<th>Instructor(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLC-466-L</td>
<td>W</td>
<td>6:00PM–8:00PM</td>
<td>Jun 29</td>
<td>R. Fairbourn</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>VM 6</td>
</tr>
</tbody>
</table>

### MD Real Estate Supervisor
This course is required by all Maryland real estate brokers, managers, or team leaders after Jan. 1, 2012, in order to renew their real estate license. The course reviews the Maryland Licensing Law requirements of supervision of agents. DLLR 329-0694

Total: $38  

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Date</th>
<th>Instructor(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLC-542-A</td>
<td>W</td>
<td>6:00PM–9:00PM</td>
<td>Jul 13</td>
<td>R. Fairbourn</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>VM 6</td>
</tr>
</tbody>
</table>

### Residential Investment for RE Professional
This course is for the real estate professional to maintain their MD and PA Real Estate License. The course is an introductory overview of how to list and sell investment real estate effectively with an emphasis on the formulas required to determine the potential profitability of one property over another. DLLR 315-0694 and approved for 2.5 hours of MD continuing education. RECE002609 and approved for three hours of PA continuing education. Please bring a calculator to class.

Total: $38  

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Date</th>
<th>Instructor(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLC-866-B</td>
<td>W</td>
<td>6:00PM–9:00PM</td>
<td>Aug 03</td>
<td>J. Maravelis</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>VM 6</td>
</tr>
</tbody>
</table>

To register, call 240-500-2236
### Maryland Real Estate Continuing Education Online Courses

**You can start anytime. Call 240-500-2553 to learn more.**

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Credits</th>
<th>Category</th>
<th>DLLR Code</th>
<th>PLC Code</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homes for All: Serving People with Disabilities</td>
<td>4 hours</td>
<td>F</td>
<td>DLLR 296-0694</td>
<td>PLC 802</td>
<td>$50</td>
</tr>
<tr>
<td>The Truth About Mold</td>
<td>3 hours</td>
<td>F</td>
<td>DLLR 294-0694</td>
<td>PLC 803</td>
<td>$50</td>
</tr>
<tr>
<td>Reverse Mortgages for Senior Home Owners</td>
<td>4 hours</td>
<td>F</td>
<td>DLLR 297-0694</td>
<td>PLC 799</td>
<td>$60</td>
</tr>
<tr>
<td>Environmental Issues in Your Real Estate Practice</td>
<td>5 hours</td>
<td>F</td>
<td>DLLR 292-0694</td>
<td>PLC 377</td>
<td>$50</td>
</tr>
<tr>
<td>Real Estate and Taxes</td>
<td>5 hours</td>
<td>F</td>
<td>DLLR 328-0694</td>
<td>PLC 309</td>
<td>$50</td>
</tr>
<tr>
<td>Maryland 3-hour Legislative Update Online</td>
<td>3 hours</td>
<td>C</td>
<td>DLLR 299-0694</td>
<td>PLC 659</td>
<td>$50</td>
</tr>
<tr>
<td>Maryland Ethics and Predatory Lending Online</td>
<td>3 hours</td>
<td>C</td>
<td>DLLR 331-0694</td>
<td>PLC 660</td>
<td>$50</td>
</tr>
<tr>
<td>Fair Housing (1 ½ Hours for Maryland)</td>
<td>1 ½ hours</td>
<td>C</td>
<td>DLLR 330-0694</td>
<td>PLC 661</td>
<td>$26</td>
</tr>
<tr>
<td>Real Estate Finance Today</td>
<td>6 hours</td>
<td>F</td>
<td>DLLR 308-0694</td>
<td>PLC 594</td>
<td>$50</td>
</tr>
<tr>
<td>Risk Management</td>
<td>6 hours</td>
<td>F</td>
<td>DLLR 295-0694</td>
<td>PLC 687</td>
<td>$50</td>
</tr>
<tr>
<td>Red Flags Property Inspections</td>
<td>6 hours</td>
<td>F</td>
<td>DLLR 307-0694</td>
<td>PLC 595</td>
<td>$50</td>
</tr>
<tr>
<td>Understanding Credit and Improving Credit Scores for RE Agents</td>
<td>3 hours</td>
<td>F</td>
<td>DLLR 319-0694</td>
<td>PLC 596</td>
<td>$50</td>
</tr>
<tr>
<td>Foreclosures, Short Sales, and REOs</td>
<td>6 hours</td>
<td>F</td>
<td>DLLR 311-0694</td>
<td>PLC 851</td>
<td>$60</td>
</tr>
</tbody>
</table>

**PA ONLINE CLASSES**

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Credits</th>
<th>Category</th>
<th>DLLR Code</th>
<th>PLC Code</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homes for All: Serving People with Disabilities</td>
<td>6 hours</td>
<td>PA</td>
<td>PLC 856</td>
<td>RECE 002316</td>
<td>$60</td>
</tr>
<tr>
<td>Investment Property Practice and Management</td>
<td>6 hours</td>
<td>PA</td>
<td>PLC 857</td>
<td>RECE 002314</td>
<td>$60</td>
</tr>
<tr>
<td>Foreclosures, Short Sales, REOs and Auctions</td>
<td>6 hours</td>
<td>PA</td>
<td>PLC 858</td>
<td>RECE 002312</td>
<td>$60</td>
</tr>
<tr>
<td>14 Hr First Renewal</td>
<td>14 hours</td>
<td>PA</td>
<td>PLC 859</td>
<td>RECE 003597</td>
<td>$60</td>
</tr>
<tr>
<td>Intro to Commercial RE Sales</td>
<td>6 hours</td>
<td>PA</td>
<td>PLC 860</td>
<td>RECE 002313</td>
<td>$60</td>
</tr>
<tr>
<td>Intro to Reverse Mortgages for Seniors</td>
<td>2 hours</td>
<td>PA</td>
<td>PLC 861</td>
<td>RECE 002315</td>
<td>$50</td>
</tr>
</tbody>
</table>

**PSI PREP**

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Credits</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maryland Real Estate PSI Exam Prep QBank</td>
<td>4 hours</td>
<td>PLC 929</td>
</tr>
<tr>
<td>The Pennsylvania Guide to Passing the PSI Exam QBank</td>
<td>2 hours</td>
<td>PLC 930</td>
</tr>
</tbody>
</table>

To register for online courses call Mida Clipp at 240-500-2553.
Tablet/Phone

Configuring Android Phones and Tablets
If you are struggling with the smart in your Android smartphone or Android tablet, learn tips on how to make your device user friendly. From the home screen to the app store, become more confident with your Android and start enjoying the productivity benefits available with this new platform.
Total: $58
CMP-972-J W 6:00PM–8:30PM Apr 27 – May 11 G. Shingler VM 5

iPhone, iFrustration
Apple's innovative smart phone can do much more than most people recognize. Stop struggling to have a great user experience and get insights on how to use your iPhone more fully. From device basics to tips and tricks, this course addresses the topics you really need to know about your iPhone and keeping your device information safe.
Total: $75 — Senior Total: $48
CMR-071-K Tu 5:30PM–8:30PM May 03 – May 10 C. Kerr VM 4

iPad, iFrustration
Does your so called “smart” tablet sometimes seem smarter than you? Stop worrying and join us for an overview of the iPad and how you can use the device more effectively at home or at work. From basic tips and tricks to keeping your information safe, the class will help you access and customize your iPad’s features and find the apps that work for your needs.
Total: $75 — Senior Total: $48
CMR-070-J Tu 5:30PM–8:30PM Apr 19 – Apr 29 S. Martz VM 3

MS Office

Microsoft Excel Level I
Bigger and better spreadsheets are even easier with the new Excel. Overview the Excel interface, create workbooks, and navigate within worksheets. Enter and edit text and numbers; create basic formulas and insert functions; move and copy data; format text, cells, and worksheets; work with ranges, rows, and columns. Most topics apply to both Excel 2007, 2010, and 2013. (Textbook included.) Pre-requisite: Windows PC skills.
Total: $127 — Senior Total: $87
CMP-835-J W 9:00AM–4:30PM Apr 06 R. Kaziel VM 5
CMP-835-L W 9:00AM–4:30PM Jun 29 R. Kaziel VM 5

Microsoft Excel Level II
Improve your Excel workbook by adding visual appeal and increasing usability. Organize data with sorts and filters; use multiple worksheets and workbooks efficiently; add and modify charts and graphics; and explore more advanced functions. Pre-requisite: Excel Level I. Most topics apply to Excel 2007, 2010, and 2013. (Textbook included.)
Total: $127 — Senior Total: $87
CMP-836-J W 9:00AM–4:30PM Apr 20 R. Kaziel VM 5
CMP-836-A W 9:00AM–4:30PM Jul 06 R. Kaziel VM 5

Microsoft Excel Level III
Add on to your Level II knowledge and work with advanced concepts/customization. Import and export data; create custom ranges and use VLOOKUP; and work with PivotTables and PivotCharts. Use the analytical features of Excel (such as Goal Seek and Solver), run and record macros, and share Excel workbooks collaboratively. Pre-requisite: Excel Level II. Most topics apply to Excel 2007, 2010, and 2013. (Textbook included.)
Total: $127 — Senior Total: $87
CMP-693-K W 9:00AM–4:30PM May 04 R. Kaziel VM 5
CMP-693-A W 9:00AM–4:30PM Jul 20 R. Kaziel VM 5
Microsoft Word Level I
Overview the Word screen and ribbon. Craft letters and documents with ease using the introductory topics in this class. Enter and edit text; create tables; spell and grammar check; insert headers and footers; insert graphics; proof and print documents; save and browse documents. Most topics apply to Word 2007, 2010, and 2013. (Textbook included.) Pre-requisite: General computer skills
Total: $127 — Senior Total: $87

Microsoft Access Level I
Manage, store, search, analyze, and display important relational database information with this latest version of Access. Work with tables, fields, and records; sort and filter data. Most topics apply to Access 2007, 2010, and 2013. (Textbook included.)
Total: $127 — Senior Total: $87

Microsoft Access Level II
Manage your data better and improve your data-reporting techniques in this Level II class. Create table relationships and enforce data integrity; form controls and objects; print reports and labels; and explore additional query capabilities. Pre-requisite: Access Level I. Most topics apply to Access 2007, 2010, and 2013. (Textbook included.)
Total: $127 — Senior Total: $87
Online computer classes—choosing your class is easy

2. Browse through the class schedule and select the topic/month that are right for you.
3. Register online and attend orientation online. See the online outline for course requirements.

Questions? Call 240-500-2553, or email online@hagerstowncc.edu

ACCOUNTING SOFTWARE
- Introduction to Crystal Reports
- Introduction to QuickBooks
- Performing Payroll in QuickBooks
- QuickBooks for Contractors

COMPUTER APPLICATIONS – ADOBE
- Dreamweaver
- Introduction to InDesign
- Introduction and Intermediate Photoshop
- Photoshop Elements for the Digital Photographer

COMPUTER APPLICATIONS – MICROSOFT
- Introduction and Intermediate Microsoft Access
- Introduction and Intermediate Microsoft Excel
- Introduction to Microsoft Outlook
- Introduction to Microsoft PowerPoint
- Introduction to Microsoft Project
- Introduction and Intermediate Microsoft Word

DIGITAL PHOTOGRAPHY
- Discover Digital Photography
- Secrets of Better Photography
- Mastering Digital Photography: Photographing People
- Photographing Nature with Your Digital Camera

WEB DESIGN
- Creating WordPress Websites I and II
- Creating Web Pages
- Introduction and Intermediate CSS3 and HTML5

CLASSROOM COMPUTING
- Creating a Classroom Website
- Integrating Technology in the Classroom
- PowerPoint in the Classroom
- Using the Internet in the Classroom
- Blogging and Podcasting for Beginners

CERTIFICATE PREP
- Basic CompTIA A+ Certification Prep
- Intermediate CompTIA A+ Certification Prep
- Advanced CompTIA A+ Certification Prep
- CompTIA Security+ Certification Prep
- CompTIA Network+ Certification Prep

COMPUTER FUNDAMENTALS
- Computer Skills for the Workplace
- Introduction to PC Troubleshooting
- Introduction to Windows
- Keyboarding

COMPUTER PROGRAMMING
- Introduction to ASP.NET
- Introduction to Java Programming
- Introduction to PHP and MySQL
- Introduction to Python 2.5 Programming
- Introduction to Visual Basic
- Intermediate C# Programming
- Intermediate PHP and MySQL
- Intermediate Visual Basic
- C# Programming for the Absolute Beginner
- C++ for the Absolute Beginner

DATABASE DEVELOPMENT
- Introduction to Database Development
- Introduction to Crystal Reports
- Introduction to Oracle
- Intermediate Oracle
- Introduction to SQL
- Intermediate SQL

NETWORKING AND COMMUNICATIONS
- Introduction to Networking
- Intermediate Networking
- Wireless Networking

SECURITY
- Hack Your Way to Security
- Introduction to PC Security

To register, call 240-500-2236
Driver Education

For adults or teens, prepare for your Maryland Driver’s License in this Motor Vehicle Administration (MVA) approved course. The course includes 30 hours of classroom and six hours of behind-the-wheel instruction. The first session is an orientation for student/parent/mentor that acquaints you with the requirements of the HCC driving school and the components of Maryland’s graduated driver licensing laws. You MUST have your learner’s permit to schedule behind-the-wheel driving sessions.

Total: $298

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Start Date</th>
<th>End Date</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>DRV-001-K</td>
<td>M W</td>
<td>6:00PM–9:00PM</td>
<td>May 02 – Jun 08</td>
<td>F. Vincent</td>
<td>CPB 210</td>
<td></td>
</tr>
<tr>
<td>DRV-001-L</td>
<td>M W</td>
<td>6:00PM–9:00PM</td>
<td>Jun 13 – Jun 24</td>
<td>D. Mitchell</td>
<td>VM 6</td>
<td></td>
</tr>
<tr>
<td>DRV-001-O</td>
<td>M W</td>
<td>6:00PM–9:00PM</td>
<td>Aug 15 – Sep 21</td>
<td>F. Vincent</td>
<td>CPB 210</td>
<td></td>
</tr>
<tr>
<td>DRV-001-A</td>
<td>M W</td>
<td>6:00PM–9:00PM</td>
<td>Jul 11 – Jul 22</td>
<td>D. Mitchell</td>
<td>VM 6</td>
<td></td>
</tr>
<tr>
<td>DRV-001-B</td>
<td>M W</td>
<td>6:00PM–9:00PM</td>
<td>Aug 01 – Aug 12</td>
<td>D. Mitchell</td>
<td>VM 6</td>
<td></td>
</tr>
</tbody>
</table>

CDL - Commercial Driver

CDL Learner’s Permit Prep
Take the guesswork out of sitting for your CDL Learner’s Permit and let the professional truck driving instructors guide you through the testing process. This short course will cover the topics you need including areas of general knowledge, air brakes, combinations, tankers, and double and triples. Please bring your state of residency CDL manual to the class.

Total: $28

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Start Date</th>
<th>End Date</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>TDV-001-J</td>
<td>W</td>
<td>5:00PM–9:00PM</td>
<td>Apr 02 – May 14</td>
<td>L. Zach</td>
<td>IND 100</td>
<td></td>
</tr>
<tr>
<td>TDV-001-L</td>
<td>W</td>
<td>5:00PM–9:00PM</td>
<td>Jun 22</td>
<td>L. Zach</td>
<td>IND 100</td>
<td></td>
</tr>
</tbody>
</table>

CDL Class B Training

Prepare for your Class B CDL license and develop the skills to drive a dump truck, commercial delivery truck, or other two-axle vehicle weighing over 26,000 pounds. Defensive driving, road safety, pre-trip inspections, plus vehicle control and maneuvering are all part of the course taught by professional truck driving instructors. Behind-the-wheel training will include range work on maneuvering skills plus exposure to a variety of on-the-road situations. Applicants must complete a screening process and have a current DOT physical card and a CDL Class B Learner’s Permit with air brake endorsement. (No textbook required)

Total: $1758 — Senior Total: $1158

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Start Date</th>
<th>End Date</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>TDV-001-J</td>
<td>W</td>
<td>5:00PM–9:00PM</td>
<td>Apr 02 – May 14</td>
<td>L. Zach</td>
<td>IND 100</td>
<td></td>
</tr>
</tbody>
</table>

Senior Driver Safety

Senior Adult Safety
The AARP Driver Safety Program is a defensive driver improvement class designed especially for motorists age 50 and older. The class teaches preventive measures to use when driving that saves lives and reviews normal changes in vision, hearing, and reaction time associated with aging. This course is provided in conjunction with the Washington County Commission On Aging and the AARP. To register, call Judy Brewer at 301-790-0275, ext 220. Cost $12 for AARP members, $14 for non-members, payable in person.

Total: $0

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Start Date</th>
<th>End Date</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>DRV-050-KP</td>
<td>W</td>
<td>9:00AM–1:00PM</td>
<td>May 18</td>
<td></td>
<td>VM 3</td>
<td></td>
</tr>
</tbody>
</table>
Forklift Operator Training

Pick, travel, and place loads with confidence after completing this hands-on class for forklift operators. Walk through procedures for forklift inspection, maintaining lift stability and tip-over prevention, loading and unloading trailers, and identifying forklift types and operations. Classroom and practical training meet the requirements of OSHA 1910.178(l). (Textbook included.)
Total: $178 — Senior Total: $130

TRD-030-K  Sa  9:00AM–1:00PM  May 14 — May 21
I. Staff  ATC 202

Become a Forklift Operator or Commercial Truck Driver

Transportation and distribution companies have a constant demand for qualified employees. HCC’s short-term career pathways can help you prepare for a better job and higher pay.

Distribution Center Training – Train as a forklift operator and material handler including onsite visits to local distribution centers. Understand your role in keeping materials moving and creating a smooth warehouse operation. Includes OSHA forklift safety card.

Commercial Driver Training – HCC’s professional driver programs prepare you for CDL A or CDL B licensing. Grant funding includes partial tuition plus assistance with pre-CDL fees including DOT physicals and Learner’s Permit.

To apply for grant funding and for more information on pathway schedules, complete the online application at www.hagerstowncc.edu/earn or call 240-500-2236.

“This project was funded in whole or in part by funds received from EARN Maryland, a Grant program of the Maryland Department of Labor, Licensing and Regulation.”
Whether you’re a beginner, an experienced rider who just needs a license, or a knowledgeable rider looking to polish your skills, Hagerstown Community College has the motorcycle safety class just for you.

**eCourse component now required. Learn online and be prepared for your safety class.**

### Basic Rider—MST 614

**$272**

Limited or no motorcycle riding experience? Our rider coaches help you develop the skills to operate a motorcycle safely with six hours of informative classroom and eleven hours of hands-on motorcycle instruction. Motorcycles are provided for training on a closed range. Successfully complete and receive a certificate for the Maryland Class M license. eCourse completion required.

<table>
<thead>
<tr>
<th>Section Name</th>
<th>Start Date</th>
<th>End Date</th>
<th>Classroom</th>
<th>Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>MST-614-M</td>
<td>3/30/16</td>
<td>4/3/16</td>
<td>W/Th</td>
<td>S/5 AM</td>
</tr>
<tr>
<td>MST-614-J</td>
<td>4/6/16</td>
<td>4/10/16</td>
<td>W/Th</td>
<td>S/5 AM</td>
</tr>
<tr>
<td>MST-614-N</td>
<td>4/20/16</td>
<td>4/24/16</td>
<td>W/Th</td>
<td>S/5 AM</td>
</tr>
<tr>
<td>MST-614-K</td>
<td>5/6/16</td>
<td>5/8/16</td>
<td>F</td>
<td>S/5 PM-8:30p</td>
</tr>
<tr>
<td>MST-614-O</td>
<td>5/18/16</td>
<td>5/22/16</td>
<td>W/Th</td>
<td>S/5 AM</td>
</tr>
<tr>
<td>MST-614-P</td>
<td>6/11/16</td>
<td>6/15/16</td>
<td>W/Th</td>
<td>S/5 AM</td>
</tr>
<tr>
<td>MST-614-Q</td>
<td>7/6/16</td>
<td>7/10/16</td>
<td>W/Th</td>
<td>S/5 AM</td>
</tr>
<tr>
<td>MST-614-R</td>
<td>7/20/16</td>
<td>7/24/16</td>
<td>W/Th</td>
<td>S/5 AM</td>
</tr>
<tr>
<td>MST-614-S</td>
<td>8/3/16</td>
<td>8/7/16</td>
<td>W/Th</td>
<td>S/5 AM</td>
</tr>
<tr>
<td>MST-614-T</td>
<td>8/17/16</td>
<td>8/21/16</td>
<td>W/Th</td>
<td>S/5 AM</td>
</tr>
<tr>
<td>MST-614-U</td>
<td>9/7/16</td>
<td>9/11/16</td>
<td>W/Th</td>
<td>S/5 AM</td>
</tr>
<tr>
<td>MST-614-V</td>
<td>9/21/16</td>
<td>9/25/16</td>
<td>W/Th</td>
<td>S/5 AM</td>
</tr>
</tbody>
</table>

### Alternate Basic Rider—MST 615

**$272**

If you have at least six months of current riding experience, this course will make you a safer biker and hone your street skills. Motorcycles are provided for five hours of range instruction. Successfully complete and receive a certificate for the Maryland Class M license. eCourse completion required.

<table>
<thead>
<tr>
<th>Section Name</th>
<th>Start Date</th>
<th>End Date</th>
<th>Classroom</th>
<th>Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>MST-615-K</td>
<td>5/14/16</td>
<td>5/14/16</td>
<td>none</td>
<td>S</td>
</tr>
</tbody>
</table>

### Basic Rider for Women—MST 448

**$292**

No motorcycle experience is required and no gender stress will be allowed. Led by a female instructor, the course provides the same skills as our mixed gender Basic Rider Course for new riders who want to develop the mental and motor skills for safe street operation. Please see Basic Rider Course description for full details. eCourse completion required.

<table>
<thead>
<tr>
<th>Section Name</th>
<th>Start Date</th>
<th>End Date</th>
<th>Classroom</th>
<th>Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>MST-448-J</td>
<td>4/27/16</td>
<td>5/1/16</td>
<td>W/Th</td>
<td>S/5 AM</td>
</tr>
</tbody>
</table>
Home Inspector

Home Inspector Training
This course is presented by AHIT (American Home Inspectors Training Institute) for Hagerstown Community College. The course meets the required Maryland Real Estate Appraisal and Home Inspection Commission to apply to be a licensed home inspector in Maryland. Textbook included in materials fee.

Total: $2012 — Senior Total: $1906

TRD-045-B  MTuWThFSaSu  8:00AM–5:00PM  Aug 13 – Aug 20

Hagerstown Community College and American Home Inspectors Training have teamed up to offer you home inspection training at the HCC Valley Mall Training Center

TRD-045-B  —  August 13-20, 2016

American Home Inspectors Training Institute is the nation’s leader in home inspection training and training materials. The training is an intensive 8-day course approved in Maryland and West Virginia.

To register
call 240-500-2236
www.hagerstowncc.edu/coned
Lead Paint

Lead Paint Visual Inspector
This course is for those who want to be certified by the Maryland Department of the Environment to become Maryland certified lead paint visual inspectors. The emphasis will be on conducting visual inspections on residential properties as required by the Maryland Lead Poisoning Prevention Program. Students are required to pass an examination at the end of the course. There is an additional fee to MDE to apply for certification.
Total: $228 — Senior Total: $208

Lead Paint Supervisor Refresher
This course meets the training requirements to renew a Maryland Department of Environment (MDE) Certification as a lead paint abatement supervisor. This course is approved for MDE maintenance and repainting supervisors as well as MDE demolition supervisors. Emphasis is on new abatement technologies and products.
Total: $132

Lead Paint M & R Supervisor Training For Maryland
This course meets the most recent training guidelines to become certified by the Maryland Department of the Environment as a lead paint abatement maintenance and repainting. Anyone that removes lead paint is required to be certified by the Maryland Department of the Environment. The course is taught by Chris Gunther of ECTC. (All materials included in material fee).
Total: $203

EPA Certified Lead Paint Renovator - RRP
The EPA 1465 Renovation, Repair and Painting Final Rule (40 CFR 745) requires that renovations conducted for compensation must be performed by certified firms using certified renovators. If your company works on pre-1978 homes and child-occupied facilities you must become certified. Our EPA approved course instructs you how to comply with the EPA RRP rule and the HUD Lead Safe Housing Rule and how to perform lead-safe work practices effectively. EPA certification provided by course provider ECTC.
Total: $207
Welding

Intro to Welding
Develop your entry-level welding skills in this class that covers knowledge, safety, and practical application of welding technologies. Welding processes included in the class are Oxy-Fuel, Gas Tungsten Arc (TIG), Gas Metal Arc (MIG), and Shielded Metal Arc (SMAW). Students must wear appropriate safety clothing. (Textbook required.)

Total: $364 — Senior Total: $236

<table>
<thead>
<tr>
<th>Course</th>
<th>Time</th>
<th>Dates</th>
<th>Instructor(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>CNT-106-K</td>
<td>Tu 5:00PM–9:10PM</td>
<td>May 24 – Jul 26</td>
<td>S. Staley, B. Staley</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>CPB 142/142A</td>
</tr>
</tbody>
</table>

Intermediate Shielded Metal Arc Welding - Stick
Advance your skills in Shielded Metal Arc Welding (SMAW) with a focus on fillet and groove welds required for Structural Weld Code tests. Participants learn how to adjust machines, prepare materials, and apply stick welds on carbon steel in various positions (horizontal and vertical). Prerequisite: Intro to Welding

Total: $408 — Senior Total: $288

<table>
<thead>
<tr>
<th>Course</th>
<th>Time</th>
<th>Dates</th>
<th>Instructor(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>CNT-306-K</td>
<td>Tu 5:00PM–9:10PM</td>
<td>May 24 – Jul 26</td>
<td>B. Staley, S. Staley</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>CPB 142/142A</td>
</tr>
</tbody>
</table>

Intermediate Gas Tungsten Arc Welding - TIG
Work with a variety of materials and improve your ability to burn clean TIG welds. Participants will prepare material and perform welding on flat, horizontal, and vertical welds using carbon steel, stainless steel, and aluminum. Prerequisite: Intro to Welding

Total: $408 — Senior Total: $288

<table>
<thead>
<tr>
<th>Course</th>
<th>Time</th>
<th>Dates</th>
<th>Instructor(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>CNT-308-K</td>
<td>Tu 5:00PM–9:10PM</td>
<td>May 24 – Jul 26</td>
<td>S. Staley, B. Staley</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>CPB 142/142A</td>
</tr>
</tbody>
</table>

Industrial Technology and Trades

Each technician certificate program enriches your skills and knowledge in design, programming, installation, operation, maintenance and troubleshooting industrial electronics, robotics and PLC equipment. The self-paced distance education alternative provides you with practical know how and technical skills needed to become more employable and successful in your field.

Find more information at http://hagerstown-gbc.com or contact the Continuing Education Department at 240-500-2236.

Online Technical Training

Build your qualifications for a rewarding career in technology. Earn a certificate in these areas of industrial technology:

- Robotics Technician
- Electronics Technician
- Electromechanical Technician
- PLC Technician

To register, call 240-500-2236
BLS

**BLS Initial Certification**

The American Heart Association Basic Life Support (BLS) for Healthcare Providers (HCP) (C) is a classroom course that is designed to teach a variety of healthcare professionals how to recognize a number of life-threatening emergencies, how to provide CPR, how to use an AED and how to relieve choking in a safe, timely, and effective manner. This course is for healthcare professionals who must know how to perform CPR, as well as other lifesaving skills, in a range of in-hospital and out-of-hospital settings. Textbook cost is included in the BLS full course fee. Student is responsible for textbook for BLS renewal course. AHA requires each student to have a textbook available before, during and after the course. Students must pass a written exam and skills test in order to receive an AHA BLS for Healthcare Provider (C) course completion card.

Total: $67 — Senior Total: $52

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Start/End Date</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>NRS-923-J</td>
<td>Th</td>
<td>5:00PM–9:00PM</td>
<td>Apr 07 CPB 214</td>
<td></td>
</tr>
<tr>
<td>NRS-923-K</td>
<td>Th</td>
<td>5:00PM–9:00PM</td>
<td>May 19 CPB 214</td>
<td></td>
</tr>
<tr>
<td>NRS-923-L</td>
<td>Th</td>
<td>5:00PM–9:00PM</td>
<td>Jun 16 CPB 214</td>
<td></td>
</tr>
<tr>
<td>NRS-923-A</td>
<td>Th</td>
<td>5:00PM–9:00PM</td>
<td>Jul 14 CPB 214</td>
<td></td>
</tr>
<tr>
<td>NRS-923-B</td>
<td>Th</td>
<td>5:00PM–9:00PM</td>
<td>Aug 04 CPB 214</td>
<td></td>
</tr>
</tbody>
</table>

**BLS Recertification**

BLS Recertification for Healthcare Providers is a class provided by the American Heart Association to refresh healthcare professionals previously certified in recognizing several life-threatening emergencies and providing CPR, using an AED and bag-mask, and relieving choking in a safe, timely, and effective manner. This class includes a review adult, child, and infant skills in both the non-hospital and hospital settings. A textbook is required. (Please note: If the current BLS card has expired, the student should enroll in a BLS Initial Certification course.)

Total: $47 — Senior Total: $37

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Start/End Date</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>NRS-924-J</td>
<td>Th</td>
<td>5:00PM–9:00PM</td>
<td>Apr 21 CPB 214</td>
<td></td>
</tr>
<tr>
<td>NRS-924-X</td>
<td>Th</td>
<td>5:00PM–9:00PM</td>
<td>May 05 CPB 214</td>
<td></td>
</tr>
<tr>
<td>NRS-924-L</td>
<td>Th</td>
<td>5:00PM–9:00PM</td>
<td>Jun 23 CPB 214</td>
<td></td>
</tr>
<tr>
<td>NRS-924-A</td>
<td>Th</td>
<td>5:00PM–9:00PM</td>
<td>Jul 21 CPB 214</td>
<td></td>
</tr>
<tr>
<td>NRS-924-B</td>
<td>Th</td>
<td>5:00PM–9:00PM</td>
<td>Aug 11 CPB 214</td>
<td></td>
</tr>
</tbody>
</table>

**Delegating Nurse**

**Delegating Nurse**

This course is designed to provide application tools, resources, and guidance for registered nurses who delegate nursing functions and teach medication administration to medication technicians in assisted living settings. Topics include: standards for delegating nurses, patient assessment, and supervision responsibilities.

Total: $283 — Senior Total: $223

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Start/End Date</th>
<th>Instructor</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>NRS-563-L</td>
<td>Fsa</td>
<td>8:00AM–5:00PM</td>
<td>L. Smigelski</td>
<td>Jun 17 – Jun 18 CPB 214</td>
<td></td>
</tr>
</tbody>
</table>

**Dental Seminar**

**Dental Seminar**

This course provides information related to conditions and procedures encountered in dental practices. Knowledge gained from this class will be relevant to dentist, dental hygienist, and dental assistants. Topics include: pathophysiology of disorders, diagnostic mechanisms, treatments, and dental therapies.

Total: $144

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Start/End Date</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>NRS-774-K</td>
<td>F</td>
<td>8:00AM–4:00PM</td>
<td>May 06 CPB 211/213</td>
<td></td>
</tr>
<tr>
<td>NRS-774-KS</td>
<td>F</td>
<td>8:00AM–4:00PM</td>
<td>May 06 CPB 211/213</td>
<td></td>
</tr>
</tbody>
</table>
Drug Calculation

Drug Calculations Preparation
A course designed for students who desire instructor-guided direction in preparing for the required dosage calculation exam for the nursing programs (LPN and RN). Demonstration and practice in using various formulas for calculating oral and parenteral medication dosages.

Total: $53 — Senior Total: $43

Health Seminar

PCCN Review Course
This is a two-day PCCN Certification Review course utilizing AACN approved materials from Carol Rauen. Course is lead by Cathy Ware, a local RN with current CCRN certification. Course includes a PCCN Certification review course booklet, and a 120 question practice PCCN exam with answers. Students who attend both days are eligible to receive 13 contact hours through AACN.

Total: $198

Medicine Aide

CNA Medicine Aide Recertification
This course provides current medicine aides with updated information on drug therapies and safe medication administration and meets the Maryland Board of Nursing continuing education requirements for recertification. Students are required to attend the full eight hour course (six hours of lecture and two hours of testing) and score a minimum of 80 percent on the written final exam. Submission of the CMA Clinical Update Verification form by the student’s employer prior to enrollment verifying the following information is required: 1. Practiced as a CNA for 16 hours in the two years immediately preceding admission to the CMA Clinical Update. 2. Practiced as a CNA for eight hours in a licensed nursing home in the two years immediately preceding admission to the Clinical Update class. 3. Practiced as a CMA for 100 hours in the two years immediately preceding admission to the CMA Clinical Update. A copy of the CMA Clinical Update Verification form can be found on www.hagerstowncc.edu/coned/nursing/cma. Certificates will not be awarded without successfully completing the course. Please bring a stethoscope and a drug book to class.

Total: $83 — Senior Total: $43

Nursing

Gerontological Care Certificate
This course is designed to provide the long term care nursing staff with up-to-date information on care of the aging resident. Current treatment of diseases, care implications and recognition of changes due to aging vs. disease condition will be stressed. Modules will also explore making the nursing home a home, preventing falls, recognizing infections, and care of the dying resident.

Total: $263 — Senior Total: $165

NCLEX Review
This course prepares nursing students for the NCLEX exam. Students will take a pre-test of the overall body systems, anatomy and physiology, disease processes, assessment and care, as well as nursing process, and legal and ethical issues practice. Emphasis will be focused on test-taking strategies and areas where students exhibit need for additional instruction. A post-test to review learner success will also be administered.

Total: $407

To register, call 240-500-2236
Cardiac Updates #14
Saturday, April 2, 2016
7:30 a.m. to 3 p.m.
Career Programs Building

NRS 583 J
Total: $70

NRS 583 JE
Total: $56
(Tristate Echo members and Meritus Employees)

To register or for more information, call 240-500-2236.

Ed2Go Career Training Programs

Train for a new career from the comfort of your home and at your own pace. Visit http://careertraining.ed2go.com/hagerstowncc/ to see the class selection and course outlines. You don’t have to be online at a specific time.

ICD-10 Medical Coding
Certified National Pharmaceutical Representative
Physical Therapy Aide
Medical Billing and Coding
Advanced Hospital Coding and CCS Prep
Clinical Dental Assistant
Medical Transcription + Medical Terminology
Optician Certification Training
Nutrition for Optimal Health, Wellness, and Sports

Questions?
Call 240-500-2553 or email online@hagerstowncc.edu
Nurse Refresher Course

This course is a three-step series designed for Registered or Licensed Practical Nurses to reinstate an inactive Maryland nursing license and consists of a hybrid class with 40 classroom hours and online course work totaling 80 hours of content. Areas of concentration include: delivery of care utilizing the nursing process; medication calculation and administration; adult medical/surgical nursing; and current issues, trends, and nursing practice. Students are expected to complete assignments on a weekly basis for the online component. Successful completion requires an 80 percent or higher average score on four exams and completion of 10 weekly assignments with an average score of 80 percent. There is a required textbook, the cost of which is in addition to the class totals.

Prior to beginning the Clinical Practice component, students must:
- Possess an active, inactive, or temporary Maryland nursing license (RN or LPN) or one from a compact state.
- Provide documentation of a physical exam (signed by a medical provider - MD, PA, or NP) within 12 months of the start date of clinical practice.
- Have a current Basic Life Support Health Care Provider CPR Card issued by the American Heart Association (AHA). Provider courses and recertification courses are available at HCC.
- Provide medical documentation or waivers of the following vaccinations: MMR or titre, Varicella or titre, Tetanus, Hepatitis B series, and negative TB test (PPD or Chest X-Ray) – TB results should be within the past 12 months of the start date of Clinical Practice.
- Complete a Criminal Background Check.

The Nurse Refresher Course will take 16 weeks to complete.
- Step 1 is 10 weeks of theory, one classroom day per week & online assignments.
- Step 2 consists of 12 hours of skills labs Friday evening/Saturday.
- Step 3 consists of 60 hours of clinical hours with a preceptor.

Step 1: Nurse Refresher I Classroom Theory (NRS 988 J)
Mon 6 p.m. – 10 p.m.  April 4 – June 13  CPB 125
Total: $643  Sr. Total: $399
✓ Consists of 80 hours of theory presented in classroom, online learning, and assignments with the following areas of concentration:
  o Delivery of nursing care utilizing the nursing process
  o Adult Medical/Surgical Nursing
  o Current issues, trends, and nursing practice
✓ A learning portfolio is created during the course.
✓ Successful completion includes the learning portfolio, weekly quizzes greater than 80 percent, participation in online discussion weekly and 80 percent or higher on the average of four exams spaced through the course.

Step 2: Nurse Refresher Skills Lab (NRS 094 K)
Fri. May 6  6 p.m. – 10 p.m., and Sat. May 7 10 a.m. – 6 p.m.  CPB 151
Total: $349  Sr. Total: $253
✓ Students will be provided all supplies required to review, practice, and demonstrate mastery of 12 nursing skills needed to provide nursing care in a state of the art simulation lab.
✓ Bring your own stethoscope.

Step 3: Nurse Refresher Clinical (NRS 743 L)
June 14 – August 16
Total: $243  Sr. Total: $139
✓ Step 1 and Step 2 are prerequisites.
✓ Students must complete 60 clinical hours at an approved site.
✓ All requirements listed must be met before starting clinicals.

To register, call 240-500-2236
Ed2Go Six-Week Online Courses

HCC offers hundreds of online six-week classes. Each course has 12 lessons, with two lessons released each week. Visit www.ed2go.com/hagerstown to see the class selection. Register online and attend orientation online.

Human Anatomy and Physiology
Gain a greater appreciation and understanding of the marvelous complexity of the human body.

Legal Nurse Consulting
Begin a new career by helping attorneys understand and resolve medical cases and claims.

HIPAA Compliance
Learn how to comply with the duties, rights, and responsibilities of HIPAA, ARRA & HITECH.

Certificate in Pain Assessment and Management
This certificate provides an overview of the mechanisms of pain, the multidisciplinary methods of assessment, management, and treatment of pain, which include adults, children, and the elderly with cancer related and non-cancer related pain.

Certificate in Complementary and Integrative Health
Enhance your professional marketability by gaining a broad understanding of complementary and integrative health care options.

Certificate in Healthy Aging
Gain an overview of aging, including the impact of nutrition and physical activity, changes in the healthy aging brain, and the role of sexuality in healthy aging.

Explore a Career as an Administrative Medical Assistant
Learn all about the in-demand career of medical information management as you explore the job of an administrative medical assistant (AMA) in a doctor’s office—from appointment scheduling and chart creation to medical billing and coding.

Medical Transcription
Learn how to transcribe the medical reports most often used in healthcare today, and discover how to get started and advance as a medical transcriptionist.

Certificate in Gerontology
Earn a certificate proving you with the skills required to meet the health care needs of a rapidly aging population.

Explore a Career in Nursing
Learn what it takes to become an LPN or RN, and discover all of the exciting and rewarding opportunities awaiting you in the field of nursing.

Spanish for Medical Professionals I and II
Learn medical Spanish quickly and easily, honing your basic conversational skills and mastering key healthcare words and phrases.
Online Programs with PROTRAIN World Class Training for Education to Employment

Pharmacy Technician Certification
330 Hours/12 Months/Online/Self-Paced
This course will provide you with the necessary skills to become a pharmacy tech in a hospital or retail setting. The lessons in this course will provide a comprehensive overview of the complexities of community and institutional pharmacies. You will learn the fundamentals of the pharmacy, as well as the role of a pharmacy technician. You will learn how to process a prescription, create non-sterile compounds, and ensure proper medication safety and management. Upon completion of this course, you will gain the skills and knowledge to qualify for entry level positions in pharmacies. This course prepares a student to take the NHA Pharmacy Technician (CPhT) certification exam.

CVS PROTRAIN Pharmacy Externship – Call for Details 800-762-9881

Administrative Medical Assistant Career
265 Hours/12 Months/Online/Self-Paced
Administrative Medical Assisting is one of the fastest growing careers in the health care industry today. The need for professionals that understand how to utilize computerized medical office software and perform administrative office procedures is growing substantially. Physician practices, hospitals, chiropractic practices, and other health care providers all depend on administrative professionals for day-to-day-support. In the Administrative Medical Assistant course you will learn medical terminology, patient confidentiality, scheduling, customer service, basic patient documentation, and basic billing as well as other administrative duties required by front office personnel.

Certified Electronic Health Records Specialist Career Prep
145 Hours/12 Months/Online/Self-Paced
This course will provide a comprehensive education in all aspects of electronic health records, including implementing electronic systems, managing systems, troubleshooting, entering and retrieving patient information, maintaining patient confidentiality, and other topics associated with electronic health records and computer-based health information systems. Through a variety of learning activities, including practice in a simulated electronic records system, students will learn the skills necessary to become an Electronic Health Records Specialist. This course prepares the student to take the National Healthcareer Association Electronic Health Record Specialist (CEHRS) certification exam.

Preparing for ICD-10 Coding
265 Hours/12 Months/Online/Self-Paced
On October 1, 2015, the coding system will move from ICD-9 to ICD-10-CM/PCS. The structure of the new code sets is radically different from the codes in use today. ICD-10 implementation will impact virtually all processes, technology and people within a health care enterprise. This course will provide an introduction to ICD-10-CM coding to help you translate your knowledge of ICD-9-CM coding to the new code set. Through the use of expert developed learning modules, in-course activities, and case studies, you will learn everything you need to know to easily move to ICD 10 coding.


To register, call 240-500-2236
Nursing
Art

Beginning Loom Knitting Basic Hat
Learn how to make a hat for children and adults using a circle loom in this two part class. You will need to supply on your own and bring to class: 1 skein of #5 or #6 yarn, one medium 9 1/2 in or large 11 1/2 in circle loom and loom hook (with the set of four you can make hats for the whole family), a tape measure, yarn needle, scissors, stick markers and row counter. Total: $38

ANE-323-J Th 11:30AM–1:30PM Apr 07 – Apr 14
A. Berendt CPB 230

Beginner Loom Knitting Brimmed Hat
Learn how to make a two-color hat for children and adults using a circle loom in this two-part class. You will need to supply on your own and bring to class: two skeins of #5 or #6 yarn, one medium 9 1/2 in or large 11 1/2 in circle loom and loom hook (with the set of four you can make hats for the whole family), a tape measure, yarn needle, scissors, stick markers, and row counter. Total: $38

ANE-324-J Th 11:30AM–1:30PM Apr 21 – April 28
A. Berendt CPB 230

Sock It to Me: Advanced Loom Knitting NEW
Over the course of this two-session class, participants will successfully knit a pair of socks. This class is intended for those who have previous knowledge of loom knitting, and/or who have taken Beginning Loom Knitting. Total: $40

ANE-356-K Th 11:30AM–1:30PM May 05 – May 12
A. Berendt CPB 213

Learn the Heritage Craft of Chair Caning
Learn to repair your rocking chairs, foot stools, and dining room chairs. This course will teach you how to restore these wonderful pieces back to their original woven beauty. You will learn the many hands-on techniques in the weaving process needed to restore the piece back to its original splendor. You will also have the opportunity to create your own woven seat on a small stool or work on an existing project as a way of learning the chair caning techniques. Reward your children and grandchildren with a hand woven gift that will last a lifetime. Materials may be purchased from the instructor. Bring a bucket, scissors, towel, measuring tape, pencil, one dozen clothes pins, and paper to class. Total: $91 — Senior Total: $58

SEN-090-J Tu 6:00PM–8:30PM Apr 05 – May 24
G. Lum VM 6
Join us this summer as we venture into the nation’s capital for history, culture, sightseeing, and great food! We are excited to offer our ever-popular Washington, DC Escape trip and Washington, DC Genealogy Research Trip. If you are interested in the Smithsonian, Newseum, Spy Museum, or anything and everything Washington, join us this summer for these fantastic opportunities. Departure is from the Valley Mall.

### Cultural Trips

**Washington, D.C. Escape**

Join your friends as you travel to Washington for a day to relax and explore all your favorite museums on the Mall in complete leisure. HCC’s motor coach will drop you off and pick you up at the Smithsonian Castle, allowing for plenty of exploration time in one or more of the historic museums on the Mall or shopping. Fee includes: fully-equipped motor coach transportation and gratuity. Departure is from the Valley Mall.

Total: $48

SEN-196-L1  Tu  7:00AM–5:30PM  Jun 07

### Genealogy

**Instructor Bio - Carol Miller-Schultz**

Carol Miller-Schultz facilitates a monthly local genealogy group. She has been participating in ancestry research for more than two decades. Her interests include utilizing technology and the use of DNA as related to family history research.

#### Tracing Your Family Roots - Introduction To Genealogy

Making a personal connection with history and discovering relatives are just two of the many rewards available from researching your family tree. This introductory course will cover the fundamental building blocks of genealogy research. You will learn where to find source documents and the best strategies to enhance your exploration. The most current genealogy tools will be used including: Family Tree Maker, RootsMagic 6 and Legacy 8 Family Tree. In addition, online resources such as Ancestry.com, Family Search, Fold3, Genealogy Bank, and USGenWeb will be utilized. The hands-on class is held in a computer lab at the Valley Mall Center.

Total: $78 — Senior Total: $53

SEN-097-J1  F  1:30PM–4:00PM  Apr 25 – May 16  C. Miller-Schultz  VM 5

SEN-377-J1  F  6:00PM–8:30PM  Apr 22 – May 13  C. Miller-Schultz  VM 2

SEN-377-N1  M  9:30AM–12:00PM  Apr 25 – May 16  C. Miller-Schultz  VM 2

### Cultural Trips

**Genealogy Plus**

This course will guide you through computer-generated research strategies. You will have the opportunity to learn more about Family Tree Maker, RootsMagic 6 and Legacy 8.0 Family Tree software. Additionally, exploration of the pros and cons of online trees, paid and free genealogy websites, and how DNA testing can be used to enhance your genealogical research will be included. A variety of methods for organizing your data will be examined. This hands-on class is designed for genealogy enthusiasts who are researching their family history and would like to investigate additional resources.

Total: $78 — Senior Total: $53

SEN-097-J1  F  1:30PM–4:00PM  Apr 25 – May 16  C. Miller-Schultz  VM 5

SEN-144-L1  Tu  7:00AM–5:30PM  Jun 07  C. Miller-Schultz

### Washington, D.C. Genealogy Research Trip

Research time is built into this day and may be used either at the DAR Library or the National Archives. The instructor will contact participants one week prior to the trip for a discussion of research options. Lunch is on your own but may be purchased within walking distance of all facilities. Tour fee includes: motor coach transportation/gratuity.

Total: $48

SEN-144-L1  Tu  7:00AM–5:30PM  Jun 07  C. Miller-Schultz

To register, call 240-500-2236
History

Re-Writing the Past: Thomas Chatterton To Iolo Morganwg  NEW
Poets and forgers of traditional materials, Thomas Chatterton and Welsh antiquarian Edward Williams—better known by his bardic name of Iolo Morganwg—are the focus of this presentation. Dr. Gray discusses their powerful influence on the romantic movement in Chatterton’s case; and on the resurgence of interest in all things Celtic (in Morgan’s case). Selections from their works guide her discussion of how such work is to be valued in a literary sense.

Total: $28

DIS-505-J1  W 9:30AM–12:00PM  Apr 20
K. Gray  VM 6

Romancing the Scottish Lowlands: From Robert Burns to Walter Scott  NEW
Two great Scottish writers, Robert Burns and Sir Walter Scott, are focused on in this lecture that will explore their very different lives and works. Special attention is given to the dramatic ways in which each man reveals, transmits, and then himself contributed to the colorful culture and traditions of Scotland. Dr. Gray also explores their place in the wider romantic and Celtic literary spirit of the time and discusses the distinction between “lowland” and “highland” Scotland.

Total: $28

DIS-506-K1  W 9:30AM–12:00PM  May 25
K. Gray  VM 6

Exploring Viking History and Lore  NEW SERIES
Among the old Icelandic sagas are two that have come to be called the Vinland Sagas. They contain the oldest European descriptions of North America and the stories of the Vikings’ experiences sailing to and from it, and briefly living there. In these lectures Dr. Karen Gray provides and overview of the Viking culture and period, the building and sailing of Viking ships, and the two sagas of their journeys to America, 500 years before Columbus.

Total: $93

DIS-519-A  W 9:30AM–12:00PM  Jul 06–Jul 27
K. Gray  VM 4

The Early Viking Movement  NEW
For a three hundred year period, from about 780 to 1070, Viking people from Denmark, Sweden, and Norway engaged in what is called the “Viking Movement.” It took them as far as Greenland and North America to the north and west, the Mediterranean in the South, and deep into Russia to the east. In this lecture Dr. Gray discusses the history of this movement as well as the difficulties with the Christian annals and chronicles that are our primary source of information on this movement.

Total: $28

DIS-520-A  W 9:30AM–12:00PM  Jul 06  VM 4
K. Gray

Viking Voyages  NEW
Much has been learned in recent years about the way the Vikings built their ships and sailed them. In this lecture Dr. Gray surveys the most recent understandings, some of it gained from building and sailing contemporary replicas such as the Sea Stallion. Sections of the sagas that shed light on the Viking’s sailing experience are read as part of the lecture.

Total: $28

DIS-521-A  W 9:30AM–12:00PM  Jul 13  VM 4
K. Gray

The Greenlander’s Saga: Erik the Red And Leif Eriksson  NEW
Containing the stories of men such as Erik the Red and Leif Eriksson, the Greenlander’s saga is rich in Viking lore as well as seeds of historic fact. Dr. Gray discusses the source of the saga and brings in information from archaeology and other fields as she discusses the stories, people, and culture of the saga.

Total: $28

DIS-522-A  W 9:30AM–12:00PM  Jul 20  VM 4
K. Gray

Gudrid’s Saga  NEW
The second saga might well be called Gudrid’s saga, as the story of this Viking woman is a strong thread running through it. Dr. Gray will focus particularly upon Gudrid in this lecture as well as make comparisons between this saga and that of the Greenlanders where they overlap.

Total: $28

DIS-523-A  W 9:30AM–12:00PM  Jul 27  VM 4
K. Gray
C & O Canal  NEW
This one-day seminar examines the efforts to provide water transportation up the Potomac Valley. It begins with colonial times, and culminates with the establishment of the C & O Canal National Historical Park.
Total: $75
DIS-525-K  Sa 9:00AM–4:30PM  May 07
              K. Gray  VM 3

C & O Canal Walk  NEW
Explore the rich history of the C & O Canal Towpath with Dr. Karen Gray. We’ll spend an afternoon learning about the history of the canal, specifically around Dams 4 & 5, and McMahon’s Mill. Plan to meet at the Park & Ride on I-70 just below the SW quadrant of the interchange with 622/Downsville Pike. Transportation will be provided to parts of the walk by bus.
Total: $47
DIS-526-K  Su 1:00PM–5:00PM  May 15
              K. Gray

Cicero: a Man for All Seasons
Marcus Tullius Cicero was a philosopher and Linguist, as well as a powerful lawyer, orator, and statesman. But in addition, he was a political theorist and a Roman Constitutionalist who championed the Roman Republican government in the face of civil war and the dictatorship of Gaius Julius Caesar. In this lecture, Dr. Karen Gray provides a richly-illustrated PowerPoint presentation on his life and thought, including selections from his writings that reveal much about his time as well as speak, with surprising relevance, to our own time in particular and the human situation in general. Time is allowed for discussion at the conclusion of the lecture.
Total: $28
DIS-752-L  W 9:30AM–12:00PM  Jun 22
              K. Gray  VM 4

Thomas Jefferson and the Louisiana Purchase, 1803-1812  NEW
Explore Jefferson’s political philosophy, and why he abandoned it in the purchase and governance of the Louisiana Territory. Also under discussion are the expedition of Lewis & Clark and its multiple facets, and the treason and trial of Aaron Burr, overseen by Jefferson.
Total: $75 — Senior Total: $50
DIS-515-J  Tu 9:00AM–12:00PM  Apr 12 – May 03
              R. Swartz  VM 4

The First Three French and Indian Wars, 1688-1744  NEW
The “WAG Wars” established the causes for the last French & Indian War, which set the stage for the American Revolution. This course will cover the background causes, events in France’s and Great Britain’s colonies, and results of each war. Roles played by colonies of the region will also be discussed.
Total: $75 — Senior Total: $50
DIS-516-K  Tu 9:00AM–12:00PM  May 24 – Jun 14
              R. Swartz  VM 3

An Introduction to the U.S. Constitution  NEW
This course will discover how the federal government was formed by the adoption, by the Continental Congress, of the Articles of Confederation. Students will explore the shortcomings and defects of the Articles, and how those led to the development of the Constitutional Congress’ call for a Constitutional Convention. The proceedings of the convention, and the debates that ensued after the new Constitution was offered for ratification, will also be discussed. The Bill of Rights’ origin and passage will be visited briefly, and the various sections of the Constitution and their interpretations by court systems, will also be addressed.
Total: $88 — Senior Total: $56
DIS-518-J  M 6:00PM–8:00PM  Apr 04 – May 23
              J. Warner  VM 6

To register, call 240-500-2236  49
Instructor Bio—Julie Castillo

Julie (Mooney) Castillo holds a Master of Arts degree in social science from Catholic University and has worked in publishing and film since 1995. She has been a story analyst, editor, writer-for-hire (her credits include two New York Times bestsellers), writing consultant, and instructor.

Eating Local for Less

“Organic”; “All Natural”; “Cage Free”: What’s it all mean? We’ve heard the news about obesity epidemics, ecoli outbreaks, pesticide scares, and nutritionally bankrupt processed foods, but are these expensive new boutique products really the answer? In this class, you’ll explore alternatives to the industrial food system: CSAs, farmer’s markets, food co-ops, and more, where the focus is on delicious, healthy food grown by environmentally responsible methods. When was the last time you bit into a tomato that exploded on your tongue the way they did when you were a kid? Taste industrial foods alongside local, organic, permaculture alternatives. Discover how to find sources of great local food and how to make it cost less than what you buy at the grocery store!

Total: $71 — Senior Total: $48

DIS-423-K  Sa  10:00AM—12:00PM  May 28 – Jun 18
J. Castillo  CPB 230

Creativity and entertaining in the lovely months of summer are a highlight for all who love summer gardens and the opportunities they offer. The warm weather lifts our senses as we walk through our yards and gardens, creating a retreat of flowering shrubs, warm, beckoning perennials, and glorious annuals! Join floral designer Denny Warrenfeltz for this new class that focuses on using repurposed and vintage items in new and unique ways.

First Session—Monday, May 16th -

Learn how to select the best items and materials that can turn a reclaimed object into a work of art. Heirloom plants and herbs that you can grow in your garden can be used in your own floral arrangements, both in and out of your home. This innovative evening will take place at Trayers Farm and Greenhouse, 11452 Welsh Run Road, Mercersburg, PA. Denny will focus on the repurposing of vintage and antique items that make show-stopping centerpieces, floral arrangements, and conversation pieces. Denny will conclude this session with plant material arrangement demonstration and refreshments. Please bring a folding chair to this session.

A letter with directions to Trayers Farm and Greenhouse and the Bowman House will be sent to you one week prior to the first class session in May.

Total:$67  ANE 084 K 1  M  6-8 p.m.  5/16/16 and 6/20/16

Second Session—Monday, June 20th-

We will join Denny and his wife, Shawen, for a special visit to the historic Bowman House in downtown Boonsboro, Maryland. This will be an evening of decorating dreams come true! We invite you and your friends to join us as we explore decorating possibilities! Refreshments will be served at the conclusion of this evening’s entertaining session. Historic Bowman House is located at 323 N. Main Street, Boonsboro, MD, 21713.
**Financial GPS Series**
In this new HCC continuing education series, money matters and personal finance are brought to the forefront. You'll learn strategies and information surrounding understanding your credit score, managing debt and credit, planning short-term and long-term financial goals, and paving the road to financial security. Join us for this brand new opportunity in Personal Enrichment! (Classes may be taken as an entire series or as individual sessions.)

**Money Matters**

**Financial GPS Series**
Through this series, participants will learn about financial well-being, and gain a better understanding of credit, eliminating debt, establishing financial goals, and saving and investing.
Total: $77 — Senior Total: $51

**Finding Yourself Financially: Net Worth And Credit Score**
Through this series, participants will learn about financial well-being, and gain a better understanding of credit, eliminating debt, establishing financial goals, and saving and investing.
Total: $28

**Overcoming Financial Roadblocks: Discarding Debt & Consumer Savvy**
Find solid tools and understand credit and debt. We'll explore the psychology behind our money habits. We'll discover the full costs of debt and how to pay it off. Multiple debt payoff methods and tools will be explained. We'll talk about using financial savvy to avoid negative deals and scams.
Total: $28

**The Road to Financial Security: Saving And Investing**
Become a more knowledgeable and confident saver and investor—a key step to financial security. We'll explore multiple methods, strategies and key factors to consider. You'll learn financial principles such as the value of time in growing money and opportunity costs and use tools to calculate their impact.
Total: $28

**To register, call 240-500-2236**
Being Human: Religion & Spirituality

Religion is a cultural universal, occurring in some form in every society. In this course, we’ll explore the nature of religion and spirituality from an anthropological perspective. We’ll address the big questions: How does a person come to believe something? Is belief compatible with science? What do people of various faiths actually believe and how do their spiritual traditions shape their lives? Does religion structure society, or vice versa? Join us for an exploration of human spirituality, a grand tour of world faiths, and a series of lively discussions.

Total: $75 — Senior Total: $55

DIS-462-J W 2:00PM–4:00PM Apr 06 – Apr 27
J. Castillo
CPB 230

Instructor Bio—Mary Ann Allan
Mary Ann Allan is a lifelong seeker in the field of Ancient Arts; an Astarian of the Eighth Degree. She has been practicing meditation for over 40 years; teaching in the community for two decades.

Principles of Meditation—A Joyous Peaceful Way of Life

The practice of this ancient art will enrich your life experiences and expand your horizon. It is an excellent support to prevent, slow, or control cardiovascular disease, improve the ability to sustain concentration, restore balance for depression, develop constructive use of thought patterns, and ease pain associated with chronic diseases. If the practice of meditation is a new concept you would like to experience, or if you wish to renew your meditation practice, this course will help you establish a firm foundation.

Total: $73

MBP-027-J Tu 6:30PM–8:00PM Apr 12 – May 17
M. Allan
VM 8

Music

Pop and Rock of the 1950’s and 1960’s  NEW

This group of lectures will discuss the evolution of rock and popular music in America. Topics will include: popular music in the first half of the twentieth century, the development of rock and roll during the 1950s, its emergence into mainstream American culture in the 1960s, and the transformation of rock as a tool for social protest and psychedelic exploration. Music presented will include the work of favorite artists such as Benny Goodman, Bing Crosby, Frank Sinatra, Little Richard, Chuck Berry, Bill Haley, Elvis Presley, Frankie Avalon, Motown and Southern Soul artists, The Beatles, The Beach Boys, and many more.

Total: $75

ANE-355-J Tu 6:00PM–8:00PM Apr 05 – May 17
D. Webber
CPB 213

Beginning Bluegrass Banjo

This course is for beginning banjo players, no prior experience or very little experience needed. Students are taught to play by ear, no music or tablatures are used. Students learn traditional bluegrass tunes.

Total: $58

BLU-013-J M 5:45PM–6:45PM Apr 04 – Jun 06
F. Maietta
CPB 211/213

BLU-013-L M 5:45PM–6:45PM Jun 27 – Aug 29
F. Maietta
CPB 211/213

Bluegrass Jamming

Can you strum a song using G, C, F, D, A and E chords? Do you envy those people that can jump into any jam session? Then join us Monday evenings for these beginner to advanced beginner jam sessions. There are three levels of participation available: learning to hear and play chord changes - beginning; learning to sing and play - beginning; learning to play, sing and take simple solo breaks - intermediate to advanced beginner. All levels of participation are welcome. Acoustic guitars, banjos, mandolins, bass, resonator guitars, dulcimers and fiddles, and other instruments by permission. If you have always wanted to try a joining a jam session then now is your chance.

Total: $53

BLU-015-J M 7:00PM–9:00PM Apr 04 – Jun 06
F. Maietta
CPB 211/213

BLU-015-L M 7:00PM–9:00PM Jun 27 – Aug 29
F. Maietta
CPB 211/213
Photography

Instructor Bio - Steve Schaefer
Steve Schaefer graduated with a Bachelor’s in Fine Art in Photography. He specialized in historic and alternative processing as well as mixed media. He is a working artist that has been exhibited in solo and group exhibitions. Steve also holds a Master’s of Art in Teaching and currently an Art Teacher.

Basic Photography
Learn the basics to improve your photography. Discuss the importance of the shutter, aperture, lenses, film, filters, flash, macro (close-up) techniques, and composition. Photographs will be projected at each session to explain the specific topic. Equipment necessary for class: digital camera (single-lens reflex helpful but not necessary).
Total: $73 — Senior Total: $43

<table>
<thead>
<tr>
<th>Course</th>
<th>Days</th>
<th>Time</th>
<th>Dates</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANE-318-J</td>
<td>M</td>
<td>6:30PM–8:30PM</td>
<td>Apr 04 – May 02</td>
<td>S. Schaefer</td>
</tr>
<tr>
<td>ANE-318-K</td>
<td>M</td>
<td>6:30PM–8:30PM</td>
<td>May 09 – Jun 06</td>
<td>S. Schaefer</td>
</tr>
</tbody>
</table>

Advanced Photography
Take the next step beyond basic photography. Explore the advanced applications of lighting, lenses, filters, and other photography equipment. You will also learn the photography techniques necessary to take special situation photographs such as weddings. Field trip will be discussed in class. Prerequisite: Basic photography or equivalent.
Total: $73 — Senior Total: $43

<table>
<thead>
<tr>
<th>Course</th>
<th>Days</th>
<th>Time</th>
<th>Dates</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANE-281-K</td>
<td>W</td>
<td>6:30PM–8:30PM</td>
<td>May 11 – Jun 08</td>
<td>S. Schaefer</td>
</tr>
</tbody>
</table>

Nature and Wildlife Photography
Are you interested in capturing the moment of a beautiful sunset, delicate flower, or wildlife in their natural habitat? This new course will focus on nature and wildlife photography. Class sessions will cover bird, macro, and outdoor photography as well as equipment including use of lenses, tripods, feeders, and bait to set up those great wildlife shots. Equipment necessary for class: single-reflex lens (SLR camera).
Total: $63 — Senior Total: $43

<table>
<thead>
<tr>
<th>Course</th>
<th>Days</th>
<th>Time</th>
<th>Dates</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANE-090-K</td>
<td>Tu</td>
<td>6:30PM–8:30PM</td>
<td>May 03 – May 24</td>
<td>S. Schaefer</td>
</tr>
</tbody>
</table>

To register, call 240-500-2236
Summer Conference for Fiction Writers

August 12-13, 2016

Join other fiction writers at the Mid-Atlantic Fiction Writers Institute (formerly the Nora Roberts Writing Institute), on August 12-13, 2016.

The annual MAFWI summer conference offers workshops and breakout sessions by bestselling authors, college faculty, and experienced public relations professionals. From story fundamentals like plot and point of view to seasoned advice on how to market your work, there is something for writers of every genre at MAFWI.

Register or learn more at www.mafwi.org

TEEN WRITERS:

Do You Love To Write?
Do You Dream of Becoming a Published Author?

Attend the

Hub City Teen Writers Institute at Hagerstown Community College

August 12-13, 2016
Work with Professional Writers and College Professors
Go from INSPIRATION to PUBLICATION in One High-Speed Weekend
Enter the 4th Annual Short Story Contest and Win Awesome Prizes
See contest rules at: www.mafwi.org/teens

Register or learn more at www.mafwi.org
Choosing your class is easy. Visit HCC’s online classroom at www.ed2go.com/Hagerstown. Browse through the class schedule and select the topic and month that are right for you. Register online and attend orientation online. See the online outline for course requirements. Questions? Email online@hagerstowncc.edu.

Section M 3/16/16 – 4/22/16
Section J 4/13/16 – 5/20/16
Section K 5/18/16 – 6/24/16
Section L 6/15/16 – 7/22/16
Section A 7/13/16 – 8/19/16
Section B 8/17/16 – 9/23/16

Advanced Fiction Writing
Explore all the topics a writer needs to create a successful manuscript, including story structure, plot, character, dialogue, setting, suspense, conflict, action, viewpoint, tense, and even how to get published.

Beginner’s Guide to Getting Published
This course will help you properly format manuscripts, write irresistible query letters, and submit your work to the publishers who want it.

Beginning Writer’s Workshop
Get a taste of the writing life, improve your writing skills, and discover new ways to stretch your creative muscles.

The Craft of Magazine Writing
With this fun, interactive class you can learn the ropes from a pro and turn your dream of becoming a freelancer into a bright future as a magazine writer.

Introduction to Journaling
Learn to use powerful journaling techniques to develop a deeper and more spiritual understanding of yourself and explore your thoughts, feelings, beliefs, and values.

Introduction to Screenwriting
This course will teach you everything you need to know to create a script that can sell.

Mystery Writing
Using vivid examples from bestselling mystery novels, this course will teach you the techniques you need to become a successful mystery author.

Research Methods for Writers
Learn how to efficiently and effectively conduct research for any writing project: fiction, nonfiction, business… even term papers and dissertations. This six-week online course teaches the best methods for mounting a search on any subject.

Travel Writing
If you have a desire to write and a yen to travel, you’re a perfect candidate to become a travel writer. Topics include popular styles and types of travel writing that are the friendliest to new writers.

Write and Publish Your Nonfiction Book
This fun and information-packed course will teach you how to plan, research, write, edit, and publish your masterpiece.

Write Fiction Like a Pro
In this course, you’ll develop your own original story, beginning with your passion and theme. From these you’ll discover your characters, their flaws, and the inner struggles that will bring them to life.

Write Your Life Story
Learn what it takes to write essays, a legacy letter (sometimes called an ethical will), a memoir, an autobiography, or the story of a loved one’s life in simple, easy steps.

Writeriffic: Creativity Training for Writers
This class will ignite your creative energies in simple, fun and easy steps. In just six weeks, you’ll be a liberated, imaginative, and versatile writer ready to tackle or finish that book that is inside you.

Writing Essentials
Master the essentials of writing so you can excel at business communications, express yourself clearly online, and take your creative literary talents to a new level.

Writing for Children
Join a published children’s author and discover how you can touch the hearts of children by creating books for them.
HCC's instructor-facilitated online courses are informative, fun, convenient, and highly interactive. HCC instructors are known for their ability to create warm and supportive communities of learners. All 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. You can complete any course entirely from your home or office. Any time of the day or night.

- Expert Instructor
- 24-Hour Access
- Online Discussion Areas
- Six Weeks of Instruction

New course sessions begin monthly. Please visit the Online Instruction Center to see exact start dates for the courses that interest you.

Enroll Now

Courses as Low as:

$109

Hagerstown Community College

GED Prep and General Education Online:
- GED Prep
- GED Math Test Prep
- Introduction to Algebra
- Introduction to Statistics
- Everyday Math

Courses for Teaching Professionals:
- Creative Classroom
- Differentiated Instruction in the Classroom
- Guided Reading: Strategies for the Differentiated Classroom
- Introduction to Teaching ESL/EFL
- Solving Classroom Discipline Problems
- Survival Kit for New Teachers
- Teaching ESL/EFL Vocabulary
- Teaching Math: Grades 4-6
- Teaching Science: Grades 4-6
- Teaching Students with ADHD
- Teaching Students with Autism: Strategies for Success
- Understanding Adolescents
- Creating Classroom Centers
- Teaching High School Students

www.ed2go.com/hagerstown
Youth and Family Programming

In this age of full-day kindergarten and high-speed learning, don’t forget to teach your children the old fashioned way – through play. Our play-centered course helps get your child or grandchild ready to learn. Child-focused group classes offer your child the opportunity to explore, make friends, and start to learn the social skills needed for success in school environments. Music and Movement helps Toddlers ages 1 – 3 bond with their caregiver while taking advantage of their growing curiosity and physical development.

Youth and Family

Music and Movement

Making music is a creative experience which involves expression of feelings. Children often do not have the words to express themselves and need positive ways to release their emotions. Parents and children learn together in a stress-free, playful environment. Simple rhythm instruments are played while we develop musical concepts such as high/low, fast/slow, and loud/quiet. Movement is part of this class to allow children to feel the beat of music and learn about spatial awareness while enhancing their gross motor skills and coordination. This course is for children ages 1 to 3.

Total: $30

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Dates</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANE-344-J</td>
<td>Th</td>
<td>10:00AM–10:30AM</td>
<td>Apr 07 – May 05</td>
<td>T. Kitchen</td>
<td>CPB 214</td>
</tr>
<tr>
<td>ANE-344-K</td>
<td>Th</td>
<td>10:00AM–10:30AM</td>
<td>May 19 – Jun 16</td>
<td>T. Kitchen</td>
<td>CPB 214</td>
</tr>
</tbody>
</table>
Instructor Bio - Elizabeth Hill
Liz is currently a teacher at Maryland School for the Deaf. She has taught grades K-8 and worked for 5 years as a reading specialist. Liz’s education background includes a bachelors degree in mathematics with minors in biology and psychology as well as two masters - one in Deaf education and the other in reading specialization. Liz is fluent in American Sign Language.

Harry Potter - the World of Harry Potter
J.K. Rowling created Harry Potter’s magical world to appeal to all ages. In this series, students will explore the magical world of witchcraft and wizardry in new and exciting ways. Harry Potter stories are rich with drama, math, science, and creativity - come join us for the magic! Series dates are 4/9, 4/16, 4/23, and 4/30.
Total: $133
DIS-486-J Sa 9:00AM–12:00PM Apr 09 – Apr 30 E. Hill CPB 123

Harry Potter - the Dramatic World of Harry Potter
In this class, students will turn scenes from various Harry Potter books into scripts to be acted out. Students will learn about elements of reading and writing drama scripts as well as enjoy acting out their creations.
Total: $40
DIS-487-J Sa 9:00AM–12:00PM Apr 09 E. Hill CPB 123

Harry Potter - the Mathematical World of Harry Potter
Math is everywhere - even in Harry Potter! Come explore Potter probability, magical money, and more. Students will have fun with a variety of math concepts and how they appear in the Harry Potter books.
Total: $40
DIS-488-J Sa 9:00AM–12:00PM Apr 16 E. Hill CPB 123

Harry Potter - the Scientific World of Harry Potter
Potions, herbology, and magical creatures, oh my! We will explore the science behind some of your favorite parts of Harry Potter. Students will explore science through potion making, plant studying, and a little creativity with making magical creatures of their own.
Total: $40
DIS-489-J Sa 9:00AM–12:00PM Apr 23 E. Hill CPB 123

Harry Potter - the Creative World of Harry Potter
Harry Potter and his friends live, learn, and play in one of the most creative worlds we know. Students will explore activities that you might find in Transfiguration, Defense Against the Dark Arts, and History of Magic. We will make our imaginations come alive using art and the written word.
Total: $40
DIS-490-J Sa 9:00AM–12:00PM Apr 30 E. Hill CPB 123

Dystopia
Are you a fan of books like Hunger Games, Divergent, and Uglies? Want to know how authors create dystopian worlds like these? Join us for a hands-on exploration of dystopian fiction, then create a fictional world, plot, and characters of your own!
Total: $39
DIS-517-J Sa 9:00AM–12:00PM Apr 16 J. Castillo CPB 230
Dance

Instructor Bio - Jodi White
I started my dancing career at a large franchise in 1997. I then moved on to study ballroom dance at Brigham Young University and taught as an independent instructor for several years. Since 2010, I’ve become professionally certified through Dance Vision International Dance Association and I’m currently adding to my list of professional dance certifications. I continue to teach using the excellent DVIDA system and specialize in social dancing, event preparation and American Rhythm dances. I love working with beginners of all ages and look forward to introducing you to the magic of ballroom dancing!

Wedding and Party Dance Prep
This course is intended to introduce the social dancer to basic tips for navigating the dance floor at a wedding reception, a formal dance, a holiday party, or a cruise. No partner or prior experience is required. Learn the joys of partnered dancing!
Total: $50 (42, reg $8)
FIT-023-J
5:45PM–6:45PM
J. White
Apr 06 – Apr 27
KEP 101

Beginning Tango/Rumba
In this four week class, participants will learn the basics of the flirty rumba and the passionate tango. No partner is needed and no prior experience is necessary.
Total: $50 (42, reg $8)
FIT-024-K
6:45PM–7:45PM
J. White
May 04 – May 25
KEP 101

Fitness

Instructor Bio – Sylvia Rogers
Sylvia Rogers has been teaching arthritis exercise programs for 13 years.

Simply Fit
Put a spring in your step. Regain flexibility and strength in this class designed around patterns of easy exercise that will improve range of motion, muscle strength, and endurance. This class begins with a warm-up followed by strength training, core muscle exercises, low impact aerobics, cool down, and guided meditation. Light hand weights and resistance bands are used but are not required. Instructor will guide you through exercises done at your own pace, seated or standing.
Total: $68 ($60, reg $8)
Senior Total: $43 ($35, reg $8)
FIT-005-J
TuTh 9:30AM–10:30AM
S. Rodgers
Day Adventist HALL
Apr 19 – May 26
Hagerstown Seven
FIT-005-L
TuTh 9:30AM–10:30AM
S. Rodgers
Day Adventist HALL
Jun 07 – Jul 14
Hagerstown Seven

To register, call 240-500-2236
Mind Body

Instructor Bio - Paul Cote, MS, PhD.
Paul J. Cote, MS, PhD. Paul is trained academically in the life sciences including physiology and infectious diseases and is a recently retired research professor from Georgetown University Medical Center. He is a 6th dan black belt in Okinawan karate and is a master level instructor of the Chinese internal arts, including xing-yi quan, bagua zhang, and taijiquan (tai chi). He has been teaching tai chi classes for HCC Healthy Living since 2007.

Beginning T’ai Chi (easy T’ai Chi Primer Form)
This beginning course in T’ai Chi Ch’uan is designed especially for the novice and for seniors who wish to learn and practice a simplified version of this profound art form. In this class, the art of T’ai Chi is taught as a holistic exercise that promotes health, improves balance, and enhances mind-body awareness. Step-by-step instruction is provided in an easy-to-learn primer form of less than 20 movements selected from the Yang and Wu styles of T’ai Chi. The movements of T’ai Chi are circular, soft, and flowing, and are performed slowly with concentration and control. In beginning T’ai Chi, the participant can return again and again to the same class or use the lessons as a foundation if they wish to pursue continued studies of T’ai Chi at an intermediate or advanced level. Wear comfortable clothing and flat-soled shoes. Exclusions apply for pregnant women and those with moderate to severe osteoarthritis in the knees.

Total: $87 ($79, reg $8)
MBP-072-J Th 6:00PM–7:00PM Apr 07 – Jun 09 P. Cote CPB 211

Intermediate T’ai Chi (Authentic Northern Wu Style)
This intermediate-level course features the authentic Northern Wu style T’ai Chi Ch’uan that was passed down via the late Grandmaster Wang Peisheng of Beijing, China. This class is suited for those continuing on from beginning T’ai Chi and for those who are ready from the start to experience a more challenging method of T’ai Chi Ch’uan practice. Step-by-step detailed instruction will be given in the movements and principles of the 37-posture Wu style T’ai Chi form. No previous experience with T’ai Chi is required if you are in good health and feel you are ready to begin your T’ai Chi experience at an intermediate level. Those who have taken one or more semesters of the beginner’s T’ai Chi course, and those who have practiced other T’ai Chi styles, are welcome. Wear comfortable clothing and flat-soled shoes. Exclusions apply for pregnant women and those with moderate to severe osteoarthritis in the knees.

Total: $87 ($79, reg $8)
MBP-073-J Th 7:00PM–8:00PM Apr 07 – Jun 09 P. Cote CPB 211

Yoga/Pilates

Instructor Bio - Simone Heurich
For over 40 years, Simone Heurich has been passionate about creating optimal health through yoga and holistic health practices. Simone has taught yoga to people of all ages, from 3 - 93. She is committed to having people get the physical, mental, emotional and spiritual benefits of the yoga practice, no matter what their age or where they’re starting from.

Yoga for Everybody With Simone Heurich RYT 500, Certified Anusara Yoga Instructor
This session will introduce students to the basic poses, breathing, and relaxation techniques of Hatha Yoga. Through developing your self awareness, you will learn proper alignment, increase your strength, and improve your flexibility. Through encouragement in honoring where you are starting from, you will experience the benefits of yoga without unnecessary discomfort. You’ll appreciate how important your breathing is and learn ways to breathe in a more balanced way. Through Hatha Yoga, you can experience a more vibrant body, peaceful mind, and joyful heart. This session is suitable for all ages and abilities. Students are asked to wear comfortable clothing and bring a floor mat and one or two blankets.

Total: $107 ($99, reg $8)
MBP-119-L W 7:00PM–8:30PM Jun 08 – Jul 27 S. Heurich KEP 101
Dreaming of a better life?

Need to acquire your high school diploma? Improve your English language skills? Or enhance your math, writing, and reading skills? HCC would like to partner with you and make it happen.

HCC’s Adult Education Program offers free assessment, advising, classes, tutoring support, and a computer lab that is professionally staffed for those wanting to acquire their high school diploma or improve their educational skills.

Meet the required placement scores, and you can enroll in the National External Diploma Program (NEDP) for $90.

Classes are offered both day and evening at a variety of locations in the Hagerstown area.

It all starts with a phone call and an appointment.

Call 240-500-2313 between 8:30 a.m. – 4:30 p.m. and speak to someone who looks forward to partnering with you.

Change your life today, one step at a time. Let’s make that dream a reality.
Registration is Easy

Registrations will be accepted through the first day of class if space is still available. However, we encourage you to SIGN UP EARLY.

To register in-person:
Visit the HCC registration office in the Administration and Student Affairs Building on the main campus.

11400 Robinwood Drive Hagerstown, MD 21742

Business Hours:
– Monday and Thursday 8:30 a.m. – 6:30 p.m.
– Tuesday, Wednesday and Friday 8:30 a.m. – 4:30 p.m.

Visit HCC’s satellite location at:
14301 Valley Mall Road, Suite 455 Hagerstown, MD 21740

Business Hours:
– Monday through Thursday - 8:30 a.m. – 9 p.m.
– Friday - 8:30 a.m. – 4:30 p.m.
– Saturday - Selected Hours

To register by phone:
You may register by phone by calling 240-500-2236. Registrations may be accepted by phone when paying with a credit card.

To register through WebAdvisor:
• www.hagerstowncc.edu/coned/web-advisor
• Register online for your courses. Follow the step-by-step tutorials on the WebAdvisor page.

Classes are constantly being added. Check the website for the most current listings.

For Additional Information

For Out-of-County and Out-Of-State Students
1-866-422-2468

HCC Valley Mall Fax Number
301-582-4001

CE E-Mail Address
ceregister@hagerstowncc.edu

HCC Campus Store
240-500-2271

Call for Special Evening Hours

Textbooks may be purchased in the HCC Campus Store or through the online bookstore.

Books and materials may be returned for a cash refund or exchanged when accompanied by the original cash register receipt. Books must be returned in original condition by the second class. The Bookstore Refund Policy is posted online at www.hagerstowncc.edu/campus-store.

Birthdate and Social Security Number

Your social security number and birthdate are requested on our registration form for use as student identification numbers to help us avoid duplicating records and mailings. It is for internal use only and remains confidential. Your birthdate is required by the Maryland Higher Education Commission.

Tuition and Fees

Any Maryland resident 60 years of age or older and who enrolls in a Maryland funded course is exempt from payment of tuition but must pay the $35 fee (or higher fee if indicated in the course description) and any other applicable fees. Tuition does not include any fees or cost associated with a self-supporting program.

All students who enroll in continuing education classes which are not eligible for state funding shall pay full tuition and fees.

All students registering for an open enrollment course shall pay an $8 registration fee. Checks should be made payable to Hagerstown Community College. There will be a returned check fee of $35 for checks returned for insufficient funds.

For information concerning tuition assistance for individuals with disabilities, please call 240-500-2273.

Admissions

Anyone 16 years of age or older is eligible for admission (unless specified otherwise).

Registration Confirmation

You will receive confirmation of your registration. Attend class on the date and time indicated.

Course Cancellations

Each non-credit class requires a minimum number of enrollees to run. The decision to hold or cancel a class is made, in most cases, three business days prior to the start of the class. The college, however, reserves the right to cancel a class at any time due to unexpected circumstances.

Refund Policy

A full refund will be granted when a class is filled or cancelled. A refund will be given when a student withdraws from a course, subject to the following limitations:

• Withdrawal prior to second class — 100% of fee will be refunded.
• Seminars or one-day classes must be dropped 24 hours in advance to receive a 100% refund.
• Refunds for all trips are subject to availability based upon agreements with all vendors. Please call the Continuing Education Department for more information.
Employer’s Tuition Assistance
If your employer is paying for your course, we must receive a purchase order or a letter on company letterhead along with your registration form. The purchase order or letter must state what the employer is paying (i.e. tuition, material fee), your name, and the course(s) in which you are enrolling. Registrations will not be processed without this paperwork. If the employer is paying for your textbook, a separate letter or purchase order must be submitted to the Bookstore at the time of purchase.

ed2go Online Course Registration Information
Online courses offered by HCC can be attended based on your personal schedule, day or night. New classes start on the second Wednesday of each month with two lessons posted each week.

Print the online registration form and forward it along with your payment to the Hagerstown Community College, Continuing Education Registration.

If you have additional questions, you can also e-mail our student liaison at online@hagerstowncc.edu.

College Holidays
- March 11, 2016 - Spring Break
- May 30, 2016 - Memorial Day
- July 4, 2016 - Fourth of July

Parking
Display the confirmation letter on your car’s dashboard to serve as your parking permit when attending classes on the HCC campus. Parking for seminars is in Lot F. Parking for other courses is available in the student lots.

Use of Cell Phones During Class
Cell phones should be turned off or set to silent when class is in session. Calls must not interrupt the class. If students have to make or take calls on an emergency basis, please step out of the classroom to do so in order to minimize the disruption.

Emergency Closing
In case of severe weather or other emergency conditions, you should listen to local radio or television announcements of closings.

We will not necessarily close when the public schools do. When the public schools are closed due to weather or emergencies, all classes at public school locations are cancelled. When the college closes, all classes at off-campus sites are canceled. Classes canceled due to inclement weather or emergencies will be made up. Closures are also posted on the HCC website.

Non-Credit/Credit Shared Courses
Selected courses may be taken for either academic credit or a non-credit basis. Should the student desire to transfer from non-credit to credit, the student must transfer by the second week of class. In order to transfer from non-credit to credit, the student must first drop the course through Continuing Education and then register in the Registrar’s office. Students who have completed the non-credit course will receive a Certificate of Completion but will not be awarded college credits and may not earn college credit for the credit course by exam.

Certificate/CEU Information
Students do not receive grades for Continuing Education courses. Some non-credit courses offer Continuing Education Units (CEUs). You must inform the instructor if you need CEUs.

Code of Student Conduct
Hagerstown Community College has established rules of behavior that must be followed so that the teaching/learning process is not disrupted. A copy of the student handbook is available in the Student Activities Office.

Smoking Policy
Hagerstown Community College is committed to providing a safe and healthy working and learning environment for students, faculty, staff, and visitors. Effective January 1, 2015, HCC will be a tobacco-free campus. The Tobacco-Free Policy applies to all Hagerstown Community College facilities and vehicles, owned or leased, regardless of location. Smoking and the use of tobacco and e-cigarette products will not be permitted on any HCC property, including all buildings and facilities, walkways, recreational and athletic areas, building entrances, and parking lots. This policy applies to all students, faculty, staff, and other persons on campus, regardless of the purpose of their visit. To learn more, visit www.hagerstowncc.edu/tobaccofree

Equal Opportunity College
Hagerstown Community College does not discriminate against any individual for reasons of race, sex, color, religion, national or ethnic origin, age, sexual orientation, or conditions of disability in the admission and treatment of students, education programs and activities, scholarship and load programs, hiring of faculty and staff, or any terms and conditions of employment. The college is committed to affirmative action.

Individuals requiring special accommodations are requested to contact the Office of Student Services at 240-500-2240 to make arrangements no later than 10 days prior to the meeting or course
5 Ways to Register

1. **WebAdvisor**
   - Register online for your courses.
   - See the “Registration is Easy” on the inside cover or visit www.hagerstowncc.edu/web-advisor.

2. **Phone**
   - You may register by phone by calling 240-500-2236.
   - Registrations may be accepted by phone when paying with a credit card.

3. **Mail**
   - Just fill in the registration form provided in this schedule and mail it along with your tuition to:
   - Continuing Education and Business Services
   - Hagerstown Community College
   - 11400 Robinwood Drive
   - Hagerstown, MD 21742

4. **In Person**
   - Visit the HCC’s registration office in the Administration and Student Affairs Building.

5. **Fax**
   - Registrations may be faxed along with your credit card number to 301-582-4001.