



Montgomery County Community College

Workforce Development & Continuing Education Programs

Fall 2017

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TECHNOLOGY PROGRAMS

PROGRAM NOTE:

To better adapt to the industry and for more employment opportunities for our students, our course structures have been modified with no change in curriculum and content.

For CCENT please see Network Technician – BIPCT 1162

For CCNA please see Network Engineer – BIPCT 2120

For CCNA Security please see Cyber Security Engineer – BIPCT 2119

For Net+ and A+ please see Computer Repair Technician – BIPCT 1160

For Security+ please see Cyber Security Technician – BIPCT 1163

FAST TRACK TO EMPLOYMENT

Computer Repair Technician

This program will train students in PC hardware and peripherals, mobile device hardware, configuring operating systems, security, fundamentals of cloud computing and operational procedures. It will include the essential knowledge and skills needed to design, configure, manage and troubleshoot small wired and wireless networks. The program will also prepare students to take the A + and Network + certification exams. Deferred Payment Plan is available for this program.

Course Code: BIPCT 1160

\$1,800

15 Mondays & 13 Wednesdays 9/18/2017-1/22/2018 6 -10 PM Section 01 at Blue Bell
(No class 10/2, 10/4, 11/8, 11/22, 12/25, 12/27, 1/1, 1/3, 1/15)

Microsoft Server Technician

This course will provide a student with the knowledge and skills necessary to perform day-to-day administrative tasks in a single or multiple domain Microsoft Windows Server based network. Students will learn how to implement system security, create users, establish network printing, backup system data and manage system resources. This course will also include topics on installation, configuration and troubleshooting in a Microsoft Windows environment. Deferred Payment Plan is available for this program.

Course Code: BIPCT 1161

\$950

10 Saturdays 10/7-12/16/2017 (No class 11/25) 8 AM-4:30 PM Section 01 at Blue Bell

Network Technician

This program opens doors to a career in networking and will teach students the skills required for entry-level network support positions, the starting point for many successful careers in networking. Participants will learn the skills and knowledge required to install, operate, and troubleshoot a small enterprise branch network, including basic network security. The program will also prepare students to take the Cisco Certified Entry Network Technician (CCENT) certification exam. Deferred Payment Plan is available for this program.

Course Code: BIPCT 1162

\$1,500

13 Mondays & 13 Thursdays 10/9/2017-1/25/2018 6 -10 PM Section 01 at Blue Bell
(No class 11/23, 12/25, 12/28, 1/1, 1/4, 1/15)

Cyber Security Technician

This program introduces students to entry level careers in cyber security. It will cover network security, compliance and operation security, threats and vulnerabilities as well as application, data and host security. Also included are access control, identity management, and cryptography. The program will also prepare students to take the Network + and Security + certification exams. Deferred Payment Plan is available for this program.

Course Code: BIPCT 1163 \$1,800

14 Mondays & 12 Wednesdays 11/13/2017-3/5/2018 6 -10 PM Section 01 at Blue Bell
(No class 11/22, 12/25, 12/27, 1/1, 1/3, 1/15, 1/17)

Cyber Security Engineer

The program will teach a professional the skills required to develop a security infrastructure, recognize threats and vulnerabilities to networks, and mitigate security threats. Emphasis will be on core security technologies, installation, troubleshooting and monitoring of network devices to maintain integrity, confidentiality and availability of data and devices, cryptography and competency in the technologies used in security structures. The course will also prepare students to take the CCENT and the CCNA Security certification exams. Deferred Payment Plan is available for this program.

Course Code: BIPCT 2119 \$2,700

10/9/2017-4/18/2018 6 -10 PM Section 01 at Blue Bell
13 Mondays & 13 Thursdays - 10/9/2017 to 1/25/2018 **then** 10 Tuesdays & 10 Wednesdays 2/6 to 4/18/2018
(No class 11/23, 12/25, 12/28, 1/1, 1/4, 1/15, 3/13, 3/14)

Network Engineer

This program will train a student to design, deploy, configure, troubleshoot and manage medium sized enterprise networks with stress on network fundamentals, LAN switching technologies, IPv4 and IPv6 routing technologies, WAN technologies, infrastructure services, infrastructure security, and infrastructure management. The course will also prepare students to take the Cisco Certified Network Associate Routing & Switching (CCNA R&S) certification exam. Deferred Payment Plan is available for this program.

Course Code: BIPCT 2120 \$2,500

26 Mondays & 26 Thursdays 10/9/2017-5/14/2018 6 -10 PM Section 01 at Blue Bell
(No class 11/23, 12/25, 12/28, 1/1, 1/4, 1/15, 1/29, 2/1, 2/5, 3/12, 3/15)

CLOUD COMPUTING

Introduction to Cloud Computing

This course introduces the evolution, architecture, structure, functions, components, and models of Cloud computing. Students will learn about computing principles and concepts involved and what it means from a business and technical perspective. The course will also cover the objectives of the CompTIA Cloud Essentials certification examination. Deferred Payment Plan is available for this program.

Course Code: 2017/FA BIPCT 1157 \$700

15 Wednesdays 8/30-12/13/2017 (No class 11/22) 6-9:55 PM Section 01 at Blue Bell

Introduction to Data Storage

This course will teach a student the knowledge and skills required to configure basic storage networks to include archive, backup, and restoration technologies. Students will also learn about the fundamentals of business continuity, application workload, system integration, and storage/system administration, while performing basic troubleshooting on connectivity issues and referencing documentation. The course will also cover the objectives of the CompTIA Storage + certification examination. Deferred Payment Plan is available for this program.

Course Code: 2017/FA BIPCT 1156 \$700
 15 Thursdays 8/31-12/14/2017 (No class 11/23) 6-9:55 PM Section 01 at Blue Bell

Ethical Hacking

This course will teach a student the knowledge and skills required to look for weaknesses and vulnerabilities in the computer systems and networks with a view to enhance defense against cyber-attacks. Students will also learn about Information System Security, Trojans, Viruses and Worms and understand the concepts of Cryptography and learn the steps to implement security controls to detect and prevent cyber-attacks. The course will also cover the objectives of the EC-Council Certified Ethical Hacker (CEH) certification examination. Deferred Payment Plan is available for this program.

2017/FA BIPCT 2085 \$700
 15 Mondays 9/11-12/18/2017 6-9:55 PM Section 01 at Blue Bell

PERSONAL COMPUTER SKILLS

Microsoft Office Specialist I

This comprehensive workforce development hands-on course provides an excellent way for trainees to prepare for careers that require expertise in Microsoft Office Word and Excel such as Executive and Legal Assistants, Medical and Administrative Office Assistants, Front Desk Assistants, Customer Service Representatives and many more. Microsoft Office Word and Excel is intended for students and information workers whose responsibilities will include the use of Microsoft Office Excel to create, modify, and manage common business workbooks and worksheets in organizations of every size and the use of Microsoft Office Word to create, edit and format documents in organizations of every size.

Course Code: BIPCT 2100 \$550 plus \$32 Lab Fee
 2 Mondays, 2 Tuesdays, & 2 Wednesdays 10/9-10/18/2017 6-9 PM Section 02 at Blue Bell

Microsoft Office Specialist II

This comprehensive workforce development hands-on course provides an excellent way to prepare trainees for careers that require expertise in Microsoft Access and PowerPoint such as Executive and Legal Assistants, Medical and Administrative Office Assistants, Customer Service Representatives, Medical Front Desk Staff and many more. Students will learn how to use Microsoft Office Access to organize, structure, and manage data in diverse organizations of every size. Students will learn how to use Microsoft PowerPoint to create presentations using automated tools, modify slides, slide masters, and print and deliver presentations in organizations of every size.

Course Code: BIPCT 2101 \$550 plus \$32 Lab Fee
 3 Thursdays & 3 Tuesdays 11/2-11/21/2017 6-9 PM Section 02 at Blue Bell

Excel Introduction

This course will train a student in the fundamentals of selecting, moving, copying and sorting data, formulas and functions, manipulate the appearance of a spreadsheet by using the many formatting options, create a customized toolbar, and prepare a spreadsheet for printing. Also covered in this workforce development course are creating pie, line, column, and bar charts and using forms for adding, editing, and deleting data.

Course Code: BIPCT 1012	\$300 plus \$17 Lab Fee
Monday, Tuesday, Wednesday, Thursday 10/2-10/5/2017 6-9 PM	Section 01 at Blue Bell
Monday & Tuesday 11/13 & 11/14/2017 9 AM-4 PM	Section 02 at Blue Bell

Excel 2016 Level II

Students will learn how to use multiple worksheets and workbooks efficiently, and they will start working with more advanced formatting options including styles, themes, backgrounds, and watermarks. They will also learn how to create outlines and subtotals, how to create and apply cell names, and how to work with lists and tables. Students will save workbooks as Web pages, insert and edit hyperlinks, and save a workbook as a PDF file. This course also covers advanced charting techniques, worksheet auditing and protection, file sharing and merging, and workbook templates.

Course Code: BIPCT 2012	\$290 plus \$17 Lab Fee
Monday, Tuesday, & Wednesday 10/23-10/25/2017 6-9 PM	Section 02 at Blue Bell

Access Introduction

In addition to the fundamental features of Microsoft Access, students learn to change large amounts of data, automate common tasks with macros and learn to export and import data from Microsoft Excel to Access.

Course Code: BIPCT 1014	\$300 plus \$17 Lab Fee
Monday & Tuesday 12/11 & 12/12/2017 9 AM-4 PM	Section 01 at Blue Bell

COMPUTERIZED ACCOUNTING

Quickbooks 2017

Students will set up a company file, alter preferences, set up QuickBooks lists, write checks, pay bills, create invoices and receive payments, and review the reports available in QuickBooks. Students will focus on Accounts Payable and Accounts Receivable, and learn to track information that is vital to running a business. Learn to customize your documents and your workspace, learn security for multiple users, and how to prepare for the next year.

Course Code: BIPCT 2069	\$488 plus \$17 Lab Fee
Tuesday, Thursday, & Monday thru Thursday 10/3-10/12/2017 6-9 PM (No class 10/4)	Section 01 at Blue Bell
2 Mondays, 2 Tuesdays, & 2 Wednesdays 12/4-12/13/2017 6-9 PM	Section 02 at Blue Bell

DIGITAL DESIGN

Create Your Own Website from Start to Finish

Learn how to create your own website from start to finish using Dreamweaver. Go home with the finished product! You will use the powerful Dreamweaver Web design software to go beyond basic HTML coding and create dynamic Web pages with interactive elements in this hands-on course.

Course Code: BIPCT 1123	\$599 plus \$22 Lab Fee
3 Tuesdays & 3 Thursdays 9/12-9/28/2017 6-9 PM	Section 01 at Blue Bell
Monday thru Thursday and Monday & Tuesday 11/27-12/5/2017 6-9 PM	Section 02 at Blue Bell

Adobe Photoshop CS6

This digital imaging course will cover selection techniques, layers and alpha channels, scanning, image manipulation, large high-resolution files, file compression, and preparing images for print and electronic media. This workforce development course is hands-on.

Course Code: BIPCT 1030	\$315 plus \$22 Lab Fee
Monday thru Thursday 10/16-10/19/2017 6-9 PM	Section 02 at Blue Bell
2 Wednesdays & 2 Thursdays 12/6-12/14/2017 6-9 PM	Section 03 at Blue Bell

Adobe InDesign CS6

This hands-on workforce development course will train students in using this easy-to-use page layout program, which is growing in popularity among corporate and publishing industry users. Designed for both Windows and MAC, this course will cover the basics of using the InDesign software to create publications like newsletters, ads and flyers. Desktop publishing topics include basic design, graphics use and basic typography.

Course Code: BIPCT 1068	\$315 plus \$22 Lab Fee
2 Tuesdays & 2 Thursdays 9/19-9/28/2017 6-9 PM	Section 02 at Blue Bell

PROGRAMMING

Programming with JavaScript

In this class, students will learn how to create scripts using JavaScript. The class will start with an introduction to the JavaScript language. Students will then learn how to write Windows scripts using Windows Scripting Host, and will finish with using jQuery and AJAX to interface with a Web application.

Course Code: BIPCT 2060	\$788 plus \$32 Lab Fee
5 Saturdays 10/7-11/4/2017 9 AM-4 PM	Section 01 at Blue Bell

COMPUTER AIDED DRAFTING

AutoCAD® 2016 Level I

This course will introduce the elementary two-dimensional commands and concepts of AutoCAD 2014. No textbook is required for this class. Upon completion, students will gain familiarity and comfort with AutoCAD dialogue boxes, ribbons, icons, menus, and command entries. They will be able to create and edit drawings and will have a solid understanding of the draw, modify, and annotate commands. Common layer commands and basic printing will be introduced in this class. At the end of the course, students will be able to create, edit, view, and plot complete AutoCAD drawings

Course Code: BIPCT 1041

\$595 plus \$32 Lab Fee

4 Mondays & 4 Wednesdays 9/11/2017-10/4/2017 6:30 -9:30 PM

Section 02 at Blue Bell

AutoCAD® 2016 Level II

Building upon the material learned in AutoCAD Level 1, this course will strengthen the skills gained in the introductory class. Advanced topics include layer control, printing, creating and editing viewports, drawing references, and navigating the AutoCAD tool palettes. A final project will be assigned at the end of this course that will incorporate all materials learned in class and will be an example of drawings encountered in the industry.

Course Code: BIPCT 2015

\$550 plus \$32 Lab Fee

4 Mondays & 4 Wednesdays 10/23/2017-11/15/2017 6:30 -9:30 PM

Section 01 at Blue Bell

PROFESSIONAL CAREER DEVELOPMENT

LEADERSHIP COHORT

Critical Business Skills for the Emerging Leader Cohort

Build upon your business savvy with our new certificate program, Critical Business Skills, offered at Central Campus in Blue Bell, PA. Over the course of 13-weeks, learn from the best and brightest minds in our region to further develop the skillsets necessary to be a leader in today's workforce.

This program focuses on key aspects of business management - from effective communication to balancing budgets. Each session will cover the basic skills necessary to succeed, while providing real-world scenarios in a hands-on learning environment.

- **Orientation** – Thursday, 8/31/2017 – 10 AM-12 Noon
- **Demonstrating Peak Performance (10 hours)**
Do you perform well under pressure? Sixty-two percent of companies who participated in a recent Deloitte study identified customer experience as a competitive differentiator. This action-packed session will uncover the key drivers of service, which extends well beyond the customer service department. This program offers the principles, skills, and tools to enable your leaders to drive a customer centric culture, enable all employees to become brand evangelists, and garner the distinctive customer experience in alignment with your unique value proposition. **Participants will leverage employee engagement as a key driver of customer satisfaction.**
Instructor: Meloney Sallie-Dosunmu
5 Wednesdays 9/6-10/4/2017 10 AM-12 Noon
- **Leadership Communication (10 hours)**
Have you ever heard the phrase "communication is key"? Soft skills, like communication, are crucial to being effective in the workplace. Learn about the importance of communication and gain a better understanding of how your own style of communication can: influence others, build relationships across silos and teams, and help with conflict resolution.
Instructor: Alvina Peat
5 Fridays 10/6-11/3/2017 10 AM-12 Noon
- **Project Management Basics (6 hours)**
Managing a project on your own can be a frustrating experience. Whether you are a special education teacher, a team supervisor, or an engineer on a major project, you need to apply the basics of project management. Taught by a certified project manager who will demonstrate how to plan for the unknown using the principles of the Project Management Methodology.
Instructor: Lesley Katz
Wednesday & Thursday 11/15 & 11/16/2017 9 AM-12 Noon
- **Financial Statement Review - The Basics (6 hours)**
Intimidated by financial statements? Taught by a CPA, this course will give you the tools to read financial and operations statements with full confidence. Work with 10-K's of publicly traded companies and reveal the process flows through your new understanding of finance.
Instructor: Lesley Katz
Wednesday & Thursday 11/29 & 11/30/2017 9 AM-12 Noon

Critical Business Skills for the Emerging Leader Cohort (continued)

- **Negotiation Skills (6 hours)**

Master the art of negotiation. Learn the science of strategic negotiation, arm yourself with the techniques to elevate your proposition, and implement those techniques in a real-life negotiation scenario.

Instructor: Jennifer Brett

Wednesday & Thursday 12/6 & 12/7/2017 9 AM-12 Noon

- **Close Out with Faculty** – Wednesday, 12/13/2017 – 10 AM-12 Noon

Course Code: BICBC 1051

\$1,900 (Deferred Payment Plan is available for this program.)

8/31-12/13/2017 *See above Schedule for Meeting Days, Dates, and Times*

Section 01 at Blue Bell

PROFESSIONAL OFFICE PROGRAMS

Office Assistant/Customer Service Specialist Certificate Program

The 135-hour Office Assistant/Customer Service Specialist Certificate Program will prepare you to work as a professional team member responsible for office procedures such as planning meetings and records management. You will also learn the principles, practices, and tools needed to provide quality customer service. Sales skills will be included with an emphasis on effective communication and relationship selling. The program provides an introduction to business application software: Microsoft Word, Excel, PowerPoint and Access. Hands-on training in Microsoft Word will be given on how to utilize it in an office environment for functions such as mail merge, charts, and graphics. Upon successful completion, students will have the opportunity to pursue the Microsoft Office Specialist (MOS) certification exam for Microsoft Word 2016.

Course Code: BICEC 1806

\$2,600

12 Saturdays & 12 Wednesdays 9/9 to 12/6/2017 Sat. 9 a.m.-12 Noon & Wed 6-9 p.m.
No class 11/22, 11/25

Section 01 at Blue Bell

CULINARY ENTREPRENEURSHIP & PROFESSIONAL DEVELOPMENT

Culinary Bootcamp

This class is for those who already have a job in the industry but may have not had formal instruction. This is an accelerated non-credit class. However it can be transferred as 3 credits for CUL 120 when the student registers for the culinary arts or baking/pastry degree or certificate within 5 years after completing the accelerated class. This course presents the basic principles of food preparation for the food service and hospitality industry. This class is a foundation course and topics covered include mise en place, knife skills, stocks, sauces, soups, vegetables, legumes, proteins and breakfast egg cookery. In addition, students will practice reading and writing of recipe cards, food and kitchen safety and sanitation. Sanitary practices and compliance with laws and ordinances of the Department of Health are enforced. The required culinary essentials kit is available at the College Bookstore in Blue Bell. Non-slip shoes are also required; a professional chef's uniform (available at the College Bookstore in Blue Bell) to participate in class according to departmental uniform policies is recommended but not required. Deferred Payment Plan is available for this program. Instructor: Chef Jim Brinkman

Course Code: LLSI 3606

\$799

Monday & Thursday 10/2-11/13/2017 6-10 PM

Section 01 at The Culinary Arts Institute

Techniques for Creating a Gold Medal Dessert

Get a rare look into what it takes to win a Gold medal in the Culinary Olympics. In this class you will work in a hands on environment led by Chef Notter.

This is a professional development course designed for culinarians with experience in baking & pastry arts. In this rare opportunity Chef Notter will walk you through the steps for preparing her Gold medal plated dessert from the 2016 Culinary Olympics. Chef will discuss, dessert development, flavors and plate layout, in addition to all 13 recipes that make up this dessert. In this hands on class participants will create a variety of dessert items such as, mousse, glaze, cremeux, coulis, jellied inserts, steamed and baked cake, sorbet, foams and garnishes. You will enjoy working alongside Chef Notter as you learn what it takes to win the gold. After mastering these techniques you will look forward to creating your own winning desserts.

Instructor: Chef Susan Notter – Team USA – Gold medal winning dessert from the Culinary Olympics in Erfurt Germany 2016: Coconut White Chocolate Mousse with Roasted Pineapple and 10 flavor sorbet

REQUISITES FOR REGISTRATION AND ATTENDANCE

Class is for culinarians with experience in baking & pastry 18 years and older. Class runs 9 hours, refreshments and lunch will be provided. Hands on class is limited to 18 culinarians. You will be standing and working for most of the class. Dress code is Professional Culinarian uniform. Participants must bring their own tools. All serve safe rules apply. If you have a food allergy, please notify CAI before attending the class. For additional information or questions please contact Chef Ben Vozzo at bvozzo@mc3.edu

Course Code: LLSI 6007

\$379

Saturday 10/28/2017 8am – 5pm

Section 01 at The Culinary Arts Institute

MANUFACTURING AND INDUSTRIAL PROGRAMS

Basic Math for the Workplace

This course is designed to develop the analytical skills required to solve realistic, occupation-specific problems in the modern workplace. Common topics organized into modules include: fractions; decimals; ratio and proportion; percent; measurement; integers; exponents and roots; order of operations; linear equations; formulas; scientific notation; and measurement and metrics.

Course Code: BICST 1111

\$250

4 Tuesdays & 4 Thursdays 9/12-10/5/2017 6 -8 PM

Section 01 at Blue Bell

Machinist - CNC Operator Certificate Program

This program will provide the knowledge and hands-on skills to operate a Computerized Numeric Control (CNC) program for a CNC machine in a manufacturing environment. The course will cover the operation of a CNC machine, set-up of tooling and fixtures, safety precautions and procedures, and quality inspection. The program prepares students to qualify to take the national certification exam on machining to earn an industry credential from the National Institute of Metalworking Skills (NIMS). Deferred Payment Plan is available for this program.

Course Code: BICST 6100

\$3,400

Monday, Tuesday, & Wednesday 9/11/2017-1/23/2018 6 -10 PM

Section 01 at Blue Bell

(No class 11/22, 12/25, 12/26, 12/27, 1/1, 1/15)

Continuous Improvement – Part 1 – The Lean Journey

Our goal is to make it much easier for you to understand the core concepts of lean manufacturing. We also cover related topics that are critical to improving manufacturing productivity, such as The Theory of Constraints. For many topics, we present both the theory behind the concepts along with a very practical implementation roadmap. It can be difficult to find reliable and well-written information about improvement techniques for manufacturing. So, our goal is to provide you with the absolute best source of easy-to-understand information for helping you improve the efficiency, effectiveness, and profitability of your manufacturing operations.

Course Code: BIEET 1045

\$995

5 Wednesdays 9/20/2017-10/18/2017 8 a.m.-11 a.m.

Section 01 at Blue Bell

Continuous Improvement – Part 2 – Introduction to Six Sigma & Quality Management

Six Sigma is a business management strategy which aims at improving the quality of processes by minimizing and eventually removing the errors and variations. Quality plays an important role in the success and failure of an organization. Neglecting an important aspect like quality, will not let you survive in the long run. Six Sigma ensures superior quality of products by removing the defects in the processes and systems.

Course Code: BIEET 1046

\$995

5 Mondays 10/30/2017-11/27/2017 8 a.m.-11 a.m.

Section 01 at Blue Bell

MEDICAL / NURSING / DENTAL CAREER COURSES OF STUDY

NURSING REFRESHER AND NURSING REACTIVATION

All Nursing Refresher and Nursing Reactivation courses are approved by the Pennsylvania State Board of Nursing and fulfill the new CEU requirements.

NOTE: Students attending the clinical component of either course must submit required documents prior to registering and attending the course. These documents include but are not limited to: Physical Exam, ppd, vaccination record to include a flu vaccine, Urine Drug screen, PA criminal abuse and child abuse and FBI fingerprinting.

The Nursing Refresher Course may be taken as:

2- Component Course -Theory Laboratory

3- Component Course- Theory, Laboratory and Clinical

Nursing Refresher - 2 Components

This course is designed for nurses who hold an active PA registered nurse license who wish to refresh their nursing skills and knowledge, yet do not need clinical experience. There are two required program components: 60 hours theory and 40 hours laboratory.

Course Code: BICEC 2500

\$2,350 plus \$50 Lab Fee

10 Sundays and 10 Wednesdays 10/1-12/13 (No class 11/22, 11/26)

Section 01 at Blue Bell

Sundays 9AM-4PM and Wednesdays 6PM-10PM

Nursing Refresher - 3 Components

This course is designed for nurses who hold an active PA registered nurse license who wish to refresh their nursing skills, knowledge and gain clinical experience. There are three required program components: 60 hours theory, 40 hours laboratory, and 80 hours hands-on acute care med surg clinical experience with a clinical mentor.

Course Code: BICEC 2501

\$2,850 plus \$50 Lab Fee

10 Sundays and 10 Wednesdays 10/1-12/13 (No class 11/22, 11/26)

Section 01 at Blue Bell

Sundays 9AM-4PM and Wednesdays 6PM-10PM

PLUS Clinical 10 Saturdays 10/7-12/16 (No class 11/25) 7AM-3:30PM

Nursing Reactivation

This course is designed for nurses who no longer hold an active PA registered nurse license and wish to reactivate their RN license. There are three **required program components**: 60 hours theory, 40 hours laboratory, and 80 hours hands-on acute care med surg clinical experience with a clinical mentor. At program completion, the nurse must satisfactorily complete a standardized, comprehensive predictor exam to reactivate their nursing license**. (Please note to reactivate an RN license, attendance is mandatory)

Course Code: BICEC 2502

\$2,850 plus \$50 Lab Fee (**exam fee not included - current fees prevail)

10 Sundays and 10 Wednesdays 10/1-12/13 (No class 11/22, 11/26)

Section 01 at Blue Bell

Sundays 9AM-4PM and Wednesdays 6PM-10PM

PLUS Clinical 10 Saturdays 10/7-12/16 (No class 11/25) 7AM-3:30PM

Pharmacy Technician

Pharmacy Technician Comprehensive Program - with a Clinical Rotation!

This comprehensive 50 hour program will prepare students to work as a pharmacy technician in a retail or other pharmacy setting and to take the Pharmacy Technician Certification Board's PTCB exam. Course content includes: pharmacy medical terminology, the history of pharmacy, the pharmacy practice in multiple environments, pharmacy calculations and measurements, reading and interpreting prescriptions and defining drugs by generic and brand names. Through classroom lecture and hands on labs, students will review dosage calculations, drug classifications, the "top 200 drugs", I.V. flow rates, sterile compounding, dose conversions, aseptic technique, the handling of sterile products, total parental nutrition (TPN), dispensing of prescriptions, inventory control and billing and reimbursement. In addition to classroom lecture and labs, this program includes a clinical externship through a local pharmacy. Deferred Payment Plan is available for this program.

Clinical Externship: As part of this Pharmacy Technician program, you will be eligible to participate in a 80 hour clinical externship with a local Retail Pharmacy. You may be asked to submit to a thorough background check, drug screening and meet other requirements.

Course Contact Hours: 50 hours + Clinical Externship

Student Tuition: \$1,995 (Textbooks included)

Clinical Externship Hours: 80 hours

Course Code: BICEC 1081

\$1,995

Tuesday & Thursday 10/24-12/14/2017 (No class 11/23) 6-9:30 PM

Section 01 at Blue Bell

Massage Therapy

This program will prepare students to become licensed massage therapists. The course is designed to prepare them to pass the State Board of Massage Therapy's approved licensure examination. The course will teach business fundamentals, anatomy and physiology, kinesiology, history of massage, body mechanics, massage techniques, rehabilitative aspects of massage, and practice on massage protocol for various populations.

Course Code: BICEC 1141

This program will be offered again Late Winter/Early Spring Contact: William Mullen at wmullen@mc3.edu

Local Anesthesia for Dental Hygienists

This mostly on line course is designed to prepare licensed dental hygienists to administer local anesthesia. On-line course content includes six modules on the mechanism of action, local anesthetic agents and vasoconstrictors, review of essential anatomy, armamentarium and local systemic effects and complications. In addition, participants will perform safe and effective local anesthesia administration techniques on student partners under the supervision of qualified faculty during six laboratory sessions. The 32 hour course meets the requirements of the PA State Board of Dentistry to apply for certification in the administration of local anesthesia in the practice of dental hygiene.

Course Code: BICEC 1615

\$1,050

This program will be offered again in early January

Contact: Jenny Sheaffer at Jsheaffe@mc3.edu

Medical Billing Specialist Certificate Program

This 152-hour program will provide training in the basic skills needed to utilize CPT4, HCPCS and ICD10 manuals. The following areas will be covered: introduction to medical terminology, CPT4 Coding guidelines, HCPCS guidelines, ICD10 (introduction and guidelines). The course will also provide an understanding of medical provider claim submissions. Students will learn basic claims processes for medical insurance and third party reimbursements. Introductory training for Microsoft Word and Excel will be provided. A certificate of program completion will be awarded by the College. Upon successful completion, participants will qualify to take the national certification exam for Certified Billing and Coding Specialist (CBCS) thru the National Healthcareer Association (NHA).

Course Code: BICEC 1148

\$495

11 Mondays, 11 Wednesdays & 11 Saturdays 9/6-11/20/2017

Mon & Wed 6-10 p.m. & Sat 9 a.m.-4 p.m.

Section 01 at Blue Bell

Nurse Aid

In just 3½ weeks, prepare for a rewarding career helping others working in medical facilities, nursing homes, and home health care agencies. There are over 17,000 jobs in Montgomery County alone, and the profession is expected to grow 15/7% in the next 5 years. Hours: 120.

Anticipated start January 2018

REAL ESTATE PROGRAMS

Real Estate Fundamentals

This program will prepare students to become licensed real estate sales agents. The course is designed to prepare them to pass the State's approved licensure examination. The course will teach students how to understand real estate law, real estate contracts, ethical issues around real estate, terminology and business practices.

Course Code: BICEC 1024 \$350
 Wednesday & Monday 9/6/2017-10/9/2017 6-9 PM Section 01 at Blue Bell

Real Estate Practice

This program will prepare students to become licensed real estate sales agents. The course is designed to prepare them to pass the State's approved licensure examination. The course will teach students how to understand the practice of real estate, including the real estate sales agreements, buying considerations, appraisals, brokering relationships, legal requirements, closings, terminology and ethical considerations.

Course Code: BICEC 1025 \$350
 Tuesday & Thursday 10/17-11/16/2017 6-9 PM Section 01 at Blue Bell

NOTARY PUBLIC TRAINING PROGRAMS

Notary Public Training and Renewal

For current Notaries applying for reappointment and prospective Notaries. Learn the powers, duties and obligations of a Notary; how to become a Notary in PA; how to identify clients, keep accurate records, and charge appropriate fees. Basic 3-hour training satisfies requirement for new applicants and for renewal.

Course Code: LLSI 0705 \$75

Tuesday	9/12/2017	6-9 PM	Section 03 at Blue Bell
Tuesday	9/26/2017	6-9 PM	Section 04 at Blue Bell
Tuesday	10/17/2017	6-9 PM	Section AW at Pottstown
Thursday	10/19/2017	6-9 PM	Section 05 at Blue Bell
Thursday	11/2/2017	6-9 PM	Section 06 at Blue Bell
Tuesday	11/14/2017	6-9 PM	Section BW at Pottstown
Tuesday	12/5/2017	6-9 PM	Section 07 at Blue Bell
Saturday	1/6/2018	9 AM-12 Noon	Section 08 at Blue Bell

Notary Signing Agent Training

Notary Signing Agents are currently commissioned Notaries Public with specialized training to assist in the closing of real estate transactions. Learn how the loan and escrow processes work, what lenders and borrowers expect from a signing agent, and step-by-step procedures for executing loan documents. Career and income-producing opportunities are growing for skilled Notary Signing Agents. Prerequisite: You must already be a Notary.

Notary Signing Agent Training – Schedule

Course Code: LLSI 0722			\$159
Saturday	9/16/2017	9 AM-1 PM	Section 02 at Blue Bell
Saturday	10/7/2017	9 AM-1 PM	Section 03 at Blue Bell
Saturday	11/11/2017	9 AM-1 PM	Section 04 at Blue Bell

SERVSAFE® TRAINING AND CERTIFICATION

The industry standard in food safety training and certification, ServSafe® Food Safety Manager Certification provides training and certification for food handlers as required by the State of Pennsylvania. Upon successful completion participants will receive their ServSafe Certification and a certificate of program completion awarded by the College. Montgomery County Community College is an approved course provider for Montgomery, Bucks, and Philadelphia counties, with successful completion valid towards application for certification in all three counties. Additionally, a reciprocity agreement between Montgomery and Chester counties allows successful participants to apply for certification in Chester County upon completion. **ServSafe classes for Fall 2017 semester are offered at the Central Campus in Blue Bell.**

Students enrolled in ServSafe Initial Certification Course Code # BICEC 1026 or ServSafe 8-Hour Course Code # BICEC 1041 are required to purchase their text book complete with exam sheet prior to attending class.

Required text: *ServSafe Manager with scantron sheet, revised (7th edition)*

Textbook with scantron sheet must be purchased before class begins and brought to class.

ServSafe Initial Certification

ServSafe Initial Certification is a 16-hour program presented over two days of classroom instruction.

Comprehensive and detailed instruction covers all material needed to pass the ServSafe examination and obtain

Course Code: BICEC 1026 \$199 – Textbook & Scantron Sheet not included in cost.

Monday & Wednesday 10/23 & 10/25/2017 8 AM- 4:30 PM Section 01 at Blue Bell

ServSafe 8-Hour

The ServSafe One Day course is a condensed version of the Initial Certification class. Students are expected to complete 8 hours of self-study in advance of 8 hours in the classroom. Students will take the same exam as the ServSafe Initial Certification class. Spanish classes are available.

Course Code: BICEC 1041 01 \$119 – Textbook & scantron sheet not included in cost.

Saturday 10/14/2017 8 a.m. To 5 p.m. Section 01 at Blue Bell

PUBLIC SAFETY PROGRAMS

Municipal Police Basic Training Curriculum (Act 120)

Acting under authority of the Municipal Police Officers' Education and Training Commission, Montgomery County Community College is authorized to conduct classes under PA Act 120 in Municipal Police Officer Training. The Academy offers both full-time (22 weeks) and part-time (44 weeks) classes. Financial aid is available as well as a deferred payment plan. Information concerning class dates can be obtained by calling 610-278-0659 or visiting our website at www.mc3.edu/workforceDevelopment/safety/mpa.

ENRICHMENT PROGRAMS

ENGLISH AS A SECOND LANGUAGE (FOR ADULTS AND MATURE TEENS)

Contact our non-credit ESL Advisor/Coordinator, Marjorie Labe, for the required advising session to determine the class that's right for you: 215-619-7396, mlabe@mc3.edu, or Parkhouse Hall room 401, where the advising schedule is posted; no appointment is necessary. Ask for information on our customized private instruction services!

GENERAL ENGLISH COURSES – 80 HOURS

Practice and improve your speaking, listening, grammar, vocabulary, reading and writing; learn to communicate in English in a stress-free, friendly environment. Morning and evening classes include six levels for beginner, intermediate and advanced students, offered year-round. Tuition is \$495 for each level's full 80 hours of instruction; or you can make two payments of \$275. Required textbook is announced at the first class. **To enroll, you must first have an interview with the ESL Advisor.**

English as a Second Language: Level I (Beginner)

Course Code: LLSI 2508				\$495
14 Mondays & 13 Wednesdays	9/18-12/18/2017	9:30 AM-12:30 PM	Section 01 at Blue Bell	
14 Tuesdays & 13 Thursdays	9/19-12/21/2017	6:30 -9:30 PM	Section 02 at Blue Bell	
	(No class 11/23)			

English as a Second Language: Level II (Advanced Beginner)

Course Code: LLSI 2509				\$495
14 Tuesdays & 13 Thursdays	9/19-12/21/2017	9:30 AM-12:30 PM	Section 01 at Blue Bell	
	(No class 11/23)			
14 Wednesdays & 13 Mondays	10/4/2017-1/22/2018	6:30 -9:30 PM	Section 02 at Blue Bell	
	(No class 11/22, 12/25, 12/27, 1/1, 1/15)			

English as a Second Language: Level III (Pre-Intermediate)

Course Code: LLSI 2510				\$495
14 Tuesdays & 13 Thursdays	9/19-12/21/2017	6:30 -9:30 PM	Section 01 at Blue Bell	
	(No class 11/23)			
13 Mondays & 14 Wednesdays	10/2/2017-1/10/2018	9:30 AM-12:30 PM	Section 02 at Blue Bell	
	(No class 12/25, 12/27, 1/1)			

English as a Second Language: Level IV (Intermediate)

Course Code: LLSI 2511		\$495
14 Mondays & 13 Wednesdays	9/18-12/20/2017 (No class 11/22)	6:30 -9:30 PM Section 01 at Blue Bell
14 Tuesdays & 13 Thursdays	9/19-12/21/2017 (No class 11/23)	9:30 AM-12:30 PM Section 02 at Blue Bell

English as a Second Language: Level V (Upper-Intermediate)

Course Code: LLSI 2515		\$495
14 Tuesdays & 13 Thursdays	9/19-12/21/2017 (No class 11/23)	9:30 AM-12:30 PM Section 01 at Blue Bell
13 Mondays & 14 Wednesdays	10/2/2017-1/17/2018 (No class 11/22, 12/25, 12/27, 1/1, 1/15)	6:30 -9:30 PM Section 02 at Blue Bell

English as a Second Language: Level VI (Advanced)

Course Code: LLSI 2563		\$495
14 Tuesdays & 13 Thursdays	9/19-12/21/2017 (No class 11/23)	6:30 -9:30 PM Section 01 at Blue Bell
13 Mondays & 14 Wednesdays	10/2/2017-1/10/2018 (No class 12/25, 12/27, 1/1)	9:30 AM-12:30 PM Section 02 at Blue Bell

TOEFL Test Preparation

This course is for students at an upper-intermediate to advanced English proficiency level, planning to attend a U.S. college, become U.S.-certified in a profession, or wishing to improve academic skills in English. All areas of the TOEFL are addressed: listening and reading comprehension, speaking and writing. Reviews test-taking strategies; prepares students for the computer-based "Test of English as a Foreign Language." Prerequisite: An interview with the ESL Advisor and a reading placement test. Required text is announced at the first class. 72 hours.

Course Code: LLSI 2005		\$480
12 Mondays & 12 Wednesdays	9/18-12/6/2017	9:35 AM-12:35 PM Section 01 at Blue Bell
12 Tuesdays & 11 Thursdays	9/26-12/19/2017 (No class 11/23)	6:30 -9:30 PM Section 02 at Blue Bell

Grammar Brush-Up: Focus on Writing and Speaking

Communicate in English more accurately with a wide range of grammatical structures. Analyze and review grammar rules. Actively participate, practice, and refine your use of grammar through a variety of writing and speaking activities. Monitor and correct your own language. Prerequisite: Completion of Intermediate level (Level 4) or higher, and an interview with the ESL Advisor. The required text is announced at the first class. 72 hours.

Course Code: LLSI 2535		\$480
14 Mondays & 15 Wednesdays	10/2/2017-1/24/2018 (No class 11/22, 12/25, 12/27, 1/1, 1/15)	6:30 -9 PM Section 01 at Blue Bell
15 Tuesdays & 14 Thursdays	10/3/2017-1/18/2018 (No class 11/23, 12/26, 12/28)	9:30 AM-12 Noon Section 02 at Blue Bell

The Complete Oral Communications Course: Fluency, Listening, & Accent Reduction (72 Hours)

This course is designed for intermediate and high-intermediate ESL students who wish to improve their overall oral communications skills. This active class includes activities such as discussions, role plays, and oral presentations to increase both the fluency and clarity of your speech, so you will be better understood by others. In addition, a variety of natural listening exercises will help you to better understand spoken English in social, academic and business situations. The outcome: a more confident communicator in the English language!

Prerequisite: Completion of ESL GE Level 4 or higher and an interview with the ESL Advisor. Textbook: To be announced at the first class.

Course Code: LLSI 2562			\$480
15 Tuesdays & 14 Thursdays	9/19/2017-1/4/2018	6:30 -9 PM	Section 01 at Blue Bell
	(No class 11/23, 12/26, 12/28)		
14 Mondays & 15 Wednesdays	9/25/2017-1/10/2018	9:30 AM-12 Noon	Section 02 at Blue Bell
	(No class 12/25, 12/27, 1/1)		

SATURDAY ENGLISH CLASSES

General English - Beginner I

Get started learning to speak, read and write in English! Our non-credit ESL Beginner I class will introduce beginners to English grammar, vocabulary and conversation. Participate in pair work, group work, and class activities in English to give you the confidence and ability to take part in community, school and work-related situations. Required textbook: Side by Side Plus Book 1 (Units 1-9). 42 hours.

Course Code: LLSI 2569			\$280
12 Saturdays	9/16-12/9/2017 (No class 11/25)	9 AM-12:30 PM	Section 01 at Blue Bell

General English - Beginner II

Don't stop now! You have learned the basics, now continue learning to speak, read and write in English! Beginner II will help students continue to improve all of their English language skills, including conversation, grammar and vocabulary. Prerequisite: General English Beginner I or an interview with the ESL Advisor. Required textbook: Side by Side Plus Book 1 (Units 10-17). 42 hours.

Course Code: LLSI 2570			\$280
12 Saturdays	9/16/2017-12/9/2017 (No class 11/25)	9 a.m.-12:30 p.m.	Section 01 at Blue Bell

General English - Pre-Intermediate I

Get ahead by improving your speaking, listening, grammar, vocabulary, reading, and writing skills. Join other active learners to participate in a variety of activities to increase your confidence and ability to communicate in English at work, school, and social events. Prerequisite: General English Beginner II or an interview with the ESL Advisor. Required textbook: Side by Side Plus Book 2 (Units 1-7). 42 hours.

Course Code: LLSI 2571			\$280
12 Saturdays	9/16-12/9/2017 (No class 11/25)	9 AM-12:30 PM	Section 01 at Blue Bell

General English Intermediate I

Take the next step with General English Intermediate I! Prerequisite: General English Pre-Intermediate II or an interview with the ESL Advisor. Required textbook will be announced at the first class. 42 hours.

Course Code: LLSI 2583 \$280

12 Saturdays 9/16-12/9/2017 (No class 11/25) 9 AM-12:30 PM Section 01 at Blue Bell

The Complete Oral Communications Course: Fluency, Listening, & Accent Reduction (36 Hours)

This course is designed for intermediate and high-intermediate ESL students who wish to improve their overall oral communications skills. This active class includes activities such as discussions, role plays, and oral presentations to increase both the fluency and clarity of your speech, so you will be better understood by others. In addition, a variety of natural listening exercises will help you to better understand spoken English in social, academic and business situations. The outcome: a more confident communicator in the English language! Prerequisite: Completion of ESL GE Level 4 and higher, or an interview with the ESL Advisor. Required textbook will be announced at the first class.

Course Code: LLSI 2561 \$265

12 Saturdays 9/16-12/9/2017 (No class 11/25) 9:30 AM-12:30 PM Section 01 at Blue Bell

Saturday Grammar Brush Up: Focus on Writing and Speaking NEW!

Communicate in English more accurately with a wide range of grammatical structures. Analyze and review grammar rules. Actively participate, practice, and refine your use of grammar through a variety of writing and speaking activities. Monitor and correct your own language. (36 Hours)

Course Code: LLSI 2584 \$240

12 Saturdays 9/16-12/9/2017 (No class 11/25) 9:30 AM-12:30 PM Section 01 at Blue Bell

DRIVING SKILLS

Defensive Driving 4-Hour Course

Be a better driver! Get the know-how and techniques to avoid collisions and prevent vehicular accidents. Receive a National Safety Council certificate upon successful course completion; on-time arrival at class required to qualify. Tuition includes \$16 text/certificate fee.

Course Code: LLSI 6002 \$90

Thursday	9/14/2017	5-9 PM	Section 02 at Blue Bell
Saturday	9/30/2017	9 AM-1 PM	Section 03 at Blue Bell
Thursday	10/19/2017	5-9 PM	Section 04 at Blue Bell
Friday	12/1/2017	5-9 PM	Section 05 at Blue Bell

Defensive Driving 8-Hour Course

Bring your lunch.

Course Code: LLSI 6001			\$120
Saturday	9/16/2017	8:30 AM-4:30 PM	Section 03 at Blue Bell
Saturday	10/14/2017	8:30 AM-4:30 PM	Section 04 at Blue Bell
Saturday	11/18/2017	8:30 AM-4:30 PM	Section 05 at Blue Bell
Saturday	12/2/2017	8:30 AM-4:30 PM	Section 06 at Blue Bell

Alive at 25

Every year, drivers under the age of 25 are involved in more than five million collisions resulting in 11,000 fatalities. Traffic crashes are the leading cause of death for young drivers (National Safety Council, Injury Facts). Research studies show that when young drivers are involved in collisions, it is the result of one or a combination of the following factors: inexperience with the complexities of driving; lack of awareness of the consequences of risk-taking behavior; impaired driving; speeding; peers in the vehicle with the youthful driver; and/or driving as a social activity. The “Alive at 25” is a National Safety Council defensive driving course aimed at teaching young drivers to drive safely and responsibly. The goal of the course is to prevent traffic collisions and violations and to reduce fatalities, injuries and costs to society. (from National Safety Council Alive at 25 3rd edition)

Course Code: LLSI 6003			\$90
Saturday	9/9/2017	9 AM-1 PM	Section 02 at Blue Bell
Saturday	10/7/2017	9 AM-1 PM	Section 03 at Blue Bell
Saturday	11/4/2017	9 AM-1 PM	Section 04 at Blue Bell

ACADEMIC TEST PREPARATION

Information for ACT and SAT/PSAT Test Prep Courses

ACT COMPREHENSIVE PREPARATION: In this course, retired ACT tests are used to practice all four ACT subtests: math, reading, science, and history. The optional writing section is also covered if there are students in the class who are taking the writing. Re-occurring material is taught; pacing and strategy are practiced. The course is 21 hours and costs \$249.

SAT COMPREHENSIVE AND ACT PREPARATION COMBINED: Comprehensive SAT and ACT Prep COMBINED for those students planning to take both tests. Instruction will be based on the similarities and differences between the two tests and special attention will be paid to the different areas in math and essay portion of the tests. The course is 26 hours and costs \$393.

SAT COMPREHENSIVE: This is a survey course which goes over all question types, offers many strategies, reviews topics frequently tested on the SAT, practices pacing, and teaches the SAT essay and SAT vocabulary. The course is 21 hours and costs \$323.

READING AND WRITING INTENSIVE: This course reviews the reading, vocabulary, vocabulary in context, writing, and grammar tested on the verbal \$273.

MATH INTENSIVE: This course reviews the algebra, geometry, probability, and other random questions from the PSAT/SAT's. All levels and types of questions are practiced, as are strategies, elimination procedures and pacing. The course is 20 hours and costs \$273.

SAT/PSAT PREP: GO FOR PERFECT SCORE: This is a course only for students who have already achieved 180 on the PSAT or 1800 on the SAT; except for pacing, this course covers neither the material nor the strategies needed for Level One or early Level Two questions. The course emphasizes the skills and knowledge involved in bridging the difference between 600 and 800 (60 and 80 on the PSAT). There is a required book for this course: *Barron's Go for 2400* (4th edition). The course is 21 hours and costs \$323.

Difference between PSAT and SAT: Usually the PSAT is taken in October of the 10th grade and again in October of the 11th grade. The 11th grade PSAT is the qualifying test for National Merit. Compared to the SAT, the PSAT is shorter, has a slightly lower reading/vocabulary level, has slightly less Algebra II (very little anyway) and does not have an essay. We offer two PSAT courses in the fall only

TEST PREPARATION SCHEDULE

PSAT Quick Prep

Many tenth and eleventh grade students who are about to take the PSAT properly think of it as the Preliminary SAT that it is. The PSAT is also the NMSQT (National Merit Scholarship Qualifying Test) competition for the very prestigious National Merit status. We offer two options to help students prepare for the PSAT/NMSQT: a short, one-day course in which we review an entire sample PSAT in detail and a five-session course in which we study five different PSATs in depth. Both courses include math, critical reading, vocabulary and grammar. Both courses include guessing strategies, pacing help, insight into the levels of difficulty, and instruction on frequently tested items. No text required. All materials will be provided.

Course Code: LLKC 2033

\$79

FOR THE OCTOBER 11TH & OCTOBER 14TH EXAM

Saturday 10/7/2017 9 AM-3 PM

Section 01 at Blue Bell

Sunday 10/8/2017 9 AM-3 PM

Section 02 at Blue Bell

PSAT Preparation

Many tenth and eleventh grade students who are about to take the PSAT properly think of it as the Preliminary SAT that it is. The PSAT is also the NMSQT (National Merit Scholarship Qualifying Test) competition for the very prestigious National Merit status. We offer two options to help students prepare for the PSAT/NMSQT: a short, one-day course in which we review an entire sample PSAT in detail and a five-session course in which we study five different PSATs in depth. Both courses include math, critical reading, vocabulary and grammar. Both courses include guessing strategies, pacing help, insight into the levels of difficulty, and instruction on frequently tested items. No text required. All materials will be provided.

Course Code: LLKC 2008

\$199

FOR THE OCTOBER 11TH & OCTOBER 14TH EXAM

5 Mondays 9/11-10/9/2017 5:30 -8:30 PM

Section 01 at Blue Bell

SAT Preparation - Comprehensive Course

This 21-hour course helps students prepare for all sections of the new SAT: math, critical reading, language/writing, and the essay. Every lesson is taught three times: instruction, guided practice and scored practice. We use both authentic and other practice materials; we group according to strengths and weaknesses, always striving for more correct answers and therefore, higher scores.

Course Code: LLKC 2004

\$323

FOR THE OCTOBER 7TH EXAM

4 Wednesdays & 3 Mondays 9/13-10/4/2017 5:30 -8:30 PM

Section CW at Pottstown

4 Thursdays & 3 Tuesdays 9/14-10/5/2017 5:30 -8:30 PM

Section 05 at Blue Bell

3 Saturdays & 3 Sundays 9/16-10/1/2017 9 AM-12:30 PM

Section 06 at Blue Bell

SAT Preparation - Comprehensive Course (continued)

FOR THE NOVEMBER 4TH EXAM

4 Wednesdays & 3 Mondays	10/11-11/1/2017	5:30 -8:30 PM	Section DW at Pottstown
4 Thursdays & 3 Tuesdays	10/12-11/2/2017	5:30 -8:30 PM	Section 07 at Blue Bell
3 Saturdays & 3 Sundays	10/14-10/29/2017	9 AM-12:30 PM	Section 09 at Blue Bell

FOR THE DECEMBER 2ND EXAM

7 Thursday	10/12-11/30/2017 (No class 11/23)	5:30 -8:30 PM	Section 08 at Blue Bell
3 Saturdays & 3 Sundays	11/4-11/19/2017	9 AM-12:30 PM	Section 10 at Blue Bell
4 Mondays & 3 Wednesdays	11/6-11/29/2017 (No class 11/22)	5:30 -8:30 PM	Section EW at Pottstown

SAT/PSAT Prep: Go for Perfect Score

In this 21- hour course, students will practice the most challenging SAT/PSAT questions, review esoteric problem types, memorize formulaic responses, seriously augment vocabulary, and hone testing skills in Critical Reading, Math and Grammar/Writing. This course is for students with about/near 110 Selection Index in PSAT or 1200 Cumulative Score in SAT. Contact mking@mc3.edu. Required textbook: Barron's 1600, 5th edition.

Course Code: LLKC 2037

\$323

FOR THE OCTOBER 7TH EXAM

3 Saturdays & 3 Sundays	9/16-10/1/2017	9 AM-12:30 PM	Section 04 at Blue Bell
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FOR THE NOVEMBER 4TH EXAM

3 Saturdays & 3 Sundays	10/14-10/29/2017	9 AM-12:30 PM	Section 05 at Blue Bell
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FOR THE DECEMBER 2ND EXAM

3 Saturdays & 3 Sundays	11/4-11/19/2017	9 AM-12:30 PM	Section 06 at Blue Bell
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ACT Preparation Program: ACT Prep Class

Learn to take the ACT test confidently and aggressively, using proven strategies and elimination techniques. Focus on all question types from published ACT exams and practice the actual skills required for the ACT. Practice pacing and test taking to produce your own "best score." No Required Textbook

Course Code: LLKC 2035

\$249

For the October 28th ACT Test

6 Tuesdays	9/19-10/24/2017	5:30 -8:30 PM	Section 03 at Blue Bell
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For the December 9th ACT Test

6 Mondays	10/30-12/4/2017	5:30 -8:30 PM	Section 04 at Blue Bell
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SAT Preparation - Reading & Writing Intensive

Targets all tested verbal areas: vocabulary, writing, critical reading, sentence completions and grammar. No text required. All materials will be provided. This course aligns more closely with the SAT but are suitable for ACT Preparation also.

Course Code: LLKC 2012

\$273

4 Thursdays & 3 Tuesdays 1/4/2018-1/25/2018 5:30 -8: 22 PM

Section 04 at Blue Bell

SAT Preparation - Math Intensive

Targets all tested math concepts and problem types. Practice extensively on actual SAT problems; improve math strategies and math reasoning. No text required. All materials will be provided. This course aligns more closely with the SAT but are suitable for ACT Preparation also.

Course Code: LLKC 2013

\$273

4 Wednesdays & 3 Mondays 1/3/2018-1/29/2018 (No class 1/15) 5:30 -8:22 PM

Section 04 at Blue Bell

CERAMICS/ARTISANS PROGRAMS

Ceramics Studio Workshop

For potters with ceramics knowledge/experience who require no instruction, desire to work independently in an unstructured yet monitored environment. Professional artist/facilitator available for mentoring, superb facilities, studio assistance, lab fees, glazes, firing of up to 20 pieces.

Course Code: LLGI 2215

\$350

Monday & Wednesday 9/11 to 11/22/2017 1 p.m. to 4 p.m.

Section 01 at Blue Bell

Introduction to Sustainable Growing

In this course you'll learn about the three over-arching themes of modern sustainable growing techniques. Topics include: system design concepts; water chemistry and quality considerations; plant and fish species selection, and lessons learned in designing and maintaining the operational systems in the Montgomery County Community College Aquaponics Laboratory. The course will culminate with students building a system for the Upper Perk YMCA.

Whether you're setting up a manufactured system, looking for ideas and insight for a "do-it-yourself" system, or just want to learn more about this fascinating method of growing plants and raising fish, this course will provide the necessary information and hands-on experience to get you started! The course will be held at the YMCA in East Greenville

Course Code: LLGI 1235

\$75

6 Saturdays 9/9-10/14/2017 1-3 PM

Section AW at the YMCA in East Greenville



CULINARY ENTHUSIAST

All of the classes will be held at our campus Culinary Arts Institute of Montgomery County Community College, 1400 Forty Foot Road, Lansdale, Pa. 19446 in our Pro Kitchen room 112. For additional information or questions, contact Chef Ben Vozzo, bvozzo@mc3.edu, 267 646 5971.

A Taste of Sicily

Get ready to take a culinary trip to Sicily – no passport required! In this fun, hands –on class, you will learn secrets for creating bold, authentic Sicilian dishes bursting with seasonal flavors. Chef will walk you through techniques for roasting, stewing, preparing fresh ricotta and making Sicilian tomato sauce like a pro. Plus, you will work alongside other enthusiasts practicing the steps for making perfect focaccia dough from scratch and putting together a classic tomato pie. Join us and discover how easy it can be to recreate the bold flavors of Sicily at home. Instructor: Chef Jim Brinkman

LLGI 3651

Cost: \$99

Wednesday 10/18/2017 6:30 p.m. to 9:30 p.m.

Section 01 at The Culinary Art Institute

Art of the Pie

Understanding the science of what makes a pie crust flaky and tender can be the difference between an amazing crust and a disaster. In this fun, hands on class, you will learn how to make the perfect crust and demystify the science of pie. Chef will walk you through the difference between crumb pies, Crostata, Cobblers and Crisps. You will work alongside other enthusiasts making flavorful fillings from scratch and assembling perfect hand pies. Join us and learn how easy it can be to make Fabulous Pies! Instructor: Chef Jim Brinkman

LLGI 3648

99

Saturday 11/4/2017 11 a.m. to 2 p.m.

Section 01 at The Culinary Art Institute

Thanksgiving 2.0

Tired of the same old Thanksgiving, seeking new skills or looking to expand your repertoire, this is the class for you. From new techniques of roasting a turkey to exciting methods of presenting stuffing, you will get hands on experience with fresh ideas to create new traditions. Chef will walk you through the steps for preparing the perfect gravy and show you how to create exciting side dishes to complement your holiday meal. You will enjoy working alongside classmates as you make everything from scratch biscuits and skillet bread to a unique barley gratin. After mastering these dishes you will look forward to treating friends and family to amazing Thanksgiving 2.0 at home. Instructor: Chef Jim Brinkman

2017/04 LLGI 3603 01

\$99

Wednesday 11/8/2017 6:30 p.m. to 9:30 p.m.

Section 01 at The Culinary Arts Institute

Cookies around the World

Warm up your winter kitchen with the scent of good things baking, as we take a trip around the world. From Mexico's crunchy burnt caramel bocaditos to exquisite Jamaican rum meltaways, there are few things more pleasurable about winter than giving in to every whim to bake cookies. After mastering a few universal baking techniques, you can easily create a variety of seasonal treats that are sure to impress.

Instructor: Chef Mark Bellini

2017/04 LLGI 3609 01

\$99

Saturday 12/9/2017 11 a.m. to 2 p.m.

Section 01 at The Culinary Arts Institute