Schoolcraft College
Continuing Education
AND
Professional Development

SPRING & SUMMER 2011
New classes starting weekly
Register APRIL 8 through AUGUST

PROFESSIONAL PHARMACY TECHNICIAN
18% expected job growth rate INFORMATION SESSION TO LEARN MORE see page 5

www.schoolcraft.edu/cepd
ON THE COVER

Our PHARMACY TECHNICIAN TRAINING program is a 105-hour class that is designed to teach you the fundamentals of being a pharmacy technician and will prepare you for the certification exam. This program is geared toward a variety of students including those interested in becoming a pharmacy technician, pre-pharmacy students, or those with a healthcare background looking to strengthen their current skills. Your career settings can include retail, hospital or mail order pharmacies, and with additional experience, training or schooling, you may also move to other roles in the healthcare industry. Our Professional Pharmacy Technician program is an excellent way to transition into the pharmaceutical field.

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Schoolcraft College
Continuing Education
and Professional Development

We are located in the Continuing Education Center.
734-462-4448 • CEPD@schoolcraft.edu

Continuing Education Center Hours
Monday–Thursday, 8 am–6 pm & Friday, 8 am–5 pm
Summer hours for June 20–September 2
Mon–Fri, 8 am–5 pm

Schoolcraft College has published this schedule for informational purposes only and its contents shall not constitute a contract between this institution and prospective or enrolled students.

The information presented here reflects the current curricula, policies and regulations of the College. However, these are subject to change at any time by action of the Board of Trustees or the administration.

It is the policy of Schoolcraft College that no person shall, on the basis of race, color, national origin, gender, age, marital status, creed or disability, be excluded from participating in, be denied benefits of, or be subjected to discrimination during any program or activity or in employment.

A doctor’s review of your health is advised before starting any exercise program.

The Schoolcraft College Continuing Education and Professional Development Schedule is published three times yearly.
**CLASS KEY**

- **Purchase textbook and bring to first class**—available at the College Bookstore. The bookstore will be closed June 22–24 for inventory and July 4.

- **Purchase a USB flash/thumb drive and bring to first class**—available at the College Bookstore.

- **See Online Class Information** on page 42 for specific requirements.

- **Waiver required. See page 41.**

- **Prerequisite—CES 2187 Cooking 101: Skill Development or instructor’s approval.** See page 19 for tool kit requirements.

- **CES 2380 Pastry 101: Skill Development is strongly recommended before taking this class. Cooking 101 is not required.** See page 20 for tool kit requirements.

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**New classes and class sections continuously being added. Visit www.schoolcraft.edu/cepd for updates.**

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**CAMPUS MAP & DIRECTORY**

Schoolcraft College
18600 Haggerty Road
Livonia, Michigan 48152-2696

General College 734-462-4400
Continuing Education Center 734-462-4448
Hearing Impaired Phone 734-462-4437

Bookstore 734-462-4409
www.schoolcraftbooks.com

Livonia Campus
- **AS** ....... Applied Sciences Building
- **BTC** .... Biomedical Technology Center
- **CEC** .... Continuing Education Center
- **F** ................. Forum Building
- **LA** .............. Liberal Arts Building
- **L** ................. Bradner Library
- **MC** ............... McDowell Center
- **PE** ............... Physical Education Building
- **TCTS** ........... Tennis Courts
- **VT** ............... VisTaTech Center

**Other Campus Offices**
- **A** ........ Grote Administration Center
- **CC** ................ Children’s Center
- **S** ................ Service Building
- **MED** ............... Medical Center
- **RC** ............... Radcliff Center, Garden City
- **PSTC** ............ Public Safety Training Complex

**Off Campus Locations**
- **MED** ............... Medical Center
- **RC** ............... Radcliff Center, Garden City
- **PSTC** ............ Public Safety Training Complex

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**SAMPLE CLASS**

- **Subject**
- **Class Time**
- **Class Title**
- **Class Description**

- **Class Number**
- **Duration**
- **Section Number**
- **Days Class Meets**

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**CULINARY**

**ServSafe**

- Designed for owners and managers of food service establishments, this class will prepare you for final examinations administered by the Educational Foundation of the National Restaurant Association. Upon successful completion of the program and exam (taken in class), the certified individual will be qualified to train personnel in sanitation techniques, communicate with representatives of the health departments having jurisdiction, recognize sanitation deficiencies, and initiate improvements.

**CES 2087 (1.8 CEu)**

- **$200/Senior Cost $160**
- **2 days**
- **Thur & Fri**
- **Feb 19**
- **8 am-5 pm**

**Sec. 921021**

**Off Campus**

**T. Holewinski**

**T. Holewinski**
Whether you have been recently laid off, are re-entering the workforce, looking to bolster your career or want to transition into a new career, Schoolcraft College can provide you with an effective strategy to achieve your goals.

We offer training classes and skills certificates to help you move forward. Our convenient classes allow you to keep earning while learning. Schoolcraft instructors work hands-on with you throughout classes, sharing their knowledge, experience and skills to help you develop expertise.

**Career Transition**

**Drive Your Career Transition**

A career transition sometimes happens “to” you through layoffs, reorganizations, mergers etc. Other times you control the decision to move on. Whatever your situation, build confidence and gain skills to make a career transition work for you. Topics include: getting ready to search for a job, stretching your dollars, choosing your future, developing a written plan, resume development, the networking process, online job networking, and the interviewing process.

**NEW College at Any Age**

Get the winning edge when choosing a successful educational-career path. Do the Kolb Learning Style Inventory and discover your personal learning style. Define your style, and explore educational and career opportunities that most closely align with your style. Be better prepared to interact with others by understanding the differences between learning styles through interactive team work.

**Project Management**

**Project Management Essentials and Exam Preparation**

Are you preparing for the PMP or CAPM exam? Or looking for valuable project management skills? Gain essential knowledge about project management to deliver results for your stakeholders. Topics include management of integration, scope, time, cost, quality, human resources, communications, risk, and procurement. Get tools and techniques for initiating, planning, executing, controlling, and closing projects. Do group practice exercises and discuss exam preparation questions. This course targets those that have project team experience, as well as project managers seeking to refresh their knowledge and complement skill sets. For each exam preparation requirements visit www.schoolcraft.edu/CEPD/pmp.

**Physical Fitness Careers**

**Personal Fitness Trainer Certification**

Join this fun field and be a part of what the US Labor Department and the fitness industry have documented as a high demand profession, with a national average wage of $25 an hour. Whether you desire a career change, or want to build your personal knowledge, get the information you need to become a Certified Personal Trainer. This challenging class is taught over a 5-week period. The National Exam is held on the 6th week. Fifteen hours of lectures include anatomy, exercise physiology, nutrition, health screening, etc. In addition, fifteen hours of “hands on” practical training prepares you to actually work with clients one-on-one and provides a great opportunity to network with employers. Certification requires passing the written and practical exam, completing a 30-hour internship and having current CPR/AED credentials. At the last class meeting, students need to be available for the entire class duration, but may not be on-site the entire time. One hour lunch is not included in CEU total.

**CPR & AED Training**

Acquire the knowledge and confidence to identify and provide necessary treatment for someone injured or hurt. This class teaches child and adult CPR as well as airway obstruction management, mouth-to-mask training and how to use an AED. An American Heart Association CPR card, valid for two years, will be issued upon successful completion of the class. Textbook included. This is not a CPR certified card for healthcare professionals. Daytime classes have a one hour lunch which is not included in CEU total.

**Pharmacy Technician**

Professional Pharmacy Technician Training

The demand for trained pharmacy technicians is growing, both locally and nationally. This course is appropriate if you’re interested in becoming a pharmacy technician, preparing for the certification exam, are a pre-pharmacy student, or have a healthcare background and are looking to strengthen your current skills. Be introduced to various pharmacy practice settings covering topics such as drug classes, basic physiology, drug interactions, and daily pharmacy operations. Learn to effectively assist in pharmaceutical preparations, focus heavily on calculations and complete daily tasks required in any pharmacy environment. All students will be required to participate in an interview exercise that involves hands-on and/or observatory experience in one of two different pharmacy settings, hospital or community.

**Prerequisite:** Math skills including arithmetic, basic algebra, complex fractions and equations, conversions, and basic analytical concepts (skills utilized in high school algebra). Textbooks, drug cards and compounding materials are included in the class cost. Daytime classes have a lunch which is not included in CEU total.

**MEET INSTRUCTOR Shammas**

“Passing on my knowledge is what most inspires me to teach,” says Instructor Shammas who will be teaching a section of Pharmacy Technician training this semester. Shammas has a knack for teaching students what they are supposed to know and how to multi-task in order to work in the dynamic field of pharmacy technology. Shammas has been teaching pharmacy classes for over 12 years and has been with Schoolcraft College since 2007”. Having a BS in Pharmacology and Medicinal Chemistry as well as Masters Degree in Health Administration makes him the well rounded instructor who can share his real-world experience with students.

**CAREER TRAINING/EXPLORATION**
SMALL BUSINESS/ENTREPRENEUR

Entertainment

NEW Stand-Up Comedy 101
Are you the funniest person in your group, always being told you should be a comedian? If so, discover the world of stand-up comedy. Learn about what constitutes good material and how to deal with stage fright and hecklers. Practice proven techniques to overcome your questions and fears setting your funny bone free! The class will culminate in a live performance for family and friends.

CES2 1577 (1.0 CEU) $99/Senior Cost $79.20
4 weeks Mon May 2 7-9 pm
Sec. 920714 A5920 M. A.

Voice Acting I: More Than a Pretty Voice
If anyone has ever told you, “You’ve got a great voice, you should be doing commercials,” explore voice acting. Discover what types of voice work there are, what you need to enter the job market and who has the jobs. Acquire the basic skills needed to create a voice-over demo, information about finding a talent agent and how to market your skills. If time permits, each participant will step up to the microphone for a brief recording and receive helpful feedback from an expert in the field. Prerequisite: CES2 1519 Voice Acting I: More Than A Pretty Voice.

CES2 1519 (2 CEU) $49/Senior Cost $39.20
1 day Sat May 14 10 am-12 pm
Sec. 920711 BTC170 T. Force

Voice Acting II
Identifying both the character and the target audience in any commercial script is the key to success. Learn to expand on the unique selling point and structure of voice acting. If time permits, each participant will step up to the microphone, record several takes of a script, and receive helpful feedback from an expert in the field. Prerequisite: CES2 1519 Voice Acting I: More Than A Pretty Voice.

CES2 1532 (2 CEU) $49/Senior Cost $39.20
1 day Sat May 21 10 am-12 pm
Sec. 920719 BTC170 T. Force

Event Planning

Special Event Decor & Design
Have your special event looking great on the outside as well as the inside. After you’ve explored aspects of planning and promotion, learn more about the art of decorating and design. Acquire general knowledge of decorating ideas and language. By drawing from information and resources, you’ll learn to creatively develop a decor, design, and theme for many different types of special events. Recommendation: CES2 1493 Introduction to Event Planning.

CES2 1502 (1.0 CEU) $89/Senior Cost $71.20
5 weeks Thurs May 12 6:30-8:30 pm
Sec. 920748 VT405 C. Gregorich, J. Martinez

FREE INFORMATION SESSIONS

Want to learn more about PROJECT MANAGEMENT?
Come to our free session
Thursday, April 28
6-7:30 pm
BTC, room 165

Learn more about a fulfilling career in PHARMACY TECHNOLOGY.
Join us for a free session
Wednesday, April 20
6-7:30 pm
VisTaTech Center, room 405
**Fundamentals of Business Legal Issues**
Gain an understanding of different types of legal entities that are appropriate for structuring and starting a new business. Topics covered include: tax and liability issues, basic elements of a contract, collections, licenses, registrations, employment and property issues, leasing and insurance. Prospective business owners will be guided in setting up the organizational structure that will help protect you from unnecessary legal challenges. It is preferred that students take CES2 1542, Fundamentals of Starting a Business prior to this course.

**CES2 1544 (.3 CEu)**
$40/Senior Cost $32
1 day Tues May 10 9:30 am-12:30 pm
Sec. 920723 VT455 Staff
1 day Tues June 7 6-9 pm
Sec. 920724 VT455 Staff
1 day Tues July 19 9:30 am-12:30 pm
Sec. 930739 VT455 Staff
1 day Tues Aug 16 6-9 pm
Sec. 930740 VT455 Staff

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**Small Business A La Carte! Select one of the following classes to complement the Entrepreneur classes or to enrich your business savvy.**

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**Social Networking for Small Business**
Learn the basics and etiquette of social networking for your small business. Explore how to leverage social networks to help grow your business while reducing your marketing costs. Discover the benefits, disadvantages and tricks of the major social networks (FaceBook, Twitter, and LinkedIn).

**CES2 1570 (.3 CEu)**
$45/Senior Cost $36
1 day Thurs June 23 9:30 am-12:30 pm
Sec. 920712 VT455 S. Beeman
1 day Thurs Aug 25 6-9 pm
Sec. 930710 VT455 S. Beeman

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**Retail Success for the Small Business**
Is your business falling short of its financial potential? Improve your retail effectiveness in a continuously challenging marketplace by looking at the financial side of your operation, managing inventory merchandising strategies while focusing on a strong operation and staff, and improving sales. Improve sales and profitability by looking at the retail industry’s not-so-obvious principles.

**CES2 1573 (.3 CEu)**
$45/Senior Cost $36
1 day Thurs May 26 6-9 pm
Sec. 920718 VT455 R. Stevens
1 day Thurs July 14 6-9 pm
Sec. 930711 VT455 R. Stevens

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**NEW Enjoy a Green Workplace**
Achieving a green workplace can benefit both employees and the bottom line. From small individual efforts to large scale initiatives, greening your workplace is a great idea. Learn how to implement greener office practices in regards to the office computers, machinery, plants, supplies and the office kitchen. Increase recycling and energy savings—start a green team at your office.

**CES 5238 (.3 CEu)**
$45/Senior Cost $36
1 day Thurs May 5 6-9 pm
Sec. 920713 VT455 L. Sullivan

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**Fundamentals of Marketing Your Business**
Discover practical applications of marketing concepts designed to grow small businesses. Topics covered include: market analysis and research, target marketing, assessing competitors, and key marketing implementation tools. Examine a strategic, well-planned approach to marketing with several examples of effective hands-on marketing techniques that focus on creating and keeping customers. It is preferred that students take CES2 1542, Fundamentals of Starting a Business prior to this class.

**CES2 1545 (.3 CEu)**
$40/Senior Cost $32
1 day Thurs May 19 9:30 am-12:30 pm
Sec. 920725 VT455 Staff
1 day Thurs June 16 6-9 pm
Sec. 920726 VT455 Staff
1 day Thurs July 21 9:30 am-12:30 pm
Sec. 930737 VT455 Staff
1 day Thurs Aug 18 6-9 pm
Sec. 930738 VT455 Staff

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**Fundamentals of Financial Management**
Become familiar with the basics of financial management. Topics covered include: how to start an accounting system; how to apply the information from key financial statements to help you manage your business; accounting language, including debits and credits; preparation of the balance sheet and profit and loss statement; cash flow analysis; and breakeven with specific small business examples. It is preferred that students take CES2 1542, Fundamentals of Starting a Business prior to this class.

**CES2 1546 (.3 CEu)**
$40/Senior Cost $32
1 day Tues May 24 9:30 am-12:30 pm
Sec. 920729 VT455 Staff
1 day Tues June 21 6-9 pm
Sec. 920730 VT455 Staff
1 day Tues July 26 9:30 am-12:30 pm
Sec. 930741 VT455 Staff
1 day Tues Aug 23 6-9 pm
Sec. 930742 VT455 Staff

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**NEW Conduct Research for Real World Business**
Business success depends on being able to discriminate between “high-quality” and “low-quality” information. Learn how to conduct and apply your own quality research. Define clear research questions, good hypotheses and measures. Evaluate the integrity of the research of others. Expand your business savvy by exploring, through real world examples, data analysis, statistics and survey designs. Use this research to make high-quality business decisions.

**CES2 1578 (.9 CEu)**
$99/Senior Cost $79.20
3 weeks Thurs May 12 6-9 pm
Sec. 920747 VT455 L. Holt, Ph.D.

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**The Patent Process**
Protect your idea, save time and money. Understand the fundamental steps involved in starting your patent process and getting your invention to market. Discover how to gauge the value/worth of your idea. Learn the requirements for obtaining a patent and how to calculate the costs initially associated with the process. Don’t reveal your idea to anyone before taking this class!

**CES2 1187 (.4 CEu)**
$59/Senior Cost $47.20
1 day Thurs June 2 6-10 pm
Sec. 920709 VT455 S. Werner
Marketing Your Patented Product
Your product is patented...now what? Get started on your way to success with this Entrepreneur's basic guide to profiting from inventions. Join us to learn about proven techniques and marketing outlets to promote and sell your product.

CES2 1462 (.4 CEu) $59/Senior Cost $47.20
1 day Thurs June 9 6-10 pm
Sec. 920710 VT445 S. Werner

How to Become a Government Contractor
Let the government be your newest customer. Find out what it takes to sell your goods and services to the federal government and the State of Michigan. In addition, learn about the services and continuous support the Procurement Technical Assistance Center (PTAC) has available to help your company with the contracting process. For more information or questions about course content please call 734-462-4438. Prerequisite: Company must be in business for at least two years.

CES2 1539 (.3 CEu) $45/Senior Cost $36
1 day Thurs May 5 9 am-12 pm
Sec. 920715 VT425 Staff
1 day Thurs June 16 9 am-12 pm
Sec. 920716 VT425 Staff
1 day Thurs July 7 9 am-12 pm
Sec. 930701 VT425 Staff
1 day Thurs Aug 11 9 am-12 pm
Sec. 930702 VT425 Staff

Hands-on Registration Assistance for Government Contracting
Looking for help? This workshop is for PTAC clients looking for assistance completing your Central Contractor Registration (CCR), SBA's Dynamic Small Business Search, and/or the State of Michigan Vendor Registration. Counselors will be available to help you understand and complete your online registrations. For more information or questions about class content please call 734-462-4438. Prerequisite: CES2 1539 How to Become a Government Contractor or instructor's approval.

CES2 1541 (.2 CEu) $25/Senior Cost $20
1 day Thurs May 12 9-11 am
Sec. 920717 VT450 Staff
1 day Thurs June 30 9-11 am
Sec. 920734 VT450 Staff
1 day Thurs July 21 9-11 am
Sec. 930704 VT450 Staff
1 day Thurs Aug 25 9-11 am
Sec. 930712 VT450 Staff

See Online Class Information on page 42 for specific requirements.
**PROFESSIONAL DEVELOPMENT**

**COMPUTERS**

**Computers: Back to the Basics**

Are you new to using personal computers? Familiarize yourself with the basic functions and uses of the personal computer in a relaxed, non-threatening environment. Learn the very basics about the hardware and software commonly found on IBM-compatible computers. Use the Windows operating system, and see how word processing and spreadsheet software can be used for your individual needs. Discuss how your information is stored, data security, computer viruses, and learn how to determine which computer would best fit your needs when purchasing.$\text{[image]}$

**Microsoft Office version 2007 is being used in all classes**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Description</th>
<th>Fee/Student</th>
<th>Notes</th>
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</thead>
<tbody>
<tr>
<td>CES 1861</td>
<td>Word 1: An Introduction to Word Processing</td>
<td>Learn the basic features of Microsoft Word in the Windows environment. This hands-on class will cover such topics as creating documents, editing text, formatting documents using special font effects and paragraph alignment, creating bulleted and numbered lists, applying borders and shading, and inserting document headers and footers. <strong>Prerequisite:</strong> CES 1909 MS Windows—An Introduction to Word Processing or equivalent knowledge.</td>
<td>$169</td>
<td>Senior Cost $135.20</td>
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<td></td>
<td></td>
<td>3 weeks Mon &amp; Wed  July 6 9-11:40 am  Sec. 930001  CE100  M. Wilson</td>
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<tr>
<td>CES 6946</td>
<td>Excel 1: An Introduction to Spreadsheets</td>
<td>Learn the basic features of Microsoft Excel in the Windows environment. Explore the capabilities of this software package in a hands-on class as you create professional spreadsheets. You will work with formulas and functions, formatting techniques, and creating charts. <strong>Prerequisite:</strong> CES 1909 MS Windows—An Introduction or equivalent knowledge, and familiarity with basic math functions.</td>
<td>$169</td>
<td>Senior Cost $135.20</td>
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<td>6 weeks Mon June 20 6-8:40 pm  Sec. 930010  AS220  G. Miloser</td>
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<tr>
<td>CES 1909</td>
<td>Excel 2: Advanced Features</td>
<td>Expand your knowledge of Excel in the Windows environment. Explore more spreadsheet capabilities of this software package in a hands-on class. Learn to use lists, analyze list data, enhance charts, exchange data with other programs, and plan and run macros. <strong>Prerequisite:</strong> CES 1813 Excel 1 or equivalent knowledge, and familiarity with basic math functions.</td>
<td>$169</td>
<td>Senior Cost $135.20</td>
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<tr>
<td>CES 1829</td>
<td>Word 2: Advanced Features</td>
<td>It’s time to take your MS Word skills to the next level. Learn to create tables and graphs; perform a mail merge; work with multiple page documents; insert graphics; apply styles and use basic desktop publishing formats involving columns and text boxes. <strong>Prerequisite:</strong> CES 1829 Word 1: An Introduction to Word Processing or equivalent knowledge.</td>
<td>$169</td>
<td>Senior Cost $135.20</td>
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<td>3 weeks Mon &amp; Wed  July 6 9-11:40 am  Sec. 930001  CE100  M. Wilson</td>
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<tr>
<td>CES 6688</td>
<td>PowerPoint 1: Presentation Software for Effective Communication</td>
<td>Create effective communication pieces using PowerPoint software. In this hands-on class, learn to make and edit presentation pieces such as handouts, speaker’s notes, slides, overheads and scripts. Application of special effects will be covered. Warders, the tools for expediting the process, will be demonstrated. <strong>Prerequisite:</strong> CES 1909 MS Windows—An Introduction, and CES 1829 Word 1: An Introduction to Word Processing or equivalent knowledge.</td>
<td>$169</td>
<td>Senior Cost $135.20</td>
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<td></td>
<td></td>
<td>3 weeks Wed &amp; Mon  July 27 9-11:40 am  Sec. 930008  CE100  M. Wilson</td>
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<tr>
<td>CES 1787</td>
<td>LinkedIn for Beginners</td>
<td>Learn why it’s practically a mandate to maintain an active LinkedIn account for today’s career professional. You will establish and customize a user profile, build your contact network, learn how to create, join and contribute to LinkedIn Groups, and learn how to install and get the most out of LinkedIn Applications. <strong>Note:</strong> This hands-on basic class is geared toward students who have never established a blog or written a blog post. Students may bring optional photos and content on a USB Flash Drive to class to practice with.</td>
<td>$169</td>
<td>Senior Cost $135.20</td>
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<td></td>
<td></td>
<td>1 day Sat May 14 9 am-12 pm  Sec. 920017  CE100  T. Thomas</td>
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<tr>
<td>CES 6180</td>
<td>Blogging Basics</td>
<td>Find out what blogs are all about—how they came to be, how they benefit you, your personal brand, your career development, your school or company and more. Learn to establish and customize a blog account and user profile, and create posts including multimedia elements. <strong>Note:</strong> This hands-on basic class is geared toward students who have never established a blog or written a blog post. Students may bring optional photos and content on a USB Flash Drive to class to practice with.</td>
<td>$45</td>
<td>Senior Cost $36</td>
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<td></td>
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<td>1 day Thurs May 5 6-9 pm  Sec. 920024  CE100  Staff</td>
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<tr>
<td>CES 6177</td>
<td>LinkedIn for Beginners</td>
<td>Learn why it’s practically a mandate to maintain an active LinkedIn account for today’s career professional. You will establish and customize a user profile, build your contact network, learn how to create, join and contribute to LinkedIn Groups, and learn how to install and get the most out of LinkedIn Applications. <strong>Note:</strong> This hands-on basic class is geared toward students who have not used LinkedIn before or have only created a minimum profile.</td>
<td>$45</td>
<td>Senior Cost $36</td>
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<td></td>
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<td>1 day Sat May 21 9 am-12 pm  Sec. 920019  CE100  Staff</td>
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**Internet Basics**

Find out how easy it is to: send electronic mail to your children, grandchildren, friends and relatives; check on your investments; make travel arrangements; shop; and maybe even instantly locate people you lost touch with years ago. Come explore the World Wide Web as you learn basic skills to “surf the Internet” on your own. Some computer experience and familiarity is required.

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<td>Word 2: Advanced Features</td>
<td>It’s time to take your MS Word skills to the next level. Learn to create tables and graphs; perform a mail merge; work with multiple page documents; insert graphics; apply styles and use basic desktop publishing formats involving columns and text boxes. <strong>Prerequisite:</strong> CES 1829 Word 1: An Introduction to Word Processing or equivalent knowledge.</td>
<td>$169</td>
<td>Senior Cost $135.20</td>
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<td>PowerPoint 1: Presentation Software for Effective Communication</td>
<td>Create effective communication pieces using PowerPoint software. In this hands-on class, learn to make and edit presentation pieces such as handouts, speaker’s notes, slides, overheads and scripts. Application of special effects will be covered. Warders, the tools for expediting the process, will be demonstrated. <strong>Prerequisite:</strong> CES 1909 MS Windows—An Introduction, and CES 1829 Word 1: An Introduction to Word Processing or equivalent knowledge.</td>
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<td></td>
<td>LinkedIn for Beginners</td>
<td>Learn why it’s practically a mandate to maintain an active LinkedIn account for today’s career professional. You will establish and customize a user profile, build your contact network, learn how to create, join and contribute to LinkedIn Groups, and learn how to install and get the most out of LinkedIn Applications. <strong>Note:</strong> This hands-on basic class is geared toward students who have not used LinkedIn before or have only created a minimum profile.</td>
<td>$45</td>
<td>Senior Cost $36</td>
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<td>1 day Thurs May 12 6-9 pm  Sec. 920019  CE100  Staff</td>
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Get Started with Facebook & Twitter
If you’ve never created a social media profile, or are just getting started and don’t even know what you don’t know, this class will familiarize you with two of the most popular social network tools. Activities include establishing and customizing a user profile; exploring pages, groups, apps, privacy and security considerations. Note: This hands-on class focuses on the basics for those who have never used Facebook or Twitter.

CES2 6179 (.3 CEu) $45/Senior Cost $36
1 day Thurs May 19 6-9 pm
Sec. 920018 CEC100 Staff
1 day Sat June 4 9 am-12 pm
Sec. 92007 CEC100 T. Thomas

Use Social Media to Build Community Buzz
Use social media groups, online event management tools, and quick sharing apps for your browser to share and communicate information. Find out how to contribute to group discussions to promote causes, events, groups, efforts and more. Note: This hands-on class is geared toward the intermediate social media user with at least one established social network profile.

CES2 6181 (.3 CEU) $45/Senior Cost $36
1 day Thurs May 26 6-9 pm
Sec. 920020 CEC100 Staff
1 day Sat June 11 9 am-12 pm
Sec. 920013 CEC100 T. Thomas

Mega-Posting: Making Social Networks Do the Work
Discover how easy it is to keep your social network profiles in sync and have them do more work for you, while saving time and making the process easier. Students will focus on mass sharing tools such as Posterous, Tumblr, Ping, Hootsuite and Shareaholic to automate and update sharing information to their social networks. Note: This hands-on class is geared toward the intermediate social media user with at least one established social network profile.

CES2 6179 (.3 CEU) $45/Senior Cost $36
1 day Thurs June 2 6-9 pm
Sec. 920022 CEC100 Staff
1 day Sat June 18 9 am-12 pm
Sec. 920016 CEC100 T. Thomas

NEW Ebay Selling Basics
Become a savvy seller on eBay and turn your unwanted items into cash! Learn the basics of registration, research and fees. Understand the fundamentals of listing an item including titles, descriptions, pictures, pricing, auction type, payment methods, and shipping. Discover how to avoid common eBay sellers’ pitfalls. See a demonstration of a live posting. This is not a hands-on computer class. Receive an eBay manual included in the course cost.

CES2 1579 (.6 CEU) $75/Senior Cost $60
2 weeks Thurs May 5 6-9 pm
Sec. 920002 BTC160 B. Koldys
1 day Sat May 21 9 am-4 pm
Sec. 920005 BTC160 B. Koldys

money savings opportunity

<table>
<thead>
<tr>
<th>PHOTOSHOP CS5 SERIES</th>
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</thead>
<tbody>
<tr>
<td>This money savings series is a real value and includes the following 2 classes:</td>
</tr>
<tr>
<td>• CES2 6063 Photoshop CS5—Level 1</td>
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<tr>
<td>• CES2 6085 Photoshop CS5—Level 2</td>
</tr>
<tr>
<td>See class descriptions for more information.</td>
</tr>
<tr>
<td><strong>Prerequisite:</strong> CES 1909 MS Windows—An Introduction or equivalent computer knowledge.</td>
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<tr>
<td><strong>CES2 6111</strong> (3.2 CEU) $345/Senior Cost $276</td>
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<td>12 weeks Wed May 4 6:40 pm</td>
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<td>Sec. 920006 CEC100 C. Hunter</td>
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</table>

You must register prior to start of the series to take advantage of the savings.

Photoshop CS5—Level 1
Okay—you’ve taken some wonderful shots with your digital camera, now what? With Photoshop CS5 software, you can edit your photographs to remove red-eye, correct image exposure, and enhance your images. Start with the basic features of this powerful software program and build your skills as you explore the world of Photoshop.

**Prerequisite:** CES 1909 MS Windows—An Introduction or equivalent computer knowledge.

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<td>Sec. 920003 CEC100 C. Hunter</td>
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Photoshop CS5—Level 2
Now that you have mastered the basics of Photoshop, continue to learn about this digital imaging software. Focus on some of Photoshop CS5’s newest features along with image color-correction; depth-of-field; panoramas; montages; Smart filters; image sharpening; basic and advanced layering techniques; vector shapes; photo-illustration techniques; fixing over- and under-exposed images; Camera Raw and more.

**Prerequisite:** CES2 6063 Photoshop Level 1 or equivalent knowledge.

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<tr>
<th>CES2 6085</th>
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Adobe Acrobat Professional 9
Learn to create PDF files using the amazing capabilities of Adobe Acrobat Professional 9. Find out how to add comments, notations, bookmarks, sound files, movie clips, articles, and hyperlinks. Explore how to create portfolios, use Acrobat ConnectNow for conferences and presentations, and use Acrobat.com to collaborate or store files. Discover how Acrobat allows you to streamline and reduce paper flow, and archive and tag scanned or file created PDFs for later retrieval.

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<td>Sec. 920025 CEC100 C. Hunter</td>
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Photoshop Elements 8.0
Congratulations! You have entered the digital world of photography and found how easy it can be to use that digital camera. Now, what do you do with all of the pictures? Try the fun and easy to use Adobe Elements 8.0 software to organize, transform, and perfect your pictures. This course is not compatible with Macintosh computers.

**Prerequisite:** CES 1909 MS Windows—An Introduction or equivalent computer knowledge.

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<th>CES2 6088</th>
<th>(1.6 CEU)</th>
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Photoshop Elements 8.0—Level 2
Expand on the basics of using Photoshop Elements 8.0 and learn to properly correct and retouch your photos. Give your photos the perfect transformation and discover how to create special effects, retouch portraits, restore and sharpen your photos. This class is not compatible with Macintosh computers.

**Prerequisite:** CES2 6088 Photoshop Elements 8.0 or equivalent knowledge.

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Web Site Design for Beginners—Level 1
As a novice, you can learn to build a Web site from the ground up by using basic concepts of Web site design, including current Web standards, Web page structure using XHTML, and CSS presentation. You need to have knowledge of how to use a computer and operating systems, experience surfing the Web and an interest in learning how to build your own Web site.

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Creating Web Pages with Dreamweaver CSS—Level 1

Quickly and easily design, develop and maintain Web sites and Web applications from start to finish with Adobe Dreamweaver CSS software. CSS offers the ability to effectively manage and maintain Web sites, develop sites that are accessible to a wide audience and work in an environment that integrates visual and code editing. Think deep, dream big and then execute flawlessly with this Web design tool. **Prerequisite:** CES 1909 MS Windows—An Introduction or equivalent knowledge. An understanding of how to build a simple Web page using HTML is recommended. **NEW**

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<td>1.6 CEU</td>
<td>$189/Senior Cost $151.20</td>
<td>6 weeks Wed May 4 6:40 pm</td>
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Creating Web Pages with Dreamweaver CSS—Level 2

There is so much to still know about Dreamweaver CSS! Learn to use styles and style sheets for design. Explore collecting data with forms, positioning objects with CSS, adding media objects, creating and using templates and working with library items and snippets. **Prerequisite:** CES 6123 Creating Web Pages with Dreamweaver—Level 1 or equivalent knowledge. The ability to create a basic Web site using HTML and CSS is recommended. **NEW**

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<td>1.6 CEU</td>
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Microsoft FrontPage Online

No time to learn HTML? Use FrontPage to create easy professional Web sites. Programming skills not required. **Requirement:** Microsoft FrontPage software. **NEW**

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Dreamweaver Online

Master one of the most widely used Web design tools available. Create and format text, images, hyperlinks, tables, and various other media types. You’ll also examine page design with an emphasis on avoiding common layout errors. **Requirement:** Adobe Dreamweaver software. **NEW**

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Microsoft Publisher Online

Learn to use Publisher to create brochures, newsletters, and Web pages. Formal graphic design experience or training is not required. This class is not compatible with Macintosh computers. **Requirement:** you must have MS Publisher software. **NEW**

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Flash: An Introduction Online

Learn how to create engaging Web sites, Flash movies, animations and interactive applications. Create scenes, work with timelines, create video files, import images, use drawing tools, add decorative and visual effects, use ActionScript fundamentals, create interactive buttons, and more. **Requirement:** Adobe Flash Pro. **NEW**

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Introduction to PC Troubleshooting Online

Learn to decipher and solve common PC problems. Explore step-by-step processes for resolving both typical and advanced hardware and operating system problems. This class is not compatible with Macintosh computers. **NEW**

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Introduction to Database Development Online

Learn a systematic, structured approach to using powerful tools to help you build databases and database applications. Recommendation: software for any database management system, including Microsoft Access, Microsoft SQL Server, Oracle, PostgreSQL, or MySQL. **NEW**

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<td>(2.4 CEU)</td>
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<td>6 weeks June 15 6 weeks June 15</td>
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</table>
Achieving Top Search Engine Positions for Your Web Site Online

Increasing your search engine ranking is critical to increasing visits to your Web site. Learn proven, easy-to-use, step-by-step strategies to achieve and maintain the highest possible position with the major search engines. Prerequisite: CES 6720 Creating Web Pages, or CES 6721 Microsoft FrontPage or equivalent HTML or HTML editor experience.

CES 1251 (2.4 CEU) $95/Senior Cost $76
6 weeks Apr 20 Sec. 920250
6 weeks May 18 Sec. 920212
6 weeks June 15 Sec. 930221

NON-PROFIT/GRANT FUNDING

NEW Fundraising for Small Non-Profit Organizations

Small non-profits are growing in number to meet pressing social and community needs. After forming the non-profit organization, fundraising is critical to its survival. Learn basic fundraising principles and techniques. Topics include: principles of fundraising, sources of support for non-profits, how to ask for money, use of special events, non-profit marketing, creating fundraising plans, donor relations and recognition, planned giving, and the board’s role in fundraising.

CES 1576 (0.8 CEU) $135/Senior Cost $108
2 weeks Tues Tue 17 8:30 am-12:30 pm
Sec. 921101 BTC100 W. Glass

A to Z Grant Writing: Relationship Focused Online

Explore how to research and develop relationships with potential funding sources, organize grant writing campaigns, and prepare proposals.

CES 1230 (2.4 CEU) $95/Senior Cost $76
6 weeks Apr 20 Sec. 920232
6 weeks May 18 Sec. 920220
6 weeks June 15 Sec. 930227
6 weeks July 20 Sec. 930228

Advanced Grant Proposal Writing Online

Do you know the best way to present information in a grant proposal? Learn what to do-and what not to do-to help make your grant competitive. Become expert at ferreting out corporate, foundation, and government grant opportunities.

CES 1564 (2.4 CEU) $95/Senior Cost $76
6 weeks Apr 20 Sec. 920247
6 weeks May 18 Sec. 920219
6 weeks June 15 Sec. 930226

Becoming a Grant Writing Consultant Online

Learn how you can use your basic knowledge of grant or proposal writing to become an expert in the grant consulting field. This is one field where your writing skills can touch thousands of people and literally make a difference in their lives.

Requirements: must have a basic knowledge of the grant writing process.

CES 1472 (2.4 CEU) $95/Senior Cost $76
6 weeks Apr 20 Sec. 920237
6 weeks May 18 Sec. 920244
6 weeks July 20 Sec. 930225

NURSING

Initial Healthcare Provider BLS-C/CPR

Designed for nursing students and health care professionals, this class teaches infant, child and adult CPR as well as airway obstruction management and mouth-to-mask. An American Heart Association CPR card, valid for two years, will be issued upon successful completion of the class. Textbook included. This class is worth 6 continuing education contact hours for nurses. One hour lunch is not included in CEU total.

CES 4151 (0.6 CEU) $125/Senior Cost $100
1 day Fri May 20 9 am-4 pm
Sec. 924103 AS378 J. Nicholas

Healthcare Provider BLS Renewal

This class will enable Healthcare Professionals who need to be recertified for their jobs to refresh their skills of CPR, use of an AED and relieving choking (foreign body airway obstruction). Students must have taken the full eight-hour Healthcare Provider program or a renewal Healthcare Provider class in the past, and bring a certificate of proof to class. A Healthcare Provider card, valid for two years, will be issued upon successful completion of the class. Textbook included. This class is worth 4 continuing education contact hours for nurses. Daytime classes have a one hour lunch which is not included in the CEU total.

CES 4289 (0.4 CEU) $99/Senior Cost $79.20
1 day Wed June 29 5:30-9:30 pm
Sec. 924107 AS376 J. Nicholas

Understanding Laboratory & Diagnostic Tests

Interpreting laboratory and diagnostic tests demands the sharpest skills for healthcare professionals. This course will help tomorrow’s healthcare professionals know when a test is appropriate to order, understand the physiology behind the test, and know how to interpret an abnormal result. Registered Nurses, Nurse Practitioners, Physician Assistants, and other healthcare providers are welcome to attend. This class is worth 8 continuing education contact hours for nurses. A half-hour lunch is not included in CEU total.

CES 4286 (0.8 CEU) $119/Senior Cost $95.20
1 day Sat May 14 8 am-4:30 pm
Sec. 924105 AS920 D. Denison RN, MSN

Second Year Nursing Students Math Refresher

Continue to build confidence and refresh math skills with this course designed for students entering their second year in the nursing program. Students will review oral, parenteral, and intravenous medication calculations for adult and pediatric clients. Special effort will be placed on techniques to avoid common errors made with advanced calculations.

CES 8410 (0.3 CEU) $55/Senior Cost $44
1 day Wed Aug 17 6-9 pm
Sec. 934104 AS200 D. Vendittelli, RN

Medical Terminology: A Word Association Approach Online

Use an anatomical approach to master challenging medical terminology. Study medical root words, and learn to apply prefixes and suffixes to better understand medical terms and titles.

CES 4237 (2.4 CEU) $95/Senior Cost $76
6 weeks Apr 20 Sec. 920216
6 weeks May 18 Sec. 920227
6 weeks July 20 Sec. 930232

734-462-4448 | www.schoolcraft.edu/cepd
TEACHER RECERTIFICATION

Counseling in the College Selection Process Hybrid Course
Gain an introduction to the theory and skills needed to work with students and families in the college selection process. Topics include: preparation for college, developmental theory and college selection, researching colleges, college admission testing, the college application process, financial aid, college selection, working with students and families, and creating an effective college counseling office. Prerequisite: open to any school counselor, professionals holding a Master’s degree in school counseling, students in a Masters counseling program, or by permission of the instructor. See Hybrid Course Information for specific requirements. This course is State Board approved for 4.5 SB-CEUs. Daytime courses have a half-hour lunch which is not included in CEU total.

CES 0944 (4.5 CEU) $275/Senior Cost $220
4 weeks Classroom Mon-Fri July 11,12, 8:30 am-3 pm 13,14,15
Online Portion July 11-Aug 6
Sec. 939605 TBA P. O’Connor, PhD

Facilitating Online Content Online Course
Enter the world of online teaching. Gain the knowledge, skills, and attitudes necessary to successfully deliver a course completely online. Get practice at facilitating online courses and feedback on your efforts. The information will also be helpful for those who facilitate portions of a course online. Online course information will be provided to students before the class begins. This course is approved for 4.0 SB-CEUs.

CES 0957 (4.0 CEU) $198/Senior Cost $158.40
6 weeks May 9–June 17
Sec. 929616 Schoolcraft Blackboard section R. Crockett

Developing Online Content Online Course
Look at the best practices in design and developing material for online presentation. Focus on developing content for a fully online course that can also be applied to a hybrid course. Have a course idea ready for the first class and experience building one module. Prerequisite: CES 0957 Facilitating Online Content. Online course information will be provided to students before the class begins. This course is approved for 4.2 SB-CEUs.

CES 0958 (4.2 CEU) $239/Senior Cost $191.20
6 weeks June 20–July 29
Sec. 939617 Schoolcraft Blackboard section R. Crockett

See Online Class Information on page 42 for specific requirements.

Teachers/K–12 Educators—Get your SB-CEUs at Home!
Let our classes come to you in the convenience and comfort of your own home. You can complete any one of our online classes at anytime from anywhere with Internet access.

» These classes are State Board approved for 2.4 SB-CEUs
» Online lessons are 6 weeks
» Class fee $105/Senior Cost $84
» Try before you buy—sample the first 2 sessions

NEW Survival Kit for Teachers Online
CES 0963 Apr 20 Sec. 929657 May 18 Sec. 929647 June 15 Sec. 939650 July 20 Sec. 939652

Handling Medical Emergencies Online
CES 4297 Apr 20 Sec. 929639 May 18 Sec. 929640 June 15 Sec. 939643 July 20 Sec. 939644

Interpersonal Communication Online
CES 7366 Apr 20 Sec. 929652 May 18 Sec. 929653 June 15 Sec. 939656 July 20 Sec. 939655

Spanish in the Classroom Online
CES 3627 Apr 20 Sec. 929641 May 18 Sec. 929642 June 15 Sec. 939645 July 20 Sec. 939646

Speed Spanish Online
CES 3459 Apr 20 Sec. 929603 May 18 Sec. 929633 June 15 Sec. 939608 July 20 Sec. 939646

Speed Spanish 2 Online
CES 3532 Apr 20 Sec. 929655 June 15 Sec. 939608

Speed Spanish 3 Online
CES 3571 Apr 20 Sec. 929624 July 20 Sec. 939614

Advanced Grant Proposal Writing Online
CES 2 1564 Apr 20 Sec. 929638 June 15 Sec. 939641 July 20 Sec. 939642

A to Z Grant Writing: Relationship Focused Online
CES 1230 Apr 20 Sec. 929609 May 18 Sec. 929623 July 20 Sec. 939606

Writing Effective Grant Proposals: Content Focused Online
CES 2 1452 June 15 Sec. 939613

Go to www.ed2go.com/scsbceu for more information and detailed class descriptions.
### REAL ESTATE

**Leasing Residential Property 101**

Interested in leasing a property you own or purchasing a property to lease? Learn what every landlord in Michigan needs to know including state and federal housing laws, fair housing requirements, responsibilities for upkeep and repair of property, advertising and showing properties and a detailed review of required lease documents. Understand practical ways to reduce liability and exposure to risk in your property management business.

**CES2 1581**

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2 weeks Tues May 17 6-9 pm
Sec 920301 LA405 L. McMullen

2 weeks Wed June 15 6-9 pm
Sec 920302 LA370 L. McMullen

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### Technology

**Integrating Technology in the Classroom**

**CES2 6153**

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**New Teaching Smarter**

**CES2 6183**

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**Creating Web Pages**

**CES 6720**

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**Empowering Students with Disabilities**

**CES 0956**

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**Solving Classroom Discipline Problems**

**CES 0913**

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**Solving Classroom Discipline Problems 2**

**CES 0929**

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**Creating the Inclusive Classroom**

**CES 0930**

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**An Introduction to Teaching ESL/EFL**

**CES 0952**

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**QuickBooks for Contractors**

Construction industry professionals will learn to utilize this powerful software program to create estimates, progress invoices, and even job cost reports. **Requirements:** QuickBooks Premier Contractor Edition software; completion of CES 6725 QuickBooks: An Introduction, or equivalent knowledge. This class is not compatible with Macintosh computers.

**CES2 6081**

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6 weeks June 15

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**GUIDING KIDS ON THE INTERNET**

**CES 0924**

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**CREATING THE INCLUSIVE CLASSROOM**

**CES 0930**

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**TEACHING STUDENTS WITH LEARNING DISABILITIES**

**CES 0928**

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**TEACHING STUDENTS WITH AUTISM**

**CES 0932**

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**THE CREATIVE CLASSROOM**

**CES 0908**

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Go to www.ed2go.com/scsbceu for more information and detailed class descriptions.
Performing Payroll in Quickbooks Online
Create paychecks, pay tax liabilities and generate dazzling reports with little effort using QuickBooks. Learn everything from set-up to creating a new employee; tracking time and job cost data; and generating required forms and reports. If you are already using the QuickBooks payroll feature, learn troubleshooting tips and solutions for common problems and mistakes! Class not compatible with Macintosh computers. Requirements: QuickBooks Pro Software.

CSES 6948 (2.4 CEU) $95/Senior Cost $76
6 weeks June 15 Sec. 930234

Structuring a Stock Portfolio
Stocks can be volatile, but they also have the potential to bring meaningful returns to your portfolio. So how does a serious investor go about selecting a stock? Discover fundamental and technical stock analysis techniques and how to structure and monitor a portfolio of individual stocks. Prerequisite: CSES 1488 Financial Markets & Securities: An Introduction or equivalent knowledge.

CSES 1489 (3.6 CEU) $69/Senior Cost $55.20
3 weeks Wed June 15 6:30-8:30 pm Sec. 920406 BTC100 W. Connell

Financial & Estate Planning: An Introduction
Gain the knowledge needed to make intelligent and analytical long-term decisions regarding your financial future. Learn the basic concepts of estate planning, financial planning, and debt management. Learn the important rules and regulations for IRAs, rollover options from company-sponsored plans, gift tax, Social Security, Medicare and Medicaid.

CSES 1492 (3.6 CEU) $69/Senior Cost $55.20
3 weeks Wed July 6 6:30-8:30 pm Sec. 930405 BTC100 W. Connell

Where Does All My Money Go? Online
Are you never able to get ahead? Start by finding out where your money goes. Learn ways to drive your budget. Start to tackle your debt and stop worrying about money.

CSES 5235 (2.4 CEU) $95/Senior Cost $76
6 weeks Apr 20 Sec. 920259
6 weeks May 18 Sec. 920260
6 weeks June 15 Sec. 930238
6 weeks July 20 Sec. 930240

See Online Class Information on page 42 for specific requirements.
MATH
Basic Math Refresher: Back to the Basics
Never liked math or just wanting to brush up? You are not alone! Improve your skills in fractions, decimals, percents, and learn the basics of algebra geometry and statistics. Accomplish all this while reducing anxiety and building confidence in a fun and relaxed learning environment. Textbook included in class cost.
CES 8473 (3.0 CEu) $235/Senior Cost $188
10 weeks Tues May 3 5:30-8:30 pm
Sec. 926401 LA475 T. Lamb

COMMUNICATION/Writing
Writing Refresher: Back to the Basics
Whether you need to refresh your skills for work, or to help your children with their homework, this class will strengthen your writing skills and your confidence in writing. Review effective communication methods, grammatical rules, brainstorming strategies, business writing, research techniques, and editing strategies.
CES 7318 (2.4 CEu) $155/Senior Cost $124
8 weeks Mon May 2 5:30-8:30 pm
Sec. 926104 LA475 S. Baranski

Grammar Refresher: Back to the Basics
English grammar is critical to clear oral and written communications. Brush up on your grammar skills for your job, your schoolwork, or maybe to help your kids with their homework. Review word parts, punctuation rules, sentence types, suffixes, prefixes, nouns, verbs, pronouns, and modifiers.
CES 7097 (2.4 CEu) $155/Senior Cost $124
8 weeks Wed May 11 5:30-8:30 pm
Sec. 926103 LA475 S. Baranski

NEW How To Research: A Vital Skill for Everyone
Conducting and understanding research depends on being able to discriminate between “high-quality” and “low-quality” information. Learn to do quality research and how to evaluate the integrity of other’s research. Explore research concepts to define research questions and hypotheses, measure quality research and how to evaluate the integrity of research methods, grammatical rules, brainstorming strategies, and editing strategies.
CES 7731 (.9 CEu) $99/Senior Cost $79.20
3 weeks Wed May 18 6-9 pm
Sec. 926101 A5200 L. Holt, PhD

-writing-6-for-classes-offered-this-semester.

Get BACK TO THE BASICS at Schoolcraft College
Take non-credit classes that sharpen your skills in
✓ Computer use✓ Math✓ Grammar✓ Reading✓ Writing✓ Test taking
Prepare yourself to return to college
✓ Plan a new career✓ Learn how to handle tests and other challenges

Writing Refresher: Back to the Basics
Whether you need to refresh your skills for work, or to help your children with their homework, this class will strengthen your writing skills and your confidence in writing. Review effective communication methods, grammatical rules, brainstorming strategies, business writing, research techniques, and editing strategies.
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Sec. 926104 LA475 S. Baranski

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CES 7318 (2.4 CEu) $155/Senior Cost $124
8 weeks Mon May 2 5:30-8:30 pm
Sec. 926104 LA475 S. Baranski

Writerific! Online
Banish writer’s block forever with these tricks from a published writer’s toolbox. Writerific liberates the imaginative, inventive bolts of genius that are inside everyone. If you’ve ever dreamed of hearing your writer’s voice, this class will make it happen.
CES 7194 (2.4 CEu) $95/Senior Cost $76
6 weeks Apr 20 Sec. 920256
6 weeks May 18 Sec. 920229
6 weeks June 15 Sec. 930213

Fundamentals of Technical Writing Online
Learn the skills you need to succeed in the well-paying field of technical writing. You will need Microsoft Word software, any version, for this course.
CES 7177 (2.4 CEu) $95/Senior Cost $76
6 weeks June 15 Sec. 930237

The Keys to Effective Editing Online
Ask any published writer and you will hear that a good editor is not just helpful, but essential. If you aspire to be an editor, already work as an editor, or if you’re a writer you will learn the fundamentals of top-notch editing skills.
CES 7217 (2.4 CEu) $95/Senior Cost $76
6 weeks June 15 Sec. 930217

Research Methods for Writers Online
Learn how to efficiently and effectively conduct research for any writing project: fiction, nonfiction, and business, even term papers and dissertations.
CES 7286 (2.4 CEu) $95/Senior Cost $76
6 weeks Apr 20 Sec. 920257
6 weeks May 18 Sec. 920228
6 weeks June 15 Sec. 930235

writing-6-for-classes-offered-this-semester.

Writing for Children Online
Explore the changing world of children’s literature! Touch the hearts of children as you write in various formats from a baby’s first book through a novel for young adults.
CES 7304 (2.4 CEu) $95/Senior Cost $76
6 weeks Apr 20 Sec. 920258
6 weeks May 18 Sec. 920231

READING
Enhancing Your Reading Skills: Back to the Basics
While reading, do you have difficulty locating important information, recalling details, or understanding what you have read? Do you read slowly, underscoring each word with your finger with little comprehension? This class offers basic reading strategies for students returning to college or for those just wanting to improve their reading skills. Students will practice reading strategies in vocabulary, fluency, and comprehension through various types of reading materials.
CES 7314 (2.4 CEu) $155/Senior Cost $124
8 weeks Thurs May 12 5:30-8:30 pm
Sec. 926801 MC125 T. Dalsis

Merrill Ream Speed Reading Online
Are you struggling to keep up with a flood of email, articles, reports, books and other printed matter? Save yourself oodles of time by learning to read faster and with better comprehension from acclaimed speed reading expert Dr. Merrill Ream.
TEST PREPARATION

Graduate Record Exam (GRE) Preparation Workshop

Prepare to succeed on the GRE by combining testing experience, using an actual retired exam, a follow-up personal assessment report identifying strengths and weaknesses, classroom review of all testing points, and test-taking strategies. For further personal study, a textbook and CD-ROM with computer adaptive practice tests are provided. Please be prompt for testing at the first class meeting and bring #2 pencils.

**CES 0857 (3.2 CEU)**

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<td>LA465</td>
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Test of English as a Foreign Language (TOEFL) Preparation Workshop

Be well prepared to answer questions on the TOEFL iBT (Internet-based test). Learn valuable test-taking strategies and review all required test points. Class sessions will provide hands-on experience with computer-based practice tests. Combined with home study using the provided textbook and CD-ROM with computer adaptive tests, you’ll have all the tools necessary to succeed. This class is intended for TOEFL test preparation, not ESL instruction.

**CES 0849 (2.7 CEU)**

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American College Testing (ACT) Preparation Workshop

Take control of your college future by improving your ACT scores. Using computer-based diagnostic tests, identify your strengths and weaknesses in math, science, reasoning, reading, English and writing. Based on the results of these tests, you’ll develop and implement individualized study plans. Instruction and strategies for the writing portion of the ACT will also be covered. Textbooks and all materials will be provided. Please be prompt for testing at first class meeting and bring #2 pencils and calculator.

**CES 7341**

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Test of Essential Academic Skills (TEAS) Preparation Workshop

If you are planning a future in nursing, the TEAS is an important step in the process. Become familiar with the format of the test and learn strategies for the math, reading, English and science portions. Practice exams are included. **NOTE:** It is strongly recommended that only students who read at college level enroll in this workshop. A reading assessment will be given at the first class meeting.

**CES 4296 (1.5 CEU)**

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<td>LA460</td>
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Massage Therapy Licensure Exam Review

Massage Therapists: prepare to succeed on your licensure exam. Whether you’re taking the MBLEX or the NCETM, we’ll begin with a brief comparison of the two exams, an introduction to the application process, test-taking strategies and self-study techniques. Each of the test content areas will be covered along with sample questions. **Prerequisite:** practicing massage therapist or current massage student. Bring a notepad, a medical dictionary and an anatomy text (any one is fine). One hour lunch is not included in CEU total.

**CES 4274 (1.7 CEU)**

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<td>Sec. 926201</td>
<td>RC255 Garden City</td>
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**General Education Development Test (GED) Preparation Workshop**

The GED test can be the first step to newfound personal success. If you completed some high school, but did not graduate, prepare to succeed by learning about the GED test format, gaining some helpful test-taking strategies and taking sample GED tests. There will be a light review of English, writing, reading, and math. If you require in-depth instruction in any of these areas you may be interested in our Back to the Basics class offerings.

**CES 7278 (1.2 CEU)**

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**CES 0349 (.3 CEU)**

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**Graduate Management Admission Test (GMAT) Preparation Workshop**

Enhance your math and verbal skills and learn various test-taking strategies that will help you score to your highest potential on the GMAT. You will be tested on actual retired GMAT tests and be provided with a personal assessment report to identify areas needing improvement. You’ll also receive a textbook and a CD-ROM with computer adaptive practice tests. Please be prompt for testing at the first class meeting and bring #2 pencils.

**CES 0850 (3.2 CEU)**

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**CES 0857 (3.2 CEU)**

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See Online Class Information on page 42 for specific requirements.
FAMILY LIVING

Caregiver Skills: Creating a Safe Environment/CPR AED Training
Create an environment as barrier-free and handicapped-accessible as possible to support people with decreased sight and hearing, loss of strength and balance, and forgetfulness. Learn to identify safety concerns, create a plan to remedy them, and earn an American Health and Safety Institute CPR/AED card to deal with emergency situations. Daytime classes have a one hour lunch which is not included in CEU total.

**CES 5224 (.8 CEu)**
1 day Sat May 14 8 am-5 pm
Sec. 927101 AS200 C. Kovacs

Caregiver Skills: Basic Care Giving & Personal Care Skills
Assisting another person with such necessities as eating, walking, dressing, taking medication, and managing chronic health problems can be quality time together once you get over the awkwardness. In a hands-on setting with a nursing instructor, you will learn the strategies and skills to become more comfortable and confident taking on a caregiving role. Daytime classes have a one hour lunch which is not included in CEU total.

**CES 5225 (.8 CEu)**
1 day Sat June 4 8 am-5 pm
Sec. 927100 AS200 M. Siegel

Caregiver Skills: Legal & Financial Issues
Peace of mind comes from understanding the basics of dealing with legal and financial issues such as wills, insurance, taxes and advance directives. Learn about the types of legal documents that should be created, how to maintain the documents, issues related to medical directives, and the basics about funeral options and costs.

**CES 5227 (.4 CEU)**
1 day Sat June 25 8 am-12 pm
Sec. 927103 AS200 C. Kovacs

How to Have “The” Conversation with Your Aging Loved One
Gain the knowledge and confidence to become an advocate when an adult has sudden changes in health or behavior that results in a necessary life change. Learn important tips to initiate a meaningful dialogue when dealing with: driving concerns, transitioning from a home to a senior living community, and introducing long term care options. Discover strategies to help with the guilt often experienced.

**CES 5234 (.3 CEU)**
1 day Sat July 16 9 am-12 pm
Sec. 937104 AS200 D. Jackson

LIFELONG LEARNERS

NEW Timeless Plays: Harold Pinter’s The Homecoming
In this dark witty drama the main character, Teddy, and his wife who have been living in America for the past six years away from the all-male family household, unexpectedly return to London. This leads to a situation laden with struggles for power and a shocking conclusion. Join Schoolcraft English Professor Helen Ditouras and Psychology Professor Deborah Regner for fun and lively conversation and a synopsis of the story. The playbook is included.

**CES 7373 (.2 CEU)**
1 day Fri May 20, June 17, July 1, July 22 1-3 pm
Sec. 927401 AS200 See individual listings below for class locations.

NEW Japanese Taiko Drumming, Culture & History
Taiko means “great” or “wide drum” in Japanese. Various taiko drums have been used in Japan for over 1400 years and are used in Japanese folk and classical musical traditions. Learn about the rich history and cultural influences of this wonderful art form. Culminate your two hours with a unique taiko drum performance.

**CES 3637 (.2 CEU)**
1 day Fri July 1 $15/Senior Cost $12
Sec. 937404 W210 B. Sole

NEW Age of the Artist?
In this Information Age where “left-brain” thinkers are dominant, is it possible that the pendulum is in the process of swinging? Could the right-brained artistic mind actually dominate and steer the future? Based on the New York Best Seller, A Whole New Mind, investigate the seven top actions necessary to develop creative thinking. Get on board with the Age of the Artist.

**CES 3639 (.2 CEU)**
1 day Fri July 22 $15/Senior Cost $12
Sec. 937405 W210 S. Kalaj

CONVERSATION & COFFEE SERIES
Stimulate your mind while you socialize! Meet Schoolcraft faculty and guest lecturers, and enjoy presentations on a variety of topics guaranteed to provide an opportunity for learning and for fun. Each session in this series will challenge and entertain the curious and fun-loving soul. Don’t miss out!

This money savings series is a real value and includes the following 4 classes:
- CES 7373 Timeless Plays: Harold Pinter’s The Homecoming
- CES 7372 Inventors, Patents & Nostalgia Train
- CES 3637 Japanese Taiko Drumming, Culture & History
- CES 3639 Age of the Artist?

See descriptions for more information.

**CES 7243 (.8 CEU)**
4 sessions Fri May 20, June 17, July 1, July 22 1-3 pm
Sec. 937404 W210 B. Sole

You must register prior to the start of the series to take advantage of the savings.
PERSONAL ENRICHMENT

CULINARY

Let’s Get Cooking

Schoolcraft College is well known for its Culinary Arts program. Our students will learn and practice the culinary craft in the most advanced instructional kitchens in the Midwest, if not the entire country. Our culinary department is led by four Certified Master Chefs and four Executive Chefs who are masters of their trade, on the cutting edge of trends, consultants to major corporations, judges at culinary competitions and owners and operators of innovative restaurants.

Each semester we continue to offer our tried and true culinary seminars as well as offer new seasonal seminars to keep things fresh. We keep our class sizes small so you can interact and take your experience with you so you can cook up something good at home!

Cooking 101: Skill Development
In this relaxed and comfortable environment you will learn basic cooking terminology and techniques. Learn how to properly use basic knives and hand tools and discover safe and sanitary methods for food preparation. This class is a prerequisite for most Schoolcraft College’s CES hands-on Culinary Arts classes or instructor’s approval, unless otherwise noted. A tool kit is not required for this class.

CES 2187 (.6 CEU) $105/Senior Cost $84
2 days Tues May 17 5-7 pm
& Thurs May 19 5-9 pm
Sec. 921002 VT630 J. Gabriel, CMC

Pastry 101: Skill Development
Learn basic baking terminology and techniques in a comfortable setting. You’ll gain information on proper pastry tool skills and safe and sanitary methods for food/baking preparation. Set a solid base for your baking future. This course is strongly recommended for Schoolcraft College’s CES Pastry and Baking hands-on Culinary Arts classes, unless otherwise noted.

CES 2380 (.6 CEU) $105/Senior Cost $84
1 day Sat June 18 9 am-3 pm
Sec. 921009 VT630 M. Haight, CEC, CEPC

Eastern Market Tour
Experience Detroit’s Historic Eastern Market with Master Chef Jeff Gabriel as your tour guide. Chef Jeff will introduce and explain both local and exotic food products including flowers highlighting all the market has to offer through the eyes of a culinary connoisseur. Learn how to identify and select the best and freshest items. Meet outside of R. Hirt, Jr. Co. at 9 am. Close parking is limited. Come early for the best parking opportunities.

CES 2427 (.3 CEU) $45/Senior Cost $36
1 day Sat May 7 9 am-12 pm
Sec. 921021 Off Campus J. Gabriel, CMC

Traditional Home-style Mexican Meal
Embrace traditional home-style Mexican cuisine. See how history, culture and celebrations influence a traditional Mexican meal. Learn about the spices, the ingredients and flavor additives that grace the table of a traditional meal. Begin with appetizers and a rich soup, followed by a sophisticated entre and side dish. Finish the meal with a delectable Mexican dessert. Get the recipes—taste the results!

CES 2418 (.3 CEU) $89/Senior Cost $71.20
1 day Thurs May 12 6-9 pm
Sec. 921027 VT630 A. Perez

Culinary Gardening
Whether you’re interested in growing basil for pesto, cilantro for salsas or mint for summer iced tea, start here. Enjoy fresh herbs and vegetables all summer long from your own culinary garden! Learn how to choose, plant and use herbs, vegetables and edible flowers. Get tips for planting, growing and harvesting your bounty. Both outdoor and indoor gardens will be discussed.

CES 2334 (.3 CEU) $89/Senior Cost $71.20
1 day Wed May 18 6-9 pm
Sec. 921007 VT635 J. Gabriel, CMC

Planning Your Perfect Event
When planning a small or large graduation party, shower, barbeque or wedding have total control by doing it yourself! Learn tips of the trade to manage rentals, linens, food, props and theme menus. Get guidelines for ordering food and drink amounts. See cooking demos and take a photo tour of how to do fabulous food stations. Get sure fire recipes for your event planning arsenal.

CES 2421 (.4 CEU) $119/Senior Cost $95.20
1 day Sat May 21 10 am-2 pm
Sec. 921013 VT630 K. Lewton

NEW Your Signature Dish Made Healthy
You don’t have to quit making your favorite dishes when you adopt a healthier lifestyle. Unhealthy dishes can be turned into healthy dishes by knowing three key concepts: substitution, reduction, and cooking method. See a side by side comparison of two recipes for the same dish, one healthier than the other. Compare and contrast the nutritional value and taste. Discover healthy dishes can be comfort food, too!

CES 2450 (.3 CEU) $89/Senior Cost $71.20
1 day Wed May 25 6-9 pm
Sec. 921014 VT630 J. Gabriel, CMC

Intro to Fruit & Vegetable Carving: Hands-on
Join Chef St. Souver, a Food Network alum, for an amazing fruit and vegetable carving experience. You’ll learn about the needed tools and tool safety, basic creative techniques, how to choose quality carving pieces and how to store your bounty. Roll-up your sleeves and try your hand at carving a turnip, honeydew, cantaloupe, cucumber and green onions. You’ll be amazed what you can do. No experience necessary. All supplies and tools provided at the class. Please bring a box to take your carved masterpieces home with you.

CES 2376 (.3 CEU) $89/Senior Cost $71.20
1 day Thurs June 2 6-9 pm
Sec. 921005 VT630A D. St. Souver

Canapes & Hor d’oeuvres from Around the World: Hands-on
Each culture has its own version of unique and tasty hors d’oeuvres. Enlarge your culinary world by discovering a wide variety of canapes and hors d’oeuvres from a variety of international origins. Learn to prepare, garnish and present zakuskas of Russia, tapas of Spain, antipasto of Italy, and dim sum of China to name a few. Complete your cooking adventure by sampling all of these mouth-watering morsels. No prerequisite required for this class.

CES 2373 (.3 CEU) $119/Senior Cost $95.20
1 day Wed June 8 6-9 pm
Sec. 921017 VT635 M. Haight, CEC, CEPC
Home-Cook’s Night Out: Hands-on
People regularly plan nights out for hobbies, sport and fellowship. If cooking is your passion, make Friday evenings your cooking night out! Each week focus on a skill or the preparation of a particular type of food including meats, fish, poultry, salads and breads. Refine your skills, make new friends, while enjoying an evening of fine food. Bring a chef jacket and a basic set of knives. Call 734-462-4448 for details.

**CES 2458 (.3 CEu)**
for your life!”
and get wonderful recipes and tips to literally "cook

Learn the specific nutrition needs for each decade
age can improve your lifestyle, reduce the risks of
chronic health problems and keep you living well.

Studies show there is a connection between a
healthy diet and aging. No matter what age you are,
whole grains are more popular than ever. Discover
the fun of freshening up your palate with fresh,
new flavors, and enjoy the many benefits of whole-
grain goodness. Learn how to make entrees and
desserts. Discover sure-fire menu ideas and
entertaining suggestions guaranteed to save your
food budget and your electric bill. Beat the heat!

**Beat the Heat—Light Summer Meals**
Do you often crank up the air conditioning or order
take out to avoid heating up your kitchen on a hot
summer day? Enjoy a better option and learn to
prepare simple, light entrees, barbeque dishes, sal-
ads and desserts. Discover sure-fire menu ideas and
entertaining suggestions guaranteed to save your
food budget and your electric bill. Beat the heat!

**CES 2426 (.3 CEU)**
Whole grains are more popular than ever. Discover
the fun of freshening up your palate with fresh,
new flavors, and enjoy the many benefits of whole-
grain goodness. Learn how to make entrees and
desserts dressed from barley, brown rice, quinoa,
spelt, buckwheat and amaranth. Find out the
proper way to clean and cook these small health
treasures. Become whole grain savvy.

**Artisan Breads: Hands-on**
Forget about buying bread forever! Explore many
varieties of flavored breads using natural and sour-
dough starters. Learn about different types of flour
and their effects on fermentation. Practice proper
mixing and handling, while discovering the make-
up of Artisan breads.

**CES 2418 (2.0 CEU)**

Create your own Mexican Fiesta in your home.
Learn to create an authentic Mexican buffet party
meal including appetizers, salad, salsa, and street-
style Mexican soft tacos. Couple your buffet with
traditional Mexican drinks and a dessert. Be pre-
pared to party-hearty Mexican style.

**CES 2449 (.3 CEU)**

When you think of salad do you think of iceberg
lettuce with a few veggies thrown in for good
measure? Change that thinking forever and learn to
create salads you’ll be proud to serve, including
composed salads, entree salads and side salads.
Don’t forget those always popular “dish-to-pass”
pasta and rice salads, too. Learn to make great vin-
agrettes and emulsified dressings. Make your salad
‘La Piece De Resistance’!

**CES 2173 (.3 CEU)**

Did you know that many chefs consider the knife
to be the most important tool in the kitchen?
Improve your speed and safety in the kitchen by
learning knife skills. Discover how to choose the
proper knife for the item you’re cutting and how to
properly care for your knives. Learn to master basic
cuts and especially how to cut vegetables and herbs.
Please bring a chef knife, paring knife and peeler to
class.

**CES 2363 (.3 CEU)**

Transform your backyard into a successful outdoor
party regardless of the weather. Learn to infuse
your own oils and vinegars to prepare unique and
flavorful marinades and salad dressings. The secrets
of successful grilling of poultry, seafood and veg-
etables will be demonstrated. A variety of salad
dishes will be demonstrated using mixed greens,
fruits and pasta.

**CES 2241 (.8 CEU)**

Become the master of the burger. Learn the vari-
ous ingredients available for your masterpieces...beef,
chicken, turkey, salmon and veggies. Create
gourmet toppings and condiments that enhance
your burger creations. Experience different prepa-
rations options—on the stove top, grill, broiler or
in the oven. Realize you can truly entertain using
the burger as you take your hamburger to a new
culinary level.

**CES 2302 (.3 CEU)**

Knowledge is power—and that applies to the grill,
too. Learn the advanced grilling techniques to take
your grilling to the next level. Learn how fire fla-
avors food, and the kind of heat that is right for fish,
vegetables and meat. Discover additional seasoning
techniques and how to maximize your grill’s capa-
bilities. Get more flavor from your grilled foods and
more compliments for the chef.

**CES 2324 (.8 CEU)**

Learn how to create enticing meat and dairy free
meals using fresh, high-quality ingredients. On
day one learn about vegetarian and vegan cuisine,
including hands-on prep work. On day two you’ll
cook, discovering firsthand how satisfying and
flavorful vegetarian and vegan dishes can be. Even
if you are not a vegetarian, discover how meat- and
dairy-less meals can be great meal alternatives.
NEW Culinary Technology: Combination Ovens & Steam Theory

Staying current with technological advances is essential for personal and professional success in the culinary industry. Explore the use of combination ovens and the steam theory and learn how to incorporate this technology into food preparation techniques. Enrollment is limited to allow for an enjoyable interactive experience in our butchery kitchen.

Culinary Technology: Combination Ovens & Steam Theory

Varietal Wines of the World

A varietal wine is a wine that uses the name of the dominant grape from which it is made. Learn about and taste wines of one varietal per class from different areas of the world. Learn the general characteristics of the various grapes and discover how the growing regions affect the flavor of the wine you taste. You must be at least 21 years old to attend.

Culinary Technology: Rapid Cooking & Microwaving

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Pastry Boot Camp: Hands-on

Get ready to dig in the trenches, get dirty and be part of this four-evening basic-training pastry course. Fall in and learn the fundamentals and techniques used in preparing pastry creams and custards, pies and tarts, French pastries and tortes, and cheesecakes. Each night will be filled with new and exciting information, practical hands-on experience and opportunities to taste the results. Enlist now!  

NEW Tropical Desserts: Hands-on

This spring look to tropical fruit to bring your mind to a warm place, where the sun always shines, cool breezes skate across clear blue water, and mangoes, pineapples, and papayas fill the kitchen. Learn about unique fruit varieties and how to use them in pastries, tarts, creams and cakes. Also expect to experience local spring fruits as available.

NEW Home-Baker’s Night Out: Hands-on

If baking is your passion, take one evening a week and do a baker’s night out! Each week you’ll focus on a different baking skill that will exercise and develop your skills, make new friends, while enjoying an evening of fine baked goods. Bring a chef jacket and the pastry tool kit called out in the booklet. Call 734-462-4448 for details.

NEW Culinary Technology: Sous Vide, Vacuum Packing & Cooking

Staying current with technological advances is essential for personal and professional success in the culinary industry. Explore the use of combination ovens and the steam theory and learn how to incorporate this technology into food preparation techniques. Enrollment is limited to allow for an enjoyable interactive experience in our butchery kitchen.

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NEW Home-Baker’s Night Out: Hands-on

If baking is your passion, take one evening a week and do a baker’s night out! Each week you’ll focus on a different baking skill that will exercise and improve your baking repertoire. Enjoy a vast array of recipes that will accommodate all levels. Refine your skills, make new friends, while enjoying an evening of fine baked goods. Bring a chef jacket and the pastry tool kit called out in the booklet. Call 734-462-4448 for details.

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Languages Around the World—Level II
Increase your writing and speaking skills by delving further into the grammar of your new language. Review what you learned in Level I and expand your communication skills in everyday living skills such as banking, shopping, restaurants, hotels, airports, and even emergency situations. Feel an emotional tie start to root as you begin to understand and appreciate another culture’s holidays and special celebrations that make them unique. Celebrate the progress you’ve made in your language experience!

Mandarin Chinese II Conversational
CES 3297 (2.4 CEU) $149/Senior Cost $119.20
12 weeks Wed May 4 5:30-7:30 pm
Sec. 926011 AS378 M. Su

French II Conversational
CES 3270 (2.4 CEU) $149/Senior Cost $119.20
12 weeks Mon May 2 6-8 pm
Sec. 926009 LA410 Staff

German II Conversational
CES 3350 (2.4 CEU) $149/Senior Cost $119.20
12 weeks Wed May 4 6-8 pm
Sec. 926018 LA415 H. Fruechtenicht

Italian II Conversational
CES 3330 (2.4 CEU) $149/Senior Cost $119.20
12 weeks Mon May 2 6-8 pm
Sec. 926007 LA465 A. Pivetta

Spanish II Conversational
CES 3391 (2.4 CEU) $149/Senior Cost $119.20
12 weeks Wed May 4 6:30-8:30 pm
Sec. 926006 LA330 N. Rodriguez

Language Around the World—Level III
Feel empowered in your business relations, social interactions, and personal relationships as you immerse yourself further into your language. In this lively, but low-stressed atmosphere you will increase your grammar efficiency. Communication skills will also improve as you begin to put more complex sentences together. Accelerate your social skills and have fun with phone conversations, ordering from a menu, and asking and giving personal information. Nourish a genuine understanding of the people whose language you are acquiring.

Spanish III Conversational
CES 3434 (2.4 CEU) $159/Senior Cost $127.20
12 weeks Mon May 2 6:30-8:30 pm
No class 5/30,7/4
Sec. 926002 LA330 N. Rodriguez

Italian III Conversational
CES 3344 (2.4 CEU) $159/Senior Cost $127.20
12 weeks Tues May 3 6-8 pm
Sec. 926008 LA465 A. Pivetta

Chinese Culture & Characters I
Begin to understand and appreciate Chinese writing. Discover how Chinese writing integrates both meaning and pronunciation information in its characters. Learn the history and rules of the Chinese writing system, study the linguistic roots of 75–100 Chinese characters, and practice Chinese calligraphy. Explore Chinese cultural issues, such as Chinese business and social etiquette through books, news articles, and films.
CES 3552 (2.4 CEU) $139/Senior Cost $111.20
12 weeks Thurs May 5 5:30-7:30 pm
Sec. 926004 AS378 M. Su

American Sign Language I
American Sign Language is the fourth most commonly used language in the U.S.A. Discover the basics of ASL including facial expressions, hand gestures, and body language. Gain basic knowledge of the alphabet, numbers, colors, and time telling. Learn about the deaf culture and the use of the Michigan Relay Center (MRC). The first half of the textbook will be covered. This class is taught by a hearing instructor.
CES 33150 (2.4 CEU) $139/Senior Cost $111.20
12 weeks Tues May 3 6-8 pm
Sec. 926024 LA410 T. White

Speed Spanish Online
Need a Spanish review? Learn six easy recipes for gluing Spanish words together to form sentences. With the powerful methods taught in this course, you’ll be able to renew your Spanish and engage in conversations Spanish in no time.
CES 3459 (2.4 CEU) $95/Senior Cost $76
6 weeks Apr 20 Sec. 920255
6 weeks May 18 Sec. 920215
6 weeks June 15 Sec. 930236

Speed Spanish 2 Online
With this follow-up to our popular Speed Spanish course, gain comfort in Spanish-speaking situations by learning even more clever new recipes you can put to immediate use. **Prerequisite:** CES 3459 Speed Spanish—Online Course.
CES 33532 (2.4 CEU) $95/Senior Cost $76
6 weeks Apr 20 Sec. 929655
6 weeks May 18 Sec. 929615
6 weeks June 15 Sec. 939606

Speed Spanish 3 Online
Master your ability to speak, understand, and read Spanish by taking the final installment in our unique three-part Speed Spanish learning series. **Prerequisite:** CES 3432 Speed Spanish 2—Online Course.
CES 33571 (2.4 CEU) $95/Senior Cost $76
6 weeks Apr 20 Sec. 920239
6 weeks May 18 Sec. 920299
6 weeks June 15 Sec. 930202

See Online Class Information on page 42 for specific requirements.

ENGLISH LANGUAGE INSTITUTE

**ENGLISH LANGUAGE INSTITUTE**

**English as a Second Language**

**Evening Classes—Levels I–V**

In this twelve week, 72 hour format you will learn to use correct grammar in meaningful conversational exchanges. You will have plenty of time to build vocabulary, improve your pronunciation and practice listening, speaking, reading and writing, as you become familiar with American culture. With each class level you will build on the skills you have already acquired in the previous level classes. *The English Language Institute Placement Test is required for correct level placement. The last test is given one week before classes begin, so please plan ahead. Please call 734-462-4448 to schedule an appointment.*

**ESL I—English as a Second Language**
CES 7235 (7.2 CEU) $305/Senior Cost $244
12 weeks Mon & Wed May 23 6-9 pm
Sec. 936922 MC115 R. Leider

**ESL II—English as a Second Language**
CES 7236 (7.2 CEU) $305/Senior Cost $244
12 weeks Mon & Wed May 23 6-9 pm
Sec. 936923 MC120 S. Stichler

**ESL III—English as a Second Language**
CES 7261 (7.2 CEU) $305/Senior Cost $244
12 weeks Mon & Wed May 23 6-9 pm
Sec. 936924 MC115 E. Rande

**ESL IV—English as a Second Language**
CES 7262 (7.2 CEU) $305/Senior Cost $244
12 weeks Mon & Wed May 23 6-9 pm
Sec. 936925 MC125 E. Rande

**ESL V—English as a Second Language**
CES 7265 (7.2 CEU) $305/Senior Cost $244
12 weeks Mon & Wed May 23 6-9 pm
Sec. 936926 MC120 S. Stichler

**Accent Reduction I Workshop**
Now that you can speak English, learn to be better understood by American English speakers. The Accent Reduction Workshop has been developed to help the ESL student like you to speak with an American accent and interact with others who are experiencing the same challenges. You’ll improve your clarity and increase your ability to follow the English spoken language. *The English Language Institute Placement Test is not required for this class.*

CES 7298 (4.8 CEU) $255/Senior Cost $204
12 weeks Sat May 14 9 am-1 pm
Sec. 936927 LA470 P. Konfara
PAINTING

**Portrait Drawing & Painting I**
Creating a likeness is a rewarding artistic accomplishment that enhances the artist’s ability in every endeavor. In the studio learn to create a likeness from the live model by accessing your creative right brain and training your eye to see. This relaxed approach is supported with class presentations and an emphasis on individual instruction. You may draw throughout the class or work in your chosen medium. Please bring paper, pencils and a kneaded eraser to the first class. Some drawing experience is helpful. The model fee is included in the course cost.

**CES 3337 (2.4 CEU)**
$149/Senior Cost $119.20
8 weeks
Wed
May 4
6:30-9:30 pm
Sec. 922002
F470
L. Baum

**Acrylic Painting**
Experience the versatility of acrylic paint as you explore different techniques, mixing colors, styles and consistencies using this water-soluble medium. Create realistic and impressionistic paintings including landscapes and still lifes. To the first meeting please bring a small detail brush and a medium flat brush; acrylic paints: Ultramarine blue, white, black, Cadmium yellow, red (choose from Naphtha, Pyrrole or Alizarin Crimson); a palette and a 18x24 canvas, and a pad of paper for sketching (it does not need to be a complete pad). Acrylic paint does not wash out of clothing; please wear appropriate clothing or bring a cover up.

**CES 3589 (2.4 CEU)**
$149/Senior Cost $119.20
8 weeks
Wed
May 4
6:30-9:30 pm
Sec. 922003
F370
D. Zuccarini

**Oil Painting**
Share in a long tradition of creating oil paintings. Learn the versatility of oil in Alla Prima painting techniques (of Hals, Valaquez and Manet), color theory and composition, while exploring different subjects and styles. Emphasis is placed on encouraging your own creativity and on personal instruction, supported with class presentations and reviews. Some drawing experience is helpful. Please bring the following materials to the first session: oil colors-yellow, blue, and red, a bristle brush #4, canvas board or canvassette 12"x16", and ODORLESS THINNER or mineral spirits, and a small container. Please note, water soluble oils may be used in this class.

**CES 3153 (2.4 CEU)**
$139/Senior Cost $111.20
8 weeks
Mon
May 2
6:30-9:30 pm
Sec. 922004
F470
L. Baum
8 weeks
Thurs
May 5
1-4 pm
Sec. 922001
F470
L. Baum

**DRAWING**

**Drawing I**
Unlock your artistic talent by developing fundamental drawing skills. Learn how to create beautiful drawings using graphite and charcoal. Begin to understand composition, see value in form, and handle materials with a greater confidence. A variety of methods will be demonstrated covering line and value scales, sighting, and measuring techniques.

**CES 3586 (2.4 CEU)**
$135/Senior Cost $108
8 weeks
Tues
May 3
6-9 pm
Sec. 922103
F400
A. Bacon

**CERAMICS**

**Ceramics I**
Discover the art of ceramics, in a relaxed and creative environment. You will be taught to hand-build and wheel-throw pottery, different ways to decorate your pieces and how to apply glazes giving your creations artistic life. Learn about kilns and the art of mixing glazes, while experiencing a unique sense of personal accomplishment. This class is for first-time participants only.

**CES 3081 (2.4 CEU)**
$165/Senior Cost $132
8 weeks
Fri
May 6
7-10 pm
Sec. 922001
F410
C. Laginess

**Ceramics II**
Continue developing your skills by exploring glaze applications and expanding your knowledge of the history of ceramic art. You will increase your wheel-throwing and hand-building skills in this fun, hands-on class.

**Prerequisite:** Ceramics I or equivalent knowledge.

**CES 3426 (2.4 CEU)**
$165/Senior Cost $132
8 weeks
Mon
May 9
7-10 pm
Sec. 922002
F410
P. Howard

**Ceramics III**
Expand the basic wheel-throwing and hand-building techniques you learned in Ceramics II. Enjoy using a variety of surface design techniques. Discover the technique of mold-making. You'll reproduce the forms into finished pieces of art. Necessary ceramic tools and respirator will be discussed at the first class.

**Prerequisite:** Ceramics II or equivalent knowledge.

**CES 3090 (2.4 CEU)**
$165/Senior Cost $132
8 weeks
Tues
May 3
7-10 pm
Sec. 922003
F410
M. Kuhn

**NEW**

**Ceramics IV: Projects for the Home**

Through demonstrations and individual projects create functional ceramic items for home use. Project choices include a pedestal jewelry bowl, lotion jar, soap dish, picture frame, citrus-juicer and more. Production methods include wheel-throw and slab-construction and firing to cone 10 or 6. Enjoy this small interactive class filled with maximum opportunity.

**Prerequisite:** Ceramics III or equivalent ceramic experience.

**CES 3640 (2.4 CEU)**
$175/Senior Cost $140
8 weeks
Thurs
May 5
7-10 pm
Sec. 922004
F410
M. Kuhn

**NEW Introduction to Wheel Throwing**

Making pottery on the wheel consists of using hand-eye coordination, sensitivity to pressure and speed. Through demonstration and individual projects learn to use different hand positions, to shape and form raw clay into sturdy, useful vessels. Learn to choose and prepare clay, and trim, slip and carve the forms into finished pieces of art. Necessary ceramic tools and respirator will be discussed at the first class.

**CES 3645 (2.4 CEU)**
$165/Senior Cost $132
7 weeks
Mon
July 18
6:35-10 pm
Sec. 932006
F410
M. Kuhn
ART GENERAL

NEW Introduction to Relief Printmaking
Take your drawings to a new level with relief printmaking. Learn this printmaking process where the areas of a plate or block have been removed and when inked, creates many “originals” of the same work. Learn to work with linocut carving tools, and begin to produce designs and investigate coloring with both black and white and a two-color reduction process. Drawing experience is helpful. All initial supplies will be provided. Paper, ink and linocut blocks may need to be purchased as the class progresses.

CES 3641 (3.0 CEu) $145/Senior Cost $116
10 weeks Mon May 2 6-9 pm
Sec. 922604 F370 S. Kalaj

Experimental Art: Straight from the Soul
Experimental art is original and does not aim to be appreciated or embraced; it attacks the artistic process. Explore various techniques, experiences and artistic planning as it relates to creativity, art and the end product. Using items found around the house, paint, draw, and create collages and/or assemblages or whatever your mind dreams up. A supply list will be discussed at the first class. No previous art experience is needed.

CES 3629 (3.0 CEu) $145/Senior Cost $116
10 weeks Wed May 4 6-9 pm
Sec. 922603 F400 A. Bacon

Wet Felting: Irresistibly Beautiful Projects
Attention art enthusiasts, crafters and hobbyists of any skill level—learn the basics of wet felting, the process by which natural fibers are stimulated by friction and lubricated by a moisture bond to form cloth. Tap into your individuality as you grow as an artist using this ancient process. Come away with mittens, a hat, a scarf or a unique decorative art piece.

CES 3623 (1.5 CEu) $89/Senior Cost $71.20
5 weeks Wed May 4 6-9 pm
Sec. 922602 AS820 M. Reeds

Weaving: Looming Large on Your Horizon
The ancient craft of hand weaving has moved into the 21st century! Learn the fiber art technique which takes two sets of yarns or threads and interlaces them to form cloth. Using a frame loom, weave an art piece or clothing piece that speaks to your own artistic creativity. Discover unlimited artistic possibilities. No experience necessary. All materials supplied.

CES 3630 (1.5 CEu) $89/Senior Cost $71.20
5 weeks Wed June 8 6-9 pm
Sec. 922605 AS820 M. Reeds

PHOTOGRAPHY

Capture the Moment: Basic Photography
Experience the satisfaction of using your 35mm or digital camera to its fullest. Through lecture and field trips learn the basic tools of photography: camera operation and flash techniques. A 35mm point and shoot camera will work, but a 35mm SLR or digital camera with interchangeable lenses will produce better results and is recommended. All prints must be processed at an outside lab by you. Information on two field trips will be given the first night of class. Basic computer skills are required for this class.

CES 3423 (2.4 CEu) $145/Senior Cost $116
8 weeks Tues May 10 6-9 pm
Sec. 922406 BTC170 B. Mitchell

Prizewinning Photography Program
Join a prizewinning photographer for an evening of photographic pleasure. This photography program is all about shifting from taking snapshots to MAKING PHOTOGRAPHS! Learn about composition, shutter speeds, apertures and exposure. Come to understand depth of field, film and digital cameras, filters, flash, lenses, and much more. Let a master photographer improve your photographic skills.

CES 3431 (4 CEU) $49/Senior Cost $39.20
1 day Tues June 21 6-10 pm
Sec. 922401 BTC100 M. Nagler

Secrets of Better Photography Online
Designed for both film and digital photographers, this course is filled with tips and tricks to help you take better photographs. Learn the basic technology that all cameras use, and receive helpful information on exposure and lighting.

CES 3530 (2.4 CEU) $95/Senior Cost $76
6 weeks Wed & Fri June 15 Sec. 930224

MEET INSTRUCTOR Shaqe Kalaj

Shaque Kalaj is an Albanian-American artist who shows her work regularly in galleries in Michigan and across the U.S., as well as Korea and Japan. She does not define herself by a particular medium, but lets her content define what medium she will work in. Since art and life are synonymous for Kalaj, every aspect of life is open to inspection and is expressed through the symbolism and mood of her work. Transformation, both physical and emotional, is the guiding idea in all her work.
GREEN LIVING SERIES

There is much talk about going green. But what does that mean for you in your home and daily life? Learn the fundamentals of living green and gain tools to make your life a little greener.

This money savings series is a real value and includes the following 6 classes:

• CES 5229 Green Living: An Overview
• CES 5230 Green Living: Recycling & Energy
• CES 5231 Green Living: Maintaining Your Home
• CES 5232 Green Living: Personal Care
• CES 5233 Green Living: What We Eat
• CES 5237 Green Living: The Life of Clothing

You must register prior to the start of the series to take advantage of the savings.

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• CES 5233 Green Living: What We Eat
• CES 5237 Green Living: The Life of Clothing

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Green Living: What We Eat
Food has changed over the years. See how our eating has both health and environmental impacts. After taking a personal questionnaire, learn about your various food choices and what defines natural, organic and local foods. Become aware of food packaging when making purchases and learn great, green tips when marketing and purchasing food on the go. Define food goals you can realistically achieve.

C E S  5 2 3 3  (. 3  C E u ) $ 4 4 / S e n i o r C o s t $ 3 5 . 2 0
1 day Tues June 7 6-9 pm
Sec. 923006 BTC100 L. Sullivan

Green Living: The Life of Clothing
Explore eco-friendly clothing options. Learn which clothing materials to look for and those to avoid. Discover great resources for purchasing green clothing and accessories. Explore the environmental impact of clothing care, from dry cleaners to detergent choices. Gain options for clothing disposal. Set achievable goals to green-up your clothing.

C E S  5 2 3 7  (. 3  C E u ) $ 4 4 / S e n i o r C o s t $ 3 5 . 2 0
1 day Tues June 14 6-9 pm
Sec. 923007 BTC100 L. Sullivan

Metal Fabrication

Basic Machining, Manual Mills & Lathes
Gain manual machine skills and make/create your own part or machine project. Learn safety skills and basic mill and lathe operation skills, and do metal manufacturing. Maybe you want to make a special machine part, or have an idea and need the equipment and/or knowledge to do it. Get individual instructor attention, help with material selection and the skills to do the job. You must bring safety glasses. Materials will be discussed at the first class. Depending on your project additional supply fees may be necessary.

C E S  6 1 9 1  (. 6  C E u ) $ 2 1 9 / S e n i o r C o s t $ 1 7 5 . 2 0
12 weeks Thurs May 5 3:15 pm-6:15 pm
Sec. 922802 AS170 G. Keyes

Contemporary Metal Sculpture
Begin by learning safety skills and the basics of metal welding and fabrication. Take those skills and explore the world of contemporary metal sculpture. Put your own spin on this fascinating art form. For safety reasons wear closed-toe shoes, a 100 percent cotton or natural fiber long-sleeved shirt and long pants. Please, no synthetic clothing. Materials list will be discussed at the first class.

C E S  3 6 1 3  ( 6 . 0  C E u ) $ 2 9 9 / S e n i o r C o s t $ 2 3 9 . 2 0
15 weeks Tues May 3 6-10 pm
Sec. 922803 AS363 M. Machnee

15 weeks Thurs May 5 6-10 pm
Sec. 922801 AS363 M. Machnee
MUSIC

Voice: Honing Your Instrument
Anyone can learn to sing! Whether you’re a beginner hobby-singer, car-singer, or have some experience singing in a chorus, discover the fun of improving your voice. Learn to warm-up and do vocal techniques as you build confidence and eliminate fear. If comfortable, at the last class, put your heightened skills to use and perform. Class repeaters are encouraged and welcomed.

Jazz Band 1
This group is known throughout the Detroit Area for its jazz performances. The band also participates at concerts in the community during the school year. All aspiring jazz performers ages 16 through 80+ are invited to participate.

NEW Introduction to Taiko Drumming
While taiko drumming has been done in Japan for thousands of years, recently westerners have become drawn to this powerful and energetic music. Taiko drumming takes unusual physical feats as well as a remarkable discipline. Learn proper vocabulary and terminology, and drumming basics including proper stance, form and technique. Celebrate your new found skills at a group performance on the last class meeting. Bachi (drum sticks) are included in the class cost.

PUBLIC SAFETY

Firearms Training for Concealed Pistol License
Designed to fulfill the training requirements to obtain a Concealed Pistol License in the State of Michigan this class includes lecture, shooting simulator, and range shooting. Shooting decisions will be discussed. Bring a reliable, unloaded handgun to the first class. A holster, eye and ear protection, and 150 rounds of ammunition for your handgun will be necessary for the range training on the last day of class.

Refresher for Carrying Concealed Pistols
If you hold a Michigan Concealed Pistol License, refresh your skills. Receive legal updates and a review of the pistol safety curriculum to fulfill your renewal requirement. For renewal, applicants are required to have one hour on the firing range within the preceding six months. If you have not been to the range, you may take advantage of the opportunity to do so the Saturday following this class.

Decision Shooting for Concealed Pistol License Holders
CPL holders will be exposed to shoot/don’t shoot scenarios using the FATS training videos. Using our laser equipped guns learn to make quick decisions pertaining to the use of deadly force. Prerequisite: a permit to carry a concealed pistol.

Audition required—contact the instructor via email at pmichals@schoolcraft.edu to make an appointment prior to the class start date. Audition music will be available at the Continuing Education Center welcome desk.

Wind Ensemble 1
The Schoolcraft Wind Ensemble is one of the most visible and popular organizations on campus. This community wind, brass, and percussion instrumental ensemble is open to all musicians. The Wind Ensemble performs approximately six concerts a year, and at all college commencements. All musically talented musicians are invited to audition regardless of their field. An orientation at the beginning of each semester is required.
MOTORCYCLE SAFETY EDUCATION
The motorcycle safety education classes offered below are conducted with state funds from a motorcycle safety grant administered by the Michigan Department of State.

- $25 non-refundable & non-transferable class fee for all motorcycle safety classes.
- You must be present for the entire class; students arriving late by 5 minutes or more for the first class session will not be allowed in the class, and no refund will be given.
- You must provide protective clothing/gear for all motorcycle classes—no sharing!
- Participants must be at least 15 years of age.

Classes fill quickly!

Motorcycle Information Hotline 734-462-4452
» View current Schoolcraft class availability and section numbers, and the entire 2011 Detroit-Metro Regional Motorcycle Safety Schedule online:
  www.schoolcraft.edu/cepd/motorcycle
» Register online, by mail, or walk-in.

Basic Rider Class
Motorcycles are provided. If you have minimal experience operating a motorcycle, this class is for you. We offer three schedule choices that provide approximately 16 hours of instruction:

- **One Weekend**—The most physically and mentally challenging option. Class meets Friday, 6–10 pm, Saturday and Sunday, 8 am–8 pm. You need to be available during the 12-hour period, but are not expected to be on site the entire time. Variable schedules will be assigned the first night of class.

- **Two Weekend**—Class meets two consecutive weekends, Fridays, 6–10 pm, Saturdays and Sundays, 8 am–8 pm. You need to be available during the 12-hour periods both weekends, but are not expected to be on site the entire time. Variable schedules will be assigned the first night of class.

- **Weeknight or Weekday**—Two weeks, Monday through Thursday for four hours each day.

Three-Wheel Basic Rider Course
If you have minimal experience or are unlicensed operating a three-wheel motorcycle, this course is for you. Develop your basic riding skills as you learn proper turning, shifting and braking. You have approximately 12 hours of instruction; 4 in the classroom and 8 on the range. All students must provide their own three-wheel motorcycle (no sharing), proof of insurance for their bike, and the bike must pass a safety inspection.

Performance Based Motorcycle Class
For those who know how to ride a motorcycle, but don’t have a license, or have the license, but want to brush up on riding skills. All students must provide their own motorcycle (no sharing), proof of insurance for their bike, and the bike must pass a safety inspection. Class meets for one day, 8 am–6 pm.

Advanced Rider Class
For the licensed cyclist; specifically designed for large touring motorcycles and sport bikes. All students must provide their own motorcycle (no sharing), proof of cycle endorsement, insurance for their bike, and the bike must pass a safety inspection. Class meets for one day, 8:30 am–6 pm.

MOTORCYCLE SAFETY detroit metro consortium
Improving the safety of motorcyclists on our roads is our primary goal. The Detroit Metro Motorcycle Safety Consortium was formed in 1999 to offer hands-on, comprehensive motorcycle safety training in a safe and comfortable environment. Since 1999, the consortium has trained over 46,000 students. Our classes are taught by professional, certified instructors who not only have a passion for riding—but riding safety. State funds from a motorcycle safety grant administered by the Michigan Department of State support this program.
KIDS on campus

SCHOOLCRAFT COLLEGE

SUMMER 2011
July 11–August 5

PROGRAMS FOR 1ST GRADERS–HIGH SCHOOL SENIORS

EXCITING NEW OFFERINGS

TAUGHT BY PROFESSIONALS AND CONTENT EXPERTS

HANDS-ON LEARNING

BEFORE AND AFTER CARE AVAILABLE

Register now for Summer 2011 Kids on Campus—camps are filling quickly! Visit www.schoolcraft.edu/KOC to view the full summer Kids on Campus schedule; email CEPD@schoolcraft.edu or call 734-462-4448 to receive a copy in the mail.
PHYSICAL FITNESS

Get Fit, Have Fun, Make Friends

Physical exercise can help you maintain a healthy weight, build and maintain healthy bone density, muscle strength and joint mobility, promote physiological well-being and strengthen the immune system. We offer a vast array of affordable and convenient classes for all ages and skill levels. Please see below for important information:

» For youth classes (Aquatics, Fencing, Tennis, etc.), please use child’s information when registering.
» Wear exercise clothing.
» Bring a towel and water bottle to class. Bring a mat to class if noted in class description.
» If you wish to use a locker, please bring your own lock.

All participants of Continuing Education & Professional Development Physical Fitness classes must agree to the terms of the Schoolcraft College Waiver of Liability – Fitness Classes at the time of registration:

» If registering online, check box to signify agreement.
» If registering by mail or walk-in, include one signed waiver per registration form or registration will not be processed. The waiver form is available on page 41 of this schedule, and online at www.schoolcraft.edu/cepd/registration.asp

A doctor’s review of your health is advised before starting an exercise program.

AEROBICS CROSS TRAINING

Hoop Blast
Hoop ing is becoming a popular form of exercise because it’s fun, creative, and never boring. Using an adult size, weighted hula hoop, begin performing very basic moves on/off the body and then progress into a full-body workout. Hooping helps build motor skills, increases coordination, strengthens core, sculpts waistline and thighs, tones abs, glutes and arms, encourages cardiovascular health, and builds a strong and confident body. A weighted hula hoop will be provided or you may bring your own. 

Zumba Fit—A “Blast” Fitness Class
Zumba is a combination of easy-to-follow routines done to Latin and International music, featuring interval training and fast and slow rhythms. The result is an energizing, fat-burning cardio workout that burns up to 500 calories per class! Zumba is designed for all fitness levels, with no dance experience necessary. Class format may vary. This class is taught by an official Zumba instructor. Please bring a mat to class.

Zumba Gold
Zumba Gold is designed for the true beginner and the active older adult. This party-like fitness dance class, done to a variety of music like merengue, salsa, and tango, is an effective work out, burns tons of calories and is geared for all fitness levels. No dance experience is necessary. Class format may vary. This class is taught by an official Zumba instructor.

Breaking News...
The college has planned major renovations for parts of the PE Building during the Spring/Summer and Fall 2011 semesters. As a result, the Auxiliary Gym will be limited in availability. We are working hard to keep classes running efficiently during this construction, and hope that for many of our physical fitness students, it may only mean a change in class location. We appreciate your patience as we work through these scheduling challenges, and will do our best to update you as information becomes available.
Caribbean Cardio & Ab Blast
Enjoy this fat burning workout set to Latin salsa and island rhythm music. While dancing the calories away, tone and sculpt your entire body using light hand weights. Follow an ab-blasting floor workout. Get results! All ability levels are welcome. No dance experience needed. $59/Senior Cost $29.50
CES 9854
8 weeks Tues May 3 7-8 pm
Sec. 928135 PE140 E. Mitchell

Zumba with Weight Training
This fat burning, muscle sculpting class consists of thirty-five minutes of exhilarating Zumba followed by fifteen minutes of intense toning with hand weights and exertubes. Equipment supplied. This class is taught by an official Zumba instructor. Class format may vary. $59/Senior Cost $29.50
CES 9812
8 weeks Thurs May 5 7:30-8:30 pm
Sec. 928119 PE140 E. Mitchell

Combination Fitness Training
Using a combination of equipment, light weights and cardio exercises you can get the quickest results in the shortest amount of time. Each class will incorporate core exercise, balance, flexibility, total body toning and strengthening exercises while improving cardiovascular endurance. Enjoy this fast paced program that will tone muscle and burn calories. Please bring a mat to class. $105/Senior Cost $52.50
CES 9826
12 weeks Mon & Wed May 2 7-8 pm
Sec. 928116 PE140 Staff

Cardio Kickboxing
Have fun and get a full body, fat-burning workout— all done to music! Cardio Kickboxing burns 800 calories per hour making it a great aerobic workout. Do punching, kicking, core, weight and toning exercises—something new each week. Please bring a mat to class. $59/Senior Cost $29.50
CES 9490
8 weeks Wed May 4 6:30-7:30 pm
Sec. 928127 PE Main Gym Staff
8 weeks Thurs May 5 7-8 pm
Sec. 928129 PE Auxiliary Gym Staff

Circuit Training
Lose inches while strengthening all your major muscle groups by combining strength training and cardio in the same workout. Move through timed stations to keep your heart rate up as you strengthen all major muscle groups. Learn to safely use fitness equipment to maximize your results while taking control of your individual improvement. $105/Senior Cost $52.50
CES 9778
12 weeks Tues & Thur May 3 6-7 pm
Sec. 928113 PE Fitness Room S. Bauslaugh

Get Fit! From Top to Bottom
Recent research has shown that good muscle strength will help you live a longer and healthier life. Get fit from top to bottom improving your muscle and bone health, as well as your cardiovascular function. With the use of low impact aerobics, resistance-bands, exertubes, stability balls, and free weights, you’ll have fun getting fit. This class is designed for all ages. Wear exercise clothing. Please bring a mat to class. $95/Senior Cost $47.50
CES 9677
8 weeks Tues & Thur May 3 8-9 am
Sec. 928109 PE140 S. Zydeck

Move It & Lose It
This combination weight loss and exercise program will help you achieve your weight management goals. Consisting of personal assessment plans, various exercise classes, nutrition information, and motivational instruction, this class will help you lose and keep the weight off. Work with a certified personal trainer measuring your weekly progress, with the perk of additional phone communication to provide motivation and support. Note: while privacy will be respected, students will be encouraged to use a buddy system. The class will be held in the fitness room and gym in a small intimate class setting. Additional workout opportunities will be offered. $159/Senior Cost $79.50
CES 9825
6 weeks Tues & Thur May 3 6-7 am
Sec. 928131 PE Fitness Room A. Spayd

Get Fit & Stay Fit
Design this beginning to moderate level of exercise designed for all fitness abilities. Set your own pace in variations of low impact aerobics, strength training and sculpting. Learn to incorporate stability balls, exertubes, dynabands and hand weights into your fitness routine. Cool down with a relaxing segment of yoga type stretches. Class format may vary. Please bring a mat to class. $105/Senior Cost $52.50
CES 9254
8 weeks Mon, Wed & Fri May 2 9-10 am
Sec. 928118 PE140 K. Carzon

Best Body Workout
Get a total body makeover! Begin with an energized, calorie-burning cardiovascular segment, with inter- val training, toning and sculpting. Using various equipment continue with a floor workout, reshaping abs, glutes and thighs. Finish with relaxing yoga type stretches. Please bring a mat to class. $59/Senior Cost $29.50
CES 9856
8 weeks Wed May 4 5-6 pm
Sec. 928134 PE Auxiliary Gym K. Carzon

High Energy/Low Impact Aerobics
Enjoy a fun, energizing, motivating aerobics class in a friendly non-threatening setting. This class combines traditional aerobic moves with calisthenics, introduction to kickboxing, basic step and interval training. The strength portion of the class utilizes free weights, bands and balls. Get a power workout for all fitness levels. Please bring a mat to class. $105/Senior Cost $52.50
CES 9509
12 weeks Mon & Wed May 2 6-7 pm
Sec. 928108 PE140 No class 7/13 through 7/27 S. King

Strength Training & Sculpting
Weight Training “Aerobically”
This exciting muscle toning workout will help you get your heart rate into your training zone. Designed for all ages and levels of fitness, this workout is great for improving cardiovascular and muscle strength at the same time. It also adds variety for those interested in cross-training. Please bring a mat to class. $59/Senior Cost $29.50
CES 9823
8 weeks Sat May 7 9-10-10:10 am
Sec. 928120 PE140 No class 7/13 through 7/27 S. King

Personal Training
Here’s your opportunity to work with a personal trainer learning to use fitness equipment safely and effectively maximizing your workout in a minimal amount of time. Receive a pre- and post-evaluation. An individualized exercise program will be established based on test results and personal goals. $135/Senior Cost $67.50
CES 9453
6 weeks Tues & Thur May 3 2:15-3:15 pm
Sec. 928122 PE Fitness Room S. Sywerda
6 weeks Tues & Thur May 3 3:30-4:30 pm
Sec. 928123 PE Fitness Room S. Sywerda
12 weeks Sat May 7 10-11 am
Sec. 928103 PE Fitness Room S. Bauslaugh

Strength Training & Muscle Conditioning
Focus on strengthening and toning the major muscle groups as you increase lean muscle mass. Enjoy a healthier body and a higher metabolic rate, as you firm, tone, and enhance the body’s natural shape. Exercises are developed using a variety of machines. $105/Senior Cost $52.50
CES 9433
12 weeks Tues & Thur May 3 7-8 pm
Sec. 928107 PE Fitness Room S. Bauslaugh
CES 9432
12 weeks Sat May 7 9-10 am
Sec. 928106 PE Fitness Room S. Bauslaugh

734-462-4448 | www.schoolcraft.edu/cepd
Pilates

**NEW PI-YO Strength, Sculpt, Stretch**

Power your entire core with Pilates and Yoga fusion exercises. Combine the power of Yoga and Pilates with muscle toning strength moves by adding light hand weights, resistance bands and other props. Improve strength, flexibility and balance and build stamina and strengthen your mind and body. Please bring a mat to class. 

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<tr>
<th>Course Code</th>
<th>Title</th>
<th>Fee</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>CES 9631</td>
<td>Pilates I</td>
<td>$59/Senior Cost $29.50</td>
<td>B. Glowski</td>
</tr>
<tr>
<td>CES 9632</td>
<td>Pilates II</td>
<td>$59/Senior Cost $29.50</td>
<td>S. Zuleck</td>
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</tbody>
</table>

Pilates I

A safe and effective mat Pilates workout offers a powerful conditioning program for the entire body. These exercises practiced correctly, promote functional strength of abdominal and back muscles, and help to develop pelvic floor strength and better posture. Please bring a mat to class.

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<th>Instructor</th>
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<tbody>
<tr>
<td>CES 9630</td>
<td>Pilates I</td>
<td>$59/Senior Cost $29.50</td>
<td>B. Glowski</td>
</tr>
<tr>
<td>CES 9631</td>
<td>Pilates I</td>
<td>$59/Senior Cost $29.50</td>
<td>B. Glowski</td>
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1/2 Hour Lunch Break Fitmix

With family, work, bills to pay, laundry, and the daily “stuff” that keeps us crazy-busy, when are you supposed to work out? Lunchtime! Here’s your chance to get an effective core-shaping and sculpting session that focuses on abs, glutes, chest and thighs that will get results. Class format will vary. All equipment provided. Please bring a mat to class. 

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<th>Instructor</th>
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<tbody>
<tr>
<td>CES 9817</td>
<td>1/2 Hour Lunch Break Fitmix</td>
<td>$39/Senior Cost $19.50</td>
<td>J. Dumbleton</td>
</tr>
</tbody>
</table>

Specialized Fitness

**Exercise & the Expectant Mom**

Exercise does wonders during pregnancy. It boosts mood, improves sleep, and reduces pregnancy aches and pains. Whether you are planning a pregnancy, currently pregnant, or have just had a baby, this class will provide a supervised exercise session with wonderful wellness reminders throughout your pregnancy journey. Be sure to discuss your exercise plans with your doctor. Please bring a mat to class. 

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<th>Instructor</th>
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<tbody>
<tr>
<td>CES 9818</td>
<td>Exercise &amp; the Expectant Mom</td>
<td>$85/Senior Cost $42.50</td>
<td>N. Klein</td>
</tr>
</tbody>
</table>

Senior Fitness

**Fit & Fun at Fifty Challenge**

Come work out with us in a 50 minute class while enjoying 50s, 60s and 70s music. Improve your strength, cardiovascular health, balance, and flexibility, using various types of gym equipment provided at class. Format may vary, which will include team relays and circuit training stations. All fitness levels welcomed. Please bring a mat to class. 

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<th>Fee</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>CES 9815</td>
<td>Fit &amp; Fun at Fifty Challenge</td>
<td>$75/Senior Cost $37.50</td>
<td>J. Dumbleton</td>
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</table>

**Strength Training for Seniors**

Numerous studies have highlighted the health value of strength training for aging adults. Strengthening the major muscle groups of the upper and lower body improves metabolism, increases bone mineral density, and can reduce arthritic discomfort. At your own fitness level, enjoy great music, warm-up time, strength exercises, and stretching and relaxation. Please bring a mat to class. 

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<th>Instructor</th>
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<tbody>
<tr>
<td>CES 9565</td>
<td>Strength Training for Seniors</td>
<td>$59/Senior Cost $29.50</td>
<td>K. Carzon</td>
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</table>

**Exercise for Diabetics**

Regular exercise is especially important for people with diabetes. It can help to keep blood glucose levels in range, and can help to prevent a variety of complications associated with diabetes. Embrace the opportunity to experience cardiovascular, strength training and flexibility exercises in a supervised setting, while gaining tips for managing your diabetes. Wear good, protective footwear to help avoid injuries and wounds to the feet. Be sure to discuss your exercise plans with your doctor. Please bring a mat to class. 

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<th>Instructor</th>
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<tbody>
<tr>
<td>CES 9842</td>
<td>Exercise for Diabetics</td>
<td>$85/Senior Cost $42.50</td>
<td>M. Papineau</td>
</tr>
</tbody>
</table>

**Fit as a Fiddle**

Enjoy this beginning- to moderately-paced workout while sitting comfortably in a chair, working at your own pace. Improve your range of motion, strength, balance and flexibility. Enjoy friends and fellowship, all while improving your energy levels and your quality of life. Optional standing exercises are included; there is no floor work. Please bring a mat to class. 

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<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>CES 9815</td>
<td>Fit as a Fiddle</td>
<td>$75/Senior Cost $37.50</td>
<td>J. Dumbleton</td>
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</table>
AQUATICS

Different Strokes for Different Folks

Interested in learning new strokes or just getting in shape with some low-impact water aerobics? Take a look at our wide-range of aquatics classes. We offer Prenatal, Postnatal, Parent & Tot, Youth Swim, and Competitive Edge classes in addition to many classes for adults such as Adult Swim, Hydrotoning, Swimnastics and Deep Water Aerobics. Not sure which Youth Swim or Adult Swim class to take? Refer to individual class descriptions, which include a list of skills to be learned. Our friendly, experienced staff and safe, comfortable environment make our classes fun for all ages and skill levels. Please see below for important information:

» For youth classes (Parent & Tot, Youth Swim, Competitive Edge, etc.), please use child’s information when registering and bring class confirmation/receipt to first class.

» Waiver of Liability agreement is required for all Physical Fitness classes.

» Bring a swimsuit, towel and goggles to class.

» If you wish to use a locker, please bring your own lock.

» Class sizes are limited for quality instruction and feedback.

» Family changing rooms are available to accommodate two distinct populations:
  1. Parents or guardians with children more than two (2) years of age of the opposite sex.
  2. Persons with disabilities requiring assistance from helpers of the opposite sex.

All others must use their designated locker room.

AQUATICS

Basic Swim for the Water Shy Youth: Ages 5+
Register in the child's name.

Skills to be learned: enter and exit the pool correctly; five relaxed bobs; blow bubbles into the water through the nose only, and through the nose and mouth simultaneously; float on the front and back having all muscles relaxed; float with head in the water, with correct mouth-nose and/or nasal exhalation; keep head up with synchronized movement of arms, hands and legs; jump into shallow end from a sitting position or standing up; retrieve a ring from 1–2 feet with assistance; float and swim, with head up or down, in the deep water with a flotation device. Bring goggles to class. For the instructor to recommend a student move to the next level, these skills must be demonstrated. Prerequisite: Basic Swim for the Water Shy Youth: Ages 5+.

CES 9773
$105
12 weeks Tues May 3 5-6 pm
Sec. 928502 PE Pool D. Rapach
12 weeks Sat May 7 10:30-11:30 am
Sec. 928501 PE Pool A. McCullough

Youth Swim Beginner: Ages 5+
Register in child's name.

Skills to be learned: tread water for thirty seconds; ten relaxed bobs; do unassisted front and back arrow, no arm/leg movement; able to flip from a front float to a back float unassisted; proper freestyle flutter kick with flotation device; body undulation for ten yards with flotation device; swim ten yards freestyle (whole stroke) with any kind of breathing; proper backstroke kick with flotation device; elementary backstroke as a survival stroke with flotation device; retrieve a ring from 1–2 feet with assistance to submerge if needed; jump into the deep end with flotation device. Bring goggles to class. For the instructor to recommend a student move to the next level, these skills must be demonstrated. Prerequisite: Basic Swim for the Water Shy Youth: Ages 5+.

CES 9704
$105
12 weeks Mon May 2 5-6 pm
Sec. 928503 PE Pool D. Rapach
12 weeks Tues May 3 5-6 pm
Sec. 928504 PE Pool B. Gould
12 weeks Thurs May 5 5-6 pm
Sec. 928505 PE Pool B. Gould
12 weeks Sat May 7 10:30-11:30 am
Sec. 928506 PE Pool C. Skinner

Youth Swim Intermediate: Ages 5+
Register in child's name.

Skills to be learned: tread water for one minute; twenty relaxed bobs; do tight, hand-over-hand streamline on front and back, no kicking; retrieve a ring from 4½ feet unassisted; one half lap (25 yards) freestyle and backstroke with proper flutter kick and arm rotation, and for the freestyle alternate breathing; one half lap (25 yards) breaststroke with proper kick and arm movement, breathing every stroke with correct timing; jump into the deep end off the side or the diving board, swim back to the ladder and climb out; perform standing dive into the deep end off the side or the diving board. Bring goggles to class. For the instructor to recommend a student move to the next level, these skills must be demonstrated. Prerequisite: Youth Swim Beginner: Ages 5+.

CES 9705
$105
12 weeks Mon May 2 5-6 pm
Sec. 928507 PE Pool D. Rapach
12 weeks Tues May 3 5-6 pm
Sec. 928508 PE Pool C. Skinner
12 weeks Thurs May 5 5-6 pm
Sec. 928509 PE Pool C. Skinner
12 weeks Sat May 7 10:30-11:30 am
Sec. 928510 PE Pool D. Spicer

The pool at Schoolcraft College is exceptional! I have an artificial hip and the ladders in and out of the pool make it easily accessible so I can enjoy the shallow and deep water. Plus, it is always clean.

Barbara, aquatics student
PHYSICAL FITNESS

Youth Swim Advanced: Ages 5+
Register in child’s name.
Skills to be learned: tread water for two minutes; retrieve a ring in 9–12 feet with peak surface dive; one-and-a-half laps (75 yards) using the freestyle stroke and backstroke with proper body position, body rotation, correct kick and arm rotation; one lap (50 yards) breaststroke with proper arm movement and coordination, breathing every stroke; one half lap (25 yards) butterfly stroke with proper body undulation, correct arms and breathing every other stroke; one half lap elementary backstroke; jump off the diving board, swim back to the wall, and climb without using the ladder; standing dives off the diving board. Bring goggles to class. For the instructor to recommend a student move to the next level, these skills must be demonstrated. Pre-requisite: Youth Swim Intermediate: Ages 5+.

Intermediate Competitive Edge: Ages 7+
Register in child’s name.
Skills to be learned: two laps (100 yards) using the freestyle and backstroke with proper body position, body rotation, correct kick and arm rotation; two laps (100 yards) breaststroke with proper kick, arms, and coordination, breathing every stroke; one-and-a-half laps (75 yards) using the butterfly with proper body undulation, correct arms and breathing every other stroke; and one-and-a-half laps (75 yards) elementary backstroke; and perform proper starts and flip-turns. For the instructor to recommend a student move to the next level, these skills must be demonstrated. Bring goggles to class. Pre-requisite: Beginning Competitive Edge: Ages 7+.

Family Swim

Parent & Tot Swim: Ages 6 months–3 years
Register in child’s name.
Develop in your young child, 6 months through 3 years, a high comfort level in and around water and a readiness to swim. Parent water participation is required. Bring your own swim suit, towel and lock. Children must wear tight rubber pants over cloth diapers, or swim pants.

Parent & Preschool Swim: Ages 3 & 4
Register in child’s name.
The three and four year old child will learn the basic skills of kicking, arm movement, blowing bubbles, floating and safety. All participants should have some water experience. Parent water participation is required. Bring your own swim suit, towel and lock.

Parent & Child Swim: Ages 5+
Register in child’s name.
The five+ year-old child will learn the basic skills of kicking, arm movement, blowing bubbles, floating and safety. All participants should have some water experience. Parent water participation is required. Bring your own swim suit, towel and lock.

NEW Postnatal Swim
Get back into shape after pregnancy through swimming. By doing aquatic aerobics and toning exercises using resistance weights, noodles and kickboards, you’ll strengthen your core, slim down, shape up and rebuild a strong and confident body. Basic swim skills will be taught as needed. Swimming is safe, but be sure to discuss your exercise plans with your doctor.

Prenatal Swim
No doubt about it, exercise is a big plus for both you and your baby! Swimming, an aerobic exercise, increases the ability of your pregnant body to process oxygen and use it. While burning calories, it makes you feel better by improving circulation. It increases muscle tone preparing you and your body for birth. You’ll sleep better and feel less fatigued. Be sure to discuss your exercise plans with your doctor.
Adult Swim

Basic Swim for the Water Shy Adult
Skills to be learned: tread water for thirty seconds; unassisted front and back crawl with no arm/leg movement; able to flip from front float to back float unassisted; proper flutter freestyle kick with a rotation device; body undulation for ten yards with floatation device; swim ten yards freestyle with flotation device; proper backstroke kick with rotation device; elementary backstroke as a survival stroke; able to flip from front float to back float unassisted; proper backstroke kick with flotation device; proper backstroke kick with flotation device; proper backstroke kick with flotation device; proper backstroke kick with flotation device; proper backstroke kick with floatation device; proper backstroke kick with floatation device.

Prerequisite: Beginning Adult Swim Stroke & Technique. For the instructor to recommend a student move to the next level, these skills must be demonstrated.

CES 9583 $85/Senior Cost $42.50
12 weeks Wed May 4 6-7 pm
Sec. 928702 PE Pool A. McCullough
12 weeks Sat May 7 8:30-9:30 am
Sec. 928703 PE Pool C. Skinner

Beginning Adult Swim Stroke & Technique
Skills to be learned: tread water for one minute; tight, hand over hand streamline on front and back, no kicking; one half lap (25 yards) freestyle and backstroke with proper flutter kick and arm rotation, and alternate breathing with the freestyle; one half lap (25 yards) breaststroke with proper kick and arm movement, breathing every stroke with correct timing; jump off the diving board, swim back to the wall and climb out using the ladder; standing dive off the diving board. For the instructor to recommend a student move to the next level, these skills must be demonstrated. Prerequisite: Basic Swim Stroke & Technique. Bring goggles to class.

CES 9408 $85/Senior Cost $42.50
12 weeks Wed May 4 6-7 pm
Sec. 928704 PE Pool B. Gould
12 weeks Sat May 7 8:30-9:30 am
Sec. 928705 PE Pool A. McCullough

Intermediate Adult Swim Stroke & Technique
Skills to be learned: tread water for two minutes; do a standing dive off the diving board; retrieve an object in 9–12 feet of water, with feet first or pike surface dive; one lap (50 yards) freestyle and backstroke with proper body position, body rotation, correct kick and arm rotation; one lap (50 yards) breaststroke with proper kick and arm movement and coordination, breathing every stroke; one half lap (25 yards) butterfly stroke with proper body undulation, correct arms and breathing every other stroke; and perform proper starts and flip-turns. For the instructor to recommend a student move to the next level, these skills must be demonstrated. Prerequisite: Beginning Adult Swim Stroke & Technique.

CES 9410 $85/Senior Cost $42.50
12 weeks Wed May 4 6-7 pm
Sec. 928706 PE Pool D. Rapach
12 weeks Sat May 7 8:30-9:30 am
Sec. 928708 PE Pool D. Spicer

Advanced Adult Swim Stroke & Technique
Polish your swimming strokes and improve your endurance, resistance, strength and speed. Keep your swimming skills competitive and learn the most effective turns, starts, and finish techniques. Show off the best swimming styles. Prerequisite: Intermediate Adult Swim Stroke & Technique.

CES 9658 $85/Senior Cost $42.50
12 weeks Fri May 6 5-6 pm
Sec. 928716 PE Pool C. Skinner

Aerobic Swim

Deep Water Aerobics I
Deep water aerobics is an enjoyable way to slim down and shape up! Spend forty-five minutes using the natural resistance of water to improve muscle tone, cardiovascular fitness and flexibility. Twenty minutes is equivalent to two hours of walking on land, burning up to 480 calories per hour. You do not need to know how to swim, but must be comfortable in deep water.

CES 9343 $85/Senior Cost $32.50
12 weeks Mon May 2 8-9 am
Sec. 928712 PE Pool M. Schweitzer
12 weeks Mon May 2 9-10 am
Sec. 928713 PE Pool M. Schweitzer
12 weeks Mon May 2 4-5 pm
Sec. 928714 PE Pool D. Rapach
12 weeks Mon May 2 7-8 pm
Sec. 928715 PE Pool D. Rapach
12 weeks Tues May 3 6-7 am
Sec. 928717 PE Pool P. Gould
12 weeks Tues May 3 3-4 pm
Sec. 928718 PE Pool D. Dallas
12 weeks Tues May 3 6-7 pm
Sec. 928719 PE Pool P. Gould
12 weeks Tues May 3 7-8 pm
Sec. 928720 PE Pool P. Gould
12 weeks Tues May 3 8-9 pm
Sec. 928721 PE Pool P. Gould
12 weeks Wed May 4 1-2 pm
Sec. 928722 PE Pool D. Rapach
12 weeks Wed May 4 2-3 pm
Sec. 928723 PE Pool D. Rapach
12 weeks Thurs May 5 6-7 am
Sec. 928724 PE Pool P. Gould
12 weeks Thurs May 5 3-4 pm
Sec. 928725 PE Pool D. Dallas
12 weeks Thurs May 5 6-7 pm
Sec. 928726 PE Pool P. Gould
12 weeks Thurs May 5 7-8 pm
Sec. 928727 PE Pool P. Gould
12 weeks Thurs May 5 8-9 pm
Sec. 928728 PE Pool P. Gould
12 weeks Fri May 6 1-2 pm
Sec. 928729 PE Pool D. Rapach
12 weeks Fri May 6 2-3 pm
Sec. 928730 PE Pool D. Rapach
12 weeks Fri May 6 5-6 pm
Sec. 928731 PE Pool A. McCullough

Deep Water Aerobics II
Enjoy a challenging class format, which includes a thermal warm-up, stretching, aerobic walking, toning and final stretching. Discover increased cardiovascular fitness, muscle tone, flexibility and relaxation. Prerequisite: Deep Water Aerobics I.

CES 9493 $85/Senior Cost $32.50
12 weeks Mon May 2 6-7 am
Sec. 928739 PE Pool P. Gould
12 weeks Wed May 4 4-5 pm
Sec. 928739 PE Pool D. Rapach
12 weeks Fri May 6 3-4 pm
Sec. 928709 PE Pool D. Rapach

Hydro-toning
Enjoy an aquatic workout that utilizes the natural resistance of water. Begin with deep water running for 25 minutes, then move to the shallow end and use resistance weights on your arms and legs. This aquatic activity is equivalent to a Nautilus workout. To take this class you must be a deep-water swimmer.

CES 9284 $115/Senior Cost $57.50
12 weeks Tues & Thur May 3 1-2 pm
Sec. 928735 PE Pool D. Dallas
12 weeks Wed & Fri May 4 6-7 am
Sec. 928736 PE Pool P. Gould
12 weeks Wed & Fri May 4 8-9 am
Sec. 928737 PE Pool D. Dallas

Water Fitness & Interval Training
Work off unwanted pounds while improving your flexibility, range of motion, upper-body strength, and endurance. In shallow water using various class formats, tone your entire body using provided noodles, kickboard, fins and barbells. All fitness levels welcome. You do not need to know how to swim to take part in this class.

CES 9709 $85/Senior Cost $32.50
12 weeks Mon May 2 7-8 pm
Sec. 928710 PE Pool K. Carzon

Basic Swim & Exercise
Learn to relax and enjoy the water with stretching and flexibility exercises to music. Learn basic swimming and/or improve skills. Lap swimming for the more experienced.

CES 9198 $115/Senior Cost $57.50
12 weeks Mon & Wed May 2 10-11 am
Sec. 928711 PE Pool A. McCullough
NEW Pool Yoga
Pool Yoga is a modern adaptation of yoga. Using
the same poses as traditional yoga with minor
modifications, the pool experience provides the
perfect amount of resistance, yet allows you to be
flexible as most poses require, relaxing the muscles
while supporting your weight. All yoga levels wel-
come. No swimming experience needed. The head
will not be submerged. Bring a swimsuit, towel and
goggles to class. If you wish to use a locker, please
bring your own lock.  

CES 9849  $42.50/Senior Cost $85
12 weeks  PE Pool  Sec. 928732  L. Herman

Swimnastics I
You don’t need to be a swimmer to benefit from
this class. Progressive exercises and rhythmic
activities in the water are designed to improve flex-
ibility, circulation, and relaxation. Basic swimming
skills will be taught as needed.  

CES 9138  $57.50/Senior Cost $115
12 weeks  Mon & Wed  May 2  PE Pool  Sec. 928741  A. McCullough
12 weeks  Tues & Thur  May 3  PE Pool  Sec. 928743  N. Wagner
12 weeks  Tues & Thur  May 3  PE Pool  Sec. 928744  N. Wagner
12 weeks  Tues & Thur  May 3  PE Pool  Sec. 928745  D. Dallas
12 weeks  Tues & Thur  May 3  PE Pool  Sec. 928746  D. Dallas
12 weeks  Wed & Fri  May 4  PE Pool  Sec. 928747  D. Dallas

CES 9445  $32.50/Senior Cost $65
12 weeks  Fri  May 6  PE Pool  Sec. 928748  C. Skinner

Swimnastics II
If you would like a more vigorous swimnastics pro-
gram and can easily swim at least four lengths of
the pool, Swimnastics II is for you! Enjoy rhythmic,
aerobic exercises improving your circulation, flex-
ibility and endurance.  

CES 9160  $115/Senior Cost $57.50
12 weeks  Mon & Wed  May 2  2-3 pm  PE Pool  Sec. 928749  A. McCullough
12 weeks  Tues & Thur  May 3  8-9 am  PE Pool  Sec. 928750  N. Wagner
12 weeks  Tues & Thur  May 3  10-11 am  PE Pool  Sec. 928751  N. Wagner

American Red Cross Lifeguard Training
To become a lifeguard you need to recognize and
respond quickly and effectively to emergencies.
You must be at least 15 years of age and be able to
complete the following skills: swim continuously
for 500 yards, retrieve a 10 lb. object from a 12 foot
depth, and tread water for two minutes. Textbook
included. Upon passing the course and paying an
additional $9.00 to the instructor you will earn a
Lifeguard Training and First Aid card and a CPR for
the Professional Rescuer card. Class will meet for 5
sessions.  

CES 9389  $199
5 days  Fri  April 29  6-7:30 pm  LA370
Fri  April 29  7:45-10:15 pm  PE Pool
Sat  April 30  9 am-12 pm  LA370
Sat  April 30  1-6 pm  PE Pool
Sun  May 1  8:30-11:30 am  LA370
Sun  May 1  10 am-1 pm  PE Pool
Fri  May 6  7-8 pm  LA370
Fri  May 6  8:15-10:15 pm  PE Pool
Sat  May 7  9:30 am-12:30 pm  LA370
Sat  May 7  1:30-7:30 pm  PE Pool

FENCING
Fencing I
Fencing is one of only four sports that have been
on every modern Olympic program since 1896.
Gain a basic understanding of the sport of fenc-
ing—the art of sport swordplay—in an enjoyable
and relaxed atmosphere. Learn basic fencing posi-
tions, movements, and principles. Equipment is
provided. You must be 11 years of age or older to
register.  

CES 9180  $44.50/Senior Cost $89
8 weeks  Fri  May 6  6-10:10 pm  PE Main Gym  Sec. 927901  D. McLaren

Fencing II
Build your knowledge of the sport and improve
your fencing technique. Learn new movement and
strategies necessary for bout fencing. Equipment
is provided. You must be 11 years of age or older to
register.  Prerequisite: CES 9180 Fencing I.  

CES 9181  $44.50/Senior Cost $89
8 weeks  Fri  May 6  8-10:10 pm  PE Main Gym  Sec. 927902  D. McLaren

POOL YOGA
Pool Yoga is a modern adaptation of yoga. Using
the same poses as traditional yoga with minor
modifications, the pool experience provides the
perfect amount of resistance, yet allows you to be
flexible as most poses require, relaxing the muscles
while supporting your weight. All yoga levels wel-
come. No swimming experience needed. The head
will not be submerged. Bring a swimsuit, towel and
goggles to class. If you wish to use a locker, please
bring your own lock.  

CES 9849  $42.50/Senior Cost $85
12 weeks  Fri  May 6  6-7 pm  PE Pool  Sec. 928732  L. Herman

Swimnastics II
If you would like a more vigorous swimnastics pro-
gram and can easily swim at least four lengths of
the pool, Swimnastics II is for you! Enjoy rhythmic,
aerobic exercises improving your circulation, flex-
ibility and endurance.  

CES 9160  $115/Senior Cost $57.50
12 weeks  Mon & Wed  May 2  2-3 pm  PE Pool  Sec. 928749  A. McCullough
12 weeks  Tues & Thur  May 3  8-9 am  PE Pool  Sec. 928750  N. Wagner
12 weeks  Tues & Thur  May 3  10-11 am  PE Pool  Sec. 928751  N. Wagner

American Red Cross Lifeguard Training
To become a lifeguard you need to recognize and
respond quickly and effectively to emergencies.
You must be at least 15 years of age and be able to
complete the following skills: swim continuously
for 500 yards, retrieve a 10 lb. object from a 12 foot
depth, and tread water for two minutes. Textbook
included. Upon passing the course and paying an
additional $9.00 to the instructor you will earn a
Lifeguard Training and First Aid card and a CPR for
the Professional Rescuer card. Class will meet for 5
sessions.  

CES 9389  $199
5 days  Fri  April 29  6-7:30 pm  LA370
Fri  April 29  7:45-10:15 pm  PE Pool
Sat  April 30  9 am-12 pm  LA370
Sat  April 30  1-6 pm  PE Pool
Sun  May 1  8:30-11:30 am  LA370
Sun  May 1  10 am-1 pm  PE Pool
Fri  May 6  7-8 pm  LA370
Fri  May 6  8:15-10:15 pm  PE Pool
Sat  May 7  9:30 am-12:30 pm  LA370
Sat  May 7  1:30-7:30 pm  PE Pool

Sec. 928752  P. Gould
DANCE

Lunchtime Line Dance I
Learn the latest Line Dances at this special daytime class. Whether this is your lunch hour, or just a time to have some fun and exercise, the hour will fly by! Learn the Hustle, Stroll Along Cha Cha, Country Boy Two-step and more. This class is designed for those with little or no previous experience.  

CES 9544  $75/Senior Cost $37.50  10 weeks  Thurs  May 5  1-2 pm  
Sec. 928002  PE140  B. Peterson

Lunchtime Line Dance: One Plus
Completed Lunchtime Line Dance I? Not quite ready for Lunchtime Line Dance II? Dance your way into Lunchtime Line Dance: One Plus! Featured dances are, Mack the Knife, Diamond Waltz and Fly Me to the Moon.  

CES 9809  $75/Senior Cost $37.50  10 weeks  Thurs  May 5  12 pm-1:30 pm  
Sec. 928003  PE140  B. Peterson

Lunchtime Line Dance II
Are you ready for a new lunchtime challenge? Take your afternoons to new heights and learn the latest Line Dances featuring: Blame it on the Bossa Nova, Rio, and Clas Waltz. Count on great fun, a good workout and meeting new people. Prerequisite: Lunchtime Line Dance I or some previous experience.  

CES 9808  $85/Senior Cost $42.50  10 weeks  Tues  May 3  12 pm-1:30 pm  
Sec. 928008  PE140  J. Gomez

Social Ballroom Dance I
If you’ve always wanted to learn how to ballroom dance, this is the place to start. Have fun learning the basic technique of the Waltz, Fox Trot, Cha-Cha, Swing, Rumba, Samba, Tango, Merengue or Polka. Couples and singles are welcome. Prices are per person.  

CES 9381  $75/Senior Cost $37.50  6 weeks  Tues  May 3  8-10 pm  
Sec. 928001  PE140  N. Nader  
Sec. 928007  PE Auxiliary Gym  N. Nader  
Sec. 928018  PE140  N. Nader

Social Ballroom Dance II
For couples and singles who want to review and retain what they’ve learned. Practice and receive tactful tips while updating the latest style, techniques, patterns and combinations. Confidence, comfort, poise, control, and balance come from practice and time provided by this class. It’s healthy, fun, social and exciting. Prices are per person.  

CES 9379  $75/Senior Cost $37.50  6 weeks  Fri  May 6  8-10 pm  
Sec. 928012  PE Auxiliary Gym  N. Nader

Wedding Dance Preparation
Perform your first dance of married life with pride, confidence, while having fun! Learn how to complement your partner, use correct social manners, improve your balance and move with the beat of the music. Don’t forget to bring a copy of your favorite song. No tennis shoes for safety reasons. Prices are per person.  

CES 9503  $75/Senior Cost $37.50  6 weeks  Sun  May 7  11:50 am-1:50 pm  
Sec. 928019  PE140  N. Nader

Swing Dance
Put your jitters to good use! Swing back in time and learn dances including the Half-time, Jitterbug, and Syncopated-Triples. Learn the steps and styles of yesterday-today! Couples and singles are welcome. Prices are per person.  

CES 9461  $75/Senior Cost $37.50  6 weeks  Wed  May 4  8-10 pm  
Sec. 928009  PE Main Gym  N. Nader

Latin “Salsa” Dance I
Don’t just sit there, get up and join the fun! Latin music and dance is the latest craze. Learn the basic techniques and special moves for Salsa, Mambo, Rumba, Cha-Cha and Merengue. No experience necessary. Wear hard-soled shoes. Couples and singles are welcome. Prices are per person.  

CES 9506  $75/Senior Cost $37.50  6 weeks  Fri  May 6  8:30-10 pm  
Sec. 928021  PE140  J. Gomez  
Sec. 928013  PE140  N. Nader

Latin “Salsa” Dance II
Feel comfortable with the basics of Latin “Salsa” I? If you’re ready for the next level challenge yourself with Latin “Salsa” Dance II. Enjoy doing intermediate Salsa, Rumba and Cha-Cha. Focus on developing stronger technique and styling. Learn and master harder steps and combinations. Wear hard-soled shoes. Couples and singles are welcome. Prices are per person. Prerequisite: Latin “Salsa” Dance I or previous experience.  

CES 9762  $75/Senior Cost $37.50  8 weeks  Fri  May 6  7:30-9 pm  
Sec. 928006  PE140  J. Gomez

Latin “Salsa” Dance III
Take the next step...in Latin Salsa Dance. With the emphasis on social salsa, focus on making your movements flow with your partner. Learn styling and Cuban motion with more complex moves that will help you become a more confident dancer. Wear hard-soled shoes. Couples and singles are welcome. Prices are per person. Prerequisite: Latin “Salsa” Dance II or previous experience.  

CES 9833  $59/Senior Cost $29.50  8 weeks  Fri  May 6  6-7 pm  
Sec. 928005  PE140  J. Gomez

Belly Dance for Adults I
Explore the technical, ethnic and theatrical aspects of Middle Eastern dance. You will gain cultural appreciation, develop fitness and share artistic awareness of Middle Eastern music and rhythm. Learn basic movement and choreography, including an overview of regional dance, basic music and rhythm study. Stagecraft will also be presented including costuming, props and specialty dances.  

CES 9454  $75/Senior Cost $37.50  8 weeks  Tues  May 3  7:30-8 pm  
Sec. 928016  RC115 Garden City  P. Cortinans
PHYSICAL FITNESS

TAI CHI

Beginning Tai Chi
Tai Chi is a series of gentle turning and stretching exercises that aid in relaxation and stress reduction and improvement of flexibility, circulation, balance, muscle control and strength. This beginning course introduces the fundamentals of the 108 moves in the Taoist Tai Chi set. Wear loose clothing and comfortable shoes.

CES 9552  $65/Senior Cost $32.50
8 weeks Tues May 3 6-7:15 pm
Sec. 928801 PE Main Gym MI Tai Chi Association

TENNIS

Adult Tennis
This instructional tennis class teaches basic technical theory of stroke production, scoring, rules, and basic match play. Expect moderate physical activity designed for all physical abilities.

CES 9850  $119/Senior Cost $59.50
4 weeks Tues June 21 7-8:30 pm
Sec. 938610 Tennis Courts Staff
4 weeks Tues July 19 7-8:30 pm
Sec. 938618 Tennis Courts Staff

Adult Instructional Tennis League: Level 3.0
See the benefits of combining instruction and match play. The first hour do instructional drilling at a high intensity pace. The second hour, participate in supervised match play for fun and recreation. Enjoy a fun, physical tennis workout.

CES 9793  $199/Senior Cost $99.50
8 weeks Wed June 22 7-9 pm
Sec. 938602 Tennis Courts Staff

Youth Tennis

High School Tennis Try-Out Prep Class
Get an edge before tennis try-outs. Do this high intensity program designed to help the high school tennis age player excel during tryouts. Do drills, match play and conditioning while working on advanced level technical stroke development.

CES 9711  $200
1 week Fri,Sat,Sun Aug 5,6,7 9 am-3 pm
Sec. 938601 Tennis Courts Staff

Young Players Tennis Camp: Ages 6–10
Enjoy this up-tempo tennis camp for young players, ages 6–10, of all skill levels. Take part in drills and fun games designed to enhance the learning of developmental skills, rules, etiquette, scoring and tennis strategy.

CES 9851  $129
1 week MTWR June 27 12:30-3:30 pm
Sec. 928606 Tennis Courts Staff
1 week MTWR July 11 12:30-3:30 pm
Sec. 938619 Tennis Courts Staff
1 week MTWR July 25 12:30-3:30 pm
Sec. 938620 Tennis Courts Staff
1 week MTWR Aug 8 12:30-3:30 pm
Sec. 938621 Tennis Courts Staff

Junior Tennis Camp: Ages 10–18
Players, ages 10–18, who know the basics of the game, will improve their skills through instructional drilling, conditioning, match play and competitive games. Players of all skill levels are welcome.

CES 9775  $129
1 week MTWR June 20 3:30-6:30 pm
Sec. 928603 Tennis Courts Staff
1 week MTWR June 27 3:30-6:30 pm
Sec. 928605 Tennis Courts Staff
1 week TWRF July 5 3:30-6:30 pm
Sec. 938611 Tennis Courts Staff
1 week MTWR July 11 3:30-6:30 pm
Sec. 938612 Tennis Courts Staff
1 week MTWR July 18 3:30-6:30 pm
Sec. 938613 Tennis Courts Staff
1 week MTWR July 25 3:30-6:30 pm
Sec. 938614 Tennis Courts Staff
1 week MTWR Aug 1 3:30-6:30 pm
Sec. 938615 Tennis Courts Staff
1 week MTWR Aug 8 3:30-6:30 pm
Sec. 938616 Tennis Courts Staff
1 week MTWR Aug 15 3:30-6:30 pm
Sec. 938617 Tennis Courts Staff

Three Week Junior Tennis Camp: Ages 10–18
Enjoy this three week version of the Junior Tennis Camp for ages 10–18. Tennis skills will improve doing instructional drilling, conditioning, match play and competitive point play. Players of all skill levels are welcome.

CES 9679  $299
3 weeks MTWR June 20 3:30-6:30 pm
Sec. 928601 Tennis Courts Staff
Meets Fri 7/8
3 weeks MTWR July 11 3:30-6:30 pm
Sec. 928604 Tennis Courts Staff
3 weeks MTWR July 18 3:30-6:30 pm
Sec. 928605 Tennis Courts Staff

**YOGA**

**Yoga for the Face, Neck & Shoulders**
Ever notice how stress, tension and fatigue seems to accumulate in your neck and shoulders only to end up on your face? By learning some traditional yoga poses, breathing, and facial exercises, your stress, pain, stiffness, and wrinkles can be reduced or alleviated. Explore acupressure points and massage, the use of meditation, visualization, sound and affirmations to achieve inner and outer harmony and beauty. Please bring a sticky mat and a firm blanket.

**CES 9813**
12 weeks Thurs May 5 9:30-10:50 am
Sec. 928908 Off Campus Medical Center D. Kause

**“Easy Does It” Hatha Yoga**
Hatha Yoga is a time-proven fitness system which is gentle, but effective, promoting flexibility, balance, strength, and wonderful posture. Yoga teaches breathing, stretching and relaxation. This course will be gentle, slow and calm. It is for those who want to be supple and ageless. Please bring a sticky mat and pillow to class.

**CES 9543**
12 weeks Mon May 2 1:10-2:30 pm
Sec. 928901 Off Campus Medical Center K. Farkas
Sec. 928902 Off Campus Medical Center D. Kause

**Flowering Yoga I**

In this beginning class you’ll enjoy a moving sequence of Hatha Yoga poses for flexibility, strength and relaxation. You will learn the 12 part Sun Salutes in addition to several more yoga poses supported by yoga breathing. Leave with your body and mind refreshed and relaxed. Please bring a sticky mat and pillow to class.

**CES 9218**
12 weeks Mon May 2 5:30-6:50 pm
Sec. 928903 Off Campus Medical Center D. Kause
Sec. 928916 Off Campus Medical Center S. Hembrough
Sec. 928906 Off Campus Medical Center K. Farkas
Sec. 928905 Off Campus Medical Center D. Kause

**Flowering Yoga II**

Build on the stamina you developed in Flowering Yoga I. Review the 12 part Sun Salutes, and then learn the 16 part and 24 part Sun Salutes increasing your breath capacity, body flexibility and strength. Enjoy more challenging poses and a variety of yoga breathing exercises. Please bring a sticky mat and pillow to class. **Prerequisite:** at least one year of Flowering Yoga I or at least one year of yoga training.

**CES 9541**
12 weeks Mon May 2 11:15 am-12:35 pm
Sec. 928917 Off Campus Medical Center K. Farkas
Sec. 928909 Off Campus Medical Center K. Farkas
Sec. 928910 Off Campus Medical Center K. Farkas

**Flowering Yoga III**

Expect to do more advanced poses, including challenging balances, wheel, headstand, etc. Learn the Power Yoga Sun Salutes for an energizing, athletic, tension melting experience! Please bring a sticky mat and pillow to class. **Prerequisite:** at least one year of Flowering Yoga II or approval of the instructor.

**CES 9350**
12 weeks Mon May 2 9:30-10:50 am
Sec. 928911 Off Campus Medical Center K. Farkas
Sec. 928912 Off Campus Medical Center K. Farkas

**Light Weights with a Little Yoga**

Begin your fitness adventure doing yoga stretches to warm your neck, shoulders, arms, back and legs. Next, safely and comfortably work with one to ten pound weights increasing your strength, stamina and bone density. Learn to comfortably lift weights from sitting, standing, and lying positions feeling totally in control. Enjoy a relaxing cool-down feeling rejuvenated and stronger in both mind and body! Please bring a sticky mat and pillow to class.

**CES 9573**
12 weeks Wed May 4 9:30-10:50 am
Sec. 928920 Off Campus Medical Center D. Siegel-DiVita, RYT

**Precision Yoga I—The Iyengar Way**

Precision Yoga practices precise alignment to avoid injury and maximize inner and outer balance. Learn basic yoga postures and breathing techniques to build strength and peace of mind following the methods of B.K.S. Iyengar. If needed, props will be used to help you get into poses. Please bring a sticky mat and pillow to class.

**CES 9585**
12 weeks Wed May 4 11 am-12:20 pm
Sec. 928904 Off Campus Medical Center D. Siegel-DiVita, RYT

**Yoga to Renew & Restore**

Yoga is about honoring your own body. In this practice learn breathing techniques to relax your mind. Move into a slow flowing sequence to help energize the body. Go into restorative poses, also called active relaxation, which will bring balance to your life and help guide you through a place of deep contentment, heal your body and calm your mind. Beginning and continuing students are welcome. Please bring a sticky mat and pillow to class.

**CES 9540**
12 weeks Wed May 4 7-8:20 pm
Sec. 928907 Off Campus Medical Center J. Jeffery

**Fluid Yoga**

Recommended for Schoolcraft Flowering Yoga II and Flowering Yoga III students only. Fluid Yoga is an energizing sequence of Hatha Yoga poses for flexibility and strength. This flow will rejuvenate, melt tension, and create well-being and physical and mental ease. After the yoga poses are completed, there will be 20–25 minutes of delicious relaxation. Please bring a sticky mat and pillow to class. For more information call 734-462-4448.

**CES 9639**
4 weeks Tues July 26 7-8:30 pm
Sec. 938903 Off Campus Medical Center K. Farkas
Sec. 938901 Off Campus Medical Center K. Farkas
Sec. 938904 Off Campus Medical Center K. Farkas

**Vinyasa Style of Hatha Yoga: An Introduction**

No matter what your yoga skill level, you’ll feel at home in this small, intimate Vinyasa yoga class. Vinyasa literally translates to “movement with breath.” Learn the Ujjayi breathing technique, which dictates the movement and the length of time held in the postures (asanas). Attention is also placed on the journey between the postures not just the postures themselves. Please bring a sticky mat and pillow to class.

**CES 9824**
12 weeks Sat May 7 9:30-10:50 am
Sec. 928913 Off Campus Medical Center N. Gabriel

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Looking for a new Yoga experience? Try Pool Yoga. See page 34.
NON-INSTRUCTIONAL ACTIVITIES

The following programs are all unstructured activities for both independent and group enjoyment.

Registrations received before April 8 will not be processed until that date.

How to register for Handball, Paddleball, Racquetball or Walleyball:

1. Choose the activity you want to play: CESN 0001 Handball/Paddleball, CESN0012 Racquetball, or CESN 0010 Walleyball.
2. Choose the time you want to play indicated by section number.
3. Choose one person to register your team. One registration per team per session is required.
   If registering for more than one court for the same session, you will need to fill out a separate registration form using a different player’s information.
4. Register by Web, mail or in person using the form on page 41.
5. Come to play on the date and time you chose.
6. Check in with the Building Supervisor on duty for your assigned court. Note the maximum number of players per team/activity: Handball/Paddleball, 4; Racquetball, 3; Walleyball, 10.
   You may have more than the maximum number of players rotate in/out of the court during a 1.5 hour session, but no more than the maximum is allowed on a court at one time. In addition, a $5.00 charge per player will be paid to the building supervisor for each 1.5 hour session if you fall into one of the following categories: a. a non-team player OR b. any team player(s) that wants a vacant/additional court (if available).

Racquetball: Non-Instructional Activity
This is an unstructured activity period for adults. Racquets, balls and lockers are furnished. Participants must supply their own locks and towels. Racquetball teams may have a maximum of 3 players. One person per team per session must register. Each team will be assigned to one court. Enrollment is limited.

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Handball/Paddleball: Non-Instructional Activity
This is an unstructured activity period for adults. Paddles, balls and lockers are furnished. Participants must supply their own locks and towels. Handball and paddleball teams may have a maximum of 4 players. One person per team per session must register. Each team will be assigned to one court. Enrollment is limited.

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Walleyball: Non-Instructional Activity
This is an unstructured activity period for adults. Balls and lockers are furnished. Participants must supply their own locks and towels. Walleyball is scheduled for a maximum of 10 players per court. One person per team per session must register. Each team will be assigned to one court. Enrollment is limited.

**CESN 0010**
8 weeks  Mon  May 2–June 27 4:45-6:15 pm
Sec. 621001  PEHBC

Fencing Club: Non-Instructional Activity
This unstructured activity period is for those who have taken beginning through advanced fencing and would like an opportunity to practice their skills.

**CESN 0004**
8 weeks  Fri  May 6–June 24 7-9 pm
Sec. 620101  PE Main Gym

Synchronized Swim Club: Non-Instructional Activity
This club is for adults with synchronized swimming experience who would like an opportunity to practice their skills.

**CESN 0003**
12 weeks  Wed  May 4–July 20 7:30-9 pm
Sec. 620201  PE Pool

**Non-instructional activities will NOT meet May 28–30 & July 2–4**

Fitness Maintenance Program: Non-Instructional Activity
A non-structured program for adults who have taken a weight training, strength training or personal training course at Schoolcraft College and are familiar with the use of the weight training and aerobic equipment in the Schoolcraft Fitness Center. Will NOT meet Monday, May 30 and July 4.

**CESN 0002**
12 weeks  MTWRF  May 2–July 22 7-9 am
Sec. 620301  PE Fitness Room

**THURSDAY GYM & SWIM/SATURDAY GYM & COURTS**

Registration is not necessary for Thursday Gym & Swim and Saturday Gym & Courts. No session Saturday, May 28.

**Thursday Gym & Swim**
**Thursdays, May 5–June 23**
This is an open program for adults and children to use the physical education facilities available at the following times:
- Main Gym ............................7–9:30 pm
- Pool (lap swimming).............8–9:30 pm
- Fitness Center......................8:45–9:30 pm
Visitors may attend on a per visit basis, $5.00 payable at the door. Children under age 16 must be accompanied by an adult. Children over 2 years of age are not allowed in locker rooms of the opposite sex.

**Saturday Gym**
**Saturdays, May 7–June 25**
This program is for adults to use the gyms on Saturdays:
- Main Gym ...........................7–11 am
- Aux Gym.............................7–10 am
Visitors may attend on a per visit basis, $5.00 payable at the door.

**Saturday Courts**
**Saturdays, May 7–June 25**
This program is for adults. Racquetball, Handball, Paddleball, Walleyball courts are available for one-hour periods from 7–11 am, on a walk-in basis only. Court time starts on the hour. Cost is $5.00 per person. Nets for Walleyball are provided; all other equipment must be supplied by the individual.
Registration begins Friday, April 8, 2011

**Online registration is strongly recommended**—you will be enrolled immediately depending on class availability. Mailed registrations are processed manually. We are not able to take registration or payment information over the phone.

Register as soon as possible to ensure your place in class! Class sizes are limited to ensure the highest quality instruction. Our classes are designed for the adult learner. Unless otherwise noted, all classes are intended for students aged 18 and older. For more information, please refer to our Web site at www.schoolcraft.edu/cepd.

**ONLINE** https://webadvisor.schoolcraft.edu

Begin 8 am, Friday, April 8

No registration May 30 and July 3–4

Hours: Monday–Saturday, 2 am–11 pm;
Sunday, 2 am–9 pm

Online registration continues until the day before the first class meets.

Go online to search and register for classes. A credit card or check payment is required when registering for Continuing Education via the Web. Please have your payment information at hand. If you prefer to pay with cash, you may use the in-person registration process. If you experience any problems registering via the Web, please contact our Admissions & Enrollment Center at 734-462-4426 before attempting to proceed with your registration.

Instructions for how to log in and register are available on the online registration page. If you are registering for the first time, use the Continuing Education link on the left to register for classes without logging in. If you have taken a class before, please log in and then register.

**Most classes are not scheduled on the following days:**

» Memorial Weekend: May 28–30, 2011

» Independence Holiday: July 2–4, 2011

**Classes/activities that will meet are noted in the schedule.**

**Changes to Student Contact Information**

It is the student’s responsibility to notify the college of any changes to name, address, phone or email as this information is used to send class confirmation or to contact you regarding changes in class status. Entering new contact information on your registration form does not automatically update your student record unless you are registering in person. If not registering in person, name, address and phone changes must be submitted on a Personal Data Change Form, which can be found in the FAQ section of our Web site. Email address changes can be made via WebAdvisor. Name changes require a copy of your driver’s license or social security card.

**Senior Adult Tuition Policy**

In order to receive senior adult status, persons sixty (60) years of age or older must verify their age (using a birth certificate, driver’s license, or other legal documents) with the Admissions & Enrollment Center (main campus), Continuing Education and Professional Development office, or the Radcliff Center (Garden City) at the time of registration or prior to the start of the class in order to receive the senior rate. No rate adjustments will be made after a class has started.

**Senior Adult Tuition Policy**

In order to receive senior adult status, persons sixty (60) years of age or older must verify their age (using a birth certificate, driver’s license, or other legal documents) with the Admissions & Enrollment Center (main campus), Continuing Education and Professional Development office, or the Radcliff Center (Garden City) at the time of registration or prior to the start of the class in order to receive the senior rate. No rate adjustments will be made after a class has started.

**Check Policy**

- Make checks payable to Schoolcraft College.
- Postdated checks are not accepted.
- If your check is returned because of insufficient funds in your account, we may redeposit it electronically.
- There is a $25.00 fee for all returned checks.

**Dropping a Class and Refund Policy**

You can drop a class for a full refund up to the day before the first class meets through WebAdvisor or by written request.

Written requests for refunds must be initiated by the student and are to be mailed or walked in to the Admissions and Enrollment Center in the McDowell Center. The request must contain the following:

- Student name.
- Student ID number.
- Class number, section number.
- A brief statement requesting the refund, signature and date.

**The refund policy is:**

- **Through the day before the first class meets:** 100 percent class fees.
- **Thereafter—no refund.**
- **No refund or transfers for motorcycle classes.**

Credit card payments made online through WebAdvisor will be credited to the account used for payment. All other refunds will be issued to the student by check and mailed to the student’s address on record, or by direct deposit. See **Bank Info—Direct Deposit** under the Financial Information heading in the WebAdvisor student menu to select the direct deposit refund option.
Schoolcraft College
Continuing Education
AND Professional Development

Registration/Admission form | Spring/Summer 2011

Please use one registration form per student. Duplicate this form as needed.

Before registering notify the college of any change to name, address or phone number(s). Entering new contact information on your registration form does not automatically update your record. See Changes to Student Contact Information section on page 40 for more information.

All participants of Continuing Education & Professional Development Physical Fitness classes must agree to the terms of the Schoolcraft College Waiver of Liability for Fitness Classes at the time of registration.

- If registering online, check box to signify agreement.
- If registering by mail or walk-in, include one signed waiver per registration form or registration will not be processed. The waiver form is also available online at www.schoolcraft.edu/cepd/registration.asp

A doctor’s review of your health is advised before starting any exercise program.

Schoolcraft College Waiver of Liability for Fitness Classes

In consideration for being allowed to participate in this activity, which I do freely and voluntarily for my own personal benefit, I hereby take action for myself, my executors, administrators, heirs, next of kin, successors and assigns to:

A. Waive, release and discharge from any and all liability Schoolcraft College, its elected and appointed officials, employees, students, agents, and volunteers for my bodily injury, death, disability, personal injury, property damage, or property theft, or actions of any kind which may hereafter accrue to me.

B. Indemnify and hold harmless Schoolcraft College, its elected and appointed officials, employees, students, agents, and volunteers, from any and all liabilities or claims made by other individuals or entities as a result of or relating to my participation in this activity.

I know that there may be risks associated with fitness classes and willingly accept those possibilities. I know that it is my responsibility to ensure my own safety. I take full responsibility for my own health and safety in participating in the fitness class and to the extent I deem advisable, will consult a physician before participating in any of the activities. I agree to pay all reasonable costs related to the classes, including any medical costs I incur.

Therefore, intending to be bound and as a condition of being allowed to participate in the fitness class, I have freely signed this waiver at the time of registration.

_______________________________________
Print Participant Name

_______________________________________
Participant Signature Date

_______________________________________
Semester Student ID# if the participant is under 18 years of age, a parent or guardian must sign below on behalf of the participant.

_______________________________________
Print Parent/Guardian Name

_______________________________________
Parent or Guardian Signature Date

Mail to:
Schoolcraft College
Cashier: CE
18600 Haggerty Road
Livonia, MI 48152-2696

☐ Enclosed is my Check/Money Order payable to Schoolcraft College
☐ Charge to VISA/MC/Discover

Company-paid tuition:
Please send a copy of your purchase order when you register.

Co. Name 
Co. Address
Billing Contact Person

For office use only:

Semester Student ID#

If the participant is under 18 years of age, a parent or guardian must sign below on behalf of the participant.

Print Parent/Guardian Name

Parent or Guardian Signature Date

Signed waiver agreement is required for all Physical Fitness classes

734-462-4448 | www.schoolcraft.edu/cepd
Continuing Education and Professional Development offers a great alternative to traditional classes held here on campus. You can update your skills, discover a new talent or chart a career path at your own pace and convenience—we bring the classroom right to you, wherever you may be.

How do online classes work?
Each class consists of twelve lessons that are made available to you over a specific six week period. The first lesson is released after 4 a.m. on the first Wednesday of class; subsequent lessons are released on Fridays and Wednesdays. You do not need to be present when the lesson is released, but you must complete each lesson within two weeks of its release. The lessons are supplemented by interactive quizzes, assignments, tutorials, and online discussion areas available via the Web.

What classes are available?
Our online classes are notated throughout this schedule with the words “Online” next to the class title. You can also visit www.ed2go.com/schoolcraft for all of our general classes. Teachers interested in our teacher recertification classes should go to www.ed2go.com/scsbceu.

What do I need to take an online class?
All you need is Internet access; Microsoft Internet Explorer or Mozilla Firefox Web browser; familiarity with the Internet; email; and a computer. Additional software requirements, if any, will be noted in the class description. Some classes are not compatible with Macintosh computers.

How do I register?
Getting started with our online classes takes just three easy steps:
1. Register and pay for your class with Schoolcraft College at least 24 hours prior to the class start date. You can do this online via WebAdvisor, by walk-in or mail-in—see page 40.

2. Once you have registered and paid for your class with Schoolcraft College, you must also enroll with one of the following Web sites to gain access to your online classroom:
   - For online general classes, enroll at www.ed2go.com/schoolcraft
   - For online teacher recertification SB-CEU classes, enroll at www.ed2go.com/scsbceu
   - Choose the class title and select the “Enroll Now” button. Follow the instructions.

   NOTE: Online Enrollment must take place no later than the Wednesday following your class start date, or your access to the class will be denied and no refund will be issued. If you register for more than one online class, it is imperative that you complete the Online Enrollment for each class.

3. When your class starts, return to the appropriate Web site listed above and click on the “Classroom” link. Log in with the email address and password you created when initially enrolling with Ed2Go.

Hybrid classes—the best of both worlds
If you want to try something new...
If you are curious about online classes...
If you like being in class with other students...
If you aren’t put off by technology and the Internet...
If you are an independent, self-motivated learner...

How do hybrid classes work?
Students get the flexibility of online classes with the personal interactions of classroom sessions. Students will meet on campus for a portion of the class and the other portion will be completed online with assignments, reading and research. Class section information provides more detail on the exact meeting times and locations.

What classes are available?
Our hybrid classes are notated throughout this schedule with the words “Hybrid Class” next to the class title.

What do I need to take an online class?
Hardware and software requirements for hybrid classes are listed at www.schoolcraft.edu/sysreq.
College students—
come home for the summer!

Guest students save money
at Schoolcraft College

Discover Your Choices—Discover Schoolcraft

Guest Students can
register beginning March 27

Save money by taking on-campus, online or
open entry/open exit credit courses at
Schoolcraft College this summer and
transferring the credits to your current
college or university.

www.schoolcraft.edu/guest/

Important:

- Complete an application
  Download a Michigan Uniform Guest Application at
  the Web site listed above. You must be admitted to
  Schoolcraft as a guest student before you can register.

- Have a plan
  Use that Web site to explore your options and
  then work with a counselor at your current college
to identify the specific Schoolcraft courses that you
will transfer.

- Register for classes
  Guest students can start registering at
  3 p.m. on Sunday, March 27.

Spring 7-week classes: May 7–June 24
Spring 12-week classes: May 7–August 1
Summer classes: July 5–August 22

Be our Guest This Summer

Schoolcraft College • 734-462-4426 • 18600 Haggerty Road, Livonia, MI
Are you preparing for the PMP® or CAPM® exam or looking for valuable project management skills?

Hone your project management knowledge and take your career to the next level with our Project Management training. Topics include management of integration, scope, time, cost, quality, human resources, communications, risk, and procurement. Get tools and techniques for initiating, planning, executing, controlling, and closing projects.

Go to www.schoolcraft.edu/cepd/pmp, see page 4 inside this schedule, or call 734-462-4448 for more information.