

UNIVERSITY OF SOUTH ALABAMA  
**SPECIAL COURSES**  
FALL 2013 *learn something new!*

GET YOUR  
"EDGE"  
ON GOLF, pg 9

Online  
Registration  
is Back!  
pg 30



EBAY 101, pg. 6

ACE THE ACT, pg 11

GET YOUR GROOVE WITH LATIN DANCING, pg 25



Call USA Special Courses:  
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**On the cover:** Get your golf game ON and discover how to move your personal performance to a better score through Mental Edge with Thom Kaz, page 9.

#### **School of Continuing Education and Special Programs**

Dr. Vaughn Millner  
Dean

#### **Center for Continuing Education and Conference Services**

Martha M. Matherne  
Director  
mmatherne@southalabama.edu

Laurent Cadden  
CE Specialist,  
Photography Classes  
lcadden@southalabama.edu

Shelley Stephens  
Marketing Specialist  
Professional Development,  
Online Courses  
sastephens@southalabama.edu

Fall Term Schedule of Courses  
Fall Term, August 2013  
Published: Quarterly  
University of South Alabama  
Special Courses  
1504 Springhill Avenue, Ste 2515  
Mobile, AL 36604-3273  
TEL: (251) 405-9928  
FAX: (251) 405-9931  
www.usacontinuinged.com

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# FALL

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## Camera, Light, Film or Digital I

Walter Bower, Jr.

Intimidated by the settings on your camera? No need to be! Learn how to use your camera in this introductory photography course designed for both traditional film and digital users. Topics covered include camera formats and use, film (media) selection, choosing the correct lens, flash photography, exposure, composition, and the relationship between shutter speed and aperture. By the end of the course you will know how to use the various functions and modes on your particular camera. Field trips include a behind-the-scene's look at a custom color lab, a studio lighting session, and making your own print at the USA Special Courses' darkroom.

13FPII104AG, 9/9/2013 - 10/21/2013  
7 Sessions, M from 6:00 PM to 8:00 PM  
1.4 CEU, \$105

## Camera, Light, Film or Digital II: Beyond the Basics

Vincent Lawson

Move beyond the basic photography skills in this course that offers an in-depth view of camera use, exposure techniques and composition. The instructor discusses how aperture, shutter speed, light, focal length, depth of field, filters and artificial light can be used creatively. You will participate in one classroom and three outdoor sessions where you will learn various functions of your camera. You will have challenges such as photographing moving and still objects with various shutter speeds and taking advantage of natural lighting as it changes. At the end of this course you will have a deeper trust in your ability to operate your camera in automatic and manual mode. This course is designed to immediately follow Camera, Light, Film or Digital I for the Photography Certificate. Bring either digital or film camera to each class, and film if using a film camera.

PREREQUISITE: Camera, Light, Film or Digital I.

13FPII103AG, 9/22/2013 - 10/13/2013  
4 Sessions, Su from 2:00 PM to 5:00 PM  
1.2 CEU, \$95

## Camera, Light, Film or Digital III

Vincent Lawson

Take your photography skills to a higher level of expertise as you learn the four essential digital skills: capturing, editing, prepping, and presenting images that can be easily mastered with the RAW format feature included with most digital SLRs. Gain the confidence you need in using this format which yields the greatest control in post-shoot production and even the ability to correct some of your shooting mistakes, such as under or overexposure. To utilize the power of the RAW format you will need some type of image editing computer software package, which can save files in JPEG or TIFF format.

PREREQUISITE: Camera, Light, Film or Digital II

13FPII107AG, 9/14/2013 - 9/15/2013  
2 Sessions, Sa and Su from 12 - 4:00 PM  
.8 CEU, \$89

## USA Photography Certificate

*USA's Photography Certificate Program teaches the essential skills needed to develop or enhance photography skills. The program provides training in several areas of photography including: camera, darkroom, photographic styles, understanding of techniques and uses, and lighting.*

### Program Requirements

- 5 required courses,
- 42 contact hours of electives
- Portfolio review

*New classes are routinely added to elective offerings and some elective courses are not offered every term. Students should check the latest catalog for classes being offered.*

Want more info on the  
USA Photography Certificate?



## Camera and Darkroom

Walter Bower, Jr.

Walter Bower's basic black and white darkroom course is designed for those who value the beauty and permanence of the gelatin silver black and white print. Each student will be provided with an enlarger station and all chemicals. It is an opportunity to print custom prints that would be cost prohibitive if you paid a lab. Topics covered include: dodging, burning, use of multi-contrast filters, paper selection, composition, and archival processing. If you have a film camera and you want to release your hidden Ansel Adams, this is the course for you.

NOTE: Fee includes darkroom lab fee. Student responsible for camera supplies.

LOCATION: USA Springhill Campus

13FPH110AG, 9/10/2013 - 10/15/2013  
6 Sessions, Tu from 6:00 PM to 8:30 PM  
1.5 CEU, \$115

## Studio Lighting and Portrait Photography

Carlos Prieto

Lighting is the key to all photography. Learn the various techniques for successful portrait photography with emphasis on creative use of studio lighting. Discover techniques to use to create a successful portrait photograph. You will also learn how to use natural, artificial, and electronic lights to photograph any subjects in color or black and white. Other topics include: different kinds of portraits, posture, lenses and apertures, flash portraits, flash diffusion, reflectors and diffusers, lighting ratios and errors, camera height, and framing the portrait. Volunteer models are needed; experience not required. Students will present their work to family, friends and classmates at their show the last night of class.

NOTE: Bring camera and film to each class.

13FPH171AG, 10/23/2013 - 11/20/2013  
5 Sessions, W from 6:00 PM to 8:00 PM  
1.2 CEU, \$95

**Stay in the "know" on what's coming up,  
new courses being developed, discounts  
only available to our Facebook fans.**



## Intermediate Darkroom Photography: Portfolio Development

Walter Bower, Jr.

If you wish to prepare an exhibit-quality portfolio you will benefit from this course. You'll find this course is specific to gelatin silver print photography. Topics include paper selection, expanding tone and range of black and white prints, improving negative quality spotting, hand coloring and mounting prints. This is an intermediate-level darkroom course - not for beginning photography students.

PREREQUISITE: Camera and Darkroom

NOTE: Fee includes darkroom lab fee. Student responsible for camera supplies.

LOCATION: USA Springhill Campus

13FPH130AG, 9/12/2013 - 10/17/2013  
6 Sessions, Th from 6:00 PM to 8:30 PM  
1.5 CEU, \$115

## Introduction to Wedding Photography: A Workshop

Vincent Lawson

Gain the confidence you need to organize and photograph all aspects surrounding one of life's biggest events from the engagement photo, bridal portrait sessions, to the bridal party on the wedding day. This workshop will develop your skills and explore your creativity as you learn the differences of each event. Through hands-on photo sessions, you will learn different posing and communication techniques to put both your subject and you at ease for a relaxed and fun photo shoot. You will learn how to prepare and organize for the big day of each beautiful bride, what to do after the big day, and how to present a professional end product to your client. Also, you'll learn about the legal and business aspects through discussions on contracts, licenses and copyright issues.

PREREQUISITES: Camera, Light, Film or Digital I and II and knowledge of how to use camera equipment in manual mode and technical skills.

13FPH165AG, 10/5/2013 - 11/9/2013  
6 Sessions, Sa from 6:00 PM to 8:00 PM  
1.2 CEU, \$149

### ATTENDANCE POLICY

*Students cannot have more than two absences for classes with five or more sessions; more than one absence with four sessions; and no absences for classes with three sessions or less.*



***Discover how to take your digital images to a new level with the powerful tools of Adobe Photoshop in Michael Behr's class.***



### **Keys to Good Composition** Vincent Lawson

A key element of a superior photograph is its good composition. This can be defined by a number of tools such as pattern, symmetry, texture or depth of field that is used to create a unique, yet satisfying image. The objective of this course is to better understand the tools used in composition and adding ways of constructing an image. In this one-day session, students will spend half a day outside shooting images, while the other half is spent in the classroom creating and putting together the elements of the image to create the photograph desired.

13FPII296AG, 9/28/2013  
1 Session, Sa from 9:00 AM to 3:00 PM  
.6 CEU, \$99

### **Adobe Photoshop/ Adobe Photoshop Elements** Michael Behr

Explore your creative options and produce quality images using Adobe Photoshop and Adobe Photoshop Elements. This course will highlight the major differences between the two graphics programs so you can decide which software package is best suited to your needs. These powerful software packages offer fast, professional-quality photo enhancement and photo retouching tools. You will learn to adjust color and density of pictures taken with a conventional film camera, a digital camera, or a scanned image. In addition, the course teaches you how to turn color images into black and white pictures and colorize black and white pictures. The instructor will cover the basic and most-needed controls and tools these programs offer, and then he will begin using more advanced tools such as "Adjustment Layers", "Masks", and Blending Modes." Layers, selections, filters, and channels will be simplified. All handouts included in course fee. To succeed in this class you should be fairly proficient with keyboarding skills and knowledge of using a PC.

13FPII732AG, 9/9/2013 - 11/4/2013  
9 Sessions, M from 6:00 PM to 8:00 PM  
1.8 CEU, \$199

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## Selling on eBay

Elizabeth Parker

NEW

We all know one person's trash is someone else's treasure. If you have "extra" things around your house and would like to make some extra money, come learn how to combine the two on eBay. In this course you'll quickly learn the in's and out's of navigating eBay and PayPal; listing your item with attention-getting titles and descriptions; determining competitive pricing through research; how to close your sale through invoicing and payment collection. Additionally, you'll learn secrets of the pros for shipping, how to protect your online seller reputation, and how to handle dispute resolutions.

13FCP236AG, 9/10/2013 - 9/24/2013  
3 Sessions, Tu from 6:00 PM to 8:00 PM  
.6 CEU, \$59

## Individual Fashion Styling: The Basics for Individual Branding

Carlisha Bagnby

NEW

Your personal appearance and presentation are essential to social and professional development. This practical, one-night workshop will help you recognize your own individual style, ways to incorporate seasonal trends and classic themes without breaking your checking account. Each season brings new colors, garment shapes, and designers - all of which can be overwhelming. However, by first understanding your own sense of style you can update your wardrobe on a consistent basis with timeless essentials, while incorporating items to achieve chic and trendy looks.

13FMC290AG, 9/24/2013  
1 Session, Tu 6:00 PM to 8:30 PM  
.25 CEU, \$79

## HELP YOUR FAVORITE CLASS MAKE!

Decisions to cancel a course due to low enrollments are made **THREE** business days prior to class start date.

## Retirement Planning Today

Damian Bell and Mark Baggerly

Learn how to avoid the 10 biggest retirement planning mistakes in this two-day seminar. The years of retirement are ahead of you and determining your financial status may be closer than you think. In this seminar you'll discover how to create your own goals for a "successful retirement" and eliminating debt while improving cash flow. Determine the amount of money you need to retire and plan your income to preserve a comfortable standard of living. While recent tax laws are changing, the future of Social Security is uncertain. With this uncertainty may cause those to hold off on retiring. Regain the confidence and discover the strategic planning of how to save money on taxes, manage investment risks and protect your assets, while having long-term health care as well. We invite those that are between the ages of 50 -70 to join us while a financial professional presents this seminar. You will receive a course textbook with worksheets inside to help with a step-by-step process with useful reference tools.

Fee includes complimentary registration for a spouse or guest. Only one textbook issued per paid registration. This is a non-credit class. Course materials are provided from sources other than the University of South Alabama. It is not affiliated with the Teachers Retirement System of Alabama or University of South Alabama Retiree benefits.



### DAPHNE

13FMC480AG, 9/10/2013 - 9/17/2013  
2 Sessions, Tu from 6:30 PM to 9:30 PM  
.6 CEU, \$49

13FMC480BG, 9/12/2013 - 9/19/2013  
2 Sessions, Th from 6:30 PM to 9:30 PM  
.6 CEU, \$49

### MOBILE

13FMC480CG, 10/8/2013 - 10/15/2013  
2 Sessions, Tu from 6:30 PM to 9:30 PM  
.6 CEU, \$49

13FMC480DG, 10/10/2013 - 10/17/2013  
2 Sessions, Th from 6:30 PM to 9:30 PM  
.6 CEU, \$49

## Women's Personal Safety Seminar

Cindy Turgeau, Second Degree Black Belt Taekwondo

Women 19 and older are invited to join in on this personal safety seminar led by self-defense instructor Cindi Turgeau. In this two-hour session, you will learn the "AAP" method, which stands for Aware, Avoid, and Prepare, of self-defense. Enhance the knowledge of the 10 most vulnerable body targets and how to use them. Learn to use what you have as a weapon and discover the five simple techniques that will enable you to escape, grab, choke, hold, or pull. With dangerous situations that arise just by walking, jogging, or being alone in public, let this course teach you the fundamentals of protecting yourself. Girls 16 years of age and older can attend if their mother or female guardian also enrolls and participates in the class.

13FED311AG, 9/20/2013

1 Session, F from 6:00 PM to 8:00 PM

.2 CEU, \$20

## An Introduction to Stop Motion Animation

Murry Mutchnick, Ph.D.

**NEW**

Originally associated with the film industry, stop motion animation was used to move objects through a motion picture as if by magic. Today, this technique can be seen in films such as *The Nightmare Before Christmas* and *Wallace and Gromit*. Whether you want to explore this creative technique for a hobby or professional skill, this class will show you the basic steps in creating your very own animated short film. Story development, character design, character animation, uses of animation software, and post-production will be covered as you explore this type of film.

13FDM300AG, 9/18/2013 - 11/6/2013

8 Sessions, W from 6:00 PM to 8:00 PM

1.6 CEU, \$169



UNIVERSITY OF SOUTH ALABAMA

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## Investing in the Right Real Estate

Lawrence Roberts

**NEW**

If you are interested in learning about the pros and cons of investing in the remodeling of a rental property or a new project, then this class is for you! Learn various techniques for the basic steps to a renovation, determining a budget, finding and managing contractors, and achieving the desired outcome of the property. This is a great class for someone going into the remodeling and design industry or someone interested in remodeling their own home. Specific topics covered in this class include flipping versus long-term investment, securing financing, pricing and marketing rentals, the Delaware Landlord/Tenant Code, leases and background checks, property maintenance and how to deal with contractors.

13FFI259AG, 9/10/2013 - 10/15/2013

6 Sessions, Tu 6:30 PM to 7:30 PM

.6 CEU, \$99



**Learn the in's and out's of investing in rental property for profit!**

**Stay in the "know" on what's coming up, new courses being developed, discounts only available to our Facebook fans.**



## Beginning Quilting

Kristen Sarowski

Discover the steps to begin how to make your own quilt. Take the terminology taught of rotary cutter, cutting mat, width of fabric, selvage edge, yardage, border, backing, batting, and binding to begin to create your baby or lap quilt as your first project. Students will be shown the best fabric to choose and the appropriate supplies to get to begin to cut and sew their own quilts under supervision. One-on-one instruction will be given to guide you to correctly quilt and small group and class lectures will be used to answer questions and concerns. For the last week of the course, students are encouraged to present their quilts in a quilt show lead by the instructor. This class is designed for students at least 19 years old.

13FCR215AG, 9/9/2013 - 10/14/2013

6 Sessions, M from 6:00 PM to 8:00 PM

1.2 CEU, \$99

### Student Supplies:

*At the first session of class, students will begin practicing rotary cutting skills on fabric scraps provided by the instructor. Students will select their quilt project and will receive the appropriate supply list. At the second week of class, students are encouraged to bring any sewing supplies they already have, i.e.: pins, scissors, seam rippers, rotary cutters, cutting mats, rulers and sewing machines. Students will begin working on their quilt project during the second session.*

### Dog Obedience

Barbara Robinson, AKC Canine Good Citizenship Evaluator, Member National Association Dog Obedience Instructors

Is life with your new (or old) pet unbearable? Then join us for this class which will help your pet learn appropriate behavior for pet companionship and citizenship. Knowledge of your dog's behavior will be explored. All basic obedience commands will be covered. Dogs from 6 months to 12 years old are welcome. A USA certificate of attendance will be awarded if attendance requirements are met. While the course covers the required material outlined in AKC Good Citizenship testing, CGC testing and certification are not included in the course as the test must be conducted by a professional who has not actually trained the dogs. The instructor will notify the class how to obtain CGC testing and certification.

Ample time is allowed after each class session for questions.

13FMC100AG, 9/9/2013 - 10/28/2013

8 Sessions, M from 6:30 PM to 7:30 PM

0.8 CEU, \$79



NEW

## Mental Edge Golf

Thom Kaz



With over 20 years experience in peak performance coaching and personal development, Mr. Kaz is considered one of the top experts in the field of peak performance mental coaching. His diverse background includes traditional medical and clinical hypnotherapy and has worked with professional athletes, business executives and those seeking higher personal performance. He has worked with PGA and LPGA professionals to improve their performance and the proper mental skills to compete at the highest level. Mr. Kaz developed Mental Edge Golf and is a highly sought after speaker and trainer in the field of personal improvement. He has appeared on countless television and sports programs internationally and his Mental Edge Golf articles have been syndicated and featured in several media publications worldwide.

How many times have you said the game of golf is mostly mental? Are you ready to take your game to the next level? Your mental golf game is your secret weapon, and for years, top professionals in all sports and even Olympic Athletes such as Michael Phelps have had access to peak performance mental trainers to develop their mental game. Now it's your turn!

Mental Edge Golf is designed to assist golfers at all levels develop the proper mind-set and mental skills to have more fun while lowering their scores. Used by PGA and LPGA Professionals in Las Vegas and internationally, this powerful training is now available on the Gulf Coast. Our certified instructor will teach you the secret methods used by top professionals such as Tiger Woods, Rory McIlroy and Annika Sorenstam. In this two session training program, you will be provided with group based instruction and receive personalized training to help you maximize your potential and get the most out of your game. This workshop will be held at Magnolia Grove Golf Course and seating will be limited to maximize instruction. Don't miss this opportunity! Get the "Edge" in your game!

13FMC230AG, 9/10/2013 - 9/17/2013  
2 Sessions, Tu 6:00 PM to 7:30 PM  
.3 CEU, \$99

## HELP YOUR FAVORITE CLASS MAKE!

Decisions to cancel a course due to low enrollments are made **THREE** business days prior to class start date.

### To receive a full refund...

You must notify Special Courses **THREE** business days prior to the start of your course to receive a full refund.

After three business days prior to the first class meeting no refunds will be given.  
See page 30 for more details.

**Conversational Spanish I: Level 1**  
**Olivia Pinochet**

Spanish is one of the fastest growing languages and populations in the country. It is also the easiest foreign language to learn. This introductory course is designed for those with no prior instruction and ideal for travelers and business people, alike. Learn the principles of communicating in Spanish through basic vocabulary, grammar and sentence structure to aid in reading, writing and speaking. Upon course completion, you will be able to communicate with confidence through simple phrases and necessary day-to-day vocabulary.

The instructor will lecture and have small group interaction exercises throughout each class meeting and use visual aids, textbooks and homework assignments.

**REQUIRED TEXTBOOKS:** (1) Spanish is Fun, Book 1 (4th edition) by Heywood Wald, Ph.D. and (2) Merriam-Webster's Spanish/English Dictionary.

13FIN201AG, 9/9/2013 - 10/3/2013  
 8 Sessions, M and Th from 6:00 PM to 8:00 PM  
 1.6 CEU, \$75

**Conversational Spanish I: Level 2**  
**Olivia Pinochet**

If you have completed the Spanish Part I: Level 1 class and are ready to continue building your Spanish, this next level will help you read and comprehend additional words both written and orally. This class builds on lessons learned in Spanish Part I and includes counting, describing things, professions and trades, food vocabulary, weather expressions and how to go places. Verbs essential to basic conversation such as ser, estar, tener and gustar along with their conjugation will also be covered.

**REQUIRED TEXTBOOKS:** (1) Spanish is Fun, Book 1 (4th edition) by Heywood Wald, Ph.D. and (2) Merriam-Webster's Spanish/English Dictionary.

13FIN202AG, 10/7/2013 - 10/31/2013  
 8 Sessions, M and Th from 6:00 PM to 8:00 PM  
 1.6 CEU, \$75

**GRE Preparation Program**  
 Charlotte Matthews, Ph.D.  
 Larry Perdue, , M.A., National Board Certified Teacher

Instructors focus on reviewing academic material as well as test-taking skills and strategies in this preparation program for the Graduate Record Exam. Our review offers a unique instructor-coached format with a student-friendly approach. Instructors will cover material and questions most likely found in the math, verbal and analytical writing sections of the GRE. There is a \$70 non-refundable charge included in the registration fee to cover the cost of study materials. You will benefit by enhanced performance on the computer-based test through this in-class review. This preparation course approach includes pre-testing for diagnostic purposes and post-testing for assessment. Each section will also contain analysis of question formats and question types. A series of presentations and exercises serve to explain and reinforce the concepts and subject areas tested including two days of verbal reasoning and two days of quantitative reasoning.

**EXAM DATE:** Computerized test may be taken at any time.

13FER300AG, 10/19/2013 - 11/9/2013  
 4 Sessions, Sa from 9:00 AM to 5:00 PM  
 2.8 CEU, \$359

Math Review- Oct.19 & 26, 2013  
 Verbal Review- Nov. 2 & 9, 2013

**ACT English Review**

Larry Perdue, M.A., National Board  
Certified Teacher

This preparation program will cover material most likely found in the English section of the ACT. While practicing with sample questions and learning test-taking strategies, you will become more skilled regarding the rules of English grammar, usage, style, and punctuation that are necessary to score well on the ACT English test. Reduce your test anxiety and enhance your test-taking skills through the frequent practice our exam review courses offer.

13FER100AG, 9/28/2013 - 10/19/2013  
4 Sessions, Sa from 8:00 AM to 10:30 AM  
1.0 CEU, \$59

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**SAVE \$20  
WHEN YOU REGISTER  
FOR ALL 4 SUBJECTS**

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**ACT Science Review**

Gaines Stubblefield, M.Ed.

Through the exploration of several areas of science in this review, you will prepare to take the science portion of the ACT exam. This review class focuses on understanding analysis, generalization of scientific data, and the practice of time management while practicing the three types of science reasoning questions.

13FER110AG, 10/1/2013 - 10/22/2013  
4 Sessions, Tu from 6:00 PM to 8:30 PM  
1.0 CEU, \$59

**ACT Math Review**

Patti McKinley, M.S.

Enhance your understanding of basic material covered on the ACT Exam through this math review. The instructor will cover topics that include arithmetic, algebra, geometry, trigonometry and advanced high school mathematics. In addition, you will receive testing hints to assist you in preparing for this portion of the ACT. Two years of algebra and one year of geometry will be covered. In order for students taking the math section of the review to achieve maximum benefits from this review, it is recommended they have completed algebra and geometry courses within the last three years.

NOTE: Students must bring calculator to every class. If you do not have a calculator, the instructor recommends the TI30XIIS.

13FER106AG, 9/28/2013 - 10/19/2013  
4 Sessions, Sa from 11:00 AM to 1:30 PM  
1.0 CEU, \$59

13FER106BG, 9/28/2013 - 10/19/2013  
4 Sessions, Sa from 2:00 PM to 4:30 PM  
1.0 CEU, \$55

**ACT Reading Review**

Stephanie Roberts, M.Ed.

This preparation program will cover material most likely found in the Reading section of the ACT. Students will practice specific strategies for speeding up test-taking time as well as skills for faster reading and answering questions about what they have read. Students will also learn to recognize generalizations, determine main ideas, make comparisons, understand cause-effect relationships, distinguish between various narrative voices, and trace the link between context and meaning.

TEXTBOOK: Barton's Educational Series ACT (latest edition) Required at each class

13FER115AG, 10/3/2013 - 10/24/2013  
4 Sessions, Th from 6:00 PM to 8:30 PM  
1.0 CEU, \$59

**FALL 2013 TEST DATES**

**October 26**

**December 14**

**[www.actstudent.org](http://www.actstudent.org)**



***Please Note: There is absolutely no texting during any ACT Review class. All cell phones MUST be turned off upon entering classroom.***

### Excel 2010 - Basic

Marcy McKee

This course will teach students the basic functions and features of Excel 2010. Students will learn how to enter and edit text, values and formulas as well as how to save workbooks in various formats. Additionally, students will learn how to move and copy data and work with ranges, rows and columns. The course also covers simple functions, basic formatting techniques and printing. Students will create and modify charts and learn how to manage Excel workbooks with multiple pages.

13FCW619AG, 9/25/2013

1 Session, W from 8:30 AM to 5:00 PM

.75 CEU,

\$139 with textbook; \$119 with course card

### Excel 2010 - Intermediate

Marcy McKee

Intermediate will cover using multiple worksheets and workbooks. Students will start working with more advanced formatting options and advanced charting techniques.

13FCW620AG, 10/14/2013

1 Session, M from 8:30 AM to 5:00 PM

.75 CEU,

\$139 with textbook; \$119 with course card

### Excel 2010 - Advanced

Marcy McKee

Excel 2010-Advanced will cover mathematical and statistical formulas; lookup functions and data tables; validating cell entries and database functions.

13FCW621AG, 11/6/2013

1 Session, W from 8:30 AM to 5:00 PM

.75 CEU,

\$139 with textbook; \$119 with course card

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**Boost your computer skills  
with a class in one of our  
Microsoft Office 2010  
application classes.**

### Word 2010 Basic

Marcy McKee

Learn how to navigate the newest version of Microsoft Word as you explore the Help system and documents by entering and editing text; creating and saving your documents; and how to enhance their appearance through various formatting options. You will also gain the confidence needed to create and edit tables, insert headers and footers, proofing and printing functions, and inserting and manipulating graphics.

13FCW710AG, 11/21/2013

1 Session, Th from 8:30 AM to 5:00 PM

.75 CEU,

\$139 with textbook; \$119 with course card

### Access 2010 - Basic

Marcy McKee

After an introduction to database concepts and the Access environment and Help systems, students will learn how to design and create databases. Then they will work with tables, fields, and records; sort and filter data; and set field properties and data entry rules. Students will then learn to create queries, forms and reports.

13FCW574AG, 12/12/2013

1 Session, Th from 8:30 AM to 5:00 PM

.75 CEU,

\$139 with textbook; \$119 with course card

**Can't make these dates?  
Consider an online class**

**ed2go**



## Accounting-Part I

Charles Kondis, M.A.T.

The introductory course in accounting is designed to teach students fundamental accounting principles. Individuals who are already involved in accounting work but have never had formal training as well as those persons who have never had any accounting experience will benefit from this course. The goal of the course is to learn basic accounting theory and implementation of generally accepted accounting practices. The basic accounting cycle is presented in the first six chapters of Part I of the textbook. In addition to learning basic accounting terminology, students will learn to analyze transactions, to record these transactions in double-entry framework, to use a general journal, to make adjusting and closing entries and to prepare basic financial statements. These principles are applicable for a service business.

**REQUIRED TEXTBOOK:** College Accounting, Chapters 1-15, 20th Edition James A. Heintz Robert W. Parry ISBN 0-538-74521-5

13FAC101AG, 9/9/2013 - 10/28/2013  
8 Sessions, M from 6:00 PM to 8:00 PM  
1.6 CEU, \$99

## Accounting-Part II

Charles Kondis, M.A.T.

This course is designed for the student who has completed Part I or for the individual who already has a background in accounting through work experience. Continuing to build upon the foundational principles of Part I, the student will now apply them to a merchandising type business from the third unit in the textbook. Accounting for Sales and Cash Receipts, Purchases and Cash Payments, Specialty Journals, accounting for merchandise inventory, and financial statements and year-end accounting will be covered. In addition, the subject of depreciation for long-term assets will also be addressed.

**PREREQUISITE:** Accounting I  
**REQUIRED TEXTBOOK:** College Accounting, Chapters 1-15, 20th Edition James A. Heintz Robert W. Parry ISBN 0-538-74521-5

13FAC111AG, 11/4/2013 - 12/9/2013  
6 Sessions, M from 6:00 PM to 8:30 PM  
1.5 CEU, \$99

## Certificate in Managerial Leadership

Ed Harrison, Ph.D.  
Paul Pietri, DBA

NEW

Managing and supervising employees can be stressful without the right set of tools - for new or experienced supervisors. However, through a detailed understanding of communication and leadership styles, you can learn to listen to and motivate employees for positive workplace behaviors. You will also understand the mechanics of effective workplace teams and how to address behaviors that work against those teams. This six-session course is designed for companies who cannot afford to have their managers and supervisors out of the office for multiple days of training at one time. Students must attend all six sessions to earn the certificate.

13FMG450AG, 9/10/2013 - 10/15/2013  
6 Sessions, Tu 6:00 PM to 8:30 PM  
1.5 CEU, \$159



**Are you new to supervising?  
An existing supervisor wanting to  
freshen up your skills?**

**Our new Certificate in  
Managerial Leadership  
can be completed in  
only six evening sessions.**

**SAVE 10%  
WHEN YOU REGISTER  
3 or more employees**

## Nonprofit Organization Development

Pat Scanland  
Marty O'Malley, M.S., M.M.T.

Establishing a healthy nonprofit organization can be intimidating at the least, and at the most unsuccessful if not properly planned. This course is a continuation of the foundation material included in the non-credit USA Nonprofit Management Certificate Program. In the course of four sessions, you will learn how to take the idea of your nonprofit from concept to IRS certification, properly define your mission and vision statements, plan successfully for the future, and effectively develop the necessary policies and procedures to manage day-to-day operations.

13FBU386AG, 9/17/2013 - 10/8/2013  
4 Sessions, Tu from 6:00 PM to 8:30 PM  
1.0 CEU, \$139

## Grant Writing: The Step-by-Step Process

Pat Scanland

If you work or volunteer in the nonprofit sector, chances are your funding sources could be diminishing, thereby forcing you to pursue other funding sources. With this course you gain an understanding of the process of grant funding and the steps necessary to increasing your chances of award. Through the course of this eight-week class you will learn key concepts of the grant proposal process including pre-proposal work, planning and program development, proposal writing and development, and grant management; then apply them in between class sessions to your particular organization. The final session will detail how to efficiently manage your funding once you have successfully been awarded the grant.

REQUIRED TEXTBOOK: Grant Proposal Writing: A Step-by-Step Guide by Patricia M. Scanland.

13FBU388AG, 9/12/2013 - 11/14/2013  
8 Sessions, Th from 6:00 PM to 8:30 PM  
2.0 CEU, \$139

**Note: No class October 10 and 17, 2013**

## HELP YOUR FAVORITE CLASS MAKE!

Decisions to cancel a course due to low enrollments are made **THREE** business days prior to class start date.

## Strategic Organizational Management

Pat Scanland  
Marty O'Malley, M.S., M.M.T.

Strategically managing a non-profit organization is an on-going process that includes implementing and assessing goals. However, non-profits, like their for-profit counterparts, must also continuously reassess their strategies to determine if they are successful or should be altered to address a new technology, competition, a new economic environment, or new social, financial or political environments. This course will teach you how to successfully use the following tools to strategically manage your nonprofit for long-term sustainability and success:

- Mission and vision statements
- Strategic Plans
- Board of Directors
- Financial Plan and Reporting Tools
- Fund Development Planning, Financial and Other Resources
- Evaluation Plan and Reports
- Marketing Plans and Evaluation Reports

NOTE: Student handouts included.

13FBU497AG, 10/22/2013 - 11/12/2013  
4 Sessions, Tu from 6:00 PM to 8:30 PM  
1.0 CEU, \$139

## Nonprofit Management Certificate Program

*Designed for anyone currently working in or considering the creation of a nonprofit.*

*The Certificate program walks you through the in's and out's of development, effective management of resources and finances, working with board of directors, marketing and evaluation.*

*With only seven courses, this certificate can be completed in less than a year.*

*Round out your knowledge of managing your nonprofit with the Grantwriting course and earn your Level II Certificate.*

**Want more info on the  
USA Nonprofit  
Management Certificate?**



## Medical Terminology: A Programmed Systems Approach

Barbara Cochrane, CPNP

Mobile's medical community is the most rapidly growing area in the state. All employees in the medical field will appreciate this timely and much needed course. This study of basic medical terminology includes prefixes, suffixes, word roots, combining forms, abbreviations and symbols. A programmed learning, word building system will be used to learn word parts used to construct or analyze new terms. This provides you the opportunity to decipher unfamiliar terms and check their spelling, definition, usage and pronunciation. Abbreviations will be introduced as related terms are presented.

**REQUIRED TEXTBOOK:** Medical Terminology, A Word Building Approach by Jane Rice

13FMD148AG, 9/12/2013 - 10/31/2013  
8 Sessions, Th from 6:00 PM to 8:30 PM  
2.0 CEU, \$139

## ICD-10 COMING SOON

~Spring 2014~

**ICD-10 For Experienced Coders**

~Summer 2014~

**ICD-10 For MBC Certificate Students**



*Interested in other areas of healthcare? Does your schedule need an online course?*

**Visit our Online Learning at  
[www.usacontinuinged.com](http://www.usacontinuinged.com)**

## Introduction to Basic ICD-9-CM Diagnosis Coding

Patricia Heck

Designed for either the beginner or inexperienced coder, this course will provide a seven-week overview of the correct use of the ICD-9-CM diagnosis manual. Diagnosis codes are assigned to each service provided to the patient. This course will offer a historical perspective of the ICD-9-CM and its usage, as well as going through each section of the manual. This introductory course will prepare you for the next step in the coding curriculum, Beginning CPT/HCPCS Procedural Coding. Be prepared for a highly interactive course.

**REQUIRED TEXTBOOKS:**

- 1.) Step-by-Step Medical Coding by Carol J. Buck,
- 2.) Workbook to Accompany Step-by-Step Medical Coding (Textbook and Workbook both Required),
- 3.) ICD-9-CM Professional Edition Volumes I and II by Medical Management Institute/Contexto Media Co.

13FMD322AG, 10/15/2013 - 12/10/2013  
9 Sessions, Tu 6:00 PM to 8:30 PM  
2.25 CEU, \$139

## Medical Billing and Coding Certificate Program

*Designed for those who prefer a classroom learning style, this certificate program offers a new career path in the expanding field of medical billing and coding.*

*With only 7 required courses, you can complete this certificate in less than a year. This certificate program begins each fall term. Students must complete courses in the order of the program; along with any prerequisites outlined in course descriptions.*

**Want more info on the  
Medical Billing  
and Coding Certificate?**



## Criminal Law and Procedure

Deborah Tillman, Attorney-at-Law

This course will introduce you to the U.S. criminal justice system and the distinction between criminal law and criminal procedure. It has been designed to assist you in identifying criminal conduct, parties to criminal conduct, the most common defenses used in criminal conduct cases. This course will also highlight the cornerstones of criminal procedure; the Fourth, Fifth, Sixth, and Eighth Amendments of the U.S. Constitution.

TEXTBOOK: Criminal Law and Procedures for the Paralegal a Systems Approach by James McCord ISBN-13: 9781435440166

13FLA303AG, 9/11/2013 - 11/13/2013  
10 Sessions, W 6:00 PM to 8:00 PM  
2.0 CEU, \$159



### Congratulations to Melani Hill!

Melani recently completed the optional internship as part of her Paralegal Studies Certificate. As a result, her internship sponsor hired her full-time as a paralegal when she completed her Certificate.

*"The internship was the perfect way to see the connection between what I learned in the classroom and the real legal world,"* says Melani.

**SAVE TIME  
REGISTER ONLINE**



CONVENIENT  
REGISTRATION 24/7  
**WWW.USACONTINUINGED.COM**

## Elder Law

Michael Tonder, Attorney-at-Law

**NEW**

As the baby boomer population lives longer, attorneys will see an increase in services to this population. This course is designed to familiarize paralegals with the legal areas needed by this population and better assist attorneys in servicing them. This course will specifically address disability planning, Social Security, Medicare, Medicaid, and Veteran's benefits. Additional topics covered include diminished capacity, differences between Conservatorships and Guardianships, estate planning and administration, and how to recognize signs of Elder abuse.

TEXTBOOK: Elder Law, most current edition by Nancy Gallo (ISBN 1401842577)

13FLA354AG, 9/12/2013 - 10/31/2013  
8 Sessions, Th 6:00 PM to 8:00 PM  
1.6 CEU, \$159

## Paralegal Studies Certificate Program

*The USA Paralegal Studies Certificate program is designed to give you the essential skills needed to manage law office operations, assist attorneys in case preparation and management, and even perform routine tasks in support of attorneys.*

*Consisting of 16 classes, the Paralegal Studies Certificate requires the successful completion of nine required courses and seven electives. Students taking two classes per term can complete the program in two years. All courses meet in the evening, making it a perfect option for anyone currently working.*

**Want more info on the  
Paralegal Studies  
Certificate?**





**Golf-Basic**

Randall Anastasio

Learn the basic skills of hitting irons, woods, chipping and putting. Course will also cover proper etiquette on the course and the basic rules of golf. Group lessons will be held on the driving range and practice greens. In case of inclement weather, a classroom is available.

13FSP103AG, 8/20/2013 - 12/3/2013

15 Sessions, Tu from 12:30 PM to 2:00 PM

2.25 CEUs, \$139

**No Class: Fall Break - Oct 7-8**

13FSP103BG, 8/21/2013 - 12/4/2013

15 Sessions, W from 12:20 PM to 2:00 PM

2.5 CEUs, \$139

13FSP103CG, 8/22/2013 - 12/5/2013

15 Sessions, Th from 12:30 PM to 2:00 PM

2.25 CEUs, \$139

**No Class: Thanksgiving Holiday Nov 27-Dec 1, 2013****Intermediate Golf**

Greg Hamilton

Review the "full swing" skills, chipping, putting and sand play. You will learn techniques to execute shots from special circumstances. Course will also cover practice, conditioning, and improving your game.

NOTE: In case of inclement weather, a classroom is available.

NOTE: Clubs can be provided if necessary.

PREREQUISITE: Completion of a beginners golf course or a score of 60 or less in 9 holes (women) or 50 or less (men).

13FSP101AG, 8/22/2013 - 12/5/2013

15 Sessions, Th from 2:00 PM to 3:40 PM

2.5 CEUs, \$139

**No Class: Thanksgiving Holiday Nov 27-Dec 1, 2013****Disc Golf**

Randall Anastasio

Disc golf is a lot like traditional "ball" golf, except players use specially made plastic flying discs instead of balls and clubs, and throw them for 'par' at an above-ground target instead of a hole in the ground. There are different types of discs used for different purposes, much like ball golfers use different clubs. The object of the game is to throw a golf disc into the target, typically a "Pole Hole" basket (a steel basket over which chains hang), in the fewest number of throws. The player begins by 'driving' from a designated tee area and continues toward the target, throwing each consecutive shot from the spot where the previous throw has landed. Finally, a successful 'putt' sends the disc into the target. The most satisfying sound a disc golfer can hear is the 'ching!' of a disc crashing the chains before dropping into the basket. Come learn the fundamentals of disc golf, rules, etiquette, and identify strategies, techniques, and personal skills needed in disc golf. You should be ready to play 18 holes at the completion of the course and see an improvement in distance, accuracy and scores. Wear appropriate apparel for walking and throwing disc outdoors. Basic throwing discs will be available.

13FSP129AG, 8/20/2013 - 12/3/2013

15 Sessions, Tu from 12:30 PM to 2:10 AM

2.5 CEUs, \$139

**No Class - Fall Break OCT 7-8, 2013; Thanksgiving Holiday NOV 27-DEC 1, 2013****Jogging**

Randall Anastasio

Understand the basics of running/jogging, including warm-up and cool-down, the fundamentals of form, and how long and how often to run. Topics also include proper clothing and shoes, alternate techniques of conditioning, and the connection between jogging and weight control.

13FSP650AG, 8/19/2013 - 12/4/2013

29 Sessions, M and W from 8:00 AM to 8:50 AM

2.42 CEUs, \$139

**No Class: Labor Day Sept 2; Fall Break Oct 7-8; Thanksgiving Holiday Nov 27-Dec 1, 2013****REGISTRATION FOR THESE CLASSES ENDS AUGUST 21**

No registrations for these classes will be accepted after this date.

You must be 19 or older to register for classes on this page.

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## Beginner's Bowling

Randall Anastasio

Learn the basics of bowling at Camellia Bowling Lanes. You will learn beginning bowling terminology and etiquette, as well as the four-step approach, ball control and pin bowling.

13FSP250AG, 8/19/2013 - 12/2/2013  
14 Sessions, M from 2:30 PM to 3:45 PM  
1.75 CEUs, \$139

13FSP250BG, 8/20/2013 - 12/3/2013  
15 Sessions, Tu from 2:30 PM to 3:45 PM  
1.88 CEUs, \$139

13FSP250CG, 8/21/2013 - 12/4/2013  
15 Sessions, W from 2:30 PM to 3:45 PM  
1.88 CEUs, \$139

13FSP250DG, 8/22/2013 - 12/5/2013  
15 Sessions, Th from 2:30 PM to 3:45 PM  
1.88 CEUs, \$139

**No Class: Fall Break Oct 7-8, 2013;  
Thanksgiving Holiday Nov 27-Dec 1, 2013**

## Racquetball

Randall Anastasio

Racquetball is an exciting year-round sport ... fast-paced and mentally stimulating. Beginners are invited to learn correct techniques, skills and strategies. You may compete in singles and doubles play as the course progresses. Enroll with a friend for a wonderful time and a healthy workout.

13FSP400AG, 8/19/2013 - 12/4/2013  
29 Sessions, M and W from 9:05 to 9:55 AM  
2.42 CEUs, \$139

13FSP400BG, 8/19/2013 - 12/4/2013  
29 Sessions, M and W from 10:10 to 11:00 AM  
2.42 CEUs, \$139

13FSP400CG, 8/20/2013 - 12/5/2013  
30 Sessions, Tu and Th from 8:00 to 8:50 AM  
2.5 CEUs, \$139

13FSP400DG, 8/20/2013 - 12/5/2013  
30 Sessions, Tu and Th from 9:30 to 10:20 AM  
2.5 CEUs, \$139

**No Class: Labor Day Sept 2; Fall Break Oct 7-8; Thanksgiving Holiday Nov 27- Dec 1, 2013**

## Weight Training

Randall Anastasio

A progressive conditioning course using isotonic contraction for the development of strength and muscular endurance. You will learn proper warm up and stretching techniques, the benefits of resistance training, proper lifting techniques and the benefits associated with weight training. Weight training has been shown to better define and sculpt muscles resulting in a more toned appearance.

13FSP310AG, 8/19/2013 - 12/4/2013  
29 Sessions, M and W from 9:05 AM to 9:55 AM  
2.42 CEUs, \$139

13FSP310BG, 8/19/2013 - 12/4/2013  
29 Sessions, M and W from 10:10 to 11:00 AM  
2.42 CEUs, \$139

13FSP310CG, 8/20/2013 - 12/5/2013  
30 Sessions, Tu and Th from 8:00 to 8:50 AM  
2.5 CEUs, \$139

13FSP310DG, 8/20/2013 - 12/5/2013  
30 Sessions, Tu and Th from 9:30 to 10:20 AM  
2.5 CEUs, \$139

13FSP310EG, 8/19/2013 - 12/4/2013  
29 Sessions, M and W from 2:30 to 3:20 PM  
2.42 CEUs, \$139

**No Class: Labor Day - Sept 2, 2013; Fall Break Oct 7-8; Thanksgiving Holiday Nov 27- Dec 1, 2013**

## HELP YOUR FAVORITE CLASS MAKE!

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# **Beginner's Tennis**

Randall Anastasio

Brian A. Allred, M.A., C.R.S.S.

Learn the fundamentals of an active and popular sport. Forehand and backhand ground strokes, volley, approach shots, and the serve will be covered. Additionally, you will learn the rules of the game, strategy, and singles and double play. This course is progressive as new skills and techniques are introduced each week.

*Please bring a racquet to each class.*

13FSP470AG, Randall Anastasio

8/19/2013 - 12/4/2013

29 Sessions, M and W from 9:05 to 9:55 AM

2.42 CEUs, \$139

13FSP470BG, Brian A. Allred, M.A., C.R.S.S.

8/19/2013 - 12/4/2013

29 Sessions, M and W from 10:10 to 11:00 AM

2.42 CEUs, \$139

13FSP470CG, Randall Anastasio

8/20/2013 - 12/5/2013

30 Sessions, Tu and Th from 9:30 to 10:20 AM

2.5 CEUs, \$139

13FSP470DG, Randall Anastasio

8/20/2013 - 12/5/2013

30 Sessions, Tu and Th from 11:00 to 11:50 AM

2.5 CEUs, \$139

**No class: Labor Day Sept 2 ; Fall Break Oct 7-8; Thanksgiving Holiday Nov 27-Dec 1, 2013**

# **Gymnastics**

Steven F. Pugh, Ph.D.

Develop the basic concepts, skills, and techniques used in gymnastics. You will learn safety factors involved in the skills and techniques. Topics include: jumps, rolls, scales and balances, springs combination, vaulting, and much more.

13FSP700AG, 8/20/2013 - 12/5/2013

30 Sessions, Tu and Th from 12:30 to 1:20 PM

2.5 CEUs, \$139

**No Class: Fall Break Oct 7-8, 2013; Thanksgiving Holiday Nov 27-Dec 1, 2013**

# **Volleyball**

Randall Anastasio

This course will familiarize you with the basic elements of volleyball including scoring, defending and attacking. Topics to be covered include: rotation, digs, passing, sets, spikes, dinks, basic team strategy and defensive skills.

13FSP580AG, 8/20/2013 - 12/5/2013

30 Sessions, Tu and Th from 9:30 to 10:20 AM

2.5 CEUs, \$139

13FSP580BG, 8/20/2013 - 12/5/2013

30 Sessions, Tu and Th from 11:00 to 11:50 AM

2.5 CEUs, \$139

**No Class: Fall Break Oct 7-8; Thanksgiving Holiday Nov 27-Dec 1, 2013**

# **Indoor Cycling**

Sarah S. Schrenk, M.S., AFAA Certified

Lori H. Huber

Join this great indoor cycling class at the new Student Recreation Center. This non-impact class is done on exercise bikes. Come and improve your cardio fitness, muscular endurance, and strength. Improvements in flexibility will also be addressed. All levels of physical fitness are welcome.

Bike shorts or a gel seat are recommended.

13FSP485AG, Sarah S. Schrenk, M.S.,

AFAA Certified

8/19/2013 - 12/4/2013

29 Sessions, M and W from 11:15 AM to 12:05 PM

2.42 CEUs, \$139

13FSP485BG, Lori H. Huber

8/20/2013 - 12/5/2013

30 Sessions, Tu and Th from 11:00 to 11:50 AM

2.5 CEUs, \$139

**No Class: Labor Day Sept 2, 2013; Fall Break Oct 7-8, 2013; Thanksgiving Holiday Nov 27-Dec 1, 2013**

# **HELP YOUR FAVORITE CLASS MAKE!**

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# **REGISTRATION FOR THESE CLASSES ENDS AUGUST 21**

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**Table Tennis**

Yan J. Ge

This fast-paced class is for the serious ping-pong player. Yan Ge is a national table tennis champion from the city of Beijing in the People's Republic of China. Fundamentals of the sport will be covered and playing techniques will be stressed for both singles and doubles play.

13FSP450AG, 8/19/2013 - 12/4/2013

29 Sessions, M and Th from 10:10 to 11:00 AM

2.42 CEUs, \$139

13FSP450BG, 8/19/2013 - 12/4/2013

29 Sessions, M and W from 11:15 to 12:05 PM

2.42 CEUs, \$139

13FSP450CG, 8/20/2013 - 12/5/2013

30 Sessions, Tu and Th from 9:30 to 10:20 PM

2.5 CEUs, \$139

**No Class: Labor Day Sept 2; Fall Break Oct 7-8; Thanksgiving Holiday Nov 27- Dec 1, 2013**

**Basketball**

Randall Anastasio

This course will familiarize you with the basic rules and fundamental skills of the game of basketball. Topics to be covered include: defensive and offensive skills and strategy, dribbling, passing, shooting, two-man game, pick and roll, give and go, screening and footwork.

13FSP560AG, 8/20/2013 - 12/5/2013

30 Sessions, Tu and Th from 12:30 to 1:20 PM

2.5 CEUs, \$139

**No Class: Fall Break Oct 7-8; Thanksgiving Holiday Nov 27-Dec 1, 2013**

*Stay in the "know" on what's coming up, new courses being developed, discounts only available to our Facebook fans.*

**American Red Cross First Aid: Responding to Emergencies**

Alexandra S. Barter, M.Ed., ARC Certified Instructor

This course is designed to help the citizen responder react in respiratory and circulatory emergencies and provide care in life threatening situations of cardiac arrest, shock, and bleeding. Course covers first aid for musculoskeletal injuries and sudden illnesses and more. This course is a complete first aid program with certification offered in Adult CPR and First Aid.

**TEXTBOOK:** First Aid: Responding to Emergencies

**NOTE:** Final Certification Exam Date (check with instructor).

13FHL500AG, 8/19/2013 - 12/2/2013

14 Sessions, M from 10:10 AM to 11:00 AM

1.17 CEUs, \$139

13FHL500BG, 8/21/2013 - 12/4/2013

15 Sessions, W from 10:10 AM to 11:00 AM

1.25 CEUs, \$139

13FHL500CG, 8/19/2013 - 12/2/2013

14 Sessions, M from 11:15 AM to 12:05 PM

1.17 CEUs, \$139

13FHL500DG, 8/21/2013 - 12/4/2013

15 Sessions, W from 11:15 AM to 12:05 PM

1.25 CEUs, \$139

13FHL500FG, 8/19/2013 - 12/2/2013

14 Sessions, M from 6:00 PM to 6:50 PM

1.17 CEUs, \$139

**No Class: Labor Day Sept. 2; Fall Break Oct 7-8; Thanksgiving Holiday Nov 27-29, 2013**

**Wii Fit**

Randall Anastasio

Instruction and practice in physical activity using the Wii System

13FSP130AG, 8/19/2013 - 12/4/2013

29 Sessions, M and W from 12:20 PM to 1:10 PM

2.42 CEUs, \$139

**No Class Labor Day Sept 2, 2014; Fall Break Oct 7-8; Thanksgiving Holiday Nov 27-Dec 1**

**REGISTRATION FOR THESE CLASSES ENDS AUGUST 21**

No registrations for these classes will be accepted after this date.

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**Karate I**

Phylis A. Logsdon, 4th Degree blackbelt (Yondan), M.S.

Richard A. Lightcap, 2nd Degree blackbelt (Nidan)

This beginning course is based on traditional teaching methods that gradually build balance, conditioning, flexibility, and concentration. Techniques include blocking, punching, striking, and kicking. This course focuses on kihon (basics), kata (form), and sanbon kumite (three step sparring). The first kata, Heian Shodan, is taught.

13FKA100AG, Phylis A. Logsdon,  
4th Degree blackbelt (Yondan), M.S.

8/19/2013 - 12/4/2013

29 Sessions, M and W from 12:20 to 1:10 PM

2.42 CEUs, \$139

13FKA100BG, Richard A. Lightcap,  
2nd Degree blackbelt (Nidan)

8/20/2013 - 12/5/2013

30 Sessions, Tu and Th from 5:00 to 5:50 PM

2.5 CEUs, \$139

**No Classes: Labor Day Sept 2; Fall Break  
Oct 7-8; Thanksgiving Holiday Nov 27-Dec  
1, 2013**

**Interim Shotokan Karate Session**

Steve Van Fleet, M.S., 3rd Degree Black Belt

Designed for intermediate and advanced karate students who wish to continue their karate training between semesters. This course will provide an additional emphasis on kime (focus) training, timing exercises and kata application review. A short-term session.

13FKA450AG, 12/10/2013 - 1/9/2014

7 Sessions, Tu and Th from 6:00 PM to 6:50 PM

.5 CEU, \$35

**No class on December 24, 26, & 31, 2013  
due to the holiday season.**

**Karate II**

Phylis A. Logsdon, 4th Degree blackbelt (Yondan), M.S.

James T. Williams, 2nd Degree Blackbelt (Nidan)

This is a continuation of the beginning course that expands the concepts of this traditional martial art. Training in the katas (forms) through the Heians and advanced kata takes the student into the higher levels. Additional techniques and applications expand the concepts of this art. Black belt training is also incorporated in this class.

**PREREQUISITE:** Karate I (yellow, orange and green belts recommended)

13FKA200AG, Phylis A. Logsdon, 4th Degree blackbelt (Yondan), M.S.

8/19/2013 - 12/4/2013

29 Sessions, M and W from 1:25 PM to 2:15 PM

2.42 CEUs, \$139

13FKA200BG, James T. Williams, 2nd Degree Blackbelt (Nidan)

8/20/2013 - 12/5/2013

30 Sessions, Tu and Th from 6:00 PM to 6:50 PM

2.5 CEUs, \$139

**NO CLASSES: Labor Day Sept 2; Fall Break  
Oct 7-8; Thanksgiving Holiday Nov 27-  
Dec 1, 2013**

**Self Defense For Women**

Phillip M. Norrell, Sandan, Ed.D.

This course will cover the basic and advanced curriculum developed by the Rape Aggression Defense Systems (RAD). This is a comprehensive, women-only, course that begins with awareness, prevention, risk reduction and risk avoidance, while progressing on to the basics of hands-on defense training. Lecture, demonstration, explanation, repetition (static and fluid) dynamic impact (striking props), and dynamic simulation will be utilized as methods of instruction. The objective of this course is to inform and educate women self defense moves if ever approached in an attacked situation.

13FSP820AG, 8/19/2013 - 12/4/2013

29 Sessions, M and W from 11:15 AM to 12:05 PM

2.42 CEUs, \$139

**No class: Labor Day Sept 2; Fall Break Oct  
7-8; Thanksgiving Class Nov 27-Dec 1**

**REGISTRATION FOR THESE CLASSES ENDS AUGUST 21**

No registrations for these classes will be accepted after this date.

You must be 19 or older to register for classes on this page.

www.usacontinuinged.com • 251.405.9928

# 38<sup>TH</sup> FALL KARATE TRAINING CAMP

This annual karate training camp is designed for any style karate student. The focus is on basic techniques, kata, sparring, and Shotokan style karate. An instructor's training session is included.

USA has been involved in Shotokan karate training for more than 43 years and Master Mikami has instructed the karate training camp since it began 36 years ago. Sensei Takayuki Mikami, 8th dan black belt (JKA hachi dan), is Chief Instructor of ASKF which he founded in 1965. Mr. Mikami, a native of Japan, was the first certified instructor sent overseas by the Japan Karate Association (JKA). He was the All-Japan Kumite (free fighting) champion twice and three time All-Japan Kata (forms) champion. Master Mikami was recently elected Senior Technical Advisor to the JKA. He is currently the Founder, Chief Instructor and Chairman of the Japan Karate Association American Federation (JKA/AF). It is an affiliated member of the JKA World Federation in Tokyo, Japan.

The camp spirit is meant to foster rigorous training from beginning to end like it is one unit or one complete experience. For this reason, rates for individual sessions are discouraged.

13FKA500AG, 10/18/2013 - 10/20/2013  
3 Sessions, F, Sa and Su from 8:00 AM to 8:00 PM  
0.8 CEUs, \$99

## REGISTER BY SEPTEMBER 27 & SAVE \$10

Karate Camp will be held in Jaguar Gym located in the HPELS building. From Old Shell Rd., turn onto Jaguar Dr. Park in parking lot on the right. Parking permits won't be necessary since this program is after hours and on the weekend. Please park in the blue or white spaces on campus and avoid handicap, no parking zones, fire lanes etc.



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*Congratulations to Phyllis Logsdon for achieving Yondan (4th degree black belt), and Richard Lightcap for achieving Nidan (2nd degree blackbelt).*

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[WWW.USACONTINUINGED.COM](http://WWW.USACONTINUINGED.COM)

**Soo Bahk Do: Beginning**

Steven A. Diaz, Ph.D., 6th degree Master Instructor

Soo Bahk Do is a traditional Korean martial art with a history that spans 2000 years. It is a distinctly unique martial art that focuses on developing mind, body and spirit to develop a functional capability in its practitioners through the practice of the combat oriented exercises. This training conditions the mind and body for the realities of unarmed self defense and provides for a high degree of personal awareness. As an art form, it focuses on form, theory and aesthetics. As a system of self defense, Soo Bahk Do has great practical applications. Through systematic instruction, Soo Bahk Do teaches step-by-step methods of utilizing your body's energies in self defense. The training conditions the whole person- mind, body and spirit; to effectively generate, organize and disperse your body's energy in a powerful, focused way. This course is designed to you with the basic skills to perform traditional Soo Bahk Do techniques. The course will focus on beginner conditioning and flexibility exercises, and the step by step instruction of basic hand and foot movements. Beginner self defense and hand-to-hand practice with partners will also be introduced.

NOTE: Uniform is required.

13FKA740AG, 8/24/2013 - 11/23/2013

14 Sessions, Sa from 9:05 AM to 10:50 AM

2.45 CEUs, \$139

**No Class: Thanksgiving Holiday Nov 27-Dec 1, 2013**

**Soo Bahk Do: Intermediate**

Steven A. Diaz, Ph.D., 6th degree Master Instructor

This intermediate course of Soo Bahk Do is designed for students who have completed the beginner course of this traditional Korean martial art. Focusing on the development of mind, body and spirit, intermediate training involves a completion of basic movements and an introduction to pre-sequenced and non-sequenced sparring techniques.

NOTE: Uniform is required.

PREREQUISITE: Soo Bahk Do: Beginner

13FKA741AG, 8/24/2013 - 11/23/2013

14 Sessions, Sa from 11:00 AM to 12:50 PM

2.57 CEUs, \$139

**No Class: Thanksgiving Holiday Nov 27-Dec 1, 2013**

**Aikido**

Phillip M. Norrell, Sandan, Ed.D.

Interested in learning self-defense techniques but are concerned that you may not be strong or aggressive enough to benefit from martial arts training? Then Aikido, a defensive, but effective Japanese martial art-is a must for you! Aikido emphasizes the use of natural movement, avoidance, off-balances and redirection of an attacker's force to overcome aggression. Aikido allows you to come to a peaceful resolution while causing the least amount of harm even if the opponent is larger and stronger than you.

Textbook: Aikido: Principles of Kata and Randori

13FKA745AG, 8/19/2013 - 12/4/2013

29 Sessions, M and W from 1:25 - 2:15 PM

2.42 CEUs, \$139

**NO CLASSES: Labor Day Sept 2; Fall Break Oct 7-8; Thanksgiving Holiday Nov 27-Dec 1, 2013.**

## HELP YOUR FAVORITE CLASS MAKE!

Decisions to cancel a course due to low enrollments are made **THREE** business days prior to class start date.

## REGISTRATION FOR THESE CLASSES ENDS AUGUST 21

No registrations for these classes will be accepted after this date.

You must be 19 or older to register for classes on this page.

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**American Red Cross Water Safety Instructor**

Alexandra S. Barter, M.Ed., ARC Certified Instructor

The purpose of this course is to train instructor candidates to become American Red Cross Water Safety Instructors. Instruction included development of personal water safety and swimming skills. Candidates will learn to prepare and use block plans and lesson plans for all levels of swimming instruction from infant, preschool stage through adult levels. Upon successful completion of skills and written tests candidates will receive Water Safety Instructor Certification. Attendance at all class sessions is essential if certification is desired. Candidates must be 17 years of age or older.

**Course Prerequisites:** Front Crawl (freestyle) 50 yards; Back Crawl 50 yards; Sidestroke 50 yards; Breaststroke 50 yards; Elementary Backstroke 50 yards; Butterfly 10 yards; Standing Front Dive; perform a reaching assist; perform wading assist; and a throwing assist to a victim, using equipment and bring to safety. Perform a long shallow dive, then perform a surface dive and retrieve a 10 lb. diving brick from 6 to 9 feet of water, bring the brick to the surface. Enter shallow water and approach a face down victim with suspected spinal injury. Use the head splint to maintain in-line stabilization.

**LOCATION:** 1st class HPELS 2036, then USA pool.

**TEXTBOOKS:** American Red Cross Swimming and Diving, American Red Cross Water Safety Instructors Manual, and American Red Cross Instructor Candidate Training Participants Manual.

13FSP221AG, 8/20/2013 - 12/5/2013  
30 Sessions, Tu and Th from 2:00 to 4:30 PM  
7.5 CEUs, \$314

**No Class: Fall Break Oct 7-8; Thanksgiving Holiday Nov 27 - Dec 1, 2013**

**Beginning Swimming**

Alexandra S. Barter, M.Ed., ARC Certified Instructor

Instruction and practice in beginning swimming and water safety. You will have the opportunity to become more confident in and around water and have an opportunity to participate in an outstanding form of exercise.

13FSP800AG, 8/20/2013 - 12/5/2013  
30 Sessions, Tu and Th from 12:30 to 1:20 PM  
2.5 CEUs, \$139

**No Class: Fall Break Oct 7-8; Thanksgiving Holiday Nov 27-Dec 1, 2013**

**Aquatic Recreation**

Daphne L. Tyson

Swimming is a great way to keep your body in shape or to start an exercise routine. Resisting your body against the water is gentler on your joints and your muscle groups. Join the USA staff and discover exercises used in aquatics to define your muscles and to get in great shape. You will learn how to correctly use these exercises and how to work them effectively.

13FSP804AG, 8/20/2013 - 12/5/2013  
30 Sessions, Tu and Th from 2:00 to 2:50 PM  
2.5 CEUs, \$139

**No Class: Fall Break Oct 7-8, 2013; Thanksgiving Holiday Nov 27- Dec 1, 2013**

## HELP YOUR FAVORITE CLASS MAKE!

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**REGISTRATION FOR THESE CLASSES ENDS AUGUST 21**

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**Latin Dance**

Aleesha S. Palombo, M.Ed.,  
Dance Choreographer

This course will help you develop an understanding of Latin Dance. Through movement participation, vocabulary understanding, visual aids and partnering you will become knowledgeable of the history of Latin Dance as well as the various Latin music, techniques and dance forms.

NOTE: Wear smooth sole shoes, no tennis shoes

13FDA570AG, 8/20/2013 - 12/3/2013

15 Sessions, Tu from 2:00 PM to 3:15 PM

1.88 CEUs, \$139

**No class Fall Break Oct 7-8, 2013;**



*Get in a dancing mood with Aleesha. Choose from Latin, Cajun, or Ballroom. All three are excellent exercise and fun to learn.*

**Cajun & Swing Dance**

Aleesha S. Palombo, M.Ed.,  
Dance Choreographer

This course will help you develop an understanding of Cajun and Swing Dancing. Through movement participation, vocabulary understanding, visual aids and partnering you will become knowledgeable of the history of Cajun and Swing Dance as well as the various techniques, dances and styles of this form of dance.

NOTE: Wear smooth sole shoes, no tennis shoes

13FDA515AG, 8/21/2013 - 12/4/2013

15 Sessions, W from 6:00 PM to 7:15 PM

1.88 CEUs, \$139

**No Class - Thanksgiving Holidays - Nov 27-Dec 1, 2013**

**Ballroom and Swing Dance**

Aleesha S. Palombo, M.Ed.,  
Dance Choreographer

Take a trip down memory lane and enjoy the smooth sounds of the Big Band era! Learn many popular dances including the Swing, the Waltz, the Fox Trot, the Cha Cha and the Cotton-Eyed Joe. In addition to learning steps, you will be introduced to other essentials such as rhythm, timing, variations of dances and dance etiquette. Wear comfortable clothes.

13FDA500AG, 8/21/2013 - 12/4/2013

15 Sessions, W from 4:40 PM to 5:55 PM

1.88 CEUs, \$139

**No Class - Thanksgiving Holidays - Nov 27-Dec 1, 2013**

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**Ballet I**

Aleesha S. Palombo, M.Ed.,  
Dance Choreographer

Join Aleesha Smith Palombo for the finer "pointes" of ballet. Enjoy this classic art form with emphasis on developing the strength and flexibility necessary for proper body alignment. The course will teach all levels of expertise and you are encouraged to progress at your own pace.

**NOTE:** Wear leotard, tights and ballet slippers.

13FDA050AG, 8/22/2013 - 12/5/2013  
15 Sessions, Th from 2:00 PM to 3:15 PM  
1.88 CEUs, \$115

**No Class : Thanksgiving Holiday - Nov 27-Dec 1, 2013**

### **Movement, Rhythms and Developmental Activities**

Aleesha S. Palombo, M.Ed.,  
Dance Choreographer

This course begins with movement awareness and basic movement skills, and progresses to rhythmic activities such as the traditional dance steps in folk and square dancing. Developmental games and relays are also explained and practiced. Basic manipulative skills of controlling and propelling moveable objects are practiced with jump ropes.

13FDA301AG, 8/19/2013 - 12/4/2013  
29 Sessions, M and W from 9:05 to 10:20 AM  
3.63 CEUs, \$139

**No Classes: Labor Day Sept 2; Fall Break Oct 7-8; Thanksgiving Holidays - Nov 27-Dec 1, 2013**

### **Dance: Lyrical Contemporary**

Aleesha S. Palombo, M.Ed.,  
Dance Choreographer

Instruction and practice in Lyrical Contemporary dance. A varying-content course with exposure to various skill levels and modern and contemporary styles.

13FDA590AG, 8/21/2013 - 12/4/2013  
15 Sessions, W from 11:15 AM to 12:30 PM  
1.88 CEUs, \$139

**No Class - Thanksgiving Holidays - Nov 27-Dec 1, 2013**

**Pilates**

Sara J. Hendrix

This course is designed to improve muscular flexibility, strength, balance, coordination and posture without adding muscle bulk. Additionally, pilates increases circulation, helps to sculpt the body and strengthens the torso. People who do pilates regularly feel they have better posture, are less prone to injury, and experience better overall health.

13FSP330AG, 8/19/2013 - 12/4/2013  
29 Sessions, M and W from 4:40 to 5:30 PM  
2.42 CEUs, \$139

13FSP330BG, 8/19/2013 - 12/4/2013  
29 Sessions, M and W from 7:00 to 7:50 PM  
2.42 CEUs, \$139

**No Class: Labor Day - Sept 2; Fall Break Oct 7-8; Thanksgiving Holiday Nov 27-Dec 1, 2013**

**Yoga**

Daphne L. Tyson  
Sarah S. Schrenk, M.S., AFAA Certified

You will learn how to stretch the body gently, increase flexibility, and use breathing techniques to improve health and calm the mind. Guided relaxation exercises will show participants ways to reduce stress and tension.

**NOTE: Bring exercise mat to class.**

13FDA452AG, Daphne L. Tyson  
8/19/2013 - 12/4/2013  
29 Sessions, M and W from 1:25 to 2:15 PM  
2.42 CEUs, \$139

13FDA452BG, Sarah S. Schrenk, M.S.,  
AFAA Certified  
8/19/2013 - 12/4/2013  
29 Sessions, M and W from 10:10 to 11:00 AM  
2.42 CEUs, \$139

**No Class - Labor Day Sept 2, 2013; Fall Break Oct 7-8, 2013; Thanksgiving Holidays - Nov 27-Dec 1, 2013**

## **REGISTRATION FOR THESE CLASSES ENDS AUGUST 21**

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You must be 19 or older to register for classes on this page.

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## Step Aerobics

Randy Anastasio

This course provides a fun, exciting and challenging low impact aerobic workout with minimal stress to the joints. You will begin by learning the fundamentals of STEP Aerobics and progress to more complex routines. All fitness levels can enjoy this class by adjusting the bench height. Wear exercise clothes and tennis shoes, and bring a bottle of water. Feel free to use the locker rooms in the USA Gymnasium.

13FDA390AG, 8/19/2013 - 12/4/2013  
29 Sessions, M and W from 2:30 to 3:20 PM  
2.42 CEUs, \$139

**No Classes: Labor Day Sept. 2; Fall Break Oct 7-8; Thanksgiving Holidays - Nov 27-Dec 1, 2013**

## Aerobics

Aleesha S. Palombo, M.Ed.,  
Dance Choreographer

Aerobic exercise is a physical fitness program that offers complete and effective conditioning. It involves jogging, jumping, lunging, kicking, and stretching to music.

13FDA395AG, 8/20/2013 - 12/5/2013  
30 Sessions, Tu and Th from 12:30 to 1:20 PM  
2.5 CEUs, \$139

**No class Fall Break Oct 7-8, 2013; Thanksgiving Holidays - Nov 27-Dec 1, 2013**

## Cardio Mix Fitness

Randy Anastasio

If you easily get bored with your cardio workout, this class has been designed for you. With sessions focused on various cardio activities, you accomplish your workout and stay motivated to continue your exercise program. Kickboxing, step aerobics, traditional floor aerobics (hi- and low-impact) and dance aerobics will be covered throughout the course. All levels of physical fitness are welcomed as you learn guidelines for each type of cardio exercise and understand how to build your own exercise program.

13FDA389AG, 8/20/2013 - 12/5/2013  
30 Sessions, Tu and Th from 8:00 to 8:50 AM  
2.5 CEUs, \$139

**No Class: Fall Break Oct 7-8, 2013; Thanksgiving Holidays - Nov 27-Dec 1, 2013**

## Muscle Toning and Conditioning

Randall Anastasio

Sara J Hendrix

This is a physical activity class which includes various methods of physical conditioning. Through active participation, you will develop knowledge and skills sufficiently adequate to toning all muscle groups of the body using weights, resistance tubes and other equipment, as provided, as well as to increase cardioconditioning. Agility, coordination and balance, strength, flexibility, posture and good positioning will also be gained.

Bring exercise mat to each class.

13FSP320AG, Randall Anastasio  
8/20/2013 - 12/5/2013  
30 Sessions, Tu and Th from 9:30 to 10:20 AM  
2.5 CEUs, \$139

13FSP320BG, Sara J. Hendrix  
8/20/2013 - 12/5/2013  
30 Sessions, Tu and Th from 6:00 to 6:50 PM  
2.5 CEUs, \$139

13FSP320CG, Sara J Hendrix  
8/20/2013 - 12/5/2013  
30 Sessions, Tu and Th from 7:00 to 7:50 PM  
2.5 CEUs, \$139

**No Class: Fall Break Oct 7-8; Thanksgiving Holiday Nov 27-Dec 1, 2013**

## REGISTRATION FOR THESE CLASSES ENDS AUGUST 21

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- Anyone 19 years or older can attend Special Courses. Individuals under 18 may enroll in our Exam Reviews, Speed reading, and Camp/Youth Programs.

- Continuing Education Units (CEUs) are awarded for many Special Courses. One CEU is equal to "ten contact hours of participating in any organized, continuing education experience under responsible sponsorship, capable direction and qualified instruction."

**NOTE:** CEUs for most courses are only awarded for successful completion of classes as defined by attendance at 80% of class sessions, unless otherwise specified in course descriptions. For questions regarding CEUs for specific organizations, please contact our office.

- The Special Courses office maintains all student records; records or transcripts may be requested at any time by calling TEL: (251) 405 - 9928 for a \$5 fee.

- Textbook requirements are listed below course descriptions. For many courses, you will need to purchase the text. For specific textbook information, contact the University of South Alabama Bookstore at 251-460-7011. Textbooks for instructor-led Special Courses are in the Continuing Education section of the textbook department.

- Some Course fees include the cost of the text or other course materials. These textbook costs are non-refundable if you attend the first class meeting. Please see the individual course descriptions for further details.

- If you need any of the auxiliary aids or services identified in the Americans with Disabilities Act, please call (251)405-9928.

- USA publishes certain crime statistics for the most recent three-year period as required by the 1990 Jeanne Clery Act. The Annual Security and Fire Safety Report is required by federal law and contains policy statements and crime statistics for the school. The report is available online at: [www.southalabama.edu/police/clery.html](http://www.southalabama.edu/police/clery.html)

- The Center for Continuing Education follows official USA decisions regarding class closings. Information on class closings due to inclement weather or other emergencies can be obtained by calling the **USA Emergency/Weather Hotline** at 251-460-6999 or online at [www.southalabama.edu](http://www.southalabama.edu)

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- Up to 3 business days prior to 1st class meeting - **full refund**

- After 3 business days prior to 1st class meeting - **no refund**

- Failure to attend DOES NOT constitute withdrawal

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Wednesday.....Friday prior before 5 p.m.

Thursday.....Monday prior before 5 p.m.

Friday.....Tuesday prior before 5 p.m.

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Sunday.....Wednesday prior before 5 p.m.

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### If you wish to conveniently register online:

- Go to [www.usacontinuinged.com](http://www.usacontinuinged.com) and click on **ONLINE REGISTRATION**
- Click on **SIGN UP** to create your account
- The next screen will be **ADD NEW ACCOUNT**, fill in all required information (\*) and click on **ADD ACCOUNT** when done.
- Once your account is created, go to our course listing page and select the course(s) you wish to attend
- The next screen will show you full information on the course selected, click **ENROLL YOURSELF**
- At the next screen you can save this course to your cart and add more, or **PROCEED TO CHECKOUT**.
- At checkout, you will enter your credit card information; your card will be charged at that time and you will receive a confirmation by email with course(s) details and receipt of your payment.
- **NO REFUNDS CAN BE PROCESSED ONLINE, YOU MUST CONTACT OUR OFFICE FOR REFUNDS ACCORDING TO THE POLICY ABOVE.**

## WAYS TO REGISTER



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See page 30 for instructions  
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### IN PERSON

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### BY PHONE

(251) 405-9928  
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USA School of Continuing Education & Special Programs  
USA Main Campus  
Alpha Hall East  
Dean's Office, Room 101  
555 University Boulevard North  
Monday-Friday, 8 a.m. - 5 p.m.  
(checks/credit cards)



### BY FAX

(251) 405-9931  
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### BY MAIL

USA Center for Continuing Education  
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We gladly accept the following for registration fees:



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Are you a new student? \_\_\_\_ Yes \_\_\_\_ No

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(2) Course Name: \_\_\_\_\_ Course # \_\_\_\_\_

Start Date: \_\_\_\_\_ Time: \_\_\_\_\_ Fee: \_\_\_\_\_

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