

**Cerritos College**

# COMMUNITY EDUCATION

**Spring 2021**

**March • April • May**

***Schedule of Classes***



**Get Trained  
for the Career  
You've Always  
Wanted!**



**NEW!**

**ProTrain Online Career Certification Programs, see pages 6-7**

***Professional Development • Career Advancement  
Personal Growth • Enrichment & Interests • Youth Classes***

**CerritosCommunityEd.com**

INTERESTED IN  
LEARNING  
SOMETHING NEW?  
WANT TO PICK UP  
A NEW SKILL?

# ONLINE COURSES



These **high-quality courses** are taught by **industry experts** and designed to quickly deliver specific skills and knowledge that **help to advance personal or professional development**. Our online classroom is informative, convenient, and highly interactive.

## **Accounting Fundamentals**

Gain a marketable new skill by learning the basics of double-entry bookkeeping, financial reporting, and more.

## **Introduction to Microsoft Excel 2019/Office 365**

This course will introduce you to Microsoft Excel 2019 and teach you how to use this powerful software.

## **Medical Terminology: A Word Association Approach**

Prepare for a career in the health services industry by learning medical terminology in a memorable and enjoyable fashion.

## **Microsoft Excel 2019/Office 365 Series**

Whether you're new to Excel or need a refresher, the Microsoft Excel 2019 Series bundle will help you master this long standing spreadsheet software.

## **Speed Spanish**

Learn six easy recipes to glue Spanish words together into sentences, and you'll be engaging in conversational Spanish in no time.

## **Introduction to SQL**

Gain a solid working knowledge of the most powerful and widely used database programming language.

## **Accounting Fundamentals Series**

If you're interested in increasing your financial awareness while also gaining a marketable skill, this series of courses is perfect for you.

## **Grammar Refresher**

Whatever your goals, a grasp of English grammar is important if you want to improve your speaking and writing skills.

## **Effective Business Writing**

Improve your career prospects by learning how to develop powerful written documents that draw readers in and keep them motivated to continue to the end.

*24/7 Access • All classes start new every month*

*Certificate of completion • 6-week format • Average 24 work hours*

*Discussion boards • Mobile accessible*

Enroll or view all our online courses at:

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

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SPRING 2021



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## ***Classes Still Happening Remotely - Join Us 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!

You can register for one of our 1 or 2-day classes, a 6 week Ed2Go course or a larger Protrain Career Certification program.

# PROFESSIONAL DEVELOPMENT

## LEADERSHIP SKILLS

### 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).

### 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).

### 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).

### 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).

### **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 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](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).

#### **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).

*"I was scared to take the class, but the instructor made it clear for me to understand all the material." – Violeta S.*

### 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).



**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.

# CAREER ADVANCEMENT

## CAREER TRAINING OPPORTUNITIES



### 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 set of dates

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

OR

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

OR

3 mtgs; 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.

### 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,
- Be listed with 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, 5/10 & 5/11

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.*



## 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

Blogging & Podcasting  
for Beginners  
Discover Sign Language  
Genealogy Basics  
Grammar Refresher  
Intro to Interior Design  
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 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.



# ***CAREER ADVANCEMENT***

## **PROTRAIN CERTIFICATION TRAINING PROGRAMS**

**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**

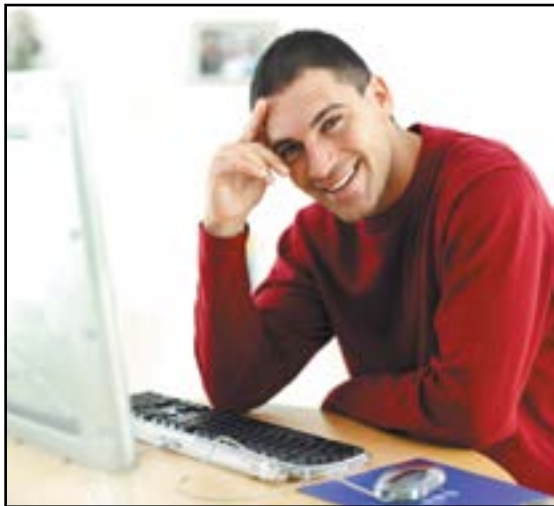
**HVACR Technician Career Prep**

**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.ProtrainEDU.org***

# PERSONAL GROWTH

## COMMUNICATION SKILLS

### 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

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#### 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.

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12:00pm-2:30pm

\$45 (plus \$10 material fee, payable upon registration).

**Instructor:** *Angela Scott-Betton*

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#### Topics include:

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- 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

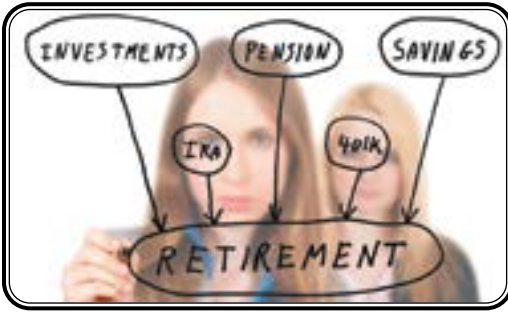
\$45 (plus \$10 material fee, payable upon registration).

**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.*



# PERSONAL GROWTH

## MONEY & INVESTMENTS



### 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  
\$39

6:30pm-9:00pm

**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.*

### 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  
\$39

10:00am-1:00pm

**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.*

*"Very valuable information she shared including resource info. This class was informative and interactive with comments and questions." – Patricia C.*

## RETIREMENT & YOUR GOLDEN YEARS

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



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

\$45 (materials included)

**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.*



# PERSONAL GROWTH

## RETIREMENT & YOUR GOLDEN YEARS



*"Sooo helpful - I got so much info in a few hours!" – Patricia*

### 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*

*"I always wanted to learn, she made it easy and fun! Best first experience playing guitar." – Martina M.*



### 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.

There will be a variety of classes -  
Math, Writing, Reading, Science  
Spanish, Technology, Cooking...& More!

Classes will be offered June through August, and each class will run for 2 weeks Mondays through Fridays, with classes starting at 10am, 1pm and 3pm.



**Registration will begin May 17<sup>th</sup>**

# CHILD / TEEN 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, 3/16-4/22

3:00pm-4:00pm

\$95

**Teacher: Dr. Lisa Perez**



### 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., M/W, 3/15-4/21

3:00pm-4:00pm

\$95

GRADES 6-9

12 mtgs., T/Th, 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.



### 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, 3/16-4/23

4:00pm-5:00pm

\$95

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

*"My son has struggled with understanding what he reads - this class really helped him in ways that I couldn't myself! Thank you!!" – Robin*

# CHILD / TEEN CLASSES

## ENRICHMENT

### 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

12 mtgs., M/W, 3/15-4/21  
\$95

4:00pm-5:00pm

#### GRADES 7-12

12 mtgs., T/Th, 5/4-6/10  
\$95

4:00pm-5:00pm



### KIDS COOKING ACADEMY: SOUTH OF THE BORDER FAVORITES (online)

NEW

#### GRADES K-6

Join the South of the Border Favorites class and learn to tantalize your taste buds and have fun with new and different recipes each week. Featured this session are Crunchy Beef Tacos, Veggie Quesadilla w/ Mango Salsa, and Nacho Especiales! Are you hungry yet?

6-Fri, 3/19-4/23  
\$85

4:05pm-4:50pm

**Instructor:** Parker Anderson

### JEDI TRAINING (online)

NEW

#### GRADES K-6

The Force will be with you as you learn the ways of the Jedi! Play Star Wars games and go from Padawan to Jedi Knight in one session! You will play characters, learn to draw the Clone Wars cartoon characters and more hands on Jedi fun!

6-Fri, 3/19-4/23  
\$85

3:15pm-4:00pm

**Instructor:** Parker Anderson has been the leader in after school enrichment since 1986. The instructors bring intellectually stimulating enrichment to students in a fun and exciting way!

### 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  
\$39

10:00am-1:00pm

**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.

# 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 4/3)  
\$69 (plus \$5 material fee, payable upon registration).

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

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

6-Sat, 5/8-6/19 12:15am-1:15am  
(No class 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 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 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.

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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President  
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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

### 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): \_\_\_\_\_

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

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Cerritos College

DATED MATERIAL

# Kids & Teens Classes Available Now!

*see pages 12-14*

## ***YOUTH SUMMER PROGRAM IS COMING!***



We will be offering a robust **online** summer program, keeping your kids/teens learning and engaged, while staying safe at home.



*Summer registration begins May 17<sup>th</sup>*

**CerritosCommunityEd.com**

# Now more than ever, we all need to make our money work for us!

## **SMART MONEY: RETIREMENT EDITION** *(online)*

If you are planning on retiring within the next 10-15 years, this class is for you! Discover what you need to make savvy financial decisions.



## **STOCKS-BONDS- MUTUAL FUNDS** *(online)*

This course is perfect for those wanting to learn how the stock, bonds and mutual fund markets work, how to track and follow them, what influences their prices, how to manage risk...and more!



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

Getting started with healthy fiscal habits is fundamental to long-term financial success.



**see page 9 for more details**