WANT TO TAKE PHOTOS THAT DAZZLE?
SEE ALL OF OUR PHOTOGRAPHY OFFERINGS on page 27

SPRING & SUMMER 2013
New classes starting weekly
Register APRIL 4 through AUGUST

www.schoolcraft.edu/cepd
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or call 734-462-4448

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REGISTRATION INFORMATION

Register April 4 through August
new classes starting weekly

Most classes/activities are not
scheduled on the following days:

» Memorial Weekend: May 25, 26, 27
» Independence Holiday: July 4

Exceptions are noted in the schedule.

HOW TO REGISTER
ON PAGES 40-41

Schoolcraft College
Continuing Education
AND Professional Development
734-462-4448 • CEPD@schoolcraft.edu

Continuing Education Center Hours
Monday–Friday, 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.
Sample Class

Class Title  
CULINARY

Subject  
CULINARY

Class Description

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.

Class Number  
CES 2087  (1.8 CEU)

Continuing Education Units awarded upon completion

$200/Senior Cost $160

Cost/Senior Cost

Duration  
2 days

Thur & Fri

Feb 19

Start Date

8 am-5 pm

Time

Section Number  
Sec. 921021

Off Campus

Class Location

T. Holewinski

Instructor

Days Class Meets

New classes and class sections continuously being added.

Visit www.schoolcraft.edu/cepd for updates.

Campus Map & Directory

Schoolcraft College
18600 Haggerty Road
Livonia, Michigan 48152-2696

General College 734-462-4400
Continuing Education Center 734-462-4448
Bookstore 734-462-4409
Hearing Impaired Phone 734-462-4437

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
TBA ........ To be announced

Tennis Courts

To be announced. Class will be held at Livonia campus.

Other Campus Offices

A .......... Grote Administration Center
Human Resources
CC ............... Children’s Center
Child Care Program—no drop-off care available
S ............... Service Building
Bookstore Lost & Found
Campus Security Police 734-462-4424

Off Campus Locations

MED .............. Medical Center
17940 Farmington Road, Livonia

southwest corner at Curtis

RC ............. Radcliff Center, Garden City
1751 Radcliff Street, Garden City
734-462-4770
just south of Ford Road
between Wayne & Merriman

PSTC ........ Public Safety Training Complex
31777 Industrial Road, Livonia

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

**Project Management**
The Project Management Institute published the new *PMBOK® Guide—Fifth Edition* in January. The update to the PMP exam will be effective on July 31, 2013, while the CAPM exam will be updated on July 1. Exams prior to these dates will be on the current Fourth Edition. The Project Management Essentials & Exam Preparation course is aligned with the new Fifth Edition. PMP® Exam Focus™ and PMP® Exam Fuel™ are shorter courses for exams on the current Fourth Edition.

**Project Management Basics**
Are you a part-time project manager, accidental project manager, or a project manager who needs to refresh your knowledge and complement your skill sets? Learn the basics of project management, and apply these basics into your work projects.

Group exercises and classroom discussion focus on practical application of project management principles, tools and techniques necessary to successfully initiate, plan, execute, monitor and control and close a project.

**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 who have project team experience, as well as project managers seeking to refresh their knowledge and complement skill sets. For each exam's preparation requirements visit www.schoolcraft.edu/CEPD/pmp.

**NEW PMP® Exam Fuel™**
Prepare to take the current PMP exam based on the *PMBOK® Guide—Fourth Edition*, effective through July 30, 2013. Meet the July date by focusing on exam strategies and practice questions. This is not a review of the *PMBOK® Guide*. Instead, you will cover 160 practice questions with discussion of the most challenging. **Prerequisite:** previous Project Management training and/or self-study, basic knowledge of project management and the *PMBOK® Guide—Fourth Edition*.

**MS Project 2010: An Introduction**
Learn how to create a project schedule in MS Project. Use a work break down structure to decompose the project deliverables into tasks, define relationships between tasks, assign resources, analyze the critical path, and explore various schedule compression techniques to reach milestone dates. Then create a hands-on mock project plan in our computer lab, increasing your confidence using MS Project so you can get started creating your own project schedules. For memory storage, bring a USB Flash Drive (thumb drive) to class. **Prerequisite:** basic knowledge of Project Management. Daytime classes have an hour lunch which is not included in CEU total.

**NEW PMP® Exam Focus™**
Prepare to take the current PMP exam based on the *PMBOK® Guide—Fourth Edition*, effective through July 30, 2013. Cover each process in the nine knowledge areas and the code of ethics. Review the PMP framework and exam strategies. Take part in an intensive review of over 450 practice questions geared toward the current exam. **Prerequisite:** previous Project Management training and/or self-study, basic knowledge of project management and the *PMBOK® Guide—Fourth Edition*.

**MS Project 2010: An Introduction**
Learn how to create a project schedule in MS Project. Use a work break down structure to decompose the project deliverables into tasks, define relationships between tasks, assign resources, analyze the critical path, and explore various schedule compression techniques to reach milestone dates. Then create a hands-on mock project plan in our computer lab, increasing your confidence using MS Project so you can get started creating your own project schedules. For memory storage, bring a USB Flash Drive (thumb drive) to class. **Prerequisite:** basic knowledge of Project Management. Daytime classes have an hour lunch which is not included in CEU total.

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**FREE INFORMATION SESSION**
Are you a part-time project manager, accidental project manager, or a project manager who needs to refresh your knowledge and complement your skill sets? Learn the basics of PROJECT MANAGEMENT, and apply these basics into your work.

**Come to our free session**
**Monday, April 22**
6-7:30 pm
Biomedical Technology Center, Room 100.

---

“I appreciated Eric’s sincere interest in helping us to understand the material and what we will face when we take the exam. His website for the course is chock full of helpful information and links.”

Ted M., Project Management Essentials and Exam Preparation student
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. 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 an 8-week period. The National Exam is held on the 9th week. Sixteen hours of lectures include anatomy, exercise physiology, nutrition, health screening, etc. In addition, sixteen 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. A half-hour lunch is not included in CEU total. For more information on this program visit www.schoolcraft.edu/cepd/fitnesstrainer

CES 9861 (3.5 CEU) $749
9 weeks Sat May 11
PE105 12 pm-2 pm
PE210 2-4:30 pm
Sec. 927508 Certified Fitness Instructor

CPR & AED Training

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

CES 4252 (.4 CEU) $89/Senior Cost $71.20
1 day Wed May 22 5:30-9:30 pm
Sec. 927507 AS378 J. Nicholas
1 day Sat July 20 9 am-2 pm
Sec. 937529 AS378 Staff

Resume Writing Online

Transform your resume into a powerful tool that will help get you interviews. Learn different formats, how to write an employment objective, and tips on writing a persuasive cover letter.

CES 1512 (2.4 CEU) $99/Senior Cost $79.20
6 weeks Apr 17 Sec. 927509
6 weeks May 15 Sec. 927511
6 weeks June 19 Sec. 937525
7 weeks July 17 Sec. 937527

Administrative Assistant Fundamentals Online

Discover and master the essentials of managerial and staff support, information and records management, communications technology, travel and meeting coordination, space planning and office ergonomics.

CES 1441 (2.4 CEU) $99/Senior Cost $79.20
5 weeks Apr 17 Sec. 927501
6 weeks May 15 Sec. 927504

Administrative Assistant Applications Online

Explore how economics, accounting, business law, organizational behavior, and management affect administrative assistant responsibilities and activities. Plan and exercise control to increase your efficiency and effectiveness.

CES 1497 (2.4 CEU) $99/Senior Cost $79.20
6 weeks May 15 Sec. 927502
6 weeks June 19 Sec. 937524

Become a Veterinary Assistant Online

Do you like animals? Consider preparing for a career as a veterinary assistant. Get the information you need to work in a veterinary office or hospital.

CES 8426 (2.4 CEU) $99/Senior Cost $79.20
6 weeks Apr 17 Sec. 927513
6 weeks May 15 Sec. 927515

Become A Veterinary Assistant 2: Canine Reproduction Online

A practicing veterinarian teaches you to manage the entire canine breeding cycle, from assessing the health of parents to puppy care.

CES 8490 (2.4 CEU) $99/Senior Cost $79.20
6 weeks Apr 17 Sec. 927519
6 weeks May 15 Sec. 927520

Become A Veterinary Assistant 3: Practical Skills Online

Learn the practical skills you’ll need to be a valuable veterinary assistant or educated pet owner as you explore the many duties that a veterinary assistant typically performs.

CES 8493 (2.4 CEU) $99/Senior Cost $79.20
6 weeks May 15 Sec. 927521
6 weeks June 19 Sec. 937529

Travel Writing Online

Consider the possibility of exploring the world as a travel writer. Translate what is seen, heard, tasted, touched, smelled, and felt, into publishable articles and books. Understand the writing styles and methods needed to sell material in today’s competitive market.

CES 7201 (2.4 CEU) $99/Senior Cost $79.20
6 weeks May 15 Sec. 927516
6 weeks June 19 Sec. 937526

The Craft of Magazine Writing Online

If you enjoy writing, explore the fundamentals of writing for magazines. Learn powerful brainstorming techniques designed to make writing easier and develop the skills needed to write and sell your articles.

CES 7193 (2.4 CEU) $99/Senior Cost $79.20
6 weeks Apr 17 Sec. 927512
6 weeks May 15 Sec. 927514

See Online Class Information on page 39 for specific requirements.
**Small Business/Entrepreneur**

**Event Planning Certificate**

*Event Planning Certificate:* Our event planning courses are designed to accommodate all levels of education and experience, from entry level students to individuals in the event planning industry. To qualify for an Event Planning Certificate, participants must successfully complete all four courses. Various courses are offered throughout the year, with this semester’s offering listed below. It is recommended that students complete the certificate in the following order: Introduction to Event Planning, Wedding Planning, Special Event Design & Décor, Event Planning Practical Experience.

**Special Event Design & Décor**

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 1584 Introduction to Event Planning.

**CES2 1589 (1.4 CEU)**

<table>
<thead>
<tr>
<th>Course Title</th>
<th>CEUs</th>
<th>Start Date</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>CES2 1589 Introduction to Event Planning</td>
<td>1.4</td>
<td>Mon May 6</td>
<td>6:30-8:50 pm</td>
<td>VT445</td>
<td>C. Gregorich, J. Martinez</td>
</tr>
</tbody>
</table>

**Event Planning Practical Experience**

Explore available career opportunities while putting your event planning knowledge to work in the “real world.” Learn the legalities associated with event planning including fundraising laws, performance riders and contracts. Understand the importance of professional etiquette, strong communication skills, maintaining a current vendor list, pursuing organizational memberships and marketing. Gain valuable practical experience through participation in both the planning and implementation of an event. *Prerequisite:* CES2 1584 Introduction to Event Planning, CES2 1517 Wedding Planning, CES2 1589 Special Event Design & Décor.

**CES2 1590 (1.2 CEU)**

<table>
<thead>
<tr>
<th>Course Title</th>
<th>CEUs</th>
<th>Start Date</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>CES2 1590 Event Planning Practical Experience</td>
<td>1.2</td>
<td>Mon July 8</td>
<td>6:30-8:30 pm</td>
<td>VT445</td>
<td>C. Gregorich, J. Martinez</td>
</tr>
</tbody>
</table>

**Entertainment**

**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.

**CES2 1519 (.2 CEU)**

<table>
<thead>
<tr>
<th>Course Title</th>
<th>CEUs</th>
<th>Start Date</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>CES2 1519 Voice Acting I: More Than a Pretty Voice</td>
<td>.2</td>
<td>Sat May 11</td>
<td>10 am-12 pm</td>
<td>LA200</td>
<td>T. Force</td>
</tr>
</tbody>
</table>

**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)**

<table>
<thead>
<tr>
<th>Course Title</th>
<th>CEUs</th>
<th>Start Date</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>CES2 1532 Voice Acting II</td>
<td>.2</td>
<td>Sat June 1</td>
<td>10 am-12 pm</td>
<td>LA200</td>
<td>T. Force</td>
</tr>
</tbody>
</table>

**Entrepreneurship**

**Small Business Entrepreneur Certificate:**

Our Entrepreneur series is designed to provide entrepreneurs the education and tools to launch a successful small business. To qualify for a Small Business Entrepreneur Certificate, participants must successfully complete all five courses in the Entrepreneur Series. Various courses are offered throughout the year, with this semester’s offering on the following pages.

For more information or questions about class content, please call the Michigan Small Business and Technology Development Center™ (MI-SBTDC™) at 734-462-4438.

---

**Money Savings Opportunity**

This money savings series is a real value and includes the following 5 classes:

- CES2 1542 Starting a Business
- CES2 1543 Writing a Business Plan
- CES2 1545 Marketing Your Business
- CES2 1546 Financial Management
- CES2 1544 Business Legal Issues

**Entrepreneur Series**

<table>
<thead>
<tr>
<th>Course Title</th>
<th>CEUs</th>
<th>Start Date</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>CES2 1582 Business Plan Assistance</td>
<td>1.5</td>
<td>Thurs May 16, 23, 30</td>
<td>4-7 pm</td>
<td>VT445</td>
<td>Staff</td>
</tr>
</tbody>
</table>

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

The Michigan Small Business & Technology Development Center™ (MI-SBTDC™) network provides a full range of services for small businesses that are emerging and growing throughout Michigan including new venture companies, existing small businesses, expanding businesses, new technology companies, and innovators. The MI-SBTDC at Schoolcraft College provides services and support to Western Wayne and Southwest Oakland counties.

We can help you with the following:

» Counseling
» Training
» Research
» Business Plan Assistance
Starting a Business
Are you considering self-employment, or at the beginning stages of starting a business? Delivered in a workshop format, this introductory session will help you assess your ability to lead and manage a company, as well as evaluate the market and sales potential for your products. Discover resources available to help launch new ventures in Michigan.

**CES2 1542 (.3 CEU)**  
$30/Senior Cost $24  
1 day  
Thurs  
May 16  
4-7 pm  
Sec. 920720  
VT445  
Staff

**Writing a Business Plan**
Increase your chance for successful self-employment, or business launch by delving into business planning. Topics covered include: specifics of marketing, finance, legal, regulatory and operations issues; key components of information based planning and management; and the first steps for creating a business plan. Actual examples of effective business plans are used as course material.

**Recommendation:** CES2 1542 Starting a Business prior to this class.

**CES2 1543 (.3 CEU)**  
$40/Senior Cost $32  
1 day  
Thurs  
May 23  
4-7 pm  
Sec. 920723  
VT445  
Staff

**CES2 1544 (.3 CEU)**  
$40/Senior Cost $32  
1 day  
Thurs  
June 6  
4-7 pm  
Sec. 920722  
VT445  
Staff

**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.

**Recommendation:** CES2 1542 Starting a Business prior to this class.

**CES2 1545 (.3 CEU)**  
$40/Senior Cost $32  
1 day  
Thurs  
May 30  
4-7 pm  
Sec. 920725  
VT445  
Staff

**Financial Management**
Become familiar with the basics of financial management. Topics covered include: 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 break even with specific small business examples.

**Recommendation:** CES2 1542 Starting a Business prior to this class.

**CES2 1546 (.3 CEU)**  
$40/Senior Cost $32  
1 day  
Thurs  
June 6  
4-7 pm  
Sec. 920729  
VT445  
Staff

**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.

**Recommendation:** CES2 1542 Starting a Business prior to this class.

**CES2 1547 (.3 CEU)**  
$40/Senior Cost $32  
1 day  
Thurs  
June 13  
4-7 pm  
Sec. 920727  
VT445  
Staff

**Social Media 101 for Small Businesses**
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  
Wed  
Aug 14  
4-7 pm  
Sec. 930750  
VT405  
Staff

---

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

**One Day Marketing Plan Workshop: Create Your Plan**
Are you struggling to find time to create your marketing plan for your growing business or don’t know where to start? Are your marketing initiatives overwhelming and scattered? Join our working session, learn to assess your initiative, determine opportunities to drive awareness and sales, define your marketing goals, determine tactics to meet objectives, and draft a 12-month calendar. Contact the MI-SBTDC at 734-462-4438 for class prep worksheet. A one hour lunch is not included in CEU total.

**CES2 1595 (.6 CEU)**  
$150/Senior Cost $120  
1 day  
Tues  
May 14  
9 am-4 pm  
Sec. 920722  
VT445  
Staff

**Working for Yourself: The Ins & Outs of Becoming a Consultant, a Contractor, or Other Service Provider**
Are you an experienced professional with valuable, defined skill sets, looking for a new career avenue? Think about taking your expertise and becoming an independent consultant, a contractor, or a service provider. Explore the steps to form your business (LLC or other), market yourself and your services and define your client engagement.

**CES2 1548 (.3 CEU)**  
$45/Senior Cost $36  
1 day  
Thurs  
June 20  
9:30 am-12:30 pm  
Sec. 920710  
VT445  
Staff

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Partner with us to create your training or consulting solution—held on site at your facility.

Call 734-462-4441  
or for more information go to  
www.schoolcraft.edu/bdc
### Know Your Numbers—Five Keys to Using Financial Statements

This state-wide training program is designed to help business owners strengthen financial literacy and improve the ability to access capital needed to grow. Topics discussed include identifying problems using your balance sheet and income statement, providing ways to increase your company’s cash flow, using break-even analysis to improve decision-making, planning the working capital to support your growth and how to keep your banker on your side. Fifth Third Bank clients, please contact the MI-SBTDC office for scholarship information.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Hours</th>
<th>Description</th>
<th>Start Date</th>
<th>End Date</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>CES2 1558</td>
<td>1.0</td>
<td>Know your numbers—five keys to using financial statements.</td>
<td>Aug 13</td>
<td>Aug 13</td>
<td>$25/Senior Cost $20</td>
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</table>

### Government Contracting 101

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.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Hours</th>
<th>Description</th>
<th>Start Date</th>
<th>End Date</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>CES2 1539</td>
<td>0.3</td>
<td>Government contracting 101</td>
<td>Aug 13</td>
<td>Aug 13</td>
<td>$45/Senior Cost $36</td>
</tr>
</tbody>
</table>

### Wow, What A Great Event Online

Create, coordinate and execute successful special events. Develop skills, find resources and gain confidence to successfully plan and produce any type of event.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Hours</th>
<th>Description</th>
<th>Start Date</th>
<th>End Date</th>
<th>Cost</th>
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</thead>
<tbody>
<tr>
<td>CES2 1477</td>
<td>2.4</td>
<td>Wow, what a great event</td>
<td>Apr 17</td>
<td>May 15</td>
<td>$99/Senior Cost $79.20</td>
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</table>

### Growing Plants for Fun & Profit Online

Explore what you need to know to turn your love of plants into an enjoyable and potentially profitable home business.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Hours</th>
<th>Description</th>
<th>Start Date</th>
<th>End Date</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>CES2 1347</td>
<td>2.4</td>
<td>Growing plants for fun &amp; profit</td>
<td>June 19</td>
<td>Sec. 930743</td>
<td></td>
</tr>
</tbody>
</table>

### Starting a Consulting Practice Online

Do you have training or knowledge that could be useful to others? Learn the complete process of starting and operating a consulting practice.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Hours</th>
<th>Description</th>
<th>Start Date</th>
<th>End Date</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>CES2 1370</td>
<td>2.4</td>
<td>Starting a consulting practice</td>
<td>Apr 17</td>
<td>May 15</td>
<td>$99/Senior Cost $79.20</td>
</tr>
</tbody>
</table>

### Buy & Sell on eBay Online

Make extra money buying and selling goods online. Create titles that get noticed, learn to conduct financial transactions safely and explore today’s global marketplace through eBay online auctions.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Hours</th>
<th>Description</th>
<th>Start Date</th>
<th>End Date</th>
<th>Cost</th>
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<td>CES2 1496</td>
<td>2.4</td>
<td>Buy &amp; sell on eBay</td>
<td>May 15</td>
<td>Sec. 920705</td>
<td></td>
</tr>
</tbody>
</table>

### Standards of the Caterer Online

Do you love to cook and plan parties? Think about starting your own catering business to make money doing what you love!

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Hours</th>
<th>Description</th>
<th>Start Date</th>
<th>End Date</th>
<th>Cost</th>
</tr>
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<tbody>
<tr>
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<td>Secrets of the caterer</td>
<td>Apr 17</td>
<td>May 15</td>
<td>$99/Senior Cost $79.20</td>
</tr>
</tbody>
</table>

### Start a Pet Sitting Business Online

Translate your passion for animals into a profitable career. Learn the essentials of starting a pet sitting business including animal care, home visits, finances and business start-up essentials.

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<thead>
<tr>
<th>Course Code</th>
<th>Hours</th>
<th>Description</th>
<th>Start Date</th>
<th>End Date</th>
<th>Cost</th>
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</thead>
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<td>Start a pet sitting business</td>
<td>May 15</td>
<td>Sec. 920707</td>
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</tr>
</tbody>
</table>

### Business & Marketing Writing Online

Understand the power of writing and use it to present a solid, cohesive message to your target audience. Learn how business and marketing objectives affect writing choices and understand issues unique to writing for this discipline.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Hours</th>
<th>Description</th>
<th>Start Date</th>
<th>End Date</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
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<td>2.4</td>
<td>Business &amp; marketing writing</td>
<td>May 15</td>
<td>Sec. 920703</td>
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</tr>
</tbody>
</table>

### See Online Class Information on page 39 for specific requirements.
PROFESSIONAL DEVELOPMENT

COMPUTERS

NEW Keyboarding: From Hunt & Peck to Mastery
Accurate, quick keyboarding is an essential skill in every aspect of work today. Learn to type correctly using the “touch type” method. For the beginner, hands-on drills will provide basic skills. For those with limited experience, instruction will improve existing skills. Feel confident. Stop hunting and pecking forever! 

CES 2619 (.6 CEu) $169/Senior Cost $135.20
3 weeks Mon & Wed May 6 9-11:40 am
Sec. 920008 AS610 M. Cozad
3 weeks Mon & Wed June 3 6-8:40 pm
Sec. 920010 AS610 M. Cozad

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.

CES 6946 (1.6 CEu) $169/Senior Cost $135.20
3 weeks Mon & Wed May 6 9-11:40 am
Sec. 920004 AS210 M. Wilson
6 weeks Tues May 14 6-8:40 pm
Sec. 920001 AS210 R. Pierman

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.

CES 26119 (.6 CEU) $95/Senior Cost $76
2 weeks Mon & Wed June 3 9-11 am
Sec. 920009 CEC100 M. Wilson

MS Windows—An Introduction
Are you new to personal computers or do you just want to learn the basics of the Microsoft Windows operating system? Learn to maintain file management systems, perform disk cleanup operations, and create an easy to use desktop in Microsoft Windows 7. Find out how to install and remove programs and manage hardware keeping the computer running efficiently. Prerequisite: CES 6946 Computer Basics or equivalent knowledge.

CES 1909 (1.6 CEU) $169/Senior Cost $135.20
6 weeks Tues July 2 6-8:40 pm
Sec. 930060 MC155 A. Pearlman

Excel 1: An Introduction to Spreadsheets
Microsoft Excel, an electronic spreadsheet program, is used to perform numeric calculations rapidly and accurately. Learn the basic features of the MS Excel program by exploring the capabilities of the software in a hands-on environment. Learn to create professional spreadsheets, work with formulas and functions, use formatting techniques and create basic charts and graphs. Prerequisite: CES 1909 MS Windows—An Introduction or equivalent knowledge, and familiarity with basic math functions.

CES 1813 (1.6 CEU) $169/Senior Cost $135.20
6 weeks Tues May 7 6-8:40 pm
Sec. 920011 AS600 M. Cozad

Excel 2: Advanced Features
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. Prerequisite: CES 1813 Excel 1 or equivalent knowledge, and familiarity with basic math functions.

CES 1815 (1.6 CEU) $169/Senior Cost $135.20
6 weeks Tues June 18 6-8:40 pm
Sec. 930068 AS610 M. Richardson

Access 1: An Introduction to Database Management
Computerized databases store large amounts of information and are able to retrieve all or part of the information as needed. Microsoft Access is used to manage data that can be organized into lists of related information. Learn to identify and work with a relational database. Build a database, create and edit tables and records, create and modify forms, reports and queries. Prerequisite: CES 1829 Word Level 1 or CES 1813 Excel 1 or equivalent knowledge.

CES 6556 (1.6 CEU) $189/Senior Cost $151.20
6 weeks Mon May 6 6-8:40 pm
Sec. 920016 AS210 M. Hickson

Access 2: Advanced Features
Learn advanced concepts of form and report development and design in this continuation of Microsoft Access. See how to share information with other Office programs, automate tasks with macros, create advanced and multiple table queries, manage database objects and manage the Access Database. Prerequisite: CES 6556 Access 1: An Introduction to Database Management or equivalent knowledge.

CES 6675 (1.6 CEU) $189/Senior Cost $151.20
6 weeks Mon June 24 6-8:40 pm
Sec. 930064 AS210 No class 7/29 M. Hickson

Getting Started with Facebook
If you have never created a social media profile, this class will familiarize you with one of the most popular social networking tools. Activities include creating and customizing a user profile and exploring pages, groups, apps, and privacy and security settings. Note: this hands-on introductory class focuses on the basics for those who have never used Facebook.

CES 6219 (.3 CEU) $45/Senior Cost $36
1 day Mon May 13 6-9 pm
Sec. 920013 AS610 R. Pierman
1 day Sat May 18 9 am-12 pm
Sec. 920026 AS600 M. Hickson

LinkedIn Basics
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. Note: this hands-on basic class is geared toward students who have not used LinkedIn before or have only created a minimum profile.

CES 6177 (.3 CEU) $45/Senior Cost $36
1 day Wed May 22 6-9 pm
Sec. 920019 AS220 M. Hickson

Watch for new computer opportunities this fall!
Blogging Basics
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. Note: 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 for practice.

eBay Selling Basics
Don’t miss this hands-on opportunity to become a savvy seller on eBay! Learn the workings of eBay: registering; researching; seller fees; pay methods; shipping choices; how to list an item including titles, descriptions, pictures, pricing values; and how to avoid common eBay sellers’ pitfalls. Then roll up your sleeves and actually register to sell, become a PayPal member, look at past items for marketing ideas and price comparisons, and do online research. An eBay manual is included in the course cost.

Adobe Illustrator CS6
Explore the world of graphic design and illustration using this professional computer drawing software. Learn the fundamental and exciting features of Adobe Illustrator that allow you to create amazing vector and raster graphics. Understand the fundamentals of creating a graphic document and utilize the program features including panels, preferences, and dialog boxes. Modify graphics and text to achieve your ideal project.

Photoshop Elements 11
Now that you have used your digital camera and migrated your photographs to your computer, discover how to use Adobe Photoshop Elements 11 to organize, transform, and perfect your pictures. This course is taught with Windows PC operating system. Prerequisite: CES 1909 MS Windows—An Introduction or equivalent computer knowledge and confidence with your digital camera.

Photoshop Elements 11—Level 2
Expand on the basics of using Adobe Photoshop Elements 11. Give your photos the perfect transformation and discover how to create special effects, retouch portraits, and restore and sharpen your photos. This course is taught with Windows PC operating system. Prerequisite: CES 6088 Photoshop Elements 11 or equivalent knowledge.

Photoshop CS6
Learn the amazing capabilities of one of the most powerful software applications on the planet. Used by professionals and novices alike, Photoshop allows you to enhance and edit the images you’ve taken, create images from scratch and create works of art you never thought possible. Prerequisite: CES 1909 MS Windows—An Introduction or equivalent knowledge.

MEET INSTRUCTOR Monica Hickson
Monica Hickson has earned a Masters Degree in Education, a Bachelors Degree in Journalism, and Associate Degrees in Office Information Systems and Liberal Arts. This will be her second year as an Instructor for Schoolcraft College Continuing Education. Monica has 15 years of experience in training, instruction, and instructional design and has taught at Cleary University, Washtenaw Community College, Henry Ford Community College, and Macomb Community College, and has lectured with the Bridge Program at the University of Michigan. She currently works for U of M Hospital as a Program Support Specialist. Monica has significant expertise with the Microsoft Office Suite, Google Mail, Google Calendar, Google Docs, Open Office, and other software. She continues to learn while she instructs, owing her knowledge to over ten years of teaching both online and in the classroom.

Monica also enjoys bowling, reading, dancing, and going to new restaurants with family and friends. She considers herself to be a life-long learner who is excited about learning new things.

This semester, Monica will be teaching Facebook, Blogging Basics, LinkedIn Basics and Access.
Creating Web Pages **Online**
Create and post your very own Web site on the Internet. Discover low-cost marketing techniques and search engine strategies.

**CES 6720** (2.4 CEu) $99/Senior Cost $79.20
6 weeks Apr 17 Sec. 920002
6 weeks May 15 Sec. 920035
6 weeks June 19 Sec. 930070
6 weeks July 17 Sec. 930073

Designing Effective Web Sites **Online**
Master the basics of Web design and learn how to build better and more effective Web sites. Get ready to take your Web design skills to the next level! **Prerequisite:** CES 6720 Creating Web Pages or equivalent knowledge.

**CES 6152** (2.4 CEu) $99/Senior Cost $79.20
6 weeks Apr 17 Sec. 920005
6 weeks May 15 Sec. 920031
6 weeks June 19 Sec. 930066

**Advanced Web Pages** **Online**
Take your Web development skills to the next level as you learn how to create advanced Web sites using CSS, HTML5, media queries for mobile devices, interactive forms, and embedded video.

**CES 6209** (2.4 CEu) $99/Senior Cost $79.20
6 weeks Apr 17 Sec. 920043
6 weeks May 15 Sec. 920046
6 weeks June 19 Sec. 930078
6 weeks July 17 Sec. 930080

Blogging & Podcasting for Beginners **Online**
Join the Web 2.0 world as you learn how to create and maintain your own blog, wiki, and podcast with free online tools.

**CES 6205** (2.4 CEu) $99/Senior Cost $79.20
6 weeks Apr 17 Sec. 920044
6 weeks May 15 Sec. 920047
6 weeks June 19 Sec. 930077
6 weeks July 17 Sec. 930079

Introduction to Programming **Online**
Learn basic programming concepts and get hands-on practice in writing applications containing GUIs, sound, and graphics. Gain the skills and confidence you need to program in Just BASIC, a free and simple programming language, and design your own custom applications for home, school, or work.

**CES 6198** (2.4 CEu) $99/Senior Cost $79.20
6 weeks May 15 Sec. 920041
6 weeks July 17 Sec. 930075

Mac, iPhone, & iPad Programming **Online**
Learn the basics necessary to create Mac, iPhone, and iPad apps and programs using Objective-C and the Xcode compiler. **Requirements:** Xcode 4.3 compiler and an Intel-based Mac computer with OS X 10.6 Snow Leopard or higher.

**CES 6215** (2.4 CEu) $99/Senior Cost $79.20
6 weeks Apr 17 Sec. 920022
6 weeks May 15 Sec. 920025
6 weeks June 19 Sec. 930061
6 weeks July 17 Sec. 930067

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, HTML or HTML editor experience.

**CES 6199** (2.4 CEu) $99/Senior Cost $79.20
6 weeks May 15 Sec. 920040
6 weeks July 17 Sec. 930074

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. **Requirements:** you must have MS Publisher software.

**CES 6947** (2.4 CEu) $99/Senior Cost $79.20
6 weeks 2010 version May 15 Sec. 920023

Microsoft Project **Online**
Learn how to use Microsoft Project to think through and organize your project’s details. See how to plan a schedule, sequence tasks, produce a baseline, assign resources and costs, track your progress, identify and analyze variances, and revise your project plan.

**CES 6199** (2.4 CEu) $99/Senior Cost $79.20
6 weeks May 15 Sec. 920040
6 weeks July 17 Sec. 930074

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.

**CES 6724** (2.4 CEu) $99/Senior Cost $79.20
6 weeks Apr 17 Sec. 920033
6 weeks June 19 Sec. 930071

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. See Online Course Information for specific requirements.

**CES 6045** (2.4 CEu) $99/Senior Cost $79.20
6 weeks June 19 Sec. 930065

See Online Class Information on page 39 for specific requirements.
NON-PROFIT/GRANT DEVELOPMENT

Nonprofit Management: An Introduction Online
Explore the unique characteristics of nonprofit organizations while mastering the core knowledge necessary to become an effective leader in the nonprofit arena.

CES 21460 (2.4 CEu) $99/Senior Cost $79.20
6 weeks Apr 17 Sec. 921107
6 weeks May 15 Sec. 921111

Marketing Your Nonprofit Online
Further the ideals and goals of your nonprofit by learning to compete more effectively for members, media attention, donors, clients, and volunteers.

CES 21594 (2.4 CEu) $99/Senior Cost $79.20
6 weeks May 15 Sec. 921109
6 weeks June 19 Sec. 931121

Nonprofit Fundraising Essentials Online
Learn the basics of fundraising for nonprofit organizations, from annual and special fund drives to more advanced projects involving corporate and foundation relations, major gifts, and planned giving.

CES 21599 (2.4 CEu) $99/Senior Cost $79.20
6 weeks Apr 17 Sec. 921110
6 weeks May 15 Sec. 921112
6 weeks June 19 Sec. 931122

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 21320 (2.4 CEu) $99/Senior Cost $79.20
6 weeks Apr 17 Sec. 921102
6 weeks May 15 Sec. 921115
6 weeks July 17 Sec. 931117

Writing Effective Grant Proposals: Content Focused Online
Preparing successful grant proposals to receive funding from corporations or foundations requires careful research, meticulous preparation and graceful writing. Learn to avoid common errors that lead to the rejection of proposals and techniques that have the potential to increase your funding chances.

CES 21452 (2.4 CEu) $99/Senior Cost $79.20
6 weeks Apr 17 Sec. 921103
6 weeks June 19 Sec. 931116

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 skilled at ferreting out corporate, foundation, and government grant opportunities.

CES 21564 (2.4 CEu) $99/Senior Cost $79.20
6 weeks May 15 Sec. 921106
6 weeks June 19 Sec. 931120

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 21472 (2.4 CEu) $99/Senior Cost $79.20
6 weeks May 15 Sec. 921105
6 weeks July 17 Sec. 931119

HEALTH—GENERAL

NEW Reflexology for the Feet & Hands
Reflexology is an energy-based bodywork system which involves stimulation of areas beneath the skin to improve the function of the whole body, or of specific body areas. Learn the technical skills of applying pressure using thumb, finger and hand techniques. Experience a hands-on exchange with other students for both feet and hands. Clean feet and socks required. Prerequisite: must be a graduate of a massage therapy program.

CES 4320 (.4 CEU) $79/Senior Cost $63.20
1 day Sat June 1 9 am-1 pm Sec. 924202 RC320 Garden City C. Milnes

NEW Basic Clinical Massage for the Low Back
Gain effective tools to address the muscles involved in low back dysfunction. Increase your understanding of the anatomy and bio-dynamics of the pelvis and lumbar spine. Learn to recognize patterns of dysfunction and assess, activate and release affected muscles by use of trigger point and other reflex points, fascial release, stretching and strengthening movements. Bring two sheets, a pillow, two pillow cases and massage oil. Wear loose fitting clothing. Prerequisite: must be a graduate of a massage therapy program.

CES 4319 (.4 CEU) $79/Senior Cost $63.20
1 day Sat June 8 9 am-1 pm Sec. 924201 RC275 Garden City L. Travis

NEW Disney Institute Presents Building a Culture of Healthcare Excellence
Engaging Disney Institute professional facilitators will share with you the Disney strategies and philosophies used by its businesses all around the world, and how those key insights have been applied to numerous organizations in the healthcare industry. Learn how you can create a sustainable culture of service that can lead to a competitive edge for your healthcare organization. Mealtime is not included in CEU total.

Note: there will be no refunds for this class after September 6, 2013.

CES 4322 (.7 CEU) $399
1 day Mon Sep 16 8 am-5 pm Sec. 944250 VT 500C&D Disney Institute
NURSING

Initial Healthcare Provider BLS-C/CPR
Designed for nursing students and health care professionals, this class teaches 1 and 2 person infant, child and adult CPR, use of an AED, airway obstruction management and bag mask techniques. An American Heart Association Healthcare Provider 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. Daytime classes have a one hour lunch which is not included in the CEU total.

**CES 4151 (0.6 CEU)** $125/Senior Cost $100
1 day  Thurs  May 23  9 am-4 pm
Sec. 924103  BTC225  J. Nicholas

**CES 4185 (0.8 CEU)** $119/Senior Cost $95.20
1 day  Sat  June 15  8 am-4:30 pm
Sec. 924105  AS120  M. Siegel, RN

I.V. Therapy: the Ins & Outs
If you are a RN, LPN, or technician with little or no intravenous experience, you can gain hands-on experience in this comprehensive class. Explore I.V. therapy including I.V. calculations, I.V. fluids, insertion, maintenance, and discontinuation of I.V. lines. Learn about pump basics and the complications and use of the saline lock. Enjoy detailed demonstrations and guided mannequin practice. This class is worth 8 continuing education contact hours for nurses. Please bring a bag lunch. A half-hour lunch is not included in CEU total. An optional textbook is available in the Schoolcraft Bookstore.

**CES 4185 (0.8 CEU)** $119/Senior Cost $95.20
1 day  Sat  June 22  8 am-4:30 pm
Sec. 924104  AS200  D. Denison RN, MSN

Pharmacology Review for Nurses
Refresh your knowledge of specific drugs and their effects on the human body. Begin with a general overview and historical perspective, and then delve into the following areas: pharmacokinetic processes, biological response modifiers; drugs to treat infectious disease; drugs affecting the cardiovascular system, central nervous system, autonomic nervous system, endocrine system, immune system and respiratory system. This class is worth 8 continuing education contact hours for nurses. A half-hour lunch is not included in CEU total.

**CES 4282 (0.8 CEU)** $119/Senior Cost $95.20
1 day  Sat  May 18  8 am-4:30 pm
Sec. 924107  AS200  D. Denison RN, MSN

Basic Electrocardiography (ECG) Review for Healthcare Personnel
Whether you are a student, EMT, monitoring technician, or registered nurse, understanding the principles of cardiac electrophysiology will enhance your job performance. Since cardiac monitoring is used in acute care, long-term care, and clinics it makes sense to update your skills. Practicing nurses and EMTs can use this course for renewal of their license. This class is worth 8 continuing education contact hours. A half-hour lunch is not included in CEU total.

**CES 4291 (0.8 CEU)** $119/Senior Cost $95.20
1 day  Sat  June 22  8 am-4:30 pm
Sec. 924104  AS200  D. Denison RN, MSN

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)** $99/Senior Cost $79.20
6 weeks  Apr 17  Sec. 924101
6 weeks  May 15  Sec. 924106
6 weeks  July 17  Sec. 934112

Medical Math  **Online**
Master the math skills you need to succeed in the medical field from calculating dosages to using scientific formulas.

**CES 4299 (2.4 CEU)** $99/Senior Cost $79.20
6 weeks  May 15  Sec. 924102
6 weeks  June 19  Sec. 934110

Schoolcraft College Continuing Education AND Professional Development

Join us on Monday, September 16 from 8 a.m.–5 p.m.

“Disney’s Approach to Building a Culture of Healthcare Excellence”

For more information call 734-462-4448 or visit www.schoolcraft.edu/cepd
Fundamentals of Dementia Care
Get the information professionals need to understand the basics of dementia. Distinguish the common forms of dementia including Alzheimer’s disease. Develop strategies to improve communication and understand the root cause of challenging behavior. The class will conclude with a question and answer opportunity with a person living with dementia and/or his/her care partner. **Required**

CES 4303 (.4 CEu) $89/Senior Cost $71.20
2 weeks Tues May 7 6:30-8:30 pm
Sec. 924601 LA200 Staff
1 day Sat May 18 8:30 am-12:30 pm
Sec. 924608 LA200 Staff

Making Meaningful Connections
Explore the social needs of people living with dementia. As a professional that interacts with persons who have dementia, learn tools and creative techniques for fostering meaningful interactions and connections at all stages of the illness. **Prerequisite:** CES 4303 Fundamentals of Dementia Care. **Required**

CES 4304 (.2 CEu) $49/Senior Cost $39.20
1 day Tues May 28 6:30-8:30 pm
Sec. 924602 LA230 Staff
1 day Sat June 1 8:30-10:30 am
Sec. 924609 LA230 Staff

NEW Combating Caregiver Stress
Increase your awareness of potential effects of stress on physical and mental health in order to preserve your well-being. Learn to recognize the signs of caregiver stress, reduce and manage this stress when it appears and prevent a decline in the quality of compassionate care. **Prerequisite:** CES 4303 Fundamentals of Dementia Care. **Required**

CES 4321 (.2 CEu) $49/Senior Cost $39.20
1 day Sat June 1 10:30 am-12:30 pm
Sec. 924603 LA230 Staff
1 day Tues June 4 6:30-8:30 pm
Sec. 924610 LA230 Staff

Making the Most of Mealtime
Understand the importance of proper nutrition for persons living with dementia, while learning approaches for handling challenging mealtime situations. Gain person-centered skills that will help professionals encourage independence and make mealtime a more pleasant experience. **Prerequisite:** CES 4303 Fundamentals of Dementia Care. **Required**

CES 4306 (.2 CEu) $49/Senior Cost $39.20
1 day Tues June 11 6:30-8:30 pm
Sec. 924604 LA230 Staff
1 day Sat June 15 8:30-10:30 am
Sec. 924611 LA230 Staff

Understanding Safe & Unsafe Wandering
Wandering is one of the greatest challenges faced by professionals working with persons living with dementia. Discover important information regarding what role wandering plays in dementia care. Learn strategies to promote safe wandering and how to respond to wandering incidents using the REACT method. **Prerequisite:** CES 4303 Fundamentals of Dementia Care. **Required**

CES 4307 (.2 CEu) $49/Senior Cost $39.20
1 day Sat June 15 10:30 am-12:30 pm
Sec. 924605 LA230 Staff
1 day Tues June 18 6:30-8:30 pm
Sec. 924612 LA230 Staff

Minimizing Fall Risks
Discover ways to reduce and prevent injuries caused by falls for people with dementia and older, frail adults. Learn to identify mobility options and promote effective plans to remove fall hazards and monitor fall risk factors on an ongoing basis. **Prerequisite:** CES 4303 Fundamentals of Dementia Care. **Elective**

CES 4308 (.2 CEu) $45/Senior Cost $36
1 day Sat June 22 8:30-10:30 am
Sec. 924606 LA230 Staff
1 day Tues June 25 6:30-8:30 pm
Sec. 924613 LA230 Staff

Remove Restraints to Maximize Freedom
Learn how to minimize physical, emotional and spiritual distress; maximize well-being; and ensure meaningful communication with the person, family and care team. **Prerequisite:** CES 4303 Fundamentals of Dementia Care. **Elective**

CES 4311 (.4 CEu) $75/Senior Cost $60
2 weeks Tues July 16 6:30-8:30 pm
Sec. 934622 BTC225 Staff

Team Building & Leading Your Care Team
Explore the importance of teamwork to positively impact the lives of persons with dementia. As a professional, identify characteristics of successful teams and develop strategies to empower your staff to align with the implementation of the Alzheimer’s Association Dementia Care Practice Recommendations. **Prerequisite:** CES 4303 Fundamentals of Dementia Care. **Elective**

CES 4310 (.3 CEu) $59/Senior Cost $47.20
1 day Sat June 29 8:30-11:30 am
Sec. 934614 LA230 Staff
1 day Tues July 9 6-9 pm
Sec. 934621 LA230 Staff

Care At the End of Life
Gain insight into the final stage of life, how to prepare for it, how to recognize it, and how to provide support to those experiencing it and their caregivers. Learn how to minimize physical, emotional and spiritual distress; maximize well-being; and ensure meaningful communication with the person, family and care team. **Prerequisite:** CES 4303 Fundamentals of Dementia Care. **Elective**

CES 4311 (.4 CEu) $75/Senior Cost $60
2 weeks Tues July 16 6:30-8:30 pm
Sec. 934622 BTC225 Staff

Look for new electives for this popular Dementia Care Certificate Program in the Fall 2013 schedule, available online mid-July.
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.

CSES 1581 (0.9 CEu) $139/Senior Cost $111.20
3 weeks Wed May 8 6-9 pm Sec. 920302 LA410 L. McMullen

ACCOUNTING

Certified Payroll Professional Exam Preparation
Designed specifically to help you, the payroll professional, review and prepare for the Certified Payroll Professional certification exam. Topics covered include: core payroll concepts, compliance, principles of paycheck calculations, payroll processes and systems, accounting, and management/administration. In-class tests will also help you assess your readiness for the exam. Please have the current edition of "The Payroll Source" textbook for the first class. The textbook can be purchased through Amazon.com or the American Payroll Association at www.americanpayroll.org/store. If you plan to sit for the certification exam, be sure to review the required educational and work experience prerequisites in the Candidate Examination Handbook at www.americanpayroll.org/certification before registering for this class. No prerequisites are required for this preparation class.

CSES 1981 (4.8 CEu) $195/Senior Cost $156
16 weeks Wed May 8 6:30-9:30 pm Sec. 930612 MC110 Staff

ACCOunTinG Fundamentals 1 Online
Gain practical bookkeeping and common accounting knowledge for running a small business, to enhance your career, or for a better understanding of your personal finances.

CSES 1537 (2.4 CEu) $99/Senior Cost $79.20
6 weeks Apr 17 Sec. 920601
6 weeks May 15 Sec. 920603
6 weeks June 19 Sec. 930611
6 weeks July 17 Sec. 930614

ACCOunTinG Fundamentals 2 Online
Gain a solid understanding of corporate accounting practices including analyzing transactions, preparing corporate financial reports, and working with dividends, plant assets, depreciation, accrued revenue and expenses, retained earnings, and stockholders’ equity. Prerequisite: CSES 1537 Accounting Fundamentals 1—Online Course.

CSES 1540 (2.4 CEu) $99/Senior Cost $79.20
6 weeks Apr 17 Sec. 920602
6 weeks May 15 Sec. 920605
6 weeks June 19 Sec. 930613
6 weeks July 17 Sec. 930616

QuickBooks: Introduction Online
Designed for the small to midsized business owner who wants easy-to-use software to set up accounts, handle invoicing, track payables and inventory, and generate reports. Class is not compatible with Macintosh computers. Requirements: QuickBooks Pro or Premier software.

CSES 6725 (2.4 CEu) $99/Senior Cost $79.20
6 weeks Apr 17 Sec. 920604
6 weeks May 15 Sec. 920607
6 weeks June 19 Sec. 930615
6 weeks July 17 Sec. 930618

QuickBooks: Performance 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 or Premier software.

CSES 6948 (2.4 CEu) $99/Senior Cost $79.20
6 weeks June 19 Sec. 930617
6 weeks July 17 Sec. 930619

FINANCIAL PLANNING

Financial Markets & Securities: An Introduction
You need a strong financial knowledge base in order to become an educated investor. Gain a basic overview of the purpose and composition of the financial markets, major exchanges and indices (e.g., the S&P 500 Index). You will also learn the fundamentals of stocks, bonds, exchange-trade funds and mutual funds, including how they work and how to analyze them.

CSES 1488 (0.6 CEu) $69/Senior Cost $55.20
3 weeks Wed May 8 6:30-8:30 pm Sec. 920402 BTC170 W. Connell

Protect Your Money, Credit, & Identity Online
Learn how to guard against scam artists, identity thieves, predatory lenders, and abusive debt collectors. Understand how to avoid pitfalls when you’re doing anything from buying a used car to selecting a credit card or considering a service contract.

CSES 0975 (2.4 CEu) $99/Senior Cost $79.20
6 weeks Apr 17 Sec. 920405
6 weeks June 19 Sec. 930412

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 where you want it to go. Begin to tackle your debt and stop worrying about money.

CSES 5235 (2.4 CEu) $99/Senior Cost $79.20
6 weeks Apr 17 Sec. 920404
6 weeks June 19 Sec. 930411

Look for a fully updated version of the popular Financial Planning Series in our Fall 2013 schedule—available online in mid-July.

See Online Class Information on page 39 for specific requirements.
TEACHER RECERTIFICATION

IMSE Enhanced Comprehensive Orton-Gillingham Training

Dr. Samuel T. Orton and Anna Gillingham introduced the concept of multi-sensory education in the 1930s to help tutor individuals with dyslexia, but this method has been found to benefit all learners. The Institute for Multi-Sensory Education (IMSE) updated and customized the Orton-Gillingham concept for teachers. This face-to-face, hands-on technique works with any current reading program and can be an additional tool to incorporate into literacy instruction for general and special needs students. In IMSE training sessions, participants will learn: the 3-part drill (visual, auditory, kinesthetic), syllabication patterns for decoding and encoding, guidelines for weekly lesson plans, assessment, reciprocal teaching method, fluency, and multi-sensory techniques for sight words. They will learn how to incorporate into daily lessons the five essential reading program components: phonemic awareness, phonics, vocabulary development, and fluency and comprehension strategies. Teachers will secure an understanding of the revised Orton-Gillingham based methodology, assessment and higher level skills, and the tools to implement this program into existing curriculum. This course is geared toward Early Childhood educators (pre-K -3), Elementary educators (grades 2–5) and Special Education teachers (K–8) but anyone is welcome to attend. Requirements: Students must bring a red and green crayon, 3x3 post-it notes and 5 different colored highlighters to class, all other materials will be provided. This course is State Board approved for 30 State Continuing Education Clock Hours (SCECH) for educators. Lunch and breaks not included in SCECH total.

CES 0972 (3.0 CEU) $975
1 week M,T,W,R,F July 8-12 8:30 am-3:30 pm
Sec. 939614 VT405 H. Brandon

Through a generous donation by the Riley Foundation, partial scholarships are available for this class. Please contact the Schoolcraft College CEPD office at 734-462-4448 or cepd@schoolcraft.edu for a scholarship application or more information.

The College Selection Process: A Training for Counselors Hybrid Course

In this hybrid class, get 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 on page 39. This course is State Board approved for 45 State Continuing Education Clock Hours (SCECH). This course includes thirty hours of in-class instruction and 15 hours of online coursework. Daytime courses have a half-hour lunch which is not included in SCECH total.

CES 0944 (4.5 CEU) $275/Senior Cost $220
3 weeks Classroom Mon-Fri June 24-28 8:30 am-3 pm
Online Portion June 24-Jul 12
Sec. 939605 MC110 P. O’Connor, PhD

See Online Class Information on page 39 for specific requirements.

Teachers/K–12 Educators—Get your Continuing Education 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 courses are approved for 24 State Continuing Education Clock Hours for educators
> Online courses are 6 weeks
> Class fee $109/Senior Cost $87.20
> Try before you buy—sample the first 2 sessions

Go to www.ed2go.com/sceducator for more information, class descriptions, and to log into your classroom

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Spanish in the Classroom Online
CES 3627
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May 15 Sec. 929642
July 17 Sec. 939645

Speed Spanish Online
CES 3459
Apr 17 Sec. 929603
July 17 Sec. 939638

A to Z Grant Writing: Relationship Focused Online
CES2 1230
Apr 17 Sec. 929609

Writing Effective Grant Proposals: Content Focused Online
CES2 1452
June 19 Sec. 939613

Advanced Grant Proposal Writing Online
CES2 1564
June 19 Sec. 939641
Ready, Set, Read  
CES 7316  
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May 15  Sec. 929627  
June 19  Sec. 939623

Guided Reading: Strategies for the Differentiated Classroom  
CES 7329  
Apr 17  Sec. 929605  
May 15  Sec. 929629  
June 19  Sec. 939602

Guided Reading & Writing: Strategies for Maximum Student Achievement  
CES 7374  
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July 17  Sec. 939610

Response to Intervention: Reading Strategies That Work  
CES 7377  
Apr 17  Sec. 929632  
May 15  Sec. 929633

Enhancing Childhood Language Development  
CES 0898  
Apr 17  Sec. 929604  
May 15  Sec. 929618  
July 17  Sec. 939603

Writing Essentials  
CES 7365  
May 15  Sec. 929645  
June 19  Sec. 939649

Teaching Writing: Grades 4–6  
CES 7338  
June 19  Sec. 939615

Writing for Children  
CES 7304  
June 19  Sec. 939622  
July 17  Sec. 939635

Introduction to Journaling  
CES 7376  
May 15  Sec. 929638  
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Merrill Ream Speed Reading  
CES 7231  
Apr 17  Sec. 929611  
May 15  Sec. 929626  
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Singapore Math: Number Sense & Computational Strategies  
CES 8483  
May 15  Sec. 929619  
June 19  Sec. 939612

Singapore Math: Model Drawing for Grades 1–6  
CES 8484  
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Singapore Math Strategies: Advanced Model Drawing for Grades 6–9  
CES 8492  
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Teaching Math: Grades 4–6  
CES 0962  
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Understanding Adolescents  
CES 0925  
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Leadership  
CES 0973  
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Differentiated Instruction in the Classroom  
CES 0920  
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The Differentiated Instruction & Response to Intervention Connection  
CES 0964  
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Differentiating K–12 Assessments  
CES 0977  
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Teaching Students with Learning Disabilities  
CES 0928  
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July 17  Sec. 939625

Empowering Students with Disabilities  
CES 0956  
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Teaching Students with Autism  
CES 0932  
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May 15  Sec. 929630  
July 17  Sec. 939627

Teaching Students With ADHD  
CES 0978  
May 15  Sec. 929663  
July 17  Sec. 939631

Teaching Preschool: A Year of Inspiring Lessons  
CES 0974  
May 15  Sec. 929657  
June 19  Sec. 939648

The Creative Classroom  
CES 0908  
June 19  Sec. 939607  
July 17  Sec. 939632

Solving Classroom Discipline Problems  
CES 0913  
Apr 17  Sec. 929608  
May 15  Sec. 929620  
June 19  Sec. 939611

Solving Classroom Discipline Problems 2  
CES 0929  
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July 17  Sec. 939634

Creating the Inclusive Classroom  
CES 0930  
Apr 17  Sec. 929606  
May 15  Sec. 929612

Creating Classroom Centers  
CES 0988  
Apr 17  Sec. 929635  
May 15  Sec. 929646

An Introduction to Teaching ESL/EFL  
CES 0952  
Apr 17  Sec. 929643  
May 15  Sec. 929644  
July 17  Sec. 939647

Teaching Science: Grades 4–6  
CES 8491  
Apr 17  Sec. 929651  
June 19  Sec. 939608

Integrating Technology in the Classroom  
CES 2 6153  
May 15  Sec. 929636

The Classroom Computer  
CES 2 6122  
May 15  Sec. 929616  
June 19  Sec. 939604

Creating a Classroom Web Site  
CES 2 6137  
June 19  Sec. 939636

Using the Internet in the Classroom  
CES 0911  
June 19  Sec. 939609

Guiding Kids on the Internet  
CES 0924  
Apr 17  Sec. 929614  
May 15  Sec. 929634

Teaching Smarter with SMART Boards  
CES 2 6183  
Apr 17  Sec. 929658  
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Microsoft Word 2010 in the Classroom  
CES 2 6111  
Apr 17  Sec. 929653

Microsoft Excel 2010 in the Classroom  
CES 2 6214  
May 15  Sec. 929665

Microsoft PowerPoint 2010 in the Classroom  
CES 2 6213  
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Creating Web Pages  
CES 6720  
Apr 17  Sec. 929613  
May 15  Sec. 929625

Designing Effective Web Sites  
CES 2 6152  
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June 19  Sec. 939640

Advanced Web Pages  
CES 2 6209  
May 15  Sec. 929662  
July 17  Sec. 939628

Blogging & Podcasting for Beginners  
CES 2 6205  
Apr 17  Sec. 929648  
June 19  Sec. 939624
Test of English as a Foreign Language (TOEFL) Preparation
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) $259/Senior Cost $207.20
9 weeks Sat May 4 10 am-1 pm
Sec. 926203 LA610 No class 5/25 E. Rande

Law School Admission Test (LSAT) Preparation
Prepare for the LSAT by reviewing necessary reasoning and verbal skills, while building test-taking confidence and familiarity in an exam setting. Practice on actual retired tests, and then receive a personal assessment report identifying areas on which you need to improve. Receive a textbook and computer adaptive CD-ROM with practice tests to give you the winning edge. Please be prompt for testing at the first class meeting and bring #2 pencils and paper.

CES 0851 (3.2 CEU) $395/Senior Cost $316
7 weeks Sat Apr 6 9 am-1:30 pm
Sec. 926208 LA410 No class 4/13 L. Adamschenski

Test of Essential Academic Skills (TEAS) Preparation
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. Requirement: students must have college level skills in reading, English, and math. For more information go to the Testing Center Web site at www.schoolcraft.edu/assessment.

CES 4296 (1.5 CEU) $125/Senior Cost $100
5 weeks Thurs May 9 5:30-8:30 pm
Sec. 926207 LA405 P. Schneider

American College Testing (ACT) Preparation
Take control of your college future by preparing for the ACT test. Computer-based diagnostic tests will identify your strengths and weaknesses in math, science, reasoning, reading, English and writing. Based on the test results 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 a calculator.

CES 7341 $259
7 weeks Sat Apr 6 9 am-12 pm
Sec. 916228 LA460 L. Allman

American College Testing (ACT) Preparation Online Course
Prepare for the ACT online! You’ll get the same great benefits of our in-class ACT Preparation with online access 24/7 plus toll-free phone and email support. If you are self-motivated, you will benefit by reviewing all testing points, learning strategies and tips and putting them into practice. You can work at your own pace to become well prepared for this very important test. Shortly after registration, an email from Cambridge Educational Services will be sent to you with online class instructions. Recommendation: allow a minimum of 8 weeks to review the content (though online access is for 4 months).

CES 7321 $229
8 weeks May 6 Sec. 926201
8 weeks July 8 Sec. 936214

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 Wed May 8 5:30-8:30 pm
Sec. 926401 LA475 J. Scott

READING
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.

CES 7231 (2.4 CEU) $99/Senior Cost $79.20
6 weeks Apr 17 Sec. 926802
6 weeks May 15 Sec. 926803
6 weeks June 19 Sec. 936804
6 weeks July 17 Sec. 936805
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 sentence and paragraph structure. Build your understanding with an overview of the writing process and editing strategies. Apply your skills by practicing essay writing and editing. Other topics include business writing and research techniques. 

**CES 7383 (2.4 CEu)**
- **Online**
- Learn how to convey the right message at the right time.
- **6 weeks**
- **May 15**
- **Sec. 926105**
- **99/Senior Cost $79.20**

Write Your Life Story Online
Learn how to organize and write an inspirational, professional autobiography that will be treasured by family, friends and story-lovers everywhere.

**CES 7377 (2.4 CEu)**
- **$99/Senior Cost $79.20**
- **6 weeks**
- **May 15**
- **Sec. 926111**
- **Sec. 936129**

Be Confident & Comfortable When Speaking
Improve the way you speak publicly. Learn useful speaking skills for both informal scenarios or for giving a formal presentation. Discover how to put a successful speech or presentation together from designing an outline to giving the presentation. In a warm, supportive atmosphere learn by doing. Get helpful tips, while being introduced to positive peer critiquing. Learn how to convey the right message at the right time.

**CES 7383 (2.4 CEu)**
- **$95/Senior Cost $76**
- **4 weeks**
- **May 7**
- **Sec. 926116 VT405**
- **M. Gordon**

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, parts of speech and sentence types.

**CES 7097 (2.4 CEu)**
- **$155/Senior Cost $124**
- **8 weeks**
- **May 8**
- **Sec. 926103 BTC100**
- **D. Stearns**

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**

See pages 9, 18–19 for classes offered this semester.
For more information call 734-462-4448.
Marc Himelstein, the Tigers’ Director of Authentics, directs a unique department at Comerica Park that authenticates and sells game-used merchandise and other items. In addition to the requisite game used bats, balls, and jerseys, fans can purchase authenticated lineup cards and, last season, even empty bottles of champagne used in the Tigers’ clubhouse celebrations during the 2012 playoffs. Himelstein has spoken about the Tigers and about baseball to other large groups throughout Metro Detroit in the past.

NEW The Secret Life of Michigan Birds
Why do vultures really fly in circles? Why do shore-birds run from the waves and then go right back? What is a day in the life of a hummingbird’s life really like? Discover how they make a living, migrate, raise a family and nest. Go beyond the field guides to find out the secret lives of Michigan birds.

CES 8496 (.2 CEU) $15/Senior Cost $12
1 day Fri May 10 1-3 pm
Sec. 927402 W210 J. Platte

NEW Exploring America’s Pastime: Baseball
Have a grand slam time and discover what makes baseball “America’s Pastime.” Baseball boasts a colorful and complex history, peppered with dynamic characters that fashioned this great game. Reminisce about baseball greats of all times, pre-World War II baseball and about our own Detroit Tigers with a passionate speaker affiliated with major league baseball. Make your afternoon a big hit!

CES 7275 (.2 CEU) $15/Senior Cost $12
1 day Fri May 31 1-3 pm
Sec. 927403 W210 M. Himelstein

NEW Treasure Hunting: The Thrill of the Hunt
Join Tom Klisz, a member of the Michigan Treasure Hunters, for an entertaining discussion on metal detector treasure hunting. Learn about the history of metal detecting, the types of detectors, laws that govern the activity, the historical significance of the items found and where to hunt in Michigan. Enjoy a show and tell format and see many of the items that have been found including coins, jewelry and relics.

CES 0990 (.2 CEU) $15/Senior Cost $12
1 day Fri June 21 1-3 pm
Sec. 927404 W210 T. Klisz

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

COMES LISTEN TO ENGAGING SPEAKER MARC HIMELSTEIN FROM THE DETROIT TIGERS!
May 31
See class description above.
CULINARY

It is the sculpting of food…
…in the most advanced kitchens in the Midwest.
…with some of the best Certified Master Chefs in America.
…from international cuisine, to butchery, to pastry seminars.

With hands-on instruction, you’ll cook with more confidence.
Let us show you the mastery of culinary arts.

CULINARY

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 or instructor’s approval is a prerequisite for most Schoolcraft College’s CEPD hands-on Culinary Arts classes, unless otherwise noted. A tool kit is not required for this class.

CES 2187 (.6 CEU) $109/Senior Cost $87.20
2 days Wed May 8 & Thurs May 9 5-7 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 CEPD Pastry and Baking hands-on Culinary Arts classes, unless otherwise noted.

CES 2380 (.6 CEU) $109/Senior Cost $87.20
2 days Mon & Tues May 6,7 6-9 pm
Sec. 921009 VT630 M. Haight, CEC, CPC

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 and wine 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. Bring a shopping bag if you plan to purchase items.

CES 2427 (.3 CEU) $45/Senior Cost $36
1 day Sat May 4 9 am-12 pm
Sec. 921009 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 CEPD Pastry and Baking hands-on Culinary Arts classes, unless otherwise noted.

CES 2380 (.6 CEU) $109/Senior Cost $87.20
2 days Mon & Tues May 6,7 6-9 pm
Sec. 921009 VT630 M. Haight, CEC, CPC

Authentic Mexican Cuisine—The Ultimate Experience New Recipes!
Learn all that Mexican fare has to offer from Chef Ana Perez, a native of Mexico. Through Ana’s expertise see how to make and embrace authentic Mexican cuisine. Discover the history, culture, celebrations and distinctive spices that influence Mexican cuisine. From entrees like enchiladas to seafood to chicken to side dishes and desserts, each class will offer new and exciting food choices.

CES 2488 (.3 CEU) $99/Senior Cost $79.20
1 day Wed May 22 6-9 pm
Sec. 921006 VT630 A. Perez
Prerequisite for all hands-on classes below—CES 2187 Cooking 101: Skill Development or instructor’s approval. Please prepare a tool kit with the following: a paring, chef and bread knife; peeler; spatula; dough cutter; pastry brush; thermometer; and measuring spoons. Plan to wear a white chef’s jacket, dark pants and comfortable shoes in all hands-on classes.

NEW Two Great Chefs—Two Great Styles: Hands-on
Experience how different cooking styles can transform ingredients. Join two Schoolcraft chefs—Chef Jeff Gabriel and Chef Shawn Loving—as they showcase their unique talents and cooking styles preparing international dishes from similar ingredients. Learn the techniques and taste the differences in their food. Each week you’ll prep the first night and complete your fare the next meeting. Build a foundation for developing your own culinary style! ☀

CES 2506 (2.4 CEu) $299/Senior Cost $239.20
3 weeks Mon & Tues May 13, 14, 20, 21 6-10 pm
June 3, 4
Sec. 921013 VT620 No class 5/28 J. Gabriel, S. Loving

Outdoor Grilling: Hands-on
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 vegetables will be demonstrated. A variety of salad dishes will be demonstrated using mixed greens, fruits and pasta. ☀

CES 2241 (.8 CEu) $149/Senior Cost $119.20
2 days Thur & Fri May 23, 24 5-9 pm
Sec. 921008 VT620 J. Gabriel, CMC

NEW Classic & Contemporary Sauces & Stocks: Hands-on
Dress up any plate and add flavor and moisture to all your dishes with homemade stocks and sauces. From breakfast to dinner, appetizers to snacks, classic and contemporary sauces and stocks enhance flavor and create elegant and exciting finishing touches. Begin with the very basic stocks and sauces used in all French cuisine and then move on to lighter, modern versions. You will never need packaged stocks or sauces again. ☀

CES 2506 (.6 CEu) $109/Senior Cost $87.20
2 days Wed & Thur June 5, 6 6-9 pm
Sec. 921012 VT620 M. Russell, CMC

Knife Skills for Vegetables & Herbs: Hands-on
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 especially 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) $109/Senior Cost $87.20
1 day Fri June 7 6-9 pm
Sec. 921005 VT620 J. Gabriel, CMC

Great Tasting Vegetarian & Vegan Meals: Hands-on
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. ☀

CES 2247 (.6 CEu) $139/Senior Cost $111.20
2 days Mon & Tues June 24, 25 6-9 pm
Sec. 921018 VT635 J. Gabriel, CMC

Authentic Mexican Cuisine—The Ultimate Experience: Hands-on New Recipes!
Learn to make traditional and authentic Mexican food with your own hands from Mexican native, Chef Ana Perez. Each class will offer a total new cooking experience with an assortment of distinctive entrees, side dishes, soups and desserts. See and taste the distinctive flavors, variety of spices and ingredients, and colorful decoration of Mexican cuisine. Bring a little piece of Mexico home to your family. ☀

CES 2491 (.3 CEu) $109/Senior Cost $87.20
1 day Wed June 26 6-9 pm
Sec. 921010 VT630 A. Perez

The Art of Advanced Grilling: Hands-on
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 flavors 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 capabilities. Get more flavor from your grilled foods and more compliments for the chef. ☀

CES 2324 (.6 CEu) $149/Senior Cost $119.20
2 days Thur & Fri June 27, 28 5-9 pm
Sec. 921004 VT620 J. Gabriel, CMC

Perfecting the Everyday Breakfast: Hands-on
Breakfast, the most important meal of the day, is at times the meal we have the most difficulty getting right. Learn how to make it right from a certified master chef! Using equipment found in the average kitchen, identify, refine and practice your techniques for a variety of simple but appealing traditional breakfast foods. Learn to adapt your skills for one or for a group; or for brunch or dinner...remember breakfast isn’t just for morning anymore! ☀

CES 2495 (.6 CEu) $109/Senior Cost $87.20
1 day Wed July 10 6-9 pm
Sec. 931035 VT620 M. Russell, CMC

Grilling Vegetarian: Hands-on
Expand the culinary potential of your grill. Use it as a vessel for delicious vegetarian cooking. Discover the differences between cooking vegetables and other standard grill fare. Learn how to prepare your grill for efficient cooking and your fruits and vegetables for endless meal possibilities. Whether you’re looking for side dishes to complement meat and seafood or planning a totally vegetarian cookout, this class is for you. ☀

CES 2404 (.6 CEu) $139/Senior Cost $111.20
2 days Tues & Wed July 16, 17 6-9 pm
Sec. 931036 VT690 J. Gabriel, CMC

NEW Unique Salsa = Unique Dishes: Hands-on
Learn to complement your main dishes with non-traditional salsas. Salsa meaning “sauce” can complement everything from seafood to salad and can be something besides tomatoes and spices. Try your hand at poached salmon with sweet and sour fruit salsa and char grilled pineapple salsa with roast pork salad. Discover the variety of salsa! Bring a set of knives. ☀

CES 2505 (.3 CEu) $109/Senior Cost $87.20
1 day Wed July 24 6-9 pm
Sec. 931034 VT620 M. Russell, CMC

Want to get on our culinary mailing list to receive the dish directly to your home? Just email us at CEPD@schoolcraft.edu or give us a call at 734-462-4448.
Baking/Pastry

**CES 2380 Pastry 101: Skill Development**

*Personal enrichment*

Cooking 101 is not required.

Please prepare a tool kit with the following:
a rubber spatula; pastry brush; rolling pin;paring knife; vegetable peeler; french knife;
melon baller; (2) 16” pastry bags; pastry
tubes (Large No. 5 Plain Tube; Large No. 5 Star tube); serrated bread knife; 3” and 10”
icing spatula. Plan to wear a white chef’s
jacket, dark pants and comfortable shoes in
all hands-on classes.

**Artisan Breads: Hands-on**

Forget about buying bread forever! Explore many vari-
eties of flavored breads using natural and sourdough
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 2188 (2.0 CEu) $249/Senior Cost $199.20**

4 days  MTWR  June 10, 11, 12, 13  5-10 pm
Sec. 921020  VT635  J. Gabriel, CMC

**Laminated Breads: Hands-on**

Laminated bread dough is basic yeast dough, spe-
cially folded with butter to make flaky, soft bread.
Learn to make laminated breads including sweet
and savory croissants with fillings, Danish with fill-
ings and brioche.

**CES 2507 (1.0 CEu) $129/Senior Cost $103.20**

2 days  Wed & Thurs  June 19, 20  5-10 pm
Sec. 921017  VT635  J. Gabriel, CMC

**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 expe-
rience and opportunities to taste the results. Enlist
now!

**CES 2381 (1.6 CEu) $399/Senior Cost $319.20**

4 days  TWRF  July 23, 24, 25, 26  5:30-9:30 pm
Sec. 931033  VT635  J. Decker, CMPC

Certification

**ServSafe**

Textbook included. Designed for employees, own-
ers and managers of food service establishments,
this course will prepare you for final examinations
administered by the Educational Foundation of the
National Restaurant Association. Upon success-
ful completion of the program and exam (taken in
class), the certified individual will be qualified to
train personnel in sanitation techniques, commu-
nicate with representatives of the health depart-
ments having jurisdiction, recognize sanitation
deficiencies and initiate improvements. A half-hour
lunch is not included in CEU total.

**CES 2087 (1.8 CEu) $225/Senior Cost $180**

2 days  Thur & Fri  July 18, 19  8 am-5:30 pm
Sec. 931038  BTC160  L. Sebold

**Youth Culinary**

No prerequisite required for Youth Culinary classes.

**NEW Campfire Cooking & S’mores for Adults & Kids: Hands-on**

Share the joy of campfire cooking with your child...the smell of bacon or cobbler or beans mixed with
the smoke from burning oak or pine. Don’t forget
the piece de resistance of the camping experi-
ence the toasted, melted marshmallow on graham
 crackers, fondly called s’mores. Learn to prep tasty
recipes at home to finish at the campfire; and how
to make mouthwatering homemade graham crack-
ers and flavored marshmallows. Only the adult
needs to register and one child per adult. This class
is open for children seven years of age and older.
Please bring measuring cups and aprons to class
and a container to take your masterpieces home.

**CES 2509 (1.4 CEu) $129/Senior Cost $103.20**

1 day  Sat  May 11  10 am-2 pm
Sec. 921022  VT620  M. Haight, CEC, CPC

For Youth summer offerings, see
www.schoolcraft.edu/koc
for the Kids on Campus 2013
Summer Day Camps.

Wine

**The Heart of Great Lakes Wines**

Michigan, its surrounding states and Ontario, Can-
da have produced wine for generations. Changes
over time to the native grapes of these areas are pro-
ducing pleasant, high quality and even world-class
wines. Enjoy the history and development, as well
as, the tasting of these Great Lakes wines in this spe-
cial class. You must be 21 years of age to attend.

**CES 2196 (1.0 CEu) $169/Senior Cost $135.20**

5 weeks  Mon  May 6  7-9 pm
Sec. 921003  W210B  L. Hershey

| 734-462-4448 | www.schoolcraft.edu/cepd | 23 |
### Languages Around the World—Level I
Whether you’re planning a cruise or a trip through a foreign land, trying to make that sale, or just getting back to your own family roots, learning a language is a wonderful personal experience. The time is now and the opportunity is here! Learn a language the easy and fun way. Start with simple grammar and vocabulary, and be able to engage in basic conversation and writing. Learn the political and social dos and don’ts that will increase your confidence and communication skills, making you more comfortable in all social situations whether they take place in the boardroom, on the Internet, or in travel ports worldwide. Grow as a person as you begin to appreciate other cultures through the magic of language.

**Mandarin Chinese I Conversational**
- CES 3279 (2.4 CEU) $139/Senior Cost $111.20
- 7 weeks Mon & Wed May 6-8 pm
- Sec. 926016 LA470 W. Wei

**French I Conversational**
- CES 3054 (2.4 CEU) $139/Senior Cost $111.20
- 12 weeks Wed May 8-8 pm
- Sec. 926005 LA420 J. Carter

**German I Conversational**
- CES 3064 (2.4 CEU) $139/Senior Cost $111.20
- 12 weeks Tues May 7-8 pm
- Sec. 926014 LA360 H. Fruechtenicht

**Italian I Conversational**
- CES 3063 (2.4 CEU) $139/Senior Cost $111.20
- 12 weeks Thurs May 9-8 pm
- Sec. 926014 LA415 S. Catalan

**Brazilian Portuguese I Conversational**
- CES 3564 (2.4 CEU) $139/Senior Cost $111.20
- 12 weeks Mon May 6-8 pm
- Sec. 926008 LA410 K. Delgado

**Spanish I Conversational**
- CES 3053 (2.4 CEU) $139/Senior Cost $111.20
- 12 weeks Mon May 6-8 pm
- Sec. 926003 LA430 No class 7/1 C. Cramb

### 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 further 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!

**French II Conversational**
- CES 3270 (2.4 CEU) $149/Senior Cost $119.20
- 5 weeks Mon & Thur May 6 6-9 pm
- Sec. 926009 LA460 V. Jablonski

**German II Conversational**
- CES 3590 (2.4 CEU) $149/Senior Cost $119.20
- 12 weeks Sat May 4 9-11 am
- Sec. 926015 LA360 H. Fruechtenicht

**Italian II Conversational**
- CES 3330 (2.4 CEU) $149/Senior Cost $119.20
- 12 weeks Mon May 6-8 pm
- Sec. 926007 LA415 S. Catalan

**Spanish II Conversational**
- CES 3591 (2.4 CEU) $149/Senior Cost $119.20
- 12 weeks Wed May 8 6:30-8:30 pm
- Sec. 926006 LA430 No class 7/3 C. Cramb

### American Sign Language I
American Sign Language is the fourth most commonly used language in the U.S. 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.

**American Sign Language II**
Take your American Sign Language skills to a new level. Enjoy the challenge of using less voice and using more ASL. Learn more complex sentence structure, finger spelling, facial expressions, classifiers, descriptions of objects and vocabulary. Practice your skills using storytelling and game playing. The second half of the textbook will be covered. This class is taught by a hearing instructor.

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<tr>
<th>Course</th>
<th>Section</th>
<th>Credits</th>
<th>Time</th>
<th>Days</th>
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<td>Wed</td>
<td>May 8</td>
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### Speed Spanish Online
Imagine you’re speaking, reading and writing Spanish. Learn six easy recipes for grilling Spanish words together to form sentences. In no time at all, you’ll be able to go into any Spanish speaking situation and converse in Spanish. 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.

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### Speed Spanish 2 Online
Accelerate your ability to speak, understand, and read Spanish by taking the final installment in our unique three-part Speed Spanish learning series. **Prerequisite**: CES 3532 Speed Spanish 2 Online Course.

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<td>936020 LA430</td>
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**Mr. Cramb went above and beyond expectations.**

He made each class different which kept it fun and enjoyable.

**Was very willing to stop and answer questions.**

He was very positive, and he reinforced and encouraged learning.

It isn't easy to learn a new language as an adult, but he made it a great experience!  

*Ellie B., Spanish I Conversational student*
ENGLISH AS A SECOND LANGUAGE

Learn to use correct grammar and converse in English. Build vocabulary; improve your pronunciation and practice listening, speaking, reading and writing. Gain familiarity with American culture. Each level builds on the skills learned in the previous class.

A placement test is required for correct level placement. Testing takes place before classes start and space is limited, so please plan ahead. Testing is by appointment only. Please call 734-462-4448 to schedule an appointment. Testing begins promptly at the appointment time and lasts 2–3 hours.

Spring Placement Test Dates:
All sessions start at 6 pm unless otherwise noted.

Once testing has been completed, students may register for ESL classes in-person in the McDowell Center. No online registration is available.

ESL I—English as a Second Language
CES 7235 (7.2 CEu) $305/Senior Cost $244
12 weeks Mon & Wed May 6 6-9 pm
Sec. 926920 MC115 No class 5/27 R. Leider

ESL II—English as a Second Language
CES 7236 (7.2 CEu) $305/Senior Cost $244
12 weeks Tues & Thur May 7 6-9 pm
Sec. 926921 MC115 No class 7/4 D. Szeman

ESL III—English as a Second Language
CES 7261 (7.2 CEu) $305/Senior Cost $244
12 weeks Mon & Wed May 6 6-9 pm
Sec. 926922 MC120 No class 5/27 S. Stichler

ESL IV—English as a Second Language
CES 7262 (7.2 CEu) $305/Senior Cost $244
12 weeks Tues & Thur May 7 6-9 pm
Sec. 926923 MC120 No class 7/4 E. Rande

ESL V—English as a Second Language
CES 7285 (7.2 CEu) $305/Senior Cost $244
12 weeks Tues & Thur May 7 6-9 pm
Sec. 926924 MC125 No class 7/4 I. Baciak

Accent Improvement I
Improve your spoken English and learn to be better understood by American English speakers. The Accent Improvement I class has been developed to help the ESL student like you learn to speak with an American accent. You’ll interact with others who are experiencing the same challenges and improve your clarity and ability to follow the English spoken language. Requirement: be enrolled in or completed ESL 4 or higher.

CES 7298 (4.8 CEu) $255/Senior Cost $204
12 weeks Sat May 4 9 am-1 pm
Sec. 926925 LA475 No class 5/25 P. Konfara

TOEFL-Test of English as a Foreign Language Preparation Workshop.
See Page 18.

I think the class I took for English at Schoolcraft College changed my life. The teacher has a great method to teach English, and they explain everything very well.

Talilant K., ESL II student

PERSONAL INTEREST

Ghost Hunting
Explore the phenomenon of paranormal activity and get a realistic view of what ghost hunting is all about. A local, independent investigator will share evidence and experiences while discussing the basics of investigating, including different types of spirits, natural causes, evidence, protection, and ways to get started. Open discussion is encouraged - bring any photos or other evidence you would like to share. Children age 12 and up are welcome if they register with a parent.

CES 0976 (.2 CEU) $19/Senior Cost $15.20
1 day Thurs May 23 6:30-8:30 pm
Sec. 927001 LA200 Heidi S.

Present Moment Meditation
Learn to use Present Moment Meditation, a light-hearted, practical approach that makes meditation inviting and beneficial for everyone. You’ll see positive results in every area of your daily life—work, family, home, health, relationships, personal goals, and more. Each meeting includes two meditations, a short presentation on topics relating to meditation and stress reduction, discussion and Q & A time. New and repeat students are welcome. Chairs are provided.

CES 0966 (.6 CEU) $59/Senior Cost $47.20
4 weeks Mon May 6 6:30-8 pm
Sec. 927301 LA200 K. Bindu Henning

Drawing
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 Thurs May 9 6-9 pm
Sec. 922103 F400 A. Bacon

734-462-4448 | www.schoolcraft.edu/cepd 25
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 Tues May 7 6:30-9:30 pm

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 8 6:30-9:30 pm

Oil Painting
Learn the versatility of Alla Prima oil painting, the technique of painting masters. Explore different subjects and styles, while learning color theory, perspective and composition. Emphasis is placed on developing your own creativity through personal instruction, supported with class presentations. Some drawing experience is helpful. Please bring the following materials to the first session: oil colors-red, yellow, and blue; a bristle brush #4; 12”x16” canvas board or canvasette; odorless thinner or mineral spirits; and a small container.

**Wet Felting: Irresistibly Beautiful Projects**
Attention art enthusiasts, crafters and hobbyists of any skill level, learn the basics of wet felting. Discover this 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 3630 (1.5 CEu)**
- $89/Senior Cost $71.20
- 5 weeks Fri June 14 6-9 pm

**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 interfaces 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 3664 (3.3 CEu)**
- $185/Senior Cost $148
- 11 weeks Sat May 11 1-4 pm
PHOTOGRAPHY

NEW Fundamental DSLR Photography Techniques

Are you looking to understand your DSLR camera and to gain fundamental techniques and be able to take a photo from amateur to professional? Look no further. Learn about exposure, shutter speeds and f/stops. Explore composition techniques such as: the Rule of Thirds, Leading Lines, S curves, C curves and Light Isolate Theory. Learn to use filters, flash extension tubes and tele-convertors. A half-hour lunch is not included in CEU total. **Note:** the word fundamental in the title does not mean “elementary” photography. Expect homework and reading assignments. **Requirement:** bring a DSLR camera to class.

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<tr>
<th>Course Code</th>
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<td>10:30 am-3 pm</td>
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<td>Sec. 922413 AS374</td>
<td>B. Denison</td>
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6 weeks Wed June 5 | 10:30 am-3 pm |
| Sec. 922410 LA460 | B. Denison |

NEW Basic Studio Lighting & DSLR Portraiture

Learn to take portraits like the pros do. Gain a thorough understanding of portrait lighting, including posing, makeup and quantifying beauty. Learn how to diffuse and bounce light with reflectors, umbrellas, soft boxes, and the difference between hard edge and raw light. Learn posing techniques to enhance and flatter your subject. **Prerequisite:** CES 3674 Fundamental DSLR Photography Techniques, or with instructor’s permission. Daytime classes have a half-hour lunch which is not included in CEU total. **Requirement:** bring a DSLR camera to class.

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<td>B. Denison</td>
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5 weeks Mon Apr 22 | 7-11 pm |
| Sec. 922409 BTC160/Off Campus | B. Denison |

NEW Photoshop for DSLR Photographers

Photoshop is the ultimate playground for bringing out the best in digital images and transforming them into anything imaginable. Learn to improve your images of people, nature, landscapes and more. Increase the impact of your photos by enhancing detail and technical quality. After learning how to use Photoshop, enjoy an all-day session and apply your newly learned techniques to your own photos and make exhibition grade prints! **Note:** this class is designed specifically for photographers, not graphic designers. Daytime classes have a half-hour lunch which is not included in CEU total. **Prerequisite:** strong computer skills and some knowledge to resolve them. Using digital and film cameras, come to understand it’s not how expensive the equipment is, but your execution of the idea that produces the message. **Prerequisite:**: a complete understanding of the function and operation of your camera equipment.

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<td>Sec. 922412 BTC160</td>
<td>B. Mitchell</td>
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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. **Requirement:** basic computer skills.

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<td>Sec. 922406 BTC160</td>
<td>B. Mitchell</td>
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Field Photography

Improve your photography skills in the field...literally. After quick review of basic camera operations and techniques, enjoy hands-on field trips including nighttime photography in Windsor and garden photography at Cranbrook. Master advanced camera operations and discover the joy of magnificently capturing all your special moments. All field trips take place in addition to the class time listed below. **Prerequisite:** CES 3423 Capture the Moment: Beginning Photography or equivalent knowledge.

<table>
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Compose a Fine Art Photograph

Learn the visual language of photography - color, form, space and sense of place, and your images will improve immediately. Discover how to express your creativity, stressing it’s not what you look at, but rather what you see that matters. Recognize the challenges of the composition and gain the knowledge to resolve them. Using digital and film cameras, come to understand it’s not how expensive the equipment is, but your execution of the idea that produces the message. **Prerequisite:** Photoshop for DSLR Photographers.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credits</th>
<th>Cost</th>
<th>Dates</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>CES 3660</td>
<td>(2.4 CEU)</td>
<td>$145/Senior Cost $116</td>
<td>8 weeks Wed May 8</td>
<td>6-9 pm</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Sec. 922412 BTC160</td>
<td>W. Gosa</td>
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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.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credits</th>
<th>Cost</th>
<th>Dates</th>
<th>Time</th>
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</thead>
<tbody>
<tr>
<td>CES 3431</td>
<td>(4 CEU)</td>
<td>$49/Senior Cost $39.20</td>
<td>1 day Tues June 18</td>
<td>6-10 pm</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Sec. 922401 VT405</td>
<td>M. Nagler</td>
</tr>
</tbody>
</table>

MEET INSTRUCTOR Bryce Denison

Bryce Denison has a life-long obsession with Photography. As a teenager, he helped a friend catch up with overdue deadlines of photographs that needed to be developed in time for a high school yearbook printing. Once the exposed print was put in the tray of developer, it was magic! He saw the image appear and was hooked on Photography for life. He made most of his spending money selling photographs until it was time to go to college. Bryce earned a B.F.A. in Applied Photography at the College for Creative Studies and a M.A. in Photography at Wayne State University. His education was not limited to the classroom as he had the privilege to study under some of the best photographers and educators such as: Ansel Adams, Gary Bernstein and Bill Rauhauser.

Bryce’s Fine Art Photography subject matter is diverse— including landscape, wildlife, travel, nature, sports, architecture, and portraiture. His travels have taken him to all fifty states, most of the provinces of Canada and a dozen or so countries to boot. He recently retired from the Detroit Fire Department where he was in charge of all the forensic photography. Now he is in the 35th year as director of Midwest Photography Workshops which is now the nation’s fourth largest school of Photography. His current fine art work is available for viewing at: http://brycedenisonfineart.photoreflect.com

Bryce will return to teaching several classes in Photography at Schoolcraft College in April including a class in basic shooting techniques, a class in editing your images in Adobe Photoshop and a class on Studio Portrait Lighting. More classes will follow in the future as the curriculum grows.
PERSONAL ENRICHMENT

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.

<table>
<thead>
<tr>
<th>Course</th>
<th>Duration</th>
<th>Dates</th>
<th>Registration</th>
</tr>
</thead>
<tbody>
<tr>
<td>CES 3530</td>
<td>6 weeks</td>
<td>Apr 17</td>
<td>Sec. 922402</td>
</tr>
<tr>
<td>CES 3530</td>
<td>6 weeks</td>
<td>May 15</td>
<td>Sec. 922404</td>
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<tr>
<td>CES 3530</td>
<td>6 weeks</td>
<td>June 19</td>
<td>Sec. 932410</td>
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<tr>
<td>CES 3530</td>
<td>6 weeks</td>
<td>July 17</td>
<td>Sec. 932411</td>
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Photographing Nature with Your Digital Camera Online
Use your digital camera to take stunning nature photos, including landscapes, flowers, animals, and even macro shots.

<table>
<thead>
<tr>
<th>Course</th>
<th>Duration</th>
<th>Dates</th>
<th>Registration</th>
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</thead>
<tbody>
<tr>
<td>CES 3663</td>
<td>6 weeks</td>
<td>May 15</td>
<td>Sec. 922405</td>
</tr>
<tr>
<td>CES 3663</td>
<td>6 weeks</td>
<td>July 17</td>
<td>Sec. 932413</td>
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Travel Photography Online
Learn the tricks and techniques digital photographers need to capture scenes from around the world and bring them home.

<table>
<thead>
<tr>
<th>Course</th>
<th>Duration</th>
<th>Dates</th>
<th>Registration</th>
</tr>
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<tbody>
<tr>
<td>CES 3656</td>
<td>6 weeks</td>
<td>Apr 17</td>
<td>Sec. 922403</td>
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<tr>
<td>CES 3656</td>
<td>6 weeks</td>
<td>June 19</td>
<td>Sec. 932412</td>
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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.

<table>
<thead>
<tr>
<th>Course</th>
<th>Duration</th>
<th>Dates</th>
<th>Registration</th>
</tr>
</thead>
<tbody>
<tr>
<td>CES 3342</td>
<td>8 weeks</td>
<td>Tues May 7</td>
<td>Sec. 922501 LA140</td>
</tr>
<tr>
<td>CES 3342</td>
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<td>May 15</td>
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<td>Sec. 932410</td>
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<tr>
<td>CES 3342</td>
<td>8 weeks</td>
<td>July 17</td>
<td>Sec. 932411</td>
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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.

<table>
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<tr>
<th>Course</th>
<th>Duration</th>
<th>Dates</th>
<th>Registration</th>
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<tbody>
<tr>
<td>CES 3644</td>
<td>10 weeks</td>
<td>Mon May 13</td>
<td>Sec. 922504 F310</td>
</tr>
<tr>
<td>CES 3644</td>
<td>10 weeks</td>
<td>May 15</td>
<td>Sec. 922405</td>
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<tr>
<td>CES 3644</td>
<td>10 weeks</td>
<td>June 19</td>
<td>Sec. 932412</td>
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<tr>
<td>CES 3644</td>
<td>10 weeks</td>
<td>July 17</td>
<td>Sec. 932413</td>
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Jazz Lab Band - Improvisation 1
This group is geared to the less experienced jazz player, performing contemporary jazz music in the big band setting, but with some emphasis on improvisation. The Lab Band will perform at concerts during the school year. The class is open to all students, high school and college, and members of the community.

<table>
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<tr>
<th>Course</th>
<th>Duration</th>
<th>Dates</th>
<th>Registration</th>
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<tr>
<td>CES 3648</td>
<td>10 weeks</td>
<td>Thurs May 16</td>
<td>Sec. 922506 F310</td>
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<tr>
<td>CES 3648</td>
<td>10 weeks</td>
<td>May 17</td>
<td>Sec. 922406</td>
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<td>CES 3648</td>
<td>10 weeks</td>
<td>June 19</td>
<td>Sec. 932412</td>
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<tr>
<td>CES 3648</td>
<td>10 weeks</td>
<td>July 17</td>
<td>Sec. 932413</td>
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Schoolcraft College Piano Academy
As one of the area’s leading centers in piano education, Schoolcraft has designed a unique approach to teaching music at the keyboard. Programs are designed to accommodate a wide range of ages and ability levels, from first grade through high school. Information is available at www.schoolcraft.edu/music or by calling the Schoolcraft College Music Office at 734-462-4403.
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 50,000 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.

Classes fill quickly!
Motorcycle Information Hotline 734-462-4448

- View current Schoolcraft course availability and section numbers, and the entire 2013 Detroit Metro Motorcycle Safety Consortium Schedule online: www.schoolcraft.edu/cepd/motorcycle
- Register online, by mail, or walk-in.

Basic Rider Course
Designed for someone who has minimal experience operating a motorcycle, this course focuses on the development of basic riding skills: turning, shifting and braking. You will receive approximately 16 hours of instruction, five (5) in the classroom and 11 on the range. Training bikes will be provided. This course is offered in different formats: one (1) weekend, two (2) weekend, weekday and week-night. The weekday, weekend or two (2) weekend courses are recommended for novice riders. Successful completion allows a student to waive the Secretary of State riding skills test.

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 in one (1) weekend; four (4) in the classroom and eight (8) on the range. Each student must provide their own three-wheel motorcycle. Sharing is not allowed. The course must be titled, properly registered, and display a valid license plate. Successful completion allows a student to waive the Secretary of State riding skills test.

Returning Rider Basic Rider Course
A one day course designed for the experienced but unlicensed rider to become licensed and legal. Many experienced, licensed riders use this course as a refresher and skills tune up. Topics include: braking, counter steering, turning, speed judgment, and other techniques necessary for the experienced rider to operate a motorcycle skillfully and safely. Each student must provide their own motorcycle. Scooters will be allowed in this class. Sharing is not allowed. Successful completion allows a student to waive the Secretary of State riding skills test.

Advanced Rider Course
This one day course is designed for licensed, experienced riders who have a cycle endorsement to enhance their basic skills and help with personal risk assessment. Interactive classroom activities to improve perception and hazard awareness are combined with range exercises which enhance both basic skills and crash avoidance skills. You will learn to improve braking and corner finesse. It is the public version of the Military Sport Bike Rider Course. Each student must provide their own motorcycle. Sharing is not allowed. The cycle must be titled, properly registered, and display a valid license plate. Each student must provide proof of insurance and the bike must pass a safety inspection.

- $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! Visit our Web site for more details on required clothing/gear.
- Students under the age of 18 are allowed to take the Basic Rider, 3-Wheel Basic Rider, or Returning Rider Basic Rider Courses starting at age 15 if they have a valid driver’s license. This includes those that hold a Level 1 Graduated Driver License. A parent or guardian must accompany the student to the first class meeting; parent signatures are required on some documents.

Each class is only $25

734-462-4448 | www.schoolcraft.edu/cepd
A doctor’s review of your health is advised before starting an exercise program.
**Total Body Workout**
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.

**CES 9823**
$59/Senior Cost $29.50
8 weeks Sat May 4 9:30-10:30 am
Sec. 928120 PE140  B. Campbell
8 weeks Mon May 6 6-7 pm
Sec. 928119 PE140  S. Campbell
8 weeks Wed May 8 6-7 pm
Sec. 928121 PE140  J. Atkinson

**Pilates**
**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.

**CES 9819**
$59/Senior Cost $29.50
8 weeks Mon May 6 8-9 am
Sec. 928104 PE140  J. Atkinson
8 weeks Wed May 8 8-9 am
Sec. 928105 PE140  J. Atkinson

**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.

**CES 9830**
$59/Senior Cost $29.50
8 weeks Mon May 6 11 am-12 pm
Sec. 928112 PE140  J. Atkinson
8 weeks Wed May 8 6-7 pm
Sec. 928102 PE140  A. Purzer

**Pilates II**
Looking for more intensity in your Pilates workout? Take it up a notch! Enjoy an invigorating routine that leaves you feeling stretched and toned. Gain stamina, balance, and endurance as you move through a mat Pilates workout. Please bring a mat to class. **Prerequisite**: Pilates I or previous experience.

**CES 9831**
$59/Senior Cost $29.50
8 weeks Wed May 8 11 am-12 pm
Sec. 928114 PE140  K. Carzon
8 weeks Thurs May 9 5:30-6:30 pm
Sec. 928110 PE140  A. Purzer

**Strength Training & Sculpting**
**Fit At Any Size**
If you are a plus size (needs to lose around 50 pounds) you can adopt a healthier lifestyle. Get the knowledge, motivation and support you’ll need to succeed while working with an unparalleled group of instructors, in a unique fitness facility stocked with equipment not found in your typical gym. Through the use of lectures and monitored workouts gain increased mobility, range of motion and reduce joint pain as you gain a more positive self-image. Wear exercise clothing. Please bring a mat, towel and water bottle to class. **Classes will be held at 44191 Plymouth Oaks Blvd., Suite 600, Plymouth, MI 48170.**

**CES 9874**
$199/Senior Cost $99.50
12 weeks Tues & Thur May 7 7-8 pm
Sec. 928128 Off Campus  E. Potis & D. Moses

**Guided Fitness 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.

**CES 9843**
$135/Senior Cost $67.50
12 weeks Sat May 11 10-11 am
Sec. 928103 PE120  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.

**CES 9433**
$105/Senior Cost $52.50
12 weeks Tues & Thur May 7 7-8 pm
Sec. 928107 PE120  S. Bauslaugh

**CES 9432**
$85/Senior Cost $42.50
12 weeks Sat May 11 9-10 am
Sec. 928106 PE120  S. Bauslaugh

**Fit & Fun Challenge**
Come work out with us in a 50 minute class while enjoying music from the 70s and 80s. Improve your strength, cardiovascular health, balance, and flexibility, using various types of gym equipment provided at class. Format may vary, circuit training stations included. All fitness levels welcomed. Please bring a mat to class.

**CES 9853**
$59/Senior Cost $29.50
8 weeks Tues May 7 9-10 am
Sec. 928132 PE140  K. Carzon
8 weeks Thurs May 9 9-10 am
Sec. 928131 PE140  B. Campbell

**Senior Fitness**
**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.

**CES 9855**
$59/Senior Cost $29.50
8 weeks Tues May 7 1:30-2:30 pm
Sec. 928129 PE140  J. Dumbleton
8 weeks Fri May 10 10-11 am
Sec. 928133 PE140  J. Dumbleton

**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, chair yoga and relaxation.

**CES 9720**
$199/$99.50
7 weeks Mon & Wed May 6 1-2 pm
Sec. 928108 PE140  K. Agee

**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. Chair yoga included.

**CES 9815**
$75/Senior Cost $37.50
6 weeks Mon & Wed May 6 10-11 am
Sec. 928101 PE140  J. Dumbleton
**AQUATICS**

**Different Strokes for Different Folks**

Interested in learning new strokes or getting in shape with some low-impact water aerobics? Take a look at our wide-range of aquatics classes. We offer Prenatal, 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.
- 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.*

**Youth Swim**

**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. 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  
Sec. 928502  
PE Pool  
B. Schwaegerle

**CES 9704**  
$105  
12 weeks  
Sec. 928503  
PE Pool  
C. Skinner

**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; 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 4 ½ feet with assistance to submerge if needed; jump into the deep end with flotation device. 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  
Sec. 928507  
PE Pool  
D. Rapach

**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 4 ½ 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. For the instructor to recommend a student move to the next level, these skills must be demonstrated. **Prerequisite:** Youth Swim Beginner: Ages 5+.

**CES 9706**  
$105  
12 weeks  
Sec. 928508  
PE Pool  
C. Skinner

**CES 9707**  
$105  
12 weeks  
Sec. 928509  
PE Pool  
C. Skinner

**CES 9710**  
$105  
12 weeks  
Sec. 928510  
PE Pool  
B. Schwaegerle

*With the excellent instruction our family has received, I truly appreciate the fact that my children do not fear and can be safe around water.*

**Parent & Tot Swim: Ages 6 months–3 years, Parent**
Youth Swim Advanced: Ages 5+
Register in child’s name. Skills to be learned: tread water for two minutes; retrieve a ring from 9-12 feet with feet first or a 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 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 dive off the diving board. For the instructor to recommend a student move to the next level, these skills must be demonstrated. **Prerequisite:** Youth Swim Intermediate: Ages 5+.

**CES 9706**  
$105  
12 weeks Mon May 6 5-6 pm  
Sec. 928511 PE Pool Staff  
12 weeks Thurs May 9 5-6 pm  
Sec. 928512 PE Pool D. Rapach

Competitive Edge Beginner: Ages 7+
Register in child’s name. Skills to be learned: tread water for five minutes; retrieve a ring in 9-12 feet with pike surface dive; one-and-a-half laps (75 yards) using the freestyle and backstroke with proper body position, body rotation, correct kick and arm rotation; one-and-a-half laps (75 yards) using the breaststroke with proper kicks, arms and coordination, breathing every other stroke; one half lap (50 yards) using the butterfly with proper body undulation, correct arms and breathing every other stroke; and one elementary backstroke lap (50 yards); 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:** Youth Swim Advanced: Ages 5+

**CES 9584**  
$105  
12 weeks Wed May 8 5-6 pm  
Sec. 928513 PE Pool B. Schwaegerle  
12 weeks Sat May 11 11:30 am-12:30 pm  
Sec. 928515 PE Pool B. Pope

Competitive Edge Intermediate: 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. **Prerequisite:** Competitive Edge Beginning: Ages 7+.

**CES 9656**  
$105  
12 weeks Wed May 8 5-6 pm  
Sec. 928516 PE Pool D. Rapach  
12 weeks Fri May 10 4-5 pm  
Sec. 928517 PE Pool D. Rapach  
12 weeks Sat May 11 11:30 am-12:30 pm  
Sec. 928519 PE Pool B. Schwaegerle

Competitive Edge Advanced: Ages 7+
Register in child’s name. Skills to be learned: four laps (200 yards) using the freestyle and backstroke with proper body position, body rotation, correct kick and arm rotation; four laps (200 yards) breaststroke with proper kick, arms, and coordination, breathing every stroke; two laps (100 yards) butterfly stroke with proper body undulation, correct arms and breathing every other stroke; and two laps (100 yards) elementary backstroke; and perform proper starts and flip-turns. **Prerequisite:** Competitive Edge Intermediate: Ages 7+.

**CES 9657**  
$105  
12 weeks Wed May 8 5-6 pm  
Sec. 928520 PE Pool P. Roberts  
12 weeks Fri May 10 4-5 pm  
Sec. 928521 PE Pool C. Skinner  
12 weeks Sat May 11 11:30 am-12:30 pm  
Sec. 928522 PE Pool C. Skinner

Family Swim
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.

**CES 9377**  
$85  
12 weeks Mon May 6 8-9 pm  
Sec. 928701 PE Pool D. Rapach

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 the water and a readiness to swim. Parent water participation is required. Children must wear tight rubber pants over cloth diapers, or swim pants.

**CES 9275**  
$85  
12 weeks Mon May 6 6-7 pm  
Sec. 928233 PE Pool C. Skinner  
12 weeks Tues May 7 6-7 pm  
Sec. 928244 PE Pool D. Rapach  
12 weeks Thurs May 9 6-7 pm  
Sec. 928255 PE Pool D. Rapach  
12 weeks Fri May 10 11 am-12 pm  
Sec. 928266 PE Pool D. Rapach  
12 weeks Sat May 11 9:30-10:30 am  
Sec. 928277 PE Pool B. Pope

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.

**CES 9327**  
$85  
12 weeks Mon May 6 6-7 pm  
Sec. 928289 PE Pool Staff  
12 weeks Thurs May 9 6-7 pm  
Sec. 928290 PE Pool B. Nash  
12 weeks Fri May 10 11 am-12 pm  
Sec. 928301 PE Pool C. Skinner  
12 weeks Sat May 11 9:30-10:30 am  
Sec. 928312 PE Pool C. Skinner

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.

**CES 9363**  
$85  
12 weeks Tues May 7 6-7 pm  
Sec. 928333 PE Pool C. Skinner  
12 weeks Sat May 11 9:30-10:30 am  
Sec. 928334 PE Pool B. Schwaegerle
Adult Swim

Basic Swim for the Water Shy Adult
Skills to be learned: tread water for thirty seconds; unassisted front and back arrow with no arm/leg movement; able to flip from front float to back float unassisted; proper freestyle flutter kick with a flotation device; body undulation for ten yards with flotation device; swim ten yards freestyle with flotation device; proper backstroke kick with flotation device; elementary backstroke as a survival stroke with flotation device; retrieve an object from 4 ½ feet deep; jump into water from the side of the pool. For the instructor to recommend a student move to the next level, these skills must be demonstrated. Prerequisite: Beginning Adult Swim & Stroke Technique.  

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.  

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.  

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.  

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 flexibility, circulation, and relaxation. Basic swimming skills will be taught as needed.  

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

$65/Senior Cost $32.50

12 weeks Mon May 6 8-9 am
Sec. 928742 PE Pool M. Schweitzer
12 weeks Mon May 6 9-10 am
Sec. 928752 PE Pool M. Schweitzer
12 weeks Mon May 6 4-5 pm
Sec. 928714 PE Pool D. Rapach
12 weeks Mon May 6 7-8 pm
Sec. 928715 PE Pool D. Rapach
12 weeks Tues May 7 6-7 am
Sec. 928717 PE Pool P. Gould
12 weeks Tues May 7 3-4 pm
Sec. 928728 PE Pool D. Dallas
12 weeks Tues May 7 6-7 pm
Sec. 928719 PE Pool P. Gould
12 weeks Tues May 7 7-8 pm
Sec. 928720 PE Pool P. Gould
12 weeks Tues May 7 8-9 pm
Sec. 928721 PE Pool P. Gould
12 weeks Wed May 8 1-2 pm
Sec. 928722 PE Pool D. Rapach
12 weeks Wed May 8 2-3 pm
Sec. 928723 PE Pool D. Rapach
12 weeks Thurs May 9 6-7 am
Sec. 928736 PE Pool P. Gould
12 weeks Thurs May 9 7-8 pm
Sec. 928720 PE Pool P. Gould
12 weeks Thurs May 9 8-9 pm
Sec. 928721 PE Pool P. Gould
12 weeks Thurs May 9 7-8 pm
Sec. 928772 PE Pool P. Gould
12 weeks Thurs May 9 8-9 pm
Sec. 928712 PE Pool P. Gould
12 weeks Fri May 10 1-2 pm
Sec. 928724 PE Pool D. Rapach
12 weeks Fri May 10 2-3 pm
Sec. 928725 PE Pool D. Rapach
12 weeks Fri May 10 3-4 pm
Sec. 928720 PE Pool P. Gould
12 weeks Fri May 10 4-5 pm
Sec. 928731 PE Pool D. Rapach
12 weeks Sat May 11 8:30-9:30 am
Sec. 928733 PE Pool K. Carzon

**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 9456**

$65/Senior Cost $32.50

12 weeks Wed May 8 6-7:30 pm
Sec. 928734 PE Pool P. Gould

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**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 welcome. No swimming experience needed. The head will not be submerged. Instructor is Aqua Yoga certified. Bring a swimsuit, towel, and lock to class. Water shoes are recommended.

**CES 9849**

$85/Senior Cost $42.50

12 weeks Fri May 10 6-7 pm
Sec. 928732 PE Pool L. Herman

**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, Cha Cha’s, Waltzes, the Charleston and more. This class is designed for those with little or no previous experience.

**CES 9333**

$75/Senior Cost $37.50

12 weeks Thurs May 9 1:15-2:15 pm
Sec. 928007 PE140 J. Owen

**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! Dance to all varieties of music from oldies, country top 40s and more.

**CES 9686**

$75/Senior Cost $37.50

12 weeks Thurs May 9 12:15-1:15 pm
Sec. 928010 PE140 J. Owen

**Lunchtime Line Dance II**

Are you ready for a new lunchtime challenge? Take your afternoons to new heights and learn the latest line dances to a variety of music from oldies, country, top 40s and more. Count on great fun, a good workout and meeting new people. **Prerequisite:** Lunchtime Line Dance I or some previous experience.

**CES 9638**

$75/Senior Cost $37.50

12 weeks Tues May 7 12:15-1:15 pm
Sec. 928003 PE140 J. Owen

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**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

8 weeks Tues May 7 8:30-10 pm
Sec. 928001 PE140 N. Nader
8 weeks Sun May 12 2:30-4 pm
Sec. 928015 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 styles, techniques, patterns and combinations. Confidence, comfort, poise, control, and balance comes from practice and time provided by this class. It’s healthy, fun, social, and exciting. Prices are per person.

**CES 9522**

$75/Senior Cost $37.50

8 weeks Thurs May 9 8:30-9:45 pm
Sec. 928006 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

8 weeks Sat May 4 2:30-4 pm
Sec. 928009 PE140 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 9495**

$85/Senior Cost $42.50

12 weeks Fri May 10 6:45-8:05 pm
Sec. 928002 PE140 J. Gomez

**CES 9506**

$75/Senior Cost $37.50

8 weeks Sun May 12 4:5-6:30 pm
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

12 weeks Fri May 10 5:45-6:45 pm
Sec. 928008 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 9831**

$75/Senior Cost $37.50

12 weeks Fri May 10 8:05-9:05 pm
Sec. 928014 PE140 J. Gomez
**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 improve 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 9330  
12 weeks  
Tues  
May 7  
7-8:20 pm  
Sec. 928802  
PB Main Gym  
MI Tai Chi Association

**RECREATION**

**Tennis**

**Adult 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  
4 weeks  
Tues  
June 18  
7-8:30 pm  
Sec. 938629  
Tennis Courts  
R. Kynast  
Sec. 938630  
Tennis Courts  
R. Kynast

**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  
8 weeks  
Wed  
June 19  
7-9 pm  
Sec. 938621  
Tennis Courts  
R. Kynast  
Sec. 938635  
Tennis Courts  
R. Kynast

**Youth Tennis**

**Youth Tennis Beginner: Ages 10-18**
Serve up some fun! Start playing tennis with sound instruction and advice geared for the beginner. This instructional tennis class teaches basic technical theory of stroke production, scoring, rules, etiquette and basic match play. Expect moderate physical activity designed for all physical abilities.  

CES 9871  
1 week  
MTWR  
June 24  
12:30-1:30 pm  
Sec. 928604  
Tennis Courts  
R. Kynast  
Sec. 938626  
Tennis Courts  
R. Kynast  
Sec. 938627  
Tennis Courts  
R. Kynast  
Sec. 938628  
Tennis Courts  
R. Kynast

**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.  

No class 7/1,7/2,7/3,7/4  
CES 9679  
3 weeks  
MTWR  
June 17  
3:30-6:30 pm  
Sec. 928603  
Tennis Courts  
R. Kynast  
Sec. 938630  
Tennis Courts  
R. Kynast  
Sec. 938631  
Tennis Courts  
R. Kynast  
Sec. 938632  
Tennis Courts  
R. Kynast  
Sec. 938633  
Tennis Courts  
R. Kynast  
Sec. 938634  
Tennis Courts  
R. Kynast

**School Try-Out!**
Tennis try-outs are soon. You need to do all you can to impress the coach. Take part in this intense program designed to help the high school tennis age player excel during tryouts. Do drills, match play and conditioning while working on improving technical stroke development.  

CES 9869  
2 days  
Mon & Tues  
Aug 5  
9 am-12 pm  
Sec. 938625  
Tennis Courts  
R. Kynast

**School Try-Out Fall 2013**
Tennis try-outs are coming soon. You need to do all you can to impress the coaches. Take part in this intense program designed to help the high school tennis age player excel during tryouts. Do drills, match play and conditioning while working on improving technical stroke development.  

CES 9866  
2 days  
Mon & Tues  
Aug 5  
9 am-12 pm  
Sec. 938625  
Tennis Courts  
R. Kynast

**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  
1 week  
MTWR  
June 17  
3:30-6:30 pm  
Sec. 928603  
Tennis Courts  
R. Kynast  
Sec. 938630  
Tennis Courts  
R. Kynast  
Sec. 938631  
Tennis Courts  
R. Kynast  
Sec. 938632  
Tennis Courts  
R. Kynast  
Sec. 938633  
Tennis Courts  
R. Kynast  
Sec. 938634  
Tennis Courts  
R. Kynast

**Last Chance Tennis Boot Camp: Ace the High School Try-Out!**
Tennis try-outs are soon. You need to do all you can to impress the coach. Take part in this intense program designed to help the high school tennis age player excel during tryouts. Do drills, match play and conditioning while working on improving technical stroke development.  

CES 9969  
$99  
2 days  
Mon & Tues  
Aug 5  
9 am-12 pm  
Sec. 938625  
Tennis Courts  
R. Kynast

**SCHOOLCRAFT COLLEGE 2013 JUNIOR TENNIS TOURNAMENTS**
Whether you are looking to earn a national ranking or sharpen your playing skills we have a tournament for you. The USTA sanctions thousands of local tournaments each year in all age divisions and NTRP levels. Please note, these are non-instructional.

<table>
<thead>
<tr>
<th>TOURNAMENT NAME</th>
<th>TOURNAMENT ID</th>
<th>DATES</th>
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<tr>
<td>Qualifier Tune Up</td>
<td>855706213</td>
<td>May 10–12</td>
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<td>855706413</td>
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<td>Summer Open</td>
<td>855706313</td>
<td>July 12–14</td>
<td>July 9</td>
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<tr>
<td>Junior Classic</td>
<td>855706713</td>
<td>July 26–28</td>
<td>July 22</td>
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<tr>
<td>End of Summer</td>
<td>855706913</td>
<td>August 16–18</td>
<td>August 12</td>
</tr>
</tbody>
</table>

To register for these tournaments, go to www.usta.com/tennislink and enter the tournament ID number.
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 fencing—the art of sport swordplay—in an enjoyable and relaxed atmosphere. Learn basic fencing positions, movements, and principles. Equipment is provided. You must be 11 years of age or older to register. Prequisite: CES 9180 Fencing I.

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

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

YOGA

Kid’s Yoga: Ages 7–9
Children live in a hurry-up world of busy parents, school pressures, and the pace of video games and competitive sports. When presented in a child’s language, yoga can help counter the stress of a child’s hurried world. Through yoga stretching, poses and breathing; singing; playing yoga games; doing small art projects your child can develop increased self-awareness, calmness, social skills, emotional intelligence, and concentration. Please bring a sticky mat to class.

CES 9982 $85
8 weeks Fri May 10 5:15-6:15 pm
Sec. 929818 Off Campus Medical Center C. Arango

“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 $109/Senior Cost $54.50
12 weeks Mon May 6 1:10-2:30 pm
Sec. 928901 Off Campus Medical Center K. Farkas
12 weeks Wed May 8 1:10-2:30 pm
No class 7/10
Sec. 928902 Off Campus Medical Center D. Kause

Flowing 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 $109/Senior Cost $54.50
12 weeks Mon May 6 5:30-6:50 pm
No class 7/8
Sec. 928903 Off Campus Medical Center D. Kause
12 weeks Mon May 6 7:10-8:30 pm
Sec. 928916 Off Campus Medical Center S. Hembrough
12 weeks Tues May 7 5:30-6:50 pm
Sec. 928906 Off Campus Medical Center K. Farkas
12 weeks Thurs May 9 11:15 am-12:35 pm
No class 7/11
Sec. 928905 Off Campus Medical Center D. Kause

Flowing Yoga II
Build on the stamina you developed in Flowing 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. Prequisite: at least one year of Flowing Yoga I or at least one year of yoga training.

CES 9541 $109/Senior Cost $54.50
12 weeks Mon May 6 11:15 am-12:35 pm
Sec. 928917 Off Campus Medical Center K. Farkas
12 weeks Tues May 7 7:10-8:30 pm
Sec. 928909 Off Campus Medical Center K. Farkas
12 weeks Thurs May 9 5:30-6:50 pm
Sec. 928910 Off Campus Medical Center K. Farkas

Flowing 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. Prequisite: at least one year of Flowing Yoga II or approval of the instructor.

CES 9350 $109/Senior Cost $54.50
12 weeks Mon May 6 9:30-10:50 am
Sec. 928911 Off Campus Medical Center K. Farkas
12 weeks Thurs May 9 7:10-8:30 pm
Sec. 928912 Off Campus Medical Center K. Farkas

Looking for a new Yoga experience?
Try Pool Yoga. See page 35.

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 $109/Senior Cost $54.50
12 weeks Wed May 8 9:30-10:50 am
Sec. 928913 Off Campus Medical Center D. Siegel-DiVita, RYT
12 weeks Thurs May 9 9:30-10:50 am
No class 7/11
Sec. 928908 Off Campus Medical Center D. Kause
12 weeks Fri May 10 9:30-10:50 am
Sec. 928914 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 posture 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 $109/Senior Cost $54.50
12 weeks Wed May 8 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 help relax the 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 you journey into 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 $109/Senior Cost $54.50
12 weeks Wed May 8 5:15-6:35 pm
No class 6/26
Sec. 928915 Off Campus Medical Center J. Jeffery
12 weeks Wed May 8 7:8:20 pm
No class 6/26
Sec. 928907 Off Campus Medical Center J. Jeffery

Fluid Yoga
Recommended for Schoolcraft Flowing Yoga II and Flowing 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.

CES 9639 $48
4 weeks Tues July 30 7-8:30 pm
Sec. 938932 Off Campus Medical Center K. Farkas
4 weeks Mon August 5 9:30-11 am
Sec. 938933 Off Campus Medical Center K. Farkas

Enhance your ability to meditate.
Try our offering Present Moment Meditation. See page 25.
Community Health & Fitness

The following programs are all unstructured activities for both independent and group enjoyment.
For more information, visit www.schoolcraft.edu/cepd/fitness.asp

Pool, Gym and Handball/Racquetball Courts are unavailable:
> Memorial Weekend May 25, 26, 27
> Independence Holiday July 4

Handball/Racquetball Court Information Available year-round
The Handball, Paddleball, Racquetball and Walleyball courts are available for use through the Fitness Center. The courts are available for 1½-hour periods (see schedule below) on a first-come, first-served basis. Usage is for adults only.

Note the maximum number of participants per activity: Handball/Paddleball (4), Racquetball (3), Walleyball (10). You may have more than the maximum number of participants rotate in/out of the court during a 1½-hour period, but no more than the maximum is allowed on a court at one time. Cost is $5.00 per person, payable at the Fitness Center front desk. Check in no earlier than 15 minutes prior to court schedule start time.

<table>
<thead>
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<th>Court Schedules</th>
<th>Monday–Friday</th>
<th>Saturday</th>
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</tr>
</thead>
<tbody>
<tr>
<td>6–7:30 am</td>
<td>12 pm–1:30 pm</td>
<td>10–11:30 am</td>
<td>10–11:30 am</td>
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<tr>
<td>7:30–9 am</td>
<td>1:30–3 pm</td>
<td>11:30 am–1 pm</td>
<td>2:30–4 pm</td>
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<td>9–10:30 am</td>
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<td>10:30 am–12 pm</td>
<td>4:30–6 pm</td>
<td>7:30–9 pm</td>
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</tbody>
</table>

Saturday Gym & Fitness Center May 11–July 27
Gym & Fitness Center available 7–11 am
Saturday Gym & Fitness Center is designed so participants can enjoy unstructured activity in a fully-equipped physical education facility. Gym and Fitness Center are included. Fitness Center can be used by adult non-members during designated hours. All Fitness Center participants must sign a waiver of liability prior to entry. Cost is $5.00 per person, payable at the Fitness Center front desk. Gym & Fitness Center usage is for adults only.

Family Sunday Health Club May 12–July 28
Pool, Gym & Fitness Center available 12–4 pm
Sunday Health Club is designed so participants can enjoy unstructured activity in a fully-equipped physical education facility. Pool, Gym and Fitness Center are included. Fitness Center can be used by non-members during designated hours and is limited to ages 14 years old and older. Participants ages 14–17 must be accompanied by a parent. All Fitness Center participants must sign a waiver of liability prior to entry. Cost is $5.00 per person, payable at the Fitness Center front desk. Family Sunday Health Club is for all ages.

Non-Instructional Activities—Registration Required
Registration is required for the following non-instructional activities. Registrations received before April 4 will not be processed until that date.

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 10 – June 28 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 8 – July 24 7:30–9 pm
Sec. 620202 PE Pool
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/sceducator.

**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.

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**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 pages 40-41.

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

   **NOTE:** Online Enrollment must take place no later than the Tuesday 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 website listed above and click on the “My Classroom” link. Log in with the email address and password you created when initially enrolling with Ed2Go.

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**Hybrid Class Information**

**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.
REGISTRATION DATES AND INFORMATION

Registration begins Thursday, April 4

Online registration is strongly recommended—you will be enrolled immediately depending on class availability. If you prefer to pay with cash or check you may use the walk- or mail-in registration process. 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 website at www.schoolcraft.edu/cepd.

ONLINE https://webadvisor.schoolcraft.edu
Begins 8 am, Thursday, April 4
No registration May 27 and July 4
Hours: Monday–Saturday, 2 am–11 pm;
Sunday, 2 am–9 pm
Online registration continues until the day before the first class meets.

How to Register Online

New Students
(if you have never taken a class at Schoolcraft College)

2. On the left menu select Continuing Education (Non-Credit).
3. Under Registration, select Register and Pay for Continuing Education Classes.
   • Follow all prompts to search, register and pay for classes.
   • Important! When entering your personal identification information, you are required to input your exact social security number for the purposes of creating a unique record. If you do not wish to do this online, please utilize walk- or mail-in registration for the first time. Do not provide partial or false social security numbers.
   While we understand, and share with you the concern to protect your identity, we also want you to know we ask for your full SSN only the first time you set up your student record. After that, when registering online, use your student ID number and password to authenticate your identity (see Current or Returning Students).
   • If you are signing up your child for classes, you must enter your child’s personal information when registering. Please do not use your information in lieu of your child’s.
4. You will receive an email confirmation of your registration as well as account information to be used for future registrations.

Now that you have created an account, see the Current or Returning Students instructions for how to log in to WebAdvisor so you can: add or drop a class; print your schedule and payment summary; and register for classes the next term.

With WebAdvisor you can search and register for classes; add, drop and pay for classes; and print your schedule. A credit card is required to use online registration. Please have your payment information at hand. The following forms of payment are accepted: Discover, Mastercard, Visa, or eCheck. If you need assistance with registering online, please contact the Answer Center Help Line at 734-462-4426 before attempting to proceed with your registration.

Current or Returning Students

2. On the left menu select Continuing Education (Non-Credit).
3. Click the Log In link at the top of the welcome page.
   Important! Using the register and pay option without logging in will create multiple student records on file for you which may cause problems with payment. Please log in to register for classes.
4. Enter your User ID and password.
   • Your User ID consists of the lower-case initial of your first name and your student ID number. Remember to include leading zeros for ID numbers (example: c0123456, the c is lower case).
   If you have forgotten your student ID number, select What’s My User ID? and enter your information. If we don’t have a SSN on file from previous transactions, this retrieval method won’t work and you will need to come to the Registration Center, located in the McDowell Center, with photo identification.
   • Enter your password and click Submit.
   If you have forgotten your password, check the password hint box on the Log In page for assistance OR click on Reset My Password. You will be sent a temporary password via email. If you haven’t provided an email address, contact the Answer Center Help Line at 734-462-4426 for help with resetting your password.
5. Under Registration, select Register and Pay for Continuing Education Classes.
   • Follow all prompts to search, register and pay for classes.
Registration begins Thursday, April 4

**Online registration is strongly recommended—you will be enrolled immediately depending on class availability.**

If you prefer to pay with cash or check you may use the walk- or mail-in registration process.

**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 website at www.schoolcraft.edu/cepd.

**MAIL-IN** Schoolcraft College  
Cashier: CE  
18600 Haggerty Rd.  
Livonia, MI 48152-2696

You also may use the drop box located in front of the McDowell Center in Livonia. Include payment or sign the registration form if you are paying by credit card. **Please note:** Processing of mail-in registrations begins at 8 am on the first day of registration; registrations are manually entered in the order they were received. Early receipt of mail-in registrations does NOT guarantee placement in the desired classes(es). If you are registering for a class that fills quickly, mail-in registration is not recommended.

Mail-in registration continues until one week before the class meets.

Your registration form and payment should be received at least one week before the class start date. Complete the registration form on page 49. A receipt and class confirmation will be mailed to you. If you do not receive your class confirmation within one week, please call 734-462-4448 to verify your enrollment.

**WALK-IN** Monday–Thursday, 8 am–6 pm; Friday 8 am–4:30 pm  
No registration May 27 and July 4  
**Extended hours May 13-17**  
Monday–Thursday, 8 am–7 pm; Friday 8 am–4:30 pm

Bring your completed registration form to the McDowell Center, Livonia campus. Class fees must be paid in full. The college accepts cash, checks, money orders, VISA, MasterCard, Discover, and debit cards.

The college will be closed for the holidays May 27 and July 4. However, online registration will be available.

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

» Memorial Weekend May 25, 26, 27  
» Independence Holiday July 4  

**Exceptions are noted in the schedule.**

**Changes to Student Contact Information**

Changes to name, address or phone number(s) must be submitted on a Personal Data Change Form, which can be found in the FAQ section of our website. 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 Registration Center (main campus) 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.

**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 online or by written request.

**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.**

Online requests:

- Log in to your account at https://webadvisor.schoolcraft.edu.  
- On the left menu select Continuing Education (Non-Credit).  
- Under Registration, click Drop Classes for Refund or Withdraw.  
- Check the box next to the class you want to drop and click Submit.

Written requests for refunds must be initiated by the student and are to be mailed or walked in to the Registration 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.

Credit card payments 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 2013

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. Changes must be submitted on a Personal Data Change Form which can be found in the FAQ section of our website.

Are you 60+? See Senior Adult Tuition Policy on page 41. TOTAL: $______

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If registering for a Physical Fitness class, review waiver online at www.schoolcraft.edu/cepd/registration.asp before registering. Your registration signifies agreement to the waiver terms.

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

Company-paid tuition:
Please send a copy of your purchase order when you register.
Co. Name __________________________________________
Co. Address __________________________________________
Billing Contact Person __________________________________
PO# ______________________________________________

For office use only:

● Enclosed is my Check/Money Order payable to Schoolcraft College (If your check is returned because of insufficient funds, we may redeposit it electronically)

● Charge to VISA/MC/Discover No. ______________________ Exp. Date _____/_______

Signature required for charge card payment (Refund checks are issued to students rather than charge card credits)
College students—come home for the summer!

Guest students save money at Schoolcraft College

Guest Students can register beginning March 31

Save money by taking on-campus, online or open entry/open exit 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 31.

Spring 7-week classes: May 9–June 26
Spring 12-week classes: May 9–August 1
Spring 15-week classes: May 9–August 21
Summer classes: July 5–August 22

Questions? Call 734-462-4426
Fall 2013 CEPD Schedule will be mailed early July; class listings online mid-June

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www.schoolcraft.edu/cepd

Join us on Monday, September 16 from 8 a.m.–5 p.m.
“Disney’s Approach to Building a Culture of Healthcare Excellence”
For more information call 734-462-4448 or visit www.schoolcraft.edu/cepd

Schoolcraft College Foundation Golf Classic Fore Scholarships
Monday, June 3, 2013 Walnut Creek Country Club South Lyon, Michigan
All proceeds benefit the education of Schoolcraft College students
For information please call 734-462-4518