



**Pursue Your  
Passion**

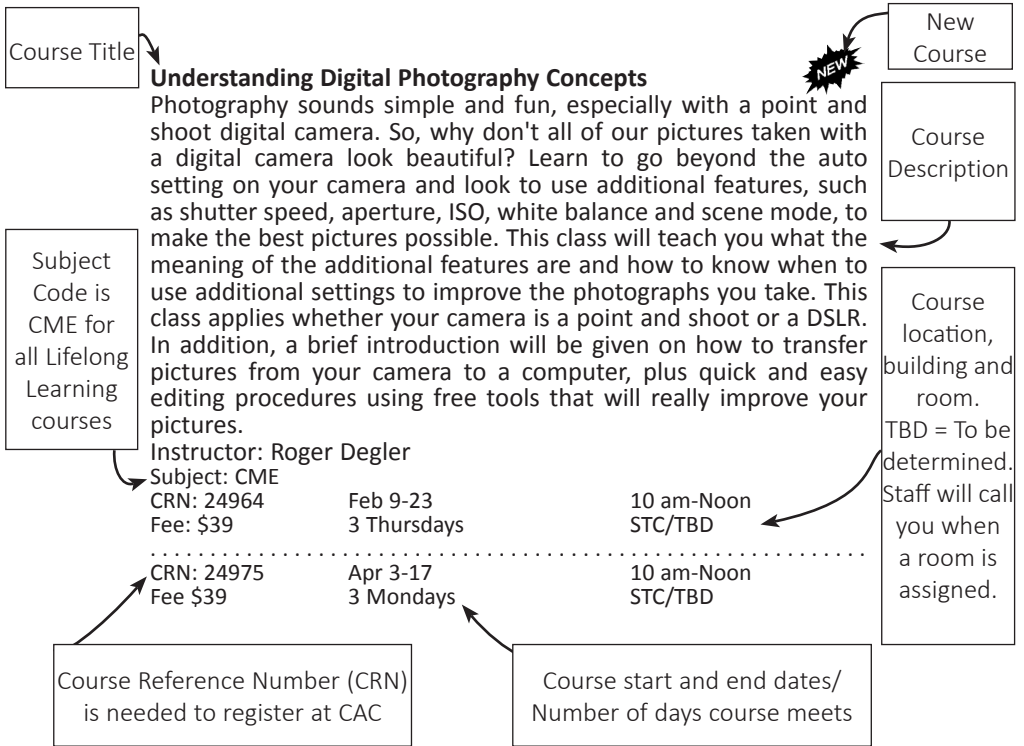


**Central  
Arizona  
College**

**Spring 2017  
Community Education  
NONCREDIT CLASS SCHEDULE**

[www.centralaz.edu/lifelonglearning](http://www.centralaz.edu/lifelonglearning)

# Understanding the course description:



## CAC Campus/Center Location Designations:

*Note: Campus addresses and location map can be found inside back cover.*

- AVC** - Aravaipa Campus
- CGC** - Casa Grande Center
- CGPR** - City of Casa Grande Parks & Recreation
- CCC** - Central Corporate Center
- FC** - Florence Center
- MC** - Maricopa Campus
- OR** - Mountain Vista School; Oracle, AZ
- SMC** - Superstition Mountain Campus
- SPC** - Signal Peak Campus
- STC** - San Tan Campus

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*Please register  
at least one week  
prior to  
course start date.*



**Central  
Arizona  
College**

**Community Education Offices**

**CAC Casa Grande Corporate Center**  
Program Coordinator: Muriel Thomas  
540 N. Camino Mercado, Rm. 159  
Casa Grande, AZ 85122  
520.494.6659 Voice  
520.494.6655 Fax  
muriel.thomas@centralaz.edu

**CAC Superstition Mountain Campus**  
Program Coordinator: Joel Beck  
805 S. Idaho Road, Rm. B125  
Apache Junction, AZ 85119  
480.677.7721 Voice  
480.677.7722 Fax  
joel.beck@centralaz.edu

**Office Hours:**  
Monday – Thursday, 8 am – 6 pm

**Bob Duke**  
Director



Follow us:



### Writing the Story of Your Life Part I

Learn how to preserve your part of family history by creating a written history that preserves your generational contributions. Each week the student will be encouraged to write a short story about different areas of their life as guided by the instructor. Then each student will read their story to the class and these stories will help others by triggering more memories.

Instructor: Barb Hofmeister

Subject: CME

CRN: 24926 Jan 18-Mar 8 1-3 pm

Fee: \$119 8 Wednesdays CCC/TBD

### Safe Medication Use at Home

This course will focus on the safe use of medication in a patient's home. First, you'll review the important different classifications of drugs according to the U.S. Food and Drug Administration (FDA), Federal Trade Commission (FTC) and why they are important to patients. Second, you'll review prescription labeling requirements for prescription medications, over-the-counter (OTC) medications, herbs, home remedies, and food supplements. Third, how to choose an OTC medication for your ailment will be discussed. Lastly, drug interactions, adverse drug reactions and direct consumer advertising of drugs will be discussed.

Instructor: Keith Miller

Subject: CME

CRN: 25076 Jan 24-Feb 16 9:30-10:30 am

Fee: \$55 4 Tue/4 Thu CCC/TBD

### The Mystic of Color

You don't have to be an artist to enjoy working with colors. Open any paint box and look at the vibrant colors before you. What are your favorite colors and why do these certain colors appeal to you? Do you know that colors in the clothes you wear show your personality or your mood for that day? Colored gem stones can also be used to bring relaxation and healing to your body. Soothing colors in your home can help you to relax after a hectic day at work. In this class, you can learn how this can be done. Join us and explore the world of color, and its many uses.

Instructor: Connie Allison

Subject: CME

CRN: 25072 Jan 24-Feb 2 10 am-Noon

Fee: \$55 2 Tue/2 Thu CCC/TBD

### Amigos Hablando Español: Friends Speaking Spanish

Use it or lose it! The best way to improve your Spanish is to practice and this class will give you an opportunity to do just that. Join other students to practice your Spanish, no matter your current level of ability. In an informal gathering of people, you will be guided through practice conversations. Don't be shy; we're all "friends speaking Spanish."

**Note: No class Feb 21.**

Instructor: Janet Russell

Subject: CME

CRN: 24962 Jan 24-Mar 7 11 am-12:30 pm

Fee: \$59 6 Tuesdays CCC/TBD

### Spanish for Beginners

Improve your communication skills in the second most common language in the Arizona. Basic language structure and vocabulary in a conversational style will help you begin conversing in Spanish.

**Note: No class Feb 21.**

Instructor: Janet Russell

Subject: CME

CRN: 24968 Jan 24-Mar 7 1-2:30 pm

Fee: \$59 6 Tuesdays CCC/TBD

### Spanish for Beginners Plus

Continue improving your communication skills in the second most common language in the Arizona. This class is geared toward students who have some experience with the Spanish language.

Instructor: Janet Russell

Subject: CME

CRN: 24972 Jan 25-Mar 1 1-2:30 pm

Fee: \$59 6 Wednesdays CCC/TBD

### Everyone has a Story to Tell

We all have a story to tell. Stories of adventure in our lives where challenges were met and where we missed the mark, and yet we were able to persevere to a positive outcome. Our personal stories are unique to our life's journey. The stories of past generations bring to each family member a sense of knowing who they are and what their family members contributed to their unique history. Due to continued electronic presence, the family history can be forgotten as it seems that each new generation now is more involved in electronic communication rather than the written word. Writing a family history is a legacy you can leave for the next generation, a place where they can learn family values.

Instructor: Connie Allison

Subject: CME

CRN: 25075 Feb 8-Mar 1 10 am-Noon

Fee: \$59 4 Wednesdays CCC/TBD

### Email and Internet for Beginners

Learn how to access the Internet to search for information and to send and receive email electronically. This includes use of Internet browsers and/or search engines plus establishing an email account.

Instructor: Paul Zubel

Subject: CME

CRN: 25012 Feb 8 6:30-8:30 pm

Fee: \$25 1 Wednesday CCC/TBD

**Teach for us!  
We're always looking for  
great instructors!**

### Beginning Computer Skills

Develop basic computer knowledge and learn how to navigate the current, most frequently used version of Microsoft Windows. Specific topics include desktop, icons, task bar, help screens, scrollbars, mouse practice, word pad, resizing and moving windows.

Instructor: Paul Zubel

Subject: CME

CRN: 25011 Feb 28 6:30-8:30 pm

Fee: \$25 1 Tuesday CCC/TBD

### Basic Steps for Self-Publishing

Interested in sharing your story with the world? Working with a publisher for the first time can be overwhelming. Through self-publishing, take the frustration out of the process by following some basic steps towards producing a polished finished product.

Instructor: Connie Allison

Subject: CME

CRN: 25073 Mar 22-Apr 12 10 am-Noon

Fee: \$59 4 Wednesdays CCC/TBD

### From Wallflower to Empowered

Do you want to learn how to overcome low self-esteem using mind and body health concepts? Learn how to turn fear into strengths and how to rebuild your self-esteem in mind, body and soul.

Instructor: Lindsey Gemme

Subject: CME

CRN: 25074 Mar 22-Apr 26 1-3 pm

Fee: \$79 6 Wednesdays CCC/TBD

### Microsoft Excel Essentials

Learn the fundamentals of MS Excel to create a simple budget, entering text and numbers, column headings and saving the spreadsheet. You will learn about equations and how to enter pre-stored equations to make budget totals.

Instructor: Paul Zubel

Subject: CME

CRN: 25015 Mar 23-30 6:30-8:30 pm

Fee: \$35 2 Thursdays CCC/TBD

### How to Maximize Your iPhone

Are you getting the most out of your iPhone? Discover the ins and outs and how to manage your iPhone to suit your needs. Learn the basics of how to use your iPhone apps, maps, messages, calendar, mail and how to sync with other devices. *Special Note: Student must bring iPhone to class.*

Instructor: Luis Sanchez

Subject: CME

CRN: 25008 Apr 4 6:30-8:30 pm

Fee: \$25 1 Tuesday CCC/TBD

### Computer Basics for Adults

This course is divided into 5 sections, providing the student with a working knowledge of: 1) Basic computer devices and components, 2) Types of storage and included programs, 3) Windows and its associated desktop icons 4) Hardware basics and 5) The four main parts of a computer.

Instructor: Paul Zubel

Subject: CME

CRN: 25013 Apr 11-25 6:30-8:30 pm

Fee: \$39 3 Tuesdays CCC/TBD

### iPad for Beginners

Explore the basics of your iPad. Topics include: iPad settings, customizing, and surfing the web. *Special Note: Student must bring iPad to class.*

Instructor: Luis Sanchez

Subject: CME

CRN: 25009 Apr 11 6:30-8:30 pm

Fee: \$25 1 Tuesday CCC/TBD

### What More Can Your iPad Do?

Discover more exciting features of your iPad. Learn how to use all the built in apps, how to purchase additional apps and how everyone in your family can benefit from using the iPad. *Special Note: Student must bring iPad to class.*

Instructor: Luis Sanchez

Subject: CME

CRN: 25010 Apr 18 6:30-8:30 pm

Fee: \$25 1 Tuesday CCC/TBD

### Intermediate Computer Skills-MS Word

Develop a working knowledge of Microsoft Word! Learn how to type, save and print a document, create tables, print labels and envelopes. Also learn editing techniques and how to import graphics and pictures.

Instructor: Paul Zubel

Subject: CME

CRN: 25014 May 2-16 6:30-8:30 pm

Fee: \$39 3 Tuesdays CCC/TBD

### How Maximize Your Android Smartphone

Discover your Android smartphone features and how to fully use them for your benefit. Topics include: music, calendars, internet, apps, syncs, and other topics. *Special Note: Student must bring Android smartphone to class.*

Instructor: Luis Sanchez

Subject: CME

CRN: 25007 Mar 28 6:30-8:30 pm

Fee: \$25 1 Tuesday CCC/TBD

**Beginning Bridge**

This course is an introduction to the challenging game of Bridge. Learn the fundamentals of bidding, play of hand and defense. Learn this great game, meet new people, and have fun at the same time.

**Note: No class Feb 21 & Mar 14.**

Instructor: David Littleton

Subject: CME

CRN: 24976 Jan 24-Apr 11 9:30-11:30 am

Fee: \$109 10 Tuesdays CGC/TBD

**Improve Your Bridge Game While Having Fun**

You can have fun and win at bridge by learning hand/card evaluation, bidding, play of the hand, defense strategies and the language of bridge. Each session includes time for game play and is open to all levels of players.

Instructor: David Littleton

Subject: CME

CRN: 24979 Jan 25-Apr 5 9:30-11:30 am

Fee: \$109 10 Wednesdays CGC/TBD

**Note: No class Mar 15.**

.....  
 CRN: 24980 Jan 26-Apr 6 9:30-11:30 am

Fee: \$109 10 Thursdays CGC/TBD

**Note: No class Mar 16.**

*With five campuses and three centers located strategically throughout Pinal County, CAC provides accessible, educational, economic, cultural, and personal growth opportunities for those of all ages.*



**Central Arizona College  
 Community Education  
 recognizes our partners:**

**City of Casa Grande Parks & Recreation Information**

<http://casagrandeaz.gov/rec/recreation>

404 E. Florence Blvd.  
 Casa Grande, AZ 85122  
 520.836.8677

- Students can register in person or online.
- Cash, check, money order, debit card, MasterCard, and Visa payments accepted

*Register for classes with the City of Casa Grande when you see CGPR as part of the location.*

**City of Maricopa Parks & Recreation Information**

<https://apm.activecommunities.com/cityofmaricoparec/home>

4345 W. Martin Luther King Jr. Blvd.  
 Maricopa, AZ 85138  
 520.316.4600

- Students can register in person or online
- Cash, check, money order, debit card, MasterCard, American Express, and Visa payments accepted

*Register for classes with the City of Maricopa when you see MARPR as part of the location. Classes will be held at the CAC Maricopa Campus.*

**Everyone has a Story to Tell** NEW

We all have a story to tell. Stories of adventure in our lives where challenges were met and where we missed the mark, and yet we were able to persevere to a positive outcome. Our personal stories are unique to our life's journey. The stories of past generations bring to each family member a sense of knowing who they are and what their family members contributed to their unique history. Due to continued electronic presence, the family history can be forgotten as it seems that each new generation now is more involved in electronic communication rather than the written word. Writing a family history is a legacy you can leave for the next generation, a place where they can learn family values.  
 Instructor: Connie Allison  
 Subject: CME  
 CRN: None Mar 4-25 9:30-11:30 am  
 Fee: \$55 4 Saturdays CGPR/TBD

**Safe Medication Use at Home** NEW

This course will focus on the safe use of medication in a patient's home. First, you'll review the important different classifications of drugs according to the U.S. Food and Drug Administration (FDA), Federal Trade Commission (FTC) and why they are important to patients. Second, you'll review prescription labeling requirements for prescription medications, over-the-counter (OTC) medications, herbs, home remedies, and food supplements. Third, how to choose an OTC medication for your ailment will be discussed. Lastly, drug interactions, adverse drug reactions and direct consumer advertising of drugs will be discussed.  
 Instructor: Keith Miller  
 Subject: CME  
 CRN: None Mar 20-Apr 12 3-4 pm  
 Fee: \$55 4 Mon/4 Wed CGPR/TBD

**Basic Steps for Self-Publishing** NEW

Interested in sharing your story with the world? Working with a publisher for the first time can be overwhelming. Through self-publishing, take the frustration out of the process by following some basic steps towards producing a polished finished product.  
 Instructor: Connie Allison  
 Subject: CME  
 CRN: None Apr 1-22 9:30-11:30 am  
 Fee: \$55 4 Saturdays CGPR/TBD

**The Mystic of Color** NEW

You don't have to be an artist to enjoy working with colors. Open any paint box and look at the vibrant colors before you. What are your favorite colors and why do these certain colors appeal to you? Do you know that colors in the clothes you wear show your personality or your mood for that day? Colored gem stones can also be used to bring relaxation and healing to your body. Soothing colors in your home can help you to relax after a hectic day at work. In this class, you can learn how this can be done. Join us and explore the world of color, and its many uses.  
 Instructor: Connie Allison  
 Subject: CME  
 CRN: None Apr 29-May 20 9:30-11:30 am  
 Fee: \$55 4 Saturdays CGPR/TBD



**Central  
Arizona  
College**

**Community Events  
Presents:**

*Arts*

*Theater*

*Drama*

*Entertainment*

*Music*

*and more...*

For a listing of events and to purchase tickets:

**[www.EventsAtCAC.com](http://www.EventsAtCAC.com)**

**Pilates-Mat 1**



Help integrate and elevate your mind, body, and spirit through the use of fundamental Pilates movement techniques. Focus is placed on precise movements originating from the center, or core, of the body. By working from the deepest layers of muscles, which stabilize and support the spine and pelvis, participants will develop a strong, flexible spine with ideal posture and alignment. Classes emphasize the foundational principals of Pilates while offering modifications and variations to suit individual needs. *Special Note: Please bring a mat and wear comfortable clothing that allows easy movement.*

**Note: No class Feb 20 & Mar 13.**

Instructor: Stephanie Murphy  
 Subject: CME  
 CRN: None Jan 23-Apr 24 5:30-6:30 pm  
 Fee: \$79 12 Mondays MARPR  
 MC/TBD

**Email and Internet for Beginners**

Learn how to access the Internet to search for information and to send and receive email electronically. This includes use of internet browsers and/or search engines plus establishing an email account.

Instructor: Paul Zubel  
 Subject: CME  
 CRN: None Jan 24 6-9 pm  
 Fee: \$29 1 Tuesday MARPR  
 MC/TBD

**Yoga Basics**

Yoga is an ancient system that unites the body and mind. The practice of yoga offers powerful tools to relieve stress and bring flexibility, strength, co-ordination and balance to the body. This class is designed for both beginners and students desiring to revisit the foundations of yoga to deepen their current practice. The class focuses on breath, body awareness, mindfulness and basic yoga poses that can be easily modified to meet the needs of all body types. Please bring a yoga mat, block and blanket. *Special Note: Please bring a yoga mat and wear comfortable clothing that allows easy movement.*

**Note: No class Mar 15.**

Instructor: Stephanie Murphy  
 Subject: CME  
 CRN: None Jan 25-Apr 19 5:30-6:30 pm  
 Fee: \$79 12 Wednesdays MARPR  
 MC/TBD



**Pilates for Seniors**



Learn the fundamentals of Pilates movement techniques with the intention of strengthening the body, opening joints, and releasing tension. A sequence of carefully performed movements will focus on precise motions originating from the center, or core, of the body. Classes emphasize the foundational principals of Pilates while offering modifications and variations to suit each individual needs. Special care will be taken to address areas of the body which are most affected by the aging process. *Special Note: Please bring a mat and wear comfortable clothing that allows easy movement.*

**Note: No class Mar 16.**

Instructor: Stephanie Murphy  
 Subject: CME  
 CRN: None Jan 26-Apr 20 Noon-1 pm  
 Fee: \$79 12 Thursdays MARPR  
 MC/TBD

**Dance Fitness for Fun**

Do you love to move to the rhythm of music while getting mentally and physically fit? Dance fitness includes high energy, easy-to-follow movements set to energizing contemporary music that can reduce stress and improve mood. Designed for all fitness levels, the ability to dance is not required, but the desire to dance is a must. *Special Note: Please wear comfortable clothing and tennis shoes to allow easy movement.*

Instructor: Cheryl Tenney  
 Subject: CME  
 CRN: None Jan 26-Mar 7 5:30-6:30 pm  
 Fee: \$75 6 Tue/6 Thu MARPR  
 MC/TBD

.....  
 CRN: None Mar 20-Apr 26 9:30-10:30 am  
 Fee: \$75 6 Mon/6 Wed MARPR  
 MC/TBD

**Experiencing Watercolor**

Discover how to paint with a palette of beautiful, transparent watercolors. Lessons include the history of watercolor, brush control, the coloring book of basic skills, preparing your paper, creating a composition, mixing colors, painting trees, skies and more. Students will leave with a finished painting. *Special Note: The cost of supplies is not included in the course fee. Contact your local Community Education Office one week prior to the class start date for a materials list.*

Instructor: Kristal Hoeh  
 Subject: CME  
 CRN: None Jan 26-Mar 9 6:30-8:30 pm  
 Fee: \$99 7 Thursdays MARPR  
 MC/TBD



**How to Maximize Your Android Smartphone**

Discover your Android smartphone features and how to fully use them for your benefit. Topics include: music, calendars, Internet, apps, syncs, and other topics. *Special Note: Student must bring Android smartphone to class.*  
 Instructor: Megan Purvis  
 Subject: CME  
 CRN: None Jan 30 6:15-8:15 pm  
 Fee: \$25 1 Monday MARPR  
 MC/TBD

**Computer Basics for Adults**

This course is divided into 5 sections, providing the student with a working knowledge of: 1) Basic computer devices and components, 2) Types of storage and included programs, 3) Windows and its associated desktop icons 4) Hardware basics and 5) The four main parts of a computer.  
 Instructor: Paul Zubel  
 Subject: CME  
 CRN: None Jan 31-Feb 14 6-8 pm  
 Fee: \$39 3 Tuesdays MARPR  
 MC/TBD



**How to Maximize Your iPhone**

Are you getting the most out of your iPhone? Discover the ins and outs and how to manage your iPhone to suit your needs. Learn the basics of how to use your iPhone apps, maps, messages, calendar, mail and how to sync with other devices. *Special Note: Student must bring iPhone to class.*  
 Instructor: Luis Sanchez  
 Subject: CME  
 CRN: None Feb 1 6:15-8:15 pm  
 Fee: \$25 1 Wednesday MARPR  
 MC/TBD

**iPad for Beginners**

Explore the basics of your iPad. Topics include: iPad settings, customizing, and surfing the web. *Special Note: Student must bring iPad to class.*  
 Instructor: Luis Sanchez  
 Subject: CME  
 CRN: None Feb 15 6:15-8:15 pm  
 Fee: \$25 1 Wednesday MARPR  
 MC/TBD

**What More Can Your iPad Do?**

Discover more exciting features of your iPad. Learn how to use all the built in apps, how to purchase additional apps and how everyone in your family can benefit from using the iPad. *Special Note: Student must bring iPad to class.*  
 Instructor: Luis Sanchez  
 Subject: CME  
 CRN: None Mar 1 6:15-8:15 pm  
 Fee: \$25 1 Wednesday MARPR  
 MC/TBD

**Coupons for Beginners**

Would you like to save hundreds or even thousands of dollars a year by learning money-saving couponing techniques and tricks? Learn how to stack coupons and stockpile groceries, plus the best web sites to save your family 25-65% every time you go to the grocery store! *Special Note: The cost of supplies is not included in the course fee. Contact your local Community Education Office one week prior to the class start date for a materials list.*  
 Instructor: Hunaya Cramer  
 Subject: CME  
 CRN: None Feb 7 6-8 pm  
 Fee: \$29 1 Tuesday MARPR  
 MC/TBD

.....  
 CRN: None Mar 22 9-11 am  
 Fee: \$29 1 Wednesday MARPR  
 MC/TBD

**Coupons for Newbies**

Designed for Newbies to Couponing! Learn to understand store coupon policies, stacking coupons, stockpiling, freebies, preparing for a shopping trip, tracking savings and what apps to use on phones/devices. *Special Note: The cost of supplies is not included in the course fee. Contact your local Community Education Office one week prior to the class start date for a materials list.*  
 Instructor: Hunaya Cramer  
 Subject: CME  
 CRN: None Feb 14 6-8 pm  
 Fee: \$29 1 Tuesday MARPR  
 MC/TBD

.....  
 CRN: None Mar 29 9-11 am  
 Fee: \$29 1 Wednesday MARPR  
 MC/TBD

**Beginning Computer Skills**

Develop basic computer knowledge and learn how to navigate Microsoft Windows. Specific topics include desktop, icons, task bar, help screens, scrollbars, mouse practice, word pad, resizing and moving windows.  
 Instructor: Paul Zubel  
 Subject: CME  
 CRN: None Feb 16 6-8 pm  
 Fee: \$29 1 Thursday MARPR  
 MC/TBD

**Intermediate Computer Skills-MS Word**

Develop a working knowledge of Microsoft Word! Learn how to type, save and print a document, create tables, print labels and envelopes. Also learn editing techniques and how to import graphics and pictures.

Instructor: Paul Zubel

Subject: CME

CRN: None Feb 23-Mar 9 6-8 pm  
 Fee: \$39 3 Thursdays MARPR  
 MC/TBD



**Microsoft Excel Essentials**

Learn the fundamentals of MS Excel to create a simple budget, entering text and numbers, column headings and saving the spreadsheet. You will learn about equations and how to enter pre-stored equations to make budget totals.

Instructor: Paul Zubel

Subject: CME

CRN: None Mar 21-28 6-8 pm  
 Fee: \$39 2 Tuesdays MARPR  
 MC/TBD

**Charcoal Drawing for Everyone**

Whether you are a beginner or advanced charcoal drawer, this is the class for you. You will focus on a bold and uninhibited form of drawing using vine and compressed charcoal. The versatility of charcoal helps you to create line variety, background tones and lifted-out highlights. You will leave the class with a remarkable sense of realism and depth in your artwork. *Special Note: The cost of supplies is not included in the course fee. Contact your local Community Education Office one week prior to the class start date for a materials list.*

Instructor: Kristal Hoeh

Subject: CME

CRN: None Mar 21-May 2 6:30-8:30 pm  
 Fee: \$99 7 Tuesdays MARPR  
 MC/TBD

**Workplace Spanish**

The Workplace Spanish programs are built on the premise that language learners become more motivated if their learning experience correlates to immediate life application. In these programs the Spanish learning activities are centered on employees' specific job functions. Focus is given to building workplace vocabulary and conversational practice is centered on relevant industry topics that build language skills most necessary for the environment in the employee's current workplace. The Workplace Spanish series of courses are designed to teach functional Spanish to facilitate communication between English and Spanish-speakers. Courses cover greetings, introductions, employment issues, scheduling, work rules, safety issues, site supervision, time, speed, and quantity expressions. It focuses on language relevant to specific occupations in a highly interactive, situation based classroom. Material can be customized for many occupations.

Custom training is available for many occupations including:

- Police officers
- Firefighters
- Paramedics/EMTs
- Nurses
- Banking personnel
- Office workers
- Construction workers
- Manufacturing workers
- Retail
- Hospitality
- Warehousing

Programs are all non-grammar based, focusing instead on repetition of key words and phrases. No previous Spanish experience is necessary. Students learn generic Spanish terms understood by most Spanish speakers and relevant to their specific type of work. Workplace Spanish noncredit classes eliminate the tedious grammar instruction found in most other language programs.

To schedule a free consultation regarding Workplace Spanish training for your organization, please call Bob Duke at 520.494.6651.

Stay connected to  
all that is happening at  
CAC.  
Download the NEW CAC  
Mobile App Today!



CAC's new free mobile app provides instant access to campus news and maps, sports, event calendars, admissions information, class schedules, financial aid, grades, residence life, Blackboard and more.

Available as the Central Arizona  
College App in:



Google App Store



iTunes App Store

### "Jumpstart" Your Writing Process

If you have experienced "writer's block", this is the class for you. All forms of writing will be encouraged: fiction, memoirs, non-fiction, poetry and academic writing. Guest lecturers will be present to share fresh input and discuss the changing world of publishing. Join the course for a fun and productive hit of new writing energy!

**Note: No class Feb 21 & Mar 14.**

Instructor: Marguerite Wainio

Subject: CME

CRN: 25016 Jan 24-Mar 21 5-7 pm

Fee: \$99 7 Tuesdays OR/MVS



### Personal Memoir Writing

Explore various methods for creating your very own personal memoir by using your life experiences, peer suggestions, writing critique from the instructor, and other influences to guide your writing. In the end you will have created your very own masterpiece to share with family and friends.

Instructor: Marguerite Wainio

Subject: CME

CRN: 25017 Mar 28-May 9 5-7 pm

Fee: \$99 7 Tuesdays OR/MVS

### Watercolor 3D Petroglyphs

Using 300 pound watercolor papers, small canvases and watercolor painting, you will create your own version of a petroglyph figure and other design elements. After cutting around the design elements and figures, they will then be mounted on small canvases in such a way as to create a 3D look to your piece of art. *Special Note: The cost of supplies is not included in the course fee. Contact your local Community Education Office one week prior to the class start date for a materials list.*

Instructor: Karen Brungardt

Subject: CME

CRN: 24981 Jan 31-Feb 7 4-7 pm

Fee: \$45 2 Tuesdays OR/MVS

.....  
CRN: 24982 Feb 28-Mar 7 4-7 pm

Fee: \$45 2 Tuesdays OR/MVS

### Writing the Story of Your Life Part I

Learn how to preserve your part of family history by creating a written history that preserves your generational contributions. Each week the student will be required to write a short story about different areas of their life as guided by the instructor. Then each student will read their story to the class and these stories will help others by triggering more memories.

Instructor: Barb Hofmeister

Subject: CME

CRN: 24935 Jan 17-Mar 7 1-3 pm  
 Fee: \$119 8 Tuesdays SMC/TBD

### Writing the Story of Your Life Part II

Continue preparing the generational gift to your family by continuing to write short stories about your life. As you create and collect your short stories, you will begin to put the writings in order and develop titles and ways of keeping the reader interested. We will write more in-depth stories in some cases and spend more time critiquing writing to keep it interesting. The last class will cover ways to publish and what to do with photographs.

Instructor: Barb Hofmeister

Subject: CME

CRN: 24936 Jan 17-Mar 7 10 am-Noon  
 Fee: \$119 8 Tuesdays SMC/TBD

### Mah Jongg

Learn the basics of the American version of the ancient Chinese game, Mah Jongg. This is a game of skill involving an array of tiles divided into various suits called flowers, winds, dragons, craks, bams and dots.

Instructor: Sandra Koenig

Subject: CME

CRN: 24992 Jan 23-Mar 27 1-4 pm  
 Fee: \$10 8 Mondays SMC/A131

**Note: No class Feb 20 & Mar 13.**

CRN: 24933 Apr 3-May 22 1-4 pm  
 Fee: \$10 8 Mondays SMC/A131

### Pottery on the Wheel

Learn how to use a potter's wheel, throw various pieces, attach handles, trim pots, and apply glazes to finished products. *Special Note: The cost of supplies is not included in the course fee. Contact your local Community Education Office one week prior to the class start date for a materials list.*

Instructor: KimmBerly loane

Subject: CME

CRN: 24966 Jan 24-Feb 21 9 am-Noon  
 Fee: \$99 5 Tuesdays SMC/A119

CRN: 24967 Jan 26-Feb 23 9 am-Noon  
 Fee: \$99 5 Thursdays SMC/A119

CRN: 24969 Feb 28-Apr 4 9 am-Noon  
 Fee: \$99 5 Tuesdays SMC/A119

**Note: No class Mar 14.**

CRN: 24970 Mar 2-Apr 6 9 am-Noon  
 Fee: \$99 5 Thursdays SMC/A119

**Note: No class Mar 16.**

CRN: 24971 Apr 11-May 9 9 am-Noon  
 Fee: \$99 5 Tuesdays SMC/A119

CRN: 24973 Apr 13-May 11 9 am-Noon  
 Fee: \$99 5 Thursdays SMC/A119

### Instant Piano for Hopelessly Busy People

Some music teachers may not want you to know this, but you don't need years of weekly lessons to learn piano. In just a few hours, you can learn enough secrets of the trade to give you years of musical enjoyment. How do we do it? While regular piano teachers teach note reading, piano professionals use chords. And you can learn all the chords you will need to play any song in this one session. Any song. Any style. Any key. If you can find middle C and know the meaning of Every Good Boy Does Fine, you already know enough to enroll in this workshop. *Special Note: The cost of supplies is not included in the course fee. Contact your local Community Education Office one week prior to the class start date for a materials list.*

Instructor: Craig Coffman

Subject: CME

CRN: 24947 Jan 30 6:30-9:30 pm  
 Fee: \$35 1 Monday SMC/TBD



**Central  
 Arizona  
 College**

**For credit classes, visit:  
[www.centralaz.edu](http://www.centralaz.edu)**

### Instant Guitar for Hopelessly Busy People

Have you ever wanted to learn the guitar but simply find it difficult to find the time? In just a few hours you can learn enough about playing the guitar to give you years of musical enjoyment, and you won't have to take private lessons to do it. This crash course will teach you some basic chords and get you playing along with your favorite songs right away. Bring your acoustic guitar. *Special Note: The cost of supplies is not included in the course fee. Contact your local Community Education Office one week prior to the class start date for a materials list.*

Instructor: Craig Coffman  
 Subject: CME  
 CRN: 24948 Feb 2 6:30-9 pm  
 Fee: \$35 1 Thursday SMC/TBD

### Gentle Yoga

Yoga is an ancient system that unites body and mind. The practice of yoga offers powerful tools to relieve stress and bring flexibility, strength, coordination and balance to the body. This class is designed for beginners of all fitness levels, as well as for students desiring to revisit the foundations of yoga to deepen their current understanding of yoga and its practice. Learn focus on breath, body awareness, mindfulness and basic yoga poses that can be easily modified to meet the needs of all body types. *Special Note: Please bring a yoga mat, block and blanket to class.*

Instructor: Sharon Corrigan  
 Subject: CME  
 CRN: 24994 Jan 18-Feb 13 9-10:15 am  
 Fee: \$30 4 Mon/4 Wed SMC/A128

**Note: No class Feb 20 & 22.**

CRN: 24995 Feb 27-Mar 29 9-10:15 am  
 Fee: \$30 4 Mon/4 Wed SMC/A128

**Note: No class Mar 13 & 15.**

CRN: 24996 Apr 10-May 3 9-10:15 am  
 Fee: \$30 4 Mon/4 Wed SMC/A128

### Globalization and World Power Shifts

Explore the history of globalization and what its drivers are. Examine the four BRIC countries- Brazil, Russian, India and China, as well as the African continent. Delve into the demographic changes affecting globalization by major international organizations, such as the European Union (EU) and Association of Southeast Asian Nations (ASEAN). Learn about the growing economic and political clout of emerging market countries and the resulting west-to-east power shifts that are forecast for the future.

Instructor: Warren Salinger  
 Subject: CME  
 CRN: 25006 Feb 1-Mar 1 9 am-Noon  
 Fee: \$99 5 Wednesdays SMC/TBD

### Heartbeat of the People- Understanding American Indian Cultures Through Music



Music has always been at the very heart of Native Cultures. This unique interactive presentation begins with the instructor performing his tribe's (Ponca Nation of Oklahoma) Flag Honoring Song. Various Plains and Southwest traditional songs are then rendered with song meanings, formats, and musical structures being conveyed. You will be given the opportunity to handle various traditional instruments such as drums, flutes, whistles and rattles while listening to traditional stories about how these items were made and the meanings behind them. Questions are taken and the program is concluded with a Ponca Closing Song that re-emphasizes the idea that "all people" are related in the sacred "Circle of Life."

Instructor: Gregory Hansen  
 Subject: CME  
 CRN: 25045 Feb 1 2-3:30 pm  
 Fee: \$25 1 Wednesday SMC/TBD

### Effective Holiday Eating Strategies



The calendar year is full of holidays! Every gathering is an opportunity to derail your best intentions for eating and staying on a healthy track. Explore a variety of practical strategies that can help you make healthier eating choices before, during, and after a party or event. Also, learn what you can do on a daily basis to put a wellness lifestyle in place so that holiday events are a time of joy, and not something to be dreaded.

Instructor: Mari DeZago  
 Subject: CME  
 CRN: 25046 Feb 2 10 am-Noon  
 Fee: \$20 1 Thursday SMC/TBD

CRN: 25047 Mar 22 10 am-Noon  
 Fee: \$20 1 Wednesday SMC/TBD

CRN: 25048 Apr 20 10 am-Noon  
 Fee: \$20 1 Thursday SMC/TBD

### Line Dancing: Fun and Exercise

Exercise your body and brain by learning how to line dance. A variety of line dances will be explored. No experience or partner necessary to participate in and enjoy this energetic dance genre.

**Note: No class Feb 20 & Mar 13.**

Instructor: Tobia Eaks  
 Subject: CME  
 CRN: 24998 Feb 6-Apr 24 9:30-10:30 am  
 Fee: \$5 10 Mondays SMC/A110

### Understanding Digital Photography Concepts

Photography sounds simple and fun, especially with a point and shoot digital camera. So, why don't all of our pictures taken with a digital camera look beautiful? Learn to go beyond the auto setting on your camera and look to use additional features, such as shutter speed, aperture, ISO, white balance and scene mode, to make the best pictures possible. This class will teach you what the meaning of the additional features are and how to know when to use additional settings to improve the photographs you take. This class applies whether your camera is a point and shoot or a DSLR. In addition, a brief introduction will be given on how to transfer pictures from your camera to a computer, plus quick and easy editing procedures using free tools that will really improve your pictures.

Instructor: Roger Degler

Subject: CME

CRN: 24989 Feb 8-22 1-3 pm  
 Fee: \$39 3 Wednesdays SMC/TBD

.....  
 CRN: 24990 Apr 4-18 1-3 pm  
 Fee: \$39 3 Tuesdays SMC/TBD

### Beginning Drawing Skills

Beginning drawing skills are the foundation for all two dimensional artwork! Learn the importance of basic skills, shading, perspective and composition. This is an excellent course for the beginner to learn how to draw and for experienced artists looking to sharpen their skills. Lessons will include pencil as well as pen and ink applications. *Special Note: The cost of supplies is not included in the course fee. Contact your local Community Education Office one week prior to the class start date for a materials list.*

Instructor: Vanessa Ortiz

Subject: CME

CRN: 25000 Feb 8-Mar 8 4-7 pm  
 Fee: \$99 5 Wednesdays SMC/A122



### Wilderness-The True American Legacy



The American concept of Wilderness has spread across the globe and areas under its legislative safeguard enjoy the highest-level of ecological protection. Begin with a fun, warm-up activity which is followed by an interactive discussion on how "designated" Wilderness and "non-designated" wildlands differ in size and management objectives. Enjoy the exhilarating "Visions of the Wild" video which depicts an historic perspective on how and why Wilderness was first established in the Southwest, and how this local milestone designation gave birth to the dynamic and diverse National Wilderness Preservation System we enjoy today. Current national/international issues are presented and collaboratively discussed followed by a question and answer period. The program is concluded by stressing the idea that wilderness areas provide society with much more than essential social release. They also offer indispensable, life-sustaining necessities such as clean air and water thus demonstrating the true uniqueness of the American legacy of Wilderness!

Instructor: Gregory Hansen

Subject: CME

CRN: 25079 Feb 15 2-3:30 pm  
 Fee: \$25 1 Wednesday SMC/TBD

### Spanish for Beginners

Improve your communication skills in the second most common language in the Valley. Basic language structure and vocabulary in a conversational style will help you begin conversing in Spanish.

**Note: No class Mar 14.**

Instructor: Christian Ensley

Subject: CME

CRN: 24946 Feb 21-Mar 28 1-3 pm  
 Fee: \$65 5 Tuesdays SMC/A127

### Beginning Computer Skills

Develop basic computer knowledge and learn how to navigate Microsoft Windows. Specific topics include desktop, icons, task bar, help screens, scrollbars, mouse practice, word pad, resizing and moving windows.

Instructor: Gene Middleton

Subject: CME

CRN: 24951 Feb 22 Noon-3 pm  
 Fee: \$29 1 Wednesday SMC/C116

.....  
 CRN: 24953 Mar 23 Noon-3 pm  
 Fee: \$29 1 Thursday SMC/C116

### How to Play Blackjack

Learn how to play the fun and exciting game of blackjack, one of the most popular casino table games. This introductory course will emphasize basic strategy so you can play with confidence. Different types of blackjack games will be explained with a focus on casino play. *Note: This is an informational class with social playing only. Actual gambling is prohibited and no money will be permitted to exchange hands.*

Instructor: Rod Daniels

Subject: CME

CRN: 24987 Feb 22-Mar 8 2-3 pm  
 Fee: \$29 3 Wednesdays SMC/A127

.....  
 CRN: 24988 Apr 4-18 2-3 pm  
 Fee: \$29 3 Tuesdays SMC/A127

### Intro to Interior Design: Part I

This is an excellent journey into the field of interior design for both the career-minded student and lifelong learners. An overview of multiple areas of design, including the major principles and elements of design, the use of color, and the development of pleasing color schemes is provided. The course emphasizes how to use various types of flooring, textiles and lighting to enhance interior spaces. It will encourage you to make wise selections from the numerous products available for either your own use or for a commercial or residential client.

Instructor: Cheryl Blankenship

Subject: CME

CRN: 24939 Feb 23-Mar 9 7-9 pm  
 Fee: \$69 2 Tue/3 Thu SMC/F138

### Intro to Interior Design: Part II

Continue the journey by expanding on the principles and elements you learned in Intro to Interior Design: Part I by creating projects. Basic theories and practical applications are key to creating aesthetically pleasing, functional spaces. This course will help build confidence in making those decisions.

Instructor: Cheryl Blankenship

Subject: CME

CRN: 24940 Mar 21-Apr 4 7-9 pm  
 Fee: \$69 3 Tue/2 Thu SMC/F138

### Tai Chi Basics

Experience the health benefits of Tai Chi, an ancient exercise program (a noncompetitive, self-paced system of gentle physical exercise). Tai Chi benefits include reduced stress, improved muscle strength, and improved balance and coordination, along with increased energy, stamina and flexibility. Learn gentle movements that have been shown to help arthritis, diabetes, high blood pressure, and back problems.

**Note: No class Mar 16.**

Instructor: Jennifer McGraw

Subject: CME

CRN: 24963 Feb 23-Apr 20 6:30-7:30 pm  
 Fee: \$59 8 Thursdays SMC/A128

### Simple Steps to Better Health

Learn how to recognize the signs, indicators, and risk factors of various diseases. Find out which foods trigger various diseases and reduce symptoms. Understand how to use the glycemic index, discover the dangers of eating trans-fats and consuming too much sugar, and review some of the latest research on health, nutrition, and wellness. Obtain tips to deal with chronic pain and losing weight. *Suggestion: Students should bring a copy of their most recent blood tests to class to learn more about which other blood tests they may wish to seek for follow-up consultation with their physician.*

Instructor: Dr. Sonny Sampedro

Subject: CME

CRN: 25057 Feb 23 9 am-Noon  
 Fee: \$35 1 Thursday SMC/D133

### Pythagorean Numerology

Pythagorean Numerology, also known as Modern Numerology, is very popular because it's the easiest to learn. Learn how to use knowledge that numbers may provide. This includes: personal numbers; personal years; hidden potential encoded in names and date of birth; life force; and much more. Explore possibilities towards creating a life of fulfillment, abundance and joy in this mysterious Universe!

*Special Note: Bring water and either snacks or lunch for a 30 minute break.*

Instructor: Romualda "Rommy" Banaszczyk

Subject: CME

CRN: 24991 Feb 23-Mar 9 9:30 am-2 pm  
 Fee: \$85 3 Thursdays SMC/TBD

### Meditation for Relaxation and Stress Relief

Explore meditation techniques to lower stress levels, assist with sleep, and heal the body, mind, and spirit. Learn how to quiet your mind and breathing techniques for relaxation, centering and connecting.

**Note: No class Mar 13.**

Instructor: Jennifer McGraw

Subject: CME

CRN: 24965 Feb 27-Apr 24 6:30-7:30 pm  
 Fee: \$59 8 Mondays SMC/A128

## Campus Tours

Come visit our campuses!  
 Schedule your campus tour by  
 visiting: [www.centralaz.edu/rec](http://www.centralaz.edu/rec)  
 520-494-5369  
[campustours@centralaz.edu](mailto:campustours@centralaz.edu)

**CCC-Central Corporate Center**

- Jan 18 Writing the Story of Your Life Part I
- Jan 24 Safe Medication Use at Home
- Jan 24 The Mystic of Color
- Jan 24 Amigos Hablando Español: Friends Speaking Spanish
- Jan 24 Spanish for Beginners
- Jan 25 Spanish for Beginners Plus
- Feb 8 Everyone has a Story to Tell
- Feb 8 Email and Internet for Beginners
- Feb 28 Beginning Computer Skills
- Mar 22 Basic Steps for Self-Publishing
- Mar 22 From Wallflower to Empowered
- Mar 23 Microsoft Excel Essentials
- Mar 28 How to Maximize Your Android Smartphone
- Apr 4 How to Maximize Your iPhone
- Apr 11 Computer Basic for Adults
- Apr 11 iPad for Beginners
- Apr 18 What More Can Your iPad Do?
- May 2 Intermediate Computer Skills-MS Word

**CGC-Casa Grande Center**

- Jan 24 Beginning Bridge
- Jan 25 Improve Your Bridge Game While Having Fun
- Jan 26 Improve Your Bridge Game While Having Fun

**CGPR-City of Casa Grande Parks & Recreation**

- Mar 4 Everyone has a Story to Tell
- Mar 20 Safe Medication Use at Home
- Apr 1 Basic Steps for Self-Publishing
- Apr 29 The Mystic of Color

**MC- Maricopa Campus**

- Jan 23 Pilates Mat 1
- Jan 24 Email and Internet for Beginners
- Jan 25 Yoga Basics
- Jan 26 Pilates for Seniors
- Jan 26 Dance Fitness for Fun
- Jan 26 Experiencing Watercolor
- Jan 30 How to Maximize Your Android Smartphone
- Jan 31 Computer Basics for Adults
- Feb 1 How to Maximize Your iPhone
- Feb 7 Couponing for Beginners
- Feb 14 Couponing for Newbies
- Feb 15 iPad for Beginners
- Feb 16 Beginning Computer Skills
- Feb 23 Intermediate Computer Skills-MS Word
- Mar 1 What More Can Your iPad Do?

**MC cont.**

- Mar 20 Dance Fitness for Fun
- Mar 21 Microsoft Excel Essentials
- Mar 21 Charcoal Drawing for Everyone
- Mar 22 Couponing for Beginners
- Mar 29 Couponing for Newbies

**OR-Mountain Vista School, Oracle**

- Jan 24 "Jumpstart" Your Writing Process
- Jan 31 Watercolor 3D Petroglyphs
- Feb 28 Watercolor 3D Petroglyphs
- Mar 28 Personal Memoir Writing

**SMC-Superstition Mountain Campus**

- Jan 17 Writing the Story of Your Life Part II
- Jan 17 Writing the Story of Your Life Part I
- Jan 18 Introduction to Quickbooks Pro®
- Jan 18 Gentle Yoga
- Jan 23 Mah Jongg
- Jan 23 Book Discussion Group
- Jan 24 Pottery on the Wheel
- Jan 30 Instant Piano for Hopelessly Busy People
- Feb 1 Globalization and World Power Shifts
- Feb 1 Heartbeat of the People- Understanding American Indian Cultures Through Music
- Feb 2 Instant Guitar for Hopelessly Busy People
- Feb 2 Effective Holiday Eating Strategies
- Feb 2 Simple Steps to Deal With Cancer or Reduce Your Risk
- Feb 6 Line Dancing: Fun and Exercise
- Feb 7 Artistic Travel Journaling
- Feb 8 Understanding Digital Photography Concepts
- Feb 8 Beginning Drawing Skills
- Feb 15 Wilderness-The True American Legacy
- Feb 21 Spanish for Beginners
- Feb 22 Beginning Computer Skills
- Feb 22 How to Play Blackjack
- Feb 23 Intro. to Interior Design: Part I
- Feb 23 Simple Steps to Better Health
- Feb 23 Tai Chi Basics
- Feb 23 Pythagorean Numerology
- Feb 27 Reiki I
- Feb 27 Meditation for Relaxation and Stress Relief
- Feb 27 Gentle Yoga
- Feb 28 Silver Screen Cowboys, From Film to Television



**SMC cont.**

- Feb 28 Basic Landscape Irrigation Guidelines
- Feb 28 Pottery on the Wheel
- Feb 28 Geology of the Superstition Mountains
- Mar 2 Plants of the Sonoran Desert
- Mar 2 Pottery on the Wheel
- Mar 8 Native American Story Telling Through Designs
- Mar 9 Lesser-known Plants of the Sonoran Desert
- Mar 20 Creative Acrylic I
- Mar 21 Curandero Walk
- Mar 21 Beginning Landscape Irrigation Design
- Mar 21 Beginning Adobe Photoshop
- Mar 21 Techniques and Tools for Drawing
- Mar 21 Intro. To Interior Design: Part II
- Mar 21 An Amazing Walk Through the Skies
- Mar 22 Effective Holiday Eating Strategies
- Mar 22 The Grandest of Canyons-An Inside Look at Grand Canyon National Park
- Mar 22 Central Arizona Adventures
- Mar 23 Desert Safety & Survival
- Mar 23 Exploring Pastels
- Mar 23 Beginning Computer Skills
- Mar 23 Volcanoes-What, Why, Where and How?
- Mar 24 Expressive Portrait Drawing
- Apr 3 Mah Jongg
- Apr 4 Understanding Digital Photography Concepts
- Apr 4 How to Play Blackjack
- Apr 6 How to Start and Run a Business-The Business Puzzle Revealed
- Apr 10 Reiki II
- Apr 10 Gentle Yoga
- Apr 11 Pottery on the Wheel
- Apr 12 Introduction to Quickbooks Pro®
- Apr 13 Pottery on the Wheel
- Apr 20 Effective Holiday Eating Strategies

**SPC-Signal Peak Campus**

- Jan 26 Pottery on the Wheel
- Mar 23 Pottery on the Wheel

**STC-San Tan Campus**

- Jan 17 Introduction to Quickbooks Pro®
- Jan 19 Writing the Story of Your Life Part I

**STC cont.**

- Jan 19 Instant Piano for Hopelessly Busy People
- Jan 23 Instant Guitar for Hopelessly Busy People
- Feb 2 Globalization and World Power Shifts
- Feb 9 Line Dancing: Fun and Exercise
- Feb 9 Understanding Digital Photography Concepts
- Feb 14 Turning Business Cards Into Gold
- Feb 15 Computer Basics for Adults
- Feb 27 Astronomy for Beginners
- Feb 28 Rock and Roll Aerobics
- Feb 28 DNA-Beyond Genealogy, National Geographic Genographic Project
- Mar 8 Lesser-known Plants of the Sonoran Desert
- Mar 21 Plants of the Sonoran Desert
- Mar 23 Mindful Self Compassion
- Mar 28 Email and Internet for Beginners
- Apr 3 Understanding Digital Photography Concepts
- Apr 4 Trace Your Famine Irish Ancestors
- Apr 5 Intermediate Computer Skills-MS Word
- Apr 11 Introduction to Quickbooks Pro®
- Apr 26 Microsoft Excel Essentials
- May 23 Advances Quickbooks Pro®

**Book Discussion Group**

Engage in a casual atmosphere in which educational and cultural themes of various selected books are discussed. Participants are requested to read the book identified by the Lifelong Learning Schedule prior to the class and to come prepared for lively discussion. *Note: Class only meets Jan 23, Feb 27, Mar 20 & Apr 17*). Commonwealth by Ann Patchett, tells the enthralling story about a romantic encounter. (Jan 23) At the first meeting in January, members will have the opportunity to choose books for the remaining months. Members should bring book suggestions to that meeting and can also choose to lead the book discussion one month if they want.

Instructor: Gerry Nicholson

Subject: CME

CRN: 25049 Jan 23, Feb 27, 10-11:30 am  
Mar 20 & Apr 17

Fee: \$15 4 Mondays SMC/A127

**Reiki I**

Reiki is a powerful, complete system of energy-based holistic healing where spiritually-guided life force energy is directed for the purpose of promoting health, balance, and well-being at the physical, mental, emotional, and spiritual levels. Reiki I is primarily for self-healing using simple hands-on and visualization techniques. You will learn the symbol for physical healing and receive an attunement which opens your energy pathways to become a channel for Reiki.

**Note: No class Mar 13.**

Instructor: Martha Chansley

Subject: CME

CRN: 24977 Feb 27-Apr 3 10 am-1 pm

Fee: \$119 5 Mondays SMC/D130

**Reiki II**

Reiki II adds power to the Reiki healing energy by including additional symbols which intensify the energy flow and facilitate mental, emotional, and distance healings. You will receive the Reiki II symbols and an attunement which greatly amplifies your healing power and allows for intentional direction of the healing energy.

Instructor: Martha Chansley

Subject: CME

CRN: 24985 Apr 10-May 8 10 am-1 pm

Fee: \$119 5 Mondays SMC/D130

**Geology of the Superstition Mountains**

Did you know there is a volcano nearby? In this class you will learn about the formation of the Superstition Mountains and why they look the way they do. We will focus on geology, but cannot let legends of the Superstitions be ignored. Come and learn why the Superstitions rock!

Instructor: Amy Paterson

Subject: CME

CRN: 24932 Feb 28-Mar 7 4:30-6:30 pm

Fee: \$35 2 Tuesdays SMC/F138

**Silver Screen Cowboys, From Film to Television**

With the coming of television in 1949, the silver screen cowboys such as Hopalong Cassidy, Gene Autry, Roy Rogers, The Cisco Kid, and The Lone Ranger made their way to the new medium. Some had an easy time of it, while others were fought at every turn by the film studios that were desperate to keep their stars off the small screen. The motives behind the big film studios were varied, but in the end, many of our cowboy heroes overcame these obstacles. However, there were a few that fell by the trail into supporting roles or obscurity. Learn the fascinating true stories behind the silver screen cowboys that blazed the trail for Gunsmoke, Bonanza, Laramie, Maverick, Cheyenne and all our favorite adult television westerns that came later.

**Note: No class Mar 14.**

Instructor: Charlie LeSueur

Subject: CME

CRN: 24938 Feb 28-Mar 28 9 am-Noon

Fee: \$89 4 Tuesdays SMC/A127

**Basic Landscape Irrigation Guidelines**

This course is intended for homeowners, new hires with landscaping companies, material supplier employees and others interested in learning the basics of landscape irrigation systems. PowerPoint presentations, down-to-earth lectures, and real-world product examples are utilized. Several working model controllers (timers in layman's terms) are used to give students some "hands-on" experience. The importance of reasonable but regular system monitoring and repair is stressed, both in the interest of saving water and of maintaining a healthy desert landscape. Select "war-stories" from real world irrigation projects are presented to support key points and to connect the design and installation concepts described.

Instructor: Vern Swanson

Subject: CME

CRN: 25003 Feb 28-Mar 9 10 am-Noon

Fee: \$59 2 Tue/2 Thu SMC/TBD

**Simple Steps to Deal With Cancer or Reduce Your Risk**

Learn how to recognize the signs, symptoms, and causes of cancer. Review some of the current cancer research. Learn how a healthy diet and supplements can be used to reduce the risk of developing this disease.

Instructor: Dr. Sonny Sampedro

Subject: CME

CRN: 24950 Feb 2 9 am-Noon

Fee: \$35 1 Thursday SMC/D133

### Plants of the Sonoran Desert

Explore the plants of the Sonoran Desert and discover what they have to offer. You will view, learn and discuss the different plants of the Sonoran Desert and their use for medicinal, utilitarian and food consumption.

Instructor: Jean Groen

Subject: CME

CRN: 24960 Mar 2

2-4 pm

Fee: \$35

1 Thursday

SMC/TBD

### Native American Story Telling Through Designs



Within Native cultures designs are often used to tell the stories of everything from Tribal creation to family histories. Begin this unique, cultural journey by singing a traditional Southern Plain Starting Song to set the tone of the program. Next, Plains and Southwest Tribal stories are revealed as numerous Native art forms, such as: silverwork; pottery; beadwork; rugs; blankets; woodwork; feather-work; and painted mediums are passed around and described. There will be plenty of time for questions and the class will end with the instructor singing a traditional Quitting Song. Learn some practical and spiritual reasons for the creation and use of everyday, societal, and spiritual items.

Instructor: Gregory Hansen

Subject: CME

CRN: 25050 Mar 8

2-3:30 pm

Fee: \$25

1 Wednesday

SMC/TBD

### Lesser-known Plants of the Sonoran Desert

Discover the lesser-known plants of the Sonoran Desert. You will view, learn and discuss the lesser-known plants and their use for medicinal, utilitarian and food consumption.

Instructor: Jean Groen

Subject: CME

CRN: 24961 Mar 9

2-4 pm

Fee: \$35

1 Thursday

SMC/TBD



### Creative Acrylic I

Discover how to paint creatively using acrylics. Lessons include: color theory; brush control; preparing your canvas; the importance of composition; and mixing colors while painting a Southwest landscape and a flower of the desert. Students will leave with at least three completed paintings. *Special Note: The cost of supplies is not included in the course fee. Contact your local Community Education Office one week prior to the class start date for a materials list.*

Instructor: Vanessa Ortiz

Subject: CME

CRN: 25001 Mar 20-May 1

4-7 pm

Fee: \$135

7 Mondays

SMC/A122

### Beginning Adobe Photoshop

Learn how to use the tools, layers, palettes and attributes in Adobe Photoshop. With these tools, there is no limit to what you can do or create with your favorite photos or artwork. The only limitations are in what your mind can create. If you can dream it, you can do it!

Instructor: Gene Middleton

Subject: CME

CRN: 24952 Mar 21-Apr 25

10 am-Noon

Fee: \$65

6 Tuesdays

SMC/C116

### Techniques and Tools for Drawing



Join us in this unique class to learn invaluable ways to improve your drawing skills. With all levels welcome, learn to work with graphite, charcoal, chalk, conté, and colored pencils. Explore different tools and techniques for shadow and light to enhance and excite your drawings. Subject matter will include still life, and local flora and fauna of the Sonoran Desert.

Instructor: Ruth Ballard

Subject: CME

CRN: 25051 Mar 21-Apr 25

Noon-3 pm

Fee: \$119

6 Tuesdays

SMC/A122

### An Amazing Walk Through the Skies

This is not your father's Astronomy 101 class. Enjoy an engaging astronomical overview, presented by Steve Kates, a.k.a. "Dr. Sky," of the origins, history, and current scientific knowledge of our solar system including: planets, moons and other objects; and current knowledge about other solar systems. Learn how to use tools and resources to navigate our night skies and understand a vast history in the role and the future of interplanetary space exploration and science. Lots of hands-on experiences and multimedia entertainment will be featured by "Dr. Sky."

Instructor: Steve Kates - "Dr. Sky"

Subject: CME

CRN: 24997 Mar 21-Apr 18

7-9 pm

Fee: \$65

5 Tuesdays

SMC/F138

**Curandero Walk**

"Ethno-botany" hobbieists Kathy and Tom McDonald will lead an interpretive walk around the Superstition Mountain Campus of Central Arizona College identifying plants native to the Sonoran Desert while discussing their medicinal and edible properties. Did you know that you can make peanut brittle from jojoba beans, a refreshing tea from ocotillo blooms and a native plant tincture from a number of common plants found in our local landscapes? Learn all this and more as we take a hands on walk through the desert landscape of Apache Junction's CAC campus.

Instructor: Tom & Kathy McDonald  
 Subject: CME  
 CRN: 24999 Mar 21 9 am-Noon  
 Fee: \$25 1 Tuesday SMC/TBD

**Beginning Landscape Irrigation Design**

Upon completion of this class, the student should be able to design either an overhead sprinkler or drip system for a residential project. To become competent in irrigation design, years on the drawing board and in the ditch are required to achieve professional results and provide the client with a durable, practical and "smart" system that does the job. The goal is to give the student the basic design "tools and rules" as a solid foundation for the next step, depending on the individual's choices. This course assumes the student has landscape industry experience and preferably some irrigation installation experience. No CAD design program is used in this class; the "old-school" T-Square, drawing board, compass and scale are the tools used. It is important to recognize that the basic "old-school" drafting and design methods, once mastered, will enable you to move forward to an irrigation or landscape CAD program much easier and quicker. *Special Note: Students will need some basic drafting tools and a small drawing board.*

Instructor: Vern Swanson  
 Subject: CME  
 CRN: 25004 Mar 21-Apr 11 10 am-Noon  
 Fee: \$99 4 Tue/3 Thu SMC/TBD

**The Grandest of Canyons-An Inside Look at Grand Canyon National Park**



The Grand Canyon is universally known as one of the Seven Natural Wonders of the World. Experience the Grand Canyon through the eyes of a former Inner-Canyon Ranger who worked and lived at the bottom of the Canyon while on assignment with the National Park Service. Learn about the history, geology and management of the Grand Canyon and enjoy the extraordinary personal account of living and working in the "Grandest of Canyons."

Instructor: Gregory Hansen  
 Subject: CME  
 CRN: 25052 Mar 22 2-3:30 pm  
 Fee: \$25 1 Wednesday SMC/TBD

**Central Arizona Adventures**


Explore four historical Arizona adventures that consist of these exciting stories: (1) Superstitions-The Killer Mountains, including local ghost stories; (2) Arizona's 1880s Stagecoach Robbery Trail and Frontier Justice; (3) Legendary Cowboy Tales of the Superstition Mountains- 1870s to Present; and (4) Fantastic new discoveries relating to the Lost Dutchman Mine and Peralta Miners. Student participation in discussions is always welcome. Photos and visual displays enhance each class. These adventures relate to nearby local places, people and events that happened within a short distance from the Apache Junction CAC campus.

Instructor: Jack San Felice  
 Subject: CME  
 CRN: 24955 Mar 22-Apr 12 10 am-Noon  
 Fee: \$55 4 Wednesdays SMC/TBD

**Artistic Travel Journaling**

Learn to easily and fearlessly create quick drawings from your vacation or "stay-cation" adventures. During this multimedia adventure, students will learn contour drawing, watercolor and colored pencil techniques to create a unique expression of your life; plus how to put together an easy to carry travel journal kit. Drawing creates a kinesthetic memory that will resonate deeply within you. Anyone can learn these fun and experimental techniques. *Special Note: The cost of supplies is not included in the course fee. Contact your local Community Education Office one week prior to the class start date for a materials list.*

Instructor: Pauline Conn  
 Subject: CME  
 CRN: 24986 Feb 7-Mar 7 2-5 pm  
 Fee: \$99 5 Mondays SMC/A122



**Central Arizona College**

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[www.centralaz.edu](http://www.centralaz.edu)**

## Volcanoes-What, Why, Where and How?

Designed for the non-geologist as an introduction to the fascinating study of volcanoes, this course covers the basics of volcanology including types of volcanoes, location of volcanoes (including Arizona volcanoes), types of lava and other materials ejected by volcanic eruptions. Specific volcanic disasters will also be studied.

Instructor: Amy Paterson

Subject: CME

CRN: 24933 Mar 23-30 4:30-6:30 pm

Fee: \$35 2 Thursdays SMC/F138

## Desert Safety & Survival

Hiking or camping in the Sonoran Desert is an amazing experience, but it can turn deadly if you do not have a plan and are not properly prepared for the desert's dangers. Learn important tips on how to survive in almost any situation.

Instructor: Jay Jay Pelletier

Subject: CME

CRN: 25053 Mar 23-Apr 20 9 am-Noon

Fee: \$99 5 Thursdays SMC/TBD

## Exploring Pastels

You do not have to learn how to draw to create stunning paintings with pastels! Soft pastels are a fun and surprisingly fast medium to work with. Your paintings will glow with an intense luminous color and velvety texture. Explore this medium as a beginner or continue to grow your knowledge of pastels by creating finished paintings each week. *Special Note: The cost of supplies is not included in the course fee. Contact your local Community Education Office one week prior to the class start date for a materials list.*

Instructor: Ruth Ballard

Subject: CME

CRN: 25054 Mar 23-Apr 27 Noon-3 pm

Fee: \$119 6 Thursdays SMC/A122

## Expressive Portrait Drawing

Learn how to bring expressive emotions into your portraits using basic techniques. Forget about creating a likeness; instead, we will concentrate on seeing and drawing the big shapes of dark and light. Students will be encouraged to develop their own distinct drawing style using pencil, charcoal, and other media. If you are an individual with an expressive nature, who loves to draw portraits, then this class for you! *Special Note: The cost of supplies is not included in the course fee. Contact your local Community Education Office one week prior to the class start date for a materials list.*

Instructor: Vanessa Ortiz

Subject: CME

CRN: 25002 Mar 24-Apr 28 4-7 pm

Fee: \$119 6 Fridays SMC/A122

## How to Start and Run a Business-The Business Puzzle Revealed

This interactive course is designed to give you all the information you could want to start and run a successful business. Discuss the different types of businesses: a sole proprietor; a partnership; and a corporation. Learn about compliance issues when dealing with federal, state and local regulations. Learn about startup expenses, whether they be one-time expenses or on-going expenses. Explore the various forms required to start and continue to run a business. Discuss visions of a business, what obstacles to expect and how to overcome them, and how to create a business plan.

Instructor: Alice Fields

Subject: CME

CRN: 25055 Apr 6-May 25 9 am-Noon

Fee: \$159 8 Thursdays STC/TBD

## Introduction to QuickBooks Pro®

This course is an introduction to the QuickBooks Pro® Accounting Program for those wishing to become a QuickBooks Pro® user or understand the basics of accounting for a small business. This class is also for the small business owners who want to improve their own knowledge of the program. This course covers the basics of what you will find in QuickBooks Pro® and how to use each component including: the installation process; creating a company file; processing accounts payable; processing accounts receivable; reconciling bank statements; managing QuickBooks Pro® files for backup and restoration; and using QuickBooks Pro® in single-user and multi-user modes. *Special Note: The cost of supplies is not included in the course fee. Contact your local Community Education Office one week prior to the class start date for a materials list.*

Instructor: Alice Fields

Subject: CME

CRN: 25058 Jan 18-Feb 22 10 am-Noon

Fee: \$99 6 Tuesdays SMC/A127

CRN: 24931 Apr 12-May 17 10 am-Noon

Fee: \$99 6 Wednesdays SMC/A127



**Pottery on the Wheel**

Learn how to use a potter's wheel, throw various pieces, attach handles, trim pots, and apply glazes to finished products. *Special Note: The cost of supplies is not included in the course fee. Contact your local Community Education Office one week prior to the class start date for a materials list.*

Instructor: Francisco Menchaca

Subject: CME

CRN: 24983 Jan 26-Mar 2 6-8:30 pm

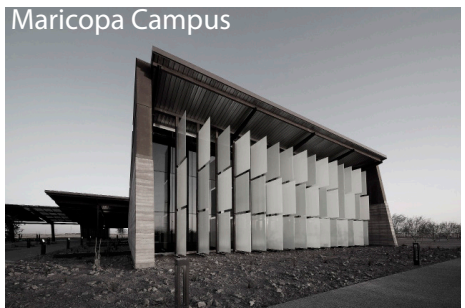
Fee: \$99 6 Thursdays SPC/TBD

CRN: 24984 Mar 23-Apr 27 6-8:30 pm

Fee: \$99 6 Thursdays SPC/TBD



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### Writing the Story of Your Life Part I

Learn how to preserve your part of family history by creating a written history that preserves your generational contributions. Each week the student will be encouraged to write a short story about different areas of their life as guided by the instructor. Then each student will read their story to the class and these stories will help others by triggering more memories. Instructor: Barb Hofmeister

Subject: CME  
CRN: 24925 Jan 19-Mar 9 1-3 pm  
Fee: \$119 8 Thursdays STC/TBD

### Instant Piano for Hopelessly Busy People

Some music teachers may not want you to know this, but you don't need years of weekly lessons to learn piano. In just a few hours, you can learn enough secrets of the trade to give you years of musical enjoyment. How do we do it? While regular piano teachers teach note reading, piano professionals use chords. And you can learn all the chords you will need to play any song in this one session. Any song. Any style. Any key. If you can find middle C and know the meaning of Every Good Boy Does Fine, you already know enough to enroll in this workshop. *Special Note: The cost of supplies is not included in the course fee. Contact your local Community Education Office one week prior to the class start date for a materials list.*

Instructor: Craig Coffman  
Subject: CME  
CRN: 24937 Jan 19 6:30-9:30 pm  
Fee: \$35 1 Thursday STC/TBD

### Instant Guitar for Hopelessly Busy People

Have you ever wanted to learn the guitar but simply find it difficult to find the time? In just a few hours you can learn enough about playing the guitar to give you years of musical enjoyment, and you won't have to take private lessons to do it. This crash course will teach you some basic chords and get you playing along with your favorite songs right away. Bring your acoustic guitar. *Special Note: The cost of supplies is not included in the course fee. Contact your local Community Education Office one week prior to the class start date for a materials list.*

Instructor: Craig Coffman  
Subject: CME  
CRN: 24941 Jan 23 6:30-9 pm  
Fee: \$35 1 Monday STC/TBD

### Globalization and World Power Shifts

Explore the history of globalization and what its drivers are. Examine the four BRIC countries- Brazil, Russian, India and China, as well as the African continent. Delve into the demographic changes affecting globalization by major international organizations, such as the European Union (EU) and Association of Southeast Asian Nations (ASEAN). Learn about the growing economic and political clout of emerging market countries and the resulting west-to-east power shifts that are forecast for the future.

Instructor: Warren Salinger  
Subject: CME  
CRN: 25006 Feb 2-Mar 2 1-4 pm  
Fee: \$99 5 Thursdays STC/TBD

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**Understanding Digital Photography Concepts**

Photography sounds simple and fun, especially with a point and shoot digital camera. So, why don't all of our pictures taken with a digital camera look beautiful? Learn to go beyond the auto setting on your camera and look to use additional features, such as shutter speed, aperture, ISO, white balance and scene mode, to make the best pictures possible. This class will teach you what the meaning of the additional features are and how to know when to use additional settings to improve the photographs you take. This class applies whether your camera is a point and shoot or a DSLR. In addition, a brief introduction will be given on how to transfer pictures from your camera to a computer, plus quick and easy editing procedures using free tools that will really improve your pictures.

Instructor: Roger Degler

Subject: CME

CRN: 24964 Feb 9-23 10 am-Noon  
 Fee: \$39 3 Thursdays STC/TBD

CRN: 24975 Apr 3-17 10 am-Noon  
 Fee: \$39 3 Mondays STC/TBD

**Line Dancing: Fun and Exercise**

Exercise your body and brain by learning how to line dance. A variety of line dances will be explored. No experience or partner necessary to participate in and enjoy this energetic dance genre.

**Note: No class Mar 16.**

Instructor: Tobia Eaks

Subject: CME

CRN: 24978 Feb 9-Apr 20 10-11 am  
 Fee: \$5 10 Thursdays STC/D101



**Turning Business Cards Into Gold**

The most effective way to sell your product or service is by "Word of Mouth." Few realize the power and the science of "Word of Mouth" and how it can affect your success. A starting point in the business world is the business card since nearly everyone has a business card. Learn what to do with those business cards you collect at a meeting. Learn firsthand the benefits of collaboration with class members, with outside businesses, and with businesses you discover on social media. This course takes you through the four stages of the networking process that leads to a system of working with people met, and turning that experience into a profitable alliance. *Special Note: The cost of supplies is not included in the course fee. Contact your local Community Education Office one week prior to the class start date for a materials list.*

Instructor: Jaclyn Zoccoli

Subject: CME

CRN: 24942 Feb 14-Mar 7 9 am-Noon  
 Fee: \$79 4 Tuesdays STC/TBD

**Computer Basics for Adults**

This course is divided into 5 sections, providing the student with a working knowledge of: 1) Basic computer devices and components, 2) Types of storage and included programs, 3) Windows and its associated desktop icons 4) Hardware basics and 5) The four main parts of a computer.

Instructor: Leonard Ruiz

Subject: CME

CRN: 24945 Feb 15-Mar 1 2-4 pm  
 Fee: \$39 3 Wednesdays STC/TBD

**Astronomy for Beginners**

Experience a survey of the Universe from the Big Bang through the present search for habitable planets and life elsewhere in the Universe. The focus will be a study of the structure and nature of the Universe, including galaxies, stars, planets and other objects which populate the cosmos.

**Note: No class Mar 13 & 15.**

Instructor: Larry Bahn

Subject: CME

CRN: 24974 Feb 27-Mar 29 9-11 am  
 Fee: \$99 4 Mon/4 Wed STC/TBD

Send ideas and comments  
 to Community Education  
 via email at  
 CommEd@centralaz.edu



## Rock and Roll Aerobics

Come dance, slide, step, hustle, hitchhike, pony and hand jive to some of your favorite oldies music and Broadway tunes. Enjoy a low impact but high energy aerobics class for adults who wish to work at a low to medium level in a rhythmic fitness class. Expect to have FUN, to tone, shape and stretch while exercising your entire body including the cardio/respiratory system. *Special Note: Wear comfortable workout clothing and sturdy lace up workout style shoes, grab a towel and a water bottle and come join in the FUN.*

**Note: No class Mar 14.**

Instructor: Neola Bye-Beza

Subject: CME

CRN: 24957 Feb 28-Apr 18 9:30-10:30 am

Fee: \$55 7 Tuesdays STC/D101

## DNA-Beyond Genealogy, National Geographic Genographic Project

In 2005, the National Geographic Society and IBM launched The Genographic Project, an on-going genetic anthropological study that aims to map historical human migration patterns by collecting and analyzing DNA samples from hundreds of thousands of people from around the world. Discuss the real time public participation in an actual scientific study using DNA to trace the footsteps of mankind out of Africa 65-100,000 years ago. Also discuss the genealogical DNA companies, such as Ancestry.com and FamilyTreeDNA.com, and how they compare with the National Geographic Genographic Project.

Instructor: Robert Stieglitz

Subject: CME

CRN: 24958 Feb 14 10 am-Noon

Fee: \$35 1 Tuesday STC/TBD

## Plants of the Sonoran Desert

Explore the plants of the Sonoran Desert and discover what they have to offer. You will view, learn and discuss the different plants of the Sonoran Desert and their use for medicinal, utilitarian and food consumption.

Instructor: Jean Groen

Subject: CME

CRN: 24943 Mar 21 10 am-Noon

Fee: \$35 1 Tuesday STC/TBD

## Mindful Self-Compassion

Learn about the sources of stress, the physiological and psychological impact of stress, and how it affects us. This class will help cultivate skills to relieve stress by teaching core principles and practices of mindful, self-compassion. This will enable you to respond to difficult moments in your life with kindness, care, and understanding.

Instructor: Debbie Hoxea

Subject: CME

CRN: 25056 Mar 23-May 18 1-4 pm

Fee: \$169 9 Thursdays STC/TBD

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## Email and Internet for Beginners

Learn how to access the Internet to search for information and to send and receive email electronically. This includes use of Internet browsers and/or search engines plus establishing an email account.

**Note: No class Mar 15.**

Instructor: Leonard Ruiz

Subject: CME

CRN: 24949 Mar 8-29 2-5 pm

Fee: \$39 3 Wednesdays STC/TBD

## Lesser-known Plants of the Sonoran Desert

Discover the lesser-known plants of the Sonoran Desert. You will view, learn and discuss the lesser-known plants and their use for medicinal, utilitarian and food consumption.

Instructor: Jean Groen

Subject: CME

CRN: 24944 Mar 28 10 am-Noon

Fee: \$35 1 Tuesday STC/TBD



## Intermediate Computer Skills-MS Word

Develop a working knowledge of Microsoft Word! Learn how to type, save and print a document, create tables, print labels and envelopes. Also learn editing techniques and how to import graphics and pictures.

Instructor: Leonard Ruiz

Subject: CME

CRN: 24954 Apr 5-19 2-4 pm

Fee: \$39 3 Wednesdays STC/TBD

## Trace Your Famine Irish Ancestors

One of the single-most influential events in U.S. immigration history was Ireland's great potato famine in the mid-1800s. More than 1.5 million people immigrated from Ireland to the U.S. If you think you're Irish, trace your family's history back to Ireland using basic, very common genealogical principles and tools that help you dig deeper into your family's past. Discover your family's roots!

Instructor: Robert Stieglitz

Subject: CME

CRN: 24959 Feb 28 10 am-Noon

Fee: \$35 1 Tuesday STC/TBD

### Introduction to QuickBooks Pro®

This course is an introduction to the QuickBooks Pro® Accounting Program for those wishing to become a QuickBooks Pro® user or understand the basics of accounting for a small business. This class is also for the small business owners who want to improve their own knowledge of the program. This course covers the basics of what you will find in QuickBooks Pro® and how to use each component including: the installation process; creating a company file; processing accounts payable; processing accounts receivable; reconciling bank statements; managing QuickBooks Pro® files for backup and restoration; and using QuickBooks Pro® in single-user and multi-user modes. *Special Note: The cost of supplies is not included in the course fee. Contact your local Community Education Office one week prior to the class start date for a materials list.*

Instructor: Alice Fields

Subject: CME

CRN: 25059 Jan 17-Feb 21 10 am-Noon  
Fee: \$99 6 Tuesdays STC/C101

.....  
CRN: 25005 Apr 11-May 16 10 am-Noon  
Fee: \$99 6 Tuesdays STC/C101

### Advanced QuickBooks Pro®

Customizing QuickBooks Pro® for how you work can save you time and money. Learn how to use additional parts of the software, such as: tracking payroll; understanding classes and job types; working with different reports; how to enter and balance credit cards; advanced aspects of accounts payable and accounts receivable; tracking inventory; understanding estimates and time tracking; and tracking and paying sales taxes.

Instructor: Alice Fields

Subject: CME

CRN: 24924 May 23-Jun 27 10 am-Noon  
Fee: \$99 6 Tuesdays STC/C101

### Microsoft Excel Essentials

Learn the fundamentals of MS Excel to create a simple budget, entering text and numbers, column headings and saving the spreadsheet. You will learn about equations and how to enter pre-stored equations to make budget totals.

Instructor: Leonard Ruiz

Subject: CME

CRN: 24956 Apr 26-May 10 2-5 pm  
Fee: \$39 3 Wednesdays STC/TBD



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# Two Study Abroad Opportunities: Spain and Ireland

*Now Open to Community Members*



**Seville, Spain -  
March 10-20, 2017**

*Immerse yourself in the language and culture.*

- Live with a host family, eat traditional Spanish foods and participate in local activities such as flamenco dancing.
- Take part in daily Spanish language classes with CAC students and experienced teachers.
- Visit the ancient Roman ruins of Itálica, learning about the advanced technology and architecture of this 2nd Century B.C. civilization.
- Spend a day in the city of Córdoba, visiting the Mezquita & *Callejón de las Flores*.
- Hosted by GlobalEd Programs and CAC Professor Michael Owens.

**Bundoran, Ireland -  
March 10-21, 2017**

*Spend some time in the splendor of Ireland in this charming County Donegal beach town.*

- Study Irish culture, arts and literature, most notably W.B. Yeats.
- Explore links between Irish political history and modern events.
- Tour the Irish landscape with daily outdoor excursions.
- Participate in a St. Patrick's Day parade with locals.
- Spend a day in Dublin!
- Hosted by the Institute of Study Abroad Ireland with ISA Professor Niamh Hamill and CAC Professor Karen Hindhede.

**For More Information,  
Contact Joel Beck**

Phone: (520) 677-7721

E-mail: [joel.beck@centralaz.edu](mailto:joel.beck@centralaz.edu)



The Central Arizona College Small Business Development Center (SBDC) is here to help launch, grow and sustain Arizona's small businesses. We are part of the Arizona SBDC Network, Arizona's largest, most comprehensive, and accessible statewide source of assistance for small businesses in every stage of development.

The Central Arizona College SBDC provides one-on-one confidential evaluation and guidance by Business Advisors with ownership and management experience. We provide one-on-one confidential evaluation and guidance in the areas below, to help you fast-track your plans and position your business for success.

- Accounting
- Government Procurement
- Customer Analysis
- Business Startup
- Cash Flow Management
- Exporting
- Environmental Management
- Financial/Loan Packaging
- Positioning
- Market Research & Analysis
- Management Issues
- Marketing
- Commercialization of Technology
- Personnel Management
- Computer Applications
- Pricing Strategies
- Promotion
- Strategic Planning
- Business Plan Development

Capitalizing and financing a business remains one of the greatest hurdles for business at all stages. Cash Flow management remains one of the top reasons that businesses fail. The Central Arizona College SBDC can assist you in developing a solid foundation of financial management education. We work with you to help demystify the lending and capital processes and have easy to use tools that help business owners to manage their cash flow and ultimately, their management decisions.

### **Contact Us Today!**

Central Arizona College SBDC | 540 N. Camino Mercado, Suite 1 | Casa Grande, AZ 85122

Phone | 520.494.6610

E-mail | [sbdc@centralaz.edu](mailto:sbdc@centralaz.edu)

Website | [www.azsbdc.net](http://www.azsbdc.net) • <http://cacsdbc.azsbdc.net>

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We are always seeking enthusiastic and qualified instructors in most of our subject areas and are interested in exploring new subject areas. As Central Arizona College expands the capabilities of the new campuses in Maricopa and San Tan Valley, Community Education is looking to expand the course offerings in those areas.



Each semester Community Education considers new course proposals. The proposal deadline to teach a new class in Summer 2017 is January 19, 2017. Course proposals received after January 19 will be considered for the Fall semester.

To be considered, please contact Joel at 480.677.7721 or Muriel at 520.494.6659 to obtain the instructor application and the noncredit course proposal forms.

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**Allison, Connie:** graduated from Prescott College with a Bachelor of Arts with a major in Psychology and a Master in Counseling from the University of Arizona. She has completed a year and a half at the Tamara Spiritual Center where she is now an ordained Minister. Connie continues to attend classes in various churches learning more about bible history, interpretation, prayer, meditation and metaphysics.

**Bahn, Larry:** before retiring he was a teacher for 34 years in a variety of disciplines. His favorite area to teach is Science and in particular Astronomy. He has taught all ages including middle and high school, and adult education courses. Over the years he has taken many classes and attended many seminars, lectures, and workshops on topics related to astronomy. He really enjoys helping students discover the nature of the Universe.

**Ballard, Ruth:** holds a degree in Art History from Middlesex University in Devon, England, her native home. She is a practicing artist across a multitude of genres and an enthusiastic art teacher. She truly believes everyone is creative and can be an artist. She now resides in the beautiful Sonoran desert and spends time creating, enjoys hiking the Superstitions and photographing the wilderness.

**Banaszczyk, Romualda "Rommy:"** received degrees in Economics and International Education from schools in Poland and Massachusetts. She has been certified in the knowledge of numerology and is an international speaker and educator. She has a unique vision for promoting world peace, supporting education and literacy around the globe.

**Blankenship, Cheryl:** passionate about interior design since childhood, Cheryl has won regional and national awards for her designs. She taught interior design classes at MCC for over 10 years. Cheryl traveled to many countries, experiencing various cultures, architecture, furniture design and styles that enabled her to share this knowledge with her students.

**Brungardt Karen:** received her BA in Fine Arts in 1974 although her career path took her a different direction after graduation. She became a watercolor artist in 1988 and has continued in this medium since then. She teaches Beginning Watercolor in Saddlebrooke and also offers a variety of 1/2 day watercolor classes, including Desert Foliage, Desert Birds, Watercolor Skies, and other subjects. Doing 3D art is a different way to handle a traditional medium and Karen continues to explore using it in a fun and colorful way. She is fascinated with the ancient art form of petroglyphs and putting a modern "3D" twist on them.

**Bye-Beza, Neola:** having spent her career in legal and risk services for acute health-care facilities, Neola found herself working with fibers and beads as an outlet for her creative side. Over the years, she studied with many master artists at such shows as Art and Soul. Now she works with various rocks such as: jasper, agates, and other natural and organic rocks cut in different shapes and sizes, beading them onto leather or suede, following patterns and designs that she graphs. Her inspirations come from native beading books and museum pieces and her creativity comes from her love of the rhythm and solitude beading provides for her. She is also a certified group exercise instructor who for many year has specialized in low impact but high energy aerobics and aquatics.

**Chansley, Martha:** Cosmetologist and an Esthetician for over 20 years and a certified Reiki Master for over 10 years. Since becoming certified as a Reiki Master Teacher, she has done numerous treatments on different people for many different reasons. She believes in using Reiki throughout her daily life. It's a way of living and thinking for her.

**Coffman, Craig:** is an experienced piano instructor, professional pianist and music director. He has over 20 years' experience teaching piano privately. His piano seminars, offered through Community Colleges and Community Education Programs, have been attended by over 12,000 students throughout the United States over the last 11 years. He has a degree in Sociology from Illinois Wesleyan University in Illinois (where he also studied piano) and a Master of Divinity degree from Western Seminary in Portland, Oregon.

**Corrigan, Sharon:** AZ Licensed Massage Therapist and Nationally Certified Bodyworker; Certified Star & Cross & Level 2 Instructor through World Tai Chi; lifetime practitioner of meditation and Kriya yoga; Certified 800 hour yoga instructor through the Southwest Institute of Healing Arts and registered with the Yoga Alliance with special training in Senior Yoga.

**Cramer, Hunaya:** an avid money saver for a family of seven has been couponing for over seven years. Her desire is to motivate and empower others to creatively stretch their income by using coupons and other money saving techniques. Now that she has mastered couponing, she considers herself an extreme couponer.

**Daniels, Rod:** a former resident of Las Vegas and has played over 400,000 blackjack hands. He is also a veteran and served in the 101st Airborne Division.

**Degler, Roger:** started in photography over 40 years ago, back in the “film era.” Only recently, he switched to digital, and he finds that this new world of photography makes learning much easier and quicker. He classifies himself as an Advanced Amateur. His specialty is beautiful Arizona Sunsets and Landscapes. Roger has won many awards and has been the Featured Artist at the Dreams and Legends Gallery in Apache Junction, and at the Boyce Thompson Arboretum. You can see his photographs around the East Valley at various art shows.

**DeZago, Mari:** her scholastic degrees and experience include: BSc Physical Education and Health; ten years teaching and coaching Physical Education and Health, K-12; 16 years coaching in the field of Health and Wellness, personally implementing what she taught. Ten years teaching Physical Education and Health (7-12, K-6) and coaching a variety of sports; she initiated and developed girls’ interscholastic conference league (1971-1977), Miami Christian School, Miami, FL. Thirteen years Homeschool Education of her two sons (K-12); she initiated and led a local homeschool parent group of 75 families (3 years, North Port, FL) Sixteen years as Owner, CEO, Personal Wellness Coach of Your Wellness Lifestyle (Cincinnati, Louisville, Columbus, and San Tan Valley, Mesa); she facilitated workshops for Apache Junction Two Ton Transformation Initiative (2013, 2014).

**Eaks, Tobia:** is a lifetime dancer and lifelong learner. She loves living in the southwest and loves the mountains. As a child she began clogging from the time she was able to stand. Dancing is one of the joys in her life.

**Ensley, Christian:** holds an AA in Criminal Justice, a BS in Justice Studies (minor in Spanish), and an MS in Administration/Leadership. He has twenty years of Criminal Justice experience, with 17 years as a sworn peace officer working as a patrol officer, detective and sergeant. He also has experience with juvenile probation and security, and was often assigned Spanish speaking investigations.

**Fields, Alice:** has been a business owner, author, speaker, educator, and trainer for the past 22 years. She is the author of Books on Business Strategies and Tactics using QuickBooks Pro® Accounting Software, as well as 8 course manuals for QuickBooks Pro® instruction. She is a Certified Master Practitioner in transferring proven processes, techniques, strategies and systems in event planning/production, coaching, closing, presentation design, marketing, speaking, persuasion/influence and relatable experiences. Alice is a member of National Society of Accountants and National Association of Tax Professionals.

**Gemme, Lindsey, NDTR:** is a confident mentor coach and holistic wellness specialist. She uses firsthand experience in workshops and one-on-one coaching to help others rediscover their power using compassion and creativity.

**Groen, Jean:** earned a home economics degree from Northwestern University. Her entire life she has loved cooking and experimenting with weeds, seeds, plants and berries. In 1997, she was employed at an Apache Junction RV Resort where she researched Indian recipes and would try “modern” recipes and then develop her own recipes for her audiences to taste. She is the co-author of several books, gives presentations to various schools/groups, is an instructor and a volunteer at the Boyce Thompson Arboretum.



**Hansen, Gregory:** has successfully worked for over 35 years in natural resource management and is retired from the USDA Forest Service's Washington D.C. Office. During his tenure he served as a Wilderness Ranger, Conservation Education Coordinator, Wilderness/ Trails Staff Officer, Regional Wilderness/ Trails Program Leader, National Leave No Trace Outdoor Education Coordinator and International Wilderness Training/ Management Coordinator for the continent of Africa-Wash. D.C. International Affairs Office. He has instructed wilderness management/ education courses at Arizona State University and has also taught natural resource management at the University of Arizona, Central Arizona College, Phoenix Community College, Grand Canyon University and the University of Natal/ South Africa. Currently Greg consults, writes and instructs for the Arthur Carhart National Wilderness Training Center, USDI National Park Service, Bureau of Land Management and U.S. Fish and Wildlife Service is a Program/ Education Consultant and the Tribal Relations Coordinator for the AZ Conservation Corps and serves as the Outdoor Education/ Program Committee Chair for the Society of Wilderness Stewardship.

**Hoeh, Kristal:** has taught art for eight years as an elementary and high school teacher. She is proficient in many art mediums but enjoys pencil drawing and acrylic painting the most. As an intern in French-Speaking Belgium, she had the privilege of visiting art museums throughout Europe. She has presented at the Arizona Art Education Association's Annual Conference on how to use the internet to teach Art. Aside from Art and travel, she enjoys sprint triathlons, decorating cakes and camping.

**Hofmeister, Barbara:** is retired and lives in Gold Canyon. Before retiring she was a motivational speaker and sales trainer so teaching is second nature for her. When she and her husband retired in 1989 they moved into a small motorhome to travel for a year or so but ended up RVing full-time for 14 years. During those years, the couple wrote three separate books on full-time RVing and presented seminars all across the U.S. Barb also wrote a professional newsletter about their travels. In 2003 they gave up the RV lifestyle and Barb has been teaching Life Story Writing since in different venues in the valley and has helped many to complete their stories. In 2012 she finished her own life story.

**Holixa, Debbie:** is a registered Dental Hygienist, Dental Hygiene Director, and educator at Mesa Community College. In addition to teaching she has a background in Mindfulness holding a Master's Degree in Contemplative Education from Naropa University in Boulder and certifications in Mindfulness Facilitation from UCLA and Mindful Self-Compassion Facilitation from UCSD.

**Ioane, KimmBerly:** specializes in Raku Firing, trained in northern California and is a working artist for 30 years. She enjoys sharing her passion for clay with others. Her artistic tips, methods and inspiration will help a wide range of students accomplish their own goals.

**Kates, Steve, aka Dr. Sky:** is the selected presenter of astronomy focused education at the Lost Dutchman State Park by the Friends of Lost Dutchman State Park, a non-profit organized in 2010 to prevent the closure of the park. Steve presents an astronomy program in the park, during seasonal months, to an audience that has (in the park ranger's words) eclipsed any other astronomy group/presenter. While not a formal dark sky area, Steve has been the one champion to educate the Park's visitors and surrounding community about the need for the park and preserving its "dark" skies; because of his love for the skies.

**Koenig, Sandra:** began her lifelong love of the ancient Chinese game, Mah Jongg, over 50 years ago. She's carried her enjoyment for the game from her initial home of St. Louis, to her years living in Israel, up to and including her relocation to Arizona in 1984.

**LeSueur, Charlie:** Arizona's Official Western Film Historian, has interviewed many famous cowboy stars and was a celebrity moderator for 22 years in several cowboy festivals throughout the Southwest. He is a Spirit of the Old West Alive recipient, and was inducted in the Apacheland Wall of Fame at the Superstition Mountain Museum in Apache Junction, AZ. Charlie has two published books on Western Film - "The Legends Live On: Interviews with the Cowboy Stars of the Silver Screen" and "Riding the Hollywood Trail: Tales of the Silver Screen Cowboys".

**Littleton, David:** first started playing bridge in his early teens and became acquainted with tournament bridge in his late teens. He has played in sanctioned American Contract Bridge League (ACBL) tournaments at all levels from local club games to regional and national championships. He has won state championships in three New England states and in 1973 achieved the rank of Life Master in the ACBL, which then was the highest rank one could obtain. He has played bridge most of his life and has experience in teaching bridge as an adult education class. He truly enjoys bringing the great game of bridge to others.

**McDonald, Tom:** earned his B.S. in Plant Biology from Drury College and is a Master Gardener certified by the University of Arizona. He opened and owns Smiling Dog Landscapes in Gold Canyon since August 2000. Tom has been in the "green" industry for over thirty years and his career includes numerous management positions in the greenhouse, landscape, golf course and consulting fields. In 2010 Tom launched the Smiling Dog Learning Center to bring classes and information on living in the Sonoran Desert to the community.

**McGraw, Jennifer:** has over 25 years of experience at resort spas and is certified to teach Tai Chi and aquatic exercise. In 1991, she became licensed as a massage therapist. She also teaches health and wellness classes in the community including meditation, relaxing stretch, labyrinth healing and Tai Chi.

**Menchaca, Francisco:** a Casa Grande native, has been creating with clay since childhood. His first sculptures were fashioned from native clay, dug from the ground at his rural Casa Grande home. He studied art in junior high and high school, where he first learned to use the wheel. Always striving to improve his technique and improve his art, Francisco has studied ceramic art at Northern Arizona University, at Mesa Community College, Chandler-Gilbert Community College, and at Central Arizona College. He maintains a private studio at his childhood home, south of Casa Grande, and his work has been shown at various art fairs, the Public Events Gallery at Central Arizona College's Signal Peak campus, the Casa Grande Art Museum, as well as at several venues in Phoenix, Tucson and North Carolina.

**Middleton, Gene:** is a local actor and artist, best known for his western art. His professional career was in graphics, including photo retouching, silk screening and offset printing. He is knowledgeable in computer technology and photo enhancement and has a passion for technology.

**Murphy, Stephanie:** holds a Bachelor's degree in Psychology and a Master's degree in teaching Mathematics and yet finds her true passion in helping others attain their best health and wellbeing. From her diverse background as a Yoga Alliance Registered Yoga Teacher and certified Personal Trainer, Group Fitness Instructor, Spin Instructor, and Health Coach, Stephanie brings a unique and innovative approach to her classes. Through a variety of poses and conscious sequencing, Stephanie's yoga classes build strength, enhance flexibility, and improve balance for all levels. From the most invigorating yoga practice to the most calming, Stephanie's versatility brings peace and tranquility into each class. Stephanie enjoys helping students focus within as they find and face challenges in their yoga practice, and by doing so expand awareness, increase presence of mind, and conquer difficulties with ease.

**Ortiz, Vanessa:** born in California and raised in a little Oklahoma town on the Kansas border called Tyrone. As a child she moved all over the place and her only outlet was art. She has been practicing art for over 12 years. In 2010, she graduated with a Bachelor in Fine Arts from Arizona State University. In 2014, she became a member of the Artists of The Superstitutions. She likes to share her knowledge and passion with students willing to learn skills in drawing.

**Paterson, Amy:** grew up in the Midwest, where the only visible rocks lined the railroad tracks or someone's driveway. On her first date with her now husband, he told her "Don't hang out with me unless you want to move to Arizona." Her reply was, "Are you kidding? They have rocks there! And sun". Amy started as a communications major at DePauw University in Indiana but ended up teaching rocks and volcanoes to eager ninth graders for 17 years. After getting her Masters in Geology Education from Northern Arizona University, Amy has been teaching Geology and Astronomy at community colleges in Pinal and Maricopa Counties for the past 10 years. In her spare time she enjoys spending time with her dogs, watching football, playing poker and traveling around the world to look at more rocks.

**Pellitier, Jay Jay:** is a former Green Beret survival instructor. He has attended multiple survival schools including: Death Valley, Alaska, and the Philippines. He has also taught survival courses for the Air Force Academy in Colorado Springs.

**Purvis, Megan:** holds a Bachelor's degree in communication from Keene State College, a Master's degrees in management and a Master's degree in education with an emphasis in adult education and training both from the University of Phoenix. She has worked in higher education for nine years and enjoys teaching adult education courses.

**Ruiz, Leonard:** holds a bachelor's in Business Administration and a master's degree in education. Leonard introduced computers to the Accounting Department and Windows to the Public Affairs Department at a major Southern California utility. He taught Office Occupations at various adult schools for over 18 years; the courses included Microsoft Word, Excel, PowerPoint, Access and Outlook. Other courses he taught were Website Design and Employment Readiness.

**Russell, Janet:** holds a Master's Degree from Northwestern University in Illinois. During her undergraduate studies at the University of Madrid in Spain, her desire to travel was intensified. She also worked for the Department of Defense in Germany where she taught Spanish to U.S. Citizens.

**Salinger, Warren:** graduate from Goddard College with a political science degree and had a career focused on international development. He spent 7 years in USAF Intelligence at the height of the Cold War. For almost 40 years, he worked in many world hot spots: Central America countries during revolutionary wars; Ethiopia during recurring famines; in both the Soviet Union and Russia. He has also worked with many world leaders including Jimmy Carter, Coretta Scott King, and Margarita Papan-dreou.

**Sampedro, Dr. Sonny:** is a graduate of Northern Arizona University and the Chiropractic College. In 1993, he opened up The Relief Source Chiropractic and Wellness Center in Mesa. He also is a Certified Nutrition Specialist and works as a fulltime chiropractor. He teaches Radiation Biology and Radiographic Pathology for the Radiology Program at Central Arizona College.

**Sanchez, Luis:** B.S. and M.B.A, University of Phoenix has been working in higher education for the last nine years in a variety of capacities. During his time working in management in both higher ed. and professional business sectors, he learned the importance of mastering technology and the many ways it can be used in the various facets of life. He has always been a tech-tool enthusiast and continuously looking at ways to integrate technology in personal and professional settings. He enjoys teaching others about the ever changing world of technology tools that have found their way into everyday life.

**San Felice, Jack:** has been an avid hiker, horseback rider, four-wheeler, photographer and serious researcher of the Superstition Mountains and nearby areas for over 20 years. Jack has explored the Superstitions for years and has interviewed many of the treasure hunters and unique characters that he has encountered. He has a master's degree from the American University in Washington D.C., and is the author of various publications and stories.

**Stieglitz, Robert:** earned a BS in Science Education with an emphasis in Chemistry-Physiology from Monmouth University in 1971; then he taught Chemistry/Physiology for eight years. He earned a Pharmacy Degree from North Dakota State University in 1986, then served as Clinical Pharmacist at Sanford Health in Fargo, ND for 32 years. Robert is a Society Member of the Cardiology/Critical Care; National Genealogical Society.

**Swanson, Vern:** holds an Associate of Arts Degree in Business from Olympic College and a certificate in Drafting & Design from Seattle Community College. Swanson has over 40 years of experience in the landscape irrigation industry. In 1984, he became one of the first Irrigation Association Certified Irrigation Designers in Washington State. He has taught short-term irrigation courses at Lake Washington Technical College and continues to educate himself by taking irrigation workshops. Throughout his career, Swanson has been involved in irrigation design. Beyond irrigation, Swanson reads, enjoys bicycle riding and works on occasional handyman projects.

**Tenney, Cheryl:** has instructed dance, music and fitness for over six years. Since the age of four years old, she has danced ballet, tap, jazz and contemporary. She has been involved in church choir, theater, school plays, etc. Fitness became a part of her life in her teen years. She loved the results of working hard and pushing herself to do more. Now, being a little older, she is able to incorporate all three of her loves of dance, music and fitness and work them together in a dance fitness class. She looks forward to dancing every day, to relieve stress, boost her mood, and be a happy person. She loves the comradery of spending time with people, getting to know them and seeing their joy when they participate.

**Wainio, Marguerite:** has a B.A./English & Writing, from Sarah Lawrence College and an M.A./Psychology, from Antioch University West. She has worked as a writer and editor her entire life and has taught writing and presented at workshops.

**Zoccoli, Jaclyn:** after college, credential, Peace Corps (Liberia), and corporate world, Jaclyn settled into her first business. Before long she realized the need and value of creating networking groups, through Chambers, and franchises. She began coaching on navigating the networking process to make time, money, efforts profitable through strong alliances. She provides individual/group coaching, speaking engagements, and her book “Spontaneous Combustion Developing Profitable Relationships”. She has a passion for connecting people, and her purpose for doing it the excitement of awareness.

**Zubel, Paul:** has an associate’s degree from Rio Salado Community College. He has over eleven years of experience in Microsoft Office. Other experience includes five years as a Microsoft Systems Operator, seven years as a Hardware Tester for Western Digital and three years as a Systems Administrator for HMS Host. In 1997, Paul joined MSN as a Moderator and Systems Operator of their social media chat department. Being involved with MSN Live Group, he brought fans in contact with their favorite celebrities through chat. Since then, he has continued to be involved with Social media as well as Computer Networking while working on his bachelor’s degree.

### Two easy ways to register:

Due to the minimum number of student's necessary for a course to be held, we strongly encourage you to sign up early.

1. **WALK IN:** You may register at any of the eight campuses/centers. All classes are filled on a first come, first-served basis. Proposition 300 and the Arizona Revised Statutes require that all students must show proof of their citizenship, even employees. Students only need to provide citizenship proof once, not each time they register. These documents include one of the following: valid driver's license, birth certificate or passport. You may request a complete list of acceptable documents from the Records Office.

2. **FAX:** 480.677.7722 or 520.494.6655  
Use the registration form at [www.centralaz.edu/lifelonglearning](http://www.centralaz.edu/lifelonglearning). Payment must be made by credit card only.

### Register for CGPR and MARPR

Central Arizona College has formed two partnerships to provide community education for two areas. To register for a class in any of the two areas the directions are as follows:

- **City of Casa Grande Parks & Recreation** (520.421.8677) will process registrations via their Web link at: <http://casagrandeaz.gov/rec/recreation> or its office at 404 E. Florence Blvd., Casa Grande, AZ (cash, check, money order, debit card, Visa and MasterCard payments are accepted). Therefore, Central Arizona College online, campus and educational center registration is blocked for these courses.

- **City of Maricopa** (520.316.4600) will process registrations for Maricopa Campus Lifelong Learning Community Education classes via its web link at: <https://apm.activecommunities.com/cityofmaricoparec/Home> or its office at 44345 W. Martin Luther King Jr. Blvd., Maricopa, AZ 85138 (cash, check, money order, debit card, Visa, American Express, and MasterCard payments are accepted). Therefore, Central Arizona College online, campus and educational center registration is blocked for these courses.

Send ideas and comments  
to Community Education  
via email at  
[CommEd@centralaz.edu](mailto:CommEd@centralaz.edu)

### What if a class cancels?

Courses that do not meet a minimum student enrollment are subject to cancellation. If a course is cancelled, every effort is made to notify you by telephone or email and to inform you of other course details and/or the refund process.

### When is the campus closed?

January 16	Martin Luther King Jr. Day
February 20	President's Day
March 13-18	Spring Break

### Attendance

Only persons registered in the class and on the roster may attend the class.

### Instructor Biographies:

A list of our instructors can be found towards the back of this schedule.

### Where are classes held?

Most classes are held at the ten locations. The classes with the City of Casa Grande Parks & Recreation are held at their classrooms. Every effort is made to notify you by telephone or email to inform you of the class room number

### Are there requirements for individuals under the age of eighteen?

You must complete a special admit form that must be signed by you, a parent/guardian and a designated Central Arizona College school official.

### Supplies and Textbooks:

Call the Community and Continuing Education Department at 480.677.7721 or 520.494.6659 one week prior to the start of the course to verify the class status before purchasing books or supplies.

### What is the refund policy?

If a class is cancelled, you will be notified and entitled to a full refund. If you choose to withdraw before a class begins, you are entitled to a full refund. If you withdraw from a course after a class begins, you will not receive a refund. Refund requests due to extenuating circumstances may be submitted in writing to the Registrar of Central Arizona College as soon as possible.

### What about parking?

Parking is free at all locations.

### Disclaimer

Central Arizona College makes every effort to ensure that all information within the schedule is accurate at the time of publication. Occasionally, dates, times, locations, instructors and fees change. If changes occur, we will notify you using the phone number you provided on the registration form.

# Registration/Admission Student Information Form

- Signal Peak
- Aravaipa
- Casa Grande Center
- Florence Center
- Superstition Mountain
- Maricopa Campus
- Corporate Center
- San Tan Campus

Student ID Number         Semester of Enrollment: Year 20\_\_

Fall  Spring  Summer

1 Legal Name: Last: \_\_\_\_\_ First: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Previous Name (maiden): \_\_\_\_\_

2 Mailing Address: Street/P.O. Box: \_\_\_\_\_ Apt.: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

3 Telephone: Home:(\_\_\_\_\_) Cell:(\_\_\_\_\_) Business:(\_\_\_\_\_) \_\_\_\_\_

4 Emergency Contact: Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_

5 Reason for Enrollment:  Job Advancement  Personal Interest  Improve Reading/Writing/Math Skills  
 Transfer to a Four-Year School  Other

6  Male  Female 7 Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Month Day Year

8 **Race/Ethnic Background** CAC is a Hispanic Serving Institution. As such, CAC receives extra federal funding to support its students. In order to qualify for the funding we must maintain at least 25% of our student body as Hispanic /Latino/Chicano. Therefore, it is VERY IMPORTANT that if you identify with one of these groups you mark the appropriate box. This information will NOT be used in ANY other way.

Are you of Latino/Hispanic ethnicity?

**YES, please specify:**  Mexican  Central American **-OR-**  **NO**, if not of Latino/Hispanic ethnicity, please check all that apply  
 Cuban  South American  Asian  Native Hawaiian/Pacific Islander  
 Chicano  Spanish  American Indian/Alaskan Native  
 White, Non-Hispanic  Black/African American

9 **Student type:** Select one type that best describes your status:  
 Minor/Under 18  Dual Enrollment  Transfer  New/First Time  Re-entry, returning after one or more semesters  
 Continuing  Inmate

10 These questions are asked for the purpose of determining tuition and fees. State law now requires that a person who is not a citizen or legal resident of the United States or who is without lawful immigration status is not entitled to classification as an in-state student pursuant to A.R.S. Section 15-1802 or entitled to classification as a county resident pursuant to A.R.S. 15-1802.01. Failure to answer questions may result in being classified as out-of-state for tuition and fees purposes. The responsibility of registering under the proper residency classification is placed upon the student. Any student who falsified his/her residency may be subject to dismissal from the college and/or criminal action. Refer to the college catalog for residency guidelines.

- United States Citizen  Legal Immigrant/Permanent Resident: Date of Issue \_\_\_\_/\_\_\_\_/\_\_\_\_
- Lawful Refugee/Asylee: Date of Issue \_\_\_\_/\_\_\_\_/\_\_\_\_  Country of Origin \_\_\_\_\_
- Legal Nonimmigrant: Specify Immigration Classification \_\_\_\_\_ and Date of Expiration \_\_\_\_/\_\_\_\_/\_\_\_\_ and Alien Registration Number/I-94 Number \_\_\_\_\_
- Do Not Qualify for any of the above

11 **Are you a legal Arizona resident?**  Yes  No If yes, what date did your present stay begin in Arizona?: (if born in Arizona, state birth year) \_\_\_\_/\_\_\_\_/\_\_\_\_  
If less than a year, in what state did you reside? \_\_\_\_\_

CRN	Course Number	Section	Course Title	Credits	Days	Time

I certify that the information given is complete to the best of my knowledge. I understand that submission of false information is grounds for denial of admission or immediate suspension if enrolled. If accepted as a student of Central Arizona College, I agree to abide by the rules and regulations of the college regarding conduct and other obligations.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Advisor: \_\_\_\_\_

Max Hour Approval: \_\_\_\_\_

# Central Arizona College Course Locations

AVC-Aravaipa Campus  
80440 E. Aravaipa Rd.  
Winkelman, AZ 85192-7068

CGC-Casa Grande Center  
1015 E. Florence Blvd.  
Casa Grande, AZ 85122

CGPR-City of Casa Grande Parks &  
Recreation  
404 E. Florence Blvd.  
Casa Grande, AZ 85122

CCC-Central Corporate Center  
(Interstate 10 & Florence Blvd.)  
540 N. Camino Mercado, Suite 1  
Casa Grande, AZ 85122

FC-Florence Center  
800 E. Butte Ave.  
Florence, AZ 85132

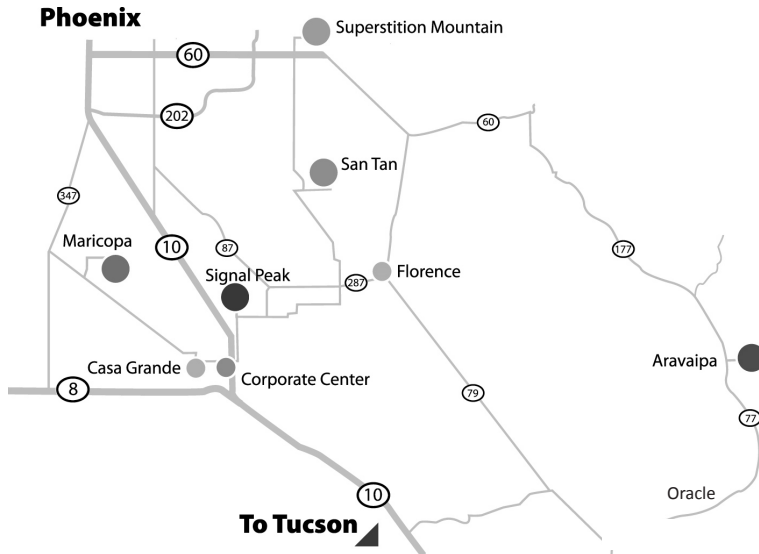
MC-Maricopa Campus  
17945 N. Regent Dr.  
Maricopa, AZ 85138

OR-Mountain Vista School  
2618 W. Paseo  
Oracle, AZ 85623

SMC-Superstition Mountain Campus  
805 S. Idaho Rd.  
Apache Junction, AZ 85119

SPC-Signal Peak Campus  
8470 N. Overfield Rd.  
Coolidge, AZ 85128

STC-San Tan Campus  
3736 E. Bella Vista Rd.  
San Tan Valley, AZ 85143



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## Accreditation:

Central Arizona College is accredited by the Higher Learning Commission (HLC), a commission of the North Central Association (NCA). <http://www.hlcommission.org>

## Nondiscrimination Policy:

Central Arizona College provides equal opportunity in employment and educational programs and activities. Discrimination is prohibited on the basis of race, color, religion, sex, age, disability, national origin, military status, genetic status, or genetic test information.



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