

**Cerritos College**

# COMMUNITY EDUCATION

**Spring 2022**

March • April • May

**Schedule of Classes**



*Spring into  
Action!*



**Professional Development • Career Advancement  
Online Courses & Programs • Personal Growth  
Enrichment & Interests • Child & Teen Classes**

**CerritosCommunityEd.com**

# New Year, New You! Take One of Our In-Person Classes This Spring!

**HOW TO DEVELOP SKILLS OF  
A SUCCESSFUL LEADER**  
**DEAL WITH DISAGREEMENTS,  
CONFLICT AND CONFRONTATION**  
**ESSENTIAL SKILLS OF  
MASTERFUL COMMUNICATION**  
**COMMUNICATE WITH DIFFICULT  
PEOPLE WITH TACT AND SKILL**

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## We are Offering Classes In-person This Spring!

We are looking forward to welcoming you back to our in-person classes. All students taking in-person classes must be fully vaccinated. All in-person classes are anticipated to be held as printed. However, some classes may have to revert back to online offerings, due to the uncertainty of COVID-19.

See pg. 14 for guidelines regarding in-person classes.

### HOW TO DEVELOP SKILLS OF A SUCCESSFUL LEADER *(in-person)*

*CERTIFICATE AWARDED*

To be an effective leader today is to empower, show by example, communicate, and coordinate resources to achieve success. How does a leader lead? How does the leader influence the team?

**Learn how to:**

- Develop the qualities of highly successful leaders
- Shift leadership styles when necessary
- Help others manage change
- Delegate and motivate
- Administer discipline
- Communicate your leadership
- Recognize, reward and celebrate victories

Leadership is the art of influencing people to follow you willingly and eagerly. The leader wears several hats as developer, coach, visionary guide, facilitator, expeditor, and planner. Leadership skills can be learned.

Sat, 5/7 9:00am-11:30am  
\$45 (plus \$25, material fee, payable to the instructor).

### ESSENTIAL SKILLS OF MASTERFUL COMMUNICATION *(in-person)*

*CERTIFICATE AWARDED*

The need to communicate with impact is one of the most difficult challenges we encounter...and the one that will lead to the greatest rewards. Most of what we do, we do in the context of a relationship. Communication is the key to all relationships. To be successful in your endeavors you need to become an effective communicator.

**Topics include:**

- Projecting a positive, confident image
- How to communicate with difficult people
- How to reduce fear barriers to effective presentation
- Which communication style to use and when
- Keys to better listening skills
- The power of non-verbal signals

Sat, 5/7 12:00pm-2:30pm  
\$45 (plus \$25, material fee, payable to the instructor).

### DEAL WITH DISAGREEMENTS, CONFLICT AND CONFRONTATION *(in-person)*

*CERTIFICATE AWARDED*

Conflict is a universal, inescapable situation. In this seminar, we will redefine and analyze the reasons for conflict. Once you can accept the inevitability of conflict, you can reduce your stress and fear. You will learn to view conflict as a situation to analyze and develop skills to more effectively deal with it.

**Topics include:**

- Four helpful principles of why people act this way
- The special distinction between disagreements and misunderstandings
- Basic steps in problem solving
- Rules for fighting fair during conflict
- How to confront anyone about anything
- How to face an angry person

Sat, 5/14 9:00am-11:30am  
\$45 (plus \$25, material fee, payable to the instructor).

### COMMUNICATE WITH DIFFICULT PEOPLE WITH TACT AND SKILL *(in-person)*

*CERTIFICATE AWARDED*

What would life be if the world weren't full of difficult people? In this seminar, we will focus on ways to analyze types of difficult behavior. You will learn constructive ways to communicate with difficult people and the powerful tools of pacing, paraphrasing and inquiry.

**Topics include:**

- Difficult people in your life, their specific behaviors and your reaction to their behaviors
- Three models of face-to-face communication
- Guidelines to confront anyone about anything
- Task vs. people; passive vs. aggressive; behavioral analysis (Modified Myers-Briggs individual exercise)
- Tips for how to communicate with each personality type: director, entertainer, supporter, analyst
- How to deal with specific situations, such as an angry person or a backstabber

Sat, 5/14 12:00pm-2:30pm  
\$45 (plus \$25, material fee, payable to the instructor).

### BECOME A NOTARY PUBLIC NOTARY SEMINAR *(in-person)*

*CERTIFICATE AWARDED*

*(CPS Test administered separately)*

**FIVE great reasons to attend the Notary Public training seminar:**

1. Become more valuable as an employee
2. Provide customer service for your organization
3. Start your own business
4. Consider becoming a Notary as an option for income upon retirement
5. Terrific addition to your resume

This seminar is designed to satisfy California's new requirements including the major changes in Notary affecting ALL California Notaries, such as: what must be done to avoid fines of \$500 to \$10,000, updated laws for identifying signers and thumbprint requirements and new laws regarding renewing commissions and journal entries.

**PRIOR TO CLASS**, print out the Secretary of State application, found at [www.sos.ca.gov/notary](http://www.sos.ca.gov/notary). You are encouraged to review (download or print) the Notary Handbook at [www.sos.ca.gov/business/notary/notary\\_hdbk.htm](http://www.sos.ca.gov/business/notary/notary_hdbk.htm). Alternatively, you can request a free copy of the Handbook - contact C.P.S. at (916) 263-3520 (note: to ensure you have it before your class, you will need to request the copy at least 2 weeks prior to your scheduled class).

**YOU MUST BRING the following to the class:**

- Proper photo ID (driver's license, state-issued ID card or passport)
- \$30 materials fee for class materials and certificate, payable to Instructor in cash/check or money order

**Choose one:**

Sat, 4/2 8:30am-4:30pm

**OR**

Sat, 5/21 8:30am-4:30pm

\$95 (plus \$30 material fee, payable to the instructor).

**Instructor: Kathy Houck**

### NOTARY RENEWAL NOTARY SEMINAR *(in-person)*

*CERTIFICATE AWARDED*

*(CPS TEST ADMINISTERED SEPARATELY)*

If you are a Notary Public and your commission is up for renewal, you need to take this class so that you can continue to notarize without penalty or interruption in your commission. We will go over renewal information and supply you with a separate list of all the changes and updates to the Notary laws in the last four years.

**NOTE:** *The Notary Renewal course and state exam must be taken prior to your commission expiring.*

**YOU MUST BRING the following to the class:**

- Proper photo ID (driver's license, state-issued ID card or passport)
- \$30 materials fee for class materials and certificate, payable to Instructor in cash/check or money order

**Choose one:**

Sat, 4/2 1:00pm-4:30pm

**OR**

Sat, 5/21 1:00pm-4:30pm

\$49 (plus \$30 material fee, payable to the instructor).

**Instructor: Kathy Houck** *has owned and operated her own notary business for over 30 years and has been teaching Notary Law and Regulations for over 20 years.*

*"Kathy is obviously an expert on the topic and presents the information clearly and efficiently. I highly recommend her course." – Michael B.*



**SERIES DISCOUNT:**  
**Register for the COMMUNICATION SERIES**  
*(the four classes on this page) &*  
**save 20%!**  
**\$144 for the Communication Series**

**Instructor: Angela Scott-Betton**, is a credentialed teacher with experience teaching career skills to adults and teens entering and re-entering the job force. She has presented workshops focusing on computer skills, effective communication, and problem solving.

### BECOME A LOAN SIGNING AGENT

[\(online\)](#) & [\(in-person\)](#)

CERTIFICATE AWARDED

Now that you are a Notary, how do you build and maintain your signing business? This workshop features how to properly notarize loan packages, step by step. Learn how to negotiate your fee, get called back, and brand yourself as a professional in the market.

#### Topics include:

- How to develop/build your own business in five easy steps
- Contacting lucrative and profitable businesses and who your primary contact should be
- Get signed up with successful signing services/agencies that offer assignments

**Prerequisite:** Must have a current Notary Public commission.

Choose one set of dates

Sat, 4/9 [\(in-person\)](#) 8:00am-6:00pm

OR

3 mtgs; T, W, & Th, 5/17, 5/18, & 5/19 [\(online\)](#)

\$99 seminar fee paid upon registration + \$30 for seminar guide and reference book, payable at time of registration

**Instructor:** Notary Public Seminars, Inc. has been a leading public course provider for over 15 years. Notary Public Seminars is one of the most widely known companies offering a range of career advancement and self-help courses.

### PODCASTING FOR PROFIT [\(online\)](#)

- Have you ever wanted to be a DJ or the host of a radio show?
- Would you like to be paid to host your own show?
- Would you like to promote your business, hobby or passion on radio?

**ALL FOR FREE?**

Now you can, by setting up your own Podcasting seminar! This course explains and demonstrates how to set up an audio podcast and monetize it including the equipment and software necessary, the procedures for creating and broadcasting, and over a dozen ways to make money with your podcasts – all for FREE!

Tues, 4/19/22 6:00pm-9:00pm  
\$39 (plus \$20 material fee, payable upon registration).

**Instructor:** Mike Rounds, of Rounds, Miller, and Associates, is a speaker, trainer, author, with more than 200 published works. He owns a micro-publishing company and is the creator "...for the Clueless) series.

### SECURITY GUARD TRAINING CLASSES

[\(in-person\)](#)

*Updated Material*

This course is designed to teach students how to become a security guard, licensed by the State of California's Bureau of Security and Investigative Services. We will provide you with instruction on the security guard guidelines, policies and procedures. You will learn about civil and criminal liabilities as well as your authority to arrest a suspect. This course provides you with the knowledge and ability to make competent decisions while on duty and to execute and effect lawful arrests. The course also provides you the ability to be employed as a security guard and to obtain a "guard card" for a period of four years. At the end of the class, a 50 question test approved by the B.S.I.S. will be administered.

**Prerequisite:** NO Felony convictions

Sat, 4/30 8:00am-5:00pm  
\$105 (plus \$25 material fee, payable to instructor)  
\$74 livescan fee (payable after class)  
\$60 B.S.I.S. fee (payable after class)

**Instructor:** Kevin Appleton has 15 years experience in the field of security. He has done executive protection and is currently a bail (fugitive) recover agent with over 3,000 arrests. He is also an NRA pistol instructor and a black belt in Tae Kwon Do and Kenpo Karate.

### HOW TO SELL ON eBAY [\(online\)](#)

Everyone has lots of stuff in closets, drawers, and garages. Some are even paying for storage areas to hold onto this stuff. Why not make some money and clear out your stuff at the same time? This class will show you how to sell on eBay.

Lessons include: opening a seller account, the anatomy of the listing, write descriptions to get into your buyers view, research tools for competitive pricing, best practices to keep your seller rating high, use of seller tools, complete transactions, best shipping practices to save you and your customer time and money, PayPal account set up, use and record keeping.

2-Wed, 3/23 & 3/30 6:30pm-8:30pm  
\$69

**Instructor:** Frances Greenspan uses her corporate skills a former ISO Consultant to approach selling items on eBay from an organized business standpoint. She is currently teaching this class at various colleges.

*"The teacher was outstanding with her knowledge and guidance on the topic of selling and buying on eBay." – Candie S.*

### AUTO WHOLESALE BUSINESS FROM HOME [\(online\)](#)

DMV CERTIFICATE AWARDED

Come learn how to make extra money buying and selling wholesale cars as a home-based business; learn six easy techniques to earn \$3,000 just selling 2-3 cars a month. Learn how to get your auto dealer license and how to operate a profitable used car business. You will get a FREE list of all the 300 dealer-only auctions in the USA where vehicles sell at below wholesale prices.

This class is DMV approved and you will receive a DMV certificate of completion at the end of class. With the certificate, you can take the 40-question exam with the DMV, and upon passing it, you have one year to apply for a dealer license if you choose to do so.

Mon & Tues, 5/9 & 5/10 6:00pm-9:00pm  
\$89 (plus \$25 material fee, payable upon registration).

**Instructor:** Wayne Williams has maintained an auto dealer's license for 9 years; insurance agent broker for six years; is a current law school student and a DMV Occupational Licensing approved instructor for five years.



### AN INTRODUCTION TO VOICEOVERS [\(in-person\)](#)

18 AND OVER

"Wow, you have a great voice!" How many times have you heard that? Or maybe you listen to your favorite audiobooks, commercials, or cartoon characters and think, "I can do that!"

Explore the voiceover industry with your instructor, a professional, working voice actor from Voices for All. Discover the current trends in the industry and how they make it easy and affordable for just about anyone to get involved from the comfort of your home.

In this two-hour introductory class, you'll learn about the different types of voiceovers and the tools you'll need to find success. Your instructor will take notes as you read a real script and offer some coaching to improve your delivery. You'll receive a professional voiceover evaluation later. 18 and over. You owe it to yourself to finally explore the possibilities of this fun and rewarding field.

Wed, 4/13 6:00pm-8:00pm  
\$39

**Instructor:** Voices For All

### VOICEOVERS INTRO [\(online\)](#)

One-on-One Online Class – 90-minute individual workshop.

This introductory one-on-one online workshop covers the different types of voiceovers and what tools are needed to find success in this remote working industry. You will be coached as you read a script and be recorded so you can receive a professional voice evaluation later.

**Requirements:** Students must have Internet access and video chatting capabilities using a method such as: Zoom, Skype (Win/Mac/Mobile) or iChat/FacetTime (Mac/ios).

After registering, VFA will contact you to schedule a date and time for your class.  
\$49

**Instructor:** Voices For All professional voice actors are known for their fun and informative presenting methods. They have many years of experience in the voiceover industry and are masters at how to make it in voice acting.



### SPECIAL EFFECTS MAKEUP [\(online\)](#) **NEW**

Students will have fun discovering and exploring their creativity while learning new special effect techniques. The applications you learn can be used for career advancement or for personal use. Exciting weekly projects will introduce the basic materials of special effects.

You will learn prosthetics applications, cuts/gashes, dust/scars, burn effects, bruising, wrinkles, and zombie makeup while becoming more confident in your individual skills.

4-Tues, 5/3-5/24 7:00pm-9:00pm  
\$75 (list of materials are available online)

**Instructor:** Carmen MacDonald, BA is a professional makeup artist, special effects master, designer and face painter who loves to teach and share her skills with others.

ProTrain offers certification programs that are designed to help you begin a new high-demand career or advance your current career.



Courses are created by Subject Matter Experts and prepare individuals for [nationally recognized certifications](#)

There are **LIVE ONLINE** and **SELF-PACED** courses available - *you pick what works best for you!*

Our **LIVE ONLINE** courses offer the convenience of online study with an instructor-led course and allow students to interact with both instructors and classmates in real-time. **Students complete training in less than 3 months.**

Our **SELF-PACED** ONLINE courses provide access to all lessons immediately with the freedom to learn from virtually anywhere at your own pace. **Duration of access ranges between 6 -12 months.**

**Here's a few of the LIVE ONLINE and/or SELF-PACED certification programs available:**

**Certified Associate in Project Management**

**Project Management Professional**

**Human Resources Professional**

**Medical Billing & Coding**

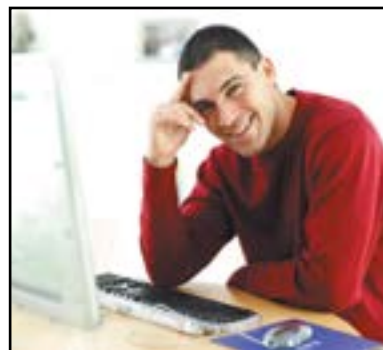
**Six Sigma Green Belt**

**Bookkeeping Administrator**

**LEED Green Associate Career Prep**

**ServSafe Manager**

**DayCare Administration Career Prep**



***Tuition Assistance options available!***

To see the full list of LIVE and SELF-PACED online programs, read full program descriptions, and/or to register, go to

**[cerritos.theknowledgebase.org](http://cerritos.theknowledgebase.org)**



## HUNDREDS OF 6-WEEK ONLINE COURSES...HERE'S JUST A FEW!

- A to Z Grant Writing
- Accounting Fundamentals
- Business & Marketing Writing
- Computer Skills for the Workplace
- Digital Marketing Suite
- Entrepreneurship Suite
- Intro to Google Analytics
- Intro to Quickbooks

- Certificate in Gerontology
- Certificate in Holistic & Integrative Health
- Handling Medical Emergencies
- Medical Terminology Series

- Speed Spanish
- Intro to Interior Design
- Grammar Refresher
- Genealogy Basics
- Discover Sign Language
- Blogging & Podcasting



**to see the complete list of courses, their descriptions and to register, go to:**

**[ed2go.com/cerritos](http://ed2go.com/cerritos)**

**Learn from the comfort of home!**

- EXPERT INSTRUCTORS
- 24-HOUR ACCESS
- 6 WEEKS OF INSTRUCTION
- COURSES BEGIN MONTHLY
- ONLINE DISCUSSIONS
- CERTIFICATE AWARDED UPON COMPLETION

**COURSE COSTS RANGE FROM \$85-\$299**

**ENROLL NOW!**

### INTENSIVE ENGLISH PROGRAM (I.E.P.)

#### Why Study English at Cerritos College?

Cerritos College offers the Intensive English Program (IEP), which is a four-month, not for credit program where you will receive 360 hours of Intensive English Language training. You will get instruction customized to your level, helping you to improve on your grammar and speaking abilities. Our class size is very small, so you get the individualized help from your teachers.

- 360+ hours of English instruction;
- Small class size;
- All program books & class materials;
- ESL individualized tutoring;
- Certificate upon completion of the program.
- No TOEFL needed.

The semester cost of the IEP is \$3,500 which is ALL-INCLUSIVE!

The program will be offered in Fall 2022, in order to get started in the process feel free to contact our office at 562-467-5050 (Press#1 ask for Martha), or email [communityed@cerritos.edu](mailto:communityed@cerritos.edu) or go to [www.Cerritos.edu/OISS](http://www.Cerritos.edu/OISS) (click on Intensive English Program)

## MONEY & INVESTMENTS

### WOMEN AND INVESTING (online)

Did you know that women often make the best investors? Also, women are the primary influencers of the financial decision-making in their homes, yet they are often under-educated about their choices. Whether you're single, widowed, married, employed or retired, come learn the language of investing in a fun and simplified way that everyone can understand.

Learn the importance of portfolio allocation, how to select an investment advisor, and how to select investments for growth, income, and safety. We will also cover estate planning, the stages of investing and planning for a safe and secure financial future, and much more! You cannot afford to be without this knowledge!

Sat, 5/14 10:00am-12:00pm  
\$45

*Instructor: Blanca Reynoso is college instructor and a holistic Financial Planner who has dedicated herself to educating and empowering women, seniors and business people to become savvy consumers. She teaches classes on financial planning, retirement and long-term planning.*



### ESTATE PLANNING FOR EVERYONE (online)

Did you know that your "estate" consists of everything of value—cash, clothes, cars, real estate, investment and retirement accounts, pensions, etc. that you've accumulated throughout your lifetime?

Join us for this informative, interactive class to learn how to preserve and manage your assets while you still can, and then transfer it to your loved ones after you pass away. This process involves weighing various personal and financial decisions and creating legal arrangements to carry out those decisions.

We will discuss how to properly receive an inheritance as well as how to give one, strategies to avoid expensive delays and legal challenges and intelligent distribution of assets, charitable giving, Wills, trusts, asset protection, probate and family businesses will also be discussed.

Sat, 5/21 9:30am-12:00pm  
\$39 single OR \$49 per couple

*Instructor: Jalon O'Connell is a Registered Representative, General Securities Principal and licensed Insurance Agent with National Securities. For over 12 years she has taught and lectured at numerous colleges and organizations.*



### STRATEGIES TO MAXIMIZE YOUR SOCIAL SECURITY BENEFITS (online)

The average retiree leaves tens of thousands of dollars 'on the table' simply because they don't understand how to optimize their Social Security benefits... Don't be one of them!

Join us for this informative and easy to understand class where we explore ways to maximize your Social Security benefit. The class is designed to assist someone who is not yet receiving their Social Security benefit, but plans to soon, or for someone who has started receiving payments within the last year.

Sat., 4/30 10:00am-12:30pm  
\$39

*Instructor: Blanca Reynoso is college instructor and a holistic Financial Planner who has dedicated herself to educating and empowering women, seniors and business people to become savvy consumers. She teaches classes on financial planning, retirement and long-term planning.*

## ENRICHMENT & INTERESTS

### MUSIC

#### GUITAR: INTRODUCTION (online)

AGES 14 TO ADULT

Learn to play guitar in a friendly and supportive environment. You'll learn to play chords, single note melodies and strum styles. No musical experience required.

*You must have an acoustic guitar.*

6-Sat, 3/12-4/23 (no class on 4/16) 9:00am-10:00am  
\$69 (plus \$5 material fee, payable upon registration).

*Instructor: Katarina Giesler*



#### GUITAR: INTERMEDIATE (online)

AGES 14 TO ADULT

Students will continue learning acoustic guitar basics with emphasis on learning more chords, strum styles and single note melodies.

*You must have an acoustic guitar.*

*Prerequisite: Students must first take Intro Guitar class OR have experience playing.*

6-Sat, 4/30 - 6/11 (no class on 5/28) 9:00am-10:00am  
\$69 (plus \$5 material fee, payable upon registration).

*Instructor: Katarina Giesler holds a single subject credential in music. She has directed musical ensembles, such as band, orchestra, choir and musicals. She also teaches small group lessons.*

*"Ms. Giesler is an excellent, patient instructor. Best first experience playing guitar. I always wanted to learn, she made it easy and fun." – Martina M.*

### POWER UP CARDIO KICKBOXING (in-person)

*Back by Popular Demand*

A combination of MMA style training, this class consists of punching, elbows, kicks, and full body exercises. It promotes total body training and fitness in a way that nearly no other sport does. Whether you are just starting to hit the gym, or have been doing so for years, Cardio Kickboxing can help strengthen you. It can help you in your personal life, with your performance, self-esteem, how you look, feel, and much more. You can burn 700-900 calories each class. The Cardio Kickboxing workout training combined with a healthy diet will make you reach your fitness goals quickly. In this class, you will learn how to protect yourself against anyone.

*You will need: a yoga mat, 2, 3, or 5 pound weights, water and a towel)*

*Note: Ages 15 and up*

10 mtgs, T/Th, 3/22-4/21 6:30pm-7:30pm  
\$99

**Coach Experience:** *Christopher Rizo is a certified personal trainer by NASM (National Academy of Sports Medicine) 25+ years of boxing experience. retired undefeated professional boxer, Trained by the famous boxing coach, Freddie Roach.*

### FITNESS FOR LIFE (in-person)

*New Year, New You!*

Are you ready to work out! This is a fast-paced, heart pumping, muscle burning workout that will leave you knowing that you have done something great for yourself! You will engage in various exercises including cardio, calisthenics and weight training to tone and firm your body. You will also receive nutritional advice to complement your fitness efforts.

This class is open to all fitness levels. Please bring one set of dumb bells (either 3lb, 5lb, or 7lb), a yoga mat and resistance bands with handles.

*Note: Please disclose any medical conditions or physical limitations/injuries that may impact your workout to the instructor (This information will be kept confidential).*

8 mtgs, M/Th, 4/25-5/19 6:00pm-7:00pm  
\$89

**Instructor:** *Universal Fitness has been in business for over 14 years and provides full service fitness training programs. They strive to make sure each interaction is encouraging, motivating and provides you with a healthier lifestyle.*

### TAI CHI (in-person)

Through lecture, demonstration, and the practice of the Tai Chi movements, students will experience the benefits of this ancient Chinese exercise and martial art, such as reduced stress, improved balance, and increased muscle tone. You will learn Chinese Qi Gong (breath work) as a calming exercise prelude to Tai Chi practice.

This course introduces students to a Chinese health exercise, which is neither vigorous nor strenuous. It is suitable for anyone who wants to exercise to gain or maintain good health. It will strengthen the muscles and organs, relax the mind and body, improve blood circulation, and increase memory and concentration.

6 Sat, 4/2-5/7 8:30am-9:45am  
\$65

**Instructor:** *Dan Layne, B.S. is certified as a specialist in Balance and Mobility through Cal State Fullerton and holds a "Master Trainer" certification for the Matter of Balance program sponsored by the Department of Ageing. He is certified to teach Tai Chi Chuan by the Hong Kong Royal Life Saving Society.*



### MOTORCYCLIST TRAINING COURSE (MTC)



*DMV CERTIFICATE AWARDED  
(upon successful  
course completion)*



California Motorcyclist Safety Program offers the Motorcyclist Training Course (MTC), which is designed for the novice rider with no (or limited) street-riding experience. This 16-hour weekend course includes both classroom and on-cycle instruction. Although designed for new riders, any rider that has not taken a motorcycle course will benefit from this course. You will learn fundamental skills required to operate the motorcycle and progress to street riding skills and strategies. Topics covered include: overcoming fear, understanding how motorcycles turn, proper cornering strategies, and emergency crash avoidance skills.

This course is mandatory for those under 21 years of age desiring a motorcycle or scooter license. For students under 18, a parent must show ID (or legal guardian proof of guardianship) and sign a waiver at the start of the first class.

You will have 6 hours of in-class instruction and 10 hours of on the range, riding instruction and practice. You must be on time to every part of this course – if you are late, you will be dismissed from the class. Please bring water, and a sack lunch, as you will be in your class all day and will not have enough time to leave campus to purchase food.

A motorcycle and helmet will be provided for you in this course; if you want to complete the course on a scooter, you must notify us upon registering for the class. You need to bring either a valid a state issued driver's license, permit or ID card to the first class. Additionally, you will need to be dressed in a long sleeve shirt or jacket, full-fingered street-motorcycle-specific or leather gloves (mechanics-style gloves, off-road gloves, etc. are NOT allowed), long, thick jeans or pants (no spandex/stretch pants) without rips or holes and sturdy, padded, over the ankle boots (no fashion boots, or high heeled boots), leather high-top sneakers are allowed (canvas or cloth sneakers are NOT allowed).

In accordance with State safety standards, early dismissal may occur during the riding portion of the class if you do not demonstrate safe riding techniques (as determined by the instructor). Your attendance and participation is not a guarantee that you will be able to successfully complete the course.

Students successfully completing the class will receive the DMV completion certificate, which may waive the riding portion of the DMV test. Your certificate will be mailed to you within 10 working days of your course completion. (Note: you will still need to take the written test at the DMV).

### COMPLETE COURSE OVER 3-DAY PERIOD:

Thurs. online classroom, Sat. in-person riding and classroom,  
Sun. in-person riding.

\$350 age 21 and over; \$295 under 21

Classes fill quickly - register today to reserve your spot!

### MORE PRACTICE

MORE PRACTICE is a personalized training class, for two types of students: 1). Newer students who already have a Class M1 license and would like to have more practice on a motorcycle to develop stronger riding skills or 2). Students who within the last 45 days have taken the Motorcyclist Training Course (MTC) at Cerritos College and attempted the Skills Test and were unsuccessful in that course. Skills

to be focused on in this class are clutch control, shifting & stopping, riding through curves, weaving, low speed turning & lane changing, negotiating curves, swerving, and more! At the end of the course, a skills evaluation will be done, so you know where you've improved and where you might still need to practice a bit on your own.

Sun, 3/6, 4/3, or 5/1 (choose one) 7:00am-11:30am  
\$175



# ENRICHMENT & INTERESTS

## MOTORCYCLIST TRAINING

### 1-DAY PREMIER/IRC (INTERMEDIATE RIDING CLINIC)

Developed by Total Control Training, and the CMSP, the 1-Day Premier and Intermediate Riding Clinic Courses are the perfect next step for current riders who are looking to improve their skills as well as veteran riders that have recently returned to riding and need a refresher session. If your goal is to obtain an M1 license and your skills are beyond the basics, the 1-DP class is definitely the course for you. Upon successful completion, you will be issued a DL389 certificate which may enable you to waive the riding skills portion of the DMV license application. If you already have your Class M1 license and have more than 500 miles of experience and may not have ridden for a while, the IRC class is for you.

3/20, 4/17, or 5/15 (choose one) 7:00am-4:00pm  
\$279

These courses include both short classroom sessions and hours of riding exercises. The IRC & 1DPC are based on the most current research in rider safety, utilize modern training methods and have been proven to enhance student outcomes. Although designed primarily as a safety course, the course is also challenging and fun and it is completed in one 8-hour day.

*We can provide a motorcycle for you if you sign up for the 1 Day Premier and should need one.*

## SOMETHING FOR EVERYONE

### VISION BOARD (online)



New Year, New You! In the Vision Board class, this phrase takes on a whole new meaning when you create an intentional road map that allows you to explore your goals, dreams and aspirations and create clear means of achieving them. Through guided exercises, discussion and feedback, you will leave with a clearer picture for the future. This fun and informative class is great for adults, children and families and you leave with a concrete reminder you can reference for a lifetime.

Sat, 5/14 10:00am-1:00pm  
\$55

*Instructor: Dr. Dorothy Kegler is the Owner of Kegler's Consulting, an educational and career consulting firm. She is destined to assist you with realizing your dreams and goals.*

# CHILD, TEEN & YOUNG ADULT CLASSES

## ACADEMICS

### PRE-ALGEBRA SKILL BUILDING & TUTORING (online)

GRADES 6-9

Are you just getting started with the fundamentals of Pre-Algebra? Do you need some help with your pre-algebra skills? This class will provide specific help to meet the needs of each student.

You meet twice a week for six weeks and the instructor will go over key pre-algebra concepts/skills, and then in the group setting, help students to work at their own level on their pre-algebra homework. The instructor will provide academic support as well as encouragement to help your son/daughter feel more confident in their understanding of Pre-Algebra.

*Have your child bring their homework to every session.*

12 mtgs., T/Th, 4/26-6/2 5:00pm-6:00pm  
\$95

*Teacher: Dr. Lisa Perez is a faculty member at Cerritos College. She has taught math at both the high school and college level. She is passionate about increasing women in STEM.*

### READING COMPREHENSION & IMPROVEMENT STRATEGIES (online)

GRADES 3-5 & GRADES 6-9

Master the skills needed to be an effective reader! You will learn how to find the main idea, increasing your vocabulary, drawing conclusions from what is read, spotting an author's purpose and point of view, sequencing, cause and effect, comparison and contrast and inference.

Students will be exposed to different comprehension strategies that will aid in their reading and understanding of short stories and chapter books. They will learn to read more closely to identify themes, social commentaries, and purposely chosen words that give what they are reading a new and more rich meaning.

GRADES 3-5

12 mtgs., T/Th, 3/15-4/21 4:00pm-5:00pm  
\$95

GRADES 6-9

12 mtgs., T/Th, 4/26-6/2 4:00pm-5:00pm  
\$95

*Instructor: Andrea Oviedo is a faculty member in Adult Education at Cerritos College. She has earned an M.A. in English and loves to teach. Her aim is to help students succeed in their academic careers.*

# CHILD, TEEN & YOUNG ADULT CLASSES

## ACADEMICS

### SPANISH (online)

GRADES 3-6 & GRADES 7-12

Would you like to know how to speak a different language? Spanish is spoken frequently in California, this is the best second language to know! An introduction to vocabulary and the basic structure of the Spanish alphabet will be taught. Speaking and listening comprehension will be emphasized through the use of realistic conversation in class. Writing and reading activities will also be done on a regular basis.

GRADES 3-6

12 mtgs., T/Th, 3/15-4/21 3:00pm-4:00pm  
\$95

GRADES 7-12

12 mtgs., T/Th, 4/26-6/2 3:00pm-4:00pm  
\$95

*Teacher: Karia Roche, is a certificated teacher with a International Business degree and a certificate in ChildDevelopment. She enjoys serving her community and helping youth in their academic journey.*

## ENRICHMENT

### CREATING A MONEY MINDSET: MONEY MANAGEMENT FOR TEENS/YOUNG ADULTS (online)

AGES 12-20

Money doesn't buy happiness, but it does buy everything else. Getting started with healthy habits is fundamental to long term financial success. In this class we will discuss the different types of income, credit, savings and checking.

We will cover how to build a personal budget that will help you work towards your immediate financial goals like saving for a Playstation 5 or an iPhone and your bigger goals like paying for college or buying a car.

Sat, 4/30 10:00am-1:00pm  
\$39

*Teacher: Pamela Rodriguez is a financial planner and investment advisor with over 14 years experience. She is passionate about financial literacy and believes that it is instrumental in helping people make better financial decisions.*

## MUSIC

### PIANO: INTRODUCTION (online)

GRADES 3-8

This class is for students with no piano/music experience. Lessons include activities related to reading notes, rhythm and music symbols. Listening skills and keyboard activities will be included.

6-Sat, 3/12-4/23 (no class on 4/16) 10:05am-11:05am  
\$69 (plus \$5 material fee, payable upon registration).

6-Sat, 4/30-6/11 (no class on 5/28) 10:05am-11:05am  
\$69 (plus \$5 material fee, payable upon registration).

### PIANO: BEGINNING (online)

GRADES 3-8

Sequel to Piano Introduction. Upon entering this class, students should be able to count quarter, half and whole notes. Students should be able to name the white notes on the keyboard and read notes on the staff in Middle C position.

6-Sat, 3/12-4/23 (no class on 4/16) 11:10am-12:10pm  
\$69 (plus \$5 material fee, payable upon registration).

6-Sat, 4/30-6/11 (no class on 5/28) 11:10am-12:10pm  
\$69 (plus \$5 material fee, payable upon registration).

### PIANO: INTERMEDIATE (online)

GRADES 3-8

Sequel to Beginning Piano. Upon entering this class, students should be able to read all notes on the lines and spaces of the grand staff and be able to identify intervals (leaps in the music) up to a 5th.

6-Sat, 3/12-4/23 (no class on 4/16) 12:15pm-1:15pm  
\$69 (plus \$5 material fee, payable upon registration).

6-Sat, 4/30-6/11 (no class on 5/28) 12:15pm-1:15pm  
\$69 (plus \$5 material fee, payable upon registration).



*Teacher: Katarina Giesler holds a single subject credential in music. She has directed musical ensembles, such as band, orchestra, choir and musicals. She also teaches small group lessons.*

# CHILD, TEEN & YOUNG ADULT CLASSES

## MUSIC

### GUITAR: INTRODUCTION *(online)*

#### AGES 14 TO ADULT

Learn to play guitar in a friendly and supportive environment. You'll learn to play chords, single note melodies and strum styles. No musical experience required.

*You must have an acoustic guitar.*

6-Sat, 3/12-4/23 (no class on 4/16) 9:00am-10:00am  
\$69 (plus \$5 material fee, payable upon registration).

*Teacher: Katarina Giesler holds a single subject credential in music. She has directed musical ensembles, such as band, orchestra, choir and musicals. She also teaches small group lessons.*

### GUITAR: INTERMEDIATE *(online)*

#### AGES 14 TO ADULT

Students will continue learning acoustic guitar basics with emphasis on learning more chords, strum styles and single note melodies.

*You must have an acoustic guitar.*

*Prerequisite: Students must first take Intro Guitar class or have experience playing.*

6-Sat, 4/30 - 6/11 (no class on 5/28) 9:00am-10:00am  
\$69 (plus \$5 material fee, payable upon registration).

## IN-PERSON AND ONLINE CLASS INFORMATION

We are happy to be able to offer both in-person and online classes. Below is very important information that you will need to know when accessing our classes in either format.

**In-person Classes** – You will receive information regarding materials, classroom location and parking location prior to the start of class. All classes follow COVID protocols of being thoroughly cleaned, social distancing, mask wearing and hand hygiene are required.

Also, to ensure that the health and safety of all and in an ongoing effort minimize the spread of COVID-19 and its variants, the Cerritos College Board of Directors have made, upon the recommendation of the CDC, and local and state government, improvements to Cerritos College COVID protocols. **All participants who attend any type of class on campus must submit proof of being fully vaccinated. Full vaccination is considered to be a complete vaccination cycle including a booster. Those who have not obtained a booster must provide proof of vaccination as well as a negative COVID test 72 hours prior to class.** Please consider this when registering for in-person classes. You will receive additional information regarding proof of submission upon registration.

**Online Classes** – We will continue to offer our amazing classes live online via zoom or another similar program. These classes allow for live instruction and as much student-teacher interaction as possible.

Whichever type of online course you choose, you can do it from the comfort of your couch, your backyard, or the beach... wherever you like! No traffic, all you need is a computer, laptop or smartphone, it's that easy!

Whichever way you decide to take our classes we are happy that you've chosen our program and look forward to "seeing" you either in-person or online. As always, feel free to contact us at [CommunityEd@Cerritos.edu](mailto:CommunityEd@Cerritos.edu) or (562) 467-5050 (press #1)

Have a Great Class!  
*Community Education*

# REGISTRATION INFO

## TRANSFERS & CANCELLATION POLICIES

Once you are registered in a class(es), you will receive an emailed receipt along with an email confirmation. The confirmation contains all the class information you need to know about your class(es).

### TRANSFERS

To transfer registration to another class, your request must be received three or more business days before the first class meeting of the original class. There is a \$10 transfer fee for all transfers completed. We cannot complete any transfer once a class has begun.

### CANCELLATIONS

We make every effort to publish accurate course information, but due to the COVID-19 restrictions and uncertainty of the situation, some class dates/times may be subject to being rescheduled or cancelled. Any class that does not meet minimum enrollment may be cancelled. If Community Education cancels a class, you will be notified by email and phone prior to when the class was to begin. If our department has to cancel a class, a full refund will be issued to you.

If you want to cancel a class(es), you need to notify us about the cancellation three (3) or more business days prior to the start of the original class. There is a \$10 cancellation fee for all cancellations completed. If you notify us after a class has begun, no cancellation can be given.

If you are given a refund, registration fees paid by credit card will be returned to that card within 72 hours or less. Payments made by cash or check will be refunded by check from the District within 2-4 weeks and will be mailed directly to you.

### STUDENT CONDUCT AND DISCIPLINARY PROCEDURES

Students enrolling in any Cerritos College Community Education course assume an obligation to abide by all District regulations and are subject to disciplinary actions if they fail to adhere to these regulations. The Office of Judicial Affairs is responsible for the student conduct and disciplinary procedures of the college. <http://www.cerritos.edu/activities/office-of-student-conduct-and-grievances/default.htm>.

### STUDENTS WITH DISABILITIES

Reasonable accommodations for students with a disability are available upon request. Requests must be made a minimum of 10 business days in advance of the class start date. Contact the Community Education office to begin the process of consideration of your accommodation request.

### CERRITOS COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

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Trustee Area 1

# 4 EASY WAYS TO REGISTER!



ONLINE

## CerritosCommunityEd.com

- If you are a new student, click on “sign in” and create a new profile.  
If you are a returning student, simply login using your login & password.
- Select classes you want to register for by putting them in your “cart.”
- Check-out and pay for your classes, using a VISA, Mastercard or Amex.
- You will get an email confirmation of your payment and class registration.



PHONE

## 562-467-5050 (press #1)

- A registrar will help you over the phone to register for the class(es) you want.
- You will pay over the phone with VISA, Mastercard or Amex
- You will get an email confirmation of your payment and class registration.



SCAN/EMAIL

## CommunityEd@Cerritos.edu

- Complete this registration form including credit card info for payment.
- Scan form or take a picture and email to CommunityEd@Cerritos.edu.
- You will get an email confirmation of your payment and class registration.



MAIL

## Cerritos College Community Education 11110 Alondra Blvd., Norwalk, CA 90650

- Complete the registration form and include your payment (check or credit card).
- You will get an email confirmation of your payment and class registration.

# REGISTRATION FORM

TO BE COMPLETED BY ADULT STUDENT OR PARENT OF YOUTH STUDENT

Adult Name (required): \_\_\_\_\_  
First Middle Last

Address (required): \_\_\_\_\_

City (required): \_\_\_\_\_ Zip (required): \_\_\_\_\_

Primary Phone (required): \_\_\_\_\_ Secondary Phone: \_\_\_\_\_

Email (required): \_\_\_\_\_ Date of Birth (required): \_\_\_\_\_

*Note: This is where we will send your receipt, registration confirmation and log-in information.*

COMPLETE IF YOUTH STUDENT (AGES 1-17). (If adult student, skip section)

Youth Name (required): \_\_\_\_\_  
First Middle Last

Date of Birth (required): \_\_\_\_\_ Grade Level (required): \_\_\_\_\_

Emergency Contact (required): \_\_\_\_\_ Phone (required): \_\_\_\_\_  
First Last

REGISTER FOR THESE CLASS(ES)

Class Title	Class Date(s)	Class Fee(s)
Total Registration Amount:		\$

PAYMENT INFORMATION

Credit Card - Visa / MC / AMEX: \_\_\_\_\_  
(circle type) (credit card number) (expiration date)

Card Billing Address (if different): \_\_\_\_\_  
*Note: The billing address of the credit/debit card will be verified to match the address your credit or debit provider has on file.*

Check Amount: \_\_\_\_\_  
(check number)

Signature (required): \_\_\_\_\_ Date (required): \_\_\_\_\_

# Explore The Open Road!

**TAKE OUR MOTORCYCLIST TRAINING COURSE.**



See pgs. 11-12 for details

## Intensive English Program (IEP) Study English at Cerritos College.



- **LEARN A NEW LANGUAGE**
- **EXPLORE A NEW CULTURE**
- **MAKE NEW FRIENDS**



*We look forward to seeing you in Fall 2022.*

see page 8 for more details

**Cerritos College District  
Community Education**  
11110 Alondra Blvd.  
Norwalk, CA 90650

Non-Profit  
Organization  
U.S. POSTAGE  
**PAID**  
Cerritos College

DATED MATERIAL

**FOCUS ON YOUR FUTURE!**  
**COLLEGE FOR YOUTH AND  
ADULT CLASSES IN-PERSON  
THIS SUMMER.**



**LOOK FOR  
OUR SUMMER  
SCHEDULE THIS MAY.**

**CerritosCommunityEd.com**