Career skills training for today’s careers.

Ask questions, review textbooks and learn more about courses by attending free information sessions. See pages 7, 10, 14, 27.

Learn something new. See our list of new courses on page 2.
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www.collin.edu/CorporateCollege

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www.collin.edu/ce/courses_workdev.html

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Collin is an equal opportunity institution and provides education and employment opportunities without discrimination on the basis of race, color, religion, gender, age, national origin, disability or veteran status. For more information, contact ACCESS at 972.881.5898/V/TDD. For persons with hearing or speech impairments, please use the Texas Relay Services when offices or departments on campus do not list a TDD number. The Texas Relay number is 1.800.735.2989(TDD).
NEW FALL COURSES

CAREER | WORKFORCE DEVELOPMENT

Human Resources
   Human Resources Professional Workshop
Marketing
   Digital Marketing Bootcamp
Nonprofit
   Nonprofit Strategic Business Planning & Best Practices

CREATIVE CAREERS

Home Décor & Design
   Historic Preservation
Photography
   Introduction to Drone Aerial Photography
   Introduction to Astrophotography

HEALTH SCIENCES

Entry-Level
   Dialysis Technician
   Group Fitness Instructor
   Personal Trainer
Small Animal Certificate
   Canine & Feline Clinical Management
   Veterinary Front Office
   Veterinary Medical Terminology
   Veterinary Parasitology
Specialty Courses
   Foundations of Pediatrics
   Mental Health Services
   OB/GYN Fundamentals - Coming Soon!
   Cardiology for Veterinary Technicians
   Internal Medicine for Veterinary Technicians
   Introduction to Exotics

How to Read the Schedule

COMMERCIAL INDUSTRIAL WIRING

Subject: TRDE 7890  Hours: 19  Fee: $119
Prerequisites: Basic Electrical Wiring

75358  3/27–5/1  T  6:30–9:40 pm  CY  201873

Commercial Industrial Wiring

How to Read the Schedule

SUBJECT & COURSE IN COUGARWEB

COURSE NUMBER (CRN)

START & END TIMES

DAY(S) CLASSES HELD
(EX: T = TUESDAY)

TERM

LOCATION
Collin Corporate College offers corporate training to companies.

Collin Corporate College offers targeted, specialized courses to help your company excel by optimizing organizational performance at every level. At Collin Corporate College, your success is our business.

Email: CorporateCollege@collin.edu
Phone: 972.599.3110

Customized training for your company is available in these categories and more:

**Business Operations**
- CRM Training:
  - Salesforce for Administrators
  - Salesforce for Users
  - Salesforce for Developers
  - Customer Service Excellence
  - Call Center Management
- Business Data & Analytics
- Recruiting & Retaining Top Talent
- Succession Planning

**Business & Professional Communications**
- Crisis Communication in the Digital Age: Protecting Your Brand
- Online & Digital Marketing Campaigns
- Social Media & the Workplace
- Professional Email Etiquette
- Time Management

**Executive & Leadership Development**
- Lean Six Sigma
- Change Leadership
- Kaizen
- Creating & Leading a Culture of Innovation
- The Spirit of Leadership
- Transformational Leadership
- Identifying Your Leadership DNA
- Negotiation & Collaboration for Leadership Success

**Organizational Effectiveness**
- Building & Managing Multi-generational Teams
- Strategic Planning
- Creating & Sustaining Positive Workplace Culture
- Franklin Covey
- Dale Carnegie
- Disney Institute
- Root Cause Analysis
- Maximizing & Motivating Teams for Performance

**Technical Training**
- Microsoft Office for all levels
- Prezi & Other Presentation Programs
- Reports & Data Analytics
- Web Analytics

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4 EASY WAYS TO REGISTER

ONLINE REGISTRATION
Register online at http://cougarweb.collin.edu with your CougarWeb username and password. Step-by-step instructions available at www.collin.edu/ce/regonline.html

PHONE REGISTRATION
Call 972-985-3711 and provide the course name, CRN, credit card number and expiration date (we accept VISA, Discover, or MasterCard)

WALK IN REGISTRATION
Courtyard Center – West Plano
M-Th: 8 am–8 pm
F: 8 am–5 pm
Sa: 9 am–1 pm (credit card payment only)

Preston Ridge – Frisco
M-T: 8 am–8 pm
W-F: 8 am–5 pm

Central Park – McKinney
M-T: 8 am–5 pm
W: 8 am–8 pm
R-F: 8 am–5 pm

Spring Creek – East Plano
M-Th: 8 am–8 pm
F: 8 am–5 pm

MAIL IN REGISTRATION
Mail the completed registration form (found at www.collin.edu/ce --click on 'register' on top line. Click on mail in/fax) with payment enclosed to:
Registrar’s Office
Collin College Courtyard Center
4800 Preston Park Blvd., Box 12
Plano, TX 75093

Registrations are accepted on a first-come, first-serve basis. Register early to secure a place in the course of your choice. Only paid registrants will be permitted in the classrooms. Payments must be made at the time of registration.

For more information: www.collin.edu/ce/inforegistrar.html

ADDITIONAL INFORMATION

ELIGIBILITY FOR ENROLLMENT
All courses are open to individuals who are 16 years of age or older unless otherwise noted. Unsupervised children are not permitted at Continuing Education training sites at any time.

WAITING LIST
If a class is full when you call, you may request to be placed on a waiting list. If space becomes available or an additional class section is scheduled, you will be notified.

TRANSCRIPTS
Continuing Education Units (CEUs) are awarded for successful course completion. For transcript requests, call 972-985-3721.

MINIMUM ENROLLMENT AND COURSE CANCELLATION
If a course is cancelled due to low enrollment, registered individuals will be advised by email and/or phone. If your course is cancelled, you will have two options: transfer to a different course before its third class session or receive a full refund.

TUITION REFUND GUIDELINES
• For CE students only.
• 100% refund if course is dropped prior to the first class meeting
• NO REFUND – after the start time of the first class meeting

The ONLY refunds that will be considered as an "exception" are due to an unforeseen medical condition or death in the family (documentation required for both).

EMERGENCY CLOSINGS
Local radio and TV stations will announce cancellations. Register for CougarAlert to be notified via email, voice or text at www.collin.edu/cougaralert.html

MAKEUP CLASSES
In the event a makeup class becomes necessary, students will be notified of the makeup date. There will be no makeup sessions due to student absences.

FINANCIAL AID
Financial Aid is available to qualifying CE students. For information and eligibility requirements, visit www.collin.edu/ce/financialaid.html. Apply Early! The process takes about 5-6 weeks.
CAREER | WORKFORCE DEVELOPMENT

ACCOUNTING

Accounting I
Subject: ACNT 7000 Hours: 27 Fee: $189
Required Materials: Text
70316 9/11–10/9 TR 6:30–9:30 pm CY 201971

Accounting II
Subject: ACNT 7005 Hours: 27 Fee: $189
Prerequisite: Accounting I
Required Materials: Text
70317 10/16–11/13 TR 6:30–9:30 pm CY 201971

You may also be interested in Accounting & Record Keeping in a Small Business on page 6

ACCOUNTING CLERK CERTIFICATE SERIES


Accounting Clerk positions require applicants to have basic accounting knowledge and typically some computer training. The series is designed to give the students working knowledge of the way accounting is done in today's technological environment. Anticipated growth in the Metroplex is 4.6% over the next two years with a median wage of $19.67/hour.

General Accounting Basics
Subject: ACNT 7020 Hours: 18 Fee: $149
70546 9/18–10/4 TR 6:30–9:30 pm CY 201971
70549 10/8–10/24 MW 9 am–noon CHEC 201971

Basic Bookkeeping
Subject: ACNT 7035 Hours: 12 Fee: $99
70547 10/9–10/18 TR 6:30–9:30 pm CY 201971
70550 10/29–11/7 MW 9 am–noon CHEC 201971

Department Budget Essentials
Subject: ACNT 7015 Hours: 9 Fee: $79
70548 10/23–10/30 TR 6:30–9:30 pm CY 201971
73062 11/26–12/3 MW 9 am–noon CHEC 201972

Microsoft Excel I or higher level (pg. 15)
Quickbooks – Beginner or higher level (pg. 16)

To be eligible to receive a certificate, students must complete all 5 courses with 90% attendance.

All Collin College campuses will be CLOSED and Continuing Education Classes will not meet Aug. 17, Sept. 3, Nov. 21-25, Dec. 22-Jan. 1. All classes that meet for more than 5 hours will have a one-hour break for lunch.

LEGEND FOR DAYS AND LOCATIONS

Day Abbreviations: M–Monday   T–Tuesday   W–Wednesday
R–Thursday   F–Friday   S–Saturday   U–Sunday

Location Abbreviations: AL–Allen Center
CHEC–Collin Higher Education Center     CC–Central Park Campus
CY–Courtyard Center    CHEC–Central Park Campus
PC–Preston Ridge Campus
RW–Rockwall Center    SC–Spring Creek Campus   WW–Online

ONLINE REGISTRATION

Online registration uses CougarWeb. http://cougarweb.collin.edu
Want step by step instructions? Visit www.collin.edu/ce/regonline.html
Phone and walk-in registration will remain the same at the Courtyard Center.

5

Fall 2018 To Register, call or click: 972.985.3711 http://cougarweb.collin.edu
**BOOKKEEPING**

**Basic Bookkeeping**
Subject: ACNT 7035  
Hours: 12  
Fee: $99

- CRN: 70547  
  Date(s): 10/9–10/18  
  Day(s): TR  
  Time: 6:30–9:30 pm  
  Location: CY  
  Term: 201971

- CRN: 70550  
  Date(s): 10/29–11/7  
  Day(s): MW  
  Time: 9 am–noon  
  Location: CHEC  
  Term: 201971

**Certified Bookkeeper (CB)**
Subject: ACNT 7040  
Hours: 42  
Fee: $249

- Prerequisite: 1 to 2 years of bookkeeping experience
- Required Materials: Text (approx. $250)

- CRN: 70400  
  Date(s): 9/13–12/13  
  Day(s): R  
  Time: 6:30–9:45 pm  
  Location: CY  
  Term: 201971

  *Last class ends at 9:30 pm*

**BUSINESS WRITING**

**Business Writing Skills**
Subject: BWRI 7210  
Hours: 24  
Fee: $129

- CRN: 70552  
  Date(s): 9/11–10/4  
  Day(s): TR  
  Time: 6:30–9:30 pm  
  Location: CHEC  
  Term: 201971

**ENTREPRENEUR**

**Entrepreneurial Certificate Series**
Certificate Series description:

Our **Entrepreneurial Certificate Series** is designed to give you the tools for success. Enroll in the entire series or select the courses you need to strengthen your business.

The **Entrepreneurial Certificate Series** includes the four core courses plus any two of the elective courses.

Students who complete the Entrepreneurship Certificate Series will receive 5 free hours of specialized business consulting with Collin Small Business Development Center, including free in-depth market research reports. Email CEInfo@collin.edu for additional details.

**Take the four core courses:**
- How to Start and Operate a Small Business
- How to Develop a Business Plan
- Accounting & Record Keeping in a Small Business
- How to Promote and Market Your Business

**How to Start and Operate a Small Business**
Subject: SBMT 7865  
Hours: 12  
Fee: $89

- CRN: 70323  
  Date(s): 9/25–10/4  
  Day(s): TR  
  Time: 6:30–9:30 pm  
  Location: CY  
  Term: 201971

**How To Develop a Business Plan**
Subject: SBMT 7825  
Hours: 12  
Fee: $89

- CRN: 70324  
  Date(s): 10/9–10/18  
  Day(s): TR  
  Time: 6:30–9:30 pm  
  Location: CY  
  Term: 201971

**How To Promote and Market Your Business**
Subject: SBMT 7830  
Hours: 12  
Fee: $89

- CRN: 70325  
  Date(s): 10/23–11/1  
  Day(s): TR  
  Time: 6:30–9:30 pm  
  Location: CY  
  Term: 201971

**Accounting & Record Keeping in a Small Business**
Subject: SBMT 7815  
Hours: 9  
Fee: $89

- CRN: 70326  
  Date(s): 11/6–11/13  
  Day(s): TR  
  Time: 6:30–9:30 pm  
  Location: CY  
  Term: 201971

**Choose two electives from the list of six:**
- Marketing and Business Management pg 9
- Branding, Logos and Multimedia pg 9
- Social, Local, Mobile and Email Marketing pg 9
- Search Engine Marketing Optimization pg 9
- Quickbooks - Beginner (higher level may be taken if already experienced with QuickBooks) pg 16
- Basic Bookkeeping pg 6

  *To be eligible to receive a certificate, students must complete all 6 courses with 90% attendance.*

**PHOTOGRAPHY ENTREPRENEUR**

**Photography Entrepreneur Certificate Series**

**Core Courses:**
- How to Start and Operate a Small Business
- How to Develop a Business Plan
- Accounting and Record Keeping in a Small Business
- Presenting and Marketing Your Photographs, pg 24

- To be eligible to receive a certificate, students must complete all 7 courses with 90% attendance.

**How to Sell and Earn an Income on Amazon**
Subject: SBMT 7835  
Hours: 7  
Fee: $69

- CRN: 70398  
  Date(s): 9/19–9/26  
  Day(s): W  
  Time: 6–9:30 pm  
  Location: CY  
  Term: 201971

**How to Start a Business Using eBay**
Subject: ENTR 7840  
Hours: 9  
Fee: $79

- CRN: 70399  
  Date(s): 10/27–11/10  
  Day(s): S  
  Time: 9 am–noon  
  Location: CY  
  Term: 201971

**Collin SBDC**
[www.CollinSBDC.com](http://www.CollinSBDC.com)
We help business owners:
- Refine business plans
- Maximize the results of loan packages or investor documents
- Conduct a feasibility analysis of business expansion
- Strategize on how to grow your workforce
- Buy a business or franchise

Helping qualified businesses grow through access to capital and increase jobs in our community.
# Construction Project Management

**Construction Project Management Certificate Series**


<table>
<thead>
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## Blueprint Reading & CSI Master Format

Subject: CONS 7915  
Hours: 12  
Fee: $89

## The Bidding Process & General Conditions

Subject: CONS 7895  
Hours: 12  
Fee: $89

## Contract Documents & Requirements

Subject: CONS 7090  
Hours: 12  
Fee: $89

## Construction Project Start-up & Performance

Subject: CONS 7085  
Hours: 12  
Fee: $89

## Managing a Successful Construction Project

Subject: CONS 7095  
Hours: 12  
Fee: $89

## Close-out & Final Payment

Subject: CONS 7080  
Hours: 12  
Fee: $89

## OSHA 10 Hour – Construction Safety

Subject: CONS 7920  
Hours: 10  
Fee: $89

To be eligible to receive a certificate, students must complete all 6 courses with 90% attendance.

---

**Financial Planning**

**Certified Wedding and Event Planner**


Enroll now in our successful Wedding and Event Planner Certification course! Build a career in creating special events or launch your own special events business. This interactive training offers many exciting features:

- Learn the fundamentals of planning, orchestrating and delivering social events
- Step-by-step methodology teaches a clear and concise formula for detailing the personal and professional aspects of any social event
- Understand all aspects of starting and operating a professional event planning business including contracts, pricing formulas, and marketing strategies and much more

**FREE Information Session**

77794  
Tuesday, Aug. 28  
6-8 pm


**Certified Wedding and Event Planner**

Subject: WEDD 7205  
Hours: 40  
Fee: $995  
Text included with tuition

## Financial Strategies for Successful Retirement Workshop

Subject: FNCE 5000  
Hours: 9  
Fee: $69  
Required Materials: Software tool included

---

“I came from Colombia in October 2016 and was looking to get a position in my own field as an architect. It was very difficult coming from another culture. With focus, support and choosing the right school to go after my dream, I completed the Construction Project Management Certificate Series. I was very blessed to have Efren, who is an incredible teacher. He is very professional and is always giving the best to his students. I will continue to get more training and improve myself so as to have a better professional life.”

Diana A., Construction Project Management Certificate Series student
### HUMAN RESOURCES MANAGEMENT

#### Human Resource Management Certificate Series


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#### Emerging Issues In Human Resources

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#### Employee Labor Relations

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#### Employment Practices And Processes

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#### Employment Compliance for Human Resources Management

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#### HR Training and Development

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<td>73036</td>
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#### Total Pay

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To be eligible to receive a certificate, students must complete all 6 courses with 90% attendance.

### Course below is not part of the Certificate Series

#### Human Resources Professional Workshop

<table>
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### SHRM-CP and SHRM-SCP Certification Exam Preparation

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### INSURANCE

#### INSURANCE PROFESSIONAL CERTIFICATE SERIES

**Are you ready to pursue a career in the insurance industry?**

The 64 hour, three course Insurance Professional Certificate Series provides training for industry specific courses as well as time management skills to improve your work efficiency. Other essential knowledge, skills and abilities for the insurance industry include excellent verbal and written communication abilities as well as organizational skills. Anticipated growth in the next few years for Texas is 17%, with a median hourly wage in the DFW area of $31.78.

**Email CEInfo@collin.edu for details or call 972.985.3750**

**TX All Lines Property & Casualty Pre-Licensing**

<table>
<thead>
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**Technical Writing for the Insurance Professional**

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**Time Management**

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</tbody>
</table>

To be eligible to receive a certificate, students must complete all 3 courses with 90% attendance.

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**INSURANCE**

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**Collin College | Continuing Education**
## MARKETING

**Marketing Managers, Brand Managers, Product Managers, and Merchandise Managers are in demand!**

Businesses are seeking individuals who are proficient in building complete marketing campaigns that utilize multiple platforms and tools for optimal sales and marketing results. The Digital Marketing & Brand Management series and the Marketing Project certificate series are ideal for these individuals.

Our courses are taught by industry-leading marketing professionals who are knowledgeable about current trends and technologies.

**You may also be interested in hands-on Digital Marketing courses found on page 17.**

### Marketing Project Certificate Series


**Marketing Principles**
- Subject: MRKT 7640  
  - Hours: 12  
  - Fee: $79
  - CRN: 70404  
  - Dates: 9/25–10/4  
  - Days: TR  
  - Time: 6:30–9:30 pm  
  - Location: CY 201971

**Marketing & Business Management**
- Subject: MRKT 7630  
  - Hours: 12  
  - Fee: $79
  - CRN: 70405  
  - Dates: 10/9–10/18  
  - Days: TR  
  - Time: 6:30–9:30 pm  
  - Location: CY 201971

**Developing an Effective Marketing Plan**
- Subject: MRKT 7520  
  - Hours: 12  
  - Fee: $79
  - CRN: 70406  
  - Dates: 10/23–11/1  
  - Days: TR  
  - Time: 6:30–9:30 pm  
  - Location: CY 201971

**Marketing Using the Internet**
- Subject: MRKT 7560  
  - Hours: 12  
  - Fee: $79
  - CRN: 70407  
  - Dates: 11/6–11/15  
  - Days: TR  
  - Time: 6:30–9:30 pm  
  - Location: CY 201971

*To be eligible to receive a certificate, students must complete all 4 courses with 90% attendance.*

### Digital Marketing & Brand Management Certificate Series


**Digital Brand Management**
- Subject: MRKT 7625  
  - Hours: 12  
  - Fee: $79
  - CRN: 70319  
  - Dates: 9/8–9/15  
  - Days: S  
  - Time: 9 am–4 pm  
  - Location: PC 201971

**Branding, Logos and Multimedia**
- Subject: MRKT 7615  
  - Hours: 12  
  - Fee: $79
  - CRN: 70320  
  - Dates: 9/22–9/29  
  - Days: S  
  - Time: 9 am–4 pm  
  - Location: PC 201971

**Social, Local, Mobile and Email Marketing**
- Subject: MRKT 7660  
  - Hours: 12  
  - Fee: $79
  - CRN: 70321  
  - Dates: 10/6–10/13  
  - Days: S  
  - Time: 9 am–4 pm  
  - Location: PC 201971

**Search Engine Marketing Optimization**
- Subject: MRKT 7655  
  - Hours: 12  
  - Fee: $79
  - CRN: 70322  
  - Dates: 10/20–10/27  
  - Days: S  
  - Time: 9 am–4 pm  
  - Location: PC 201971

*To be eligible to receive a certificate, students must complete all 4 courses with 90% attendance.*

### Digital Marketing Bootcamp

- Subject: MRKT 7670  
  - Hours: 15  
  - Fee: $249
  - CRN: 73086  
  - Dates: 11/30  
  - Days: F  
  - Time: 6:30–9:30 pm  
  - Location: CY 201972
  
  - Dates: 12/1  
  - Days: S  
  - Time: 9 am–5 pm
  
  - Dates: 12/2  
  - Days: U  
  - Time: noon–5 pm

*Course below is not part of the Certificate Series*

**Forecasts and Customer Orders**
- Subject: LOGI 7565  
  - Hours: 8  
  - Fee: $59
  - CRN: 70390  
  - Dates: 10/13–10/20  
  - Days: S  
  - Time: 9 am–1 pm  
  - Location: CY 201971

**Purchasing and Receiving Raw and Purchased Components**
- Subject: LOGI 7585  
  - Hours: 8  
  - Fee: $59
  - CRN: 70391  
  - Dates: 10/27–11/3  
  - Days: S  
  - Time: 9 am–1 pm  
  - Location: CY 201971

**Executing the Plans for Buy Items**
- Subject: LOGI 7560  
  - Hours: 8  
  - Fee: $59
  - CRN: 70394  
  - Dates: 11/10–11/17  
  - Days: S  
  - Time: 9 am–1 pm  
  - Location: CY 201971

**Detailed Scheduling For Make Items**
- Subject: LOGI 7550  
  - Hours: 8  
  - Fee: $59
  - CRN: 73042  
  - Dates: 12/1–12/8  
  - Days: S  
  - Time: 9 am–1 pm  
  - Location: CY 201972

*To be eligible to receive a certificate, students must complete all 6 courses with 90% attendance.*

### Logistics and Materials Management Certificate Series


**Introduction to Logistics and Materials Management**
- Subject: LOGI 7570  
  - Hours: 8  
  - Fee: $59
  - CRN: 70387  
  - Dates: 9/15–9/22  
  - Days: S  
  - Time: 9 am–1 pm  
  - Location: CY 201971

**Material Planning Basics**
- Subject: LOGI 7580  
  - Hours: 8  
  - Fee: $59
  - CRN: 70388  
  - Dates: 9/29–10/6  
  - Days: S  
  - Time: 9 am–1 pm  
  - Location: CY 201971

*To be eligible to receive a certificate, students must complete all 6 courses with 90% attendance.*
New Course
Collin College    Continuing Education
Industry Recognized Certification New Course

Mediation and Dispute Resolution Certificate Training
This 40-hour Basic Mediation Certificate Series provides necessary education, training and skill development for students to be able to serve as a neutral third party court appointed mediator. Analyze various case studies. Role play a Mediation Session.
This course will meet the 40 hour requirement per Texas State Law Section 154.052. The course will also meet the Standards of the Texas Alternative Dispute Resolution Procedures Act (Texas ADR).

<table>
<thead>
<tr>
<th>Subject: MEDI 7540</th>
<th>Hours: 12</th>
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Mediation and Dispute Resolution Certificate Training

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<td>70409</td>
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Negotiation Skills

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<th>Subject: MEDI 7545</th>
<th>Hours: 15</th>
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<td>70411</td>
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Family Law Mediation Training

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<th>Subject: MEDI 7530</th>
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<td>70410</td>
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<td>6:30-9:30 pm</td>
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<td>201971</td>
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</tbody>
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To be eligible to receive a certificate, students must complete all 4 courses with 90% attendance.

You may also be interested in Notary courses on page 11

“The Collin College Continuing Education certificate series are what have impacted me the most. The Nonprofit Management courses taught by Linda Gray served as a strong foundation beneficial to creating my nonprofit, The C.A.R.D. Board Project. These courses in addition to the Internet Marketing courses provided effective tools. I was also able to improve my organizational skills, public speaking, goal setting, networking, and business knowledge, without which our nonprofit may not have come about.”

Armando C., Nonprofit Management Certificate Series and Digital Marketing student

Career | Workforce Development

ONLINE REGISTRATION
Online registration uses CougarWeb. http://cougarweb.collin.edu
Want step by step instructions? Visit www.collin.edu/ce/regonline.html
Phone and walk-in registration will remain the same at the Courtyard Center.
NOTARY

Notary Professional
This course is a combination of both the Notary Public and Notary Signing Agent.
Subject: NOTA 7010 Hours: 9 Fee: $169
Materials Needed: Text included with fee
70389 9/22–9/29 S 9 am–1 pm CY 201971
70392 11/3–11/10 S 9 am–1 pm CY 201971
Last class ends at 2 pm

Notary Public / Texas Notary Law and Procedures
Subject: NOTA 7000 Hours: 4 Fee: $79
70393 9/22 S 9 am–1 pm CY 201971
70395 11/3 S 9 am–1 pm CY 201971

Notary Signing Agent
Subject: NOTA 7005 Hours: 5 Fee: $109
Prerequisite: Notary Public/Texas Notary Law and Procedures
Materials Needed: Text included with fee
70396 9/29 S 9 am–2 pm CY 201971
70397 11/10 S 9 am–1 pm CY 201971

PROJECT MANAGEMENT

Project Management Certificate Series
Subject: PMGT 7155 Hours: 72 Fee: $539
Required Materials: Text
70416 9/10–12/5 MW 6:30–9:30 pm CY 201971
70422 9/11–12/6 TR 6:30–9:30 pm PC 201971

Introduction to Project Management
Subject: PMGT 7141 Hours: 12 Fee: $99
Required Materials: Text
70417 9/10–9/19 MW 6:30–9:30 pm CY 201971
70423 9/11–9/20 TR 6:30–9:30 pm PC 201971

Integration and Scope Management
Subject: PMGT 7140 Hours: 12 Fee: $99
Required Materials: Text
70418 9/24–10/3 MW 6:30–9:30 pm CY 201971
70424 9/25–10/4 TR 6:30–9:30 pm PC 201971

Time and Cost Management
Subject: PMGT 7165 Hours: 12 Fee: $99
Required Materials: Text
70419 10/8–10/17 MW 6:30–9:30 pm CY 201971
70425 10/9–10/18 TR 6:30–9:30 pm PC 201971

Human Resources and Quality Management
Subject: PMGT 7135 Hours: 12 Fee: $99
Required Materials: Text
70420 10/22–10/31 MW 6:30–9:30 pm CY 201971
70426 10/23–11/1 TR 6:30–9:30 pm PC 201971

Communications and Risk Management
Subject: PMGT 7130 Hours: 12 Fee: $99
Required Materials: Text
70421 11/5–11/14 MW 6:30–9:30 pm CY 201971
70427 11/6–11/15 TR 6:30–9:30 pm PC 201971

Procurement and Stakeholder Management
Subject: PMGT 7150 Hours: 12 Fee: $99
Required Materials: Text
73043 11/26–12/5 MW 6:30–9:30 pm CY 201972
73044 11/27–12/6 TR 6:30–9:30 pm PC 201972
To be eligible to receive a certificate, students must complete at least five courses with 90% attendance.

Courses below are not part of the Certificate Series

Project Management Certification Preparation
Subject: PMGT 7160 Hours: 15 Fee: $299
73045 12/7 F/S/U 6:30–9:30 pm CY 201972
12/8 S 9 am–5 pm
12/9 U noon–5 pm

Students may order textbooks online at collin.bncollege.com for courses held at the Collin Higher Education Center (CHEC) and Allen Center (AL).
For textbook information for continuing education classes, please call 972.985.3710.
REAL ESTATE

How to Buy, Lease & Manage Houses for Profit
Subject: REAL 7695  Hours: 12  Fee: $89
70381  9/11–10/2  T  6:30–9:30 pm  CY  201971
70382  10/30–11/20  T  6:30–9:30 pm  CY  201971

Flipping Texas
Subject: REAL 7800  Hours: 12  Fee: $89
70288  10/3–10/24  W  6:30–9:30 pm  CY  201971

Home Staging
Subject: REAL 7690  Hours: 8  Fee: $69
70384  9/15–9/22  S  9 am–1 pm  CY  201971

REAL ESTATE LICENSURE CLASSES

Only these six courses count towards the Real Estate Sales Agent license: Principles I, Principles II, Law of Agency, Law of Contracts, Finance and Contract Forms. Courses may be taken in any sequence except Law of Contracts must be taken before Contract Forms. The Real Estate courses may be taken through Continuing Education or for college credit. All students must satisfy the attendance and syllabus requirements for each course.

To register call 972.985.3711 or register online at http://cougarweb.collin.edu/

For more information on Real Estate requirements, contact Bill Kukla at 469.365.1801 or wkukla@collin.edu.

Textbooks approx. cost: $225 at the CY bookstore or the PC bookstore in Founder’s Hall.

Classes meet at the Preston Ridge campus, (PC), Heritage Hall, 9700 Wade Boulevard, Frisco, TX 75035

Mini Semester I

<table>
<thead>
<tr>
<th>CE CRN</th>
<th>Credit CRN</th>
<th>Course Name</th>
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<th>Time</th>
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<td>12301</td>
<td>Finance</td>
<td>8/28–9/29</td>
<td>TR</td>
<td>6 pm–10:10 pm</td>
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<td>77816</td>
<td>10452</td>
<td>Law of Agency</td>
<td>8/28–9/29</td>
<td>TR</td>
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Fee: $150

Mini Semester II

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<td>12632</td>
<td>Principles I</td>
<td>10/1–11/3</td>
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<td>8:30 am–12:40 pm</td>
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<td>70684</td>
<td>10456</td>
<td>Principles II</td>
<td>10/1–11/3</td>
<td>MW</td>
<td>8:30 am–12:40 pm</td>
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<td>70686</td>
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<td>Principles II</td>
<td>10/1–11/3</td>
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<td>6 pm–10:10 pm</td>
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<td>70687</td>
<td>10460</td>
<td>Law Contracts</td>
<td>10/2–11/3</td>
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<td>Law Contracts</td>
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Fee: $150

Mini Semester III

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<td>70691</td>
<td>15063</td>
<td>Contract Forms</td>
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<td>12038</td>
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<td>70689</td>
<td>11787</td>
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Fee: $150

Weekend Schedule I

Note: Each weekend course is held for three consecutive weekends at the following meeting times;

<table>
<thead>
<tr>
<th>CE CRN</th>
<th>Credit CRN</th>
<th>Course Name</th>
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<td>70693</td>
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<td>Investments</td>
<td>9/14–9/30</td>
<td>F</td>
<td>5:30 pm–10:10 pm</td>
<td>H208</td>
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<td></td>
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<td></td>
<td></td>
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<td>8 am–1 pm</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>U</td>
<td>12:30 pm–6:10 pm</td>
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Fee: $150

Weekend Schedule II

Note: Each weekend course is held for five consecutive weekends at the following meeting times;

<table>
<thead>
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<th>Credit CRN</th>
<th>Course Name</th>
<th>Dates</th>
<th>Day</th>
<th>Time</th>
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<tr>
<td>70786</td>
<td>12633</td>
<td>Principles I</td>
<td>8/31–9/29</td>
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<td>5:30 pm–9:40 pm</td>
<td>H209</td>
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<tr>
<td>70694</td>
<td>11495</td>
<td>Agency</td>
<td>10/5–11/4</td>
<td>F</td>
<td>9 am–1:10 pm</td>
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<td>70695</td>
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Fee: $150

Canvas Online Principles I & II

The following courses are self-paced. Online orientation, student log-on and course information is available at www.collin.edu/realestate. For questions, contact Bill Kukla at 469.365.1801 or wkukla@collin.edu.

Materials Needed: Text (available at PC Bookstore)

Fee: $150 ea.
### SUPERVISORY MANAGEMENT

**Supervisory Management Certificate Series**


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**Fundamental Skills of Managing**

*Subject: SUPR 7860  Hours: 12  Fee: $79*

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**Fundamental Skills Of Communicating**

*Subject: SUPR 7855  Hours: 12  Fee: $79*

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**Selecting & Developing Organizational Talent**

*Subject: SUPR 7875  Hours: 12  Fee: $79*

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**Directing Employees Toward Success**

*Subject: SUPR 7850  Hours: 12  Fee: $79*

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**Managing Change at Work**

*Subject: SUPR 7865  Hours: 12  Fee: $79*

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**Managing Performance**

*Subject: SUPR 7870  Hours: 12  Fee: $79*

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*To be eligible to receive a certificate, students must complete all 6 courses with 90% attendance.*

### TEACHER TRAINING


#### Montessori Workshop

*Subject: CHDV 7320  Hours: 4  Fee: $69*

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*For more information [http://bit.ly/MontessoriWksp](http://bit.ly/MontessoriWksp) email CEInfo@collin.edu*

### Enroll Your Employees in These Classes for FREE!

Apply for the Skills for Small Business grant through the Texas Workforce Commission and receive between $900 to $1,800 per employee for any Workforce Development or Computer Education courses in our Continuing Education schedule.


For local information call 972.599.3130

Submit applications at least two weeks prior to first class.

### ONLINE REGISTRATION

Online registration uses CougarWeb. [http://cougarweb.collin.edu](http://cougarweb.collin.edu)

Want step by step instructions?
Visit [www.collin.edu/ce/regonline.html](http://www.collin.edu/ce/regonline.html)

Phone and walk-in registration will remain the same at the Courtyard Center.

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### LEGEND FOR DAYS AND LOCATIONS

**Day Abbreviations:**
- M–Monday
- T–Tuesday
- W–Wednesday
- R–Thursday
- F–Friday
- S–Saturday
- U–Sunday

**Location Abbreviations:**
- AL–Allen Center
- CHEC–Collin Higher Education Center
- CC–Central Park Campus
- CY–Courtyard Center
- PC–Preston Ridge Campus
- RW–Rockwall Center
- SC–Spring Creek Campus
- WW–Online

---

All Collin College campuses will be CLOSED and Continuing Education Classes will not meet Aug. 17, Sept. 3, Nov. 21-25, Dec. 22-Jan. 1.

All classes that meet for more than 5 hours will have a one-hour break for lunch.
TECHNICAL TRADES

Start a New Career in Truck Driving

To qualify for a CDL, students must register in both Professional Truck Driving I and Professional Truck Driving II.

Professional Truck Driving I
Subject: CDLT 9050
Tuition and Fee: $2,300

Professional Truck Driving II
Subject: CDLT 9055
Tuition and Fee: $2,300

- Students complete 200 hours of training to earn CDL license
- Interested students must be at least 21 and able to read, write and speak English
- Must have a valid Class C license and an acceptable driving record
- Tuition includes CDL licensing and instructional materials
- WIOA approved course
  
  Please contact your local workforce office for details.


- Median earnings in the DFW area are $21.19/hour, $44,080 annually
- Recruiters visit the classroom the first week of class to discuss job opportunities.

For additional information on information session and class dates, please email CollinTrucking@collin.edu

**BASIC AND COMMERCIAL WIRING**

Certificate in Basic and Commercial Wiring

Learn the theory of residential electric circuits and have the opportunity for hands-on practice. Appropriate for electrical apprentices, and homeowners wishing to modify or better understand their home electrical system.

The Commercial Industrial Wiring class will cover conduit and flexible cable installation and use, motors and motor controls, transformers, hazardous locations, and wire selection. Three phase power will be covered as well as selection of proper electrical components.

**Basic Electrical Wiring**
Subject: JRNY 7495
Hours: 32
Fee: $179
70401 9/4-10/4 TR 6:30-9:45 pm CY 201971
Last class ends at 9:15 pm

**Commercial Industrial Wiring**
Subject: TRDE 7890
Hours: 19
Fee: $119
70402 10/16-11/1 TR 6:30-9:40 pm CY 201971

To be eligible to receive a certificate, students must complete both courses with 90% attendance.

**ELECTRICIAN PRE-APPRENTICESHIP COURSE – ENROLLMENT GUIDELINE**

Interested in becoming an Electrician? Prepare to enter an Apprenticeship Program and train with an electrical contractor.

Contact CEInfo@collin.edu for more details and registration information.

Subject: JRNY 7895
Hours: 48
Fee: $325
9/24-11/14 MW 6-9 pm CY 201971

**CAREERS IN FIBER OPTICS**

Enroll in our 2-3 day courses approved by the Fiber Optics Association (FOA). We offer both technician (CFOT) and specialist (CFOS/S, CFOS/T) training. No prior experience needed for the CFOT course. Specialist courses can be taken immediately after successful completion of CFOT course. Tuition includes all materials as well as FOA certification exam. Median hourly income in the DFW region is $23.24.

**Certified Fiber Optics Specialist-Testing/Maintenance (CFOS/T)**
Subject: FIBR 7365
Hours: 16
Fee: $675
70433 9/13-9/14 RF 8 am-5 pm CY 201971
73047 12/6-12/7 RF 8 am-5 pm CY 201972

Prerequisite: Successful completion of FOA CFOT course within the preceding 12 months or renew

Required Materials: All materials and texts included with fee

**Certified Fiber Optics Splicing Specialist (CFOS/S)**
Subject: FIBR 7370
Hours: 14
Fee: $675
70434 9/15-9/16 S 8 am-6 pm CY 201971

Prerequisite: Successful completion of FOA CFOT course within the preceding 12 months or renew

Required Materials: All materials and texts included with fee

**Certified Fiber Optics Specialist Outside Plant**
Subject: FIBR 7380
Hours: 14
Fee: $775
73085 12/8-12/9 S 8 am-6 pm CY 201972

Prerequisite: Successful completion of FOA CFOT course within the preceding 12 months or renew

Required Materials: All materials and texts included with fee

**Certified Fiber Optics Technician (CFOT)**
Subject: FIBR 7375
Hours: 24
Fee: $700
70432 9/10-9/12 MTW 8 am-5 pm CY 201971
73046 12/3-12/5 MTW 8 am-5 pm CY 201972

Prerequisite: Successful completion of FOA CFOT course within the preceding 12 months or renew

Required Materials: All materials and texts included with fee

Certified Fiber Optics Technician (CFOT)
**COMPUTER EDUCATION**

Unless otherwise stated, course prerequisites are not strict requirements for enrolling in a course. However, they serve as a good guideline for student self-assessment of prior knowledge and experience before enrollment.

---

### In-a-Day Computer Business Applications

These 8-hour accelerated one-day courses provide refresher training for on-the-go professionals. (Not recommended for introductory training.)

- Friday or *Saturday, 8 am–5 pm
- Fee: $99
- Required Materials: Text
- Location: Courtyard Center (CY)

**Course Name** | **CRN** | **Date(s)** | **Day(s)** | **Hours** | **Location** | **Term**  
--- | --- | --- | --- | --- | --- | ---  
Outlook | 70476 | 11/3* | TR | 6:30-9:30 pm | CY | 201971  
Basic Access | 70247 | 9/28 | MWF | 9 am–noon | CY | 201971  
Basic Access | 70286 | 11/30 | MWF | 9 am–noon | CY | 201971  
Basic Excel | 70415 | 9/21 | TR | 1–4 pm | CHEC | 201971  
Basic Excel | 70226 | 10/13* | TR | 1–4 pm | CHEC | 201971  
Intermediate Excel | 70137 | 11/9 | MWF | 9 am–noon | CHEC | 201971  
Advanced Excel | 70139 | 11/16 | MWF | 9 am–noon | CHEC | 201971  
MS Excel PivotTable Skills - Basic | 73008 | 12/1* | TR | 1–4 pm | CY | 201971  
MS Excel PivotTable Skills - Advanced | 73010 | 12/8* | TR | 1–4 pm | CY | 201971  
MS Excel Formula and Function Skills | 70118 | 11/30 | MWF | 9 am–noon | CY | 201971  
MS Excel Macro Skills | 73009 | 12/7 | MWF | 9 am–noon | CY | 201971  
Data Visualization with Tableau | 73012 | 12/15* | MWF | 9 am–noon | CY | 201971  
Cascading Style Sheets | 70380 | 11/30 | MWF | 9 am–noon | CY | 201971

Please visit the CE website for Afternoon Sampler courses, Weekend Warrior Series and Workshop courses. [www.collin.edu/ce/courses_comped.html](http://www.collin.edu/ce/courses_comped.html)

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### INTRODUCTORY COMPUTER COURSES

**Computer Keyboarding**

Subject: COMP 6300  
Hours: 21  
Fee: $119

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**Introduction To Personal Computers**

Subject: COMP 6305  
Hours: 15  
Fee: $109

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### OPERATING SYSTEMS

**Windows 10 – Beginner**

Subject: COMP 6315  
Hours: 18  
Fee: $129

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**What software version will I learn?**

- Adobe Creative Cloud
- Adobe Photoshop/Premiere Elements 2018
- Autodesk 3ds Max 2018
- Autodesk AutoCAD 2018
- Autodesk Revit 2018
- Intuit QuickBooks 2018
- Microsoft Office 2016
- Microsoft Windows 10
- Oracle 11g
- SAP Crystal Reports 2011
- SolidWorks 2018

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**Microsoft Office**

**Microsoft Word I**

Subject: MOFF 6655  
Hours: 18  
Fee: $129

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**Microsoft Word II**

Subject: MOFF 6660  
Hours: 18  
Fee: $129

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**Microsoft Excel I**

Subject: MOFF 6625  
Hours: 18  
Fee: $129

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**Microsoft Excel II**

Subject: MOFF 6630  
Hours: 18  
Fee: $129

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Most computer courses require keyboarding speeds of at least 20 words per minute.

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**In-A-Day Computer Business Applications**

These 8-hour accelerated one-day courses provide refresher training for on-the-go professionals. (Not recommended for introductory training.)

- Friday or *Saturday, 8 am–5 pm
- Fee: $99
- Required Materials: Text
- Location: Courtyard Center (CY)

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Please visit the CE website for Afternoon Sampler courses, Weekend Warrior Series and Workshop courses. [www.collin.edu/ce/courses_comped.html](http://www.collin.edu/ce/courses_comped.html)
### Microsoft Excel III
Subject: MOFF 6635  
Hours: 18  
Fee: $129  
Prerequisite: Microsoft Excel II  
Required Materials: Text  

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### Microsoft Access I
Subject: MOFF 6610  
Hours: 18  
Fee: $129  
Prerequisite: Microsoft Windows  
Required Materials: Text  

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### Microsoft Access II
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Hours: 18  
Fee: $129  
Prerequisite: Microsoft Access I  
Required Materials: Text  

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### Microsoft Access III
Subject: MOFF 6620  
Hours: 18  
Fee: $129  
Prerequisite: Microsoft Access II  
Required Materials: Text  

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<td>6:30–9:30 pm</td>
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### Microsoft PowerPoint I
Subject: MOFF 6650  
Hours: 15  
Fee: $109  
Prerequisite: Microsoft Windows  
Required Materials: Text  

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### Microsoft Outlook I
Subject: MOFF 6645  
Hours: 15  
Fee: $119  
Required Materials: Text  

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<td>1–4 pm</td>
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### Microsoft Office System
Subject: MOFF 6640  
Hours: 24  
Fee: $159  
Prerequisite: Microsoft Windows  
Required Materials: Text  

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</table>

### Administrative Assistant Certificate Series
If you are taking more than one of the Microsoft Office level I courses, you may be interested in the Administrative Assistant Certificate Series on page 5 or the Medical Secretary Certificate Series on page 27.
### COMPUTER AIDED DESIGN AND DRAFTING

#### AutoCAD – Fundamentals
Subject: CADD 6255  
Prerequisite: Familiarity with Windows OS  
Required Materials: Text  
CRN: 70489 (9/10–9/14)  MWF  8 am–5 pm  Location: CY  201971  
CRN: 70495 (10/16–11/8)  TR  6:30–9:30 pm  Location: CY  201971  
CRN: 70626 (10/27–11/10)  S  8 am–5 pm  Location: CY  201971

#### AutoCAD – Advanced
Subject: CADD 6250  
Prerequisite: AutoCAD Fundamentals (take out the symbols in front of Fundamentals), or equivalent experience  
Required Materials: Text  
CRN: 73054 (11/27–12/13)  TR  6:30–9:30 pm  Location: CY  201972  
CRN: 73080 (12/1–12/15)  S  9 am–4 pm  Location: CY  201972

#### Revit Architecture – Essentials
Subject: CADD 6270  
Prerequisite: Familiarity with Windows OS  
Required Materials: Text  
CRN: 70210 (8/28–9/20)  TR  6:30–9:30 pm  Location: CY  201971

#### SolidWorks Essentials
Subject: CADD 6280  
Prerequisite: Mechanical design experience and familiarity with Windows operating system  
Required Materials: Text  
CRN: 70619 (9/8–10/13)  S  1–4 pm  Location: CY  201971

#### SolidWorks Advanced
Subject: CADD 6275  
Prerequisite: SolidWorks Essentials  
Required Materials: Text  
CRN: 70622 (10/20–12/15)  S  1–4 pm  Location: CY  201971

#### 3d Studio Max – Basic
Subject: CADD 6240  
Prerequisite: Familiarity with Windows or Mac operating system.  
CRN: 70617 (9/5–10/10)  W  6:30–9:30 pm  Location: CY  201971

#### 3d Studio Max – Intermediate
Subject: CADD 6245  
Prerequisite: 3d Studio Max Basic or equivalent experience.  
CRN: 70628 (10/31–12/12)  W  6:30–9:30 pm  Location: CY  201971

#### PTC Creo Essentials
Subject: CADD 6260  
Prerequisite: Mechanical design experience and familiarity with Windows operating system.  
Required Materials: Text required  
CRN: 70494 (10/12–12/7)  F  6:30–9:30 pm  Location: CY  201971

---

### WEB TECHNOLOGIES

#### WordPress – Basics
Subject: WEBT 7195  
Prerequisite: Familiarity with the Internet  
Required Materials: Text  
CRN: 70086 (9/4–9/20)  TR  9 am–noon  Location: CY  201971  
CRN: 70093 (10/9–10/25)  TR  6:30–9:30 pm  Location: CY  201971  
CRN: 70282 (10/31–11/19)  MW  9 am–noon  Location: CY  201971

#### WordPress – Intermediate
Subject: WEBT 7196  
Prerequisite: WordPress – Basic, or equivalent experience; working knowledge of HTML, CSS; PH  
CRN: 70090 (9/25–10/11)  TR  9 am–noon  Location: CY  201971  
CRN: 70096 (10/30–11/15)  TR  6:30–9:30 pm  Location: CY  201971

#### WordPress – Advanced
Subject: WEBT 7200  
Prerequisite: WordPress – Basic or equivalent experience.  
Required Materials: Text  
CRN: 70095 (10/16–11/1)  TR  9 am–noon  Location: CY  201971  
CRN: 73028 (11/27–12/13)  TR  6:30–9:30 pm  Location: CY  201972

---

**Certificates after completing the Digital Marketing Certificate!**

The following courses provide a structured method to acquire these skills, taught by industry-leading digital marketing and social media professionals.

**Interested in Digital Marketing or becoming a Social Media Manager or Director?**

The certificate series listed below can help you achieve that goal. Businesses seek Digital Marketing & Social Media Managers with skills who can use cross functional approaches to generate leads, sales and revenue; customer retention and loyalty; future sales for new or existing customers.

The following courses provide a structured method to acquire these skills, taught by industry-leading digital marketing and social media professionals.

**You may also be interested in Marketing courses found on page 9.**

- **WordPress.com Basics**
  Subject: WEBT 7435  
  Hours: 9  
  Fee: $89  
  CRN: 70665 (9/4–9/11)  TR  1–4 pm  Location: CY  201971

- **WordPress – Basics**
  Subject: WEBT 7195  
  Hours: 18  
  Fee: $169  
  CRN: 70086 (9/4–9/20)  TR  9 am–noon  Location: CY  201971  
  CRN: 70093 (10/9–10/25)  TR  6:30–9:30 pm  Location: CY  201971  
  CRN: 70282 (10/31–11/19)  MW  9 am–noon  Location: CY  201971

- **WordPress – Intermediate**
  Subject: WEBT 7196  
  Hours: 18  
  Fee: $169  
  CRN: 70090 (9/25–10/11)  TR  9 am–noon  Location: CY  201971  
  CRN: 70096 (10/30–11/15)  TR  6:30–9:30 pm  Location: CY  201971

- **WordPress – Advanced**
  Subject: WEBT 7200  
  Hours: 18  
  Fee: $169  
  CRN: 70095 (10/16–11/1)  TR  9 am–noon  Location: CY  201971  
  CRN: 73028 (11/27–12/13)  TR  6:30–9:30 pm  Location: CY  201972
E-Commerce for WordPress – Basic
Subject: WEBT 7374 Hours: 12 Fee: $129
Prerequisite: WordPress – Basic
70035 9/10-10/1 M 6:30-9:30 pm CY 201971

E-Commerce for WordPress – Intermediate
Subject: WEBT 7376 Hours: 12 Fee: $129
Prerequisite: WordPress – Basic, or equivalent experience; working knowledge of HTML, CSS; PHP
70248 10/8-10/29 M 6:30-9:30 pm CY 201971

Search Engine Optimization for Small Business – Basic
Subject: WEBT 7165 Hours: 18 Fee: $169
Prerequisite: Familiarity with Internet and search engine basics
Required Materials: Text
70091 10/3-10/22 MW 6:30-9:30 pm CY 201971

Search Engine Optimization for Small Business – Advanced
Subject: WEBT 7160 Hours: 18 Fee: $169
Prerequisite: Search Engine Optimization for Small Business – Basic
Required Materials: Text
70099 10/31-11/19 MW 6:30-9:30 pm CY 201971

SEO for Small Business Boot Camp
Subject: WEBT 7170 Hours: 24 Fee: $389
Prerequisite: WordPress Basic or equivalent experience.
Required Materials: Text required
70219 11/3-11/17 S 8 am-5 pm CY 201971

Email Marketing
Subject: WEBT 7380 Hours: 18 Fee: $189
70488 9/5-10/10 W 6:30-9:30 pm CY 201971

Internet Marketing – The Value First Strategy
Subject: WEBT 7385 Hours: 12 Fee: $129
Prerequisite: WordPress – Basic
70117 11/6-11/15 TR 6:30-9:30 pm CY 201971

Internet Marketing Using Google AdWords
Subject: WEBT 7125 Hours: 18 Fee: $169
Prerequisite: Search Engine Optimization for Small Business – Basic
Required Materials: Text
70497 10/31-12/12 W 6:30-9:30 pm CY 201971

Business Intelligence Using Google Analytics
Subject: WEBT 7085 Hours: 18 Fee: $169
Prerequisite: Search Engine Optimization for Small Business – Basic
Required Materials: Text
73029 11/28-12/10 MWF 6:30-9:30 pm CY 201972

Internet Marketing Using YouTube
Subject: WEBT 7135 Hours: 18 Fee: $169
Prerequisite: Search Engine Optimization for Small Business – Basic.
Required Materials: Text
70036 9/22-10/27 S 9 am-noon CY 201971

E-Commerce for WordPress – Basic
Subject: WEBT 7374 Hours: 12 Fee: $129
Prerequisite: WordPress – Basic
70035 9/10-10/1 M 6:30-9:30 pm CY 201971

E-Commerce for WordPress – Intermediate
Subject: WEBT 7376 Hours: 12 Fee: $129
Prerequisite: WordPress – Basic, or equivalent experience; working knowledge of HTML, CSS; PHP
70248 10/8-10/29 M 6:30-9:30 pm CY 201971

Search Engine Optimization for Small Business – Basic
Subject: WEBT 7165 Hours: 18 Fee: $169
Prerequisite: Familiarity with Internet and search engine basics
Required Materials: Text
70091 10/3-10/22 MW 6:30-9:30 pm CY 201971

Search Engine Optimization for Small Business – Advanced
Subject: WEBT 7160 Hours: 18 Fee: $169
Prerequisite: Search Engine Optimization for Small Business – Basic
Required Materials: Text
70099 10/31-11/19 MW 6:30-9:30 pm CY 201971

SEO for Small Business Boot Camp
Subject: WEBT 7170 Hours: 24 Fee: $389
Prerequisite: WordPress Basic or equivalent experience.
Required Materials: Text required
70219 11/3-11/17 S 8 am-5 pm CY 201971

Email Marketing
Subject: WEBT 7380 Hours: 18 Fee: $189
70488 9/5-10/10 W 6:30-9:30 pm CY 201971

Internet Marketing – The Value First Strategy
Subject: WEBT 7385 Hours: 12 Fee: $129
Prerequisite: WordPress – Basic
70117 11/6-11/15 TR 6:30-9:30 pm CY 201971

Internet Marketing Using Google AdWords
Subject: WEBT 7125 Hours: 18 Fee: $169
Prerequisite: Search Engine Optimization for Small Business – Basic
Required Materials: Text
70497 10/31-12/12 W 6:30-9:30 pm CY 201971

Business Intelligence Using Google Analytics
Subject: WEBT 7085 Hours: 18 Fee: $169
Prerequisite: Search Engine Optimization for Small Business – Basic
Required Materials: Text
73029 11/28-12/10 MWF 6:30-9:30 pm CY 201972

Internet Marketing Using YouTube
Subject: WEBT 7135 Hours: 18 Fee: $169
Prerequisite: Search Engine Optimization for Small Business – Basic.
Required Materials: Text
70036 9/22-10/27 S 9 am-noon CY 201971

Social Media Marketing Technologies – Basics
Subject: WEBT 7180 Hours: 18 Fee: $169
Prerequisite: WordPress Basic, or equivalent experience.
Required Materials: Text
70040 9/24-10/29 M 9 am-noon CY 201971

Facebook Blueprint
Subject: WEBT 7115 Hours: 12 Fee: $149
Prerequisite: WordPress Basic or equivalent experience
73051 11/20-12/11 T 6:30-9:30 pm CY 201972

Amplify Reach across Multiple Social Networks
Subject: WEBT 7080 Hours: 9 Fee: $129
Prerequisite: WordPress Basic, Social Media Marketing Technologies – Advanced
73053 11/29-12/13 R 6:30-9:30 pm CY 201972

Internet Marketing Using Targeted Content
Subject: WEBT 7130 Hours: 18 Fee: $169
Prerequisite: Search Engine Optimization for Small Business – Basic.
Required Materials: Text
70107 9/4-9/20 TR 6:30-9:30 pm CY 201971

Linkedin Strategies for Businesses
Subject: WEBT 7155 Hours: 8 Fee: $119
Prerequisite: Social Media Marketing Technologies – Basic, or experience with using LinkedIn
70218 10/27-10/27 S 8 am-5 pm CY 201971

SOCIAL MEDIA CERTIFICATES
Expand your skills by completing the Social Media Certificates after completing the Digital Marketing Certificate!

Social Media Manager Certificate
After completing the Digital Marketing Certificate or the Internet Marketing Certificate, complete four additional electives to earn a Social Media Manager Certificate.

Social Media Director Certificate
After completing the Digital Marketing Certificate and the Social Media Manager Certificate, complete two additional electives to earn a Social Media Director Certificate.
- Amplify Reach across Multiple Social Networks
- Email Marketing
- Facebook Blueprint
- Internet Marketing – The Value First Strategy
- Internet Marketing Using Targeted Content
- Linkedin Strategies for Businesses
- Social Media Marketing Technologies - Advanced

To be eligible to receive certificates, students must complete the required elective courses with 90% attendance.

Unless otherwise stated, course prerequisites are not strict requirements for enrolling in a course. However, they serve as a good guideline for student self-assessment of prior knowledge and experience before enrollment.
### WEB DEVELOPMENT

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#### HyperText Markup Language
Subject: WEBT 7120 Hours: 18 Fee: $169
Prerequisite: Familiarity with the Internet.
Required Materials: Text

#### Cascading Style Sheets
Subject: WEBT 7090 Hours: 15 Fee: $159
Prerequisite: HyperText Markup Language
Required Materials: Text

#### UX/UI Basics with Adobe XD
Subject: WEBT 7430 Hours: 18 Fee: $179

#### Adobe Animate 1
Subject: WEBT 7345 Hours: 15 Fee: $159
Prerequisite: Basic knowledge of web page construction

#### Adobe Animate 2
Subject: WEBT 7355 Hours: 15 Fee: $159
Prerequisite: Adobe Animate 1
Required Materials: Text

#### Introduction to PHP & MySQL
Subject: WEBT 7145 Hours: 24 Fee: $269
Prerequisite: HTML
Required Materials: Text

#### Introduction to JavaScript
Subject: WEBT 7140 Hours: 24 Fee: $269
Prerequisite: HTML. Basic knowledge of scripting helpful, but not necessary
Required Materials: Text

#### MOBILE APP DEVELOPMENT

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#### AngularJS Framework
Subject: WEBT 7390 Hours: 24 Fee: $289
Prerequisite: Introduction to JavaScript
Required Materials: Text

#### Node.js Basics
Subject: WEBT 7425 Hours: 24 Fee: $289

#### JAVA PROGRAMMING

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#### Introduction to Mobile Application Development
Subject: MAPP 6565 Hours: 18 Fee: $229

#### iOS App Development 1 – Programming with Swift
Subject: MAPP 6545 Hours: 18 Fee: $219

#### Android App Development I
Subject: MAPP 6535 Hours: 18 Fee: $219
Prerequisite: Java Core or equivalent experience.
Required Materials: Text

#### Android App Development II
Subject: MAPP 6535 Hours: 18 Fee: $219
Prerequisite: Java Core, Android App Development I.
Required Materials: Text

#### Java Programming I
Subject: JAVA 6500 Hours: 24 Fee: $319
Prerequisite: Experience with another programming language.
Required Materials: Text

#### Java Programming II
Subject: JAVA 6505 Hours: 24 Fee: $319
Prerequisite: Java Programming I
Required Materials: Text

#### Java Web Application Development I
Subject: JAVA 6515 Hours: 32 Fee: $389
Prerequisite: Java Programming II, HTML
Required Materials: Text

 Classes titled “for Mac and PC” are taught in a blended environment. Select the CRN (Course Number) corresponding to your PC/Mac preference.
## COMPUTER PROGRAMMING

### Creative Problem Solving for Programmers
- **Subject:** CPGM 6375  
  **Hours:** 18  
  **Fee:** $199  
  **CRN:** 70666  
  **Date(s):** 9/7–10/12  
  **Day(s):** F  
  **Time:** 6:30–9:30 pm  
  **Location:** CY  
  **Term:** 201971

### Beginning Programming I
- **Subject:** CPGM 6340  
  **Hours:** 24  
  **Fee:** $269  
  **CRN:** 70636  
  **Date(s):** 8/29–9/26  
  **Day(s):** MW  
  **Time:** 6:30–9:30 pm  
  **Location:** CY  
  **Term:** 201971

### Beginning Programming II
- **Subject:** CPGM 6345  
  **Hours:** 24  
  **Fee:** $269  
  **CRN:** 70299  
  **Date(s):** 10/1–11/19  
  **Day(s):** M  
  **Time:** 6:30–9:30 pm  
  **Location:** CY  
  **Term:** 201971

### Beginning Programming III
- **Subject:** CPGM 6350  
  **Hours:** 24  
  **Fee:** $269  
  **CRN:** 70297  
  **Date(s):** 9/8–10/27  
  **Day(s):** S  
  **Time:** 9 am–noon  
  **Location:** CY  
  **Term:** 201971

### SQL Programming
- **Subject:** CPGM 6370  
  **Hours:** 30  
  **Fee:** $279  
  **CRN:** 70335  
  **Date(s):** 9/7–11/9  
  **Day(s):** F  
  **Time:** 6:30–9:30 pm  
  **Location:** CY  
  **Term:** 201971

### Advanced SQL Programming
- **Subject:** CPGM 6320  
  **Hours:** 24  
  **Fee:** $299  
  **CRN:** 70635  
  **Date(s):** 10/18–12/13  
  **Day(s):** R  
  **Time:** 6:30–9:30 pm  
  **Location:** CY  
  **Term:** 201971

### Agile Portfolio Management and Requirements Planning
- **Subject:** CPGM 6330  
  **Hours:** 24  
  **Fee:** $259  
  **CRN:** 70629  
  **Date(s):** 8/28–9/20  
  **Day(s):** TR  
  **Time:** 6:30–9:30 pm  
  **Location:** CY  
  **Term:** 201971

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## CISCO NETWORKING

### Cisco Courses

### COMPTIA CERTIFICATIONS

#### CompTIA A+ Certification
- **Subject:** CTIA 6375  
  **Hours:** 36  
  **Fee:** $449  
  **CRN:** 70167  
  **Date(s):** 9/22–10/7  
  **Day(s):** S/U  
  **Time:** 8 am–5 pm  
  **Location:** CY  
  **Term:** 201971

#### CompTIA Net+ Certification
- **Subject:** CPGM 6390  
  **Hours:** 36  
  **Fee:** $449  
  **CRN:** 70172  
  **Date(s):** 10/27–11/11  
  **Day(s):** S/U  
  **Time:** 8 am–5 pm  
  **Location:** CY  
  **Term:** 201971

#### CompTIA Security+ Certification
- **Subject:** CTIA 6395  
  **Hours:** 36  
  **Fee:** $449  
  **CRN:** 73016  
  **Date(s):** 12/1–12/16  
  **Day(s):** S/U  
  **Time:** 8 am–5 pm  
  **Location:** CY  
  **Term:** 201972

#### CompTIA Cloud Essentials
- **Subject:** CTIA 6400  
  **Hours:** 36  
  **Fee:** $449  
  **CRN:** 70196  
  **Date(s):** 10/15–12/10  
  **Day(s):** M  
  **Time:** 6–10 pm  
  **Location:** CY  
  **Term:** 201971

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Unless otherwise stated, course prerequisites are not strict requirements for enrolling in a course. However, they serve as a good guideline for student self-assessment of prior knowledge and experience before enrollment.
## Cybersecurity

**Certified Information Systems Security Professional (CISSP)**

Subject: CYBR 6405  
Hours: 30  
Fee: $789  
Prerequisite: CompTIA Network+, Security+ or equivalent experience.

**70166**  
9/17–10/4  
MTWR  
6:30–10:15 pm  
CY  
201971

### Classes will not meet the week of 9/24

**Hacking and Penetration Testing**

Subject: CYBR 7320  
Hours: 30  
Fee: $789  
Prerequisite: CompTIA Network+, Security+ or equivalent experience.

**70174**  
10/29–11/15  
MTWR  
6:30–10:15 pm  
CY  
201971

### Classes will not meet the week of 11/5

## Oracle

### ORACLE

**Oracle DB: Intro to SQL**

Subject: ORCL 6800  
Hours: 40  
Fee: $849  
Required Materials: Text included in cost of class.

**70211**  
8/29–9/21  
MWF  
6–10 pm  
CY  
201971

**Oracle DB: Admin Workshop I**

Subject: ORCL 6790  
Hours: 40  
Fee: $849  
Prerequisite: Oracle DB: SQL Fundamentals  
Required Materials: Text included in cost of class.

**70214**  
9/26–10/17  
MWF  
6–10 pm  
CY  
201971

**Oracle DB: Admin Workshop II**

Subject: ORCL 6795  
Hours: 40  
Fee: $849  
Prerequisite: Oracle DB: Admin Workshop  
Required Materials: Text included in cost of class.

**70217**  
10/24–11/14  
MWF  
6–10 pm  
CY  
201971

**Oracle DB: Program with PL/SQL**

Subject: ORCL 6805  
Hours: 40  
Fee: $849  
Required Materials: Text included in cost of class.

**70301**  
11/28–12/19  
MWF  
6–10 pm  
CY  
201972

## Microsoft .NET

**Introduction To C# Visual Studio**

Subject: DNET 6415  
Hours: 36  
Fee: $489  
Prerequisite: Experience programming in C, C++, Visual Basic, Java or other programming language  
Required Materials: Text

**70616**  
8/28–9/25  
TR  
6–10 pm  
CY  
201971

### Enroll Your Employees in These Classes for FREE!

Apply for the Skills for Small Business grant through the Texas Workforce Commission and receive between $900 to $1,800 per employee for any Workforce Development or Computer Education courses in our Continuing Education schedule.


For local information call 972.599.3130

Submit applications at least two weeks prior to first class.

## Microsoft Certifications

**MCSE 70-740 Installation, Storage, and Compute with Windows Server 2016**

Subject: MCER 7335  
Hours: 40  
Fee: $569  
Required Materials: Text

**70630**  
8/29–10/3  
MW  
6–10 pm  
CY  
201971

**MCSE 70-741 Networking with Windows Server 2016**

Subject: MCER 7340  
Hours: 40  
Fee: $569  
Required Materials: Text

**70225**  
10/10–11/12  
MW  
6–10 pm  
CY  
201971

**MCSE 70-742 Identity with Windows Server 2016**

Subject: MCER 7345  
Hours: 40  
Fee: $569  
Required Materials: Text

**70232**  
11/14–12/19  
MW  
6–10 pm  
CY  
201971

### SQL Server Essentials

Subject: MCER 6605  
Hours: 24  
Fee: $359  
Required Materials: Text

**70185**  
9/22–11/10  
S  
9 am–noon  
CY  
201971

### SQL Server Analysis Services

Subject: MCER 6590  
Hours: 24  
Fee: $359  
Prerequisite: SQL Server Essentials, or equivalent experience  
Required Materials: Text

**70187**  
9/22–11/10  
S  
1–4 pm  
CY  
201971

### SQL Server Integration Services

Subject: MCER 6595  
Hours: 24  
Fee: $359  
Prerequisite: SQL Server Essentials, or equivalent experience  
Required Materials: Text

**70309**  
10/3–10/26  
WF  
6:30–9:30 pm  
CY  
201971

### SQL Server Reporting Services

Subject: MCER 6600  
Hours: 24  
Fee: $359  
Prerequisite: SQL Server Essentials, or equivalent experience  
Required Materials: Text

**70310**  
10/31–11/30  
WF  
6:30–9:30 pm  
CY  
201971

### MCSE 70-761 Querying Data with Transact-SQL

Subject: MCER 7355  
Hours: 40  
Fee: $569

**70664**  
9/1–9/29  
S  
8 am–5 pm  
CY  
201971

### MCSE 70-762 Developing SQL Databases

Subject: MCER 7360  
Hours: 40  
Fee: $569

**70672**  
10/6–11/3  
S  
8 am–5 pm  
CY  
201971

Visit [www.microsoft.com/learning](http://www.microsoft.com/learning) for course and certification information and look up [www.prometric.com](http://www.prometric.com) or [www.vue.com/ms](http://www.vue.com/ms) for testing sites in your area.
### ARTS

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#### Drawing I
Subject: ARTF 9009  
Hours: 21  
Fee: $129

#### Drawing II
Subject: ARTF 9010  
Hours: 21  
Fee: $129
Prerequisite: Drawing I

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#### Drawing with Color
Subject: ARTF 9005  
Hours: 21  
Fee: $129

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#### Drawing with Color II
Subject: ARTF 9015  
Hours: 21  
Fee: $129

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#### Watercolor I
Subject: ARTF 9018  
Hours: 21  
Fee: $129

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#### Watercolor I, Advanced
Subject: ARTF 9029  
Hours: 21  
Fee: $129

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#### Watercolor II
Subject: ARTF 9030  
Hours: 21  
Fee: $129

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#### Advanced Watercolor II
Subject: ARTF 9004  
Hours: 21  
Fee: $129

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#### Watercolor: Landscape & Still Life, Beginning
Subject: ARTF 9040  
Hours: 21  
Fee: $129
Prerequisite: Previous painting experience

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#### Oil/Landscape Beginner – Intermediate
Subject: ARTF 9045  
Hours: 21  
Fee: $129

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#### Oil or Acrylic Painting I
Subject: ARTF 9085  
Hours: 21  
Fee: $129

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#### Oil or Acrylic Painting II
Subject: ARTF 9086  
Hours: 21  
Fee: $129
Prerequisite: Oil or Acrylic Painting I

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### CREATIVE WRITING

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#### Basics of Writing a Novel
Subject: CWRI 9216  
Hours: 24  
Fee: $149

#### How to Make Your Living as a Writer
Subject: CWRI 9210  
Hours: 15  
Fee: $99

#### Blueprinting Your Novel
Subject: CWRI 9200  
Hours: 15  
Fee: $129
Prerequisite: Basics of Writing a Novel

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#### Memoir Writing I
Subject: CWRI 9226  
Hours: 12  
Fee: $89

#### Memoir Writing II
Subject: CWRI 9227  
Hours: 12  
Fee: $89

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### ENTERTAINMENT INDUSTRY

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#### Screenwriting Fundamentals
Subject: CWRI 9261  
Hours: 27  
Fee: $179

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### GENEALOGY

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#### Genealogy – Getting Started
Subject: GENE 6500  
Hours: 15  
Fee: $89

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### DANCE

Collin College Continuing Education students can take semester-long dance courses at the Preston Ridge campus in Frisco! Students receive instruction in the fundamental techniques and concepts associated with beginning and intermediate ballet, jazz and modern dance.

http://www.collin.edu/department/dance/

####Interested? Contact:
Meghan Cardwell-Wilson  
PRC Dance Professor  
mcwilson@collin.edu

or
Tiffanee Arnold  
Dance Discipline Lead  
SCC Dance Professor  
tarnold@collin.edu
**HOME DÉCOR & DESIGN**


---

### Interior Design Concepts Certificate


All residential and commercial interior designs follow certain principles and concepts. This series teaches students to apply design principles and concepts to spaces through placement, color and lighting. Courses may be taken in any order.

**Core certificate courses**
- Interior Design Concepts I
- Accessorize Your Environment

**Select 2 additional elective certificate courses**
- Lighting Concepts
- Color in Interior Design
- Color Appreciation
- Drawing Interior Design Spaces
- Interior Design Project Overview

After completing the Certificate Series, email pmartin@collin.edu

---

### Drawing Interior Design Spaces

Subject: INDS 9510  Hours: 8  Fee: $59

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**Interior Design Concepts I**

Subject: INDS 9460  Hours: 24  Fee: $119

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**Accessorize Your Environment**

Subject: INDS 9455  Hours: 18  Fee: $109

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**Interior Design Project Overview**

Subject: INDS 9500  Hours: 8  Fee: $59

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**Color Appreciation**

Subject: INDS 9396  Hours: 18  Fee: $109

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**Color in Interior Design**

Subject: INDS 9395  Hours: 12  Fee: $89

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**Lighting Concepts I**

Subject: INDS 9495  Hours: 8  Fee: $59

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To be eligible to receive the certificate, students must complete the two core courses and two additional courses of their choosing listed below.

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### Historic Preservation

Subject: INDS 9520  Hours: 18  Fee: $109

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You may also be interested in Computer Aided Design and Drafting courses on page 17

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### JEWELRY MAKING

Making Silver Jewelry with Silver Metal Clay I

Subject: ARTF 9024  Hours: 24  Fee: $159

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Making Jewelry with Silver Clay II

Subject: ARTF 9025  Hours: 24  Fee: $159

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### MUSIC

**Guitar I**

Subject: MUSI 6400  Hours: 48  Fee: $199

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**Guitar II**

Subject: MUSI 6500  Hours: 48  Fee: $199

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**SAIL**

SAIL is an educational program operated by and for individuals 55+ and offers a wide variety of non-credit classes in history, literature, art appreciation and many other popular subjects. Collin College Continuing Education sponsors this program. SAIL classes are offered in fall, spring and summer with special events throughout the year.

If you have a desire to learn and make new friends, SAIL is the place for you!

For more information, go to [www.collin.edu/sail](http://www.collin.edu/sail), email sail@collin.edu or call 972.985.3788.

---

### INTERIOR DESIGN

We now offer semester-long, concurrent courses in Interior Design at the Preston Ridge Campus (PC)!

For more information, email CEinfo@collin.edu.
Digital Photography – Basics – Point ’n Shoot
Subject: PHOT 6855 Hours: 16 Fee: $149
Required Materials: Text and Point & shoot camera
70566 9/7–10/5 F 9 am–12:15 pm CY 201971
Last class ends at noon

Smartphone Photography
Subject: PHOT 6945 Hours: 16 Fee: $149
Required Materials: Text
73088 11/19–12/17 M 6:30–9:45 pm CY 201971
Last class ends at 9:30 pm

Creating an Online Photo Gallery
Subject: PHOT 7425 Hours: 18 Fee: $179
70663 8/28–10/2 T 6:30–9:30 pm CY 201971

Digital Photography – Basics – dSLR
Subject: PHOT 6850 Hours: 18 Fee: $159
Required Materials: Text and Digital SLR Camera
70578 9/8–10/13 S 9 am–noon CY 201971
70530 9/10–10/15 M 1–4 pm CHEC 201971
70581 9/11–9/27 TR 6:30–9:30 pm CY 201971
70534 9/12–10/17 W 6:30–9:30 pm PC 201971
70538 9/22–10/27 S 1–4 pm CHEC 201971
70589 9/24–10/29 M 9 am–noon CY 201971
70602 10/24–11/12 MW 6:30–9:30 pm CY 201971

Digital Photography – Advanced Skills
Subject: PHOT 6845 Hours: 18 Fee: $159
Prerequisite: Digital Photography – Basics – dSLR
Required Materials: Text
70531 9/11–10/16 T 9 am–noon CHEC 201971
70597 10/4–11/8 R 6:30–9:30 pm CY 201971
70604 10/27–12/8 S 9 am–noon CY 201971
70606 11/5–12/10 M 9 am–noon CY 201971

Digital Photography – Learning to See Creatively
Subject: PHOT 6860 Hours: 16 Fee: $149
Prerequisite: Digital Photography – Advanced Skills
Required Materials: Text
70532 9/11–10/15 T 6:30–9:45 pm CHEC 201971
Last class ends at 9:30 pm
70592 10/2–10/30 T 6:30–9:45 pm CY 201971
Last class ends at 9:30 pm
70529 10/29–11/26 M 1–4:15 pm CHEC 201971
Last class ends at 4 pm

Foundations in Photographic Style
Subject: PHOT 6875 Hours: 15 Fee: $149
Prerequisite: Digital Photography – Basics – dSLR
Required Materials: Text
73089 11/29–12/13 RF 6:30–9:30 pm CY 201971

Studio Lighting
Subject: PHOT 6955 Hours: 16 Fee: $149
Prerequisite: Digital Photography – Basics dSLR
Required Materials: Text and Digital SLR Camera
70595 10/3–10/24 W 6–10 pm CY 201971

Flash Photography
Subject: PHOT 6870 Hours: 18 Fee: $159
Prerequisite: Digital Photography – Advanced, or equivalent experience.
Required Materials: Text
70600 10/5–11/9 F 6:30–9:30 pm CY 201971

Introduction to Drone Aerial Photography
Subject: PHOT 7005 Hours: 18 Fee: $179
70668 9/11–9/27 TR 6:30–9:30 pm CY 201971

Introduction to Astrophotography
Subject: PHOT 7015 Hours: 18 Fee: $179
70671 10/5–11/9 F 6:30–9:30 pm CY 201971

Building a Photography Business
Subject: PHOT 6840 Hours: 18 Fee: $159
Required Materials: Text
70573 9/8–10/13 S 1–4 pm CY 201971

Presenting and Marketing Your Photographs
Subject: PHOT 6935 Hours: 16 Fee: $149
Prerequisite: Digital Photography – Advanced Skills
Required Materials: Text
70603 11/12–12/3 M 6–10 pm CY 201971

Photographing People
Subject: PHOT 6910 Hours: 16 Fee: $149
Prerequisite: Digital Photography – Advanced Skills
Required Materials: Text
70569 9/7–9/28 F 6–10 pm CY 201971

Unsure otherwise stated, course prerequisites are not strict requirements for enrolling in a course. However, they serve as a good guideline for student self-assessment of prior knowledge and experience before enrollment.
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</table>

You may be interested in the Photography Entrepreneur Certificate Series on page 6.

Unless otherwise stated, course prerequisites are not strict requirements for enrolling in a course. However, they serve as a good guideline for student self-assessment of prior knowledge and experience before enrollment.
PUBLISHING / GRAPHICS

GRAPHIC DESIGN CERTIFICATE SERIES
The certificate series places emphasis on drawing and painting, design principles, page layout, photo treatment and digital image enhancement, illustration, digital pre-press skills, and development of a technical portfolio.

In addition, students will have the opportunity to complete elective courses focused on various visual media presentation skills from web design to digital photography.


To be eligible to receive the certificate, students must complete the six core courses and four electives with 90% attendance.

Introduction to Digital Drawing
Subject: PUBL 7435 Hours: 18 Fee: $179
70673 10/9–11/13 T 6:30–9:30 pm CY 201971

Adobe Photoshop I
Subject: PUBL 7005 Hours: 21 Fee: $189
Prerequisite: Familiarity with Microsoft Windows XP or Mac OS
Required Materials: Text
Mac
70336 8/28–9/18 TR 6:30–9:30 pm CY 201971
70334 9/8–10/20 S 9 am–noon CY 201971
70349 10/3–10/17 MWF 9 am–noon CY 201971
73039 11/28–12/12 MWF 6:30–9:30 pm CY 201972

PC
Subject: PUBL 7010 Hours: 21 Fee: $189
70337 8/28–9/18 TR 6:30–9:30 pm CY 201971
70344 9/8–10/20 S 9 am–noon CY 201971
70350 10/3–10/17 MWF 9 am–noon CY 201971
70340 11/28–12/12 MWF 6:30–9:30 pm CY 201972

Adobe Photoshop II
Subject: PUBL 7015 Hours: 21 Fee: $189
Prerequisite: Adobe PhotoShop I – Mac
Required Materials: Text
Mac
70356 10/27–12/15 S 9 am–noon CY 201971

PC
Subject: PUBL 7020 Hours: 21 Fee: $189
Prerequisite: Adobe PhotoShop I – PC
70357 10/27–12/15 S 9 am–noon CY 201971

Adobe Illustrator I
Subject: PUBL 6965 Hours: 24 Fee: $219
Prerequisite: Familiarity with Microsoft Windows XP or Mac OS
Required Materials: Text
Mac
70345 9/8–10/13 S 1–5 pm CY 201971
70351 10/16–11/1 TR 6–10 pm CY 201971

PC
Subject: PUBL 6970 Hours: 24 Fee: $219
70346 9/8–10/13 S 1–5 pm CY 201971
70352 10/16–11/1 TR 6–10 pm CY 201971

Adobe Illustrator II
Subject: PUBL 6975 Hours: 24 Fee: $219
Prerequisite: Adobe Illustrator I
Required Materials: Text
Mac
70372 11/3–12/15 S 1–5 pm CY 201971

PC
Subject: PUBL 6980 Hours: 24 Fee: $219
70373 11/3–12/15 S 1–5 pm CY 201971

Adobe InDesign I
Subject: PUBL 6985 Hours: 24 Fee: $219
Prerequisite: Familiarity with Microsoft Windows XP or Mac OS
Required Materials: Text
Mac
70341 8/29–9/12 MWF 6–10 pm CY 201971
70576 9/8–10/13 S 1–5 pm CY 201971

PC
Subject: PUBL 6990 Hours: 24 Fee: $219
70342 8/29–9/12 MWF 6–10 pm CY 201971
70577 9/8–10/13 S 1–5 pm CY 201971

Adobe InDesign II
Subject: PUBL 6995 Hours: 24 Fee: $199
Prerequisite: Adobe InDesign I
Mac
70598 10/27–12/8 S 1–5 pm CY 201971

PC
Subject: PUBL 7000 Hours: 24 Fee: $199
70599 10/27–12/8 S 1–5 pm CY 201971

ONLINE REGISTRATION
Online registration uses CougarWeb.
http://cougarweb.collin.edu
Want step by step instructions?
Visit www.collin.edu/ce/regonline.html
Phone and walk-in registration will remain the same at the Courtyard Center.

Collin College | Continuing Education
26
ENTRY–LEVEL HEALTHCARE TRAINING

Health Career Success
Subject: HLTH 5350  Hours: 24  Fee: $109
Required Materials: This class requires 100% attendance. Portions of this class may be online.

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MEDICAL SECRETARY

Medical Front Office
Subject: MOSS 5500  Hours: 60  Fee: $399
Prerequisites: Basic computer skills and experience with Windows. Required materials: Online access code

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MEDICAL SECRETARY CERTIFICATE SERIES

What does a Medical Secretary do:
- Work in clinics and physician offices
- Scheduling appointments,
- Billing patients, and
- Compiling and recording medical charts, reports, and correspondence.

National Certification as a Certified Medical Administrative Assistant (CMAA) is available through the National Healthcareer Association. The certificate series is 275 total hours and $1,840 in tuition.

Required courses in this series (may be taken in any order):
- Health Career Success, pg 27
- Healthcare Ethics & HIPAA Compliance, pg 32
- Medical Billing & Reimbursement, pg 32
- Medical Front Office, pg 27
- Medical Terminology, pg 31
- Administrative Office Procedures, pg 5
- Microsoft Excel I, pg 15
- Microsoft Outlook I, pg 16
- Microsoft Word I, pg 15

Upon completion of all coursework, email CEHealthcare@collin.edu to request your certificate.

Other Recommended Courses:
- Basic Anatomy & Physiology, 48 hours, $325, pg 31
- Medical Secretary Externship, 120 hours, $239
- Basic Life Support (CPR), pg 27

Advising is available for Healthcare courses, please email CEHealthcare@collin.edu or call 972.985.3761 and ask for Nancy.
Certified Nurse Assistant (CNA)


Join our course to obtain the skills needed to work as a Nurse Aide. Upon completion of this course, you will be eligible to take the National Nurse Aide Assessment Examination. The course is taught using standards set by the Texas Department of Aging and Disability Services (DADS).

CNA’s work in:
• Hospitals,
• Nursing homes,
• Long term care facilities.

Nurse Aide for Health Care
Subject: NURA 1001 & NURA 1060
Hours: 128
Fee: $237
Prerequisite: Completed application and formal approval must be obtained prior to enrolling in this course. Required materials: Text, scrubs, close-toed shoes.

Classroom:
70428 8/27–10/13 MTWR 5-9 pm CC 201971
70429 10/15–12/8 609 pm To be arranged with instructor 201971

Clinical:
70430 10/15–11/10 MTWR 5-9 pm CC 201971
70431 11/12–12/15 To be arranged with instructor 201971

Other recommended courses:
• Healthcare Ethics and HIPAA Compliance, 32 hours, $220, pg 32
• Health Career Success, 24 hours, $109, pg 27
• Medical Terminology, 48 hours, $325, pg 31

Physical Therapy Aide (PHYT 5600)
The 110-hour Physical Therapy Aide course includes 70 hours of classroom training PLUS 40 hours of externship.

For more details, visit http://bit.ly/cePTaide

Physical Therapy Aides assist physical therapists in providing services to:
• help improve mobility,
• relieve pain,
• prevent or limit permanent physical disabilities
• administering active or passive manual therapeutic exercises,
• therapeutic massage,
• electrical modality treatments such as ultrasound.

Subject: PHYT 5600
Hours: 110
Fee: $1,299
Required materials: Textbooks are included in the cost of tuition and will be distributed at the beginning of class.

70513 9/11–11/15 TR 6-9:30 pm PC 201971

Other Recommended Courses:
• Medical Terminology, 48 hours, $325, pg 31
• Basic Anatomy and Physiology, 48 hours, $325, pg 31
• Healthcare Ethics and HIPAA Compliance, 32 hours, $220, pg 32
• Health Career Success, 24 hours, $109, pg 27

Electrocardiography (EKG)
Subject: HLTH 5340
Hours: 60
Fee: $499
Prerequisite: Certificates of Completion will be issued for students who complete the EKG and Health Career Success courses, and a Monitor Technician Externship.

Required materials: Text and EKG calipers

70304 9/11–12/11 TR 6-10 pm CY 201971
70305 9/11–12/11 S 9 am-2 pm CY 201971
70306 10/30–12/20 TR 6-10 pm CY 201971

Phlebotomy Technician
Subject: PHLB 5590
Hours: 60
Fee: $599
Prerequisite: Completed application and formal approval must be obtained prior to enrolling in this course. Certificates of Completion will be issued for students who complete the Phlebotomy and Health Career Success courses, and a Phlebotomy Technician Externship.

Required Materials: Text, scrubs, close-toed shoes

70065 9/9–12/9 U 12:30–5 pm CY 201971
70066 9/13–11/8 TR 6-9:30 pm CY 201971
70067 10/1–11/12 MW 12:30–5 pm CY 201971
70068 10/11–12/11 TR 8:30 am–noon CY 201971

PATIENT CARE TECHNICIAN CERTIFICATE SERIES

Patient Care Technicians traditionally work in hospitals performing patient care activities delegated and supervised by the professional staff. Students who successfully complete all 3 separate courses through Collin College Continuing Education are eligible for the Patient Care Technician (PCT) exam provided by the National Healthcareer Association. Courses may be taken in any order.

Required Courses in this series:
• Nurse Aide Training (CNA), pg 28
• Electrocardiography (EKG), pg 28
• Phlebotomy, pg 28

Testimonial: “The Phlebotomy Technician classes at Collin College were outstanding. The instructor was very motivating and professional in this field and brought fantastic personal experiences into her teaching. My clinical externship was a great success, the coordinator placed me at an excellent hospital, and because I was very flexible with the hours I could work for the externship, I completed the 100 hours within two and a half weeks.

NOW AVAILABLE:
Patient Care Technician Externships! 160 hours, $349.

For more details, visit http://bit.ly/PCTce

CNA + EKG + Phlebotomy = PCT

ONLINE REGISTRATION
Online registration uses CougarWeb. http://cougarweb.collin.edu

Want step by step instructions? Visit www.collin.edu/ce/regonline.html

Phone and walk-in registration will remain the same at the Courtyard Center.
Clinical Medical Assistant (CMA) Certificate Series
MEDA 5404 & MEDA 5405

Are you ready to enter one of the most in demand, and fastest growing careers within the medical field? Our Clinical Medical Assistant (CMA) Certificate Series is perfect for you! Total tuition for the CMA Certificate series is $2,829.

Here's what you'll be trained to do:
- Work under the direction of physicians, and/or practitioners
- Work in a clinic, and/or hospital setting
- Assist with examinations, and procedures
- Vital signs
- Blood draws, and other laboratory procedures
- Patient Health History, and Assessments
- Administer medication (Oral, and Injections)
- Administrative Duties
- Electrocardiograms

Prior to enrolling in the CMA classes, please complete the application packet available at http://bit.ly/CEcma

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Testimonial: The CMA program helped prepare me for a career in the health field with minimal training needed after. The program was easy to apply for, and my instructor was amazing! I got into my externship quickly and starting working straight away. I highly recommend these programs. I learned a lot and had a fun time doing so! — Student Erin N.

Other Required Courses of the CMA Certificate are: (may be taken at any time prior to externship)
- Computers in the Medical Office, pg 31
- Health Career Success, pg 27

Externships:
Externships are required for certification, and are available upon completion of all other courses. Externships are 160 hours, and tuition is $500. The application is available at http://bit.ly/HeathExterns, and must be submitted to the CE Health Science office within 90 days of completing the CMA course.
- Applications for externship are due by the 15th of each month for placement the following month.

Other recommended courses are:
- Medical Terminology, 48 hours, $325, pg 31
- Basic Anatomy & Physiology, 48 hours, $325, pg 31
- Healthcare Ethics and HIPAA Compliance, 32 hours, $220, pg 32

See our Medical Specialty Courses on page 35!

INSTRUCTOR SPOTLIGHT – KETIA BRADLEY

Ketia Bradley uses a variety of learning styles, tools, and techniques to help students remain fully engaged in her courses. “My goal as an instructor is to infuse every lecture, and laboratory session with as much of a real life medical experience as possible. I want my students to enter their careers feeling confident in their abilities to provide the best possible patient care in the industry.” Her students are trained using a blended method of course work, hands on experience, and medical simulations using our state of the art health science labs. Ketia is the Medical Assistant Program Manager. She also teaches the following courses:
- Clinical Medical Assistant Basic, and Advanced
- Healthcare Ethics & HIPAA Compliance
- Computers in the Medical Office
Join our 150 hour training course to obtain the skills needed to work as a Dental Assistant in Texas. At the end of this course, you will take the Registered Dental Assistant exam, as required by the TX Board of Dental Examiners. Earning your RDA will allow you to gain entry-level employment in a variety of dental work environments.

This course meets at the Central Park Campus in McKinney TX and utilizes the newly remodeled Dental Hygiene clinic for lab activities. The course provides didactic lessons, as well as hands-on training and experience in a dental clinic setting.

Expected growth in the industry for Dental Assistants in Collin County is an average of 3.6% per year for the next 7 years. As a Registered Dental Assistant, you can expect to enter the field making approximately $11-14/hour. As you gain years of experience, earning potential in the field can be as much as $37-43k annually.

Testimonials:

“If you have ever thought about working on the clinical side of dentistry, I highly recommend Collin’s Dental Assisting Course. Your eagerness to learn and better yourself is met by the instructor who provides you with everything you need to succeed. Tons of hands on and immersive learning. Lessons are fun and interesting. The best part is you can work/attend school all while working towards your RDA.”

“Returning to college was a big decision, the easy choice was Collin Dental Assisting program. This program gives you the tools and knowledge to continue; to progress in your dental career. My instructor was fantastic. She gave us real life examples to coincide with the lesson plans. I highly recommend this program to anyone who is looking to pursue a dental career.”

What Dentists are saying...

“I have had the pleasure of meeting and working with a graduate of the program and it was readily apparent that she had been properly introduced and trained to most aspects of dentistry.”

Dental Assistant Training

Subject: DENT 5285

Hours & Fee: 100 Classroom ($1,695) + 50 Clinical ($300)

Prerequisites: Completed application and formal approval must be obtained prior to enrolling in this course.

Materials Needed: Text, black scrubs

| Classroom | 9/5-11/19 | MWF 1-4 pm |
| Clinicals | 10/30-11/15 | TR 8 am–5 pm |

Daytime Option

Weekend Option

Classroom | 9/8-12/15 | S 9 am-4:30 pm |
Clinicals | 11/26-12/13 | MW or TR 8 am–5 pm |

Evening Option

Classroom | 11/6-2/21 | TR 6-9:30 pm |
Clinicals | 2/4-2/21 | MW or TR 8 am–5 pm |

All Collin College campuses will be CLOSED and Continuing Education Classes will not meet Aug. 17, Sept. 3, Nov. 21-25, Dec. 22-Jan. 1

All classes that meet for more than 5 hours will have a one-hour break for lunch.
**MEDICAL BILLING CERTIFICATE SERIES**

**What does a Medical Biller do?**
- Inform patients of their coverage,
- Maintain patient insurance files,
- Create and submit insurance claims,
- Collect and post payments
- Optimize revenue performance.

**What are the job titles?**
- Reimbursement Specialist,
- Insurance Billing Specialist,
- Medical Biller,
- Medical Billing Representative,
- Electronic Claims Processor.

**Required Coursework:** (may be taken in any order)
- Medical Terminology (MEDC 5480)
- Computers in the Medical Office (MEDC 5490)
- Electronic Health Records (MEDC 5430)
- Healthcare Ethics & HIPAA Compliance (MEDC 5445)
- Medical Billing & Reimbursement (MEDC 5460)
- Health Career Success (HUTH 5350)


Email MedicalBilling@collin.edu for help building your personalized schedule.

Medical Billing Externships are available upon completion of all 6 required courses. The application is available at [http://bit.ly/HealthExterns](http://bit.ly/HealthExterns). Externships are 120 hours, and tuition is $299. Complete application and submit to the CE Health Science office within 90 days of completing the 6 required courses.

- Apply by the 15th of the month for placement the following month.

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**FAST TRACK SCHEDULE OPTION**

The Medical Billing Certificate is now available at the Preston Ridge Campus (PC) as a Fast track option. All courses meet in the evenings, and are scheduled to allow students to complete the Series in 14 weeks!

Class begins on August 27 and finishes on November 28.


---

**MEDICAL CODING CERTIFICATE SERIES**

**What does a Medical Coder do?**
- Assign diagnosis and/or treatment codes
- Create medical claims
- Review medical documents

**Where does a Medical Coder work?**
- Doctor offices or hospitals
- Insurance companies,
- Private billing companies,
- Government offices.

National certification through the AAPC® upon completion is strongly recommended.

The Certificate is 352 total hours and $2,538 in tuition.


**It is recommended that students take 2 courses at a time, in the order listed below.**

**Semester 1:**
- Medical Terminology (MEDC 5480)
- Basic Anatomy & Physiology (MEDC 5310)
- Pathophysiology (MEDC 5485)
- Introduction to Medical Coding (MEDC 5455)

**Semester 2:**
- Computers in the Medical Office (MEDC 5490)
- Medical Coding I (MEDC 5465)
- Healthcare Ethics & HIPAA Compliance (MEDC 5445)
- Medical Coding II (MEDC 5470)

**Other Recommended courses:**
- Health Career Success, 24 hours, $109, pg 27
- Medical Billing and Reimbursement, 48 hours, $325, pg 32

**Pathophysiology**
Subject: MEDC 5485 Hours: 48 Fee: $325
Prerequisite: Medical Terminology and Basic Anatomy & Physiology
Required Materials: Text, and access code for online sections

70464 10/29–12/17 MW 9 am–12:30 pm CY 201971
70465 11/5–12/21 This is an online course WW 201971

**Introduction to Medical Coding**
Subject: MEDC 5455 Hours: 48 Fee: $325
Required Materials: Text, and access code for online sections

70466 10/30–12/18 TR 9 am–12:30 pm CY 201971
70467 11/5–12/21 This is an online course WW 201971

**Computers in the Medical Office**
Subject: MEDC 5490 Hours: 32 Fee: $220
Prerequisite: Typing, basic computer skills and experience with Windows.
Required Materials: Text, and access code for online sections

70500 8/27–9/26 MW 9 am–3:30 pm PC 201971
70468 9/11–10/16 TR 9 am–noon CY 201971
70472 9/11–10/19 This is an online course WW 201971
70469 10/2–11/6 TR 6–9 pm CY 201971
70473 11/5–12/14 This is an online course WW 201971
70471 11/6–12/13 TR 9 am–noon CY 201971

**Medical Coding I**
Subject: MEDC 5465 Hours: 48 Fee: $399
Prerequisite: Intro to Medical Coding, Pathophysiology
Required Materials: Text

70474 9/5–10/22 MW 9 am–12:30 pm CY 201971
**Medical Coding I & II**
Subject: MEDC 5471 Hours: 96 Fee: $798
Prerequisite: Intro to Medical Coding, Pathophysiology
Required Materials: Text and online access code

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**Medical Coding II**
Subject: MEDC 5470 Hours: 48 Fee: $399
Prerequisite: Medical Coding I
Required Materials: Text

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**Healthcare Ethics & HIPAA Compliance**
Subject: MEDC 5445 Hours: 32 Fee: $220
Required Materials: Text, and access code for online sections

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**Electronic Health Records**
Subject: MEDC 5430 Hours: 32 Fee: $220
Required Materials: Text, and access code for online sections

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**Medical Billing & Reimbursement**
Subject: MEDC 5460 Hours: 48 Fee: $325
Required Materials: Text, and access code for online sections

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**Testimonial:** “I am very happy to inform you of my passing grade on the PTCB exam. Thank you again for providing a great learning environment and moral support!”

**Personal Trainer**
Subject: HLTH 5390 Hours: 80 Fee: $1,500

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**Group Fitness Instructor**
Subject: HLTH 5395 Hours: 80 Fee: $1,500

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**Dialysis Technician**
Subject: PHAR 5585 Hours: 90 Fee: $1,500

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**Online Course Information**
If you are considering one of the online courses offered through CE Health Sciences, please visit our online course information page at [http://www.collin.edu/ce/online.html](http://www.collin.edu/ce/online.html)

It will give you information about logging in, tutorials to watch, and helpful phone numbers.

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**Advising is available for Healthcare courses, please email CEHealthcare@collin.edu or call 972.985.3761 and ask for Nancy.**
HEALTH UNIT COORDINATOR CERTIFICATE

What does a HUC do?
- oversee the organization and flow of health care unit practices.
- work closely with physicians, nurses, and other health care employees
- ensure the needs of patients and nursing units are met.

Certified Health Unit Coordinators (C-HUCs) are in high demand within the health care field. Complete the 128-hour online course, a section of Health Career Success, and the HUC Externship to earn your Certificate of Completion!

Testimonial: “The HUC program was a great program. Through the internship program I met my current employer. The class taught me a lot and helped with my entry level position.” Student Rachel Z.

Health Unit Coordinator

Subject: HLTH 5355 Hours: 128 Fee: $1,199
Required Materials: Text.
Certificates of Completion will be issued for students who complete the Health Unit Coordinator, Health Career Success, and a HUC Externship.
70505 9/14–11/5 This is an online course WW 201971

Health Unit Coordinator Externship

Externship is available upon completion of the Health Unit Coordinator and Health Career success courses. Externships are 120 hours, and tuition is $349. The application is available at http://bit.ly/HealthExterns.
Complete application and submit to the CE Health Science office within 90 days of completing the Health Unit Coordinator course.
- Application deadlines are: 8/30, 10/18, 1/3

Other recommended courses:
- Healthcare Ethics and HIPAA Compliance, 32 hours, $220, pg 32
- Medical Terminology, 48 hours, $325, pg 31

Medical Vision Care

Subject: OPTM 5565 Hours: 80 Fee: $1,995
70062 9/6–12/20 TR 7-9 pm CY 201971

This course will prepare students for a rewarding career in the vision care industry, in the offices of an Ophthalmologist, Optometrist, or Optical stores. These positions are on the rise, with an expected growth of more than 22% by 2022. The course includes 60 hours of classroom training and 20 hours at a local vision care facility for hands-on practical training.

FOR MORE INFORMATION, VISIT HTTP://BIT.LY/CEOPTICIAN

Advising is available for Healthcare courses, please email CEHealthcare@collin.edu or call 972.985.3761 and ask for Nancy.
CERTIFIED VETERINARY ASSISTANT – LEVEL 1

Are you passionate about learning more about animals and increasing the quality of their life through veterinary health care? Then this is for you.

What does a Veterinary Assistant do?
- Perform exams
- Take radiographs
- Administer vaccines
- Assist with surgery
- Educate clients on the best care for their pets

Upon completion of the four courses, students are eligible to take the certification exam provided by the Texas Veterinary Medical Association for CVA Level 1. It doesn’t stop there! Once you have completed the TVMA CVA Level 1, students can continue for their Level 2 or Level 3 certificate through TVMA.

Worried about job placement? Our instructors will help you find placement in a clinic or hospital to complete your Practicum. Most of these hosting hospitals hire their externs once their hours are completed.

For more information, visit http://bit.ly/ceVetAsst

Orientation Veterinary Medicine
Subject: VETA 5645 Hours 12 Fee: $99
Required Materials: Text
70451 9/9-9/23 U 1-5 pm CY 201971

Introduction to Veterinary Technology
Subject: VETA 5640 Hours 82 Fee: $549
Prerequisite: Orientation to Veterinary Medicine
Required Materials: Text
70452 9/30-2/10 U 1-5 pm CY 201971

Weekend Option
Morning Option
Orientation Veterinary Medicine
Subject: VETA 5645 Hours 12 Fee: $99
70455 9/9-9/23 MW 9 am-noon CY 201971

Introduction to Veterinary Technology
Subject: VETA 5640 Hours 82 Fee: $549
70456 10/8-12/19 MW 9 am-noon CY 201971

Evening Option
Orientation Veterinary Medicine
Subject: VETA 5645 Hours 12 Fee: $99
70449 9/6-9/18 TR 6-9 pm CH 201971

Introduction to Veterinary Technology
Subject: VETA 5640 Hours 82 Fee: $549
70450 9/20-12/4 TR 6-9 pm CH 201971

Online Option
Orientation Veterinary Medicine
Subject: VETA 5645 Hours 12 Fee: $99
70453 9/10-9/21 This is an online course WW 201971

Introduction to Veterinary Technology
Subject: VETA 5640 Hours 82 Fee: $549
70454 9/24-10/4 This is an online course WW 201971

See our Vet Tech Specialty Courses on page 35!

SMALL ANIMAL CERTIFICATE

Are you passionate about expanding your knowledge in the Veterinary field as a technician? Our Small Animal Certificate has five courses to help expand that knowledge in specific areas to prepare you for your new career.

Below are the five courses that are included in the Small Animal Certificate.

Introduction to Veterinary Technology
VETA 5640 Hours: 82 Fee: $549
See options listed above

Canine & Feline Clinical Management
Subject: VETA 5641 Hours: 33 Fee: $249
Required materials: Text
70520 9/10-11/19 M 6-9 pm CY 201971

Veterinary Medical Terminology
Subject: VETA 5643 Hours: 32 Fee: $199
Required Materials: Text
70533 9/10-11/19 This is an online course WW 201971

Veterinary Front Office
Subject: VETA 5642 Hours: 33 Fee: $249
Required Materials: Text
73060 11/28-2/13 W 6-9 pm CY 201972

Veterinary Parasitology
Subject: VETA 5644 Hours: 66 Fee: $449
Required Materials: Text
73061 12/3-3/1 MF 6-9 pm CY 201972
NURSING REFRESHER

RNSG 5535 & RNSG 5536

Designed for inactive registered nurses returning to active practice. The intention of this course is to enable nurses to reintroduce and develop their knowledge bases, nursing skills, and confidence in practice by reviewing current technology, equipment, nursing trends and practices and legalities. Individuals must be eligible for a temporary nursing license (RN) through the TX Board of Nursing, or hold a current TX RN license.

Students will complete 80 hours of online training, 2 days of skills training and 80 hours of clinical at a local facility. Curriculum includes current professional technology, equipment, nursing trends and practices and legalities. Individuals knowledge bases, nursing skills, and confidence in practice by reviewing current technology, equipment, nursing trends and practices and legalities.

Nursing Refresher
Subject: RNSG 5535 Hours: 80 Fee: $749
Prerequisite: Completed application and formal approval must be obtained prior to enrolling in this course.
Required materials: Text, scrubs, close-toed shoes

Clinical – Nursing Refresher
Subject: RNSG 5536 Hours: 80 Fee: $349
Prerequisite: Nursing Refresher
Required materials: Text, scrubs, close-toed shoes

Other Recommended Courses:
Healthcare Ethics and HIPAA Compliance, 32 hours, $220, pg 32

RADIOLOGY TRAINING SERIES

Radiology Training prepares students to become a Non-Certified Technician (NCT) registered with the Texas Medical Board to perform X-rays. Individuals with this certification typically work in clinics and doctor offices taking X-rays and doing Medical Assistant duties. Prior to enrolling, please complete the application packet available at http://bit.ly/CEradiology

- Total training is 120 hours, and $1,425
- Days: Mondays and Wednesdays
- Time: 6:30–9:30 pm
- Materials Needed: Text
- Location: Courtyard Center
- Prerequisites: CMA, CNA, or 6 months direct patient care experience
- Courses must be taken in sequential order

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<td>Radiology III</td>
<td>1/7–2/25</td>
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For Clinical Medical Assistant, Nurse Aide, Dental Assistant, Phlebotomy or Nursing Refresher department approvals, please visit http://bit.ly/CEhealthcare for course information and application forms.

ADVANCED CERTIFICATIONS

COUNSELOR EDUCATION

6 CEU WORKSHOP!

Join us for a 1-day workshop in association with Changes Outpatient of Plano. Earn six CE hours in one day with lunch provided at noon.


PD: Counselor Education
Subject: CNSL 5260 Hours: 6 Fee: $60
70053 9/14 F 9 am–4 pm CY 201971
73003 12/14 F 9 am–4 pm CY 201972

SPECIALTY COURSES

Increase your skills
Specialize within your field of study

Medical – courses in this set are designed for current or former RN, CMA, or CNA students who wish to specialize within a hospital or ambulatory healthcare setting.

Foundations of Pediatrics
Subject: MEDA 5420 Hours: 40 Fee: $329
Prerequisite: Suggested completion of RN, LVN, CMA program
Required materials: Text
70613 9/7–12/12 F 9 am–noon CY 201971
70641 9/4–11/6 T 9 am–noon CY 201971

Medical Health Services
Subject: MEDA 5425 Hours: 32 Fee: $249
Prerequisite: Suggested completion of RN, LVN, CMA, and/or mental health program
Required materials: Text
70613 9/7–12/12 F 9 am–noon CY 201971
70641 9/4–11/6 T 9 am–noon CY 201971

OB/GYN Fundamentals – COMING SOON

Urgent Care – COMING SOON

Veterinary – courses in this set are designed for current or former LVT or CVA students who wish to specialize within the veterinary medicine setting.

Introduction to Exotics
Subject: VETA 5655 Hours: 33 Fee: $249
Prerequisite: 6 months experience in field or Introduction to Veterinary Technology
Required materials: Text
70639 9/5–11/14 W 6–9 pm CY 201971
70537 9/7–11/16 F 10 am–1 pm CY 201971

Internal Medicine for Veterinary Technicians
Subject: VETA 5655 Hours: 33 Fee: $249
Prerequisite: 6 months experience in field or Introduction to Veterinary Technology
Required materials: Text
70639 9/5–11/14 W 6–9 pm CY 201971
70537 9/7–11/16 F 10 am–1 pm CY 201971

Cardiology for Veterinary Technicians
Subject: VETA 5657 Hours: 33 Fee: $249
Prerequisites: 6 months experience in field or Introduction to Veterinary Technology
Required materials: Text
70535 9/9–11/18 Su 1–4 pm CY 201971
LANGUAGES

Class will not meet 9/3, 11/21-11/25, 12/22-1/2/19
All Languages courses, except Conversation, require textbooks.

AMERICAN SIGN LANGUAGE

Sign Language, Beginning
Subject: FRNL 9294   Hours: 24   Fee: $99
70161  9/11-10/18  TR  6:30-8:30 pm  CY  201971

Sign Language, Intermediate
Subject: FRNL 9295   Hours: 24   Fee: $99
70162  10/30-12/11  TR  6:30-8:30 pm  CY  201971

ARABIC

Arabic I
Subject: FRNL 9030   Hours: 30   Fee: $109
70258  9/17-10/24  MW  7-9:30 pm  CY  201971

Arabic II
Subject: FRNL 9035   Hours: 30   Fee: $139
Prerequisite: Arabic I
70259  10/29-12/10  MW  7-9:30 pm  CY  201971

FRENCH

French I
Subject: FRNL 9050   Hours: 30   Fee: $109
70251  9/8-12/1    S  9:30 am-noon  CY  201971
70252  9/10-10/17  MW  7-9:30 pm  CY  201971

French II
Subject: FRNL 9055   Hours: 30   Fee: $109
Prerequisite: French I
70253  9/8-12/1    S  12:30-3 pm  CY  201971
70254  10/22-12/3  MW  7-9:30 pm  CY  201971

French Conversation – Intermediate
Subject: FRNL 9571   Hours: 30   Fee: $139
Prerequisite: Completion of French III or IV
70256  9/6-11/29   R  7-9:30 pm  CY  201971

French Conversation, Advanced
Subject: FRNL 9572   Hours: 30   Fee: $139
Prerequisite: Completion of French VIII or French-speaking ability
70257  9/8-11/10   S  9:30 am-12:30 pm  CY  201971
70740  9/8-11/10   S  1-4 pm  CY  201971

“ I was interested in learning another language and chose Spanish. Coming to Collin College Continuing Education was such a great choice for me. The Instructor was amazing and made it fun as well.”
Lubica M., Foreign Language student

Foreign Language Information Session
Learning a new language is a great skill. If you are unsure which Spanish or French course level to begin or want more information on course placement, then plan to attend our free information session. For additional information please call 972.985.3747 or email CEinfo@collin.edu.
Subject: INFO 6451
77787  8/23    R  6-8 pm  1  CY

GERMAN

German I
Subject: FRNL 9095   Hours: 30   Fee: $109
70260  9/11-11/13  T  6:30-9:30 pm  CY  201971

German II
Subject: FRNL 9100   Hours: 30   Fee: $139
Prerequisite: German I
70261  9/12-11/14  W  6:30-9:30 pm  CY  201971

German III
Subject: FRNL 9105   Hours: 30   Fee: $139
70262  9/13-11/15  R  6:30-9:30 pm  CY  201971

ITALIAN

Italian I
Subject: FRNL 9110   Hours: 30   Fee: $109
70263  9/9-11/11  U  12:30-3:30 pm  CY  201971

Italian II
Subject: FRNL 9115   Hours: 30   Fee: $139
Prerequisite: Italian I
70264  9/9-11/11  U  3:30-6:30 pm  CY  201971

JAPANESE

Japanese II
Subject: FRNL 9140   Hours: 30   Fee: $139
70312  10/3-12/12  W  9:30 am-noon  CY  201971

Japanese III
Subject: FRNL 9145   Hours: 30   Fee: $139
Prerequisite: Japanese II
70313  10/3-12/12  W  6-9 pm  CY  201971

Japanese VI
Subject: FRNL 9160   Hours: 30   Fee: $139
Prerequisite: Japanese V
70314  9/22-12/1    S  1-4 pm  CY  201971

Japanese VIII
Subject: FRNL 9170   Hours: 30   Fee: $139
70315  9/22-12/1    S  9 am-noon  CY  201971

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**Mandarin Chinese**

Mandarin Chinese I  
Subject: FRNL 9175  
Hours: 30  
Fee: $109

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## Portuguese

Portuguese I  
Subject: FRNL 9220  
Hours: 30  
Fee: $109

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**Spanish**

Spanish I  
Subject: FRNL 9245  
Hours: 30  
Fee: $109

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Spanish II  
Subject: FRNL 9250  
Hours: 30  
Fee: $109

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Spanish III  
Subject: FRNL 9255  
Hours: 30  
Fee: $109

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## Communications Improvement (ESL)

Class will not meet 9/3, 11/19–11/25, 12/22–1/2/19

All Communications Improvement (ESL) courses require textbooks.

**ESL Placement Testing**  
Subject: ESLP 9400  
Hours: 2  
Fee: FREE

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<td>Courtyard Center</td>
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<tr>
<td>70087</td>
<td>8/29–12/19</td>
<td>Courtyard Center</td>
<td>7–9 pm</td>
</tr>
<tr>
<td>70098</td>
<td>10/24–12/20</td>
<td>Courtyard Center</td>
<td>10 am–noon</td>
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**Communication Improvement, Intro**  
Subject: ESLP 9405  
Hours: 60  
Fee: $159

<table>
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<th>CRN</th>
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<th>Day(s)</th>
<th>Time</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
<td>70076</td>
<td>8/27–12/17</td>
<td>T</td>
<td>9–11 am</td>
<td>PC</td>
<td>201971</td>
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**Communication Improvement, Level 1**  
Subject: ESLP 9410  
Hours: 60  
Fee: $159

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<tbody>
<tr>
<td>70077</td>
<td>8/27–12/17</td>
<td>T</td>
<td>9–11 am</td>
<td>PC</td>
<td>201971</td>
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**Communication Improvement, Level 2**  
Subject: ESLP 9415  
Hours: 60  
Fee: $159

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<tbody>
<tr>
<td>70078</td>
<td>8/27–12/17</td>
<td>T</td>
<td>9–11 am</td>
<td>PC</td>
<td>201971</td>
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**Communication Improvement Level 3**  
Subject: ESLP 9420  
Hours: 60  
Fee: $159

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<th>Time</th>
<th>Location</th>
<th>Term</th>
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<tbody>
<tr>
<td>70079</td>
<td>8/27–12/17</td>
<td>T</td>
<td>9–11 am</td>
<td>PC</td>
<td>201971</td>
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</table>

All language and ESL courses require textbooks.  
**ESL CONVERSATION**

**Accent Modification**
Subject: ESLP 9200  
Hours: 30  
Fee: $89  
Prerequisite: Level 4 and 5 students  
70127 9/10-10/29 MW 12:30-2:30 pm CY 201971

**Business English for Conversations – Domestic and Global**
Subject: BMGT 7900  
Hours: 30  
Fee: $109  
Prerequisite: Level 3, 4 and 5 students  
70129 9/17-12/3 M 6:30-9 pm CY 201971

**Conversation, Beginning**
Subject: ESLP 9385  
Hours: 30  
Fee: $79  
Prerequisite: Level 1 and 2 students  
70119 9/18-11/6 TR 12:30-2:30 pm CY 201971  
70120 9/18-11/6 TR 7-9 pm CY 201971

**Conversation, Intermediate**
Subject: ESLP 9389  
Hours: 30  
Fee: $79  
Prerequisite: Level 4 and 5 students  
70121 9/8-12/1 S 9:30 am-9 pm CY 201971  
70122 9/18-11/6 TR 12:30-2:30 pm CY 201971  
70123 9/18-11/6 TR 7-9 pm CY 201971

**Conversation, Advanced**
Subject: ESLP 9390  
Hours: 30  
Fee: $79  
Prerequisite: Level 4 and 5 students  
70124 9/8-12/1 S 9:30 am-noon CY 201971  
70125 9/18-11/6 TR 12:30-2:30 pm CY 201971  
70126 9/18-11/6 TR 7-9 pm CY 201971

**ESL GRAMMAR**

**Grammar, Beginning, Part 1**
Subject: ESLP 9300  
Hours: 30  
Fee: $79  
70131 9/11-10/18 TR 7-9:30 pm CY 201971  
70130 9/11-10/18 TR 12:30-3 pm CY 201971

**Grammar, Beginning, Part 2**
Subject: ESLP 9305  
Hours: 30  
Fee: $79  
Prerequisite: Level 1 or 2 students, Grammar, Beginning, Part 1, Subject: ESLP 9300  
70132 10/23-12/6 TR 12:30-3 pm CY 201971  
70133 10/23-12/6 TR 7-9:30 pm CY 201971

**ESL READING**

**Reading & Vocabulary Comprehension, Beginning**
Subject: ESLP 9455  
Hours: 30  
Fee: $79  
Prerequisite: Level 2 and 3 students  
70156 9/7-11/30 F 9:30 am-noon CY 201971

---

*“I have taken many Continuing Education ESL courses, which helped improve my English. Continuing Education helps me in my personal development and provides me with the necessary skills to handle the current demands in the workplace. I’m also happy to help other Spanish speaking students interested in taking ESL courses in CE.”*  
Eddy S., ESL student
Exam Preparation / Public Safety

### CRN Date(s) Day(s) Time Location Term

<table>
<thead>
<tr>
<th>Course</th>
<th>Subject</th>
<th>Hours</th>
<th>Fee</th>
<th>Prerequisite: Level 4 and 5 students</th>
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<tbody>
<tr>
<td>Reading &amp; Vocabulary Comprehension, Intermediate</td>
<td>ESLP 9460</td>
<td>30</td>
<td>$79</td>
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<tr>
<td><strong>Exam Preparation</strong></td>
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<tr>
<td>SAT Verbal Review</td>
<td>TEST 9020</td>
<td>20</td>
<td>$169</td>
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<tr>
<td>Pre-TOEFL</td>
<td>TEST 9050</td>
<td>12</td>
<td>$129</td>
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<tr>
<td>TOEFL</td>
<td>TEST 9010</td>
<td>48</td>
<td>$269</td>
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<tr>
<td>GMAT Test Preparation Review</td>
<td>TEST 9000</td>
<td>30</td>
<td>$189</td>
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<td><strong>ESL WRITING</strong></td>
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<tr>
<td>ESL Advanced Writing</td>
<td>ESLP 9380</td>
<td>30</td>
<td>$129</td>
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<tr>
<td><strong>STATE CERTIFICATIONS FOR PROFESSIONAL FIREFIGHTERS</strong></td>
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<tr>
<td>Are you looking to advance in your career as a firefighter?</td>
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<tr>
<td>Do you want to obtain state certifications leading to extra pay and promotions?</td>
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<tr>
<td>Did you know that Collin College offers state certifications for professional firefighters beyond entry-level positions?</td>
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<tr>
<td>Collin College offers a variety of courses leading to state certifications from the Texas Commission on Fire Protection (TCFP).</td>
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<tr>
<td>Course offerings include:</td>
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<tr>
<td>Fire Instructor I and II</td>
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<tr>
<td>Fire Instructor III</td>
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<tr>
<td>Fire Officer I, II, III, and IV</td>
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<tr>
<td>Incident Safety Officer</td>
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<tr>
<td>Driver/Operator-Pumper</td>
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<td>Select courses are offered on-line.</td>
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<tr>
<td>Make the most of your career in the fire service by advancing through the ranks with multiple state certifications.</td>
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<tr>
<td>For information on upcoming courses, visit</td>
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<tr>
<td><a href="http://www.collin.edu/firescience">www.collin.edu/firescience</a>, or call 972.548.6836.</td>
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<td><strong>STATE LICENSURE FOR PEACE OFFICERS</strong></td>
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<td>Have you ever considered a career in law enforcement?</td>
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<td>Do you want to serve your community?</td>
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<tr>
<td>Did you know that Collin College offers the Basic Peace Officer Course?</td>
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<tr>
<td>The Basic Peace Officer course is a 775-hour training program accredited by the Texas Commission on Law Enforcement (TCOLE). Successful completion of the Basic Peace Officer course is a requirement to become a licensed peace officer in Texas. The Collin College Law Enforcement Academy in McKinney, Texas currently offers the Basic Peace Officer course as a full-time program.</td>
<td></td>
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<tr>
<td>If you would like to become a law enforcement officer contact us at 972.548.6813 or visit our website at <a href="http://iws2.collin.edu/lawenforcement/">http://iws2.collin.edu/lawenforcement/</a></td>
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<tr>
<td><strong>ONLINE REGISTRATION</strong></td>
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<tr>
<td>Online registration uses CougarWeb.</td>
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<tr>
<td><a href="http://cougarweb.collin.edu">http://cougarweb.collin.edu</a></td>
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<tr>
<td>Want step by step instructions?</td>
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<tr>
<td>Visit <a href="http://www.collin.edu/ce/regonline.html">www.collin.edu/ce/regonline.html</a></td>
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<tr>
<td>Phone and walk-in registration will remain the same at the Courtyard Center.</td>
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</tbody>
</table>
What programs will the Public Safety Training Center offer?
The Public Safety Training Center will serve as the new home for Collin College’s fire science and law enforcement academies, in addition to providing expanded training and professional development opportunities for local fire departments and law enforcement agencies.

Where is the center located?
Sitting on 25 acres, the Public Safety Training Center is located at 3600 Redbud Blvd., McKinney, TX 75069.

What training elements will the Public Safety Training Center offer?
- Two multi-story burn buildings to simulate fire suppression and rescue in residential and commercial settings
- A designated area for training on hazardous materials fires and spills
- A trench rescue practice area designed to train for below-grade rescue in earth collapse extractions
- A vehicle extrication pad
- A civil aircraft fire training area
- A law enforcement training area with simulated retail spaces, office buildings and living areas for reality-based scenario training
- Three indoor firearms ranges
- A dedicated defensive tactics room
- Nine classrooms

Main building - 110,128 S.F.
37-Lane firearms range - 53,000 S.F.
Reality-Based Training Center - 10,000 S.F.
Commercial fire building - 7,100 S.F.
Residential fire building - 7,444 S.F.
Outdoor pavilion - 3,437 S.F.

For more information on the Public Safety Training Center or Collin College’s law enforcement and fire science programs, contact Law Enforcement Academy Director Scott Donaldson at sdonaldson@collin.edu or Fire Science and EMS Director Pat McAuliff at pmcauliff@collin.edu.
Online Learning

TEACHERS! Complete your CPE hours ONLINE

Our instructor-led online courses are informative, fun, convenient, and highly interactive. We focus on creating warm, supportive communities for our learners. New course sessions begin monthly. Visit our website to view start dates for the courses that interest you.

Below are just a few of our most popular continuing education courses:

- Creating the Inclusive Classroom: Strategies for Success
- Differentiated Instruction in the Classroom
- Enhancing Language Development in Childhood
- Integrating Technology in the Classroom
- Survival Kit for New Teachers
- Teaching Students With Autism: Strategies for Success

Over 25 Continuing Education Certified Online Courses!

Enroll Now!

www.collin.edu/ce/courses/teacher-cpe.html
972.985.3711

Collin College Career Centers

Explore career possibilities, develop interviewing skills and connect with potential job opportunities at one of Collin College’s Career Centers. Located at the Courtyard Center and on the Central Park, Preston Ridge and Spring Creek campuses, the career centers are great starting points for selecting a course of study, planning a career, developing job-search strategies and more. Whether you are trying to find the career field that fits you or you are just looking for tips on how to polish up your résumé, Collin College’s Career Centers have the resources you need.

Stop in today to see how our career center team members can help you, and keep an eye out for information on career fairs and on-campus interviewing sessions throughout the year.

Career Center locations:

Central Park Campus (CC)
2200 W. University Drive
McKinney, TX 75071
Room B-106

Preston Ridge Campus (PC)
9700 Wade Boulevard
Frisco, TX 75035
Room F-172

Courtyard Center (CY)
4800 Preston Park Boulevard
Plano, TX 75093
Room 113

Spring Creek Campus (SC)
2800 E. Spring Creek Parkway
Plano, TX 75074
Room D-102

Career & Workforce EXPO fall 2018
Courtyard Center (CY)

Join us this fall to network with employers, interview and learn of new career opportunities.

For more information, please email career@collin.edu.
Jump Start your Career
Online Programs

Prepare for employment in some of today's hottest careers with a comprehensive, affordable, and self-paced online Career Training Program.

Microsoft Office 2016 Master Certification Training
Vouchers Included (245 HRS)
Master your skills in Excel, Word, PowerPoint and Outlook while preparing for the Microsoft Office Specialist Certification Exams.

Professional Bookkeeping with QuickBooks 2017 (120 HRS)
Prepare for a career in the high-demand field of bookkeeping as you master QuickBooks 2017—the leading financial software tool for small businesses. By the end of this program, you'll be an expert in everything from basic accounting to double-entry bookkeeping.

Paralegal (300 HRS)
Prepare for success in this growing career field with this online program. Learn about the American legal system, how to conduct legal research and legal interviews, how to perform legal analyses, and more. Your training will prepare you to become a legal secretary or paralegal and to take the certification exam.

Purchasing and Supply Chain Management (300 HRS)
Develop essential managerial skills, and learn to effectively manage all aspects of the purchasing process, including procurement, distribution, supply chain management, and more, with the skills you'll learn in this online program.

Project Management Essentials with CAPM® Prep (60 HRS)
Project Management career opportunities continue to increase. This program provides the educational pre-requisites for the Certified Associate in Project Management (CAPM®) certification offered through the Project Management Institute (PMI®).

Call or visit us for a full list of programs
972.985.3750
careertraining.ed2go.com/collince/

Quick. Affordable. Effective.
Online Courses

Our instructor-led online courses are informative, fun, convenient, and highly interactive. We focus on creating warm, supportive communities for our learners.

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

Accounting Fundamentals I & II
Gain a marketable new skill by learning the basics of double-entry bookkeeping, financial reporting, and more. Follow up by giving yourself skills that are in high demand by exploring corporate accounting with a veteran instructor.

Computer Skills for the Workplace
Gain a working knowledge of the computer skills you'll need to succeed in today's job market.

Creating Web Pages
Learn how to design, create, and post your very own site on the Internet's World Wide Web using HTML. Discover low-cost marketing techniques and search engine strategies.

Introduction to Microsoft Excel
Become proficient in using Microsoft Excel and discover countless shortcuts, tricks, and features for creating and formatting worksheets quickly and efficiently.

Introduction to Microsoft Word
Learn how to create and modify documents using MS Word, the world's most popular word processing program.

Introduction to SQL
Gain a solid working knowledge of the most powerful and widely used database programming language.

Call or visit us for a full list of courses
972.985.3750
www.ed2go.com/collince/
PLEASE DELIVER JULY 16-23

POSTAL CUSTOMER

Continuing Education courses offered at the campuses below.

Collin Higher Education Center
3452 Spur 399
McKinney, TX 75069

Courtyard Center
4800 Preston Park Boulevard
Plano, TX 75093

Central Park Campus
2200 W. University Drive
McKinney, TX 75071

Preston Ridge Campus
9700 Wade Boulevard
Frisco, TX 75035

Public Safety Training Center
3600 Redbud Boulevard
McKinney, TX 75069

Spring Creek Campus
2800 E. Spring Creek Parkway
Plano, TX 75074

MESSAGE TO OUR RESIDENTS: Collin College mails this class schedule to all residents three times a year to inform you about what the college offers. It can be recycled with your newspapers. Because it is addressed to “Resident,” we are not able to remove individuals from our distribution route.