SPRING 2020
SCHEDULE OF CLASSES

TRAINING IN MEDICAL OCCUPATIONS
• Behavior Technician
• Caregiver / Personal Care Aide
• Healthcare Support Worker
• Medical Billing
• Nursing Assistant (CNA)

COMING SOON!
• Home Health Aide
• Nursing Assistant Acute Care

CLASSES FOR ADULTS • TUITION IS FREE

Workforce Preparation for Adults with Disabilities

High School Diploma Program

Online Classes

SPRING SEMESTER BEGINS JANUARY 13 • ENROLL TODAY!
714-628-5900 • www.sccollege.edu/OEC

Santiago Canyon College
DIVISION OF CONTINUING EDUCATION
What happens here matters.
GENERAL INFORMATION

EDUCATIONAL PROGRAMS & SERVICES FOR ADULTS

Santiago Canyon College, Division of Continuing Education, offers free tuition classes in the program areas of English as a Second Language, Short-Term Career Education, Adult Basic Education, Adult High School Diploma, GED/HISET Test Preparation, Parenting Education, Health and Safety Education, Programs for Older Adults, and Programs for Adults with Disabilities. Orange Education Center (OEC) also offers free assessment services, academic counseling, career counseling, personal counseling and orientation services to all students. Keeping the working adult in mind, the OEC offers day, evening, and Saturday classes at OEC Provisional Education Center (CHAP), College and Workforce Preparation Center (CWPC), Santiago Canyon College (SCC) and at 30 other convenient locations in Orange, Anaheim Hills, Villa Park and Garden Grove.

Individuals may begin taking classes at any time during the semester, provided there is space available.

RA...
### Santiago Canyon College Mission Statement
Santiago Canyon College is an innovative learning community dedicated to intellectual and personal growth. Our purpose is to foster student success and to help students achieve these core outcomes: to learn, to act, to communicate and to think critically. We are committed to maintaining standards of excellence and providing the following to our diverse community: classes, certificates, and degrees that are accessible, applicable, and engaging.

### Continuing Education Mission Statement
The mission of the Continuing Education Division is to offer a variety of free, noncredit classes, programs, and services that enable students to maximize their potential by acquiring the necessary technical and academic skills to reach their personal, educational, and career goals so they can benefit from, and contribute to, a changing American society as productive, active members of their communities.

### Who May Enroll?
Persons 18 years of age and over may enroll in continuing education classes. Students currently enrolled in secondary schools who wish to attend continuing education classes may be admitted by special request of the secondary school and approval from OEC administration.

### Registration
Registration for the Spring 2020 semester is now open and continues throughout the term. Spaces are filled on a first-come, first-served basis. Please note that most classes are open-entry/open-exit and have a continuous enrollment policy. This means individuals may start attending a class even in the middle of the term.

Application and registration for classes is available online or in person at any registration locations. For more information regarding registration procedures or requirements or to apply, please call 714-628-5900 or visit the OEC website https://sccollege.edu/Departments/OEC.

### Administration Office
Orange Education Center (OEC)
Administration Offices
714-628-5900 • Se habla español
1465 N. Batavia Street
Orange, CA 92867
Closed for renovations.

All Division of Continuing Education classes, programs and services are administered through the Orange Education Center.

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### OEC Provisional Education Facility (CHAP)
1937 W. Chapman Avenue, 2nd Floor
Orange, CA 92868
714-628-5900 • Se habla español
Monday–Thursday 8:00 am – 7:00 pm
Friday 8:00 am – 5:00 pm
Saturday 7:30 am – 11:30 am (1/18 & 1/25 Only)

### Santiago Canyon College (SCC)
Division of Continuing Education
8045 E. Chapman Avenue, Room U-80
Orange, CA 92869
714-628-5929 • Se habla español
Monday–Thursday 8:00 am – 7:00 pm
Friday 8:00 am – 5:00 pm
Saturday 7:30 am – 11:30 am (1/18 & 1/25 Only)

### College and Workforce Preparation Center (CWPC)
1572 N. Main Street
Orange, CA 92867
714-628-5999 • Se habla español
Monday–Thursday 8:00 am – 7:00 pm
Friday 8:00 am – 12:00 pm
Saturday CLOSED

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The Rancho Santiago Community College District has made every reasonable effort to determine that everything stated in this class schedule is accurate. Classes and programs offered, together with other matters contained herein, are subject to change without notice by the administration of the Rancho Santiago Community College District for reasons related to student enrollment, level of financial support, or for any other reason, at the discretion of the District.

See page 2 for details on additional sites, locations, and classes offered.
OFF-SITE LOCATIONS, HOURS AND STUDENT SERVICES

Off-Site Locations

East Anaheim Community Center (EACC)
714-628-5900 • Se habla español
8201 East Santa Ana Canyon Road
Anaheim Hills, CA 92808
Monday – Friday 9:00 am – 3:00 pm

El Modena High School (EMHS)
714-628-5900 • Se habla español
3920 Spring Street, Room 221
Orange, CA 92869
Monday – Thursday 6:00 pm – 9:00 pm

El Modena Community Center (EMCC)
714-628-5900 • Se habla español
18672 Center Street Orange, CA 92869
Monday – Thursday 8:30 am – 11:30 am

Friendly Center (FRLY)
714-628-5900 • Se habla español
615-A Lemon Street Orange, CA 92867
Monday – Thursday 8:30 am – 11:30 am

Friendly Center Orange – North (FCOR)
714-628-5900 • Se habla español
1820 E. Meats Ave. Orange, CA 92865
Monday, Thursday, Friday 8:30 am – 11:30 am

Orange County Communities Organized for Responsible Development (OCRD)
714-628-5900 • Se habla español
13252 Garden Grove Blvd., Suite 204
Garden Grove, CA 92843
Monday, Wednesday 5:30 pm – 9:00 pm
Tuesday 8:30 am – 12:00 pm

Classes are also offered at other locations and at schools throughout the Orange Unified School District.

Class Discontinuance Policy
Any class that does not have a total of 20 students enrolled by the beginning of instruction may be discontinued. Any class which does not maintain satisfactory attendance may be discontinued.

Attendance Policy
Students are expected to attend all class meetings. Students who are enrolled but are absent on the first day of any class session may be dropped. Times listed for classes are subject to change without notice from the administration. Individuals should call 714-628-5900 to verify class times and dates.

Photography Statement
Santiago Canyon College, a non-profit California Community College, reserves the right to use photography, video images of students, and visitors, age 18 and older, taken on our property and at college-sponsored events for marketing and promotional purposes. Objection to the use of an individual’s photograph may be made in writing to Public Affairs and Publications, RSCCD District Office, 2323 N. Broadway, Suite 408, Santa Ana, CA 92706. Student Services

STUDENT SERVICES

Student ID Card
Continuing Education students may get a photo I.D. card at the Admissions and Records office for the SCC Division of Continuing Education at CHAP, CWPC and SCC. See Page 1 for office hours. For more information, please call 714-628-5900.

Textbooks and Supplies
Textbooks are available for purchase by students at the bookstore. At OEC Provisional Education Facility (CHAP), a complete list of textbooks and prices required for each class is available in Admissions & Records. For book sale hours, please call 714-628-5900. Supplementary books and supplies are also available for purchase.

Student Bus Transportation
FREE public bus transportation is offered to eligible students. For more information, see page 18.

Accommodations for Disabilities
Students with disabilities who want to request academic accommodations are responsible for informing their instructors and Disabled Students Programs 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 by coming to the Santiago Canyon College DSPS Office in E-105, by phoning 714-628-4860 or by emailing DSPS@sccollege.edu.

Do you have questions?
Call us at 714-628-5900 or check our website www.sccollege.edu/OEC
COUNSELING
The Counseling Department assists students in meeting their educational and career goals through orientation, assessment, educational planning, academic pathways, advisement, career planning, classroom workshops, and individual and group counseling.

Academic and Career Counseling
- Individual assessment of transcripts and graduation requirements
- Educational Planning and completion of Electronic Education plans
- Referrals to tutoring, Disabled Students and Programs Services (DSPS), and outside community agencies
- Individual or group counseling
- Crisis intervention
- Career Exploration and Assessments
- Career Assessment Embedded Counseling Sessions

Orientations
- Group/classroom presentations on career pathways and electronic education plans
- Community job/resource fairs
- Residency/naturalization workshops

Students Transition and Registration Seminars (STARS)
Assist students with completing the process to enter college, including the enrollment application, assessments, and financial aid forms. Students who register through STARS are allowed to enroll early for classes.

Project Rise
Meets the specific needs of individuals with an incarceration experience. For more information visit the CHAP office or call 714-628-5904.

Veteran Services
Provides counseling and guidance to veterans.

Department of Rehabilitation (DOR)
Provides career and educational services to adults with verifiable disabilities. For more information visit the CWPC office or call 714-628-5999.

CalWORKs
Provides counseling and assistance to all CalWORKs eligible students.
For more information, visit the Division of Continuing Education at Santiago Canyon College Office, Room U-80, 714-628-5929. For counseling services available at other continuing education locations, please call 714-628-5929.

Placement Assessment
The placement assessment for the English as a Second Language (ESL) program is administered at:

OEC Provisional Education Facility (CHAP)
1937 W. Chapman Avenue, 2nd Floor
Orange, CA 92868 • Tel: 714-628-5900

Proficiencies for the Adult High School Diploma, GED/HiSET Test Preparation, and Adult Basic Education are administered at:

Santiago Canyon College (SCC)
Division of Continuing Education
8045 E. Chapman Avenue, U-80
Orange, CA 92869 • Tel: 714-628-5929

— AND —

College and Workforce Preparation Center (CWPC)
1572 N. Main Street
Orange, CA 92867 • Tel: 714-628-5999

Student Clubs & Student Activities
For information call 714-628-5944.

Career Services
Career Services offers assistance with career and educational information, assessments to determine career interest, resume critique, job application preparation, interviewing practice, job search, and follow-up.
Please call 714-628-5942 to schedule an appointment for career services assistance.
Adult High School Diploma/GED/HiSET/Academic Skills

HSS/GED/HiSET/ABE Enrollment Procedures (CNSL-303)
Students must take a reading proficiency to enroll in the Adult High School, GED and HiSET, Academic Skills, and Reading classes. Students are also required to complete an orientation and educational plan on same day they take the reading proficiency. This process takes approximately 1½ hours.

Once a student has taken the reading proficiency, he or she will schedule an appointment with a counselor to review the results and enroll in classes. Please visit or call the SCC Continuing Education Counseling Office (Room U-80), 714-628-5929 or the College and Workforce Preparation Center Admissions and Records office, 714-628-5999 for additional information.

Adult High School Diploma Graduation Requirements
(See counselor for detailed information in each subject area)

<table>
<thead>
<tr>
<th>Subject Area</th>
<th>Credits</th>
</tr>
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<tbody>
<tr>
<td>English</td>
<td>40</td>
</tr>
<tr>
<td>Mathematics</td>
<td>20</td>
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<tr>
<td>Natural Sciences</td>
<td>20</td>
</tr>
<tr>
<td>Social and Behavioral Science</td>
<td>30</td>
</tr>
<tr>
<td>Humanities</td>
<td>10</td>
</tr>
<tr>
<td>Electives</td>
<td>40</td>
</tr>
<tr>
<td><strong>Total Credits Required</strong></td>
<td><strong>160</strong></td>
</tr>
</tbody>
</table>

Adult Basic Education / Academic Skills (ABE-009)
The ABE program is designed to strengthen basic skills in reading, writing, spelling, vocabulary, math, English usage and grammar. This class can help a student improve basic skills to an eighth grade level. Emphasis is placed on life-skills that individuals use every day. Open-Entry/Open-Exit.

<table>
<thead>
<tr>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTWTh 8:00 am – 2:00 pm</td>
<td>CWPC</td>
</tr>
<tr>
<td>MTWTh 8:30 am – 1:30 pm</td>
<td>SCC</td>
</tr>
<tr>
<td>MTWTh 12:00 pm – 3:00 pm</td>
<td>CHAP</td>
</tr>
<tr>
<td>MTWTh 5:00 pm – 9:00 pm</td>
<td>CWPC</td>
</tr>
<tr>
<td>MTWTh 5:30 pm – 9:30 pm</td>
<td>SCC</td>
</tr>
<tr>
<td>F 8:00 am – 12:00 pm</td>
<td>CWPC</td>
</tr>
<tr>
<td>F 8:30 am – 12:30 pm</td>
<td>SCC</td>
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</tbody>
</table>

Reading Improvement Program (RDG-090)
The reading program is designed to help readers of all levels to further develop their reading skills. Reading skills and strategies will be taught, modeled and practiced. Students will work individually on developing speed and comprehension. Open-Entry/Open-Exit.

<table>
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<tr>
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<th>Location</th>
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</thead>
<tbody>
<tr>
<td>MTWTh 8:00 am – 2:00 pm</td>
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<td>MTWTh 8:30 am – 1:30 pm</td>
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<tr>
<td>MTWTh 5:00 pm – 9:00 pm</td>
<td>CWPC</td>
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<td>MTWTh 5:30 pm – 9:30 pm</td>
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<tr>
<td>F 8:00 am – 12:00 pm</td>
<td>CWPC</td>
</tr>
<tr>
<td>F 8:30 am – 12:30 pm</td>
<td>SCC</td>
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</tbody>
</table>

Math Study Skills and Basic Skills Support (MATHCE-100)
This course is designed to assist math students to develop positive attitudes, habits, and techniques in application to their current credit math course. Includes areas of problem-solving, test-taking strategies, study skills, time management, mindset, coping with math anxiety, and basic skills needed to be successful in a math course. Open Entry/Open Exit.

<table>
<thead>
<tr>
<th>Time</th>
<th>Location</th>
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<tbody>
<tr>
<td>TBA</td>
<td>TBA</td>
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<tr>
<td></td>
<td>SCC</td>
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</tbody>
</table>

College Preparation Essential Mathematics (MATHCE-206)
This course includes operations of whole numbers, fractions, decimal, integers and working with percentages, ratio, proportion, measurement, mensuration geometry, basic algebra and applied word problems. Open Entry/Open Exit.

<table>
<thead>
<tr>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>MW 9:00 am – 12:00 pm</td>
<td>SCC</td>
</tr>
<tr>
<td>WEB Online Class: 02/10/20 – 06/05/20</td>
<td>SCC</td>
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<tr>
<td>Registration deadline: 02/28/20</td>
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</tbody>
</table>

College Preparation Algebra (MATHCE-255)
This course includes an introduction to basic Algebra concepts, properties of real numbers, factoring, exponents and radicals, solving and graphing linear equations, polynomials and rational algebraic expressions, and linear systems of equations, solving quadratic equations and applications. Open Entry/Open Exit.

<table>
<thead>
<tr>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>TTh 9:00 am – 12:00 pm</td>
<td>SCC</td>
</tr>
<tr>
<td>WEB Online Class: 02/10/20 – 06/05/20</td>
<td>SCC</td>
</tr>
<tr>
<td>Registration deadline: 02/28/20</td>
<td></td>
</tr>
</tbody>
</table>

A New Career is waiting for you!
Certified Nursing Assistant Program

Overview of the Nursing Assistant Training Program (VMED-010)
This class is designed to provide an introduction to the clinical and theoretical requirements for the Certified Nursing Assistant Program.

MT  4:30 pm – 9:30 pm  SCC
01/27/20 & 01/28/20
MT  4:30 pm – 9:30 pm  SCC
02/10/20 & 02/11/20
MT  4:30 pm – 9:30 pm  SCC
02/24/20 & 02/25/20
MT  4:30 pm – 9:30 pm  SCC
03/09/20 & 03/10/20
MT  4:30 pm – 9:30 pm  SCC
03/23/20 & 03/24/20
MT  4:30 pm – 9:30 pm  SCC
04/13/20 & 04/14/20
MT  4:30 pm – 9:30 pm  SCC
04/27/20 & 04/28/20
MT  4:30 pm – 9:30 pm  SCC
05/18/20 & 05/19/20
MT  4:30 pm – 9:30 pm  SCC
06/01/20 & 06/02/20

Certified Nursing Assistant (CNA) Training (VMED-011)
Designed for students who want to become Certified Nursing Assistants (CNA), this class includes theory and clinical segments designed to prepare them to complete the CNA certification and potentially seek employment as entry-level healthcare assistants. Upon completion, the student will be prepared to take the California certification exam. Students must complete all lecture hours and clinical training hours to be eligible to take the certification exam.

Must attend VMED-010 class for admission to the program. (see above)

MW  8:30 am – 4:00 pm  SCC
(Class dates: 02/10/20 – 06/10/20)
Clinical rotations on Mon. & Wed.

MW  8:30 am – 4:00 pm  SCC
(Class dates: 02/10/20 – 06/10/20)
Clinical rotations on Sat. and Sun.

MTWTh  4:30 pm – 8:00 pm  CWPC
(Class dates: 02/10/20 – 06/03/20)

MTWTh  4:30 pm – 8:00 pm  CWPC
(Class dates: 06/15/20 – 09/30/20)

MTWTh  4:30 pm – 8:00 pm  CWPC
(Class dates: 06/15/20 – 09/30/20)

MTWTh  4:30 pm – 8:00 pm  CWPC
Call for dates: 714-628-5900

Introduction to Caregiver (VMED-030)
This class is designed to provide students with hands-on experience as caregivers. Students will apply caregiver skills in a simulated caregiving environment.

F  8:00 am – 12:00 pm  CWPC
01/13/20 – 02/21/20

Caregiver Training (VMED-031)
This class is designed to provide students with hands-on experience as caregivers. Students will apply caregiver skills in a simulated caregiving environment.

F  8:00 am – 12:00 pm  CWPC
02/28/20 – 05/22/20

Introduction to Healthcare Occupations (VMED 050)
This course is designed for students interested in pursuing a career in healthcare. An overview will be provided of various healthcare occupations including: audiologist, cardiovascular technologist, dental assistant, dental hygienist, diagnostic medical sonographer, electrocardiograph technician, emergency medical technician, health information technician, medical records technician, medical assistant, nurse, nurse assistant, mental health technician, occupational therapist, pharmacy technician, phlebotomist, physical therapist, radiographer, and respiratory care therapist.

TF  8:00 am – 11:00 am  CHAP
(Class dates: 01/13/20 – 03/27/20)

Healthcare Support Worker Pathways (VMED 051)
Designed for students who are preparing to enter a healthcare occupation, this class provides instruction on how to identify and follow a pathway to a career in healthcare. Topics include noncredit to credit academic pathways, noncredit to workforce pathways, and applying for employment as a healthcare support worker. Students will prepare a job-specific application for a healthcare career of their choice.

TF  8:00 am – 11:00 am  CHAP
(Class dates: 03/31/20 – 05/22/20)

Introduction to the Behavior Technician Program (VMED-080)
The behavior technician program prepares individuals for a certification exam and front line work in the field of applied behavior analysis. Courses will cover Autism Spectrum Disorder, basic principles of Applied Behavior Analysis (ABA), teaching methodologies based on ABA, prompting, generalization and maintenance, and data collection for skill acquisition. This is the first course in a two-course series.

MW  6:00 pm – 9:00 pm  CWPC
(Class dates: 03/09/20 – 04/01/20)

Behavior Technician Certification Training (VMED-081)
The behavior technician certification training course will cover Defining Behavior, Functional Behavior Assessment, Antecedent and Consequence Interventions, Measurement, Community and Social Skills, and Ethics and Professionalism. This is the second course in a two-course series. Students who successfully complete both courses in this series will learn the skills required to take any of the three nationally accredited behavior technician exams.

MW  6:00 pm – 9:00 pm  CWPC
(Class dates: 04/13/20 – 05/06/20)

Introduction to Medical Billing (VBUS-080)
Introduces students to concepts and skills needed for a successful career in medical office billing. Students will learn current procedural terminology, the general flow of information in a medical office and the role of computers. Recommended preparation VBUS- 119 or equivalent

MW  8:00 am – 11:00 am  CWPC
TTh  6:30 pm – 9:30 pm  SCC
# MEDICAL OCCUPATIONS

## Behavior Technician Certificate

**Salary starts**
- $15.53 hourly;
- $32,300+ annual

**Classes Required:**
- VMED-080, Intro to the Behavior Technician Program
- VMED-081, Behavior Technician Certification Training

## Caregiver / Personal Care Aide Certificate

**Salary starts**
- $12.96 hourly;
- $26,956+ annual

**Classes Required:**
- VBUS-030, Introduction to Caregiving
- VBUS-031, Caregiver Training

## Healthcare Support Worker Certificate

**Salary starts**
- $22.49 hourly;
- $46,849+ annual

**Classes Required:**
- VMED-050, Introduction to Healthcare Occupations
- VMED-051, Healthcare Support Worker Pathways

## Home Health Aide Certificate

**Salary starts**
- $22.49 hourly;
- $46,849+ annual

**Classes Required:**
- VMED-060, Overview of the Home Health Aide Training Program
- VMED-061, Home Health Aide (HHA) Training

## Medical Billing Certificate

**Salary starts**
- $18.29 hourly;
- $38,040+ annual

**Classes Required:**
- VBUS-080, Intro to Medical Billing
- VBUS-119, Intro to Keyboarding & Basic Windows (40wpm)
- WKPR-500, Workforce Readiness

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# FOOD SERVICES

## Food Handler Certificate

**Salary starts**
- $22.52 hourly;
- $46,849+ annual

**Classes Required:**
- VFOOD-005, Food Handler Test Prep.
- WKPR-500, Workforce Readiness

## Food Service Manager Certificate

**Salary starts**
- $22.52 hourly;
- $46,849+ annual

**Classes Required:**
- VFOOD-010, Food Services Manager
- WKPR-500, Workforce Readiness

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# Nursing Assistant Certificate (CNA)

**Salary starts**
- $12.78 hourly;
- $26,590+ annual

**Classes Required:**
- VMED-010, Overview of the Nursing Training Program
- VMED-011, Certified Nursing Assistant (CNA) Training

## Nursing Assistant Acute Care Certificate

**Salary starts**
- $12.78 hourly;
- $26,590+ annual

**Classes Required:**
- VMED-070, Acute Care Theory for Nurse Assistants
- VMED-071, Acute Care Practice for Nurse Assistants

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# COMING SOON!

- Nurse Assistant Acute Care Certificate
- Home Health Aide Certificate
- Custodial Technician Certificate
- Security Guard Certificate
<table>
<thead>
<tr>
<th>Certificate</th>
<th>Salary</th>
<th>Classes Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>3D Printing/Advanced Manufacturing Certificate</td>
<td>$29.96 hourly;</td>
<td>VBUS-101, Intro to 3D Modeling using Blender</td>
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<tr>
<td></td>
<td>$62,330+ annual</td>
<td>VBUS-105, Intro to 3D Animation using Blender</td>
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<tr>
<td></td>
<td></td>
<td>VBUS-130, Intro to 3D Printing</td>
</tr>
<tr>
<td>Customer Service Representative Certificate</td>
<td>$15.53 hourly;</td>
<td>VBUS-119, Intro to Keyboarding &amp; Basic Windows (35wpm)</td>
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<td></td>
<td>$32,300+ annual</td>
<td>VBUS-258, Navigating the Internet</td>
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<tr>
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<td></td>
<td>VBUS-260, Intro to Word Processing using MS Word</td>
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<tr>
<td></td>
<td></td>
<td>WKPR-500, Workforce Readiness</td>
</tr>
<tr>
<td>Digital Marketing Specialist Certificate</td>
<td>$32.32 hourly;</td>
<td>VBUS-014, Intro to Mobile &amp; Social Media Tools</td>
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<tr>
<td></td>
<td>$67,230+ annual</td>
<td>VBUS-097, Intro to Personal Commerce on the Internet</td>
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<td></td>
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<td>VBUS-103, Intro to MS Project</td>
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<td>VBUS-118, Intro to Windows</td>
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<td></td>
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<td>VBUS-257, Seminar in Business Applications</td>
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<td>VBUS-260, Intro to Word Processing using MS Word</td>
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<tr>
<td></td>
<td></td>
<td>VBUS-262, Intro to Spreadsheets using MS Excel</td>
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<tr>
<td></td>
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<td>VBUS-304, Intro to Electronic Presentations using MS PowerPoint</td>
</tr>
<tr>
<td>Executive Secretary/Administrative Assistant Certificate</td>
<td>$26.86 hourly;</td>
<td>VBUS-013, Intro to Personal Management using MS Outlook</td>
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<td>$55,860+ annual</td>
<td>VBUS-260, Intro to Word Processing using MS Word</td>
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<td>VBUS-261, Intro to Databases using MS Access</td>
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<tr>
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<td>VBUS-262, Intro to Spreadsheets using MS Excel</td>
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<tr>
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<td>VBUS-304, Intro to Electronic Presentations using MS PowerPoint</td>
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<tr>
<td></td>
<td></td>
<td>WKPR-500, Workforce Readiness</td>
</tr>
<tr>
<td>First-Line Supervisor/Manager of Office &amp; Administrative Support Workers Certificate</td>
<td>$26.12 hourly;</td>
<td>VBUS-014, Intro to Mobile &amp; Social Media Tools</td>
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<tr>
<td></td>
<td>$54,340+ annual</td>
<td>VBUS-097, Intro to Personal Commerce on the Internet</td>
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<td>VBUS-103, Intro to MS Project</td>
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<td>VBUS-257, Seminar in Business Applications</td>
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<td>VBUS-260, Intro to Word Processing using MS Word</td>
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<td>VBUS-304, Intro to Electronic Presentations using MS PowerPoint</td>
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<tr>
<td>General Office Clerk Certificate</td>
<td>$14.70 hourly;</td>
<td>VBUS-118, Intro to Windows</td>
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<td>$30,580+ annual</td>
<td>VBUS-119, Intro to Keyboarding &amp; Basic Windows (35wpm)</td>
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<td>VBUS-140, Intro to Google Applications for Work</td>
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<td>VBUS-258, Navigating the Internet</td>
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<td>WKPR-500, Workforce Readiness</td>
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<tr>
<td>Home-Based Business Certificate</td>
<td>$19.73 hourly;</td>
<td>VBUS-014, Introduction to Mobile and Social Media Tools</td>
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<td>$41,038+ annual</td>
<td>VBUS-030, How to Build a Home-Based Business</td>
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<td>VBUS-040, Accounting for Non-Accountants</td>
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<td>VBUS-097, Introduction to Personal Commerce on the Internet</td>
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</table>

*Classes Required: VBUS-014, Intro to Mobile & Social Media Tools*

*Classes Required: VBUS-030, How to Build a Home-Based Business*
Multimedia Artist and Animators Certificate

Salary starts
$31.40 hourly; $65,300+ annual

Classes Required:
- VBUS-096, Intro to Use of Digital Cameras
- VBUS-101, Intro to 3D Modeling using Blender
- VBUS-105, Intro to 3D Animation using Blender
- VBUS-109, Intro to Desktop Video Editing using Adobe Premiere
- VBUS-120, Intro to Animations using Adobe Animate CC

Understanding and Supporting Employees With Disabilities Certificate

Improve Employability Skills

Classes Required:
- WKPR-100, Understanding Employees with Disabilities
- WKPR-101, Strategies for Working with Employees with Disabilities

Web Associate Certificate

Salary starts
$31.79 hourly; $66,130+ annual

Classes Required:
- VBUS-010, Intro to Web Design using Adobe Dreamweaver
- VBUS-107, Seminar in Adobe Tools
- VBUS-242, Intro to Vector Graphics using Adobe Illustrator
- VBUS-302, Intro to Web Page Development using HTML
- VBUS-303, Intro to Electronic Imaging using Adobe Photoshop

FREE ONLINE CLASSES

To register visit www.sccollege.edu/oec

Career Education
- Introduction to Mobile and Social Media Tools (VBUS-014) – see page 11
- How to Build A Home-Based Business (VBUS-030) – see page 9
- Accounting for Non-Accountants (VBUS-040) – see page 9
- Introduction to Personal Commerce on the Internet (eBay) (VBUS-097) – see page 9
- Introduction to 3D Modeling using Blender (VBUS-101) – see page 9
- Introduction Windows 10 (VBUS-118) – see page 10
- Introduction to Google Applications for Work (VBUS-140) – see page 11
- Introduction to Digital Marketing (VBUS-150) – see page 11
- Introduction to Digital Marketing Analytics (VBUS-152) – see page 11
- Introduction to Adobe Illustrator (VBUS-242) – see page 9
- Navigating the Internet (VBUS-258) – see page 11
- Introduction to Word Processing using MS Word 2016 (VBUS-260) – see page 10
- Introduction to Spreadsheets using MS Excel 2016 (VBUS-262) – see page 10
- Introduction to Electronic Imaging using Adobe Photoshop CC (VBUS-303) – see page 9
- Introduction to Electronic Presentations using Power Point 2016 (VBUS-304) – see page 10
- Workforce Readiness (WKPR-500) – see page 11

Food Preparation
- Food Handler (VFOOD-005) – see page 11

Adults With Disabilities
- Self-Advocacy (WKPR-002) – see page 16
- Building Critical Thinking Skills (WKPR-008) – see page 16

College Preparation
- College Preparation Essential Math (MATHCE-206) – see page 4
- College Preparation Algebra (MATHCE-255) – see page 4

There is a deadline to register for online classes.
Please refer to the above page numbers for deadline dates.

Free Online Support Lab.
Provides support to students enrolled in online classes who need assistance with CANVAS, uploading documents, and doing homework.

TTh 3:00 pm - 6:00 pm CWPC
CAREER AND WORKFORCE PREPARATION

How to Build A Home-Based Business (VBUS-030)
This class provides an overview of the process of planning, launching, and operating a home-based business. Students will learn to distinguish between the various forms of home-based businesses and explain how they can be supported by business models.

WEB  Online class: 01/22/20 – 05/22/20  
Registration deadline: 04/06/20

Accounting for Non-Accountants (VBUS-040)
Designed for those who may be interested in building a home-based business, this class introduces general accounting principles, including basic terminology, processes, and overview of financial statements. An emphasis is placed on utilizing accounting methods to generate and interpret financial information in real-life situations to make managerial and financial decisions.

WEB  Online class: 01/22/20 – 05/22/20  
Registration deadline: 04/06/20

Introduction to 3D Printing (VBUS-130)
This class is designed to teach students how to use a 3D printer and the technology behind 3D printing. Students will learn about the different plastic filaments that are used, and they will learn techniques for feeding the plastic filament into the 3D printer for optimal performance. Students will also learn about components of the printer, such as the extruder nozzle, contact sensor, calibration techniques, software, design methods, and reducing defects. An emphasis is placed on familiarizing students with the use of 3D printing in the areas of personal applications, engineering, design and manufacturing. It will also be of interest to all students who would like to learn more about 3D printing and the future applications of this exciting technology. Open-Entry/Open-Exit.

Advanced Manufacturing

Introduction to Personal Commerce on the Internet eBay (VBUS-097)
Provides introductory instruction to personal commerce on the Internet. Topics include privacy and security issues, searching techniques, auction bidding, secure payment methods, selling techniques and things to do to protect your consumer rights.

WEB  Online class: 01/22/20 – 05/22/20  
Registration deadline: 04/06/20

Introduction to 3D Modeling using Blender (VBUS-101)
Introduces students to Blender’s interface, 3D space, animation and modeling features, surfaces and textures. Designed for students who have completed an introductory computer class.

WEB  Online class: 01/22/20 – 05/22/20  
Registration deadline: 04/06/20

Introduction to 3-D Animation using Adobe Animate (VBUS-120)
Provides introductory instruction for creating short Adobe Animate movies for viewing on the Internet or for viewing in other multimedia formats. Students learn to create animations using Animate’s drawing tools, layers, and time line. Students also are given an opportunity to explore Animate’s libraries, preview movies, save, and publish Animate’s documents.

WEB  Online class: 01/22/20 – 05/22/20  
Registration deadline: 04/06/20

Introduction to Vector Graphics using Adobe Illustrator CC (VBUS-242)
Provides introductory instruction on how to create both type and graphics (creating different shapes, blends, gradients, layouts and special effects) on the computer. This program works well with InDesign, which is used to create newsletters, magazine-type documents, etc. Recommended preparation VBUS-119 or equivalent.

WEB  Online class: 01/22/20 – 05/22/20  
Registration deadline: 04/06/20

Introduction to Desktop Video Editing using Adobe Premiere CC (VBUS-109)
Provides introductory instruction for doing videos and sound editing using Adobe Premiere software. This class is designed for students who have taken an Introduction to Windows class. Open-Entry/Open-Exit.

T  11:00 am – 2:00 pm  SCC

Introduction to Electronic Imaging with Adobe Photoshop CC (VBUS-303)
Introduces students to electronic imaging using Adobe Photoshop software. Topics include: beginning and intermediate Photoshop features, scanner basics, image and file formats, color importing/exporting files and printing. Designed for students who have completed a basic computer class.

WEB  Online class: 01/22/20 – 05/22/20  
Registration deadline: 04/06/20

Introduction to 3-D Modeling using Blender (VBUS-101)
Introduces students to Blender’s interface, 3D space, animation and modeling features, surfaces and textures. Designed for students who have completed an introductory computer class.

WEB  Online class: 01/22/20 – 05/22/20  
Registration deadline: 04/06/20

Introduction to 3-D Animation using Blender (VBUS-105)
Provides introductory instruction for creating short 3D animations using Blender software. Students learn to create animations using blender’s tools and timeline; e.g., trajectory, lighting, bones, and movements. Students will gain an understanding of the basics needed to succeed as an animator. Open-Entry/Open-Exit.

T  6:00 pm – 9:00 pm  CWPC
### Computer Software Applications (Microsoft)

**Introduction to Personal Management using MS Outlook 2016 (VBUS-013)**
Provides instruction on Microsoft Outlook, one of the industry’s leading personal data management applications. Students will learn how to better manage their electronic communications, schedules, tasks and contact information using Outlook’s Email, Calendar, Task and Contact components. Open-Entry/Open-Exit.

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**Introduction to Windows 10 (VBUS-118)**
Provides introductory instruction for learning MS Windows. Including Windows: navigation, views, commands, file management, desktop customization, Help and other Windows programs. This class is highly recommended prior to taking other classes taught within the Windows environment. Recommended preparation VBUS-119 or equivalent.

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**Introduction to Keyboarding and Basic Windows 10 (VBUS-119)**
(1st time computer users who type less than 35 wpm)
Provides introductory instruction for keyboarding by touch and learning MS Windows. This class or Introduction to Windows is highly recommended prior to taking other classes taught within the Windows environment.

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**Introduction to Computer Software Applications (VBUS-121)**
Provides introductory instruction on industry standard computer applications used for word processing, spreadsheets, databases, presentations, Internet access, and graphics. Open-Entry/Open-Exit.

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**Seminar in Business Applications (VBUS-257)**
Explores and provides instruction in evolving standard software applications commonly used in business.

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**Introduction to Word Processing using MS Word 2016 (VBUS-260)**
Provides introductory instruction to word processing techniques using MS Word. Includes the creating, formatting, editing, saving, and printing of simple documents. Designed for students who can type by touch. Recommended preparation VBUS-119 or equivalent.

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<td>WEB Online class: 01/22/20 – 05/22/20</td>
<td>Registration deadline: 04/06/20</td>
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**Introduction to Databases using MS Access 2016 (VBUS-261)**
Provides instruction in basic concepts using typical database problems with MS Access software. Recommended preparation VBUS-119 or equivalent. Open-Entry/Open-Exit.

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**Introduction to Spreadsheets using MS Excel 2016 (VBUS-262)**
Provides instruction in basic spreadsheet concepts using typical spreadsheet problems and Microsoft Excel software. Designed for students who have completed an introductory computer class or equivalent.

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**Introduction to Electronic Presentation using PowerPoint 2016 (VBUS-304)**
Includes concepts of combining text, graphics, animations and/or sound to create slides for electronic output. Designed for students who have completed an introductory computer class or equivalent.

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**All our computer classes and certificates are Tuition FREE!**

Phone: 714-628-5929

**What happens here matters.**
Introduction to Digital Marketing (VBUS-150)
This class is an introduction to the use of digital marketing methods to research market conditions in local, regional, or national areas, and to gather information to determine potential sales of a product or service. Students will learn how to use marketing tools to gather and analyze information on competitors, prices, and sales.

M 6:30 pm – 9:30 pm  SCC
WEB  Online class: 01/22/20 – 05/22/20  
Registration deadline: 04/06/20

Digital Marketing Analytics (VBUS-152)
This class is an introduction to the theory and practice of digital marketing analytics. Students will explore the theory of web analytics and how they are used in real-world business situations. An emphasis is placed on identifying the appropriate analytics tools to collect, analyze, and visualize data from the web, using that data to make decisions that impact an organization, its stakeholders, and its customers.

WEB  Online class: 01/22/20 – 05/22/20  
Registration deadline: 04/06/20

Introduction to Use of Digital Cameras (VBUS-096)
Provides introductory instruction on using digital still and digital video cameras. Introduces students to camera selection, basic features, compositional guidelines, and how to transfer files from the camera to the computer. Open-Entry/Open-Exit.

M 3:30 pm – 6:30 pm  SCC
Sa 8:30 am – 11:30 am  SCC

Internet and Social Media
Introduction to Mobile and Social Media Tools (VBUS-014)
Provides instruction on how to incorporate social networks and mobile technology in a business environment utilizing applications and tools such as LinkedIn, Facebook, Twitter, Wikis, and blogs.

Th 8:00 am – 11:00 am  SCC
WEB  Online class: 01/22/20 – 05/22/20  
Registration deadline: 04/06/20

Navigating the Internet (VBUS-258)
Introduces students to the Internet. Topics include types of Internet connections, research and data retrieval techniques and email.

Sa 11:30 am – 1:30 pm  SCC
WEB  Online class: 01/22/20 – 03/14/20  
Registration deadline: 02/22/20

Introduction to Web Page Development using HTML 5 (VBUS-302)
Provides introductory instruction to web page development. Topics include web page design elements; HTML; graphic image, movie and sound formats. Designed for students who have completed a basic computer class. Recommended preparation VBUS-119 or equivalent. Open-Entry/Open-Exit.

F 8:00 am – 11:00 am  SCC

Introduction to Google Applications (VBUS-140)
This class provides an overview of Google Apps for Work, a collection of cloud computing, productivity, and collaboration tools, with an emphasis on their use in effective workplace communication. Applications covered include Google Documents, Sheets, Slides, Drive, and Forms.

W 3:30 pm – 6:30 pm  SCC
Sa 8:30 am – 11:30 am  CHAP
WEB  Online class: 01/22/20 – 05/22/20  
Registration deadline: 04/06/20

Job Readiness
Workforce Readiness (WKPR-500)
Provides instruction in office skills for employment preparation. Students will learn communication, decision-making, interpersonal, leadership, lifelong learning, and job seeking skills.

W 6:30 pm – 9:30 pm  CHAP
WEB  Online class: 01/22/20 – 05/22/20  
Registration deadline: 04/06/20

Food Preparation
Food Handler Test Preparation (VFOOD-005)
This course prepares students for employment in commercial and institutional food kitchens. Includes employee terminology, responsibilities, and training when preparing, handling, and serving food to the public. Course covers six key areas; basic food safety, good personal hygiene, controlling time and temperature, preventing cross-contamination, cleaning and sanitizing, and detailed food industry safety guidelines. Prepares the students for ServSafe Food Handler Certification.

WEB  Online class: 03/16/20 – 05/16/20  
Registration deadline: 04/22/20
ESL SEMINAR: Grammar and Writing (ESL-260)
This class also emphasizes understanding higher level language activities, reading passages with increased understanding, and increasing focus on creative and academic writing tasks. Open-Entry/Open-Exit.
T 8:00 am – 12:00 pm CHAP

ESL English Literacy (ESL-300)
Develops the ability to recognize letters and numbers, read letters and numbers, and copy/produce alphabet, numerals, and simple personal information. Open-Entry/Open-Exit.
MWTh 8:00 am – 12:00 pm CHAP
MTWTh 5:30 pm – 9:00 pm CHAP
WTh 6:00 pm – 9:30 pm EMHS
Sa 8:30 am – 11:30 am CHAP

ESL Beginning Low (ESL-301)
Emphasizes comprehending and participating in simple conversations, reading of practiced words and phrases, and completing simple writing tasks in the context of school, work and community. Open-Entry/Open-Exit.
MWTh 8:00 am – 12:00 pm CHAP
MTWTh 5:30 pm – 9:00 pm CHAP
TTh 2:30 pm – 5:30 pm WARC
Sa 8:30 am – 11:30 am CHAP

ESL Beginning High (ESL-302)
Emphasizes comprehending and participating in simple conversations, communicating survival needs, and reading and performing written tasks in the context of college and career readiness and civic participation. Open-Entry/Open-Exit.
MWTh 8:00 am – 12:00 pm CHAP
MTWTh 5:30 pm – 9:00 pm CHAP
Sa 8:30 am – 11:30 am CHAP

ESL Intermediate Low (ESL-303)
Emphasizes comprehending and participating in conversations, communicating needs and opinions, reading from academic and informational text, and performing written tasks. Exposes students to authentic spoken and written content, to prepare students for college, the workplace, and civic participation. Open-Entry/Open-Exit.
MTWTh 8:15 am – 11:15 am HDES
MTWTh 5:30 pm – 9:00 pm CHAP
MWTh 8:00 am – 12:00 pm CHAP
Sa 8:30 am – 11:30 am CHAP

ESL Intermediate High (ESL-304)
Emphasizes expanding oral language, critical and creative thinking skills in English, and reading comprehension of authentic academic and informational text. Written tasks focus on academic and workforce preparation, as well as increased community and civic participation Open-Entry/Open-Exit.
MTWTh 8:00 am – 11:00 am SCC
MTWTh 5:30 pm – 9:00 pm CHAP
MWTh 8:00 am – 12:00 pm CHAP
Sa 8:30 am – 11:30 am CHAP

Counselors are available to assist students in meeting their educational and career goals!
Call 714-628-5929 or 714-628-5999 to schedule an appointment.
ESL Advanced Low (ESL-305)
Emphasizes higher-level language skills, reading passages with increased understanding and analysis, and improving academic and informational writing skills. Prepares students for academic and workforce success and increased civic participation. Open-Entry/Open-Exit.

MTWTh 8:00 am – 11:00 am SCC
MTWTh 5:30 pm – 9:00 pm CHAP
MWTh 8:00 am – 12:00 pm CHAP
MTW 11:40 am – 1:50 pm SCC
02/10/20 – 06/05/20
Sa 8:30 am – 11:30 am CHAP

ESL Beginning Multilevel (ESL-440)
Provides instruction for students in various levels of beginning English proficiency. Emphasizes speaking, listening, reading and writing English in familiar contexts. Topics include participating in basic conversations in routine social situations, and producing sentences related to survival skills and personal topics including technology enhanced instruction. Recommended for students in Beginning ESL Levels 1-3. Open-Entry/Open-Exit.

MTWTh 8:15 am – 11:15 am HDES
MTWTh 8:30 am – 12:00 pm EMCC
MTWTh 9:00 am – 12:00 pm EACC
MTWTh 9:00 am – 12:00 pm REI
MTWTh 6:00 pm – 09:30 pm EMHS
MTWTh 6:00 pm – 9:00 pm REI
MTThF 9:00 am – 12:30 pm FRLY
MThF 8:30 am – 11:30 am FCOR
TWhF 2:00 pm – 5:00 pm CGT
TW 8:00 am – 12:00 pm TAES
TW 8:15 am – 11:15 am YMS

ESL Intermediate ESL Multilevel (ESL-500)
Emphasizes creative oral language activities, introductory critical thinking skills in reading comprehension, and creative and academic writing tasks. Open-Entry/Open-Exit.

MTWTh 9:00 am – 12:00 pm REI
MTWTh 12:00 pm – 3:00 pm EACC
MTWTh 6:00 pm – 9:30 pm EMHS

ESL American English Pronunciation (ESL-530)
Develops English language fluency as it relates to sound discrimination, stress and intonation patterns, reduced forms and transition from “classroom” to “colloquial” English. Open-Entry/Open-Exit.

T 8:00 am – 12:00 pm CHAP
MW 8:35 am – 10:10 am SCC
(02/10/20 – 06/05/20)

ESL Conversation 1 (ESL-570)
Introduces conversation strategies in listening, language use, and non-verbal communications. Presents oral skills necessary in initiating, maintaining and closing conversations. Emphasis on oral skills, which assist in social encounters and expand listening and speaking skills. Conversation 1 is recommended for Beginning ESL 3 and Intermediate ESL 1 students. Open-Entry/Open-Exit.

MTWTh 12:00 pm – 3:00 pm CHAP
T 9:30 am – 11:35 am SCC
02/10/20 – 06/05/20
F 8:00 am – 12:00 pm CHAP
F 9:00 am – 12:00 pm EACC

ESL Conversation 2 (ESL-580)
For students interested in obtaining a practical degree of fluency in spoken English. Includes verbal and non-verbal communication within large and small groups or between two people. Emphasizes differences between formal and colloquial language, based on American attitudes and culture. This class is recommended for Intermediate ESL 2 and Intermediate ESL 3 Students. Open-Entry/Open-Exit.

MTWTh 12:00 pm – 3:00 pm CHAP
T 11:45 am – 1:50 pm SCC
02/10/20 – 06/05/20
F 8:00 am – 11:00 am SCC
F 8:00 am – 12:00 pm CHAP
F 12:00 pm – 3:00 pm EACC

Advanced Grammar and Writing (ESL-601)
Emphasizes control of more advanced grammar structures in writing, with a focus on complex sentences, punctuation, verb tenses and forms, and word order. Writing instruction focuses on pre-collegiate skills: anticipating the needs and questions of readers, creating clear main ideas with strong support and development, using effective transition strategies, and learning to edit. Open Entry/Open Exit.

TTh 8:30 am – 11:40 am SCC
02/10/20 – 06/05/20

English for Work (ESL-510)
Prepares limited English-speaking students for employment. Focuses on vocabulary skills and vocational readings with emphasis on oral communication through basic language skills instruction.

TF 11:00 am – 12:00 pm CHAP
WEB Online class: 02/03/20 – 05/22/20
Registration deadline: 04/13/20

What happens here matters.

Start a New Career
Meet with a counselor.

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English Language Program (ELP) for Students with an F-1 Visa
International (F-1 visa holders) students looking to improve their English skills to prepare for studying at U.S. colleges and universities can enroll in the ELP. ELP is offered as a 16-week session during Fall and spring and as an 8-week session during summer. Each session consist of 20-24 hours of instruction per week, Monday – Thursday.

Tuition:
$1,725 for 8-week classes and $3,450 per semester for 16-week classes

For application and information on how to apply contact:
International Students Program Santiago Canyon College
8045 E. Chapman Avenue, Rm. A-203 • Orange, CA 92869
714-628-5050 • www.sccollege.edu/international

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ENGLISH AS A SECOND LANGUAGE (ESL)
The Older Adult Program offers a variety of classes specifically for the older adult population. Classes meet in various community locations and facilities. Current class offerings include life story writing, quilting, watercolor, drawing, seminar and cooking. Open-Entry/Open-Exit.

**Health and Wellness (OAP-200)**
This class provides information and a discussion forum related to current and relevant health and safety topics. Issues, and/or concerns. Focus of this section is on health and wellness. Open-Entry/Open-Exit.

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<td>8:30 am – 9:30 am</td>
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<td>FSAL</td>
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<td>CHAL</td>
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<td>9:50 am – 11:20 am</td>
<td>TMAH</td>
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<td>W</td>
<td>1:00 pm – 3:00 pm</td>
<td>OSC</td>
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<td>RIO</td>
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<td>FSAL</td>
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<td>9:00 am – 10:30 am</td>
<td>FSAL</td>
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<td>Th</td>
<td>10:00 am – 11:30 am</td>
<td>OHWC</td>
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<tr>
<td>Th</td>
<td>3:30 pm – 5:30 pm</td>
<td>OHWC</td>
</tr>
<tr>
<td>Th</td>
<td>6:00 pm – 7:30 pm</td>
<td>JBC</td>
</tr>
</tbody>
</table>

**Music Arts for Older Adults (OAP-457)**
This class provides a positive framework for developing and enhancing music appreciation and skills, with an emphasis on activities designed. Open-Entry/Open-Exit.

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
<th>Location</th>
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<tbody>
<tr>
<td>M</td>
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<tr>
<td>M</td>
<td>1:00 pm – 2:30 pm</td>
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<td>M</td>
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<td>OAK</td>
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<td>M</td>
<td>4:00 pm – 5:30 pm</td>
<td>OAK</td>
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<tr>
<td>Tu</td>
<td>9:00 am – 11:00 am</td>
<td>RIO</td>
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<td>Tu</td>
<td>10:00 am – 12:00 pm</td>
<td>RIO</td>
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<td>Tu</td>
<td>1:00 pm – 3:00 pm</td>
<td>RIO</td>
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<td>W</td>
<td>10:00 am – 11:30 am</td>
<td>OHWC</td>
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<td>W</td>
<td>1:00 pm – 3:00 pm</td>
<td>RIO</td>
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<td>W</td>
<td>3:00 pm – 5:00 pm</td>
<td>CHAL</td>
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<td>9:00 am – 11:00 am</td>
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<td>10:00 am – 12:00 pm</td>
<td>RIO</td>
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<td>F</td>
<td>10:00 am – 12:00 pm</td>
<td>FSAL</td>
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<td>F</td>
<td>10:15 am – 12:15 pm</td>
<td>BDAH</td>
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<td>1:00 pm – 3:00 pm</td>
<td>RIO</td>
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<td>F</td>
<td>2:30 pm – 4:30 pm</td>
<td>TCM</td>
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<tr>
<td>Sa</td>
<td>1:00 pm – 3:00 pm</td>
<td>CHAL</td>
</tr>
</tbody>
</table>

**Creative Cooking for Older Adults (OAP-518)**
This class provides information about current cooking techniques. Demonstrations and lectures focus on basic nutrition and consumer awareness. Open-Entry/Open-Exit.

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
<td>M</td>
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<td>FSAL</td>
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<tr>
<td>M</td>
<td>1:00 pm – 3:00 pm</td>
<td>RIO</td>
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<tr>
<td>T</td>
<td>1:00 pm – 3:00 pm</td>
<td>RIO</td>
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<tr>
<td>T</td>
<td>3:00 pm – 4:30 pm</td>
<td>OAK</td>
</tr>
<tr>
<td>T</td>
<td>6:00 pm – 8:00 pm</td>
<td>JBC</td>
</tr>
<tr>
<td>Sa</td>
<td>9:30 am – 11:30 am</td>
<td>FSAL</td>
</tr>
<tr>
<td>Sa</td>
<td>1:00 pm – 3:00 pm</td>
<td>TMAH</td>
</tr>
</tbody>
</table>

*Do you have questions?
Call us at 714-628-5900
or check our website
www.sccollege.edu/OEC*
**Seminar for Older Adults (OAP-802)**
These classes provide information and a discussion forum related to the examination of topics and concerns common to older adults. Open-Entry/Open-Exit.

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
<th>Location</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>M</td>
<td>9:00 am – 12:00 pm</td>
<td>OSC</td>
<td>(Creating Life Stories)</td>
</tr>
<tr>
<td>M</td>
<td>9:00 am – 11:00 am</td>
<td>RIO</td>
<td>(Senior Current Events)</td>
</tr>
<tr>
<td>M</td>
<td>9:30 am – 11:30 am</td>
<td>FSAL</td>
<td>(Senior Topics)</td>
</tr>
<tr>
<td>M</td>
<td>10:00 am – 12:00 pm</td>
<td>CHAL</td>
<td>(Journey Back Into Time)</td>
</tr>
<tr>
<td>M</td>
<td>10:00 am – 12:00 pm</td>
<td>OHWC</td>
<td>(Famous People &amp; Places)</td>
</tr>
<tr>
<td>M</td>
<td>1:00 pm – 3:00 pm</td>
<td>RIO</td>
<td>(Explore the World)</td>
</tr>
<tr>
<td>M</td>
<td>3:30 pm – 5:00 pm</td>
<td>TCM</td>
<td>(Journey Back Into Time)</td>
</tr>
<tr>
<td>T</td>
<td>2:30 pm – 4:00 pm</td>
<td>OAK</td>
<td>(Lessons in History)</td>
</tr>
<tr>
<td>T</td>
<td>3:30 pm – 5:30 pm</td>
<td>FSAL</td>
<td>(Journey Back Into Time)</td>
</tr>
<tr>
<td>T</td>
<td>6:00 pm – 8:00 pm</td>
<td>CHAL</td>
<td>(Seminar for Older Adults)</td>
</tr>
<tr>
<td>W</td>
<td>10:00 am – 12:00 pm</td>
<td>SCC</td>
<td>(Famous People &amp; Places)</td>
</tr>
<tr>
<td>W</td>
<td>1:00 pm – 3:00 pm</td>
<td>RIO</td>
<td>(Seminar for Older Adults)</td>
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<tr>
<td>W</td>
<td>6:15 pm – 8:15 pm</td>
<td>TCM</td>
<td>(Staying Mentally Sharp)</td>
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<tr>
<td>Th</td>
<td>1:00 pm – 3:00 pm</td>
<td>FSAL</td>
<td>(Famous People &amp; Places)</td>
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<tr>
<td>Th</td>
<td>1:00 pm – 3:00 pm</td>
<td>RIO</td>
<td>(Senior Topics)</td>
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<td>1:00 pm – 3:00 pm</td>
<td>RIO</td>
<td>(Lessons in History)</td>
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<td>1:00 pm – 3:00 pm</td>
<td>RIO</td>
<td>(Explore the World)</td>
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<td>Th</td>
<td>3:00 pm – 5:00 pm</td>
<td>CHAL</td>
<td>(Famous People &amp; Places)</td>
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<tr>
<td>F</td>
<td>10:00 am – 11:30 am</td>
<td>OHWC</td>
<td>(Explore the World)</td>
</tr>
<tr>
<td>F</td>
<td>4:00 pm – 6:00 pm</td>
<td>OAK</td>
<td>(Journey Back Into Time)</td>
</tr>
<tr>
<td>Sa</td>
<td>9:00 am – 11:00 am</td>
<td>CHAL</td>
<td>(Famous People &amp; Places)</td>
</tr>
</tbody>
</table>

**Manipulative Skills for Older Adults (OAP-823)**
These classes concentrate on the improvement of motor skills and decision-making through the utilization of a variety of art media and techniques. Open-Entry/Open-Exit.

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
<th>Location</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>M</td>
<td>8:30 am – 4:30 pm</td>
<td>TEC</td>
<td>(Quilting Workshops)</td>
</tr>
<tr>
<td>M</td>
<td>9:00 am – 12:00 pm</td>
<td>SCC</td>
<td>(Painting Landscapes)</td>
</tr>
<tr>
<td>M</td>
<td>9:00 am – 12:00 pm</td>
<td>OSC</td>
<td>(Basic Art)</td>
</tr>
<tr>
<td>M</td>
<td>1:00 pm – 4:00 pm</td>
<td>SCC</td>
<td>(Water Media Painting)</td>
</tr>
<tr>
<td>M</td>
<td>1:00 pm – 4:00 pm</td>
<td>EACC</td>
<td>(Painting Flowers)</td>
</tr>
<tr>
<td>T</td>
<td>9:00 am – 12:00 pm</td>
<td>SCC</td>
<td>(Focus on Quilting)</td>
</tr>
<tr>
<td>T</td>
<td>12:00 pm – 3:00 pm</td>
<td>SCC</td>
<td>(Focus on Quilting)</td>
</tr>
<tr>
<td>T</td>
<td>1:00 pm – 4:00 pm</td>
<td>SCC</td>
<td>(Int. to Advance Watercolor)</td>
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<tr>
<td>T</td>
<td>1:00 pm – 3:00 pm</td>
<td>OSC</td>
<td>(Tapestry Weaving)</td>
</tr>
<tr>
<td>W</td>
<td>9:00 am – 12:00 pm</td>
<td>SCC</td>
<td>(Manipulative Skills)</td>
</tr>
<tr>
<td>W</td>
<td>1:00 pm – 4:00 pm</td>
<td>SCC</td>
<td>(Acrylic Pouring)</td>
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<tr>
<td>W</td>
<td>5:00 pm – 8:00 pm</td>
<td>SCC</td>
<td>(Drawing and Painting Portraits)</td>
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<tr>
<td>Th</td>
<td>9:00 am – 1:00 pm</td>
<td>SCC</td>
<td>(Modern Quilting)</td>
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<tr>
<td>Th</td>
<td>9:00 am – 11:00 am</td>
<td>TMAH</td>
<td>(Hand Embroidery)</td>
</tr>
<tr>
<td>Th</td>
<td>1:00 pm – 4:00 pm</td>
<td>SCC</td>
<td>(Drawing, Sketching and Beyond)</td>
</tr>
<tr>
<td>Th</td>
<td>2:00 pm – 5:00 pm</td>
<td>REI</td>
<td>(Drawing and Painting)</td>
</tr>
<tr>
<td>F</td>
<td>10:00 am – 12:00 pm</td>
<td>RIO</td>
<td>(Manipulative Skills)</td>
</tr>
<tr>
<td>F</td>
<td>1:00 pm – 4:00 pm</td>
<td>SCC</td>
<td>(Creating Depth in Landscape)</td>
</tr>
</tbody>
</table>

**Parenting Education**

**Preparation for Childbirth (PRNT-544)**
These classes provide parents with information regarding the intellectual, physical and emotional components of the birth process. The classes emphasize exercise techniques for relaxation, birth, labor, and post-natal care. Open-Entry/Open-Exit.

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
<th>Location</th>
<th>Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>W</td>
<td>7:00 pm – 10:00 pm</td>
<td>UCMC 845-B</td>
<td>1st Session: 2/19, 2/26, 3/04, 3/11, 3/18</td>
</tr>
<tr>
<td>W</td>
<td>7:00 pm – 10:00 pm</td>
<td>UCMC 845-B</td>
<td>2nd Session: 4/15, 4/22, 4/29, 5/06, 5/13</td>
</tr>
<tr>
<td>Th</td>
<td>7:00 pm – 10:00 pm</td>
<td>UCMC 845-B</td>
<td>1st Session: 2/20, 2/27, 3/05, 3/12, 3/19</td>
</tr>
<tr>
<td>Th</td>
<td>7:00 pm – 10:00 pm</td>
<td>UCMC 845-B</td>
<td>2nd Session: 4/16, 4/23, 4/30, 5/07, 5/14</td>
</tr>
</tbody>
</table>
**Adults with Disabilities**

**Self Advocacy (WKPR-002)**
This class is designed to help students understand their legal rights and responsibilities as adults and how to communicate in a respectful and responsible way.

WEB  
Online class:  
Registration deadline: 03/21/2020

**Getting Around Town (WKPR-003)**
A class designed for students with intellectual, development, or learning disabilities to enhance independence by introduction to safe practices and knowledge about using public transportation.

F  
9:00 am – 12:00 pm  
CWPC

**Safety on the Job (WKPR-005)**
This course is designed to introduce students with intellectual, developmental, and learning disabilities to personal safety awareness. Student will be presented with proactive steps to take to avoid dangerous situations in the community, on the job, and at home. Students will be presented with basic techniques for selfdefense and first aid.

TTh  
9:00 am – 11:00 am  
CWPC

**Communication Skills for Successful Employment (WKPR-006)**
This course is designed to help students with intellectual, developmental, and learning disabilities improve communication skills related to employment.

MW  
9:00 am – 11:00 am  
CWPC

**Social Skills and Necessary Etiquette (WKPR-007)**
This class is designed to introduce students to an overview of appropriate social skills at school, work, and in the community. Various areas of social skills challenges and coping strategies will be taught and explored through examples in their own lives and through instructional materials.

MTWThF  
2:30 pm – 3:00 pm  
CHOC*  
9/2/2019 – 5/15/2020

MTWThF  
2:30 pm – 3:00 pm  
UCMC*  
01/13/20 – 06/30/20

**Building Critical Thinking Skills (WKPR-008)**
This course is intended to prepare students with intellectual, developmental, or learning disabilities to develop acquiring or improving critical thinking skills necessary to function independently in a variety of activities, situation, and environments for successful employment. Emphasis on problems solving and decision-making through understanding and evaluation situations, utilizing knowledge of cause and effect relationships, exploring options and planning and implementing strategies.

WEB  
Online class: 01/13/20 15/15/20  
Registration deadline: 03/21/2020

**Customer Service for the Medical Field (WKPR-010)**
This class is intended to prepare students with intellectual, developmental, or learning disabilities in acquiring or improving critical thinking, communication skills, and basic clerical skills necessary to work independently in a variety of hospital departments.

MTWThF  
9:00 am - 10:30 am  
CHOC*  
9/2/2019 – 5/15/2020

MTWThF  
9:00 am - 10:30 am  
UCMC*  
01/13/20 – 06/30/20

*The application process for CHOC and UCI sites begins approximately three to six months prior to the start of classes. For information regarding registration, please call 714-628-5999.

**Long Term Competitive Employment Training (WKPR-016)**
This course is designed to provide students with critical thinking, decision-making, and problem-solving skills necessary for long-term competitive employment opportunities.

MTWThF  
10:30 am – 2:30 pm  
CHOC*  
9/2/2019 – 5/15/2020

MTWThF  
10:30 am – 2:30 pm  
UCMC*  
01/13/20 – 06/30/20

**Applying Math Skills on the Job (WKPR-017)**
This course is designed to increase students’ mathematical reasoning skills necessary for successful employment.

MW  
11:00 am – 1:00 pm  
CWPC

**Social Media and Online Safety in the Workplace (WKPR-018)**
This course is designed to provide students with the knowledge to increase personal and professional safety while online, creating, and maintaining social media accounts.

TTH  
11:00 am – 1:00 pm  
CWPC

**Basic Employment Skills Certificate**
**Classes Required:**
- WKPR-011, Introduction to Handling Money
- WKPR-012, Applying Reading Skills on the Job
- WKPR-013, Applying Writing Skills on the Job

**Effective Communication Skills Certificate**
**Classes Required:**
- WKPR-006, Communication Skills for Successful Employment
- WKPR-007, Social Skills and Necessary Etiquette

**Employment Readiness Certificate**
**Classes Required:**
- WKPR-003, Getting Around Town
- WKPR-004, Choosing the Right Employment Path
- WKPR-005, Safety on the Job

**Office Leadership Skills Certificate**
**Classes Required:**
- WKPR-014, Basic Finances in the Workplace
- WKPR-015, Public Communication

**Office Technology Certificate**
**Classes Required:**
- WKPR-009, Beginning Computers
- WKPR-018, Social Media and Online Safety in the Workplace

**Technical Skills for Higher Learning Certificate**
**Classes Required:**
- WKPR-008, Building Critical Think Skills
- WKPR-009, Beginning Computers

**Transition to Higher Learning Certificate**
**Classes Required:**
- WKPR-001, Transition to Higher Learning
- WKPR-002, Self-Advocacy

**Workforce Skills Certificate**
**Classes Required:**
- WKPR-600, Attitudes for Success
- WKPR-601, Money Matters
SATURDAY CLASSES

Career and Workforce Preparation

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to Personal Management using MS Outlook 2016 (VBUS-013)</td>
<td>Sa 8:30 am – 11:30 am</td>
<td>SCC</td>
</tr>
<tr>
<td>Accounting for Non Accountants (VBUS-040)</td>
<td>Sa 11:30 am – 2:30 pm</td>
<td>SCC</td>
</tr>
<tr>
<td>Introduction to Use of Digital Cameras (VBUS-096)</td>
<td>Sa 8:30 am – 11:30 am</td>
<td>SCC</td>
</tr>
<tr>
<td>Seminar in Adobe tools - Adobe Lightroom (VBUS-107)</td>
<td>Sa 11:30 am – 2:30 pm</td>
<td>SCC</td>
</tr>
<tr>
<td>Introduction to Google Applications for Work (VBUS-140)</td>
<td>Sa 11:30 am – 2:30 pm</td>
<td>CHAP</td>
</tr>
<tr>
<td>Navigating the Internet (VBUS-258)</td>
<td>Sa 8:30 am – 11:30 am</td>
<td>CHAP</td>
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Citizenship

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>ESL Civics (ESL-120)</td>
<td>Sa 8:30 am – 11:30 am</td>
<td>CHAP</td>
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</tbody>
</table>

English as a Second Language

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Time</th>
<th>Location</th>
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<tbody>
<tr>
<td>ESL Intro. to English – Literacy (ESL-300)</td>
<td>Sa 8:30 am – 11:30 am</td>
<td>CHAP</td>
</tr>
<tr>
<td>ESL Beginning Level Low (ESL- 301)</td>
<td>Sa 8:30 am – 11:30 am</td>
<td>CHAP</td>
</tr>
<tr>
<td>ESL Beginning Level High (ESL- 302)</td>
<td>Sa 8:30 am – 11:30 am</td>
<td>CHAP</td>
</tr>
<tr>
<td>ESL Intermediate Level Low (ESL- 303)</td>
<td>Sa 8:30 am – 11:30 am</td>
<td>CHAP</td>
</tr>
<tr>
<td>ESL Intermediate Level High (ESL- 304)</td>
<td>Sa 8:30 am – 11:30 am</td>
<td>CHAP</td>
</tr>
<tr>
<td>ESL Advanced Level Low (ESL- 305)</td>
<td>Sa 8:30 am – 11:30 am</td>
<td>CHAP</td>
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</table>

Programs for Older Adults

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Time</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
<td>Music Arts for Older Adults (OAP-457)</td>
<td>Sa 1:00 pm – 3:00 pm</td>
<td>CHAL</td>
</tr>
<tr>
<td>Creative Cooking for Older Adults (OAP-518)</td>
<td>Sa 9:30 am – 11:30 am</td>
<td>FASAL</td>
</tr>
<tr>
<td>Health and Wellness (OAP-200)</td>
<td>Sa 9:30 am – 11:00 am</td>
<td>TMAH</td>
</tr>
<tr>
<td>Seminar for Older Adults (OAP-802)</td>
<td>Sa 9:00 am – 11:00 am</td>
<td>CHAL</td>
</tr>
</tbody>
</table>

“I think the teachers and counselors make a big difference in the High School Program. They encourage the students and make sure they are on the right track.” - Guelmert

“The time I spent in the high school classrooms was an amazing experience. All the instructors, the staff, and the classmates were great. Recently, I earned my AA! I am so happy and proud of myself. I accomplished something that I always dreamed of doing. I am thankful for the support and encouragement of SCC’s Continuing Education Program. I did not do it alone. It is never too late to learn. I proved to myself that everything is possible when you really believe in yourself.” - Miguel

“The high school program gave me the confidence to finally finish high school. The teachers are always willing to help which makes every class easier. My best advice for those who are new in this program would be, if you have a goal, don’t stop until you reach it. It doesn’t matter how long it takes, what matters is that you will finish it.” Bielka

“SCC’s High School Program is a great place to learn regardless of age and race. It is a good place to assimilate to the American culture. Participating in STARS was very helpful. The high school teachers are very engaging!” - Ratna
To get your FREE Student Identification card:

1. You must be an **ACTIVELY ENROLLED STUDENT** of the SCC Division of Continuing Education.

2. Have your picture taken at one of the locations listed below (call to verify hours).

### Santiago Canyon College (SCC)

- **Registration Office (Room U-80)**
  8045 E. Chapman Ave.
  Orange, CA 92869
  714-628-5929

- **Office Hours:**
  Monday-Thursday 8:00 am–7:00 pm
  Friday 8:00 am–5:00 pm

### OEC Provisional Education Center (CHAP)

- **Registration Office**
  1937 W. Chapman Ave., 2nd Floor
  Orange, CA 92868
  714-628-5900

- **Office Hours:**
  Monday-Thursday 8:00am–7:00pm
  Friday 8:00am–2:00pm
  Saturday 8:00am–12:00pm

**Benefits of getting your Student ID:**

- ✓ Get Free Public Bus Transportation
  - If you enroll in a minimum of 12 hours per week in SCC Continuing Education classes.
- ✓ Get student Discounts and Purchase Discounted Tickets at the SCC Cashier’s Office
- ✓ For more information please call or visit: Santiago Canyon College,

Cashier’s Office (E-102):

8045 E. Chapman Avenue • Orange, CA 92869 • 714-628-4727 • (call for office hours)
Division of Continuing Education List of Locations

ANAHEIM

EACC East Anaheim Community Center
8201 E. Santa Ana Canyon Rd.

ANAHEIM HILLS

BDAH Brookdale Anaheim Hills
380 S. Anaheim Hills Road

CHS Canyon High School
220 S. Imperial Hwy.

PSA Palacio
435 S. Anaheim Hills Road

TMAH The Meridian
525 S. Anaheim Hills Road

GARDEN GROVE

CGT Community Garden Towers
4001 W. Garden Grove Blvd.

OCRD Orange County Communities
Organized for Responsible Development
13252 Garden Grove Blvd., Ste. 209

ORANGE

CHAL Citrus Hills Assisted Living
142 S. Prospect Ave.

CHOC Children’s Hospital of Orange County
1201 W. La Veta Avenue

CHAP OEC Provisional Education Facility
1937 W. Chapman Ave., 2nd Floor
714-628-5900

CWPC College & Workforce Preparation Center
1572 N. Main Street
714-628-5999

EMCC El Modena Community Center
18672 Center St.
714-628-5999

EMHS El Modena High School
3920 Spring St.

FRLY Friendly Center – Lemon St.
615-A Lemon St.

FCOR Friendly Center Orange – North
1820 E. Meats Ave.

FSAL Fountain Senior Assisted Living
1800 W. Culver Ave.

HDES Handy Elementary
860 N. Handy St.

JBC Jones Board and Care
1211 West Walnut Ave.

ORANGE (continued)

OAK Oakmont of Orange
630 The City Drive South

OEC Orange Education Center
1465 N. Batavia St.
714-628-5900

OHWC Orange Healthcare & Wellness
900 W. La Veta Ave.

OSC Orange Senior Center
170 S. Olive

REI Recovery Education Institute
401 S. Tustin St., Bldg. B

RHS Richland High School
615 N Lemon St.

RIO Rehabilitation Institute
of Southern California
1800 E. La Veta Ave.

SCC Santiago Canyon College
8045 E. Chapman Ave.
Room U-80, 714-628-5929

TAES Taft Elementary School
1829 N. Cambridge St.

TEC Trinity Episcopal Church
2400 N. Canal St.

UCI University of CA
Irvine Medical Center
101 City Drive South

UCMC University of CA
Irvine Medical Center
200 S. Manchester, Bldg. 845B

WARC West American Rubber Company
1337 Braden Court

YMS Yorba Middle School
935 N. Cambridge

SANTA ANA

TCM Town and County Manor
555 E. Memory Lane

VILLA PARK

VPHS Villa Park High School
18042 Taft Ave.