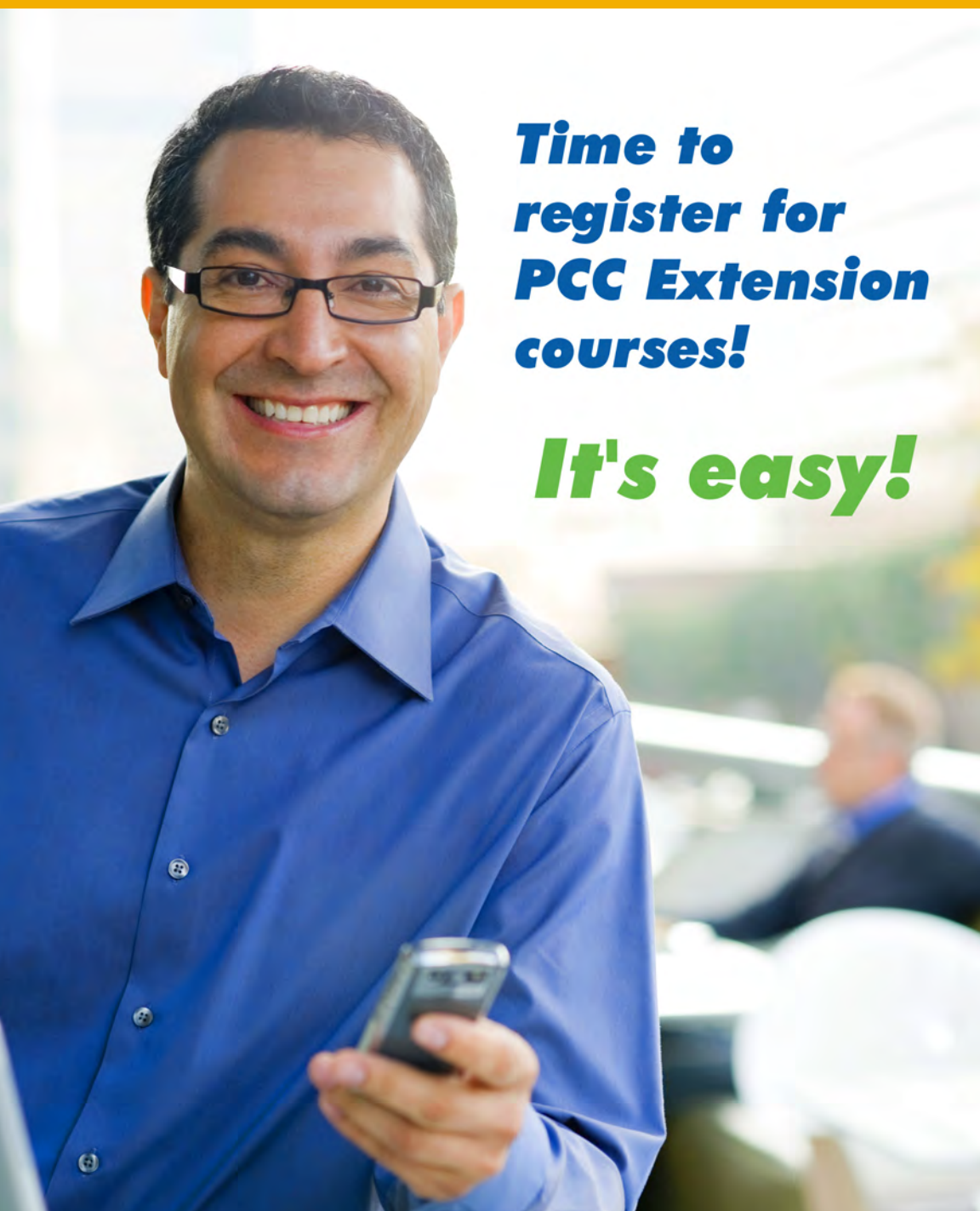


PCC Extension

CLASSES FOR THE COMMUNITY



***Time to
register for
PCC Extension
courses!***

It's easy!

Spring 2017

March to May

pcclearn.org



Register for PCC Extension courses - it's easy!

1

Look through the catalog

2

Instructor Bios and general information at pcclearn.org

3

Select courses!!

4

Register online, by phone, mail, fax, or in person

5

Receive course confirmation and information

6

Attend class and add *spice* to your life!

7

Give us your feedback by logging into pcclearn.org and clicking the Course Evaluation link at page bottom

Limited Seating: Register Early to Insure Your Spot

Spring Spectaculars!

Electrical Power Engineering
(PE Exam Preparation)

Honey I'm Home....For Good
Croissants

Fundamentals of Painting
the Still Life

Landscape Painting
Quick Sketch

Writing & Publishing Your 1st Book
Decision Making

Bridge III – Popular Conventions
Zumbini® (Ages 0-4)

Communicate with Anyone
PADI: Open Water Academics

Professional Certificates "Online"

Data Analysis
Social Media for Business
Management
Leadership Development
Customer Service

Investments, Retirement

Building Your Financial Portfolio
Master Your Investments
Savvy IRA Planning for Boomers
Rejuvenate Your Retirement
Estate Planning

Summer PCC Extension catalog available in May

*Personal enrichment
and professional
development for the
greater Pasadena
area community*

SPRING 2017
March to May



CAREER

Professions	2
Technology	8

FINANCE

Investing	11
Retirement	12

ENRICHMENT

Cooking	13
Art	14
Dance	15
Music	16
Crafts	17
Writing	18
Photography	18
Languages	19

ACTIVE

Exercise	21
Lifestyle	22
Sports	24
Outdoors	25
Trips & Tours	26

INFORMATION

Maps	29
Registration	30
Registration Form	31

New Location: The PCC Extension and Contract Education office now is located on Foothill Boulevard (Community Education Center). See address on page 32.

LEGEND



Online



Certificate Program



New for Spring 2017

Notary Public Courses

Instructor: Thomas Peavyhouse

Notary Public Licensing

Notary Class: This course exceeds the State of California qualifications for new applicants and for notaries that are renewing their commissions. *Commissioned notaries may take this course six months prior to their commission expiration date.* Students completing the class will receive a State-approved Certificate of Completion required to take the State-proctored notary examination. The State of California will offer a same-day exam (additional cost). \$45 materials fee payable in class.

Advance registration recommended. Minimum age 18. Late arrivals will not be admitted and no refunds will be given.

Notary Exam: Registration/exam begins at 4:00 pm, concludes at 6:00 pm. Exam requirements:

1. \$40 *check or money order only* payable to the Secretary of State (including renewals). *No Cash.*
2. ID: Driver's License or State DMV card; Passport; Military ID; (non US citizens bring Alien Registration number).
3. Bring two sharpened, No. 2 pencils.
4. Bring a 2"x2" passport photo to be submitted as part of the Secretary of State application background check. May be purchased in class for \$10.

0390X	PCC R221	\$89
Apr 8	Sa	8am-4pm

Loan Signing Specialist

This course will provide notaries with the skills and knowledge needed to become a Loan Signing Specialist. Every aspect of the field will be covered, from the initial contact with the borrowers, to the completion and return of the loan document package. **Note:** Anyone may attend, however you must be a notary to become a loan signing specialist. \$45 materials fee payable in class.

Optional: Take home exam. Fee: \$30 payable in class. Those passing will receive a Loan Signing Specialist certificate.


0315X	PCC R115	\$65
Apr 30	Su	9am-1pm



Supervisory & Leadership



In partnership with UGotClass


 Your employees are your most valuable resource. Ensuring the efficiency of your team is the key to your success and is your most important responsibility. Get practical, easy to understand, and insightful methods for new and even experienced supervisors and managers. Learn about effective delegation, performance management, and writing performance reviews. Discuss the specifics of the supervisor's role and responsibilities, and strategies for improving your overall effectiveness as a leader. Visit pcclearn.org/UGotClass for more information.

4521X ONLINE COURSE \$395
Go to pcclearn.org/UGotClass for start dates.

Healthcare Certificate Programs



In partnership with ed2go

 These online Healthcare Certificate Programs will distinguish you as a knowledgeable, skilled, and committed professional in specialized healthcare fields. **CE contact hours provided.**

Certificate in Complementary and Integrative Health

Certificate in End of Life Care

Certificate in Food, Nutrition, and Health

Certificate in Gerontology

Certificate in Healthy Aging


Certificate in Spirituality, Health, and Healing

Programs start monthly.
Visit ed2go.com/pcclearn
for detailed program descriptions,
requirements and start dates.

Certificate in Office Operations



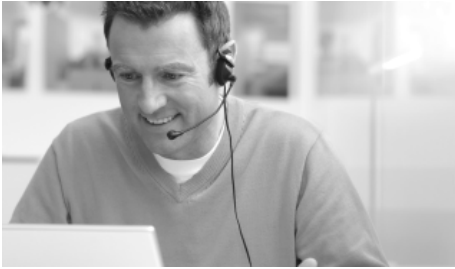
In partnership with UGotClass

 Efficient office operations are the difference between success and not-so-much, between being in the black and being in the red, between working harder and working smarter. Strategies and benchmarks of office operations increase the productivity of every person in your organization. Position yourself as the one who knows what to get done, and how to get things done in office operations.

Three one-month courses, \$495 for all three courses and certificate. Fee represents a savings of \$90 off the same classes if registered for separately.

COURSE LIST:
Office Operations
Embracing Sustainability in the Workplace
Cyber Security for Managers


4391X ONLINE COURSE \$495
Go to pcclearn.org/UGotClass for start dates.



Certificate in Customer Service



In partnership with UGotClass

 Customer service is essential for business and all work organizations. The increase of technology has made human interaction with customers all the more important. Whether it relates to retaining customers, serving your audience, or turning inquiries from potential customers into sales, good customer service is a central factor in organizational success. Learn to improve your customer service skills and enhance your career skill set, improve productivity, and increase your organization's success. Also discover some extraordinary customer service techniques not found anywhere else.


Two one-month courses, \$245 for both courses and certificate. Fee represents a savings of \$45 off the same classes if registered for separately.

COURSE LIST:
Keys to Customer Service
Extraordinary Customer Service

4515X ONLINE COURSE \$245
Go to pcclearn.org/UGotClass for start dates.

Occupational Spanish Courses

In partnership with ProTrain

 Self-paced, online courses, start anytime, 16 hours of instruction, for 6 months; Certificate of Completion available upon request.

Spanish for Banking

5224X ONLINE COURSE \$165

Spanish for Construction

5227X ONLINE COURSE \$165

Spanish for Dentists and Dental Hygienists

5236X ONLINE COURSE \$165

Spanish for Educators

5225X ONLINE COURSE \$165

Spanish for Firefighters

5229X ONLINE COURSE \$165

Spanish for Food Service

5226X ONLINE COURSE \$165

Spanish for Health Care

5222X ONLINE COURSE \$165

Spanish for Housekeeping

5230X ONLINE COURSE \$165

Spanish for Law Enforcement

5223X ONLINE COURSE \$165

Spanish for Manufacturing and Warehousing

5232X ONLINE COURSE \$165

Spanish for the Medical Front Office

5237X ONLINE COURSE \$165

Spanish for Social Services

5234X ONLINE COURSE \$165

Spanish for the Workplace

5221X ONLINE COURSE \$165

Visit pcclearn.org/ProTrain for detailed program descriptions.

For in-class Spanish classes, turn to page 19.



Certificate in Data Analysis



In partnership with UGotClass



Data Analysis is one of the most sought-after skills in the workplace. Companies have vast amounts of data, but it is rare to have someone with the ability to analyze that data to see trends and make predictions. Add a whole new skill set to your portfolio and make a big difference in the success of your organization by acquiring data analysis skills. Whether your business is home based or a large company, this certificate will take you to the next level where important decision-making happens.

Three one-month courses, \$495 for all three courses and certificate. Fee represents a savings of \$90 off the same classes if registered for separately.

COURSE LIST:
 Introduction to Data Analysis
 Intermediate Data Analysis
 Advanced Data Analysis

4545X ONLINE COURSE \$495
 Go to pcclearn.org/UGotClass for start dates.

Social Media for Business Certificate



In partnership with UGotClass



Get in on this exciting and growing way to communicate, market, and serve your customers and clients. Designed for businesses, nonprofits, government, and organizations. From Facebook to Twitter, blogging, YouTube, and LinkedIn, discover the new principles of communication that apply across all networks, how these specific social networks work, and the possible uses for your organization.

Three one-month courses, \$495 for all three courses and certificate. Fee represents a savings of \$90 off the same classes if registered for separately.

COURSE LIST:
 Introduction to Social Media
 Integrating Social Media into Your Organization
 Marketing Using Social Media

4517X ONLINE COURSE \$495
 Go to pcclearn.org/UGotClass for start dates.

Management Certificate



In partnership with UGotClass



Attention supervisors, managers, and emerging leaders! Enhance your management skills! Discover the keys for effectively managing your employees. Find out how to create clear expectations, engage and motivate employees, and increase your effectiveness. Also learn how to improve your management of time and productivity. Finally, uncover the keys to manage different generations in your workplace; and discover what motivates each generation at work, what incentives they respond to, and what messages they value.

Three one-month courses, \$595 for all three courses and certificate. Fee represents a savings of \$70 off the same classes if registered for separately.

COURSE LIST:
 Management Boot Camp
 Managing Generations in the Workplace
 Time and Productivity Management

4540X ONLINE COURSE \$595
 Go to pcclearn.org/UGotClass for start dates.



Certificate in Leadership Development



In partnership with UGotClass



This certificate provides how-to practical information to advance your leadership potential and make a difference in both the workplace and in society. Find out what it takes to become an effective leader, and discover your style of leadership. Discuss task completion, building relationships with your subordinates, becoming socially perceptive to changes in the workplace, using your emotions in a positive and effective manner, and addressing challenging goals.

Three one-month courses, \$395 for all three courses and certificate. Fee represents a savings of \$40 off the same classes if registered for separately.

COURSE LIST:
 Leadership Principles
 Developing Your Leadership Skills
 Developing Your Professional Career

4482X ONLINE COURSE \$395
 Go to pcclearn.org/UGotClass for start dates.

Career Training Center - Online

Certified Residential Interior Designer

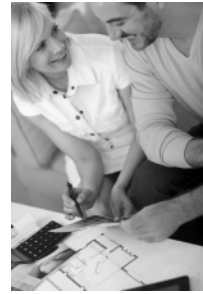
Learn the basics comprising good design, design styles, composition, and materials as you develop a design concept for a living room.

Marketing Design Certificate

Learn to create logos, advertisements, and communication pieces using Photoshop, Illustrator, and PowerPoint.

Records Management Certificate

Learn the particulars of establishing a records management program for electronic, magnetic, and paper media.



Business

Chartered Tax Professional
 Payroll Practice and Management
 Professional Bookkeeping with QuickBooks 2015
 Certified Mediator and Conflict Resolution Specialist
 Purchasing and Supply Chain Management
 Human Resources Professional
 Technical Writing
 Graphic Design with Photoshop
 Non-Profit Management

The Web

Web Design Professional
 Web Applications Developer
 Webmaster
 Mobile Web Developer
 Search Engine Marketing



Hospitality and Service Industry

Retail Customer Service Skills Training
 Food and Customer Service Skills Training
 Certified Protection Officer



Additional programs in:

- Business and Professional
- Healthcare and Fitness
- IT and Software Development
- Management and Corporate
- Media and Design
- Hospitality and Service Industry
- Skilled Trades and Industrial

For a complete listing of Certificate programs and courses, including detailed descriptions and pricing, go to pcclearn.org/CTC. **Financial Aid Available!**



NEW Electrical Power Engineering (PE Exam Preparation Course)

Instructor: Kiran Upadhyay

This course prepares students to take the Professional Engineering (Power Systems) exam. Discussion includes electrical theory, and the fundamentals, concepts, and analytical techniques of Power Systems. The format used highlights problem solving techniques combined with related theory for problem solving clarity. The course also covers the National Electrical Code requirement.

Note: This course prepares students for the National Council of Examiners for Engineering and Surveying (NCEES) Principles and Practice of Engineering (PE) exam to be held on April 21, 2017.

7110X
Mar 4-Apr1

PCC R209
Sa

\$800
9am-5pm

More Online Certificate Programs and Courses

Certificate Programs

Workplace Communication	\$595
Business Coaching	\$395
Executive Leadership	\$695
Entrepreneurship	\$495
eMarketing Essentials	\$495
Business Research	\$495

Courses and Workshops

Law for Non-Lawyers	\$195
Google Analytics	\$195
Creative Problem Solving	\$195
Neuro Linguistic Programming (NLP) Fundamentals	\$175
Mastering Microsoft Excel	\$195
Spanish for Medical Professionals	\$145
Onboarding New Employees	\$195
Get Things Done	\$245
Interview Skills	\$295

For a complete listing of Certificate programs and courses, including detailed descriptions and pricing:

pcclearn.org/UGotClass

Need training for your company?

We can customize any of our courses to best meet your organization's specific needs. Training can be scheduled on-site at your workplace or on our campus.

For more information, contact

**PCC Extension
Contract Education
(626) 585-7608**



Professional Make-Up Artistry

Instructor: Michele Godinez

This is a hands-on course where students learn to properly color match, contour, highlight, and create a Natural Eye look for bridal, print, and film shoots, as well as for everyday use. Students also will learn a Glamour look for special occasions, fashion, and print. Included: eyeliner techniques, professional kit necessities, how to make your look last all day, bring in business, and receive professional discounts on name-brand make-up. **Note:** Upon successful completion of the course, students receive a Certificate from the instructor (professional discounts are available with certificate). \$40 materials fee payable in class.

0413X PCC R115 \$89
Apr 2-Apr 9 Su 9am-5pm

Acting Career Launching Pad

Instructor: June Chandler and staff

Here is your opportunity to study with June Chandler's Actors Workshop in a top casting studio at a community college price. Students will practice techniques *on camera* each week! You will go behind the scenes and experience first hand what professional actors do. Topics include:

- Acting and Commercial Techniques
- Camera Technique
- Audition Technique
- Career Administration

Note: Some of the course curriculum is similar to our "For the Love of Acting" class, however, this course does take place in a studio environment on camera, and a higher level of performance is expected. An optional color photo shoot is available at a discount. **Class is designed for adults.**

7730X \$129
Apr 23-May 28 Su 9am-11:45am

Class held at Zydeco Studios, Studio City (directions provided upon registration).

For a beginning Acting class, turn to page 23.

Certificated (2-Day) Film School *Produce, Write, Direct, Act*

Instructor: Dov S-S Simens

Quentin Tarantino and Will Smith are just two of the famous graduates of this intensive filmmaking course. Anyone can write, produce, direct or even star in an independent feature film if given the basic information.

Day 1: "Write, Direct, Shoot & Edit" a step-by-step process from idea and script to post-production on budgets ranging from \$20,000 to \$2,000,000. **Day 2: "Produce, Budget, Finance & Distribute"** a proven process to market and sell your feature film around the world, and to profiting from Theatrical, On-Demand, Cable, TV, Streaming, Foreign, Licensing & Product Placement deals. **Bonus:** Screenwriting A-Z, 3D Basics, Film Festival Planning, China co-productions, Government Financing, and Product Placement Deals are covered. **Note:** Students receive a Filmmaker's Workbook, Producer's Diploma, and Filmmaker's Certificate.


4215X \$395
Apr 8 & 9 Sa & Su 9am-6pm

Classes held at the Hollywood Film Institute, Raleigh Studios, 5300 Melrose Ave., Hollywood



Voiceover Professional: A New Career *One-on-One Online Class*

Partner: Voices For All

 This fun and empowering 90-minute introductory workshop, taught by a professional voice actor, covers the different types of voiceovers as well as what tools are needed to find success in the industry. Your instructor will coach you in this one-on-one video chat setting as you read from real scripts; and later will provide a professional voice evaluation. For a demonstration, go to: voicesforall.com/ooo. **Note:** Students must have internet access and a webcam.

4220X ONLINE COURSE \$49

Schedule your class when convenient!

Logon info provided upon registration.



Introduction to Microsoft Word 2013

In partnership with ed2go



Knowing how to write reports and letters using Microsoft Word is a basic skill needed in nearly any job. This powerful word-processing program lets you professionally type, edit, format, spell check, and print documents. You will learn how to edit text, change the size or appearance of text; change margins and tab settings; automatically center, right align, justify, and indent text; use tools such as the grammar checker, spell checker, and thesaurus; and save, retrieve, copy, organize, and print your documents. At the end of this course, you will be able to use Word confidently at home or on the job. **Intermediate Microsoft Word 2013 also available!** Course starts monthly.

ONLINE COURSE \$99
 Start Dates: Mar 15, Apr 12, May 17, Jun 14
 Go to ed2go.com/pcclearn to register.



Introduction to Microsoft Excel 2013

In partnership with ed2go



Do you work with numbers? Then you need to master Microsoft Excel! Even beginners will find it easy to learn Excel in this fun, step-by-step online course. These lessons provide you with the information you need to set up fully formatted worksheets quickly and efficiently. You also will learn the secrets behind writing powerful mathematical formulas and discover how to use the function wizard to quickly and automatically calculate statistics, loan payments, and future value. In addition, gain tips about sorting and analyzing data, designing custom charts and graphs, and creating three-dimensional workbooks. **Intermediate Microsoft Excel 2013 also available!** Course starts monthly.

ONLINE COURSE \$99
 Start Dates: Mar 15, Apr 12, May 17, Jun 14
 Go to ed2go.com/pcclearn to register.

**Additional Microsoft Office
 online courses available at:
ed2go.com/pcclearn**

iPhone, iPad Classes

Instructor: Bob Cohen

Enroll in both classes at the same time and receive a \$5 discount!

iPhone, iPad, and I'm Lost®

Today's iPhone and iPad do so much more than simply make a phone call or send a text. In this class, students learn what an iPhone really can do and how to use an iPad for more than browsing the Web. Students also learn how to set up an iPhone or iPad, what apps are available, and how to install them. *Bring your iPhone and iPad to class. See note.*

0513X PCC R117 \$45
 Mar 11 Sa 9am-12pm



**iPhones, iPads, iCloud:
 Beyond the Basics**

Designed for those who can perform tasks (including downloading apps), are familiar with basic touchscreen actions, and want to learn how to better use their iPhones® and iPads®. You will learn "hidden" touchscreen actions; and how to manage your network settings for WiFi, cellular, and Bluetooth networks. Also covered will be moving and organizing photos, time-saving secrets for using websites, and how to use Apple's iCloud® services with Windows, Mac, and multiple Apple mobile devices. *Bring your iPhone and iPad to class. See note.*

Prerequisite: iPhones, iPads, And I'm Lost recommended

0522X PCC R117 \$45
 Mar 11 Sa 1pm-4pm

Note: \$30 materials fee payable in each class.

Internet Marketing Classes

Instructor: Bob Cohen

Note: \$30 materials fee payable in each class.

Facebook and Social Networks: How to Connect

Facebook, Twitter, LinkedIn and blogs have changed how people use the Internet. Whether you want to stay in touch with family and friends or learn how to leverage social networking for your business, this workshop will give you an understanding of these exciting tools, how each one differs, and how each is used to its best advantage. Learn how Social Networking sites work, how to set up your account, how to find friends, family members, groups, and how to establish connections with the most popular Social Networking services. *See note.*

0510X PCC R113 \$45
Apr 30 Su 9am-12pm

Marketing with Facebook and Social Media

Students will learn how to use Facebook, Twitter and other Social Media sites to market just about anything from businesses and non-profits, to books and bands! This class covers the steps needed to create a Facebook page, how to link it to Twitter, and how to design content that attracts "Likes" and followers. Discover what content gets read, when and why people use Social Media, and what tools Social Media marketing professionals employ to save time. *See note.*

0502X PCC R113 \$45
Apr 30 Su 1pm-4pm

Secrets of Internet Marketing

Explore Google AdWords and Search Engine Optimization (SEO) to help drive traffic to your site. Discover how a landing page can be used for promotions and offers, as well as what makes a successful email newsletter and how you can build one for pennies. Finally, find out how to use feedback sites and FREE local listings to help you generate more business. *See note.*

0503X PCC R113 \$45
May 7 Su 9am-12pm

Blogging for Fun and Profit

Everyone is blogging – *are you?* Come learn what a blog is, where blogs are found, and how to get a blog for free. Find out how to share your pictures and videos with family, friends, organizations, and customers, and how to use your blog to share your ideas with the world, and perhaps make money doing it! Topics include: blogs for business, blog ads, blogs for marketing, and building blog communities. *See note.*

0507X PCC R113 \$45
May 7 Su 1pm-4pm

Internet Marketing Certificate

Receive a certificate after attending all four classes. Recommended for non-profit organizations, small business owners, job changers, those re-entering the workforce, and anyone who wants to add sizzle to their resume. **Note:** \$30 materials fee payable in each class.

Save \$31 by signing up for all four internet marketing classes at once!
Fee: \$149 (plus materials)

Video Marketing Certificate

In partnership with UGotClass



Video marketing is the latest hot new marketing trend. Shoppers who viewed product videos were 144% more likely to add the product to their cart. Video with good SEO has a 53% higher chance of showing up on page one of Google searches. When done correctly, video can tell a story, and stories connect people. Video also leads to an emotion "trigger" that plain text cannot do. Two one-month courses.

Two one-month courses, \$395 for both courses and certificate. Fee represents a savings of \$95 off the same classes if registered for separately.

COURSE LIST:
YouTube for Business
Video Marketing

4496X ONLINE COURSE \$395
Go to pcclearn.org/UGotClass for start dates.

Certificate in Google Tools

In partnership with UGotClass



Increase your online savvy and ability to position yourself and your organization for greater success. Your instructors are top notch professionals who work with these tools every day, speak at national conferences, and train others. Their tips and techniques can mean greater productivity, effectiveness, and even profitability for your organization.

Three one-month courses, \$495 for courses and certificate. Fee represents a savings of \$90 off the same classes if registered for separately.

COURSE LIST:
Google+
Google Analytics
Google Apps for Business

4385X ONLINE COURSE \$495
Go to pcclearn.org/UGotClass for start dates.

ONLINE COURSES FOR EVERY INTEREST!

Learn anytime, anywhere...just a click away!

Start Dates:

March 15

April 12

May 17

June 14

Courses priced from \$99

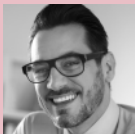
Open to Everyone!

affordable courses



24/7 access

expert instructors



Learn from the comfort of home!



Here are a few of the courses we offer...

Business

- Accounting Fundamentals
- Fundamentals of Supervision and Management
- Start Your Own Small Business
- Purchasing Fundamentals
- Administrative Assistant Fundamentals
- Managing Customer Service
- Leadership
- Building Teams That Work
- A to Z Grant Writing
- Marketing Your Business on the Internet

Internet

- Creating Web Pages
- Designing Effective Websites
- Intro to Dreamweaver
- Intro to Flash
- Creating WordPress Websites
- Intro to CSS3 and HTML5
- Intro to Java Programming
- Intro to JavaScript
- Creating Mobile Apps with HTML5
- Microsoft Outlook
- Achieving Top Search Engine Positions
- Learn to Buy and Sell on eBay

Computer

- Keyboarding
- Computer Skills for the Workplace
- PC Troubleshooting
- PC Security
- Intro to Windows 10
- Microsoft Word
- Microsoft Excel
- Microsoft PowerPoint
- Microsoft Access
- Intro to PhotoShop
- Intro to Networking
- Intro to SQL
- Intro to Programming
- Photoshop Elements for the Digital Photographer

Test Prep

- GED Preparation
- SAT/ACT Preparation
- GRE Preparation
- GMAT Preparation
- LSAT Preparation

Writing

- Beginning Writer's Workshop
- Effective Business Writing
- Keys to Effective Editing
- Writing Essentials
- Grammar Refresher
- Pleasure of Poetry
- Writing for Children
- Travel Writing
- Write Fiction Like a Pro
- Resume Writing Workshop
- Writeriffic: Creativity Training
- Write Your Life Story
- Publish and Sell Your E-Books
- Fundamentals of Technical Writing
- How to Make Money From Your Writing
- Beginner's Guide to Getting Published

Enrichment

- Speed Spanish
- Discover Digital Photography
- Secrets of Better Photography
- Intro to Natural Health and Healing
- Genealogy Basics
- Everyday Math
- Keys to Effective Communication

For a complete list of course offerings, as well as detailed course descriptions and requirements:

ed2go.com/pclearn



Building Your Financial Portfolio on \$50 a Month (or Less)

Instructors: Bobbie & Eric Christensen

Using proven techniques, learn how to turn \$50 a month into \$100,000 without paying a broker. Give yourself the gift of financial security, and build your own personal retirement fund. Investing is open to everyone, takes very little money, creates passive income, can be very low risk, and is as easy as writing a check. This is the only seminar in the country that teaches this 100-year proven method of investing. Optional book will be available at class for \$16.

0314X	PCC R104	\$45
Mar 25	Sa	9am-12pm

Stocks, Bonds, and Investing; Oh My!

In partnership with ed2go



This enjoyable class walks you through the fundamentals of investing. The course teaches you about the stock market, 401k plans, and retirement, and also addresses personal financial issues, often ignored, but absolutely essential, to your success as an investor. The instructor takes the time to explain concepts in detail so you understand how and why things work in the investment world. You will leave this course with a comprehensive and thorough education in personal finance and investment, and gain the independence, confidence, and peace of mind needed to make your own investment decisions. Course starts monthly.

ONLINE COURSE \$99
 Start Dates: Mar 15, Apr 12, May 17, Jun 14
 Go to ed2go.com/pccllearn to register.

VISA	MasterCard	DISCOVER NETWORK
Use your Visa, MasterCard or Discover to register by mail, fax or telephone		

Master Your Investments

Instructor: Jalon O'Connell

Join us to learn how to invest more intelligently and profitably to secure a brighter financial future! Topics include how to:

- Construct an investment portfolio designed to help achieve financial goals
- Gain an understanding of stocks, bonds, mutual funds, tax-deferred annuities, life and long term care insurance
- Evaluate which investments can maximize returns, minimize risk, and lower taxes
- Read the financial pages and understand the stock market language

This class is a must if you invest, or are thinking of investing.

0402X	AHS H105	\$59
Mar 1-Mar 8	W	6:30pm-9pm



The Analysis and Valuation of Stocks

In partnership with ed2go



This comprehensive course is designed to provide you with conventional and advanced techniques in researching and valuing stocks. Starting with the basics, you will learn how to read financial statements and calculate financial ratios, and then move on to perform industrial comparisons, value stocks, and conduct economic and industrial research. This course is taught using everyday language, simple, yet insightful analogies, and a "just the facts" attitude that you will understand and appreciate. By the end of this course, you will have a strong foundation in the analysis and valuation of stocks. Course starts monthly.

ONLINE COURSE \$99
 Start Dates: Mar 15, Apr 12, May 17, Jun 14
 Go to ed2go.com/pccllearn to register.

NEW Honey I'm Home....For Good

Instructor: Mitchell Kauffman

This workshop, combining my wife's 40 years of clinical psychology with my 35 years as a Certified Financial Advisor and Wealth Manager, will help participants clarify the emotional and psychological challenges of transitioning to a successful retirement. Join us and come away with a personalized action plan intended to establish a sustainable retirement budget, investment and tax considerations, and insights to achieve a sense of purpose and fulfillment in one's golden years.

0366X AHS H108 \$59
 Mar 8-Mar 15 W 6:30pm-9pm

**Medicare 101
 The ABC and D's of Medicare**

Instructor: Ron Tanji

This workshop is multi-dimensional, designed for those on Medicare, have parents on Medicare, are about to become eligible for Medicare, or are caregivers overseeing the care of Medicare patients. Topics include: objective information about traditional Medicare; Medicare Advantage; Medicare supplemental insurance; and prescription drug plans. Find out: When may I first sign up? What does each of the Medicare (A, B, C, and D) parts cover? What if I wish to work past 65? Do I really need supplemental insurance? What if I have insurance through past employment, VA, or other retirement plans? Where can I go for help? \$5 materials fee payable in class.

2262X PCC R121 \$39
 Apr 29 Sa 10am-12pm

Retirement Classes

Instructor: Pamela Robinson

Savvy IRA Planning for Boomers

IRA distributions must begin at 70 ½. Did you know that as your account grows, your IRA distributions will be higher each year which may result in tax on your Social Security benefits and higher Medicare Part B premiums? Class discussion includes:

- 7 strategies for IRA planning
- 6 options for your retirement plan funds
- 3 common distribution mistakes
- Options for spousal IRA beneficiaries.

\$5 materials fee payable in class.

0313X PCC R121 \$39
 Mar 11 Sa 10am-12pm

Qualified Longevity Annuity Contract

New IRS rules allow you to defer Required Minimum Distributions (RMD) on up to \$125,000 of your pre-tax assets to age 85 through a Qualified Longevity Annuity Contract (QLAC); and you choose which income start date works for you! When the QLAC income begins, it will provide guaranteed income for the rest of your life to help with long term healthcare; and act as a buffer against longevity and inflation risks. Topics include Social Security taxation; how a QLAC may reduce your taxes; and lower Medicare Premiums. \$5 materials fee payable in class.

0419X PCC R121 \$29
 Mar 11 Sa 12pm-1:30pm

Enroll in both classes at the same time and receive a \$13 discount!

Estate Planning

Instructor: Samuel Rad

Did you know that your "estate" consists of everything of value: cash, clothes, cars, real estate, investments, retirement accounts, and pensions accumulated throughout your lifetime? Join us for this informative and interactive class to learn how to preserve and manage your assets while you still can, and then transfer them to your loved ones after you pass away. This process involves weighing various personal and financial decisions and creating legal arrangements to carry out those decisions. Topics include how to properly receive an inheritance as well as how to give one, strategies to avoid expensive delays and legal challenges, and intelligent distribution of assets, and charitable giving. Wills, trusts, asset protection, probate and family businesses also will be discussed.

0415X AHS H108 \$39
 Mar 22 W 6:30pm-9pm

Rejuvenate Your Retirement

Instructor: Allen Yee

You have worked hard to be able to retire! This unique and comprehensive course focuses upon the life planning and financial concepts important to retirees. Students will hear in straightforward language about financial strategies designed to accomplish objectives such as tax-efficient income planning, lifestyle preservation, inflation protection, and providing for a legacy. Yet, money is but one aspect of post-retirement planning. Included in this course is a discussion about fun and fulfilling activities such as travel, hobbies, sports, crafts, socializing, business ventures and the importance of lifelong learning. Included is a 143-page illustrated workbook. *Class size is limited so register early!*

0334X PCC R108 \$39
 Mar 4-Mar 11 Sa 9am-11:30am

Baking Classes

Instructor: Grace McKeown

Yeast Breads

Join us and make bread using commercially available yeast! Students will learn the difference between types of yeasts and flour, the purpose of proofing, and why time matters when it comes to flavor. \$20 materials fee payable in class. *See note.*

3412X PCC CC-Bldg \$45
Mar 11 Sa 10am-1pm

NEW

Croissants

Learn to make croissants in this fun 3-day course! We will discuss what lamination is, and how it contributes to the distinctive layers. Topics include: dough preparation and butter blocks, laminating the dough, and shaping, proofing and baking. **The final session of the class will be 4 hours.** \$40 materials fee payable in class. *See note.*

3405X PCC CC-Bldg \$109
Mar 25-Apr 8 Sa 10am-1pm

Note: All baking classes are held in the cooking classroom located in the Campus Center (CC-Building). The instructor will meet students at the entrance to the Piazza, in the lobby of the Campus Center where they will be taken back to the classroom.



The Answer is Vegan!

Instructor: Carol Cymerint

Vegan—healthy and delicious! Whether you are mindful about weight loss, health, energy, or stamina, a vegan or quasi-vegan diet/lifestyle has been shown to provide positive benefits. Prepared correctly, vegan foods taste great, are easy to prepare, and satisfy the most robust of appetites while eliminating animal fat, starch, and cholesterol found in processed foods. Join us and discover the ease of a vegan diet, and the health benefits of a vegan lifestyle. Topics include:

- History of veganism
- Vegan diet health benefits
- Weight loss, naturally
- Vegan shopping
- Recipes and weekly vegan diet guide

Optional book available for purchase in class.

3403X PCC R117 \$45
Mar 4 Sa 10am-1pm

Luscious, Low-Fat, Lightning-Quick Meals

In partnership with ed2go



Have you ever wished you had a personal chef preparing luscious, low-fat meals? This course is the next best thing! You will learn how to ferret out fat in recipes, and discover how to reduce fat without sacrificing flavor or texture. Explore how to use flavor profiling to expand your culinary horizons. Learn how to prepare casseroles, crock-pot dishes, vegan dishes, oven-fried foods, meat-based meals, and many other entrees that are both nutritious and delicious! You will discover how to get in and out of the kitchen faster, including tips for grocery shopping, menu planning, food preparation, and quicker cooking. You also will learn a dietitian's tricks of the trade for encouraging reluctant family members to eat more healthfully. You will have the chance to try out more than 50 exciting and easy lowered-fat recipes for tasty entrees, side dishes, desserts, and garnishes, with each recipe demonstrating a topic covered in the lessons. Course starts monthly.

ONLINE COURSE \$99
Start Dates: Mar 15, Apr 12, May 17, Jun 14
Go to ed2go.com/pcclearn to register.



Hands on Culture
Be a Scholar for a Day

Instructor: Rosa Zee

Join us and learn about the ancient Chinese Scholars' daily rituals combining the 4 Arts and the 4 Skills. This course combines discussion with hands-on activities, and culminates with a Certificate. Topics include: the lunar calendar; calligraphy and brush painting; Chinese floral arts; and tea cultures. The course concludes with a practice Tea Ceremony. We aim to engage participants in an active learning process. The focus is upon the 4 Arts and the 4 Skills designed to bring students one step closer to living a balanced and harmonious life. \$35 materials fee payable in class.

0222X	PCC IT226	\$199
Apr 4-May 4	Tu & Th	9:30am-12pm



NEW Quick Sketch

Instructor: Charlotte Chen

Quick Sketch methods are great for conceptual design, for capturing motion, for visual documentation, and for creative expression. In this beginning course, discover how to use a variety of techniques and drawing media, including line drawing, pen/ink, scribble lines, minimalism, and gesture drawing while engaging in artistic exercises, such as ambidextrous drawing and blind drawing. *Bring to the first class: two or three #2 pencils (or soft leaded pencils), bonded paper (10-15 sheets), soft eraser, straight edge or ruler.* \$7 materials fee payable in class. Additional supplies may be required.

0241X	PCC R113	\$115
Mar 5-Apr 2	Su	9am-12pm

NEW Painting Classes

Instructor: Steve Ohlrich

Fundamentals of Painting the Still Life

The iconic still life composition is the focus of this class. Students draw their still life in charcoal while exploring the fundamentals of drawing including seeing proportions, shapes, and values. After working out the drawing, students will paint their still life in oil while next learning paint mixing, paint application, and how to use a working procedure to paint in a representational manner. Instructor will provide individual instruction and give class demonstrations. *See note.*

0235X	PCC CA321	\$85
Mar 11-Apr 15	Sa	9am-11:30pm



Landscape Painting

Students will paint a landscape of their choice working from color photographs. Drawing fundamentals will be covered including finding proportions, shapes, and values. Painting procedure will be explored as well as color mixing, and various painting techniques to create a "life-like" landscape painting. Critiques will be given on an individual basis and demonstrations will be provided as necessary. *See note.*

0236X	PCC CA321	\$85
Mar 11-Apr 15	Sa	12pm-2:30pm

Note: Both classes are designed for adults and students 14 years and older, and are open to all levels of ability. *Students must bring their own supplies; a supply list available at: pcclearn.org/supplies. Please confirm status of class before purchasing supplies.*

Country Western Line Dancing

Instructor: Maxine Pearl

Kick up your heels, make new friends and have a great time in this always enjoyable class. Students will learn many of the Country Line dances currently popular at Western Clubs. Different dances will be taught in each session. **Note:** No partner or previous experience necessary. Join us for a fun time and a great workout!

8306X PCC W201 \$99
 Mar 3-Jun 2 F 7:30pm-9:30pm



Tappercize

Instructor: Dolores Cruz

Tappercize is a great way to tone up while tapping up a glow! Students will tap routines to familiar Broadway show tunes while receiving a healthy, low-impact aerobic work out. Beginners as well as experienced tappers are welcome. *Tap shoes required.* **Class is designed for adults.**

2796X PCC W201 \$75
 Mar 4-Apr 29 Sa 12:15pm-1:15pm

Hip Hop & Funk Dance

Instructor: Jeffrey (Jhazz) Yarbrough

Get up and get going! This introduction to Hip Hop dance integrates the new with the old school in a fun and stress free environment. We cover a new dance combination each session. The course is open to students of all levels and is a great workout. **Class is designed for students 13 years and older.** *Wear loose, athletic attire and shoes.*

1815X PCC W201 \$59
 Mar 4-Apr 8 Sa 1:15pm-2:15pm



Call For Instructors!

If you have a skill, talent or knowledge that you want to share and you enjoy teaching we would like to hear from you. We seek individuals who have mastered a specific skill or subject, have developed a course, and who effectively communicate with others.

For more information and to download the course proposal forms, go to:

pcclearn.org/newcourse





Acoustic Guitar

Instructor: Cameron O'Connor

Learn to play the guitar! Students learn to play the acoustic guitar by developing a solid foundation of the basics. Topics include:

- Strumming
- Scales, songs, practice
- Open chords (major and minor)
- Finger exercises & picking
- Introduction to finger-style

\$20 materials fee payable in class. *Students must bring an acoustic guitar, strap and pick to class.*

3025X	PCC CA117	\$79
Mar 18-Apr 8	Sa	10am-12pm

Piano II

Instructor: Kathryn Rueby

This course is designed for students who have completed the Piano I class. Students will continue to work on note reading skills, major and minor scales, chord progressions and picking out melodies by ear. Classical, folk, and popular tunes will be presented. Students are allowed to work at their own pace with guidance from the teacher in the keyboard lab. \$2 materials fee payable for each class. *Students must have their own piano or keyboard at home as daily practice is required.*

Prerequisite: Piano I. *Students who have not taken the Piano I class must contact instructor to receive clearance to register for the Piano II class.*

Required Textbook:

Alfred's Basic Adult Piano Course: Lesson Book, Level One, by Willard Palmer, Morton Manus, Amanda Vick Lethco (ISBN: 9780882848327). List price: \$14.95.

3029X	PCC CA116	\$65
Mar 16-Apr 27	Th	7pm-8pm

Harmonica Classes

Instructor: David Broida

Folk Harmonica

Breathing is the foundation when playing the harmonica; and breathing correctly calms the body, mind and spirit. Join us as we take basic folk melodies and invigorate them with simple, but powerful, techniques to make any song deeply expressive. No previous ability to read or play music required. *See note.*

3004X	AHS H108	\$35
Mar 1	W	6:30pm-8pm

Blues Harmonica

This exciting workshop will get you jammin' the blues immediately! Play and have fun as you are introduced to many of the tricks and techniques used to make the harmonica laugh, cry, wail and scream! No previous musical experience is required - only a love of the blues and a desire to play the harmonica. *See note.*

3009X	AHS H108	\$35
Mar 1	W	8:15pm-9:45pm

Note: *Students will need a "C" major diatonic harmonica, available for purchase in class for \$12. \$15 materials fee payable in class.*



Singers - Your Body is Your Instrument

Instructor: Judith Townsend

Shower singers, students, and professional singers alike will learn important basics (thoroughly drilled) about the singing instrument one should know before ever starting to vocalize. These drills produce INSTANT results. \$1 materials fee payable in class.

6150X	PCC V208	\$75
Mar 25-Apr 15	Sa	2pm-5pm

Crafts Classes

Instructor: Quayum Abdul

Cold Process Soap from Scratch

Want to know how to create soap completely from scratch? This class demonstrates the steps for cold process soap making. Students will learn how to create beautiful handmade soaps to use at home or give as gifts. Whether you are a complete novice or a soap making pro, stick around, have fun, and learn something new about making soap. \$40 materials fee payable in class.

3316X PCC CA109 \$45
 Mar 12 Su 11am-3pm



Body Butter (Cream/Lotion)

Does the hurried, stressful pace of your daily life make it difficult to find ways to relax? Create a restful retreat in your home by making your own body butter lotion. Most body butter recipes include just a handful of ingredients, and you can make them with whatever scent and therapeutic qualities you desire. \$20 materials fee payable in class.

3319X PCC CA109 \$39
 Apr 9 Su 11am-2pm

Fizzy Bath Bombs

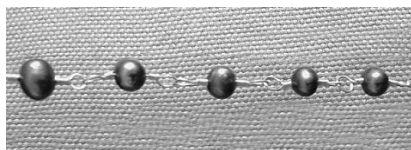
Bath bombs make fantastic holiday gifts, hostess gifts, birthday gifts – or gifts for oneself! Drop one into a hot bath and relax as it fizzes and dissolves, releasing a beautiful fragrance. Bath bombs are easy to make, so let your imagination run wild and have fun experimenting with different oils, colors, and additives such as dried rose petals, lavender, and fine glitter. \$20 materials fee payable in class.

3324X PCC CA109 \$39
 Mar 26 Su 11am-2pm

All classes are hands-on.
 Please dress accordingly.

Jewelry Classes

Instructor: Doria Ragland



It's a Wrap!

Wrapping wire is a unique jewelry making skill. By blending semi-precious stones and pearls students will create a unique "linked" handmade necklace or bracelet. A secure link is formed by wrapping the wire around itself, a technique that can be expanded to make a variety of jewelry styles. *Tools required: Flat nose and round nose pliers.* \$33 materials fee (cash only) payable in class. *See note.*

2213X PCC R108 \$49
 Mar 25 Sa 10am-1pm

Leather Wrap Bracelet

"Luu Chan" wrap-around bracelets are all the rage! Join us and make your own bracelet using leather cord, semi-precious beads, silk thread, and a unique button closure. \$33 materials fee (cash only) payable in class. *See note.*

2237X PCC R108 \$49
 Apr 29 Sa 10am-1pm

Note: In addition to what is mentioned above, students must bring small scissors; egg carton, ice cube tray, or divided container to separate items; small towel. Pliers available at local crafts stores or online. Instructor has a limited amount of tools for sale, \$20-\$35. Reading glasses strongly recommended.

Pattern Making II

Instructor: Richard Lee

This intermediate class instructs students in how to use flat patterns to create a variety of styles for fitted knit tops and bottoms. Students will learn how to make different kinds of darts, pleatings, ruffles for dresses, tops, skirts, vest and pant. *Bring a tape measure, pencil, eraser, scotch-tape, see-through ruler, scissors, and notebook to the first class meeting.* Additional supplies will be needed for the projects. \$10 materials fee payable in class.

Prerequisite: Pattern Making I

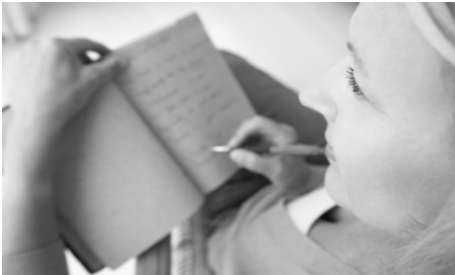
3310X PCC R207 \$75
 Mar 4-Mar 25 Sa 9am-12pm

NEW Writing & Publishing
Your 1st Book (or 7th)

Instructor: Bobbie Christensen

Students will learn how to develop and complete a manuscript in just 6 weeks following a 10-step plan. Create a page-turner whether writing fiction or non-fiction, cookbook or textbook. Learn how to submit your work to a publisher, or self-publish your own book and keep the profits, plus all about publishing on demand (PODs), ebooks and more. \$15 materials fee payable in class.

3229X PCC R104 \$55
Mar 25 Sa 1pm-5pm



Your Novel: From Idea to Plan

Instructor: Jessica Goeller

Do you have a novel in you? Whether you have the seed of an idea, or a half-formed manuscript languishing in your hard drive, this course will help you generate an idea, hammer it into shape, and craft a workable plan for finishing! You will learn idea generation techniques, novel structure, and genre conventions. You will learn how to set a writing schedule, even when you think you have no time, as well as how to target your manuscript to a specific market. Most importantly, you will learn to take your idea and turn it into a plan! \$20 materials fee payable in class.

3240X PCC R205 \$85
Mar 4-Apr 8 Sa 10am-12pm



Better Digital Photography

Instructors: Liane Enkelis & Garry Margolis

Unlock your creativity with simple keys to taking better digital photographs. This class will help you master your manually adjustable digital camera through classroom instruction and hands-on practice. Learn to: use the automatic camera settings more effectively; choose the right ISO, shutter speed, and aperture for the results you want; improve your composition and use light effectively to enhance photos. After our classroom session, the instructors will work with you hands-on. The class will practice seeing light and composition by capturing the beauty and atmosphere of the PCC campus, then return to the classroom to review results. *Class designed for SLR, mirror less, and other adjustable digital cameras capable of manual functioning. Bring camera and manual, lenses, fully-charged batteries, media cards or film, off-camera flash, if owned.* **Note:** A minimum enrollment is required to run a class. Please confirm class status before renting any photo equipment or purchasing any supplies!

3121X PCC R117 \$65
Mar 25 Sa 10am-5pm



Capturing Great Photos with Your Smartphone

Instructor: Lynne Eodice

Join us and learn to shoot great photos using a smartphone! This two-day workshop begins with the basic features of a smartphone camera and then moves on to photo composition. Discussed will be the many photo editing apps available for download. Using the techniques learned at the first class meeting, students will be tasked with taking photos to be discussed during the second class meeting. *Bring a smartphone to class; will require downloading one or two apps, app prices range from free to \$5.99.* \$1 materials fee payable in class.

3115X PCC R121 \$49
Mar 18-Mar 25 Sa 10am-12pm

Language Class Special!

Register for any language class by **March 3rd** and automatically receive a \$5 discount!
(Not valid for online courses)

Spanish Language Classes

Instructor: Luis Garcia

Conversational Spanish

¡Hola! Buenos días. This course will introduce you to the active use of the Spanish language, stressing communication, comprehension, vocabulary and basic grammar. The course will be useful to the tourist, business person or those simply interested in enriching their life by learning another language. \$2 materials fee payable in class. *See below.*

When registering, indicate start date

3511X	AHS H106	\$129
Mar 29-May 31	W 7pm-9:30pm	
3511X	PCC R217	\$129
Mar 25-May 20	Sa 8am-10:30am	



Conversational Spanish II

¡Hablar español es muy fácil! This course will further develop your Spanish communication skills with a broader vocabulary, emphasizing conversation, pronunciation and comprehension with grammatical concepts. \$2 materials fee payable in class. *See below.*

Prerequisite: Conversational Spanish

3512X	PCC R217	\$129
Mar 25-May 20	Sa 11am-1:30pm	

Required Textbook for Both Classes:

Spanish Now!, Level 1, 8th Edition, by Ruth Silverstein (ISBN: 1438075235) available online and at bookstores. List price: \$24.99.

Conversational French II

Instructor: Jeanne Hart

Le Français est une belle langue! This continuation of Conversational French I adopts a unique and communicative approach to the teaching of French. Each session contains a vocabulary presentation, a structure explanation, and an oral section where students may express themselves using the new material. \$15 materials fee payable in class. **Classes designed for adults.**

Prerequisite: Conversational French I

5011X	AHS H107	\$129
Mar 15-May 3	W 6:30pm-9:30pm	



Conversational Chinese (Mandarin)

Instructor: Grace Li Chun

nǐ hǎo! nǐ shūo pǔ tōng huà ma?

This course will cover basic conversational Chinese (Mandarin) useful for traveling. Topics include phrases and expressions for greeting people, asking for information, ordering items and shopping. \$10 materials fee payable in class. *Please arrive 15 minutes early on the first day to allow for sign-in and purchase of materials.*

3515X	PCC R220	\$85
Mar 11-Apr 1	Sa 9:30am-12pm	



Italian Language Classes

Instructor: Manuela Terenzi

Conversational Italian

Ciao! Buon giorno! Students will be introduced to the fundamentals of Italian and will build and practice a functional everyday vocabulary. Classes are based upon colloquial Italian linked to grammatical rules, explanations, written exercises, and discussions. At the conclusion of the course, students should be able to confidently use the basic structure of the language. \$10 materials fee payable in class.

Required Textbook:

Learn Italian the Fun and Fast Way, by Marcel Danesi (ISBN: 0764125303) available online and at bookstores. List price: \$18.95.

3506X	PCC R123	\$129
Apr 15-Jun 17	Sa	10am-12:30pm



Best of Italian

Italiano - Bentornati cari amici! This course is designed to improve communication skills of intermediate students, and to further develop and reinforce grammatical proficiency of advanced students. The best and most important grammatical rules are provided: simple present tense, past tense, simple and articulated prepositions, adjectives, adverbs and future tense. \$10 materials fee payable in class.

Required Textbook:

Ultimate Italian Beginner-Intermediate, by Living Language (ISBN: 1400009677) available online and at bookstores. List price \$21.00.

Prerequisite: Conversational Italian

3509X	PCC R123	\$129
Apr 15-Jun 17	Sa	1pm-3:30pm

Conversational German

Instructor: Kris Pangburn

Sprichst du Deutsch? Have you always wanted to learn German, but did not know where to begin? This beginner course is designed to teach you the fundamentals of the language. Students will learn some of most important rules of German grammar while building a working vocabulary. By the end of the course, you will know how to speak and understand simple sentences in German.

Required Textbook:

Complete German, by Collins Dictionaries (ISBN: 978-0008141783) available online and at bookstores. List price: \$19.95.

3503X	PCC R111	\$129
Mar 26-May 21	Su	1pm-3:30pm



Conversational Japanese

In partnership with ed2go



Whether you want to learn conversational Japanese for travel or just for fun, this course makes it easy and enjoyable. Each lesson covers conversational phrases and vocabulary words particular to a specific area of travel. Students then practice these in drills, interactive exercises, and dialogues. Throughout the course, you will find helpful audio aids and Japanese words written in the English alphabet enabling you to bypass one of the biggest obstacles for most beginners of Japanese: the letter system. By the end of the course, you will have acquired basic conversational skills and cultural knowledge enabling you to travel around the country easily; and you will have discovered the heart of Japan! Course starts monthly.

ONLINE COURSE	\$99
Start Dates: Mar 15, Apr 12, May 17, Jun 14	
Go to ed2go.com/pcclearn to register.	



Kundalini Yoga

Reduce Stress/Gain Energy

Instructor: Santokh Singh Khalsa, D.C.

Kundalini Yoga is a rejuvenating and relaxing combination of movement and breath, from which anyone may benefit, even those who are stiff or out of shape. Using breath and simple exercises, students learn to release tension and stress while gaining more energy. Course covers Yoga practice, basic meditation, philosophy, diet, and lifestyle. *Wear loose, comfortable clothing and bring a yoga mat to class. Advance registration required.*

2075X \$75
Apr 5-May 10 W 7pm-9pm

Classes held at the Awareness Center,
2801 E. Foothill Blvd., Pasadena.



Self-Defense and the Workplace

Instructor: Jeffrey Yarbrough

This unique class incorporates techniques based upon the ever-evolving tactics that attackers use in the workplace, elevator, stairwell, parking structure or on the street. Learn to defend against weapons such as knives, guns, and bats; and how to counter-attack against one-on-one and two-on-one assaults using wrist grabs, chokes, punches, headlocks and bear hugs. *Wear loose, comfortable clothing and bring water.*

4011X PCC W201 \$39
Mar 11 Sa 2:15pm-4:15pm

Hatha Yoga

Instructor: Isabel Barber

Hatha Yoga is known as the Yoga of Postures: developing control of the body through poses. Learn the basics of Hatha yoga (meditation, sitting, breathing) and the philosophy behind this valuable practice. Fundamentals of the physical practice are covered in each class, helping students bring balance to body, mind, and spirit. *Bring a yoga mat to class and wear loose, comfortable clothing; No street shoes.*

2080X PCC W203 \$79
Apr 1-Jun 3 Sa 12:30pm-2:30pm

Qigong Regulation Exercises

Instructor: Benj Sinskul

Qigong is the skillful practice of gathering, circulating, and applying life-force energy. Students will be introduced to a qigong exercise designed for each of the 5 Yin organs: Liver, Heart, Spleen, Lungs and Kidneys. At the end of this course, students will be able to string the individual exercises that they have learned into a complete qigong set called the "Daoist 5 Yin / 5 Yang Exercise." Each session will begin with breathing and stretching exercises. \$2 materials fee payable in class. *Wear loose, comfortable clothing; No street shoes. Come to class with an empty stomach.*

2086X PCC W203 \$65
Apr 2-Apr 30 Su 10am-12pm



Power Stretch

Instructor: Karen Harris

This is the ultimate conditioning relaxation class designed to challenge all ability levels. Power stretch combines breathing and stretching to relieve stress, and resistance training to enhance and realign the body. *Bring a yoga mat; No street shoes. Class is designed for adults.*

4004X PCC W203 \$69
Mar 18-May 6 Sa 8am-9am

Exercise Reduces Stress!!



NEW **Decision Making**
 Instructor: Go Yoshida

Decision making is critical, as who we are today is primarily a result of the choices or decisions we have made in the past. In this class, we explore common ways we make decisions, when we tend to make them, and why making decisions is challenging. By understanding how the mind works and how common decision-making traps are avoided, participants will learn usable skills to make more effective personal and professional decisions. *Bring a notebook, and pen or pencil.*

2241X PCC R121 \$49
 Mar 4 Sa 8:30am-12:30pm



NEW **Bridge III – Popular Conventions**
 Instructor: Morris Jones

World class Bridge players agree that it is better to know a few conventions thoroughly than a large number superficially. This course offers a thorough grounding in the most common conventions: Stayman, Jacoby transfer bids, the strong opening bid, the Blackwood, and the Gerber. Lessons will illustrate the problems these conventions are designed to solve and how they can best be used. Intermingled with every lesson are expert techniques for declarer play and defense. \$10 materials fee payable in class.

Prerequisite: Bridge I or similar experience as a bridge player (Note: Bridge II is not required)

2207X AHS H104 \$65
 Mar 29-May 3 W 7pm-9pm


NEW **Zumbini® (Ages 0-4)**
 Instructor: Rita Martinez

Are you ready to start your little one, or ones, on their first steps towards a healthy, active life?! Join us for the ultimate bonding experience with your young children as we wiggle, sing and learn. The Zumbini™ class offers music and creative movement activities, fun props, and the opportunity to play musical instruments. Designed for children ages 0-4 years, and their parents or caregivers. \$35 material fee (for 2 music CD's and songbook) payable to instructor in class.

1707X PCC W203 \$79
 Mar 25-May 20 Sa 3pm-4pm



Lose Weight and Keep It Off
 In partnership with ed2go

 In this comprehensive course, you will discover how to establish a healthy approach to weight loss and weight maintenance. You will master how to set and achieve weight-loss and weight-maintenance goals that make sense for you. We begin with a discussion of the role of food and exercise in weight loss and weight maintenance. We also will probe the effects of stress on the body relative to weight and how to apply stress management techniques for weight loss and weight maintenance. Discussion includes the differences between weight loss and weight maintenance, and how to master the obstacles to weight maintenance. By the end of the course, you will know how to set appropriate and effective goals for eating, exercise, as well as other elements that affect weight; and you will have the skills needed to lose weight and keep it off for a lifetime! Course starts monthly.

ONLINE COURSE \$99
 Start Dates: Mar 15, Apr 12, May 17, Jun 14
 Go to ed2go.com/pcclearn to register.

NEW Communicate with Anyone 3 Easy Steps

Instructor: Margaret Pappas

All relationships require good communication. Good communication skills do not always solve problems or resolve issues, but without them, seldom are problems or issues resolved. Using a simplified version of Harville Hendrix's Dialogue solves the "I do not know what to say or how to say it" challenge. The Dialogue is a 3-step, practical communication tool teaching how to listen and respond without judgement, whether or not we are in agreement with what is said. Take this workshop if you:

- Have a difficult time communicating, listening or feeling heard
- Feel frustrated with yourself when reacting rather than responding
- Want to build or rebuild your relationships

Achieve real and safe connections in your relationships by following the 3 Easy Steps in dialoguing. It is helpful to register with someone with whom you can practice during and after the workshop. \$10 materials fee payable in class.

2006X	PCC R307	\$49
Mar 4	Sa	9:15am-1:15pm

Introduction to Natural Health and Healing

In partnership with ed2go



We will discuss the various stages of health and illness to better understand that true health means wholeness of mind, body, and spirit. We also will explore naturopathy, which seeks ways for the body to heal itself. Log on and discover proper breathing techniques that enhance health, the value of hydrotherapy; diet; biorhythms; and fasting, as well as the power of the mind for healing the body (including brain function tests, visualization, and relaxation therapies). Vitamins, minerals, antioxidants, free radicals, and the basic requirements that constitute a healthy diet are reviewed. Discussion of herbal healing, aromatherapy, body therapies, massage techniques, osteopathy, chiropractic, T'ai Chi, reflexology, yoga, Feng Shui, therapeutic touch, natural remedies for common emergencies are part of this course. Students may choose to start a personal health journal to evaluate current lifestyle and to observe how behaviors affect health. Course starts monthly.

ONLINE COURSE	\$99
Start Dates: Mar 15, Apr 12, May 17, Jun 14	
Go to ed2go.com/pcclearn to register.	



The Highs and Woes of Internet Dating

Instructor: Karyn Klein

This course is given by a Life Coach whose specialty is online dating. You will get tips and tools to help you go from no one to *the* one and actually have fun in the process. Topics include:

- How to identify and attract the right person
- Tips for creating a dating profile that "pops"
- How to select photos that highlight the best you
- What to do and not to do on a first date so there is a second one

Dating can be exhilarating at best, exhausting and frustrating at worse. To survive, remain sane and even thrive in the process you must keep your sense of humor! \$10 materials fee payable (for workshop manual including research and profile dating materials) in class. **Course designed for both men and women, suggested minimum age of 25.**

2012X	PCC R117	\$45
Mar 18	Sa	10am-1pm

For the Love of Acting

Instructor: June Chandler & staff

Everyone has natural acting abilities. In this class, you will learn professional acting techniques to conquer self-consciousness and unlock your talent while having lots of fun. You will work every week on exercises, improvisations and script readings. The trend today is for real people to appear in reality shows and even commercials. If you decide to throw your hat in the ring, you will know the sane and practical way to add acting to your repertoire. **Class is designed for adults.**

7729X	PCC R115	\$95
Mar 11-Apr 15	Sa	2pm-4:30pm

For our **Acting Career Launching Pad** class, turn to page 7.

Golf

Instructor: Mark Spinelli

This course is for individuals who have never played golf or have had only a brief introduction to the game. *Just throw on some tennis shoes and meet at the Golf Shop five minutes before the beginning of class!* **Golf clubs are provided.** **Note:** A practice ball fee (\$6-\$8 per session, cash) is required for 4 of the 5 sessions. Classes are limited to 10 students. **Advance registration required.**

When registering, indicate date & time

2140X			\$95
Mar 7-Apr 4	Tu	7pm-8pm	
2140X			\$95
Mar 10-Apr 7	F	10am-11am	
2140X			\$95
Mar 11-Apr 8	Sa	10am-11am	

Classes held at Arroyo Seco Golf Course, 1055 Lohman Ln., South Pasadena.

NEW PADI: Open Water Academics

Instructor: Ron Corona

Scuba diving and Southern California – a perfect connection! Attend this academic-based class and take the first step to becoming a certified SCUBA diver. After completion of this portion of the Professional Association of Diving Instructors (PADI) - Open Water certification process, students will be given a Confined Water referral card which will assist in enrolling in the in-water portion of the certification process. **Note:** This class does not cover any in-water portion of the certification. \$15 materials fee payable in class.

2100X	AHS H103	\$79
Mar 6-Mar 15	M & W	6:30pm-8:30pm



Tennis Academy

Instructor: Tim Pawley

Intermediate Tennis

Students encounter challenging drills, strategies and play-action scenarios. The class focuses upon improving all strokes including the forehand, backhand, volley, half volley, overhead and serve. **For students 14 years old to adult. See note.**

Prerequisite: Beginner Tennis Clinic or previous playing experience.

2104X	PCC Courts	\$95
Mar 24-May 26	F	4pm-5:30pm



Advanced Tennis

Students continue to advance to the next level as we focus upon footwork, agility, and speed drills as well as match play. **For students 14 years old to adult. See note.**

Prerequisite: Intermediate Tennis, or intermediate level experience.

2108X	PCC Courts	\$95
Mar 24-May 26	F	5:30pm-7pm

High Performance Tennis

In addition to working on footwork, agility, speed drills, and match play, this course prepares students for high impact, tournament tennis. *Must bring a jump rope.* **For students 14 years old to adult. See note.**

Prerequisite: Intermediate Tennis and Advanced Tennis, or advanced level experience.

2109X	PCC Courts	\$95
Mar 25-May 20	Sa	11am-12:30pm

Youth Tennis (Ages 8-13)

From basic stroke technique to competitive strokes and movement, this clinic offers it all with conditioning and agility designed to prepare students for play! **For students ages 8 to 13. See note.**

2110X	PCC Courts	\$79
Mar 25-May 20	Sa	10am-11am

Note: Bring a tennis racquet and a new can of tennis balls. Classes are limited to 10 students. Students are required to sign a liability waiver prior to the start of class. Students must be in good health to participate. It is recommended that you consult with your doctor if you have any questions. Adverse weather may force the postponement of a session to a later date; the instructor will notify students by email should it be necessary.

Urban Survival Skills

Instructor: Christopher Nyerges

Are you worried about the next big earthquake? Tidal wave? Terrorist attack? A comet hitting the earth? This lively course with a distinct urban focus will bring you current on the "do's and don'ts" of survival at home. Topics include: food storage (what to store, how to store, where to buy); growing a survival garden; learning about useful plants; water (sources, storage, purification); shelter (tents and other backyard quick shelters); necessary tools and weapons; energy alternatives when there is no electricity (solar power, crank devices, batteries, PV systems, doing without); necessity of fire in the primitive urban setting.

2287X PCC R115 \$65
 Mar 10-Apr 14 F 7pm-9pm



Landscape Design

Instructor: Charlotte Chen

Landscape designers determine what elements bring out the best in a location. It may be a specific tree or bed of flowers, a deck, patio, or bubbling fountain. In this workshop, students will learn the basic principles of *hardscape* design gaining the ability to beautify a yard while spending money wisely. Discover what design principles work best for small spaces, large lots, shady or sunny places, hillsides, and slopes. *Bring photos of your site and a simple hand-drawn site plan.* \$2 materials fee payable in class.

2251X PCC R121 \$89
 Apr 8-Apr 15 Sa 9am-3pm



Start Your Own Edible Garden

In partnership with ed2go



Grow delicious, nutritious fruits and vegetables in your own backyard! Begin by determining which type of garden is right for you. As not everyone has the same amount of time, space, or sunshine, the first step to a great harvest is selecting the right crops: leafy greens, root vegetables, fruit, or herbs. Next, discover how to properly prepare a garden bed so your crops have the best opportunity to thrive, healthy soil is the key to a great garden. Each type of crop has specific needs, so you will learn tips for starting seeds, transplanting, pruning, and using container gardens and support structures. In addition, learn how to spot pests and diseases before they destroy your bounty, and explore the variety of irrigation options. Whether you want to provide your family with nutritious food, save money, get some exercise, or just be more self-sufficient, this course will give you the skills and knowledge you need to be on your way to a successful harvest. Course starts monthly.

ONLINE COURSE \$99
 Start Dates: Mar 15, Apr 12, May 17, Jun 14
 Go to ed2go.com/pcclern to register.



Growing Plants for Fun and Profit

In partnership with ed2go



Turn your love of plants into an enjoyable and profitable home business. Learn how to grow and market plants on a small scale without major capital investment. In an area as small as 1000 sq. ft., you can generate thousands of dollars worth of plant material in a single growing season. This course is your practical guide to licensing; site preparation; equipment; how and where to find supplies; how to select and produce plants appropriate to your climate zone; how to produce quality material; and, most importantly, how to market your product. Course starts monthly.

ONLINE COURSE \$99
 Start Dates: Mar 15, Apr 12, May 17, Jun 14
 Go to ed2go.com/pcclern to register.

Day Trips

Register early! Day trips fill quickly.

Detailed itineraries available at pcclearn.org/DayTrips.

Or to have a Day Trip Brochure mailed to you, call or email the PCC Extension office.

See page 28 for Travel Information and Policies

The Living Desert Zoo & Gardens

The Living Desert in Palm Desert is a combination zoo, endangered species conservation center, botanical gardens, natural history museum, and wilderness park. Enjoy an included boxed lunch, followed by a two-hour safari tram tour of the grounds. We will visit the Wildlife Hospital, view the “Wildlife Wonders Show,” and have a private viewing of the Amur Leopard. We also will make a stop at Hadley’s, famous for their breads, nuts and date shakes.

2374X \$94
Mar 4 Sa 8:35am-7pm

2nd Annual Tribute to The Follies

This wonderfully entertaining show returns to pay tribute to legendary shows like the *Folies Bergère*, *The Ziegfeld Follies*, and *The Fabulous Palm Springs Follies*. This new Vaudeville variety show stars John Davidson and Ann Hampton Callaway, and features The Olate Dogs, David & Dania, Mark Schiff, Henrik Bothe, Follies Dancers and the Follies Orchestra! *Artists subject to change*. Rear orchestra seating at the beautiful McCallum Theatre in Palm Desert. Before the show, enjoy lunch on your own in downtown Palm Springs. We also will make a stop at Hadley’s, famous for their breads, nuts and date shakes.

2354X \$99
Mar 9 Th 8:40am-7pm

The Orient Express

This new tour with a step-on guide explores the culture and history of the diverse Asian communities of Los Angeles, with a chance to taste sweet and savory foods from Chinatown, Koreatown and Little Tokyo. First, we visit the Chinese American Museum in bright and festive Chinatown, and enjoy an authentic Chinese pastry from a local shop. Then to picturesque and prosperous Koreatown to indulge in an included lunch at a Korean BBQ-style restaurant, with a choice of beef, pork, or chicken. After lunch we visit the Korean Cultural Center to experience the rich traditions and history of Korea. Finally, take a guided walking tour of Little Tokyo, and try the “World’s Best Cream Puffs” from a popular bakery. All visits subject to change.

2359X \$99
Mar 24 F 8:30am-5pm

Heritage Valley by Rail Fillmore & Western Railway

Step back into a bygone era aboard a vintage passenger train in the beautiful Heritage Valley. In Fillmore, we board the historic 1930s passenger cars of The Fillmore & Western Railway, better known as the “Hollywood Movie Train.” Enjoy a three-course waiter-served lunch onboard. We disembark in Santa Paula to view the downtown murals and visit one of its three museums (additional fees apply). On its return to Fillmore, the train will stop at a family-owned garden center that boasts honey products and other unique gifts.

2434X \$99
Apr 1 Sa 9:45am-5:30pm

The Blonde Bombshell Marilyn Monroe Tour & Hollywood Museum

Spend the day with an expert guide tracing Marilyn Monroe’s fascinating life story by visiting several locations important in her life. Along the way, we visit the Hollywood Museum to view a number of Marilyn Monroe items, and stand in the Blondes Only Room, where she was transformed into the blonde bombshell; see Marilyn’s star on the Hollywood Walk of Fame; and view her handprints at Grauman’s Chinese Theatre (pending availability). Lunch on your own at the Hollywood & Highland entertainment complex. Finally, we pay our respects at the cemetery where Marilyn is entombed.

2326X \$69
Apr 9 Su 8:40am-5:30pm

Edwards Air Force Base and NASA’s Dryden Center

An exclusive opportunity to take a docent-led behind-the-scenes tour of Edwards Air Force Base. Lunch on your own at NASA’s Dryden Center cafeteria. Then we visit the NASA gift shop (pending availability) and the Air Force Flight Test Center Museum. **Required:** When booking, provide full legal name as it appears on your valid government-issued photo identification; must provide same ID to Base Security the day of the tour.

2399X \$69
Apr 28 F 8am-6pm

Also Available!

Coastal Missions by Rail May 6

Ciao Bella! Little Italy Tour May 12

Wild Goose Champagne

Brunch Cruise May 21

More day trips listed at [pcclearn.org/DayTrips!](http://pcclearn.org/DayTrips)

All day trips will depart from Pasadena City College, Student Lot 3.

Multi-Day Tours

Must call 626-585-7608 to register.

**Detailed itineraries available at
pcclearn.org/Tours.**

Or to have a Multi-day Tour Brochure mailed to you, call or email the PCC Extension office.

See page 28 for
Travel Information and Policies



Joshua Tree & The Salton Sea

April 4-5, 2017 – 2-Day Tour

Double: \$289 / Single: \$359 – Deposit: \$75

Tour highlights: Extensive guided sightseeing in the Coachella Valley with knowledgeable and entertaining geographer-guide and professor, Dennis Napier • Explore Joshua Tree National Park with an included picnic in the Park, a guided nature walk, a visit to the Visitors Center and a stop at Key's View to marvel at the views of the Salton Sea and the San Andreas Fault • Stay overnight at the deluxe 4-star Fantasy Springs Resort Casino, offering non-stop gaming, multiple restaurants and entertainment • Visit the Salton Sea the largest lake in California, it covers 376 square miles and is located 234 feet below sea level.

Patriotic Pathways

April 17-24, 2017 – 8-Day Tour

Double: \$2,299* / Single: \$2,899* – Deposit: \$300

Tour highlights: See the most famous sites in Washington, D.C. including the White House, the Supreme Court and the memorials to Lincoln, Jefferson, FDR, Vietnam Veterans, Korean War Veterans and World War II • Tour inside the U.S. Capitol Building, the Library of Congress, the Kennedy Center, the Smithsonian Museum, and see the Constitution and Declaration of Independence inside the National Archives • Tour Philadelphia including Independence Hall, the U.S. Mint, Ben Franklin's gravesite at Christ Church, the Betsy Ross House, the National Constitution Center and see the Liberty Bell • In Gettysburg, tour the Battlefield, visit the Dwight D. Eisenhower Home, and visit the Gettysburg Museum • Tour Pennsylvania's Amish Country • Sightseeing in Delaware's Brandywine Valley including Longwood Gardens, Nemours Mansion & Gardens and Winterthur Museum & Gardens • Tour Valley Forge, where Washington's army spent the winter of 1777-1778.

***Land only prices - Roundtrip group airfare available from \$595 per person.**

Yosemite Spring Fling

April 23-25, 2017 – 3-Day Tour

Double: \$589 / Single: \$759 – Deposit: \$100

Tour highlights: Enjoy a relaxing two night stay at the Tenaya Lodge at Yosemite an elegant, 4-star lodge resort with indoor pool and spa and two restaurants located on 35 secluded acres amongst the pines just outside the south entrance of Yosemite National Park • Extensive guided sightseeing with a local guide in the Yosemite Valley to see the beauty of El Capitan, Half Dome, the magnificent gorges, the tall pines and the spectacular waterfalls overflowing this time of year • Ride the rails through the Sierra Nevada Forest's majestic tall trees on the historic narrow gauge Yosemite Mountain Sugar Pine Railroad • Enjoy a traditional, multi-course, family-style Basque lunch with included wine in the Central Valley.



California Vines, Rails & Redwoods

April 30-May 5, 2017 – 6-Day Tour

Double: \$1,349 / Single: \$1,699 – Deposit: \$200

Tour highlights: A three-course lunch and wine aboard the Napa Valley Wine Train and a docent-guided tour of the Culinary Institute of America at Greystone • Sightseeing in the Russian River Valley including a guided walk through a redwood preserve and a tour and tasting at Korbel Winery • Ride along California's coast aboard the deluxe Coast Starlight train featuring a dining car and observation car for spectacular ocean views • Memorable hotels including a three night stay at an upscale resort in the Sonoma Valley and overnight stays at the cozy Apple Farm Inn and at an oceanfront Pismo Beach inn both featuring fireplaces in the room • Unique meals including dinner at the Madonna Inn, lunch with wine tasting in Eberle Winery's "cave" and breakfast at Charles Schulz's "Snoopy's Home Ice" Arena with a visit to the Charles Schulz "Peanuts" Museum.

Also Available!

San Francisco...By The Bay

May 28-June 1, 2017 – 5-Day Tour

Summer Breezes & Stinking Roses

July 26-29, 2017 – 4-Day Tour

For more tour information, go to:
pcclearn.org/Tours

Travel Information and Policies

Payment - Day Trips: Entire fee due at time of booking. **Multi-Day Tours:** Deposit per person due at time of booking. Traveler will be contacted by Good Times Travel to arrange for payment balance.

Cancellation/Travel Protection: Refund requests, except where noted, must be received *two weeks* prior to trip departure date, and will be granted only if space is resold. *Day trip fees and deposits paid to PCC:* Refunds to reflect \$20 processing fee per person. *Tour fees paid to Good Times Travel:* If travel protection has not been purchased, only recoverable funds less a

cancellation charge of \$50 will be reimbursed once payment has been made. If travel protection has been purchased, you will receive a full refund (or partial if enroute), provided the defining reason is covered. **Note:** Travel protection/cancellation insurance for multi-day tours is **highly recommended**. Pre-existing medical conditions are covered only if protection is purchased at time of deposit. Insurance also available for day trips.

Trips & tours presented by Good Times Travel. Unless otherwise noted, local travel is aboard deluxe motor coach with professional tour escort. Minimum travel age 18. Questions: call Good Times Travel at (888) 488-2287.

Online Traffic School



**No Traveling.
No Inconvenience.
No Worry.**

Online Traffic School has successfully helped thousands who took our simple, easy-to-follow course.

Important Online Traffic School Information

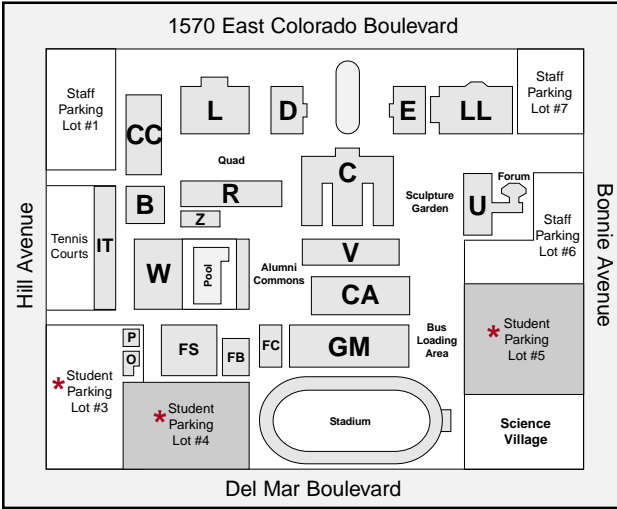
- State-approved.
- Complete the online traffic school course from the privacy and comfort of your home, office, or anywhere you can access the Internet.
- Course is designed to be a 6-7 hour program. Complete the course all at once or take your time.
- Simple and user friendly program. No extra hardware or software needed.
- Course is divided into units containing reading, video, graphics, and review questions.
- Final exam consists of 25 multiple choice questions. Passing score 70%.
- Certificate of Completion will be sent electronically to the court and DMV.
- Customer service available 7 days a week.

It's as simple as 1,2,3...

1. Register for the course online.
2. Complete course at your own pace and pass the Final Exam.
3. Certificate is sent electronically.

To get started, go to: pcclearn.org/TrafficSchool

Pasadena City College Campus



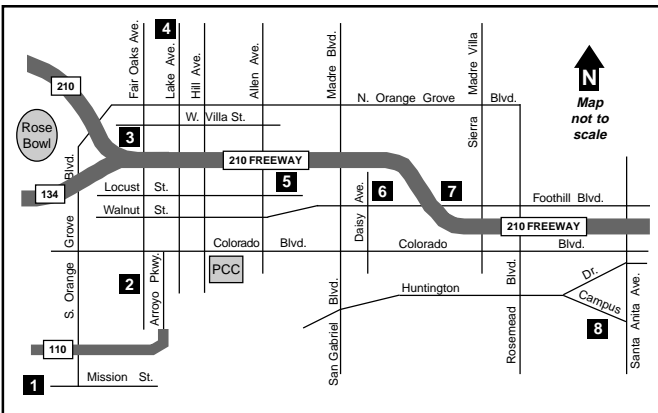
- B** Bookstore
Student Business Services
Campus Police
- C** Information - C218
Sexson Auditorium
- D** Health Center
Learning Assistance Center
- E** Physical Sciences
- L** Admissions & Records
Career Center
Counseling Services
Financial Aid
Registration
- R** Catherine J. Robbins Building
- U** Armen Sarafian Building
- V** Howard E. Marvin Technical Building
- W** W Building Gym
- CA** Center for the Arts
- CC** Campus Center
- GM** Hutto-Patterson Gymnasium
- IT** Industrial Technology Building
- LL** Shatford Library

* Student Parking:

Daily permits may be purchased from the dispensers located throughout the student parking lots. **Permits cost \$2.00, coin or paper, and are good for the entire day and/or evening.**

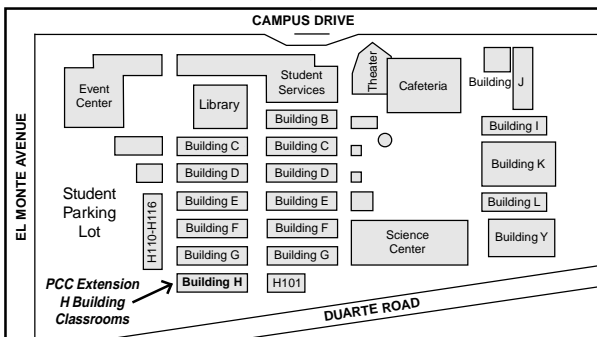
Note: The PCC Flea Market is held on the first Sunday of every month. On those days, student parking is only available in Lots 3 and 4. Parking is extremely limited. It is strongly recommended students arrive **early** to allow time to locate parking.

Off-Campus Class Locations



- 1**
Arroyo Seco Golf Course
1055 Lohman Lane
- 2**
Lineage Performing Arts Center
89 S. Fair Oaks Ave.
- 3**
Vance Wealth Group
100 W. Villa St., Suite 101
- 4**
Stardancers Dance Studio
2333 Lake Ave., Altadena
- 5**
Fight Academy Pasadena
1830 Locust St.
- 6**
Awareness Center
2801 E. Foothill Blvd.
- 7**
Community Education Center
3035 E. Foothill Blvd.
- 8**
Arcadia High School
180 Campus Dr., Arcadia
(see campus map at left)

Arcadia High School



Register



Online:
pcclearn.org



Phone:
(626) 585-7608



In Person:
Foothill Location
3035 E. Foothill Blvd.
Mon-Fri, 9am-4pm



Mail:
PCC Extension
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106



Fax:
(626) 585-3058

Important Information

Dropping a Class

Refunds are granted provided you notify PCC Extension at least three (3) business days before your class begins. Registration fee will be refunded in the same format as originally paid within 6 weeks. **There are no refunds beyond this deadline.** If instead of a refund, a non-refundable credit voucher is requested, a non-refundable rebate of \$5 will be added to your voucher. Your credit voucher plus the \$5 rebate may be applied towards any other Extension class or program registration.

Important Information: Refunds ARE NOT issued for absences nor prorated for late registrations. Missed class meetings may not be made up in another class. There is no auditing of classes. Returned checks will be subject to a \$25 handling charge.

Trips & Tours Cancellation Policy: Except where noted, cancellations/refunds must be received *two weeks* prior to the trip departure date and will be granted only if the space is resold by PCC Extension. It may be possible to send a substitute in your place with prior notice to Pasadena City College. When approved, refunds will reflect processing fees per person AND any unrecoverable expenses such as lodging, tickets, etc. See page 28 for more trip refund information.

Transfers

To transfer to another class, must request at least three (3) business days before the original class start date.

Cancelled Class

Registration fee is automatically refunded in the same format as original payment within 6 weeks. If instead of a refund, a non-refundable credit voucher is requested, a non-refundable rebate of \$5 will be added to your voucher.

Class Dates

Class dates are inclusive. Blackout days may apply. Refer to the website or your confirmation letter for specifics.

Insurance/Waivers

PCC requires all participants carry medical/accident insurance, and does not provide this coverage. When attending a class or trip off-campus, all participants are required to sign a liability waiver prior to departure.

Classes for Kids

A Release and Medical Consent form will be sent along with your confirmation letter. **Complete and return this form to the instructor at the first class.**

Certificates

Programs displaying the CP icon, once completed in accordance with noted requirements, qualify for a Program Certificate of Recognition. **Note:** Students may request a Certificate of Completion for any non-Certificate Program class. Certificates of Completion are just \$10 each and must be requested through PCC Extension. Replacement certificates are available for \$10.

Supplies/Equipment

Minimum enrollment is required to run classes. Please confirm class status before purchasing any supplies or renting any equipment.

Instructors

Detailed instructor biographies are available online. Should an emergency present itself, classes may be taught by a qualified substitute.

Pre-Registration is Important!

1. Class size is limited and early registration will assure your place in a high demand class.
2. Classes that do not meet minimum student enrollment may be cancelled before the first session. Your timely registration may help ensure the necessary enrollment figure.

**Save Your Space.
Register Today!**



PASADENA
CITY COLLEGE

PCC Extension

1570 E. Colorado Blvd.
Pasadena, CA 91106-2003
Main Number: (626) 585-7608
Fax Number: (626) 585-3058
Website: pcclearn.org
E-mail: info@pcclearn.org

Facebook: facebook.com/pccextension

REGISTRATION FORM — PCC EXTENSION

PLEASE PRINT

Date _____

Last Name _____ First Name _____ M.I. _____

Street Address _____ Apt. No. _____ City _____

Zip Code _____ Email Address _____

Mobile Number _____ Alternate Number _____

Course No.	Course Title	Start Date	Fee
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
TOTAL			\$ _____

By submitting this registration form you agree to the PCC Extension Refund Policy.

Payment by Visa, MasterCard or Discover: _____

Payment by check (payable to Pasadena City College): _____

Card No. _____ Driver's License No. _____

Expiration Date _____ CVV2 Code _____ (3-digit security no. in signature panel)

Expiration Date _____ Received by _____

Authorized Signature _____ Date _____

Print Name on Charge/Check _____ CK _____ CA _____

03/13

PCC Extension

PCC Extension is self-supporting and not funded by taxpayer dollars. Classes are designed for adults, 18 years of age and older, unless otherwise indicated.

Classes are held on-campus, at off-site locations, and online. College credit is not given, and there are no transcripts or grades.

To ensure a quality program, the following policies have been established. Courses may be cancelled due to low enrollment.

The right is reserved to change courses, programs or instructors. No non-registered person, including spouse, friend, parent, or child, is permitted to audit/attend a class. Students whose conduct is detrimental to the class (e.g., dishonesty, disruption, theft, property damage or willful disobedience) may be removed without refund, and/or denied future enrollment. Courses presented by PCC Extension do not necessarily reflect the views of the Pasadena Area Community College District. Pasadena City College does not endorse any person or product. PCC Extension is committed to protecting your privacy. We do not sell, trade, or rent your personal information to other internal or external parties. PCC Extension may use information collected to contact you regarding course information, promotional updates, specials, and/or new additions to our program offerings. Credit card numbers are not stored on our website.



PASADENA
CITY COLLEGE

PCC Extension
pcclearn.org

1570 East Colorado Boulevard
Pasadena, CA 91106-2003

3035 East Foothill Boulevard
Pasadena, CA 91107-3106

Main Number: (626) 585-7608
Fax Number: (626) 585-3058

Website: pcclearn.org
Email: info@pcclearn.org
Facebook: [facebook.com/pccextension](https://www.facebook.com/pccextension)

Public Hours:
9:00 a.m. to 4:00 p.m.
Monday through Friday

PCC Extension & Contract Education

Elaine Chapman, Director
Richard Torres, Account Clerk
Robert Torres, Scheduling Technician

Pasadena Area Community College District

Dr. Rajen Vurdien,
Superintendent-President

Board of Trustees

Dr. Ross Selvidge, President
Dr. Anthony R. Fellow, Vice President
James A. Osterling, Clerk
Berlinda Brown, Member
Hoyt R. Hilsman, Member
John H. Martin, Member
Linda Wah, Member
Nune Garipian, Student Trustee

**Lifelong
Learning
Is For
L I F E**



Summer Session course lineup available in May.
Summer favorites for parents and children:



Reading

Reading programs offered in partnership with the Institute of Reading Development (IRD) for pre-school through adult. The PCC Extension/IRD partnership has existed for more than 15 years and receives consistently high marks from students and parents. Classes start at Pasadena City College and Arcadia High School on June 12, and again at Pasadena City College only on July 23.

Swim

Summer Swim offers classes for toddlers through adults in both group settings and private instruction. Lanes will be available for lap swim and afternoons will provide community members the opportunity to enjoy open recreational swim times. Summer Swim held Monday through Friday, from June 19 to August 11.



Registration for IRD classes is available now. Call 800-964-8888. Registration for our Swim lessons begins in May. Call PCC Extension directly at 626-585-7608, or go to pcclearn.org.

Exciting Spring Day Trips

**2nd Annual
Tribute to
The Follies**
March 9



**The Orient
Express**
March 24

**Heritage
Valley
by Rail**
April 1



**The Blonde
Bombshell**
April 9

**Edwards Air
Force Base**
April 28



*Turn to page 26 for details
on all of our Trips & Tours.*



pcclearn.org
(626) 585-7608

PASADENA CITY COLLEGE
PCC Extension
1570 East Colorado Boulevard
Pasadena, CA 91106-2003

Multi-Day Tours

Joshua Tree & The Salton Sea
April 4-5

Patriotic Pathways
April 17-24

Yosemite Spring Fling
April 23-25

**California Vines, Rails
& Redwoods**
April 30-May 5

San Francisco...By The Bay
May 28-June 1

**Summer Breezes &
Stinking Roses by Rail**
July 26-29