



NONCREDIT- SUMMER 2019

PERSONAL ENRICHMENT

TAKE A TRIP

...through your family history!

see page 8.

...to India!

see page 13.

Live

Work

PROFESSIONAL DEVELOPMENT

BE SAFE

...anywhere, with CPR
see pages 17-18.

...on the job, with OSHA!
see page 24.



What's hot this Summer!

Latin Dance Sampler

Looking for a fun way to spend time together as a couple this summer? Learn three Latin dances in just five sessions: the salsa, cha cha and rumba. Popular, long-time dance instructor Patricia Ray will make sure the rhythm gets you!
See page 3.



Pharmacy Technician

Looking to prepare for a growing career field, but want to learn primarily online? This is one of our more popular offerings, preparing you for an entry-level pharmacy tech position.
See page 24.



Health Care Continuing Education Certificates

Nurses, massage therapists and other health care professionals will want to check out these offerings, focused on a variety of hot topics in the industry, including women's health issues, pain management and assessment, healthy aging and more.
See pages 22-24.



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PERSONAL ENRICHMENT *Live*

*Unique Things
to See, Learn
and Experience*

CREATIVE ARTS

ART

CERAMIC ARTS: HANDBUILDING AND WHEEL THROWING

Find deep satisfaction in designing and creating your own pottery, whether you're a beginner or an advanced student of ceramics. You'll learn the best practices in handbuilding, wheel throwing, decorating and glazing, and then use the campus kiln to fire your original creations. If you're a beginner, you'll benefit from instructor Mary DeRose's reputation for careful guidance, but if you're a more advanced student, you'll delight in her balanced approach of giving pointers while allowing you to expand your skills and explore your passions. Note: Additional cost for materials. Prepared kit may be purchased at Waubensee Bookstore. CLASS FEE: \$179

ART807.800 (30700)

9:00am- 12:00pm Sa

CER DeRose

Meets between: June 8-Aug. 3

*For more information
on how to read this
schedule, see page 37.*

GOthic HANDS CALLIGRAPHY

Make your words look beautiful on paper as you learn three styles of calligraphy from the Gothic period. Fine art and design instructor, Lauren Davies, will show you the difference between the formal and serious letterform of Blackletter, the more traditional Italic hand of Gothicized italic letterforms and last, but not least, the very round and expressive letterform of Uncial Calligraphy. Beginning and experienced calligraphers are welcome! Note: Inks and a Speedball C-1 pen nib will be used for practice in class. Fee includes: all materials.

CLASS FEE: \$119

ART802.600 (30650)

6:30pm- 8:30pm W

DWNTN214 Davies

Meets between: July 10-Aug. 14

PEN AND INK DRAWING

Join professional line illustrator Chris Pappas as you learn the basic techniques of drawing black and white illustrations with pen and ink. Once you've mastered the beginner skills, you'll design and complete a portrait of your own home or a beautiful nature scene. Email communityed@waubensee.edu for the complete supply list. CLASS FEE: \$89

ART811.600 (30648)

6:30pm- 9:00pm W

APC158 Pappas

Meets between: June 5-July 17

BEGINNING ITALIC CALLIGRAPHY

Who says that beautiful handwriting is a dying art? Learn italic calligraphy - the most versatile and popular of all styles - and turn any quotation into a work of art! Other uses for italic calligraphy you'll cherish for years to come include invitations, handwritten letters, and cover pages for scrapbooks. Fine art and design instructor Lauren Davies will show you what you can do with pen, ink, and a little practice! Fee includes: all materials. CLASS FEE: \$109

ART822.600 (30649)

6:30pm- 8:30pm W

DWNTN214 Davies

Meets between: May 29-June 26

BEGINNING DRAWING

Learn the fundamentals of drawing in a relaxed, encouraging environment with MFA artist Andrew Blair. Working primarily in pencil and charcoal, you'll practice the principles of composition, shading, perspective and more. By the end of this six-week course, you'll have the confidence and the skills needed for further study of drawing and painting. This course may be repeated multiple times for advanced practice and study. Note: Anticipate approximately \$70 investment for supplies. Supplies may be purchased at Waubensee Bookstore. Email communityed@waubensee.edu for supply list. CLASS FEE: \$79

ART836.600 (30723)

6:30pm- 9:00pm Th

WGL120 Blair

Meets between: May 23-June 27

DANCE

LATIN DANCE SUMMER SAMPLER

Add some spice to your life as you learn hot moves from three of the most popular Latin dances: the Salsa, Cha Cha and Rumba. With over 35 years of ballroom dance experience, instructor Patricia Ray will have you swinging and swaying to some of your favorite Latin music in no time! It's easy and fun so grab your partner and join us! Note: Wear hard sole shoes, partners required.

CLASS FEE: \$49

DAN845.600 (30652)

7:15pm- 8:30pm Th

FLD254 Ray

Meets between: June 20-July 25

MUSIC

CLASS INSTRUCTION IN PIANO I

If you've ever wanted to "tickle the ivories," this is your chance! No music experience is needed for this beginner level piano course. You will explore music notation, chords, and harmonization through the study of popular, folk and classical music. Join us in the electronic piano lab to make your musical dreams a reality.

Note: For credit course see MUS151 in the credit schedule.

CLASS FEE: \$272

LAB FEE: \$30

MUS891.001 (30646)

9:30am- 1:10pm TTh

VON231 Expert

Meets between: June 11-Aug. 1

ALL COLLEGE STEEL BAND

Explore a truly unique instrument in this entry-level steel pan ensemble. Together with other musicians, you will be performing a variety of musical styles including Caribbean, pop and classical. You will also be introduced to the history, construction, development and voices of the instruments, all while developing your technique on the instrument. Students are separated based on their ability and experience. The end of term will culminate with a performance concert open to the public. Note: Experience reading music is a requirement for this course. For credit course see MUS175 in the credit schedule

CLASS FEE: \$204

MUS893.600 (30647)

6:00pm- 9:30pm W

VON137 Expert

Meets between: June 12-July 31

PHOTOGRAPHY

BEGINNING PHOTOGRAPHY I

Start your photography adventure here! Discover the fundamentals of camera settings, composition, and exposure before learning some of the technical aspects of photography such as selecting memory cards, transferring images to PC/Mac and backing up your photos. You'll gain a full understanding of how to use depth of field, resolution, white balance, color adjustment, compression and file formats.

Note: Bring your own DSLR camera to class.

CLASS FEE: \$99

PIC802.600 (30651)

6:30pm- 9:30pm T

APC180 Smith

Meets between: June 4-July 9

WRITING

CREATIVE WRITING: BREAKING THE TRADITION

Explore new ways of putting your thoughts down on paper! An experienced writer will introduce unique exercises that will encourage you to think outside the box. Break out from standard methods of writing and move towards ideals of freeform writing and non-traditional outlining, while bending those ideals into a cohesive piece of work. The importance of journaling, finding your inspiration, character development, establishing point of view, and marketing your work are just some of the concepts that will be discussed.

CLASS FEE: \$99

WWS818.600 (30701)

6:30pm- 8:30pm T

BDE106 Scalzo

Meets between: May 28-July 23



FITNESS AND RECREATION

FITNESS

YOUTH PERSONAL TRAINING

Ages 12-15. Five (5) 60-minute personal training sessions.
CLASS FEE: \$205

FIT700.701 (30586)
TBA
ERK126 Anderson
Meets between: May 18-Aug. 14

SMALL GROUP TRAINING

Enjoy the variety of programming and social energy that comes from working out with others. Professional instructors will guide, motivate and keep you accountable. This class includes an eight-week Total Fitness Center membership.
CLASS FEE: \$249

FIT816.001 (30608)
6:00am- 7:00am MWF
ERK126 Anderson
Meets between: June 3-Aug. 2
No Class July 1 - July 5

FIT816.002 (30609)
8:00am- 9:00am MWF
ERK126 Anderson
Meets between: June 3-Aug. 2
No Class July 1 - July 5

BODY FAT ANALYSIS

Weight alone is a deceptive indicator of body composition. Determine your percentages of body water, fat and lean mass by electrical impedance and have trained expert explain your results. Call (630) 466-2530 to schedule your appointment.
CLASS FEE: \$12

FIT806.700 (30577)
TBA
ERK126 Anderson
Meets between: May 18-Aug. 14

CHAIR YOGA

Learn and practice yoga safely. Using a chair provides additional support and stability. Chair yoga is great for beginners and those with balance or strength challenges.
CLASS FEE: \$79

FIT822.001 (30595)
1:30pm- 2:15pm W
ERK213 Anderson
Meets between: June 5-July 31
No Class July 3

Are you ready for your next workout?



RECOVERY WORKOUT

Learn techniques to speed recovery, reduce muscle soreness and joint pain, and improve your flexibility. See page 5.

HIIT STRENGTH

Take your strength to the next level. This high-intensity interval workout targets full-body strength and challenges you to move outside your comfort zone. Each 30-minute class is different – and exhilarating. You'll be obsessed with the results! CLASS FEE: \$104

FIT830.001 (30596)
7:00am- 7:30am TTh
ERK213 Anderson
Meets between: June 4-Aug. 1
No Class July 1 - July 5

FALL PROOF!

Reduce your risk of falls. Learn exercises to increase your strength and improve your overall balance and mobility. Classes challenge your balance in a safe environment. Fall Proof is an effective program that promotes healthy, active lifestyles. CLASS FEE: \$92

FIT845.001 (30594)
1:30pm- 2:30pm M
ERK213 Anderson
Meets between: June 3-July 29
No Class July 1

ZUMBA

Take the "work" out of workout by mixing low-intensity and high-intensity moves for an interval-style, calorie-burning dance fitness party. Super effective! Super fun! CLASS FEE: \$136

FIT827.600 (30603)
5:00pm- 5:50pm MTWTh
FLD254 Gunderson
Meets between: June 10-Aug. 1
No Class July 1 - July 5

RECOVERY WORKOUT

Ready for your next workout? Learn skills to facilitate a speedy recovery. This course will introduce you to stretching and foam rolling techniques that can reduce muscle soreness and joint pain and improve flexibility. Work hard – recover fully. CLASS FEE: \$29

FIT859.001 (30610)
9:00am- 9:45am MF
FLD254 Anderson
Meets between: May 20-May 24

FIT859.002 (30611)
7:00am- 7:45am TTh
FLD254 Anderson
Meets between: May 21-May 23

FIT859.003 (30612)
9:00am- 9:45am MF
FLD254 Anderson
Meets between: Aug. 5-Aug. 9

FIT859.004 (30613)
7:00am- 7:45am TTh
FLD254 Anderson
Meets between: Aug. 6-Aug. 8

WOMEN ON WEIGHTS

This small group strength class produces optimum results in a minimal amount of time. Build stronger bones, improve muscle strength and increase your energy. CLASS FEE: \$96

FIT874.001 (30604)
4:45pm- 5:15pm MW
ERK213 Anderson
Meets between: June 3-July 31
No Class July 1 - July 5

FIT874.002 (30605)
4:45pm- 5:15pm TTh
ERK213 Anderson
Meets between: June 4-Aug. 1
No Class July 1 - July 5

FIT874.601 (30606)
7:00pm- 7:30pm MW
ERK213 Anderson
Meets between: June 3-July 31
No Class July 1 - July 5

FIT874.602 (30607)
6:15pm- 6:45pm TTh
ERK213 Anderson
Meets between: June 4-Aug. 1
No Class July 1 - July 5



FITNESS CENTER MEMBERSHIPS

The Total Fitness Center offers a variety of membership options. Choose the one that works best for you. Make sure to ask about our same household discounts. Call (630) 466-2530 for registration information and to schedule an orientation.

Note: The Fitness Center is open to anyone 16 years of age or older.

3-Month FIT800.700	(30569)	\$89 ERK126
6-Month FIT802.700	(30570)	\$169 ERK126
Year Individual FIT804.700	(30571)	\$299 ERK126
Year Couple (two people; same household) FIT811.700	(30572)	\$469 ERK126
Additional third and fourth Member* FIT814.700	(30574)	\$129/each ERK126
Additional fifth Member* FIT815.700	(30575)	\$59 ERK126

* Requires corresponding Year Couple membership.

Daily passes and monthly memberships are also available by visiting the Total Fitness Center in Erickson Hall.

Daily Pass	\$8
Monthly Membership	\$35

Prices subject to change without notice.

METABOLISM MATTERS

Weight management success is just a simple measurement away! With BodyGem, a device used to measure your metabolism, you can easily and quickly determine your resting metabolic rate. Your metabolic measurement can then be used to determine an accurate daily calorie target designed to best assist you with meeting your personalized weight management goals. Call the Total Fitness Center at (630) 466-2530 for more information and to schedule an appointment.

Note: BodyGem includes a metabolic measurement, a printed report of calorie budgets and a review of the results.

CLASS FEE: \$39

FIT860.700	(30578)
TBA	
ERK126	Anderson
Meets between: May 18-Aug. 14	

TAI CHI

Center yourself as you become aware of your own energy while relaxing your mind and strengthening your body. Tai Chi, an ancient form of meditative exercise, helps you meet day-to-day challenges by harmonizing mind and body.

CLASS FEE: \$79

FIT882.001	(30599)
9:00am- 9:45am	T
FLD254	Anderson
Meets between: June 4-July 30	
No Class July 1 - July 5	

FIT882.002	(30600)
9:00am- 9:45am	F
FLD254	Anderson
Meets between: June 7-Aug. 2	
No Class July 1 - July 5	

FIT882.600	(30601)
7:00pm- 7:45pm	M
FLD254	Anderson
Meets between: June 3-July 29	
No Class July 1 - July 5	

FITNESS AND RECREATION

FUNDAMENTALS FIRST - MOVEMENT SCREENING AND EXERCISE PLAN

Are you looking to achieve higher levels of fitness and performance? Start with an evaluation of your movement patterns; end with a customized exercise plan designed to balance and improve your physical ability. Call the Total Fitness Center at (630) 466-2530 to schedule your appointment. CLASS FEE: \$59

FIT863.700 (30576)

TBA

ERK126

Anderson

Meets between: May 18-Aug. 14

YOGA

Hatha Yoga focuses on the union of mind, body and breath through asana practice. The poses enhance muscular strength, flexibility, energy, concentration and relaxation.

CLASS FEE: \$136

FIT892.001 (30602)
7:00am- 7:50am MTWTh
FLD254 Punsalan

Meets between: June 10-Aug. 1
No Class July 1 - July 5



JOIN OUR TOTAL FITNESS CENTER



Waubonsee's Total Fitness Center, located on the Sugar Grove Campus, is dedicated to fitness excellence. Feel the energy, achieve results and enjoy the experience. Open to anyone 16 years of age or older, our facility is a great place to work out, whether you purchase a membership or just want to take classes.

PROFESSIONAL EXPERTS

Our experienced fitness experts are committed to assisting members through all phases of exercise. The fitness specialists are nationally certified personal trainers with college degrees.

Join Now!

The Total Fitness Center offers a variety of membership options.

WE OFFER

- Personal Training
- Full Range of Cardiovascular Equipment, Strength Training Systems and Free Weights
- Cardio Theater Entertainment Center
- Free Wi-Fi
- Locker Rooms with Showers
- Complimentary Workout Towels
- Indoor Running Track
- Open Gym

OUR SERVICES

In addition to memberships, we provide the following services (membership not required):

Movement Screening and Exercise Plan - Fundamentals First

Start with an evaluation of your movement patterns and end with a customized exercise plan.
\$59

Metabolism Matters

Find out how you can make a plan for weight management with BodyGem.
\$39

Body Fat Analysis

Determine your percentages of body water, fat and lean mass.
\$12

MIND AND BODY

HATHA YOGA FOR BEGINNERS

Experience the benefits of Hatha Yoga. Firm and tone your body while learning how to reduce stress, improve balance, flexibility and concentration. Designed for those new to Hatha Yoga, you will learn specific postures in combination with controlled breathing, as well as how to focus on breathing and relaxation techniques. Wear loose, comfortable clothing and bring an exercise mat.
CLASS FEE: \$49

MNB801.600 (30698)
8:00pm- 9:00pm W
FLD254 Expert
Meets between: May 29-June 26

HATHA YOGA CONTINUED

Hatha Yoga is the slow and deliberate stretching of muscles and stimulation of inner organs. One way to think of Hatha Yoga is the union occurring between mind, body and spirit. Continue your practice of Hatha Yoga and refine your techniques. Designed for those who have taken Hatha Yoga for Beginners or have a similar level of experience. This class can be repeated as many times as desired.
CLASS FEE: \$49

MNB803.600 (30699)
8:00pm- 9:00pm W
FLD254 Expert
Meets between: July 10-Aug. 7



PERSONAL GROWTH AND HOME

HOBBIES AND SPECIAL INTERESTS

GENEALOGY 101

Have you thought of starting your family tree, but don't know where to begin? Uncover new and exciting information about your ancestors by learning how to record what you already know! Instructor and soon to be certified genealogist, Carrie Swift, has been doing genealogy for many years. You'll learn how to organize your family documentation, interview living relatives, research effectively and locate physical repositories. You'll also become familiar with free websites used for research and building family trees. Come to class with a list of ancestors you already know!
Note: Computers will be used in class. Basic computer knowledge is recommended for this class.
CLASS FEE: \$59

HBY840.600 (30696)
6:30pm- 8:30pm Th
HCC105 Swift
Meets between: July 11-Aug. 1

SCIENCE AND
TECHNOLOGYINTRODUCTORY
COMPUTER

COMPUTERS 101

New to computers? Take part in this relaxed, hands-on class and learn keyboard and mouse skills. Find out about the parts of a computer and everything that goes along with it, as well as computer terminology. Learn how to organize and find items on your computer. Surf the Internet and discover interesting websites. Get an overview of Microsoft Office to see what you can do with it. Follow this class with Microsoft Office at Home. Note: Please come to class prepared with your X-number and password. For more information about the specific content of this course contact the Community Education department at (630) 466-2360.

INT804.600 (30695)
6:30pm- 9:00pm W
HCC103 Expert
Meets between: May 15-May 29

MICROSOFT OFFICE AT
HOME

New to Microsoft Office? Join us for this relaxed, hands-on six-week course. Start with MS Word to create basic documents then move up to using backgrounds, borders, pictures and bullets to create an eye-catching flier. Master tabs, tables, columns, page breaks, headers, footers, and much more! Next, learn the basics of MS Excel by creating a sample budget spreadsheet, using basic formulas, sorting and more. Finally, discover what you can do with a MS PowerPoint presentation! An experienced instructor in computers and technology, Carrie Swift, will lead this class at a comfortable pace for students. Note: Please come to class prepared with your X-number and password.

INT845.600 (30697)
6:30pm- 8:30pm MW
HCC105 Swift
Meets between: July 15-July 31

WORLD
LANGUAGESLEARN A LITTLE
SPANISH

Overcome your fear of learning a new language in this six-week class — designed for individuals who have had no previous Spanish experience, but who want to start speaking and understanding the language. You'll begin to feel comfortable using Spanish both in class and in the real world. Class will be taught at a slow pace and will start from the beginning of learning the Spanish language. Follow this class with Learn More Spanish. Note: For more information about the specific content of this course and textbook requirements, email communityed@waubonsee.edu. CLASS FEE: \$179

LAN805.600 (30669)
6:30pm- 9:00pm MW
APC180 Expert
Meets between: May 20-June 26

LEARN MORE
SPANISH

If you have the most basic Spanish language skills, but are ready for more, you'll progress in this vocabulary-building class suited for those with some prior exposure to the language. You'll begin speaking in class the very first week as you grow comfortable with vital conversational builders including fundamental grammar, working phrases and important vocabulary. This essentials class hands you necessary language tools you can put to work as you walk out of the classroom door and into the Spanish-speaking world. Note: For more information about the specific content of this course and textbook requirements, email communityed@waubonsee.edu. Prereq: Learn a Little Spanish or equivalent Spanish language skills. CLASS FEE: \$129

LAN808.600 (30670)
6:30pm- 9:00pm MW
APC180 Expert
Meets between: July 8-July 31



Trips and Tours

Travel to far-away destinations or make new discoveries close to home. Explore Local Excursions and Extended Tours created and curated by Community Education.

For more details and registration information, visit www.waubonsee.edu/trips or call our travel specialist at (630) 466-2360

LOCAL EXCURSIONS

Circa 21 - Grumpy Old Men, the Musical

The laugh-out-loud story of family, friendship, love and romance in a fresh new musical that's guaranteed to delight. Based on the 1993 movie, Grumpy Old Men is the story of two aging neighbors, Max and John, who have been feuding for more than fifty years. When the beautiful and charming Ariel moves in across the street, the rivalry is raised to new heights. Can her love and compassion reunite their friendship? Rated PG13 Fee includes: Lunch, theatre, transportation.

CLASS FEE: \$99

TRP802.001 (30588)

9:30am- 6:30pm F

Meets on: May 31

Everything Wisconsin

Enjoy this three-day tour of Wisconsin featuring everything we love from our neighbors up north. Tour the Dells in the Original Wisconsin Ducks and enjoy the Lumberjack Show, Tommy Bartlett Show and a Cook Shanty Lunch. Celebrate the 100th Anniversary of Lambeau Field with a behind-the-scenes tour and lunch. Enjoy a Native American Experiential and dinner at the Oneida Cultural Heritage Village before the evening Pow Wow with dancing, singing, crafts and the Woodland Indian Art Show and market. Journey home with stops at The History Museum at the Castle exhibiting Guitar: The Instrument that Rocked the World. Savor the flavors of a supper club before exploring the Shops at Woodlake in Kohler. Enjoy a tour and dinner at the Wisconsin Museum of Quilts and Fiber Arts and, of course, a stop at the Mars Cheese Castle. Register/Refund by June 13, 2019. Fee includes: Two nights accommodations, five tours, three shows, eight meals, transportation.

TRP803.001 (30589)

8:00am- 9:00pm ThFSa

Note: Fee for this section is \$579 for single occupancy.

Meets between: June 27-June 29

193TRP803.002 (30593)

8:00am- 9:00pm ThFSa

Note: Fee for this section is \$459 per person, double occupancy.

Meets between: June 27-June 29

Architecture - Chicago Style

Start the day at Chicago Architecture Center (CAC), the city's newest must-see cultural destination. Discover everything architecture in Chicago with interactive exhibits and hosts to answer your questions. Enjoy lunch aboard Chicago's First Lady Cruises with a guided tour of the city's architecture. Afterward, a stop at International Interior Design Association (IIDA) for a look at their office along with a brief history of the association and a chance to snap some photos. On to Apple Michigan Avenue, a glass-enclosed design filled with everyone's techie needs, and Ghirardelli's Ice Cream and Chocolate Shop for a scoop of ice cream. Motorcoach drop-off and pick-up at CAC. Walk to River Cruise, IIDA, Apple and Ghirardelli, all within ½ mile. Register/Refund by July 19, 2019. Fee includes: Tour, cruise, lunch, ice cream. CLASS FEE: \$99

TRP805.001 (30591)

7:30am- 5:30pm W

Meets on: July 24



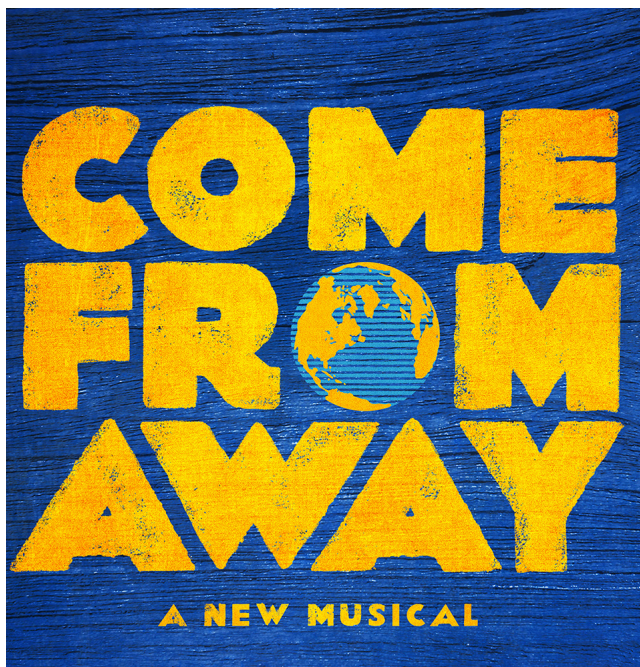
Broadway in Chicago - "Come From Away"

On 9/11, the world stopped. On 9/12, their stories moved us all. The true story of the small town that welcomed the world. Come From Away takes you into the heart of the remarkable true story of the 7,000 stranded passengers and the small town of Newfoundland that welcomed them. Cultures clashed and nerves ran high but uneasiness turned into trust, music soared into the night, and gratitude grew into enduring friendships. "It takes you to a place you never want to leave." Walk from lunch at 312 Chicago to theatre, 175 feet. Register/refund by July 31, 2019. Fee includes: Lunch, theatre, transportation. CLASS FEE: \$129

TRP808.001 (30592)

9:30am- 7:00pm W

Meets on: Aug. 14



EXTENDED TOURS

Mississippi River Cruise

American Classic Tours

Delight in the beauty of the Mississippi River Valley on a full day, 100-mile cruise aboard the Celebration Belle. Cruise from Dubuque to Bettendorf while enjoying a full breakfast, lunch and prime rib dinner as well as narration by the captain, live entertainment, activities, travel through three locks and dams and views of majestic bluffs.

June 26, 2019 (3 days)

\$1,059 per person, double

Final Payment by March 25, 2019

Best of Scandinavia

Mayflower Tours

The remarkable cities of Stockholm, Oslo, Bergen and Copenhagen will come alive filled with history, the Viking legends, Hans Christian Andersen and The Little Mermaid. Embrace the natural beauty of the Scandinavian countries

July 10, 2019 (10 days)

From \$2,799 per person, double plus \$280 for intercontinental flights.

\$4,099 per person, double with air plus \$280 for intercontinental flights.

Final Payment by April 17, 2019





Wine, Rail and Redwoods

Fancy Free Holidays

Ride historic rails through stunning redwood forests, along shimmering waterways and among the vineyards of wine country. The breathtaking beauty of the Pacific Coast and Yosemite National Park are a part of this journey through the Golden State.

July 17, 2019 (7 days)

From \$3,499 per person, double, includes air and home pick-up

Final Payment by April 10, 2019

Highlights of Route 66

Cosmos

Follow legendary Route 66 and see how Americans traveled from the 1920s through the 1960s. This historic route begins in Chicago, travels through eight states, and ends in Los Angeles. On this Route 66 tour, you'll get the opportunity to travel to some of the cities along Route 66, visit many of the Route 66 museums, and step back in time to when the journey was part of the fun.

August 10, 2019 (16 Days)

From \$2,666 per person, double – Land Only (one-way air from Los Angeles to Chicago needed)

Final Payment by June 1, 2019



Discover more extended tour options at www.waubonsee.edu/trips or call our travel specialist at (630) 466-2360.



Colors and Cathedrals of French Canada

Mayflower Tours

The color of French Canada's Laurentian Mountain range during autumn foliage is the backdrop for the majesty of Quebec's sacred shrines and historic cathedrals.

September 20, 2019 (8 days)

From \$2,349 per person, double

\$3,449 per person, double with air

Final Payment by July 19, 2019

Flavors of India

Mayflower Tours

Discover the magic of India — experience the history in Delhi, visit the Taj Mahal and the "pink city" of Jaipur, and go on a safari in Ranthambore.

October 17, 2019 (12 days)

From \$2,279 per person, double

\$3,879 per person, double, with air

Final Payment by July 17, 2019

Four Country Danube and Black Sea River Cruise

Premier World Discovery

Romania, Bulgaria, Serbia, and Hungary await! Join a river cruise through these amazing countries and explore castles, cathedrals, and historic towns. Enjoy a seven-night cruise, three nights in first-class hotels, and 26 meals.

October 19, 2019 (12 days)

From \$5,099 per person, double,
includes air from O'Hare

Final Payment by August 3, 2019

Nashville Christmas

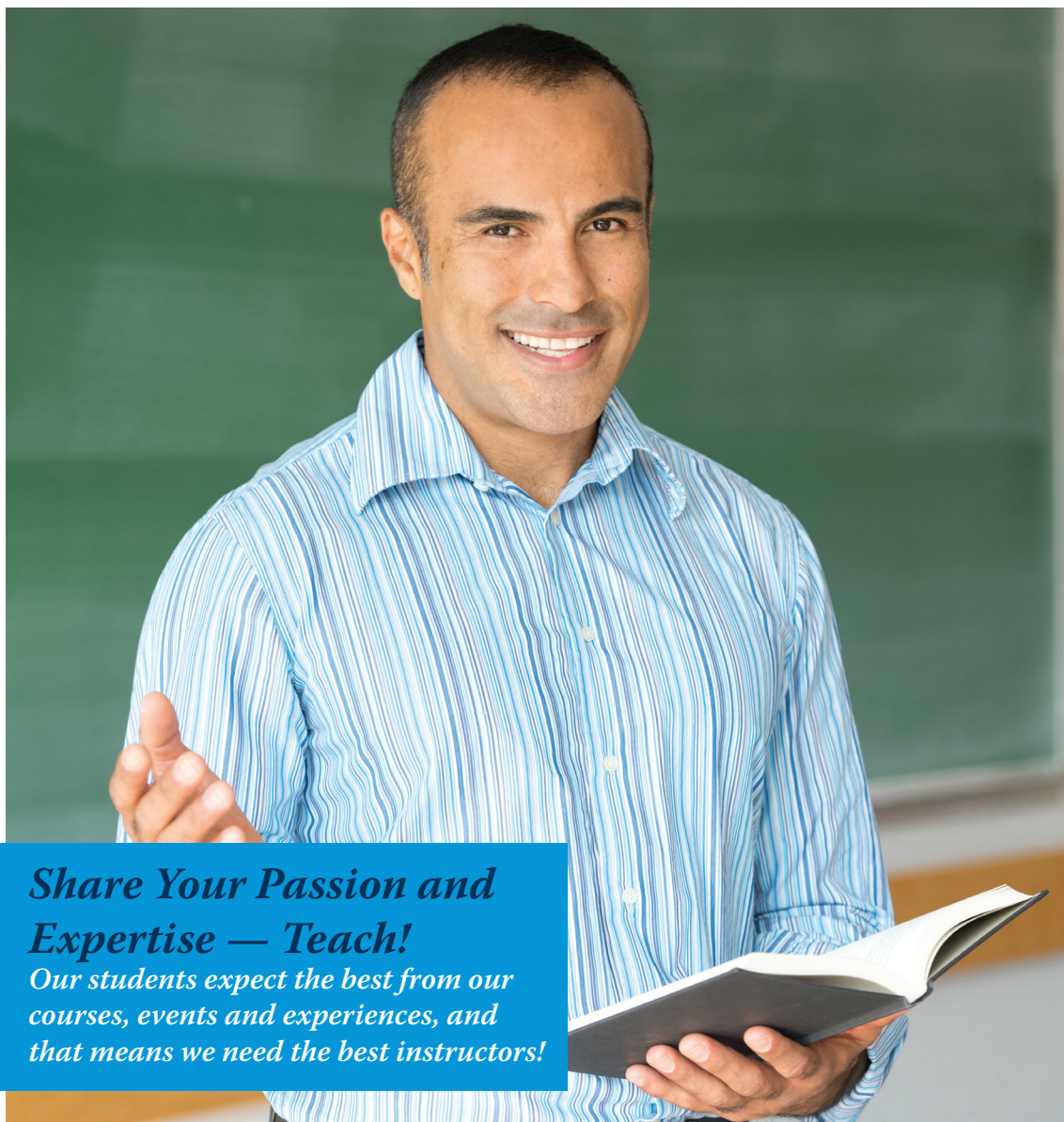
American Classic Tours

Get in the holiday spirit as we visit the Music City—Nashville, Tennessee! Enjoy a four-night stay at the magnificent Opryland Hotel. This trip will feature a guided tour of Nashville highlighting Music Row recording studios area, homes of country and western music stars, the Parthenon, Ryman Auditorium, the Country Music Hall of Fame and more.

November 21, 2019 (5 days)

From \$2,298 per person, double

Final Payment by September 1, 2019



Share Your Passion and Expertise — Teach!

Our students expect the best from our courses, events and experiences, and that means we need the best instructors!

PERSONAL ENRICHMENT

Discover how you can partner with Community Education to create and teach a personal enrichment course or host a Unique Local Experience. You'll inspire and inform others with your enthusiasm and expertise. You'll also be promoting your business and making extra money, too.

PROFESSIONAL DEVELOPMENT

Professional subject matter experts are needed in a variety of areas, especially those who are bilingual. Share your knowledge and improve your industry by working with us.

For more details and to apply, visit
waubonsee.edu/employment



PROFESSIONAL DEVELOPMENT Work

This is Your Future!

Develop Your Potential

Enhance Your Skills

Take Charge of Your Career

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American
Heart
Association®

AUTHORIZED
TRAINING
C E N T E R

Anyone can learn CPR—and everyone should!

Cardiac emergencies happen everywhere: in the workplace, at home, out in the world. You know bystander CPR increases a victim's chance of survival. Equip yourself with skills to act quickly in emergencies and ultimately save lives with our community-focused training in general first aid, instructor certification and several CPR/AED courses.

- **Basic Life Support (BLS) Provider Training**

for health care professionals includes initial certification and certification renewal

- **Heartsaver CPR/AED**

courses for community members also meet DCFS requirements for child care providers

Waubonsee Community College is an American Heart Association (AHA) Training Center. Two-year AHA certifications can be provided in CPR/AED and First Aid. We provide a regular schedule of CPR classes on campus and also bring training to businesses and organizations. Our expert instructors ensure consistent, high-quality training and hands-on practice in key techniques.

- First aid procedures
- CPR techniques

- AED usage
- Bloodborne pathogens controls



*See the following pages
to explore your options.
If you need helping
choosing the right
course, call
(630) 870-3902.*

HEALTH CARE PROFESSIONALS

MENTAL HEALTH FIRST AID

This 8-hour course incorporates an evidence-based curriculum that is appropriate for educators, health care professionals, first responders, human resource professionals, social service experts, and caring citizens. Participants will learn how to identify risk factors for and warning signs of several mental health issues including: major depression, anxiety disorder, psychosis, substance abuse and suicidal behavior. The Mental Health First Aid course provides participants with strategies for managing crises and identifying appropriate mental health treatment resources. Upon successful completion of the course, participants will receive the nationally-recognized certification in Mental Health First Aid.

WORKBOOK FEE: \$99

ALT901.600 (30560)

6:30pm- 8:30pm MW

FOXVLY165 Jones

Meets between: June 3-June 12

BLS PROVIDER CPR

High-quality CPR is the foundation of lifesaving resuscitation for cardiac arrest victims. Whether you're certifying for the first time or renewing, this nationally-recognized American Heart Association course provides you confidence-building skills from instructors who can provide real-life experience. You will learn both single-rescuer and team basic life support skills for application in both pre-hospital and in-facility environments, with a focus on high-quality CPR and team dynamics. Plus, you will participate in simulated clinical scenarios and learning stations. Successful completion of hands-on skills testing and a written examination are required for a two-year certification. This is the appropriate course for Nursing and Health Professions students.

WORKBOOK FEE: \$79

AHA920.001 (30553)

8:00am- 12:30pm T

FOXVLY217 Ries

Meets on: June 18

AHA920.002 (30554)

8:00am- 12:30pm Th

FOXVLY217 Ziemnik

Meets on: June 27

AHA920.003 (30559)

8:00am- 12:30pm F

FOXVLY217 Baum

Meets on: Aug. 2

AHA920.600 (30555)

5:30pm- 9:30pm T

FOXVLY217 Baum

Meets on: July 2

AHA920.601 (30556)

5:30pm- 9:30pm W

FOXVLY217 Salvador

Meets on: July 3

AHA920.602 (30557)

5:30pm- 9:30pm T

FOXVLY217 Salvador

Meets on: July 16

AHA920.603 (30558)

5:30pm- 9:30pm W

FOXVLY217 McCornack

Meets on: July 24

Successful completion of hands-on skills testing is required for two-year certification. Note: Meets DCFS requirements for child care providers. Does NOT meet the requirements for healthcare professionals or healthcare students. Fee Includes: Student Manual and materials
WORKBOOK FEE: \$59

AHA902.600 (30475)

5:30pm- 9:30pm T

FOXVLY217 Ries

Meets on: June 11

AHA902.601 (30476)

5:30pm- 9:30pm Th

FOXVLY217 McCornack

Meets on: June 20

AHA902.602 (30477)

5:30pm- 9:30pm Th

FOXVLY217 Salvador

Meets on: July 11

AHA902.603 (30478)

5:30pm- 9:30pm M

FOXVLY217 Baum

Meets on: July 29

HEARTSAVER FIRST AID, CPR/AED FOR ADULTS, CHILDREN AND INFANTS

Learn basic CPR and relief of choking skills for adults and children and how to use an Automated External Defibrillator (AED). First Aid techniques are included. Successful participants will receive CPR-AED and First Aid certification that is valid for two years. Fee Includes student manual and materials.

WORKBOOK FEE: \$99

AHA926.800 (30479)

8:30am- 4:30pm Sa

FOXVLY217 Ziemnik

Meets on: June 15

AHA926.801 (30480)

8:30am- 4:30pm Sa

FOXVLY217 Ziemnik

Meets on: July 27

COMMUNITY MEMBERS

HEARTSAVER CPR/AED FOR ADULTS, CHILDREN, AND INFANTS

According to the Occupational Safety and Health Administration (OSHA), nearly 80 percent of sudden cardiac arrests occur outside the hospital. Bystander CPR increases a victim's chance of survival. Through our Heartsaver CPR AED Course, taught by seasoned instructors with real-life experience, you gain the confidence and skills to respond. Using the American Heart Association's research-proven Practice-While-Watching (PWW) technique allows instructors to provide feedback while participants gain hands-on experience performing CPR and working with an AED.



American
Heart
Association®

**AUTHORIZED
TRAINING
CENTER**

INSTRUCTORS

AMERICAN HEART ASSOCIATION CPR INSTRUCTOR RENEWAL

The American Heart Association trains more than 12 million people in CPR annually, with the help of their Instructors. This course, designed for current AHA CPR Instructors, provides an update of AHA policies and guidelines, a review of CPR Instructor and CPR provider skills, and an update on WCC Training Center policies. The course is one requirement for renewing Instructor certification. Successful completion of hands-on skills testing and a written examination is required for two-year certification. In order to attend, participants must present their current BLS Provider or Heartsaver Instructor card in class and bring their copy of the Instructor Manual.

WORKBOOK FEE: \$75

AHA930.600 (30481)
5:30pm- 9:30pm W
FOXVLY217 Salvador
Meets on: Aug. 7

BUSINESS AND FINANCE

BOOKKEEPING SERIES

SMALL BUSINESS: GET YOUR BOOKS INTO SHAPE

Attention business owners and accounting managers! Need to optimize the performance of your accounting department? Is your goal to save time on your monthly bookkeeping? Learn from an expert in this lecture-based experience and explore all the workflow options available in QuickBooks. Dive into the control mechanism for your company's

financial data, the all-important Chart of Accounts. Learn how this overlooked tool is vital to your success. Explore the customization options to give you a user-friendly experience while gaining tips and tricks to work more efficiently.

CLASS FEE: \$59

193BUS942.600 (30493)
6:00pm- 8:30pm T
DWNTN244 Expert
Meets on: June 4

MAKE YOUR BUSINESS MORE PROFITABLE

Learn about two key areas of profitability (pricing and product mix). Walk away with insight for establishing a greater profit margin in your small business. Explore job costing and learn how to categorize the costs of products made and sold. Discover how to arrive at the best price possible for your product or service. Learn how you can utilize QuickBooks for tracking purposes and further analysis of goods and services sold.

CLASS FEE: \$59

BUS943.600 (30494)
6:00pm- 8:30pm T
DWNTN244 Expert
Meets on: June 11

BOOKKEEPING ESSENTIALS: THE KING OF REPORTS

What secret weapon does every top-notch accounting professional treasure? Reports! Examine all of the options for creating and customizing reports in QuickBooks. Learn how to interpret the many options now at your disposal. Gain an understanding of all the numbers by reviewing three main monthly reports. Learn other options that can be used to guide your decision-making process. See why the budget process is a vital aspect of accounting in the small business world and improve your analytical skills.

CLASS FEE: \$59

BUS944.600 (30495)
6:00pm- 8:30pm T
DWNTN244 Expert
Meets on: June 18

BOOKKEEPING FOR SMALL BUSINESS SUCCESS

Learn how to optimize the performance of your accounting and bookkeeping efforts, review two key areas of profitability, explore the many reporting options using QuickBooks and more in this lecture-based bookkeeping series led by a certified QuickBooks ProAdvisor. Fee includes: Three workshops: Get Your Books into Shape, Make Your Business More Profitable, and Bookkeeping Essentials: The King of Reports.

CLASS FEE: \$159

BUS941.600 (30492)
6:00pm- 8:30pm T
DWNTN257 Expert
Meets between: June 4-June 18

PARALEGAL

PARALEGAL CERTIFICATION PREPARATION

Paralegals are involved in sophisticated legal work in traditional law office settings and in the corporate, government and public arenas. Obtaining a quality education is the best way to prepare for the paralegal profession. This self-paced, online program will get you ready for an entry-level paralegal position, and it'll prepare you to take the certification exam.

CLASS FEE
(with exam voucher): \$2,195

CLASS FEE
(no exam voucher): \$1,995

Enroll anytime for this online course.

Learn more at:
waubonsee.edu/ProBiz

PROVE VALUE WITH A CERTIFICATION



*"Certifications are written proof of your skills.
They show employers that you have the expertise
and are familiar with the tools of the job." – CareerBuilder.com*

Earning a valuable career certification is easy with Waubonsee's online programs, offered in partnership with ed2go. Start or change careers — with unbeatable convenience.

Find these featured programs throughout the schedule:

- **Paralegal**
- **CompTIA A+ Certification**
- **Certified Information Systems Auditor (CISA)**
- **Certified Information Security Manager (CISA)**
- **CBCS Medical Billing and Coding**
- **Certified Electronic Health Records Specialist**
- **Clinical Dental Assistant**
- **CPC Medical Billing and Coding**
- **Pharmacy Technician**
- **Certified Six Sigma: Green Belt**

Visit careertraining.ed2go.com/waubonsee to explore all online career programs!

COMPUTER SOFTWARE

COMPUTER SUPPORT

W COMPTIA A+ CERTIFICATION TRAINING

This course will prepare you for CompTIA A+ certification, which you'll earn after you pass two exams. The CompTIA A+ Certification exam 220-901 covers the foundational hardware knowledge a PC support technician should know. The CompTIA A+ Certification exam 220-901 covers the operating system, virtualization, mobile device management and hardware troubleshooting skills.

CLASS FEE
(with exam voucher): \$1,995
CLASS FEE
(no exam voucher): \$1,695

Enroll anytime for this online course.

Learn more at:
waubonsee.edu/ProComp

DATABASE

ACCESS LEVEL 1

Learn to build, edit and maintain a database in Microsoft Access 2016, complete with tables, reports, forms, macros and queries to give you fast access to all your important information. Fee includes: materials.
CLASS FEE: \$189

DBS900.001 (30497)
8:00am- 4:30pm F
HCC101 Expert
Meets on: May 31

ACCESS LEVEL 2

Enhance your Access skills in this class. The topics to be covered in Access Level 2 include managing tables — column size, defining data entry properties with validation and default values, controlling data integrity with AutoCorrect, and understanding table relationships; building/modifying forms — creating forms in design view and calculated controls; modifying forms layout working with select queries; viewing query properties and using basic macros.
Prereq: Completion of Access Level 1 or equivalent experience. Fee includes: materials.
CLASS FEE: \$189

DBS901.001 (30498)
8:00am- 4:30pm F
HCC101 Expert
Meets on: June 7

INFORMATION SECURITY

ADVANCED PC SECURITY

Use ethical hacking techniques to locate and close security holes in your own network. You will discover the complex method of electronic breaking and entering.
CLASS FEE: \$149

Enroll anytime for this online course.

Learn more at:
waubonsee.edu/ProComp

CERTIFIED INFORMATION SYSTEMS SECURITY PROFESSIONAL (CISSP)

Information security has become a critical part of virtually every organization — no matter the industry. The Certified Information Systems Security Professional (CISSP) training is an engaging, fully online program that provides in-depth instruction in key area related to information /cyber security.
CLASS FEE: \$1,995

Enroll anytime for this online course.

Learn more at:
waubonsee.edu/ProComp

CERTIFIED INFORMATION SYSTEMS AUDITOR (CISA)

Information security is one of the fastest-growing career paths in the IT industry and professionals with Certified Information System Auditor (CISA) certification are already a step ahead of their competition. This certification is extremely technical, your abilities more than other certifications might.
CLASS FEE
(with exam voucher): \$1,395
CLASS FEE
(no exam voucher): \$795

Enroll anytime for this online course.

Learn more at:
waubonsee.edu/ProComp



CERTIFIED INFORMATION SECURITY MANAGER (CISM)

Information security is without question one of the hottest and most lucrative areas of the field. The CISM cybersecurity certification promotes consistent international practices and provides management with reassurance of your skills.

CLASS FEE

(with exam voucher): \$1,395

CLASS FEE

(no exam voucher): \$795

Enroll anytime for this online course.

Learn more at:

waubonsee.edu/ProComp

INFORMATION SECURITY TRAINING

This training program includes three of the most valuable certifications in IT security — certifications that command some of the most lucrative salaries.

You will complete training for the CISA, CISM and CISSP certifications. The vendor-neutral CISSP certification is the ideal credential for those looking to learn deep technical and managerial competence.

CLASS FEE

(with exam voucher): \$3,295

CLASS FEE

(no exam voucher): \$1,795

Enroll anytime for this online course.

Learn more at:

waubonsee.edu/ProComp

For more information on how to read this schedule, see page 37.

OFFICE SUITES

INTRODUCTION TO MICROSOFT OUTLOOK 2013

Get up to speed with the latest development in Outlook, including how to manage your e-mail, calendar, and contacts and how to get the most out of program tools such as Search Folders and Quick Steps.

CLASS FEE: \$525

OPS900.600 (30496)

6:00pm- 9:00pm W

HCC103 Expert

Meets between: June 5-July 17

MICROSOFT OFFICE 2019/365 VALUE SUITE

Get up to speed on the newest versions of the standards of workplace productivity software — Word, Excel and PowerPoint. Get hands-on practice in this convenient and comprehensive online course.

CLASS FEE: \$324

Enroll anytime for this online course.

Learn more at:

waubonsee.edu/ProComp

SPREADSHEET

EXCEL LEVEL 1

Participants learn the basics of electronic spreadsheet creation. Topics include: screen and toolbar identification; working with new and existing workbooks; text and value entry; using simple formulas; navigating throughout a worksheet; inserting and deleting columns, rows, cells and named ranges; relative and mixed cell references and font adjustments.

Prereq: A basic knowledge of Windows. Fee includes: materials.

CLASS FEE: \$189

SPR900.800 (30499)

8:30am- 1:00pm Sa

HCC101 Expert

Meets between: June 1-June 8

EXCEL LEVEL 2

This seminar enhances the skills learned in Excel Level 1. Participants will be introduced to: workbook data management, table usage techniques including references for using formulas and data analysis. Students will also learn how to automate tasks, enhance charts, share files and incorporate Web information.

Prereq: Completion of Excel Level 1 or equivalent experience.

Fee includes: materials.

CLASS FEE: \$189

SPR901.800 (30500)

8:30am- 1:00pm Sa

HCC101 Expert

Meets between: June 15-22

EXCEL LEVEL 3

Increase spreadsheet skills by learning advanced features of the software. Topics covered include working with lists; using basic analysis tools including scenarios and maps; working with pivot tables and database queries; and importing and exporting files.

Prereq: Completion of Excel Level 2 or equivalent experience. Fee includes: materials.

CLASS FEE: \$189

SPR902.800 (30501)

8:30am- 1:00pm Sa

HCC101 Expert

Meets: June 29 and July 13

HEALTH AND SAFETY

FOOD SERVICE AND SANITATION

FOOD SERVICE SANITATION MANAGER CERTIFICATION EXAM PREP (1-DAY)

This eight-hour course offers content targeted to supervisory personnel in food service, provides key concepts in: controlling food-borne illness regulations, safe food storage and handling, pest control, sanitizing procedures, equipment design, and facility construction. The course finishes with the administration of the ServSafe exam.

Note: A FSSMC is earned by completing an approved eight hour course with an Illinois approved instructor and passing a national exam accredited by the Conference for Food Protection (CFP) with a 75% or higher, then paying a fee to The Illinois Department of Public Health (IDPH) for the certificate, which is valid for five years from the exam date. For more information visit: <http://www.dph.illinois.gov/topics-services/food-safety/fssmc> The National Restaurant Association provides an ANSI-CFP Accredited Exam (ServSafe) that is recognized by the IDPH. For more information visit: <http://www.servsafe.com/regulatory-information/illinois-manager-regulatory-changes> Fee includes: Exam.

WORKBOOK FEE: \$179

FSS907.001 (30562)
8:00am- 5:00pm W
FOXVLY222 Brewster
Meets on: June 5

FSS907.002 (30563)
8:00am- 5:00pm M
FOXVLY222 Brewster
Meets on: July 15

FSS907.003 (30564)
8:00am- 5:00pm W
FOXVLY222 Brewster
Meets on: Aug. 7

ILLINOIS FOOD HANDLER TRAINING

This ANSI-accredited online Food Handler Training course is approved for use in the State of Illinois. Required for all food handlers at places of employment such as restaurants, fast food, concession stands, hospitals, licensed day care facility, and nursing homes within 30 days of hire.

Do not buy the Food Handler Training if you hold a valid Food Protection Manager Certification pursuant to current food safety law.

Upon successful completion of your course and test, you will print your Food Handler Card. This card is valid for 3 years.

Compatible Devices: computers, tablets, and smartphone-no need for any other downloads

CLASS FEE: \$9.95

Enroll anytime for this online course.

Learn more at:
waubonsee.edu/ProHealth

BASSET ALCOHOL TRAINING COURSE

This ANSI-accredited online course is approved for use in the State of Illinois. All on-premise alcohol servers and those required to check identification for alcohol service are mandated to take Beverage Alcohol Sellers and Servers Education and Training (BASSET) by the Illinois Liquor Control Commission. Upon successful completion of your course, you will print your temporary card. An official BASSET card will be mailed by the Illinois Liquor Control Commission. This card is valid for 3 years.

Compatible Devices: computers, tablets, and smartphone-no need for any other downloads

CLASS FEE: \$19.95

Enroll anytime for this online course.

Learn more at:
waubonsee.edu/ProHealth

ILLINOIS ALLERGEN AWARENESS

This ANSI-accredited online Allergen Awareness course is approved for use in the State of Illinois. Food protection managers working in Category 1 restaurants in the State of Illinois must complete allergen training. This online course satisfies these requirements. In addition, your certificate must be kept at your establishment and made available to the health inspector upon request.

Compatible Devices: computers, tablets, and smartphone-no need for any other downloads

CLASS FEE: \$19.95

Enroll anytime for this online course.

Learn more at:
waubonsee.edu/ProHealth

HEALTH CARE PROFESSIONS

CERTIFICATE IN WOMEN'S HEALTH ISSUES

A total of 7 courses:

- Women's Health Issues
- Oral Health
- Women's Mental Health and Wellness
- LGBTQ Health Issues
- International Women's Health
- Effective and Empowering Communication
- Self-Care for Health and Wellbeing

Note: This certificate does constitute 14 continuing education contact hours for nurses, diabetes educators and massage therapists. CLASS FEE: \$115

Enroll anytime for this online course.

Learn more at:
waubonsee.edu/ProHealth

W CBCS MEDICAL BILLING AND CODING

CBCS Medical Billing and Coding is an ideal program for students new to a medical career. If you're seeking entry into the healthcare industry, this comprehensive program will provide you with all of the information you need to earn a certification in medical billing and coding. You will build a foundation of medical vocabulary to help you better understand the contents of a patient's medical record, as well as notes from practicing physicians. In addition, you'll learn current medical coding standards, so you can be successful within the industry.

Upon completion of this program, you will be prepared to sit for the Certified Billing and Coding Specialist (CBCS) exam, offered by the National Healthcareer Association (NHA). The registration fee for this exam is included with this program.

CLASS FEE (with exam voucher): \$2,590

Enroll anytime for this online course.

Learn more at:
waubonsee.edu/ProHealth

W CERTIFIED ELECTRONIC HEALTH RECORDS SPECIALIST

In this program, you'll learn the ins and outs of electronic health records (EHR) systems, along with the many benefits they offer medical practices. You'll get hands-on practice using real EHR software as you prepare to take the National Healthcareer Association's (NHA) CEHRS certification exam.

CLASS FEE (with exam voucher): \$1,795

Enroll anytime for this online course.

Learn more at:
waubonsee.edu/ProHealth

W CPC MEDICAL BILLING AND CODING PROGRAM

This program offers valuable training in legal, ethical, and regulatory concepts that are central to the field, including HIPAA compliance and third-party guidelines for filing insurance claims. You will gain hands-on, practical experience in medical billing and coding and work with the main coding manuals: ICD-10-CM, ICD-10-PCS, CPT, and HCPCS Level II. You will also learn how to code diagnoses, services and procedures for all systems of the body.

CLASS FEE (with exam voucher): \$3,090

Enroll anytime for this online course.

Learn more at:
waubonsee.edu/ProHealth

CERTIFICATE IN NUTRITION, CHRONIC DISEASE AND HEALTH PROMOTION

This certificate is relevant for registered nurses, nurse practitioners, licensed vocational nurses, practical nurses, nursing assistants, social workers, occupational therapists, recreation therapists, physical therapists, respiratory therapists, administrators, psychologists, marriage and family therapists, dietitians, educators, personal care assistants, volunteers, physicians, physician's assistants, chiropractors, clergy, physical fitness professionals, and interested individuals.

The Nutrition, Chronic Disease, and Health Promotion certificate program consists of a total of 7 courses:

- The Politics of Food
- Hunger and Malnutrition
- Genetically Engineered Foods
- Food and Mood: What's the Connection?
- Food-borne Diseases
- How Safe Is Your Water?
- Nutrition, Toxins, and Chronic Disease

Note: This certificate does constitute 12 continuing education contact hours for nurses and diabetes educators.

CLASS FEE: \$109

Enroll anytime for this online course.

Learn more at:
waubonsee.edu/ProHealth

CERTIFICATE IN PAIN MANAGEMENT AND ASSESSMENT

This certificate program is targeted toward health care professionals of all levels and in all positions. It is also relevant for nursing assistants, social workers, occupational therapists, recreation therapists, physical therapists, respiratory therapists, health care administrators, personal care assistants, and volunteers.

The Certificate in Pain Assessment and Management program includes 6 courses, each 2 contact hours in length, for a total of 12 contact hours.

- Pain Theory and Assessment Principles
- Interventions and Treatment of Pain
- Pain Management in the Adult: Acute and Chronic Pain
- Pain Management in Special Populations: Children and the Elderly
- Pain Management in Special Populations: Surgery, Cancer, and HIV
- Treatment of Pain at the End of Life

Note: This certificate does constitute 12 continuing education contact hours for nurses and diabetes educators.

CLASS FEE: \$109

Enroll anytime for this online course.

Learn more at:
waubonsee.edu/ProHealth



HEALTH AND SAFETY

CERTIFICATE IN HEALTHY AGING

This certificate is relevant for registered nurses, nurse practitioners, licensed vocational nurses, practical nurses, nursing assistants, social workers, occupational therapists, recreation therapists, physical therapists, respiratory therapists, administrators, psychologists, marriage and family therapists, dietitians, educators, personal care assistants, volunteers, physicians, physician's assistants, chiropractors, clergy, physical fitness professionals, and interested individuals.

The Healthy Aging certificate program consists of a total of 5 courses:

- Nutrition and Healthy Aging
- The Healthy Aging Brain
- Physical Activity and Healthy Aging
- Centenarians: Keys to Longevity
- Intimacy, Sexuality, and Healthy Aging

Note: This certificate does constitute 10 continuing education contact hours for nurses and diabetes educators.

CLASS FEE: \$109

Enroll anytime for this online course.

Learn more at:

waubonsee.edu/ProHealth

CLINICAL DENTAL ASSISTANT

Learn about every aspect of professional dental assisting, including invaluable real-world perspectives from experienced dental assistants and essential information about anatomy and physiology, preventive dentistry, patient care and communication, radiology, pharmacology, anesthesia, assisting in specialty practices, employment strategies, and much more. Upon finishing this program, you'll be prepared to successfully complete the radiology and infection control portions of the Dental Assisting National Board® exam.

CLASS FEE: \$1,995

Enroll anytime for this online course.

Learn more at:

waubonsee.edu/ProHealth

W PHARMACY TECHNICIAN

Prepare for entry-level pharmacy technician positions by learning medical and pharmaceutical terminology, basic anatomy related to the pharmacology of medications, and pharmaceutical calculations. Get hands-on practice in retail pharmacy procedures through an online lab module.

Learn what information is necessary to process prescriptions and physician orders, and apply that knowledge to fill mock prescriptions. The curriculum also includes the ethics of pharmacy practice and education about prescription medications, patient care and interaction, and charges and reimbursement. Students will be able to take the Pharmacy Technician Certification Exam (PTCE) through the Pharmacy Technician Certification Board (PTCB). The exam voucher is included with the course registration.

CLASS FEE (with exam voucher): \$2,495

Enroll anytime for this online course.

Learn more at:

waubonsee.edu/ProHealth

SAFETY

LOCKOUT/TAGOUT

OSHA's lockout/tagout requirements are intended to ensure maintenance persons and others are protected from the unexpected energization of machines and equipment when they are being serviced or maintained. It is one of the most rigorous of all OSHA's requirements. Many companies still need to come into compliance with this important standard. This course will cover control procedures, periodic inspection, contractor safety, employee training, setting up a program and more.

CLASS FEE: \$99

SAF901.001 (30566)

9:00am- 11:00am W

FOXVLY217 Salvador

Meets on: June 19

ARC FLASH AND NFPA 70E

Learn about the new focus of the NFPA 70E covering Arc Flash Safety. We will cover highlights of the NFPA 70E Standard 'Electrical Safety in the Workplace'. The course will include understanding arc flash/arc blast; requirements for qualified persons; arc flash PPE; Arc Flash and Shock Approach Boundary distances; case studies; how NFPA 70E relates to OSHA requirements and more.

CLASS FEE: \$99

SAF969.001 (30565)

8:00am- 5:00pm T

FOXVLY217 Expert

Meets on: May 21

OSHA CONFINED SPACE STANDARD

If your confined space entry program needs updating, use this session to take an in-depth look at your company's requirements as mandated by OSHA's permit-required confined space standard 1910.146. Learn how to recognize and characterize a confined space, common hazards, duties of entrants, attendants, supervisors and communication and rescue requirements. Remember that atmospheric hazards are some of the most deadly hazards in the workplace. Fee includes: materials. CLASS FEE: \$99

SAF907.001 (30567)

11:30am- 1:30pm W

FOXVLY217 Salvador

Meets on: June 19

OSHA 10-HOUR FOR GENERAL INDUSTRY

Attend this two-day course to learn about OSHA safety requirements in the workplace. Each student will earn their OSHA safety card, issued by the United States Department of Labor. The course covers: machine guarding, lockout tagout, hazard communication, confined space safety, forklift safety and much more.

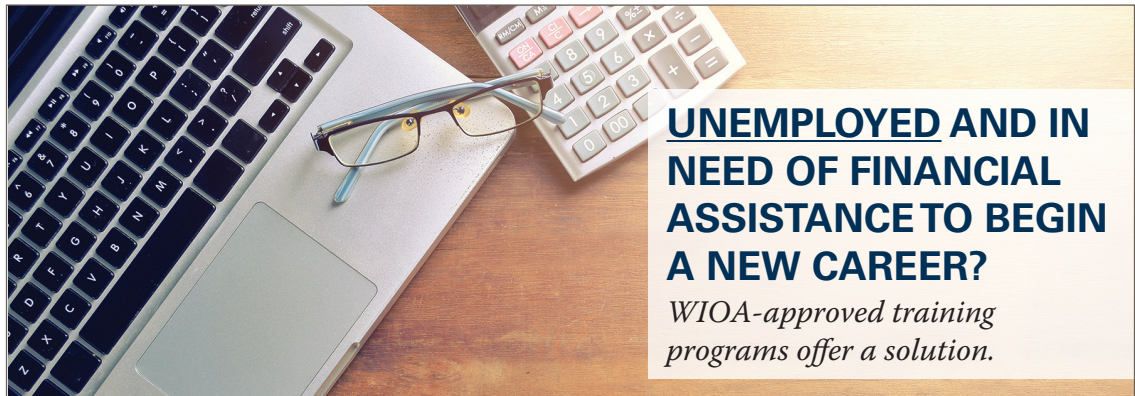
CLASS FEE: \$199

SAF977.001 (30568)

8:00am- 2:00pm MT

FOXVLY217 Salvador

Meets between: June 10-June 11




UNEMPLOYED AND IN NEED OF FINANCIAL ASSISTANCE TO BEGIN A NEW CAREER?

*WIOA-approved training
programs offer a solution.*

The Workforce Innovation and Opportunity Act (WIOA) provides financial assistance for the unemployed to receive training in high-demand occupations. Illinois workNet Centers can provide information on these programs and help you reach your training and employment goals.

STEP 1: Visit www.illinoisworknet.com for more information or stop by one of the Illinois workNet Centers.

STEP 2: If you have been approved for WIOA funds, please contact Workforce Education and Training at (630) 466-2356 to confirm program specifics. Look for the WIOA symbol, marking approved programs throughout this schedule.

 = WIOA-approved program



ONLINE SHORT COURSE BUNDLES

www.ed2go.com/waubonsee

You can take all of our courses from the comfort of your home or office at the times that are most convenient to you. A new session of each course starts monthly. Most courses run for six weeks and are composed of 12 lessons, representing 24 hours of instruction. You can ask questions and give or receive advice at any time during the course. Upon successful completion of the course, you will be able to download a certificate of completion.

AGING AND HEALTH BUNDLE

Certificate in Healthy Aging
Certificate in Gerontology
Certificate in Brain Health

ADMINISTRATIVE ASSISTANT SUITE

Administrative
Assistant Fundamentals
Administrative
Assistant Applications
Effective Business Writing

SQL SERIES: DATABASE DEVELOPMENT

Introduction to SQL
Intermediate SQL

IT NETWORK SECURITY

Introduction to PC Security
Hack Your Way to Security
CompTIA Security+
Certification Prep
CompTIA Security+
Certification Prep 2



LEADERSHIP

Complete all 10 courses to earn Waubonsee's **FRONTLINE SUPERVISOR CERTIFICATION**

FUNDAMENTALS OF SUPERVISION

Learning the basics of being a leader is important. Employees who exceed expectations in their daily work are often promoted into leadership roles. Transitioning from support expert to a leader can at times be difficult. Though technical and functional expertise are essential, they don't necessarily equate to being a good leader. Without the skills needed to communicate effectively, engage and lead others, the transition can be difficult or unsuccessful.

CLASS FEE: \$109

LDR900.001 (30482)
9:00am- 11:00am F
DWNTN244 Expert
Meets on: May 31

RESOLVING CONFLICT

Conflict in the workplace is an inevitable part of the workplace. Whether between individuals or teams, at some point, conflict will arise and will need to be addressed. Different people with different goals and needs come into conflict and often result in personal animosity. But resolving conflict does not need to be a negative experience; in fact, managing conflict can be a catalyst for positive change.

CLASS FEE: \$179

LDR901.001 (30483)
12:00pm- 2:00pm F
DWNTN244 Expert
Meets on: May 31

WORKING WITH DIFFICULT PEOPLE

Have you ever wondered "Why can't I get along with that person?" "What did I do to him/her?" Chances are that you were simply dealing with a difficult person. We try our best to avoid people we feel are difficult. Is it the behavior that is difficult or a difficult person? You will learn tools and skills to use in day-to-day interactions with individuals who display difficult behaviors.

CLASS FEE: \$179

LDR902.001 (30484)
9:00am- 1:00pm F
DWNTN244 Expert
Meets on: June 7

According to LinkedIn™ data, the top five soft skills employers are seeking this year:

- CREATIVITY
- PERSUASION
- COLLABORATION
- ADAPTABILITY
- TIME MANAGEMENT

**MASTER THEM ALL IN
WAUBONSEE'S NEW
LEADERSHIP COURSES.**

MEMBERS OF SHRM (THE SOCIETY FOR HUMAN RESOURCE MANAGEMENT)
CAN EARN CEU'S THROUGH THE PROGRAM.

Visit www.SHRM.org

LEADING EFFECTIVELY DURING CHANGE

The one thing that will be consistent in any person's life is change. Change happens all around us — at home, in our communities and at work. Change is unavoidable. Embracing change is easier when we know what the changes are, why they are happening, the benefits they will bring and how to overcome barriers to change.

CLASS FEE: \$179

LDR903.001 (30485)

9:00am- 1:00pm F

DWNTN244 Expert

Meets on: June 14

CREATING A POSITIVE CULTURE

Working in an environment that is pleasant and warm calms the employees and contributes to their level of success. People want to work with positive, friendly, caring people. This class will explore opportunities, define methodologies and look at some of the opportunities and limitations of promoting a positive culture within an organization.

CLASS FEE: \$179

LDR907.001 (30489)

9:00am- 1:00pm F

DWNTN244 Expert

Meets on: July 19

COMMUNICATION STYLES & SKILLS

The best leaders know that effective communication is as much about listening to others as it is about the words they speak. Communication skills are essential to the success of a leader. How information is shared in the workplace is an important and extremely critical business tool. This class will focus on oral communication rather than written communication.

CLASS FEE: \$179

LDR908.001 (30490)

9:00am- 1:00pm F

DWNTN244 Expert

Meets on: July 26

PRIORITIZING MY TIME

What is important? What must be done? What can wait until later? We are all busy and feel as if there is not enough time in the day. From personal responsibilities, work projects, and life happening, we all want and need more time. Prioritization is an essential skill that we must master to make the best use of our efforts and those of our teams. This skill also helps create an atmosphere of calmness and fluidity that allows us to focus our energy and attention on things that are truly productive.

CLASS FEE: \$179

LDR905.001 (30487)

9:00am- 1:00pm F

DWNTN244 Expert

Meets on: June 28

BUILDING TEAMS THAT WORK

Are you apart of a team that works or just a part of a team? Teamwork is critical to an organization's productivity, success rate and profitability. Teams solve problems better and accomplish tasks faster. Each individual on a team has unique qualities that make that team stronger and more effective. Learning what those qualities are and what role they play on the team will help to create an environment of trust and success.

CLASS FEE: \$179

LDR906.001 (30488)

9:00am- 1:00pm F

DWNTN244 Expert

Meets on: July 12

CUSTOMER EXPERIENCE

Customer service has the power to form a customer's entire perception of an organization. One bad experience can result in losing not only that customer, but future customers as well. You do not want your customers to just be satisfied, you also want them to become loyal. However, even an unhappy customer will become loyal if you are fast, fair and friendly in resolving their complaint. Give customers the experience to make them want to become your customer for life.

CLASS FEE: \$179

LDR904.001 (30486)

9:00am- 1:00pm F

DWNTN244 Expert

Meets on: June 21

IDENTIFYING YOUR STRENGTHS

Are you passionate about your job? Do you have the opportunity to do what you do best every day? Most people do not have that opportunity. People do not focus on their strengths but spend too much time focusing on their shortcomings. In this course you will take a strength finder assessment to uncover hidden talents and strengths that will be invaluable throughout your entire career.

CLASS FEE: \$179

LDR909.001 (30491)

9:00am- 1:00pm F

DWNTN244 Expert

Meets on: Aug. 2



MANUFACTURING

W CERTIFIED SIX SIGMA: GREEN BELT

Do you want to improve your business credentials or enter a new career as a quality specialist? This course teaches the framework of the ASQ Six Sigma Green Belt body of knowledge and how to apply key process improvement methods and concepts in various settings, including manufacturing, service, and not-for-profit organizations. This course will allow you to test and apply the framework through quizzes, engaging exercises, fun games and case studies.

CLASS FEE: \$1,895

Enroll anytime for this online course.

Learn more at:
[waubonsee.edu/
ProManufacturing](http://waubonsee.edu/ProManufacturing)

MANUFACTURING FUNDAMENTAL

Learn the basic skills required to work in the manufacturing field. Discover the role of production design, process planning and the heart of 13 different manufacturing processes. See how successful organizations use costs to communicate manufacturing progress and how to effectively develop short- and long-term budgets. Witness how the application of technology turns an ordinary company into a high-performing organization, while also finding out how ISO 9000 and enterprise resource planning (ERP) make the most of a manufacturer's potential.

CLASS FEE: \$115

Enroll anytime for this online course.

Learn more at:
[waubonsee.edu/
ProManufacturing](http://waubonsee.edu/ProManufacturing)

MANUFACTURING APPLICATIONS

Learn how to apply the principles and concepts of manufacturing. Discover the nature of strategy and learn how it leads to the development of manufacturing strategy. Understand the purpose of customer demand forecasting and find out what forecasting methods are suitable for which situations. Explore the nature of planning and learn how to effectively use Gantt charts and the precedence diagram method.

CLASS FEE: \$115

Enroll anytime for this online course.

Learn more at:
[waubonsee.edu/
ProManufacturing](http://waubonsee.edu/ProManufacturing)





STAY CONNECTED TO THE LATEST NEWS AND UPDATES — SUBSCRIBE TO OUR E-NEWSLETTERS!

Opt-in to one or more of our free e-newsletters to get course and event updates, tips for living and working better, and more!

COMMUNITY EDUCATION SIGN-UP

waubonsee.edu/live

PROFESSIONAL DEVELOPMENT SIGN-UP

waubonsee.edu/work



WAUBONSEE
COMMUNITY COLLEGE



Illinois Small Business Development Center at Waubonsee Community College

Through the Small Business Development Center (SBDC), small business owners, both prospective and existing, can obtain essential management, marketing and financial coaching. We offer FREE one-on-one coaching and a wide variety of low-cost events and workshops to help make your business a success.

THE SBDC PROVIDES:

One-On-One Business Coaching and Advising

Our experienced small business advisors can help meet your individual business needs.

Workshops

Gain insight into managing a small business—from government regulations to financing resources.

Business Plan Preparation Assistance

Learn how to create a realistic plan to guide your business.

Financial Analysis

See how you can improve your cash flow and better manage your assets.

Strategic Planning for Growth

Plot your course for the future to promote growth and expansion.

Specialty Expertise

The SBDC has experts to help you with QuickBooks, marketing, financing, strategic planning questions and more!

Date	Title	Time	Location
May 8	Google for Business	6 p.m.	Aurora Downtown
May 9	Marketing Masterminds Group	10 a.m.	Plano
May 10	Patent, Trademark, Copyright Law	10 a.m.	Aurora Downtown
May 29	Social Media Boot Camp	1 p.m.	Online

Visit www.waubonseetickets.com for more information/sessions and to register.

WE CAN HELP YOU:

- Perform a financial checkup
- Troubleshoot management issues
- Develop marketing strategies
- Create a business plan
- Identify funding opportunities
- Plan growth strategies

Services available in English and Spanish.



Schedule a FREE Consultation Now:

www.waubonsee.edu/sbdc
(630) 906-4143
sbdc@waubonsee.edu

The SBDC at Waubonsee Community College is funded in part through a cooperative agreement with the U.S. Small Business Administration and the Department of Commerce and Economic Opportunity.

NEED TRAINING FOR YOUR EMPLOYEES? YOU DON'T HAVE TO LOOK FAR FOR HELP.



Turn to the **PROs** in Corporate Training at Waubonsee Community College!

- **PROVEN** – Trust in our 25-year history of providing customized training to local businesses at your location or ours. In the past four years, we've partnered with more than 100 companies to provide quality training.
- **RELEVANT** – Learn from our experts who will customize training to fit your specific needs. Training is exclusive to your company, covering relevant topics and skills, maximizing your time and money.
- **OPTIMIZED** – Leverage our resources to update employees' fundamental skills, and attain necessary certifications for employment. Investment in training pays off through increased productivity for your company, along with lower turnover rates.

Start your training plan today!

call (630) 906-4152

email train@waubonsee.edu

or visit www.waubonsee.edu/corptrain



WAUBONSEE
COMMUNITY COLLEGE

Corporate Training

PREPARE FOR YOUR HIGH SCHOOL EQUIVALENCY OR LEARN ENGLISH



*Earning your high school equivalency diploma (often a GED®) gives you more opportunities — on the job, in higher education, and in life. Waubonsee makes it easy to prepare with **FREE** classes.*

Learn English for FREE

Improve your reading, writing, speaking and listening skills.

- Be more confident at your job and with other people.
- Our instructors care about you and will help you through every step.

Get More Information!

Adult Education
(630) 801-7900, ext. 4600
Aurora Downtown Campus
18 S. River Street, Room 457
waubonsee.edu/adulted



WAUBONSEE
COMMUNITY COLLEGE

COURSE CALENDAR

DATE	COURSE	Page #	DATE	COURSE	Page #
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COURSES STARTING IN MAY

5/15/19	Computers 101	9	5/29/19	Beginning Italic Calligraphy	2
5/18/19	Youth Personal Training	4	5/29/19	Hatha Yoga for Beginners	8
5/20/19	Recovery Workout	5	5/31/19	Access Level 1	20
5/20/19	Learn a Little Spanish	9	5/31/19	Fundamentals of Supervision	26
5/21/19	Recovery Workout	5	5/31/19	Resolving Conflict	26
5/21/19	Arc Flash and NFPA 70E	24	5/31/19	Grumpy Old Men, the Musical	10
5/23/19	Beginning Drawing	2			
5/28/19	Creative Writing: Breaking Tradition	3			

COURSES STARTING IN JUNE

6/01/19	Excel Level 1	21	6/18/19	BLS Provider CPR	17
6/03/19	Mental Health First Aid	17	6/18/19	Bookping Ess: King of Reports	18
6/03/19	Small Group Training	30608	6/19/19	Lockout/Tagout	24
6/03/19	Small Group Training	30609	6/19/19	OSHA Confined Space Standard	24
6/03/19	Fall Proof!	5	6/20/19	Hrtsvr CPR/AED Adlt,Chld,Infnt	17
6/03/19	Women on Weights	5	6/20/19	Latin Dance Summer Sampler	3
6/03/19	Women on Weights	5	6/21/19	Customer Experience	27
6/03/19	Tai Chi	6	6/22/19	Excel Level 2	21
6/04/19	Bookkeeping-Small Busn Success	18	6/27/19	BLS Provider CPR	17
6/04/19	SmBus: Get Your Books in Shape	18	6/27/19	Everything Wisconsin	10
6/04/19	HIIT Strength	5	6/28/19	Prioritizing My Time	27
6/04/19	Women on Weights	5	6/29/19	Excel Level 3	21
6/04/19	Women on Weights	5			
6/04/19	Tai Chi	6			
6/04/19	Beginning Photography I	3			
6/05/19	Pen and Ink Drawing	2			
6/05/19	Chair Yoga	4			
6/05/19	Food Serv/San Mgr Cert Exam Pr	22			
6/05/19	Intro - Microsoft Outlook 2013	21			
6/07/19	Access Level 2	20			
6/07/19	Tai Chi	6			
6/07/19	Working With Difficult People	26			
6/08/19	Ceramic Arts: Handbld/Wheel Th	2			
6/10/19	Zumba	5			
6/10/19	Yoga	7			
6/10/19	OSHA 10-Hour for General	24			
6/11/19	Hrtsvr CPR/AED Adlt,Chld,Infnt	17			
6/11/19	Make Your Busn More Profitable	18			
6/11/19	Class Instruction in Piano I	3			
6/12/19	All College Steel Band	3			
6/14/19	Lead Effectively During Change	27			
6/15/19	Hrtsvr 1st Aid-Adlt/Child/Inf	17			

COURSES STARTING IN JULY

7/02/19	BLS Provider CPR	17	7/16/19	BLS Provider CPR	17
7/03/19	BLS Provider CPR	17	7/19/19	Creating a Positive Culture	27
7/08/19	Learn More Spanish	9	7/24/19	BLS Provider CPR	17
7/10/19	Gothic Hands Calligraphy	2	7/24/19	Architecture - Chicago Style	10
7/10/19	Hatha Yoga Continued	8	7/26/19	Communication Styles & Skills	27
7/11/19	Hrtsvr CPR/AED Adlt,Chld,Infnt	17	7/27/19	Hrtsvr 1st Aid-Adlt/Child/Inf	17
7/11/19	Genealogy 101	8	7/29/19	Hrtsvr CPR/AED Adlt,Chld,Infnt	17
7/12/19	Building Teams that Work	27			
7/15/19	Food Serv/San Mgr Cert Exam Pr	22			
7/15/19	Microsoft Office at Home	9			

COURSES STARTING IN AUGUST

8/02/19	BLS Provider CPR	17
8/02/19	Identifying Your Strengths	27
8/05/19	Recovery Workout	5
8/06/19	Recovery Workout	5
8/07/19	AHA CPR Instructor Renewal	18
8/07/19	Food Serv/San Mgr Cert Exam Pr	22
8/14/19	Brdwy-Chicago: Come From Away	11

ONLINE - ANYTIME!

N/A	Paralegal Certification Preparation	18	N/A	Certificate in Women's Health	22
N/A	CompTIA A+	20	N/A	CBCS Medical Billing and Coding	23
N/A	Advanced PC Security	20	N/A	Certified Electronic Health Records Specialist	23
N/A	Certified Information Systems Security Professional	20	N/A	CPC Medical Billing and Coding	23
N/A	Certified Information Systems Auditor	20	N/A	Certificate in Nutrition, Chronic Disease and Health Promotion	23
N/A	Certified Information Security Manager	21	N/A	Certificate in Pain Management and Assessment	23
N/A	Information Security Training	21	N/A	Certificate in Healthy Aging	24
N/A	Microsoft Office 2019/365 Value Suite	21	N/A	Clinical Dental Assistant	24
N/A	Illinois Food Handler Training	22	N/A	Pharmacy Technician	24
N/A	Basset Alcohol Training	22	N/A	Certified Six Sigma: Green Belt	28
N/A	Illinois Allergen Awareness	22	N/A	Manufacturing Fundamentals	28
			N/A	Manufacturing Applications	28

4S783 State Route 47, Sugar Grove, IL 60554



Registration Information and Payment/Refund Policies

Where classes meet

Waubonsee Community College,
Sugar Grove Campus, 4S783 State
Route 47, Sugar Grove

A	Building A
AB	Auto Body
AKL	Akerlow Hall
APC	Academic and Professional Center
AUD	Auditorium
BDE	Bodie Hall
CER	Ceramics
COL	Collins Hall
DKN	Dickson Center
ERK	Erickson Hall (Total Fitness Center)
FLD	Field House
HCC	Henning Academic Computing Center
OBS	Observatory
OPS	Campus Operations
SCI	Science Building
STC	Student Center
VON	Von Ohlen Hall
WGL	Weigel Hall

Other locations

DWNTN ..	Waubonsee Community College, Aurora Downtown Campus, 18 S. River Street, Aurora
FOXVLY ..	Waubonsee Community College, Aurora Fox Valley Campus, 2060 Ogden Ave., Aurora
HUNT	Huntoon Stables, 507 Oak St., North Aurora
MIDDAY	Mid-Day Play 703 Eva Lane, Sandwich
OFD1	Oswego Fire Protection District Station 1 3511 Woolley Rd, Oswego
OHS	Oswego High School, 4250 Rt. 71, Oswego
OVERMN	Over the Moon Positive Dog Training, 2S478 Partridge Rd, Batavia
PLANO	Waubonsee Community College, Plano Campus, 100 Waubonsee Drive, Plano

How to Read the Class Schedule

WIOA-eligible.
See page 25 →

Description →

Cost →

Ticket # →

Class time →

Location →

W **INTRODUCTION TO MICROSOFT OFFICE**

This course provides an introductory overview to software that is widely used in a variety of work environments: Access, Excel, PowerPoint and Word. Prereq: Basic familiarity with Windows.
CLASS FEE: \$425

OPS006.600 (11356)

6 p.m. – 9 p.m., W
DWNTN243 Smith
Meets: Oct. 3–Nov. 7

Name of course

Course Reference Number (CRN)

Meeting day(s)

Instructor

F.Y.I.

Books and Materials

Many classes do not require textbooks, but if materials are needed at the first meeting, it will be noted in the class listing. Books can be purchased at the Waubonsee bookstores.

Special Accommodations

To find out about interpreting services for the hearing impaired, call (630) 466-2928 (TDD/FAX). For disability accommodation, call (630) 466-2564, approximately one month before the start of class.

Course Cancellation

We cannot guarantee that all activities listed in this schedule will be available when you register. We reserve the right to cancel activities if there is insufficient enrollment. If your activity is cancelled, you may select another activity or receive a refund. An attempt will be made to notify you by phone or mail when it is necessary to cancel an activity. For students wishing to drop a class(es), please refer to the refund policy.

EARLY REGISTRATION IS ADVISED
because many classes fill rapidly. Also,
early registration can help avoid class
cancellation.

4 Easy Ways to Register



By mail:

Registration and Records
Waubonsee
Community College
4S783 State Route 47
Sugar Grove, IL 60554–
9454



Online:

mywcc.waubonsee.edu
For students who have and
know their X-number.



By fax:

(630) 466-4964



Walk in:

Sugar Grove Campus
Aurora Downtown Campus
Aurora Fox Valley Campus
Plano Campus



Need help?

Call Community Education
at (630) 466-2360
or Workforce Education
and Training
at (630) 466-2356.

REFUND POLICY — Full refund of tuition and fees is granted if the college cancels a course. Course fees will be refunded if a student withdraws at least four calendar days prior to the course start date. Course fee refunds for all online courses and Personal Enrichment activities may have a different policy.

DISCLAIMER — Professional Development or Personal Enrichment offerings generally are not approved for college credit, but they may appear on a student's transcript. For more information contact Registration and Records at (630) 466-2370.

Full or partial payment is due at the time of registration.

Payment options:

- Full Payment — Tuition and fees totaling less than \$200 require full payment.
- Partial Payment — Pay the required first installment and the remaining balance in monthly payments. *(A \$25 non-refundable service fee is charged for selecting this option; it's automatic when you make the first payment.)* The sooner you register, the more time to pay!
- Employer Payments — If your employer is paying your tuition and fees, and should be billed directly, a letter from your company, including the contact name and company address (on company letterhead), is required at the time of registration. An employer can also be set up as an authorized user for online payments.

Questions?

Call or visit the Bursar Office, second floor of the Student Center, Sugar Grove Campus,
(630) 466-5705.

Additional Fees

Insufficient funds charge:	\$25
Late payment fee:	\$20

How to Pay:



Mail along with registration form to:
Registration and Records
Waubonsee Community College
4S783 State Route 47
Sugar Grove, IL 60554–9454



Online payment system at www.waubonsee.edu or at mywcc.waubonsee.edu (credit card or electronic check)



Fax payment information to (630) 466-6637



In person at the Sugar Grove, Aurora Downtown, Aurora Fox Valley or Plano Campuses

Non-Payment

Waubonsee cancels your enrollment if you do not select a payment option at the time of registration. Please note that payment is required even during college holidays and breaks.

REGISTRATION FORM

PERSONAL ENRICHMENT/PROFESSIONAL DEVELOPMENT

Please print in black ink. Use this form if you are registering for noncredit courses only.

Students interested in disability accommodations should contact the Access Center at (630) 466-2564.

Section I

Student ID (if known) X _____ Social Security # _____

Last Name: _____ First Name: _____ MI: _____

Birth Date: _____ Gender: ☐ M ☐ F US Citizen: ☐ Yes ☐ No

Street Address: _____

City: _____ State: _____ Zip: _____

Primary Phone: _____ Work Phone: _____

Email Address: _____ Have you attended here before? ☐ Y ☐ N

Section II

This information is requested solely to comply with federal and state laws. Your response will not affect consideration of your application or registration.

Are you Hispanic or Latino? ☐ Yes ☐ No

Check one or more of the following race/ethnicity groups:

☐ American Indian/Alaska Native (5)

☐ Black or African American (2)

☐ Native Hawaiian or
Other Pacific Islander (9)

☐ Asian (4)

☐ Hispanic (3)

☐ White (1)

Please indicate your primary race/ethnicity using the number from the list above _____

Are you in the United States on a Visa – Nonresident Alien? ☐ Yes ☐ No

If yes, what is your home country of origin? _____

Please turn over and fill out the rest of the form on the other side.



WAUBONSEE
COMMUNITY COLLEGE

All information provided to Waubonsee Community College will be kept confidential in accordance with the Family Educational Rights and Privacy Act of 1974. (Public Law 93-380) Waubonsee does not discriminate based on any characteristic protected by law in its programs and activities. To help protect your privacy, please do not email any forms containing confidential information. Waubonsee will not process any registration form received via email.

Section III

Major Code (choose from list below): _____

Personal Development	ND50	Intellectual/Cultural Studies	ND60	Health, Safety and Environment	ND70
Community/Civic Development	ND55	Improve Family Circumstances	ND65	Homemaking	ND75

Highest Degree Earned (choose from list below): _____

GED	Completed GED	CRT	Completed Certificate	MD	Completed Master's Degree
HS	Completed High School	AD	Completed Associate Degree	PHD	Completed Doctoral Degree
PD	Completed Professional Degree	BD	Completed Bachelor's Degree	OTH	Other
				ND	No Degree Earned

Why are you enrolling at Waubonsee? (choose one): _____

1. Course work for transfer to a four-year college.
2. Improve skills needed in present job or to change jobs.
3. Prepare for a future job/career.
4. Perfect or review basic educational or vocational skills.
5. Personal interest or self-development.

Ticket No.	Course Ref. # (CRN)	Course Name	Date and Time	Bldg. and Room	Fees

I certify that the above information is complete and correct.

Student Signature: **X** _____

Mail to:
Registration and Records
Waubonsee Community College
4S783 State Route 47
Sugar Grove, IL 60554-9454
Fax: (630) 466-4964

Course Fee	
Other	
Total Fees	
Amount Received	

Note: Payment is due at the time of registration.

☐ Cash ☐ Check ☐ VISA ☐ MasterCard ☐ Discover ☐ American Express
Card # _____ Exp. Date: _____ CVV: _____

Billing Address:

Street Address: _____
City: _____ State: _____ Zip: _____
Name printed on card: _____
Authorized Credit Card Signature: **X** _____

AGES 4-14
JUNE 3-AUGUST 2, 2019



YOUTH ENRICHMENT
PROGRAMS



WE'VE MADE BIG CHANGES FOR AN IMPROVED CAMP EXPERIENCE.

MORE CAMPS! Choose from 42 camps and 95 sections with more science, tech and art options than ever.

Stay for the day! Early and Extended Care. Combine with Relaxation Station for a full day of fun and learning.

Revised age groups. We now have camps for four age groups – ages 4-5 (preschool); ages 6-8; ages 9-11 and ages 12-14.

Sugar Grove Campus | Route 47 at Waubensee Dr., Sugar Grove, IL 60554
Huntoon Stables | 507 Oak Street, North Aurora, IL 60542

REGISTRATION IS OPEN NOW!

Visit www.waubensee.edu/camps or call (630) 466-2360





WAUBONSEE
COMMUNITY COLLEGE

4S783 State Route 47
Sugar Grove, IL 60554



Getting Artsy

Explore your creative side with a class in calligraphy, ceramics, drawing, photography and more!

See page 2.



GETTING SAVVY

Make yourself more productive — and employable — by picking up computer skills. Choose from QuickBooks, Access, Excel or the full Office Suite. Make it a career by studying for a cybersecurity certification exam.

See page 20.