

**PCC**  
**EXTENSION**

Spring 2018

February 20 – June 16, 2018  
*Classes Start Throughout the Session*

# *Discover Your Passion for Lifelong Learning*



*Classes for the Community*  
[pcclearn.org](http://pcclearn.org)



# 2018 Bucket List

No matter one's age, having a Bucket List is trendy, and checking off items on "your" Bucket List can be exciting, memorable, and "fun!"

If your Bucket List includes travel, we have some great U.S. adventure destinations for 2018!

## National Parks of New Mexico and Texas

Beautiful Big Bend, Amazing Carlsbad Caverns, Striking Guadalupe Mountains, and Impressive White Sands National Monument!

## Chicago and the Grand Hotel

Chicago's Magnificent Mile, the Chicago River, Frank Lloyd Wight's home, Lake Huron and Mackinac Island, Henry Ford's Museum, and Gerald R. Ford's Library.

## Canadian Rockies and the Calgary Stampede

Towering mountain peaks, tranquil lakes, cascading waterfalls, and the one-of-a-kind Calgary Stampede—relive Western Frontier days!

## National Parks of the Dakotas

The stark beauty of the Dakotas is not to be missed! This tour features the iconic Mt. Rushmore, the Badlands, Wind Cave National Park, a Missouri River cruise, and a buffalo safari jeep tour.

## New England Fall Foliage

The New England states are majestic and this trip provides the opportunity to experience the treasures of five of the six states making up New England: Sturbridge Village, lighthouses, the Salem Witch Museum, Gloucester and Rockport, Boston and the Charles River.

For more information, turn to page 36; and for complete trip descriptions, go to [pcclearn.org](http://pcclearn.org).

The PCC Extension office is located on Foothill Boulevard (Community Education Center). See address on page 37.

## Student Testimonials!

In upcoming catalogs, we will be highlighting student testimonials - so please email us and tell us what class you took and why you loved it!

## New for Spring!

Commercial Drone Pilot Training Program

Brunch Classics

Knife Skills

Spring Tarts

Old Master Portrait Copies

Bath Products

Basket Weaving

Conversational French III

Parent and Me Learning Mandarin

Youth Tennis II

## Coming This Summer!

### Swim Program

Classes for toddlers through adults. Lanes are available for lap swim. Afternoons provide open recreational swim times. Registrations begin in April.

### Reading Programs

Offered in partnership with the Institute of Reading Development. Pre-school through adult classes.

Registration available now.

Call 800-964-8888.

**Our Summer PCC Extension catalog will be available in May!**

# **PCC** **EXTENSION**

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February 20 to June 16

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### **LEGEND**

**NEW** New for Spring 2018



Online



Certificate Program

Locations: **PCC** - Pasadena City College  
**AHS** - Arcadia High School



## 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 - Room R221	\$89
Apr 28	1 Saturday	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.

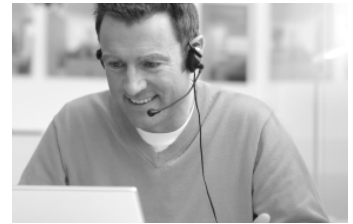
0315X	PCC - Room R113	\$65
Apr 29	1 Sunday	9am-1pm

## 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 separately.

COURSELIST:

Keys to Customer Service  
Extraordinary Customer Service

4515X	ONLINE COURSE	\$245
Start Dates: Apr 2, Jun 4		

## 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](http://pcclearn.org/UGotClass) for more information.

4521X	ONLINE COURSE	\$395
Start Dates: Apr 2		

## 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 separately.

COURSELIST:

Management Boot Camp  
Managing Generations in the Workplace  
Time and Productivity Management

4540X	ONLINE COURSE	\$595
Start Dates: Apr 2, Jun 4		

## Become a Mystery Shopper

Instructor: Jennifer Hayes

Mystery shopping is a wonderful way to earn extra income and have fun while shopping, dining, and evaluating customer service at local businesses! This workshop will show you the ins and outs of mystery shopping. Topics include:



- Signing up with shopping companies
- Getting your first assignment
- Avoiding pitfalls
- Writing great reports

\$20 materials fee payable in class.

0329X PCC - Room R108 \$39  
May 5 1 Saturday 12pm-2:30pm

## 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 separately.

COURSELIST:

Office Operations  
Embracing Sustainability in the Workplace  
Cyber Security for Managers

4391X ONLINE COURSE \$495  
Start Dates: Apr 2, Jun 4

## 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**
- Spanish for Construction**
- Spanish for Educators**
- Spanish for Firefighters**
- Spanish for Food Service**
- Spanish for Health Care**
- Spanish for Housekeeping**
- Spanish for Law Enforcement**
- Spanish for Manufacturing and Warehousing**
- Spanish for Social Services**
- Spanish for the Workplace**

The fee for each course: **\$165**. For detailed program descriptions, go to: [pcclearn.org/ProTrain](http://pcclearn.org/ProTrain)

For in-class Spanish classes, turn to page 27.

## 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 separately.

COURSELIST:

Introduction to Data Analysis  
Intermediate Data Analysis  
Advanced Data Analysis

4545X ONLINE COURSE \$495  
Start Dates: Apr 2, Jun 4

## 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.*



- Complementary and Integrative Health**
- End of Life Care**
- Food, Nutrition, and Health**
- Gerontology**
- Healthy Aging**
- Spirituality, Health, and Healing**

Programs start monthly. For detailed program descriptions, requirements and start dates, go to: [ed2go.com/pcclearn](http://ed2go.com/pcclearn)



## Become a Solar Installer

Instructor: Quayum Abdul



Since 2010, solar panels have increased in popularity. Home and commercial owners are looking for Solar Installers to install solar panels on roofs, and countless experienced solar installers are providing this work as independent contractors. In fact, it is projected that by 2020, 65% of solar installations will be done by independent solar installers. Join us and learn how to design and install roof-top solar photovoltaic systems. Participants will have the opportunity for hands-on, real world training through a volunteer organization. Topics include:

- Solar, electrical, and city codes
- Electrical wiring

**Note:** Course requires a total of 24 hours of instruction. Certificates will be issued upon successful completion of the course, as determined by the instructor. \$40 material fee payable in class.

2257X PCC - Room R113 \$119  
Apr 27-Jun 15 8 Fridays 6:30pm-9:30pm

## Certificated (2-Day) Film School

*Produce, Write, Direct, Act*

Instructor: Dov S-S Simens

This course launched into filmmaking writer Quentin Tarantino, actor Will Smith, and singer Queen Latifah, and now, hopefully, yours! Anyone...Yes anyone can Write, Produce, or Direct films and TV shows for profit when given the basic information - and this intensive crash-course delivers! The focus is on the business of filmmaking (yes, talent is important but it can't be taught) rather than the art of filmmaking. **Day 1: "Filmmaking A-Z: Writing, Directing Shooting & Editing"** details step-by step how to make your first feature film with budgets as little as \$10,000 to as high as \$100,000,000. **Day 2: "Dealmaking A-Z: Producing, Financing, Distributing & Profiting"** clearly explains how to market, sell, and finance the film you learned to make on Saturday. All attendees receive a 100 page Filmmaker's Workbook; qualify for a Producer's Diploma and Filmmaker's Certificate; and graduate knowing exactly how the industry, called Hollywood, whether its Agents, Bankable Stars, Dealmakers or Powerbrokers, works when you are a first-timer. Topics include:

- **Screenwriting:** Writing & Selling a Great Script
- **Directing:** Scheduling & Shooting 1-3 Week Shoots
- **Producing:** Packaging & Selling Feature Films Globally
- **Distributing:** Marketing Film Festivals & Awards
- **Financing:** Pre-Selling & Profiting from 32 Revenue Streams

4215X PCC - Room R113 \$395  
Apr 21 & 22 1 Saturday & Sunday 9am-6pm

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



## 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 - Room R115 \$89  
Apr 8-Apr 15 2 Sundays 9am-5pm

## 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 separately.

COURSELIST:


Introduction to Social Media  
Integrating Social Media into Your Organization  
Marketing Using Social Media

4517X ONLINE COURSE \$495  
Start Dates: Apr 2, Jun 4

## Certificate in Basic Game Design



In partnership with UGotClass

 Games, beyond entertainment, are increasingly recognized as tools to serve many business purposes. This Certificate provides a general introduction to the design and development of both video and analog games, with a particular focus upon the use of games outside of consumer entertainment. In the first course, discover resources for developing game design and identifying the mechanics and verbs used in different games. Students will learn the different activities that are part of game design, how to flesh out a game idea to increase the chance of a successful game design experience, and gain a basic understanding of how to work with game developers. In the second course, learn the basics of the video game design process and the main video game genres; and use a game development application to begin a journey of making games. By successfully completing this Certificate in Basic Game Design, students take the first step to understanding game design, and to creating games.

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

COURSELIST:

Introduction to Game Design  
Intermediate Video Game Design

4382X ONLINE COURSE \$395  
Start Dates: Apr 2, Jun 4

## Food Safety for Food Handlers

Instructor: Gloria Sanyika

Food Safety is important for everyone! Food that is not handled or prepared safely can make you and those you care about sick. Join us and learn the basics of how to handle, prepare, and store foods safely to prevent bacteria and germs from being passed to people. \$10 materials fee payable in class.

3442X PCC - Room R113 \$39  
Apr 7 1 Saturday 10am-12pm

Also see Gloria's **Food Dehydration** on page 17 and **Basket Weaving** on page 23.

## MEET OUR INSTRUCTORS

### Gloria Sanyika



Gloria Sanyika is a Home Economist, Nutritionist, and Textile Artist. She is owner of the Specific Nutrition Consulting Service. She received a BA Degree in Home Economics with a minor in Nutrition from CSULB and a Masters from Union University of Oriental Medicine. She also studied Textiles and Weaving, and is an accomplished Textile Artist and Weaver. She taught at the junior high level before embracing a 30-year career as a Nutrition Program Coordinator and Food Service Director for Head Start. For twelve years, Gloria chaired the annual Head Start, March is National Nutrition Month “Healthy Food Tasting Health and Fitness Event. A longtime community activist advocating self-Health Maintenance in our community along with her husband, she was featured on the BET Teen Summit (2007), the Group W Cable T.V. show “Rhythms of Life” with Dr. Etta Hill (1985) and on the Black Diamond Enterprises Health and Fitness Cable T.V. Series (1995). Now that Gloria is semi-retired, she is passionately attempting to “Revive the Lost Domestic Arts” which she defines as Canning, Food Dehydration, Off Loom Textile Weaving, and Basket Weaving as tools for empowering ourselves with useful skills for the future.

#### Little Known Fact:

Gloria worked with famed health activist and comedian Dick Gregory and Chef Aris Latham of Sun fired Live Food Catering Company.

#### Courses:

**Food Safety for Food Handlers**  
**Food Dehydration**  
**Basket Weaving**

## Voiceover Classes

Partner: Voices For All


### Voiceover Professional: A New Career

This fun and empowering 2-hour introductory workshop covers the different types of voiceovers and what tools are needed to find success. Students will be coached as they read a script, and are recorded to receive a professional voiceover evaluation later. Leave with the knowledge necessary to decide if this career is something you want to pursue. This workshop is taught by a professional voice actor from a voice acting training company.

4210X PCC - Room R113 \$49  
May 12 1 Saturday 10am-12pm



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

 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](http://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.



# Online Career Training Programs

These programs will chart your course to an in demand profession or help advance your current career with industry certification. Begin these programs at any time and learn at your own pace! Upon successful completion of all coursework, you will receive a certificate of completion.

**All materials are included in the program fees. Each course has an instructor assigned to answer questions.**

## Features:

- 6-18 month self-paced, start anytime
- Textbook and materials included
- Prepare for industry certification
- Certification exam voucher
- Student advisors provide you coaching, motivation, and career readiness support
- **Financial assistance available**

## HIGH DEMAND PROGRAMS

### Pharmacy Technician

Gain the skills and knowledge to qualify for entry-level positions in pharmacies, and be prepared to sit for the Pharmacy Technician Certification Exam (PTCE).

### Administrative Dental Assistant

This nationally recognized Administrative Dental Assistant Online Certificate Program will teach you essential skills for managing the business of a dental practice and becoming an administrative dental assistant.

### Certified Medical Administrative Assistant (CMAA)

Administrative medical assistants are versatile and valuable members of the healthcare team. This program prepares you for the Certified Medical Administrative Assistant (CMAA) exam.

### Medical Terminology

The Medical Terminology Online Training Program teaches you to understand medical terms and their application.

### Administrative Professional

Obtain employment as an Administrative Professional by learning how to work in a modern professional office, how to maintain a professional image, personal and professional ethics, communication essentials, technology basics, records and financial management, event planning, travel, and how to advance your career

### Certified Bookkeeper

The Certified Bookkeeper Online Training Program for experienced bookkeepers leads to national certification with the American Institute of Professional Bookkeepers (AIPB). The AIPB certification is a high professional standard for bookkeepers.

### Chartered Tax Professional

After successfully finishing the Chartered Tax Professional Certificate Program, you will be qualified to prepare tax returns for individuals, small business corporations, partnerships, and sole proprietorships

### Certified Wedding Planner

Wedding planners combine creativity and organization to help happy couples celebrate the most important day of their lives. Train for a career surrounded by celebratory events!

### Human Resources Professional

Master the skills needed to advance within your human resources career, a high-demand field with plenty of opportunity for advancement.

### Certified Residential Interior Designer

This program will give you the basic skills and background needed to start working as an interior home designer, and the Residential Interior Design Education (R.I.D.E.) credential will increase your status with potential clients.

### Veterinary Assistant

This program is designed for people who want to work at a veterinary hospital and for those already are employed in positions in which they look after animals.

### Child Development Associate Training

This flexible, self-directed certificate program in Childcare and Education enables you to earn your national Child Development Associate (CDA) certification.

### CompTIA™ A+ Certification Training

The CompTIA™ A+ Certification is a critical first step in opening the door to your IT career. Throughout this program, you will learn the essential skills needed to begin a career working within the industry.

### Microsoft Office Specialist 2016 (MOS) Certification Training

The Microsoft Office 2016 Specialist training program prepares you to sit for the Microsoft Office Specialist Certification Exams, which cover Word, Excel, PowerPoint, Outlook, and Access.

### Adobe Certified Associate

If you like and appreciate graphic design and consider yourself creative, this program is perfect for you. Become a Adobe Certified Associate and by learning Adobe's Creative Suite, the most commonly used program for professional graphic design, video editing, and web development.

### The Complete Project Manager with CAPM® and PMP® Prep

By combining the Essentials of Project Management with Mastering Project Management, this online training program provides you with a thorough understanding of project management.

### Professional Bookkeeping with QuickBooks

Prepare for a career in the high-demand field of bookkeeping as you master QuickBooks—the leading financial software tool for small businesses. By the end of this program, you will be an expert in everything from basic accounting to double-entry bookkeeping.

**For program details and registration information for these and many more Online Career Training Programs, visit:**

**[pcclearn.org/CTP](http://pcclearn.org/CTP)**



## Online Career Training – Featured Career Field: *Medical Billing*

### **CBCS Medical Billing and Coding (GES124)**

\$2,195 – 340 Course Hours

CBCS Medical Billing and Coding is the ideal program for students new to a medical career! This comprehensive program provides you with all the information you need to earn a certification in medical billing and coding. You will build a foundation of medical vocabulary to help you better understand the contents of a patient's medical record, including physician notes. In addition, current industry medical coding standards are covered. Upon completion of this program, you will be prepared to sit for the Certified Billing and Coding Specialist (CBCS) exam, offered by National Healthcareer Association (NHA). The registration fee for this exam is included with this program.



### **CBCS Certified Medical Administrative Assistant with Medical Billing and Coding (GES149)**

\$2,695 – 500 Course Hours

The CBCS Certified Medical Administrative Assistant with Medical Billing and Coding is geared towards students who are interested in obtaining a career in the healthcare industry, but have little to no experience within the sector. This comprehensive program will provide a foundation of medical vocabulary, to help you better understand doctors' notes and medical record contents. It will also teach you essential medical office management skills that healthcare managers look for, when hiring new front office staff. Upon completion of this program, you will be prepared to sit for the Certified Billing and Coding Specialist (CBCS) and the Certified Medical Administrative Assistant (CMAA) exams offered by National Healthcareer Association (NHA). The registration fee for both exams are included with this program. This program will also prepare you to sit for the Certified Professional Coder (CPC) exam and the Certified Coding Associate (CCA) exam.

### **CPC Medical Billing and Coding (GES145)**

\$2,695 – 340 Course Hours

CPC Medical Billing and Coding is an ideal program for students new to a medical career. If you are seeking entry into the healthcare industry, this comprehensive program will provide you with all of the information you need to earn a certification in medical billing and coding. You will build a foundation of medical vocabulary, to help you better understand the contents of a patient's medical record, as well as notes from practicing physicians. In addition, you will learn current medical coding standards, so you can be successful within the industry. Upon completion of this program, you will be prepared to sit for the Certified Professional Coder (CPC) exam, offered by the American Academy of Professional Coders (AAPC). The registration fee for this exam is included with this program.



### **CPC Certified Medical Administrative Assistant with Medical Billing and Coding (GES148)**

\$3,195 – 500 Course Hours

The CPC Certified Medical Administrative Assistant with Medical Billing and Coding is geared towards students who are interested in obtaining a career in the healthcare industry, but have little to no experience within the sector. This comprehensive program will provide a foundation of medical vocabulary, to help you better understand doctors' notes and medical record contents. It will also teach you essential medical office management skills that healthcare managers look for, when hiring new front office staff. Upon completion of this program, you will be prepared to sit for the Certified Professional Coder (CPC) exam, offered by the American Academy of Professional Coders (AAPC) and the Certified Medical Administrative Assistant (CMAA) exam offered by National Healthcareer Association (NHA). The registration fees for both exams are included with this program. This program will also prepare you to sit for the Certified Billing and Coding Specialist (CBCS) exam and the Certified Coding Associate (CCA) exam.

For program details and registration information for these and many more Online Career Training Programs, visit:

[pcclearn.org/CTP](http://pcclearn.org/CTP)

# NEW! Training Program for Commercial Drone Pilots



## Commercial sUAS Pilot FAA Part 107 RPIC Exam Preparation Program

**sUAS: small Unmanned Aerial Systems (drones)**  
**RPIC: Remote Pilot in Command**

### Commercial RPIC sUAS Pilots:

- Provide unmanned aerial support service to clients in a variety of industries
- Develop sUAS flight plans in accordance with FAA regulations
- Assist in data processing of imagery collected during sUAS flights
- Coordinate and conduct sUAS flight operations, testing, and training
- Provide crew leadership for any anomalies or emergency situations

This 3-part Commercial Drone Pilot job training program prepares you to pass the FAA Part 107 RPIC exam necessary to receive RPIC Certification. Program includes:

- Aircraft Performance, National Airspace, Operations, Regulations, Weather
- Flight training with various types of sUAS (drones)
- Learning to assist established Commercial sUAS operators in “real-life” situations

A minimum score of 70% is required to pass the final FAA Part 107 exam.

This 3-part program consists of 37 Classroom hours and 120 Externship hours:

**Part 1:** 21-hour lecture and FAA Part 107 RPIC Exam review

**Part 2:** 16 hour “hands-on” sUAS Pilot training

**Part 3:** 120 hour Externship to be completed within 6 months after successful completion of Parts 1 and 2. This program is designed to optimally prepare you to perform the duties of a Commercial RPIC that are required in any commercial drone setting including cinematic, construction, public safety, realty, surveying, and transportation. Students learn to assist established Commercial sUAS operators in “real-life” situations.

### Course Work Requirements:

- Attend 21 hours in-class; regular attendance required
- Complete homework, successfully pass quizzes and exams
- Complete successfully 16 hours of sUAS flight training
- Complete successfully 120 hour externship
- Internet and email access

### Prerequisites:

High School Diploma or GED, or High School Senior (Parent/Guardian Release form required if under 18)

### Part 1: FAA Part 2107 RPIC Exam Course

4421X	PCC Campus	\$399
Feb 24-Mar 10	3 Saturdays	8am-4pm

### Part 2: sUAS Pilot Training Course

*Prerequisite: Successful completion of Part 1 and/or have a RPIC Certificate*

4422X	PCC Campus	\$499
Mar 17-Mar 24	2 Saturdays	8am-5pm

### Part 3: Externship

*Prerequisite: Successful completion of Part 1 and Part 2, and have a RPIC Certificate*

The 120-hour externship to be scheduled with instructor and completed within 6 months after completion of Part 2.

4423X	(South Bay/Torrance Area Location)	\$799
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**Pay per class or purchase entire 3-part series, including off-site Externship, at discounted rate of \$1,497 (a savings of \$200).**

Program includes all classroom lab materials and textbooks.

### Work Environment:

RPICs work in a variety of fields (agriculture, cinema, logistics, public safety, real estate, surveying, transportation). Most work full time, but many work part time.

### US Dept. of Labor Bureau of Labor Statistics:

The estimated annual compensation for a RPIC is between \$25,000 and \$70,000, depending upon expertise and the equipment they are operating.

### Job Outlook:

A 2013 report released by the trade group, the Association for Unmanned Vehicle Systems International, projected more than 100,000 new jobs in unmanned aircraft by 2025. Several factors will lead to increased demand for RPIC as the technology evolves.

*Instructor: Barry Brennan is the President and founder of Flying Lion, Inc. (FLI), a full service sUAS Solutions Company. Flying Lion is a drone service provider to Law Enforcement / Public Safety Agencies which provides On-demand drone Air Support, training, and equipment. Additionally, Barry has over 13 years' experience as a reserve police officer and 4 years as a drone pilot.*



## Business Startups

Instructor: Connie Sparks

### The ABCs of Starting a Business

This workshop will provide information and resources important to know before venturing into business. Topics include how and where to apply for licenses and permits; how to market a business; how to make money work; how to put systemic processes in place; business structures; the basics of funding programs; and the importance of having a business model and how to execute it. Also discussed will be how to conduct market analysis, competitor analysis; and programs and services available through various support agencies. \$20 materials fee payable in class.

0423X PCC - Room R117 \$39  
Mar 3 1 Saturday 10am-12pm

### You Need a Business Plan!

This highly interactive workshop is designed to aid the business owner (startup or existing) in developing a viable plan to get a business growing or continuing to grow in the right direction. Attendees will engage in step-by-step exercises, covering all sections of a business plan necessary to secure financing. This practice will foster thought processes required to create a plan, constructively define goals, and establish objectives. \$25 material fee payable in class.

0422X PCC - Room R117 \$45  
Mar 17 1 Saturday 10am-1pm

### Marketing Made Easy on a Small Budget

This workshop shows business owner's how to use multiple cost effective marketing segments to brand their business and reach their target groups; and be more creative in finding not just a customer, but the right customer offering long-term ROI benefits. The highlights of this workshop are marketing on a budget; showing business owner's how to stand out when marketing to potential customers; becoming more effective with messaging, branding, and planning; creating product value; and connecting with customers. Using the resources and strategies of this course, attendees will become more effective with messaging, branding, and planning. \$15 materials fee payable in class.


0429X PCC - Room R117 \$39  
Apr 7 1 Saturday 10am-12pm

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

## Entrepreneurship Certificate

In partnership with UGotClass

CP

 Boost your chances of success for your new or small business and reduce your risks. Get the latest on planning your business, brainstorming business ideas and a checklist for going into business. Then learn how to create a business plan, including assessing business feasibility and prepare the management and financial plans. Then take home a step by step approach to attract and keep customers, with an emphasis on customer-driven marketing decisions and building a strong brand. At the end of this certificate, you will be able to identify the abilities required of successful entrepreneurs and how to acquire them, develop goals to help establish your business, develop an outline for your plan, and take home techniques to successfully manage and market your new business.

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


COURSELIST:

Entrepreneurship Boot Camp  
Entrepreneurial Marketing  
The Business Plan

4530X ONLINE COURSE \$495  
Start Dates: Apr 2, Jun 4

## Funding Your Business

In partnership with UGotClass

 It takes money to operate a financially feasible, and successful business. Whether your business is just starting, or is expanding, financial backing can originate from partnerships, grants, gifts, investors, or loans. This course will help you understand the financial position of your business by exploring potential debt and equity sources of funds to help support these areas and create a financially successful venture. Visit [pcclearn.org/UGotClass](http://pcclearn.org/UGotClass) for more information.

4528X ONLINE COURSE \$195  
Start Dates: Apr 2, Jun 4





## 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 \$109  
 Start Dates: Mar 14, Apr 11, May 16, Jun 13  
 Go to [ed2go.com/pclearn](http://ed2go.com/pclearn) 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 \$109  
 Start Dates: Mar 14, Apr 11, May 16, Jun 13  
 Go to [ed2go.com/pclearn](http://ed2go.com/pclearn) to register.

Additional Microsoft Office online courses available at:  
[ed2go.com/pclearn](http://ed2go.com/pclearn)

## iPhone, iPad Classes

Instructor: Bob Cohen

### 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 fully-charged iPhone and iPad to class. See note.*

0513X PCC - Room R113 \$45  
 Mar 10 1 Saturday 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 fully-charged iPhone and iPad to class. See note.*

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

0522X PCC - Room R113 \$45  
 Mar 10 1 Saturday 1pm-4pm

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

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

## Introduction to Windows 10

In partnership with ed2go



In this course, you will gain the foundation you need to get started right away using Windows 10. We will begin with the basics: finding your way around the operating system. You will get to know the expanded Start menu, desktop, and system settings so you can feel right at home. Next, you will learn to customize the features of this operating system and personalize your desktop so you can make your computer truly your own. You will see how File Explorer can help you manage your files, and learn to create basic text documents using WordPad. You also will learn how to protect your files, as well as how to protect and update Windows 10. You will even see how to use the new Microsoft Edge browser to access the Internet. By the time you finish this course, you will have mastered the basic skills you need to get the most from Windows 10 for both work and play. Course starts monthly.

ONLINE COURSE \$109  
 Start Dates: Mar 14, Apr 11, May 16, Jun 13  
 Go to [ed2go.com/pclearn](http://ed2go.com/pclearn) to register.




# NEW! Tech Skills Certificates

In partnership with UGotClass

*A new year - a new opportunity to upgrade or strengthen your Tech Skills!*

## Web Design

 Online users say a website's design is the number one criteria for deciding whether a company is credible. Therefore, understanding what it takes to produce effective web design is essential in today's market of highly saturated digital competition.


Three one-month courses, \$595 for courses and certificate. Fee represents a savings of \$140 off the same classes if registered for separately.

### COURSELIST:

Introduction to Web Design  
Intermediate Web Design  
Advanced Web Design

4308X ONLINE COURSE \$595  
Start Dates: Apr 2, Jun 4

## WordPress

 WordPress is the most popular content management system (CMS) for website and blog design. After successfully completing this program and earning the WordPress Certificate, you will know how to build a WordPress website or blog, customize your WordPress site by hand-coding HTML, CSS, and PHP, know necessary regular WordPress maintenance, create WordPress website backup, and know how to apply SEO techniques in WordPress.


Three courses, \$495 for courses and certificate. Only available as a certificate.

### COURSELIST:

Website Setup  
WordPress Fundamentals  
Advanced WordPress

4316X ONLINE COURSE \$495  
Start Dates: Apr 2, Jun 4

## Graphic Design Software Essentials

 Adobe software tools are the leading software for graphic design. Adobe Illustrator is the industry standard computer illustration software. Adobe InDesign is the industry standard page-layout program that works with Adobe Illustrator and Photoshop seamlessly. Use Adobe Photoshop to effectively work with selection and editing tools, layers, and masks to edit, retouch, and enhance existing images or create your own composite digital art work. **Access to the Adobe software tools required.**


Three one-month courses, \$545 for courses and certificate. Fee represents a savings of \$130 off the same classes if registered for separately.

### COURSELIST:

Adobe Illustrator CC Essentials  
Adobe InDesign CC Essentials  
Adobe Photoshop CC Essentials

4312X ONLINE COURSE \$545  
Start Dates: Apr 2, Jun 4

## Mastering Microsoft Excel

 A must-have skill to succeed in business, whether an entrepreneur or a valued employee, is the ability to create, edit and manage spreadsheets. Microsoft Excel is the most used spreadsheet tool in the world.

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


### COURSELIST:

Mastering Microsoft Excel  
Intermediate Excel  
Advanced Excel

4305X ONLINE COURSE \$495  
Start Dates: Apr 2, Jun 4


## More Tech Skills Courses

### Mastering Computer Skills for the Workplace

 Must-have skills to succeed in the workplace include the ability to design presentations in PowerPoint, create documents in Word, use email and calendars in Outlook, and structure spreadsheets in Excel. Microsoft Office Suite of applications is the most used software tool in the world. Master the most common uses so that you can work faster and more efficiently and can take your computer skills from plain and drab to exciting and engaging. You will leave class with a set of skills that are a workplace requirement in today's fast paced ever-changing environment!

4543X ONLINE COURSE \$195  
Start Dates: Apr 2, Jun 4

### Introduction to Coding

 In "Introduction to Coding," you will be introduced to the basics of computer programming and various programming languages. New technologies allow people outside of the computer science field to create their own web pages using code. Students learn the basics of HTML, CSS, and Java Script, as well as the practical uses for each.

4320X ONLINE COURSE \$195  
Start Dates: Apr 2, Jun 4

## Internet Marketing Classes

Instructor: Bob Cohen

### 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 - Room R113 \$45  
Mar 17 1 Saturday 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 - Room R113 \$45  
Mar 17 1 Saturday 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 - Room R113 \$45  
Mar 24 1 Saturday 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 - Room R113 \$45  
Mar 24 1 Saturday 1pm-4pm

### Internet Marketing Certificate

Save \$31 by signing up for all four courses at once! Receive a certificate after attending all four classes. Recommended for non-profit organizations, small business owners, job changers, and those re-entering the workforce! **Fee: \$149** (plus materials).

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

## Mastering 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. A well-done video tells a story, and stories connect people. Video also causes an emotion "trigger," plain text does not. 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 separately.

COURSELIST:  
YouTube for Business  
Video Marketing

4496X ONLINE COURSE \$395  
Start Dates: Apr 2, Jun 4

## 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 result in 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 separately.

COURSELIST:  
Google+  
Google Analytics  
Google Apps for Business

4385X ONLINE COURSE \$495  
Start Dates: Apr 2, Jun 4

## 3D Printing for Educators Certificate

In partnership with UGotClass



There has been a lot of excitement about the use of 3D printers in education, but educators can have trouble both getting started with the technology and figuring out what to do with it. This two-course certificate program covers both aspects, starting with how the technology works and then moving on to how to use it effectively. If participants already have 3D printers, the instructors will customize the class as much as possible so participants may follow along on their hardware. If a participant does not yet have access to a 3D printer, the instructors can help participants define criteria to make decisions about appropriate hardware purchases.

Two one-month courses, \$345 for courses and certificate. Fee represents a savings of \$45 off the same classes if registered separately.

COURSELIST:  
Introduction to 3D Printing  
3D Printed Science and Math: Visualizations and Experiments

4383X ONLINE COURSE \$345  
Start Dates: Apr 2, Jun 4

# PCC EXTENSION OFFERS ONLINE COURSES FOR EVERY INTEREST

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



Spring into Learning!

Now's the time to Get Healthy, Get Organized, Learn New Hobbies, and Live Life to the Fullest.

Our courses help you reach your goals, from learning PhotoShop or cooking healthy meals, to designing a website or writing a novel!

Start Dates:

March 14

April 11

May 16

June 13

Courses priced from \$99

## Most Popular!

### Accounting Fundamentals

Introduction to SQL

Grammar Refresher

A to Z Grant Writing

Speed Spanish

Project Management Fundamentals

Beginning Writer's Workshop

Introduction to Microsoft Excel 2016

Medical Terminology

Explore a Career in Medical Coding

Creating WordPress Websites

Computer Skills for the Workplace

Human Anatomy and Physiology

Writing Effective Grant Proposals

Creating Web Pages

Basic CompTIA A+ Certification Prep

Effective Business Writing

Discover Sign Language

## Other Online Courses We Offer

### Business

Fundamentals of Supervision and Management  
Start Your Own Small Business  
Purchasing Fundamentals  
Administrative Assistant Fundamentals  
Managing Customer Service  
Building Teams That Work  
Marketing Your Business on the Internet  
Manufacturing Fundamentals  
Effective Selling  
Leadership  
Business Finance for Non-Finance Personnel  
Start and Operate Your Own Home-Based Business

### Computer

Keyboarding  
PC Troubleshooting  
PC Security  
Intro to Windows 10  
Microsoft Word 2016  
Microsoft PowerPoint 2016  
Microsoft Access 2016  
Intro to PhotoShop  
Introduction to Illustrator  
Intro to Networking  
Intro to Programming  
Photoshop Elements for the Digital Photographer

### Enrichment

Discover Digital Photography  
Secrets of Better Photography  
Natural Health and Healing  
Genealogy Basics  
Everyday Math  
Luscious, Low-Fat, Lightning-Quick Meals  
Interpersonal Communication  
Lose Weight and Keep It Off  
Music Made Easy

### Internet

Designing Effective Websites  
Intro to Dreamweaver  
Intro to Flash  
Intro to CSS3 and HTML5  
Intro to Java Programming  
Intro to JavaScript  
Creating Mobile Apps with HTML5  
Microsoft Outlook 2016  
Achieving Top Search Engine Positions  
Learn to Buy and Sell on eBay  
Marketing Your Business on the Internet

### Test Prep

GED Preparation  
Prepare for the GED Math Test  
SAT/ACT Preparation - Part I  
SAT/ACT Preparation - Part II  
GRE Preparation - Part I  
GRE Preparation - Part II  
GMAT Preparation  
LSAT Preparation - Part I  
LSAT Preparation - Part II

### Writing

Keys to Effective Editing  
Writing Essentials  
Pleasure of Poetry  
Writing for Children  
Travel Writing  
Write Fiction Like a Pro  
Resume Writing Workshop  
Writerific: 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

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

[ed2go.com/pcclearn](http://ed2go.com/pcclearn)

## MEET OUR INSTRUCTORS

## Sebastian Marroquin



Sebastian's real estate career began over seven years ago by working with investors flipping homes. In that time, he acquired a lot of experience when it came to finding homes to flip, successfully creating teams of professionals that compliment a successful renovation and sale, and learning what to do and not to do in order to make a great return on investment. Today, he works with Keller Williams Realty in Pasadena, helping people buy, sell, and invest in real estate. He also helps clients renovate to sell, or helps buyers purchase and then create the perfect home. He loves teaching and creating value for his buyers, sellers, and investors. Sebastian teaches this class because he likes the interaction with new people, wants to help people get started in the business, and also enjoys networking with potential clients. This area encompasses everything I have learned in college, while being a public school teacher, a personal trainer, and a sales person. I truly think that my life experiences were preparing me to do what I do today! Be a realtor, help and teach people, and create beautiful homes for people to enjoy and create memories in!

### Little Known Fact:

Something people do not know about me is that I'm very artistic and love to go salsa dancing, play soccer, and draw!

### Course:

## Flipping Houses

# INVESTING



## Flipping Houses

Instructor: Sebastian Marroquin

Thinking about investing in real estate? Thought about flipping houses? Considering fixing up your own property to maximize its sale potential? This is the perfect class for you! Topics include:

- Preparing yourself mentally
- Drafting a real estate business plan
- Finding houses to flip
- Financing facts
- Building your team
- Marketing and selling
- What markets are best and why
- Real life case studies

Remember, these same techniques may be used to fix up and sell your own home for more money!

3922X	PCC - Room R113	\$45
Apr 14	1 Saturday	9am-12pm

## Home Buying Simplified

### A Step-By-Step Guide for the First Time Buyer

Instructor: Sandra Tupurins

Learn how to prepare for a successful home buying process. Topics include:

- Financial qualifying guidelines
- Conventional and FHA mortgages
- Down payment requirements
- Real Estate contract review
- Credit score and its importance
- Personal financial preparation
- Knowledge of pre-approval process
- Current housing market trends



Participants will leave with the knowledge and confidence to shop for a home.

When registering, indicate class date

3913X	PCC - Room R121	\$39
Feb 24	1 Saturday	9:30am-1pm

3913X	PCC - Room R121	\$39
Apr 7	1 Saturday	9:30am-1pm





## Building Your Financial Portfolio on \$50 a Month

Instructors: Bobbie & Eric Christensen

Do you know 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 by joining us in this fast-paced seminar. 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 old proven method of investing. Optional book will be available in class for \$16.

0314X PCC - Room R104 \$45  
May 19 1 Saturday 9am-12pm

## Investment Classes

Instructor: Jalon O'Connell

### Understanding Stocks and Bonds

This class is a terrific way to gain detailed knowledge about stocks and bonds, including:

- Learning the language and terminology of the Stock and Bond Markets
- Trading techniques, and strategies for asset allocation and rebalancing
- Whether stocks or bonds are more useful given the economy and your financial goals

These and many other topics about the stock and bond markets will be covered!

0406X AHS - Room H105 \$45  
Apr 11 1 Wednesday 6:30pm-9:30pm

### Mutual Funds and Annuities Explained

Do you know how to evaluate which mutual fund might be suitable for you given the thousands of choices available? Are you intrigued yet confused by what you have heard about annuities? If so, then come to this class and have your questions answered. Topics include:

- The differences of Load vs. No-Load and Index vs. Managed Mutual Funds
- The expenses, costs, and risks of Mutual Funds and Annuities
- The importance of tax deferral

If you are considering mutual funds and/or annuities, this class is a must!

0407X AHS - Room H105 \$45  
Apr 18 1 Wednesday 6:30pm-9:30pm

### Master Your Investments

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

- Construct an investment portfolio designed to 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 - Room H105 \$59  
Apr 25-May 2 2 Wednesdays 6:30pm-9pm

## Rejuvenate Your Retirement

Instructor: Allen Yee

You work 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 financial planning and retirement workbook. *Class size is limited so register early!*

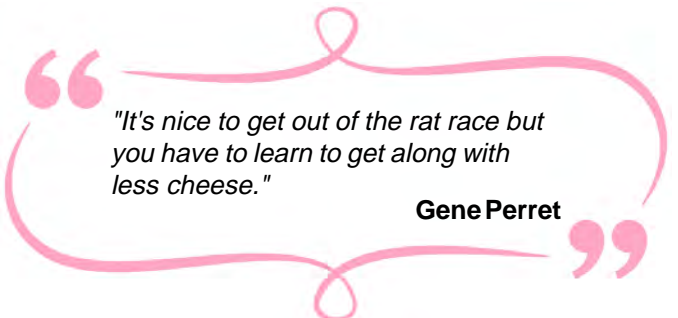
0334X PCC - Room R104 \$39  
Mar 3-Mar 10 2 Saturdays 9am-11:30am

## Retirement: Addressing the Whole Person

Instructor: Mitchell Kauffman

Millions of Americans are in danger of not achieving their retirement goals! The financial challenges are many-fold, but so are the emotional challenges that also detract from happiness during the retirement years. What is the secret of successfully transitioning to retirement, both financially and emotionally? This energizing class will show you how to create your personalized investment plan to achieve your retirement goals, and how to balance your goals by using tools to enhance the emotional awareness needed to enjoy a "Life Well Lived."

0367X PCC - Room R117 \$39  
Apr 14 1 Saturday 9am-1pm



## Retirement Classes

Instructor: Ron Tanji

### Medicare 101

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

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.

*When registering, indicate class date*

2262X Mar 10	PCC - Room R117 1 Saturday	\$39 10am-12pm
2262X Apr 18	AHS - Room H103 1 Wednesday	\$39 6:30pm-8:30pm

### Long-Term Care Workshop

The odds that you will need long-term care are greater than you might imagine. Long-term care need does not age discriminate, in fact, 40% of patients receiving long-term care are under age 65. Take this quiz.

*If you develop a chronic illness or become disabled:*

- How could you care for yourself?
- Who would you count on to care for you?
- Do you know how to protect yourself?
- What is Long-Term care insurance?
- Could you financially afford the care?
- Are you comfortable depleting your assets to pay for care?
- The average cost of a home health care aide is \$20 per hour.  
*True or False?*
- The average annual cost for a facility room is greater than \$75,000.  
*True or False?*

Financial considerations aside, Long-Term Care Insurance (LTCi) is about peace of mind and control. Having it ensures you will have access to first-rate care should you need it without being dependent upon others or being a burden to your children. This workshop describes ways to protect yourself, defines long-term care insurance, and explains why LTCi is not for everyone. Private medical insurance and Medicare also are discussed.

2249X Mar 31	PCC - Room R117 1 Saturday	\$39 10am-12pm
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### Savvy Social Security for Boomers

Instructor: Cynthia Schwert

Making the right decision at this stage in life depends upon a multitude of factors including income, assets, health status, life expectancy, family dynamics, and life goals. Some decisions are irreversible: Starting Social Security at age 62 can leave a lot of money on the table if you live into your 90's; Overlooking the impact of marriage, divorce, remarriage, and widowhood can severely pinch your lifetime stream of income; Failure to coordinate IRA RMDs with Social Security taxation can result in needless diminishment of income. Join us and learn how to evaluate your benefits and choices. \$5 materials fee payable in class.

0311X Mar 17	PCC - Room R121 1 Saturday	\$39 9am-11am
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## Retirement Income 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 Mar 10	PCC - Room R121 1 Saturday	\$39 10am-12pm
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### Deferring RMDs & Longevity Risk

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 Mar 10	PCC - Room R121 1 Saturday	\$19 12pm-1pm
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Enroll in both classes at the same time  
and receive a \$13 discount!

*Register Early!*  
Classes really do fill quickly!

# COOKING



## Food Dehydration

Instructor: Gloria Sanyika

For thousands of years, people dried foods to have during lean times. This same technique is used today as an activity to enjoy seasonal foods all year, and to prepare for natural disasters such as a major earthquake. Food dehydration still is the most useful and convenient method of food preservation, but for many, this art has been lost. Join us and rediscover the art of Food Dehydration. \$20 materials fee payable in class.

3441X	PCC - CC-Bldg	\$39
Apr 28	1 Saturday	10am-12pm

Also see Gloria's **Food Safety for Food Handlers** on page 5 and **Basket Making** on page 23.

## Basic Baking Series

Instructor: Grace McKeown

The fundamentals of baking are broken down by the methods upon which all baking rests. In this workshop series, students will gain confidence by learning the mechanics and the correct tools to use with each method. Classes are for anyone desiring to explore baking from the beginning. *See note.*

### Puddings, Curds & Custards

3410X	PCC - CC-Bldg	\$55
Feb 24	1 Saturday	10am-2pm

### Chiffons & Meringues

3410X	PCC - CC-Bldg	\$55
Mar 3	1 Saturday	10am-2pm

**Note:** \$25 materials fee payable in *each* class.

## NEW Knife Skills

Instructor: Grace McKeown

Knowing how to handle your knife is among the most fundamental of skills and will give you the confidence to become a more efficient cook. Topics include: basic cuts, how to handle your knife, and care for your knife. Each student will learn how to cut up a whole chicken. **Required:** *Bring a Chef's knife and wear comfortable, closed toe shoes.* **Registration is limited to 10 students.** \$30 materials fee payable in class.

3409X	PCC - CC-Bldg	\$55
Apr 14	1 Saturday	10am-2pm

**Location for all Cooking/Baking Classes:** 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. *All classes are hands-on; please dress accordingly.*

## Cooking Classes

Instructor: Grace McKeown

### Whole-Grain Baking

Based on the skills developed from Basic Baking, students will be using a variety of whole grain flours and learn how to make traditional recipes using all-purpose flour into more healthful versions. \$25 materials fee payable in class.

3428X	PCC - CC-Bldg	\$55
Apr 7	1 Saturday	10am-2pm

NEW

### Spring Tarts

*"The Queen of Hearts, she made some tarts, all on a summer's day..."* This line from the poem The Queen of Hearts is a favorite of children's literature – but how are tarts made? Join this hands-on workshop and learn about basic pie dough and sweet short crusts. Learn the secret to making flakey and crisp crust, how dough should feel, and why some recipes do not turn out even when closely followed. Once the crusts are made, students will fill them with seasonal fruit, and finish with lattice tops. \$30 materials fee payable in class.

3411X	PCC - CC-Bldg	\$55
May 12	1 Saturday	10am-2pm

NEW

### Brunch Classics

Wow your family and friends by learning to make the two most coveted brunch items – the quiche tart and cream scones! Topics include: how to make flakey crusts; savory fillings; and perfectly set custards. Scones are best when they are light, making them the perfect complement for jam and butter, and perhaps some clotted cream. \$30 materials fee payable in class.

3404X	PCC - CC-Bldg	\$55
May 19	1 Saturday	10am-2pm



## 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. Additional supplies may be required. Note: Drawing experience is welcomed, but not necessary. \$7 materials fee payable in class.*

0241X	PCC - Room R113	\$115
Feb 25-Mar 25	5 Sundays	9am-12pm

## Painting Classes

Instructor: Steve Ohlrich

**NEW**

### Old Master Portrait Copies

How did the masters make the beautiful pictures hanging in museums and admired throughout the ages? Join this class and while copying master artist portrait drawings, learn the fundamentals of drawing the human portrait. Sight-size method is used to find proportions and shapes, and values are explored to create likenesses. *See note.*

0240X	AHS - Room H105	\$85
Apr 16-May 21	6 Mondays	6:30pm-9pm



### Portrait Drawing the Classical Way

Students work from a live portrait-model on an extended pose. Learning objectives include employing comparative method for finding proportions, seeing values, some anatomy, and a holistic working method. Students learn drawing skills to create a likeness of the sitter, will learn how to apply the working material, and will use several drawing tools. The class is open to students working at various levels of ability. Instructor provides individual instruction and class demonstrations. *See note.*

0237X	PCC - Room CA321	\$95
Apr 28-Jun 2	6 Saturdays	9am-11:30am



### Landscape Painting

Join us and paint a landscape of your 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 are given on an individual basis and demonstrations are provided as necessary. *See note.*

0236X	PCC - Room CA321	\$85
Apr 28-Jun 2	6 Saturdays	12pm-2:30pm

### 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 - Room CA321	\$85
Apr 27-Jun 1	6 Fridays	6pm-8:30pm

**Note:** 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](http://pcclearn.org/supplies). Please confirm status of class before purchasing supplies.*

# DANCE

## Cultural Art Classes

Instructor: Vivian Chan & Rosa Zee

### Chinese Floral Arts

#### Discover the Flower Tale of a Thousand Years

Connect with the mystical wonder of nature in this traditional Chinese Floral Arts arrangement course. Join us as we explore the basic principles, history, and relationship between flowers and branches, and discover how to truly appreciate nature. No previous experience required, just come and enjoy! *Bring a pair of scissors.* \$80 materials fee payable in class.

0227X PCC - Room R108 \$119  
Mar 10-Mar 31 4 Saturdays 9:30am-12pm



### Hands on Culture

#### Be a Scholar for a Day

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 included: 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 - Room R108 \$79  
Apr 7-Apr 14 2 Saturdays 9:30am-12:30pm



### 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. Join us for a fun time and a great workout! *No partner or previous experience necessary.*

8306X PCC - Room W201 \$99  
Mar 9-Jun 8 12 Fridays 7:30pm-9:30pm

### Bellydance

Instructor: Shana Meurs

Bellydance is thought to be the oldest dance form, and though not well-known, is danced by both men and women! Join us for fun and exercise while learning basic and fundamental bellydance techniques. Proper dance posture, shimmies, isolations, waves, common travelling steps, and musicality (matching movement and form to rhythm, melody and music) will be taught. This is a wonderful way to be introduced to hypnotic Arabic music and rhythms, and to cultural aspects of this beautiful, ancient dance art form. *Students should wear dancewear or loose clothing – no jeans. Feet may be bare, or you may wear ballet or jazz shoes; No street shoes on dance floor.*

4010X PCC - Room W203 \$89  
Mar 9-May 18 8 Fridays 6:30pm-8pm



ENRICHMENT

MEET OUR INSTRUCTORS

**Dolores Cruz**



I have studied ballet, tap and jazz since the age of 6, and continued throughout high school, college, and beyond. In college I had the opportunity to participate in many musical theatre productions which required many dance skills, including tap. I taught ballet, tap, and jazz to students from ages 5 to 80 at a local dance studio from 1980 until its closing in 2005. I continue providing tap instruction at after school programs and local children's theater workshops. I teach tap, not only because I love tap, and because it is fantastic exercise, but also because, in looking for tap classes for myself, I found there were not very many place that offer tap classes. I want to make tap available to anyone who loves to tap, and especially to those who have always wanted to take tap but never had the opportunity until now. Everyone is an artist of some sort, be it visual art, music, theatre, or dance, though some have not discovered the artist inside of them yet. I feel passionate about all areas of art. For me, dance is an expression of emotion, and of life. It feels good to dance. It exercises the body as well as the brain, and it brings me joy. I am happy to share this joy with anyone else who would like to learn to tap dance.

**Little Known Fact:**

I was on *Who Wants to Be a Millionaire* back in 2010. Though I didn't win a million dollars, it was a wonderful experience, and I did bring home a smaller sum of money.

**Course:**

**Tappercize**

**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 workout. Beginners as well as experienced tappers are welcome. *Tap shoes required.* **Class is designed for adults.**

2796X PCC - Room W201 \$75  
Mar 3-May 5 8 Saturdays 1pm-2pm



**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 - Room W201 \$59  
Feb 24-Mar 31 6 Saturdays 12pm-1pm

**Ballet**

Instructor: Catherine Round

If you you ever wanted to learn ballet, this class is for you! It is never too late to learn one of the most wonderful forms of dance in the world - from the very beginning. In this course, students will acquire all of the entry level fundamentals needed to walk into any Beginner Ballet class. Come join us in what will be a fun and rewarding experience. *Wear comfortable, fitted clothing and ballet shoes; No street shoes on dance floor.* **Class is designed for adults and is for beginners only.**



1820X PCC - Room W201 \$99  
Mar 25-Apr 29 6 Sundays 2pm-3:30pm

Classes held at the Lineage Performing Arts Center,  
89 S. Fair Oaks Ave., Pasadena.

“

*"Dance first. Think later. It's the natural order."*

**Samuel Beckett**

”



## Acoustic Guitar

Instructor: Spencer Artwick

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 - Room CA117 \$79  
Mar 24-Apr 14 4 Saturdays 10am-12pm

## Music Made Easy

In partnership with ed2go



If you enjoy music and would like to know more about what makes it work, this is the course for you. Gain a complete understanding of rhythm, melody, and harmony, and learn to recognize pitches on the musical staff and keyboard. Each lesson builds upon previous lessons, while also introducing new musical concepts. Your course begins with an introduction to rhythm and the various aspects of rhythm; including beat, meter, note, and rest values. Transition to the role of melody in music, and gain proficiency in identifying pitches by octave, building major scales, and understanding the role of keys in creating melodies. Explore the keyboard in full detail with an emphasis on the structure of major scale and the signatures of major keys. Learn to build intervals, major scales, and chords. By the time you complete this comprehensive and full-featured course, you will be able to read, write, and even play simple musical pieces on a keyboard. Courses start monthly.

ONLINE COURSE \$99

Start Dates: Mar 14, Apr 11, May 16, Jun 13

Go to [ed2go.com/pcclearn](http://ed2go.com/pcclearn) to register.



## Harmonica Classes

Instructor: David Broida

### Harmonica, Folk Style

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 - Room H105 \$35  
Mar 7 1 Wednesday 6:30pm-8pm

### Harmonica, Blues Style

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 - Room H105 \$35  
Mar 7 1 Wednesday 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 - Room V208 \$75  
Apr 8-May 6 4 Sundays 1pm-4pm



## CRAFTS

### Continuing Music at PCC!

#### Piano Ensemble (Music 43)

Instructors: Wen-Ting Huang & Phillip Young

This class is for intermediate level students of piano; and the focus is upon providing ensemble opportunity experience "making music with another pianist," through the study of a variety of musical styles and their interpretation. Varied levels of duet, duo, and multi-piano literature will be included. Fundamental ensemble skills such as collaboration, synchronization, and rehearsal techniques, as well as activities designed to develop piano technique, efficient practice habits, and sight reading skills will be addressed. *Class not designed for beginners.*

#### Required Textbooks:

***Gurlitt, Hours of Rest, op. 102,***

Schott/Hal Leonard (ISBN: 9783795745233);

***Essential Keyboard Duets Vol. 1,***

Kowalchuk (ISBN: 9780739020296)

**Registration:** *Audition required.* Email Phillip Young at pdyoung@pasadena.edu; or call 626-585-7795 to schedule.

3043X	PCC - Room CA116	\$200
Feb 20-Jun 12	16 Tuesdays	7pm-9pm

#### Piano Ensemble Open House

Find out about our Piano Ensemble class, meet faculty and make music with fellow piano ensemble class members. Open to all who have some previous piano experience and who read music.

*Tuesday, February 13, 7pm-8:30pm*  
*Center for the Arts Building, Room 114*

#### Chamber Music (Music 70)

Instructor: Francisco Castillo

This class is designed to promote talent, educate students, and instill understanding and appreciation of small chamber music groups. Students will have the opportunity to practice and perform with various ensembles. Ensembles will include brass, string, and woodwind combinations formed into trios, quartets, quintets and a small chamber orchestra. Pianists, percussionists, and vocalists may enroll, participate, and perform with these and other ensembles. Members of current ensembles are welcomed to enroll in the class. *Please bring sheet music to first class. Note:* New ensembles will be formed at the beginning of the session. *Class not designed for beginners.*

**Registration:** *Audition required.* Email Francisco Castillo at oboesolo@sbcglobal.net; or call 626-422-4582 to schedule.

3070X	PCC - Room CA117	\$200
Feb 20-Jun 12	16 Tuesdays	4pm-6pm

*These music courses are continuations of PCC credit offerings. Continue to practice and come together with community members, and keep on making music!*



#### Pattern Making Classes

Instructor: Richard Lee

##### Pattern Making

This introductory, hands-on course teaches students fun, easy to follow pattern making techniques! Students will explore a variety of styles inspired by the classic T-shirt pattern provided by the instructor. Included: how to make different kind of dresses and skirts, neckline and sleeves variations, and ruffles and flares. Students also will learn to accurately take individual body measurements. \$10 materials fee payable in class. *See note.*

*Prerequisite: Sewing experience recommended but not required.*

3304X	PCC - Room R309	\$75
Feb 24-Mar 17	4 Saturdays	9am-12pm

##### Pattern Making II

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. \$10 materials fee payable in class. *See note.*

*Prerequisite: Pattern Making*

3310X	PCC - Room R309	\$75
Mar 24-Apr 14	4 Saturdays	9am-12pm

**Note:** 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.



## Crafts Classes

Instructor: Quayum Abdul

### Handmade Herbal Soap Making

Join this class to learn how to make herbal soaps at home. Herbal soaps are those mixed with natural ingredients, such as, juice, extract, or even chopped herbal leaves. While the steps to make herbal soap are similar to that of general soap making, the tricky part is choosing the right ingredients. **Note:** Some herbs may irritate sensitive skin. \$30 materials fee payable in class.

3318X PCC - Room CA109 \$39  
Feb 25 1 Sunday 11am-2pm



### 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 - Room CA109 \$45  
Mar 11 1 Sunday 11am-3pm

All classes are hands-on. Please dress accordingly.

### 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 - Room CA109 \$39  
Apr 8 1 Sunday 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 - Room CA109 \$39  
May 20 1 Sunday 11am-2pm

NEW

### Bath Products

Join us, have fun, and discover simple techniques for making your own one-of-a-kind bath products (shampoo, shower gel, bubble bath, bath salts, and exfoliates). Topics include:

- Ingredients and equipment
- Where to obtain supplies
- Tips for making bath gels
- Adding herbs, glycerin, extracts
- Aroma therapeutic effects of oils

Why purchase expensive commercial bath products when you can delight in making your own - reasonably! Class is hands on, please dress accordingly. \$30 materials fee payable in class.

2273X PCC - Room CA109 \$39  
Jun 10 1 Sunday 11am-2pm



NEW

### Basket Weaving

Instructor: Gloria Sanyika

Weave your own basket to cherish, display, and enjoy! Basket weaving, a technique of coiling with sweet grass, is as old as the history of mankind, having arrived in this country with the Triangular Trade. Native Americans learned the technique from the West Africans and evolved their own style of the art in the United States. Now it is your turn to enjoy this amazing, beautiful, and useful process! \$20 materials fee payable in class. *Additional supplies will be needed for individual projects; options discussed in class.*

3303X PCC - Room R307 \$75  
Mar 3-Mar 31 5 Saturdays 10am-12pm

Also see Gloria's **Food Safety for Food Handlers** on page 5 and **Food Dehydration** on page 17.



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

Instructor: Bobbie Christensen

Imagine completing a manuscript in just 6 weeks! Follow the 10-step plan and create a page-turner whether writing fiction or non-fiction, cookbook or textbook. Learn how to submit your work to a publisher, self-publish your book and keep the profits, publishing on demand (PODs), and all about ebooks. \$15 materials fee payable in class.

3229X PCC - Room R104 \$55  
May 18 1 Friday 6pm-10pm

## Poetry Workshop


Instructor: Craig Cotter

A poetry workshop should be a safe and sacred place where poets can explore deep emotion and thought in their work. However, if you are seeking a workshop that will simply praise your poems, this class is not for you. Our workshop will involve a deep exploration of your poetry, and we will share great poems of the past century. To begin each class, students will bring enough copies of their poems to share with everyone, and the workshop will begin with a poetry reading of all poems submitted. We then will work through each poem one-by-one, with a focus on understanding each poet's artistic intentions. Although students are expected to write at least one original poem for each workshop, do not avoid coming to class because you have not written one. You may learn more about your writing by listening to the constructive criticism of another students' work; and hearing other students' poems may inspire you in a way that sitting alone with your thoughts may not. For poets who are unpublished, information will be shared concerning best submission practices. **Class is designed for adults.**

3226X PCC - Room R226 \$69  
Apr 28-May 19 4 Saturdays 10am-12pm

## Introduction to Journaling

In partnership with ed2go

 Discover the different types of journaling such as dream journaling and sample an array of journaling techniques, exercises, tools, and resources. This course will cover everything you need to know about journaling, including a seven-step process that will ease you into writing a journal. Students will find out how to use a journal to explore thoughts, feelings, and values, and how journaling can ease the stress of life. Journaling may even help you choose the best career or advance in your current career. Course starts monthly.

ONLINE COURSE \$99  
Start Dates: Mar 14, Apr 11, May 16, Jun 13  
Go to [ed2go.com/pcclearn](http://ed2go.com/pcclearn) to register.

## Basics of Screenwriting


Instructor: Brad Saunders

By the end of this course, students will have written a short script in conformance with movie industry standards, and had it critiqued by a professional. This introductory course is designed to help anyone learn the basics of screenwriting, and covers such fundamentals as screenwriting format, programs, the development of character, and dramatic three-act structure. *Computer with word processing program is required; students will need to submit a formatted, typewritten script.*

3210X AHS - Room H103 \$85  
Feb 21-Mar 21 5 Wednesdays 6:30pm-9:30pm

## Writeriffic: Creativity Training for Writers


In partnership with ed2go

 Who does not know the fear of the blank page? How are visions transformed into the written word? Is it really possible to become a terrific writer? The answer to these questions and more are found in Writeriffic. In this high-energy course, you will learn lots of tricks from the published writer's toolbox. Whether currently writing or hoping to write a novel, nonfiction book, memoir, short stories, or articles, Writeriffic liberates the imaginative, inventive bolts of genius that are inside everyone. Course starts monthly.

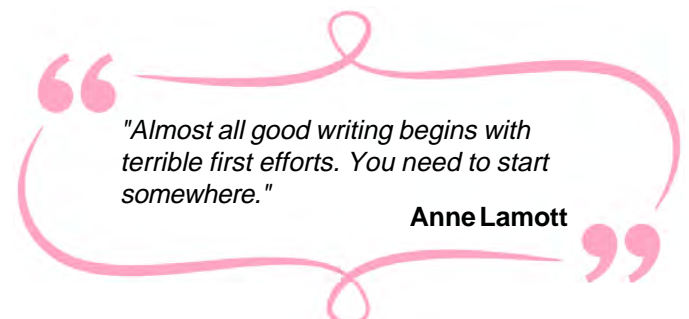
ONLINE COURSE \$99  
Start Dates: Mar 14, Apr 11, May 16, Jun 13  
Go to [ed2go.com/pcclearn](http://ed2go.com/pcclearn) to register.

## Grammar Refresher

In partnership with ed2go

 Whatever your goals, a grasp of English grammar is important if you want to improve your speaking and writing skills. This course will help you gain confidence in your ability to produce clean, grammatically correct work. You will explore the basics of English grammar, such as sentence structure and punctuation, as well as more sophisticated concepts like logic and clarity. A patient instructor, memorable lessons, vivid examples, and interactive exercises will provide ample opportunity to put what you learn into practice. Reacquaint yourself with old, forgotten rules, meet some new ones, and discover your own grammatical strengths. Course starts monthly.

ONLINE COURSE \$99  
Start Dates: Mar 14, Apr 11, May 16, Jun 13  
Go to [ed2go.com/pcclearn](http://ed2go.com/pcclearn) to register.



# PHOTOGRAPHY



## 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 - Room R113 \$49  
Apr 28-May 5 2 Saturdays 10am-12pm

## Discover Digital Photography

In partnership with ed2go



On your own time, on your own schedule, explore the world of digital photography! This course introduces the technology that has catapulted the photographic world into the 21st century. Explore a broad overview of the basics of digital photography, including equipment, software, and practical uses. Discussion includes different types of digital cameras, from phones and tablets to digital SLRs, all of which offer a wide array of photographic options. Also discussed are digital editing options. We explore a number of software packages, and you learn how to compose your shots when you have digital editing available. Whether you plan to print or upload your images, you will want to be sure that they are the right size to display with excellent quality and speed. We will review how to size images for use on your computer, the Internet, and with social media. Course starts monthly.

ONLINE COURSE \$99  
Start Dates: Mar 14, Apr 11, May 16, Jun 13  
Go to [ed2go.com/pcclearn](http://ed2go.com/pcclearn) to register.



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

## Photography Classes

Instructors: Liane Enkelis & Garry Margolis

### Better Digital Photography

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. **Note:** For SLR, mirrorless, and other adjustable digital cameras capable of manual functioning.

3121X PCC - Room R104 \$65  
Mar 24 1 Saturday 10am-5pm

### Travel Photography Skills

#### Architectural Gems via L.A. Metro Rail

Los Angeles is a top travel destination! Join the photographers behind the Metro Duo Blog and take advantage of our great city while improving your photography skills. Whether as practice for that upcoming trip, or to have a vacation day in L.A., you will discover the City of the Angels by Metro. Your instructors, experienced world travelers, will provide pointers on lighting, exposure, and composition to create dramatic photographs that will vividly capture your travel memories. Architectural gems we visit include: The Last Bookstore, Bradbury Building, and The Biltmore. **Note:** There will be no lunch break; bring water and snacks. **Additional fees:** Metro Day Pass purchased at Metro Rail Station, \$7/\$2.50 seniors.

3126X \$69  
Apr 28 1 Saturday 12pm-6pm

Class will meet at **12pm sharp** at the **Fillmore Metro Gold Line Station**.

**Equipment:** Camera and manual, lenses, fully-charged batteries, media cards or film, off-camera flash, if owned (tripods are not advised). **Note:** A minimum enrollment is required to run a class. Please confirm class status before purchasing or renting any photo equipment or supplies!

**Off-Campus Classes:** Classes are open to both digital and film photographers with any type of hand-held camera. Ample time will be spent in each location to explore its various visual perspectives, and the instructors will give hands-on help and suggestions. Must provide own transportation to class starting location. Bring a cell phone to stay in touch. Dress weather appropriate and wear comfortable walking shoes. **Recommended:** a backpack, bottled water, snacks.

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

# LANGUAGES



## Language Class Special!

Register for any language class by **March 2nd** and automatically receive a \$5 discount!  
(Not valid for online courses)

### 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 - Room R123	\$129
Apr 14-Jun 9	8 Saturdays	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 - Room R123	\$129
Apr 14-Jun 9	8 Saturdays	1pm-3:30pm

### French Language Classes

Instructor: Jeanne Hart

#### Conversational French II

*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. *See note.*

*Prerequisite: Conversational French I*

5011X	AHS - Room H107	\$129
Mar 7-Apr 25	7 Wednesdays	6:30pm-9:30pm

**NEW**

#### Conversational French III

*Parler français de mieux en mieux.* This continuation of Conversational French II uses the Multiple Approach Method. Each class consists of a review and warm-up session followed by the introduction of two or three new structures, followed by the introduction of new vocabulary with oral practice. *See note.*

#### Required Textbook:

***Langue et Langage, 5th Edition***, by Oreste F. Pucciani, Jacqueline Hamel (ISBN: 003004037X) available second-hand online and at bookstores. Approx. price: \$15.99.


*Prerequisite: Conversational French I & II*

5012X	AHS - Room H107	\$129
Mar 5-Apr 30	7 Mondays	6:30pm-9:30pm

**Note:** Classes designed for adults only.

### 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 practice lessons using 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 14, Apr 11, May 16, Jun 13  
Go to [ed2go.com/pcclearn](http://ed2go.com/pcclearn) to register.

## 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.*

3511X                      AHS - Room H106                      \$129  
Mar 26-May 21                      8 Mondays                      7pm-9:30pm

### 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                      AHS - Room H106                      \$129  
Apr 11-May 30                      8 Wednesdays                      7pm-9:30pm

#### 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.

### Language Courses Available Online:

- **Beginning French**
- **Instant Italian**
- **Speed Spanish**



### Other Online Language Courses:

- **Grammar for ESL**
- **Writing for ESL**
- **Discover Sign Language**

Visit [ed2go.com/pcclearn](http://ed2go.com/pcclearn) for more information.

## MEET OUR INSTRUCTORS

### Luis Garcia



I attended California State University, Long Beach and received a BA in Spanish Language and Linguistics. I have been a Spanish instructor with PCC Extension for over 11 years. I truly enjoy teaching Spanish and have enjoyed the interaction with so many great students over the years. Whether you want to learn Spanish for your career, travel, or personal enrichment, I take great pride in helping you achieve your goal! Spanish was my first language and has opened so many doors for me growing up here in Los Angeles so I take great pride in helping others develop the skills necessary to communicate in this great language.

#### Little Known Fact:

I love Golf, if you don't see me in the classroom, you'll likely find me on the links!

#### Courses:

**Conversational Spanish**  
**Conversational Spanish II**



# EXERCISE



## Kundalini Yoga

### Reduce Stress/Gain Energy

Instructor: Santokh Singh Khalsa

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 4-May 9 6 Wednesdays 7pm-9pm

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

## 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 on dance floor.*

2080X PCC - Room W203 \$79  
Apr 7-Jun 9 8 Saturdays 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 on dance floor. Come to class with an empty stomach.*

2086X PCC - Room W203 \$65  
Mar 25-Apr 15 4 Sundays 10am-12pm

## Tai-chi Chuan Classes

Instructor: Kathy Chyan Chou

Tai Chi is an art of relaxation, concentration, and balance. It is an ancient Chinese exercise emphasizing breathing coordination with body movement intended to enhance flowing energy (called qi), circulation, and awareness of sensation. It also works to increase flexibility and harmonize mind and body. Each class includes fundamental principles of Chen-style Tai-Chi and step-by-step instructions for each of the art forms. **Note:** *Wear comfortable clothing; no street shoes on dance floor.*

### Tai-chi Chuan

#### Beginner Level 1

Step by step instruction includes Qi-gong as a warm up exercise and a short form set of Tai-chi Chuan basic techniques.

4019X PCC - Room W201 \$79  
Mar 4-Apr 15 7 Sundays 9am-10:30am

### Tai-chi Chuan II

#### Beginner Level 2

This class is designed for beginning students who have completed the Level 1 class. Step by step instruction includes Qi-gong as a warm up exercise and a second form set of Tai-chi Chuan basic techniques.

*Prerequisite: Tai-chi Chuan*

4022X PCC - Room W201 \$79  
Mar 4-Apr 15 7 Sundays 10:30am-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 on dance floor. Class is designed for adults.*

4004X PCC - Room W203 \$75  
Mar 31-May 26 8 Saturdays 8am-9am

## Self-Defense and the Workplace

Instructor: Jeffrey Yarbrough

Personal attacks can and do happen! Join us and learn self-defense techniques based upon the ever-evolving tactics attackers use in the workplace, elevator, stairwell, parking garage, 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 - Room W201 \$39  
Feb 24 1 Saturday 1pm-3pm

ACTIVE



## 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 date

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 - Room R113                      \$49  
Mar 3                      1 Saturday                      10am-2pm

## Introduction to Interior Design

In partnership with ed2go



Are you a creative person with an eye for design? This course will show you how to transform plain living spaces into beautiful and functional rooms. Interior design takes training as well as talent, and these lessons will give you the know-how you need to design a room from floor to ceiling. Delve into color theory, industry trends, spatial arrangements, floor plans, and traditional and modern interior design ideas. Explore a range of careers in interior design and gain insider tips for entering this exciting field. Course starts monthly.

ONLINE COURSE                      \$109  
Start Dates: Mar 14, Apr 11, May 16, Jun 13  
Go to [ed2go.com/pcclearn](http://ed2go.com/pcclearn) to register.

## 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.* \$1 materials fee payable in class.

2241X                      PCC - Room R113                      \$45  
Mar 31                      1 Saturday                      9am-12pm



## Introduction to Chess

Instructor: John Wright

Chess looks difficult – but is it? If you ever have wanted to learn and understand the game of chess, this is your opportunity! Designed for those with little or no chess playing experience ready to learn the fundamental rules of the game, how the pieces move, and basic strategy. A brief history of the game also will be given as well as information about the many opportunities to play chess such as at free online sites or at local chess clubs where you may participate in events approved by the United States Chess Federation.

### Required Textbook:

***Let's Play Chess: A Step by Step Guide for New Players***, by Bruce Pandolfini (ISBN: 978-1888690521) available online and at bookstores. List price: \$19.95.

2220X                      PCC - Room R111                      \$85  
Feb 25-Apr 29                      8 Sundays                      1:30pm-3:30pm



## Call For Instructors!

If you have a course/workshop/program that you are passionate about teaching, complete a course proposal form found at:

[pcclearn.org/newcourse](http://pcclearn.org/newcourse)



## Zumbini® (Ages 0-5)

Instructor: Rita Martinez

Are you ready to start your little 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 together. Zumbini™ offers music and creative movement activities, fun props, and the opportunity to play musical instruments. **Course fee covers one child (ages 0-5 years) and one parent (or caregiver).** \$35 material fee (for 2 music CD's and songbook) payable in class. *No street shoes on dance floor.*

1707X PCC - Room W203 \$79  
Mar 24-May 19 8 Saturdays 3pm-4pm

## Bridge Classes

Instructor: Morris Jones

### Bridge II – Competitive Bidding

In the game of Bridge, when both sides are bidding for the contract, the meanings of bids can change. Picking up where Bridge I leaves off, this course offers detailed coverage of situations that come up in competitive auctions. Learn how to get to your best spot, or prevent the opponents from getting to their ideal contract. Even seasoned bridge players often overlook many of these concepts. Along with bidding we include expert techniques for declarer play and defense. *See note.*

*Prerequisite: Bridge I or similar experience as a bridge player*

2206X AHS - Room H104 \$69  
Feb 21-Mar 28 6 Wednesdays 7pm-9pm

### Bridge III – Popular Conventions

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. *See note.*

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

2207X AHS - Room H104 \$69  
Apr 11-May 16 6 Wednesdays 7pm-9pm

**Note:** \$10 materials fee payable in each class.

## NEW Parent and Me Learning Mandarin (Ages 3-6)

Instructor: Sheng-Qi (Shelley) Dai

In this Learning Mandarin beginner class, students learn Pinyin, simple Chinese characters, stroke rules, and simple practical conversations through age-appropriate dynamic and fun activities, such as nursery rhymes, songs, stories, dance and movements, flashcards, games, arts and crafts, and coloring. Parents also will learn Mandarin and parenting skills to help their child in class and at home. \$35 materials fee payable in class.

1716X PCC - Room R209 \$79  
Apr 28-Jun 16 8 Saturdays 9am-10am

## Acting Classes

Instructor: June Chandler & staff

### For the Love of Acting

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 - Room R115 \$95  
Mar 10-Apr 14 6 Saturdays 2pm-4:30pm

### Comedy Improv Club

#### *It's Not Just for Actors Anymore*

Explore your love of Improv and discover how to enhance your social and business interactions. We will join the Sierra Madre "Comedy Improv Club" for four fun and relaxed sessions at the Casa del Rey restaurant in Sierra Madre. Using comedy improv games and a few effective guidelines you will locate your funny bone, relieve stress, gain confidence, and make some great new friends. They say laughter is the best medicine, come fill your prescription! **Note:** This class is for first-time attendees only. Not available for returning students. **Class is designed for adults.**

4212X \$79  
Apr 9-Apr 30 4 Mondays 7pm-9pm

Improv classes held at Casa Del Rey Restaurant,  
31 N. Baldwin Ave., Sierra Madre.

"Everyone thinks of changing the world,  
but no one thinks of changing himself..."

Leo Tolstoy



## Personal Improvement Classes

Instructor: Margaret Pappas

### Quiet the Chatter in Your Mind

Clean up the mental clutter and stop the chatter in your mind by choosing a different way of thinking! Over the years, our minds become cluttered with information that is useless, irrelevant, and harmful. Our thoughts work against us, and we find that our inner clarity and in-born wisdom become unreachable. Sadly, we also may lose touch with our inner self which is kind, loving, compassionate, and peaceful...until now! One way to find our true spirit again is 'to stand porter at the door of thought.' By observing what and how we think and making a conscious choice to think differently we can control and retrain our thoughts to "quiet our mind." Topics include:

- Understand how and what you think
- See, let go, and change the way you think
- Use breathing, meditation, and qigong to quiet your mind, focus, and be still

The choice is yours to make. Join us and achieve the mind-body-spirit connection to quiet your mind. *Bring your lunch and a beach towel. Wear comfortable clothes.* \$15 materials fee (for 26-page workshop manual, pen; hearts; stickers; heart surprises) payable in class.

2002X PCC - Room R307 \$65  
Feb 24 1 Saturday 9:15am-4:15pm



### Communicate with Anyone

#### 3 Easy Steps

All relationships require good communication. Good communication skills do not always solve problems or right 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 - Room R318 \$49  
Mar 10 1 Saturday 9:15am-1:15pm



### 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 6-Apr 3	5 Tuesdays	7pm-8pm
2140X		\$95
Mar 8-Apr 5	5 Thursdays	7pm-8pm
2140X		\$95
Mar 10-Apr 7	5 Saturdays	9am-10am
2140X		\$95
Apr 24-May 22	5 Tuesdays	6pm-7pm
2140X		\$95
Apr 26-May 24	5 Thursdays	6pm-7pm
2140X		\$95
Apr 28-May 26	5 Saturdays	10am-11am

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

### Fly Fishing For Fun

Instructor: Eric Christensen

Fly fishing is the fastest growing sport in America. It is an inexpensive, fun, outdoor experience that anyone of any age can enjoy. Join us and learn about rods, reels, and lines; what flies and streamers to use; how to assemble your gear; and what to purchase. We will practice casting outside. *Register early - class size is limited to 16 students.* \$15 material fee payable in class (includes "Fly Fishing For Fun" booklet and equipment rental).

2107X PCC - Room R108 \$45  
May 19 1 Saturday 1pm-4pm

## MEET OUR INSTRUCTORS

### Tim Pawley



Tim's background includes: Junior ranked player, Collegiate All-American and Two-Time Player of The Year, WTT Team Tennis National Singles Champion as well as winning three additional tournaments. He currently serves as Head Tennis Coach for Mt. San Antonio College. As owner and president of TJP Tennis Professionals for over 15 years, Tim has based his career on helping others to reach their personal best. Since Tim competes as a professional tennis player and is a coach for the sport, he provides expert credentials as an USTA Member and as an USNTA Certified Tennis Professional. In addition, he also is part of the Wilson Pro Advisory Staff, and as Tim carries a diploma in Fitness and Nutrition along with Strength and Conditioning, his expertise provides his athletes the finest coaching in creating the most versatile and elite tennis players ever.

#### Courses:

**Intermediate Tennis**

**Advanced Tennis**

**Youth Tennis (Ages 8-13)**

**Youth Tennis II (Ages 8-13)**

"This taught me a lesson, but I'm not quite sure what it is."

John McEnroe

## 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: Previous playing experience.*

2104X	PCC - Tennis Courts	\$95
Feb 23-Apr 27	8 Fridays	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.*

*When registering, indicate start date*

2108X	PCC - Tennis Courts	\$95
Feb 21-Apr 11	8 Wednesdays	7pm-8:30pm

2108X	PCC - Tennis Courts	\$95
Feb 23-Apr 27	8 Fridays	5:30pm-7pm

### 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 - Tennis Courts	\$79
Feb 24-Apr 28	8 Saturdays	10am-11am

NEW

### Youth Tennis II (Ages 8-13)

Advance your skills in this continuation course! 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.*

*Prerequisite: Youth Tennis or previous playing experience.*

2112X	PCC - Tennis Courts	\$79
Feb 24-Apr 28	8 Saturdays	11am-12pm

**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 this be necessary.



## Landscape Classes

Instructor: Charlotte Chen

### Landscape Design and Construction

Landscape designers determine what elements bring out the best in a location. It may be a specific tree or plant, a deck, patio, or bubbling fountain. In this workshop, students 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.* \$3 materials fee payable in class.

2250X PCC - Room R113 \$89  
Apr 8-Apr 15 2 Sundays 9am-3pm

### Weather Resistant Landscaping

Sustainability is the new buzz word and increasingly people are turning to drought resistant native vegetation that thrive in Southern California. Come learn how to replace thirsty lawns with drought tolerant ground covers that are more interesting than grass. This class will cover what drought tolerant plants and trees are available and provide instruction about how to use rocks, gravel, and decomposed granite to enhance a drought tolerant garden. Pruning techniques also will be demonstrated. *Bring a five-gallon raphiolepis plant (Indian Hawthorne), and pruning shears.* \$2 materials fee payable in class.

2246X PCC - Room R113 \$49  
May 20 1 Sunday 9am-1pm

## 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. 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 \$109

Start Dates: Mar 14, Apr 11, May 16, Jun 13

Go to [ed2go.com/pcclearn](http://ed2go.com/pcclearn) to register.

## Survival Classes

Instructor: Christopher Nyerges

### Urban Survival Skills

The 6.5 Northridge Earthquake happened 24 years ago! When will the "big one" hit? If you are worried about the next big earthquake; tidal wave; terrorist attack; or earth-hitting comet - then 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
- Shelter
- Growing a survival garden
- Tools and weapons
- Useful plants
- Energy alternatives
- Water
- Necessity of fire

2287X PCC - Room R115 \$65  
Feb 23-Mar 23 5 Fridays 7pm-9pm

### Survival Skills

Are you ready for a natural or man-made disaster? Would you know what to do to survive in the elements? Everyone should be familiar with basic survival skills before they are needed. This course is comprised of lecture, hands-on instruction, and videos. Topics include:

- Edible and medicinal plants
- Making fire without matches
- Finding and purifying water
- Survival kits and home supplies
- Primitive and modern shelters

2007X PCC - Room R115 \$65  
May 4-Jun 1 5 Fridays 7pm-9pm

## Online Traffic School

Online Traffic School has successfully helped thousands! Take our simple, state-approved, easy-to-follow course.

- 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, 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 sent electronically to the court and DMV.
- Customer service available 7 days a week.

To get started, go to:

[pcclearn.org/TrafficSchool](http://pcclearn.org/TrafficSchool)

# TRIPS & TOURS

## Day Trips

Register early! Day trips fill quickly.

For complete and detailed Day Trip descriptions, go to:  
[pcclearn.org/DayTrips](http://pcclearn.org/DayTrips)

See page 39 for Travel Information and Policies.

### Elvis Honeymoon Hideaway With Palm Springs Celebrity Tour

Discover why the iconic desert town of Palm Springs has been home to celebrities and famous figures alike! Begin with a guided tour of the "Honeymoon Hideaway" of Elvis and Priscilla Presley followed by a driving tour with a local guide to see former homes of celebrities such as Liberace, Marilyn Monroe, Bob Hope, Ronald Reagan, Nat King Cole, and Peter Lawford. Enjoy time at leisure in downtown Palm Springs for lunch on your own. We conclude with a stop at Hadley's, famous for their breads, nuts and date shakes.

2410X \$99  
 Feb 24 1 Saturday 8:20am-6:30pm



### The Post & The President Nixon Presidential Library and Post Office Tour

The day begins at the main post office in Santa Ana for a behind-the-scenes tour followed by an included southwestern lunch buffet at The Hacienda, an historic estate built in 1901. In the afternoon we continue to the Richard Nixon Presidential Library, which recently reopened after undergoing a \$15 million renovation, for a revealing look at the life and legacy of our 37th president. Enjoy time at leisure to stroll through the First Lady's spectacular Rose Garden, see Army One – the helicopter used by four Presidents, and visit the final resting place of the President and Mrs. Nixon. **Required:** Closed-toe walking shoes required for the Post Office tour.

2454X \$89  
 Mar 1 1 Thursday 8:20am-6:45pm

### Tribute to Huell Howser - "Basquing" In Bakersfield Kern County Museum, Dewar's Candy Shop

On this trip to Bakersfield, learn about Huell Howser's ability to uncover amazing secrets in the unlikelyst of places. Explore the history of the Basque culture on a docent-guided tour of the Kern County Museum. Later enjoy an included multi-course family-style lunch at a Basque restaurant including soup, salad, lamb, fried chicken, French fries, and wine. The day concludes with a visit to Dewar's Candy Shop making the finest taffy for over 100 years, and an included sweet treat! **Note:** To honor Huell, included in the tour price is a donation to the California's Gold Scholarship Fund at Chapman University.

2368X \$99  
 Mar 3 1 Saturday 8am-7pm



### Joshua Tree National Park

Journey to uncover the secrets of Joshua Tree National Park. This enchanted landscape north of Palm Springs and nestled in the Mojave Desert, is a truly fascinating region with bizarre rock formations, ancient twisting Joshua trees, and granite monoliths (often scaled by rock climbers). A stop at the Visitor Center for an interpretive look at the area's rich biodiversity and cultural history follows. Enjoy an included boxed lunch picnic in the Park. A stop at Hadley's, famous for their breads, nuts and date shakes, concludes the day.

2401X \$79  
 Apr 15 1 Sunday 8:30am-7pm



### Tribute to Huell Howser - Julian's Camels & Apple Pie

We begin the day with a visit to "America's First and Only Camel Dairy," for a tour and to meet, pet, and learn about these exotic creatures. There will be time to purchase unique "camel" products. We continue to the charming gold-mining town of Julian, nestled among oak and pine forests in the beautiful Cuyamaca Mountains for approximately three hours at leisure to browse the boutiques, have lunch on your own, and taste fresh apple pie and cider. The day concludes with a stop at Tom's Farm in Corona.

2368X \$69  
 Apr 28 1 Saturday 8:30am-7:30pm

ACTIVE

## Lunch with J.F.K.

### “J.F.K.’s Life & Times” Exhibit at the Bowers Museum

The day begins with an included southwestern lunch buffet at The Hacienda, built in 1901, and once part of an orange and avocado ranch. After lunch, we continue to the lovely Bowers Museum, for a docent-guided tour of the special, limited-time exhibit, *American Visionary: John F. Kennedy’s Life and Times*. The exhibition is produced in association with the John F. Kennedy Presidential Library in Boston. Time permits to browse the Bowers’ permanent collection and gallery store.

2360X \$79  
May 3 1 Thursday 10:15am-6pm



## L.A. Murder, Mystery & Scandal

On this fascinating guided L.A. tour, old ghosts and memories will come to life as Downtown L.A. was a lively and sometimes dangerous place, a so-called urban “wild west.” Explore almost 100 years of murder, mystery, and scandal, and the influence that organized crime had on the city; and visit fascinating neighborhoods while being entertained by sordid tales of intrigue and tragedy related to The Los Angeles Times Bombing, the Chinese Massacre, the Black Dahlia, Mickey Cohen, and Bugsy Siegel. Visit Olvera Street, the Biltmore Hotel, the Bradbury Building, and a cemetery that is the final resting place of both the famous and the infamous. Enjoy time at leisure for lunch on your own at the Grand Central Market. All visits subject to change.

2359X \$79  
May 11 1 Friday 8:30am-5:30pm



## Choo Choo For Chocolate

### Coastal Train Ride & Chocolate Treats

We motor to San Juan Capistrano to board an Amtrak coastal train to San Diego. Our motorcoach will meet us at San Diego’s downtown Santa Fe Station and transport us to the waterfront shops and restaurants at Seaport Village and the “Headquarters,” with time at leisure for lunch on your own. The next stop will be in Little Italy for a slice of decadent chocolate cake followed by a stop at a local pie shop specializing in ‘whole’ pies because, “it’s more fun to enjoy your own individual pie!” Finally, relax as we motorcoach home. **Required:** When booking, provide full legal name as it appears on your driver’s license or other government-issued identification that you will be presenting to Amtrak on the day of the tour.

2335X \$99  
May 18 1 Friday 7:55am-6:45pm

## San Diego Zoo

The World Famous San Diego Zoo is considered one of the most spectacular zoos in the world. Known for its innovative, lush, and natural exhibits, the San Diego Zoo is home to some of the world’s rarest wildlife. Just opened, see the \$68 million ‘Africa Rocks’ exhibit. Enjoy the day at leisure to explore the Zoo, or enjoy an included guided bus tour highlighting the main areas of the park. A ticket for the Express Bus allows you to hop on and off at five different locations in the Zoo, and a ticket for the aerial tram ride allows you to look down upon the beautiful grounds. Enjoy lunch on your own at the Zoo, at one of the Balboa Park eateries, or bring a sack lunch.

2405X \$99  
Jun 10 1 Sunday 8:30am-7pm

## San Diego’s Balboa Park

Get away and spend the day in San Diego’s beautiful Balboa Park, a garden and museum lover’s haven! You’ll have ample time on your own to explore this special place where you can experience natural beauty, wonderful art and culture, and stunning Spanish Revival architecture. Enjoy lunch on your own at one of the Balboa Park eateries, or bring a sack lunch. **Note:** Some attractions are free, others have differing admission fees.

2406X \$59  
Jun 10 1 Sunday 8:30am-7pm

## Summer 2018 Day Trips

### Featured Trip

#### Hollywood Bowl

#### Patriotic Concert & Fireworks Featuring The Go Go’s!

Join the tradition of celebrating Independence Day at the legendary Hollywood Bowl and enjoy Popular and Patriotic Music, and Fireworks! The Hollywood Bowl Orchestra will perform classics such as John Philip Sousa’s “marches;” and the two-time Grammy-winning group, The Go-Go’s will perform their hits, including “*Our Lips are Sealed*,” and “*We Got the Beat*.” **M & N section bench seating (with backs) and included seat cushion.** Buy dinner at the Bowl or bring a picnic dinner. **Register Early! Fills Quickly!**

2447X \$99  
Jul 3 1 Tuesday 5pm-11:30pm

### Also Available!

<b>Disney Concert Hall</b>	Sunday, June 24
<b>King Tut &amp; The Mysteries Of Egypt</b>	Saturday, June 30
<b>Santa Barbara French Festival</b>	Saturday, July 14
<b>Adventures In Arrowhead</b>	Saturday, July 21
<b>Estates Of Fame &amp; Fortune</b>	Tuesday, July 31

For complete and detailed Day Trip descriptions, go to:

[pcclearn.org/DayTrips](http://pcclearn.org/DayTrips)

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

ACTIVE

## Multi-Day Tours

**Must call 626-585-7608 to register.**

**For complete and detailed Tour itineraries, go to:**

**[pcclearn.org/Tours](http://pcclearn.org/Tours)**

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

See page 39 for Travel Information and Policies.

### California Vines, Rails & Redwoods

April 29 to May 4, 2018 – 6-Day Tour

*Double: \$1,389 / Single: \$1,769 – Deposit: \$200*

*Tour Highlights:* Enjoy a three-course lunch and wine aboard the Napa Valley Wine Train while traveling through the picturesque Napa Valley • Sightseeing in the Russian River Valley including a guided walk through a redwood preserve, and a tour and tasting at an award-winning 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.

### National Parks of New Mexico & Texas

May 8-14, 2018 – 7-Day Tour

*Double: \$1,499\* / Single: \$1,999\* – Deposit: \$200*

*Tour Highlights:* Stay two nights in Big Bend National Park at Chisos Mountain Lodge (with private balcony) with a full day touring the National Park • Visit Carlsbad Caverns National Park to see the huge columns, stalactites and stalagmites, and attend the evening bat flight program • Visit White Sands National Monument – an awesome expanse of snow-white, gypsum sand dunes that rise to a height of 60 feet, and tour along the 16-mile Dunes Drive with the opportunity to climb the dunes • Visit Guadalupe Mountains National Park with a visit to the Visitor Center and The Pinery Butterfield State Station ruins • Memorable meals including dinner at Cattleman's Steakhouse, lunch in Marfa's Hotel Paisano and lunch in Old Town Mesilla • Visit the Fort Bliss & Old Ironsides Museum, Museum of the Big Bend, McDonald Observatory and the Living Desert Zoo & Gardens State Park.

**\*Land prices only. Roundtrip group airfare available from \$395 per person.**

#### Also Available!

##### National Parks of the Dakotas

August 26-31

##### Central Coast Lighthouses, Redwoods & Rail

September 9-13

##### California Volcanoes, Redwoods & Rail

September 30-October 6

##### New England Fall Foliage

October 6-13

For information on these and additional tours, go to:

**[pcclearn.org/Tours](http://pcclearn.org/Tours)**

### Chicago & The Grand Hotel

May 20-27, 2018 – 8-Day Tour

*Double: \$2,399\* / Single: \$3,249\* – Deposit: \$300*

*Tour Highlights:* Stay two nights at Chicago's iconic Palmer House Hilton centrally located in the heart of Chicago's "Loop" while touring with a local guide including the "Magnificent Mile," the lakefront, the "Gold Coast," Millennium Park, an architectural cruise on the Chicago River, and an afternoon on own to explore the Field Museum and Art Institute • Tour Frank Lloyd Wright's home and studio in charming Oak Park • Stay two nights at the Grand Hotel on Mackinac Island with 5-course dinners in the dining room and a horse-drawn carriage tour of the Island • In Dearborn, explore The Henry Ford indoor museum as well as the outdoor Greenfield Village, and visit a Ford Factory assembly line • In Grand Rapids, visit the Gerald R. Ford Presidential Library & Museum, and the Meijer Sculpture Park • Unique Michigan experiences including a guided tour of the Edsel and Eleanor Ford House, dinner at The Whitney, the charming Bavarian Village of Frankenmuth and Charlevoix's unique mushroom-shaped stone houses.

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

### Portland Roses & Oregon Trails

June 6-11, 2018 – 6-Day Tour

*Double: \$1,499\* / Single: \$1,999\* – Deposit: \$200*

*Tour Highlights:* A single-hotel stay in a premier boutique hotel in the heart of downtown Portland within walking distance of restaurants and shops • Take a ride aboard the Mt. Hood Railroad through the scenic valleys of the Columbia River Gorge, and visit the 620-foot Multnomah Falls • Visit Johnston Ridge Observatory at Mt. St. Helens National Monument • Reserved seating in the Veterans Memorial Coliseum for the Rose Festival's hallmark event, the Grand Floral Parade featuring all-floral floats, marching bands, equestrian units, and dancers • Travel to Astoria – where the Columbia River meets the Pacific Ocean – and visit the Astoria Column and Fort Clatsop National Memorial, commemorating the 1805-06 winter encampment of Lewis and Clark • Visit the picturesque small-town village of Cannon Beach, and take a walk on Cannon Beach featuring the 235-foot tall Haystack Rock.

**\*Land prices only. Roundtrip group airfare available from \$395 per person.**

### Canadian Rockies & Calgary Stampede

July 12-19, 2018 – 8-Day Tour

*Double: \$2,899\* / Single: \$3,999\* – Deposit: \$300*

*Tour Highlights:* Reserved grandstand seating at the Calgary Stampede for both the afternoon rodeo as well as the chuckwagon races and Grandstand Show • Traverse the Continental Divide while traveling the Icefields Parkway, with stops to view Bow Lake, Peyto Lake, Crowfoot Glacier, Emerald Lake and Yoho National Park, and the unique opportunity to board a specially-designed snow coach for a ride and walk on Athabasca Glacier • Stay two nights at a luxurious 4-star resort in Banff National Park with an included dinner at the iconic Banff Springs Hotel, and sightseeing to include Bow Falls, Hoodoo Lookout, Surprise Corner and a ride up Sulphur Mountain on the Banff Gondola for spectacular views • Sightseeing in Jasper National Park to include Pyramid and Patricia Lakes, Athabasca Falls, Maligne Canyon, a cruise on Maligne Lake to visit Spirit Island and an optional rafting float trip on the Athabasca River • Stay overnight with an included dinner at the world-renowned Chateau Lake Louise, at the base of Victoria Glacier and adjacent to Lake Louise.

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

# ***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.

## ***Stay Connected!***



**pccextension**



**@ExtensionatPCC**



**PCC Extension**  
**pcclearn.org**

### **Main Campus**

1570 East Colorado Boulevard  
Pasadena, CA 91106-2003

### **Foothill Campus**

3035 East Foothill Boulevard  
Pasadena, CA 91107-3106

Main Number: (626) 585-7608

Fax Number: (626) 585-3058

Website: [pcclearn.org](http://pcclearn.org)

Email: [info@pcclearn.org](mailto:info@pcclearn.org)

Facebook: [facebook.com/pccextension](https://facebook.com/pccextension)

Twitter: [twitter.com/ExtensionatPCC](https://twitter.com/ExtensionatPCC)

### **Public Hours:**

9:00 a.m. to 4:00 p.m.

Monday through Friday

### **PCC Extension**

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. Anthony R. Fellow, President

James A. Osterling, Vice President

Hoyt R. Hilsman, Clerk

Berlinda Brown, Member

John H. Martin, Member

Dr. Ross Selvidge, Member

Linda Wah, Member

Emily Ekshian, Student Trustee

**Lifelong  
Learning  
Is For  
LIFE**

# Easy to Register!



**Online:**  
pcclearn.org



**Phone:**  
(626) 585-7608



**Fax:**  
(626) 585-3058



**Mail:**  
PCC Extension  
Pasadena City College  
1570 E. Colorado Blvd., Rm CEC112  
Pasadena, CA 91106-2003



**In Person:**  
Foothill Campus  
3035 E. Foothill Blvd.  
Pasadena, CA 91107  
Monday-Friday, 9am-4pm

## 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.



1570 E. Colorado Blvd., Rm CEC112  
Pasadena, CA 91106-2003  
Main Number: (626) 585-7608  
Fax Number: (626) 585-3058  
Website: pcclearn.org  
E-mail: info@pcclearn.org

## Reserve Your Space. Register Today!

**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
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____

**By submitting this registration form you agree to the PCC Extension Refund Policy.** TOTAL \$ \_\_\_\_\_

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 \_\_\_\_\_

Authorized Signature \_\_\_\_\_ **Please do not write in this space**

Print Name on Charge/Check \_\_\_\_\_ Date \_\_\_\_\_ Received by \_\_\_\_\_

CK \_\_\_\_\_ CA \_\_\_\_\_

03/13

Registration Form also available online at: pcclearn.org/regform



# General 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.

## 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. Some on-campus classes require waivers.

## Classes for Kids

A Release and Medical Consent form will be sent along with your confirmation letter. The form also can be found on our website, or by going to: [pcclearn.org/ReleaseForm](http://pcclearn.org/ReleaseForm). **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 \$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.

# Travel Information and Policies

## 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 re-sold 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.

## 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

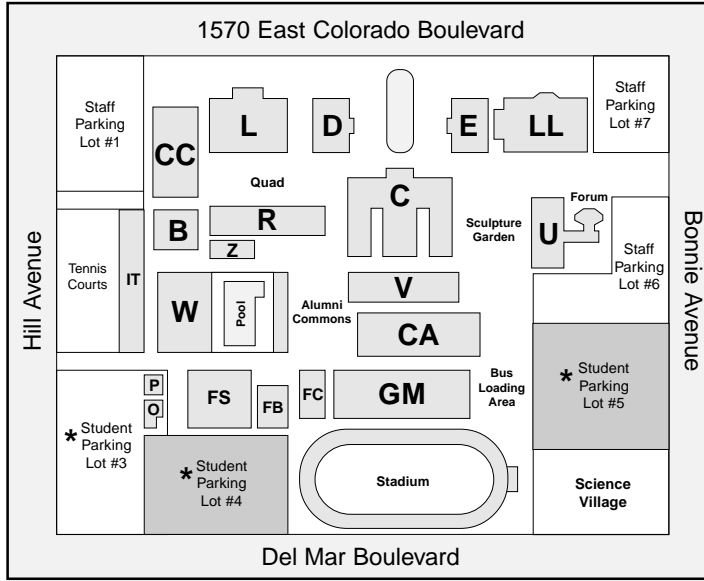
Refund requests, except where noted, must be received *two weeks* prior to trip departure date, and will be granted only if

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 en route), 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 in advance through Good Times Travel. Insurance also available for day trips.

## Travel Operator

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.

# Pasadena City College Campus



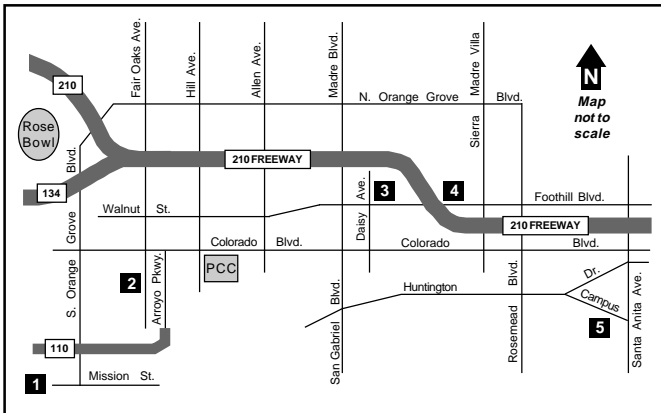
- B** Bookstore  
Student Business Services  
Campus Police
- C** Information - C218  
Sexson Auditorium
- D** Health Center  
Learning Assistance Center
- E** Physical Sciences
- L** Admissions & Records  
Career Center  
Counseling Services  
Financial Aid  
Registration
- R** Catherine J. Robbins Building
- U** Armen Sarafian Building (*closed*)
- V** Howard E. Marvin Building
- W** Gymnasium  
Dance/Exercise Classrooms
- 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**, and are good for the entire day. **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

### Pasadena Area Locations



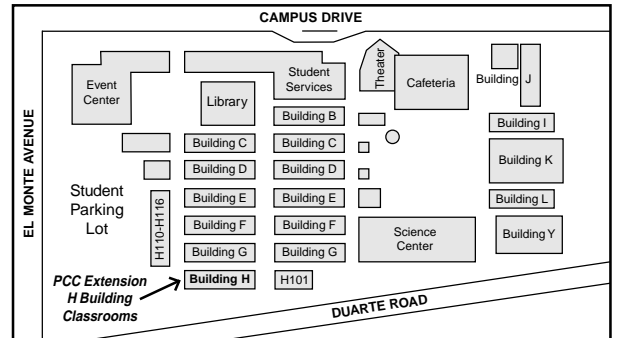
**1**  
**Arroyo Seco Golf Course**  
1055 Lohman Lane

**2**  
**Lineage Performing Arts Center**  
89 S. Fair Oaks Ave.

**3**  
**Awareness Center**  
2801 E. Foothill Blvd.

**4**  
**Community Education Center**  
3035 E. Foothill Blvd.

### Arcadia High School



**5**  
**Arcadia High School**  
180 Campus Dr., Arcadia  
(see campus map above)

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## ***New for Spring 2018***



### ***Commercial Drone Pilot RPIC Exam Program***

*sUAS: small Unmanned Aerial Systems  
RPIC: Remote Pilot in Command*

It is projected that by the year 2020 there will be more than 23 million sUAS (drones) in service. Based upon the current aircraft to pilot ratio and the FAA requirement of one pilot per drone, the need for commercial drone pilots may reach 650,000! As there currently are only 65,000 commercial drone pilots, now is the time to earn your RPIC certification. This industry is taking off!

The Commercial Drone Pilot job training program prepares students to take the FAA Part 107 Remote Pilot in Command (RPIC) exam, and with a passing grade, receive RPIC Certification. Successful completion of this program positions you to perform the duties of a Commercial RPIC as required in commercial drone settings such as cinematic, construction, public safety, realty, surveying, and transportation.

Turn to page 8 for more information.

