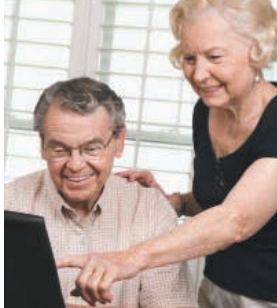


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WE ARE RUNNING OUR CLASSES ONLINE!

We look forward to a time when we can welcome you back in person to our classes.

But the pandemic isn't stopping us from offering many of our classes online...

keeping you safe and being able to learn/interact from your home!

We have one day workshops, 6-week courses and larger Career Certification

HOW TO DEVELOP SKILLS OF A SUCCESSFUL LEADER [\(online\)](#)

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, 3/20 9:00am-11:30am
\$45 (plus \$10 material fee, payable upon registration).

Instructor: Angela Scott-Betton

ESSENTIAL SKILLS OF MASTERFUL COMMUNICATION [\(online\)](#)

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, 3/20 12:00pm-2:30pm
\$45 (plus \$10 material fee, payable upon registration).

Instructor: Angela Scott-Betton

DEAL WITH DISAGREEMENTS, CONFLICT AND CONFRONTATION [\(online\)](#)

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, 3/27 12:00pm-2:30pm
\$45 (plus \$10 material fee, payable upon registration).

Instructor: Angela Scott-Betton

COMMUNICATE WITH DIFFICULT PEOPLE WITH TACT AND SKILL [\(online\)](#)

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, 3/27 9:00am-11:30am
\$45 (plus \$10 material fee, payable upon registration).

Instructor: Angela Scott-Betton

SERIES DISCOUNT:

Register for the COMMUNICATION SERIES,
(all four classes at the same time)
save 20%!
(\$144 for the 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 NOTARY PUBLIC NOTARY SEMINAR [\(online\)](#)

CERTIFICATE AWARDED
(CPS test administered separately)

FOUR 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

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. You are encouraged to review (download or print) the Notary Handbook at 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).

Due to the class being offered remotely, you must be able to adhere to the following:

1. You must have an electronic device (computer, laptop or phone) that will allow you to connect to zoom and remain logged in for the duration of each class.
2. You must be able to be seen and heard by the instructor throughout the duration of each class. Your electronic device must have a speaker and a camera, and you must have them on during the entire class.
3. A Proof of Completion Certificate (which the state requires to become a notary) can only be issued if you attend the course in its entirety.
4. You must present a valid form of ID in order to take the class: CA Drivers License or ID, Passport, and Military ID are acceptable. Your picture must be clear and must be the same person who checks in.
5. A \$10 material fee will be collected, and your materials will be emailed to you from the instructor on the day of the class.

Choose one date:

Sat & Sun, 3/20 & 3/21 8:30am-1:00pm

OR

Sat & Sun, 4/24 & 4/25 8:30am-1:00pm

OR

Sat & Sun, 5/22 & 5/23 8:30am-1:00pm

\$95 (plus \$10 material fee, payable upon registration).

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.

NOTARY RENEWAL NOTARY SEMINAR [\(online\)](#)

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.

Due to the class being offered remotely, you must adhere to the same policies as the Notary 2-day course (see description to the left).

Choose one date:

Sun, 3/21 8:30am-1:00pm

OR

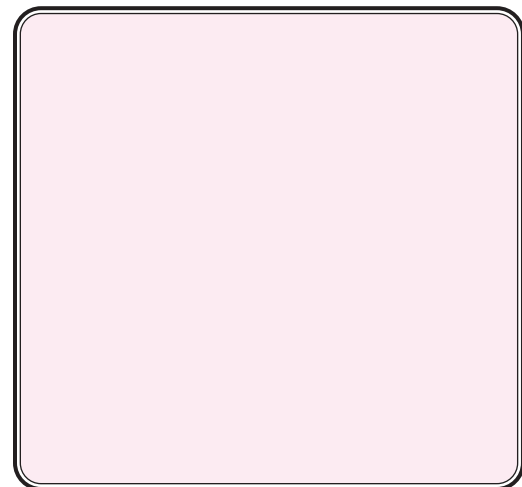
Sun, 4/25 8:30am-1:00pm

OR

Sun, 5/23 8:30am-1:00pm

\$49 (plus \$10 material fee, payable upon registration).






HOW TO CREATE YOUR WEBSITE FOR FREE *(online)*

In today's technology driven world, people start by looking for anything and everything on the web. Having your own website that you can create, change, and control by yourself, gives you the ability to tell people about, you, your business and how to do business with you.

You'll be shown how to can create your site in minutes for FREE including text, graphics, YouTube video links, a shopping cart and the ability to customize it any way you want it.

You'll learn how to:

- Get your domain name,
- Choose a web host and sign up for an account,
- Design your web pages, collect credit card information, and
- Be listed  major search engines.

This class is suitable for both beginners and laypersons (non-technical types!).

Tues, 5/4 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.



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.

BECOME A LOAN SIGNING AGENT *(online)*

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 date:

M/T & Th, 3/15, 3/16 & 3/18  6:00pm-8:00pm

OR

T/W & Th, 4/13, 4/14, & 4/15 6:00pm-8:00pm

OR

T/W & Th, 5/11, 5/12 & 5/13 6:00pm-8:00pm

\$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.



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

- A to Z Grant Writing
- Accounting Fundamentals
- Become a Veterinary Assistant
- Blogging & Podcasting for Beginners
- Business & Marketing Writing
- Certificate in Gerontology 
- Certificate in Holistic & Integrative Health
- Computer Skills for the Workplace
- Digital Marketing Suite
- Discover Sign Language
- Entrepreneurship Suite
- Genealogy Basics
- GRE Prep Series
- Grammar Refresher
- Handling Medical Emergencies
- Intro to Interior Design
- Intro to Google Analytics
- Intro to QuickBooks
- Medical Terminology Series
- Real Estate Investing
- Speed Spanish

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

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!





Cerritos College Community Education in partnership with 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 for you best!*



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
- Certified Cloud Security Professional (CCSP)
- CIW Database Design Specialist
- Adobe Creative Cloud Bundle
- HVACR Technician Career Prep
- 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



OVERCOME YOUR FEAR OF PUBLIC SPEAKING [\(online\)](#)

Is your public speaking anxiety limiting your business, school or personal goals? Join Performance Psychologist Dr. Nick Lazaris as you learn the essential skills necessary for controlling the terrifying physical and emotional feelings of anxiety and panic.

Discover key techniques to reduce speech anxiety and gain confidence. You can turn your fear of public speaking into energized performances every time.

Mon, 5/3 7:00pm-9:00pm
\$39 (plus \$20 material fee, payable upon registration).

Instructor: *Dr. Nick Lazaris is a Clinical Psychologist & Professor at California Southern University with over 35 years' experience helping his clients achieve their absolute personal best in life, business and relationships.*



ESSENTIAL SKILLS OF MASTERFUL COMMUNICATION [\(online\)](#)

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, 3/20 12:00pm-2:30pm
\$45 (plus \$10 material fee, payable upon registration).

Instructor: *Angela Scott-Betton*

DEAL WITH DISAGREEMENTS, CONFLICT AND CONFRONTATION [\(online\)](#)

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, 3/27 12:00pm-2:30pm
\$45 (plus \$10 material fee, payable upon registration).

Instructor: *Angela Scott-Betton*

COMMUNICATE WITH DIFFICULT PEOPLE WITH TACT AND SKILL [\(online\)](#)

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, 3/27 9:00am-11:30am
\$45 (plus \$10 material fee, payable upon registration).

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.*

STOCKS – BONDS – MUTUAL FUNDS (EFT'S) [\(online\)](#)

This course is perfect for those who want to learn more about the stock, bond and mutual fund markets including how they work, tracking and following them, what influences their prices, load and no-load mutual funds, and how interest rates can affect your financial well-being and how to manage risk.

The course will highlight issues such as stock and index options, domestic and global stock markets, new and hot issues, selling short, tax-free bonds, buying stock on margin, how the stock exchanges work, dollar cost averaging, how to read a typical account statement, retirement plans (IRAs, SEP-IRAs, Roth IRAs, 403Bs, 401ks, Annuities) and how market prices respond to news. Several stock market theories will be discussed and explained.

Tues, 4/20 6:30pm-9:00pm
\$39

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.*



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, XX XX
\$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.*

RETIREMENT & YOUR GOLDEN YEARS

SMART MONEY: RETIREMENT EDITION [\(online\)](#) NEW!

If you are planning to retire within the next 10-15 years, this is the class for you! Discover what you need to make savvy financial decisions. How to figure out how much you need to put away for retirement. What questions to ask when selecting a financial advisor. Learn how to position your assets to successfully transition into retirement and avoid the most common mistakes. How to use annuities, mutual funds, stocks, and real estate investments to make your money last as long as you need it to.

Wed, 3/24 6:00pm-8:00pm

OR

Sat, 5/22 10:00am-12:00pm

\$39

Instructor: *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.*



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, 4/17 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.*



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, 3/6-4/17 (No class on 4/3) 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, 5/8-6/19 (No class on 5/29) 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.*



Our Motorcyclist Training Will Be Back!

Due to the Pandemic, we have suspended running this course, but will offer it again, once it is safe to do so.

You can go to our website CerritosCommunityEd.com, click on motorcyclist training course and put yourself on the waiting list, and we will contact you as soon as classes are up and running again.

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 6 hours of in-class instruction and 10 hours of on the range, riding instruction and practice. This course is mandatory for those under 21 years of age desiring a motorcycle or scooter license.



Students successfully completing the class will receive the DMV completion certificate, which waives the riding portion of the DMV test.

CHILD / TEEN CLASSES

ENRICHMENT

OUR SUMMER YOUTH PROGRAM WILL BE ONLINE THIS SUMMER!

Same great program and amazing teachers, classes happening live and virtual/online.

Join us!

June XX - June XX

July XX - July XX

July XX - July XX

August XX - August XX

Classes will run for 2 weeks Mondays through Fridays, with classes starting at 10am, 1pm and 3pm.

Registration will begin May XX.



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  3:00pm-4:00pm
\$95

Teacher: Dr. Lisa Perez



MATH ALGEBRA SKILL BUILDING & TUTORING *(online)*

GRADES 6-12

Is your teen bringing home Algebra homework that you can't even begin to help them with? Let our amazing Ph.D. level math teacher answer their questions!

The teacher will review specific concepts in Algebra, then work in the group setting to answer students' individual homework questions and, provide encouragement and support for independent growth.

Have your child bring their homework to every session.

12 mtgs., T/Th  4:00pm-5:00pm
(no class 11/11) \$95

Teacher: Dr. Lisa Perez 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, as they 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

 XXX, 3/15-4/21 3:00pm-4:00pm
\$95

GRADES 6-9

 XXX, 5/4-6/10 3:00pm-4:00pm
\$95


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

SPANISH *(online)*

GRADES 2-6 & 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 2-6
XXX, 3/15-4/21 4:00pm-5:00pm
\$95

 GRADES 7-12
XXX, 5/4-6/10 4:00pm-5:00pm
\$95



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, 5/15 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.

COMPUTERS

CHILD / TEEN CLASSES

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, 3/6-4/17 10:05am-11:05am
(No class on 4/3)
\$69 (plus \$5 material fee, payable upon registration).

6-Sat, 5/8-6/19 10:05am-11:05am
(No class on 5/29)
\$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, 3/6-4/17 11:10am-12:10pm
(No class on 4/3)
\$69 (plus \$5 material fee, payable upon registration).

6-Sat, 5/8-6/19 11:10am-12:10pm
(No class on 5/29)
\$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, 3/6-4/17 12:15am-1:15pm
(No class on 4/3)
\$69 (plus \$5 material fee, payable upon registration).

6-Sat, 5/8-6/19 12:15am-1:15am
(No class on 5/29)
\$69 (plus \$5 material fee, payable upon registration).



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, 3/6-4/17 9:00am-10:00am
(No class on 4/3)
\$69 (plus \$5 material fee, payable upon registration).

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, 5/8-6/19 9:00am-10:00am
(No class on 5/29)
\$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.

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. ~~Note: Motorcyclist courses have a different refund/transfer policy (see p. 32), as does the Intensive English Program. (listed on website in class details).~~

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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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

CLASS(ES) REGISTERING FOR & PAYMENT INFORMATION

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

PAYMENT TYPE:

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): _____