

WAUBONSEE

SPRING 2018-NONCREDIT

Live

PERSONAL ENRICHMENT

THE BEST VALUE IN ACT AND SAT TEST PREP IS RIGHT HERE.

See pages 2-3.

TURN YOUR LOVE OF WEDDINGS INTO AN EXCITING NEW CAREER.

See page 9.



Work

PROFESSIONAL DEVELOPMENT

SAFETY DAY –
MARK YOUR CALENDARS!

See page 33.

LEARN HOW TO SAVE TIME
AND INCREASE PRODUCTIVITY
USING WORD, EXCEL,
POWERPOINT OR ACCESS.

See pages 17-19.



WAUBONSEE
COMMUNITY COLLEGE

What's New!

Mech-Tech courses (online & lab based)

Develop skills to maintain and troubleshoot manufacturing equipment and facilities. *See page 25.*

Supply Chain Series (webinars and simulation software based)

Drive company growth with a customized supply chain plan. *See page 19.*

Online test prep in Automotive Service Excellence (bilingual)

Self-paced tutorials are now available for many of the ASE exams. www.ed2go.com/waubonsee

Online Veterinary Office Manager and Vet Assistant Career Programs

Learn the essentials for managing a veterinary practice. www.careertraining.ed2go.com/waubonsee



DISCOVER BROADWAY!

Offered in partnership with the Paramount Theatre in Aurora, our new Discover Broadway courses give you a deeper understanding of theatre and include the opportunity to purchase half-price tickets.

MOLTO BENE!

Our new and improved Spanish and Italian language courses are designed especially for beginners.

BOXING FUSION

Turn up your burn while learning basic boxing techniques in our new, high-energy 30-minute cardio circuit course. Adaptable for all fitness levels!



Register today!

www.waubonsee.edu/noncredit

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Live

PERSONAL ENRICHMENT

*Unique Things
to See, Learn
and Experience*



ASTRONOMY

VISIONS OF OUR SOLAR SYSTEM: SCI-FI BECOMES REALITY

Which came first...science or art? Learn how speculation about our future has impacted exploration of the solar system and perhaps even changed the very nature of art, film and fiction! Follow an astounding 500-year timeline of speculation and discovery with Astronomer and Deep Sky Object Photographer Ken Davy. Learn how works of literature, art and film compare to what we've actually learned about our solar system.

Class fee: \$19

SKY836.800 (21539)

7 p.m. - 9 p.m., F
BDE108 Davy

Meets: Feb. 9

EXPLORE THE STARS WITH YOUR TELESCOPE

Did you get a telescope for Christmas or have one gathering dust in a closet? Have you planned on getting it out one day, but never quite figured out how to use it? Learn about the different types of popular telescopes and how to use them. Plus, find out which accessories are worth the extra expense. Discover how you can get the most out of your telescope and what you can expect to see. Feel free to bring your telescope to class.

Class fee: \$19

SKY831.800 (21538)

7 p.m. - 9 p.m., F
BDE108 Davy

Meets: March 9

TEST PREPARATION

Ages 15 and Up

PRACTICE MAKES PERFECT: TRY THE ACT TEST

Let an experienced instructor tell you what to expect and how to best prepare for this important exam! You'll take home tips, techniques and test-taking strategies to help you feel confident on test day. You'll take an official, retired paper-and-pencil exam in a timed setting – exactly like regular a test day. In just two sessions, you'll receive a results report with a breakdown of your strengths and weaknesses so you'll have a game plan to prepare for test day. Score! Note: Bring an ACT- approved calculator (www.act.org) and two #2 pencils to this class.

Class fee: \$69

TST803.800 (21563)

9 a.m. - 12:30 p.m., Sa
APC180 Staff

Meets: March 31-April 7

RAISE YOUR SCORE - ACT MATH

Prepare for the math section of the ACT in this course focusing on pre-algebra, algebra, intermediate algebra, geometry and trigonometry. You'll acquire strategies proven to assist you in working through problems and responding when you are unsure of the correct answer. Note: Required textbook may be purchased at the Waubensee Bookstore. Email communityed@waubensee.edu for the title. Come prepared to each class with a notebook, pencils and ACT-approved calculator (www.act.org).

Class fee: \$129

TST806.800 (21562)

10 a.m. - 11:45 a.m., Sa
APC180 Staff

Class does not meet on March 10.

Meets: Feb. 24-March 24

RAISE YOUR SCORE - ACT ENGLISH

You'll review the crucial subjects tested on the English, reading, and writing sections of the ACT and learn strategies proven to help you when you are unsure of the correct answer. Note: Required textbook may be purchased at the Waubensee Bookstore. Email communityed@waubensee.edu for the title. Come prepared to each class with a notebook and pencil/pen.

Class fee: \$129

TST807.800 (21561)

8 a.m. - 9:45 a.m., Sa
APC180 Staff

Class does not meet on March 10.

Meets: Feb. 24-March 24

PRACTICE MAKES PERFECT: TRY THE SAT TEST

An experienced instructor will tell you what to expect and how to best prepare for this important exam! You'll take home tips, techniques, and test-taking strategies to ensure you feel confident on test day. You'll take an official, retired paper-and-pencil exam in a timed setting – exactly like regular test day. In just two sessions, you'll receive a results report with a breakdown of your strengths and weaknesses so you'll have a game plan to prepare for test day. Score! Note: Bring a SAT- approved calculator (www.sat.org) and two #2 pencils to this class.

Class fee: \$69

TST820.800 (21560)

9 a.m. - 12:30 p.m., Sa
APC180 Staff

Meets: Feb. 10-Feb. 17

RAISE YOUR SCORE - SAT ENGLISH

Prepare for the reading, writing, and language sections of the new SAT in this course taught by experienced teachers. You'll review the crucial subject matter and learn strategies proven to help you when you are unsure of the correct answer. Note: Required textbook may be purchased at the Waubensee Bookstore. Email communityed@waubensee.edu for the title. Come prepared to each class with a notebook and pencil/pen.

Class fee: \$129

TST821.800 (21558)

8 a.m. - 9:45 a.m., Sa
BDE108 Staff

Meets: Jan. 13-Feb. 3

RAISE YOUR SCORE - SAT MATH

Prepare for the math section of the new SAT in this course focusing on pre-algebra, algebra, intermediate algebra, geometry, trigonometry, and data analysis. Acquire abilities in problem-solving, concepts and strategies through problems and how to respond when you are unsure of the correct answer.

Note: Required textbook may be purchased at the Waubensee Bookstore. Email communityed@waubensee.edu for the title. Come prepared with a notebook, pencils and SAT-approved calculator (www.sat.org).

Class fee: \$129

TST822.800 (21559)

10 a.m. - 11:45 a.m., Sa
BDE108 Staff

Meets: Jan. 13-Feb. 3

COMPUTERS AND TECHNOLOGY

COMPUTERS 101

New to computers? Take part in this relaxed, hands-on class using the Windows 7 operating system and learn keyboard and mouse skills. Follow this class with Microsoft Office at Home. Note: For more information about the specific content of this course, contact the Community Education Department at (630) 466-2360. Class fee: \$69

INT804.600 (21520)

6:30 p.m. - 8:30 p.m., W
HCC103 Swift

Meets: Jan. 24-Feb. 14

GET CONNECTED WITH FACEBOOK

Explore the world's largest social network and learn to connect with family and friends online. You'll erase any fears about navigating social media and gain an understanding of Facebook. Learn how to manage your account, privacy and control settings. You'll also practice sharing photos, messaging, posting on your profile and timeline, and online etiquette. Class fee: \$39

INT812.600 (21523)

6:30 p.m. - 8:30 p.m., T
HCC105 Staff

Meets: April 17-April 24



*Everyone Loves
a Beautiful
Wedding*

Become a Certified
Wedding and Event
Planner and join a
burgeoning industry!

*See page 9 for more
information.*

GET TO KNOW YOUR SMARTPHONE

Explore the essentials to understanding your device including how to adjust the layout of buttons, how to navigate home screens and apps, how to connect to the Internet, and even how to use a few programs. Students with iPads or tablets are also welcome to attend.

Class fee: \$39

INT833.600 (21522)
6:30 p.m. - 8:30 p.m., T
APC194 Staff

Meets: April 3-April 10

MICROSOFT OFFICE AT HOME

New to Microsoft Office? Start with MS Word to create basic documents, then use backgrounds, borders, pictures and bullets to create an eye-catching flier.

Next, learn the basics of MS Excel by creating a sample budget spreadsheet using basic formulas, sorting and more, then discover what you can do with a MS PowerPoint presentation! Note: Please come to class prepared with your X-number and password.

Class fee: \$79

INT845.600 (21521)
6:30 p.m. - 8:30 p.m., W
HCC103 Swift

Meets: Feb. 21-March 28

TWITTER FOR BEGINNERS

Have you ever wondered what a hashtag is? Then join us to learn the basics of using Twitter, including @replies, direct messages, retweets and trending topics. By the end of the course, you'll know how to find people to follow and discover new information about your interests.

Class fee: \$29

INT813.600 (21524)
6:30 p.m. - 8:30 p.m., T
HCC105 Staff

Meets: May 1

ARTS AND CRAFTS

BEGINNING DRAWING

Learn the fundamentals of drawing in a relaxed, encouraging environment with MFA Artist Andrew Blair. Working primarily in pencil and charcoal, practice the principles of composition, shading, perspective and more. This course may be repeated multiple times for advanced practice and study. Note: Anticipate approximately \$70 investment for supplies. Supplies may be purchased at the Waubensee Bookstore. Email communityed@waubonsee.edu for supply list.

Class fee: \$79

ART836.600 (21516)
6:30 p.m. - 9 p.m., T
WGL120 Blair

Meets: Jan. 30-March 6

ART836.601 (21517)
6:30 p.m. - 9 p.m., T
WGL120 Blair

Meets: March 27-May 1

CERAMIC ARTS: HANDBUILDING AND WHEEL THROWING

Find deep satisfaction in designing and creating your own pottery, whether you're a beginner or an advanced student of ceramics, with instructor Mary DeRose. Learn the best practices in handbuilding, wheel throwing, decorating and glazing, and then use the campus kiln to fire your original creations. Note: Additional cost for materials. Prepared kit may be purchased at the Waubensee Bookstore.

Class fee: \$179

ART807.600 (21544)
6 p.m. - 9 p.m., Th
CER104 DeRose

Meets: March 1-May 3

BEGINNING ITALIC CALLIGRAPHY

Learn italic calligraphy – the most versatile of all styles – and turn any quotation into a work of art! Other uses for italic calligraphy you'll cherish for years to come include invitations, handwritten letters and cover pages for scrapbooks. Fine Art and Design instructor Lauren Davies will show you what you can do with a pen, ink, and a little practice! Fee includes all materials.

Class fee: \$109

ART822.600 (21543)
6:30 p.m. - 8:30 p.m., T
DWNTN323 Davies

Meets: April 3-May 1

GET HOOKED! CROCHET BASICS

Learn to crochet in just four weeks. You'll be introduced to basic crochet techniques in a step-by-step easy process while practicing with simple projects. Fee includes basic starter materials. Additional materials must be purchased separately. Class fee: \$59

SEW806.600 (21541)
6:30 p.m. - 8:30 p.m., T
DWNTN323 Davies

Meets: Feb. 6-Feb. 27

STAY HOOKED! CROCHET CONTINUED

You've mastered the first six stitches of crochet and it's time to learn about different patterns and how they are read. Begin to crochet from a starting chain to practice filet crochet and learn to crochet in the round to learn motifs. Fee includes basic starter materials. Additional materials must be purchased separately. Class fee: \$59

182SEW834.600 (21542)
6:30 p.m. - 8:30 p.m., T
DWNTN323 Davies

Meets: March 6-March 27

PHOTOGRAPHY

HOW TO USE YOUR NEW CAMERA

What do all these buttons and knobs do? How do I adjust that level again? If these are questions you find yourself asking over and over about your camera, join Professional Photographer Mike Smith for an up-close look at your DSLR camera. You'll explore the functions and abilities of your camera and create an easy-to-use quick reference guide. You'll feel more confident using your camera, and be ready to start taking photos or enroll in Beginning Photography. Fee includes all supplies.

Class fee: \$29

PIC800.800 (21546)
9 a.m. - 12 p.m., Sa
APC170 Smith

Meets: Feb. 10

BEGINNING PHOTOGRAPHY

From the different types of cameras and lenses to perspective and composition control, Professional Photographer Mike Smith teaches the key concepts that will get your photography adventure started right! Note: Bring your own DSLR camera to class. Assignments will be given at each class session. Email communityed@waubonsee.edu for a list of additional supplies. Class fee: \$99

PIC802.600 (21545)

6 p.m. - 9 p.m., T
BDE103 Smith

Meets: Feb. 20-March 27

SMARTPHONE PHOTOGRAPHY FOR YOUR BUSY LIFE

Bring your smartphone to this lively class that will turn boring, washed-out images into photos you'll be proud to show off! Using simple, time-tested principles of photography, you'll master the photo settings on your phone and learn how to use different photo-enhancing apps with Professional Photographer Bob Lockwood. Class fee: \$39

PIC851.600 (21519)

6:30 p.m. - 8:30 p.m., W
BDE104 Lockwood

Meets: April 4-April 11

DIGITAL PHOTOGRAPHY IN FOCUS

Elevate your digital photography skills from "weak" to "WOW" while mastering easy-to-learn techniques in this hands-on workshop. Gain knowledge of composition, exposure and the fundamentals of camera settings before moving on to technical aspects such as compression and file formats. You'll get a full understanding of how to use depth of field, resolution, white balance and color adjustment. Note: Bring your own DSLR camera to class. Class fee: \$89

PIC810.600 (21526)

6:30 p.m. - 9 p.m., T
BDE104 Staff

Meets: Jan. 23-Feb. 20

PIC810.601 (21527)

6:30 p.m. - 9 p.m., Th
BDE104 Staff

Meets: March 29-April 26

PHOTOSHOP ELEMENTS FOR DIGITAL PHOTOGRAPHERS

Learn how affordable Photoshop Elements software can help you correct, enhance and optimize your photos to create a variety of artistic effects. Class is held in a computer lab for hands-on experience with the software. Bring digital photos on a flash drive or have them available for download during class. Note: Please come to class prepared with your X-number and password. Basic computer knowledge is required for this class. Class fee: \$85

PIC818.600 (21518)

6:30 p.m. - 8:30 p.m., W
APC258 Lockwood

Meets: Feb. 7-March 14

MUSIC

CLASS INSTRUCTION IN PIANO I

If you've ever wanted to "tickle the ivories," this is your chance! No music experience is needed for this beginner level course. Explore music notation, chords, and harmonization through the study of popular, folk and classical music. Note: For credit course, see MUS151 in the credit schedule. Class fee: \$268 LAB FEE: \$30

MUS891.001 (21574)

10 a.m. - 10:50 a.m., MW
VON231 Anderson-Cordogan

Meets: Jan. 15-May 9

CLASS GUITAR I

Strum along with other beginners as you learn the basics of playing the guitar. No music experience is required for this entry-level course. Learn how to read chords, chord symbols and musical notation in a variety of music styles. Note: Guitar must be brought to the first class. Class fee: \$268

MUS890.600 (21567)

6 p.m. - 7:40 p.m., T
VON246 Dover

Meets: Jan. 16-May 8

JAZZ ENSEMBLE

Join other "cool cats" for this jazz performance group. This 15-17 piece music ensemble specializes in swing, bebop and contemporary jazz. Share your love of jazz during the end of term concert. Two years of experience with jazz music are recommended. Note: For credit course, see MUS160 in the credit schedule.

Class fee: \$134

MUS894.600 (21568)

6:30 p.m. - 8:10 p.m., M
VON137 Binder

Meets: Jan. 15-May 7

ROCK MUSIC ENSEMBLE

Are you ready to rock? This jam session is open to all musicians – keyboards, guitars, percussion, horns, singers, and anyone else who loves rock music performance. Practice rock through the ages – from its roots in the 1950s to modern day. Two years of music experience is recommended for this course. Note: For credit course, see MUS162 in the credit schedule. Class fee: \$134

MUS895.600 (21569)

6 p.m. - 7:40 p.m., Th
VON137 Dover

Meets: Jan. 18-May 10

CONCERT BAND

Join other music lovers for this instrumental ensemble that focuses on performance. Practice different styles including chamber music, concert band, folk and other special combinations. The end of term will culminate in a public performance! Note: Two years of music experience is recommended for this course. Class fee: \$134

MUS896.001 (21570)

11 a.m. - 12:40 p.m., F
VON137 Lathan

Meets: Jan. 19-May 11

For more information on how to read this schedule, see page 29.

VOCAL ENSEMBLE: WAUBONSEE CHORALE

Join The Waubonsee Chorale in song! We are a lively group that practices and performs selected madrigals, spirituals and other traditional choral music forms. Open to all students and community residents, and the term culminates with a public performance. Note: For credit course, see MUS166 in the credit schedule.

Class fee: \$134

MUS898.001 (21571)
12:30 p.m. - 1:45 p.m., TTh
VON125 Schmidt

Meets: Jan. 16-May 10

ELECTRONIC MUSIC ENSEMBLE

Take your music to the next level with this unique performance-based course. Use Waubonsee's recording studio facilities and equipment to develop and perform original compositions. State-of-the-art technology will be the "instruments" in this ensemble, and experimentation is encouraged. Note: Two years of music experience is recommended for this course. For credit course, see MUS170 in the credit schedule. Class fee: \$134

MUS886.001 (21572)
2 p.m. - 3:40 p.m., TTh
VON245 Popowitch

Meets: Jan. 16-May 8

ALL COLLEGE STEEL BAND

Explore a unique instrument in this entry-level steel pan ensemble. You will perform a variety of musical styles including caribbean, pop, and classical. You will also be introduced to the history, construction, and voices of the instruments, while developing your own playing technique. The end of term will culminate with a performance concert open to the public. Note: Experience reading music is a requirement for this course. For credit course, see MUS175 in the credit schedule. Class fee: \$201

MUS893.600 (21573)
6 p.m. - 7:40 p.m., W
VON137 Check

Meets: Jan. 17-May 9

DANCE

WEDDING DANCE

Make that special day even more memorable! With over 35 years of experience in dance instruction, Patricia Ray will help get you, your wedding party and your family ready to impress at the wedding reception! This engaging course is also perfect for people who just want to learn a few dance moves or brush up on technique. Note: Couples only. Partners register separately. Wear hard sole shoes. Class fee: \$49

DAN837.800 (21551)
7 p.m. - 8:15 p.m., F
FLD254 Ray

Meets: April 13-May 11

LET'S DANCE! BALLROOM, SWING, AND LATIN

With over 35 years of experience in dance instruction, Patricia Ray will help you develop your techniques of leading and following while dancing with your partner, practicing the basic moves of the waltz, fox trot and swing, and the spicy cha-cha! A perfect class for beginners or those who want to brush up on their dance skills. Note: Couples only. Partners must register separately. Wear hard sole shoes.

Class fee: \$55

DAN898.600 (21549)
7 p.m. - 8:15 p.m., Th
FLD254 Ray

Meets: Jan. 18-Feb. 22

DAN898.800 (21550)
7 p.m. - 8:15 p.m., F
FLD254 Ray

Meets: Jan. 19-Feb. 23

KEEP DANCING! BALLROOM, SWING AND LATIN CONTINUED

Take your dance moves to the next level! Instructor Patricia Ray will review ballroom and Latin basics then progress to more advanced steps. Note: Couples only. Partners register separately. Wear hard sole shoes.

Prereq: Students must know the basics of ballroom and Latin dances.

Class fee: \$49

DAN899.600 (21552)
7:15 p.m. - 8:30 p.m., Th
FLD254 Ray

Meets: April 12-May 10

WORLD LANGUAGES

LEARN A LITTLE ITALIAN

Whether you are interested in learning the basics of the Italian language for that trip to Italy or you're just wanting to learn for fun, this course introduces the basics of this beautiful language. Learn conversational Italian and gain insight into everyday life, customs and culture in Italy! Taught at a comfortable pace for beginners, say "arrivederci" to your fears of learning a new language. Class fee: \$129

LAN800.600 (21557)
6:30 p.m. - 9 p.m., TTh
BDE108 Staff

Meets: Feb. 27-March 22

LEARN A LITTLE SPANISH

Overcome your fear of learning a new language in this six-week class designed for individuals who have had no previous Spanish experience but who want to start speaking and understanding the language. Begin to feel comfortable using Spanish both in class and in the real world by learning at a slow pace. Follow this class with Learn More Spanish. Class fee: \$179

LAN805.600 (21424)
6:30 p.m. - 9 p.m., MW
BDE106 Staff

Meets: Feb. 26-April 4

LEARN MORE SPANISH

If you have the most basic Spanish language skills but are ready for more, you'll progress in this vocabulary-building class suited for those with some prior exposure to the language. You'll begin speaking in class the very first week as you grow comfortable with vital conversational builders including fundamental grammar, working phrases and important vocabulary.

Prereq: Learn a Little Spanish or equivalent Spanish language skills. Class fee: \$129

LAN808.600 (21556)
6:30 p.m. - 9 p.m., MW
BDE106 Staff

Meets: April 16-May 9



LOCAL EXCURSIONS

"Joseph and the Amazing Technicolor Dreamcoat" at Drury Lane

Wednesday, Jan. 24, 2018
10:15 a.m. – 5:45 p.m.
\$89 (21499)

"Kopic & Yeston's Phantom" at the Fireside Theater

Thursday, February 15, 2018
8:30 a.m. – 6:30 p.m.
\$99 (21497)

We're in the Money!

Thursday, March 15, 2018
8:15 a.m. – 5:30 p.m.
\$99 (21500)

"Rise Up, O Men" at Circa '21

Wednesday, April 11, 2018
9:30 a.m. – 6:30 p.m.
\$89 (21498)

Sanfilippo Estate and More

Thursday, May 10, 2018
7:45 a.m. – 6:30 p.m.
\$99 (21501)

EXTENDED TOURS

British Isles—Castles, Countryside and Capitals featuring Scotland, England, Wales and Ireland

March 15 – 26, 2018
From \$2,469 per person, double

Come to our **FREE** event on travel tips. See details on page 9.

Jekyll Island, Savannah and Charleston

April 22 – 28, 2018
From \$2,669 per person, double (includes round-trip air from Chicago)

Pella Tulip Festival

May 2 – 4, 2018
From \$998 per person, double

Historic South Premier World Discovery

May 6 – 12, 2018
From \$2,425 per person, double (includes round-trip air from Chicago)

America's Heritage featuring Gettysburg, Washington, D.C. and Williamsburg

June 8 – 16, 2018
From \$2,499 per person, double (add \$650 per person for air from Chicago)

Lake Michigan Summer Harvest: Ferry, Dunes and Blueberries

July 31 – August 2, 2018
From \$998 per person, double

Agawa Canyon and Mackinac Island

September 12 – 15, 2018
From \$1,149 per person, double

New England Rails and Sails

Sept. 25 – Oct. 2, 2018
From \$2,279 per person, double

Best of South Africa

Sept. 21 – Oct. 1, 2018
From \$5,150 per person, double

Cranberry Autumn Harvest in Wisconsin

October 9-11, 2018
\$898 per person, double

Polar Bear Discovery

October 18-22, 2018
\$7034 per person, double (includes round-trip air from Chicago)

Eastern Europe Explorer

Oct. 30 – Nov. 7, 2018
From \$2,895 per person, double (includes round trip air from Chicago)

TASTE OF TRAVEL

Satisfy your appetite for travel. Explore how our trusted tour partners can help you discover your new favorite place. Representatives from the below tours will be present to share their most popular excursions. Plus, an interactive Question & Answer with Kate Silver, author of *Frommer's Easy Guide to Chicago*.

Friday, February 9, 2018

10 a.m. - 2 p.m.
Sugar Grove Campus
APC 110A
FREE
RSVP to communityed@waubonsee.edu or 630-466-2360

Visit www.waubonsee.edu/trips or call our travel specialist at (630) 466-2360



SPECIAL EVENTS AND UNIQUE LOCAL EXPERIENCES

COMMUNITY EVENTS

Wealth Mentality: How to Get and Keep the Wealth You Want

Sherrin Ross-Ingram



In this motivating presentation, based on her best-selling book, Sherrin provides a blueprint for cultivating a

wealth mentality that can help you advance your career and find personal fulfillment. Everyone who attends receives a complimentary copy of Sherrin's book, *Wealth Mentality: Program Yourself to Get and Keep the Wealth You Want*.

Thursday, April 12, 2018

6:30 - 9 p.m.

BDE 150

\$25

"Whose Wives Are They Anyway?"

An American Farce

by Michael Parker

Fox Country Players
Community Theatre

The Ashley Maureen Cosmetics Company has been sold and two of its vice presidents, David McGrachen and John Baker, have planned a weekend off before the new C.E.O., Ms. Hutchison, arrives. With their wives off on a shopping

spree in New York City, they check into The Oakfield Golf and Country Club. Unexpectedly, they encounter their new boss and she insists on meeting the wives. So... David and John have to produce wives. Inevitably, everything goes wrong and hilarious chaos ensues.

April 6-8, 2018

(Friday, Saturday - 7 p.m.;

Sunday - 2 p.m.)

\$20 adults/\$15 students
and seniors 65+

Small service fee applicable for online, in-person and at-the-door purchases.

UNIQUE LOCAL EXPERIENCES

Experience a Psychic Intuitive Gathering – Hawaiian Style

Learn how to do intuitive readings in the Hawaiian Huna tradition for yourself and others.

Friday, March 30, 2018

6:30 - 9:30 p.m.

\$29

Make Better Coffee at Home

Sample delicious coffee as the experts at FreshGround Roasting lead this unique opportunity to learn how coffee is grown and processed.

Thursday, March 15, 2018

7 - 8:30 p.m., \$29

Handcraft an Haute Couture Scarf

Delight in a river of beautiful colors and designs as you create your very own sprinkle-shibori dyed scarf under the guidance of acclaimed fiber artist Natasha Lewis!

Thursday, March 8, 2018

6 - 9 p.m., \$29

Find Your Voice and Maybe Even a New Career!

Explore the fun, rewarding possibilities of the voiceover industry in this very unique experience!

Tuesday, Feb. 6, 2018

6 - 9 p.m., \$49

Create and Enjoy an All-Natural Facial Treatment

Enjoy this hands-on experience with the owner of The Skin You're In, Catherine India, as she shows you how to prepare customized facials.

Saturday, March 17, 2018

9 - 11:30 a.m., \$29

Craft Your Own Cocktails

Master the art and science of mixology with classically trained bartender and owner of Stockholm's Brew Pub in Geneva, Michael Olesen. The cocktail shaker is yours to keep.

Sunday, Feb. 11, 2018

3 - 4:30 p.m., \$69

Purchase tickets at www.waubonseetickets.com

COOKING AND CULINARY

COOKING 101

Learn the basics of cooking and shopping in this popular class. Begin by reviewing what staples should be in your pantry and how to develop easy menus for every day of the week. Learn how to choose and use kitchen equipment and develop new skills with basic cooking methods such as poaching, sautéing, broiling and pan frying! Note: Classes are held at Oswego High School (4250 Rt. 71, Oswego); enter through Door #38, classroom 189. Class fee: \$105

EAT803.600 (21536)

6:30 p.m. - 8:30 p.m., T
OHS189 Schroenhamer
Meets: Feb. 20-March 13

COOKING 102

Turn up the heat with delicious menu ideas for your family and guests! Learn how to plan, budget, and execute delicious yet simple meals. Make ordinary ingredients extraordinary and discover additional techniques such as the preparation of stocks, soups and sauces. Plus, learn about spices, vegetables, starches, convenience products, nutrition and use of kitchen tools. Note: Classes are held at Oswego High School (4250 Rt. 71, Oswego); enter through Door #38, classroom 189. Prereq: Cooking 101 or equivalent cooking experience. Fee includes all supplies. Class fee: \$115

EAT804.600 (21537)

6:30 p.m. - 8:30 p.m., T
OHS189 Schroenhamer
Meets: March 20-April 10

SATISFY YOUR APPETITE FOR TRAVEL

Find out how our trusted tour partners can help you to discover your new favorite place at our free Taste of Travel Open House event. While there - enjoy a free presentation of Travel Smart with journalist and author of *Frommer's Easy Guide to Chicago* - Kate Silver.

Friday, Feb. 9, 2018

10 a.m.-1 p.m.

(Travel Smart at 10:30 a.m.)

Sugar Grove Campus, APC



SPECIAL INTERESTS

DECLUTTER LIKE A PRO

Join Leslie Gail, declutter expert, as she shares insights on how to approach decluttering in your home. Bring a photo of a room in your house that you'd like to declutter and it may be used as an example in class! Note: At the conclusion of the course, a drawing will be held for one lucky student to win a complimentary on-site consultation and getting started assessment with Leslie Gail and a label maker. Class fee: \$25

HOM808.800 (21564)

9 a.m. - 12 p.m., Sa
APC195 Staff
Meets: April 14

PRIVATE PILOT GROUND SCHOOL

Learn about aerodynamics, aircraft systems, flight planning, weather and FAA regulations. Successful completion of this class will help prepare all prospective pilots to take the required FAA private pilot (non-flight) exam. FAA Licensed Ground Instructor Ed Hausknecht has taught this course for more than a decade. Note: Anticipate approximately \$150 investment for textbook and supplies. The required text is available at the Waubensee Bookstore and additional supplies will be discussed on the first day of class. Class fee: \$269

FLY800.600 (21575)

6:30 p.m. - 9 p.m., W
APC160 Staff
Meets: Jan. 24-May 9

GENEALOGY 101

Uncover new and exciting information about your ancestors by learning how to record what you already know! Soon to be certified genealogist, Carrie Swift, will show you how to organize your family documentation, interview living relatives, research effectively, locate physical repositories and use free websites for building family trees. Come to class with a list of ancestors you already know! Note: Computers will be used in class. Basic computer knowledge is recommended. Class fee: \$59

HBY840.600 (21525)

6:30 p.m. - 8:30 p.m., T
HCC103 Swift
Meets: April 3-April 24

BECOME A CERTIFIED WEDDING AND EVENT PLANNER

In partnership with the Lovegeivity Wedding Planning Institute, this program covers the fundamentals of planning, orchestrating and delivering social events as well as owning and operating a successful wedding and event planning business. From weddings and anniversaries to birthdays and baby showers, the detailed curriculum teaches clear and concise formulas for detailing the personal and professional aspects of any social event. Fee includes course materials, online resource center, textbook, certificate exam fee and certification designation. Class fee: \$995

SEV801.600 (21555)

6:30 p.m. - 9:30 p.m., Th
APC160 Staff
Meets: Feb. 1-May 3

DO IT YOURSELF - HOME REPAIR

With guidance from experienced professional Kevin Rick, you'll feel confident to tackle simple home repairs for drywall, plumbing and electrical. In this workshop, you'll learn how to apply drywall mud and tape, fix a leaking toilet, replace a sink faucet, install smoke/carbon monoxide alarms, examine circuit breakers, troubleshoot various electrical problems and much more. Fee includes supplies. Class fee: \$99

CNM801.600 (21540)

6:30 p.m. - 9:30 p.m., T
APC160 Rick
Meets: March 20-April 24

THEATRE AND PERFORMING ARTS

IMPROV FOR BEGINNERS

Improv is fun and good for you too! Exercise your imagination and explore your creative potential with experienced Improv Performer and Instructor Doug Grier. Through improv games and scene work, you'll learn the 10 principles of short-form improv comedy and the techniques that can bring a scene to life. Whether you're a budding performer, an actor or just want to improve your communication and observational skills, you'll benefit from this opportunity to shine.

Class fee: \$79

THE800.600 (21528)

7 p.m. - 9 p.m., Th
APC195 Grier

Class does not meet on March 15.
Meets: Feb. 15-March 29

DISCOVERING BROADWAY AT THE PARAMOUNT THEATER: "CABARET"

Join Shannon Cameron, Director of Education of the Paramount Theater, for an in-depth discussion of "Cabaret," the award-winning musical from Kander and Ebb. Explore the meaning of the written work and how it's shaped by both the author and the reader. You'll then have the opportunity to see the play at a discounted rate outside of class. At the final meeting, we'll explore what was revealed in the performance.

Note: Students will receive instructions on how to purchase discounted tickets through the Paramount box office. "Cabaret" tickets will be priced at 50% off each ticket (Each student may purchase one additional ticket for the same performance at the same price.) Students who already have reserved tickets for these plays may exchange them if they wish.
Class fee: \$59

THE802.600 (21553)

6:30 p.m. - 8:30 p.m., M
DWNTN214 Staff

Meets: Feb. 19-March 5

DISCOVERING BROADWAY AT THE PARAMOUNT THEATER: ONCE

Join Shannon Cameron, Director of Education of the Paramount Theater, for an in-depth discussion of "Once," based on the Oscar® winning movie of the same name. Explore the meaning of the written work and how it's shaped by both the author and the reader. You'll then have the opportunity to see the play at a discounted rate outside of class. At the final meeting, we'll explore what was revealed in the performance.

Note: Students will receive instructions on how to purchase discounted tickets through the Paramount box office. "Once" tickets will be priced at 50% off each ticket (Each student may purchase one additional ticket for the same performance at the same price.) Students who already have reserved tickets for these plays may exchange them if they wish.
Class fee: \$59

THE803.600 (21554)

6:30 p.m. - 8:30 p.m., M
DWNTN214 Staff

Meets: April 23-May 7

PET CARE AND HEALTH

FIRST AID FOR PETS

In this information-packed workshop with Dr. Judy McBeth DVM, CVA, you'll learn the basics of first aid for dogs and cats. Learn how to prepare a pet first aid kit to treat wounds and other injuries, and how to help your pet and respond appropriately if they get hit by a car, stung by an insect, have a seizure, start choking, or swallow something they shouldn't have.

Class fee: \$25

PET811.800 (21533)

2 p.m. - 5 p.m., Sa
APC194 McBeth

Meets: March 24

MIND AND BODY

MINDFULNESS MEDITATION FOR BEGINNERS

Learn to manage your thoughts and cultivate a positive state of mind during difficult situations—by practicing mindfulness meditation. Lower your stress and connect better with yourself and others in a much deeper and healthier way with Certified Life Coach and Practitioner Tricia Alampi. Note: Bring a notebook and pen. You may also bring a yoga mat or pillow to use during the practice sessions.
Class fee: \$39

MNB855.600 (21576)

6:30 p.m. - 8 p.m., Th
APC258 Alampi

Meets: March 1-March 22

STRESS REDUCTION WORKSHOP

Find out how you can manage your stress better and live a healthier life with Certified Meditation and Stress Management Instructor Tricia Alampi, as she leads you through meditation and stress management techniques. You'll learn coping strategies through relaxation techniques including guided imagery, muscle relaxation and deep breathing.

Class fee: \$25

MNB856.800 (21577)

9 a.m. - 12 p.m., Sa
APC185 Alampi

Meets: Feb. 17

MEDITATE IN THE HAWAIIAN HUNA TRADITION

Calm your breathing and learn to center mind and body with the ancient Hawaiian Huna tradition of Piko Piko meditation. Take a journey to the depths of your imagination and gain insights into your life. In-class meditations will guide you toward your spiritual, health, financial and relationship advisors.

Class fee: \$29

MNB809.800 (21529)

9 a.m. - 12 p.m., Sa
A156 Drake

Meets: April 7

For more information on how to read this schedule, see page 29.

DEVELOP YOUR PSYCHIC ABILITIES

Discover ancient scrying methods that may assist you toward future events and sharpen your intuition with newly-honed skills of sensory perception, divination, dowsing, mandalas for empowerment and other time-tested ways of inner knowing. With the assistance of metaphysics expert Jana Drake, this enlightening workshop will help you welcome a heightened awareness back into your life. Class fee: \$29

MNB810.600 (21530)

6:30 p.m. - 9 p.m., Th
A156 Drake

Meets: April 12

HUNA HEALING

Create more energy, more purpose, more huna with knowledge of seven simple principles, such as "energy flows where attention goes". Instructor Jana Drake has studied with Hawaiian Shaman and author Dr. Serge Kahili King. Learn a more powerful, yet simple, energy technique for the health of yourself and others around you. Class fee: \$29

MNB847.800 (21531)

9 a.m. - 12 p.m., Sa
A152 Drake

Meets: April 28

HATHA YOGA FOR BEGINNERS

Tone your body while learning how to reduce stress and improve balance, flexibility and concentration. Designed for those new to Hatha Yoga, you will learn specific postures in combination with controlled breathing, and how to focus on breathing and relaxation techniques. Wear loose, comfortable clothing and bring an exercise mat. Class fee: \$49

MNB801.600 (21535)

8 p.m. - 9 p.m., W
FLD254 Van Gieson

Meets: Feb. 7-March 14

HATHA YOGA CONTINUED

Hatha Yoga is the slow and deliberate stretching of muscles and stimulation of inner organs to achieve the union occurring between mind, body and spirit. Designed for those who have taken Hatha Yoga for Beginners or have a similar level of experience. This class can be repeated as many times as desired. Class fee: \$49

MNB803.600 (21534)

8 p.m. - 9 p.m., W
FLD254 Van Gieson

Meets: March 21-April 25

IN YOUR DREAMS

Through guided meditation, Reiki Master and Hawaiian Shaman Jana Drake will take you through your dream world and help you analyze your sleeping moments. Find out how to interpret your dreams and learn techniques to change a dream or stop a nightmare. You'll learn how to visit a dream and ask for more clarity. Lucid dreaming will also be covered. Class fee: \$29

MNB853.600 (21532)

6:30 p.m. - 9 p.m., Th
A156 Drake

Meets: May 3

RECREATION AND SPORTS

HORSEMANSHIP I

For the beginning or inexperienced rider, this class includes English riding (saddle seat), grooming, leading, saddling and bridling. Students must have shoes (no slip ons) with hard soles and low heels for riding, long pants, riding or bike helmet, tee shirt or sweatshirt (no tank tops). Note: Weight restriction of under 160 lbs. per stable requirements. For credit course, see PED108 in the credit schedule. Class fee: \$257

REC892.600 (21565)

8 p.m. - 9:40 p.m., T
HUNT Staff

Meets: March 20-May 8

HORSEMANSHIP II

A continuation of skills learned in Horsemanship I, only more in-depth. Riders work on diagonals, simple figure work and horse psychology. Note: Weight restriction of under 160 lbs. per stable requirements. For credit course, see PED109 in the credit schedule.

Prereq: Consent of instructor.

Class fee: \$257

REC893.600 (21566)

8 p.m. - 9:40 p.m., Th
HUNT Staff

Meets: March 22-May 10

TELEVISION PRODUCTION

PUBLIC ACCESS TV – PRODUCTION TRAINING

Use professional video equipment to create programs to air on local cable television and the internet! Learn the basics of studio production, field camera work, lighting, audio and non-linear editing to produce your own show or assist in a variety of crew positions in professional and student productions. Completing this class certifies you to use the equipment and facilities of Fox Valley Television free of charge and gives you access to our local public access channel to air your programs. Class fee: \$100

TVP001.820 (21547)

12 p.m. - 4 p.m., Sa
COL115 Rennels

Meets: March 10-March 31

PUBLIC ACCESS TV - INTERMEDIATE EDITING/DVD

Advanced instruction in non-linear video editing and DVD production. The class is a follow up to TVP001 and is not required for Public Access Certification. Utilize Final Cut Studio software including titling, key-frame animation, advanced transitions and effects, and learn in audio and video compression, surround sound and advanced DVD creation techniques using Studio Pro software. Class fee: \$100

TVP002.820 (21548)

12 p.m. - 4 p.m., Sa
COL115 Rennels

Meets: April 7-April 21

FITNESS AND WELLNESS

SMALL GROUP TRAINING

Small group training is a fun way to boost your workout. Enjoy a variety of programming and the social energy that comes from working out with others. This class includes a six-week Total Fitness Center membership. Class fee: \$189

FIT816.001 (21433)
6 a.m. - 7 a.m., MWF
ERK126 Staff
Meets: Jan. 29-March 9

FIT816.002 (21435)
8 a.m. - 9 a.m., MWF
ERK126 Staff
Meets: Jan. 29-March 9

FIT816.003 (21434)
6 a.m. - 7 a.m., MWF
ERK126 Staff
Meets: March 19-April 27

FIT816.004 (21436)
8 a.m. - 9 a.m., MWF
ERK126 Staff
Meets: March 19-April 27

TABATA BOOTCAMP™

Higher Intensity. Shorter Duration. Powerful Results. Tabata Bootcamp's™ unique approach combines high intensity interval training with bootcamp fitness for incredible results! Periodic assessments reinforce the effectiveness of the program, while an around-the-clock member website provides daily exercise routines, sound nutritional support and online tracking tools for a complete wellness experience. Class fee: \$49

FIT862.001 (21427)
7 a.m. - 7:30 a.m., Th
FLD254 Staff
Meets: Feb. 1-March 8

FIT862.002 (21428)
7 a.m. - 7:30 a.m., Th
FLD254 Staff
Meets: March 22-April 26

TAI CHI

Center yourself as you become aware of your own energy while relaxing and strengthening your body. Tai Chi, an ancient form of meditative exercise, helps you meet day-to-day challenges by harmonizing mind and body. Class fee: \$59

FIT882.001 (21431)
9 a.m. - 9:45 a.m., F
FLD254 Staff
Meets: Feb. 2-March 9

FIT882.002 (21432)
9 a.m. - 9:45 a.m., F
FLD254 Staff
Meets: March 23-April 27

BOXING-FUSION

Turn up your calorie burn while learning basic boxing techniques in this fun, high-energy 30-minute cardio circuit. This easy to follow, yet challenging workout helps you develop a toned and powerful body. Class fee: \$39

FIT837.001 (21437)
6 a.m. - 6:30 a.m., T
FLD254 Staff
Meets: Jan. 30-March 6

FIT837.002 (21447)
7 a.m. - 7:30 a.m., T
FLD254 Staff
Meets: Jan. 30-March 6

FIT837.003 (21438)
6 a.m. - 6:30 a.m., T
FLD254 Staff
Meets: March 20-April 24

FIT837.004 (21448)
7 a.m. - 7:30 a.m., T
FLD254 Staff
Meets: March 20-April 24

FIT837.600 (21449)
7 p.m. - 7:30 p.m., Th
ERK213 Staff
Meets: Feb. 1-March 8

FIT837.601 (21450)
7 p.m. - 7:30 p.m., Th
ERK213 Staff
Meets: March 22-April 26

WOMEN ON WEIGHTS

This small group strength class is designed to produce optimum results in a minimal amount of time. For only 30 minutes, twice a week, you can build stronger bones, improve muscle strength and increase your energy. Class fee: \$72

FIT874.600 (21446)
6 p.m. - 6:30 p.m., TTh
ERK126 Staff
Meets: Jan. 30-March 8

FIT874.601 (21430)
6 p.m. - 6:30 p.m., TTh
ERK126 Anderson
Meets: March 20-April 26

TRX®

Exercise engages your core! Developed by the Navy SEALs, TRX suspension training develops strength, balance, flexibility and core stability—all at once! Class fee: \$59

FIT875.001 (21425)
6 a.m. - 6:45 a.m., Th
FLD254 Staff
Meets: Feb. 1-March 8

FIT875.002 (21426)
6 a.m. - 6:45 a.m., Th
FLD254 Staff
Meets: March 22-April 26



The best selection of photography courses you will find anywhere!

- How to Use Your New Camera
- Smartphone Photography for Your Busy Life
- Beginning Photography
- Digital Photography in Focus
- Photoshop Elements for Digital Photographers

For details see pages 4-5.



JOIN OUR TOTAL FITNESS CENTER

Waubonsee's Total Fitness Center, located on the Sugar Grove Campus, offers a complete health and fitness experience with quality and value you can feel good about. Our facility provides the community with the finest fitness opportunities.

PROFESSIONAL STAFF

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

INDIVIDUALIZED EXERCISE PROGRAMS

Let us assist you with the design of an individualized exercise plan beginning with a complete fitness assessment. The results guide our fitness specialists in creating an effective and challenging exercise program just for you.

Join Now!

The Total Fitness Center offers a variety of membership options.

WE OFFER

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

OUR SERVICES

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

Metabolism Matters

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

Body Fat Analysis

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

Shaping Up is No Sweat

Participate in a fitness screening and develop realistic goals to start and maintain a fitness program.
\$30

For more information call **(630) 466-2530** or visit:
www.waubonsee.edu/fitnesscenter

Work

PROFESSIONAL
DEVELOPMENT COURSES

Create Your Future!

Develop Your Potential

Enhance Your Skills

Take Charge of Your Career



INTRODUCTORY COMPUTER

WINDOWS LEVEL 1

Discover desktop elements; shortcut menus; minimizing and moving windows, scrollbars, menus, toolbars and dialog boxes; working with multiple windows; managing files-move, copy, delete, rename, find; plus folder creation. Also covers Windows options. Prereq: Computer knowledge. Fee includes materials.

Class fee: \$185

MAJOR CODE: VS25

INT005.600 (21465)

6 p.m. - 6:45 p.m., Th
FOXVLY209 Gerding

Meets: Feb. 1-Feb. 15

INT005.820 (21472)

9 a.m. - 11:45 a.m., Sa
APC145A Staff

Meets: March 3-March 17

COMPUTER SECURITY

W CCNA SECURITY (VOUCHER INCLUDED)

Validate your skills for monitoring a secure network. Cisco technologies will be covered. Participants login via virtual machines to live infrastructure and practice on live environments. Fee includes voucher for the Cisco Security 210-260 IINS exam.

Prereq: Understanding of networking, a valid CCENT or CCNA Routing and Switching or any CCIE certification.
Class fee: \$1,695

NTK950.920 (21326)

ONLINE Staff

Enroll anytime between:
Jan. 22-May 4

DATABASE

ACCESS LEVEL 1

Learn the basics of a database using Access. Topics include: how to develop new databases, building tables using table wizards and design view, modifying a table's structure, navigating within a table, sorting on multiple fields using filters, using a form for data entry, creating and modifying basic select queries, and creating reports using AutoReport and Report Wizard. Prereq: Keyboarding and Windows.

Class fee: \$185 *

MAJOR CODE: VS25

DBS005.600 (21476)

6 p.m. - 9 p.m., T
FOXVLY209 Bonn

Meets: March 20-April 3

DBS005.001 (21473)

12:15 p.m. - 4:15 p.m., F
APC145A Staff

Meets: April 6-April 13

*For more information
on how to read this
schedule, see page 29.*

ACCESS LEVEL 2

Enhance your Access skills in this class. Topics include managing tables and understanding table relationships; building/modifying forms and layout, query properties and using basic macros.

Prereq: Access Level 1 or equivalent experience.

Fee includes materials.

Class fee: \$185 *

MAJOR CODE: VS25

DBS006.001 (21474)

12:15 p.m. - 4:15 p.m., F
APC145A Staff

Meets: April 20-April 27

USING ACCESS:

ONE-TO-ONE CONSULTING

Need specialized training or guidance from an expert with your challenges using Access? Bring your own materials and project outcomes with you for this brief consulting session.

Class fee: \$145

DBS910.700 (21415)

Staff

Enroll anytime between:

Jan. 22-May 4

DESKTOP PUBLISHING

USING PUBLISHER:

ONE-TO-ONE CONSULTING

Need specialized training or guidance from an expert with your challenges using Publisher? Bring your own materials and project outcomes with you for this brief consulting session.

Class fee: \$145

DSK910.700 (21416)

Staff

Enroll anytime between:

Jan. 22-May 4

USING ADOBE INDESIGN

Explore the InDesign workspace, preferences, panels and guides. Learn the essential page design layout skills used to create and publish everything from printed books and brochures to digital magazines, eBooks, and interactive online documents. Fee includes materials.

Prereq: Windows and desktop publishing knowledge.

Class fee: \$375

DSK913.600 (21482)

6 p.m. - 9 p.m., W
APC145C Davis

Meets: March 21-May 2

USING ADOBE PHOTOSHOP

Learn to enhance your photographs, web app designs, 3D artwork, videos and more. Work with layers and create sophisticated typographical effects and enhance your skills as an artist by creating special effects with various modes and filters. Fee includes materials.

Prereq: Windows and desktop publishing knowledge.

Class fee: \$375

DSK914.820 (21468)

9 a.m. - 12 p.m., Sa
HCC107 Kelly

This class is taught in a MAC lab.

Meets: March 17-April 28

USING ADOBE ACROBAT: ONE-TO-ONE CONSULTING

Need specialized training or guidance from an expert with your challenges using Adobe Acrobat? Bring your own materials and project outcomes with you for this brief consulting session. Note: Two-hour appointments will need to be arranged with the program coordinator after your registration is processed.

Class fee: \$145

DSK921.700 (21417)

Staff

Enroll anytime between:

Jan. 22-May 4

USING ADOBE DESIGN

APPLICATIONS:

ONE-TO-ONE CONSULTING

Need specialized training or guidance from an expert with your challenges using one of the Adobe design applications? Bring your own materials and project outcomes with you for this brief consulting session. Note: Two-hour appointments will need to be arranged with the program coordinator after your registration is processed. InDesign, Photoshop, and Illustrator concepts are applications to consider for a consult session.

Class fee: \$145

DSK923.700 (21423)

ONLINE Staff

Enroll anytime between:

Jan. 22-May 4

40%

of employees receiving poor job training leave within the first year

68%

of employees say training & development is the most important workplace policy

-HIRENAMI, 2017

W WIOA approved course. For more information, see page 16.

Childbirth Education

AT RUSH-COPLEY
HEART INSTITUTE

\$95/couple

\$75/couple refresher course



Saturday, January 13

8:30 a.m. - 4:30 p.m.

Refresher: 8:30 a.m. - 2:30 p.m.

Thursdays, January 25, February 1, 8

6:30 - 9:30 p.m.

Saturday, February 10

8:30 a.m. - 4:30 p.m.

Refresher: 8:30 a.m. - 2:30 p.m.

Saturday, March 10

8:30 a.m. - 4:30 p.m.

Refresher: 8:30 a.m. - 2:30 p.m.

Thursdays, March 22, 29, April 5

6:30 - 9:30 p.m.

Saturday, April 14

8:30 a.m. - 4:30 p.m.

Refresher: 8:30 a.m. - 2:30 p.m.

Thursdays, May 3, 10, 17


6:30 - 9:30 p.m.

Saturday, May 12

8:30 a.m. - 4:30 p.m.

Refresher: 8:30 a.m. - 2:30 p.m.

Register at rushcopley.com/childbirtheeducation or (866) 426-7539



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

*WIOA-approved training
programs offer a solution.*

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

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

STEP 2: If you have been approved for WIOA funds, please contact Workforce Development at (630) 906-4152 to confirm program specifics. Look for the WIOA symbol, marking approved programs throughout this schedule.



NETWORK

W CCNA: ROUTING AND SWITCHING (VOUCHER INCLUDED)

Validate your skills for monitoring a secure network. Cisco technologies will be covered. Participants login via virtual machines to live infrastructure and practice on live environments. Fee includes voucher for the Cisco Security 210-260 IINS exam. Prereq: Understanding of networking, a valid CCENT or CCNA Routing and Switching or any CCIE certification. Class fee: \$2,195

NTK934.920 (21324) ONLINE Staff

Enroll anytime between:
Jan. 22-May 4

W COMPTIA A+ CERTIFICATION TRAINING (VOUCHERS INCLUDED)

Covers the operating system, virtualization, mobile device management and hardware troubleshooting skills. Also the installation, maintenance, and troubleshooting of common devices and how to setup and use client-side virtualization and Small Office Home Office (SOHO) networks. Fee includes materials and CompTIA 220-901 and 220-902 certification vouchers. Prereq: Computer hardware and operating systems knowledge. Class fee: \$1,995

NTK940.920 (21325) ONLINE Staff

Enroll anytime between:
Jan. 22-May 4

OFFICE SUITES

INTRODUCTION TO MICROSOFT OFFICE

Learn basic skills in each of the applications: Access for database applications, Excel for spreadsheet usage, PowerPoint for presentations and Word for word processing tasks. Also how to combine text, data, and graphics by sharing data between files. Class fee: \$425 * Prereq: Windows navigation skills. MAJOR CODE: VS25

OPS006.820 (21484) 9 a.m. - 12:45 p.m., Sa DWNTN243 Gerding

Class will dismiss at noon on March 3.
Meets: Feb. 3-March 3

OPS006.600 (21469) 6 p.m. - 9 p.m., Th FOXVLY209 Staff Meets: March 1-April 5

PRESENTATION SOFTWARE

USING POWERPOINT: ONE-TO-ONE CONSULTING

Need specialized training or guidance from an expert with your challenges using PowerPoint? Bring your own materials and project outcomes with you for this brief consulting session. Note: Two-hour appointments will need to be arranged with the program coordinator after your registration is processed. Class fee: \$145

MMC910.700 (21418) Staff

Enroll anytime between:
Jan. 22-May 4

SPREADSHEET AND ACCOUNTING SOFTWARE

EXCEL LEVEL 1

Learn the basics of electronic spreadsheet creation. Topics include screen and toolbar identification; working with new and existing workbooks; text and value entry; using simple formulas; navigating throughout a worksheet; inserting and deleting columns, rows, cells and named ranges; relative and mixed cell references and font adjustments. Prereq: Windows knowledge. Fee includes materials. Class fee: \$185 * MAJOR CODE: VS25

SPR005.820 (21445) 9:15 a.m. - 12:15 p.m., Sa FOXVLY206 Bonn Meets: Jan. 20-Feb. 3

SPR005.601 (21485) 6 p.m. - 6:45 p.m., Th PLANO121 Gerding Meets: March 1-March 15

SPR005.821 (21470) 9:15 a.m. - 12:15 p.m., Sa APC145A Staff Meets: March 24-April 7

SPR900.820 (21479) 9:15 a.m. - 12:15 p.m., Sa DWNTN243 Bonn Meets: April 21-May 5



1% increase
in training
increases
productivity
.6% - .7%

- National Center on the Educational Quality of the Workforce (NCEQW), 2016

For complete course descriptions, visit waubonsee.edu/work

EXCEL LEVEL 2

Covers workbook data management, table usage techniques including references for using formulas and data analysis. Learn how to automate tasks, enhance charts, share files and incorporate Web information. Fee includes materials.

Prereq: Excel Level 1 or equivalent experience.

Class fee: \$185 *

MAJOR CODE: VS25

SPR006.820 (21461)

9:15 a.m. - 12:15 p.m., Sa
FOXVLY206 Bonn

Meets: Feb. 10-Feb. 24

SPR006.601 (21486)

6 p.m. - 6:45 p.m., Th
PLANO121 Gerding

Meets: March 22-April 5

SPR006.821 (21471)

9:15 a.m. - 12:15 p.m., Sa
APC145A Staff

Meets: April 14-April 28

EXCEL LEVEL 3

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

Prereq: Excel Level 2 or equivalent experience.

Class fee: \$185 *

MAJOR CODE: VS25

SPR007.820 (21475)

9:15 a.m. - 12:15 p.m., Sa
FOXVLY206 Bonn

Meets: March 17-March 31

SPR007.601 (21487)

6 p.m. - 6:45 p.m., Th
PLANO121 Gerding

Meets: April 12-April 26

USING QUICKBOOKS

Learn all the essential functions of QuickBooks and improve your accounting functionality by performing key tasks given from an industry expert. Includes navigating menus, recording expenses, paying bills; invoicing customers, tracking receivables, generating reports, running payroll. Fee includes materials.

Prereq: Keyboarding, Windows navigational skills and accounting concepts.

Class fee: \$625

SPR904.600 (21481)

6:30 p.m. - 9 p.m., T
APC145C Dudkowski

Class meets Tuesday evenings and the following Saturdays 8:45 a.m. - 1 p.m.: Feb. 24, Mar. 10, Mar. 24, and Apr. 7.

Meets: Feb. 20-April 10

USING QUICKBOOKS: ONE-TO-ONE CONSULTING

Need specialized training or guidance from an expert with your challenges using QuickBooks? Bring your own materials and project outcomes with you for this brief consulting session.

Class fee: \$145

SPR908.700 (21419)

TBA Staff

Enroll anytime between:
Jan. 22-May 4

USING EXCEL: ONE-TO-ONE CONSULTING

Need specialized training or guidance from an expert with your challenges using Excel? Bring your own materials and project outcomes with you for this brief consulting session.

Class fee: \$145

SPR936.700 (21420)

TBA Staff

Enroll anytime between:
Jan. 22-May 4

CAPTURE THE POWER OF PIVOT TABLES: AN EXCEL REFRESHER

Refresh your skills and find ways to make comparisons, detect patterns and discover trends in your data in this project-oriented workshop. Review data model concepts and take a look at the PowerPivot add-in.

Prereq: Excel Level 1 or equivalent experience, familiarity with Excel data lists and importing. Fee includes all materials.

Class fee: \$49

SPR937.600 (21477)

6:15 p.m. - 6:45 p.m., T
FOXVLY209 Bonn

Meets: Jan. 23

SPR937.601 (21478)

6:15 p.m. - 6:45 p.m., T
DWNTN243 Bonn

Meets: April 17

WORD PROCESSING

WORD LEVEL 1

Learn how to create and edit basic documents using all toolbar options. Fee includes materials.

Prereq: Keyboarding and Windows knowledge.

Class fee: \$185

WDP900.600 (21466)

6 p.m. - 6:45 p.m., TTh
FOXVLY209 Gerding

Meets: May 1-May 8

MASTERING MAIL MERGE: A WORD REFRESHER

Absorb key steps in creating a basic mail merge in this hands-on project-oriented workshop. Learn how to use the wizard and manipulate your records being merged.

Class fee: \$49

Prereq: Word Level 1 or equivalent experience, knowledge of basic database structure is recommended. Fee includes all materials.

WDP903.820 (21464)

9 a.m. - 11:30 a.m., Sa
DWNTN243 Gerding

Meets: April 7

W WIOA approved course. For more information, see page 16.

USING WORD: ONE-TO-ONE CONSULTING

Need specialized training or guidance from an expert with your challenges using Word? Bring your own materials and project outcomes with you for this brief consulting session.

Note: Two-hour appointments will need to be arranged with the program coordinator after your registration is processed.
Class fee: \$145

WDP910.700 (21421)

TBA Staff

Enroll anytime between:
Jan. 22-May 4

CONSTRUCTION

HOME INSPECTION

Prepare for the Illinois state certification exam required to do home inspections in Illinois and perform an inspection under the instructor's guidance. Also how to conduct and document a standards-based high-quality home inspection, and how to protect yourself from liability.
Class fee: \$1,995

CST901.001 (21463)

8 a.m. - 6 p.m., MTWThF
WGL107 Staff

Meets: March 12-March 16

DISTRIBUTION/ WAREHOUSING

SUPPLY CHAIN MANAGEMENT: STRATEGY AND ALIGNMENT

Understanding how to unlock value in your supply chain. Fee includes all materials and access to the simulation tool.
Class fee: \$599

WHD901.920 (21307)

8 a.m. - 12 p.m., T
ONLINE Staff

Meets: Jan. 9-Feb. 6

SUPPLY CHAIN RISK MANAGEMENT

Learn the process of identifying and assessing potential risks in the supply chain. Fee includes materials and access to simulation tool.
Class fee: \$599

WHD902.920 (21300)

8 a.m. - 12 p.m., W
ONLINE Staff

Meets: Jan. 10-Feb. 7

WHD902.921 (21302)

8 a.m. - 12 p.m., T
ONLINE Staff

Meets: Feb. 20-March 20

SUPPLY CHAIN LOGISTICS & TRANSPORTATION

Learn how to find the opportunities of successful logistics. Fee includes all materials and access to the simulation tool.
Class fee: \$599

WHD903.921 (21292)

8 a.m. - 12 p.m., W
ONLINE Staff

Meets: Feb. 21-March 21

WHD903.920 (21290)

8 a.m. - 12 p.m., T
ONLINE Staff

Meets: Apr. 3 - May 1

EDUCATORS

ACT WORKKEYS - NCRC

Individuals will be tested in a paper-pencil format for all three subject areas required for obtaining National Career Readiness Certificate (NCRC). Fee includes ACT WorkKeys Skill Report. Visit www.act.org/workkeys/assess/.
Class fee: \$89

EDT950.001 (21314)

12:30 p.m. - 4:30 p.m., W
DWNTN257 Norris

Meets: April 25

EDT950.700 (21313)

ONLINE Norris

Enroll anytime between:
Jan. 22-May 4

ACT WORKKEYS - APPLIED MATH ASSESSMENT

The WorkKeys Applied Math test measures the skills people use when they apply mathematical reasoning and problem-solving techniques to work-related problems. While individuals may use calculators and conversion tables to help with the problems, students will still need to use math skills to think the problems through. Fee includes ACT WorkKeys Skill Report. Visit www.act.org/workkeys/assess/.
Class fee: \$29

EDT951.001 (21315)

12:30 p.m. - 2 p.m., W
DWNTN257 Norris

Meets: April 25

ACT WORKKEYS - WORKPLACE DOCUMENTS

The WorkKeys Workplace Documents test measures the skills people use when they read and use written text in order to do a job. The written texts include memos, letters, directions, signs, notices, bulletins, policies and regulations. Fee includes ACT WorkKeys Skill Report. Visit www.act.org/workkeys/assess/.
Class fee: \$29

EDT953.001 (21316)

2:15 p.m. - 3:15 p.m., W
DWNTN257 Norris

Meets: April 25

ACT WORKKEYS - GRAPHIC LITERACY

The Graphic Literacy test measures the skill people use when they work with workplace graphics. The skill used to locate, synthesize, and use information from workplace graphics such as charts, graphs, tables, forms, flowcharts, diagrams, floor plans, maps, and instrument gauges is a basic skill required in today's workforce. Fee includes ACT WorkKeys Skill Report. Visit www.act.org/workkeys/assess/.
Class fee: \$29

EDT954.001 (21317)

3:30 p.m. - 4:30 p.m., W
DWNTN257 Norris

Meets: April 25

*For more information
on how to read this
schedule, see page 29.*

EMERGENCY MANAGEMENT

Note: The Fire Officer I Program is approved by the Office of the Illinois State Fire Marshal. The OSFM certification exam will be offered as the final exam for those registered 30 days prior to each course. Prior learning credit may be available with your Office of State Fire Marshall certifications.

MANAGEMENT/ LEADERSHIP I

This course provides the basics of fire officer management and an overview of the relationship of government agencies to fire service. Participants will learn about the role of the fire officer, management principles, organizational concepts, staffing strategies and motivation techniques, and performance evaluations.

Class fee: \$345

FSC900.001 (21490)

8 a.m. - 5 p.m., MTWThF
OFD1 Staff

Meets: Jan. 8-Jan. 12

MANAGEMENT/ LEADERSHIP II

This course provides techniques for applying leadership concepts and group management principles. Participants will learn about workplace communication, work groups, group job performance, group leadership, and the role of health and safety in a fire science organization.

Class fee: \$345

FSC901.001 (21491)

8 a.m. - 5 p.m., MTWThF
OFD1 Staff

Meets: Jan. 29-Feb. 2

INSTRUCTOR I

This course provides basic information about human relations in the teaching-learning environment, instructional techniques, and curriculum development. Participants will learn about the role of communication in learning, instructional media, lesson planning and development, and testing and evaluation techniques.

Class fee: \$345

FSC902.001 (21492)

8 a.m. - 5 p.m., MTWThF
OFD1 Staff

Meets: Feb. 12-Feb. 16

TACTICS AND STRATEGY I

This course provides an introduction to fire ground tactics and strategies as required of the company officer. Participants will learn about incident management, pre-incident planning, building construction hazardous materials, and basic engine and truck company operations.

Class fee: \$345

FSC903.001 (21493)

8 a.m. - 5 p.m., MTWThF
OFD1 Staff

Meets: Feb. 26-March 2

FIRE PREVENTION PRINCIPLES

This course provides basic training in the principle aspects of fire inspection, investigation, protection, and education. Participants will learn about life safety, hazards and corrections, codes and code enforcement, public education process and Fire Prevention Bureau management.

Class fee: \$345

FSC904.001 (21494)

8 a.m. - 5 p.m., MTWThF
OFD1 Staff

Meets: April 9-April 13

FINANCE, TAXES AND INSURANCE

ACCOUNTING BASICS FOR THE NONACCOUNTANT

Topics include transactions, chart of accounts, the balance sheet, income statement, debits and credits, general journal, general ledger, adjusting and closing entries. Fee includes materials. Class fee: \$159

ACC900.820 (21480)

8:30 a.m. - 12:30 p.m., Sa
APC145C Dudkowski

Meets: Feb. 3-Feb. 17

ACC900.600 (21483)

6:30 p.m. - 8:30 p.m., TTh
DWN243 Heid

Meets: March 20-April 5

FOOD SERVICE AND SANITATION

FOOD SERVICE SANITATION MANAGER CERTIFICATION EXAM PREP (ONLINE)

This internet-based course provides ample time to study at home and offers content targeted to supervisory personnel in food service. It provides key concepts in controlling food-borne illness, regulations, safe food storage and handling, pest control, sanitizing procedures, equipment design and facility construction. Fee includes ServSafe exam.

Class fee: \$215

FSS906.920 (21387)

ONLINE Brewster

ONLINE OPTION: Last day to register is May 4. Registration must be three weeks prior to a scheduled test date. Fee for this online option is \$215.

Enroll anytime between:

Jan. 22-May 4

For complete course descriptions, visit waubonsee.edu/work

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

Provides key concepts in controlling foodborne illness regulations, safe food storage and handling, pest control, sanitizing procedures, equipment design, and facility construction. Finishes with the administration of the ServSafe exam. Visit: <http://www.dph.illinois.gov/topics-services/food-safety/fssmc> and <http://www.servsafe.com/regulatory-information/illinois-manager-regulatory-changes>. Fee includes exam.

Class fee: \$179

FSS907.001 (21289)

8 a.m. - 4:30 p.m., F
DWNTN257 Brewster

Meets: Feb. 2

FSS907.002 (21306)

8 a.m. - 4:30 p.m., F
DWNTN257 Brewster

Meets: April 6

ALLERGEN AWARENESS

Learn what causes an allergic reaction, the main food allergens, how to communicate with customers who have food allergies and grasp the key concepts used from the initial order to the serving. This ANSI-CFP accredited certificate of completion is valid for three years.

Class fee: \$14.95

FSS910.920 (21406)

ONLINE Staff

Enroll anytime between:

Jan. 22-May 4

ALLERGEN PLAN DEVELOPMENT

Continue your learning with the Allergen Awareness program and learn how to create an allergen-friendly environment in each operation area resulting in a detailed plan for your workplace. This ANSI-CFP accredited certificate of completion is valid for three years.

Prereq: Basic allergen experience in food service or completion of the Allergen Awareness Program. Class fee: \$19.95

FSS911.920 (21407)

ONLINE Staff

Meets: Jan. 22-May 4

HEALTH: ALLIED HEALTH

W MEDICAL BILLING AND CODING PROFESSIONAL

After obtaining the practical work experience, individuals who complete this course could be qualified to sit for national certification exams. Fee includes materials.

Class fee: \$1,899

HCP906.600 (21467)

5:30 p.m. - 8 p.m., TTh
FOXVLY218 Staff

Class will meet on Saturdays 9 a.m. - 2:30 p.m.: February 3, March 3, and April 14.

Meets: Jan. 23-April 19

W CBCS MEDICAL BILLING AND CODING (VOUCHER INCLUDED)

Gain the entry-level training necessary for this in-demand field. Includes a medical terminology unit and provides you with essential lessons to learn how to assign codes to diagnoses and procedures. Upon completion, participants will be eligible to register for the National Healthcareer Association's Certified Billing and Coding Specialist certification exam. Fee includes materials and a CBCS Test Voucher.

Class fee: \$2,195

HCP918.920 (21319)

ONLINE Staff

Enroll anytime between:

Jan. 22-May 4

W CPC MEDICAL BILLING AND CODING PROGRAM (VOUCHER INCLUDED)

Gain the entry-level training necessary for medical coding specialist, certified coder, or medical billing associate. Includes a medical terminology unit and provides you with essential lessons to learn how to assign codes to diagnoses and procedures using code books. Upon completion, participants will be eligible to register for certification exams. Visit: www.careertraining.ed2go.com/waubonsee. Fee includes materials and a CPC test voucher. Class fee: \$2,695

HCP924.920 (21320)

ONLINE Staff

Enroll anytime between:

Jan. 22-May 4

CERTIFIED ELECTRONIC HEALTH RECORDS SPECIALIST

Build upon your health care experiences and knowledge of medical terminology and attain a nationally recognized certification from the National Healthcareer Association. Upon completion, you will be prepared to take the Electronic Health Record Specialist Certification (CEHRS) exam. Note: Visit: www.careertraining.ed2go.com/waubonsee

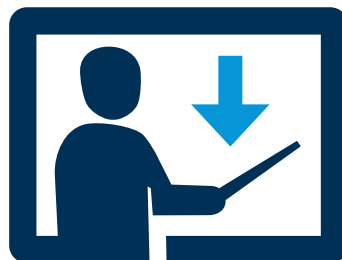
Prereq: Health care experience and knowledge of medical terms, keyboarding, word-processing and English grammar; high school diploma or equivalent. Fee includes materials and exam cost. Class fee: \$1,795

HCP951.920 (21321)

ONLINE Staff

Enroll anytime between:

Jan. 22-May 4



Skills degrade
5% each year
without training

—The Agurban, 2016

PHLEBOTOMY SIMPLIFIED FOR HEALTH CARE PRACTITIONERS

Provides a practice-oriented approach to blood collection procedures for use in diverse settings. Prereq: Health care license or equivalent workplace experience.

Class fee: \$349 LAB FEE: \$25
MAJOR CODE: VS15

PCT001.600 (21332)
5:30 p.m. - 9:30 p.m., Th
FOXVLY217 Kemper
Meets: April 5-May 3

W EKG TECHNICIAN PROGRAM

Prepares you as an EKG Technician and to take national certification exams. Practice with equipment and perform hands-on labs. Fee includes all class materials.

Class fee: \$999

PCT915.600 (21310)
6 p.m. - 9 p.m., MW
FOXVLY217 Staff
Meets: Feb. 26-April 18

DENTAL ASSISTANT PROGRAM

Prepare for entry-level positions in pre-clinical dental assisting. Covers both the administrative and clinical aspects. Fee includes all class materials.

Class fee: \$1,200

PCT916.600 (21311)
6 p.m. - 9:30 p.m., TTh
DWNTN257 Staff
Meets: March 8-May 8

W PHARMACY TECHNICIAN PROGRAM

Prepare to enter the pharmacy field and to take the Pharmacy Technician Certification Board's PTCB exam. Includes a graded final exam to help prepare you for the PTCB exam.

Fee includes all materials.
Class fee: \$1,299

PCT918.600 (21312)
6 p.m. - 9:30 p.m., TTh
APC158 Staff
Meets: March 13-May 1

W OPTICIAN CERTIFICATION TRAINING PROGRAM

Gain the skills and knowledge you need to obtain an entry-level job as an optician while you prepare yourself to achieve American Board of Opticianry (ABO) certification. Visit www.abo-ncle.org

Class fee: \$1,895

PCT922.920 (21351)
ONLINE Staff

Enroll anytime between:
Jan. 22-May 4

HEALTH: THERAPEUTIC RIDING INSTRUCTOR

EQUINE STUDIES II

Learn advanced areas of proper horse care and equine management. A required course for those interested in PATH Intl. Certification, this course is beneficial to anyone who works in the equine industry.

Prereq: HCP931 or consent of instructor.

Class fee: \$449

HCP936.100 (21299)
8:30 a.m. - 11:30 a.m., MW
PLANO209 Mason
Meets: Jan. 17-Feb. 19

TEACHING METHODOLOGY FOR THERAPEUTIC RIDING INSTRUCTION

Focuses on the instruction of those with special needs. Horsemanship preparation and safety in the therapeutic ring, including appropriate horse selection and the instruction of more than one rider will be covered. PATH Intl. standards and information will be introduced.

Prereq: HCP932 or consent of instructor.

Preferred co-requisite: HCP936 - Equine Studies II.

Class fee: \$359

HCP937.100 (21301)
8:30 a.m. - 11:30 a.m., MW
PLANO209 Mason
Meets: Feb. 26-March 21

INTRODUCTION TO PSYCHOLOGY FOR THERAPEUTIC RIDING INSTRUCTION

Learn the concepts essential to effective horseback riding instruction, with a focus on instructing clients with special needs. Explores the benefits and realm of therapeutic riding; examine the concepts of learning styles and favorable attributes of instructors; and introduce the precautions and contraindications unique to therapeutic riding instruction. Prereq: HCP933 - Introduction to Psychology for Riding Instruction or consent of instructor. Preferred co-requisite: HCP936 - Equine Studies II.
Class fee: \$359

HCP938.100 (21303)

8:30 a.m. - 11:30 a.m., MW
PLANO209 Mason
Meets: March 26-April 18

HEALTH: CPR/AED AND FIRST AID

HEARTSAVER CPR/AED FOR ADULTS, CHILDREN AND INFANTS

Gain the confidence and skills to respond to heart attacks using the American Heart Association's research-proven Practice-While-Watching. Successful completion of hands-on skills testing is required for certification. Note: Meets DCFS requirements for child care providers; does NOT meet requirements for health care professionals or health care students. Fee Includes student manual and materials.

Class fee: \$59

AHA902.800 (21357)
12 p.m. - 4 p.m., Sa
DWNTN257 Ries
Meets: Jan. 20

AHA902.600 (21359)
5:30 p.m. - 9:30 p.m., T
APC158 Lira
Meets: Feb. 6

AHA902.801 (21362)
12 p.m. - 4 p.m., Sa
DWNTN257 Baum
Meets: Feb. 24

Course listings continued on next page.

For more information on how to read this schedule, see page 29.

AHA902.601 (21363)
5:30 p.m. - 9:30 p.m., W
APC158 Anderson
Meets: March 7

AHA902.802 (21366)
12 p.m. - 4 p.m., Sa
FOXVLY217 Ries
Meets: March 24

AHA902.602 (21367)
5:30 p.m. - 9:30 p.m., W
APC158 McCornack
Meets: April 11

AHA902.803 (21370)
12 p.m. - 4 p.m., Sa
FOXVLY217 Lira
Meets: April 21

AHA INSTRUCTOR CERTIFICATION FOR HEARTSAVER CPR AND FIRST AID

Provides two-year certification as a Heartsaver CPR and First Aid Instructor.

Class fee: \$299

Prereq: Heartsaver First Aid CPR Certification. Fee includes online prework and instructor manual.

AHA915.001 (21347)
8 a.m. - 4:30 p.m., T
APC158 Salvador
Meets: March 13

HEARTSAVER FIRST AID

Learn the critical skills needed to respond to and manage a first aid emergency until emergency medical services arrive. Successful completion of hands-on skills testing is required for certification. Fee includes student manual and materials.

Class fee: \$59

AHA916.800 (21356)
8 a.m. - 11:30 a.m., Sa
DWNTN257 Ries
Meets: Jan. 20

AHA916.801 (21361)
8 a.m. - 11:30 a.m., Sa
DWNTN257 Baum
Meets: Feb. 24

AHA916.802 (21365)
8 a.m. - 11:30 a.m., Sa
FOXVLY217 Ries
Meets: March 24

AHA916.803 (21369)
8 a.m. - 11:30 a.m., Sa
FOXVLY217 Lira
Meets: April 21

BLS PROVIDER CPR (INITIAL CERTIFICATION & RENEWAL)

This American Heart Association course provides you confidence-building skills from instructors who can provide real-life experience. Learn both single-rescuer and team basic life support skills for application in both prehospital and in-facility environments, with a focus on high-quality CPR and team dynamics. Participate in simulated clinical scenarios and learning stations. Successful completion of hands-on skills testing and a written examination are required for certification.

Class fee: \$79

AHA920.600 (21371)
5:30 p.m. - 9:30 p.m., Th
FOXVLY217 Baum
Meets: Jan. 4

AHA920.800 (21333)
8 a.m. - 12 p.m., Sa
FOXVLY217 Ries
Meets on: Jan. 6

AHA920.801 (21334)
12:30 p.m. - 4:30 p.m., Sa
FOXVLY217 Ries
Meets on: Jan. 6

AHA920.601 (21372)
5:30 p.m. - 9:30 p.m., T
FOXVLY217 Lira
Meets: Jan. 9

AHA920.602 (21373)
5:30 p.m. - 9:30 p.m., M
FOXVLY217 Baum
Meets: Jan. 15

AHA920.603 (21374)
5:30 p.m. - 9:30 p.m., W
APC158 McCornack
Meets: Jan. 24

AHA920.802 (21335)
8 a.m. - 12 p.m., Sa
FOXVLY217 Baum
Meets: Jan. 27

AHA920.803 (21336)
12:30 p.m. - 4:30 p.m., Sa
FOXVLY217 Baum
Meets: Jan. 27

AHA920.604 (21375)
5:30 p.m. - 9:30 p.m., Th
APC158 Salvador
Meets: Feb. 1

AHA920.605 (21376)
5:30 p.m. - 9:30 p.m., T
FOXVLY217 Salvador
Meets: Feb. 13

AHA920.804 (21337)
8 a.m. - 12 p.m., Sa
DWNTN257 Ries
Meets on: Feb. 17

AHA920.805 (21338)
12:30 p.m. - 4:30 p.m., Sa
DWNTN257 Ries
Meets on: Feb. 17

AHA920.606 (21377)
5:30 p.m. - 9:30 p.m., W
APC158 McCornack
Meets: Feb. 28

AHA920.607 (21378)
5:30 p.m. - 9:30 p.m., T
FOXVLY217 Lira
Meets: March 6

AHA920.806 (21339)
8 a.m. - 12 p.m., Sa
FOXVLY217 Ries
Meets: March 10

AHA920.807 (21340)
12:30 p.m. - 4:30 p.m., Sa
FOXVLY217 Ries
Meets: March 10

AHA920.608 (21379)
5:30 p.m. - 9:30 p.m., W
APC158 Salvador
Meets: March 21

AHA920.609 (21380)
5:30 p.m. - 9:30 p.m., T
FOXVLY217 Lira
Meets: April 3

AHA920.808 (21341)
8 a.m. - 12 p.m., Sa
FOXVLY217 Lira
Meets: April 7

AHA920.809 (21342)
12:30 p.m. - 4:30 p.m., Sa
FOXVLY217 Lira
Meets: April 7

AHA920.610 (21385)
5:30 p.m. - 9:30 p.m., W
APC158 Salvador
Meets: April 18

AHA920.611 (21382)
5:30 p.m. - 9:30 p.m., M
APC158 Soukup
Meets: April 23

AHA920.810 (21343)
8 a.m. - 12 p.m., Sa
DWNTN257 Ries
Meets: April 28

AHA920.811 (21344)
12:30 p.m. - 4:30 p.m., Sa
DWNTN257 Ries
Meets: April 28

AHA920.612 (21383)
5:30 p.m. - 9:30 p.m., T
FOXVLY217 Baum
Meets: May 1

AHA920.812 (21345)
8 a.m. - 12 p.m., Sa
FOXVLY217 Ries
Meets: May 5

*Course listings continued
on next page.*

AHA920.813 (21346)
12:30 p.m. - 4:30 p.m., Sa
FOXVLY217 Ries
Meets: May 5

AHA920.613 (21384)
5:30 p.m. - 9:30 p.m., W
FOXVLY217 Salvador
Meets: May 9

INSTRUCTOR CERTIFICATION FOR BLS CPR AND HEARTSAVER CPR AND FIRST AID

Provides two-year certification as a BLS CPR Instructor. BLS CPR Instructors are also qualified to teach Heartsaver CPR and First Aid classes. Fee includes online prework and instructor manual. Prereq: BLS Provider CPR Certification.
Class fee: \$299

AHA925.001 (21348)
8 a.m. - 4:30 p.m., T
APC158 Salvador
Meets on: March 27

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

Learn basic CPR and relief of choking skills for adults and children and how to use an Automated External Defibrillator (AED). First Aid techniques are included. Successful participants will receive CPR/AED and First Aid certification that is valid for two years. Not intended for health care professionals or health care students. Fee includes student manual and materials.
Class fee: \$99

AHA926.800 (21355)
8 a.m. - 4 p.m., Sa
DWNTN257 Ries
Meets on: Jan. 20

AHA926.801 (21360)
8 a.m. - 4 p.m., Sa
DWNTN257 Baum
Meets on: Feb. 24

AHA926.802 (21364)
8 a.m. - 4 p.m., Sa
FOXVLY217 Ries
Meets on: March 24

AHA926.808 (21368)
8 a.m. - 4 p.m., Sa
FOXVLY217 Lira
Meets on: April 21

AMERICAN HEART ASSOCIATION CPR INSTRUCTOR RENEWAL

Provides an update of AHA policies and guidelines, a review of CPR Instructor and CPR provider skills, and an update on Training Center policies. The course is one requirement for renewing Instructor certification. Successful completion of hands-on skills testing and a written examination is required for two-year certification. In order to attend, participants must present their current BLS provider or Heartsaver Instructor card in class and bring their copy of the Instructor Manual.
Prereq: Current BLS for HCP or Heartsaver Instructor Certification.
Class fee: \$75

AHA930.600 (21328)
5:30 p.m. - 9:30 p.m., Th
FOXVLY217 Salvador
Meets: Jan. 25

AHA930.601 (21329)
5:30 p.m. - 9:30 p.m., T
FOXVLY217 Salvador
Meets: Feb. 27

AHA930.602 (21330)
5:30 p.m. - 9:30 p.m., Th
FOXVLY217 Salvador
Meets: March 22

AHA930.603 (21331)
5:30 p.m. - 9:30 p.m., W
APC158 Salvador
Meets: April 25

BLS PROVIDER CPR SKILLS SESSION

Complete your BLS Provider CPR certification with the dynamic online course: Heartcode® BLS and then practice and test skills during the hands-on, classroom-based session. Successful completion of skills testing will certify the participant for two years. Valid certificate from Heartcode® BLS must be presented at the Skills Session. Fee includes online course key and materials.
Class fee: \$79

AHA932.920 (21349)
4 p.m. - 5 p.m., M
FOXVLY217 Baum
Meets: Jan. 15

AHA932.921 (21350)
4 p.m. - 5 p.m., T
FOXVLY217 Salvador
Meets: Feb. 13

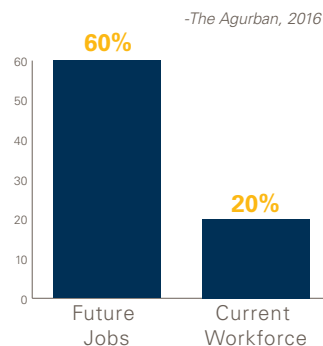
AHA932.922 (21352)
4 p.m. - 5 p.m., W
APC158 Salvador
Meets: March 21

AHA932.923 (21353)
4 p.m. - 5 p.m., M
APC158 Soukup
Meets: April 23

AHA932.924 (21354)
4 p.m. - 5 p.m., W
FOXVLY217 Salvador
Meets: May 9

W WIOA approved course. For more information, see page 16.

**FUTURE
JOBS WILL
REQUIRE SKILLS
CURRENTLY HELD
BY 20% OF THE
WORKFORCE.**



HUMAN RESOURCES

W HUMAN RESOURCES PROFESSIONAL PROGRAM

Master all the skills you need to gain an entry-level position in human resources and prepare yourself to take the Professional in Human Resources (PHR) certification exam. Be eligible to participate in an optional internship or externship that will help you gain immediate experience in the HR field. Visit www.hrci.org.
Class fee: \$1,795

HMR915.920 (21322)
ONLINE Staff

Meets: Jan. 22-May 4

HARASSMENT IN THE WORKPLACE

Learn what constitutes harassment and how to develop relevant policies and procedures regarding harassment in the workplace. This workshop is valid for 1.5 PDCs for the SHRM-CPSM or SHRM-SCPSM.
Class fee: \$49

HMR943.001 (21462)
8 a.m. - 9:30 a.m., W
DWN257 Staff

Meets: Feb. 7

LEGAL

PARALEGAL CERTIFICATE COURSE: PARALEGAL I AND II

Learn practical skills including how to assist trial attorneys, interview witnesses, investigate complex fact patterns, research the law, and assist in preparing cases for courtroom litigation.
Class fee: \$1,289

ACC914.920 (21412)
ONLINE Staff

Please call 1-800-522-7737 for more information. Or visit: www.legalstudies.com/vendor/waubonsee.
Meets: Jan. 8-April 20

LEGAL NURSE CONSULTANT TRAINING COURSE

Build your medical education to providers, insurance companies and governmental agencies regarding medically related issues.
Class fee: \$895

NUR962.920 (21413)
ONLINE Staff

Meets: Jan. 8-Feb. 23

NUR962.921 (21414)
ONLINE Staff

Meets: Mar. 5 - Apr. 20

MANUFACTURING: MECHANICAL TECHNICIAN

BASIC ELECTRICITY

Learn the fundamentals of electricity; how energy is generated, stored and controlled. Includes self-paced online lessons and one classroom lab.
Class fee: \$675

MFG930.920 (21515)
8 a.m. - 5 p.m., Sa
AKL212 Staff

Meets: Jan. 29-Feb. 17

SHOP PRACTICES AND MEASUREMENT

Learn basic math concepts such as units of measurements, blueprint reading, geometry and Geometric Dimensioning & Tolerancing. Includes self-paced online lessons and one classroom lab.
Class fee: \$625

MFG925.920 (21508)
8 a.m. - 1 p.m., Sa
AKL117 Staff

Meets Jan. 22 - Feb. 10

MAINTENANCE BASICS

Students will be introduced to OSHA regulations as well as learn what can be done to make themselves and others safer in a manufacturing environment. Includes self-paced online lessons and one classroom lab.
Class fee: \$625

MFG926.920 (21511)
8 a.m. - 1 p.m., Sa
AKL117 Staff

Meets: Feb. 12-March 3

BASIC INDUSTRIAL CONTROLS

Learn how to keep AC and DC motors maintained so they run correctly and efficiently, troubleshooting problems as they occur. Includes self-paced online lessons and one classroom lab.
Class fee: \$675

MFG931.920 (21514),
8 a.m. - 1 p.m., Sa
AKL210 Staff

Meets Feb. 19 - Mar. 10

MECHANICAL SYSTEMS

Learn the basic components used in mechanical systems such as force and work, and the importance of lubrication. Includes self-paced online lessons and one classroom lab.
Class fee: \$625

MFG927.920 (21512)
8 a.m. - 1 p.m., Sa
AKL117 Staff

Meets: April 2-April 21

HYDRAULICS AND PNEUMATICS

Understand the role hydraulics and pneumatics play in the operation of mechanical systems, pumps, motors, valves, cylinders and actuators, pressure controls, and circuit diagrams.
Class fee: \$625

MFG928.920 (21513)
8 a.m. - 3 p.m., Sa
AKL116 Staff

Meets: April 16-May 5

W CERTIFIED SIX SIGMA: GREEN BELT (EXAM COST INCLUDED)

Acquire the essential knowledge needed to pass the American Society for Quality's (ASQ's) Six Sigma Green Belt certification exam and to apply key process improvement methods and concepts in various settings
Visit: <https://asq.org>.
Prereq: Basic skills in algebra and Microsoft Excel.
Class fee: \$1,895

MFG998.920 (21323)
ONLINE Staff

Enroll anytime between:
Jan. 22-May 4



ONLINE CAREER TRAINING PROGRAMS AND MONTHLY INSTRUCTOR-LED COURSES



*Prepare for an industry-recognized credential
in the following areas today:*

- Business and Professional
- Software Development
- IT Certification Preparation
- Management
- Health Care
- Digital Marketing

ENROLL TODAY!

careertraining.ed2go.com/waubonsee

MANY PROGRAMS ARE WIOA APPROVED!

- Cisco CCNA Certification
- COMPTIA Security + Certification
- Six Sigma Green Belt Certification
- PMI Project Management Professional
- Human Resources Professional
- Optician Certification

PROGRAM BENEFITS

- Learn in-demand job skills and prepare for industry-recognized credentials.
- The facilitator assigned to you in the online program is available to use as a professional reference upon program completion.
- Many programs now include test vouchers for certification exams.
- Start anytime and set your own pace.
- Payment plans are available.

POPULAR SIX-WEEK COURSES

Start monthly on: January 17, February 14, March 14 and April 11

- Accounting Fundamentals
- Introduction to PC Security
- Introduction to Microsoft Excel 2016
- Medical Terminology:
A Word Association Approach
- Introduction to SQL
- Introduction to PHP & MySQL
- Speed Spanish
- Project Management Fundamentals
- Explore a Career in Medical Coding
- ASE Technician Exam Prep
- Writing Effective Web Content

Enroll today! ed2go.com/waubonsee



PROFESSIONAL GROWTH

W CERTIFICATION OF COMPETENCY BUSINESS ANALYST (CCBA) CERTIFICATION TRAINING

Support your lifelong career progression in this multi-level, competency-based certification program. Prepares individuals to pass the Certification of Competency in Business Analysis exam. Fee includes materials. Visit <https://www.iiba.org>. Prereq: Read and understand business English, exam requirements. Class fee: \$495

OLT900.920 (21358) ONLINE Staff

Enroll anytime between:
Jan. 22-May 4

NCRC PREP: KEY TRAIN

Be prepared for the National Career Readiness Certificate® Program with this internet-based tool for improving your WorkKeys® assessment skills. You'll receive self-paced computer instruction, pre- and post-assessments, and an occupational job profile database. Prereq: Access to an Internet browser that supports HTML5. No apps to install. No plug-ins necessary (except if you are using Windows XP). Class Fee: \$19

WPS910.920 (21408) ONLINE Norris

Enroll between:
Jan. 22 - May 4

NCRC, PLUS PREP: KEY TRAIN + CAREER READY 101

Need to refresh your basic skills and improve your soft skills for critical on-the-job success? Get prepared for the National Career Readiness Certificate® Plus Program with this internet-based tool. Focus on teamwork, customer service, workplace discipline and managerial potential. Prereq: Access to an Internet browser that supports HTML5. No apps to install. No plug-ins necessary (except if you are using Windows XP).

Class fee: \$79

WPS911.920 (21409) ONLINE Norris

Enroll between:
Jan. 22 - May 4

NCRC, PLUS PREP: CAREER READY 101 - A SOFT SKILL WORKPLACE READINESS SERIES

This self-paced program consists of: Interpersonal and Business Communication, Problem Solving and Critical Thinking, Working Productively in a Team, Assisting Customers Effectively, and Developing Good Work Habits and Workplace Discipline. Career Ready 101 supports the NCRC Plus, building skills relevant to the ACT WorkKeys® Talent Assessment's indicators for teamwork, customer service, workplace discipline, and managerial potential. Class fee: \$60

WPS912.920 (21410) ONLINE Norris

Enroll anytime between:
Jan. 22-May 4

EFFECTIVE ADMINISTRATIVE ASSISTANT

Important tasks like managing information and emails, improving workplace relationships and accomplishing your expanding to-do list will be covered. Fee includes all materials.

Class fee: \$299

WPS981.920 (21291) 1:30 p.m. - 3:30 p.m., Th ONLINE Staff

Meets: March 23-April 20

WORKPLACE SUCCESS CONCEPTS: A SINGLE COURSE OPTION

Course options include: Communication and Collaboration, Creativity and Innovation, Critical Thinking and Problem Solving, Financial Literacy, Flexibility and Adaptability, Initiative and Self-Direction, Leadership and Responsibility, Productivity and Accountability, and Social and Cross-Cultural Skills. Fee includes materials.

Prereq: Internet access, email address.

Class fee: \$49

WPS993.920 (21411) ONLINE Staff

Meets between: Jan. 22-May 4

For complete course descriptions, visit waubonsee.edu/work

SUBJECT MATTER EXPERTS

Are you a professional using a highly developed skill set?

Workforce Development offers noncredit and custom training courses for career and professional development. These courses are delivered by experienced subject matter practitioners through practical application and classroom instruction.

Workforce Development seeks to add to our list of subject matter experts in the areas of:

- Database Software
- Electrical Maintenance
- Health Care
- Hydraulics
- Lean Six Sigma
- Lubrication
- Leadership
- Mechanical Maintenance
- OSHA Safety
- Pneumatics
- Shop Math
- Time Management, Communications
- Therapeutic Massage

If you are bilingual in any of these topic areas, we would like to talk to you. For more information on becoming a Workforce Development instructor, contact the Workforce Training Manager at (630) 906-4152.

PROJECT MANAGEMENT

MASTERING PROJECT MANAGEMENT WITH PMP PREP

Prepare for the Project Management Professional certification exam and increase your earning potential. Presents advanced project management tasks: how to select projects and develop strategies, how to create a complex schedule model, and how to identify and assess any risks.

Visit: <http://www.pmi.org>.

Prereq: Two years' experience managing projects. Visit <http://www.pmi.org/certifications/types/project-management-pmp>
Class fee: \$1,295

ORE928.920 (21327)
Staff

Enroll anytime between:
Jan. 22-May 4

SAFETY

OSHA 10-HOUR FOR GENERAL INDUSTRY

Earn your OSHA safety card, issued by the United States Department of Labor. Covers: machine guarding, lockout tagout, hazard communication, confined space safety, forklift safety and much more. Fee includes all materials.

Class fee: \$199

SAF977.001 (21489)
7:45 a.m. - 3 p.m., ThF
DWNTN257 Staff

Meets: Feb. 15-Feb. 16

OSHA SAFETY DAY

Waubonsee's Workforce Development, working in partnership with the Occupational Safety and Health Administration's (OSHA) North Aurora Office, present Safety Day on March 14 2018. This all-day workers' safety seminar features more than 20 speakers presenting information on critical safety issues, including: OSHA's Top Violations, Safety Inspections, and Creating a Safety Culture. CLASS FEE: \$99

SAF999.001 (21488)

8 a.m. - 3 p.m., W
APC110ABCD Staff
Meets: March 14

DRIVING YOUR SUPPLY CHAIN GROWTH

Do you have a strategy for your supply chain? Is it aligned with other company operations? Do you know and understand the decision points and tradeoffs you have to make? Are your processes free of bottlenecks?

If you answered NO to any of these questions, take this online series and create a customized supply chain plan. Register for one webinar or enroll in all three.

- Supply Chain Management: Strategy and Alignment
- Supply Chain Risk Management
- Supply Chain Logistics and Transportation

This program is approved by APICS for certification maintenance points at 1 point per hour, subject to the maximum limits as found in the certification maintenance documents.

Visit page 19 for descriptions and registration information.



MECHANICAL TECHNICIAN

Develop the essential, fundamental skills necessary to understand, maintain and troubleshoot equipment used in commercial or manufacturing settings. Each course has a 12 hour slow paced online component where the fundamental and theoretical concepts are presented, then hands-on classroom lab segment allows you to apply and demonstrate your new knowledge.

Mix and match classes or take them all!

- Shop Practices and Measurements
- Safety and Maintenance basics
- Mechanical Systems
- Basic Hydraulics and Pneumatics
- Basic Industrial Controls
- Basic Electricity

Visit page 25 for descriptions and registration information.

For a program designed for your specific operating needs, call the Corporate Training group at (630) 906-4152 or email WFD@waubonsee.edu

Registration Information and Payment/Refund Policies

Where classes meet

Waubonsee Community College,
Sugar Grove Campus, Route 47 at
Waubonsee Drive, Sugar Grove

- A** Building A
- AB** Auto Body
- AKL** Akerlow Hall
- APC** Academic and Professional Center
- AUD** Auditorium
- BDE** Bodie Hall
- CER** Ceramics
- COL** Collins Hall
- DKN** Dickson Center
- ERK** Erickson Hall (Gymnasium)
- FLD** Field House
- HCC** Henning Academic Computing Center
- OBS** Observatory
- OPS** Campus Operations
- SCI** Science Building
- STC** Student Center
- VON** Von Ohlen Hall
- WGL** Weigel Hall
- DWNTN** .. Waubonsee Community College, Aurora Downtown Campus, 18 S. River Street, Aurora
- FOXVLY** .. Waubonsee Community College, Aurora Fox Valley Campus, 2060 Ogden Ave., Aurora
- HUNT** Huntoon Stables, 507 Oak St., North Aurora
- OFD1** Oswego Fire Department Station 1, 3511 Wooley Rd., Oswego
- OHS** Oswego High School, 4250 Rt. 71, Oswego
- PLANO**.... Waubonsee Community College, Plano Campus, 100 Waubonsee Drive, Plano

How to Read the Class Schedule

Name of course → **WORD LEVEL 1**

Description ← Learn how to create and edit basic documents using all toolbar options. Prereq: Keyboarding and Windows knowledge. Fee includes materials.

Cost → **Course/section number** → **WDP900.600 (21466)**

Class time → **Location** → **6:00 p.m. - 8:45 p.m., Th FOXVLY209 Gerding**

Meeting day(s) → **Meets between: May 1-May 8**

Course Reference Number (CRN) → **21466**

Instructor → **Th FOXVLY209 Gerding**

F.Y.I.

Books and Materials

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

Special Accommodations

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

Course Cancellation

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

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

4 Easy Ways to Register



By mail:

Waubonsee
Community College
Registration and Records
Route 47 at Waubonsee Dr.
Sugar Grove, IL 60554-
9454



Online:

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



By fax:

(630) 466-4964



Walk in:

Sugar Grove Campus
Aurora Downtown
Aurora Fox Valley
Plano Campus



Need help?

Call Community Education
at (630) 466-2360
or Workforce Development
at (630) 906-4152.

- **Employer Payments** — If your employer is paying your tuition and fees, and should be billed directly, a letter from your company, including the contact name and company address (on company letterhead), is required at the time of registration. An employer can also be set up as an authorized user for online payments.

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

Additional Fees

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

How to Pay:

- **Online** payment system at www.waubonsee.edu or at mywcc.waubonsee.edu (credit card or electronic check)
- **In person** at the Sugar Grove, Aurora Downtown, Aurora Fox Valley or Plano campuses
- **Fax** payment information to (630) 466-6637
- **Mail** along with registration form to:
Registration and Records
Waubonsee Community College
Route 47 at Waubonsee Dr.
Sugar Grove, IL 60554-9454

Non-Payment

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

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

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

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

Payment options:

- **Full Payment** — Tuition and fees totaling less than \$200 require full payment.
- **Partial Payment** — Pay the required first installment and the remaining balance in monthly payments. (*A \$25 non-refundable service fee is charged for selecting this option; it's automatic when you make the first payment.*) The sooner you register, the more time to pay!

REGISTRATION FORM

COMMUNITY EDUCATION/WORKFORCE DEVELOPMENT

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

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

Section I

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

Last Name: _____ First Name: _____ MI: _____

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

Street Address: _____

City: _____ State: _____ Zip: _____

Primary Phone: _____ Work Phone: _____

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

Section II

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

Are you Hispanic or Latino? Yes No

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

American Indian/Alaska Native (5)

Black or African American (2)

Native Hawaiian or
Other Pacific Islander (9)

Asian (4)

Hispanic (3)

White (1)

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

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

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

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



WAUBONSEE
COMMUNITY COLLEGE

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

Section III

Major Code (choose from list below): _____

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

Highest Degree Earned (choose from list below): _____

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

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

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

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



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

Course Fee	
Other	
Total Fees	
Amount Received	

I certify that the above information is complete and correct.

Student Signature: **X** _____

Note: Payment is due at the time of registration.

Cash Check VISA MasterCard Discover American Express

Card # _____ Exp. Date: _____

Billing Address:

Street Address: _____

City: _____ State: _____ Zip: _____

Name printed on card: _____

Authorized Credit Card Signature: **X** _____



REGISTER TODAY!

Waubonsee's Workforce Development Division and the Occupational Safety and Health Administration's (OSHA) North Aurora Office are proud to present **Safety Day on March 14, 2018!** Register today to learn more about critical safety issues, including:

- Ergonomics
- OSHA for Small Business
- OSHA's Top Violations
- Record Keeping
- Safety Inspections
- Safety Culture

WHY ATTEND?

- Safety training can reduce the cost of employee absences, worker's compensation and lawsuits
- Safety classes help increase productivity, boost quality and efficiency, and improve worker morale
- On average, there are 10 workplace fatalities and 14,000 injuries EACH DAY
- Each year, workplace injuries cost companies \$180 billion

Source: National Safety Council

Visit waubonsee.edu/register or fill out the form on previous page. Include these values:

Ticket No.	Course Ref. # (CRN)	Course Name	Date and Time	Bldg. and Room	Fees
SAF999.001	21488	OSHA Safety Day 2018	3/14/18	APC	\$99

Call Workforce Development at (630) 906-4152 8 a.m. - 3 p.m. to find out how to register groups and group invoicing.

If you need a sign language interpreter or an accommodation for these events, please contact the Workforce Development office at (630) 906-4152 or wfd@waubonsee.edu. A minimum of two weeks notice is requested.



WAUBONSEE

COMMUNITY COLLEGE

Route 47 at Waubonsee Drive
Sugar Grove, IL 60554

Is your business' security exposed? Do you want (need) to take your network security skills to the next level?

Check out the information security training options that can lead to various certifications in the industry.

www.careertraining.ed2go.com/waubonsee



Daniel Martin is the perfect blend of incredible and hilarious. Don't miss this performance for all ages!

Daniel Martin has quickly become one of the most in-demand entertainers in the nation. His high-energy blend of incredible magic, exhilarating escapes and sarcastic improv consistently leads to standing ovations and record-breaking crowds at theaters, colleges and corporate events worldwide. He has been featured on CBS, NBC, WGN, VH1, ESPN and at thousands of live events.

Saturday, March 3, 2018
7 p.m.

Sugar Grove Campus,
\$19 adults/\$12 children 12 and under

Learn Awesome Magic Tricks with Daniel Martin

Saturday, March 3, 2018
3-4:30 p.m.
\$39

waubonseetickets.com