

Piercextension

COMMUNITY EDUCATION CALENDAR OF CLASSES WINTER 2019



JANUARY 7, 2019

**Registration begins, Telephone, Online,
In-Person, Mail and Fax
10:00am -6:00pm**

**Tel 818-719-6425 || Fax 818-610-6517
extension.piercecollege.edu**

PIERCE EXTENSION WINTER 2019 CALENDAR

JAN. 7 MONDAY

PIERCE EXTENSION REGISTRATION BEGINS
TELEPHONE REGISTRATION BEGINS AT 9 AM;
IN-PERSON REGISTRATION BEGINS AT 10 AM;
ONLINE, FAX & MAIL REGISTRATION BEGINS

All mail registration must be postmarked and have a stamped, self-addressed envelope enclosed. Registrations will be processed on a first-arrived basis. Please give alternate choices or check the waiting list box on registration form in case a class is closed.

JAN. 21 MONDAY

MARTIN LUTHER KING JR'S DAY OBSERVED
-EXTENSION OFFICE CLOSED

JAN. 25 FRIDAY

PIERCE EXTENSION PROGRAM BEGINS

FEB. 15
& 18 FRI. & MON.

PRESIDENTS' WEEKEND OBSERVED
-EXTENSION OFFICE CLOSED

Check individual program for beginning dates, special schedules, ending dates and variations from holiday schedules

Pierc@extension

*Pierce College's not-for-credit,
community education program.*

Each year, Pierce Extension serves approximately 15,000 students; offering over 1,300 educational opportunities for personal or professional development, skill improvement and upgrading, cultural enrichment, and recreational enjoyment. Taught by experts in their field, Extension classes are offered in addition to Pierce College's instructional program, and are not academic equivalents of regular classes, or prerequisites for the traditional college program.

Pierce Extension is a self-sustaining, user-fee supported program which welcomes everyone in the community to participate. Call us at (818) 719-6425 to enroll in a class, or for more information. You can also visit our website at: <http://extension.piercecollege.edu> for class information. Join us on the road to life-long learning!

TABLE OF CONTENTS

Pierce Extension

FOSTER & KINSHIP CARE EDUCATION4

BUSINESS & CAREERS

Career Training	6
Pharmacy Technician	12

CONSUMER INTEREST

Computers.....	12
Personal Interest	14
Finance	19
Pet Care	20
Life Skills	20

CULTURAL DISCOVERY

Language	20
Fine Art	21
Performing Arts	23
Dance	25

RECREATION

Exercise.....	26
Eastern Health.....	27
Recreation & Fitness	27
Swim Fitness	29

ONLINE LEARNING

ADULT EDUCATION

KIDS COLLEGE

Skills for School	30
Tech Kids.....	31
Personal Growth	31
Music for Kids	31
Recreation for Kids	33

SINGLE-DAY TOURS

GENERAL INFORMATION

REGISTRATION FORMS	15 & 18
REGISTRATION INFORMATION	16-17
OPEN RECREATION	27

Winter 2019

FOSTER & KINSHIP CARE EDUCATION



Pierce College FOSTER & KINSHIP CARE EDUCATION || WINTER 2019

818 710-2937 || FAX 818 610-6517

Onagak@piercollege.edu

Renewal classes meet all LA County and State requirements for B, W, D & F Rates Classes are open to all Foster Parents, Kinship Caregivers & Interested Parties

RENEWAL CLASSES: Saturdays in JUNIPER 0812 Foster and Kinship Care Education (FKCE) classes provide quality education and support opportunities for caregivers of children and youth in out-of-home care enabling these providers to meet the educational, emotional, behavioral and developmental needs of the children in their care. FKCE classes are open to all Resource Parents (foster parents, relative caregivers, non-relative family member) and anyone else who is interested in or who works with children care.

Resource Parents Include:

- People who care for non-relative children in out-of-home care. Also, known as **Foster Parents**.
- People who care for their relative children, such as grandparents, uncles/aunts, older siblings. Also known as **Relative Caregivers**
- People who may not be related, but care for children of close friends of the family. Also known as **Non-Relative Family Members**.

Interested Parties may be teachers, day care providers, medical or emergency professionals, potential foster parents, child development majors, or anyone who is interested in foster children, children or care issues.

All classes are FREE

Classes qualify for B, W, D and/or F- Rate renewal hours

FKCE classes satisfy annual renewal hours for Los Angeles County Resource Parents (Foster Parents) that are licensed by the State of California. The rates and required hours are:

B-Rate	(Basic Rate)	12 hours
F-Rate	(Medically Fragile)	12 hours
W-Rate	(Whole Family Foster Home)	4 hours
D-Rate	(Emotional/Behavior Issues)	18 hours

Participants will receive certificates at the end of each class

To receive a certificate for class hours in full, **participants must arrive by the start of class.**

Students entering 15 minutes after class begins or leaving class before the end will not receive credit for attendance. Pre-registration is not required for renewal hour classes, **however, pre-registration is required for pre-service classes.**

Renewal classes meet on Saturdays campus in the JUNIPER 0802 unless otherwise specified.

Children are not permitted at workshops.

Childcare is not provided.

JANUARY 2019

HOW TO PREPARE YOUR CHILD MENTALLY, EMOTIONALLY & PHYSICALLY FOR BACK-TO-SCHOOL

Preparing your child to go back to school mentally, emotionally and physically is an essential goal parents should add to their priority list of things to do this summer. Participating parents will learn easy tools to help their child achieve great success throughout their upcoming year.

Yvonne Brooks, FKCE Instructor

Saturday, January 12

9:00am-12:00pm

Classroom: Juniper 0812



UNDERSTANDING SELF-INJURIOUS BEHAVIORS

Why would anyone want to cause injury to his/herself? There are many reasons that people give for self-injuring. Individuals who practice it say that they have overwhelming sense of sadness, anxiety or emotional numbness. It is a way for them to release the pain. In class, you will find out how to recognize this behavior in youth, and ways to help manage it

Saturday, January 19

9:00am-12:00pm

Mazda Lakpour, LMFT, FKCE Instructor

Classroom: Juniper 0812

RENEWAL TRAINING

****** PRE-REGISTER FOR ALL CLASSES IS STRONGLY RECOMMENDED**

BY MAIL: Complete registration card(s) and mail: Please enclose one stamped, self-addressed #10 envelope to help expedite processing. One person per registration card please.

BY FAX: 818-610-6517 – Complete registration card(s) .One person per registration card, please.

IN PERSON: Office Hours are Monday – Thursday 10 am-6pm Fridays 9 am- 1pm (Hours are subject to change during holidays)

BY PHONE: 818-719-6425 you may register by phone using

Phone hours are Monday – Thursday 9 am – 6pm Fridays 9 am- 1pm

ONLINE: Just click and go! <http://extension.piercollege.edu>

EMERGENCY DISASTER PLANNING FOR FAMILIES (6 HOURS)

Caregivers will learn how to make an Emergency Preparedness Plan and why it should be customized to meet the needs of everyone in the household including their pets.

- Understanding the importance of making an Emergency Preparedness Plan
- Customizing Your Emergency Plan to meet the individual needs of everyone in the household: Medical / Mental Developmental / Animals, etc.
- Examples of what Emergency items are needed.
- Understanding of why each item is needed
- Keeping track of Safety Drills

Tammy Lanier, FKCE Instructor

Saturday, January 26

9:00am – 3:00pm

Classroom: Juniper 0812

FEBRUARY 2019

How to Build up Your Child's Self Esteem

Parents will learn specific self-esteem and confidence building techniques to help their children increase competence at home, at school and with others... tools to help their child achieve great success throughout their upcoming year.

Yvonne Brooks, FKCE Instructor

Saturday, February 9

9:00am-12:00pm

Classroom: Juniper 0812



ICT-ICPC: HOW DOES RELOCATING TO A DIFFERENT COUNTY OR STATE AFFECT YOUR FUNDING & SERVICES

Caregivers will be aware of the effects of services and funding when relocating. We will gain knowledge on ICT/ICP and will learn tools to support the relocating process on how to advocate for the youth in school, medical services, mental health, and at home.

Tammy Lanier, FKCE Instructor

Saturday, February 23

9:00am – 3:00pm

Classroom: Juniper 0812

MARCH 2019

PROVIDING CARE TO CHILDREN WITH PARENTS IN PRISON

An estimated two million minor children in the United States have an incarcerated parent. The incarceration of parents not only has a devastating and damaging impact on children, but it also affects their caregivers and the well-being and integrity of their families (Justice Strategies Blog). In this workshop, caregivers will gain a better understanding of the emotional impacts and needs of children who have or are experiencing a parent's incarceration. Caregivers will learn how to deal with their own emotional struggles of parenting children of prisoners and how to foster continued relationships between children and their incarcerated parents.

Tammi Brooks, FKCE Instructor

Saturday, March 2

9:00am – 12:00pm

Classroom: Juniper 0812

HOW to HELP YOUR CHILD MAKE GOOD DECISIONS –

Every decision produces a reward or consequence. Participating parents and caregivers will learn

how to effectively communicate to their children the process of making good decisions and how decisions affect their grades, their friendships and their future choice of going to college.

Yvonne Brooks, FKCE Instructor

Saturday, March 9

9:00am-12:00pm

Classroom: Juniper 0812

LGBTQI Raising the Rainbow Child

How does your child know they are gay, trans, queer? Is this just a phase? How can you support them, get them the medical care they need and what resources are available to you. What support is in community for parent of rainbow children? How can you tell your family about your rainbow child?

Karen Inouye, BSN, RN-C, FKCE Instructor

Saturday, March 16

9am – 3 pm

Classroom: Juniper 0812

Stress Management to Increase Your Child's Mindfulness

Does your child complain about going to school, doing chores or being responsible with basic instructions?

There is a good chance your child could be unconsciously crying out for tools and resources to deal with their personal stressors. This class provides parents and caregivers with proactive tools for empowering their child to achieve a higher mindfulness level to master distressful situations more effectively.

Yvonne Brooks, FKCE Instructor

Saturday, March 23

9:00am-12:00pm

Classroom: Juniper 0812

COMMUNICABLE DISEASES/ UNIVERSAL PRE- CAUTIONS

This class will explain what Communicable Disease are and questions caregivers can ask to help prevent 7 Day Notices based on the Medical needs of the Foster Youth without violating Foster Youth Personal Rights.

Tammy Lanier, FKCE Instructor

Saturday, March 30

9:00am – 3:00pm

Classroom: Juniper 0812

APRIL 2019

ANGER MANAGEMENT – TO BETTER UNDERSTAND YOUTH

This class will help caregivers understand their youth by first identifying their own anger triggers. Parents will learn how to de-escalate out-of-control anger.

Mazda Lakpour, FKCE Instructor, LMFT

Saturday, April 6

9: 00 am -12: 00pm

Classroom: Juniper 0812

THE POWER OF QUESTIONS

Would you like to learn how to get your child to follow your instructions the first time? Did you know that asking the right questions empowers your child to listen without being argumentative? This is the perfect class for caregivers seeking the secrets behind using questions skillfully to improve communication and relationship skills with their child.

Yvonne Brooks, FKCE Instructor

Saturday, April 13

9:00am-12:00pm

Classroom: Juniper 0812

BUSINESS & CAREERS

FOSTER YOUTH PERSONAL RIGHTS

Caregivers will learn techniques to deal with a strong willed child and defiant youth without violating their personal rights.

Tammy Lanier, FKCE Instructor

Saturday, April 27

9:00am – 3:00pm

Classroom: Juniper 0812

BECOME A RESOURCE PARENT (FOSTER PARENT) PLEASE CALL 888-811-1121

Pre-Service training is required for caregivers to care for select groups of children or teens.

PRE-SERVICE TRAINING

Pre-Registration is required.

1. Online at extension.piercecollege.edu

• Click on “register for classes”

By Phone at (818) 710-2937, (818) 719-6425

THURSDAY EVENING classes meet in

JUNIPER 0812

D-RATE CERTIFICATION

The D-Rate certification is specialized training for caregivers (licensed foster parents, relative caregivers, or non-relative legal guardians) to develop the skills necessary to effectively handle the unique challenges of caring for children with severe emotional and/or behavioral problems.

Instructor: Tammy Lanier

4 Thursdays

February 7-28, 2019

5:30pm-9:30pm

classroom Juniper 0812

4 Thursdays

April 4-25, 2019

5:30pm -9:30pm

classroom Juniper 0812

F-RATE CERTIFICATION

The F-Rate certification is specialized training for caregivers (licensed foster parents relative caregivers, or non-relative legal guardians) to develop the skills necessary to effectively handle the unique challenges of caring for children with special medical needs such as severe asthma, traumatic brain injury, shaken baby syndrome, and prenatal alcohol or drug exposure.

Instructor: Tammy Lanier

4 Thursdays

March 7-28, 2019

5:30pm-9:30pm

classroom Juniper 0812

4 Thursdays

January 10-31, 2019

5:30pm-9:30pm

classroom Juniper 0812

Si necesita clases para padres de crianza en español, por favor llame a Mission College (818) 364-7664

DUE TO SOME SENSITIVE MATERIAL PRESENTED, CHILDREN ARE NOT PERMITTED IN CLASS

COMMUNITY EDUCATION CLASSES FOR ADULTS

Online Registration Begins **JAN. 7**

Phone Registration Begins

JAN. 7 at 9 am

In-Person Registration Begins

JAN. 7 at 10 am

and Mail and Fax Registration Begins

Classes Begin JANUARY 25

For further information,

please call (818) 719-6425

Career Training

20.0841

MAKE - UP ARTISTRY

If you love makeup come join us on a path towards a career in makeup artistry. In just one weekend, you can get to know the terminology, tools, and techniques



of the make-up business. Classes will consist of lecture, demonstration and hands on activities under an accomplished instructor. Students will also find out what makeup artists can and can't do, and get the inside scoop on how the industry works, how to enter the field and how to handle customer (even brides). Those students who complete the class will earn a certificate of completion. Each student will be provided a kit for use while in class to achieve different looks. You will receive a packet of learning materials that includes a list of things to build your own pro kit.

Topics include:

- Introduction to types of professional makeup products
- Skin care prep
- Foundations
- Color matching
- Contouring and highlighting placement
- Eyeshadow techniques and placement
- Introduction to professional tools, brushes, spatulas, pallets and sponges
- Creating day and evening looks
- Understanding false lashes and placements

Jennessy Tyler has been a professional makeup artist since 1998 and teaching since 2005. She has done makeup for music videos, fashion shows, and photo shoots as well as worked for companies like M.A.C.,

1 Saturday and 1 Sunday

9 am-6 pm

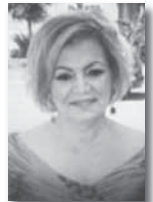
March 16 & 17

Reg. Fee: \$329

MEDICAL INSURANCE BILLING AND CODING SERIES

The healthcare field has some of the most sought after jobs, and the knowledge of medical billing and coding can open many opportunities for you. In this certificate series, you will gain the basic foundation, knowledge and skills to help you gain employment in a medical office. Students who successfully complete the free orientation AND all 13 classes in this series will earn a certificate of completion.

Sue Mardirosian is a Certified Coding Instructor and an AHIMA approved Certified Coding Specialist who has taught many years at various colleges and universities.



Series Fee: \$1,399 (See times and dates below)

(Note: Please register for both the Free Orientation and the Series to be part of the certificate program.)

PLEASE NOTE (NO CLASS DATES ARE FEB 17, MAR 31, APR 21, MAY 12, MAY 26)

20.0828 MEDICAL BILLING ORIENTATION

Discover more about the popular Medical Billing and Claims Administration Certificate Program offered through Los Angeles Pierce College Extension Program. Find out all that the program entails, including payment methods, book fees, and background information about the instructors. Get assistance in tailoring the program for your individual goals, in addition to seeking employment assistance. The ins and outs of the program will be discussed including what is required of each student. All potential or interested participants in our program are required to attend.

Required texts will be discussed in orientation.

1 Sunday 10 am-12 noon
February 3 No Fee

Participation in the Certificate Program is not required. Individual classes may be taken at the prices listed. for each class, AND if prerequisites are met. However, ONLY students who successfully complete. ALL classes can earn a certificate.

20.0829 ANATOMY

Students will study the structures of the human body and improve knowledge of bodily systems. No science background is required. Material is presented in an easy-to-understand delivery.

1 Sunday 9 am-4 pm
February 10 Reg. Fee: \$250

20.0830 MEDICAL TERMINOLOGY

Use outlines, exercises, and pronunciation guides to develop the basis for a strong medical vocabulary, or brush up on your medical terminology skills. Students will learn to decipher, build, and understand medical terms by studying vocabulary parts. This course does not presume a background in science or biology – it is clear and easy-to-learn regardless of your level of expertise.

1 Sunday 9 am-4 pm
February 24 Reg. Fee: \$250

20.0831 ADVANCED TERMINOLOGY

Program participants shall continue to expand their medical vocabulary. Students are guided through more in-depth instruction and practice exercises. Offering further develops terminology for billers and coders.

1 Sunday 9 am-4 pm
March 3 Reg. Fee: \$250

20.0832 PHYSIOLOGY

Offering provides an introduction to principles of human physiology from chemical processes and cellular levels to bodily systems functions. Students will continue to expand their knowledge obtained from anatomy in preparation for medical terminology.

1 Sunday 9 am-4 pm
March 10 Reg. Fee: \$250

20.0833 ICD-10 CODING/CM/PCS

Learn the basic procedures and diagnosis coding relating to physician reimbursement and gain an understanding of the coding principles. The basic steps in coding will be reviewed and students will be able to practice with actual coding exercises.

1 Sunday 9 am-4 pm
March 17 Reg. Fee: \$250

20.0834 CPT/HCPCS CODING

Learn CPT coding and HCPCS coding, using the most complete codes and how to "match" for maximum reimbursement.

1 Sunday 9 am-4 pm
March 24 Reg. Fee: \$250

20.0835 MEDICAL BILLING

Become a valued professional in the fast growing healthcare field. Beginning students will learn medical billing techniques, and how to follow up and collect on billed claims. Learn to complete medical and itemized statements. Various types of insurance plans and insurance cards will also be reviewed.

Prerequisite: Medical Terminology. Text(s) discussed in offering.

1 Sunday 9 am-4 pm
April 7 Reg. Fee: \$250



20.0836 ADVANCED MEDICAL BILLING

You will be instructed on preparing a "clean" HCFA-1 500 claim form for Medicare, Med-Cal, and other private carriers. This course will build on the information received in the beginning medical billing course and will include the billing cycle, explanation of benefit forms and collections. Prerequisite: Coding Level I, Coding Level II, and Medical Billing.

1 Sunday 9 am-4 pm
April 14 Reg. Fee: \$250

20.0837 ADVANCED CODING

Take the information presented from beginning medical coding offerings, including ICD-9 coding, COT coding, HCPC coding and modifiers, and consolidate this coding for maximum reimbursement.

Prerequisite: Coding Level I, Coding Level II, and Medical Billing.

2 Sundays 9 am-4 pm
April 28 & May 5 Reg. Fee: \$250

BUSINESS & CAREERS

20.0838

WORKER'S COMPENSATION

Learn how to process worker claims, liens and provide appropriate and complete paperwork to ensure maximum reimbursement.

1 Sunday

May 19

9 am-4 pm

Reg. Fee: \$250

20.0839

HOSPITAL BILLING

This one-day seminar will provide you with an introduction to the hospital medical field. Learn correct coding and collecting of claims. Hospital based processes will be taught along with HMO's and IPA's. Processing from start to finish to receive proper payment for services provided.

1 Sunday

June 2

9 am-4 pm

Reg. Fee: \$250

20.0840

COMPUTERIZED

MEDICAL BILLING HOSPITAL BILLING

Learn hands-on instruction in computer applications. Be presented with software and superbills. Learn daily transaction entries and monthly/annual management reporting. Work with the HCFA 1500 forms. No prior computer knowledge is required. Prerequisite: Medical Billing, Medical Terminology, and Coding I Students only need to complete one section.

1 Sunday

June 9

9 am-4 pm

Reg. Fee: \$250

Required Texts: Subject to change.

We strongly recommend that you attend the free orientation meeting to get the most up-to-date information. Texts and necessary manuals are NOT included in class fees.

1. Medical Terminology for Health Professionals (Spiral Bound)
7th Edition by Ehrlich and Schroeder
2. CPT 2017 Professional Edition by AAPC
3. HCPCS 2017 Level II by AAPC
4. Insurance Handbook for the Medical Office 14c by Fordney
5. Workbook for Insurance Handbook for the Medical Office 14c by Fordney
6. Step-by-Step Medical Coding 2017 Edition by Buck & Thurston
7. Workbook for Step-by-Step 2017
8. ICD-10 CM Trainer Manual 2017 by AAPC
9. ICD-10 PCS 2017 by AAPC
10. ICD-10 CM & PCS 2017 by AAPC

PIERCE COLLEGE COMMUNITY EDUCATION Online Learning

COMPUTER APPLICATIONS • WEB DESIGN • BUSINESS
ACCOUNTING & FINANCE • TECHNOLOGY
AND MORE...

Online classes and pricing available at our
Online Instruction Center
www.ed2go.com/piercext

83.0805

BECOME A NOTARY IN ONE DAY

Learn the '2019 New Notary Laws' that all California Notaries are required to know

Start your own business, become a more valuable employee, provide customer service for your business or organization, earn additional income and get recommissioned. This intensive one-day seminar is designed to equip you with everything you need to know to become an effective Notary. You will find out about new legislation as well as how to pass the "new" test (must be taken every 4 years), identify document signers, keep a journal, fill out certificates and avoid lawsuits. The class includes a practice Notary Public Exam. You'll receive a live scan coupon. Notary supplies available in class.



Cooperative Personal Services will register you for the exam from 4:15 pm to 5:00 pm. The exam will be from 5:00 pm - 6:00 pm. For the exam you will need the following: A \$40 check made out to 'Secretary of State'; proper ID - current driver's license with your photo or state issued ID card; a color passport photo & #2 pencils. Fingerprints required after you pass the exam.

PLEASE NOTE: Arrive early. Due to State regulations, no one will be admitted to the classroom after 8:30 am. Be on time when coming back to classroom from a break. TESTING SPACE IS LIMITED, EXAM SEATS WILL BE ASSIGNED TO THOSE WHO REGISTER FIRST.

NOTARY CLASS SCHEDULE

8:00-8:30 am – Check In

8:30 am - 4:00 pm – Seminar

12:00-12:45 pm – Lunch

4:00-5:00 pm – Test Registration

5:00-6:00 pm – Notary Public Exam

(Includes 40 minute lunch & two 10 minute breaks.)

Requirements: Must be a legal resident of California (military excluded) and age 18 years+.

Notary Public Training Seminars, Inc. has been a leading course provider in California for over 15 years.

1 Saturday March 9

8 am-4 pm

Reg. Fee: \$140

(Fee for course book included in registration fee)

83.0807

CERTIFIED LOAN SIGNING AGENT

Prerequisite: No need to be a commissioned notary, or even have received the results of your exam. You must have taken a Notary class.

California's real estate industry is in need of notaries and others that would like to become loan document specialists. Find out how to contract the most profitable businesses and who your primary contact should be; get signed up with successful Signing Services/Agencies and build your own business. We take you through a practice loan package where you'll learn how to properly notarize loan packages, negotiate your fee and advertise yourself in your market, get called back and brand yourself as a professional.

Notary Public Training Seminars, Inc. has been a leading course provider in California for over 15 years.

1 Saturday

March 23

9 am-4 pm

Reg. Fee: \$159

(Fee for course book included in registration fee+\$20 for Certificate)

20.0844

GET YOUR COMMERCIAL DRONE LICENSE AND START MAKING MONEY!

Aerial Photography - Roofing Checks - Real Estate Video – Weddings - GoPro Stunts

Just think of all the money you could make if you flew commercially.... and without spending the big bucks getting a “real” commercial pilot license. The FAA now allows you to apply for your commercial drone/UAS (Unmanned Aerial Vehicles) license, called a Remote Pilot Certificate, by passing a multiple-choice test and paying a small fee. No experience needed.



If you’re flying your drone for fun in your back yard, you do not need a license. If you wish to make money taking pictures, then you must have an FAA 14 CFR part 107 Remote Pilot Certificate.

This 8 hour Community Education course will help you prepare to take the Remote Pilot/FAA Test to receive certification. This course is classroom instruction only. There will not be any drone flying.

You must be at least 16 years old and have a valid government-issued picture ID. The test center fee is \$150 (FAA regulated and is not included in the price of the class. You will need to pass a TSA background check before receiving your license.

Gerry Koehler, is a Commercial Instrument Rated Private Pilot and Captain with the Civil Air Patrol.

1 Saturday **8:00 am-5:00 pm**
February 23 **Reg. Fee: \$149**

Real Estate



85.0100

NO DAYS VACANT—NO LOST RENT PROPERTY MANAGEMENT ANYBODY CAN DO

Did your house not sell and now you’ve got to rent it out? Are you an “accidental landlord”? Tired of property managers ripping you off? Most people hate the idea of total strangers living in your houses that don’t pay on time, call you at 2 am and trash out your property. It doesn’t have to be like this. How would you like your residents to?

- Pay the rent before it’s due?
- Maintain or even improve your property’s value?
- Get along with the neighbors?
- Stay a long time?

Land lording is an invaluable skill because tenants will make you rich. They will pay off your loans for you, protect your property and provide you with a constant and never-ending stream of checks that show up in your mailbox every month. Having a portfolio of rented out houses is the best investment ever—better than annuities, better than stocks, better than gold. In this informative and practical class, attendees will:

- Become skilled at training your tenants to work FOR you
- Learn how to find the neighborhoods where properties rent quickly and easily
- Be surprised at the “no hassle” way of managing properties
- Learn how to find and screen great tenants you can trust
- Uncover simple ways to increase cash flow
- Discover how your residents will do the land lording work for you
- See how to identify the most profitable properties
- Be warned about which home improvements to avoid
- Realize why landlord-tenant laws are so vital
- Utilize powerful, ready-to-use land lording forms
- How to advertise and market your properties at little or no cost
- Turn up little-known tax breaks available to full time or part time landlords

This seminar will show first time and experienced investors how to safely and easily rent out houses with minimal time and effort.

Steve Dexter is author of the top-rated book “Real Estate Debt Can Make You Rich” published by McGraw-Hill. He is a distinguished speaker at Harvard Business School, Harvard Law School and their Graduate School of Design. He writes for several national publications and own 27 investment houses, mostly in Southern California.

(Reg. Fee Includes Materials)
1 Saturday **9:00am-1:00pm**
February 23 **Reg. Fee. \$79**

20.0827

CALIFORNIA REAL ESTATE LICENSE EXAM PREP COURSE

Whether you’re taking the Real Estate Salesperson or Broker exam, you’ll feel ready to pass the test with this 1-day crash course. These 8-hours of fun filled learning will cover all of the subject areas tested on the exam, as well as study tips, test taking ideas, applicable math skills, practice exams and Real Estate terms and definitions. Textbook and online tools are included.

Tom Morehouse: has an MBA from Pepperdine University. He is an adjunct professor for Pierce college and UCLA Extension. he is also a mediator at the center for Civic Mediation- LACBA.

1 Sunday **8:30 am – 5: 00pm**
March 3 **Reg. Fee. \$ 199**

Los Angeles Pierce College
2019 SINGLE-DAY TOURS
Register Early! Day Trips fill quickly!

ROUTE 66...THE MOTHER ROAD
With Step-On Guide

Take a journey down memory lane along the "Mother Road," Route 66. Today we are joined by professional step-on guide, who is a history buff with an expertise on the evolution of L.A. As we travel along Route 66, from Glendora to Downtown L.A. our guide will point out landmarks, historical buildings and 'mom and pop' shops that contributed in making Route 66 the "Main Street of America." Enjoy an included donut at the Donut Man, a treasure for over 40 years that was also featured on an episode of Visiting...With Huell Howser. In Pasadena, marvel at the luxurious estates along "Millionaire's Row" and visit City Hall. Enjoy time at your leisure for lunch on your own in Old Town Pasadena. An included Route 66 soda and time to shop at Galco's Soda Pop Shop – boasting hundreds of vintage soda pops and olde time candies. We continue to downtown L.A. with a visit to Chinatown and an included sweet treat at Grand Central Market.

Reg Fee: \$89 Friday, January 18, 2019

Depart LAPC: 8:15 am Return: 5:30 pm

EAT, PRAY, LOVE
Holyland Exhibition, Monastery of the Angels
& included Canter's Deli Lunch

On this true Los Angeles adventure, we'll explore several of the city's much loved, yet lesser known gems. First, enjoy a two-hour docent-guided tour of the Holyland Exhibition, founded in 1924 by a man rumored to be the real-life inspiration for Indiana Jones. His love affair for the Holyland and the preservation of its ancient past led to a number of expeditions in search of the Golden Ark of the Covenant. Unlike the film hero, he never discovered the Ark but his love affair with the Holyland resulted in an incredible collection of artifacts from Syria, Jordan, Egypt, Cyprus and Palestine – some nearly 2,000 years old. Items range from small pieces such as 5,000-year-old oil lamps, bottles, coins, ivory and silver Mideastern jewelry, and tapestries to a mummy casket dating back to 600 years before the birth of Christ and a 2,700-year-old sarcophagus. Costumed guides will showcase the exhibits and tell the story of the items as they relate to the Bible and ancient traditions and customs. Following, enjoy an included lunch with choice of sandwich at the famous Canter's Deli which has offered an authentic Jewish deli-style experience since 1931. This afternoon we'll visit the Monastery of the Angels, a hidden spiritual oasis in Hollywood where a community of cloistered Dominican nuns create wonderful hand-dipped chocolates, pumpkin bread and other goods for purchase. Suggested: walking shoes (stairs are necessary to access the second level of the Holyland Exhibition).

Reg Fee: \$79 Friday, February 22, 2019

Depart LAPC: 8:00 am Return: 4:30 pm

AS SEEN IN LA LA LAND
With Step-On Guide
Famous Sites from the Award-Winning Film
Griffith Observatory & The SmokeHouse Restaurant

Join a charming Los Angeles step-on guide as we embark on this popular adventure to explore sights featured in the Academy-Award winning movie, La La Land! The film follows the budding romance between Mia, an aspiring actress, and Sebastian, a dedicated jazz musician, as they attempt to chase their dreams in the "City of Angels." Set in modern day L.A., this original musical is a love letter to Los Angeles – in fact the city may be the movie's biggest star. Whether you've seen the movie or not, you'll love the stories behind the scenes as we visit a number of the sights featured in the movie. We begin with a stroll on Pasadena's Colorado Street Bridge – this elegant 1,500-foot bridge built in 1913 was where Mia and Sebastian had a romantic stroll. Our journey continues to Burbank with an included lunch with choice of entrée and delicious garlic-cheese bread at the The SmokeHouse Restaurant – the Christmas-decorated restaurant where Mia first hears Sebastian playing the piano. Built in 1946 adjacent to Warner Bros. Studio, this legendary restaurant is still frequented by movie stars and epitomizes the unique feel of "Old Hollywood." A driving tour of Hollywood Boulevard with a stop to see Hollywood's treasured mural featuring icons of Hollywood's "Golden Age" seated in a movie theatre, eerily staring back at you. This afternoon we'll enjoy time at leisure at the Griffith Observatory – Griffith Park's most recognizable landmark since it was built in 1935 – and its most famous movie location since 1955's Rebel Without a Cause. The recently restored Art Deco building features spectacular exhibits and unbeatable hilltop views. We continue downtown to take a ride on the historic Angels Flight (if operating), and enjoy an included sweet treat from Grand Central Market, housing a multicultural collection of classic and modern food vendors – including Sarita's Pupuseria, which Mia and Sebastian are big fans of in the film.

Reg Fee: \$99 Friday, March 29, 2019

Depart LAPC: 8:30 am Return: 6:30 pm

Los Angeles Pierce College
2019 SINGLE-DAY TOURS
Register Early! Day Trips fill quickly!

WALK ON THE WILD SIDE
Forever Wild Animal Sanctuary
With Cracker Barrel & Ice Cream Parlor!
Tuesday, April 23, 2019

Take a walk on the wild side at the inspiring and engaging Forever Wild Exotic Animal Sanctuary. After co-founders Joel and Chemaine realized that thousands of exotic animals were being put to sleep after being abandoned, abused or illegally obtained, they wanted to make a difference and provide them a home and a chance to live a healthy life. Forever Wild was born out of the hope to provide the animals with resources to rehabilitate while also providing education to the Southern California population on what we can do to protect these animals' lands and lives from becoming extinct. On this educational, guided tour, you'll see a wide range of wildlife including reptiles, birds, monkeys, lions, tigers, alligators, bear and a black panther – with the added bonus of watching a feeding demonstration. Enjoy lunch on your own at the new Cracker Barrel Old Country Store that recently opened. This highway-iconic chain's Victorville location is the only California location. An included sweet treat awaits at an authentic old-fashioned ice parlor before we head home!

Reg Fee: \$69

Depart: LAPC 7:30 am Return: 5:00 pm.

LAVENDER & LINCOLN
Lavender Festival & Lincoln Memorial Shrine
Friday, May 31, 2019

We begin our day enjoying the delightful sights, scents and tastes of aromatic lavender during the annual Lavender Festival at the historic Highland Springs Ranch & Inn. Established in 1884 in Cherry Valley, this ranch sits in a lovely country setting that boasts sprawling olive groves, towering trees and 20 acres of organic lavender fields. This historic ranch has been visited by the likes of Wyatt Earp, Ernest Hemingway, Albert Einstein, Bob Hope and Elizabeth Taylor! Even after all these years, the ranch has preserved its history and retained the charm that has made it a destination for over 100 years! Enjoy your time at leisure to stroll through the lavender fields (California's largest organic lavender farm), view the sample garden (home of more than 90 varieties of lavender) and attend a distillation demonstration to learn how lavender oil is made and why it is such a remarkable herb. Enjoy live musical entertainment and delicious cuisine available for purchase. Enjoy your lunch on your own, and perhaps sip an iced lavender green tea or lavender latte, under the tall pines of the shady, park-like setting. The quaint artisan shops housed in the ranch's historic buildings boast wonderful local and organic farm products – everything from lavender and tea to honey and olives. This afternoon we'll visit the Lincoln Memorial Shrine in Redlands. Originally designed in 1932, the shrine contains some of the finest manuscripts and artifacts of Lincoln's time, not to mention the largest collection of Lincoln artifacts and Civil War material west of the Mississippi.

Reg Fee \$65

Depart: LAPC 8:00 am Return: 6:30 pm

ADVENTURES IN ARROWHEAD
Narrated Lake Cruise & Shopping
Saturday, June 22, 2019

Escape today to the breathtaking alpine wonderland (elevation 5,200'), known as the "Alps of Southern California." Nestled in the majestic mountains of the San Bernardino National Forest, Lake Arrowhead is stunningly beautiful and offers a natural peacefulness that has lured people to these mountains for centuries. Enjoy lunch on your own, along with time to shop and explore the charming Lake Arrowhead Village. Nestled in the beauty of the woods and directly on the lakeshore, the Village features an assortment of quaint specialty shops and outlet stores in the style of a Swiss chalet. This afternoon we'll enjoy a narrated cruise on Lake Arrowhead aboard the Lake Arrowhead Queen, a Louisiana-style paddle-wheeler. The splendor and serenity of Lake Arrowhead's lush forests, sparkling water and blue skies glide by as you sit back and enjoy up-close views of lakeside homes and learn about the region's colorful history. Suggested: rubber-soled walking shoes and a sweater or jacket as it can be cool on the water. The boat has shaded and unshaded areas for your comfort.

Reg Fee: \$75

Depart: LAPC 8:45 am Return: 6:30 pm

BUSINESS & CAREERS

20.0800

Pharmacy Technician

NEW



This program prepares students to be professional pharmacy technicians dedicated to quality pharmacy procedures. Graduates are equipped to assist the pharmacist filling pre-

scriptions according to doctor's orders, assisting with payments and billing. Instructor: ProTrain Staff
Saturdays 9:00 am- 3:00 pm (30 Min Lunch Break)
February 9 – April 27, 2019

64 In Classroom Hours 64 Online Hours

Reg. Fee: \$1835.00 (Includes Exam)

Total Hours of Instruction:

64 Online/64 In-Person/120 Internship

Attend the Free Virtual Open House January 8th
6:30 pm – 7:30 pm by calling 213-929-4232 (Toll-Free)
Virtual Open House registration at
<https://goo.gl/Hgewsc>.

(Materials included in registration fee: Tuition includes Textbook, Internship)

To register for this intensive job training class call 800-371-2963 ext. 112 or mymyers@protrainedu.org for registration instructions.

Computers

20.0849

CompTIA A+

NEW

This course will include hands-on practice to install, build, upgrade, repair, configure, troubleshoot, optimize, diagnose, and perform preventive maintenance of basic personal computer hardware and operating systems. The concepts covered in the training will address exam objectives.

You will be prepared for the first of the two exams that make up the IT Technician certification, CompTIA A+ Essentials. You will gain the skills and knowledge necessary to perform the following tasks on personal computer hardware and operating systems: installation, PC building, system upgrades, repair, and system configuration.

A+ students will learn network connectivity issues, mobile device hardware, networking and troubleshooting hardware, and PC hardware and peripherals. Course covers iOS, Android, Apple OS X and Linux, security, the fundamentals of cloud computing and operational procedures, and installing and configuring operating systems including Windows.

Tuesdays & Thursdays 6:00 pm – 9:00pm
(Class meets online only)

January 22-March 5 Reg. Fee: \$1,489
(Includes Exam) - Affordable Financing
Options Available

Total Hours of Instruction: 16 Online/40 LIVE Online
Register now by calling 800-371-2963 option 1

Attend the Free Virtual Open House
January 8th 6:30 pm – 7:30 pm by calling
213-929-4232 (Toll-Free)

Virtual Open House registration at
<https://goo.gl/Hgewsc>.

80.0912

INTRODUCTION TO MICROSOFT EXCEL

Get more productive and enhance your business skills by mastering Microsoft Excel fundamentals in this hands-on course.

At the end of this course you will know how to:

- Use the Ribbon and keyboard shortcuts to perform Excel commands
- Navigate and select cells in workbooks
- Enter, move, copy, find and replace data
- Create formulas and insert built-in functions to perform calculations
- Apply formatting for fonts, numbers, alignment, cell borders and fills
- Specify page layout and printing options



BEFORE TAKING THIS CLASS, YOU SHOULD HAVE BASIC WINDOWS EXPERIENCE AND KEYBOARD AND MOUSE SKILLS.

Please bring a USB drive to copy class exercises for reference after class.

Chris Murphy has been helping people master powerful new hands-on computer skills for over twenty-five years by designing, developing and delivering effective learning solutions.

3 Tuesdays

Feb 12, 19 & 26

6:30-9:00 pm

Reg. Fee: \$105

Prerequisites: Before taking this course, you should have basic MS Windows experience.

80.0916

MICROSOFT EXCEL LEVEL 2

Take your Excel skills to the next level and get more out of the power of Excel with this hands-on course designed for experienced users.

At the end of this course you will know how to:

- Use advanced formulas and functions
- Create and use Named Ranges in formulas
- Perform calculations with links across multiple worksheets and workbooks
- Filter and sort data
- Create, modify and format charts
- Perform analysis with PivotTables and Pivot Charts
- Create macros to automate Excel tasks Please bring a USB drive to copy class exercises for reference after class.

Instructor: **Chris Murphy**

3 Tuesdays

March 5, 12, & 19

6:30-9:00 pm

Reg. Fee: \$125

Prerequisites: Before taking this course, you are recommended to take the Introduction to Microsoft Excel 2010 course or have equivalent knowledge of Excel.

80.0918

MICROSOFT EXCEL

LEVEL 3—Excel Charts & PivotTables

This course is for experienced Excel users who want to learn how to effectively analyze, summarize and present data using Excel's powerful Charting tools and Pivot-Table features. Bring a flash drive to take home your completed class exercises.

Excel Charts

- Excel Charting basics
- Adding and rearranging charts data series
- Chart formatting features
- Designing dual-axis charts
- Adding trend lines and forecasts
- Using Sparklines to show trends
- Data visualization with dashboards
- Excel Pivot Tables
- Pivot Table basics
- Using Excel Table features for Pivot Tables
- Rearranging Pivot Table fields
- Using Filters and Slicers
- Adding custom calculations
- Pivot Table formatting options
- Designing Pivot Charts

Please bring a USB drive to copy class exercises for reference after class.

Instructor: **Chris Murphy**

2 Tuesdays

6:30-9:00 pm

March 26 & April 9

Reg. Fee: \$89

Prerequisites: Before taking this course, you are recommended to take *Introduction to Microsoft Excel* or have equivalent knowledge.

80.0917

FUNDAMENTALS OF QUICKBOOKS PRO

Learn the fundamentals of QuickBooks including:

- Navigating the software
- Setting up a company file
- Working with Lists, Bank Accounts
- Entering / paying bills
- Tracking/ paying sales tax
- Reconciling bank accounts

Ronald Arnie is a seasoned instructor who has an MBA and teaches Quick books courses at LACC and Small Business Development Center in the city of Hawthorne, CA.

2 Saturdays

8:30am-12:30 pm

February 23rd & March 2

Reg. Fee: \$ 135

(Includes Materials)

Adult Education Free Career Courses

For more information & registration for these classes, call 818-710-2586

or email adultedinfo@piercecollege.edu

GERIATRIC HOME CARE BASICS

Room: Village 8320

Date: Wednesdays 3:00 pm – 6:10 pm

02/04/19-06/03/19

In this non-credit course, students prepare to care for elderly clients in their own homes with focus on basic needs and the skills required including the physical, psychological, and social challenges of the elderly person living at home. Intended for students pursuing an entry-level career as a caregiver.

CUSTODIAL TECHNICIAN TRAINING

Room: North Gym 5600

Date: Fridays 4:00 pm – 7:50 pm

& Saturday 9:00 am – 2:50 pm,

02/04/19-03/23/2019

This course will provide students with the knowledge and hands-on training needed to apply for entry-level building maintenance service positions in the public and private



sectors. Students will learn and practice basic safety protocols, the use of common custodial tools, and specific cleaning processes for different types of building areas.

BLUEPRINT FOR WORKPLACE SUCCESS

Date: M, T, W, Th, F 9:00am – 12:00 pm

01/14/2019-01/29/2019

Date: Th, F 9:00 am – 12:00 pm

02/04/2019-03/15/2019

Room: Birch 1101

This noncredit class is designed to provide students critical tools and skills for workplace success. The topics covered include, but are not limited to, self-discovery time and stress management, job search, resume preparation, interviewing skills, workplace realities, communication and maintaining a job. Upon completion of this course, students will have a plan for immediate and long-term actionable goals.

30 WAYS TO SUCCEED AS A NEW EMPLOYEE

Date: Fridays 4:00pm-7:00pm, 04/05/19 -04/13/19

& Saturdays, 9:00 am – 12:00 pm

Room BIRCH 1100

This noncredit class is designed to provide students critical tools and skills for workplace success. The topics covered include, but are not limited to, self-discovery time and stress management,



job search, resume preparation, interviewing skills, workplace realities, communication and maintaining a job. Upon completion of this course, students will have a plan for immediate and long-term actionable goals.

FUNDAMENTALS OF MEDICAL ASSISTING

Date: Tuesdays 9am-12 pm 02/04/19-04/23/19

Village 8320

Students are introduced to the role and responsibilities of the entry-level medical assistant. They comprehend and apply essential principles of professionalism, communications skills, medical ethics, legal issues, and basic safety and infection control. Career pathways are also discussed.

ADULT EDUCATION / CONSUMER INTEREST

MEDICAL ASSISTING FRONT OFFICE

Date: M, T, W, 1:00pm-4:00pm 01/02/19-02/03/2019
Village 8320

Students learn administrative procedures and skills needed for entry-level medical assistants. Topics include creating a therapeutic office environment, telephone techniques, appointment scheduling, managing correspondences and mail, managing office supplies, and document management.

MEDICAL ASSISTING FRONT OFFICE

Date: T, 12:30pm-3.30pm 02/04/19-04/23/2019
Village 8320

Students learn administrative procedures and skills needed for entry-level medical assistants. Topics include creating a therapeutic office environment, telephone techniques, appointment scheduling, managing correspondences and mail, managing office supplies, and document management.

MEDICAL ASSISTING BACK OFFICE 1

Date: T & Th, 3:30pm-8:00 pm 02/04/19-03/31/2019
Village 8320

Students gain the knowledge and skills needed to successfully perform the duties of an entry-level medical assistant in the back office environment. Topics include: vital signs and measurement, preparing patients for examination, assisting the physician during an exam and collecting blood and other lab specimens.

MEDICAL ASSISTING BACK OFFICE 2

Date: T & Th, 3:00pm-7:05 pm 04/08/19-06/03/2019
Village 8320

Students continue to gain the knowledge and skills needed to successfully perform the duties of an entry-level medical assistant in the back office environment. Topics include: hand hygiene, surgical asepsis, basic surgery setup, radiation safety, and other topics related to the medical assistant role.

Consumer Interest

60.9024

MEDITATION TO REDUCE STRESS AND INCREASE JOY

Studies have shown that meditating regularly for just six weeks can reduce anxiety and stress and activate the immune system. Meditation can increase your overall sense of wellbeing, help you sleep and it can even improve your ability to concentrate. There are countless meditation styles and everyone can learn to meditate. This course will give you an opportunity to try various meditation styles to see what works for you. Each week you will get an overview and history of meditation, how and why it works as well as plenty of time to explore the various techniques. Meditation styles include Mindfulness, Reflective Meditations, Concentration Meditation and Guided Imagery. Stressors are a part of life. It is how we react to them that makes all the difference. Meditation will help you to respond rather than react to life. Your spirit and your body will thank you!

Staci Mintz has a MA in Spiritual Psychology, an MS in Clinical Psychology and is currently working on her PsyD. She has been both practicing and teaching various meditation groups with various populations for over 10 years.

4 Thursdays

February 28-March 21

6:00-7:30 pm

Reg. Fee: \$54



60.9008

PERSONALIZED MAKE UP TECHNIQUES:

Silky foundation, primers, stenciled eyes, blending and more. A supervised visit to a beauty supply store will be included in this class.

This is a hands-on workshop like no other! Raquel will teach you seasonal techniques and tips, including, contouring, stenciled eyes and silky foundation. Students can expect to learn Raquel's personal guide to a flawless application!

Are you interested in updating your current look? Don't know where to start? This workshop will change the way you approach makeup!

This A to Z personalized makeup application workshop fills up fast as seating is limited. Register now!

Please bring a stand up mirror, a small bottle of water and your own make up to class.

Visit our website for a detailed supply list.

http://extension.piercecollege.edu/FAQ/SUPPLY_LIST_FOR_PERSONALIZED_MAKE_UP_TECHNIQUES.aspx

5 Saturdays

March 2-30

9 – 11 am

Reg. Fee. \$71

Raquel Fournier was born in Venezuela, and eventually moved to the United States. She is a model, beauty pageant winner and has a degree in marketing. She has done TV commercials, voice overs, and often works as a pageant coach.



60.9013

UNLEASH YOUR EYES WITH LASHES



In this 1-day class, you will learn everything you wanted to know about faux eyelashes. Included in this class will be full eyelash strips, half strips, fantasy lashes (optional), eyelash fitting, curling, liner and mascara.

Please Bring to class: Eye lashes (strips or half strips), no individual lashes, small pointy scissors, small wooden stick, black pen or powder eye liner, liquid liner, clear lash glue, tweezers, stand up mirror, mascara & eye lash curler (optional)

Raquel Fournier

1 Saturdays

April 13

9 – 11:30 am

Reg. Fee. \$42

Five Easy Ways to Register

BY MAIL: Complete registration card(s) and mail with SEPARATE CHECK* OR MONEY ORDER per class, or include a credit card number. Please enclose one stamped, self-addressed #10 envelope to help expedite processing. One person per card please

BY FAX: 818-610-6517 Complete registration card(s) and BE SURE TO INCLUDE YOUR CREDIT CARD INFORMATION. YOUR REGISTRATION CANNOT BE PROCESSED WITHOUT IT. One person per card, please.

IN PERSON: Office hours are:

Monday – Thursday 10 am - 6 pm

Fridays – 9 am - 1 pm

Hours are subject to change during holidays and school vacations.

BY PHONE: 818-719-6425 You may register by phone using VISA, MASTERCARD or DISCOVER only.

Phone hours are:

Monday – Thursday 9 am - 6 pm

Fridays – 9 am - 4 pm

ONLINE: Just click and go!!!

<http://extension.piercecollege.edu>

*** PAYING BY CHECK:** The Los Angeles Community College District requires either a California Driver's License Number, California ID Number, or Social Security Number to be written or printed on the check at time of registration. We are not able to accept checks that do not have a PRINTED name and address.

****EMAIL ADDRESS:** Please include your email address. Your receipts and confirmations will be emailed to you. If you do not have email, you will receive a hard copy of the information

Piercextension

PIERCE COLLEGE COMMUNITY EDUCATION

REGISTRATION FORM

Student Name _____ Today's Date _____

Address _____ City _____ Zip _____

Home Phone _____ Business Emergency _____ Cell _____

Email Address (Please print clearly) _____ Student Birth Date _____ Parent's Name _____
(required) (for Child's class only)

CLASS#	CLASS NAME	START DATE	START TIME	REG FEE
TOTAL				

Method of Payment: _____ expires mo./yr. _____ 3-digit code _____
(on back of credit card)

Visa

MasterCard

Check (payable to LAPC)

Cash

Authorized Signature _____
I have read and understand the refund policy

REGISTRATION

Paying by Check

The Los Angeles Community College District requires either a California Driver's License Number, California ID Number, or Social Security Number to be written or printed on the check at time of registration. We are not able to accept checks that do not have a name and address printed on them.

Traffic Regulations

All persons driving a vehicle onto Pierce College campus are required to comply with the traffic laws of the State of California and the rules & regulations of California Vehicle Code. Violation of laws, rules or regulations may result in a citation.

Class Materials

Bring the items or materials specified in the class description and on your class confirmation. Materials fees will either be included in the registration fee, or payable at time of registration. If there is a material or supply list, you can get that from a link on the class description or class confirmation. You can also access the materials list in the "questions" section of our website. Allow enough time to order any required books or pick up required material before your class.



Cash, Check or Charge

Make all checks & money orders payable to LAPC. We accept DISCOVER, MASTERCARD or VISA only.

Refund/Transfer Policy

- If a student elects to drop or transfer from a class, a request of withdrawal or transfer must be made to our office at least 3 working days prior to the first day of class. THERE WILL BE NO REFUNDS AFTER THIS DATE OR AFTER A CLASS HAS BEGUN.
- Weekends and district or national holidays are not working days.
- Failure to attend class does not warrant consideration for a refund.
- If you enroll in a class less than 3 working days before the class begins and decide to withdraw, there will be no refunds.
- Refunds or credits WILL NOT be issued for absences or late registrations. If you miss some meetings of a class, you cannot make them up in another class. Refunds are not made on the basis of not receiving confirmation via email or mail. The Extension Program is not responsible for lost or misdirected mail.
- There is a \$5, \$10, \$15, or \$25 drop fee for each class refund, credit or transfer requested by a student. Please refer to your Student Confirmation to know what drop fee applies to your class.
- When the Extension Program cancels a class, full refund is issued without a drop fee.
- Refunds are issued in the order received.

Age Requirements for Children's Classes

When registering your child in an extension class, please remember that the youngster must be within the age limits identified for each class. Children will be dropped from class (without refund) if they do not meet the age requirements. Most adult classes have a minimum age requirement of 18.

Drop-Off/Pick-Up of Children

Parents are urged to park and walk their children to and from class. Stopping in red zones or other No Parking /No Stopping zones may result in a citation. Children may not be left unattended before or after class, but must be dropped off shortly before class start and picked up promptly at class end. Please help to ensure the safe arrival and departure of your children.

Parking

A parking permit is required whenever you park on the Pierce College campus, Monday through Friday. Permits are available in the Extension Office in person or by phone, and are only sold to those enrolled in an Extension class. You may also purchase a 1-day parking pass at the meters located in major student parking lots.

Smoking Policy

In compliance with LA City ordinance LC 6403: LACCD/BR 2419, there are 20 designated smoking areas located on campus. In order for Pierce College to avoid an absolute ban on smoking on campus by the LA City Attorney's Office, smoking on campus is prohibited outside of these designated areas. Violation of this policy may result in a citation and fine.

Travel Information

Unless otherwise noted, the minimum age limit for all travel events is 18. Payments are due in full at the time of registration. Cancellations will be granted if received 10 days prior to trip departure. Refunds will be given only if the space can be re-sold by the Pierce Extension office. You may send a substitute in your place with the permission of Pierce Extension. When approved, a refund less the drop fee will be granted.

You will be required to sign a liability release waiver on the bus prior to departure. Los Angeles Community College District requires that all travel participants have their own medical/accident insurance coverage should the need arise –

The District will not provide this coverage for you.

Fax-In Registration

Because of the large volume of registrations received by this office, we do not confirm fax receipts by phone. However, please be sure to include your phone number and email address on the registration form in the space provided should the office need to contact you for any other reason.

Please fax registrations **ONLY** once, as subsequent faxes cannot always be detected and may result in duplicate processing and charges.

Locations

Many Community Services classes are held off-campus. Exact locations will be provided upon registration. If location is critical, please check with our office before registering.

Schedule Changes

Times, dates, fees, locations, instructors, and methodology for classes are subject to change and DO NOT warrant a refund.

Returned Checks



A **\$10 RETURNED CHECK CHARGE** is assessed for **EACH CHECK** returned to the L.A.P.C. Business Office unpaid by the bank for any reason. A **STOP PAYMENT ORDER** on a check **DOES NOT** constitute an official withdrawal nor does it relieve the student's financial obligation for a class.

PLEASE FOLLOW REFUND POLICY PROCEDURES TO AVOID ADDITIONAL CHARGES.

Directions to Pierce College

Pierce College is located in Woodland Hills, in the western San Fernando Valley, just north of the Ventura Freeway.

From Los Angeles and areas east of the college: Take the Ventura Freeway (101) west to the Winnetka Avenue off ramp. The campus is located .7 miles north of the Freeway on the west side of Winnetka Avenue.

From Agoura, Calabasas and Thousand Oaks: Take the Ventura Freeway (101) east to the Winnetka Avenue off ramp. The campus is located .7 miles north of the freeway on the West side of Winnetka Avenue.

From the north San Fernando Valley: Pierce College is located on the corner of Victory Boulevard and Winnetka Avenue. Winnetka Avenue is located west of Corbin and east of De Soto.

Confirmations

Your registration confirmation will be emailed to the email address you provide us once you are enrolled. A stamped, self-addressed business-size envelope is requested to receive payment receipt and room location by mail. If you register for a class and you do not receive a confirmation or the room location, please either check your online student profile, or call the Pierce Extension office at 818-719-6425. It is your responsibility to obtain this information once you have submitted your registration for a class. Non-receipt of confirmation does not warrant a refund.

Cancellations

A class may be **CANCELLED** by the Extension office if fewer than the required minimum number of students enroll. Participants will be contacted by phone and refunds will be issued as soon as the **original register receipt** and **charge slip** (if applicable) are received. You may transfer to another class in lieu of a refund.

Standards of Conduct

Disobedient, disruptive or disorderly behavior exhibited by any student or parent of minor student will result in disciplinary action in accordance with District policies and procedures. Action may include, but is not limited to, expulsion from class or permanent expulsion from the Pierce Extension program. Any student or parent displaying such behavior will be requested to remove their child from class. Pierce College reserves the right to refuse service to anyone for any reason including, but not limited to, violation of LACCD Standards of Conduct as stated in Board Rules 9803 – 8905. There will be no refund for expulsion from class.

Directions to LAPC Extension

Office of Community Services

- Visitors please enter at the Calvert/Winnetka Ave entrance. Proceed to the stop sign and turn right into Parking Lot 1.
- Park in the 30 minute zone. You must purchase a
- Parking permit from the meter. Parking on campus without a valid permit is prohibited and may result in a parking citation. It is YOUR responsibility to obtain a parking permit.

**You may purchase parking by phone if you are registered in an Extension class.
Call (818) 719-6425 for more information.**

Five Easy Ways to Register

BY MAIL: Complete registration card(s) and mail with SEPARATE CHECK* OR MONEY ORDER per class, or include a credit card number. Please enclose one stamped, self-addressed #10 envelope to help expedite processing. One person per card please

BY FAX: 818-610-6517 Complete registration card(s) and BE SURE TO INCLUDE YOUR CREDIT CARD INFORMATION. YOUR REGISTRATION CANNOT BE PROCESSED WITHOUT IT. One person per card, please.

IN PERSON: Office hours are:

Monday – Thursday 10 am - 6 pm

Fridays – 9 am - 1 pm

Hours are subject to change during holidays and school vacations.

BY PHONE: 818-719-6425 You may register by phone using VISA, MASTERCARD or DISCOVER only.

Phone hours are:

Monday – Thursday 9 am - 6 pm

Fridays – 9 am - 4 pm

ONLINE: Just click and go!!!

<http://extension.piercecollege.edu>

*** PAYING BY CHECK:** The Los Angeles Community College District requires either a California Driver's License Number, California ID Number, or Social Security Number to be written or printed on the check at time of registration. We are not able to accept checks that do not have a PRINTED name and address.

****EMAIL ADDRESS:** Please include your email address. Your receipts and confirmations will be emailed to you. If you do not have email, you will receive a hard copy of the information

Student Name _____

Today's Date _____

Address _____

City _____

Zip _____

Home Phone _____

Business Emergency _____

Cell _____

Email Address (Please print clearly) _____

Student Birth Date
(required)

Parent's Name
(for Child's class only)

CLASS#	CLASS NAME	START DATE	START TIME	REG FEE
TOTAL				

Method of Payment:

- Visa
 MasterCard
 Discover
 Check (payable to LAPC)
 Cash

Credit Card# _____

expires mo./yr. _____

3-digit code
(on back of credit card)

Authorized Signature _____

I have read and understand the refund policy

Finance

60.9022

REMODELING YOUR KITCHEN AND BATHROOM

—The good, the bad and the ugly

Have you been thinking about remodeling but don't have a



clue what you may be up against? Learn from veteran expert in the field, Yvonne Landivar as she unravels the reality of figuring out a realistic budget, and explain the steps necessary to be a savvy consumer when it comes to starting and completing your kitchen and bath remodel projects and learn what it will take to get your project running smoothly from the start, why it's important to know the different kinds of products and cabinets available, what is really hiding behind that really low bid, and how to save where it matters.

Topics include:

- How your investment money should be allocated
- Why it's never too early to begin shopping for cabinetry
- How to avoid the pitfalls of a first time remodel
- How to interview a contractor
- Why it's necessary to learn about cabinet construction
- Tricks that will save you money and offer added value to your home

Kitchen and bath designer and contractor, **Yvonne Landivar**, has been designing in the LA metro and Valley areas for over 15 years. She's a Licensed General Contractor and has been featured on "Designer's Challenge HGTV" and "House Hunters Renovation."

6 Wednesdays

February 20- March 27

6:30pm-8:30pm

Reg. Fee: \$ 89

60.9029

LANDSCAPE AND ILLUMINATION FOR THE DROUGHT

Learn the basics of irrigation and lighting for your drought tolerant landscape conversion including repairing and correcting existing to converting your existing sprinklers to efficient drip systems using the latest technology. Tastefully illuminate your yard to display its' beauty and discourage potential intruders.

Neal Kaufman- In business for over 33 years, your instructor has been successfully installing, modifying, converting, and repairing irrigation and outdoor low voltage lighting systems. Neal has worked in conjunction with several water districts helping homeowners reduce water consumption long before California finally declared a statewide drought.

1 Saturday

February 23

9:00 am- 1:00pm

Reg. Fee: \$59

60.9030

BASIC SPRINKLER REPAIR FOR HOMEOWNERS

Learn basic irrigation including timer programming for maximum efficiency, minor sprinkler repair, understanding water path, drip system conversion and practical repair, troubleshooting problems to eliminate getting taken advantage of by the repair man.

Neal Kaufman

1 Saturday

March 2

9:00 am- 1:00pm

Reg. Fee: \$59

53.3008

MASTER YOUR INVESTMENTS

Learn how to invest more intelligently and profitably so that you may secure your financial future!

Topics will include how to:

- Construct an investment portfolio designed to help you achieve your personal financial goals
- Gain an understanding of stocks, bonds, mutual funds, tax-deferred annuities, life insurance and long term care insurance
- Evaluate which of these investments can maximize returns, minimize risk, and lower your taxes
- Create diversification through REIT's, gold and other commodities
- Read the financial pages and understand the language of the stock market
- Recognize the common characteristics shared by successful investors



This class is a must if you invest, or are thinking of investing in an IRA, tax-deferred annuity, gold, stocks, bonds, or mutual funds!

Jalon O'Connell is a registered investment broker with National Securities.

2 Thursdays

Feb 21 & 28

6:30-9:00 pm

Reg. Fee: \$59

53.3001

STOCKS-BONDS-MUTUAL FUNDS (ETF's):

What They Are & How They Work

This course is perfect for those who want to learn more about the stock, bond, and ETF's markets and how they work. Topics covered will include how to read the financial section of the newspaper, what influences the prices of stocks, bonds, and mutual funds; load and no-load mutual funds; how interest rates can affect your financial well-being; and how to manage investment risk. We will also discuss how ETF's or alternative investments can increase your yield and reduce your volatility and investment risk. The course will highlight issues such as stock and index options, domestic and global stock markets, new and "hot" issues, selling short, tax-free bonds, buying stock on margin, how the stock exchanges work, dollar cost averaging, how to read a typical account statement, retirement plans (IRA's, SEP-IRA's, Roth IRA's, 403B's, 401K's, Annuities) and how market prices respond to news. Several stock market theories are discussed and explained. Instructor: **Jalon O'Connell**



Jalon O'Connell

2 Saturdays

March 16 & 23

9:30 am-12:30 pm

Reg. Fee: \$69

CONSUMER INTEREST / CULTURAL DISCOVERY

53.3010

RETIREMENT PLANNING TODAY

This hands-on workshop is a practical way for either retirees, or people contemplating retirement, to evaluate and judge investment choices. Using real-life cases, attendees can learn the mechanics and potential returns of stocks vs. bonds, mutual funds and annuities, CD's, REIT's, etc. This class will also include strategies and techniques designed to help you:

- Learn if you can afford to retire and project your retirement income needs
- Evaluate Social Security options and strategies still available
- Maximize your investment income potential without unnecessary risk
- Build and protect your retirement nest egg
- Increase the returns of your portfolio with safety
- Evaluate which investments and asset allocation may be suitable for you • And much more!

This workshop is for anyone who invests or is thinking of investing in IRA's, 401k's, 403b's, stocks, bonds, insurance or mutual funds.

Jalon O'Connell is a registered investment broker with National Securities.

**1 Thursday
February 7**

**6:30-9:00 pm
Reg. Fee: \$54**

Pet Care

59.0704

DOG OBEDIENCE TRAINING CAN BE FUN!

In this 6-week class, you and your dog will work on basic obedience commands such as "sit, lie down, stay, stand, come, leave it, to heel nicely on a leash and meet other dogs and people in a mannerly fashion." In addition, you will learn



different dog sports activities like "agility with jumps, tunnels and weave poles, competition obedience/rally exercises, nose work searching and even many types of dog tricks. With some practice, you will gain more confidence working with your dog, and you may even be amazed how much fun you can have together.

Prerequisite: The dog must be at least 4 months old and have current vaccination. Please bring your dog to the first class with any collar and 6 foot leash you normally use, but no flexi leashes, plenty of tasty treats (dog or human kind, cheese, hotdogs, chicken, steak, etc.) and a toy if they are so inclined.

Laurie and Scusi

Laurie Burnam has been teaching dog training in LA and Ventura area for 20 years, competing in agility, herding, obedience and rally competitions, earning many titles, awards and ribbons with her Australian Shepherd dogs. Previously she trained horses and riders for 35 years, also competing in western style horse shows.

**6 Mondays 6:00-7:30 pm
Feb 11- March 25 (no class on Feb 18) Reg. Fee: \$81**

**6 Mondays 7:30-9:00 pm
Feb 11- March 25 (no class on Feb 18) Reg. Fee: \$81**

59.0703

Dog Lovers: Become a PAID Therapy Dog Service Provider

Would you like to become a certified therapy dog handler, and receive compensation while bringing joy and happiness to people in your community? In this 2-hour, fun class, you'll learn how to assess your dog's potential to be certified and improve your chances to pass the therapy dog handler written and behavioral tests. The course will also focus on training your dog as well as ongoing, post-class support. We combine group discussions, lecture, demonstrations, and videos of therapy dog behavioral evaluations. The course fee includes a comprehensive resource guide and over 80 useful website links. Please do not bring your dog to class.

Richard Katz, is an experienced, corporate HR executive, corporate trainer, and therapy dog handler.

**1 Saturday
February 9**

**10:00 am -12:00pm
Reg. Fee. \$65**

Life Skills

60.9003

WHAT WERE YOU BORN TO DO?

You were born to make a unique contribution to humanity. Progressing toward this purpose brings joy and abundance. Straying from it cause stress and emptiness. To accomplish this, one of the 33 Natural Talents is wired into your DNA. It is the source of your highest potential. Elvis. Oprah and Einstein were all just "doing" what comes Naturally." Applying your natural talent relentlessly will magnetically attract all your hearts desires.

Curtis Adney, M.J.D., M.S., graduated at the top of his college class with a 4.0 GPA and has a Juris Doctor degree from Brigham Young University. He conducts numerous academic seminars across the western U.S.

**1 Saturday
February 23**

**1-5 pm
Reg . Fee. \$99**

Language

100.0101

CONVERSATIONAL SPANISH—BEGINNING I

¡Si, hablo Español! Learn to communicate with people whose native language is Spanish. This class will emphasize listening and speaking skills as well as comprehension. Aprende a escuchar. entender y hablar Español.

Michael Hughes has over 35 years of teaching experience. He has taught for the Reseda Community Adult School and West Valley Occupational Center. Michael is the author of Fun Pronunciation Practice in Spanish.

6 Mondays

7-9 pm

Feb 11- March 25 (no class on Feb 18) Reg. Fee: \$88

6 Tuesdays

7-9 pm

Feb 12- March 19

Reg. Fee: \$88

100.0102

SPANISH—BEGINNING II

Designed for the student who has had at least 6 weeks of beginning Spanish. You will build on the skills you have in order to develop a better understanding and use of Spanish.

Instructor: **Michael Hughes**

6 Wednesdays

7-9 pm

Feb 13- March 20

Reg. Fee: \$88

100.0301

BEGINNING CONVERSATIONAL ITALIAN

Planning a trip to Italy? Have you wished you could speak and understand Italian? This is the class for you. This course offers students the basic tools needed to successfully understand and communicate in Italian. Students will be introduced to the fundamentals of Italian and will build and practice a functional everyday vocabulary. Classes are based upon colloquial Italian linked to grammatical rules, explanation, written exercises and discussions.

Textbook: "Learn Italian the Fast and Fun Way" by Marcel Danesi- Barron's 3rd Edition – (Available on Amazon)

Manuela Terenzi is a native speaker of Italian who completed her education in Milano, Italy. She has successfully taught Italian for more than ten years at different institutes and colleges.

6 Tuesdays **6-8 pm**
Feb 5- March 12 (no class on Feb 18) **Reg. Fee: \$88**

100. 0302

BENTORNATI CARI AMICI!!

If you have some previous knowledge of Italian and wish to improve and expand your conversational skills, this is the class for you! Communication skills, reinforcement of Present Tense, Past Tense, prepositions, vocabulary, reading and pronunciation will be emphasized.

Textbook: "Living Language – Ultimate Italian- Beginner Intermediate " by Bancheri and Lettieri – (Available on Amazon)

Manuela Terenzi is a native speaker of Italian who completed her education in Milano, Italy. She has successfully taught Italian for more than ten years at different institutes and colleges.

6 Mondays **6-8 pm**
Feb 4 -March 18 (no class on Feb 18) **Reg. Fee: \$88**

100.0502

ACCENT REDUCTION – INTERMEDIATE/ADVANCED

This class provides intermediate to advanced instruction in the English language arts for the second language learner. Gain confidence as you start to speak English more clearly by improving your diction and pronunciation. Increase your English oral communication skills by practice in conversation and pronunciation. The instructor will address the individual needs of each student to assist them in overcoming difficulties and improving their oral communication and language arts skills. Prerequisite: Completion of intermediate English instruction and ability to speak English.

Instructor: **Edward Chamourian**

6 Wednesdays **6:30-8:30 pm**
February 20-March 27 **Reg. Fee: \$88**

100.0501

ENGLISH FOR THE FOREIGN BORN – INTERMEDIATE/ADVANCED

Increase your English oral communication skills by practice in conversation and pronunciation and by reading aloud. Develop your vocabulary and knowledge of English grammar and become more comfortable using the English language.

Instructor: **Edward Chamourian**

6 Thursdays **6:30-8:30 pm**
February 21-March 28 **Reg. Fee: \$88**

100.0505

ENGLISH FOR THE FOREIGN BORN – *Beginning*

Learn English basics! Grammar, Pronunciation, Vocabulary and more. In this class, we will learn and practice the English language at a beginner level for people who do not speak English as their first language. The instructor will see the needs of all his students and help them build a good foundation for the English language journey.

Instructor: **Edward Chamourian**

6 Tuesdays **6:30-8:30 pm**
February 19 – March 26 **Reg. Fee: \$88**

Fine Art

120.0101

ADVENTURES IN WATERCOLOR—*Beginning*

Beginning watercolor is about the basics of traditional approach to this medium as set down by the masters. The class will include:

- Washes: How to make solid, graded and layered washes which are central to watercolor
- Values (tone): How to apply washes to an actual painting
- Composition: How to compose a picture
- Use of photos as reference: How to create a spontaneous impression
- Introduction to color: How to mix colors
- Painting pictures: (A materials list is available upon registration, through the extension office or in the "Questions" section of our website.)



Instructor: **Charles Knecht**

6 Thursdays **7:00pm-9:00 pm**
February 21- March 28 **Reg. Fee: \$99**

120.0202

ROUGH SKETCH TO FINISHED DRAWING

—*Beginning Drawing*

In the beginning class you will learn about capturing the essence of a subject in moments with a rapid sketch that you will develop to a finished line drawing. Quick sketches help the student to see more accurately by concentration on the whole subject(s) rather than details.

(A materials list is available upon registration, through the extension office or in the "Questions" section of our website.)

Charles Knecht was born in NYC. He attended the High School of Art and Design, then went on to the School of Visual Arts, where he studied with Byrme Hogarth and John Gundefinger. His paintings have been exhibited across the United States, England, Germany and Spain.

6 Tuesdays **7:00pm-9:00 pm**
February 19- March 26 **Reg. Fee: \$99**

CULTURAL DISCOVERY

HOW TO MAKE LEADED GLASS WINDOWS

An introduction to the basic steps and techniques needed in glass cutting, color coordination and assembly of your own personally designed panel. Create a handcrafted art piece in a nearly lost art using a traditional or contemporary design.



Larry Joers has over 30 years of experience working with stained glass. He has been teaching window art for more than 26 years and is the owner of Dragonfly Stained Glass.

6 Thursdays **6-8 pm**
February 21- March 28 **Reg. Fee: \$96**
(Cost of materials will be approximately \$150 for tools and the cost of glass.
All materials and tools are sold to enrolled students at a 10% discount.
DO NOT PURCHASE MATERIALS BEFORE 1ST CLASS.)

120.0109 PAINTING IN ACRYLIC (15 yrs.-adult)

Find your hidden talent as an expressive painter in acrylic medium. This course covers the fundamentals, but encourages imaginative and creative individual expression. Start your journey and enjoy a hobby for a lifetime. (A materials list is available upon registration, through the extension office or in the "Questions" section of our website.)

Margo Gravelle as a painter and instructor has helped many discover hidden talents and develop skills in the hobby of painting.

6 Tuesdays **6-8:30 pm**
February 12- March 19 **Reg. Fee: \$99**

120.0501 DIGITAL PHOTOGRAPHY BASICS I

The essentials of digital photography basics are taught in a newly expanded three meeting format. Students will learn the various functions and modes of the digital camera and the creative applications of that knowledge. In class shooting demonstrations will reinforce the student's knowledge of the three elements comprising exposure. Students must have a digital point and shoot, hybrid, or DSLR with modes available for class use.

Instructor: James Mahoney

3 Wednesdays **7-9 pm**
February 20-March 6 **Reg. Fee: \$85**



120.0502 DIGITAL PHOTOGRAPHY BASICS II—VISUAL COMMUNICATION

The essentials of visual communication through the digital photography medium. Students will learn the basics of composition, elements of design, and lighting to achieve creative results. Students must have a digital "point and shoot" with modes or "SLR" camera available for use.

Instructor: **James Mahoney**

2 Wednesdays **7-9:30 pm**
March 13 & 20 **Reg. Fee: \$70**

120.0503 DIGITAL PHOTOGRAPHY BASICS III— FOCAL LENGTHS TO FILTERS

Explore the visual effects of various focal lengths and filters and their

Creative applications. Students will learn how to create dramatic perspectives through selection of lens focal length from wide angle to telephoto. The use of filters to enhance image quality and creativity will be discussed. Students will learn the art of constructing filters from everyday household items. Student must have a digital "point & shoot" or SLR camera available for use.

James Mahoney, BFA Photography, is a graduate of Brooks Institute of Photography and has instructed classes at Calumet University, City of Santa Clarita, Columbia College Hollywood, University of Judaism, and the University of Nevada Las Vegas.

2 Wednesdays **7-9:30 pm**
March 27 & April 10 **Reg. Fee: \$70**

120.0302 CALLIGRAPHY – Spenserian Script



This beautiful Spencerian Script was used for many years and was the forerunner of the Palmer Script that was taught in our schools. In addition, students will learn off-hand flourishing to create birds and feathers. Materials List Needed: Obliq penholder, hunt 22 b pennib, Higgins Eternal Ink, Canson Marker Pad 9x12

Shirley Frankel is a credentialed Fine Arts Teacher and Calligraphic Artist with over 20 years of experience. Her clients include The Ahmanson Foundation, The Getty Museum, L.A. County Museum of Art, and The Museum of Television and Radio

6 Saturdays **10 am-12 pm**
February 9- March 23 **Reg. Fee: \$92**
(No Class on Feb 16)

120.0702

IKEBANA SOGETSU

Ikebana is the beauty and simplicity of floral arrangements to complement your home. It is the entrance to a rich and creative world. Using fresh or dried branches, leaves and/or flowers, students will create a new and different arrangement each week to take home and enjoy. The first week's lesson will encompass a demonstration by the teacher and instructions for supplies and materials to bring to future classes. Each following lesson will include a demonstration by Mrs. Kassarian followed by your creation of an individual flower arrangement.

4 Saturdays

9:30-11:30 am

February 23- March 16

Reg. Fee: \$200

(+\$25 textbook fee for new student's payable through the extension office)

(Flowers included in registration fee)

Kyoko Kassarian has been granted the highest degree, Riji, by the Sogetsu School of Ikebana in Japan. She has received numerous awards in both the United States and Japan, and her arrangements have been featured in newspapers and magazines.



Performing Arts

142.6007

IMPROVISATIONAL ACTING

Whether you're an actor or are simply interested in the craft, tap into your "kid" energy with improvisational acting! Through a series of games, exercises and scenes, you will heighten your focus, strengthen your listening, concentration and reactionary skills, and build confidence. You'll even learn how to respond to situations with humor. Come join the fun and enhance your natural creativity in this uplifting class. Adults 18 & over only. Class is interactive and involves a lot of physical movement.

Tim Simek is a working actor, director, producer as well as improv performer with 25+ years experience in the entertainment industry. Besides numerous film, TV, web series and stage credits, he is the founder/owner/director of the L.A.-based comedy improv group, Slow...Children at Play (S...CAP). S...CAP, the award-winning improv group that Simek founded in 1998, performs regularly in North Hollywood and won 2018 Best Comedy Club per the L.A. Voter Hot List. S...CAP also won the 2017 Valley Theatre Award for Best Improv Show and the 2016 Valley Theatre Award for Best Ensemble-Improv. Tim has been teaching at Pierce since 1998 and many of his students have booked national commercials as well as feature film and TV roles.



5 Wednesdays

7:00pm-9:30pm

February 20- March 20

Reg. Fee: \$89

148.7003

WRITING INSIDE-OUT

Our best stories are those we are most passionate about. They make us love, hate, desire, fear, hunger for revenge, pine for justice, and more. Whether writing a first story or a novel the simple but powerful technique used by Noel Anenberg in Writing Inside-Out helps writers discover the passion in their writing. Each student writes two to three pages for each class session then reads their writing to the class. Each writer's work is critiqued with caring, constructive, and insightful comments by the instructor. Writing Inside-Out is an excellent opportunity to write in a friendly, non-judgmental, and enjoyable environment.

Noel Anenberg, a contributor to the Los Angeles Times, is a graduate of the University of Southern California's Master of Professional Writing Program. He is a published fiction and non-fiction writer and an empathic teacher who enjoys working with writers. Mr. Anenberg has taught high school English, college English, and led writing workshops at the Skirball Cultural Center.

5 Thursdays

6:30pm -9:30pm

February 7- March 14

Reg. Fee: \$103

(no class on Feb 28)

30.0811

AN INTRODUCTION TO VOICEOVERS...

(Getting Started in Voice Acting)

"Wow, you have a great voice!" Have you heard that? More times than you can count? Or maybe you listen to your favorite audiobooks, commercials, or cartoon characters and think, "I could do that!" If so, then you could have what it takes to begin working as a professional Voiceover Artist. Explore the voiceover industry with your instructor, a professional, working voice actor from the voice acting training company, Voices for All. Discover current trends in the industry and how they make it easy and affordable for just about anyone to get involved. In this one-time, 2 hour introductory class, you'll also learn about the different types of voiceovers and the tools you'll need to find success. And then . . . we're rolling! Your instructor will take notes on your performance so you can receive a professional voiceover evaluation later. After the class, you will have the knowledge necessary to help you decide if this is something you'd like to pursue. 18 and over. You owe it to yourself to finally explore the possibilities of this fun and rewarding job. Instructor: **Eric Smies**, has been a professional voiceover actor since 2002 and is very happy to be here with Voices for All. Starting off as a stage actor performing in shows from Shakespeare to Guys and Dolls all across the country, he decided to take a break from the "road". He went through a coaching and training program in Chicago, had his demo produced, started his voiceover career and never looked back, enjoying every time he was able to get in the studio and play. He's done voiceover work for companies like KFC, Subaru, AT&T, Walmart, Public Storage, Best Buy, XBOX, Lifetime Fitness, Culvers and Oscar Myer among many others. Eric is eager to share his knowledge of voiceover and the industry, as well as his vast array of professional experiences, and to have some fun getting YOU excited about it. "Because, really, fun is the name of the game".

1 Thursday

6:00pm-8:00pm

March 14

Reg. Fee: \$58

CULTURAL DISCOVERY

142.6002

HARMONICA, BREATHING AND da' BLUES

Songs, Rhythms and da Blues! Our focus is on having FUN as we learn powerful breathing technique to make popular melodies and rhythms come alive. We will practice deep breathing techniques to make you and your harmonica come alive! Special focus on the many tricks to get that sound that makes the harmonica wail, moan and cry the blues! No experience necessary. 10 hole key of "C" harmonica required.

Dave Broida - is an experienced teacher/student/performer of 20 years. He loves sharing his music, especially with those who do not consider themselves musical. Music is for everyone who wants it!

1 Tuesday

6-8 pm

March 5

Reg. Fee: \$68

(\$15 material fee for instructional CD and handouts is included in registration fee)

142.6020

BEGINNING UKULELE — LEVEL 1

(10 years to Adult)

Learn fundamental skills to get you playing ukulele in this entertaining, hands-on class. We'll work on rhythm, strumming patterns and some finger picking. With a few basic chords you can play along with others and accompany yourself on a multitude of songs. Learn to find the right key for your voice and where the notes are on the fret board. Bring your own ukulele.

Dale La Duke is an award winning singer- songwriter, guitarist, and ukulele performer. Class is limited to 15 students.

6 Thursdays

6:30 pm- 7:30pm

February 21- March 28

Reg. Fee: \$89

142.6022

BEGINNING UKULELE — LEVEL 2

(10 years to Adult)



You've got the basics down, now you're ready to learn more advanced techniques in strumming and chord progression. Hone your skills and have fun in this Level Two class.

Prerequisite:

a rudimentary knowledge of ukulele is required. Anyone that has some previous experience playing the Ukulele is also eligible for the Level 2 class.

Dale La Duke is an award winning singer songwriter, guitarist, and ukulele performer. Class is limited to 15 students.

6 Thursdays

7:30pm-8:30 pm

February 21- March 28

Reg. Fee: \$89

142.6025

HARMONY SINGING

Ever tied to sing harmony in a group or choir but found it difficult if not impossible? Do the other voices around you pull you to their note? Or do you just love to sing?!

Award winning singer/songwriter/ Instructor **Dale LaDuke** will show you how to isolate the different parts and identify the melody and then how to sing each harmony . . . even if you think you are "tone deaf!"

Instructor: **Dale La Duke**

6 Thursdays

8:30pm-9:30 pm

February 21- March 28

Reg. Fee: \$89

142.6023

FIND YOUR VOICE (TEEN - ADULT)

A group singing workshop in a judgment free environment where students learn safe and effective vocal techniques using numerous exercises that help the student find their authentic singing voice.

Students will learn:

- Healthy breathing techniques
- How to release tension from the body and voice
- How to develop flexibility and strength.
- Tone placement, resonance and bridging registrations
- How to increase range

Weekly performance opportunities will give new singers the courage to stand and deliver a song with true emotional connection. The instructor will give feedback and coaching in a masterclass setting.

6 Mondays

6:00pm-7:30pm

February 11- March 25

Reg. Fee: \$84

(no class on Feb 18)

142.0109

SONGWRITING (TEEN – ADULT)

A songwriting workshop in a supportive environment where students learn how song is crafted and the tools they can use to express their ideas effectively. The student will learn how to draw stories from daily life, song structure, the importance of song premise and title, use of vivid imagery, rhyme and meter, use of devices (metaphor, alliteration, repetition, contrast, etc...), melodic arc, harmonic structure and an understanding of basic music theory.

Students will complete one song over the course of the class, each week building the song with the assigned steps. Students will share their assigned work in class and will be provided feedback and guidance in a participation driven master class setting.

Anna Montgomery is an international singer and songwriter with over 25 international releases and five #1 hits in Europe. She has released 7 independent records in the US, toured with Grammy winner, Shelby Lynne, and appeared on Jay Leno's Tonight Show, David Letterman, and the Ellen Show. She is a Los Angeles Music Award winner and recipient of a Los Angeles Women in Music Comet Award and can be heard throughout film and television and has written for publishers including Disney and Pulse Publishing. She has been teaching music privately for nearly 20 years and her practice includes voice, piano, songwriting and ear training.

6 Mondays

7:30p – 9:30pm

February 11- March 25

Reg. Fee: \$136

(no class on Feb 18)



166.0103

INTRO TO GUITAR I

(10 yrs. to Adult)



Playing the guitar is one of the “coolest things” you can do! Grab your guitar (Acoustic or Electric) and LEARN HOW TO ROCK. In 6 short weeks you will learn how to read tab, understand where the notes on the guitar neck are as well as walking away with a serious arsenal of Classic Rock licks. Scales and Power Chords which will build the foundation of a lifetime of enjoyment making music. If you are taking your new guitar out of the case for the first time or wanting to brush up on the basics, this class is for YOU...!

Dan Sindel has 30 years + experience of teaching, recording and performing live concerts. Dan has received international recognition through his innovative recordings and has earned features in both *Guitar Player* and *Electronic Musician* magazines.

6 Wednesdays **6:00pm-8:00pm**
February 20- March 27 **Reg. Fee: \$149**

142.6004

BEGINNING PIANO

(12 yrs.-Adult)

Have you always wanted to learn to play the piano? Well, here's your chance! This class starts at the very beginning with rhythms note reading and basic piano skills. No previous musical atmosphere for enjoyable and fun learning.



Students must supply their own book, *Adult Piano Method - Book 1: Lessons, Solos, Technique, & Theory Bk/Online Audio* (Student Piano Library) Paperback – March 1, 2005

by **Fred Kern (Author)**, **Barbara Kreader (Author)**, **Phillip Keveren (Author)**, **Mona Rejino (Author)**
Books available online at Amazon.com.

Sarah Olim has a degree in Piano Pedagogy from University of Texas in Austin.

6 Sundays **1:00pm-3:00pm**
February 10-March 24 **Reg. Fee: \$149**
 (no class on Feb 17)

166.1115

ONE-ON-ONE PIANO

(5 YEARS-ADULT)

If you are looking for one-on-one piano lessons, you've found it! Private instruction is the best way to learn to play the piano. In these 30 minute sessions, children or adults will progress at their own pace; beginners focus on note reading, rhythm reading and music theory, and more advanced levels will work on chord progressions and inversions, and piano technique. Materials used will depend on experience and music style. Students should have a piano/keyboard at home for daily practice.

Sarah Olim has a degree in Piano Pedagogy, from University of Texas in Austin.

6 Sundays **3:00pm-3:30 pm**
February 10-March 24 **Reg. Fee: \$219**
 (no class on Feb 17)

6 Sundays **3:30pm -4:00 pm**
February 10-March 24 **Reg. Fee: \$219**
 (no class on Feb 17)

6 Sundays **4:00pm -4:30 pm**
February 10-March 24 **Reg. Fee: \$219**
 (no class on Feb 17)

6 Sundays **4:30pm-5:00 pm**
February 10-March 24 **Reg. Fee: \$219**
 (no class on Feb 17)

6 Sundays **5:00pm-5:30 pm**
February 10-March 24 **Reg. Fee: \$219**
 (no class on Feb 17)

6 Sundays **5:30pm-6:00 pm**
February 10-March 24 **Reg. Fee: \$219**
 (no class on Feb 17)

Dance

141.0101

BEGINNING SOCIAL BALLROOM

Dances include Swing & Foxtrot. Easy to learn steps, focus on musical rhythm, and lead and follow.

Couples registration is not required.

Instructor: **Ken Wagner**

6 Tuesdays
February 12- March 19



7:00pm-8:00pm
Reg. Fee: \$69

141.0103

BEGINNING LATIN BALLROOM

Learn easy basic steps in both Salsa and Cha Cha, emphasis on lead and follow. Cuban motion and timing. Couples registration is not required.

Instructor: **Ken Wagner**

6 Tuesdays
February 12- March 19

8:00pm-9:00pm
Reg. Fee: \$69

CULTURAL DISCOVERY / RECREATION

141.0204

BEGINNING COUNTRY WESTERN LINE DANCING

Plus Two Step, Waltz & Cowboy Cha Cha

This is a great class to learn the basics in country dancing. You will not only learn all the classic line dances, such as Electric Slide, Black Velvet, Tush Push, My Maria, The Cowboy and Ten Step Polka, but you will also learn the basic Two Step, Waltz and Cowboy Cha Cha. At the end of the session you will be able to step onto the dance floor with confidence! Partner's helpful but not required. Instructor: **Linda Goldstein**

6 Thursdays 7:30pm-8:30 pm
February 21- April 4 Reg. Fee: \$69
(no class on March 14)

141.0105

BEGINNING, BEGINNING BALLROOM

If you think you have two left feet, then this class is for you. "If you can walk, I can teach you to dance". Learn simple patterns, lead and follow and an understanding of the beat. Featured dances will be Foxtrot, Waltz, Rumba and East Coast Swing. Gain the confidence to leave your chair and start dancing! Couple registration is not required.

Betty Cates, is formally trained Arthur Murray dance instructor and Director of her own dance studio and brings to her current dance program many years of professional experience.

6 Fridays 7:00pm-8:00pm
February 22-March 29 Reg. Fee: \$69

141.0106

SALSA – RED HOT

Latin dances included in this course are: Rumba, Cha Cha, Salsa and Meringue. Basic steps and popular variations of each dance will be covered. Introduction of the Rumba hip-motion will be included and its use in Mambo and Cha Cha. Focusing also on lead, follow and timing. Couple registration not required.

Instructor: **Betty Cates**

6 Fridays 8:00pm-9:00pm
February 22-March 29 Reg. Fee: \$69

141.0221

BALLET FOR ADULTS

—Beginning

There is no better way to develop poise, grace, strength, and flexibility than with the fundamental technique of the beautiful art of ballet. An excellent foundation for all dance, this beginning course will focus on basic ballet technique and simple combinations. You will enhance self-esteem and build self-confidence while getting in shape! Students should wear leotards and tights or leggings. Ballet shoes are required. NO STREET SHOES IN STUDIO.

Instructor: **Jacqueline Eusanio**

6 Thursdays 5:30pm-6:30 pm
February 21- March 28 Reg. Fee: \$69



141.0202

MIDDLE EASTERN DANCE

— Beginning/Intermediate

No dance has ever exerted a more powerful fascination than Middle Eastern Belly Dancing. You will develop poise and confidence while learning the most exotic and eloquent of all dances. Basic technique, rhythms, veil and finger cymbals are all part of this exciting class. Getting in shape was never so much fun!

Jacqueline Eusanio holds a B.S. and M.S. in Kinesiology/Dance and has more than 40 years' experience

as a professional performer, teacher, and choreographer.

6 Thursdays 6:30pm-7:30 pm
February 21- March 28 Reg. Fee: \$69



141.0203

MIDDLE EASTERN DANCE II

—Intermediate/Advanced

Designed for those who have completed the Beginning Belly Dance course or who have studied basic belly dance technique, this exciting class will focus on the complete dancer and will include more advanced dance routines, finger cymbal patterns, veil work, and an introduction to floor work. You will learn how to develop your own individual style, and design and create your own costume. Whether you are interested in dancing professionally or in just having fun while getting in shape, this is the class for you! NO BEGINNERS PLEASE.

Instructor: **Jacqueline Eusanio**

6 Thursdays 7:30pm-9:00 pm
February 21- March 28 Reg. Fee: \$69

Exercise



141.0126

ZUMBA GOLD

The Zumba Gold® program takes Latin and international dance rhythms and brings them to the active older adult and more beginner/ intermediate student. The basics of Zumba are emphasized for a safe yet effective total body workout for those just starting their journey to a fit and healthy lifestyle. A dance-fitness class's friendly and fun. COME JOIN THE PARTY!

Linda Goldstein is a certified Zumba Gold instructor.

6 Thursdays 6:30pm-7:30pm
February 21- April 4 Reg. Fee: \$69
(no class on March 14)

Eastern Health

**17.0301
TOTAL CONDITIONING WITH KUNDALINI YOGA**

Strengthen the body, achieve balance and flexibility, increase energy reserves and release tensions with regular practice of these scientifically tested techniques which include breathing, stretching and movement exercises as well as meditation. Immediate benefits of yoga include a feeling of deep relaxation and fulfillment and the integration of body, mind and spirit. Experience this inner source of energy and creative potential and realize profound peace and joy in your daily life.



Stephen Zelman has over 40 years' experience as an instructor in yoga, as well as healing and martial arts. He was trained and certified as an instructor by the master of Kundalini yoga, S.S.S. Harbhajan Singh Puri (Yogi Bhajan).

7 Mondays **7-9 pm**
February 11- April 1 **Reg. Fee: \$112**
 (no class on Feb 18)

**17.0303
T'AI CHI CH'UAN —CHINESE STYLE**

Slow, sustained yet energetic movements to keep you healthy and young. Elements of the art to release tension and promote well-being are covered. Good for all ages. Can be practiced any time and place and in any weather.

Cecilia Lee received her T'ai Chi training in China from a famous Chinese Master. She has been teaching T'ai Chi Ch'uan since 1975.

6 Wednesdays **6:30 pm-8:30 pm**
February 13-March 27 **Reg. Fee: \$96**
 (no class on March 6)

**Order Your
Parking Permit
BY PHONE**

Parking permits may now be purchased by Phone for Extension classes meeting 6 weeks or longer. Before your class begins, you may call 818-719-6425 to purchase your permit, and we will mail it to your home.

No lines, no hassles.

Please call at least 10-days prior to your class start date to allow mail delivery.



OPEN RECREATION WEIGHT ROOM

An unstructured community recreation program. Limited to participants 14 years and above.

Badminton	
Sat	5:00PM-11:00pm
North Gym	\$5
Weight Training	
Mon, Wed, Fri	6:30-8:30pm
Fitness Center	\$4

Recreation & Fitness

**05.0601
BEGINNING TENNIS**

No previous tennis experience needed. Basic instruction in groundstrokes, serve and return-of-serve, volley and rules, scoring and playing procedures.

Instructor: **Afshin Zand**
8 Thursdays **6:00pm-7:00pm**
February 21- April 11 **Reg. Fee: \$106**

STUDENTS MUST BRING ONE UNOPENED CAN OF TENNIS BALLS



**ADVANCED TENNIS:
SKILLS & DRILLS**

The drills in these 2 week classes will help tennis players build on their strengths and clean up their tennis playing tactics and strokes.

**05.0605
DROP SHOTS**

Players will learn forehand and backhand drop shots and increase awareness of when to play them.

2 Thursdays **7:00pm-8:00pm**
Feb 21 & 28 **Reg. Fee: \$35**

**05.0606
SERVE**

Learn to improve accuracy, spin, and power while gaining an understanding strategies.

2 Thursdays **7:00pm-8:00pm**
March 7 & 14 **Reg. Fee: \$35**

**05.0607
VOLLEY**

In this class, we will practice volley forehand and backhand swing routine exercises to help players develop endurance, stamina, grip and agility.

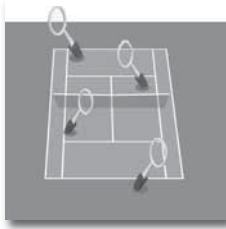
2 Thursdays **7:00pm-8:00pm**
March 21 & 28 **Reg. Fee: \$35**

RECREATION

05.0608 DOUBLES

Players will learn how to properly play tennis with a partner. Enhancing the tactics of the "I formation," communication between partners, and knowing when to switch and poach.

2 Thursdays
7:00pm-8:00pm
April 4 & 11



Reg. Fee: \$35

STUDENTS MUST BRING ONE UNOPENED CAN OF TENNIS BALLS

15.1202 COED INDOOR VOLLEYBALL *Intermediate/Advanced*



Prerequisite: Student must have some volleyball experience, know basic rules and be able to consistently pass the ball with accuracy. Passing, setting, hitting, serving, body positioning and court coverage will be emphasized. Offensive and defensive strategies will be discussed. Skills such as blocking, diving and rolling will be covered and doubles through six-man games will be played. A review of rules and regulations along with drills will help make this class informative and fun for all players. Lots of games will be played! Minimum age: 16 yrs.

Instructor: **Young Cho**
6 Thursdays
February 21- March 28

8-10 pm
Reg. Fee: \$58

08.0501 HORSEBACK RIDING —BEGINNING (16 YRS. & UP)

A fundamental class in English and Western riding designed to teach horseback riding to students with little or no previous experience. Emphasis will be on equestrian education on the ground and in the saddle. NOTE: This is a physically strenuous program. First meeting covers safety, grooming and saddling and attendance is mandatory for participation in the class.

Instructor: **Rod Bergen**
Saturdays **8:30 am-10:30 am**
February 23- March 30 **Reg. Fee: \$150**
(Due to limited number of large horses, certain individual height & weight restrictions will apply for safety reasons.)



08.0503 HORSEBACK RIDING —CONTINUING (16 YEARS & UP)

Prerequisite: Successful completion of a Beginning I Horseback riding class at Pierce College within the last three years and approval of the instructor. This class will give the student the opportunity to utilize the skills learned in the preceding class while participating in group fun-filled riding activities.

Instructor: **Rod Bergen**
Saturdays **10:30 am-12:30 pm**
February 23- March 30 **Reg. Fee: \$175**
(Note: This is a physically strenuous program)

Rod Bergen has been teaching horseback riding at Pierce for over 18 years, has been certified by the American Riding Instructors Association and has been qualified as a Law Enforcement Mounted Patrol Instructor. He has also conducted many clinics in proper horse handling and communications and has managed his ranch in the Santa Monica Mountains (where he owns horses) for over 25 years.

08.0510 BEGINNING RIDING CLASS

This class is for anyone wanting to learn how to handle and ride a horse. You will learn from the ground up how to catch, halter, lead, groom, tack and untack a horse as well as how to mount and dismount, walk, steer, stop, and back a horse. You may also learn how to trot and negotiate obstacles. No experience is needed, all equipment is provided. You must have riding shoes with heels, wear jeans and a shirt and bring a bandana to participate in class. Instructor: **Katrina Britner**

6 Mondays **7-9 pm**
February 11- March 25 **Reg. Fee: \$150**
(no class on Feb 18)

08.0511 INTERMEDIATE RIDING CLASS

Prerequisite: Successful completion of Beginning Horseback riding class at Pierce College within the last three years and approval of the instructor.

For students who have learned the basics of catching, grooming, saddling and bridling from a Pierce College Instructor within the last 3 years, this class will feature more riding basics. Learning how to move the front feet and back feet independently; learning how to ask your horse to change direction or speed in time with their cadence / foot falls, including walk, trot, halt and back.

Instructor: **Katrina Britner**
6 Wednesdays **7-9 pm**
February 13- March 20 **Reg. Fee: \$175**

Katrina Britner, Adjunct Faculty at Pierce College, began showing horses in PeeWee Walk/Trot since she was 6 years old. A Pierce College alumni, she found Natural Horsemanship and has continued the practice ever since, helping all levels of riders to realize the powerful bond that can exist between a horse and a rider. No riding the first day but you will take horses out and groom them as well as go over any paperwork needed for class.

This class is physically strenuous and riders should be in good health to attend class.

SWIM FITNESS

03.2052
AQUA AEROBICS



This fun, fat-burning fitness workout incorporates cardiovascular and muscular conditioning, while improving posture and promoting flexibility and stamina. The techniques used in this shallow water exercise are designed for swimmers and non-swimmers.

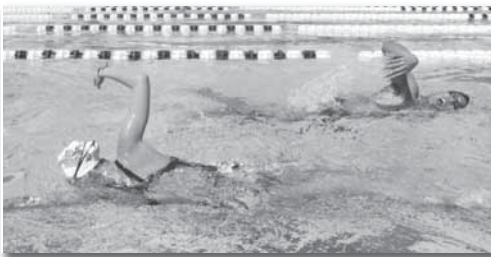
Deborah Hefter, MA, Swimming Pool Supervisor at Pierce College. She has over 10 years of aquatic

AQUA PASS –

15 CLASSES TO USE @ OWN PACE – \$105

M/W/F 11:00am-11:55am January 7 – February 1
M/W/F 8:30am-9:25am February 11 – May 31

03.2001
LAP FITNESS SWIMMING & WATER WALKING



A lap swimming fitness program for overall body conditioning through self-directed aerobic swimming. A lifeguard is on duty.

Swim Staff, Pierce College Lifeguard, Swim Instructor

LAP PASS – 20 SWIMS for \$70
(LAPC Students with ID) Reg. Fee: \$60

Must be purchased in extension office
No refunds will be given for lap swim passes. Lost or stolen passes will not be replaced

January – April

Monday-Friday 7-8am, 11am-1pm, 5-7pm

PIERCE COLLEGE COMMUNITY EDUCATION
Online Learning

COMPUTER APPLICATIONS • WEB DESIGN • BUSINESS
ACCOUNTING & FINANCE • TECHNOLOGY
AND MORE...

Online classes and pricing available at our
Online Instruction Center
www.ed2go.com/piercext

03.2000
SOUTH WEST AQUATIC MASTERS

– **Swim team (19yrs. & up)**

Come join the swimmers of SWAM as you get in shape and have fun competing in US Masters Swim meets. Our workouts are designed to increase the efficiency of your strokes and to improve your strength and endurance. Team dues include most equipment, well designed workouts and on-deck coaching! If you are a tri-athlete, swimmer or just serious about fitness, we have up to 10 workouts per week to fit your schedule. Call the pool phone 818-710-4343 or Pierce Extension 818-719-6425 for further info. Prerequisite: Must be able to swim at least 2 of the 4 competitive strokes continuously at an approximate rate of 1 mile/30 minutes.

Swim Staff, Pierce College Lifeguard, Swim Instructor

JANUARY || Jan 2-31

Monday - Friday 6-7 am
Monday - Friday 12-1 pm

FEBRUARY || Feb 1- 28

Monday - Friday 6-7 am
Monday - Friday 12-1 pm

MARCH || March 1-29

Monday - Friday 6-7 am
Monday - Friday 12-1 pm

APRIL || April 2-30

Monday - Friday 6-7 am
Monday - Friday 12-1 pm

Team Dues: \$70 monthly

Team Dues: \$190 quarterly

(Senior / Staff Discount per month with valid ID): \$ 65

(Senior / Staff Discount quarterly with valid ID): \$ 185

(Make checks payable to L.A.P.C.)

YOUTH COMPETITIVE SWIM PROGRAM

—(6-18 YRS)

In this year-round swim program, children learn advanced level swim techniques from coaches and trainers using a competition based curriculum. Training includes dryland exercises, stroke technique instruction and conditioning in preparation for competition.

Prior to participation, children must have some swim lesson experience and an interest in competitive swimming, as well as attend a mandatory tryout. Please contact Stacey to schedule a tryout at

818-665-6284 or email crestswim@aol.com.

Stacy Smith, Swim Coach.

Please submit your Registration Form (located on page 23) to the Pierce Extension Office via in-person, phone or fax.

Swim Levels and Monthly Registration Fees:

JANUARY Jan 2-31 03.2021 MIGHTY MITE/NOVICE
Mon-Fri, 5-7pm REG. FEE: \$125

FEBRUARY Feb 1-28 03.2022 AGE GROUP
Mon-Fri, 5-7pm REG. FEE: \$135

MARCH March 1-29 03.2023 PRE-SENIOR
Mon-Fri, 5-7pm REG. FEE: \$145

APRIL April 2-30 5-7pm

KIDS COLLEGE



Kids College

160.0401

KIDVESTMENTS

Money and Investment Basics for Kids and Teens (9-14 yrs.)

All young people should be introduced to money and investment basics early in order to make responsible financial decisions throughout their lives. Students will learn the difference between want vs. need, asset vs. liability and how to grow money by saving and investing, which will lead to success.

Additionally students will learn valuable communication skills, make new friends and play money games.

- History of money
- instruments for savings
- how to read stock tables
- Investment vocabulary
- money myths debt
- track investment performance

Give your kids an early start toward future financial success by enrolling them in this informative and lively workshop!



Kurt Lowry is a school administrator, teacher, and test preparation lecturer. A former Naval Reserve Public Affairs Officer, Kurt also has a background in mortgage banking training and performance consulting and is a former Pierce College Instructor in "Public Speaking Basics" and "English as a Second Language." He owns a small business, KidVestments, SM an education and training company that invests in tomorrow's future, today...our Kids!

2 Saturdays
March 2 & 9

9 am-12 Noon
Reg. Fee: \$72

Each student will receive his or her own workbook and pencil to keep (included in class fee).

30 || Pierce Extension || Winter 2019

160.0402

KIDVESTMENTS

PUBLIC SPEAKING BASICS FOR KIDS AND TEENS (9-13 yrs.)

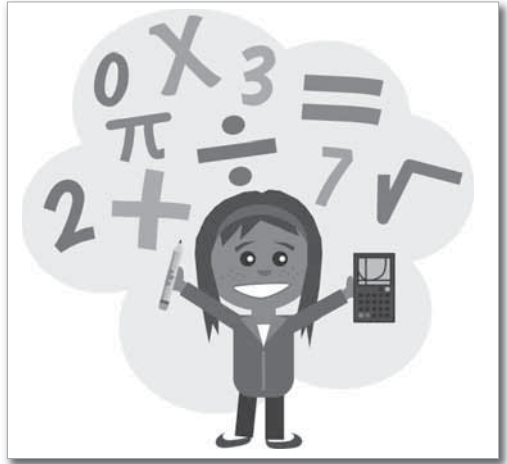
Even with today's advances in communication and technology, the ancient art of public speaking remains an important part of people's lives. In this fun and interactive workshop, kids and teens will prepare, practice, and present informative and persuasive speeches, overcome speaking anxiety and shyness, make new friends, and learn about some of the greatest speeches of the 20th century! Your kids will not want to miss this important workshop.

Instructor: **Kurt Lowry**

2 Saturdays
March 2 & 9

1-3 pm
Reg. Fee: \$63

PRE-ALGEBRA & ALGEBRA



Does higher math scare you? Crack the code! It is possible to conquer, grasp, and actually enjoy it. Algebra is just a logical mental procedure in attacking problems. Students should bring homework and questions to work on hard-to-grasp concepts. Classes are limited in size, so register early!

Sandbox Staff members have Engineering / Advanced Degrees in Computer Science, several with rich experience in the Information Technology field. They have a passion for Technology, and take pride in inspiring students to explore STEM. Sandbox staff are selected to ensure a fantastic learning experience for the students are cherished by Sandbox and its Customers.

160.0513

Algebra I

6 Saturdays
February 23-March 30

10:00am-11:30 am
Reg. Fee: \$139

160.0512

Pre-Algebra

6 Saturdays
February 23-March 30

12:30-2:00 pm
Reg. Fee: \$139



160.0319
AWESOME SCHOOL PROJECTS
WITH MS OFFICE
(Ages 10-17)

Being able to competently use computer for work is no longer an optional skill. Common Core now requires students to be familiar with Computer Usage, and what better way to demonstrate those skills than to master Microsoft Office – for fun, school & beyond. Learn the essential skills for school and beyond. Students complete hands on assignments to explore key features of the world’s most popular productivity tools: Word, PowerPoint & Excel. Students demonstrate their mastery with real world projects based on their topic of interest or a live school project.

Sandbox Staff members have Engineering / Advanced Degrees in Computer Science, several with rich experience in the Information Technology field. They have a passion for Technology, and take pride in inspiring students to explore STEM. Sandbox staff are selected to ensure a fantastic learning experience for the students are cherished by Sandbox and its Customers.

6 Saturdays **3:30 pm-5:00 pm**
February 23-March 30 **Reg. Fee: \$139**

160.0509
MAD MATH I
(Ages 10-13)

Mad about math? Or perhaps, mad at math? Either way, we’ve got you covered! By developing and manipulating interactive computer-powered models, students develop interest in mathematics and reinforce their foundations by exploring popular concepts in Arithmetic, Algebra and Geometry. Aligned with Common Core for 5-8 Grade Mathematics.

Sandbox Staff members have Engineering / Advanced Degrees in Computer Science, several with rich experience in the Information Technology field. They have a passion for Technology, and take pride in inspiring students to explore STEM. Sandbox staff are selected to ensure a fantastic learning experience for the students are cherished by Sandbox and its Customers.

6 Saturdays **2-3:30 pm**
February 23-March 30 **Reg. Fee: \$139**

182.0103
MINECRAFT MODDING Level 1
(Ages 7-12)



Playing Minecraft is cool! Making your own mods is way cooler!! Modify the world’s most popular video game using the world’s most popular visual and code-based modding tools! Students learn how to build and share mods, install mods, make their own blocks, tools, biomes, mobs, recipes, weapons, textures, events, etc. This is a fun and easy way to channel kids’ wild enthusiasm into a love of Computer Programming and Video Game Designing!

Instructor: **Sandbox Staff**

6 Saturdays **10:00 am-12:00 pm**
February 23-March 30 **Reg. Fee: \$151**

160.0301
NATURAL A's
(Ages 10-17)



Any student can significantly enhance grades, self-confidence, and chances for scholarships and college admissions—by performing academic skills in alignment with the brain’s natural patterns. This makes note-taking, reading, studying, memorizing and test taking amazingly efficient. Students will also discover simple methods for understanding math and other subjects, optimizing focus and concentration, and preventing test anxiety. Students of all ages describe this class as “awesome, necessary, and easy to understand.” Parents may register and participate with their children.

Curtis Adney, M.J.D., M.S., graduated at the top of his college class with a 4.0 GPA and has a Juris Doctor degree from Brigham Young University. He conducts numerous academic seminars across the Western U.S.

1 Saturday **9:00 am-12:00 pm**
February 23 **Reg. Fee: \$87**

Music for Kids

142.6004
BEGINNING PIANO
(12 yrs.-Adult)



Have you always wanted to learn to play the piano? Well, here’s your chance! This class starts at the very beginning with rhythms note reading and basic piano skills. No previous musical atmosphere for enjoyable and fun learning.

Students must supply their own book, Adult Piano Method - Book 1: Lessons, Solos, Technique, & Theory BK/Online Audio (Student Piano Library) Paperback – March 1, 2005

by **Fred Kern (Author)**, **Barbara Kreader (Author)**, **Phillip Keveren (Author)**, **Mona Rejino (Author)**
Books available online at Amazon.com.

Sarah Olim has a degree in Piano Pedagogy from University of Texas in Austin.

6 Sundays **1:00pm-3:00pm**
February 10-March 24 **Reg. Fee: \$149**
 (no class on Feb 17)

KIDS COLLEGE

166.1115

ONE-ON-ONE PIANO

(5 YEARS-ADULT)

If you are looking for one-on-one piano lessons, you've found it! Private instruction is the best way to learn to play the piano. In these 30 minute sessions, children or adults will progress at their own pace; beginners focus on note reading, rhythm reading and music theory, and more advanced levels will work on chord progressions and inversions, and piano technique. Materials used will depend on experience and music style. Students should have a piano/keyboard at home for daily practice.

Sarah Olim has a degree in Piano Pedagogy, from University of Texas in Austin.



6 Sundays

February 10-March 24

(no class on Feb 17)

3:00pm-3:30 pm

Reg. Fee: \$219

6 Sundays

February 10-March 24

(no class on Feb 17)

3:30pm-4:00 pm

Reg. Fee: \$219

6 Sundays

February 10-March 24

(no class on Feb 17)

4:00pm-4:30 pm

Reg. Fee: \$219

6 Sundays

February 10-March 24

(no class on Feb 17)

4:30pm-5:00 pm

Reg. Fee: \$219

6 Sundays

February 10-March 24

(no class on Feb 17)

5:00pm-5:30 pm

Reg. Fee: \$219

6 Sundays

February 10-March 24

(no class on Feb 17)

5:30pm-6:00 pm

Reg. Fee: \$219

166.0104

INTRODUCTION TO PIANO

(8-11 yrs.)

Introduction to piano will offer children a first step towards the fun of making music at the piano. Through the use of musical games, projects and written exercises, the children will develop listening skills and acquire the ability to read musical and rhythmic notation. IT IS NOT NECESSARY TO HAVE A PIANO AT HOME.

Sarah Olim, BM, Degree in Piano Pedagogy from the University of Texas in Austin.

6 Sundays

February 10-March 24

(no class on Feb 17)

12-1 pm

Reg. Fee: \$79

Students must supply their own books; Nancy and Randall Faber "I can Read Music – Book 1." Available on Amazon

166.0105

PIANO FOR FUN

(5-8 yrs.)

This preparatory piano class will offer children a creative introduction to musical training at the piano. Through the use of musical games and projects, children will become familiar with the piano keyboard, develop listening skills, learn basic rhythmic notation and be introduced to note reading. This will provide parents with an opportunity to observe their children in musical study. IT IS NOT NECESSARY TO HAVE A PIANO AT HOME.

https://www.amazon.com/GP34-Very-Young-Pianist-Book/dp/0849760313/ref=sr_1_1?ie=UTF8&qid=1543359728&sr=8-1&keywords=bastien+very+young+pianist
Sarah Olim, BM, Degree in Piano Pedagogy from the University of Texas in Austin.

6 Sundays

February 10-March 24

(no class on Feb 17)

11:00 am-12:00 pm

Reg. Fee: \$79

166.0103

INTRO TO GUITAR I

(10 yrs. to Adult)

Playing the guitar is one of the "coolest things" you can do! Grab your guitar (Acoustic or Electric) and LEARN HOW TO ROCK. In 6 short weeks you will learn how to read tab, understand where the notes on the guitar neck are as well as walking away with a serious arsenal of Classic Rock licks. Scales and Power Chords which will build the foundation of a lifetime of enjoyment making music. If you are taking your new guitar out of the case for the first time or wanting to brush up on the basics, this class is for YOU...!



Dan Sindel has 30 years + experience of teaching, recording and performing live concerts. Dan has received international recognition through his innovative recordings and has earned features in both Guitar Player and Electronic Musician magazines.

6 Wednesdays

February 20- March 27

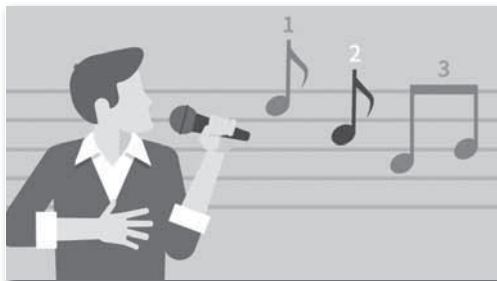
6:00pm-8:00pm

Reg. Fee: \$149

142.6023

Find Your Voice

(teen - adult)



A group singing workshop in a judgment free environment where students learn safe and effective vocal techniques using numerous exercises that help the student find their authentic singing voice.

Students will learn:

- Healthy breathing techniques
- How to release tension from the body and voice
- How to develop flexibility and strength.
- Tone placement, resonance and bridging registrations
- How to increase range

Weekly performance opportunities will give new singers the courage to stand and deliver a song with true emotional connection. The instructor will give feedback and coaching in a masterclass setting.

6 Mondays

February 11- March 25

(no class on Feb 18)

6:00pm-7:30pm

Reg. Fee: \$84

142.0109

SONGWRITING

(teen -adult)

A songwriting workshop in a supportive environment where students learn how song is crafted and the tools they can use to express their ideas effectively. The student will learn how to draw stories from daily life, song structure, the importance of song premise and title, use of vivid imagery, rhyme and meter, use of devices (metaphor, alliteration, repetition, contrast, etc...), melodic arc, harmonic structure and an understanding of basic music theory.

Students will complete one song over the course of the class, each week building the song with the assigned steps. Students will share their assigned work in class and will be provided feedback and guidance in a participation driven master class setting.

6 Mondays

February 11- March 25

(no class on Feb 18)

7:30pm – 9:30pm

Reg. Fee: \$136

Anna Montgomery is an international singer and songwriter with over 25 international releases and five #1 hits in Europe. She has released 7 independent records in the US, toured with Grammy winner, Shelby Lynne, and appeared on Jay Leno's Tonight Show, David Letterman, and the Ellen Show. She is a Los Angeles Music Award winner and recipient of a Los Angeles Women in Music Comet Award and can be heard throughout film and television and has written for publishers including Disney and Pulse Publishing. She has been teaching music privately for nearly 20 years and her practice includes voice, piano, songwriting and ear training.

Recreation for Kids

190.0114

TINY PROS SOCCER — Run: Kick: Shoot: SMILE

(Ages 2-7)

Using our highly successful, age appropriate curriculum, correct technique is taught in a fun, but realistic way. You will be amazed at how quickly your tiny pro develops the basic skills that are the stepping stones for playing the game. As technique improves, each session also includes a small sided game to put skills learned into the game situation.

Our coaches are amongst the best in the business having both soccer qualifications and experience coaching young players.

If any of our Tiny Pros made it to be the next 'sports superstar' we would be delighted but our real goal is to instill our little team with a sense of confidence, coordination, friendship and a love of the game.

Brian Miller, Director of Coaching, was a PE teacher and former soccer coach at Pepperdine University. He is an AYSO coaching instructor and is licensed by the United States Soccer Federation. Brit-West employs only the most qualified and experienced coaches who are carefully and specifically selected for the age groups they will be coaching.



(2-3½ Years) 8 Saturdays

January 26- March 23

(no class on Feb 16)

9:00am-9:45am

\$132

(3½ -5 Years) 8 Saturdays

January 26- March 23

(no class on Feb 16)

10:00am-10:45am

\$132

(5-7 Years) 8 Saturdays

January 26- March 23

(no class on Feb 16)

11:00am-11:45am

\$132

(7-9 Years) 8 Saturdays

January 26- March 23

(no class on Feb 16)

12:00pm-12:45pm

\$132



**209.0101
BEGINNING TENNIS
(8-15 YRS)**

No previous tennis experience required. Basic introduction to playing and scoring procedures.

Afshin Zand is a tennis professional. He has played and taught tennis for over 25 years.

6 Saturdays 9-10 am

February 23-March 30 Reg. Fee: \$78

6 Saturdays 10-11 am

February 23-March 30 Reg. Fee: \$78

**209.0102
BEGINNING TENNIS
CONTINUED (8-15 YRS)**

For students who have had previous tennis lessons and know basic forehand, backhand and volley.

6 Saturdays 11 am-Noon

February 23-March 30 Reg. Fee: \$78

STUDENTS MUST PROVIDE THEIR OWN TENNIS BALLS

(1 can of Penn Control+ Green Tennis Balls)



202.0301

KIDNASTICS

(3-4 YEARS)

Designed to explore and improve the gross motor skills of young girls and boys. We'll play fun games and do activities using gymnastics equipment, hoops, balls and bean bags. Children will build self-esteem and improve strength and coordination.

Susan Sorenson competed as a gymnast up to college level and has been teaching and coaching gymnastics since 1969.

7 Fridays

January 25- March 15

(no class on 2/15)

4-5 pm

Reg. Fee: \$76

7 Saturdays

January 26- March 16

(no class on 2/16)

8-9 am

Reg. Fee: \$76

GIRLS GYMNASTICS

This program has progressions starting from beginning educational gymnastics through intermediate levels. Each girl is tested and placed according to age and natural or learned abilities. The format is based on fun and raising self-esteem. Parent observation is permitted.

Susan Sorenson competed as a gymnast up to college level and has been teaching and coaching gymnastics since 1969.

202.0101

Girls Gymnastics (4-9 years)

7 Fridays

January 25- March 15

(no class on 2/15)

5:30-7:00 pm

Reg. Fee: \$99

202.0102

Girls Gymnastics (8-17 years)

7 Fridays

January 25- March 15

(no class on 2/15)

7-8:30 pm

Reg. Fee: \$99



202.0103

Girls Gymnastics (4-17 years)

7 Saturdays

January 26- March 16

(no class on 2/16)

9-10:30 am

Reg. Fee: \$99





202.0201

FUNDAMENTALS IN GYMNASTICS FOR BOYS (5-9 YEARS)

This is a gymnastics class which will emphasize tumbling skills. We will also learn skills on the vaulting horse, balance beam, and uneven parallel bars. We will work at your boy's skill level and continue to challenge them. We want to promote good self-esteem, build confidence, balance, strength and agility through gymnastics.

Susan Sorenson competed as a gymnast up to college level and has been teaching and coaching gymnastics since 1969.

7 Fray 25- March 15
(no class on 2/15)

Reg. Fee: \$99



Order Your Parking Permit

BY PHONE

Parking permits may now be purchased by Phone for Extension classes meeting 6 weeks or longer. Before your class begins, you may call 818-719-6425 to purchase your permit, and we will mail it to your home.

No lines, no hassles.

Please call at least 10-days prior to your class start date to allow mail delivery.

COMMUNITY EDUCATION CLASSES FOR ADULTS

Online Registration Begins JAN. 7

**Phone Registration Begins
JAN. 7 at 9 am**

**In-Person Registration Begins
JAN. 7 at 10 am**

and Mail and Fax Registration Begins

Classes Begin JANUARY 25

For further information, please call (818) 719-6425

ONLINE COURSES CAREER TRAINING PROGRAMS



Discover why millions of students are making the switch to online learning. With online courses, you can study at your convenience in your preferred learning environment. Our courses and programs are highly engaging and relevant and our instructors are interactive and support you through the curriculum. Choose from our growing catalog of Instructor-Led Courses designed to teach you a new skill or refresh a current one or our Career Training Programs geared to place you into a new career in an in-demand field.

Our instructor-facilitated online courses are informative, fun, convenient, and highly interactive. Our instructors are famous for their ability to create warm and supportive communities of learners. The course is available to you anytime anywhere. Prepare for employment in some of today's hottest careers. Our online Career Training Programs are comprehensive, affordable, and self-paced. You can begin these Programs at any time and learn at your own pace.

- **Instructor-Facilitated**
- **24-Hour Access • 6 Weeks of Instruction**
- **One-On-One Instructor Assistance**
- **24-Hour Access • All Materials & Books are Included!**

Popular Courses:

- Accounting Fundamentals
- Creating Web Pages
- Medical Terminology: A Word Association Approach
- Speed Spanish
- Introduction to Microsoft Excel
- Project Management Fundamentals
- Grammar Refresher
- Introduction to Statistics
- Computer Skills in the Workplace
- Administrative Assistant Fundamentals

Popular Programs:

- Medical Billing and Coding
- CompTIA™ A+ Certification Training
- Six Sigma Black Belt
- Building Analyst Quick Start Program
- Medical Transcription
- Travel Agent Training
- Event Management & Design
- Human Resources Professional
- Project Management
- Certified Wedding Planner
- Certified Personal Trainer

**More courses and pricing available
at our Online Instruction Center
www.ed2go.com/piercext**

PIERCE COLLEGE

One of the nine Los Angeles Community Colleges

BOARD OF TRUSTEES

Mike Fong, President
Andra Hoffman, Vice President
Steven F. Veres, 2nd Vice President
Dr. Gabriel Buelna
Ernest H. Moreno
Scott J. Svonkin
David Vela
Kellie N. Williams, Student Trustee

DISTRICT ADMINISTRATION

Dr. Francisco C. Rodriguez, Chancellor
Dr. Melinda Nigh, Interim Deputy Chancellor
Dr. Robert B. Miller, Vice Chancellor of Finance and Resource Development
Dr. Ryan M. Corner, Vice Chancellor of Educational Programs and Institutional Effectiveness
Dr. Albert J. Roman, Vice Chancellor of Human Resources
Jeffrey M. Prieto, General Counsel
David Salazar, Chief Facilities Executive

PIERCE COLLEGE ADMINISTRATION

Dr. Lawrence G. Buckley, Interim President
Sheri Berger, Vice President, Academic Affairs
Rolf Scheicher, Vice President, Administrative Services
Dr. Earic Dixon-Peters, Vice President, Student Services
Bruce Rosky, Associate Vice President, Administrative Services

PIERCE EXTENSION STAFF

Sharon Dalmage, Dean of Academic Affairs
Kristina Petrosyan, CS Assistant
Martha Benavides, Office Assistant

Disclaimers

Community Education classes are offered in addition to Pierce College's instructional program and are not academic equivalents of regular credit classes or prerequisites for the traditional college program.

The Los Angeles Community College District and Pierce College employ individuals from a wide spectrum of the community to teach Community Education classes. Neither the Los Angeles Community College District nor Pierce College recommends, endorses or sponsors any services these individuals offer or provide outside the classroom environment. The Los Angeles Community College District and Pierce College assume no responsibility for any consequences that may arise from a student's decision to enter into a business or professional arrangement with an instructor outside of the College's scheduled activity.

The Los Angeles Community College District and Pierce College have made every reasonable effort to determine that everything stated in this Calendar is accurate. Classes and programs offered together with other matters contained herein, are subject to change without notice by the administration of the Los Angeles Community College District or Pierce College for reasons related to student enrollment, level of financial support, or for any other reason, at the discretion of the District and the College. The District and the College further reserve the right to add, amend, or repeal any of their rules, regulations, policies, and procedures.

Nondiscrimination Policy

All programs and activities of the Los Angeles Community College District shall be operated in a manner which is free of discrimination on the basis of race, color, national origin, ancestry, religion, creed, sex, pregnancy, marital status, medical condition (cancer related), sexual orientation, age, disability, or veterans status (Reference: Board Rule 1202).

Equal Opportunity Policy Compliance Procedure

In order to insure Equal Opportunity Policy Compliance at Los Angeles Pierce College, please direct inquiries to Anafe Robinson, Assoc. Dean, Section 504 Disabled Student Programs and Services, 719-6430.

Inquiries may also be directed to the District Office of Affirmative Action at (213) 891-2000, ext. 2315.



**6201 Winnetka Avenue
Woodland Hills, CA 91371**

Non-Profit Org.
U.S. Postage
PAID
Canoga Park, CA
Permit No. 278
ECR WSS

**DATED MATERIAL
Please Deliver Immediately**

POSTAL PATRON

**A calendar of events and activities, published
and distributed by Pierce College Community
Services. Not printed at public expense.**

