

June 17 – August 25, 2018
Classes Start Throughout the Session

Discover Your Passion *Lifelong Learning*



Classes for the Community
pcclearn.org

Summer 2018

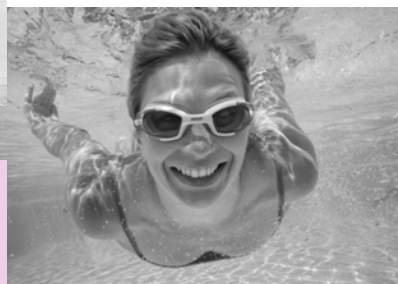


Reading



In partnership with the
Institute of Reading Development
Pre-school through adult
Call 800-964-8888

Swim



Group classes toddler through adult
Recreational and Lap Swim
See page 32

The PCC Extension department is located on Foothill Boulevard
(Community Education Center). Address on page 37.

Student Testimonials!

We love to hear from our students! If you would like to see your class testimonial in print, email us what class you took and why you loved it!

New for Summer!

Crowdfunding for the Savvy Entrepreneur
Estate Planning for Everyone
Indian Cooking Series
Classical Life Drawing
Acoustic Guitar II
Piano I
Create a Critter or Fairy Garden!
MLA Research Essay
Feldenkrais Method

Investments, Retirement

Master Your Investments
Understanding Stocks and Bonds
Mutual Funds & Annuities Explained
Home Buying Simplified
Flipping Houses
Rejuvenate Your Retirement
Estate Planning for Everyone
Medicare 101

Our Fall PCC Extension catalog will be available in August!

PCC EXTENSION

SUMMER 2018

June 17 to August 25

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LEGEND

NEW New for Summer 2018



Online



Certificate Program

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



Notary Public Licensing

Instructor: Thomas Peavyhouse

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
Jul 28	1 Saturday	8am-4pm

Supervisory & Leadership


In partnership with UGotClass

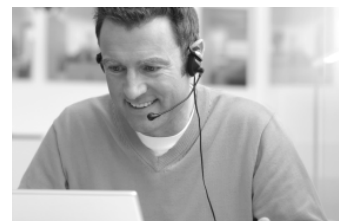
 Your employees are your most valuable resource. Ensuring the efficiency of your team is the key to your success and is your most important responsibility. Get practical, easy to understand, and insightful methods for new and even experienced supervisors and managers. Learn about effective delegation,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

4521X	ONLINE COURSE	\$395
Start Dates: Jun 4, Sep 4		

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: Jun 4, Sep 4		

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
Collaborative Management

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

*"Chase the vision, not the money;
the money will end up finding you."*

Tony Hsieh

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 R115	\$39
Aug 11	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: Jun 4, Sep 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

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

For in-class Spanish classes, turn to page 25.

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: Jun 4, Sep 4		



MEET OUR INSTRUCTORS

Dov Simens

Dov Simens, a former Line Producer and Development Executive, has presented his acclaimed course in over 30 nations, on 6 continents, with graduates ranging from Writer-Directors like Quentin Tarantino, to Actor-Producers like Will Smith, to Producer-Directors like Queen Latifah. Combined they have created more than 600 feature films grossing more than \$11 billion worldwide in the past two decades. Dov also was honored by the National Association of Film Schools as "Film Instructor of the Year". Dov is the author of "From Reel To Deal."



Little Known Fact:

Mr. Simens was a 1Lt Green Beret who served in Vietnam (1968-1969) and credits this leadership training with the success of his intensive teaching program.

Course:

Certificated (2-Day) Film School

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

Aug 18 & 19

1 Saturday & Sunday

\$395

9am-6pm

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



Become a Solar Installer

Instructor: Quayum Abdul

CP

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

Aug 1-Aug 24

PCC - Room R111

4 Wednesdays & Fridays

\$119

6:30pm-9:30pm

"Acting is behaving truthfully under imaginary circumstances."

Sanford Meisner

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 R121	\$39
Jun 23	1 Saturday	10am-12pm

Also see Gloria's **Food Dehydration** on page 16 and **Basket Weaving** on page 22.



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.

When registering, indicate start date

0413X	PCC - Room R113	\$89
Jun 24-Jul 1	2 Sundays	9am-5pm

0413X	PCC - Room R113	\$89
Aug 12-Aug 19	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: Jun 4, Sep 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: Jun 4, Sep 4		

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 R115	\$49
Jun 23	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. **Note:** Students must have internet access and a webcam.

4220X	ONLINE COURSE	\$49
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Schedule your class when convenient!
Ligon 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 CAREER FIELDS

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.

Android App Developer

This Google-Authorized Training program is designed to propel your career as a professional Android app developer. This program takes you through the basics and moves on to advanced concepts in Android app development. You will acquire the necessary skillsets and experience for professional Android application development.

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 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 complete program details and registration information for these and many other Online Career Training Programs, visit:

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

NEW Online Career Training Programs!

CLOUD COMPUTING

We are pleased to announce the launch of new Advanced Career Training courses that train on technical skills in cloud computing systems. These new launches provide comprehensive training in building and managing cloud computing networks used by systems engineers and systems administrators, and also prepare students for credentialing exams that can qualify them for industry-recognized certifications.



AWS System Operations Certification Bundle (GES3003)

\$3,995 – 90 Course Hours

This course trains students on the fundamentals of networks and systems on the Amazon Web Services (AWS) platform and to become proficient in identifying AWS services and how to create automatable and repeatable deployments on the AWS platform. This course also prepares students for the AWS Certified SysOps Administrator – Associate exam.

Implementing Microsoft Azure Infrastructure Solutions (GES2011)

\$2,195 – 40 Course Hours

This course trains students on the fundamentals of networks and systems on the Microsoft Azure platform as well as in how to become proficient in identifying Azure solutions and create automatable and repeatable deployments on the Azure platform. This course also prepares students for the Microsoft Exam 70-533: Implementing Microsoft Azure Infrastructure Solution.

COMPUTER-AIDED DESIGN AND MODELING

We are pleased to announce the launch of new Advanced Career Training courses that train on technical skills in Autodesk computer-aided design software. These new courses provide comprehensive training through design tools used by architects, designers, and engineers, some also prepare students for credentialing exams that can qualify them for industry-recognized certifications.

AutoCAD 2018 Certified User (GES3008)

\$2,595 – 155 Course Hours

AutoCAD 3D 2018 (GES3009)

\$1,695 – 80 Course Hours

AutoCAD 2018 with 3D (GES3010)

\$3,295 – 240 Course Hours



These courses teach the basic and advanced AutoCAD design skills through Autodesk certified curriculum and hands-on practice using AutoCAD 2018 software. Students learn the basic tools for creating and annotating 2D and/or 3D drawings. Two of these courses prepare students for the Autodesk AutoCAD 2018 Certified User (ACU) exam.

COMPUTING ESSENTIALS

We are pleased to announce the launch of a new Advanced Career Training course in the IT field. This course provides comprehensive training in computer networking and cybersecurity essentials, and also prepares students for a credentialing exam that can qualify them for an industry-recognized certification.

CompTIA IT Fundamentals (GES3007)

\$895 – 100 Course Hours

This course is designed for those considering a career in IT or currently work in an allied field that requires a broad understanding of IT, such as best practices in software and hardware management and computer network essentials that demonstrates your fundamental IT knowledge. This course also prepares students for the CompTIA IT Fundamentals Certification Exam: FC1-U61.

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

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 industry clients
- 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

The 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)

When registering for Parts 1 & 2, indicate start date

Part 1: FAA Part 2107 RPIC Exam Course

4421X	PCC - Room R109	\$399
Jun 23-Jul 7	3 Saturdays	8am-4pm
4421X	PCC - Room R109	\$399
Jul 11-Aug 22	7 Wednesdays	6pm-9pm

Part 2: sUAS Pilot Training Course

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

4422X	PCC - Room W102	\$499
Jul 14-Jul 21	2 Saturdays	8am-5pm
4422X	PCC - Room W102	\$499
Aug 18-Aug 25	2 Saturdays	8am-5pm

Pay per class, or purchase Parts 1 and 2 together at the discounted rate of \$795 (a savings of \$103).

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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Part 3 Externship - Registration available only after completion of Part 1 and Part 2 and with proof of RPIC Certification. Register within one month of the last class in Part 2 and pay only \$749.

Note: Fees include all classroom lab materials and textbooks.

Instructor: *Barry Brennan* is the President and founder of Flying Lion, Inc. (FLI), a full service sUAS Solutions Company. Barry has over 13 years' experience as a reserve police officer and 4 years as a drone pilot.

Work Environment:

RPICs work in a variety of fields including agriculture, cinema, logistics, public safety, real estate, surveying, and transportation.

US Dept. of Labor Bureau of Labor Statistics:

RPIC estimated annual compensation is between \$25,000 and \$70,000.

Job Outlook:

The Association for Unmanned Vehicle Systems International, projected more than 100,000 new jobs in unmanned aircraft by 2025.

Free Information Session

For those enrolled, or interested in enrolling in the Commercial Drone Pilot Training Program, you are invited to attend a free information session to meet the instructor, and to learn about the course and FAA certification requirements. There is no cost to attend the information session, however, reservations are required. *No walk-in guests!* **Call 626-585-7608 to register.**

PCC Campus, Circadian (north end CC-Building)
Tuesday, May 22, 2018, 6:30pm-7:30pm



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 R111	\$39
Jun 30	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 R111	\$45
Jul 21	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 standout 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 R111	\$39
Jul 28	1 Saturday	10am-12pm

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

NEW

Crowdfunding for the Savvy Entrepreneur

Instructor: Connie Sparks

Do you have an idea for an awesome invention, want to start a business, or generate sales for a specific product? If so, you need capital or social crowdfunding resources to turn your entrepreneur savvy inspiration into a success! Traditional lending is no longer an option, therefore, thousands of entrepreneurs have turned to crowdfunding. This workshop provides a treasure trove of practical information, valuable tips, tools, and strategies to create a successful crowdfunding campaign! Learn the difference between a successful campaign and a failed campaign, how to get started, working with contributors, and being creative without spending long hours at the computer. \$20 materials fee payable in class. Topics include:

- What is Crowdfunding
- Types of Crowdfunding
- Crowdfunding Mistakes
- Mechanics of Reward Crowdfunding
- Industry Facts and Highlights
- Why Businesses Turn to Crowdfunding
- Crowdfunding and Your Business
- Emerging and Small Business Social Lending
- Funding Challenges for Emerging Businesses
- Alternative Fin Tech Financing Woes
- Tax Implications

0435X	PCC - Room R111	\$39
Aug 11	1 Saturday	10am-12pm



Entrepreneurship Certificate

In partnership with UGotClass



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: Jun 4, Sep 4		



Introduction to Microsoft Word 2016

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 2016 also available!** Course starts monthly.

ONLINE COURSE

\$129

Start Dates: Jun 13, Jul 18, Aug 15, Sep 12

Go to ed2go.com/pcclearn to register.



Introduction to Microsoft Excel 2016

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 2016 also available!** Course starts monthly.

ONLINE COURSE

\$129

Start Dates: Jun 13, Jul 18, Aug 15, Sep 12

Go to ed2go.com/pcclearn to register.

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

Create a Website for Business or Personal Use for FREE!

Instructor: Mike Rounds

Stop thinking about having your own website by creating one! You can create your site in minutes for FREE including text, graphics, YouTube video links, a shopping cart, and customization. Topics include:

- Getting your domain name
- Choosing a web host and signing up for an account
- Designing your web pages
- Collecting credit card information
- Listing with major search engines
- Getting your site noticed

\$30 materials fee payable in class. **Note:** Lecture only; laptop not necessary in class.

0504X
Jun 27

PCC - Room R111
1 Wednesday

\$45
6:30pm-9:30pm



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: Jun 13, Jul 18, Aug 15, Sep 12

Go to ed2go.com/pcclearn 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: Jun 4, Sep 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: Jun 4, Sep 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: Jun 4, Sep 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: Jun 4, Sep 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: Jun 4, Sep 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: Jun 4, Sep 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
Jul 15 1 Sunday 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
Jul 15 1 Sunday 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
Jul 22 1 Sunday 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
Jul 22 1 Sunday 1pm-4pm

Internet Marketing Certificate


Save \$31 by signing up for all four courses at once! Receive a certificate after attending all four courses. 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

CP

 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: Jun 4, Sep 4

Certificate in Google Tools

In partnership with UGotClass

CP

 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: Jun 4, Sep 4

3D Printing for Educators Certificate

In partnership with UGotClass

CP

 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: Jun 4, Sep 4

PCC EXTENSION OFFERS ONLINE COURSES FOR EVERY INTEREST

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



*Summer
is Here!*

Spend your summer relaxing by the pool, surfing at the beach, or expanding your horizons with an online course!

With hundreds to choose from, there's something for everyone! Business; Computers; Test Prep; Writing...

Start Dates:

June 13

July 18

August 15

September 12

**Courses priced
from \$99**

Most Popular!

Accounting Fundamentals

Introduction to SQL

Grammar Refresher

A to Z Grant Writing

Speed Spanish

Project Management Fundamentals

***Writerific:
Creativity Training***

***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

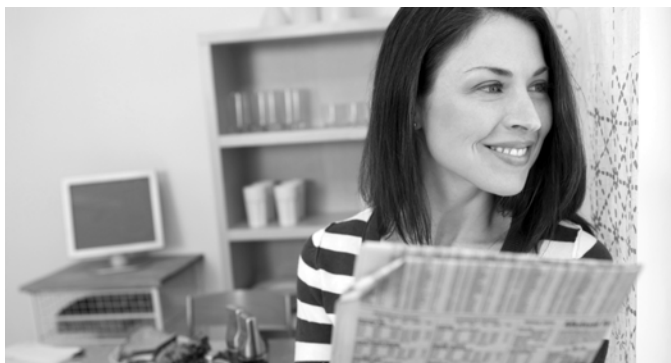
GED Preparation
Prepare for the GED Math Test
SAT/ACT Preparation - Part I
SAT/ACT Preparation - Part II
GRE Preparation - Part I
GRE Preparation - Part II
GMAT Preparation
LSAT Preparation - Part I
LSAT Preparation - Part II

Writing

Keys to Effective Editing
Writing Essentials
Pleasure of Poetry
Writing for Children
Travel Writing
Write Fiction Like a Pro
Resume Writing Workshop
Introduction to Journaling
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
Mystery Writing

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

ed2go.com/pcclearn



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 PCC - Room R109 \$45
Jul 17 1 Tuesday 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 PCC - Room R109 \$45
Jul 24 1 Tuesday 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 PCC - Room R109 \$59
Jul 21-Jul 28 2 Saturdays 9:30am-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.

3913X PCC - Room R121 \$39
Jul 14 1 Saturday 9:30am-1pm



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 R121 \$45
Aug 4 1 Saturday 9am-12pm



NEW Estate Planning for Everybody

Instructor: Joshwa Wang

Anyone can understand the basic components of an estate plan, including Wills, Living Trusts, Advance Health Care Directives, and Powers of Attorney. This workshop will touch upon related topics such as probate, estate and gift tax, and community and separate property. Join us and learn what the professionals already know!

0415X	PCC - Room R121	\$45
Aug 11	1 Saturday	9am-12pm

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
Aug 4-Aug 11	2 Saturdays	9am-11:30am

Medicare 101

The ABC and D's of Medicare

Instructor: Ron Tanji

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

2262X	PCC - Room R121	\$39
Aug 25	1 Saturday	10am-12pm

MEET OUR INSTRUCTORS

Joshwa Wang



I grew up in the "hood" of Los Angeles running from gang members who came from outside my neighborhood.

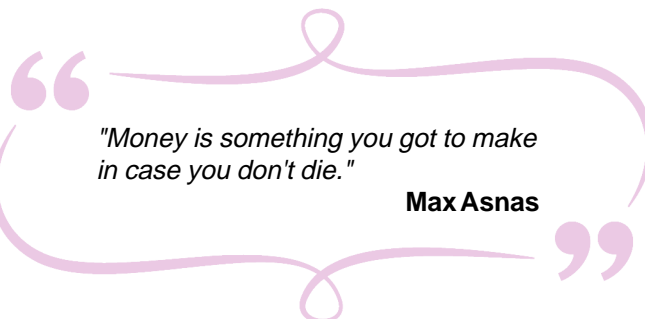
I graduated from MIT with a Bachelor's Degree in Mechanical Engineering and earned my law degree from UCLA. Prior to becoming a lawyer, I was a management consultant. After graduating from UCLA, I worked as a corporate lawyer for Skadden Arps, a top ranked global law firm, in its Palo Alto, California. Eventually, I found my way to a boutique estate planning firm in Beverly Hills where I had the opportunity to work with people from all walks of life and learn the impact that estate planning can have on clients. I teach this course to raise awareness of the need for estate planning for everyone. Many people think it's only for the wealthy or the elderly, and part of my mission is to dispel that myth. Estate planning combines a bit of personal finance and the law, which are two things that I'm very interested in. More importantly, estate planning is one of the most practical areas of the law that touches peoples' lives on a daily basis.

Little Known Fact:

I grew up in a small rural town in Tennessee just outside of Nashville.

Course:

Estate Planning for Everyone





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. *See location note.*

3441X	PCC - CC-Bldg	\$39
Jun 30	1 Saturday	10am-12pm

Also see Gloria's **Food Safety for Food Handlers** on page 5 and **Basket Making** on page 22.

Luscious, Low-Fat, Lightning-Quick Meals

In partnership with ed2go



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

ONLINE COURSE	\$99
Start Dates: Jun 13, Jul 18, Aug 15, Sep 12	
Go to ed2go.com/pcclearn to register.	

Indian Cooking Series

Instructor: Farhana Sahibzada

NEW

Indian cooking is delicious, healthy, and easy to make. In this class, students will learn Indian cooking from veteran cooking instructor of more than 20 years and cookbook author, Farhana Sahibzada, who will demonstrate simplified steps and valuable time saving tips for cooking Indian at home. Farhana's cooking classes were voted a top event at L.A. Weekly's Best of L.A.! Take advantage of this wonderful opportunity to learn the secrets of Indian cooking! \$20 materials fee payable in *each* class. *See location note.*

Indian Vegetarian Cooking

Class Menu: Aloo Methi Palak, spinach with potatoes seasoned with fenugreek leaves, Daal (lentils) with grilled onions, Vege Raita and Basmati Rice

3451X	PCC - CC-Bldg	\$49
Jul 7	1 Saturday	11am-2pm



Indian Vege and Non-Vege Combo Class

Class Menu: Chicken Curry in a tomato based sauce seasoned with ginger and garlic, Vegetable Rice Palao with green peas, cucumber raita, and Sookhe Aloo

3453X	PCC - CC-Bldg	\$49
Aug 18	1 Saturday	11am-2pm

Location note: 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.*

**Don't
Worry!**

**Our popular Baking
classes will return
in the Fall.**





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 R115	\$115
Jun 24-Jul 22	5 Sundays	9am-12pm

Also see Charlotte's **Shibori Japanese Tie-Dyeing** on page 22 and **Landscape Design and Construction** on page 31.

Painting Classes

Instructor: Steve Ohlrich

Classical Drawing

What is the classical approach to drawing from a still life? Join this dynamic class and explore the classical approach fundamentals by drawing using basic shapes. Objectives include seeing shapes and values and finding proportions while working with a start-to-finish drawing procedure. The instructor will demonstrate drawing techniques. *See note.*

0238X	PCC - Room CA321	\$85
Jun 21-Jul 26	6 Thursdays	6pm-8:30pm



NEW

Classical Life Drawing

Students work from a live model, and using an holistic work method employ the comparative method for finding proportions and seeing values. Discussion will include anatomy, how to apply the working material, and the use of various drawing tools. Instructor provides individual guidance and class demonstrations. **Class is designed for adults 18 years and older.** *See note.*

0232X	PCC - Room CA321	\$95
Jun 22-Jul 27	6 Fridays	6pm-8:30pm

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
Jun 23-Jul 28	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
Jun 23-Jul 28	6 Saturdays	12pm-2:30pm

Note: Classes are designed for adults at all levels of ability. *Students must bring their own supplies; a supply list available at: pcclearn.org/supplies. Please confirm status of class before purchasing supplies.*



Tap Dance Classes

Instructor: Dolores Cruz

Tappercize

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. *See note.*

2796X	PCC - Room W201	\$75
Jun 23-Aug 11	8 Saturdays	9am-10am

Tap Technique

Put on some tap shoes and make some noise! This course is designed for students who are new, or fairly new, to tap. Join us and discover a fun way to keep moving while staying in shape and learning all about the fundamentals of tap. Steps are introduced and reviewed each week enabling students to conclude the class with a strong tap foundation. *See note.*

1806X	PCC - Room W201	\$75
Jun 23-Aug 11	8 Saturdays	10am-11am

Note: Tap shoes required. Class is designed for adults.

Ballet

Instructor: Catherine Round

If 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 W203	\$99
Jun 24-Jul 22	5 Sundays	3pm-5pm



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
Jul 6-Aug 24	8 Fridays	6:30pm-8pm

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
Jun 23-Jul 28	6 Saturdays	12pm-1pm

"When I dance, I forget everything else and just feel completely happy."

Katherine Jenkins



NEW Piano I Introduction to Piano

Instructor: Erica Gilstrap

Do you ever hear people playing the piano and wonder what it would be like to sit at the piano and play? Now is the time to begin! This course is designed to teach the concepts and fundamentals needed to play the piano. The class will increase musical understanding beyond just reading notes by introducing a vocabulary of chords and keys, accompaniment patterns, and proper techniques. Learn to play melodies in several positions and develop consistent practice habits. At course end, students will have learned to play some of the standards of piano repertoire while gaining a thorough understanding of the basic concepts of music. *Students must have their own piano or keyboard at home as daily practice is required.*

Required Textbook:

Alfred's Group Piano for Adults Student Book 1 (Second Edition), by E.L. Lancaster and Kenon D. Renfrow (ISBN: 978-0739053010). Online Price: \$36.99.

3022X	PCC - Room CA116	\$59
Jun 23-Jul 21	5 Saturdays	10am-11am

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: Jun 13, Jul 18, Aug 15, Sep 12	
Go to 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	PCC - Room R102	\$35
Jul 24	1 Tuesday	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	PCC - Room R102	\$35
Jul 24	1 Tuesday	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
Jul 8-Jul 29	4 Sundays	1pm-4pm

MEET OUR INSTRUCTORS

Spencer Artwick



I've been teaching the acoustic guitar class at PCC Extension since the summer of 2017. I've also taught classes at the University of Southern California, St. Vincent School, Animo Pat Brown Charter High School, and A Place Called Home. I began playing the guitar seriously when I was fourteen years old. I loved Led Zeppelin and wanted to play like Jimmy Page. Shortly after that I got into classical guitar, which I studied at the Peabody Institute in Baltimore and at USC. I'm currently pursuing a doctoral degree at USC. I enjoy playing in both solo and ensemble settings and have performed at venues such as the Broad Stage and LACMA. I really enjoy teaching in general, but especially when a student is excited about learning. All the students I've had at PCC Extension have been eager to learn the guitar for its own sake. If you're choosing to begin your weekend with a guitar class, you're self-motivated! It's also very inspiring to see the variety of people of all different ages who take classes at PCC Extension, from K-12 through senior citizens. It reminds me of the saying, "The best time to plant a tree was 20 years ago. The second best time is now." Music is something I've always taken for granted. My father is a professional jazz musician (I joke that I rebelled by studying classical music) and I grew up listening to him practicing the saxophone. I think the seed of my interest in the guitar was probably planted very early on, when my parents played James Taylor albums for me as a baby. He's still one of my favorite artists. I really love the timbre of the guitar and the way it feels to play. It's a very lyrical and human instrument, but it still has the ability to play melody, harmony, and counterpoint at same time. It's been described as a miniature orchestra and I think there's truth to that.

Little Known Fact:

I love cats, but I'm allergic to them.

Courses:

Acoustic Guitar
Acoustic Guitar II

Guitar Classes

Instructor: Spencer Artwick

Acoustic Guitar

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. *See note.*

3025X	PCC - Room CA117	\$79
Jun 23-Jul 14	4 Saturdays	10am-12pm

NEW

Acoustic Guitar II

A rock legend is born! You started playing the guitar and love it – so keep strumming with this class to further develop the skills and concepts introduced in the beginning Acoustic Guitar class. Learn to read and play melodies on all six strings of the guitar, expand the vocabulary of chords and strumming patterns, progress to playing more advanced songs and riffs using tablature, and explore essential acoustic guitar techniques such as fingerpicking. \$20 materials fee payable in class (*new students only*). *See note.*

Prerequisites: Acoustic Guitar class or have equivalent knowledge. Students should be able to read notes on the treble strings of the guitar in first/open position, understand tablature and chord charts, and play open major and minor chords (e.g. E, A, D, G, C, Em, Am, Dm).

3026X	PCC - Room CA117	\$79
Jul 28-Aug 18	4 Saturdays	10am-12pm

Note: Students must bring an acoustic guitar, strap and pick to class.





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
Jul 7-Jul 28	4 Saturdays	9am-12pm

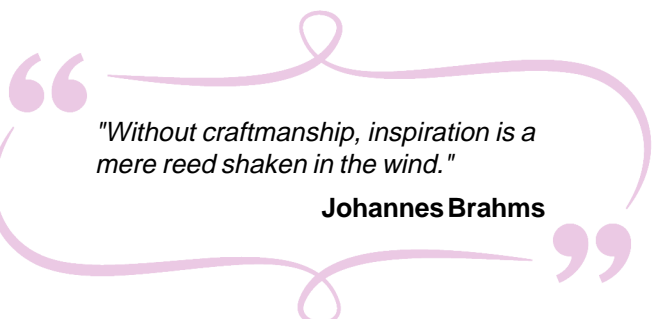
Pattern Making II

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
Aug 4-Aug 25	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

Aromatherapy & Herbal Candle Making

Aromatherapy is a popular holistic method using different scents to stimulate healing, relieve stress, help with disorders, and even modify behavior. When using what are considered essential oils in a variety of mediums, the body responds to those scents in a positive manner. The mind can become sharper, fewer mistakes are made while typing, and sleep can finally be achieved. This is why companies are now using calming scents in their offices and elevators; and doctor's offices are using them in their waiting rooms. \$30 materials fee payable in class.

3317X	PCC - Room CA109	\$45
Jun 17	1 Sunday	11am-3pm

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
Jul 15	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
Aug 12	1 Sunday	11am-3pm

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
Aug 19	1 Sunday	11am-2pm

All classes are hands-on. Please dress accordingly.

MEET OUR INSTRUCTORS

Laura A. Meyer



I've worked as a church Youth Director, a college Assistant Chaplain, a Social Worker, and a professional Counselor. I've always loved teaching, creating, and running group retreats and events. I've also worked nearly 4 years with seniors - both as a therapist / clinician, and also as a program and activities leader at a senior center. I delight in planning, creating, and implementing small group Travel Tours, where I serve as both Tour Director and Friendly Guide! I also work as a Support Group Facilitator and Therapist at a local Wellness Center. My own life and those of my many clients prove true the axiom, "Life's Hard!" Most of us have endured many trials, challenges, and tough times, so it's my mission to "lighten the load!" I delight in the privilege of enriching people's lives by teaching them new skills (social, communication, stress-management, & creative skills) that help them gain more peace, serenity, and joy. I view this course as one more fine way of cultivating and sharing more of the Joyous GOOD in Life with others! It delights me no end to see smiling faces, to share some good laughs, and to be able to teach and encourage others with new skills that will enhance the quality of their life going forward.

Little Known Fact:

I have lived in six different States, and also in British Columbia, Canada. (And no, my family was not military!)

Course:

Create a Critter or Fairy Garden!

"Variety is the Spice of Life."

NEW

Create a Critter or Fairy Garden!

Instructor: Laura Meyer

Critter and Fairy Gardens are all the rage! Do you have yours? Would you like to learn how to make your own special garden that will enthrall you, and delight those who happen by? Join us and learn about the different kinds of "Mini Gardens" you can make to grace a dining table, a windowsill, or a special nook, or to place on a porch or patio as a conversation piece. Once you have created your garden, you can tweak it for the holidays or for each new season. Following an inspirational talk, slide show, and live demonstration, students will design their own mini Fairy or Critter Garden. Your garden will be yours to take home and enjoy! \$25 materials fee payable in class.

3341X
Jun 30

PCC - Room CA109
1 Saturday

\$49
1pm-4pm



Basket Weaving

Instructor: Gloria Sanyika

Weave you 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
Jul 14-Aug 11

PCC - Room R307
5 Saturdays

\$75
10am-12pm

*Also see Gloria's **Food Safety for Food Handlers** on page 5 and **Food Dehydration** on page 16.*

Shibori Japanese Tie-Dyeing

Instructor: Charlotte Chen

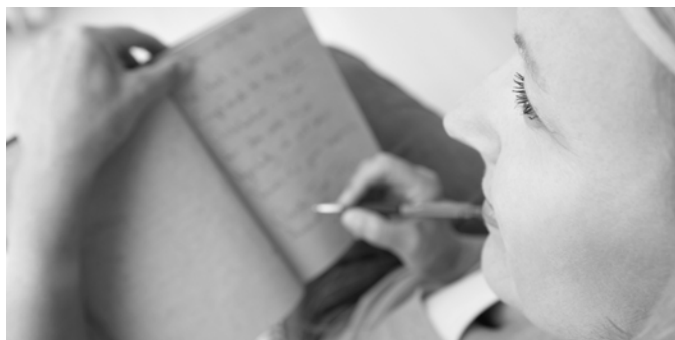
Shibori Japanese tie-dyeing is an ancient cloth-decorating technique used in Asia, and throughout the Middle East, Africa and Europe. In this introductory course, students will be using Shibori techniques to tie and stitch fabrics before dyeing to create an extraordinary, almost three-dimensional, look. Students also will learn about the types of materials needed as well as where to obtain them so that they may pursue this passion on their own insuring that this ancient art will to live on. *Bring colored thread, six to ten regular sewing needles, scissors, pencil and paper (optional: 6-inch ruler). Working with dyes; dress accordingly. Additional supplies for second meeting will be discussed.* \$30 materials fee payable in class.

3320X
Jul 29-Aug 5

PCC - Room CA109
2 Sundays

\$75
9am-1:30pm

*Also see Charlotte's **Quick Sketch** on page 17 and **Landscape Design and Construction** on page 31.*



NEW MLA Research Essay Make it Easy

Instructor: Kristen Lee

There is a right and wrong way to write the basic college research essay. This course will insure that you know how to create an outline and develop a thesis statement, and will cover essay stylistics and MLA formatted citations. Students will write a three page paper to during the course to insure understanding and gain the confidence to write those essays! \$20 materials fee payable in class.

3241X	PCC - Room R221	\$75
Jun 23-Jul 21	5 Saturdays	10am-12pm

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	PCC - Room R111	\$85
Jul 10-Aug 7	5 Tuesdays	6:30pm-9:30pm

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: Jun 13, Jul 18, Aug 15, Sep 12	
Go to ed2go.com/pcclearn to register.	

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
Jun 23-Jul 14	4 Saturdays	10am-12pm

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: Jun 13, Jul 18, Aug 15, Sep 12	
Go to ed2go.com/pcclearn to register.	

Introduction to Journaling

In partnership with ed2go

 Discover the different types of journaling (including dream journaling), and sample a buffet of journaling techniques, exercises, tools, and resources. The 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 your life. And learn how journaling can help choose the best career for you or advance in your current career. Course starts monthly.

ONLINE COURSE	\$99
Start Dates: Jun 13, Jul 18, Aug 15, Sep 12	
Go to ed2go.com/pcclearn to register.	

"You can't use up creativity. The more you use, the more you have."

Maya Angelou

MEET OUR INSTRUCTORS

Liane Enkelis & Garry Margolis



Liane is an experienced photojournalist who worked for major magazines (Time, Business Week, US News & World Report, Smithsonian) and is the author/photographer of two portrait photo books — *On Our Own Terms: Portraits of Women Business Leaders* and *On Being 100: 31 Centenarians Share Their Extraordinary Lives and Wisdom*.

Garry's interest in photography complemented his career in the music and sound field. He taught in the film department at UCLA and photographed numerous dancers and performers. His photos have been used for record albums and articles in the Los Angeles Times and in numerous magazines.

Both Liane and Garry love to travel. With their Metro Duo Blog (metroduo.wordpress.com), they have created a way to combine their love of photography with discovering their adopted city, both having moved to the LA area at age 4.

Liane and Garry have expanded their love for travel photography through their PCC Extension Metro Rail photo excursions, sharing their knowledge as professional photographers to help students improve their photography and capture their own travel memories. In their classes, Liane and Garry demystify the technical. Garry notes, "We're always blown away by the great work our students come back with from our classes."

Little Known Fact:

Passion for photography is one of the things that brought Liane Enkelis and Garry Margolis together on an online dating site.

Courses:**Better Digital Photography**

PHOTOGRAPHY

**Better Digital Photography**

Instructors: Liane Enkelis & Garry Margolis

Unlock your creativity with simple keys to taking better digital photographs. This class will help you master your manually adjustable digital camera through classroom instruction and hands-on practice. Learn to: use the automatic camera settings more effectively; choose the right ISO, shutter speed, and aperture for the results you want; improve your composition and use light effectively to enhance photos. After our classroom session, the instructors will work with you hands-on. The class will practice seeing light and composition by capturing the beauty and atmosphere of the PCC campus, then return to the classroom to review results. **Note:** For SLR, mirrorless, and other adjustable digital cameras capable of manual functioning. *Bring camera and manual, lenses, fully-charged batteries, media cards or film.*

When registering, indicate class date

3121X Jul 14	PCC - Room R113 1 Saturday	\$65 10am-5pm
3121X Aug 11	PCC - Room R113 1 Saturday	\$65 10am-5pm

Capturing Great Photos with Your Smartphone

Instructor: Lynne Eodice

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

3115X Jun 23-Jun 30	PCC - Room R113 2 Saturdays	\$49 10am-12pm
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"There are no rules for good photographs, there are only good photographs."

Ansel Adams



Language Class Special!

Register for any language class by **June 15th** 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
Jun 23-Aug 11	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
Jun 23-Aug 11	8 Saturdays	1pm-3:30pm

Conversational Spanish

Instructor: Luis Garcia

¡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.

Required Textbook:

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

3511X	PCC - Room R224	\$129
Jun 19-Aug 7	8 Tuesdays	7pm-9:30pm

French Language Classes

Instructor: Jeanne Hart

Conversational French

Parlez-vous français? This introductory course covers the active use of the French language. Students will develop language skills through conversational experience stressing vocabulary, idioms, grammatical concepts, sentence structure and pronunciation. *See note.*

5010X	PCC - Room R224	\$129
Jun 20-Aug 8	7 Wednesdays	6:30pm-9:30pm

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. *See note.*

Prerequisite: Conversational French

5011X	PCC - Room R224	\$129
Jun 25-Aug 6	7 Mondays	6:30pm-9:30pm

Note: \$15 materials fee payable in *each* class.
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: Jun 13, Jul 18, Aug 15, Sep 12

Go to ed2go.com/pcclearn to register.

EXERCISE



Kundalini Yoga

Reduce Stress/Increase Energy

Instructor: Santokh Singh Khalsa

Kundalini Yoga is a rejuvenating and relaxing combination breath and movement, 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 increasing energy. Course covers Yoga practice, basic meditation, philosophy, diet, and lifestyle. Each student receives a copy of the teacher's book about Kundalini Yoga. *Wear loose, comfortable clothing and bring a yoga mat to class. Advance registration required.*

2075X \$75
Jul 11-Aug 15 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 \$79
Jul 7-Aug 25 PCC - Room W203 8 Saturdays 11am-1pm

“Yoga begins right where I am - not where
I was yesterday or where I long to be.”

Linda Sparrowe

NEW

Feldenkrais Method®

Awareness through Movement

Instructor: Jenna Blaustein

The Feldenkrais Method® uses our curiosity, our innate ability to learn, and gentle movement sequences to enhance comfort, increase function, and improve the overall quality of life. Students report the following benefits:

- Increased flexibility and stability
- Reduced tension
- Better balance
- Greater body awareness
- Ability to listen to one's needs
- Less injuries and faster recovery

\$17 materials fee payable in class. *Wear comfortable clothing; no street shoes on dance floor.*

4024X PCC - Room W203 \$65
Jun 24-Jul 29 6 Sundays 9am-10am

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. *Wear comfortable clothing.*

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 \$79
Jun 17-Jul 29 PCC - Room W201 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 \$79
Jun 17-Jul 29 PCC - Room W201 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
Jun 23-Aug 11 8 Saturdays 8am-9am

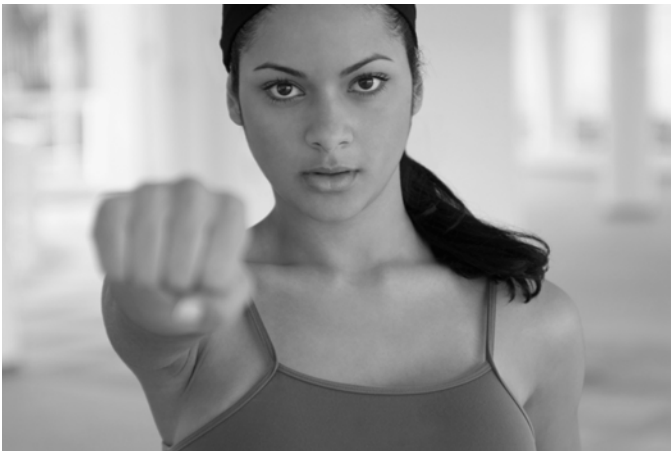


Self-Defense and the Workplace

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
Jun 23 1 Saturday 1pm-3pm



MEET OUR INSTRUCTORS

Karen Harris



I'm a master class presenter and master workshop provider in both the USA and abroad. I present on various aspects of strength, stretch, and ballet training. I studied and trained on scholarships at Panieff Ballet Center, Dupree Dance Academy, Los Angeles and renowned Alvin Ailey Dance Academy, New York. While performing as a soloist worldwide I had the opportunity to share my talents in other countries, Haiti, Japan, Germany, Austria, Italy, France, Mexico, British Virgin Islands, West Africa and Canada. I was introduced to the power of internal martial arts Tai Chi and Wushu. It is practiced for its method of achieving health, healing, self-defense skills, and mental discipline. I also trained with Master Trainer Billy Blanks in the specialties of Tae-Bo, boxing and kickboxing. I'm a certified Personal Trainer for over 35 years and have received awards for outstanding achievement in recognition of inspiration and dedication to the health, wellness, and spa and fitness industries. Power Stretch is healing based, the ultimate relaxation class designed to relieve stress and blockages throughout the body. My training approach and expertise on movement is a life changing process, vital to share with others and witness positive end results.

Little Known Fact:

I love attending the symphony. My favorite instrument is the cello and favorite musician, Yo Yo Ma.

Course:

Power Stretch



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:

- Identifying and attracting the right person
- Tips for creating a dating profile that "pops"
- Selecting photos that highlight the best you
- What to do (or not to do) on a first date so there is a second

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 (for workshop manual including research and profile dating materials) payable in class. **Course designed for both men and women, suggested minimum age of 25.**

2012X	PCC - Room R115	\$49
Jul 14	1 Saturday	10am-2pm

Quiet the Chatter in Your Mind

Instructor: Margaret Pappas

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
Jun 23	1 Saturday	9:15am-4:15pm

Live, Work or Retire Abroad - Affordably!

Instructor: Bob Cohen

Imagine living abroad! Many people now opt for this adventure, and enjoy a higher standard of living while living their dream. Students will learn how to stretch a fixed retirement income, or how to find work overseas that pays room and board. Discover the top ten countries where Americans are able to live better than they are here, and how to actually do it! Get tips about evaluating your finances, figuring out how far your dollar will go, housing, transportation, food, government discount programs, access to healthcare, and job opportunities. It is all here – join us for the start of an exciting new life! \$10 materials fee payable in class.

2305X	PCC - Room R111	\$45
Jul 20	1 Friday	6pm-9pm

Good Karma, Mystics, and Tarot

Instructor: Linda McBride

Join us for this fun, one-day workshop about the history and lore behind the Tarot. This workshop is designed to bring good Karma, and to help gain a perspective into the nature of the universe in the Age of Aquarius. Your instructor will share her extensive knowledge of the Tarot, its continued fascination in our modern age, and how it can bring positive energy into the flow of your journey. You will learn to read the cards for yourself to delight and amaze your family and friends. *Recommended: Bring a Tarot card deck.*

2234X	PCC - Room R111	\$45
Jun 23	1 Saturday	10am-1pm

Institute of Reading Development

Speed Reading and Reading Skills Programs for Children and Adults

Classes are taught by professional instructors from the Institute of Reading Development at Pasadena City College and in Arcadia. Classes are only offered once each year and space is limited.

Five Different Programs for 4 Year Olds through Entering 5th Graders
Phonics • Comprehension • Fluency
Love of Reading

Programs for 6th-11th Graders
Comprehension • Speed Reading • Study Skills

For Adults, College Students and Entering High School Seniors
Speed Reading for Work, School and Recreation

For fees, registration information and class schedule:

(800) 964-8888
pcclearn.org/reading

Property Management 101

Instructor: Shiral Torres

Learn the importance of keeping track of income and expenses, and how crucial this is for the success of any business. Understand the importance of keeping documents accurate, updated, organized, and stored in a secure location. Discover the disadvantages of not having an organized system, how to simplify income tax preparation, and how to use a 12 month calendar to remain organized. Tips to simplify the rental property business also will be covered. \$25 materials fee payable in class.

0433X PCC - Room R111 \$39
Jul 14 1 Saturday 10am-12pm

Eliminate Clutter in Your Home and Office

Instructor: Nancy Miller

Tired of searching for lost things and stumbling over stuff? You CAN change your surroundings to work for you with simple, easy, and practical ideas about how to remove clutter from your life and get organized. Attend this fun and interactive workshop and learn how to stop junk mail, how to remove clutter, distinguish between organized and neat, and the cost of your stuff. \$30 materials fee payable in class.

2029X PCC - Room R113 \$45
Jun 27 1 Wednesday 6:30pm-9:30pm

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
Jul 1-Aug 19 8 Sundays 1:30pm-3:30pm



MEET OUR INSTRUCTORS

Shiral Torres



I grew up in the "hood" of Los Angeles running from gang members who came from outside my neighborhood.

I had my first child at sixteen with my high school sweetheart to whom I've been happily married for 33 years. I continued my education graduating with a BA degree in Sociology. For many years I was a counselor and a coordinator for an outpatient drug treatment program and on my 2-hour round trip commute to work every day, I listened to real estate tapes. After purchasing our first home, we started buying properties across the US. I teach many life skills workshops and I am the Author of "Rental Properties Made Simple." I learned every aspect of buying, selling, renting, and managing properties so well that I unexpectedly became the go-to person when anyone needed advice about purchasing properties and being a landlord. I started teaching because I feel if I was able to be successful in this field, anyone can. I am very passionate about the field of real estate not only because it has been fun, but it has provided me with financial freedom, security, and the opportunity to start my own businesses.

Little Known Fact:

I'm the owner of two small business, Torres Ohana Investments, my property management business and Simply Shiral, my Life Skills workshop business. I teach a Parenting Skills class at a substance abuse program in South LA, am a volunteer committee member for the Alzheimer's Association, raise funds for the National Alliance on Mental Illness, and am a lifelong environmentalist.

Course:

Property Management 101



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
Jun 19-Jul 17	5 Tuesdays	7pm-8pm
2140X		\$95
Jun 21-Jul 19	5 Thursdays	7pm-8pm
2140X		\$95
Jun 23-Jul 21	5 Saturdays	9am-10am
2140X		\$95
Jul 24-Aug 21	5 Tuesdays	6pm-7pm
2140X		\$95
Jul 26-Aug 23	5 Thursdays	6pm-7pm
2140X		\$95
Jul 28-Aug 25	5 Saturdays	10am-11am

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



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	\$79
Jun 22-Aug 10	8 Fridays	3pm-4pm

High Performance Tennis (Ages 12-18)

In addition to working on footwork, agility, speed drills, and match play, this course prepares students for high impact, tournament tennis. *Must bring a jump rope.* **For students ages 12 to 18.** *See note.*

Prerequisite: Youth Tennis and Youth Tennis II, or advanced level experience.

2109X	PCC - Tennis Courts	\$95
Jun 22-Aug 10	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. *Must bring a jump rope.* **For students 14 years old to adult.** *See note.*

Prerequisite: Intermediate Tennis, or intermediate level experience.

2108X	PCC - Tennis Courts	\$95
Jun 22-Aug 10	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
Jun 23-Aug 11	8 Saturdays	10am-11am

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
Jun 23-Aug 11	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 Design and Construction

Instructor: Charlotte Chen

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 R115 \$89
Aug 12-Aug 19 2 Sundays 9am-3pm

Also see Charlotte's **Quick Sketch** on page 17
and **Shibori Japanese Tie-Dyeing** on page 22.

Survival Classes

Instructor: Christopher Nyerges

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

2007X PCC - Room R115 \$65
Jun 22-Jul 20 5 Fridays 7pm-9pm

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
Jul 27-Aug 24 5 Fridays 7pm-9pm

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: Jun 13, Jul 18, Aug 15, Sep 12

Go to ed2go.com/pcclearn to register.



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

Summer Swim Program

June 11 to August 3

POOL DAYS: Monday through Friday

*July 4th Scheduling

Pool is closed on Wednesday, July 4th. For group swim classes starting on June 25th, a makeup session will be held on Friday, July 6th.

On campus, heated outdoor Olympic-sized pool with a 4' shallow area. Handicap accessible.

Group lessons for toddlers through adult held Monday through Thursday.

Swim Level - ENTRY SKILLS:

Level 1 Non-swimmer

Level 2 Prone kick 10 feet; float for 10 seconds front and back; some ability to swim above water

Level 3 Swim 10 feet freestyle with side breath; swim 10 feet backstroke; submerge and retrieve items off pool bottom

Level 4 Freestyle; backstroke; breaststroke and/or butterfly; diving from pool side; submerge 6 feet and touch bottom

Level 5 Freestyle; backstroke; breaststroke; butterfly; diving; forward somersault; ready for elementary emergency skills

Swim Program Information:

Planning, hiring and related expenses are determined by the number of registrations received for the Summer Swim Program. **Therefore, no refunds are given for cancellations, early withdrawals or no-shows, regardless of accident, illness or change of plans. Please choose your classes wisely.** Registration for all swim lessons is available online at pcclearn.org, or by calling (626) 585-7608. Please sign up early as sections fill quickly! **All students must be registered before entering the pool.**

Instructors subject to change.

Pre-School, Youth, and Adult Swim Lessons

All group swim lessons are held **Monday through Thursday for two weeks.** Online registration is available for all classes.

Pre-School Swim Lessons

Swim Level 1, ages 2-4.

4041X

\$89

(When registering, please indicate date and time)

Class dates:	Class times:
June 11 - June 21 (Previous Experience)	11:45 am - 12:25 pm
June 11 - June 21 (Non-Swimmer)	12:30 pm - 1:10 pm
* June 25 - July 6 (Previous Experience)	11:45 am - 12:25 pm
* June 25 - July 6 (Non-Swimmer)	12:30 pm - 1:10 pm
July 9 - July 19 (Previous Experience)	11:45 am - 12:25 pm
July 9 - July 19 (Non-Swimmer)	12:30 pm - 1:10 pm
July 23 - August 2 (Previous Experience)	11:45 am - 12:25 pm
July 23 - August 2 (Non-Swimmer)	12:30 pm - 1:10 pm

Youth Swim Lessons - Mid-Day

Swim Levels 1 to 5, ages 5-13.

4042X

\$89

(When registering, please indicate date and time)

Class dates:	Class times:
June 11 - June 21	11:45 am - 12:25 pm 12:30 pm - 1:10 pm
* June 25 - July 6	11:45 am - 12:25 pm 12:30 pm - 1:10 pm
July 9 - July 19	11:45 am - 12:25 pm 12:30 pm - 1:10 pm
July 23 - August 2	11:45 am - 12:25 pm 12:30 pm - 1:10 pm



Youth Swim Lessons - Evening

Swim Levels 1 to 5, ages 5-13.

4043X

\$89

(When registering, please indicate date and time)

Class dates:	Class times:
June 11 - June 21	5:00 pm - 5:40 pm 5:45 pm - 6:25 pm 6:30 pm - 7:10 pm
* June 25 - July 6	5:00 pm - 5:40 pm 5:45 pm - 6:25 pm 6:30 pm - 7:10 pm
July 9 - July 19	5:00 pm - 5:40 pm 5:45 pm - 6:25 pm 6:30 pm - 7:10 pm
July 23 - August 2	5:00 pm - 5:40 pm 5:45 pm - 6:25 pm 6:30 pm - 7:10 pm



Adult Swim Lessons

Swim Levels 1 to 5, ages 16 and older.

4045X

\$89

(When registering, please indicate start date)

Class dates:	Class times:
June 11 - June 21	7:15 pm - 7:55 pm
* June 25 - July 6	7:15 pm - 7:55 pm
July 9 - July 19	7:15 pm - 7:55 pm
July 23 - August 2	7:15 pm - 7:55 pm

Recreation and Lap Swim

June 11 to August 3

Recreation Swim - Fee: \$3

Monday-Thursday 1:15 pm to 4:45 pm

Friday 11:30 am to 4:30 pm *

Lap Swim - Fee: \$5

Monday-Thursday 11:45 am to 7:00 pm

Friday 11:30 am to 4:30 pm *

- ALL PERSONS MUST PAY TO ENTER THE POOL AREA (SWIMMING OR NOT)
- All Recreation and Lap Swim fees payable daily at the pool - **CASH ONLY**
- Lockers are *not* available. Please come ready to swim. NO STREET CLOTHES

* July 4th Scheduling

Pool is closed on Wednesday, July 4th. On Friday, July 6th, Recreation Swim times are 1:15 pm to 4:45 pm, and Lap Swim times are 11:45 am to 7:00 pm.

...from the ChicagoNow blog 10/4/13:

“5 Reasons swimming lessons are important...”

1. Swim lessons reduce the risk of drowning
2. Swimming builds whole body strength
3. Swimming helps kids do better in school
4. Kids who swim get the benefits of participating in an individual AND team sport
5. Swimming is something they can do at any age

For eight weeks each summer, under the direction of the PCC Extension department, thousands of community members, youth through adult, enjoy the PCC pool. Lessons; lap swim; open rec swim; and swim times for contracting camps, schools, and organizations provide a multitude of swim opportunities.

**Lesson slots fill very quickly.
Sign up early.**

ACTIVE

Day Trips

Register early! Day trips fill quickly.

For detailed Day Trip descriptions, go to:

pcclearn.org/DayTrips

See page 39 for Travel Information and Policies.

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, it is home to some of the world's rarest wildlife. Enjoy the day at leisure to explore the Zoo, or opt for 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 within 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 will have ample time on your own to explore this special place where you can experience natural beauty, wonderful art, 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

Disney Concert Hall

California Philharmonic Concert

The California Philharmonic's world-renowned musicians will once again delight, amaze, and entertain us with the awe-inspiring concert, *Made in America*, featuring great works of music written on our nation's soil. The Disney Concert Hall is an experience unto itself providing both visual and aural intimacy for an unparalleled musical experience. Terrace level seating provides great views of the performers. We will arrive in time to attend the lively and revealing pre-concert "Talk with the Maestro" with conductor Victor Vener. Prior to the matinee show, enjoy lunch on your own at Olvera Street, or at Philippe The Original, famous for originating the French dip.

2393X		\$99
Jun 24	1 Sunday	10:30am-5:45pm

King Tut & The Mysteries Of Egypt Treasures of the Golden Pharaoh Exhibit & Mysteries of Egypt 3D IMAX

Take advantage of this limited opportunity to attend the special exhibit, King Tut: Treasures of the Golden Pharaoh, featuring the largest collection of King Tut artifacts many of which have never traveled outside of Egypt! We also will see ancient Egypt come to life on the massive, 7-story IMAX movie screen. Legendary actor Omar Sharif narrates as you soar over the great pyramids of Giza, rush over the Nile, cross the deathly quiet Valley of the Kings, and descend into the sacred tomb of King Tutankhamun. You also will have a chance to view the space shuttle Endeavour and the newly-added colossal external propellant tank. Enjoy lunch on your own at the Science Center eateries, or bring a sack lunch.

2360X		\$89
Jun 30	1 Saturday	9am-4:30pm

Hollywood Bowl

Patriotic Concert & Fireworks Featuring The Go Go's!

Celebrate Independence Day at the legendary Hollywood Bowl and enjoy Popular and Patriotic Music and Fireworks! The Hollywood Bowl Orchestra will perform classics such as some of John Philip Sousa marches. Also, 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.

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

Santa Barbara French Festival

Revel in the sights, sounds, foods, and joie de vivre of France at the largest French celebration in the Western U.S., celebrated on Bastille Day weekend. The 30th annual Fête Française in Santa Barbara will feature arts & crafts vendors, delicious French cuisine and wonderful French entertainment. This dance and music festival features three stages with continuous entertainment provided by vocalists, bands, accordion performances, dancers, and dance instructors with audience participation. Enjoy time at your leisure prior, in downtown Santa Barbara for browsing or lunch on your own on State Street or Paseo Nuevo.

2409X		\$59
Jul 14	1 Saturday	8am-7:30pm

Adventures in Arrowhead

Lake Cruise & Shopping with Included Lunch

Nestled in the majestic mountains of the San Bernardino National Forest, Lake Arrowhead provides a natural peacefulness that has lured people for centuries. Enjoy an included lunch, along with time to shop and explore the charming Lake Arrowhead Village. The Village features an assortment of quaint specialty shops and outlet stores in the style of a Swiss chalet. Then enjoy a narrated cruise aboard the Lake Arrowhead Queen, a Louisiana-style paddle-wheeler. The boat has shaded and unshaded areas for your comfort. *Suggested:* Rubber-soled walking shoes and a sweater or jacket.

2407X		\$89
Jul 21	1 Saturday	8:30am-5:30pm

Estates of Fame & Fortune

Adamson House & Will Rogers' Ranch House

Enjoy a docent-guided walking tour of the famous Adamson House, a beautiful 1929 Moorish-Spanish Colonial Revival Style residence on the Malibu coast. Learn about its history, details of the architecture, and the story of the family who once lived in this distinctive home. We also visit the on-site Malibu Lagoon Museum which contains a collection of artifacts and rare photographs depicting the colorful history of Malibu. Enjoy lunch on your own at the Malibu Country Mart, a trendy, outdoor shopping and dining complex. After lunch, we take a docent-guided tour of the private ranch house of American Cowboy, Will Rogers. *Suggested:* Comfortable walking shoes as there is considerable walking and uneven walkways.

2453X \$79
Jul 31 1 Tuesday 7:30am-6:30pm

Surf, Sand & Serenity

Venice, Malibu & Santa Monica

First we visit the Venice Canal Historic District, noteworthy for its man-made canals built in 1905 to recreate the look of Venice, Italy. Then we stroll along "Ocean Front Walk" to explore the Santa Monica Pier. Next, we visit the Self-Realization Fellowship Shrine to enjoy the inspirational meditation garden with its spectacular ocean vistas. Then there is time at leisure for lunch on your own at Santa Monica Place or the Third Street Promenade. Finally, we stop at the Malibu Hindu Temple, where you may walk barefoot (mandatory) on the cool, clean marble floor as the scent of incense wafts sweetly through the air. *Suggested:* Comfortable walking shoes as there is considerable walking and stairs. *All visits subject to change.*

2453X \$79
Aug 14 1 Tuesday 8:15am-6pm

Baseball, Billy Clubs & Bottle Caps

Dodger Stadium Tour, Soda Pop Shop & Lunch at the Police Academy Café

On a guided tour of Dodger Stadium, we visit restricted areas such as the Tommy Lasorda Training Center, Vin Scully press box, a luxury suite, and the umpire tunnel. Then take a walk on the field, sit in the dugout, and view World Series trophies, Gold Gloves, and Silver Slugger bats. Then enjoy an included lunch at the 1950s diner-style Police Academy Café. Dine with police, trainees, and detectives, and admire police memorabilia decorating the walls. The final stop is Galco's Soda Pop Shop with hundreds of vintage sodas and candy brands, once featured on Huell Howser. *Suggested:* Comfortable walking shoes as there is considerable walking, standing and stairs. *All visits on the tour subject to change.*

2359X \$79
Aug 24 1 Friday 9am-5pm

Pageant of the Masters

with Sawdust Art & Craft Festival

This popular summer event in Laguna Beach, in its 85th year, is acclaimed for its tableaux vivants – "living pictures." Magnificent works of art come to life as real people pose to resemble their counterparts, along with full orchestra and live narration. The 2018 theme is "Under the Sun," celebrating the tradition of plein air painting. Main-tier section seats. First, enjoy time at leisure at the always-popular Sawdust Art & Craft Festival featuring artists selling ceramics, glasswork, jewelry, paintings, photography, sculpture, woodwork, and clothing. Prior to the show, enjoy dinner on your own in downtown Laguna Beach offering a number of different eateries. Alternatively, you may bring a picnic meal, or purchase food available on the Pageant grounds. *Suggested:* Sweater, seat cushion, and binoculars to see details.

2321X \$99
Aug 30 1 Thursday 2:25pm-12:30am



Polo in Paradise

Santa Barbara Polo Match

Celebrate polo in Santa Barbara, the "American Riviera!" The Santa Barbara Polo Club, established in 1911, is home to exciting and competitive polo matches. Even if you know nothing about polo, you will love this unique opportunity to experience the sport that is synonymous with the rich and famous. The pre-match festivities include the Polo Pony Parade; and at half time, you may uphold the tradition of turning over the divots made by the galloping horses. Enjoy an included boxed lunch, access to a cash bar, and comfortable chair seating from our field-level tent. Feel free to wear your "derby attire," such as sundresses, blazers, colorful pants, loafers, and your Derby hat! Eat prior to departure as we will enjoy our boxed lunch after our 2:00pm arrival.

2409X \$99
Sep 16 1 Sunday 11:30am-7:30pm

Brazilian, Books & The Broad

This new tour pairs two of downtown L.A.'s newest destinations: the Broad Museum and the Fogo de Chão, an authentic Brazilian Steakhouse. The Broad is the repository for some of the most expensive artwork in the world. Enjoy approximately 90 minutes at leisure to explore on a self-guided visit through a VIP (no waiting) entrance. Then we enjoy an included lunch at Fogo de Chão. Once seated, authentic Brazilian side dishes arrive such as pão de queijo (cheese bread), crispy polenta, mashed potatoes, and caramelized bananas. Set your dining card to green and you are in the rodizio, continuous tableside service of signature cuts of meat prepared, fire-roasted, and served by the gaucho chefs. After lunch, enjoy time at leisure at the Last Bookstore, the iconic L.A. bookstore specializing in reasonably priced used and well-kept vintage books.

2360X \$95
Sep 23 1 Sunday 9am-5pm

West Side Story

This new adventure will explore the Mid-City area of L.A.'s Westside. We begin in Westwood Village to enjoy an included donut of your choice at Stan's Corner Donut Shop. We continue to the Hammer Museum, a unique visual arts institution that connects the classic to the cutting-edge. After a brief tour of UCLA architectural landmarks, like Royce Hall and Powell Library, it is on to Pierce Brothers Westwood Village Memorial Park to pay respects to Hollywood stars such as Marilyn Monroe, Dean Martin, and Natalie Wood. Enjoy an included lunch at a tucked away Italian cafeteria, whose chef trained at the famed Le Cordon Bleu. Then we visit the Annenberg Space for Photography, where exhibits often incorporate videos and/or music, creating dynamic experiences. We return along Wilshire Blvd. past spectacular architecture and unique outdoor art pieces at LACMA including "Urban Light" and "Levitated Mass." *All visits subject to change.*

2360X \$89
Sep 28 1 Friday 8:15am-5:30pm

For detailed Day Trip descriptions, go to:

pcclearn.org/DayTrips

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

Multi-Day Tours

Must call 626-585-7608 to register.

For detailed Tour itineraries, go to:

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.



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.**

Central Coast Lighthouses, Redwoods & Rail

September 9-13, 2018 – 5-Day Tour

Double: \$1,199 / Single: \$1,599 – Deposit: \$200

Tour Highlights: Stay two nights in the heart of Old Monterey at an upscale bayfront AAA four-diamond hotel within walking distance of Fisherman's Wharf • Guided tour of the Monterey Peninsula with a local guide highlighting Cannery Row, Carmel, and the sights along the spectacular 17-Mile Drive • Tours inside both Point Pinos and Piedras Blancas Lighthouses • Travel the Big Sur Scenic Highway (CA-1) between Monterey and Cambria and visit Pfeiffer Big Sur State Park, enjoy a picnic lunch and time to explore the giant Redwoods • Stay two nights at a quaint inn on Cambria's Moonstone Beach with an optional tour of Hearst Castle or browse the boutiques in Cambria • Ride along California's coast aboard the deluxe Coast Starlight train featuring a dining car and observation car for spectacular ocean views.

California Volcanoes, Redwoods & Rail

September 30-October 6, 2018 – 7-Day Tour

Double: \$1,399* / Single: \$1,859* – Deposit: \$200

Tour Highlights: Visit Lassen Volcanic National Park, known as "Mini Yellowstone" because of its bubbling mud pots and many geologic sights • Visit Redding's Sundial Bridge and McArthur Burney Falls Memorial State Park to see Burney Falls • Travel to the Redwood Coast along the spectacular Trinity Scenic Byway • Visit the "Land of Giants" at Redwoods National Park to walk beneath the giant redwoods, and travel the Scenic Parkway through the heart of the old-growth redwood forest in Prairie Creek Redwood State Park • Tour the Eureka area including Humboldt Bay and Carson Mansion • Enjoy two nights on the Mendocino Coast with a ride beneath the towering redwoods aboard the famous Skunk Train, a guided tour of Point Cabrillo Light Station and time to explore the charming town of Mendocino.

***Land prices only. Roundtrip group airfare available from \$295 per person.**

Arizona's Valley of the Sun

November 11-15, 2018 – 5-Day Tour

Double: \$1,149 / Single: \$1,499 – Deposit: \$200

Tour Highlights: Unpack once and enjoy a leisurely four night stay at a premier AAA four-diamond casino resort featuring multiple restaurants, entertainment, a 100,000 square foot casino, and an outlet center next door • Visit Saguaro National Park, home to the nation's largest cacti – the giant saguaro • Tour Taliesin West, Frank Lloyd Wright's winter home in the desert • Visit the Pima Air & Space Museum, and take a driving tour of the world's largest military aircraft "boneyard" at Davis-Monthan Air Force Base • Tour the Heard Museum, the Musical Instrument Museum, a chocolate factory and visit Butterfly Wonderland • Memorable meals including dinner at the Frank Lloyd Wright-designed Arizona Biltmore Hotel and lunch at the historic Wrigley Mansion.

Santa Fe "Christmas"

November 27-December 1, 2018 – 5-Day Tour

Double: \$999* / Single: \$1,299* – Deposit: \$150

Tour Highlights: Stay four festive nights in the heart of Santa Fe's charming historic Plaza • Tour Santa Fe with a local guide to see the Palace of Governors and visit the St. Francis Cathedral, the Loretto Chapel and The Shop-A Christmas Store • Travel the Turquoise Trail to Albuquerque for a ride aboard the Sandia Tramway, a visit to the Indian Pueblo Cultural Center, a visit to the San Felipe de Neri Church and time to explore Old Town Albuquerque • Join a local guide and travel both the "High Road" and "Low Road" between Santa Fe and Taos and tour the Taos Pueblo, designated both a World Heritage Site by UNESCO and a National Historic Landmark • Tour El Santuario de Chimayo and enjoy dinner at Rancho de Chimayo • Optional visit to the award-winning Georgia O'Keeffe Museum.

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

Apple Farm Inn "Christmas" by Rail

December 9-11, 2018 – 3-Day Tour

Double: \$599 / Single: \$759 – Deposit: \$100

Tour Highlights: Tour Hearst Castle in the evening with docents in period costume and the Castle draped in its Christmas decor allowing you to experience what the holidays were like at Hearst Castle in the 1930's • Enjoy a two-night stay at the Apple Farm Inn, the beautiful, Victorian-style 4-diamond inn beautifully decorated for Christmas and featuring cozy rooms with fireplaces and a nightly wine reception • Ride along California's coast aboard the deluxe Coast Starlight train, featuring a dining car and observation car for spectacular views of the ocean and Vandenberg Air Force Base • Visit Mission San Luis Obispo de Tolosa and La Purisima Mission, and enjoy a lunch and tour at the restored Point San Luis Lighthouse.



The PCC Extension department 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 the PCC Extension department do not necessarily reflect the views of the Pasadena Area Community College District. Pasadena City College does not endorse any person or product. The PCC Extension department is committed to protecting your privacy. We do not sell, trade, or rent your personal information to other internal or external parties. We 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

Email: info@pcclearn.org

Facebook: facebook.com/pccextension

Twitter: 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

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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.

**PCC
EXTENSION**

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:

Card No. _____

Expiration Date _____ CVV2 Code _____

(3-digit security no. in signature panel)

Authorized Signature _____

Print Name on Charge/Check _____

Payment by check (payable to Pasadena City College):

Driver's License No. _____

Expiration Date _____

Please do not write in this space

Date _____ Received by _____

CK _____ CA _____

03/13

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

General Information

Dropping A Course

Refunds are granted provided you notify PCC Extension at least three (3) business days before your class begins. Registration fee refunded in the same format as originally paid within six (6) weeks.

There are no refunds beyond this deadline. Refunds ARE NOT issued for absences nor prorated for late registrations. **Note:** If dropping a class from a Certificate Program or a Course Series, discounts will no longer apply and the refund amount will be adjusted accordingly. 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.

Swim Program Cancellation Policy: No refunds are given for cancellations, early withdrawals or no-shows, regardless of accident, illness or change of plans. See page 32 for more information.

ed2go / UGotClass: Refunds for ed2go and UGotClass online courses/programs are given only if a student notifies PCC Extension by phone or email at least three (3) business days before your online course/program begins. The registration fee will be refunded in the same format as originally paid within 6 weeks. There are no refunds beyond this deadline.

ProTrain: Refunds for ProTrain online courses/programs are given only if a student has not accessed any portion of the online course/program and the student requests a refund, in writing via email to PCC Extension within three (3) business days from the date of the course setup (email notification sent). There are no refunds for any online courses (or curricula) once a course has been accessed in any manner. If applicable, any shipped or online course reference materials (physical books, eBooks, study guides, CDs, Self-Study Kits, Videos, etc.) must be returned, unopened/unused at your own expense if you accept delivery of the package. Please understand that with enrollment and access of your online course, you have read and agreed to the aforementioned refund policy. There are no extensions granted for your course. If you do not complete your course by the end-date on your welcome letter, there will be additional fees for extended access to your course and any online reference materials such as eBooks.

Transfers

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

Cancelled Class

Minimum enrollment is required to run a class. If PCC Extension cancels a class, the registration fee is automatically refunded in the same format as original payment within six (6) weeks.

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. **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

If class requires the purchase of extensive supplies, or rental equipment, students must confirm class status before making any purchase. PCC Extension does not reimburse students for materials purchased/rented should a class be cancelled.

Class Dates

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

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 the PCC Extension department. 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.

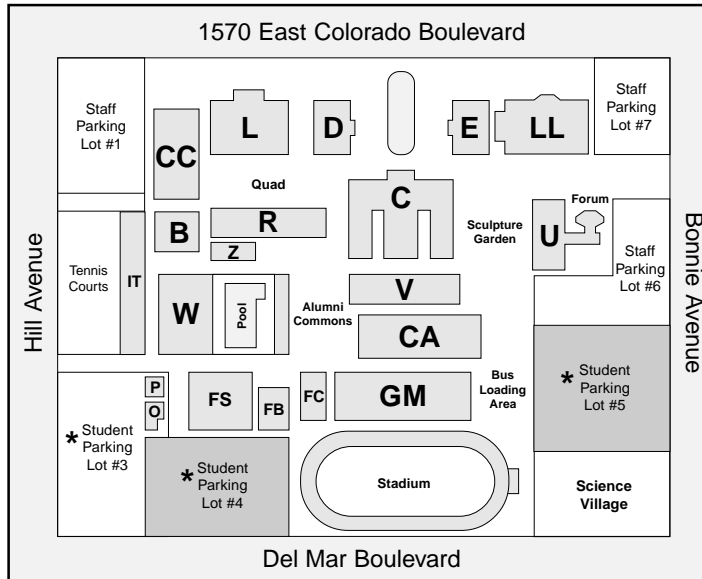
Cancellation/Travel Protection

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



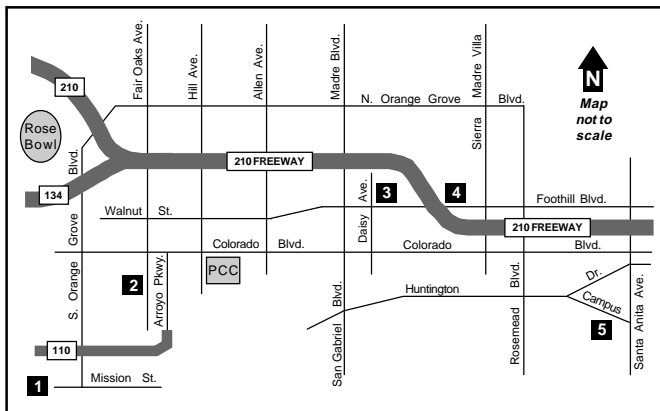
- B** Bookstore
Student Business Services
Campus Police
- C** Information - C218
Sexson Auditorium
- D** Health Center
Learning Assistance Center
- E** Physical Sciences
- L** Admissions & Records
Career Center
Counseling Services
Financial Aid
Registration
- R** Catherine J. Robbins Building
- U** Armen 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



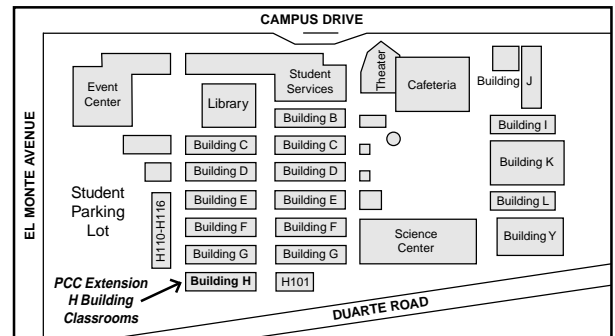
1
Arroyo Seco Golf Course
1055 Lohman Lane

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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