



# Community Education FALL 2021

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

**SANTA ANA COLLEGE • SANTIAGO CANYON COLLEGE**

**Classes and Workshops Enroll now!**

[sac.edu/cms](https://sac.edu/cms) • [sccollege.edu/cs](https://sccollege.edu/cs)

**714-480-7443**

## How to Register

**ONLINE REGISTRATION:** [sac.edu/cms](http://sac.edu/cms) or [sccollege.edu/cs](http://sccollege.edu/cs) with your MasterCard, VISA, Discover, or AMEX

**FAX REGISTRATION:** Send your credit card information. Complete the registration form on the inside back cover and (Santa Ana College) FAX to (714) 564-6309 and (Santiago Canyon College) FAX to: (714) 628-6474

**PHONE REGISTRATION:** MasterCard, VISA, Discover, or AMEX. Call (714) 480-7443

**MAIL-IN REGISTRATION:** Complete the registration form located on the inside back cover, include payment, and mail to:

**Santa Ana College Community Education Program** or **Santiago Canyon College Community Education Program**  
**1530 W. 17th Street, S-203, Santa Ana, CA 92706** **8045 E. Chapman Ave., Orange CA 92869**

### CONFIRMATION:

Registration received by mail will be confirmed if you send a self-addressed stamped envelope. Registration received by phone and online will automatically receive a confirmation. If you do not receive a confirmation in 5 business days, call our office at (714) 480-7443. Non-receipt of confirmation does not warrant a refund.

### REFUND & TRANSFER POLICY FOR ALL EVENTS:

Refund and transfer requests must be made (5) business days prior to the EVENT less a \$15 processing Fee per person. Day Tours: may be canceled up to 10 days prior to departure date less a \$15 processing Fee. A refund will only be issued if your space can be re-sold. You may send a substitute in place. Multi Day Tours: Travel Protection insurance is highly recommended. A refund will be issued less a \$50 cancellation Fee. Non receipt of confirmation does not warrant a refund for any EVENT.

### RETURNED CHECKS & REFUNDS BY CHECK, CASH OR MONEY ORDER:

A \$25 Fee will be charged for any returned check. In addition, an administration hold placed against your student records and a class stop will be issued. Refunds issued for cash, check or money order transactions may take 4-5 weeks to process with a completed W-9 form.

### PARKING POLICY:

Daily parking permits are required seven days a week and are available for \$2.00 (coin or dollar) at the permit dispensers located in each parking lot at both Santa Ana College and Santiago Canyon College.

### ACCOMMODATIONS FOR DISABILITIES

Students with disabilities who want to request academic accommodations are responsible for informing their instructors and Disabled Students Program and Services (DSPS) as early in the semester as possible, or at least two weeks before the accommodation is needed. To have accommodations authorized, students must provide DSPS with verification of disability and meet with a DSPS professional for an evaluation of needs. Students may schedule an appointment at Santa Ana College DSPS Office in the Johnson Student Center JSC-108, by calling 714-564-6264 or by emailing [dsps@sac.edu](mailto:dsps@sac.edu). Students may also schedule an appointment at Santiago Canyon College DSPS office in E-105, by calling 714-628-4860, or by emailing [dsps@sccollege.edu](mailto:dsps@sccollege.edu).

### NONDISCRIMINATION POLICY:

The Rancho Santiago Community College District is committed to equal opportunity in educational programs, employment, and all access to institutional programs and activities.

The District, and each individual who represents the District, shall provide access to its services, classes, and programs without regard to national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or military and veteran status, or because he or she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.

The Chancellor shall establish administrative procedures that ensure all members of the college community can present complaints regarding alleged violations of this policy and have their complaints heard in accordance with the Title 5 regulations and those of other agencies that administer state and federal laws regarding nondiscrimination.

No District funds shall ever be used for membership, or for any participation involving financial payment or contribution on behalf of the District or any individual employed by or associated with it, to any private organization whose membership practices are discriminatory on the basis of national origin, religion, age, gender, gender identity, gender expression, race, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or military and veteran status, or because he or she is perceived to have one or more of the foregoing characteristics, or because of his or her association with a person or group with one or more of these actual or perceived characteristics. Inquiries regarding compliance and/or grievance procedures may be directed to District's Title IX Officer and/or Section 504/ADA Coordinator, 2323 N. Broadway, Santa Ana, CA 92706, 714-480-7490.

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### RSCCD BOARD OF TRUSTEES

Tina Arias Miller, Ed.D. • David Crockett • John R. Hanna • Zeke Hernandez • Lawrence "Larry" R. Labrado

Sal Tinajero • Phillip C. Yarbrough • Elisabeth Neely, Student Trustee

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# COMMUNITY EDUCATION PROGRAM

SANTA ANA COLLEGE • SANTIAGO CANYON COLLEGE

# FALL 2021

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### COMMUNITY EDUCATION STAFF:

Lithia Williams, Cristina Morones, Stephanie Correa

**Office Hours:** Monday – Thursday 9:00a - 4:30p • Friday 9:00a - 12:00p

**(714) 480-7443**



**SANTA ANA  
COLLEGE**

**Santa Ana College  
Community Education Program**

1530 W. 17th Street,  
Santa Ana CA 92706

email: [sacccs@sac.edu](mailto:sacccs@sac.edu)

website: [sac.edu/cms](http://sac.edu/cms)



**Santiago  
Canyon  
College**

**Santiago Canyon College  
Community Education Program**

8045 E. Chapman Ave.,  
Orange CA 92869

email: [scccs@sccollege.edu](mailto:scccs@sccollege.edu)

website: [sccollege.edu/cs](http://sccollege.edu/cs)

ACTIVE ADULTS

YOGA FOR EVERYONE

Yoga exercises will help you gain strength, increase flexibility and balance while focusing your awareness on your body, breath, and mind. We will practice standing poses, floor exercises, and flowing movements. We will offer modifications so that everyone can participate and work at their own pace. You should be able to do floor exercises and get up easily. This class will be taught via ZOOM so you will be able to see the instructor close up and practice in the comfort of your own home. Recommended: yoga mat, 2-3 firm blankets, 2 blocks and a strap, chair. Each class will end with yoga breathing exercises, meditation, and deep relaxation.

<b>Fee: \$56/person</b>	<b>14 sessions</b>	<b>Wed</b>	<b>Fischermilitaru M</b>
<b>Event 06636</b>	<b>5:00p-6:45p</b>	<b>ONLINE</b>	<b>09/08-12/15</b> <b>(No class 11/24)</b>
<b>Fee: \$56/person</b>	<b>14 sessions</b>	<b>Fri</b>	<b>Fischermilitaru M</b>
<b>Event 06637</b>	<b>10:30a-12:15p</b>	<b>ONLINE</b>	<b>09/10-12/17</b> <b>(No class 11/26)</b>

GOVERNMENT GRANTS & ELDERCARE SUBSIDIES

This workshop is designed to educate, clarify, and empower you with options and directions. Learn special laws that can eliminate spend down, forfeiture, penalties, and liens. Educate yourself and take that first step towards protecting your family, your home and your savings from the devastating cost of long term care. Millions of dollars in government funds go unclaimed and unused every year, only because people don't know they exist or how the application process works. This program is available for everybody who needs nursing home eldercare. Learn how the long term healthcare system works, and how to legally make it work for you. Registered students taking the ONLINE class will receive a zoom link to access class.

<b>Fee: \$25/person</b>	<b>1 session</b>	<b>Tu</b>	<b>Leiter C</b>
<b>Event: 05853</b>	<b>2:00p-4:00p</b>	<b>SAC D-102</b>	<b>09/14</b>
<b>Fee: \$25/person</b>	<b>1 session</b>	<b>Th</b>	<b>Leiter C</b>
<b>Event: 05854</b>	<b>2:00p-4:00p</b>	<b>ONLINE</b>	<b>09/16</b>
<b>Fee: \$25/person</b>	<b>1 session</b>	<b>Tu</b>	<b>Leiter C</b>
<b>Event: 05855</b>	<b>2:00p-4:00p</b>	<b>SAC D-102</b>	<b>10/19</b>
<b>Fee: \$25/person</b>	<b>1 session</b>	<b>Th</b>	<b>Leiter C</b>
<b>Event: 05856</b>	<b>2:00p-4:00p</b>	<b>ONLINE</b>	<b>10/21</b>

AROUND THE HOME & GARDEN

FURNITURE UPHOLSTERY

This class welcomes all students, from beginning to advance, interested in learning various steps, terminology and procedures for upholstery projects. Topics will include springing-up, types of springs and arms, cushion making, stuffing and more. All upholstery projects will be at the discretion of the instructor. The first class meeting is an ORIENTATION from 6pm - 8pm at Santa Ana College in Room I-103. A supply list will be provided in class.

<b>Fee: \$125/person</b>	<b>7 sessions</b>	<b>Tu</b>	<b>Dominguez P</b>
<b>Event: 05025</b>	<b>6:00p-9:00p</b>		<b>10/05-11/16</b>

Paul's Upholstery 3325 W. Harvard, Santa Ana



SUCCULENT CONTAINER GARDENING

Come create a beautiful focal point for your table or garden using succulents. Learn the technique of this container design using soil, rocks, and various succulents. Grown as ornamental plants due to their striking appearance, succulents are hardy, easy to care for and are perfect plants year round. Material fees are payable to instructor and will vary from \$5 and up based on personal preference.

<b>Fee: \$30/person</b>	<b>1 session</b>	<b>Sa</b>	<b>Dragonfly Staff</b>
<b>Event: 05982</b>	<b>10:00a-11:00a</b>		<b>09/18</b>
<b>Dragonfly Shops &amp; Gardens, 260 N. Glassell St., Orange</b>			

MINIATURE GARDENS

Learn the fundamentals of designing a miniature garden. You'll create a potted container with succulents, soil, rocks and plenty of accessories including birdhouse, fence, birdbath, banner, sign, stepping stones, critters and more. This potted garden is ideal for customizing holidays, gifts or your own garden aesthetic.

<b>Fee: \$30/person</b>	<b>1 session</b>	<b>Sa</b>	<b>Dragonfly Staff</b>
<b>Event: 05984</b>	<b>9:00a-10:00a</b>		<b>10/23</b>
<b>Dragonfly Shops &amp; Gardens, 260 N. Glassell St., Orange</b>			

ITTY BITTY CONTAINER GARDENS

Take time this season to dig into the miniature garden craze. From the many selections of containers, you will have fun creating five cute little gardens. Keep them for yourself, give as a hostess gift, or use as a party favor. Each container is less than three inches high - so cute!

<b>Fee: \$30/person</b>	<b>1 session</b>	<b>Sa</b>	<b>Dragonfly Staff</b>
<b>Event: 05986</b>	<b>10:00a-11:00a</b>		<b>11/06</b>
<b>Dragonfly Shops &amp; Gardens, 260 N. Glassell St., Orange</b>			

ELIMINATE CLUTTER: HOME & OFFICE

Tired of searching for lost things and stumbling over stuff? You CAN change your surroundings to work for you with simple, easy and practical ideas on how to remove clutter from your life and get organized. Attend this fun interactive program and learn, how to stop junk mail, how to remove clutter, distinguish between organized and neat, and the cost of your stuff. A \$20 manual fee is payable to instructor.

<b>Fee: \$39/person</b>	<b>1 session</b>	<b>Sa</b>	<b>Miller N</b>
<b>Event: 05476</b>	<b>1:00p-4:00p</b>	<b>ONLINE</b>	<b>09/25</b>



ADVANCED ELECTRICAL REPAIRS

This is an advanced electrical course that starts off with Three-Way Switch circuits, and progresses through Four-Way Switch circuits, multi-wire circuits, and prime power (circuit breaker) circuits. Learn how electrical power comes from the power pole and is distributed through the power panel (circuit breaker) box. Limited hands-on experience is available, including how to remove, test and replace circuit breakers. Pre-requisite: Basic Electrical Repairs course or equivalent, subject to approval of instructor.

Fee: \$129/person6 sessionsThFamolaro F

Event: 049246:00p-9:00pSAC R-228 10/21-12/09

(No class 11/11 & 11/25)

BASIC ELECTRICAL REPAIRS

Repair your own electrical problems, and avoid expensive electricians! Learn how to safely troubleshoot and install electrical outlets, switches, light fixtures, and ceiling fans. Discover the “magic” of a Ground Fault Circuit Interrupter (GFCI), Arc Fault Circuit Interrupter (AFCI), and Split-Outlet Circuit. “Hands-On” experience is included.

Fee: \$129/person6 sessionsThFamolaro F

Event: 049236:00p-9:00pSAC R-228 09/02-10/07

SUCCULENT PUMPKIN DESIGN

Spend your day with family and friends having fun, designing, and planting a pumpkin. Choose from our amazing assortment of succulents, pumpkins & moss. Personalize your pumpkin with miniatures, tokens, fairies, or seasonal decorations.

Fee: \$15/person1 sessionSaDragonfly Staff

Event: 059831:00p-2:00p09/18

Dragonfly Shops & Gardens, 260 N. Glassell St., Orange

SUCCULENT HOLIDAY LANTERN

Create a beautiful succulent holiday lantern to illuminate your table decor. All materials provided includes lantern, succulents (selection varies), moss, rock, ribbon and decorations. Keep this lantern for yourself or give as a gift to family or friends.

Fee: \$25/person1 sessionSaDragonfly Staff

Event: 0598810:00a-11:00a12/11

Dragonfly Shops & Gardens, 260 N. Glassell St., Orange

TERRARIUM WORKSHOP

Using an ‘open’ container, you will create an eye catching terrarium. Choose from rock, glass, sand, pebbles, moss, plants and trinkets. Learn the proper “care and feeding” of this lovely table decor.

Fee: \$25/person1 sessionSaDragonfly Staff

Event: 0598711:00a-12:00p11/06

Dragonfly Shops & Gardens, 260 N. Glassell St., Orange

KOKEDAMA

Kokedama, translated “moss ball,” is a Japanese form of garden art. It’s made by wrapping a plant’s roots with soil, moss and string, rather than planting in the ground or a container, and can be done with a variety of plants. In this unique and fun workshop, choose your plant from a wide selection of indoor plants and succulents to create your kokedama. No two are alike.

Fee: \$20/person1 sessionSaDragonfly Staff

Event: 0604711:30a-1:00p09/04

Dragonfly Shops & Gardens, 260 N. Glassell St., Orange

ARTS & CRAFTS

CANDLEMAKING

Decorating with candles makes a beautiful addition to any home. Fragrant, multi-colored candles also make great gifts! Join us to create unique gifts for any occasion, maybe even start your own candle business! Topics include: getting started, different types of candles, using molds, how to add fragrance and natural color additives, resources for materials and supplies. Students will make 3-5 candles in this hands-on workshop. Please dress accordingly. A \$20 material fee is payable to instructor.

Fee: \$40/person1 sessionSaAbdul Q

Event: 0490610:00a-1:00pSAC R-11109/04

SOAPMAKING

Do you love the sensual pleasure of beautiful aromatic soaps? Why not learn to make your own? It’s easier than you think. Custom-made soaps are perfect for gifts, bathroom decor and people with sensitive skin. You will create 4 - 6 different soaps, layer colors, use molds, add fragrances, herbs or toys. Express your creativity in this hands-on class. Please dress accordingly. A \$20 material fee is payable to the instructor.

Fee: \$40/person1 sessionSaAbdul Q

Event: 049073:00p-6:00pSAC R-11109/04

FRESH FALL FLOWERS

Take time this season to create festive fall floral designs for Halloween and Thanksgiving. Put your own twist on each arrangement while learning the basic techniques of a Floral Designer. Each week students will work with fresh seasonal flowers to gain the mechanics of wiring, tape gridding; anchoring floral foams; product identification, cleaning and proper care of their creations. Students should bring their own pruning shears to class. A \$75 supply fee is payable to instructor.

Fee: \$75/person4 sessionsSaAsadirad, M

Event: 049029:00a-11:00a10/30-11/20

Mina Wholesale Flowers, 1918 E. Edinger Ave, SA

LET YOUR EMPLOYER SEND YOU TO CLASS

Your employer will appreciate your desire to improve your skills.

- Put your request in a memo.
- Attach the class description to your memo.
- Stress the benefits, emphasizing how it will help you perform better.
- Compare pricing and convenience

Your employer will be pleased to know they are making a small investment for a LARGE return.



## HOLIDAY FLORAL DESIGNS

Add a colorful Christmas arrangement to your holiday decor. Master the principles of floral arranging on festive designs to display in your home, office, or seasonal celebration. Students will learn how to combine fruits, vegetables, candles, ornaments with vibrant seasonal flowers. Students should bring a pair of pruning shears to class. A \$99 material fee is payable to the instructor.

**Fee: \$99/person 1 session Sa Asadirad, M**  
**Event: 04903 9:00a-2:00p 12/04**  
**Mina Wholesale Flowers, 1918 E. Edinger Ave, SA**

## MOSAIC TILING FOR BEGINNERS

Spend the day designing a colorful piece of mosaic art using tiles and glass. You will leave with a beautiful piece of art to display in your home, office or garden!

**Fee: \$30/person 1 session Dragonfly Staff**

### PAPERWEIGHT ROCK

**Event: 05980 Sa 10:00a-12:00p 09/11**

### FLOWER POT

**Event: 05981 Sa 1:00p-3:00p 09/11**

**Dragonfly Shops & Gardens, 260 N. Glassell St., Orange**

## BEADS, CRYSTALS & SEMI-PRECIOUS STONES

This beginning jewelry design class will introduce students to basic jewelry construction. Learn designing techniques using bead wire, toggles, clasps, eye/head pins and hooks. Students will have a choice to create a necklace and earring set or necklace and bracelet set using beads, crystals or semi-precious stones. Students should bring a pair of the following tools to class: round nose pliers, chain nose pliers, wire cutters and crimping pliers. These tools can be purchased at craft stores. A \$20 material fee is payable to instructor.

**Fee: \$30/person 1 session Tu Burns B**  
**Event: 05164 5:30p-8:30p SAC I-101 10/12**

## BASIC WIRE-WRAPPING

This hand-wiring class will teach you techniques to design and create beautiful jewelry at a fraction of the cost of retail. With simple wire-wrapping techniques learned in class you'll create a bracelet and earring set using sterling silver or gold filled wires to link semi-precious stones, beads or crystals. Students should bring a pair of the following tools to class: round nose pliers, chain nose pliers, wire cutters and crimping pliers (optional). These tools can be purchased at craft stores. A \$20 material fee is payable to instructor.

**Fee: \$30/person 1 session Tu Burns B**  
**Event: 05165 5:30p-8:30p SAC I-101 10/26**

## CREATIVE HOLIDAY CARDS

Give the gift of holiday cards to share with family and friends. Come learn how to create a variety of holiday cards with decorative coils, delicate shapes and beautiful embellishments with layered patterns. Instruction will include iris folding and the art of quilling. A \$10 material fee is payable to instructor. Supplies and tools will be provided.

**Fee: \$30/person 1 session Tu Burns B**  
**Event: 05167 5:30p-8:30p SAC I-101 11/09**

## SILK/DRIED FLOWER DESIGN

Known as the "fiber of kings", silk designs are known for their beauty and long-lasting shelf life. This method of decor is useful in many applications and popular among interior designers who require a specific and consistent texture, color, and balance. In this course, students will learn light interior design skill sets mixed with silk and dried floral design ideal for home, office, or hotel. Design concepts like color, texture, and proportion will be thoroughly covered and applied. A \$35 material fee is payable to instructor.

**Fee: \$35/person 1 session Sa Asadirad, M**  
**Event: 04905 9:00a-11:00a 12/11**

**Mina Wholesale Flowers, 1918 E. Edinger Ave, SA**

## ONE STROKE PAINTING

In this course students will learn the application techniques of One Stroke decorative painting. Discover how to add, blend colors and shade to form intricate detailed flowers and leaves with minimal effort. This form of art can be applied to a variety of surfaces such as canvas, ceramic, glass, fabric and wood. A supply list will be provided to registered students.

**Fee: \$85/person 4 sessions Tu MacDonald C**  
**Event: 05441 6:00p-8:00p SAC C-208 09/07-09/28**

## BAUBLES FOR BRANCHES

What do you get with a pound of Funky Beads or Stones, Cording and a Bauble (bell or other bits)? The most AMAZING bauble to hang from your tree, door, or window. Each one is entirely unique, because YOU design and make it. Simple, super fun project. Depending on the beads you choose, there are usually enough to make 1- 2 baubles. You can even make keychains, bookmarks, necklaces and more with the leftover beads - we'll show you how.

**Fee: \$25/person 1 session Sa Dragonfly Staff**  
**Event: 06190 10:00a-11:30a 10/23**

**Dragonfly Shops & Gardens, 260 N. Glassell St., Orange**



# BE PREPARED!

**Adult, Child & Infant CPR & Basic First Aid**

**See Page 15**





FACE PAINTING: DAY OF THE DEAD

Come learn how to design a Dia de los Muertos sugar skull style make-up just in time for Halloween! Through hands-on practices students will learn how to lay a base, color blend, and many different brush strokes. A supply list provided to registered students.

Fee: \$75/person	2 sessions	Sa	MacDonald C
Event: 05443	9:00a-12:00p	SAC C-208	10/02 & 10/09
Fee: \$75/person	2 sessions	M	MacDonald C
Event: 05444	6:00p-9:00p	SCC D-110	10/04 & 10/11

INTRO TO METAL STAMPING

Learn the art of metal stamping for jewelry. You will complete a cuff bracelet & pendant.

Fee: \$30/person	1 session	Sa	Dragonfly Staff
Event: 05985	12:00p-1:30p		10/23

Dragonfly Shops & Gardens, 260 N. Glassell St., Orange

PRINT MAKING FOR FUN

This course will cover basic monoprint techniques of additive, subtractive, mask & stencils and collagraphs using water-based inks. Hand pressing as well as press printing will be covered. No previous art experience required. Demonstrations and examples of the instructor's work will be available every class. Supply List available online or upon request.

Fee: \$120/person	10 sessions	F	Goldman D
Event: 04897	10:00a-1:00p	SCC D-110	09/17-11/19
Fee: \$144/person	12 sessions	F	Goldman D
Event: 04898	10:00a-1:00p	SCC D-110	09/17-12/10

(No class on 11/26)

WATERCOLOR MAGIC

The goal of this course, Watercolor Magic, is to help teach adults and young adults about the magic of watercolor painting and its style and techniques. Topics include: understanding color applications, use of different brushes, painting various subject matters that include photographs, landscapes and using white as the main color. A supply list will be provided to all registered students.

Fee: \$59/person	1 session	F	Khalili F
Event: 06239	6:00p-9:00p	SCC D-110	09/24
Event: 06240	6:00p-9:00p	SCC D-110	10/29
Event: 06241	6:00p-9:00p	SCC D-110	11/19

AUTOMOTIVE TECHNOLOGY

DMV APPROVED AUTO WHOLESALE BUSINESS

Come learn to make extra money buying and selling wholesale car as a home-based business; or, simply buy cars for your friends, family and co-workers at great wholesales prices. You can earn \$3000 just selling 3-4 cars a month. In this DMV approved course, you learn how to get your auto dealer license and how to operate a profitable used car business. Find out the how and where of buying at wholesale prices and how to sell at retail for very good profits. You'll get a FREE list of all the dealer-only auctions in the USA. You'll receive a DMV certificate of completion at the end of class. A \$25 material fee is payable to instructor. A ZOOM link will be provided to all registered students prior to beginning of class.

Fee: \$95/person	2 sessions	M Tu	Williams R
Event: 04917	6:00p-9:00p	ONLINE	11/15 & 11/16

PAINTING & DRAWING WITH PASTELS

This course is appropriate for beginners to advanced students. It will provide the basics of picture making and pastel drawing/painting techniques. The student will be introduced to various pastel papers and pastel application techniques. Color theory will be emphasized. For more advanced students, creativity and development of one's style will be encouraged as well as possible mixed media alternatives and use of various surfaces. Come and enjoy the art medium so loved by many artists of the past and present. Supply List available online or upon request.

Fee: \$120/person	10 sessions	F	Dori Dewberry
Event: 06507	9:00a-12:00p	SCC D-109	09/10-11/12
Fee: \$120/person	10 sessions	Th	Dori Dewberry
Event: 06506	5:00p-8:00p	SCC D-109	09/09-11/18

(No class on 11/11)

AUTO UPHOLSTERY

Students will learn the fundamental skills of automobile upholstery. This course will address design, modifications, replacements and repairs. The principles of cutting, stitching and fitting material to small projects i.e. sunvisor, head and armrest will be covered. The first class meeting is an ORIENTATION from 6pm - 8pm at Santa Ana College in Room I-103. A supply list will be provided in class.

Fee: \$125/person	7 sessions	Tu	Dominguez P
Event: 05026	6:00p-9:00p		10/05-11/16

Paul's Upholstery 3325 W. Harvard, Santa Ana

BUSINESS & CAREERS

HOW TO SELL ON EBAY

Do you have rooms, closets, drawers and garages full of items you re holding on to? Are you paying storage on items that no longer fit in your home? Why not make money and help others at the same time? Learn business savvy approaches on how to organize, categorize, write posts, and sell your items on eBay. Registered students will receive a zoom link to access class.

Fee: \$65/person	2 sessions	Th	Greenspan F
Event: 04909	6:30p-8:30p	ONLINE	10/07 & 10/14

QUICKBOOKS ACCOUNTING & TAXES

Gain a marketable business skill or take control of your business finances by learning the basic concepts of Quickbooks. Topics include: customers, vendors, items, invoices; cash sales receipts; accounts receivable & payable; check and credit card transactions; receiving and depositing payments; reconciling financial reports. QuickBooks Pro is an accounting software application designed for the non-accountant in mind. Some accounting knowledge is recommended but not required, computer literacy is required.

Fee: \$115/person 4 sessions Th Figueroa M  
Event: 04918 7:00p-9:30p SAC A-108 10/21-11/18  
(no class 11/11)

BECOME A MYSTERY SHOPPER

Get goods and services for free, PLUS get paid! All businesses from restaurants and hotels to high end boutiques and grocery stores need to know whether their products and services meet quality standards. Mystery shopping is a wonderful way to earn extra income and have fun while shopping, dining and evaluating customer service at local businesses! You will learn the ins and outs of mystery shopping including signing up with shopping companies, getting your first assignment, pitfalls to avoid and writing great reports. A \$20 material fee is payable to instructor.

Fee: \$39/person 1 session Th Hayes J  
Event: 04908 6:00p-8:30p SAC D-101 09/30

SMALL BUSINESS BOOKKEEPING & TAXES

Bookkeeping is a step-by-step approach to recording daily operational financial transactions in a small business organization. Students will learn how to set up accounting journals, analyze, interpret financials, and prepare financial statements. Topics include: accounting principles, budgeting, accounts receivables, expenditures, accounts payable, payroll, and preparation of Federal taxes for a small business. The course concludes with a Federal tax workshop presented by the Internal Revenue Service!

Fee: \$129/person 6 sessions Tu Famolaro F  
Event: 04922 6:00p-9:00p SAC D-101 11/02-12/07

CASH IN WITH A SUCCESSFUL HOME-BASED BUSINESS

Are you tired of working for someone else? Do you need to increase your income? Turn your talents and hobbies into profit at home by learning how to start a part-time or full-time home-based business. During this comprehensive workshop, you will discover many details including: 100 home business ideas, mandatory legal documentation, effective ways to market your product or service, taking tax deductions (including this workshop), and free future individual Q & A opportunities. If you want to succeed in a home business, this step-by-step workshop is a must!

Fee: \$49/person 1 session M Krusemark L  
Event: 05857 7:00p-9:00p ONLINE 10/18

BECOME A NOTARY PUBLIC

Take our Secretary of State approved six-hour seminar with the official notary exam directly following. Whether you want to boost your income, create a new job opportunity, provide a service to your community, or increase your value to your current employer, this is the perfect opportunity. Sign up and learn how to perform valuable services by certifying or witnessing signatures on official documents, \$15 per signature plus travel fees. Notary skills are valuable in almost any industry: real estate, legal, medical and banking to name just a few. After becoming a Notary, train to become a Loan Signing Agent and make \$75 to \$200 per signing. You'll be a part of a rewarding and lasting career. This seminar gives you the knowledge to pass the exam and practice as an effective Notary. Participants receive 2 practice tests and will take the official Notary exam directly following the seminar. Materials fee covers Seminar Guidebook, SOS handbook, Proof of Completion, notary application, and your livescan form. It also includes access to our teaching site with more study guides, practice exams, and easy-to-follow instructions on how to become a notary. A \$20 material fee is payable to instructor.

NOTARY PUBLIC SEMINARS, INC.

Fee: \$99/person 1 session Sa NPS, Inc.  
Event: 06295 8:00a-6:00p SCC H-113 10/09  
Fee: \$99/person 1 session Sa NPS, Inc.  
Event: 05970 8:00a-6:00p SAC D-105 10/23

RENEW NOTARY COMMISSION-3 HR REQUIRED

Renewing Notaries may take a three hour Approved Notary Refresher course. We will review all laws and regulations you are required to know to continue as a Notary. You must take the exam and be fingerprinted again. A 6 hour approved course must be taken first without a lapse in your commission." Commission is valid for 4 years. Serious conviction may disqualify applicant. A \$20 material fee is payable to instructor.

NOTARY PUBLIC SEMINARS, INC.

Fee: \$79/person 1 session Sa NPS, Inc.  
Event: 06297 12:45p-6:00p SCC H-113 10/09  
Fee: \$79/person 1 session Sa NPS, Inc.  
Event: 05972 12:45p-6:00p SAC D-105 10/23

NOTARY EXAM INFORMATION

Registration:	4:00 - 5:00pm
Exam:	5:00 - 6:00pm
Payment:	\$40 check payable to Secretary of State
Identification:	Valid Driver's License or state issued ID with photo
Requirements:	Legal resident of California (military excluded)
Photograph:	2x2 passport color photos
Age:	18+
Materials:	(2) #2 pencils
Live Scan Fingerprints required after you pass the exam. Serious conviction may disqualify applicant.	





**BECOME A NOTARY PUBLIC - ONLINE**

Establish yourself as a Notary Public, earn additional income and provide a service to your community. Successful notaries provide a valuable service to their company, friends and private clients. Notary skills are valuable in almost any industry: real estate, legal, medical and banking to name just a few. Livestream with a notary expert for three sessions and you will be ready to take the official notary exam and practice as a safe and effective notary. Students are eligible to access our private Facebook page to ask questions, watch webinars and receive updates. All you need is a smartphone to join. Must be at least 18 years of age. A serious conviction may disqualify an applicant. A \$20 material fee included in registration fee.

Register for the official notary exam 15 days in advance or be a walk-in candidate. Use this link to view schedule and register:

[exam-registration.cpsshr.us/notary/notary](http://exam-registration.cpsshr.us/notary/notary).

**NOTARY PUBLIC SEMINARS, INC.**

<b>Fee: \$119/person</b>	<b>3 sessions</b>	<b>Tu W Th</b>	<b>NPS, Inc.</b>
<b>Event: 05964</b>	<b>6:00p-8:15p</b>	<b>ONLINE</b>	<b>09/14 -09/16</b>
<b>Fee: \$119/person</b>	<b>3 sessions</b>	<b>Tu W Th</b>	<b>NPS, Inc.</b>
<b>Event: 05965</b>	<b>6:00p-8:15p</b>	<b>ONLINE</b>	<b>11/09 -11/11</b>

**RENEW NOTARY COMMISSION-3 HR REQUIRED**

Renewing Notaries may take a three hour Approved Notary Refresher course. We will review all laws and regulations you are required to know to continue as a Notary. You must take the exam and be fingerprinted again. A 6 hour approved course must be taken first without a lapse in your commission.” Commission is valid for 4 years. Serious conviction may disqualify applicant. A \$20 material fee included in registration fee.

Register for the official notary exam 15 days in advance or be a walk-in candidate. Use this link to view schedule and register:

[exam-registration.cpsshr.us/notary/notary](http://exam-registration.cpsshr.us/notary/notary).

**NOTARY PUBLIC SEMINARS, INC.**

<b>Fee: \$99/person</b>	<b>2 sessions</b>	<b>Tu W</b>	<b>NPS, Inc.</b>
<b>Event: 05966</b>	<b>6:00p-8:15p, 6:00p-7:00p</b>	<b>ONLINE</b>	<b>09/14-09/15</b>
<b>Fee: \$99/person</b>	<b>2 sessions</b>	<b>Tu W</b>	<b>NPS, Inc.</b>
<b>Event: 05967</b>	<b>6:00p-8:15p, 6:00p-7:00p</b>	<b>ONLINE</b>	<b>11/09-11/10</b>

**BECOME A LOAN SIGNING AGENT**

Make the most out of your notary commission by becoming a certified Loan Signing Agent. Our livestream seminar will teach you how to notarize loan documents and give you a simple strategy to launch your new business. Learn the information and tools you need to succeed as a Signing Agent from the comfort of your home. Our expert teachers are seasoned in the business; they'll teach you the process of completing a signing, best practices in the industry, and how to get loan signing assignments. Students are eligible to access our private Facebook page to ask questions, watch webinars and receive updates All you need is your smartphone to join. A certificate is awarded upon completion of the course. Topics include: Notarize a loan package from any bank successfully every time The dos and don'ts of the profession What to discuss with your clients How to develop your own business Getting signed up with busy signing agencies Prerequisite: You must be a Notary or have completed the 'Become a Notary Public' seminar. A \$30 material fee included in registration.

**NOTARY PUBLIC SEMINARS, INC**

<b>Fee: \$99/person</b>	<b>1 session</b>	<b>Sa</b>	<b>NPS, Inc</b>
<b>Event: 6298</b>	<b>10:00a-4:00p</b>	<b>SCC H-113</b>	<b>12/04</b>

**Material Fee \$30 payable to instructor.**

<b>Fee: \$99/person</b>	<b>1 session</b>	<b>Sa</b>	<b>NPS, Inc</b>
<b>Event: 05979</b>	<b>10:00a-4:00p</b>	<b>SAC D-105</b>	<b>12/11</b>

**Material Fee \$30 payable to instructor.**

<b>Fee: \$129/person</b>	<b>3 sessions</b>	<b>Tu W Th</b>	<b>NPS, Inc</b>
<b>Event: 05973</b>	<b>6:00p-8:00p</b>	<b>ONLINE</b>	<b>09/21 - 09/23</b>

<b>Fee: \$129/person</b>	<b>3 sessions</b>	<b>Tu W Th</b>	<b>NPS, Inc</b>
<b>Event: 05974</b>	<b>6:00p-8:00p</b>	<b>ONLINE</b>	<b>11/16-11/18</b>

**BUILD YOUR OWN BUSINESS WEBSITE**

You can have your own Web site for as little as \$5 a month. This workshop requires no prior Web site development experience and is suitable for: beginners, experts, managers & web designers. You will learn to: Improve your business web site, analyze your needs and select the best design criteria, Make the site user friendly, Get a FREE shopping cart that only costs if sales are made, Promote your site, and link with search engines to make you visible. When you complete this seminar,you'll have the confidence and tools to create your own web site. A \$20 manual fee is payable to the instructor.

<b>Fee: \$39/person</b>	<b>1 session</b>	<b>W</b>	<b>Rounds M</b>
<b>Event: 05473</b>	<b>6:00p-9:00p</b>	<b>ONLINE</b>	<b>09/22</b>

**ONLINE LEARNING**

- Convenient & Affordable
- Instructor Led Format
- 6 Week Course



**ed2go.com/saccomserv**

BECOME A FLORAL DESIGNER

Students will learn principles of flower arranging including composition and color coordination. Course will cover topics such as proper usage of mechanical supplies, handling of flowers and foliages, flower and foliage identification, pricing of arrangements, and proper design techniques. Students will learn merchandising, marketing and pricing for their own home based business. Upon completion of all appropriate classes, students will be proficient enough to find employment in the floral industry or to start and maintain their own home based business. Students should bring a pair of pruning shears to class. A material fee of \$75 is payable to the instructor. Mina Asadirad is an experienced floral designer and owner with 25 years teaching experience.

Fee: \$75/person4 sessionsFAsadirad M

Event: 049049:00a-11:00a10/29-11/19

Mina Wholesale Flowers, 1918 E. Edinger Ave., SA

A GUIDE TO GETTING PUBLISHED

Did you know that Stephen King was rejected more than 75 times before he sold his first novel? If your goal is to become a published freelance writer, this comprehensive workshop will guide you to the editor’s desk. Learn how to become a published writer, submit manuscripts the correct way, and write an irresistible query letter. Discover over 100 ways to make money as a freelance writer. A detail tutorial will be emailed to set up your free Zoom account, then the webinar login information and materials will be sent the day of class.

Fee: \$49/person1 sessionTuKrusemark L

Event: 058597:00p-9:00pONLINE10/19

MEET THE AGENT/PUBLISHER

Have you ever wanted to talk to a real agent or publisher? Are you tired of having your manuscripts critiqued by non-professionals or paying an editor too much money to change your writing to their voice? Bring your in-progress manuscript for an in-class critique of one page of your poetry, article, short story, screenplay, novel, non-fiction book, or children’s book. You can then leave a COPY of your manuscript for a professional critique of your entire manuscript (for an optional materials fee of \$50 for up to 25 double-spaced pages + \$1/page thereafter) and a list of publishers/agents who are interested in your type of work.

Fee: \$39/person1 sessionThKrusemark L

Event: 058626:00p-7:00pONLINE10/21

MONETIZE WEBSITES BLOGS & SOCIAL MEDIA

Earn a passive monthly income from selling other people’s products by placing a merchant-provided advertisement link on your site and get a commission for every sale, click or lead. Learn where to find 1000+ free and low cost opportunities and how to avoid scams or links that won’t offer a beneficial ROI (return on investment). Learn how to find high, recurring, and second-tier commissions, and how sales funnels can increase your income. You’ll also learn SEO secrets to increase your site’s ranking and visibility on search engines like Google.

Fee: \$39/person1 sessionThKrusemark L

Event: 058615:00p-6:00pONLINE10/21

HOW TO SELF PUBLISH FOR FREE

Whether you’re looking to publish a paperback novel or short ebook now or in the future, this detailed tutorial will teach you step-by-step how to create an Amazon KDP account, format your manuscript and upload it to the platform, easily create a book cover from available templates, determine pricing and royalties, develop a sales pitch for your Amazon page, and write an Amazon author bio. A detailed tutorial will be emailed to set up your free Zoom account, then the webinar login information and materials will be sent the day of class, all for FREE.

Fee: \$39/person1 sessionSaRounds M

Event: 054709:00a-12:00pONLINE09/25

SELL YOUR IDEAS & INVENTIONS

Whether you are applying for a spot on “Shark Tank” or looking to market and sell your inventions, you need to know how to protect your invention and find potential buyers. In this fast-paced workshop you will learn how to protect your ideas with patents, trademarks, and copyrights, as well as how to find potential buyers and offer your product for sale safely. This class delivers the most accurate and relevant information available to help inventors cash in on their expertise. A \$30 manual fee is payable to instructor.

Fee: \$39/person1 sessionSaRounds M

Event: 0546710:00a-1:00pONLINE09/18

START A HOME-BASED BUSINESS

If you are thinking about starting a home-based business, online business, selling on E-Bay, having a small consumer business or becoming a consultant, this workshop outlines the basics of starting a business. You will learn different entities of a business structure: federal, state, local taxes; licensing requirements; bookkeeping and tax records; and different ideas for starting a business. A \$20 material fee is payable to instructor.

Fee: \$39/person1 sessionTuMiller N

Event: 054696:00p-9:00pONLINE09/21

GUIDE TO STARTING A FREE BLOG

Online blogging is a great way to get the word out about you, your service, your product, or information you want to share! You will learn step-by-step how to: start a FREE blog with WordPress, choose a blog template, emphasize your blog content with a creative name, use your unique voice to share your expertise, and connect your domain/website. You will also learn how to earn an income with your blog, including links to other websites and advertising on your blog, as well as increase your internet ranking.

Fee: \$49/person1 sessionWKrusemark L

Event: 058607:00p-9:00pONLINE10/20



Face coverings required in all in-person classes.

INTRO TO SCREENWRITING

With technological breakthroughs bringing the cost of making and distributing movies down to almost nothing, there is an ever-increasing demand for great scripts-and for people who can write them. Whether you want to write micro-budget indie films or Hollywood blockbusters, this course will teach you everything you need to know to write a script that sells. You will learn the fundamentals of stories-why audiences need them, what they expect from them, and what kinds of stories work time after time. You'll discover how to create characters audiences connect with and how to write dialogue that will bring them to life. You will get hands-on experience through a series of short writing assignments that will have you working like a pro from the very beginning of the course. In addition, you'll get an inside look into the business of selling your script and building your career as a writer. When you finish the course, you'll be ready to start writing your own script!

Fee: \$39/person 1 session Tu Krusemark L  
Event: 05858 6:00p-7:00p ONLINE 10/19

PROFESSIONAL SPECIAL EFFECTS ARTIST

This intensive course is ideal for makeup artists looking to expand their skills. Students will be introduced to prosthetic special effect (SPX) makeup techniques. These application effects include learning how to sculpt, mold and cast bruises, burns, cuts, gashes, wrinkles, scars, and zombie motifs. Weekly projects will introduce students to basic materials used to create those gory SPFX designs. A supply list will be provided to all registered students. Students are responsible for purchasing their own supplies. Dress accordingly, students should wear clothing they don't mind ruining.

Fee: \$125/person 4 sessions Tu MacDonald C  
Event: 05439 6:00p-9:30p SAC C-208 10/05 - 10/26

BECOME PROFESSIONAL ORGANIZER

Learn how to turn your organizing skills into a moneymaking career. You'll be given the tools and knowledge to succeed as a professional organizer and learn about Organizing specialties and finding your niche; Understanding and using the Clutter-Hoarding Scale; Structuring your business for SUCCESS; Business licensing and insurance to cover all the bases. A \$20 material fee is payable to instructor.

Fee: \$39/person 1 session Th Miller N  
Event: 05480 6:00p-9:00p ONLINE 09/23

BECOME AN IMMIGRATION CONSULTANT

Start a new career helping people from all over the world complete immigration documents. This information-packed seminar will kick start your career by covering all the basics you need to know. You'll learn how the immigration process works for family based and employment based immigration, the preference system and the requirement for refugees and asylees. The seminar will be heavily focused on permanent visas, temporary visas and diversity visas. The role, duties and responsibilities of the immigration consultant are thoroughly explained to maximize your knowledge. Additionally, you'll gain practical experience by completing the most common immigration documents used including: practice visa applications, travel documents, waivers, and applications for employment, petitions, permanent residency applications, and green card issues. The instructor will also discuss updates to the Differed Action for Childhood Arrivals program aka D.A.C.A. A material fee of \$150 is payable to the instructor, for an extensive guidebook that contains immigration forms with explanations and definitions to confidently steer you through the process.

Fee: \$129/person 3 sessions M Notary Public Seminars  
Event: 05977 6:00p-8:00p ONLINE 11/08 -11/22

LEGAL DOCUMENT ASSISTANT

Whether you want to boost your income, create a new job opportunity, or take your experience in the legal field to the next level, this class is for you! Become a certified and bonded Legal Document Assistant, and tap into a multi-billion dollar industry. This specialized position allows you to prepare legal documents at competitive rates within this lucrative field. Whether you work for a law firm, help people in need of lower-cost alternatives to an attorney, or work independently for clients who want to represent themselves in court, LDAs experience great opportunities in the following fields: corporate, business, insurance, family law, personal injury, social service and estate planning, among others. We'll give you the expert knowledge you need to confidently complete the documents below: Revocable Living Trusts; Evictions for Landlords and Eviction Defenses for Tenants; Uncontested Divorce Proceedings; Represent Claimants for SSDI claims; Draft business contracts; and know the essential elements of a contract; LLCs, S Corps and C Corps. Students will receive a Certificate of Completion and the class includes a workbook with descriptions and documents for each topic. Prerequisite: A high school diploma with two years of legal experience; a baccalaureate degree with one year of legal experience; or a certificate of completion from a paralegal program approved by the American Bar Association. LDAs must maintain a \$25K bond and register with the county. A \$30 material fee included in registration fees.

Fee: \$129/person 3 sessions M Notary Public Seminars  
Event: 05976 6:00p-8:00p ONLINE 10/18-11/01

Parking Policy

Daily \$2.00 parking permits are required seven days a week and are available for purchase at the permit dispensers located in each parking lot on campus.

## ARCHITECTURAL DRAFTING

This is a HANDS-ON course to learn how to design your dream house, and learn how to READ BLUEPRINTS. Architectural Drafting involves learning how to draw all the building plans for constructing a building, in accordance with the Uniform Building Code (UBC). In the process, you are learning how to read blueprints. This course is an opportunity to learn a life time skill to be a successful construction worker and/or General Contractor.

**Fee: \$129/person 6 sessions Tu Famolaro F**  
**Event: 04921 6:00p-9:00p SAC D-101 09/14- 10/19**

## PODCASTING FOR PROFIT

Have you ever wanted to be a DJ or the host of a radio show? Would you like to be paid to host your own show? Would you like to promote your business, hobby or passion on radio? Now you can, by setting up your own Podcasting program! This course explains and demonstrates how to set up an audio podcast and monetize it including the equipment and software necessary, the procedures for creating and broadcasting, and over a dozen ways to make money with your podcasts. A \$20 material fee includes instruction, references, resources, and software to set up and operate a Podcasting program.

**Fee: \$39/person 1 session M Rounds M**  
**Event: 05474 6:00p-9:00p ONLINE 09/20**

## ESSENTIAL DOCUMENTS TO PROTECT FAMILY

Prepare for the future, protect your family's finances, and save hundreds of dollars in legal fees. Students will spend six hours with an attorney who is experienced in preparing these four critical documents, and get step by step instructions to complete them by the end of class! This class will make difficult decisions easier on you and your family. Your instructor will discuss the following essential documents in detail, and cover how this will help your family, how to get started, what to include, where to file, legal requirements, do's and don'ts, and other important considerations. Revocable Trust; Durable Power of Attorney; California Healthcare Directive and California Wills. A \$20 material fee included in registration fees.

**Fee: \$119/person 3 sessions M Notary Public Seminars**  
**Event: 05975 6:00p-8:00p ONLINE 09/13-09/27**

## ACCOUNTING BASICS FOR QUICKBOOKS

This class is design to introduce basic accounting concepts for students with no prior knowledge of accounting and who desire to apply it in learning the QuickBooks accounting software. Students will learn the definition of accounting and its terminologies. The concept of general accepted accounting principles and ethics will be taught along with basic accounting topics that include the following: The accounting equation, debits and credits, financial statements (income statement, balance sheet, owner's equity, and cashflow), budgeting, and auditing. Basic math and computer knowledge are recommended. Certificate of Completion will be provided for students who attend all class meetings.

**Fee: \$99/person 4 sessions Tu Th Villanea G**  
**Event: 06444 6:00p-9:00p SCC B-104 10/26-11/04**

## INTRODUCTION TO VOICEOVERS

Explore the fun, rewarding possibilities of the voiceover industry! Discover current trends and how they make it easy and affordable for just about anyone to get involved. You'll learn about different types of voiceovers and tools you'll need to find success. Your instructor, a professional voice actor from Voices For All, will take notes as you read a real script in this one-on-one video chat setting, and offer some coaching to improve your delivery. You'll receive a professional voiceover evaluation later. Upon registration students will schedule the 90-minute session directly with the instructor. This introductory class is for students 18yrs.and up.

**Fee: \$49/person Event: 06307 ONLINE Voices For All, LLC**  
**ARCHITECTURE DRAWING**

The goal of this course, Architecture Drawing, is to help teach adults and young adults about architectural principles as a hobby or career. We will cover its applications in hand drawings, design, planning, research, and reading technical drawings. Topics include: freehand and hard line drawing techniques, scale and proportions, building plan and section in scale, understanding spatial relations, and more. A supply list will be provided to all registered students.

**Fee: \$125/person 5 sessions Sa Khalili F**  
**Event: 06242 9:00a-12:00p SCC D-110 09/25 -10/23**

## INTRODUCTION TO QUICKBOOKS

Learn the basics of one of the most highly used accounting software for business. After tagnin this class you will know how to navigate through all software sections, chart of accounts, create new accounts, add vendors and customers, create and pay bills, generate invoices and financial reports, plus backup and restore files. Accounting Basics for QuickBooks is required and basic Microsoft Windows knowledge is recommended.

**Fee: \$59/person 2 sessions Tu Villanea G**  
**Event: 06445 6:00p-9:00p SCC B-104 11/09 & 11/16**

## BECOME A VETERINARY ASSISTANT

If you have ever considered a career as a veterinary assistant, you might have quite a few questions about what it is they do: What vaccinations do cats and dogs? What is the best way to control fleas? What do you do if your dog has a cut? What is the best way to deal with an emergency situation involving a pet? This course answers these questions and more. You will learn about pet nutrition and a variety of health and safety issues. You will understand how to treat and prevent parasites, including roundworms and heartworms. You will even learn the facts of life, as it pertains to dogs and cats. You will explore current thoughts on spaying and neutering, how to deal with the very emotional issues of euthanasia, pet loss, and how best to assist clients in a time of need. New sessions start each month. Dates 9/15; 10/13; 11/17 and 12/15. You will need to create an account to access your class at [ed2go.com/saccomserv](https://ed2go.com/saccomserv).

**Fee: \$149/person 12 sessions W F Grognet J**  
**Event: 06309 ONLINE 09/15-12/15**





ADVANCED CLOUD BASED QUICKBOOKS

Increase your knowledge of QuickBooks by learning new concepts and features. Students will build on their basic knowledge of QuickBooks and be taught advance features, which include the following: starting your own company profile, banking and reconciliation, Importing and exporting lists from excel, formatting reports, formatting general documents with company logos, and introduction to payroll. Introduction to Cloud Based QuickBooks is required.

Fee: \$99/person

4 sessions

Tu Th

Villanea G

Event: 06446

6:00p-9:00p

SCC B-104

11/18-12/02

(no class 11/25)

CLOUD BASED QUICKBOOKS ONLINE

Students that are familiar with accounting concepts and working in an accounting department will learn how to apply knowledge in the use of QuickBooks Online which is different from QuickBooks Desktop. The course. Topics covered include: all aspects of QuickBooks online, invoicing, billing, reports, vendors, customers, and all other accounting processes.

Fee: \$99/person

4 sessions

Tu Th

Villanea G

Event: 06447

6:00p-9:00p

SCC B-104

12/07 - 12/16

COMPUTERS

COMPUTER BASICS

Used a computer for years but never learned the basics? Never used a computer? Learn current computer terminology, identify computer components, proper use of USB/jump drives, file size measurement, introduction to software applications, and helpful tips to make using the computer easier and faster.

Fee: \$49/person

1 session

Tu

Villanea G

Event: 06437

5:30p-9:00p

SCC B-104

09/14

INTRODUCTION TO MICROSOFT WINDOWS

Learn to use your computer smarter by learning the proper use of the Windows environment. You will be able to efficiently work with multiple programs, create shortcuts on your desktop, and use the Control Panel to customize your working environment and power saving options. This class is helpful to beginners and experienced computer users.

Fee: \$49/person

1 session

Th

Villanea G

Event: 06438

5:30p-9:00p

SCC B-104

09/16

MANAGING YOUR COMPUTER FILES

Can't find your files? Want to organize your photos from your digital camera? Learn how to copy, move, rename, delete, and organize files and folders using Windows Explorer (My Computer) in Microsoft Windows. Understand how to use the Recycle Bin. Bring a USB/ jump drive to class.

Fee: \$49/person

1 session

Tu

Villanea G

Event: 06439

5:30p-9:00p

SCC B-104

09/21

ADVANCED MICROSOFT EXCEL

Increase your basic knowledge of Excel by applying more advanced features and methods. Topics covered in this class include creating more complex charts, absolute vs. relative cell references, naming ranges, working with multiple worksheets and workbooks, filtering list information, integrating Excel and Word, and the introduction of logical and referencing formulas for data presentation. Basic Excel knowledge is required.

Fee: \$99/person

4 sessions

Tu Th

Villanea G

Event: 06443

6:00p-9:00p

SCC B-104

10/12-10/21

INTRODUCTION TO MICROSOFT EXCEL

This class is an introductory course in the use of Microsoft Office Excel version 2016. The class will introduce the software to beginners that desire to apply it for both business or personal use. Students will learn to navigate, set up, and format spread sheets in order to organize data as they wish. Learn how to represent sets of data visually with the use of pie, line, bar, and other types of charts. Students will be taught basic formulas in order to sum, subtract, average, and total sets of data. All features and methods will be instructed through shortcuts, menus and the use of wizards. Basic computer knowledge is recommended. Bring a USB/jump drive to class.

Fee: \$59/person

2 sessions

Tu Th

Villanea G

Event: 06442

6:00p-9:00p

SCC B-104

10/05 & 10/07

PERFECTING POWER POINT PROFICIENCY

This class is perfect for beginner to intermediate PowerPoint users. Learn to create screen shows, slides and transparencies. Learn how easy it is to create effective on-line screen presentation slides including effects and manipulating clipart images, adding text effects and dynamic slide transitions. Basic computer knowledge is recommended.

Fee: \$89/person

2 sessions

Tu Th

Villanea G

Event: 06441

5:30p-9:00p

SCC B-104

09/28 & 09/30

MASTERING MICROSOFT WORD

Learn the most efficient methods of creating, editing, formatting, and printing letters and other documents. Beginners as well as experienced Word users will benefit from learning shortcuts and tips to make word processing easier and faster to use for home and work. Exercises include how to add headers and footers with page numbering create a mail merge for multiple addresses, envelopes and labels, and using templates. Learn creative techniques to create a letterhead using WordArt, graphics, borders, and fonts. Basic computer and word processing knowledge is recommended. Bring a USB/ jump drive to class.

Fee: \$49/person

1 session

Th

Villanea G

Event: 06440

5:30p-9:00p

SCC B-104

09/23



Face coverings required in all in-person classes.

Register day or night online  
sac.edu/cms or sccollege.edu/cs



# COLLEGE FOR KIDS & TEENS

Registration for **ALL** College For Kids & Teens events must include a completed Medical/Waiver Release form. Participation in In-Person classes will require an additional COVID waiver.



## COMPUTER PROFICIENCY -COMBO CLASS

Register for the computer proficiency combo class and receive over 10% in savings! Series includes the following courses: Computer Basics, Introduction to Microsoft Windows, Managing Your Computer Files, Mastering Microsoft Word and Perfecting Power Point Proficiency. Receive a Certificate of Completion at the end of this course!

**Fee: \$235/person 6 sessions Tu Th Villanea G**  
**Event: 06436 5:30p-9:00p SCC B-104 09/14 -09/30**

## DRONE FLIGHT PILOTING SKILLS



The drone industry continues to have a positive impact on many industries like photography, construction, public safety, delivery, inspection and more. There are endless

opportunities and careers that are created in this rapidly growing field. Flying drones has a bit steeper learning curve compared to driving a car for instance since there are more degrees of freedom and you controlling the drone remotely. The goal of this course is to bridge that gap by providing the hands-on flight experience needed to fly drones proficiently and safely. After this course, students will have the fundamental skills and knowledge to safely pilot drones.

**FEE: \$199/person 6 sessions M W Viveros E**  
**Event: 06464 5:30p-7:30p SCC H-126 09/13-09/29**  
**FEE: \$199/person 6 sessions Sa Viveros E**  
**Event: 06475 1:00p-3:00p SCC U-103 10/02 - 11/06**

## FAA PART 107 DRONE COMMERCIAL LICENSE EXAM PREP

The drone industry continues to have a positive impact many industries like photography, construction, public safety, delivery, inspection and more. There are endless opportunities and careers that are created in this rapidly growing field. A prospective pilot seeking to do business with drones must legally be FAA Part 107 Certified. The goal of this course is to prepare students to pass the Part 107 test with in dept coverage of exam topics, discussions, real life examples, and practice tests. After this course, students will not only learn how to pass the test but discover some of the ways they can use their commercial drone license.

**FEE: \$99/person 6 sessions M W Viveros E**  
**Event: 06465 6:00p-7:30p ONLINE 11/01-11/17**

## COLLEGE FOR KIDS & TEENS

### ONLINE DRIVER'S EDUCATION(AGES 15+)

Independence is just a click away. Complete your Driver's Education requirement from home on your computer, tablet or phone. This is an interactive, online course with videos and animated driving scenarios. Learn the rules of the road, driver responsibility, DMV procedures and much more. Receive DMV-approved Certificate of Completion. A licensed instructor is available to answer any questions. Sign up anytime.

**Event: 06275 Fee: \$49/person ONLINE Bay Area Driving**

### ENGLISH COMPOSITION (AGES 9-12)

Students will review grammar and language skills and learn techniques to write using systematic outlining and note taking. Topics include: sentence and paragraph construction, with an emphasis on spelling and using the right word or phrase. Listening exercises, brainstorming, and troubleshooting will involve students in the intuitive and creative process of writing. Students will dissect short stories to illustrate outlining benefits. Students should bring a notebook, pencil, and dictionary/thesaurus to class. A \$5 material is payable to instructor.

**Fee: \$65/person 6 sessions Sa Neal P**  
**Event: 06236 9:00a-10:00a SAC D-102 10/02-11/06**

### EARLY READER (GR 1 & 2)

In this class, students will be introduced to a variety of stories designed for first and second graders in which reading skills and strategies will be introduced and practiced. Vocabulary, writing sentences, and grammar also will be included along with a variety of examples will be provided. Students will cover different material in each session.

**Fee: \$69/person 5 sessions Sa Perez MA**  
**Event: 06281 12:30p-1:30p ONLINE 10/02 - 10/30**

### WRITING WORKSHOP (AGES 13-17)

This class will focus on teaching students to organize and create cohesive essays and short research based writing projects. In addition to strengthening the entire writing process, this class will explore specific essay formats such as persuasive, and narrative, as well as teach effective strategies for answering challenging writing prompts. Students will have opportunities to participate in class as well as individual writing exercises.

**Fee: \$65/person 6 sessions Sa Neal P**  
**Event: 06238 11:10a-12:10p SAC D-102 10/02 - 11/06**

RESEARCH WRITING SKILLS :AGES 9-12

Students will learn to use reference materials and critical thinking skills, compose a thesis, develop an outline and write a 5-paragraph essay. Students should bring a notebook, pencil and dictionary/thesaurus to class. A \$5 material is payable to instructor.

Fee: \$65/person 6 sessions Sa Neal P  
Event: 06237 10:05a-11:05a SAC D-102 10/02 - 11/06

COOKING UP CULTURES

Learn languages while cooking! In this class students will cook recipes from different countries and learn related culinary vocabulary and phrases at the same time. Learn about ingredients, etiquette, manners, table setting, and food presentation which are unique to each culture. A \$35 material fee is payable to the instructor.

Fee: \$115/person 8 sessions Sa Gate Languages  
Event: 04929 12:00p-2:00p ONLINE 09/04- 10/23

MANDARIN FOR FUN (AGES 6-12)

Learn to speak and think in Chinese Mandarin through fun, culturally-sensitive, and customized classes focusing on listening, reading, speaking and vocabulary. Our program aims at their learning through visuals, songs, and activities with music, posters, pictures and theater. A \$10 material is payable to the instructor.

Fee: \$99/person 8 sessions Sa Gate Languages  
Event: 05852 9:00a-10:00a ONLINE 09/04-10/23

SPANISH FOR FUN (6-14 years)

Learn to speak and think in Spanish through fun, culturally-sensitive, and customized classes focusing on listening, reading speaking and vocabulary. Our program aims at their learning through visuals, songs, and activities with music, posters, pictures and theater. A ZOOM link will be provided to all registered students prior to beginning of class.

Fee: \$95/person 6 sessions Sa Gate Languages  
Event: 04927 9:00a-10:30a ONLINE 09/11-10/16

Fee: \$95/person 6 sessions Sa Gate Languages  
Event: 04928 9:00a-10:30a ONLINE 10/30-12/11

(No class on 11/27)

PICKLEBALL FOR KIDS

Pickleball classes designed for anyone with little to no experience playing pickleball. Basic skills will be introduced: safety, etiquette, rules, scoring, underhand serve, forehand, backhand, volley and basic strategies. Once you have completed this course, you will understand how to play Pickleball and can participate comfortably in beginning games. The paddles and balls are provided. Bring water, towel, wear loose comfortable clothing, flat tennis court specific footwear are recommended.

Fee: \$89/person 4 sessions Sa Performance Pickleball  
Event: 04926 12:00p-2:00p SAC Tennis Courts 09/04-09/25

READING COMPREHENSION & DEVELOPMENT

This class is for students who wish to strengthen their reading skills. Topics covered: phonics, vocabulary development, comprehension strategies fluency, and critical thinking skills. Additionally, with the use of appropriate grade level literature students will learn that reading can be fun! A \$5 material fee is payable to instructor.

Fee: \$89/person 5 sessions Sa Perez MA  
Event: 06282 12:45p-2:15p ONLINE 11/06 - 12/11

(No class on 11/27)

PRE-ALGEBRA (ENTERING GRADES 6-8)

For students who have completed or will be enrolling in grade 6, 7 or 8. Focus will be on: order of operations, exponents and variables, combining like terms and solving one-step equations. Students will receive group instruction as well as participate in various math based activities. Curriculum is based on California State Standards for Mathematics. A \$5 material fee is payable to instructor.

Fee: \$99/person 8 sessions Sa Huynh T  
Event: 06293 9:00a-10:30a ONLINE 10/02 -11/20

ALGEBRA I (GR 8-11)

For students who wish to gain or strengthen Algebra I level skills. Topics covered include polynomials, rational numbers, rational expressions, and graphs. Students will receive group instruction as well as participate in various math based activities. Curriculum is based on California State Standards for Mathematics.

Fee: \$99/person 8 sessions Sa Huynh T  
Event: 06294 10:45a-12:15p ONLINE 10/02 -11/20

COMMON CORE MATH (GRADES 2-3)

This class is for students who will attend 2nd or 3rd grade. Common Core math standards will be utilized within this class. Student will focus on Operations and Algebraic Thinking, Number and Operations in Base Ten, Measurement and Data and Geometry. Students will have opportunities to engage in a variety of math activities designed to address various learning styles, and increase foundational mathematical skills.

Fee: \$79/person 5 sessions Sa Perez MA  
Event: 06283 9:00a-10:30a ONLINE 10/02 - 10/30

COMMON CORE MATH (GRADES 4-6)

Student will focus on Operations and Algebraic Thinking, Number and Operations in Base Ten, Number and Operations-Fractions, Measurement and Data and Geometry . Students will have opportunities to engage in a variety of math activities designed to address various learning styles, and increase foundational mathematical skills.

Fee: \$79/person 5 sessions Sa Perez MA  
Event: 06290 10:45a-12:15p ONLINE 10/02 - 10/30

ATTENTION PARENTS:

- Students are expected to abide by RSCCD BP 5500 Standards of Student Conduct during ONLINE.
- Parents sign in and sign out your child for all online courses
- A responsible adult must monitor your child’s online activities.
- Children are expected to be in good health to participate in all planned activities.
- Face masks must be worn at all times while on the college campus.
- Frequent hand washing and social distancing will be encouraged.

COMMON CORE WRITING (GRADES 2-3)

This class is for students who will be attending 2nd and 3rd grade. Common Core writing Standards will be explored in this fun class. We will focus on text types and purpose, production and distribution of writing, and research to build and present knowledge. Students will have opportunities to engage in a variety of writing activities designed to address various learning styles, and increase foundational writing skills.

Fee: \$79/person5 sessionsSaPerez MA

Event: 062919:00a-10:00aONLINE11/06 - 12/11

(No class on 11/27)

COMMON CORE WRITING (GRADES 4-5)

This class is for students who will be attending 4th and 5th grade. Common Core writing Standards will be explored in this fun class. We will focus on Write narratives to develop real or imagined experiences or events using effective technique, descriptive details, and clear event sequences. Students will have opportunities to engage in a variety of writing activities designed to address various learning styles, and increase foundational writing skills.

Fee: \$79/person5 sessionsSaPerez MA

Event: 0628910:15a-11:15aONLINE11/06 - 12/11

(No class on 11/27)

COMMON CORE WRITING (GRADES 6-7)

This class is for students who will be attending 6th and 7th grade. Common Core writing Standards will be explored in this fun class. We will focus on writing narratives to develop real or imagined experiences or events using effective technique, relevant descriptive details, and well-structured event sequences. Students will have opportunities to engage in a variety of writing activities designed to address various learning styles, and increase foundational writing skills.

Fee: \$79/person5 sessionsSaPerez MA

Event: 0629211:30a-12:30pONLINE11/06 - 12/11

(No class on 11/27)

Tips for Parents:

- Complete & return the medical waiver release portion of the registration form located on the inside back cover.
- Participants are expected to abide by the rules of conduct for Rancho Santiago Community College District. Failure to comply may result in dismissal.
- Supervision is not provided between camps.
- Check your child in at their first class and pick up your child promptly after class.
- Orient your child to the location of their classrooms and restrooms.

DANCE

SIZZLING SALSA

In this class you will learn the fundamentals of salsa dancing, including timing, 9 different positions of basic step, weight change, body position, lead and follow, plus simple but fun dance patterns. No partner is necessary, as we will change partners frequently. Casual dress, tennis or soft soled shoes only; hard heels are not permitted.

Fee: \$69/person6 sessionsFRivera R

Event: 049766:30p-7:30pSCC G-21309/10-10/15

Fee: \$69/person6 sessionsTuRivera R

Event: 049747:00p-8:00pSAC W-10709/14-10/19

Fee: \$69/person6 sessionsFRivera R

Event: 049776:30p-7:30pSCC G-21310/22-12/03

(No class on 11/26)

Fee: \$69/person6 sessionsTuRivera R

Event: 049757:00p-8:00pSAC W-10710/26-11/30

CARIBBEAN & LATIN DANCE

Welcome to the beautiful world of Caribbean and Latin dances. Beginning and Intermediate dancers will learn steps and moves of Salsa-L.A. style, Bachata and Cumbia. Partners are welcome but not required. Casual dress, tennis or soft soled shoes only; hard heels are not permitted.

Fee: \$89/person10 sessionsThFiguroa M

Event: 049206:30p-8:00pSAC W-10709/09-11/18

(no class 11/11)

COUNTRY LINE DANCE

Join in the fun & get a light work out as you learn various country line dances while listening to your favorite country music. No prior dance experience required.

Fee: \$65/person6 sessionsMEstrin J

Event: 061947:30p-8:30p09/13 -10/18

The Dance Centre, 1899 N. Tustin St, Orange

SOCIAL SALSA

Make the move to continue the fun! This class is for those who know their basic, right/left turns and cross body lead of Salsa. You will learn routines, footwork, spins, wraps, and turns to enjoy at your favorite dancing event. Partners are welcome but not required. Casual dress, tennis or soft-soled shoes only, hard heels are not permitted.

Fee: \$89/person10 sessionsThFiguroa M

Event: 049198:15p-9:45pSAC W-10709/09-11/18

(no class 11/11)

BEGINNING TAP DANCE

This beginning tap class is for the novice dancer. Students will learn the core fundamental steps of tap dancing and a basic tap routine during the course of the class. Join this fun dance class that is sure to give you a great work out for your mind and body. Students should bring, a towel, water and tap shoes to class.

Fee: \$55/person4 sessionsMEstrin J

Event: 061956:30p-7:30p09/20 -10/11

The Dance Centre, 1899 N. Tustin St, Orange



HEALTH, FITNESS & BEAUTY

5 HR HOME-CARE AIDE TRAINING

This program is designed for home care providers who want to have the 5-hour initial training requirements of California Assembly Bill No. 1217 CHAPTER 790 - "Home Care Services Consumer Protection Act" Health & Safety Code Section 1796.44-1796.45. The AB1217 Home Care Services Consumer Protection Act, signed and passed by California Governor, Jerry Brown and became a law in October, 2013. The Act has stricter requirement now and all Home Care Agencies must comply. For Caregivers, Licensing and Training requirements effective January 01, 2016. Two Hours of Orientation training regarding his/her role as a Caregiver and the applicable terms of employment. Three hours of Safety Training including basic safety precautions, emergency procedures, and infection control. Topics Include: -Introduction to Home Care -Roles and duties of a HCA, and a Guide to Being a Companion Homemaker -Medical Emergencies and Emergency Preparedness -Infection Control and Blood borne Pathogens -Fall Prevention

Fee: \$150/person 1 session W CA Caregiver Academy  
Event: 05387 6:00p-9:00p ONLINE 12/01

10 HR HOME CARE AIDE TRAINING

This 10-hour certification is designed for both initial and continuing education training. Topics include: -Introduction to Home Care -Roles and duties of a HCA, and a Guide to Being a Companion Homemaker -Medical Emergencies and Emergency Preparedness -Infection Control and Blood borne Pathogens -Fall Prevention -Communication Skills -HIPAA for Caregivers -Understanding and Reporting Elder Abuse and Neglect -Nutrition and Meal Preparation for Older Adults -Helping Someone Who Uses a Wheelchair; Including Walkers, Crutches and Canes

Fee: \$250/person 2 sessions W CA Caregiver Academy  
Event: 05388 6:00p-9:00p ONLINE 12/01 -12/08

YOGA FOR RELAXATION & RENEWAL

End your day with a relaxing, all-levels, breath-centered yoga flow. Explore basic poses and sequences designed to increase your range of motion, and enhance your flexibility, strength, and balance. Expand your ability to connect with your breath, clear your mind, and focus your awareness as you move from one posture into another. Join us to experience the gifts of mindfulness and relaxation! Wear loose clothing and bring a mat or towel to class.

Fee: \$109/person 10 sessions M Boggio A  
Event: 06448 5:15p-6:15p ONLINE 09/13 - 11/15

CPR & FIRST AID CERTIFICATION TRAINING

Students will learn to perform one-person CPR, CPR with rescue breaths, Hands Only CPR, how to administer CPR as part of a 2 rescuer team, and how to administer a shock from an AED. You will learn why CPR is important, how to administer it, and what to expect while you are providing CPR to a victim. Students will learn the following subjects during CPR class: 1. How to identify the victim's problem and need help 2. How to identify choking 3. How make sure the scene is safe 4. How to take the position to make compression and giving rescue breaths 5. How to check to chest in comping up 6. How hard the compression should be and steps of CPR Designed to help non-medical professionals provide assistance in times of crisis, our courses allow you to gain an understanding of first aid best practices for a wide range of conditions, including: Asthma emergencies, Anaphylaxis, Burns, Choking, Diabetic emergencies, External bleeding, Environmental emergencies, Heart Attack, Poisoning, Neck, head and spinal injuries, Stroke, Seizure. Registered students will receive online access to complete the necessary instruction prior to attending the hands-on compression training.

Fee: \$110/person 1 session Sa CA Caregiver Academy  
Event: 05385 12:30p-3:30p ONLINE & SAC B-7 09/11  
Fee: \$110/person 1 session Sa CA Caregiver Academy  
Event: 05386 12:30p-3:30p ONLINE & SAC B-7 11/13

LANGUAGE

SPANISH FOR BEGINNERS

Designed for beginner to intermediate students to provide a general introduction to the Spanish language, pronunciation, functional vocabulary related to everyday life, including phrases for commonplace work situations, travel, ordering in restaurants, cultural information and basic grammatical structures. Emphasis will be on the acquisition of four skills: listening, speaking, reading and limited writing. The main objectives is to give the students the ability to carry on a simple conversation and to provide the students a basic understanding of Spanish culture, vocabulary and grammatical concepts. A ZOOM link will be provided to all registered students prior to beginning of class.

Fee: \$95/person 6 sessions M Gate Language  
Event: 04930 6:00p-8:00p ONLINE 09/13 -10/18  
Fee: \$95/person 6 sessions M Gate Language  
Event: 04931 6:00p-8:00p ONLINE 10/25-11/29

SPANISH I (Ages 16+)

This class is designed for the beginner to intermediate level looking to improve their conversational Spanish skills. Learn practical language helpful for everyday conversation including phrases and vocabulary needed for commonplace work situations, travel, icebreakers, ordering in restaurants, and more. Emphasis will also be placed on building confidence, proper pronunciation, and practical grammar. A \$10 material fee is payable to instructor.

Fee: \$99/person 7 sessions Tu Barreto R  
Event: 06277 6:30p-8:30p SCC H-113 09/14-10/26



## Day Tours are Back!

See page 19

- Covered Wagon Tour & Cookout
- Mystery "Foodie" Tour
- Solvang Danish Christmas

## SPANISH II

This course is the continuation course for Spanish 1. This course will focus on practical everyday conversational skill. Learn practical vocabulary, verbs conjunctions and phrases needed for a variety of situations. This course is adequate for those who wish to learn, practice and extend their vocabulary with a focus on pronunciation and practical grammar.

**Fee: \$99/person 7 sessions Tu Barreto R**  
**Event: 06280 6:30p-8:30p SCC H-113 11/02 - 12/14**

## FAST FUN FRENCH (AGES 16+)

Thinking of traveling to France? This quick-paced class will teach you the basic phrases and vocabulary words essential to traveling in France. Learn simple sentence patterns for subjects relating to transportation, hotels, etiquette, food, sightseeing and more!

**Fee: \$69/person 4 sessions Th Watson K**  
**Event: 06454 7:00p-9:00p ONLINE 09/09 -09/30**

**Fee: \$69/person 4 sessions Th Watson K**  
**Event: 06457 7:00p-9:00p SCC H-114 10/07 - 10/28**

## TGI FRENCH CYBERSPACE

Join us in French cyberspace, and learn about culture and customs while engaging in conversation at your own pace. This class is live online, using an electronic chat service and linking in real time to what is going on in the French-speaking world.

**Fee: \$69/person 4 sessions F Watson K**  
**Event: 06456 12:15p-1:30p ONLINE 10/01-10/22**

**Fee: \$69/person 4 sessions F Watson K**  
**Event: 06458 12:15p-1:30p ONLINE 10/29-11/19**

## CAREER ONLINE TRAINING

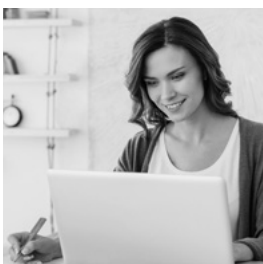
### Jump Start Your Career or Find a New One!

- 6-18 Month Programs
- All Materials Included
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- Convenient and Affordable

*Anytime ...*

*Anywhere ...*

*Just a click away!*



Register at: [ed2go.com/saccomserv](https://ed2go.com/saccomserv)

## MEDICAL BILLING

### MANDATORY ONLINE ORIENTATION

[forms.gle/bK2fX3VwArNy8oBBA](https://forms.gle/bK2fX3VwArNy8oBBA)



### MEDICAL BILLING/COLLECTIONS CERT

Prerequisite: Ability to read and understand English. Basic computer skills. Internet access during class hours. Description: Become an essential anchor for a medical practice and get a competitive edge in the job market by attending the updated Medical Billing & Collections Certificate Program (MBCCP). Learn medical billing & collections firsthand from Kris Patterson, an instructor with over 30 years of experience in the medical billing industry. An introduction to CPTA®, ICD, HCPS coding and medical terminology. Become familiar with medical office operations, office policy, procedures, and processing of individual office forms. Learn how to bill Medicare Medicaid, TRICARE, CHAMPVA, Concierge Medicine, Workers' Compensation & Personal Injury, PPO, HMO, EPO, IPA, and a host of other payers. Develop an understanding of the components of the revenue cycle from the patient intake process to the completion & submission of the medical claim. Introduction to managed care plan concepts and how to analyze and solve difficult billing problems, including rejected and denied claim management. Critical thinking exercises to learn how to automate the billing process using cloud-based software. Set-up a mock medical practice and post charges, payments, and adjustments from patients and insurance companies. Learn about HIPAA mandates and rules for maintaining the privacy and security of medical claims information. Students will be notified with access to the online class prior to orientation. Details on the purchase materials will be covered at the orientation. There is a \$225 material fee payable to the instructor at orientation via PayPal. Upon successful completion of all classes students will receive a Certificate of Completion. Upon completing the MBCCP, students will receive a certificate from the college and be added to the instructor's database for potential job leads.

**Fee: \$150/person 15 sessions Tu W Th Hall Patterson K**  
**Event: 04913 6:30p-8:30p ONLINE 10/05 - 11/04**

START A MEDICAL BILLING SERVICE

Many medical practices receive most of their income from insurance companies. Thus, medical billing services are in demand. In this class you will learn: How to obtain clients; Setting your fees; What other services a billing service could offer; Marketing your services; Where to obtain HIPAA compliant software; Sample HIPAA Business Associate Agreement & Independent Contractor Agreement; What billing organizations you can join; How to obtain updates from insurance companies; Sole Proprietorship, Partnership, Corporation & LLCs discussed. Students will be notified with access to their online class prior to the orientation. Details on the purchase of materials will be covered at orientation. There is a \$29 material fee payable to the instructor at orientation via PayPal.

Fee: \$35/person 1 session W Hall Patterson K  
Event: 04915 6:30p-8:30p ONLINE 09/29





MEDICAL FRONT OFFICE PROCEDURES

This course is intended for students interested in becoming a Medical Front Office/Medical Receptionist sometime referred to as the Intake Coordinator. This class will ensure students are prepared to begin a rewarding career and to become an integral part of the medical office team. Topics covered include: Basic Medical Benefit Terms and Plans, Eligibility and Insurance Benefit Verification, Appointment Scheduling (Manual and Computerized), Improving Telephone Skills, Patient Arrival, Check-In and Departure, Handling Medical/Office Forms, HIPAA/ Patient Privacy & Confidentiality, and Medical Terminology (specific to the front office). There is a \$89 material fee payable to the instructor at orientation via PayPal.

Fee: \$50/person 4 sessions ONLINE Hall Patterson K  
09/28-10/02  
Event: 04914 6:30p-8:30p Tu Th  
10:00a-11:00a Sa  
6:00p-7:00p Sa

Upon successful completion of  
all classes students will receive a  
Certificate of Completion.

Register day or night online  
sac.edu/cms or sccollege.edu/cs

 or 

MONEY MATTERS & INVESTMENTS

STOCKS, BONDS, MUTUAL FUNDS (ETFs), WHAT  
THEY ARE & HOW THEY WORK



This course is perfect for those who want to learn more about the stock, bond, and ETF markets and how they work. Topics covered will include how to read the financial section of the newspaper, what influences the price of stocks, bonds, and mutual funds; load or no-load mutual funds; how interest rates can affect your financial well-being; and how to manage investment risk. We will also discuss how ETFs or alternative investments can increase your yield and reduce your volatility and investment risk. The course will highlight issues such as stock and index options, domestic and global stock markets, new and "hot" issues, selling short, tax-free bonds, buying stock on margin, how the stock exchanges work, dollar cost averaging, how to read a typical account statement, retirement plans (IRAs, SEP-IRAs, Roth IRAs, 403Bs, 401ks, Annuities) and how market prices respond to news. Several stock market theories are discussed and explained. Fee includes one Guest for Free!

Fee: \$79/person 2 sessions M W O'Connell J  
Event: 05961 6:30p-9:00p ONLINE 10/04 & 10/06

INTRO TO STOCK OPTIONS

If you've ever wanted to learn how to evaluate, buy, sell, and profit from stocks, this course will arm you with investment tools that were only known by the pros. Discussions include: fundamentals of trading stock options, examine the risks and rewards of investing and trading, an introduction to the industry language/ jargon, symbols, stock option peculiarities, and exploring exchange-traded funds (ETFs), which offer investment options you can consider. New sessions start each month. Dates 9/15; 10/13; 11/17 and 12/15. You will need to create an account to access your class at

ed2go.com/saccomserv.  
Fee: \$115/person 12 sessions W F Crabtree M  
Event: 06310 ONLINE 09/15 - 12/15

HOW TO NEGOTIATE YOUR DEBT WITH IRS

Reduce your debt by being prepared and negotiate. This two hour class will cover: How to lower your taxes; Create a business (if you don't have one) Create an entity; Obtain an EIN; Tax ramifications of LLC vs S Corp & C Corp; Available deductions for a business; How to negotiate with the IRS; Become compliant by filing all unfiled tax returns; Offer in compromise; Penalty abatement; Innocent spouse; Streamline payment plans; Sed dates = statute of limitations; Currently non collectible; How to argue your case; and finally Trust fund issues.

NOTARY PUBLIC SEMINARS, INC.

Fee: \$49/person	1 session	W	NPS, Inc.
Event: 06183	6:00p-8:00p	ONLINE	10/27
Fee: \$49/person	1 session	W	NPS, Inc.
Event: 06185	6:00p-8:00p	ONLINE	12/01

SAVVY SOCIAL SECURITY PLANNING

Social Security is the foundation of most American's retirement income. Will it be there when you're ready to retire? How much might your benefit be? When is the right time to start receiving benefits? Where does Social Security fit into your overall retirement strategy? These questions and many more will be addressed during this informative class.

PINNACLE FINANCIAL

Fee: \$29/person	\$44/couple	1 session	Sa	Munoz C
Event: 05867	9:00a-11:00a	SCC U-103		10/09
Fee: \$29/person	\$44/couple	1 session	Tu	Munoz C
Event: 05866	6:30p-8:30p	SCC H-126		10/05

ESTATE PLANNING FOR EVERYONE

Did you know that your Estate consists of everything of value - cash, clothes, cars, real estate, investment and retirement accounts, pensions, etc. - accumulated throughout your lifetime? Join us for this informative, interactive class to learn how to preserve and manage your assets while you still can, and then transfer it to your loved ones after you pass away. We will discuss how to properly receive an inheritance as well as how to give one, strategies to avoid expensive delays and legal challenges and intelligent distribution of assets, charitable giving. Wills, trusts, asset protection, probate and family businesses will also be discussed.

Fee: \$29/person	1 session	Sa	O'Connell J
Event: 05962	9:30a-12:00p	ONLINE	11/06

MODERN RETIREMENT YOUR WAY, THE RIGHT WAY

Modern Retirement is a comprehensive workshop designed to address retirement planning issues in an unbiased, educational environment. Subjects include setting goals, identifying your nest egg sources, the effect of taxes and inflation on your savings, social security planning, estate planning, and types of investments, long term care insurance and overall retirement strategies. Course fee includes one 200+ page textbook written in an easy to understand format.

PINNACLE FINANCIAL

Fee: \$44/person	\$66/couple	2 sessions	SCC-U-103	Munoz C
Event: 05864	9:00a-2:00a	Sa		09/18 - 09/25
Fee: \$44/person	\$66/couple	2 sessions	SCC-H-126	Munoz C
Event: 05863	6:30p-9:30p	Th		09/16 - 09/23
Event: 05865	6:30p-9:30p	Tu		09/21-09/28

MUSIC

BEGINNING GUITAR (AGE 16+)

Playing the guitar is an enjoyable and relaxing way to enrich your life with music. Experience interaction with other beginning guitarist in a supportive small group environment. The aim of the class is to transform the novice into a self reliant musician. Learn to play easy chords, fun melodies, strum styles and many popular songs. Instructor Ron Gorman has enjoyed teaching at Santiago Canyon College for the past twelve years. Have a blast and bring your own guitar to class.

Fee: \$109/person	4 sessions	Th	Gorman R
Event: 04911	7:30p-8:30p	SCC U-96	10/21-11/18
(No class on 11/11)			

BEGINNING UKULELE

Just one strum of the ukulele brings on a smile. Enjoy learning how to play the world's easiest string instrument in a supportive small group setting. This class will provide all the fundamentals to be able to play songs on your own. Learn simple chords, easy melodies, strum styles, finger picking and a wide assortment of great songs. Instructor Ron Gorman has enjoyed teaching at Santiago Canyon College for the past twelve years. Bring your own ukulele to class and let's have some fun!

Fee: \$109/person	4 sessions	Th	Gorman R
Event: 04910	6:30p-7:30p	SCC U-96	10/21-11/18
(No class on 11/11)			

REAL ESTATE

BUYING YOUR FIRST HOME

Buying a home is the most important purchase you're likely to make so you want to get it right the first time! Learn how to find the right house, at the right time, and the best home loan suitable for you including Down payment assistance programs. Understanding the principles prior to purchasing your first home will help you avoid costly common mistakes.

Fee: \$49/person	1 session	Sa	Flores S
Event: 05481	10:30a-12:30p	ONLINE	10/23

FORBEARANCES vs. FORECLOSURES

During the pandemic we had experienced financial hardship and moratoriums on foreclosures were given to all homeowners that were impacted financially as a result of the coronavirus.Topics include: resuming mortgage payments, transitioning from the pandemic, improve your financial status, and learn how to avoid foreclosure.

Fee: \$49/person	1 session	Sa	Flores S
Event: 05490	10:30a-12:30p	ONLINE	09/25

DO YOU HAVE A GREAT IDEA FOR A NEW CLASS?

We're always looking for teachers who have developed classes in:

Arts & Crafts • Real Estate • Business & Careers  
Dance • Health & Beauty • College for Kids

Email your proposal to:

saccs@sac.edu and scccs@sccollege.edu



RECREATION

OPEN COURT BADMINTON

Welcome to the world of Badminton! This course is for men and women of all playing levels. Students will learn game technique, terminology, rules and regulations while having fun, meeting new people, and strengthening skills. Teams will be organized to play single, double and mixed matches. The best thing is you don't need a partner to participate. Students must bring their own racquet.

**Fee: \$69/person \$89/couple 12 sessions Sa Tran C**  
**Event: 04952 6:00p-10:00p SAC G-105 09/18-12/11**  
**(No class on 11/27)**



PICKLEBALL

Pickleball classes designed for anyone with little to no experience playing pickleball. Basic skills will be introduced: safety, etiquette, rules, scoring, underhand serve, forehand, backhand, volley and basic strategies. Once you have completed this course, you will understand how to play Pickleball and can participate comfortably in beginning games. The paddles and balls are provided. Bring water, towel, wear loose comfortable clothing, flat tennis court specific footwear are recommended.

**Fee: \$142/person 4 sessions Performance Pickleball**  
**SAC Tennis Courts**

**BEGINNING:**  
**Event: 04925 9:00a-11:00a Sa 09/04-09/25**  
**INTERMEDIATE:**  
**Event: 05465 3:00p-5:00p M 09/27-10/18**  
**ADVANCED:**  
**Event: 05465 3:00p-5:00p M 10/25 -11/15**

REFUND & TRANSFER POLICY

Refund & transfer requests are accepted 5 business days prior to class and are subject to a \$15 processing fee person, per class. Refunds are not issued after class is held.

TRAVEL & TOURISM

TRAVEL TOUR INFORMATION

Trips & tours presented by Good Times Travel is a family owned, licensed tour operator with 20 years of service. Unless otherwise noted, local travel is aboard deluxe motor coach with professional tour escort. Minimum travel age 18.

**Payment:** Day Trips: Entire fee due at time of booking. Multi-Day Tours are available: Deposit per person due at time of booking. Traveler will be contacted by Good Times Travel to arrange for payment of balance.

TRAVEL CANCELLATION POLICY

**Day Tours:** May be cancelled up to 10 days prior to departure date less a \$15 processing fee. A refund will only be issued if your space can be re-sold. You may send a substitute in place. Non receipt of confirmation DOES not warrant a refund for any event. Due to unforeseen circumstances or weather conditions, day trips may be cancelled or services substituted. During the trip, if a participant does not abide to the scheduled departure and returning times, it is the participant's sole responsibility for return transportation.

**Day trips will depart from RSCCD Parking Lot, 2323 N. Broadway, Santa Ana. Please arrive 15 minutes prior to departure time and know your departure location.**

COVERED WAGON TOUR & COOKOUT

Get ready for a true Old West experience! Enjoy an authentic chuck wagon meal, accompanied by the sounds of live western music and spectacular panoramic views of the Coachella Valley. The delicious included lunch includes beef tri-tip, barbecued chicken, cowboy beans, coleslaw, garlic bread, apple pie and lemonade. We'll then board a mule-drawn covered wagon for a fun and fascinating narrated journey through the pristine 30,000-acre Coachella Valley Desert Preserve. There's no better way to experience the desert than out on the trail - just like the early settlers did! While drawing our wagon across long-established desert trails, on this unique adventure our knowledgeable, naturalist guide will provide incredible insight into the desert plant life, natural oases, reptiles and the geology of the San Andreas Fault. The wagon has padded seats and rubber tires for a smooth, comfortable experience. We return to camp for included s'mores and hot chocolate around an open camp fire - the perfect conclusion to a memorable experience. No visit to the Coachella Valley is complete without a stop at Hadley Fruit Orchards. Founded in 1931, this southern California landmark has provided a friendly place to shop for premium quality Medjool dates, dried fruit, nuts, hand mixed trail mixes, honey, preserves, freshly-ground peanut butter and a variety of gifts. Head to the snack bar for the beloved date shake!

**Fee: \$149/person 1 day tour Sa Good Times Travel**  
**Event: 05997 8:30a-5:30p RSCCD Parking Lot 10/30**

MYSTERY "FOODIE" TOUR

Normally "mystery foods" should be avoided. But not today! Join professional step-on guide, Curt - who is not only a history buff with an expertise on the evolution of Los Angeles, but also a true foodie known for his creative and memorable food adventures - as he leads the way on this new historical, cultural and mysterious eating adventure through various Los Angeles neighborhoods with each destination remaining a mystery until we arrive! While your eyes and ears absorb the sights and sounds of the city, your taste buds will savor the many eclectic and tasty dishes that makes L.A. a foodie heaven!

Fee: \$139/person 1 day tour Th Good Times Travel  
Event: 06016 8:30a-4:30p RSCCD Parking Lot 11/11

SOLVANG DANISH CHRISTMAS

There's nothing quite like celebrating the holidays in Solvang, coined one of the most "Christmassy Small Towns in America." This charming town known as "Little Denmark," is tucked into the picturesque Santa Ynez Valley and is like a page from Hans Christian Andersen - complete with all the sights, sounds and delicious aromas of a true Danish village. Enjoy approximately 4 ½ hours at leisure in this very walk-able village and delight in the old-world architecture, windmills, gaslights and cobblestone walks, all beautifully decorated for Christmas. Enjoy lunch on your own at a variety of eateries. The shopping here is endless - more than 100 one-of-a-kind shops including high-end boutiques, European imports, art galleries and bakeries selling

fresh-made Danish Aebleskivers, shortbread cookies and kringles! The museums here (subject to additional entrance fees) include Old Mission Santa Ines, the Hans Christian Andersen Museum, the Solvang Vintage Motorcycle Museum and Elverhoj Museum of History & Art focused on the history of Solvang and the heritage of Denmark.

Fee: \$79/person 1 day tour Sa Good Times Travel  
Event: 06020 8:00a-7:00p RSCCD Parking Lot 12/04

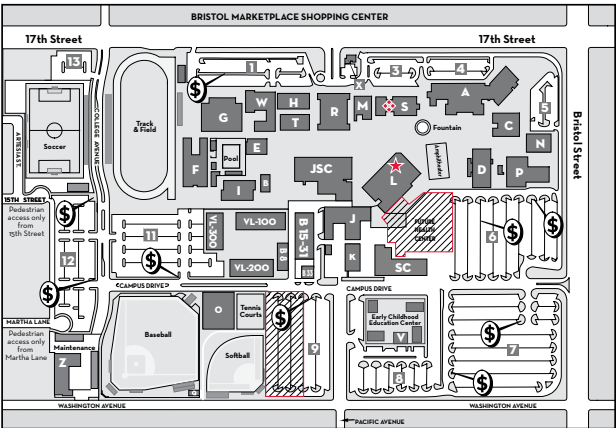


MAPS / PARKING INFO

Parking lots at SAC  
6, 7, 9, 11 12

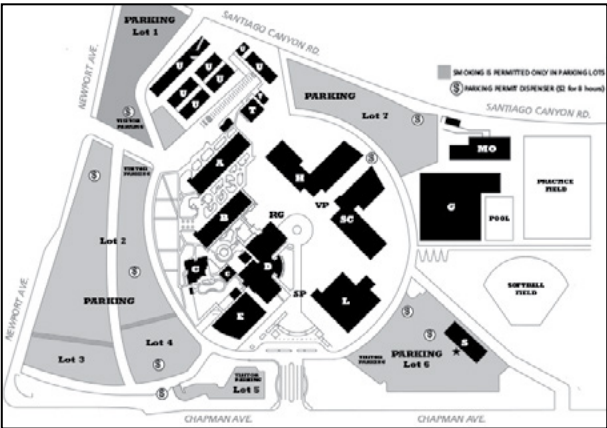
Parking Policy: Daily parking permits are required & available for \$2.00.  
Off-site campus parking is free.

SANTA ANA COLLEGE  
1530 W. 17th St., Santa Ana, CA 92706



Parking Lots at SCC:  
1,2 6 and 7

SANTIAGO CANYON COLLEGE  
8045 E. Chapman Ave., Orange CA 92869



**COMMUNITY EDUCATION REGISTRATION FORM****CALL: (714) 480-7443****MAIL: SANTA ANA COLLEGE**

1530 W. 17th St., Santa Ana, CA 92706

**SANTIAGO CANYON COLLEGE**

8045 E. Chapman Ave., Orange CA 92869

**FAX: (714) 564-6309****FAX: (714) 628-0474**Name \_\_\_\_\_  
Last First Email

Address \_\_\_\_\_

City \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone: Business \_\_\_\_\_ Home \_\_\_\_\_

Event #	Event Title	# of Participants and Names		Fee	Total

Check # \_\_\_\_\_ Money Order # \_\_\_\_\_

Visa/MC # \_\_\_\_\_ Exp. Date \_\_\_\_\_

3-digit security code (on back of card) \_\_\_\_\_ Authorizing Signature \_\_\_\_\_

**MEDICAL/WAIVER RELEASE FORM****MUST BE COMPLETED FOR ALL "COLLEGE FOR KIDS" PROGRAMS****One Medical/Waiver Release Form per Child. Form may be duplicated.**

By my signature below, I hereby give permission for my child \_\_\_\_\_ to participate in the "College for Kids" Program. In permitting the above named child to participate in the program, the undersigned hereby voluntarily releases, discharges, waives and relinquishes any and all actions or causes of action for personal injury, bodily injury, property damage or wrongful death occurring to him/herself arising in any way whatsoever or however the same may occur and for whatever period said activities may continue. In the event of illness or injury, I do hereby consent to whatever medical and/or dental treatment are considered necessary in the best judgment of the attending medical staff, and/or Rancho Santiago Community College District staff. I also understand that Rancho Santiago Community College District does not provide health and medical insurance for participants.

**Photograph/Media Release:** Rancho Santiago Community College District has my permission to take photographs to be used for publicity purposes. I realize that no commercial use will be made of the photographs or information.

**A responsible adult must accompany your child to the class site and must pick up your child at the site immediately following the completion of the class.**

Signature of Parent or Guardian (**I have read & agree to the refund policy**)

Date

Print Name of Parent or Guardian

Daytime Phone Number

Emergency Contact/Relationship (**Required**)Emergency Phone Number  
(**Required**)

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COMMUNITY EDUCATION PROGRAM  
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**SANTA ANA COLLEGE • SANTIAGO CANYON COLLEGE  
COMMUNITY EDUCATION PROGRAM**

# **FALL 2021**

## **OFFERING CLASSES FOR ALL AGES!**



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