



Montgomery County Community College  
Non-Credit Programs  
Summer 2017

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## TECHNOLOGY PROGRAMS

### CISCO NETWORKING ACADEMY

Contact Anil Datta, Director of IT Programs, for more information on IT courses: 215-641-6489 or [adatta@mc3.edu](mailto:adatta@mc3.edu). Students will be offered job search assistance through the Office of Career Services and will gain access to the College's job bank with updated job listings from employers.

#### CCNA 1: Introduction to Networks

**VA Approved**

This is the first course leading to the Cisco Certified Network Associate (CCNA) and introductory certifications. This course introduces the architecture, structure, functions, components, and models of the Internet and other computer networks. The principles and structure of IPv4 and IPv6 addressing and the fundamentals of Ethernet concepts, media, and operations are introduced to provide a foundation for computer networking and subsequent courses. By the end of the course, students will be able to build simple Local Area Networks, perform basic configurations for routers and switches, and implement IP addressing schemes.

Course Code: BIPCT 1037

\$849

10 Fridays & 8 Saturdays 6/9-8/11 (No class 7/1) F 6-10 PM & S 9 AM-1 PM Section 01 at Blue Bell

#### CCNA 2: Routing and Switching Essentials

**VA Approved**

This is the second course leading to the Cisco Certified Network Associate (CCNA). The course describes the architecture, components, and operations of routers and switches in a small network. Students learn how to configure a router and a switch for basic functionality. By the end of this course, students will be able to configure and troubleshoot routers and switches and resolve common issues with RIPv1, RIPv2, single-area and multi-area OSPF; configure and apply access control lists, virtual LANs, and inter-VLAN routing in both IPv4 and IPv6 networks. On completion of this course, a student can take the CCENT certification exam.

Course Code: BIPCT 1038

\$909 plus \$32 Lab Fee

9 Fridays & 9 Saturdays 8/25-10/28 (No class 9/1, 9/2) F 6-10 PM & S 9 AM - 1 PM Section 01 at Blue Bell

#### CCNA 3/4: Scaling and Connecting Networks

**VA Approved**

These are the third and fourth courses leading to the Cisco Certified Network Associate (CCNA) designation. The third course describes the architecture, components, and operations of routers and switches in a larger and more complex network. Students learn how to configure routers and switches for advanced functionality; and troubleshoot to resolve common issues with OSPF, EIGRP, STP, and VTP in both IPv4 and IPv6 networks. Students will also develop the knowledge and skills needed to implement DHCP and DNS operations in a network. The fourth course discusses the WAN technologies and network services required by converged applications in a complex network. The course enables students to understand the selection criteria of network devices and WAN technologies to meet network requirements. Students learn how to implement IPSec and virtual private network (VPN) operations in a complex network.

Course Code: BIPCT 1039

\$1,181

12 Mondays & 12 Thursdays 7/10-10/5 (No class 8/3, 9/4) 6 PM-10 PM Section 01 at Blue Bell



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**CITRIX IT ACADEMY**

Contact Anil Datta, Director of IT Programs for more information on IT courses: 215-641-6489 or adatta@mc3.edu. Students will be offered job search assistance through the Office of Career Services and will gain access to the College's job bank with updated job listings from employers.

**MICROSOFT ADMINISTRATION**

**Microsoft Windows Server Administration Fundamentals**

The Microsoft Windows Server Administration course introduces the fundamentals of Microsoft Windows Server. A student will learn about Server Installation, Server Roles, Active Directory, Storage, Server Performance Management, and Server Maintenance. On completion of the course, a student will be able to take the Microsoft Technology Associate Exam. This course is recommended as the basic foundation course for Microsoft Windows Server and is ideal for anybody starting out with a career in Microsoft Server technologies.

Course Code: BIPCT 1159 \$575 plus \$22 Lab Fee  
6 Saturdays 6/10-7/22 (No class 7/1) 9 AM-4 PM Section 01 at Blue Bell

**A+ CERTIFICATION**

**A+: PC Hardware & Software**

**VA Approved**

This course covers the fundamentals as well as advanced concepts of computer hardware and software. Students who complete this course will be able to describe the internal components of a computer, assemble a computer system, install an operating system, and troubleshoot using system tools and diagnostic software. Students will also be able to connect to the Internet and share resources in a network environment. The course will prepare students for the CompTIA A+ certification exams. This course also aligns to the objectives in the first modules of the EUCIP IT Administrator Certification. A deferred payment plan is available. 84 hours.

Course Code: BIPCT 2054 \$1,336 plus \$32 Lab Fee  
12 Mondays & 12 Wednesdays 6/5-8/28 (No class 7/3) 6-9:30 PM Section 01 at Blue Bell  
12 Mondays & 12 Wednesdays 9/18-12/11 (No class 11/22) 6-9:30 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  
Monday thru Friday, & Monday 8/7-8/14 6-9 PM Section 01 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

Monday, Tuesday, & Wednesday 8/28-8/30 9 AM-4 PM

Section 01 at Blue Bell

### Business Computer Skills

This hands-on business computer skills course is designed to allow individuals quickly develop the necessary computer skills vital for today's business. Students will learn how to use Windows to manage their desktop and files. They will be introduced to Microsoft Word and Excel for creating professional business documents, spreadsheets for charts and reports, as well as PowerPoint for creating business presentations. Students will also learn how to use various Internet tools for research and how to apply proper business and professional etiquette in email communication. Students will be taught how to protect their computer during personal or business use.

Course Code: BIPCT 1137

\$379 plus \$17 Lab Fee

Monday thru Friday 7/10-7/14 6-9 PM

Section 01 at Blue Bell

### Excel 2016 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 1011

\$300 plus \$17 Lab Fee

2 Mondays & 2 Tuesdays 7/17-7/25 6-9 PM

Section 01 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

Tuesday, Wednesday, & Thursday 8/22-8/24 6-9 PM

Section 01 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

2 Tuesdays, 2 Wednesdays, & 2 Thursdays 6/13-6/22 6-9 PM

Section 01 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 6/5-6/8 6-9 PM

Section 01 at Blue Bell

Monday thru Thursday 7/31-8/3 6-9 PM

Section 01 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

Thursday & Friday 7/6 & 7/7 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

8 Wednesdays 7/5-8/23 6:30-9:30 PM

Section 01 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 6/5-6/28 6:30-9:30 PM

Section 01 at Blue Bell

## MANUFACTURING AND INDUSTRIAL PROGRAMS

### Gas Pipeline Mechanic

This program will prepare students for entry level employment in the natural gas industry. Students will learn how to install, repair, maintain and operate both high and low pressure natural gas distribution supply systems. The curriculum was designed by industry experts and will lead to skills in high demand occupations.

Course Code: BICST 1112

\$5,189

Monday, Wednesday, & Thursday 9 AM-4 PM AND Friday 9 AM-12 Noon  
7/10-9/6

Section AW at Pottstown

### 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

Wednesday & Thursday 7/5 & 7/6 6-8 PM  
AND 3 Tuesdays & 3 Thursdays 7/11-7/27 6-8 PM

Section AW at Pottstown

## MEDICAL CAREER COURSES OF STUDY

### 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

Monday thru Friday 7/5-12/18 M-Th 9 AM- 3:30 PM and F 9 AM-1 PM

Section 01 at Blue Bell



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**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. 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  
 Tuesdays & Thursdays 6/20-8/10 (No class 7/4) 6-9:30 PM Section 01 at Blue Bell

**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 Healt \$1,000 & MLF \$50.  
 8/25-10/20 Section 01 at Blue Bell/Hybrid  
 Online – 8/25 thru 9/29 (15 hours);  
 2 2-hour sessions with synchronized technology (4 hours) – 9/3 & 10/1;  
 In Lab – 3 Fridays 10/6 – 5:15-10:15 PM and 10/13 & 10/20 – 5:15-9:15 PM (13 Hours)

**NOTARY PUBLIC**

**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

Thursday	6/1	6-9 PM	Section 02 at Blue Bell
Wednesday	7/12	6-9 PM	Section 01 at Blue Bell
Friday	8/25	6-9 PM	Section 02 at Blue Bell
Tuesday	9/12	6-9 PM	Section 01 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.

Course Code: LLSI 0722			\$159
Friday	6/9	6-10 PM	Section 01 at Blue Bell
Tuesday	8/29	6-10 PM	Section 01 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 Summer 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.**

Current Edition:  
ServSafe Manager with Scantron Sheet, Revised (6th Edition), ISBN: 9780133908374

**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

Monday & Wednesday	6/19 & 6/21	8 AM-4:30 PM	Section 02 at Blue Bell
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**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			\$119
Saturday	6/10	8 AM-5 PM	Section 02 at Blue Bell





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**ServSafe Food Safety Examination Re-Test**

ServSafe Food Safety Examination Re-Test program is for those who completed the online course and need to take a proctored exam, or those who need to retest for their ServSafe Certification. Examinations are available in English, Spanish, Chinese, Korean, French, Japanese and large print. Students must specify at least two weeks in advance if they require a language other than English.

Course Code: BICEC 1035

\$79

Wednesday 6/21 1:30 PM-4:30 PM

Section 02 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](http://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!

**SUMMER INTENSIVE COURSES**

**General English Intensive: Intermediate (ESL Level 4)**

This course is an intensive version of our General English courses, compressed into a shorter time frame. In just 3 weeks, achieve improvements in your ability to speak, understand, read, and write American English while studying grammar, vocabulary, and American culture. Prerequisite: ESL Level 2 or an interview with the ESL Advisor. Required textbook is announced at the first class.

Course Code: LLSI 2540

\$480

Monday thru Thursday 6/26-7/20 (No class 7/3, 7/4) 9:30 AM-3 PM

Section 01 at Blue Bell

**General English Intensive: Intermediate (ESL Level 4)**

This course is an intensive version of our General English courses, compressed into a shorter time frame. In just 3 weeks, achieve improvements in your ability to speak, understand, read, and write American English while studying grammar, vocabulary, and American culture. Prerequisite: ESL Level 2 or an interview with the ESL Advisor. Required textbook is announced at the first class.\*

Course Code: LLSI 2540

\$480

Monday thru Thursday 7/31-8/22 9:30 AM-3 PM

Section 01 at Blue Bell

## 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; you may choose to enroll in the first 40 hours at \$275, and then enroll in the second 40 hours at \$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  
 13 Tuesdays & 14 Thursdays      6/6-9/7 (No class 7/4)      9:30 AM-12:30 PM      Section 01 at Blue Bell

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

Course Code: LLSI 2510 \$495  
 14 Thursdays & 13 Tuesdays      6/1-9/5 (No class 7/4)      6:30-9:30 PM      Section 01 at Blue Bell  
 13 Mondays & 14 Wednesdays      6/5-9/11 (No class 7/3, 9/4)      9:30 AM-12:30 PM      Section 02 at Blue Bell

### English as a Second Language: Level IV (Intermediate)

Course Code: LLSI 2511 \$495  
 13 Tuesdays & 14 Thursdays      5/30-8/31 (No class 7/4)      9:30 AM-12:30 PM      Section 01 at Blue Bell  
 13 Mondays & 14 Wednesdays      6/5-9/11 (No class 7/3, 9/4)      6:30-9:30 PM      Section 02 at Blue Bell

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

Course Code: LLSI 2515 \$495  
 13 Tuesdays & 14 Thursdays      5/30-8/31 (No class 7/4)      6:30-9:30 PM      Section 01 at Blue Bell  
 13 Mondays & 14 Wednesdays      6/5-9/11 (No class 7/3, 9/4)      9:30 AM-12:30 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\*.

Course Code: LLSI 2535 \$480  
 14 Tuesdays & 15 Thursdays      5/30-9/7 (No class 7/4)      9:30 AM-12 Noon      Section 01 at Blue Bell



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

This course is designed for upper-intermediate ESL students and higher 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  
 16 Wednesdays & 13 Monday      5/31-9/13 (No class 7/3, 9/4)      9:30 AM-12 Noon      Section 01 at Blue Bell

**SATURDAY GENERAL ENGLISH CLASSES**

**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. Learn English actively and effectively in a small class, in a stress-free, friendly classroom environment. Prerequisite: General English Beginner I or an interview with the ESL Advisor. Required textbook: Side by Side Book 1 (Units 10-17).\* 42 hours.

Course Code: LLSI 2570 \$280  
 12 Saturdays      5/27-8/12      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      6/3-8/19      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      6/15      5 PM-9 PM      Section 01 at Blue Bell  
 Thursday      8/10      5 PM-9 PM      Section 01 at Blue Bell

**Defensive Driving 8-Hour Course**

Bring your lunch.

Course Code: LLSI 6001	\$120
Saturday 6/24 8:30 AM-4:30 PM	Section 01 at Blue Bell
Saturday 8/26 8:30 AM-4:30 PM	Section 02 at Blue Bell
Saturday 9/16 8:30 AM-4:30 PM	Section 01 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 Cost: \$82.

Course Code: LLSI 6003	\$90
Thursday 6/8 5 PM-9 PM	Section 02 at Blue Bell
Thursday 8/3 5 PM-9 PM	Section 01 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* (4<sup>th</sup> edition). The course is 21 hours and costs \$323.

*Difference between PSAT and SAT: Usually the PSAT is taken in October of the 10<sup>th</sup> grade and again in October of the 11<sup>th</sup> grade. The 11<sup>th</sup> 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

### 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

### Summer Prep Programs

Monday thru Friday	6/26-6/30	9 AM-1:12 PM	Section 03 at Blue Bell
Monday thru Friday	7/24-7/28	9 AM-1:12 PM	Section 01 at Blue Bell
Monday thru Friday	8/14-8/18	9 AM-1:12 PM	Section AW at Pottstown
Monday thru Friday	8/14-8/18	4:30 PM-8:42 PM	Section BW at Pottstown
Monday thru Friday	8/28-9/1	9 AM-1:12 PM	Section 02 at Blue Bell
Monday thru Friday	8/28-9/1	4:30 PM-8:42 PM	Section 03 at Blue Bell

### For the August 26<sup>th</sup> Exam

Monday thru Friday	8/21-8/25	9 AM-1:12 PM	Section 04 at Blue Bell
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**Montgomery County Community College**  
**Non-Credit Programs**  
**Summer 2017**

**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
Monday thru Friday	7/24-7/28	9 AM-1:12 PM	Section 01 at Blue Bell
Monday thru Friday	8/28-9/1	9 AM-1:12 PM	Section 02 at Blue Bell

**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 (26 Hours).

Course Code: LLKC 2048			\$393
Monday thru Friday	8/14-8/18	8:30 AM-1:42 PM	Section 01 at Blue Bell

**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
Monday thru Friday	7/17-7/21	9 AM-1 PM	Section 01 at Blue Bell
Monday thru Friday	7/31-8/4	9 AM-1 PM	Section 02 at Blue Bell
Monday thru Friday	8/14-8/18	4:30 PM-8:30 PM	Section 03 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
5 Monday thru Friday	7/10-7/14	9 AM-1 PM	Section 01 at Blue Bell
5 Monday thru Friday	7/31-8/4	4:30 PM-8:30 PM	Section 02 at Blue Bell
5 Monday thru Friday	8/7-8/11	9 AM-1 PM	Section 03 at Blue Bell

**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
Monday thru Friday	7/24-7/28	9 AM-12:36 PM	Section 01 at Blue Bell
Monday thru Friday	8/7-8/11	9 AM-12:36 PM	Section AW at Blue Bell
Monday thru Friday	8/14-8/18	9 AM-12:36 PM	Section 02 at Blue Bell



## JUNIOR CHEF SUMMER CAMP 2017

### **Intro to Culinary - Ages 14 - 17**

Chef Shawn Murray

This culinary camp will introduce students to the world of professional Cooking. Covering the ins and outs of how to work in a professional kitchen from the importance of a Chef's uniform, to how to set up your station to basic knife skills and cooking techniques. Everything from mise en place to main dishes will be taught by Chef Shawn Murray giving students a good foundation so they can further explore culinary creations on their own.

Course Code: LLKC 3625

\$399

Monday thru Friday 6/19-6/23 M-Th 9 AM- 4 PM & F 9 AM-2 PM Section 01 at the Culinary Arts Institute

### **Intro to Culinary - Ages 10 - 14**

Chef Jim Brinkman

This Junior Chefs culinary camp is for aspiring cooks, ages 10 -14, who are interested in cooking and learning more. In this class Chef Jim Brinkman will introduce students to the professional kitchen and how it works. Students will learn the proper way to use a knife, handle vegetables, meats, dairy and basic cooking techniques. The best way to build skill is to start with a solid foundation and this session provides it.

Course Code: LLKC 3625

\$399

Monday thru Friday 7/10-7/14 M-Th 9 AM- 4 PM & F 9 AM-2 PM Section 01 at the Culinary Arts Institute

### **Intro to Baking & Pastry - Ages 10 - 14**

Chef Larissa Binkley

Come see what Chef Larissa Binkley has in store for you this summer at this Junior Chefs baking camp. The breakfast basket, filled with quick breads and yeast breads, pies & tarts, custards, mousse, cakes & cupcakes and cream puff & eclairs. Students will learn how a professional Baking & Pastry kitchen works and practice techniques to create wonderfully delicious treats for today and all of their tomorrows.

Course Code: LLKC 3626

\$399

Monday Thru Friday 6/26-6/30 M-Th 9 AM- 4 PM & F 9 AM-2 PM Section 01 at The Culinary Arts Institute

### **American Regional Foods - Ages 10 - 14**

Chef Jim Brinkman

In this Junior Chefs culinary camp, you will experience foods from Beantown to Bourbon Street to the Pacific Northwest. Our country's bounty has provided the ingredients for iconic regional fare and Chef Jim Brinkman will take you on a culinary journey focusing on ingredients and dishes found in some noteworthy regions of America.

Course Code: LLKC 3627

\$399

Monday thru Friday 7/24-7/28 M-Th 9 AM- 4 PM & F 9 AM-2 PM Section 01 at The Culinary Arts Institute



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**International Foods - Ages 14 - 17**

Chef Ben Vozzo

Being a Chef means you have mastered the twelve culinary techniques and they are used the same way around the world in every culture. This session introduces cuisines of the world from pizza and pasta, to Asia and the Caribbean. Students will learn about cultures and how it influences their foods with the hands on creation of International dishes. This session is for more experienced cooks in training.

Course Code: LLKC 3628

\$399

Monday thru Friday 8/7-8/11 M-Th 9 AM- 4 PM & F 9 AM-2 PM Section 01 at The Culinary Arts Institute

**International Foods - Ages 10 - 14**

Chef Jim Brinkman

Join Chef Jim Brinkman in this Junior Chefs culinary camp as you explore cuisines and ingredients from around the world. Students will learn culinary techniques while applying them to foods from countries such as Italy, France, and Mexico. This camp is for more experienced campers.

Course Code: LLKC 3628

\$399

Monday thru Friday 8/14-8/18 M-Th 9 AM- 4 PM & F 9 AM-2 PM Section 02 at The Culinary Arts Institute