

FALL 2023

Workforce & Continuing Education



Register for classes starting August 7
epcc.edu/Academics/ContinuingEducation

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Courses are subject to change.
 Please visit
www.epcc.edu/Academics/ContinuingEducation/
 for up to date courses.

Submit your CE Registration Form to our Admissions
 Department at admissions@epcc.edu for processing.

El Paso County Community College District does not discriminate on the basis of race, color, national origin, religion, gender, age, disability, veteran status, sexual orientation, or gender identity

BUSINESS/COMPUTERS/ TECHNICAL EDUCATION

Leticia Guerra, Director

Contact our Team at 915-831-6682 mlerma14@epcc.edu or 915-831-6684 kbrown39@epcc.edu

*Visit our Website often to learn about new course offerings:
www.epcc.edu/academics/continuingeducation/

*Must be 17 years of age to register in any of the Business/Computers/Technical Education Classes.

Computer Business Applications

These 4-hour accelerated courses provide refresher training for on-the-go professionals. These courses are \$45.

Introduction to Excel

Course No. **CAT 042** **\$45**
14343 Sat 9am-1pm 9/9 ASC B485

PowerPoint Basics

Course No. **CAT 018** **\$45**
14344 Sat 9am-1pm 9/16 ASC B485

The Foundation of Microsoft Word

Course No. **CAT 043** **\$45**
14346 Sat 9am-1pm 12/2 ASC B485



Computer Skills

Introduction to Computers 48 hrs/4.8 CEUs

Provides an overview of computer information systems. Introduces computer hardware, software, procedures, and human resources. Explores the integration of application usage and provides exploration on the impact within the business community and society as a whole. For more information on the course, please call (915) 831-2056.

(No class on 9/4, 11/23 - 11/25)

Course No. **CAT 003/ITSC 1001*** **\$323**
(c)14347 TTh 7-8:20pm 8/29-12/14 VV AST361
M-Th (Lab) VV AST361

Introduction to Excel "New" 12 hrs/1.2 CEUs

This course is designed for those with little or no functional knowledge of Excel, as well as those who regularly use Excel at a basic level but wish to enhance their skills.

Course No. **CAT 051/ITSW 1022*** **\$100**
14348 MW 6-8pm 9/11-9/27 ASC B485

Introduction to PowerPoint "New" 12 hrs/1.2 CEUs

This course is designed for students who wish to gain a foundational understanding of Microsoft PowerPoint that is necessary to create and develop engaging multimedia presentations. **Prerequisite: Knowledge of Microsoft Word**

Course No. **CAT 052/ITSW 1037*** **\$100**
14350 MW 6-8pm 10/9-10/25 ASC B485

Introduction to Word "New" 12 hrs/1.2 CEUs

This course provides instruction in the various aspects of Word processing software package. Create, edit, and print documents such as letters, resumes, and reports using popular software program.

Prerequisite: Knowledge of Windows

Course No. **CAT 053/POFI 1024*** **\$100**
14351 MW 6-8pm 11/6-11/22 ASC B485

Microsoft Office 365 Masterclass "New"

If you want to be more productive, confident, and satisfied with your job, then you have come to the right class. Research shows that Microsoft Office 365 is the only software package listed within the top 20 skills needed across all occupations. This means you will become more marketable when you master the skills in PowerPoint, Word, and Excel. Go from zero to hero with the most convenient way to boost your confidence and learn Office 365 inside out—quickly, no shortcuts. Be up to date with the latest skills needed for 21st century. (24 hours)

Course No. **CAT 050** **\$186**
14376 TTh 6-8pm 9/12-10/19 ASC B485

Operating System

Security

64 hrs/6.4 CEUs

Provides instruction in how to safeguard computer operating systems by demonstrating server support skills and designing and implementing a security system. Identifies security threats and monitor network security implementations. Uses best practices to configure operating systems to industry security standards. (No class on 9/4, 11/23 - 11/25)

Course No. **CAT 027/ITSY 2000*** **\$431**
(c)14377 TTh 8:30-9:50am 8/29/12/14 VV AST341
M-Th (Lab) VV AST341

Beginning Web

Programming (Hybrid)

64 hrs/6.4 CEUs

Develop skills in web programming including mark-up and scripting languages. **Prerequisite: CAT 003 (Introduction to Computers)**

(No class on 9/4, 11/23 - 11/25)

Course No. **CAT 022/ITSE 1011*** **\$431**
(c)14378 M 7-9:40pm 8/28 - 12/11 VV AST347
M-Th (Lab) VV AST347

* Underlined Courses Are Workforce Education Course Manual Equivalent.

Safe & Secure Computing

10 hrs/1.0 CEUs

If the idea of banking online, buying online, or having cameras in your cell phones, laptops, or security cameras in your home or business make you nervous, then you need the information in this course. This course will provide you with the strategies, skills, and mindset needed to protect your money, your computer, your identity, and your privacy when you connect to the internet.

Course No. CAT 047/HMSY 1011* \$65
14379 Th 7-9pm 9/7-10/5 VV AST120



Adobe Photoshop CC

24 hrs/2.4 CEUs

Provides the fundamentals to master the world's leading photo retouching, color painting, and image editing program. Photoshop excels as a graphics production tool, whether you are an artist who needs to create color images, or a photographer who wants to retouch proofs, or a designer who wants to edit art work collages, or photo montages for print or the web.

Prerequisite: Working knowledge of Windows.

Course No. CAT 005/GRPH 1051* \$180
14380 MW 6-8pm 9/11-10/18 ASC B164

Adobe Illustrator CC

24 hrs/2.4 CEUs

Adobe Illustrator is a powerful drawing software program offered by Adobe. Regardless of your computer ability, you can use Illustrator to draw shapes lines, create text, or import graphics and pictures. This course is designed to teach you everything you need to know to make full use of the software.

Course No. CAT 004/GRPH 1002* \$175
14381 MW 6-8pm 10/23-11/29 VV B164

Introduction to PC Operating Systems

64hrs/6.4 CEUs

Studies the introduction to personal computer operating systems including installation, configuration, file management, memory and storage management, control of peripheral devices, and use of utilities.

Course No. CAT 021/ITSC 1005* \$431
(c)14382 TTh 5:30-6:50pm 8/29-12/14 VV AST341
M-Th (Lab) VV AST341

CISCO ACADEMY

Students must purchase their own supplies and textbooks.

For more information call 915-831-2056 or email dnajera5@epcc.edu

CCNA 1: Introduction to Networks

64 hrs/6.4 CEUs

This course covers networking architecture, structure, and functions; introduces the principles and structure of IP addressing and the fundamentals of Ethernet concepts, media, and operations to provide a foundation for the curriculum. **Prerequisite:** CAT 003 (Introduction to Computers). (No class on 9/4, 11/23 - 11/25)

Course No. CAT 007/ITCC 1014* \$431
(c)14383 MW 5:30-6:50pm 8/28-12/13 VV AST363
M-Th (Lab) VV AST363

CCNA 2: Switching, Routing, and Wireless Essentials

64 hrs/6.4 CEUs

Describes the architecture, components, and operations of routers and switches in small networks and introduces wireless local area networks (WLAN) and security concepts; provides an in-depth understanding of how routers and switches operate and are implemented in the LAN environment. **Prerequisite:** CAT 007 (CCNA 1: Introduction to Networks). (No class on 9/4, 11/23 - 11/25)

Course No. CAT 008/ITCC 1044* \$431
(c)14384 MW 7-8:20pm 8/28-12/13 VV AST363
(Lab) VV AST363

CCNA 3: Enterprise Networking Security, and Automation

64 hrs/6.4 CEUs

Describes the architecture, components, operations, and security to scale for large, complex networks, including wide area network (WAN) technologies. Emphasizes network security concepts and introduces network virtualization and automation.

Prerequisite: CAT 008 (CCNA 2: Switching, Routing, and Wireless Essentials). (No class on 9/4, 11/23 - 11/25)

Course No. CAT 009/ITCC 2020* \$431
(c)14385 TTh 5:30-6:50pm 8/29-12/14 VV AST365
M-Th(Lab) VV AST365

Business Management/ Technical Education

Business Entrepreneurship

This course provides an introduction to the principles of entrepreneurship. Topics include identifying potential business opportunities self-growth and readiness, the role of an entrepreneurship process, an overview of ecommerce and drop ship models similar to amazon fba, an overview of how to invest stocks, how to start your own entrepreneurship group and venture growth. Upon completion students will have real world understanding of the entrepreneurial process and issues faced by entrepreneur. (12 hours)

Course No. MGT 225 \$115
TTh 6-8pm 11/28-12/14 ASC B485

Communications Management (Online)

48 hrs/4.8 CEUs

Reviews letters, forms, and the methods of writing business letters. Emphasizes solving business problems with written communications. Practice is given in creating functional letters related to inquiry, response, good will, sales, credit, and adjustment and collection. (All material must be typed, but the students are not required to type it themselves).

Course No. MGT 824/BMGT 1005* \$323
(c)34204 12:00am-11:59pm 8/28 - 12/15 Online

Introduction to Accounting I (Online with Virtual Lab)

48 hrs/4.8 CEUs

Studies analyzing, classifying, and recording business transactions in a manual and computerized environment. Emphasizes understanding the complete accounting cycle and preparing financial statements, bank reconciliations, and payroll procedures and reporting. **Prerequisite:**

Knowledge of Computerized Skills. \$323
Course No. MGT 809/ACNT 1003*
(c)34205 12:00am-11:59pm 8/28 - 12/15 Online
(Lab)12:00am-11:50pm Online

Court Reporter Certification Preparation (Online with Virtual Lab)

48 hrs/4.8 CEUs

Preparation for taking the Texas CSR and the RPR examinations through the use of mock examinations. This course is designed to be repeated. **Prerequisite:** CRTR 2435 (Accelerated Machine Shorthand).

Course No. PIE 450/CRTR 2031* \$368
(c) 34207 12:00am -11:59pm 8/28-12/15 Online
(Lab) 12:00am -11:59pm Online

* Underlined Courses Are Workforce Education Course Manual Equivalent.

Court Reporting Briefs (Online)

This course will provide students additional skills and knowledge to enhance speed building by learning stenography briefs. (16 hours)

Course No. PIE 214 **\$125**
14388 **10/16-11/9** **Online**

American Sign Language I 16 hrs/1.6 CEUs

Establishes a good foundation of the basic American Sign Language (ASL). Students will learn ASL vocabulary and grammar, so they can communicate with hearing-impaired individuals.

Course No. PIE 857/SLNG 1003* **\$125**
14389 **Sat** **9-11am** **9/9-10/28** **VV B187**

Customs Broker (License Prep Course I) 30 hrs/3.0 CEUs

This course examines all facets of the customs process, including customs rules and regulations. The role and functions of brokers and the USMA rules of origin will also be covered.

Course No. CBL 718/IBUS 2003* **\$375**
14390 **TWTh** **6-8pm** **9/5-10/5** **VV B150**

Customs Broker (License Prep Course II) 30 hrs/3.0 CEUs

This course is for students experienced in the basic principles of importing and exporting. Student will focus on the statutory and regulatory provision and valuation of merchandise according to the Harmonized Tariff Schedule.

Course No. CBL 719/IBUS 2003* **\$375**
14391 **TWTh** **6-8pm** **10/10-11/9** **VV B150**

Preparation for Texas Landscape Irrigation Exam 42 hrs/4.2 CEUs

A comprehensive study of applicable codes, laws, regulations, terminology, components, installation methods, design principles, hydraulics control systems, and related information necessary for licensure and successful practice. Learn through classroom instruction, laboratory exercises, and practical field experiences. Emphasizes the design, installation, maintenance, and repair of sprinkler and irrigation systems. Prepares the student for Texas Landscape Irrigation License Exam. **Textbook fee is included.**

Course No. SDG 705/HAIT 1033* **\$377**
14392 **TTh** **6-9pm** **9/12-10/26** **VV A1510**

Drone Business Opportunity & Intermediate Aerial Videography "New"

Starting a drone business can be overwhelming and will raise on whether one should continue to pursue it or not. There are many avenues for business growth as long as one stays consistent and adapts a learning mindset. This course will prepare the students with the knowledge of how to start a drone business, where to find those first paying opportunities, and increase their flight skills. **Prerequisite: FAA Part 107 Remote Pilot Certification.** (12 hours)

Course No. CTE 101 **\$95**
14393 **Sat** **9-11am** **9/9-10/14** **VV AST261**



UAS/Drone Workshop

This introductory course is designed to provide students the knowledge of Unmanned Aerial Systems (UAS) operations. The course will include an overview of the basic operation of Unmanned Aerial Vehicles (UAV's) or drone, maintenance, individual's flying skills, and Federal Aviation Administration (FAA) regulations. (12 hours)

No class on 11/10 - 11/11, 11/23 - 11/25)

Course No. CTE 100 **\$95**
14394 **Sat** **9-11am** **10/21-12/9** **MDP C114**

Students must check their EPCC email for course syllabus and class meeting information.

Real Estate

The requirement for a real estate salesperson's license in the State of Texas is 180 contact hours. There are **six mandatory courses**. They are: **Principles of Real Estate I and II, Law of Agency, Law of Contracts, Promulgated Contract Forms, and Real Estate Finance.** For more information, please go to <https://www.trec.texas.gov>

Spring Term:

- Principles of Real Estate I (30 hrs.)
- Principles of Real Estate II (30 hrs.)

Summer Term:

- Law of Agency (30 hrs.)
- Law of Contracts (30 hrs.)

Fall Term:

- Promulgated Contract Forms (30 hrs.)
- Real Estate Finance (30hrs.)

Principles of Real Estate I 30 hrs/3.0 CEUs

This course provides instruction for fundamental Real Estate principles and practices in Texas. TRELTA, T.R.E.C., federal, state, & local laws & regulations relating to housing and Real Estate in general, including discrimination.

Course No. RES 813/RELE 1002* **\$250**
14395 **Th** **6-9pm** **9/7-11/9** **VV B180**

Students must check their EPCC email for course syllabus and class meeting information.

Real Estate Finance 30 hrs/3.0 CEUs

Required course for application of salesperson's license. Provides an overview of the U.S. monetary system, primary and secondary money markets, sources of mortgage loans, federal government programs, loan applications, processes and procedure, closing costs, alternative instruments, law affecting mortgage lending and the State Housing Agency.

Course No. RES 855/RELE 1020* **\$250**
14396 **M** **6-9pm** **9/11-11/13** **VV B106**

Students must check their EPCC email for course syllabus and class meeting information.

Promulgated Contract Forms 30 hrs/3.0 CEUs

This course includes but is not limited to unauthorized practice of law, broker-lawyer committee, current promulgated and approval forms, commission rules governing use forms and case studies involving use of forms.

Course No. RES 816/RELE 1000* **\$250**
14397 **W** **6-9pm** **9/6-11/8** **VV B106**

Students must check their EPCC email for course syllabus and class meeting information.

Principles of Real Estate II 30 hrs/3.0 CEUs

Required course for application of salesperson's license. It will cover fundamental principles and practices of real estate. Emphasis will be placed on real estate contracts, mortgage theory and law, deed of trust, taxes and assessment, and closing transaction. The course provides coverage of real estate leases/property management, investments, and land use control. It includes a review of topics covered in Real Estate I.

Course No. RES 814/RELE 1039* **\$250**
 14121 W 6-9pm 9/13-11/15 VV B103

Property Management 30 hrs/3.0 CEUs

Covers the role of the property manager, landlord policies, operational guidelines, leases, lease negotiations, tenant relations, maintenance, reports, habitability laws, and the Fair Housing Act. (This course is not a requirement by TREC - Texas Real Estate Commission).

Course No. RES 812/RELE 1016* **\$250**
 14398 T 6-9pm 9/5-11/7 VV B180

Students must check their EPCC email for course syllabus and class meeting information.

Professional Floral Design Certificate

If you are of a creative nature and have a strong desire to own your business or work in a floral shop, this program is designed to meet your needs.

To earn a certificate, students must complete the following Continuing Education courses:

- Floral Design
- Floral Design II
- Sympathy Floral Techniques
- Wedding Floral Techniques
- Flower Shop Management

Floral Design 48 hrs/4.8 CEUs

Principles of floral art with an emphasis in commercial design. Topics include basic design styles and color harmonies; identification, use and care of processing of cut flowers and foliage; mechanical aids and containers; personal flowers; holiday designs; and plant identification and care. (Supplies included in fee.)

Course No. SDG 913/FMKT 1001* **\$475**
 14399 TTh 6-9pm 9/5-10/26 VVB151

Students must check their EPCC email for course syllabus and class meeting information.

Floral Design II 33 hrs/3.3 CEUs

This class will include advanced floral design practices for the retail floral industry. Topics include contemporary floral arrangement styles and trends. **Prerequisite: SDG 913 Floral Design (Supplies included in fee.)** (No class on 11/10-11/11, and 11/23-11/25)

Course No. SDG 914/FMKT 2031* **\$350**
 14400 TTh 6-9pm 10/31-12/7 VV B151

Students must check their EPCC email for course syllabus and class meeting information.

Flower Shop Operations

Enjoy the beauty and the business of flowers while learning the basic of a floral shop of studio business. (15 hours)

Course No. SDG 201 **\$125**
 14401 MW 6-9pm 9/11-9/25 VV B151

Flower Shop Management

Modern principles and practices used in the management and operations of retail florist shops. Topics include the structure of the industry, shop location, business plan organization, marketing methods and management practices. (Supplies included in fee.) (21 hours)

Course No. SDG 203 **\$160**
 14402 MW 6-9pm 10/2-10/23 VV B151

Tropical Design 16 hrs/1.6 CEUs

During this course, the student will be taught some modern and fun design techniques and will learn about different tropical flowers and foliage varieties handling and care at the same time. (Supplies included in fee.)

Course No. SDG 204/FMKT 1005* **\$160**
 14403 MW 6-8pm 10/30-11/22 VV B151

ONLINE COURSES (Pgs. 6-8)

Our instructor-facilitated online courses from ed2go are informative, fun, convenient, and highly interactive. All courses run for six weeks (with a two-week grace period at the end). Courses are project-orientated and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links, and more. You can complete any course entirely from your home or office, at any time of the day or night.

Student Reminders:

- *There are no refunds.
- *Students may not transfer from one program to another or to a different part of term.
- *No Extensions will be permitted at any time.
- *Check funding to ensure the method of payment used to cover cost is applicable to ed2go courses.
- *No Registration allowed after registration deadlines: September 15th for September session & October 20th for October session.
- *No Exceptions

How to get started:

- 1. Requirements:** All courses require Internet access, e-mail, and one of the following browsers: Mozilla, Firefox, Microsoft Edge, Goggle Chrome, or Safari. Also, Adobe Acrobat Reader (a free download obtained at (<https://get.adobe.com/reader/>)).
- 2. To Register,** send us your completed CE Registration Form by email at Admissions@epcc.edu. Call Marisela Lerma at (915) 831-6682, or email at mlema14@epcc.edu for more information.
- 3. Visit our Online Instructional Center:** www.ed2go.com/epcc/ to check course/software requirements.
- 4. Suggested prerequisite for all online courses:** Must be familiar with computer.

Advanced Microsoft Excel 2019

Discover Microsoft Excel 2019's advanced functions and often overlooked features, which includes data analysis tools, data table and databases, custom controls, and Pivot Tables. (24 hours)

Course No. PIO 093 **\$160**
 14404 9/13-11/3
 14405 10/18-12/8

Introduction to Microsoft Access 2019

This hands-on course will teach beginners how to use Microsoft Access 2019 to build a database and customize the way data is stored. (24 hours)

Course No. PIO 092 **\$160**
 14406 9/13-11/3
 14407 10/18-12/8

Intro to MS Excel 2019

If you work with data of any kind, knowing how to create a spreadsheet is key to effectively managing and organizing information. This course will introduce you to Microsoft Excel 2019 and teach you how to use this powerful software. (24 hours)

Course No. PIO 099 **\$160**
14472 9/13-11/3
14473 10/18-12/8

Intermediate Microsoft Excel 2019

If you use Microsoft Excel, this intermediate course will bring your Excel skills to the next level. You will learn how to use a number of powerful features in the 2019 version of Microsoft's longstanding Excel software. (24 hours)

Course No. PIO 110 **\$160**
14474 9/13-11/3
14475 10/18-12/8

Administrative Assistant Fundamentals

This course will help you discover and master the essentials of managerial and staff support, information and records management, communications technology, travel and meeting coordination, space planning, and office ergonomics. (24 hours)

Course No. PIE 740 **\$155**
14476 9/13-11/3
14477 10/18-12/8

Become a Grant Writing Consultant

Increase your income while working from home by starting a grant writing consulting business. (24 hours)

Course No. PIE 747 **\$160**
14478 9/13-11/3
14479 10/18-12/8

Computer Skills for the Workplace

Gain a working knowledge of the computer skills you'll need to succeed in today's job market. (24 hours)

Course No. PIE 680 **\$145**
14480 9/13-11/3
14481 10/18-12/8

Distribution and Logistics Management

Learn how to improve your company's distribution and logistics management activities, increase customer satisfaction, and improve operational throughput. (24 hours)

Course No. PIE 659 **\$160**
14482 9/13-11/3
14483 10/18-12/8

Fundamentals of Supervision and Management

Learn the people skills required to motivate and delegate, and learn tools for solving problems and resolving conflicts. (24 hours)

Course No. PIE 630 **\$160**
14484 9/13-11/3
14485 10/18-12/8

Project Management Fundamentals

If you're organized, perceptive, detail-oriented, and an excellent communicator, you just might have what it takes to succeed in the fast-growing field of project management. (24 hours)

Course No. PIE 794 **\$160**
14486 9/13-11/3
14487 10/18-12/8

Project Management Applications

Become proficient at recruiting project team members and empowering them to succeed. Increase the probability of project success by mastering the tricks of the trade: Earned Value Performance Measurement, Gantt Charts, Network Scheduling, Work Breakdown Structure and Cost-Volume Analysis. (24 hours)

Course No. PIE 795 **\$160**
14488 9/13-11/3
14489 10/18-12/8

Real Estate Investing

Have you ever heard the old saying, "Buy low, sell high?" News stories about the softening real estate market might scare away some novice investors, but experienced investors recognized weak markets as opportunities to pick up bargains. In this course, you will learn how to make money in any area, in good times and bad, even if you have little money to star with. (24 hours)

Course No. PIE 691 **\$145**
14408 9/13-11/3
14409 10/18-12/8

Designing Effective Websites

Discover powerful graphic design techniques and build websites that are both attractive and wickedly effective. (24 hours)

Course No. PIO 020 **\$145**
14490 9/13 - 11/3
14491 10/18 - 12/8

How to get Started in Game Development

Take steps towards a new career in game development by building a foundation to design games in a wide variety of genres for different audiences and platforms. (24 hours)

Course No. PIO 006 **\$155**
14410 9/13 - 11/3
14411 10/18 - 12/8

Intro to C# Programming

Discover the fundamentals of computer programming with C#, the in-demand and incredibly useful programming language that incorporates the best features of Visual Basic, C+ and Java. (24 hours)

Course No. PIO 056 **\$155**
14492 9/13 - 11/3
14493 10/18 - 12/8

Intro to CSS3 and HTML5

Discover how to use exciting new features in CSS3 and HTML5 to design animated interactive websites for desktops, laptops, and mobile devices. (24 hours)

Course No. PIE 641 **\$155**
14494 9/13 - 11/3
14495 10/18 - 12/8

Intro to Java Programming

If you want to discover the computer programming but don't have any prior experience, you'll enjoy a tour of Java, one of the most widely used computer languages in the world. (24 hours)

Course No. PIE 673 **\$150**
14496 9/13 - 11/3
14497 10/18 - 12/8

Intro to Python 3 Programming

Enhance your skills by adding Python to your programming skills. While Python contains the same basic structures as other languages, it also offers unique functionality that makes your life as a programmer much easier. (24 hours)

Course No. PIO 037 **\$155**
14498 9/13-11/3
14499 10/18-12/8

Wireless Network

Industry expert shows you how wireless networking works, as well as how to plan, deploy, and connect to wireless networks. This course will remove the mystery and give you a thorough understanding of this fascinating and lucrative technology. (24 hours)

Course No. PIO 030 **\$130**
14412 9/13 - 11/3
14413 10/18 - 12/8

New Career Training Programs Online

Prepare for employment in some of today's hottest careers with a comprehensive, affordable, and self-paced Programs at any time and learn at your own pace. To get started please contact us at (915) 831-6682 or by email at m14@epcc.edu. Visit our website at <https://careertraining.ed2go.com/epcc/> for course information.

Student Reminders:

- *There are no refunds.
- *Students may not transfer from one program to another or to a different part of term.
- *No Extensions will be permitted at any time.
- *Check funding to ensure the method of payment used to cover cost is applicable to ed2go courses.
- *No Registration allowed after registration deadlines: September 15th for September session & October 20th for October session.
- *No Exceptions.

Freight Broker/Agent Training

Become part of the exciting trucking, freight logistics, and transportation industries as a licensed freight broker or as a freight broker agent. Freight broker training will help you learn the skills you need to be a successful Freight Broker/Agent. From licensing and operations to sales and marketing, you'll learn the basics of how to run a domestic freight brokerage or agency in the United States. (100 Hrs.)

Course No. PIO 0200 **\$1,895**
14414 9/13/2023-3/13/2024
14415 10/18/2023-4/18/2024

Chartered Tax Professional

A Chartered Tax Professional (CTP) is someone who has completed a specific series of tax courses in individual and small business income tax preparation. This nationally recognized innovative online certificate course enables you to start working and earning money while completing coursework toward the CTP professional credential. (180 Hrs.)

Course No. PIO 0201 **\$1,895**
14416 9/13/2023-3/13/2025
14417 10/18/2023-4/18/2025

Home Inspector Certificate

The Home Inspection Certificate Course covers the principal components, procedures, and processes of home inspection. This course has also been approved by the American Society of Home Inspectors (ASHI) and various home inspector organizations and regulatory boards for membership renewal credits or continuing education credits. It is also one component of the steps required to obtain a NIBI Certified Inspector credential. (200 Hrs.)

Course No. PIO 0203 **\$2,495**
14418 9/13/2023-9/13/2024
14419 10/18/2023-10/18/2024

Human Resources Professional with Payroll Practice and Management

Virtually every organization has a human resources department, so skilled HR professionals are always in demand. Human Resources Professional with Payroll and Practice Management will help you gain the essential skills and certifications you need for a role in any HR department. (220 Hrs.)

Course No. PIO 0204 **\$3,095**
14420 9/13/2023-9/13/2024
14422 10/18/2023-10/18/2024

Certified Paralegal

Paralegals play a vital role in the legal profession. These qualified professionals take on a variety of tasks ranging from legal research to drafting legal documents in traditional law office settings and in the corporate, government, and public arenas. Formal training is a critical part of preparing for a career as a paralegal.

Voucher Included. (225 Hrs.)

Course No. PIO 0205 **\$2,650**
14423 9/13/2023-9/13/2024
14424 10/18/2023-10/18/2024

CompTIA Cloud+ Certification Training

The best time to pursue CompTIA Cloud+ training is right now. Cloud computing is a growing field as experts create innovative ways to store, manage, access, and protect some of the world's most important data. The global cloud computing market is projected to reach \$270 billion by 2020. This impressive industry growth is increasing the demand for professionals with cloud computing skills. This online course is designed for individuals who are just starting out in information technology. (75 Hrs.)

Course No. PIO 0206 **\$1,695**
14425 9/13/2023-3/13/2024
14426 10/18/2023-4/18/2024

Python Developer

Whether you're new to programming or just want to learn a new language, this in-depth course will teach you the ins and outs of Python programming. You will learn all about Python programming in this comprehensive course that covers introductory through advanced methods of Python and get coding quickly. (155 Hrs.)

Course No. PIO 0207 **\$1,100**
14427 9/13/2023-3/13/2024
14428 10/18/2023-4/18/2024

Microsoft Excel Certification Training

If your organization uses lists of any kind, you need to know how to use Microsoft Excel. Earning Microsoft Office Specialist Expert certification sets your professional skill set apart from other Excel users. This course will prepare you for the Microsoft Office Specialist: Microsoft Excel Expert exam. Voucher Included. (70 Hrs.)

Course No. PIO 0208 **\$800**
14429 9/13/2023-3/13/2024
14430 10/18/2023-4/18/2024

Certified Residential Interior Designer

If you love coming up with creative designs and interior decorating that will turn a house into a home—or add a unique touch to any space—and want to make those dreams a reality, this is the course for you. This residential interior design course is perfect for both aspiring and current designers who want to increase their education, career opportunities, and professional status in the interior design industry. Take the first step toward a fulfilling career in this creative industry today with this course. (120 Hrs.)

Course No. PIO 0209 **\$2,045**
14431 9/13/2023-3/13/2024
14432 10/18/2023-4/18/2024

Project Management Essentials with CAPM Prep

Project Management career opportunities are increasing even when the job market is challenging. Developing the project management skills employers demand can improve your marketability and may be transferable from one industry to another, giving you a lot of flexibility. (100 Hrs.)

Course No. PIO 0210 **\$1,295**
14433 9/13/2023-3/13/2024
14434 10/18/2023-4/18/2024

HEALTH AND FITNESS

Cheryl Stiles, Director

For more information email cehealthprogams@epcc.edu or call 915-831-7820, 915-831-7831

GENERAL INFORMATION FOR CONTINUING EDUCATION HEALTH COURSES

Many of the Continuing Education for health courses have admission requirements or prerequisites. These prerequisites are mandated by state and federal laws and local clinical affiliates.

Prerequisites Include:

1. Immunizations—Hepatitis B, Varicella, Measles, Mumps, Rubella, Seasonal Flu, Tetanus, Diphtheria, Pertussis (Tdap), and Two Step Tuberculosis skin test.
2. Students with a hospital clinical rotation are required to have positive blood titers for Hepatitis B, Varicella, Measles Mumps, and Rubella. COVID-19 vaccines may be required by some clinical facilities.
3. Physical Exam by a physician, physician's assistant, or nurse practitioner licensed to practice in the United States.
4. Background clearance using the approved EPCC vendor, American Databank, elpasoex.com (Complete once you have a seat reserved in class)
5. Drug screen using the approved EPCC vendor, American Databank, www.elpasoex.com (Complete once you have a seat reserved in class)
6. Basic Life Support Provider Certification from American Heart Association
7. Community wide orientation www.epcc.edu/Admissions/Orientation/community-wide-orientation
8. HIPAA Training www.epcc.edu/Academics/Health/hipaa
9. Course Specific Requirements—some courses have reading level and high school diploma or GED requirements. Reading level can be demonstrated through prior college course work or by placement at college-level English Language Arts Reading by TSA2 or equivalent. Test can be schedule at any EPCC Testing Services Center. First Aid certification is also required for some courses.
10. EMT students are required to purchase a tracking system, COMPLIO, from American Databank to assist them and coordinators alike to be compliant with immunizations, CPR, First Aid, physical, etc. This system will keep their clinical data compliant and updated. For more information, contact Cynthia Kabariti at 915-831-7075.

For further information about these requirements, call 915-831-7830.



BLS, BLS Renewal and First Aid

Basic Life Support (BLS)

5 hrs

The American Heart Association course presents initial CPR for infants, children, and adults. Foreign-body airway obstruction, barrier devices, and automated external defibrillation (AED) training is included. **Note: Textbook will be handed out in class.** Cost of textbook is included in tuition. Students are not to wear shorts, dresses, halter tops, or skirts to class. Meets EPCC specialized admission requirements for health students.

Course No. **AHP 422**

\$55

| | | | | |
|-------|-----|---------------|-------------|----------|
| 33690 | Sat | 8am-1pm | 8/5 | RG A245 |
| 33691 | TTh | 5:30-8pm | 8/8-8/10 | ASC B580 |
| 33692 | Sat | 8am-1pm | 8/12 | RG A245 |
| 33693 | Sat | 8am-1pm | 8/19 | RG A245 |
| 33694 | TTh | 5:30-8pm | 8/22-8/24 | ASC B580 |
| 33695 | Sat | 8am-1pm | 8/26 | RG A245 |
| 13871 | Sat | 8am-1pm | 9/9 | RG A245 |
| 13872 | Sat | 8am-1pm | 9/16 | RG A245 |
| 13873 | Sat | 8am-1pm | 9/23 | RG A245 |
| 13875 | Sat | 8am-1pm | 9/30 | RG A245 |
| 13876 | Sat | 8am-1pm | 10/7 | RG A245 |
| 13877 | Sat | 8am-1pm | 10/14 | RG A245 |
| 13878 | Sat | 8am-1pm | 10/21 | RG A245 |
| 13879 | TTh | 5:30-8pm | 10/24-10/26 | ASC B580 |
| 13880 | Sat | 8am-1pm | 10/28 | RG A245 |
| 13881 | Sat | 8am-1pm | 11/4 | RG A245 |
| 13882 | Sat | 8am-1pm | 11/18 | RG A245 |
| | Sat | 8am-1pm | 12/2 | RG A245 |
| | Sat | 8:30am-1:30pm | 12/9 | RG A245 |

BLS Renewal

4 hrs

Review of Basic Life Support Provider course to update your CPR skills and extend certification for two years. **Prerequisite: You must be currently BLS certified to enroll in this class.** Current BLS Provider card MUST be brought to class. Note: **Textbook will be handed out in class.** The cost of textbook is included in tuition. Students are not to wear shorts, dresses, halter tops, or skirts to class.

Course No. **SDH 760***

\$50

| | | | | |
|-------|-----|-------------|-------|----------|
| 33702 | F | 8am-noon | 8/11 | ASC B580 |
| 33703 | W | 5:30-9:30pm | 8/16 | ASC B580 |
| 33704 | Sat | 5:30-9:30pm | 8/19 | RG B205 |
| 13883 | W | 5:30-9:30pm | 9/13 | ASC B580 |
| 13884 | Sat | 8am-noon | 9/16 | RG B210 |
| 13885 | Sat | 8am-noon | 9/30 | RG B210 |
| 13886 | Sat | 8am-noon | 10/7 | RG B210 |
| 13887 | W | 5:30-9:30pm | 10/11 | ASC B580 |
| 13888 | Sat | 8am-noon | 10/21 | RG B210 |
| 13889 | Sat | 8am-noon | 11/4 | RG B210 |
| 13890 | Sat | 8am-noon | 11/18 | RG B210 |
| 13891 | Th | 5:30-9:30pm | 11/30 | ASC B580 |
| | Sat | 8am-noon | 12/2 | RG B210 |
| | Sat | 8am-noon | 12/9 | RG B210 |

*MUST BE CURRENTLY BLS CERTIFIED TO ENROLL.

First Aid

8 hrs

Properly applied first aid may mean the difference between life and death. Emphasizes fundamental principles and skills of standard first aid. Prerequisite: Current BLS provider certification. **Note: Students will receive an email with Access Code to redeem First Aid e-book. Cost of e-book is included in tuition.** CPR card must be brought to class. **One hour lunch at instructor's discretion.**

Course No. SDH 971/EMSP 1026*

\$66

| | | | | |
|-------|-----|-------------|-------------|---------|
| 33711 | Sat | 8am-5pm | 8/5 | RG B205 |
| 33712 | Sat | 8am-5pm | 8/12 | RG B205 |
| 33713 | Sat | 8am-5pm | 8/26 | RG B205 |
| 13893 | Sat | 8am-5pm | 9/9 | RG B210 |
| 13894 | Sat | 8am-5pm | 9/23 | RG B210 |
| 13895 | Sat | 8am-5pm | 10/14 | RG B210 |
| 13896 | Sat | 8am-5pm | 10/28 | RG B205 |
| 13897 | Sat | 8am-5pm | 11/4 | RG B205 |
| 13898 | TTh | 5:30-9:30pm | 11/14-11/16 | RG A245 |
| 13900 | Sat | 8am-5pm | 11/18 | RG B205 |
| | Sat | 8am-5pm | 12/2 | RG B205 |
| | Sat | 8am-5pm | 12/9 | RG B205 |

*Must be currently BLS certified to enroll.

CPR and First Aid for Industry

8 hrs

Are you or your employees prepared to handle injuries that occur on the job? Introduces adult CPR and the basic principles of standard first aid. It will be customized to address the types of injuries which might occur in your workplace using the Emergency Care and Safety Institute Standards. The course can be taught at your location or at EPCC. The Emergency Care Safety Institute First Aid, CPR and AED textbook is included in the cost of the course. **Call 915-831-7831 to schedule the course.**

Course No. SDH 252/EMSP 1026*

\$75

Dental

El Paso Community College offers the following dental courses to meet TSBDE (<https://tsbde.texas.gov/>) continuing education requirements for professional development and patient safety.

Dental Assistant must have at least 2 years of experience and a current CPR certification. Provide proof of CPR certification and experience to the Continuing Education for Health office by faxing letters to (915) 831-7853 or email sdiaz5@epcc.edu

Requirements for Coronal Polishing and Pit and Fissure Sealant Application Classes.

For the clinical portion, students must:

- Wear scrubs and bring a lab coat (may be disposable)
- Bring protective eyewear (must cover prescription eyewear)
- Bring a sterilized straight hand piece (for Coronal Polishing class only)

Patient information for students enrolled in Pit and Fissure Sealant Application clinical portion:

- Students must bring a patient with 4 qualifying teeth and current radiographs within the last six months. If the patient is under the age of 18, they must have a parent or legal guardian present.
- Patients must arrive at the EPCC dental clinic at 1:00 p.m., and must be able to stay for the remainder of the afternoon.

Note: One hour lunch at instructor's discretion.

Coronal Polishing

8 hrs/.8 CEUs

Includes a brief discussion of the techniques and safety considerations of coronal polishing. Hands-on instruction in the performance of coronal polishing techniques is included.

Course No. AHP 758

\$225

13905 Sat 8am-5pm 10/7

RG H118

Pit & Fissure Sealant Application

8 hrs/.8 CEUs

Includes a brief discussion of the techniques, materials, and safety considerations for the placement of pit and fissure sealants. Hands-on instruction in the application of sealants is included.

Course No. AHP 196

\$225

13903 Sat 8am-5pm 9/23

RG H118

Nitrous Oxide Sedation Monitoring and Exam

8 hrs/.8 CEUs

In accordance with TX State Rule, this course has been approved by the Texas State of Dental Examiners (TSBDE). Includes a discussion in safety considerations and legal aspects of nitrous oxide sedation with an emphasis on the role and responsibilities in the monitoring of nitrous oxide sedation.

Course No. SDH 988

\$225

13907 Sat 8am-5pm 10/28

RG H118

Emergency Medical Services

Advanced Cardiac Life Support (ACLS)

12 hrs/1.2 CEUs

Skill development for professional personnel practicing in critical care units, emergency departments, and paramedic ambulances. Establishes a system of protocols for management of the patient experiencing cardiac difficulties. **Prerequisite: Must hold current BLS Provider certification. Textbook will be handed out in class.**

One hour lunch at instructor's discretion.

Course No. SDH 929/EMSP 1019*

\$180

13908 Sat 8am-5pm 9/23-9/24 ASC B323
Sun 8am-noon



Advanced Cardiac Life Support Refresher

8 hrs/.8 CEUs

Refresher course for professional personnel practicing in critical care units, emergency departments, and paramedic ambulances. Reviews the system of protocols for management of the patient experiencing cardiac difficulties. **Prerequisite: Must hold current BLS Provider and ACLS certification. Textbook will be handed out in class.**

One hour lunch at instructor's discretion.

Course No. SDH 886/EMSP 2036*

\$100

13913 Sat 8am-5pm 11/18 ASC B323

Pediatric Advanced Life Support (PALS)

16 hrs/1.6 CEUs

A system of protocols for management of the pediatric patient experiencing difficulties in medical and/or trauma related emergencies. Allows health care professionals, whose jobs are involved in the medical care of pediatric patients to practice and improve their knowledge and skills in pediatric assessment and resuscitation. **Prerequisite: Must hold current BLS Provider certification. Textbook will be handed out in class. One hour lunch at instructor's discretion.**

Course No. SDH 892/EMSP 1047* **\$200**
 13916 Sat 8am-5pm 10/14-10/15 ASC B323
 Sun 8am-5pm

Pediatric Advanced Life Support (PALS) Refresher

8 hrs/.8 CEUs

A review of Pediatric Advanced Life Support (PALS) course allows health care professionals, whose jobs are involved in the medical care of pediatric patients to review, practice, and improve the knowledge and skills in pediatric assessment and resuscitation. **Prerequisite: Must hold current BLS Provider and PALS certification. Textbook will be handed out in class. One hour lunch at instructor's discretion.**

Course No. SDH 653/EMSP 2036* **\$100**
 Sat 8am-5pm 12/9 ASC B323

Emergency Medical Technician

To register for the following concurrent EMT courses, students must present the following prerequisites to Cynthia Kabariti via email: cavila12@epcc.edu. Please call 915-831-7075 for more information:

- High School Diploma or GED
- Proof of 12th grade reading level
- BLS certification card within the last six months
- Copy of current Health Insurance
- Immunizations Tracker (COMPLIO)
- See Page 9 for further requirements.

(c) This course runs concurrently with the credit course and is limited to students age 17 and older. Please see page 52.

EMT-Basic

This two-part course covers the principles and skills of pre-hospital emergency medical care. The clinical includes ambulance and hospital experience. Upon successful completion, students can take the State Certification Exam for EMT-Basic.

Students must enroll for SDH 884 and SDH 872 concurrently.

Emergency Medical Technician – Basic

160 hrs/16.0 CEUs

Introduces the level of Emergency Technician (EMT)- Basic. Includes all the skills necessary to provide emergency medical care at a basic life support level with an ambulance service or other specialized services. **Corequisite: SDH 872 Clinical Emergency Medical Technology/ Technician I. Students are strongly encouraged to take Anatomy and Physiology if they plan to take advanced EMT courses.**

Course No. SDH 884/EMSP 1001* **\$625**
 (c)14318 MWF(lec) 8-11:20am 8/28-12/15 MDP L153
 Lab TBA
 (c)14319 TTh(lec) 8:00am-1pm 8/29-12/14 MDP L153
 Lab TBA
 (c)14320 TTh(lec) 8:00am-1pm 8/29-12/14 ASC B323
 Lab TBA

Clinical-Emergency Medical Technology/ Technician - I

80 hrs/8.0 CEUs

Provides a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Corequisite: EMT-Basic.

Course No. SDH 872/EMSP1060* **\$161**
 (c)34180 M-Sun TBA 8/29-12/15 D134
 (c)34182 M-Sun TBA 8/29-12/15 D134
 (c)14342 T-Th TBA 8/29-12/15 TBA

General Health Courses

(c) This course runs concurrently with the credit course and is limited to students age 17 and older. Please see page 52.
Concurrent Courses.

Essentials of Medical Terminology (Online)

32 hrs/3.2 CEUs

Studies common medical terminology, word origin, structure, and application.

Course No. AHP 792/HPRS 1006* **\$300**
 (c)34181 Online TBA 8/28-12/15 Online

Essentials of Medical Law/Ethics for Health Professionals

32 hrs/3.2 CEUs

Introduces the relationship between legal aspects and ethics in health care, with emphasis on responsibilities of health care professionals.

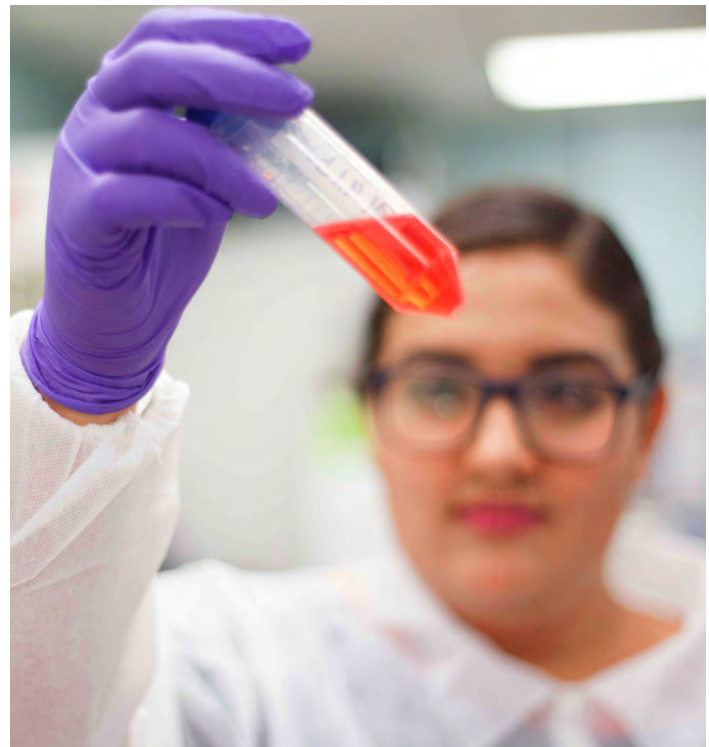
Course No. SDH 758/HPRS 1005* **\$300**
 (c)34183 Online TBA 8/28-12/15 Online

Essentials of Medical Terminology

32 hrs/3.2 CEUs

Studies common medical terminology, word origin, structure, and application.

Course No. SDH 715/HPRS 1006* **\$250**
 (c)14333 MW 11-11:50am 8/28-12/15 TM 2010
 (c)14334 T 4-5:59pm 8/29-12/14 RG E115



Interpretation of Lab Results (Online)

32 hrs/3.2 CEUs

Introduces interpretation of commonly ordered laboratory test results used to evaluate patient's status.

Course No. AHP 510/HPRS 1009*

(c)34184

Online

TBA

8/28-12/15

\$300

Online

HEALTH ED2GO COURSES

The following classes are offered online through ed2go.com. All courses run for six weeks (with a two-week grace period at the end). Courses are project-orientated and include lessons, quizzes, hand-on assignments, discussion areas, supplementary links, and more. Courses can be completed in the comfort of your home or office at a time convenient to your schedule.

How to Get Started and Register

1. Courses require Internet access, an email account, and one of the following web browsers: Google Chrome, Mozilla Firefox, Microsoft Edge, or Safari. Also, the latest Adobe Flash Player and PDF plug-ins (available for free download adobe.com/downloads)
2. To register, complete the CE Registration form and email to Admissions@epcc.edu
3. Call Sandra at (915) 831-7830 or email at sdiaz5@epcc.edu for login information.
4. Visit our Online Instructional Center at www.ed2go.com epcc/ to check course information and software requirements.

NOTE: There are no refunds or transfers to different part of term for ed2go classes.

For more courses visit the E2GO Catalog at www.ed2go.com/epcc/

Spanish for Medical Professionals

24 hrs

Learn medical Spanish quickly and easily, honing your basic conversational skills and mastering key healthcare words and phrases.

Course No. AHP 239

13921 *Instructor-led course*

9/13-11/3

Online

13923 *Instructor-led course*

10/18-12/8

Online

Spanish for Medical Professionals II

24 hrs

This course picks up where the first course left off. Designed for healthcare providers who already have a pretty good sense of Spanish but need more medical vocabulary to sharpen their skills.

Course No. AHP 399

13925 *Instructor-led course*

9/13-11/3

Online

13926 *Instructor-led course*

10/18-12/8

Online

Medical Math

24 hrs

Master medical calculations in an engaging environment! In these fun and practical lessons gain the medical math skills you need to calculate dosages and use scientific formulas. Review of fractions, decimals, percentages, and cover the measurement systems and conversions used in the medical field. Before long, you will be doing real world dosage calculations for oral, parenteral, and intravenous medications. Learn basic statistics with applications to the medical field. Whether you are new to medical math or want to enhance your skills, this course will give you the confidence you need to perform calculations with ease.

Course No. AHP 282

13927 *Instructor-led course*

9/13-11/3

Online

13928 *Instructor-led course*

10/18-12/8

Online

Certificate in End of Life Care

19 hrs

The U.S. population is aging at a rapid rate, and the number of individuals who are living with debilitating, chronic, or terminal illnesses is also increasing. Demand for knowledgeable providers to meet the needs of this population is dramatically increasing. New jobs are being developed, and new services created. If you are a health professional who works with this population, this program will provide you with continuing professional education to help you gain a broad understanding of this special area of care and stay current with emerging trends.

Course No. AHP 794

13930 *Instructor-led course*

9/13-11/3

Online

13932 *Instructor-led course*

10/18-12/8

Online

Certificate in Gerontology

25 hrs

Designed to enhance the knowledge and skills of individuals who work with older adults by providing an educational experience that is multidisciplinary in nature. With the population aging at a rapid rate, the demand for knowledgeable providers to meet the needs of this population is dramatically increasing. New jobs are being developed and new services created. Health professionals who work with the older population will need continuing professional education to gain a broad understanding of the field of gerontology and to stay current with emerging trends.

Course No. AHP 795

13934 *Instructor-led course*

9/13-11/3

Online

13936 *Instructor-led course*

10/18-12/8

Online

Certificate in Infectious Diseases & Infection Control

13 hrs

This online course offers insights into infectious diseases that are essential for medical professionals. Basic techniques and procedures for preventing the transmission of infectious disease will be presented. Also, the most common and dangerous infectious diseases: influenza, pneumonia, tuberculosis, hepatitis, HIV/AIDs, zoonoses (diseases that are spread from pets to people), and tickborne diseases. Emerging global infectious diseases (EIDs), which threaten individuals, families, and communities throughout the developing world will be examined. Course is approved for continuing education credit for nurses, diabetic educators, and massage therapists.

Course No. AHP 441

13938 *Instructor-led course*

9/13-11/3

Online

13940 *Instructor-led course*

10/18-12/8

Online



Certificate in Healthy Aging 10 hrs

An overview of specific aspects of aging to provide a long-term foundation for treatment of the senior community and overall health during the later years of life. Learn the relationship between nutrition and aging. Explore the characteristics of the healthy aging brain and examine how cognitive function can be maintained into old age. Discover the ways physical activity can enhance well-being for seniors and uncover the keys to longevity. Explore the role that intimacy and sexuality play in the health of seniors.

Course No. AHP 472 **\$75**
 13943 *Instructor-led course* 9/13-11/3 *Online*
 13945 *Instructor-led course* 10/18-12/8 *Online*

HIPAA Compliance 24 hrs

Health care professionals must take careful steps to protect protected health information (PHI). This course will demystify compliance of HIPAA, ARRA/HITECH, ACA, ASCA, PSQIA, and OMNIBUS rules. Learn the lingo and identify the important players. Avoid civil and criminal penalties for non-compliance.

Course No. AHP 471 **\$115**
 13947 *Instructor-led course* 9/13-11/3 *Online*
 13949 *Instructor-led course* 10/18-12/8 *Online*

TEAS Prep Series 48 hrs

Nursing is a high-demand but competitive field. Entering the profession starts with nursing school, and admission to nursing school partially depends on your Test of Essential Academic Skills (TEAS) exam score. Many nursing schools uses this standardized exam to a candidate's reading, math, science, and English and language skills. TEAS Prep 1 focuses on Reading and English and Language Usage. TEAS Prep 2 focuses on Mathematics and Science. You will learn valuable study skills, practice sample exam questions, and establish a test taking strategy for each exam day.

Course No. AHP 533 **\$210**
 13950 *Instructor-led course* 9/13-11/3 *Online*
 13952 *Instructor-led course* 10/18-12/8 *Online*

Health Unit Coordinator

Health Unit Coordinator 96 hrs/9.6 CEUs

The health unit coordinator performs clerical, reception, communication, and coordination of tasks for the nursing unit. Includes medical terminology, communication skills, and departmental procedures and functions. Topics include an introduction to medical charts and forms, medical law and ethics, satisfying management, and physician order transcription in healthcare facilities. Corequisite: Student must also enroll in AHP 111. Prerequisites: See page 9 for general requirements. GED/High School diploma and tested 10th grade reading level required. Enrollment is limited to 12 students. Please call the division office at 915-831-7831 for further information.

Course No. AHP 110/HUWC 1003* **\$224**
 13954 *MW* *6-9pm* 8/28-12/15 *RG A127*

Health Unit Coordinator Clinical 70 hrs/7.0 CEUs

On-site clinical instructor providing detailed education, training, and on work based experience. Corequisite: Students must enroll in AHP 110.

Course No. AHP 111/HUWC 1060* **\$168**
 13955 *M-F* *TBA* 11/13-12/15 *Private Hosp.*

Medication Aide

Continuing Education Rules for Medication Aides

The Texas Health and Human Services Commission (THHSC) requires that medication aides attend a seven-hour Medication Aide Update course to maintain certification. THHSC recommends that medication aides take the update course at least 90 days prior to the expiration date of their permit. Students must bring their Medication Aide permit number to class so the hours can be reported to THHSC.

Renewal notices are sent out to Medication Aides via email from sender that says SMT Notice registrations@isoqualitytesting.com or by mail. Medication Aides should check their email and mailbox daily for their renewal notice.

Medication Aide Update 7 hrs/.7 CEUs

Fulfills the annual renewal requirements for Certified Medication Aides according to specifications of the Texas Health and Human Services Commission. Students must register 2 weeks before the start of class

Course No. SDH 921/NURA 1041* **\$50**
TBA *TBA* *RG A236*

Medication Aide 140 hrs/14.0 CEUs

Approved by the Texas Health and Human Services Commission, this course prepares Certified Nurse Aides to administer routine medications to persons in a Skilled Nursing Facility, MHMR facility, correctional institution, or personal care facility. The course is designed for individuals who work directly with patients in a health care setting under the supervision of a nurse.

Preparation and administration of designated medications and responsibilities associated with such administration is presented.

Course Prerequisites:

- * Minimum age of 18 years old.
- * High School Diploma or GED
- * Tested 10th grade reading level/College level courses
- * Clearance letter from current employer stating student is free of communicable diseases and in suitable physical, and emotional health to safely administer medications.
- * Must be employed in a long-term care facility that will allow student to complete a 10-hour clinical at this location.
- * Request and pay for a fingerprint-based criminal history check through the Department of Public Safety's (DPS) vendor. <https://www.dps.texas.gov/section/crime-records>

Textbook and drug handbook are needed on the first day of class. These are available at the Rio Grande Campus bookstore.

A \$25 non-refundable application fee (cashier's check or money (order) made payable to the Texas Health and Human Services Commission should be brought to the first week of class along with the required state forms.

Students are admitted on a first come basis, upon presentation of prerequisites to the division office. Class limited to 12 students.

NOTE: Deadline to register is.

Course No. SDH 819/NURA 1013* **\$342**
TBA *TBA* *TBA* *RG A236*

Nursing Refresher

Includes a 16-week online instruction course through Austin Community College, a skills lab review course, and a clinical preceptorship. Appropriate for both RNs and LVNs. Nurses review basic medical surgical nursing knowledge and skills in preparation for returning to the clinical setting.

Students will take online theory portion with Austin Community College and the Nursing Skills Lab Review at EPCC. Students will be placed in local hospital with a preceptor for the clinical portion.

This course is designed for:

1. Currently licensed nurses (RN/LVN) who have been away from the clinical setting for a period of time and who want a good medical/surgical refresher before going back to the clinical setting.
2. Nurses who are applying for reinstatement of their Texas nursing license and who need and/or are required to complete a nursing refresher course.
3. Nurses from another state/country (nurse must be eligible for Texas licensure) who are applying for Texas nursing licensure and are required to complete a nursing refresher course.

The following clinical prerequisites need to be submitted to the Continuing Education office located at the Administrative Services Center, Room B470.

Prerequisites for the course are as follows:

- Current RN or LVN license or temporary permit
- BLS provider certification (American Heart Association)
- Physical exam from a licensed U.S. physician, nurse practitioner or Physician's Assistant
- Background Clearance
- Drug Screen
- Community Wide Orientation - www.epcc.edu/Admissions/Orientation/community-wide-orientation
- HIPAA Training- www.epcc.edu/Academics/Health/hipaa
- Immunizations/Titers
- Tetanus, Diphtheria and Pertussis (Tdap)-Expires after 10 years
- Two Step Tuberculosis Skin Test
- Influenza (seasonal)
- POSITIVE TITER required for Hepatitis B; must have had vaccination series of 3 (can take 4-6 months to complete) or Twinrix (Hepatitis A & B) series of 4 shots, Days: #0, #7, #21, & 365 (booster) - or disease prior to TITER
- POSITIVE TITER required for each: Measles, Mumps and Rubella (MMR) must have had vaccinations or disease prior to TITER
- POSITIVE TITER required for Varicella; must have had vaccinations or disease prior to TITER
- COVID-19 vaccinations may be required by some clinical facilities

Re-Entry Nursing Update - Online 128 hrs
LVN Refresher Theory - Online 128 hrs

Interested students need to contact Wendy Pickard, Nurse Re-Entry Program Coordinator at Austin Community College at (512) 223-7719 or by email at wpickard@austincc.edu

For further information on course and registration visit www.continue.austincc.edu/nursing

Professional Nursing Review 18 hrs/1.8 CEUs
Course No. AHP 354/RNSG 2030* \$100
TBA *RG Nursing Lab*

Clinical-Licensed Practical/Vocational Nursing Training 80 hrs/8.0 CEUs
Course No. SDH 979/VNSG 1060* \$250
TBA *TBA* *Local Hospital*

Clinical-Nursing Registered Nurse Training 80 hrs/8.0 CEUs
Course No. SDH 157/RNSG 1060* \$250
TBA *TBA* *Local Hospital*

For further information call 915-831-7830.

Nursing Assistant

Interested in a health career? The nursing assistant course is an excellent starting place. Nursing assistants are the caregivers who help patients of all ages perform the most basic day-to-day tasks. Nursing assistant is one of the fastest growing occupations in the nation. **Prerequisites for this course are listed on page 9.** Textbook is required. Students MUST have book on the first class. Student must be 17 years old by the first day of class.*Please contact division office for clarification of prerequisites.

Proof of prerequisites must be submitted to the Continuing Education office prior to registration. Enrollment is limited.

Call 915-831-7831 for more information.

Nursing Assistant - Theory 120 hrs/12.0 CEUs
Presents the concepts and skills required to provide basic patient care in a health care facility or in a person's home. Topics include: patient's rights, communication, safety, observation, reporting, and assisting patients in maintaining basic comfort and safety. Emphasis on effective interaction with members of the health care team.

Course No. AHP 117/NURA 1091* \$215
34106 M-F 8am-3pm 8/14-9/8 *RG A236*
13956 M-F 8am-3pm 9/25-10/20 *RG A236*
13957 M-F 8am-3pm 11/6-12/1 *RG A236*

Nursing Assistant Clinical 80 hrs/8.0 CEUs

A work-based learning direct patient care experience that allows students to apply knowledge learned in the Nursing Assistant class. (Note: Students must pay Professional Practice Insurance fee within the semester of the clinical.)

Course No. AHP 118/NURA 1060* \$215
13981 M-F 6:30am-2:30pm 9/11-9/22 *Private Facility*
13982 M-F 6:30am-2:30pm 10/23-11/3 *Private Facility*
M-F 6:30am-2:30pm 12/4-12/15 *Private Facility*





Pharmacy Technician

(c) This course runs concurrently with the credit course and is limited to students age 17 and older. Please see page 52. Concurrent courses.

Pharmacy Terminology 32 hrs/3.2 CEUs

Provides a study of word origins and structure through the introduction of prefixes, suffixes, and root words as it relates to a pharmaceutical setting. Focuses on translation and recognition of commonly used pharmacy abbreviations.

Course No. AHP 393/PHRA 1015* **\$300**
 (c)14185 TBA Online 8/28-12/15 Online

Pharmaceutical Mathematics I 80 hrs/8.0 CEUs

Offers pharmaceutical mathematics including reading, interpreting, and solving calculation problems encountered in the preparation and distribution of drugs. Includes conversion of measurements within the apothecary, avoirdupois, and metric systems with emphasis on the metric system of weight and volume. Includes topics on ratio and proportion, percentage, dilution and concentration, mill equivalents, units, intravenous flow rates, and solving dosage problems.

Course No. AHP 776/PHRA 1009* **\$375**
 (c)14335 MW 8:30-9:50am 8/29-12/13 RG J655
 MW(lab) TBA RG J655

Pharmacy Drug Therapy and Treatment 96 hrs/9.6 CEUs

Studies therapeutic agents, their classifications, properties, actions, and effects on the human body and their role in the management of disease. Provides detailed information regarding drug dosage, side effects, interactions, toxicities, and incompatibilities.

Course No. AHP 777/PHRA 1041* **\$675**
 (c)14336 MW 10-11:20am 8/28-12/13 RG J655
 Hybrid-Online Lab TBA

Compounding Sterile Preparation and Aseptic Technique 80 hrs/8.0 CEUs

Studies the sterile products, legal and regulatory guidelines, hand washing techniques, pharmaceutical calculations, references, safety techniques, aseptic techniques in parenteral compounding, proper use of equipment, preparation of sterile products, and safe handling of anti-neoplastic drugs. Permission from instructor is required for admission, call 915-831-4490.

Course No. SDH 276/PHRA 1045* **\$456**
 (c)34186 Lec TBA 8/28-12/15 Online
 T 8-9:20pm RG B210
 Th 8-10:20pm RG B308

EKG Technician

EKG Technician 48 hrs/4.8 CEUs

This course will include important practice and background information on anatomy of the heart and physiology, medical disease processes, medical terminology, medical ethics, legal aspects of patient contact, and laboratory assisting electrocardiography. Additionally, students will practice with equipment and perform hands on labs including introduction to the function and proper use of EKG machine, the normal anatomy of the chest wall for proper lead placement, 12-lead placement and other clinical practices. **Prerequisites: Student must have a BLS certification. Recommended for healthcare professionals, such as CNAs, Phlebotomists, EMTs, and Medical Assistants.**

Course No. AHP 552/ECRD 1011* **\$420**
 13984 MW 1-3pm 9/6-11/27 ASC B323

Phlebotomy Technician

Phlebotomy Technician Theory 90 hrs/9.0 CEUs

Prepares students for entry level positions in Phlebotomy and Laboratory support services. Upon completion, students are eligible to sit for the phlebotomy technician examination offered by the American Society of Clinical Pathology (ASCP). The course presents principles and procedures, both theoretical and practical, associated with the collection of clinical blood specimens. Course includes anatomy and physiology of the cardiovascular system, specimen collection, processing and handling; laboratory operations (safety, QC, QA, etc), professionalism, ethics, legal issues, safety, infection control, medical terminology, etc. Skills learned include venipuncture, skin puncture, special blood collections, etc. **Prerequisites see page 9 for general requirements. High School diploma or GED and tested 10th grade reading level are required. Corequisite: Students must also enroll in Phlebotomy Technician Clinical SDH 785. Enrollment is limited to 24 students. Students must purchase the required class textbook, scrubs, and an EPCC patch. Please call the division office at 915-831-7830 for further information.**

Course No. SDH 779/PLAB 1023* **\$350**
 13985 TTh 12-3pm 8/29-12/12 RG J731
 13986 TTh 5-8pm 8/29-12/12 RG J731

Phlebotomy Technician Clinical 120 hrs/12.0 CEUs

This course must be taken concurrently with Phlebotomy Technician Theory. Students will demonstrate venous and capillary blood drawing techniques and procedures required to perform as an entry level Phlebotomy Technician, based on Clinical and Laboratory Standards Institute (CLSI) current standards. Students will be required to travel to various clinical sites and be available 12-15 hours a week for clinicals. **Co-requisite: Students must also enroll in Phlebotomy Technician Theory, SDH 779. NOTE: Students must pay the Professional Practice insurance fee in the semester of the clinical.**

Course No. SDH 785/PLAB 1060* **\$250**
 14599 M-Sat TBA 9/5-12/20 Private Facility

Patient Care Technician

Patient Care Technician 48 hrs/4.8 CEUs

Prepares students for an entry level healthcare position within a health-care setting such as a hospital or subacute care setting.

Patient Care Technicians care for injured, physically and mentally ill, and disabled or infirm patients. They perform routine tasks under the supervision of doctors, nurses and other medical professionals in monitoring the patient's condition and providing basic patient care. The PCT plays a vital role in the health care delivery team since they often have more direct patient contact than any other team member including doctors and nurses. **Prerequisites: Nurse Assistant, Phlebotomy, and EKG Technician; or completion of courses in EMT and Medical Assistant.**

Course No. AHP 560/NUPC 1020* \$500
13993 TTh 9-11am 8/29-11/16 ASC

Donor Phlebotomy Technician

New Course

Donor Phlebotomy Technician

Theory 80 hrs/8.0 CEUs

This course will prepare students with the fundamentals to be able to work in a blood/plasma center performing health history screening, medical screening and collecting blood products for patient transfusion. The individual will be trained in the use of large gauge phlebotomy techniques needed to perform in donor collections services and plasma centers. The course will also include an overview of the renal system and dialysis procedures. Special emphasis is placed upon Centers for Disease Control use of standard precautions and prevention of infection. **Prerequisites:** Students must have a BLS certification. Recommended for healthcare professionals with phlebotomy background, such as CNAs, MLTs, Phlebotomists, EMTs, and Medical Assistants. **Corequisite:** AHP 603

Course No. AHP 602/PLAB 1001* \$600
13994 MW 9am-noon 8/28-12/15 RG J731
M (lab) 5-7 p.m.

Donor Phlebotomy Technician

Clinical 88 hrs/8.8 CEUs

This course must be taken concurrently with Donor Phlebotomy Technician Theory. Course will include a shadowing experience of dialysis procedures. Students will be required to travel to various clinical sites. **Corequisite:** AHP 602

Course No. AHP 603/PLAB 1060* \$399
14602 M-Sat TBA 8/30-12/15 Private Facility

Journey to Wellness

Mindfulness Tricks to Decrease Stress and Anxiety

In a world where it is normal to feel stressed, mindfulness is a great tool to retrain your brain to live more in the present. Mindfulness offers physical, emotional, and mental benefits, often having immediate effects. Learn simple mindfulness techniques to ease anxiety and calm your mind. (2 hours)

Course No. AHP 526 \$25
13995 M 6-8pm 9/18 ASC B322



Easy Ways to Detox Your Body

Explores different areas in our life where we can make small, easy changes and optimize our health. We will cover how diet, exercise, sleep, environmental toxins, toxins in our homes, supplementation and stress influence on our health and what we can do in each area to have optimal health. We will explore how we can benefit our cardiovascular, digestive, reproductive, nervous and immune systems as well as how this can contribute to weight loss/management, energy and healthy skin/hair. (4 hours)

Course No. AHP 413 \$31
13996 Th 6-8pm 10/12-10/19 ASC B322

Healthy Through the Holidays

Maintaining a healthy weight is challenging during the holidays. We want to enjoy ourselves, but also stay healthy. In this workshop participants will learn some simple steps to maintain a healthy weight, enjoy the holidays, and have more energy. (2 hours)

Course No. AHP 501 \$20
13997 M 6-8pm 11/13 ASC B322

Psychic Development Level 1

Awaken your spiritual senses through Psychic Development for Beginners. Strengthen your intuition and receive messages through your senses to bring through divine wisdom and guidance for others and for personal enlightenment and growth. (6 hours)

Course No. AHP 503 \$45
13998 MW 6-8pm 9/20-9/27 ASC B322

Psychic Development Level 2

A continuation of Psychic Development. Fine tune and develop psychic senses using tools and practices that assist in connection and channeling. Students will learn how to differentiate between their own thoughts and psychic information. (6 hours)

Course No. AHP 514 \$45
13999 MW 6-8pm 10/2-10/9 ASC B322

Wellness ed2go Courses

The following classes are offered online through [ed2go](http://ed2go.com). All courses run for six weeks (with a two-week grace period at the end). Courses are project-orientated and include lessons, quizzes, hand-on assignments, discussion areas, supplementary links, and more. Courses can be completed in the comfort of your home or office at a time convenient to your schedule.

How to Get Started and Register-

1. Courses require Internet access, an email account, and one of the following web browsers: Google Chrome, Mozilla Firefox, Microsoft Internet, or Safari. Also, the latest Adobe Flash Player and PDF plug-ins (available for free download adobe.com/downloads)
2. To register complete the CE Registration form and email to the Admissions office to: Admissions@epcc.edu or fax to (915) 831-2161.
3. Call Sandra at (915)831-7830 or email sdiaz5@epcc.edu for log-in information.
4. Visit our Online Instructional Center at www.ed2go.com/epcc/ to check course information and software requirements.

NOTE: There are no refunds or transfers to different part of term for ed2go classes.

Lose Weight and Keep It Off

Do you want to lose weight and keep it off? Now you can! This course is taught by a registered dietitian and nutrition educator. Discover how to establish a healthy approach to successful weight loss and weight maintenance for a lifetime; master how to set and achieve weight loss and weight maintenance goals and receive practical tips to develop healthier eating and exercise habits. (24 hours)

| | | | | |
|---------------------------|-----------------------|------------|--|--------------|
| Course No. AHP 299 | | | | \$115 |
| 14000 | Instructor-led course | 9/13-11/3 | | Online |
| 14001 | Instructor-led course | 10/18-12/8 | | Online |

Introduction to Natural Healing

Designed for anyone interested in promoting wellness, balance, and health in their daily lives. Evaluate your current lifestyle and learn how your behaviors can affect your health. Explore naturopathy, learn proper breathing techniques, and discover the value of hydrotherapy, diet, biorhythms, and fasting. By the end of this course, you will be able to take charge of your own health and healing! (24 hours)

| | | | | |
|---------------------------|-----------------------|------------|--|--------------|
| Course No. AHP 771 | | | | \$115 |
| 14002 | Instructor-led course | 9/13-11/3 | | Online |
| 14003 | Instructor-led course | 10/18-12/8 | | Online |

Certificate in Energy Medicine

Explore the use of healing energy medicine techniques in health care, including meditation, acupuncture, qigong, sound and music therapy, and gentle hand techniques such as Reiki and reflexology. (10 hours)

| | | | | |
|---------------------------|-----------------------|------------|--|-------------|
| Course No. AHP 414 | | | | \$60 |
| 14004 | Instructor-led course | 9/13-11/3 | | Online |
| 14005 | Instructor-led course | 10/18-12/8 | | Online |

Certificate in Complementary and Alternative Medicine

Today's health care system is evolving in its approach to the health and care of a culturally and ethnically diverse client population. In the United States, the aging population, an increasing public awareness of major risk factors contributing to chronic illness, and the public's growing desire for alternative health care options are just a few of the factors behind the expanding interest in complementary and integrative medicine. Rapidly gaining in popularity, complementary and integrative medicine is used by much of the United States population. (24 hrs.)

| | | | | |
|---------------------------|-----------------------|------------|--|--------------|
| Course No. AHP 250 | | | | \$144 |
| 14006 | Instructor-led course | 9/13-11/3 | | Online |
| 14007 | Instructor-led course | 10/18-12/8 | | Online |

Certificate in Meditation

Learn how to intentionally train your attention and concentration for effective meditation. In addition to meditation techniques, this course will also help you discover how meditation can be used to increase mindfulness, reduce stress, deal with pain and illness, and support overall health. (8 hours)

| | | | | |
|---------------------------|-----------------------|------------|--|-------------|
| Course No. AHP 335 | | | | \$68 |
| 14008 | Instructor-led course | 9/13-11/3 | | Online |
| 14009 | Instructor-led course | 10/18-12/8 | | Online |

Certificate in Food, Nutrition, and Health

Gain insight into how food interacts with your body and how to make healthy changes for better nutrition. This course provides a holistic overview of current food and nutrition issues and their impact on physical, social, emotional, and spiritual health. (16 hours)

| | | | | |
|---------------------------|-----------------------|------------|--|-------------|
| Course No. AHP 345 | | | | \$96 |
| 14010 | Instructor-led course | 9/13-11/3 | | Online |
| 14011 | Instructor-led course | 10/18-12/8 | | Online |

Fitness

Chair Yoga

Chair Yoga is the practice of mindfulness in motion. Regardless of circumstances, age, or ability, this class gives you the option to incorporate a chair into yoga practice. Along with meditation, breathing, and relaxation techniques, you learn how to adapt classical mat yoga asanas to the chair. Class is geared for those who desire the chair option to help their body increase flexibility, improve strength and cognitive function. No experience necessary and all levels welcomed. Bring a water bottle and a yoga strap or flexible belt/tie for some of the poses. (12 hours)

Instructor Tracy Searight

| | | | | |
|---------------------------|----|-------|-------------|-------------|
| Course No. AHP 612 | | | | \$75 |
| 14548 | MW | 1-2pm | 9/11-10/18 | MDP B102 |
| 14550 | MW | 1-2pm | 10/23-11/29 | MDP B102 |

Belly Dance Fitness

Fitness class introduces the fundamentals of belly dancing providing students with a different type of fitness routine and workout. Class will cover belly dance fundamental moves emphasizing proper and posture coordination; connecting with the pelvic floor while rooting the body. (12 hours) Note: **No class will be held on November 23.**

Instructor Sonia Flores

| | | | | |
|---------------------------|-----|----------|------------|-------------|
| Course No. AHP 607 | | | | \$75 |
| 14012 | TTh | 5:30-7pm | 8/29-9/21 | RG J703 |
| 14013 | TTh | 5-6:30pm | 10/3-10/26 | RG J703 |
| 14014 | TTh | 5:30-7pm | 11/7-12/5 | RG J703 |

Hatha Yoga

Hatha Yoga releases tension and creates energy. Through yoga, cultivate the natural beauty of your body by attaining a high level of health.

Covers the fundamental postures and breathing techniques utilized in yoga philosophy. Positive side effects include increased vitality, mental stimulation and rejuvenation, elasticity of the body tissue, and relief from stress or trauma. Develops a treatment awareness of the individual as a whole. Students find the potential for a lifetime of stress relief, the emergence of hidden beauty, and a more positive attitude. (12 hours)

Note: **No class will be held on September 4 and November 23.**

Instructor Maria Castillo

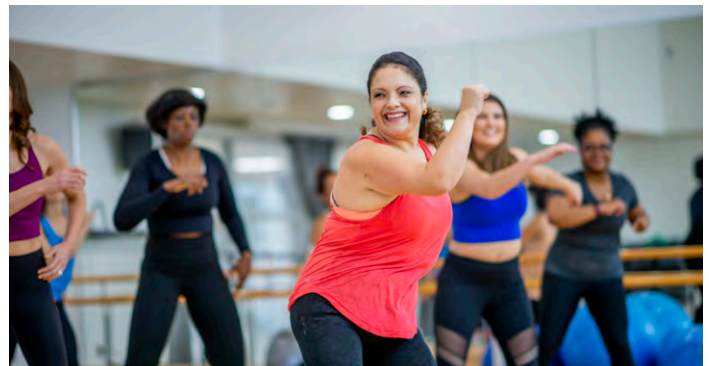
| | | | | |
|---------------------------|-----|-------------|-------------|-------------|
| Course No. SDH 127 | | | | \$75 |
| 14015 | MW | 5:30-6:30pm | 8/28-10/9 | TM 1404 |
| 14017 | TTh | 5:30-6:30pm | 9/5-10/12 | ASC B323 |
| 14018 | MW | 5:30-6:30pm | 10/11-11/20 | TM 1404 |
| 14019 | TTh | 5:30-6:30pm | 10/17-11/28 | ASC B323 |

Zumba for Lunch

Take advantage of this 50-minute cardio dance workout. Inspired by cumbia, salsa, and merengue music, people are falling in love with the music, easy to follow steps, and body benefiting results. (12 hours)

Note: **No class will be held on September 4.**

| | | | | |
|---------------------------|------|---------------|-------------|-------------|
| Course No. AHP 301 | | | | \$75 |
| 34110 | M-Th | 12:05-12:50pm | 8/28-9/18 | VV G102 |
| 14028 | M-Th | 12:05-12:50pm | 9/19-10/9 | VV G102 |
| 14029 | M-Th | 12:05-12:50pm | 10/10-10/30 | VV G102 |
| 14030 | M-Th | 12:05-12:50pm | 10/31-11/20 | VV G102 |
| 14031 | M-Th | 12:05-12:50pm | 11/27-12/14 | VV G102 |



Zumba

Cardio dance workout with a Latin flair--Ditch the workout and join the party! The hottest and most exciting workout sizzling its way across America! Inspired by cumbia, salsa, and merengue music, people are falling in love with the music, easy to follow steps, and body benefiting results. (12 hours)**Note: No class will be held on September 4.**

| | | | | |
|---------------------------------------|------|-------|-------------|----------|
| Course No. AHP 120 \$75 | | | | |
| 34111 | M-Th | 5-6pm | 8/28-9/18 | ASC A437 |
| 24112 | M-Th | 6-7pm | 8/28-9/18 | Online |
| 14032 | M-Th | 5-6pm | 9/19-10/9 | ASC A437 |
| 14033 | M-Th | 6-7pm | 9/19-10/9 | Online |
| 14034 | M-Th | 5-6pm | 10/10-10/30 | ASC A437 |
| 14035 | M-Th | 6-7pm | 10/10-10/30 | Online |
| 14036 | M-Th | 5-6pm | 10/31-11/20 | ASC A437 |
| 14038 | M-Th | 6-7pm | 10/31-11/20 | Online |
| 14040 | M-Th | 5-6pm | 11/27-12/14 | ASC A437 |
| 14043 | M-Th | 6-7pm | 11/27-12/14 | Online |

Abdominal and Weight Toning

Would you like to lose inches around your waist and see some toning and muscle definition in your arms and abdomen? We will work on the abdomen for the first 30 minutes and weight toning for the second 30 minutes. You will see results within weeks. Wear shorts or comfortable workout clothes. Bring a yoga mat and a pair of 7-pound dumb bell weights to class. Also bring a small towel and a bottle of water. (12 hours) Instructor: Sergio Uranga

Note: No classes will be held on September 4.

| | | | | |
|---------------------------------------|----|----------|-------------|---------|
| Course No. AHP 529 \$75 | | | | |
| 14044 | MW | 6-6:55pm | 8/28-10/9 | VV G102 |
| 14045 | MW | 6-6:55pm | 10/16-11/22 | VV G102 |

Fitness Kickboxing

Kickboxing provide the opportunity to develop skills necessary to improve cardiovascular fitness and safety awareness. Traditional kickboxing techniques will be introduced in this course. Wear shorts or comfortable workout clothes. Bring a small towel and a bottle of water. (12 hours) Instructor: Sergio Uranga **Note: No classes will be held on September 4.**

| | | | | |
|---------------------------------------|----|-------|-------------|---------|
| Course No. AHP 553 \$75 | | | | |
| 14046 | MW | 7-8pm | 8/28-10/9 | VV G102 |
| 14047 | MW | 7-8pm | 10/16-11/22 | VV G102 |

Martial Art/Kenpo Karate

Develop self-discipline and self-confidence. Course will cover conditioning, basics, and self-defense techniques. By the end of the class students will be leaner and stronger and be able to defend in any situation. Bring a small towel and a bottle of water. Students must wear a black or white karate uniform. (12 hours)

Instructor: Sergio Uranga

| | | | | |
|---------------------------------------|-----|----------|-----------|---------|
| Course No. AHP 267 \$75 | | | | |
| 14048 | Sat | 7-8:30am | 9/9-10/28 | VV G102 |

Golf

Learn the fundamentals of golf and swing like a pro. Designed for all skill levels to improve the swing and lower the score. Classes held at Ascarate Park, 6900 Delta. Students are responsible for all park fees and for purchasing their own range balls. Classes are taught by PGA Golf Professional Mike Smith. (6 hrs)

| | | | | |
|---------------------------------------|----|----------|------------|------------------------------------|
| Course No. SDH 104 \$94 | | | | |
| 14049 | Th | 6-7:30pm | 10/5-10/26 | 6900 Delta Ascarate Golf Course |

Weight Training

Presents the skills and techniques of weight lifting, such as proper sitting, exercise, breathing, spotting, and safety procedures. Includes a review of the history, terminology, and principles of weight training. (48 hours)

| | | | | |
|--|-----|--------------|------------|---------|
| Course No. PIS 438 \$125 | | | | |
| (c)14337 | MWF | 9-9:50 am | 8/28-12/15 | VV G103 |
| (c) 14338 | TTh | 8:30-9:50am | 8/29-12/14 | VV G103 |
| (c)14339 | MW | 5:30-6:50 pm | 8/28-12/15 | VV G103 |

Conditioning

Helps develop physical fitness such as flexibility, strength, and endurance through participation in calisthenics, aerobics, and jogging. (48 hours)

| | | | | |
|--|-----|-----------------|------------|---------|
| Course No. PIS 436 \$125 | | | | |
| (c)14340 | MWF | 10:10:50am | 8/28-12/15 | VV G104 |
| (c)14341 | MWF | 11:30am-12:50pm | 8/29-12/14 | VV G104 |

Massage Therapy

The 525-hour continuing education Massage Therapy Certificate Program prepares individuals for state licensure through the Texas Department of Licensing and Regulation. The Program is held at the Administrative Services Center, located at 9050 Viscount. The massage suite is a state-of-the-art facility, with classrooms, internship room, and spa facilities. Students are introduced to advanced techniques such as sports, prenatal, and spa massage. Professionalism and safe practice are emphasized throughout the course.

Program Admission Requirements:

- High School diploma or GED
- Reading level of 10th grade or above
- Current American Heart Association BLS Certification
- Current First Aid Certification
- Students under 22 years of age need a meningitis vaccine
- Orientation

For more information call Isabel Castillo at 915-831-6547 or send an email to iordone2@epcc.edu

Massage Therapy Fundamentals

125 hrs/12.5 CEUs

| | | | | |
|--|---------|----------------------------|------------|----------|
| Course No. MSSG 1011 \$758 | | | | |
| 34113 | TTh | 8:30am-1:30pm | 8/22-11/14 | ASC B128 |
| 14050 | Sat,Sun | 8:30am-12:30pm/ 9am-1pm | 10/14-2/11 | ASC B128 |

Massage Therapy Fundamentals II

75 hrs/7.5 CEUs

| | | | | |
|--|---------|----------------------------|-------------|----------|
| Course No. MSSG 2011 \$532 | | | | |
| 14051 | TTh | 8:30am-1:30pm | 11/16-12/14 | ASC B128 |
| | Sat,Sun | 8:30am-12:30pm/ 9am-1pm | 2/17-6/8 | ASC B128 |

Health and Hygiene

20 hrs/2.0 CEUs

| | | | | |
|--|-----|----------------|-------------|----------|
| Course No. MSSG 1009 \$125 | | | | |
| 34114 | MW | 8:30am-1:30pm | 8/21-8/30 | ASC B128 |
| 14052 | Sat | 8:30am-12:30pm | 10/14-11/11 | ASC |

Hydrotherapy/Therapeutic Modalities

20 hrs/2.0 CEUs

| | | | | |
|--|-----|----------------|-------------|----------|
| Course No. MSSG 1005 \$125 | | | | |
| 14053 | MW | 8:30am-1:30pm | 9/6-9/18 | ASC B128 |
| | Sat | 8:30am-12:30pm | 11/18-12/16 | ASC B128 |

Anatomy and Physiology for Massage

75 hrs/7.5 CEUs

| | | | | |
|--|-----|---------------|-----------|----------|
| Course No. MSSG 1013 \$532 | | | | |
| 34115 | TTh | 5:30-9pm | 8/22-11/2 | ASC B131 |
| 14055 | Sun | 1:30am-5:30pm | 10/15-4/7 | ASC B128 |

Kinesiology

50 hrs/5.0 CEUs

| | | | | |
|--|-----|---------------|------------|----------|
| Course No. MSSG 2013 \$328 | | | | |
| 14056 | TTh | 5:30-9pm | 11/2-12/14 | ASC B128 |
| | Sun | 1:30am-5:30pm | 4/14-6/16 | ASC B128 |

Pathology for Massage

40 hrs/4.0 CEUs

| | | | | |
|--|-----|---------------|------------|----------|
| Course No. MSSG 2014 \$276 | | | | |
| 14057 | MW | 8:30am-1:30pm | 9/20-10/16 | ASC B128 |
| | Sat | 1:30-5:30pm | 1/6-3/9 | ASC B128 |

Business Practices and Professional Ethics 45 hrs/4.5 CEUs
Course No. MSSG 1007 \$300
 14058 MW 8:30am-1:30pm 10/18-11/15 ASC B128
 Sat 1:30-5:30pm 3/23-6/8 ASC B128

Internship Massage Therapy/Therapeutic Massage 75 hrs/7.5 CEUs
Course No. MSSG 2086 \$374
 M-Sun TBA 1/3-2/6 ASC B128
 M-Sun TBA 6/17-7/17 ASC B128

Continuing Education for Massage Therapists

These courses are designed for massage therapists only.

Myofascial Techniques for the Spine 5 hrs/.5 CEUs
 Course will cover alternative massage movements to relieve back pain using Myofascial techniques. Learn the speed and quality of touch of working with myofascial and how spinal mechanics move and operate.
Course No. AHP 611 \$55
 14059 M 10am-4:30pm 10/23 ASC B141

Introduction to Biodynamic Craniosacral Therapy 12 hrs/1.2CEUs
 Cranial Sacral Therapy (CST) has three lineages; to work with membranes (the Upledger approach), to work with the fluids (Biodynamic approach), and to work with the spirit (the Visionary approach). All three approaches agree, the cranial sacral fluid is the key ingredient to engaging with the potency of Health that makes CST powerful. This intro class will study the work of Dr. Sutherland, an osteopath who studied the nature of the body's fluids—thus Biodynamic CST. Class will introduce the basics of engaging with CSF by adjusting your orientation, listening from a state of neutrality, and riding the waves of what Biodynamic CST's call "the Tide."
Course No. AHP609 /MSSG 2000* \$130
 Sat-Sun 10am-5pm 12/2-12/3 ASC B141

Myofascial Relationships of the Shoulder Girdle 8 hrs/.8 CEUs
 Is the shoulder girdle just the scapula? The shoulder girdle is so much more! What if I told you it acts as a pressure valve for the thoracic cavity; moving and adjusting to the pressure within the ribs. Pain patterns around the shoulder act as flashing red lights suggesting "imbalances are happening!" We will explore the myofascial relationships of the shoulder girdle to the ribs, arm, chest and organs as we journey to understand the proper functions of the shoulder girdle.
Course No. AHP 610 /MSSG 2000* \$100
 14502 M 10am-2pm 9/18-9/25 ASC B141

Nail Technician

Are you artistic? Do you enjoy working with people? Would you like to be your own boss? Become a nail technician and earn a good salary! Jobs for nail technicians are projected to grow by 16 percent, faster than the estimated 11 percent average for all occupations. Our 624-hour course prepares students to sit for the Texas Department of Licensing and Regulation Manicurist written and practical exams. The program emphasizes training in safety, sanitation, state laws, rules and regulations, nail diseases and disorders, skin and nail care, and work ethics.

Program Requirements:

- High school diploma or GED
- Attend Orientation Session
- Meningitis vaccine for students under 22 years of age
- Valid U.S. Identification Card

For more information on the program, contact Isabel Castillo at 915-831-6547 or via email at iordone2@epcc.edu .

Orientation to Nail Technology 160 hrs/16.0 CEUs
Course No. CSME 1030 \$1,025
 34116 M-F 9am-5pm 8/21-9/19 ASC B120

Manicuring and Related Theory 160 hrs/16.0 CEUs
Course No. CSME 1043 \$1,025
 14063 M-F 9am-5pm 9/20-10/18 ASC B120

Nail Enhancements 140 hrs/14.0 CEUs
Course No. CSME 2030 \$897
 14064 M-F 9am-5pm 10/19-11/14 ASC B120

Principles of Nail Technology I 112 hrs/11.2 CEUs
Course No. CSME 1031 \$718
 14065 M-F 9am-5pm 11/15-12/7 ASC B120

Preparation for the State Licensing Written Exam 52 hrs/5.2 CEUs
Course No. CSME 2051 \$333
 M-F 9am-5pm 12/8-12/15 ASC B120

Financial assistance may be available for those who qualify. Complete the Free Application for Federal Student Aid (FAFSA) at www.fafsa.ed.gov at least 8 weeks before registration.

Tecnologia De Uñas

Este curso con duración de 624 horas prepara a los estudiantes como técnicos en el cuidado de las uñas, una de las áreas de mayor crecimiento en la industria de la cosmetología. Este crecimiento ha creado una demanda de técnicos de uñas profesionales y acreditados por el departamento de TDLR. El programa de Tecnología de Uñas incluye clases de seguridad, higiene, leyes estatales, reglamentos, enfermedades de las uñas, cuidado de la piel y uñas, y ética profesional. El curriculum ha sido diseñado de acuerdo con los reglamentos y licencias de cosmetología que exige Texas. Prerrequisitos: Diploma de Preparatoria ó GED. Asistir a la orientación del curso. Estudiantes menores de 22 años de edad require la vacuna meningitis

Prerrequisitos:

- Diploma de Preparatoria ó GED
- Asistir a la orientación del programa
- Vacuna de meningitis para estudiantes menores de 22 años de edad.
- Una tarjeta de identificación valida de EE.UU

Para mayor información favor de llamar al (915) 831- 6547.

El programa consiste de los siguientes cinco cursos. El horario del curso es de Lunes a Viernes de 5-9pm

Orientación en la Tecnología de Uñas 160 hrs/16.0 CEUs
Course No. CSME 1030 \$1,025
 34117 Lunes-Viernes 5-9pm 8/21-10/12 ASC

Teoría Sobre Manicura 160 hrs/16.0 CEUs
Course No. CSME 1043 \$1,025
 14066 Lunes-Viernes 5-9pm 10/13-12/8 ASC

Servicios Artificiales 140 hrs/14.0 CEUs
Course No. CSME 2030 \$897
 Lunes-Viernes 5-9pm 1/16-2/29 ASC B120

Principio a la Tecnología de Uñas 12 hrs/11.2 CEUs
Course No. CSME 1031 \$718
 Lunes-Viernes 5-9pm 3/1-4/15 ASC B120

Preparación Para el Exam Estatal 52 hrs/5.2 CEUs
Course No. CSME 2051 \$333
 Lunes-Viernes 5-9pm 4/16-5/1 ASC B120

LAW ENFORCEMENT

For more Information Call

Director, Barry Bogle, at 915-831-7118

The Law Enforcement Training Academy is an approved training provider for the Texas Commission on Law Enforcement, and The Texas Private Security Bureau.

*DAY ACADEMY 8:00am - 5:00pm

*EVENING ACADEMY 6:00pm -10:00pm

*REGISTRATION MUST BE IN PERSON AT THE MISSION DEL PASO TRAINING ACADEMY

Texas Peace Officer I 176 hrs/17.6 CEUs

The basic preparation for a new peace officer. Must be taken in conjunction with Texas Peace Officer II, III, IV, and V, to satisfy the Texas Commission on Law Enforcement (TCOLE) approved Texas Peace Officer Training Academy. Course includes fitness and wellness, history of policing, professionalism and ethics, constitutional law, the criminal justice system, Texas Criminal Laws, civil process, and stress management. ***THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY (TCOLE).**
Prerequisites: Must be at least 20 years of age upon entering the Academy and pass a state background check. Other restrictions will apply. Students must call the Training Academy for application & pre-testing at 915-831-7118.

Course No. CJLE 1006 \$800

| | | | | |
|--------------|-----------|----------------|-------------------|--------------------|
| | <i>MF</i> | <i>8am-5pm</i> | | <i>MDP Academy</i> |
| <i>14067</i> | <i>MF</i> | <i>6-10pm</i> | <i>10/9-12/15</i> | <i>MDP Academy</i> |

Texas Peace Officer II 176 hrs/17.6 CEUs

The basic preparation for new peace officers. Must be taken in conjunction with Texas Peace Officer I, III, IV, and V to satisfy the Texas Commission on Law Enforcement (TCOLE) approved Texas Peace Officer Training Academy. Course includes oral and written communications, "use of force" law and concepts, problem-solving, multiculturalism, professionalism policing approaches, patrol procedures, victims of crime, family violence, MHMR, crowd management HAZMAT, racial profiling, asset forfeiture, and T.A.B.C. controlled substances & dangerous drugs. ***THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY (TCOLE).** Prerequisites: Successful completion of Texas Peace Officer I.

Course No. CJLE 1012 \$800

| | | | | |
|--|-----------|----------------|--|--------------------|
| | <i>MF</i> | <i>8am-5pm</i> | | <i>MDP Academy</i> |
| | <i>MF</i> | <i>6-10pm</i> | | <i>MDP Academy</i> |

Texas Peace Officer III 176 hrs/17.6 CEUs

The basic preparation for new peace officers must be taken in conjunction with Texas Peace Officer I, II, IV, and V, to satisfy the Texas Commission on Law Enforcement (TCOLE) approved Texas Peace Officer Training Academy. Course includes laws pertaining to, traffic laws and collision investigations, criminal investigation, ID theft, and S.F.S.T. ***THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY (TCOLE).** *Prerequisites: Successful completion of Texas Peace Officer II.

Course No. CJLE 1018 \$800

| | | | | |
|--------------|------------|----------------|-----------------|--------------------|
| <i>14068</i> | <i>M-F</i> | <i>8am-5pm</i> | <i>9/5-10/6</i> | <i>MDP Academy</i> |
| | <i>M-F</i> | <i>6-10pm</i> | | <i>MDP Academy</i> |

Texas Peace Officer IV 176 hrs/17.6 CEUs

This introductory course provides basic preparation for a new peace officer. The basic preparation class for new peace officers must be taken in conjunction with Texas Peace Officer I, II, III, and V to satisfy the Texas Commission on Law Enforcement (TCOLE) approved Texas Peace Officer Training Academy. Course includes the application of laws directly related to police field work. Requires the development of skills needed of a police officer to include patrolling, police driving, traffic stops, use of force, mechanics of arrest, firearms training, and emergency medical care. Apply the techniques and procedures used by officers to field situations. ****THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY (TCOLE).**

Prerequisites: successful completion of Texas Peace Officer III.

Course No. CJLE 1024 \$1,200

| | | | | |
|--------------|-----------|----------------|------------------|--------------------|
| <i>14069</i> | <i>MF</i> | <i>8am-5pm</i> | <i>10/9-11/9</i> | <i>MDP Academy</i> |
| | <i>MF</i> | <i>6-10pm</i> | | <i>MDP Academy</i> |

Texas Peace Officer V 176 hrs/17.6 CEUs

This introductory course provides basic preparation for a new peace officer. This course should be taken in conjunction with Texas Peace Officer I, II, III and IV to satisfy the Texas Commission on Law Enforcement (TCOLE) approved Basic Peace Officer Training Academy requirements and to satisfy local needs as determined by the local law enforcement community. The training course includes Police M-4 Patrol Rifle, Police Radar Certification, OC Certification, and Taser Certification.

****THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY TEXAS COMMISSION ON LAW ENFORCEMENT (TCOLE).**

Prerequisites: successful completion of Texas Peace Officer IV.

Course No. CJLE 1029 \$800

| | | | | |
|--------------|-----------|----------------|--------------------|--------------------|
| <i>14070</i> | <i>MF</i> | <i>8am-5pm</i> | <i>11/13-12/15</i> | <i>MDP Academy</i> |
| | <i>MF</i> | <i>6-10pm</i> | | <i>MDP Academy</i> |

Security Officers

Basic Training 56 hrs/5.6 CEUs

Designed for persons seeking employment as a Commissioned (armed) Security Officer in Texas. The curriculum is established by the Texas Department of Public Safety, Private Security Bureau, and covers both Level II and Level III training requirements, Defensive Tactics, and firearms training and qualifications are included. **Prerequisite: Must be at least 18 years of age.**

Course No. SDE 811/SLPS 1013* \$190

Monday Thru Sunday

DAY CLASSES

| | | | | |
|--------------|------------|----------------|--------------------|--------------------|
| <i>14071</i> | <i>M-F</i> | <i>8am-5pm</i> | <i>9/7-9/15</i> | <i>MDP Academy</i> |
| <i>14072</i> | <i>M-F</i> | <i>8am-5pm</i> | <i>9/28-10/6</i> | <i>MDP Academy</i> |
| <i>14073</i> | <i>M-F</i> | <i>8am-5pm</i> | <i>10/19-10/27</i> | <i>MDP Academy</i> |
| <i>14074</i> | <i>M-F</i> | <i>8am-5pm</i> | <i>11/8-11/17</i> | <i>MDP Academy</i> |

Security Officer Basic

Training - Level II 16 hrs/1.6 CEUs

This Course is designed for persons seeking employment as a Non-Commissioned (Unarmed) Security Officer in Texas. The curriculum is established by the Texas Department of Public Safety, Private Security Bureau and covers Level II training requirements. **Prerequisite: Must be at least 18 years of age.**

Course No. SDE 803 \$50

| | | | | |
|--------------|------------|----------------|--------------------|--------------------|
| <i>14075</i> | <i>ThF</i> | <i>8am-5pm</i> | <i>9/7-9/8</i> | <i>MDP Academy</i> |
| <i>14076</i> | <i>ThF</i> | <i>8am-5pm</i> | <i>9/28-9/29</i> | <i>MDP Academy</i> |
| <i>14077</i> | <i>ThF</i> | <i>8am-5pm</i> | <i>10/19-10/20</i> | <i>MDP Academy</i> |
| <i>14078</i> | <i>WTh</i> | <i>8am-5pm</i> | <i>11/8-11/9</i> | <i>MDP Academy</i> |

Call academy office for more information at
915-831-7118.



CIVILIAN FIREARMS COURSES

Director, Barry Bogle

915-831-7122

Introduction to Firearms Safety

7 hrs/.7 CEUs

Designed to provide the basic knowledge and skills necessary for a gun owner to safely handle firearms. Exposes students to safety at home and on the firing range, teaching them the laws pertaining to the Use of Force, and develop proficiency with their handguns on the firing range.

Prerequisites: Must be at least 18 years of age. The class will be taught at MDP Law Enforcement Academy. Fourteen years of age with parent/guardian enrolled in class.

| | | | | |
|---------------------------|-----|---------|------|-------------|
| Course No. SDE 902 | | | | \$15 |
| 14096 | Sat | 9am-4pm | 9/2 | MDP Academy |
| 14098 | Sat | 9am-4pm | 11/4 | MDP Academy |
| | Sat | 9am-4pm | 12/2 | MDP Academy |

In Service Firearms (Open Entry)

8 hrs/.8 CEUs

Firearms fundamentals for the general public. **Prerequisite:** Weapon and ammunition must be furnished by the student. Class taught at MDP Law Enforcement Training Academy. Additional information at 915-831-7118.

Course No. SDE 206/CJLE 1023* **\$40**

In-Service Firearms for LE agencies (Open Entry)

40 hrs/4.0 CEUs

Range Time for the general public. **Prerequisite:** Weapon and ammunition must be furnished by the student. The class is taught at MDP Law Enforcement Training Academy. Additional information: 915-831-7118.

Course No. SDE 211 **\$60**

Civilian Practical Pistol

8 hrs/.8 CEUs

Designed to be the next step up from basic firearms proficiency in your firearms training. This is not a fundamental class. Shooter should already have an understanding of the 7 fundamentals of shooting and shoot proficiently as well as have an understanding of the four safety rules. We will touch on these briefly but in order for the class to be effective, some shooting skill should be in place. (Recommend taking Introduction to firearms safety SDE 902) (Weapon Presentation, getting the gun on target in a practical situation.)

- *Weapons carrying options pros and cons.
- *Practical reloads under crisis conditions
- *Weapons malfunction drills under crisis conditions, fail to feed fail to fire, stove pipe, double feed.
- *Shooting controlled pairs
- *Shooting failure drills
- *Shooting from cover.
- *Second Weekend of every month.

Course No. SDE 310 **\$40**

Security Officer Basic Training III

40 hrs/4.0 CEUs

This course is designed for persons seeking employment as a Commissioned (Armed) Security Officer in Texas. The curriculum is established by the Texas Department of Public Safety, Private Security Bureau and covers Level III training requirements. Defensive Tactics, firearms training and qualifications are included. **Prerequisite:** Must be at least 18 years of age. **Prerequisite: Level II Certification**

Wednesday - Sunday

| | | | | |
|---------------------------|-----|---------|-------------|--------------|
| Course No. SDE 805 | | | | \$140 |
| 14079 | M-F | 8am-5pm | 9/11-9/15 | MDP Academy |
| 14080 | M-F | 8am-5pm | 10/2-10/6 | MDP Academy |
| 14081 | M-F | 8am-5pm | 10/23-10/27 | MDP Academy |
| 14083 | M-F | 8am-5pm | 11/13-11/17 | MDP Academy |

In-service Firearms Training for Security and Special Officers

8 hrs/.8 CEUs

Satisfies the biennial re-qualifications requirements, plus required updates established by the Texas Department of Public and Safety Private Security Bureau for Level III Certification.

1. Students must present certification card.

| | | | | |
|---------------------------|---|---------|-------|-------------|
| Course No. SDE 204 | | | | \$40 |
| 14084 | W | 8am-5pm | 9/27 | MDP Academy |
| 14089 | W | 8am-5pm | 10/25 | MDP Academy |
| 14090 | W | 8am-5pm | 11/29 | MDP Academy |
| | W | 8am-5pm | 12/13 | MDP Academy |

EVENING CLASSES

| | | | | |
|-------|----|--------|-------------|-------------|
| 14091 | TW | 6-10pm | 9/19-9/20 | MDP Academy |
| 14092 | TW | 6-10pm | 10/24-10/25 | MDP Academy |
| 14094 | TW | 6-10pm | 11/14-11/15 | MDP Academy |
| | TW | 6-10pm | 12/12-12/13 | MDP Academy |

* Underlined Course Are Workforce Education Course Manual Equivalent.

Women's Only Self Defense Course

8hrs/.8CEUs

Designed for women of all ages to enhance their abilities and understanding of situational awareness, attack recognition, avoidance of dangerous encounters and attacker discouragement. This course will build a fundamental understanding of the dynamics of an attack and how to respond. Students will learn how and when to deploy OC Spray and resist, avoid, and defend themselves.

- *Understanding situational awareness and pre encounter cues.
- *Use of verbal commands and other tools
- *Simple self-defense techniques and Escapes
- *Deployment of Sabre Pepper Spray
- *Firearms safety and familiarization Third Weekend of every month

Course No. SDE 416

\$40

| | | | | |
|-------|-----|-----------|-------|-----|
| 14102 | Sat | 8am – 5pm | 9/16 | MDP |
| 14104 | Sat | 8am – 5pm | 10/14 | MDP |
| 14105 | Sat | 8am – 5pm | 11/18 | MDP |
| | Sat | 8am – 5pm | 12/16 | MDP |



License to Carry a Handgun (LTC)

8 hrs/.8 CEUs

Designed to meet or exceed all of the instructions and training requirements necessary for students to apply for a License to Carry in the State of Texas.

Prerequisites:

Must be a legal resident of the State of Texas for a period of six months preceding the date of application.

- Must be at least 21 years of age (18 if active military).
- You must be qualified under federal and state law to purchase a handgun.
- You must not be a fugitive from justice.
- You must not have been convicted (or adjudication) of a felony in the 10 year preceding the date of application.
- You must not be currently charged with the commission of a Class A or B misdemeanor or equivalent offense.
- You must not have been convicted in the last 5 years of a Class A or Class B misdemeanor or equivalent offense.
- You must not be a chemically dependent person.
- You must not be incapable of exercising sound judgment with respect to firearms safety and proper storage.
- You must not be determined to be delinquent in making child support payments administered or collected by the attorney general.
- You must not be determined to be delinquent in the payment of state or federal taxes.
- You must not be currently restricted under a protective order or subject to a restraining order affecting the spousal relationship other than a restricting order affecting property interests.
- Student must not have made any material misrepresentation, or failed to disclose any material fact in an application for a Texas issued License to Carry Handgun (LTC).
- Must have a current Texas Driver's license or state Identification Card
- Must have a Social Security Card
- Course requires a handgun, whether semi-automatic, or revolver
- Student must provide a minimum of 50 rounds of ammunition and only standard sporting arms ammunition
- Ammunition (SAAMI be used).
- The LTC course is not a handgun training & development course. Students are expected to be sufficiently proficient with their handgun in order to pass the required qualification course of fire.
- Students needing handgun training should refer to EPCC course SDE 902 "Introduction to Firearms Safety," held monthly.
- 9mm Firearms are available for use at the academy. a minimal cleaning/maintenance fee may be required.
- Students must provide a governmental issued ID (i.e., Driver's license) to check out a firearm for use on the academy range.

Course No. SDE 200

\$80

| | | | | |
|-------|-----|---------|-------------|-------------|
| 14106 | TW | 6-10pm | 9/5-9/6 | MDP Academy |
| 14107 | TW | 6-10pm | 10/10-10/11 | MDP Academy |
| 14108 | TW | 6-10pm | 11/7-11/8 | MDP Academy |
| | TW | 6-10pm | 12/5-12/6 | MDP Academy |
| 14109 | Sat | 8am-5pm | 9/9 | MDP Academy |
| 14110 | Sat | 8am-5pm | 10/7 | MDP Academy |
| 14111 | Sat | 8am-5pm | 11/18 | MDP Academy |
| | Sat | 8am-5pm | 12/9 | MDP Academy |

MOTORCYCLE RIDER COURSE

Director, Barry Bogle
915-831-7005

Cannot Register Online

Motorcycle Rider Course

Learn the basic motorcycle skills necessary to safely enjoy this sport. The Texas Department of Licensing and Registration (TDLR) approved this 15 hour course, which includes classroom instruction and training on the motorcycle. Motorcycles are furnished without additional charge. Successful completion qualifies the student to take the completion certificate to TDLR and obtain a class M license and may also entitle you to insurance discounts with some companies. Students age 15 to 17 must show proof of 32 hours previous Driver Education before admission to take Motorcycle Rider Course. Parental and instructor written permission is required to take the course Call for dates and times 915-831-7005. Prerequisites:

1. All students must have the ability to ride a bicycle.
2. Student must complete a 3-hour eCourse and print the certificate of completion prior to the first day of class. Incomplete or failed eCourse is a failure for the entire course. Pick up packet at LETA .
3. The rider must wear a long sleeve shirt or jacket, long pants (no holes), over the ankle boots (NO ATHLETIC SHOES), eye protection and full finger gloves. Bring a sack lunch and 2 bottles of water.
4. As per TDPS rules, a student arriving late cannot be admitted to class.
5. No refunds if student is late to class or fails to complete eCourse.
6. During the COVID-19 pandemic, we are requiring all students to provide their own DOT approved helmet to ensure that all safety protocols are being met.

| Course No. PLE 733 | | | | \$285 |
|--------------------|---------|---------|-------------|------------------|
| 14112 | Sat Sun | 7am-5pm | 9/2-9/3 | MDP Riding Range |
| 14113 | Sat Sun | 7am-5pm | 9/9-9/10 | MDP Riding Range |
| 14114 | Sat Sun | 7am-5pm | 9/16-9/17 | MDP Riding Range |
| 14115 | Sat Sun | 7am-5pm | 9/30-10/1 | MDP Riding Range |
| 14116 | Sat Sun | 7am-5pm | 10/7-10/8 | MDP Riding Range |
| 14117 | Sat Sun | 7am-5pm | 10/14-10/15 | MDP Riding Range |
| 14118 | Sat Sun | 7am-5pm | 10/21-10/22 | MDP Riding Range |
| 14119 | Sat Sun | 7am-5pm | 10/28-10/29 | MDP Riding Range |
| 14120 | Sat Sun | 7am-5pm | 11/4-11/5 | MDP Riding Range |
| 14122 | Sat Sun | 7am-5pm | 11/11-11/12 | MDP Riding Range |
| 14124 | Sat Sun | 7am-5pm | 11/18-11/19 | MDP Riding Range |
| | Sat Sun | 7am-5pm | 12/2-12/3 | MDP Riding Range |
| | Sat Sun | 7am-5pm | 12/9-12/10 | MDP Riding Rang |
| | Sat Sun | 7am-5pm | 12/16-12/17 | MDP Riding Rang |

SPANISH CLASSES*

| | | | | |
|-------|---------|---------|-----------|------------------|
| 14128 | Sat Sun | 7am-5pm | 9/23-9/24 | MDP Riding Range |
|-------|---------|---------|-----------|------------------|

Experienced Motorcycle Rider Course

The Experienced Motorcycle Operator Training Course provides experienced motorcyclists with additional skills and knowledge found to be lacking in accidents involving motorcycles. This course consists of 6 hours of hands-on training on the riding range.

Prerequisites:

1. Must use your own motorcycle or a motorcycle borrowed with written permission from the actual owner.
2. The rider must wear a helmet (DOT approved) with eye protection, a long sleeve shirt or jacket, long pants, over the ankle boots **NO ATHLETIC SHOES**, and full-fingered leather gloves.
3. The rider must show a valid driver's license, proof of insurance, and valid vehicle registration.
4. Six months active riding. Class limited to 8 students.

NOTE: Students must call the Training Academy for appointment & additional information at 915-831-7005.

| Course No. PLE 743 | | | | \$125 |
|--------------------|-----|---------|------|------------------|
| 14130 | Sat | 7am-3pm | 9/9 | MDP Riding Range |
| 14134 | Sat | 7am-3pm | 10/7 | MDP Riding Range |
| 14135 | Sat | 7am-3pm | 11/4 | MDP Riding Range |
| | Sat | 7am-3pm | 12/2 | MDP Riding Range |

Three Wheel Motorcycle Rider Course

Learn the basic motorcycle skills necessary to safely enjoy the 3-Wheel motorcycle. The Texas Department of Licensing and Registration (TDLR) approved this 16-hour course, which includes classroom instruction and driving training. Three Wheel Motorcycles are furnished without additional charge. Successful completion qualifies the student to obtain a 3-Wheel bike endorsement from TDLR and may also entitle you to insurance discounts. Students age 15 to 17 must show proof of 32 hours previous Driver Education training, before admission. Parental and instructor written permission is required to take the course. In Partnership with CAN-AM. Additional classes will be offered as needed. Offered the last Saturday and Sunday of the month. Call for dates and times 915-831-7005. Must register on CAN-AM Website.

Prerequisites:

1. The rider must wear a long sleeve shirt or jacket, long pants (no holes), over the ankle boots (NO ATHLETIC SHOES), eye protection and full finger glove. Bring a sack lunch and 2 bottles of water.
2. As per TDLR rules, a student arriving late cannot be admitted to class.
3. No refunds if student is late to class.
4. Rider must bring DOT approved helmet along with full finger gloves and eye protection.

| Course No. PLE 720 | | | | \$235 |
|--------------------|---------|---------|-------------|------------------|
| 14136 | Sat Sun | 7am-5pm | 9/9-9/10 | MDP Riding Range |
| 14137 | Sat Sun | 7am-5pm | 9/23-9/24 | MDP Riding Range |
| 14138 | Sat Sun | 7am-5pm | 10/7-10/8 | MDP Riding Range |
| 14140 | Sat Sun | 7am-5pm | 10/21-10/22 | MDP Riding Range |
| 14142 | Sat Sun | 7am-5pm | 11/4-11/5 | MDP Riding Range |
| 14143 | Sat Sun | 7am-5pm | 11/18-11/19 | MDP Riding Range |
| | Sat Sun | 7am-5pm | 12/2-12/3 | MDP Riding Range |
| | Sat Sun | 7am-5pm | 12/9-12/10 | MDP Riding Range |



PERSONAL ENRICHMENT

Leticia Guerra, Director

Contact our Team at (915) 831-6689 nreyes13@epcc.edu
or (915) 831-6684 kbrown39@epcc.edu

*Visit our website often to learn about new course offerings::
www.epcc.edu/academics/continuingeducation

*Must be 17 years of age to register in any of the Personal
Enrichment Classes.

Home and Garden

Flower Arranging

Flowers can lift your spirits, add a splash of color, and a breath of freshness to any décor. Create lovely bows and floral arrangements for your home. **Students purchase supplies.** (12 hours)

Course No. PIA 496 **\$120**
13987 Sat 9-11am 9/16-10/21 VV B151

Fall & Christmas Wreaths

Learn how to create wreaths for the fall, winter seasons, and for home decor. This will be based on traditional to modern and contemporary design. **Students purchase supplies.** (6 hours)

Course No. PIA 927 **\$60**
13988 Sat 1-4pm 10/28-11/4 VV B151

Beginning Sewing

Introduces the basic techniques of clothing construction and fitting. Learning this skill is for people who want to beat the high cost of quality clothing. Students make at least one garment in class, learn basic and commercial pattern fitting and adjustment. No previous knowledge of sewing is necessary. First class meets for one hour. **Students purchase supplies.** (16 hours)

Course No. PIA 545 **\$100**
13989 Sat 9am-noon 9/9-10/14 VV B152

Intermediate Sewing

Designed to further the sewing skills for those who know how to use the sewing machine and have had some sewing experience. There is some emphasis on time saving techniques. **First class meets for one hour.**

Bring sewing pattern, fabric, and tools to first class. Prerequisite: PIA 545 (Beginning Sewing) (No class on 11/11 & 11/25) (16 hours)

Course No. PIA 558 **\$100**
13990 Sat 9am-noon 10/21-12/9 VV B152

Basic Knitting I

This course is designed to introduce the students with the skills and techniques involved in the art of basic knitting. **Students purchase supplies.** (12 hours)

Course No. PIA 901 **\$85**
13991 Sat 12:30-2:30pm 9/9-10/14 VV B152

Crochet

This course is designed to introduce the student with the skills and techniques involved in the art of crochet. **Student purchase supplies.** (No class on 11/11 & 11/25) (12 hours)

Course No. PIA 902 **\$85**
13992 Sat 12:30-2:30pm 10/21-12/9 VV B152

Home Gardening In El Paso

Students will acquire information and learn techniques that will enable them to become successful gardeners under the challenging conditions posed by the El Paso climate. The course is taught by master gardeners. (16 hours)

Course No. PIA 477 **\$100**
14082 Sat 10:30am-12:30pm 9/9-10/28 VV B150



Dog Behavior Class

Build a better working relationship with your dog through the use of acceptance of verbal commands and signals. Large dogs should be between 4 months and 2 years of age and small to medium dogs should be between 6 months and 2 years of age. **Requirement: Do not bring dog to the first class.** (16 hours)

Course No. PIA 514 **\$103**
14085 Sat 8:30-10:30am 9/16-11/4 VV Patio

Creative Arts

Watercolors for Beginners

Familiarizes the student with the basics of the watercolor medium. Experiments with flowing color in graded, blended, flat washes, and learn some "special effects." Focus will be on understanding both the material and basic painting techniques. **Students purchase supplies.** (18 hours)

Course No. PIA 498 **\$140**
14086 Sat 9am-noon 9/9-10/14 TM 1510

Watercolors for Advanced

This course is a continuation of watercolors. It is an approach to understanding and experiencing the wonder of watercolor painting. The student will learn about paint composition, value, and color mixing, and experience several techniques that works best for each. **Students purchase supplies.** (No class on 11/11) (18 hours)

Course No. PIA 791 **\$140**
14087 Sat 9am-noon 10/21-12/9 TM 1510

Drawing and Sketching for Beginners

Discover the joy of drawing. This course teaches you drawing basics through studies and still life, quick sketches, and exercise. **Students purchase supplies.** (No class on 11/11) (15 hours)

Course No. PIA 499 **\$125**
14088 Sat 1-4pm 10/14-11/18 VV A1326

Portrait Painting in Oil

Students will learn the basics of drawing the human face, mixing the colors needed to create a portrait, and how to choose a photo that will assist them in creating mood and portray personality in the portrait. **Students purchase supplies.** (15 hours)

Course No. PIA 506 **\$145**
14093 Th 6-9pm 9/14-10/12 VV A1318

* Underlined Courses Are Workforce Education Course Manual Equivalent.

Oil Painting: Principles and Techniques

This class is designed to help students have a better understanding of oil color works in order to create a greater visual impact. **Students purchase supplies.** (15 hours).

Course No. PIA 493 **\$145**
14095 T 1:30-4:30pm 10/17-11/14 VV A1318

Painting with Acrylics I

Follow the instructor into the world of color. Learn the techniques of mixing different hues, applying paint onto the canvas, and achieving aerial perspective. **Students purchase supplies.** (12 hours)

Course No. PIA 724 **\$120**
14103 M 6-8pm 9/11-10/16 VV A1326



Painting with Acrylics II

This course is a continuation of Painting with Acrylics that will further develop the student's personal style, improve color, composition and design skills, and will present more advanced painting principles and techniques. **Prerequisite: PIA 724 (Painting with Acrylics.) Students purchase supplies.** (12 hours)

Course No. PIA 928 **\$120**
14123 W 6-8pm 10/18-11/22 VV A1326

Fundamentals of Photography

16 hrs/1.6 CEUs

This course is for photographers who want to improve the quality of their photos. This course will emphasize how cameras work, how composition works, how lighting works, and how to use photo editing software. Students receive basic training and demonstrations, and see samples of desired outcomes. This course introduces photography and equipment through basic photography and cameras that will significantly improve your photography skills. **Students must bring their own DSLR camera or Mirrorless camera.**

Course No. PIA 484/PHTC 1004* **\$105**
14125 TTh 6-8pm 9/19-10/12 VV A2324

The Photography Masterclass

16 hrs/1.6 CEUs

Photography has become the world's most prevalent way of record way of recording who we are, what we value, and what our environment looks like. This course highlights how the camera works, how the composition works, how the lighting works, and how to use photo editing software. Students will receive basic training and demonstrations and see samples of desired outcomes. We will introduce photography and equipment to those who want to improve the quality of their picture. This hands-on training and understanding of photographs and cameras greatly improve photographic skills. **Students must bring their own DSLR or Mirrorless camera.**

Course No. PIA 485/PHTC 2004* **\$105**
14126 TTh 6-8pm 10/17-11/9 VV A2324

Mastering Photoshop for Photography

This course is for photographers who want to improve the quality of their photos. Hands-on training and understanding of photography and cameras is a significant improvement in photography skills. Photoshop is the ultimate tool for the ultimate photo and image editing capabilities. Creativity can be unlimited software. Discover powerful settings that give photographers creative choices. Students do not need a laptop, computer or software. Course being offered in a computer lab. **Students must bring their own USB thumb drive. (No class on 11/23)** (16 hours)

Course No. PIA 487 **\$105**
14127 TTh 6-8pm 11/14-12/12 VV B164

How to Build a Gaming PC with no Experience

Have you ever thought of building your own Gaming PC! Yes, then this course is made for you. In this course, you will learn how to build your own gaming step by step. (8 hours)

Course No. PIA 505 **\$70**
14129 M 6-8pm 10/2-10/23 VV AST120

The Future is in 3D Printing

In this course the student will learn all stages of 3D printing. It will allow students to discover for themselves the potential and limitations of 3D printing. This course is intended for anyone who enjoys artwork or who wants to customize a product. It is a technique and formation that requires only some basic computer skills and few requirements. (12 hours)

Course No. PIA 517 **\$120**
14561 MW 1-3pm 9/18-10/4 ASC B485

Dance and Music

Latin Dance Made Easier

Learn how to dance any Latin dance easier and faster by learning and practicing the five most important principles that all good dancers have. In this dance class you will learn Timing, Connection, Redirection, Leading and Following, and Turn Preparation using easy to learn dance patterns from Salsa, Bachata, Cha-Cha-Cha, and Merengue. **No partner or previous dance experience required. Please wear tennis shoes.** (10 hours)

Course No. PID 428 **\$70**
14131 Sat 1-3pm 9/9-10/7 VV A1215

Social Dancing for Everyone

Learn to dance Kizomba and Bachata, two very popular social dances with beautiful dance patterns and addictive music. Kizomba and Bachata are dances that emphasize a very smooth way of dancing to help you relax and enjoy the many health benefits of dancing. In this class, you will learn easy-to-learn Kizomba and Bachata dance steps and patterns that you can use to dance a complete song. **No partner is required. Please wear tennis shoes.** (10 hours)

Course No. PID 429 **\$70**
14133 T 7-9pm 10/17-11/14 RG J703

Salsa/Bachata I

This high energy Latin dance will provide you with the best overall health benefits. In this class, you will learn Salsa Bachata, Cha-Cha-Cha, and Merengue dance patterns, dance etiquette, leading and following techniques and timing with the most popular Latin music in a fun-filled environment. **No partner is required. Please wear tennis shoes. (No class on 11/11)** (10 hours)

Course No. PID 403 **\$70**
14139 Sat 10am-noon 10/14-11/18 RG J703

* Underlined Courses Are Workforce Education Course Manual Equivalent.

Two Step and More

Two step dance is a relatively simple dance form to learn. You will be introduced to the Two Step, East Coast Swing, El Paso, Four Corners, Boot Scootin Boogie, Charleston Bump, and related dance steps. Get your dancing shoes on! **No partner is required. Please wear tennis shoes.** (10 hours)

Course No. PID 410 **\$70**
14141 Th 6:30-8:30pm 9/7-10/5 VVA1215



Line Dancing

The beauty in the simplicity of line dancing steps is that they are so adaptable that they can be reworked and reused in a variety of different dances and dance styles. The steps are very basic and are often repeated numerous times in the line dance. Alpine, Cowboy, Arizona Shuffle, Bare Foot, Candida, and Country Cha-Cha are just a few dance steps that will be introduced. **Please wear tennis shoes.** (10 hours)

Course No. PID 426 **\$70**
14144 Th 6:30-8:30pm 10/12-11/9 VVA1215

Jazz Dance

Learn some basics of the Bob Fosse swing jazz style, along with original choreography from the instructor. **Please wear tennis shoes.** (10 hours)

Course No. PID 404 **\$70**
14162 Th 6:30-8:30pm 9/28-10/26 RG J703

Pop Dance

Come together and dance along some of the latest hit songs that get you moving and grooving! **Please wear tennis shoes.** (10 hours)

Course No. PID 407 **\$70**
14163 W 6:30-8:30pm 10/11-11/8 TM 1405

Voice Class

Beginning voice study provides initial experience in using the singing voice. Emphasis is placed on establishing good vocal tone/production, breathing exercises, as well as fundamentals of music theory. Repertoire of varied styles will be performed by students. (16 hours)

Course No. PIM 563 **\$105**
14165 Sat 9-11am 9/16-11/4 VVA1201

Guitar I

Have you ever dreamed of sitting by the fire and picking up an old guitar? Take this opportunity to learn the basic chord forms, simple melody lines, and musical notation. Soon you will play songs in folk and rock style. **A guitar is required.** (13.5 hours)

Course No. PIM 401 **\$75**
14167 Sat 9-10:30am 9/9-11/4 VVA1126

Guitar II

A continuation of Guitar I with emphasis placed on technique, theory, chords, scales & repertoire. Provides an initial experience in playing the guitar. Emphasis is given to establish good music reading ability & rhythmic orientation. It will introduce the fundamentals of music theory and key technique. **A guitar is required.** (13.5 hours)

Course No. PIM 417 **\$75**
14168 Sat 10:35am-12:05pm 9/9-11/4 VVA1126

Piano for Adults I

Beginning piano provides an initial experience in playing the piano. Emphasis is placed on establishing good music reading ability and rhythmic orientation. Introduces the fundamentals of music, theory, and keyboards. (18 hours)

Course No. PIM 400 **\$120**
14169 TTh 6:30-8:30pm 9/5-10/3 VVA1333

Piano for Adults II

Each student will receive some individual attention and group instruction. Emphasis is placed on forming and maintaining good habits, reinforcement, basic musical theory and rhythmic orientation.

Prerequisite: PIM 400 (Piano for Adults I) (18 hours)

Course No. PIM 405 **\$120**
14170 TTh 6:30-8:30pm 10/10-11/7 VVA1333

Introduction to Mariachi "New"

A music ensemble comprised of strings, brass, and vocals that perform traditional and modern folk Mexican music that studies mariachi tradition through applied performance. Included are performance on and off campus for college and community collaborations for educational and civic events. (15 hours)

Course No. PIM 430 **\$110**
14437 W 5-6pm 8/23-11/29 VVA1201

Music Fundamentals "New"

An introduction to the elements of music, including the study of the staff, clefs, key signatures, scales, time signatures, notation, meter and rhythm, major and minor scales, songwriting techniques, application of theory at the keyboard, and rhythmic, melodic, and harmonic ear training. **(No class on 9/4)** (8 hours)

Course No. PIM 431 **\$80**
14467 M 6-7pm 8/21-10/16 VVA1201

Mariachi Intermediate/Advanced "New"

A music ensemble comprised of strings, brass, and vocals that performs traditional and modern folk Mexican music that studies mariachi tradition through applied performance. Included are performances on and off campus for college and community collaborations for educational and civic events. (20 hours)

Course No. PIM 432 **\$150**
W 6-7:20pm 8/23-11/29 VVA1201

Chorus I

Course No. PIM 421 **\$110**
(c)14182 TTh 11:30am-12:50pm 8/29-12/14 VVA1201
(No class on 11/23)

Guitar Ensemble I

Course No. PIM 423 **\$110**
(c)14188 TTh 10-11:20am 8/29-12/14 VVA1201
(No class on 11/23)

Orchestra I

Course No. PIM 418 **\$110**
(c)14195 MW 11am-12:20pm 8/28-12/11 VVA1201

Concert Band I

Course No. PIM 422 **\$110**
(c)14197 TTh 1-2:20pm 8/29-12/14 VVA1201
(No class on 11/23)

**Must be 17 years of age to register
for any Culinary Arts course under CE
Department**

Culinary Arts

Mexican Cuisine

Authentic Mexican food meals that are easily prepared, attractive, and tasty. Discover strategies for saving time, shopping efficiently and balancing nutrition. **Students purchase supplies.** (21 hours)

Course No. PIE 215 **\$125**
14201 W 6-9pm 10/25-12/6 VV B153

Baking from Scratch 21hrs/2.1 CEUs

There's nothing like warm, fresh baked goodies. You will learn how to make healthy and delicious cakes, cookies, and breads. **Students purchase supplies.**

Course No. PIE 965/PSTR 2000* **\$125**
14203 W 6-9pm 9/6-10/18 VV B153

Holiday Creative Cooking Cuisine "New"

Discover how to create and prepare delicious dishes to wow your friends and family for the holidays that will not break the bank. From savory entrees, side dishes and desserts. Learn how to take the stress from cooking for the holidays and make it fun. Take your classic Thanksgiving and Christmas favorites and learn how to give them an out of the box makeover that will have your guest come back for more. **Students purchase supplies.** (21 hours)

Course No. PIE 006 **\$125**
14468 Th 6-9pm 9/28-11/9 VV B153

Asian Cuisine "New"

Learn different styles of Asian cooking from all over Asia. In this class students will feel like they are going on a tasting tour of Asia as they experience flavors from Thailand, China, Japan, Korea and other countries of Asia. **Students purchase supplies.** (21 hours)

Course No. PIE 007 **\$125**
14304 M 6-9pm 9/11-10/23 VV B153

Soup Basics 21 hrs/ 2.1 CEUs

Anytime is soup time! Breakfast, lunch or dinner, weeknight or weekend, hot weather or cold, you can create a soup that is filling, hearty and nutritious for the whole family. **Students will learn the basics. Students purchase supplies.**

Course No. PIE 917/DITA 1023* **\$125**
14213 T 6-9pm 9/12-10/24 VV B153

Beginner's Cake Decorating 20 hrs/2.0 CEUs

You'll soon be proud of the cakes you decorate! Learn tip designs and how to make royal icing flowers. **Students purchase supplies.**

Course No. PIE 967/FCTR 1015* **\$125**
14214 Sat 8:30am-12:30pm 9/9-10/7 VV B153

Advanced Cake Decorating 20 hrs/2.0 CEUs

A student in this class will elevate their basic decorating skills to create fancy fondant and sugar sheet cakes. Student will also design and create 2 tiered cakes. **Students purchase supplies.** (No class on 11/11)

Course No. PIE 937/FCTR 1015* **\$125**
14215 Sat 8:30am-12:30pm 10/14-11/18 VV B153

Fresh Pasta

This class will study and make several types of fresh pasta using classic and modern techniques. These will include hand-made as well as a machine mixed dough. In addition, the student will be exposed to several types of noodles, including flat (spaghetti and fettuccini) and filled (raviolis). Finally, the class will make sauces and plate presentations with their pastas. **Class Demonstration** (12 hours)

Course No. PIE 826 **\$80**
14216 T 6-9pm 10/31-11/21 ASC B238

Mixology/Basic Bartending

The basics of bartending will be introduced. Students will gain basic knowledge of the operations of a bar, introduction to principal distilled beverages, and the major cordials. The proper methodology of mixing and serving cocktails and beverages will be emphasized. Flavor and colored water will be substituted for alcohol. **Must be 21 years of age.** (12 hours)

Course No. PIE 971/RSTO1010* **\$80**
14217 M 6-8pm 10/30-12/4 VV B153

Wine Appreciation

Experience wine culture in its natural habitat, restaurants. Expand your wine knowledge in this exciting informative course. Learn to pair food with wine, try new wines, and explore the culture of wine while dining at some of the finer restaurants in El Paso. **First class meets at Wine Attitude. Students are responsible for covering food costs. Class may meet at different locations. Intent of class is to meet at different restaurants, however due to pandemic restrictions, this is subject to change. Must be 21 years of age.**

(12 hours)
Course No. PIE 402 **\$100**
14218 W 6-8pm 9/13-10/18 Wine Attitude
750 Sunland Park Drive, Suite G06
Second Floor inside Sunland Park Mall



ONLINE COURSES (Pgs. 28-29)

Our instructor-facilitated online courses from ed2go are informative, fun, convenient, and highly interactive. All courses run for six weeks (with a two-week grace period at the end). Courses are project-orientated and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links, and more. You can complete any course entirely from your home or office, at any time of the day or night.

Student Reminders:

- *There are no refunds.
- *Students may not transfer from one program to another or to a different part of term.
- *No Extensions will be permitted at any time.
- *Check funding to ensure the method of payment used to cover cost is applicable to ed2go courses.
- *No Registration allowed after registration deadlines:
September 15th for September session & October 20th for October session.
- *No Exceptions.

How to Get Started:

1. **Requirements:** All courses require Internet access, e-mail, and one of the following browsers: Mozilla, Firefox, Microsoft Edge, Google Chrome, or Safari. Also, Adobe Acrobat Reader (a free download obtained at <https://get.adobe.com/reader/>).
2. **To Register,** send us your completed CE Registration Form by email at Admissions@epcc.edu. Call Marisela Lerma at (915) 831-6682, or email at mlema14@epcc.edu for more information.
3. **Visit our Online Instructional Center:** www.ed2go.com/epcc/ to check course/software requirements.
4. **Suggested prerequisite for all online courses:** Must be familiar with computer.

Basic Skills

Everyday Math

Gain confidence in your basic math skills and start using math to your advantage. Math isn't about plugging numbers into formulas. It's about knowing enough to make the numbers and formulas work for you. Math can be incredibly useful but only if you understand how and when to apply it in your everyday life. (24 hours)

Course No. PIE 640 **\$145**
14219 9/13 – 11/3
14220 10/18 – 12/8



Grammar Refresher

Revive your lost or forgotten knowledge of English grammar and gain confidence in your ability to produce grammatically correct writing. Whether you're a student or professional, a published or beginning writer, this course will help you navigate and master the linguistic twists and turns inherent in English grammar. (24 hours)

Course No. PIE 748 **\$145**
14221 9/13 – 11/3
14222 10/18 – 12/8

Writing Essentials

Master the essentials of writing, and become the stellar wordsmith you always wanted to be! In this course, you'll develop the skills you need to excel at business communications, express yourself clearly online, and take your creative literary talents to a new level. (24 hours)

Course No. PIE 636 **\$155**
14291 9/13 – 11/3
14293 10/18 – 12/8

Exam Preparation

GED Preparation

This course will help you develop the additional reading and thinking skills you'll need to succeed in all four GED test areas: Language Arts, Social Studies, Science, and Math. (24 hours)

Course No. PIE 756 **\$155**
14294 9/13-11/3
14295 10/18-12/8

GMAT Preparation

Applying to graduate business and management schools usually requires taking the GMAT. Taking this course will provide you with test-taking techniques and methods for improving your score and saving time on all GMAT question types. (24 hours)

Course No. PIE 670 **\$150**
14296 9/13 – 11/3
14297 10/18 – 12/8

GRE Preparation-Part I

Discover strategies for success in the verbal and analytical sections of the GRE. (24 hours)

Course No. PIE 702 **\$155**
14299 9/13 – 11/3
14300 10/18 – 12/8

GRE Preparation-Part II

This second course is a two-course series. Features a math review and techniques for tracking the quantitative comparison, discrete quantitative, and interpretation questions that make up the math section of the GRE. (24 hours)

Course No. PIE 750 **\$155**
14305 9/13 – 11/3
14306 10/18 – 12/8

Personal Development

Introduction to Interior Design

Are you a creative person with an eye for design? If so, this course will show you how to transform plain living spaces into beautiful and functional rooms. Interior design takes training as well as talent, and these lessons will give you the know-how you need to design a room from floor to ceiling. (24 hours)

Course No. PIE 654 **\$155**
14307 9/13 – 11/3
14308 10/18 – 12/8

Learn to Buy and Sell on eBay

If you've ever dreamed of working from home or just earning extra income by buying and selling goods online, then this is the course for you. Experienced instruction will guide you every step of the way on how online auctions match buyers with sellers in a global marketplace for almost any item. (24 hours)

Course No. PIE 782 **\$150**
14309 9/13 – 11/3
14310 10/18 – 12/8

Speed Spanish

This course is designed for anyone who wants to learn Spanish pronto. You'll discover six easy recipes for gluing Spanish words together to form sentences. With powerful methods taught in this course, you'll be able to engage in conversational Spanish in no time. (24 hours)

Course No. PIE 710 **\$155**
14311 9/13-11/3
14312 10/18-12/8

Discover Digital Photography

An informative introduction to the fascinating world of original photography. Explores a broad overview of the basics of digital photography, including equipment, and practical uses. (24 hours)

Course No. PIO 048 **\$145**
14313 9/13– 11/3
14314 10/18 – 12/8

Start Your Own Edible Garden

Grow delicious, nutritious fruits and vegetables in your own backyard. In this course, discover how to give your garden a healthy start and keep it growing strong all season. (24 hours)

Course No. PIE 656 **\$145**
14315 9/13 – 11/3
14316 10/18 – 12/8

Young Adult Courses (Ages 17+)

Blogging & Podcasting for Beginners

Blogging and Podcasting for Beginners will teach you how to plan and create your very own blog and podcast. (24 hours)

Course No. PIO 104 **\$150**
14454 9/13-11/3
14505 10/18-12/8

Keyboarding

If you want to learn touch-typing or improve your existing typing skills, this is the perfect course for you. In these lessons, you will use the Keyboarding Pro 5 program, a typing tutorial designed for personal computers, to type text you read from a printed page or a computer screen without looking at your keyboard. (24 hours)

Course No. PIO 035 **\$150**
14317 9/13-11/3
14321 10/18-12/8

Photoshop Elements for the Digital Photographer

Bring out the best in your photos! In this course, you'll learn how to use Adobe Photoshop Elements to do everything from quick fixes to detailed enhancements that will greatly improve the look of your digital images. (24 hours)

Course No. PIO 106 **\$155**
14323 9/13-11/3
14324 10/18-12/8

Resume Writing Workshop

Create an effective resume or improve the one you already have. Discover the secret to transforming your tired, boring resume into a powerful tool that will get you interviews. (24 hours)

Course No. PIE 713 **\$160**
14325 9/13– 11/3
14326 10/18 – 12/8

SAT/ACT Preparation-Part I

Get your best possible score on the verbal and reasoning sections of the new SAT exam. Purchase the latest version of your instructional material prior to the start of the session. (24 hours)

Course No. PIE 701 **\$150**
14327 9/13 – 11/3
14328 10/18 – 12/8

SAT/ACT Preparation-Part II

This course will prepare you to move more quickly through the math questions on both the ACT and the SAT. Purchase the latest version of your instructional material prior to the start of your session. (24 hours)

Course No. PIE 738 **\$150**
14329 9/13 – 11/3
14330 10/18 – 12/8

Creating Web Pages

Create and post your very own Web site on the Internet using HTML in this extensive, hands-on, six-week workshop. (24 hours)

Course No. PIE 678 **\$155**
14331 9/13-11/3
14332 10/18-12/8

***For more courses visit the ED2GO Catalog at:**

www.ed2go.com/epcc/



CHILDREN'S COLLEGE

Melissa Sanchez, Manager

Contact our Team at 915-831-6692 or at 915-831-6687

Email at adura157@epcc.edu or msanc201@epcc.edu

* Visit our Website often to learn about new course offering.

www.epcc.edu/academics/continuingeducation

* Children's courses have an age requirement.

Academic Enrichment

Math and Cooking

The kitchen has wonderful opportunities to help children learn math concepts such as fractions, estimation and measuring quantities. Children will discover about healthy foods while they reinforce mathematical skills. (12 hours)

Course No. PLD 618 **\$77**

Entering Grades 3rd-5th

13899 Sat 12:30-2pm 9/9-10/28 VV B153

Junior Dog Obedience

This course will help children build better working relationships with their dogs through the use and acceptance of verbal commands and signals. (8 hours) **Do not bring dog to the first class.**

Course No. PLD 785 **\$70**

Ages 8-12

13901 Sat 10:30-11:30am 9/16-11/4 VV Patio



Spanish for Kids

Learn to communicate with your Spanish speaking neighbors! Kids learn basic Spanish phrases and words used in daily conversation. An excellent foundation for future language study. (12 hours)

Course No. PLD 823 **\$77**

Entering Grades 3rd-6th

13906 Sat 10:30am-12pm 9/9-10/28 VV B100

CSI for Children (Crime Scene Investigation)

Children will solve an imaginary crime from clues left at the scene. They will play the role of a Crime Scene Technician to interpret evidence. Some techniques they will perform include: fingerprinting, casting, footprints, photographs, and securing scene. A field trip to a police station will be included. (12 hours)

Course No. PLD 849 **\$84**

Ages 8-12

14470 Sat 11:30am-1pm 9/9-10/28 VV B180

3D Printing for kids

Sign up to develop new technical skills and share your designs with the world! 3D printing allows you to fix things that are broken and produce items we use every day while keeping e-waste out of landfills. Students will learn how to innovate, prototype, and develop new products by investigating a problem within their workspace. **(No class 11/11)** (12 hours)

Course No. PLD 666 **\$115**

Entering grades 3rd-5th

13909 Sat 9-10:30 9/23-11/18 ASC B485

Entering grades 6th-8th

13910 Sat 11-12:30pm 9/23-11/18 ASC B485

STEM

Coding for Kids

Technology has a language. It's called code and we believe coding is an essential skill. Explore fundamental coding concepts and practice thinking like coders using visual-based apps. Discovering how to code will help you solve problems and work together in creative ways. It will also help you build apps that bring your ideas to life. **(No class on 11/11)** (10 hours)

Course No. PLD 673 **\$90**

Entering Grades 4th-8th

13911 Sat 9-10am 9/9-11/18 VV B163

Make Your First Video Game

Have you ever thought of an idea for a video game which does not exist? NOW is your chance to join a class in which you will be creating an actual game. Participants will use an easy to learn software to discover the basics of video game design. **(No class on 11/11)** (10 hours)

Course No. PLD 674 **\$90**

Ages 8-12

13912 Sat 10-11am 9/9-11/18 VV B163

Black Rocket

These courses will offer the latest in cutting-edge technology and STEM courses that will enhance the learner's technology experience.

*There are no refunds for Black Rocket upon completion of course enrollment.

ROBLOX Makers

Unlock the power of ROBLOX Studio, the world creation tool used by real-world ROBLOX developers! Learn how to build 3D models and create an adventure in your ROBLOX world. Bring characters to life with unique animations you design. (12.5 hours) *Compatible with MAC and Windows OS only.

Course No. PLD 640 **\$150**

Ages 8-11

13914 Sat 8:30am-11am 9/9-10/7 VV B164

Ages 11-14

13915 Sat 1-3:30pm 9/9-10/7 VV B163

YouTube® Content Creators

Find your voice and leave your mark on the world! Whether you are six or sixty, it's time to start a career as the next YouTube star. Explore the variety of content and personalities that exist on YouTube and how to find your own niche. Learn the Dos and Don'ts of the platform and how to practice good digital citizenship. Develop your on-camera presence, your own channel branding, and professional editing skills. Take home a plan for launching your own channel with the content created in class!

*A webcam is required for this course and it is compatible with MAC and Windows OS only. **(No class on 11/11 & 11/25)** (12 hours)

Course No. PLD 659 **\$150**

Ages 8-11

13917 Sat 11am-1pm 10/21-12/9 VV B163

Ages 11-14

13918 Sat 11am-1pm 10/21-12/9 VV B164

Battle Royale Gamers

Fans of Fortnite we need you! Instead of playing the game, design your own. Using a professional 3D game development software, build levels and assets inspired by popular battle royale games like Fortnite. This course includes cartoonish action and battle sequences. ***Compatible with MAC and Windows OS only and requires a 64-bit operating system.** (12 hours)

Course No. PLD 680 **\$150**

Ages 8-11

13919 Sat 11am-1pm 9/9-10/14 VV B123

Minecraft® Modders

Customize your own Minecraft world and mod the classic game in this one of a kind class. Learn scripting and logic statements as you create your first mods. Students will create a wide variety of new elements, gameplay mechanics, and world generating mods to change the way you play Minecraft. Students must own a Java version of Minecraft to take this class. Tablet, phone, and game, console version of Minecraft are not compatible. Returning students can create more advanced projects that build on previous years. ***Compatible with MAC and Window OS only.** (No class on 11/11 & 11/25) (12 hours)

Course No. PLD 611 **\$150**

Ages 8-11

13920 Sat 9-11am 10/21-12/9 VV B164

Ages 11-14

13922 Sat 9-11am 10/21-12/9 VV B123

Snapology

These courses offer the use of technology and take an active role in inspiring the next generation of scientists, engineers & mathematicians through excitement in these concepts at an early age.

***Minimum of 3 students for class to make.**

***There are no refunds for Snapology upon completion of course enrollment.**

Kinder Bots

Children will begin to explore the world of robotics as they build simple models that teach the fundamentals of robotic design. Whether learning about sensors while building drills and magic wands, or discovering ways that gears and pulleys create movement while building helicopters and robotic dogs, every child is sure to have a great time. (6 hours)

Course No. PLD 662 **\$110**

Entering Grades K-2nd

13924 Sat 10-11am 9/9-10/14 VV B184

Junior Engineers

Young students build fun and simple models using DUPLO® bricks. By playing with and manipulating the models they experience pulleys, levers, gears, wheels and axles while exploring energy, forces, and balance. (6 hours)

Course No. PLD 664 **\$110**

Ages 5-6

14471 Sat 9-10am 9/9-10/14 VV B184

RoboPets

Children will begin to explore the world of robotics as they build animal models that teach the fundamentals of robotic design. Whether learning about sensors while building a fish or alligator or discovering ways that gears and wheels and axles create movement while building robotic dogs or frogs, your child is sure to have a great time! (No class on 11/11 & 11/25) (6 hours)

Course No. PLD 661 **\$110**

Entering Grades K-2nd

13929 Sat 10-11am 10/21-12/9 VV B184

Amusement Park Engineering

In Snapology's Amusement Park Engineering, students will become engineers of their own amusement park rides and will learn the core physics and engineering concepts used to make a ride thrilling! (No class on 11/11 & 11/25) (6 hours)

Course No. PLD 660 **\$100**

Entering Grades 1st - 4th

13931 Sat 11-noon 10/21-12/9 VV B184

Arts

Acrylic Painting for Kids

The students will learn techniques in basic sketching to start a simple project and paint animals, flowers, still life, and a landscape. They will start to use art brushes with the acrylic medium on a stretched canvas. We will finish a work of art in each class. Recognize the different kind of art. **Student will purchase supplies.** (8 hours)

Course No. PLD 691 **\$75**

Ages 9-11

13933 Sat 9:30-10:30am 9/16-11/4 VV A1318

Young Artist Workshop

Basic drawing will be introduced using a variety of materials. Participants will learn about contrasting light and shadow, positive space, as well as line and design. **Students will purchase supplies.** (12 hours)

Course No. PLD 776 **\$85**

Ages 6-9

13935 Sat 10:30am-noon 9/16-11/4 VV A1318

Sports and Fitness

Golf for Children

Introduces the beginning golfer to the fundamentals of the golf swing and the various aspects of the game. The rules and courtesies of the game are also included. Golf clubs are not required. **Students are responsible for purchasing their own range balls.** (6 Hours)

Course No. PLD 758 **\$70**

Ages 8-13

13939 Sat 9:30-11am 10/7-10/28 6900 Delta Ascarate Golf Course

Kinder Gym

Whoops! This pre-gymnastics class for beginners helps develop coordination, flexibility and balance during the developmental stages of childhood. (8 hours)

Course No. PLD 728 **\$70**

Ages 5-6

13941 Sat 8:30am-9:30am 9/2-10/21 VV G104



Gymnastics

No more jumping on the beds! Early gymnastics training for children can be healthy and help build confidence, as well as self-discipline. Designed to acquaint the student with the fundamental skills of gymnastics. Class instruction will include skill development. (12 hours)

Course No. PLD 736 **\$84**

Ages 7-9
13942 Sat 9:30-11am 9/2-10/21 VV G104

Martial Arts for Young People

Shaolin Kung Fu, an original ancient Chinese martial art form is designed to build positive self-esteem and provide students with an opportunity to develop the skills necessary to improve fitness and self-defense awareness. (8 Hours)

Course No. PLD 880 **\$70**

Ages 7-14
13944 Sat 9-10am 9/16-11/4 VV G102

Advanced Martial Arts for Young People

Advanced Martial Arts will continue to teach the student basic Shaolin Kung Fu. Designed to build positive self-esteem and provide students with an opportunity to develop the skills necessary to improve fitness and self-defense awareness. (12 hours) Prerequisite: PLD 880.

Course No. PLD 921 **\$84**

Ages 7-14
13946 Sat 10-11:30am 9/16-11/4 VV G102

Performing Arts

Pre-Ballet

"Look mommy, see me dance!" Children who want to dance and are not yet ready for Ballet I will glow with glee as they are introduced to balance and dance skills. (8 hours)

Course No. PLD 746 **\$70**

Ages 5-6
13948 Sat 9-10am 9/9-10/28 VV A1215

Ballet I for Children

Introduces beginning ballet and barre. The emphasis is on developing proper body alignment and flexibility. (8 hours)

Course No. PLD 734 **\$70**

Ages 7-10
13951 Sat 10-11am 9/9-10/28 VV A1215

**All Piano classes must purchase headphones and textbook at the Valle Verde bookstore*



Piano I for Children

Provides a positive, enjoyable group experience in the initial approach to playing the piano. Emphasizes in establishing good music reading ability and rhythmic orientation. Introduces the fundamentals of music theory and the keyboard. (No class on 11/11) (9 hours)

Course No. PLD 724 **\$110**

Ages 8-12
13961 Sat 9-10am 9/16-11/18 VV A1333

Piano II for Children

Continue your piano studies with some individual attention and some group instruction. Emphasizes the formation and maintenance of good habits, reinforcement of basic musical theory and rhythmic orientation. (9 hours) Prerequisite: Piano I, PLD 724. Students must have placement form to register. (No class on 11/11)

Course No. PLD 759 **\$110**

Ages 8-12
13962 Sat 10-11am 9/16-11/18 VV A1333

Piano III for Children

Advanced Piano III will continue to teach the student basic keyboard fundamentals with individual attention. Emphasizes sight reading and playing of songs and chords. Continues reinforcement of music theory and rhythmic orientation. Students must have placement form to register. Prerequisite: Piano II, PLD 759. (No class on 11/11) (18 hours)

Course No. PLD 780 **\$170**

Ages 9-11
13963 Sat 11:30am-1:30pm 9/16-11/18 VV A1333

Course No. PLD 899

Ages 12-16
13964 Sat 1:30-3:30pm 9/16-11/18 VV A1333

Guitar for Children

Learn how to play chord forms, simple melody lines and musical notation. Designed for the beginner who yearns to strum beyond a few chords. Provide the student with the basic technical competence for recreational use of the guitar. (8 hours) **A classical guitar with nylon strings is required. Student must have own guitar.**

Course No. PLD 721 **\$70**

Ages 8-12
13965 Sat 10-11am 9/16-11/4 VV A2117

Guitar for Teens

Take this opportunity to learn the basic chord forms, simple melody lines and musical notation. Soon you will play songs in folk and rock style. **A classical guitar with nylon strings is required.** (12 hours)

Course No. PLD 891 **\$99**

Ages 13-16
13966 Sat 11am-12:30pm 9/16-11/4 VV A2117

Young Rembrandts

Raising generations that value the power, passion and the significance of art.

*Minimum of 3 students for class to make.

*There are no refunds for Young Rembrandts upon completion of course enrollment.

Cartoon Drawing

For kids who need to stay engaged and laughing, our cartooning classes are surely the most fun you can have while learning! This entertaining program combines Young Rembrandts innovative, hands-on teaching method with light-hearted subject matter that engages children, their sense of humor and their vivid imaginations. Drawings that tell a story also help kids to stay on-task, find new solutions to a problem and communicate ideas and concepts through pictures. (8 hours)

Course No. PLD 979 \$99

Ages 6-12

13967 Sat 11am-noon 9/9-10/28 VV B151

Drawing with Young Rembrandts

Young Rembrandts teaches drawing, the fundamental skill of all visual arts. Our program compliments and expands on existing school art programs, preparing students for goals set forth by the National Standard of Art Education. A fun, educational and engaging experience for children, Young Rembrandt's curriculum maximizes neuron development and brain patterning function. (No class on 11/11 & 11/25) (8 hours)

Course No. PLD 628 \$99

Ages 6-12

13968 Sat noon-1pm 10/7-12/9 VV A1318

Cooking

Chefs in the Kitchen

Students will learn basic cooking skills. We will be preparing new recipes as well as several favorites from past years. These recipes are great for kids because they can be safely made with little help from adults. All of the recipes are EASY and FUN for the kids to make at home too! (Children with food allergies are advised not to take this course.) Students purchase own supplies. (20 hours)

Course No. PLD 665 \$125

Ages 10-12

13969 M-F 1-5pm 10/2-10/6 VV B153

13970 M-F 1-5pm 10/9-10/13 VV B153

Christmas Treats Family Fun!

Light up this Christmas season with these merry making cookies and treat recipes. Come and spread more holiday cheer with your family and friends. Student will purchase their own supplies. (4 hours)

Course No. PLD 945 \$30

Ages 6-8

Sat 9am-1pm 12/9 VV B153



Children's/Teen ESL Program

This English as a Second Language course is for nonnative speakers. Instruction will include vocabulary and reading skills necessary for success in introductory English as a Second Language. Students must purchase book at the Valle Verde bookstore. Los cursos de Ingles como segundo idioma son para los estudiantes que no dominan el Ingles. La instruccion incluirea vocabulario y habilidades de lectura necesarias para el exito en la introduccion a continuacion en los cursos. Los estudiantes deberan comprar el libro en la libreria de Valle Verde. (No class on 11/11 & 11/25)

ESL I for Children/Ingles Como Segundo idioma Para Niños I (12 hours)

Course No./Numero de Curso PLD 977 \$93

Ages/Edades 7-12

13971 Sat/Sab 8-9:30am 10/7-12/9 VV B110

ESL I for Teens/Ingles como Segundo Idioma para Adolescentes I (12 hours)

Course No./Numero de Curso PLD 984 \$99

Ages/Edades 12-16

13972 Sat/Sab 9:30-11am 10/7-12/9 VV B101

ESL II for Children/Ingles como segundo idioma para niños II (12hours)

Prerequisite/Prerequisito: PLD 977

Course No./Numero de Curso PLD 983 \$93

Ages/Edades 7-12

13973 Sat/Sab 11-12:30am 10/7-12/9 VV B101

ESL II for Teens/Ingles como Segundo Idioma para Adolescentes II (12 hours)

Prerequisite/Prerequisito: PLD 984

Course No./Numero de Curso PLD 985 \$99

Ages/Edade 12-16

13974 Sat/Sab 12:30-2pm 10/7-12/9 VV B108

SENIOR ADULT PROGRAM

Mary Yanez, Director

For more information

E-mail SAP@epcc.edu or Call 915-831-7801

El Paso Community College provides a wide variety of free classes for persons 55 years of age and over. Provide proof of age at time of registration, with a driver's license, birth certificate, or other documents. Classes are held at community-based locations, city/county senior, nutrition, adult day care, recreation centers, elderly housing complexes, retirement apartments, and at five EPCC campuses. **Seniors must register** to attend classes. Seniors attending classes at a campus must pay for a parking permit. Standard registration procedures apply for courses outside the Senior Adult Program.

ONLINE REGISTRATION IS AVAILABLE FOR RETURNING STUDENTS

Go to www.epcc.edu for a Step-by-Step Online Registration Guide Or in the back of the CE Schedule.

Arts

Acrylics Painting for Seniors

This course exposes students to necessary tools and materials to set up a layout for painting, applying techniques to different parts of a painting, mix colors, apply paint, and visualize perspectives. *Students purchase supplies. (24 hours)*

Course No. SAP 446

| | | | | |
|-------|----|--------|------------|-----------------|
| 14145 | MW | 1-3pm | 9/11-10/18 | Online |
| 14146 | Th | 12-3pm | 9/14-11/2 | Eastside Senior |



Beginners Clay Making

This class welcomes students to explore basic techniques of working with clay: Forming methods using hand building techniques, painting and other surface treatments and finishing processes. *Students purchase supplies. (24 hours)*

Course No. SAP 254

14147 MW 9am-12pm 9/11-10/4 PJ Romero Artworks

Beginners Leather-Working

Students will explore basic techniques of working with leather: learn fundamental skills needed to start working with leather, by making a simple, useful wallet. Students will be introduced to different techniques, tools, materials, and then shown how to apply them to design. *Students purchase supplies. (24 hours)*

Course No. SAP 255

14148 TTh 9am-12pm 9/12-10/5 PJ Romero Artworks

China Painting

Introduces students to the basic techniques of china painting. Students apply paint on porcelain materials and use firing techniques to fix the colors desired. *Students purchase supplies. (24 hours)*

Course No. SAP 445

14149 W 9am-12pm 8/30-10/18 Officer David Ortiz

Crocheting for Beginners

This class is designed to teach seniors the art of crochet from home. Students will learn a variety of hand techniques, pattern reading and hands-on practice. *Students purchase supplies. (24 hours)*

Course No. SAP 501

14150 S 9-11am 9/9-12/9 MDP R121

Drawing II

Students will develop individual artworks and experiment with a variety of supports, papers, surfaces, and materials. Students will use pencil, charcoal, Micron pen, mix media is encouraged. This course is for students with an interest in expanding their experience in drawing. *Students purchase supplies. (24 hours)*

Course No. SAP 117

14151 F 9am-12pm 9/15-11/3 ASC B321

Handmade Jewelry

This course is for students focused on using creative talents to design handmade pieces of ready to wear jewelry. Students will work with wire, classic fantasy beads, pearls, shells, and wood materials used in making jewelry. *Students purchase supplies. (24 hours)*

Course No. SAP 107

14539 M 10am-12pm 9/11-12/4 ASC B580

Portrait Painting

This class introduces students to drawing a face in proportion, developing color mixing comprehension and working with the medium of their choice. Students select photographs as reference material and work with oils, acrylics, watercolors, or colored pencils. Instructor works with each student individually and collectively providing handouts, class discussion and demonstrations. *Students purchase supplies. (24 hours)*

Course No. SAP 493

14153 M 9am-12pm 9/11-10/30 ASC B321

Seniors Artistic Welding

Seniors discover artistic welding techniques and produce a design through guided instruction. Students use layout tools, demonstration, guided practices, learn the processes of plasma cutting and MIG welding for a desired artistic product. *Students purchase supplies. (24 hours)*

Course No. SAP 305

14154 S 8-10am 9/9-12/9 VV ATC Welding Lab

Class Schedule is Subject to Change

Computers

Digital Devices for Smart Seniors

In this introductory course seniors explore the various digital devices on the market today. Students bring their smart phones, iPads, electronic notebook device to class to learn the various uses and functions.

(24 hours)

Course No. SAP 615

| | | | | |
|-------|---|--------------|----------|---------|
| 14155 | S | 11:30-1:30pm | 9/9-12/9 | VV B104 |
| 14617 | S | 9-11am | 9/9-12/9 | VV B104 |

Intro to Computers & Windows

This course teaches students the basic instruction to operate a personal computer. Students learn how to use Windows, the mouse, screens, menus, and graphics. Students are introduced to the terminology associated with Windows usage. (24 hours)

Course No. SAP 600

| | | | | |
|-------|---|----------------|----------|----------|
| 14156 | S | 11:05am-1:05pm | 9/9-12/9 | ASC B320 |
| 14157 | S | 9-11am | 9/9-12/9 | ASC B320 |

Intro to MS Word

This course introduces students to Microsoft Word processing program that allows users to create professional looking documents such as announcements, letters, resumes, and reports. *Students need to have basic knowledge in using the computer, know how to type. Introduction to Computers is a prerequisite.* (24 hours)

Course No. SAP 670

| | | | | |
|-------|---|----------------|-----------|----------|
| 14159 | T | 1-3pm | 9/12-12/5 | RG B509 |
| 14540 | S | 11:05am-1:05pm | 9/9-12/9 | MDP R211 |

MS Excel

The course introduces students to MS Excel which is an MS Office program that creates and manipulates spreadsheets. Students will learn to organize and balance data in an understandable format. *It is recommended that students complete Introduction to Computers and Windows before enrolling in this class.* (24 hours)

Course No. SAP 630

| | | | | |
|-------|---|--------|----------|----------|
| 14160 | S | 9-11am | 9/9-12/9 | ASC B324 |
|-------|---|--------|----------|----------|

MS PowerPoint

Introduces students to a program that enables the creation of professional presentations. PowerPoint is part of Microsoft Office and uses the same conventional MS Office interface. Learn to use its various tools and be able to create your own slide show. *It is recommended that students take Introduction to Computers and Windows before this course.* (24 hours)

Course No. SAP 307

| | | | | |
|-------|----|-------|------------|---------|
| 14161 | MW | 1-3pm | 9/11-10/18 | RG B509 |
|-------|----|-------|------------|---------|

Seniors Exploring the Internet

Learn to access the World Wide Web (www) network and become familiar with its many uses and applications. The instructor assists students to communicate with people around the world. Students must have some computer experience before enrolling in the course.

(24 hours)

Course No. SAP 904

| | | | | |
|-------|---|----------------|----------|----------|
| 14164 | S | 11:05am-1:05pm | 9/9-12/9 | ASC B324 |
|-------|---|----------------|----------|----------|

Simple Steps for Using Technology

Online courses offered at EPCC require the use of Microsoft (MS) TEAMS software application. This course introduces students to the basics of MS TEAMS, using simple step by step instructions. Students who have little or no experience using technology and MS TEAMS will gain sufficient knowledge and confidence to be able to register for online courses. (24 hours)

Course No. SAP 631

| | | | | |
|-------|----|-----------|------------|----------|
| 14166 | MW | 10am-12pm | 9/11-10/18 | ASC B320 |
|-------|----|-----------|------------|----------|

Social Media

The course introduces students the basics of downloading, registering, and using social media duplicate, such as Facebook, Instagram, Twitter, and Snapchat. (24 hours)

Course No. SAP 476

| | | | | |
|-------|-----|--------------|------------|----------|
| 14541 | TTh | 12:30-2:30pm | 9/12-10/19 | ASC B320 |
|-------|-----|--------------|------------|----------|

Dance & Exercise

Ballroom Dance for Seniors

This course is designed to introduce ballroom dance techniques and essential steps in dancing the Waltz, Fox Trot, Rhumba, and Jitterbug for the purpose of maintaining an active healthy body. Dance routines learned in the course may be used for performance. (24 hours)

Course No. SAP 470

| | | | | |
|-------|----|---------|-----------|-----------|
| 14172 | MW | 10-11am | 9/11-12/6 | The Beast |
|-------|----|---------|-----------|-----------|

Exercise to Music

This class maintains a regular low-impact program of exercise to music to help you stay healthy and increase mobility. Positive group interaction and awareness of body movements improve your fitness level. (24 hours)

Course No. SAP 403

| | | | | |
|-------|-----|--------|-----------|-----------------------|
| 14173 | MW | 2-3pm | 9/11-12/6 | Polly Harris Senior |
| 14174 | TTh | 9-10am | 9/12-12/7 | Hilos de Plata Senior |

Folklorico at 55

Introduces seniors to a low-impact dance program. Familiarizes students with unique dances from various regions of Mexico. Students learn about the customs, history of the dances (Fandangos), costumes, steps, techniques, and choreography, which are traditional to each region or state of Mexico. (24 hours)

Course No. SAP 430

| | | | | |
|-------|---|-----------------|-----------|-----------------------|
| 14175 | T | 10:30am-12.30pm | 9/12-12/5 | Hilos De Plata Senior |
|-------|---|-----------------|-----------|-----------------------|

Gentle Way Yoga

This course is designed to improve heart health through Yoga techniques of mind, body and spirit. Yoga improves flexibility, strength and concentration. Chairs and assistive props are used. Students learn deep breathing, meditation, and relaxation techniques. (24 hours)

Course No. SAP 109

| | | | | |
|-------|-----|-----------|------------|-----------------|
| 14176 | S | 10am-12pm | 9/9-12/9 | Online |
| 14177 | TTh | 10am-12pm | 9/12-10/19 | San Juan Senior |

Latin Dance

Seniors learn Latin dance techniques on the dance floor by using popular Latin rhythms and adding smooth body movements, steps, and displaying choreographed performance. Partners are recommended but not required. (24 hours)

Course No. SAP 303

| | | | | |
|-------|---|-----------|----------|------------------|
| 14178 | F | 10am-12pm | 9/8-12/8 | Happiness Senior |
|-------|---|-----------|----------|------------------|

For Class Information
Call (915) 831-7801
or Email sap@epcc.edu

Line Dance

This course introduces seniors to popular and traditional individual line dancing. Dances include country, Latin, and other rhythms to encourage older adults to exercise and have fun at the same time. (24 hours)

Course No. SAP 455

Beginners

| | | | | |
|-------|---|--------------|-----------|---------------------|
| 14179 | T | 9:30-11:30am | 9/12-12/5 | TM 1405 |
| 14180 | T | 2-4pm | 9/12-12/5 | Officer David Ortiz |
| 14181 | S | 10am-12pm | 9/9-12/9 | Gary Del Palacio |

Intermediate

| | | | | |
|-------|-----|-----------------|-----------|---------------------|
| 14183 | T | 10:30am-12:30pm | 9/12-12/5 | Eastside Senior |
| 14184 | MW | 12-1pm | 9/11-12/6 | The Beast |
| 14185 | TTh | 12:30-1:30pm | 9/12-12/7 | San Juan Senior |
| 14542 | TTh | 2-3pm | 9/12-12/7 | Polly Harris Senior |

Advanced

| | | | | |
|-------|-----|--------|-----------|---------------------|
| 14186 | TTh | 12-1pm | 9/12-12/7 | Officer David Ortiz |
|-------|-----|--------|-----------|---------------------|

Mexican Folklorico Dance

This course will provide the opportunity to understand the history and culture of the Mexican people through its music, culture and dance. Students will learn the basic skills necessary to learn Mexican folklorico dance, while enjoying the aerobic exercise that the dance provides, adapted to their age group. Lecture in the history of the music, costumes, traditional choreographies and myths. (24 hours)

Course No. SAP 202

| | | | | |
|-------|----|-------|-----------|------------|
| 14187 | Th | 5-7pm | 9/14-12/7 | Valle Bajo |
|-------|----|-------|-----------|------------|

Qi Gong

Students will be introduced to the 12 stretching forms of Qi Gong. This is a mind-body-spirit practice that improves ones mental and physical health, integrating posture movements, breathing techniques, self massage, sound and focused intent. (24 hours)

Course No. SAP 302

| | | | | |
|-------|----|-------------|----------|--------|
| 14189 | FS | 4:15-5:15pm | 9/8-12/9 | Online |
|-------|----|-------------|----------|--------|

Staying Fit While You Sit

This class will teach participants different hand, arm, and shoulder movements in a sitting position. Students will learn to music and view segments of activities. The student will use scarfs, plates, and other objects from home to have fun, enjoy, relax and learn breathing techniques while exercising (24 hours)

Course No. SAP 114

| | | | | |
|-------|-----|-----------|------------|--------|
| 14190 | TTh | 9:30-11am | 10/10-12/7 | Online |
|-------|-----|-----------|------------|--------|

Tai Chi for Seniors

Tai Chi practices slow controlled movement and breathing techniques improves health, fitness level, ability to focus, balance, flexibility, coordination, stamina, strength, body posture, power, and endurance. Exercises emphasize a calm and peaceful mind. (24 hours)

Course No. SAP 300

| | | | | |
|-------|----|-------|----------|--------|
| 14191 | FS | 3-4pm | 9/8-12/9 | Online |
|-------|----|-------|----------|--------|

Zumba Gold

Zumba Gold is perfect for active older adults who are looking for a modified Zumba class that recreates the original moves at a lower-intensity. The routine is made up of simple, easy-to-follow movements, led by an instructor who creates a party like fun atmosphere. Come join the party and have a blast to oldies, salsa, cha-cha and more. (24 hours)

Course No. SAP 301

| | | | | |
|-------|-----|-------|-----------|---------|
| 14192 | TTh | 2-3pm | 9/12-12/7 | TM 1405 |
|-------|-----|-------|-----------|---------|

Languages

Conversational Spanish for Beginners

Designed for senior adults who have minimal command of the Spanish language. This self-paced program facilitates learning the language with other students. (24 hours)

Course No. SAP 415

| | | | | |
|-------|---|-----------|-----------|---------|
| 14193 | W | 10am-12pm | 9/13-12/6 | NW C203 |
|-------|---|-----------|-----------|---------|

English as a Second Language (ESL)

Este curso de inglés está diseñado para adultos mayores con un dominio mínimo del idioma inglés. El curso básico tiene un tono motivacional y desarrolla su confianza en sí mismo para hablar el idioma inglés. This English course is designed for older adults with minimal command of the English Language. The basic course has a motivational tone and develops your self-confidence in speaking the English Language. (24 hours)

Course No. SAP 425

| | | | | |
|-------|---|-----------|----------|----------------|
| 14194 | F | 10am-12pm | 9/8-12/8 | Sylvia Carreon |
|-------|---|-----------|----------|----------------|

Music

Chorus

Provides students with group singing songs in Spanish and creates the harmony of voices as a unified group. Students learn basic knowledge of notes that highlight the musical abilities they possess. (24 hours)

Course No. SAP 435

| | | | | |
|-------|---|----------|-----------|------------------|
| 14196 | T | 11am-1pm | 9/12-12/5 | Gary Del Palacio |
|-------|---|----------|-----------|------------------|

Getting to Know the Guitar

This class welcomes students with interest to learn to play guitar. The knowledge learned in this course can be applied to both Acoustic and Electric guitars. Student will get to choose which guitar to use. *Student will need to purchase their own guitar.* (24 hours)

Course No. SAP 436

| | | | | |
|-------|---|----------------|-----------|--------|
| 14198 | T | 11:30am-1:30pm | 9/12-12/5 | Online |
|-------|---|----------------|-----------|--------|

Guitar for Beginners

Introduces the fundamentals of playing the guitar. Instruction contains new techniques of hand coordination in learning to play some popular Mexican and American songs. Students will learn basic rhythms, melodies, and chords. *Students will need to have their own guitar.* (24 hours)

Course No. SAP 420

| | | | | |
|-------|---|-----------|----------|------------------|
| 14199 | F | 10am-12pm | 9/8-12/8 | Gary Del Palacio |
|-------|---|-----------|----------|------------------|

Intermediate Guitar Rondalla

The intermediate guitar class introduces student to play guitar as a Rondalla style playing and singing group. Students play as a unified group and perform popular Mexican and American songs applying rhythm, guitar chords, and chorus techniques. *Students must already know how to play the guitar.* (24 hours)

Course No. SAP 486

| | | | | |
|-------|---|----------|-----------|-----------------|
| 14200 | F | 10am-1pm | 9/15-11/3 | San Juan Senior |
|-------|---|----------|-----------|-----------------|

Mariachi Course for Seniors

This course introduces advanced music students to techniques used in interpreting mariachi music from the regions in Mexico. Previous musical experience and proficiency with instrument required. Includes performances for special community events. Students must know how to play the guitar, trumpet, or violin. (24 hours)

Course No. SAP 421

| | | | | |
|-------|---|----------|----------|------------------|
| 14202 | S | 11am-1pm | 9/9-12/9 | Gary Del Palacio |
|-------|---|----------|----------|------------------|

Personal Enrichment

Beautifying Lives Through Makeup

This course will help students learn and master important techniques on how to do their own make-up professionally. The student will learn to create contemporary looks for their everyday glamour. After completing this course, the student will be able to enhance their own or other women's beautiful features, disguise minor faults in one's appearance and express themselves creatively. (24 hours)

Course No. SAP 313

| | | | | |
|-------|---|-----------|-----------|----------|
| 14204 | W | 10am-12pm | 9/13-12/6 | ASC B322 |
|-------|---|-----------|-----------|----------|

Expressions of Life

Expressions of Life is a course that engages adults 55 years and older in a process of documenting their lives using storytelling, visual arts, music, and creative writing. Covers themes such as country of origin, language, work ethic, food, traditions, and community celebration to focus group discussions and artistic projects. (24 hours)

Course No. SAP 399

14205 T 3-5pm 9/12-12/5 Online

Getting Older Does Not Have to be Hard

This class provides information and insight on topics to assist older adults and caregivers in preparing for services for their safety and wellbeing. Life in general can throw us a curve ball but with preparation and knowledge, any of life's obstacles can be managed with ease.

General topics presented are caregiving, getting your life organized, six domains of well-being, having a positive attitude, legal matters and so much more. (24 hours)

Course No. SAP 116

14206 S 9-11am 9/9-12/9 ASC B321

Wellness

Complementary and Alternative Therapies

This course will explain the concepts of Complementary, Alternative, and Integrative medicine, including Aromatherapy, Ayurveda, Traditional Chinese Medicine, Homeopathy, Curanderismo Herbal Medicine, Integrative and Functional Medicine, Preventive-Nutrition and Natural supplements against Oxidative Stress as we age. (24 hours)

Course No. SAP 310

14207 TTh 5:30-7:30pm 9/12-10/19 TM 1124

Gardening for Healthy Living

This course is designed to teach seniors in containerized gardening for the home. Students will cultivate a variety of interior plants from preparing the soil to planting the seed, watering, and growing healthy plants. (24 hours) Students will buy their supplies.

Course No. SAP 106

14208 T 2:30-4:30pm 9/12-12/5 Sylvia Carreon

Herbal Medicine

This course will answer questions about a variety of herbs, their differences and healing properties. This course covers a plethora of herbs and supplements, including medicinal herbs used in our border area. (24 hours)

Course No. SAP 311

14209 MW 5:30-7:30pm 9/11-10/18 TM 1124

Healthy Nutrition for Seniors

This course introduces older adults to the process of healthy meal planning menus and food preparation that reduced health risks and encourages healthy nutrition. Student will work with instructor as a team to prep, cook and taste the menu assignments in class. The class covers lectures on traditional food preparation and optional tasty substitutes. (24 hours)

Course No. SAP 251

14210 MW 10am-12pm 9/11-10/18 VV B153

History of Mexican Traditions

This class is designed to expose students to lecture of iconic musical, dance costumes, traditions, myths, food and cultural traits of Mexico. Will analyze and explore the events that created the Mexican culture and identity, and will provide information that will clarify and enhance their understanding of the language, food, traditional medicine, popular culture and other traditions that are part of their daily living. (24 hours)

Course No. SAP 201

14543 M 5-7pm 9/11-12/4 Valle Bajo

Intro to Mind - Body Medicine

This course introduces participants to know the different modalities with the broad range of Mind-Body medicine. Participants learn different mind-body modalities for stress reduction, their benefit for improving overall health, and healing from and/or preventing diseases. (20 hours)

Course No. SAP 426

14211 W 6-8pm 9/13-11/15 ASC B321

Meditation for Tranquility

Meditation is a mind and body practice that has a long history of use for increasing calmness and physical relaxation, improving psychological balance, coping with illness, and enhancing overall health and well-being. Mind and Body practices focus in the interactions among the brain, mind, body, and behavior. Learning how to meditate and explore the different forms and techniques used in various traditions. (24 hours)

Course No. SAP 428

14212 TTh 6-7pm 9/12-12/7 Online
14551 MW 1:15-3:15 9/11-10/18 San Juan Senior

LOCATIONS

East Side Regional Recreation Center (The Beast)
13501 Jason Crandall, Dr. El Paso, TX 79938 915-212-0580

Eastside Senior Center
3200 Fierro Dr. El Paso TX 79935 915-212-2070

EPCC Administrative Services Center (ASC)
9050 Viscount Blvd. El Paso, TX 79925 915-831-3722

EPCC Mission Del Paso Campus (MDP)
10700 Gateway East. El Paso TX 79927 915-831-3722

EPCC Northwest Campus (NW)
6701 South Desert Rd. El Paso, TX 79932 915-831-3722

EPCC Rio Grande Campus (RG)
100 West Rio Grande Ave. El Paso TX 79902 915-831-3722

EPCC Transmountain Campus (TM)
9570 Gateway Blvd. N. El Paso, TX 79924 915-831-3722

EPCC Valle Verde Campus (VV)
919 Hunter Dr. El Paso, TX 79915 915-831-3722

Gary Del Palacio Recreation Center
3001 Parkwood St. El Paso, TX 79925 915-212-0560

Happiness Senior Center
563 N. Carolina Dr. El Paso, TX 79915 915 212-0435

Hilos De Plata Senior Center
4451 Delta Dr. El Paso, TX 79905 915-212-0410

Officer David Ortiz Recreation Center
563 N. Carolina Dr. El Paso, TX 79915 915-212-0430

PJ Romero Artworks
120 S. Carolina Dr. Ste. F El Paso, TX 79915 915-251-7109

Polly Harris Senior Center
650 Wallenberg Dr. El Paso, TX 79912 915-212-0733

San Juan Senior Center
5701 Tamburo Ct. El Paso TX 79905 915-212-0486

Sylvia A. Carreon Community Center
709 Lomita Dr. El Paso, TX 79907 915-212-0788

Valle Bajo Community Center
7380 Alameda Ave. El Paso, TX 79915 915-212-0784



**Tuesdays & Thursdays
September 19 – December 14
6:30pm – 8:30pm**

The **Small Business Management Institute** is designed to provide valuable insight and information needed to own and operate a **SUCCESSFUL BUSINESS**. Students will learn how to organize and grow their business profitably in strategic planning, operations, management, and compete in the marketplace. A Small Business Management Certificate will be awarded to each student who completes the **ENTIRE** series. Lenders and bank partners favor small business owners who successfully complete the program. Entrance requirement is 17 years of age.

Fall 2023 SCHEDULE

| Sessions | Dates (Tues. & Thurs) |
|-------------------------------------|-------------------------|
| Introduction to Strategic Planning | September 19 & 21 |
| Building a Strategic Plan | September 26 & 28 |
| Introduction to Marketing | October 3 & 5 |
| Developing a Marketing Action Plan | October 10 & 12 |
| Human Resources | October 17 & 19 |
| Business and Contract Law | October 24 & 26 |
| Administration and Accounting | October 31 & November 2 |
| Understanding Financial Statements | November 7 & 9 |
| Analyzing Financial Statements | November 14 & 16 |
| Forecasting and Break-Even Analysis | November 28 & 30 |
| Financing the Business | December 5 & 7 |
| Business Resources | December 12 & 14 |

Register EARLY and SAVE \$25

- **Registration Fee:** \$375 – before September 15, 2023; \$400 after September 15, 2023
- **Single Session Registration Fee:** \$75 – **Pre-registration is required.** Payment by American Express, Visa, MasterCard and Discover is accepted. Check or money order payment payable to El Paso Community College.
- Register on-line at elpasosbdc.net. Schedule is subject to change.
- **Refunds:** A 100% refund will be processed if notification of drop is received 24 hours before the first class.
- **Location:** Classes will be held on-line via Cisco Webex

Proud Members of the Texas South-West SBDC Network



Funded in part through the State of Texas and a Cooperative Agreement with the U.S. Small Business Administration. Reasonable accommodations for persons with disabilities or limited English proficiency will be made if requested at least two weeks in advance. Contact the SBDC Office at Joe Ferguson at (915)831-7742.

The El Paso County Community College District does not discriminate on the basis of race, color, national origin, religion, gender, age, disability, veteran status, sexual orientation, or gender identity.

SBMI - Session Descriptions

• Introduction to Strategic Planning

Provides an introduction to small business success, the phases of small business maturity, the importance of effective management skills, strategic planning, and the causes that keep business owners from achieving success. (4 hours)

• Building a Strategic Plan

Reviews strategic planning elements:

(1) external environment assessment, (2) internal business operation, (3) strengths, weakness, opportunities and threats, (SWOT) of a business, (4) a mission statement, (5) critical areas for growth and success, (6) strategic objectives and action plans; and (7) financial projections (proforma financial statements). (4 hours)

• Introduction to Marketing

Provides an introduction to marketing and market research; examines the importance of analyzing the marketplace research, process, and techniques for defining and understanding target markets and competition. (4 hours)

• Developing a Marketing Action Plan

Examines the elements of marketing, and the five steps in developing a marketing action plan: (1) setting objectives, (2) translating objectives into sales goals, (3) identifying strategies and tactics; (4) developing a marketing calendar and budget; and (5) evaluating effective marketing efforts. (4 hours)

• Human Resources

Introduces employee administration issues, employee laws and compensation, and an employee handbook (4 hours)

• Business and Contract Law

Examines administrative and legal issues; reviews business structures and the advantages and disadvantages of each; the laws protecting employees, consumers, and the industry; including essential contract elements and the common types of contracts; also covers patent, trademark, and copyright laws. (4 hours)

• Administration and Accounting

Reviews the importance of accurate recordkeeping and maintaining good financial records. The steps in developing a recordkeeping system are identified and examined. Identifies essential records needed for an effective recordkeeping system, including a basic introduction to computer and small business applications. (4 hours)

• Understanding Financial Statements

Introduces the three major financial statements: balance sheet, income and cash flow statement. (4 hours)

• Analyzing Financial Statements

Key ratios are used to interpret financial information on performance, decision making, and the future of the business. (4 hours)

• Forecasting and Break-Even Analysis


Covers the process of projecting start-up costs, preparing financial projections, and break-even analysis; the purpose and use of proforma statements; evaluating amount of financing needed, and preparing a loan proposal. (4 hours)

• Financing the Business

Covers capital formation issues and major types of financing. Commercial lending requirements and the five “C’s” of lending are examined; accessing the major types of finance programs available: SBA guarantee-loan programs, micro-loan programs, revolving-loan funds, and venture capital. Learn how to develop a relationship with the lender to successfully acquire a loan. (4 hours)

• Business Resources

Representatives from local organizations that provide business and resource assistance give students an opportunity to ask about the services they offer and questions regarding their business plans. (4 hours)



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for SMALL BUSINESS

Fall 2023 Series STARTS Monday, October 2, 2023 | elpasosbdc.net/seminars

Proud Members of the Texas South-West SBDC Network



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EL PASO
COMMUNITY
COLLEGE



intuit quickbooks® for SMALL BUSINESS

Mondays & Wednesdays
October 2 – November 29

6:00pm – 9:00pm

elpasosbdc.net | 915.831.7742
9050 Viscount Blvd. #B520 | El Paso, TX 79925

QuickBooks for Small Business is an 8-week training program designed to organize and manage business financials. Tracking revenue, managing expenses, payroll, inventory and invoicing can be streamlined utilizing QuickBooks. Classroom instruction allows open discussion and participation. **THIS IS A FAST PACED CLASS.** Students **MUST** be computer literate, have experience with Windows XP, and basic knowledge of bookkeeping and accounting. Entrance requirement is 17 years of age. A Certificate of Completion is awarded to students who complete the ENTIRE training series.

| FALL 2023 Schedule | | Instructor: Terry Romero |
|------------------------------------|---------------------------|--------------------------|
| Sessions | Date (Monday & Wednesday) | |
| Overview and Introduction | October 2 | |
| The Sales Process | October 4 | |
| Additional Customer Transactions | October 9 | |
| Managing Expenses | October 11 | |
| Company File Setup | October 16 | |
| Bank Reconciliation | October 18 | |
| Reports | October 23 | |
| Customizing QuickBooks | October 25 | |
| Inventory | October 30 | |
| Time and Billing | November 1 | |
| Payroll Setup | November 6 | |
| Payroll Processing | November 8 | |
| Estimates and Budgeting | November 13 | |
| Adjustment and Year-End Procedures | November 15 | |
| Company File Setup | November 27 | |
| Company Business Scenario | November 29 | |

- **Registration Fee: \$375** - includes the QuickBooks manual. Seating is limited. Payment by American Express, Visa, MasterCard, and Discover is accepted. Check or money order payment payable to El Paso Community College. Register on-line at elpasosbdc.net. **Schedule is subject to change.**
- **Refunds:** A 100% refund will be processed if notification of drop is received 24 hours before the first-class meeting.
- Location: Classes are held at 9050 Viscount Blvd., ASC - Bldg. B., #B520, El Paso, Texas 79925

Proud Members of the Texas South-West SBDC Network



Funded in part through the State of Texas and a Cooperative Agreement with the U.S. Small Business Administration. Reasonable accommodations for persons with disabilities or limited English proficiency will be made if requested at least two weeks in advance. Contact the SBDC Office at (915) 831-7742.

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El Paso Community College Language Institute

915-831-2154 | Li@epcc.edu

“The mission of the Intensive English Program within the EPCC Language Institute is to successfully prepare students and professionals to acquire English proficiency to meet their personal, academic, and career goals. We are committed to offer classes in a dynamic, multicultural and effective environment with the most innovative supportive resources imparted by highly qualified and competent faculty members.” The intermediate levels of IEP utilize terminology applicable to technical and business writing to develop proofreading and editing skills relevant to job-related contexts required for further advancement in the labor force. The emphasis is on enhancing effective written and oral communication skills for business applications in the workforce.

Intensive English Program- Fast Track

The program has six levels that can be completed within a year. Each level includes three courses: Reading/Writing, Listening/Speaking, and Grammar. 200 hours of instruction per level

Intensive English Program-AM & Sat

The program has 12 levels offered on weekdays or Saturdays. Each level includes three courses: Reading/Writing, Listening/Speaking, and Grammar. 100 hours of instruction per level.

IMPORTANT INFORMATION

Placement Exam is needed to register for IEP classes. Call us to make an appointment for the exam.

Enrollment in fast track requires registration in two concurrent courses (CRN). Full payment is required at time of registration prior to the first day of class of first CRN; no full refunds for either course on or after the first day of the first class in each Fast Track level.

Full payment is required at time of registration.

Registration for Fall semester begins on August 7, 2023.

Last day to register is the Friday prior to the first day of classes.

Refund Policy: See the General Information section in this class schedule.

The Intensive English Program is full immersion; only the targeted language is spoken in class.

INFORMACION IMPORTANTE

Examen de Ubicación es necesario antes de inscribirse en cursos de Inglés Intensivo. Llama para hacer una cita para el examen.

Inscripción y pago de Fast Track es requerido en dos cursos simultáneos. El pago completo es requerido para los dos cursos de cada nivel de Fast Track antes del primer día de clase, no hay reembolso completo para cualquier de los dos cursos en el primer o después del primer día de clases del primer curso.

El pago completo es requerido al momento de la inscripción.

Inscripción para clases del ciclo de otoño inicia el 7 de Agosto 2023

Ultimo día de inscripción es el viernes previo al primer día de clases; si hay cupo.

Requisitos de Reembolso: Información en la Sección General de este horario de clases.

El programa de Inglés Intensivo es de inmersión total; solo se habla el idioma inglés en las clases.

IEP-FAST TRACK 200 Hours/20 CEUs In-Person Classes Cycle I & II

- Full Payment is required at time of registration. (El pago completo es requerido al momento de la inscripción.)
- Registration Referral Form from the Language Institute is required to enroll in courses. (Se requiere forma de inscripción del Language Institute para inscribirse en clases.)

Cycle I: August 28 to October 13, 2023

Cycle II: October 23 to December 8, 2023

*No Classes on Sept. 4 & 21, Nov. 10, 23 & 24, 2023

Fast Track English I A & B

| | | | | |
|-------------------------------------|-----|------------|------------|--------------|
| Course No. IEP 211 - IEP 212 | | | | \$534 |
| 34125, 34126 | M-F | 8am-2:30pm | 8/28-10/13 | VV 14 |
| 14223, 14224 | M-F | 8am-2:30pm | 10/23-12/8 | VV 14 |

Fast Track English II A & B

| | | | | |
|-------------------------------------|-----|------------|------------|--------------|
| Course No. IEP 221 - IEP 222 | | | | \$534 |
| 34127, 34128 | M-F | 8am-2:30pm | 8/28-10/13 | VV 16 |
| 14225, 14226 | M-F | 8am-2:30pm | 10/23-12/8 | VV 16 |

Fast Track English III A & B

| | | | | |
|---|-----|------------|------------|--------------|
| Course No. IEP 231 - IEP 232/COMG 1000/1001* | | | | \$534 |
| 34129, 34131 | M-F | 8am-2:30pm | 8/28-10/13 | VV 17 |
| 14227, 14228 | M-F | 8am-2:30pm | 10/23-12/8 | VV 17 |

Fast Track English IV A & B

| | | | | |
|---|-----|------------|------------|--------------|
| Course No. IEP 241 - IEP 242/COMG 1004/1004* | | | | \$534 |
| 34132, 34133 | M-F | 8am-2:30pm | 8/28-10/13 | VV 18 |
| 14229, 14230 | M-F | 8am-2:30pm | 10/23-12/8 | VV 18 |

Fast Track English V A & B

| | | | | |
|-------------------------------------|-----|------------|------------|--------------|
| Course No. IEP 251 - IEP 252 | | | | \$534 |
| 34134, 34135 | M-F | 8am-2:30pm | 8/28-10/12 | VV 19 |
| 14231, 14232 | M-F | 8am-2:30pm | 10/23-12/8 | VV 19 |

Fast Track English VI A & B

| | | | | |
|-------------------------------------|-----|------------|------------|--------------|
| Course No. IEP 261 - IEP 262 | | | | \$534 |
| 34139, 34140 | M-F | 8am-2:30pm | 8/28-10/12 | VV 20 |
| 14233, 14234 | M-F | 8am-2:30pm | 10/23-12/8 | VV 20 |

IEP AM 100 Hours/10.0 CEUs In-Person Classes Cycle I & II

- Full Payment is required at time of registration. (El pago completo es requerido al momento de la inscripción.)
- Registration Referral Form from the Language Institute is required to enroll in courses. (Se requiere forma de inscripción del Language Institute para inscribirse en clases)

Cycle I: August 28 to October 13, 2023

*No Classes on Sept. 4 & 21, 2023

Intensive English I-A

| | | | | |
|---------------------------|-----|--------------|------------|--------------|
| Course No. IEP 111 | | | | \$267 |
| 34141 | M-F | 9:00-11:50am | 8/28-10/13 | VV |

Intensive English II-A

| | | | | |
|---------------------------|-----|--------------|------------|--------------|
| Course No. IEP 121 | | | | \$267 |
| 34292 | M-F | 9:00-11:50am | 8/28-10/13 | VV 22 |

* Workforce Education Course Manual Equivalents.

* Underlined Courses Are Workforce Education Course Manual Equivalent.

Intensive English III-A

Course No. IEP 131/COMG 1000* \$267
 34143 M-F 9:00-11:50am 8/28-10/13 VV 24

Intensive English IV-A

Course No. IEP 141/COMG 1004* \$267
 34144 M-F 9:00-11:50am 8/28-10/13 VV 29

Intensive English V-A

Course No. IEP 151/COMG 1004* \$267
 34145 M-F 9:00-11:50am 8/28-10/13 VV 31A

Intensive English VI-A

Course No. IEP 161 \$267
 34146 M-F 9:00-11:50am 8/28-10/13 VV

Cycle II: October 23 to December 8, 2023

*No Classes on Nov. 10, 23 & 24, 2023

Registration Referral Form from the Language Institute is required to enroll in courses

Intensive English I-B

Course No. IEP 112 \$267
 14235 M-F 9-11:50am 10/23-12/8 VV

Intensive English II-B

Course No. IEP 122 \$267
 14236 M-F 9-11:50am 10/23-12/8 VV 22

Intensive English III-B

Course No. IEP 132/COMG 1001* \$267
 14237 M-F 9-11:50am 10/23-12/8 VV 24

Intensive English IV-B

Course No. IEP 142/COMG 1004* \$267
 14238 M-F 9-11:50am 10/23-12/8 VV 29

Intensive English V-B

Course No. IEP 152/COMG 1004* \$267
 14239 M-F 9-11:50am 10/23-12/8 VV 31A

Intensive English VI-B

Course No. IEP 162 \$267
 14240 M-F 9-11:50am 10/23-12/8 VV

IEP Sat 100 Hours/10.0 CEUs

In Person Classes Cycle I

- Full Payment is required at time of registration. (El pago completo es requerido al momento de la inscripción.)
- Registration Referral Form from the Language Institute is required to enroll in courses. (Se requiere forma de inscripción del Language Institute para inscribirse en clases.)

Cycle I: August 19 to December 9, 2023

*No classes on November 11 & 25, 2023

Registration Referral Form from the Language Institute is required to enroll in courses

Intensive English I-A

Course No. IEP 111 \$267
 14241 Sat 8:00am-3:05pm 8/19-12/9 VV 14

Intensive English I-B

Course No. IEP 112 \$267
 14528 Sat 8:00am-3:05pm 8/19-12/9 VV 16

Intensive English II-A

Course No. IEP 121 \$267
 14243 Sat 8:00am-3:05pm 8/19-12/9 VV 17

Intensive English III-B

Course No. IEP 132/COMG 1001* \$267
 14244 Sat 8:00am-3:05pm 8/19-12/9 VV 18

Intensive English IV-A

Course No. IEP 141/COMG 1004* \$267
 14245 Sat 8:00am-3:05pm 8/19-12/9 VV 19

Intensive English V-A

Course No. IEP 151 \$267
 14246 Sat 8:00am-3:05pm 8/19-12/9 VV 20

Intensive English VI-A

Course No. IEP 161 \$267
 14247 Sat 8:00am-3:05pm 8/19-12/9 VV 21

Conversation ESL Program In-Person Classes Cycle I 50 Hours/5.0 CEUs

The 50-hours Conversation ESL course of study is designed to advance the oral English skills of students in the workplace. Conversation ESL classes are aimed at improving pronunciation and the use of idiomatic expressions. The emphasis is on communication and formal presentations.

- Full Payment is required at time of registration. (El pago completo es requerido al momento de la inscripción.)
- Registration Referral Form from the Language Institute is required to enroll in courses. (Se requiere forma de inscripción del Language Institute para inscribirse en clases.)

Cycle I: September 2 to December 9, 2023

*No Classes on November 11 & 25, 2023

Conversation ESL I

Course No. IEP 501 \$138
 14248 Sat 9-1pm 9/2-12/9 VV 22

Conversation ESL II

Course No. IEP 502 \$138
 14249 Sat 9-1pm 9/2-12/9 VV 24

Conversation ESL III

Course No. IEP 503 \$138
 14250 Sat 9-1pm 9/2-12/9 VV 29

Conversation ESL IV

Course No. IEP 504 \$138
 14251 Sat 9-1pm 9/2-12/9 VV A1122

Conversation ESL VI

Course No. IEP 506 \$138
 14252 Sat 9-1pm 9/2-12/9 VV A1118

Spanish Language Program 48 Hours/4.8 CEUs

The 48-hours Spanish courses are offered in two levels; beginning and intermediate. Both levels of Spanish classes emphasize instruction on job-related technical vocabulary and fluency in general business applications. Placement Exam is not required.

All classes are full immersion; only the targeted language is spoken in class.

Tuition is \$138.00 and classes are on Saturdays from 9:00am to 1:00pm (12 Saturdays.)

Spanish I is offered in Fall Semesters
Spanish II is offered in Spring Semesters

***No classes on November 11 & 25, 2023**

| | | | | |
|---|------------|-------------------|------------------|-----------------|
| Begining Verbal Skill in Careers (Spanish I) | | (48 hours) | | |
| Course N. ALP 51/FRNL 1001* | | | | \$138 |
| 14253 | Sat | 9-1pm | 09/9-12/9 | VV A1123 |



¡LA IMPORTANCIA DE APRENDER INGLÉS!

Las razones para querer aprender inglés pueden ser múltiples, ya sean aspiraciones laborales, académicas, o personales. Cualquiera que sea tu objetivo, recuerda que EPCC Language Institute te ofrece un programa interactivo de inmersión total en un ambiente dinámico y multicultural. Nuestro programa se destaca por sus servicios a estudiantes y el desarrollo en un ambiente multicultural. No dejes que la falta de conocimiento avanzado del idioma inglés paralice tus planes. Ofrecemos horarios flexibles. No se requiere GED/preparatoria.

¿Eres estudiante de preparatoria? Estudiantes de 17 años pueden tomar clases los sábados durante el año escolar y en las vacaciones pueden transferirse a los cursos de tiempo completo.

¿Trabajas durante la semana? Puedes tomar clases en sábados.

¿Tus niños van a la escuela durante el día? Puedes tomar clases de lunes a viernes de 9:00 a 11:50 am. Podrás ayudar en las tareas de tus hijos y a comunicarte efectivamente con sus maestros.

¿Necesitas aprender inglés rápidamente? Inscríbete en el programa de Fast Track y podrás dominar el inglés en aproximadamente un año.

¿Necesitas fluidez en el idioma? Inscríbete en las clases de Conversation ESL para aprender técnicas de pronunciación y enriquecer tu vocabulario.

Las ventajas de aprender inglés son considerables y tu inversión tendrá resultados que te duraran toda la vida. Empieza hoy, invierte tu dinero y tiempo en un proyecto que te ayudará a cumplir tus aspiraciones laborales, académicas y personales.

CENTER FOR CORPORATE AND WORKFORCE TRAINING

Jose CassoLopez, Program Manager
915-831-7824 or 915-831-7756

Corporate and Workforce Trainings

CCWT develops and delivers up-to-date and convenient innovative and accessible programs to meet the vocational and professional development needs of individuals and businesses in the El Paso region. CCWT can customize curriculum that can be delivered on- or off-site to your employees, with flexible schedules.

Customs Brokerage 8 hrs/.8 CEUs

This course will provide logistic associates with an understanding of how to complete and ensure that import/export documentation for US and Mexico customs is accurate. A foundation of knowledge including protocol, customs, etiquette, verbal and nonverbal communications.

Course No. CWT 603 \$75
 14260 Sat 8am-12pm 9/2-9/9 ASC B480
 14261 Sat 8am-12pm 10/7-10/14 ASC B480

To register for these courses, please contact José CassoLópez, Program Manager at 915-831-7756.

NOTE: If a class does not make, it will be canceled, and monies will be reimbursed within a two-week period.

Institute for Customer Service Excellence-Southwest Region

The Institute will provide participants the opportunity to test for the Retail Industry Fundamentals Specialist, Customer Service and Sales Certified Specialist, and Business of Retail Certified Specialist through the National Retail Federation Foundation RiseUP.

The Institute can also customize customer service workshops tailored to meet business and industry needs. The following courses are provided by the Institute:

Introduction to Customer Service 24 hrs/2.4 CEUs

This course is designed to provide an introduction to the process of providing excellent customer service. The course will prepare the students to provide excellent customer service in the areas of employment they enter including but not limited to the retail industry. It includes the recognition of the customer base and identification and fulfillment of customer needs.

Course No. CWT 400 \$200
 14544 TTh 5:30-8:30pm 8/29-9/21 ASC
 14262 Sat 9am-1pm 9/2-10/7 ASC

Enhancing your Customer Service Skills 8 hrs/.8 CEUs

This course presents the foundation required for developing skills and knowledge to work effectively with internal and external customers. It is designed to help customer service staff to be the best they possibly can for their organization. At the conclusion, participants will have an understanding of what makes an excellent customer service experience; how to deliver excellent customer service over the telephone; and how to deal with a difficult customer. This course can be customized to the business/industry needs.

Course No. CWT 401 \$75
 14263 Sat 1-5pm 9/2-9/7 ASC B480
 14265 Sat 1-5pm 10/7-10/14 ASC B480

To register for these courses please contact Hilda Diaz at 915-831-7824.

Automotive Technology

Auto Mechanics/Non-Mechanics 20 hrs/2.0 CEUs

Learn basic automotive technical skills. These skills will assist you when you need to identify mechanical problems, make minor repairs, and perform preventive maintenance such as changing oil and transmission filters.

Course No. CWT 101 \$170
 14600 Sat 1-5pm 9/2-9/30 TTC

Fundamentals of Brake Systems 20 hrs/2.0 CEUs

This course introduces the basics of brake systems to include topics on the diagnosis, anti-lock brake systems, and parking brakes. These concepts are taught through a series of class discussions and hands-on applications.

Course No. CWT 102 \$170
 14601 Sat 1-5pm 10/7-11/4 TTC

Motorcycle Repair 20 hrs/2.0 CEUs

Participants will learn how to properly service, repair and maintain motorcycles. This course concentrates on engine service and maintaining safety equipment, such as brakes and lights. The study of other components will include shocks, tires, wheels, drive chains, cables, clutches, valve adjustments, timing chain service, fuel system service, and ignition system testing. Emphasis will be placed on the individual projects. **Students must provide their own motorcycle.**

Course No. CWT 100 \$135
 14266 Sat 1-5pm 9/2-9/30 TTC

NOTE: If a class does not make, it will be canceled, and monies will be reimbursed within a two-week period.

Auto Collision and Repair

The Auto Collision and Repair Program will prepare you with the basic technical knowledge and skills for the auto collision and repair industry. You will receive hands-on training from instructors credentialed by (I-CAR).

Shop Safety and Procedures 20 hrs/2.0 CEUs

Participants will learn the basic knowledge of shop safety, basic shop tools, test equipment, and service tools. Instruction will occur in a classroom and field-laboratory setting.

Course No. CWT 112 \$175
 34168 M-Th 5:30pm-9:30pm 8/28-8/31 TTC

Basic Metal Repair 30 hrs/3.0 CEUs

This course is an introduction of the basic current metal work techniques, product application, and skill development utilizing various auto body features including metal principles. The student will perform basic metal straightening procedures, utilize basic body shop hand tools, and utilize appropriate plastic filler application techniques.

| | | | | |
|---------------------------|------|-------------|----------|--------------|
| Course No. CWT 113 | | | | \$263 |
| 14270 | M-Th | 5:30-9:30pm | 9/5-9/18 | TTC |
| 14271 | Sat | 10am-3pm | 9/2-10/7 | TTC 159 |

Basic Refinishing 30 hrs/3.0 CEUs

This course is an introduction to current refinishing products, shop safety, and equipment used in the automotive refinishing industry. Emphasis on surface preparation, masking techniques, and refinishing of replacement parts.

| | | | | |
|---------------------------|------|-------------|------------|--------------|
| Course No. CWT 114 | | | | \$263 |
| 14273 | M-Th | 5:30-9:30pm | 9/19-10/2 | TTC 159 |
| 14274 | Sat | 10am-3pm | 10/4-11/18 | TTC 159 |

Vehicle Trim and Hardware 20 hrs/2.0 CEUs

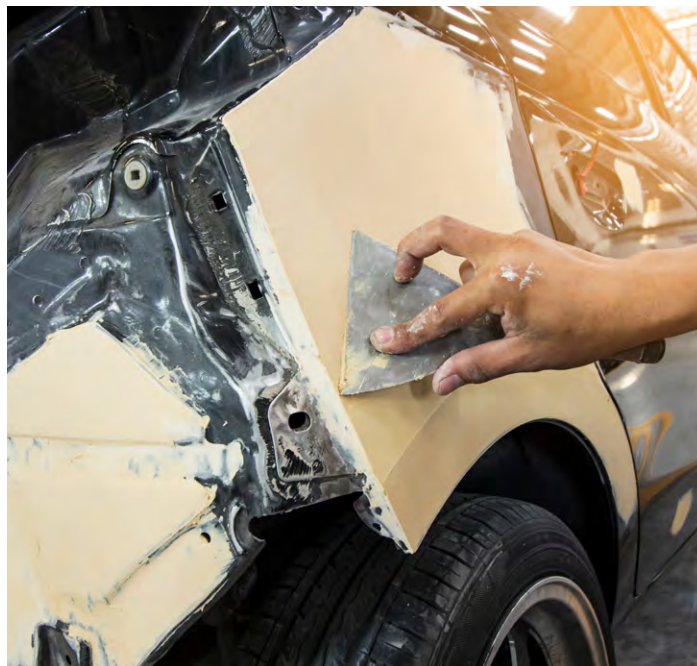
This course instructs the student in proper use and selection of tools, removing and installing interior door trim panels, and removing and installing door locks and handles. How to properly remove and install deck lid lock cylinders, install pinstripes, decals, and remove and install exterior trim.

| | | | | |
|---------------------------|------|-------------|------------|--------------|
| Course No. CWT 115 | | | | \$175 |
| 14275 | M-Th | 5:30-9:30pm | 10/3-10/10 | TTC |

Auto Body Repair and Repainting 20 hrs/2.0 CEUs

This course introduces to the use of hand and power tools, techniques of metalworking, body preparation, plastic fillers, fiberglass, and SMC repair, sanding, and application of primers with emphasis on shop safety practices.

| | | | | |
|---------------------------|------|-------------|-------------|--------------|
| Course No. CWT 116 | | | | \$175 |
| 14276 | M-Th | 5:30-9:30pm | 10/11-10/18 | TTC 159 |



Vehicle Design and Structural Analysis 20 hrs/2.0 CEUs

This course is an introduction to the collision repair industry with emphasis on safety, professionalism, and vehicle structural design. Explains methods to determine collision damages to the automotive chassis and suspension components for conventional framed and unitized vehicles.

| | | | | |
|---------------------------|------|-------------|-------------|--------------|
| Course No. CWT 117 | | | | \$175 |
| 14277 | M-Th | 5:30-9:30pm | 10/19-10/26 | TTC 159 |

Automotive Plastic and Sheet Molding Compound Repair 20 hrs/2.0 CEUs

This is a comprehensive course in repair of interior and exterior plastics including the use of various types of plastic welding, and adhesives. Instruction will occur in a classroom and field-laboratory setting.

| | | | | |
|---------------------------|------|-------------|------------|--------------|
| Course No. CWT 118 | | | | \$175 |
| 14278 | M-Th | 5:30-9:30pm | 10/30-11/6 | TTC 159 |

To register for these courses, please contact José CassoLópez, Program Manager at 915-831-7756.

NOTE: If a class does not make, it will be canceled, and monies will be reimbursed within a two-week period.

Electrical Technology

(c) This course runs concurrently with the credit course and is limited to students age 18 and older. Please see page 50. Concurrent Courses.

To register for these courses, please contact Mr. José CassoLópez at 915-831-7756.

Introduction to Electrical Safety and Tools 64hrs/6.4CEUs

Provides a comprehensive overview of safety rules and regulations. Includes the selection, inspection, use, and maintenance of common tools for electricians.

| | | | | |
|--------------------------------------|-----|----------|------------|--------------|
| Course No. CCW 301/ELPT 1321* | | | | \$459 |
| (c)14545 | M-F | 8am-12pm | 8/29-10/19 | ATC 216 |
| (c)14546 | M-F | 6pm-10pm | 8/29-10/19 | ATC 219 |

Fundamentals of Electricity I 96hrs/9.6CEUs

An introduction to basic direct current (DC) theory including electron theory and direct current applications. Includes electrical energy with emphasis on industrial and commercial systems. Includes AC and DC theory, electrical generation transmission, distribution and switching and single phase and three phase motor principles.

| | | | | |
|--------------------------------------|-----|----------|------------|--------------|
| Course No. CCW 302/ELPT 1419* | | | | \$683 |
| (c)14279 | MWF | 8am-12pm | 8/28-10/20 | ATC 216 |
| (c)14280 | MWF | 6pm-10pm | 8/28-10/20 | ATC 219 |

Fundamentals of Electricity II 64hrs/6.4CEUs

An introduction to alternating current (AC) including Ohm's Law. Topics include AC voltage, frequency, mechanical and electrical degrees, waveforms, resistors, capacitors, and inductors. Theory and application of electrical energy with emphasis on industrial and commercial systems. Includes AC and DC theory, electrical generation transmission, distribution and switching and single phase and three phase motor principles.

| | | | | |
|--------------------------------------|----|----------|------------|--------------|
| Course No. CCW 303/ELPT 1320* | | | | \$459 |
| (c)14282 | MF | 8am-12pm | 10/19-11/9 | ATC 216 |
| (c)14283 | MF | 6pm-10pm | 10/19-11/9 | ATC 219 |

Introduction to Electrical Blueprint Reading

64hrs/6.4CEUs

An introduction to reading and interpreting working drawings for manufactured products and associated tolling; use sketching techniques to create pictorial and multiple-view drawings. A course in the control of electrical energy in industrials and commercial systems. Topics include electrical symbols, ladder diagrams, relay logic, programmable controllers, and electronic controls.

Course No. CCW 304/ELPT1370*

\$459

(c)14284 TTh 8am-12pm 10/24-12/14 ATC 216
(c)14285 TTh 6pm-10pm 10/24-12/14 ATC

National Electrical Code I

64 hrs/6.4 CEUs

This course focuses on safety procedures, requirements for building electrical systems, fire codes, lighting distribution, power sources, alarm systems, and interior and exterior communication systems.

Course No. CCW 310/ELPT1325*

\$509

(c)14286 M-F 8am-12pm 10/31-11/22 ATC 219
(c)14287 M-F 6-10pm 10/31-11/22 ATC 216

National Electrical Code II

64 hrs/6.4 CEUs

An introductory study of the National Electrical Code (NEC) for those employed in fields requiring knowledge of the NEC. Emphasis is on wiring design protection, methods, and materials; equipment for general use; and basic calculations.

Course No. CCW 311/ELPT 2325*

\$459

(c)14288 M-F 8am-12pm 11/22-12/15 ATC 219
(c)14289 M-F 6-10pm 11/22-12/15 ATC 219

Facility Operation and Maintenance II

96hrs/9.6CEUs

This course focuses on safety procedures, requirements for building electrical systems, fire codes, lighting distribution, power sources, alarm systems, and interior and exterior communication systems.

Course No. CCW 309/ENTC 2439*

\$683

(c)14290 M-F 8am-12pm 9/26-10/27 ATC 219
(c)14292 M-F 6-10pm 9/26-10/27 ATC

Programmable Logic Controllers

96hrs/9.6CEUs

A study in programmable logic controllers as used in industrial environments including basic concepts, programming, applications, troubleshooting of ladder logic, and interfacing of equipment. Topics include processor units, numbering systems, memory organization, relay type devices, timers, counters, data manipulators and programming.

Course No. CCW307/RBTC1401*

\$683

(c)34175 MF 8am-12pm 8/22-9/26 ATC 219
(c)34177 MF 6pm-10pm 8/22-9/26 ATC 216

Construction Technology

Blueprint Reading for Construction

30 hrs/3.0 CEUs

Blueprint Reading for Construction provides the student with the "tools" and methodology for interpretation of blueprints in the building-construction industry. This course covers the reading, interpretation, and application of symbols, graphic language, and terminology used in the construction industry by building trades.

Course No. CWT 501

\$263

14547 MW 6-8:30pm 8/28-10/9 ASC

Construction Cost Estimating

30 hrs/3.0 CEUs

This introductory course presents an overview for cost-estimating of building construction, reviews pre-bid procedures, material surveys, pricing and bid closeout.

Course No. CWT 502

\$263

14298 MW 6-8:30pm 10/16-11/22 ASC B480

Introduction to Home Electrical

10 hrs/1.0 CEUs

Students will learn the general principles of electrical controls and their components in the electrical power industry. Includes reading electrical diagrams and identifying industrial switches and pilot devices. Introduction to hardwiring and troubleshooting of industrial control relays and timers.

Course No. CWT 313

\$155

14301 Sat 10am-12pm 9/9-10/7 ACS B

Welding Technology

Welding Art

28 hrs/2.8 CEUs

Participants will learn the fundamentals of producing utilitarian and ornamental items using various metals. Participants use welding techniques to create metal pieces with sheet and/or stock materials by using various welding and cutting processes. **Students must purchase their own supplies.**

Course No. CWT 200

\$282

14302 Sat 11am-3pm 10/7-11/18 ATC 121

Logistics

Certified Logistics Technician (CLT) New

80 hrs/8.0 CEUs

The purpose of the Certified Logistics Technician (CLT) ® certification program is to recognize through certification, individuals who demonstrate mastery of the core competencies of material handling at the front-line (entry-level to front-line supervisor) through successful completion of the certification assessments. The goal of the CLT certification program is to raise the level of performance of logistics technicians both to assist the individuals in finding higher-wage jobs and to help employers ensure their workforce increases the company's productivity and competitiveness.

Course No. CWT 710

\$1,161

34179 M-Th 5:30-8:30pm 8/28-10/12 Online
14303 M-Th 5:30-8:30pm 10/16-11/30 Online

EPCC is designated as a Military-Friendly MSSC-Authorized Assessment Center and may administer the following MSSC Assessments: Certified Production Technician (CPT®) assessment consisting of five modules: 1. Safety; 2. Quality Practices & Measurement; 3. Manufacturing Processes and Production; 4. Maintenance Awareness and a 5th voluntary module – Green Production. In addition, MSSC maintains the Foundational-level Certified Logistics Associate (CLA), the Mid-level Certified Logistics Technician (CLT®), and the Certified Forklift Technician (CFT®) assessments.

For more information, please contact Mr. Jose CassoLopez at 915-831-7756 or jcassolo@epcc.edu.



CENTER FOR CORPORATE AND WORKFORCE TRAINING

The Center for Corporate and Workforce Training (CCWT) is happy to announce our new partnership with JER Online which provides 100% online self-paced and instructor-led courses. Some are certificate courses. Please see list below:

- Industrial Foundation Training Series
- Distribution and Warehousing Training Series
- Building Management and Maintenance Training Series
- Certificate in Logistics, Supply Chain and Purchasing Management
- Lean Manufacturing Personal Training Library
- Manufacturing Statistics Personal Training Library
- Lean Six Sigma Black Belt Course Library
- Lean Six Sigma Green Belt Library, Manufacturing Version
- Lean Six Sigma Yellow Belt Library, Manufacturing Version
- Electrical Foundations Training Series
- Maintenance Management Toolbox Series
- HVAC Technician Online (A Career Builder Course)
- Industrial Electricity and Electronics Training Series
- Customer Service Learning Bundle
- Principles of Home Inspection: System & Standards, 100 Hour Professional
- Introduction to Coronaviruses, COVID-19, and Emerging Respiratory Viruses (Free Course)

For more information please click the following link coursecatalog.com/epcc to provide you with a more extensive list of offerings.



In addition to the courses above, JER Online provides the *TechWriter-Certifications*. Technical Communication is a demand occupation that has tremendous potential in any area. As a "Demand Occupation" this means more training opportunities are needed to meet business and industry customer requirements. Technical Communicators are everywhere looking for high quality, Certificate-Based Training, and jobs. Some of the available courses are listed below:

- Basic Certificate in Technical Writing
- Certificate in Technical Writing for Current Technical Writers
- Technical Writing & Communication Industry Certificate - Mastery Level
- Advanced Certificate Course in Structured Writing for Technical Documentation
- Certificate in Professional Technical Communication (Portfolio)
- Writers at Work Technical Certificate Program
- Certificate Course in Writing for a Global Market
- Technical Communication Techniques & Principles for Project Managers
- Workplace Experience Certificate (Not a course: Prior Learning Assessment Service)
- Comprehensive Career Builder Certificate in Technical Writing
- Certificate Course in Technical Business Writing for Engineers

For more information please click the link below techwriter.coursecatalog.com/epcc

CONTRACT OPPORTUNITIES CENTER APEX ACCELERATOR

In 1986, the US Department of Defense, through the Defense Logistics Agency (DLA), awarded a Cooperative Agreement to El Paso Community College to operate the Contract Opportunities Center Apex Accelerator (COC), formerly known as a PTAC.

In October 2022, the program transferred from DLA to the Office of Small Business Programs (OSBP) with the new mission to serve as the axis for existing and new businesses to strengthen the defense industrial base by accelerating innovation, fostering ingenuity, and establishing resilient and diverse supply chains.

Small businesses have been an integral part of America's economic growth and development. Thus, to ensure continued growth, we must focus on this uniquely American phenomenon and maintain a productive and educated workforce that contributes to the overall success of all businesses.

The COC provides specialized and professional assistance to businesses in the El Paso area who seek to learn how to compete for contracting and subcontracting opportunities with DOD, other federal agencies, state and local governments, educational institutions, and prime contractors to promote business development.

The COC is committed to assisting and motivating businesses - with emphasis on small, disadvantaged, minority, women-owned, veteran-owned, and HUBZone certified - toward market expansion and job creation through active pursuit of government contracting.

Services Provided Include:

Technical Support: Includes bid preparation assistance, pre-award technical assistance and post-award assistance.

Counseling Support: Includes client needs assessment, new client program orientation, guidance and assistance with SAM and DSBS registration, bid analysis, proposal preparation and submission, use of electronic data information.

Outreach Support: Includes conferences, networking, seminars/workshops, on-site visits and technical training.

Bid Matching Support: Customized bid matching services. Annual fee **\$25.00**.

Marketing Support: Includes research, strategies in accessing federal, state and municipal markets and various electronic registrations.

Reference Support: Includes Federal Acquisition Regulations, Texas State Procurement Information, Municipal purchasing Systems, Procurement Automated Source Systems, Reference Library and Government and Military Specifications.

Training & Resources: Information and training seminars and workshops are offered throughout the year which assist businesses to increase their knowledge and enhance their skills in business management, operations, and specialized areas related to purchasing, procurement and contracting. Counseling and technical assistance is provided free of charge. Seminars and workshops will occasionally require a registration fee.



9050 Viscount Blvd. Bldg. B. Room B545
El Paso, Texas 79925
(915) 831-7745
www.elpasococ.org



RISK MANAGEMENT INSTITUTE

The seminars include a wide variety of risk management/safety topics. These courses range from courses, such as OSHA 10 or 30 Hour for Construction or General Industry, to specific topics such as confined spaces, fall prevention, electrocution hazard recognition, caught-in or between hazard recognition, trenching and excavation, ergonomics, OSHA recordkeeping, accident investigation procedures, amongst others. Courses are offered in English and Spanish.



Susan Harwood
Training Grant Program



**GET TRAINED IN SAFETY TODAY!
FREE of Charge!**

For more information, please visit our website
or contact Cecy Maurer at (915) 831-7130
www.epcc.edu/Academics/ContinuingEducation/RiskManagementInstitute





ESL BRIDGE

We are the **bridge to college**
for ESL learners transitioning into academic courses.



English GED – Preparation courses

In person classes or Online. Tuition under \$40. Call to Register!!

Benefits:

- Small class size (18 students/class)
- Online and in-person classes
- Simple Registration process
- College-level experience
- Low cost tuition

We assist with:

- College Readiness
- Reading
- Grammar
- Writing
- Math

Center for College Access and Development
Valle Verde Campus • 919 Hunter Dr., Bldg. B, B264 • El Paso, TX 79915
915-831-3319 • ccad@epcc.edu



HIGH SCHOOL EQUIVALENCY TESTING CENTER

9050 Viscount Blvd. ~ Bldg. B, Rm. 156 ~ El Paso, Texas 79925
Ph. 915-831-7818 ~ Fax 915-831-7819
www.epcc.edu/testing-services
Monday—Friday 8:00 am-5:00pm

Assistance with registration | Flexible testing dates and times | Safe and secure testing environment | Certificate printed on parchment paper | College and career information



877-392-6433

FOUR CONTENT AREAS

- Reasoning Through Language Arts
- Mathematical Reasoning
- Science
- Social Studies

TESTING FEES

\$145 Battery
 \$36.25 Individual Test
 \$16.25 Retests*

* After the first 3 attempts, 60 day wait period required between retakes

PASSING SCORE: 145-200 on each test. Scores are available within 3 hours of testing.

GED® College: Applicants who score **165-174** can qualify for waivers from applicable placement testing.

GED® College + Credit: Applicants who score **175-200** have demonstrated skills that could qualify them for college credit.

TEA will email your State of Texas Certificate Of High School Equivalency to the email address used to register for the exams three business days after the final test.

Computer-based tests are offered in English and Spanish

ELIGIBILITY REQUIREMENTS

Applicants must **provide valid proof of identity and Texas residency** before being permitted to take any of the tests. Identification must be issued by a government entity and contain the following: applicant's name, date of birth, a recent photograph, signature and Texas address.

Examples of Acceptable Identification: Texas Driver's License, Texas Department of Public Safety ID, US Military ID, Mexican Consulate ID, Passports* (national or foreign), Out-of-State Driver's License*

***Texas Residency:** Texas voter registration card, lease agreement, utility bill, property tax receipt, or federal income tax return. Documents must be current and show the applicant's name and Texas address.

AGE REQUIREMENTS

Testing is available for Texas residents 18 and older; 16 and 17 year olds must submit additional documentation to the Testing Center or the Texas Education Agency (TEA) electronically. Upon verification of all required forms, TEA will notify testing applicant when they can continue with the registration process and schedule their exams.

TEST ACCOMMODATIONS

Special test accommodations are available for applicants with disabilities. Applicants must submit necessary forms, and be approved before they can test with accommodations.

The El Paso County Community College District does not discriminate on the basis of race, color, national origin, religion, gender, age, disability, veteran status, sexual orientation, or gender identity.



El Paso
Community
College

ASC TESTING CENTER
9050 Viscount Blvd. B-156
El Paso, Texas 79925
915.831.7818



El Paso Community College is an official Pearson Vue Testing Center Information Technology (IT) and Professional Licensure Certification Exams

- *America College of Sports Medicine (ACSM)
- *Board of Certified Safety Professionals (BCSP)
- *C+ Institute
- *Cisco systems
- *Commission on Dietetic Registration (CDR)
- *CompTia
- *Microsoft
- *National Strength and Conditioning Association (NSCA)
- *Pharmacy Technician Certification Board Texas Texas (PTCB)
- *Texas Educator Certification
- *Texas Real Estate
- *Texas Insurance
- *U.S. Secret Service
- *And Many More...

**Register at
www.pearsonvue.com**



The El Paso County Community College District does not discriminate on the basis of race, color, national origin, religion, gender, age, disability, veteran status, sexual orientation, or gender identity.



Workforce Strategic Initiatives

Dr. Carmen Aguilera-Goerner, Director

For information about any program, please call (915) 831-7840

EMPLOYERS: Increase productivity and quality



SKILLS Development Fund

Customized training through state-funded SDF grants ensures your workforce receives training to upskill and gain proficiency in industry skill standards.

Call us or visit <https://www.twc.texas.gov/partners/skills-development-fund-training-providers-workforce-development-partners>



The Texas Workforce Commission has funding available for businesses and employers with apprenticeship programs. The funds help pay for classroom training. Partner with El Paso Community College for a great opportunity to access those funds.

Call us or visit <https://www.twc.state.tx.us/programs/apprenticeship-program-overview>

The El Paso County Community College District does not discriminate on the basis of race, color, national origin, religion, gender, age, disability, veteran status, sexual orientation, or gender identity.



The Best Place to Start *and Finish!*

Language Institute

Aprende
Inglés

915-831-2154

Li@epcc.edu

¿Te interesa aprender inglés?

Te ofrecemos un programa interactivo para aprender inglés de inmersión total en un ambiente dinámico y multicultural.

- Clase de Conversación Avanzada Sincrónica en Línea
- Clases Presenciales
- No se Requiere GED /Preparatoria
- Horarios Flexibles
- Mínimo 17 años





AVANCE to College

Exposure to the Possible

Since 1973, AVANCE has been delivering the Parent-Child Education Program (PCEP), which builds on families' strengths and supports parents to develop responsive parenting skills that promote children's healthy development, reduce sources of stress, and build resilience. The **AVANCE to College** program was created from a new model that combines PCEP with exposure to the possibilities and opportunities offered by postsecondary education and workforce development.

About Parenting Classes

AVANCE offers free classes for parents with children from 0 to 4 years old. You learn tools that will support your child's development and success in school.

- ▶ Participants have access to El Paso Community College resources such as parking passes, gym, and library.
- ▶ Scholarships are available for participants interested in enrolling in the college.



Call **915-201-9737**
for more information

The El Paso County Community College District does not discriminate on the basis of race, color, national origin, religion, gender, age, disability, veteran status, sexual orientation, or gender identity.



ESL BRIDGE

Center for College Access and Development
Valle Verde Campus, Bldg. B, B264
919 Hunter Dr., El Paso, TX 79915
ccad@epcc.edu

ESL Bridge courses are for ESL learners needing additional preparation before transitioning into academic courses.

Benefits:

- Small class size (18 students/class)
- Online and in-person classes
- Simple Registration process
- College-level experience
- Low cost tuition



GED to College



Improve your reading, writing and math skills



Achieve an academic degree or certificate



Start your higher education with a college readiness alternative



Create the foundation for future success in college or a career

915.831.3319 & 915.831.2366
Valle Verde Campus, Building B,
Rm. B264



8-week College at the Mission del Paso Campus: Fall 2023

Do you want to attend college full time, but don't have enough time to take more than two classes at once? EPCC's Mission del Paso Campus has eliminated this frustration by offering pathways to student success and **SHORTENING** most courses from **from 16 weeks to only 8 weeks.**



How do 8-week courses work?

Eight-week semesters give part-time students the opportunity to attend EPCC on a full-time basis. A student who is able to take only two classes at a time could do so twice in a single semester by taking two eight-week classes during the first half of the traditional 16-week semester, then taking two more during the semester's second half. Completing four classes (a total of 12 semester credit hours) in a single semester (still just two classes at a time) will classify a student as full-time and could accelerate the time to graduation with a certificate or degree.



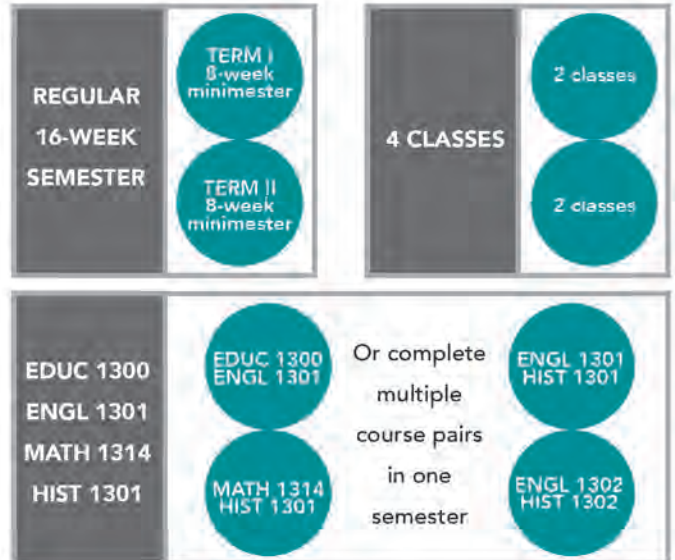
Is the success of 8-week courses proven?

Studies show full-time students taking just two or three classes every eight weeks are better able to maintain focus and excel in their courses. By the ninth week of a traditional 16-week semester, burnout tends to take a toll, and drop-out rates become noticeably higher. With eight-week classes, students say they experience less burnout due to the shortened terms. Students also express more flexibility for work, family and other responsibilities.



What's needed for 8-week courses?

At the MdP Campus, most 8-week courses are hybrid format, which means you will have a face-to-face and an online component of the class. Classes will meet face-to-face either Mondays/Wednesdays or Tuesdays/Thursdays, with the other days of the week dedicated to online course work. Having access to a computer and high-speed internet is a necessity for eight-week classes. If you don't have these items, let your EPCC counselor know so they can see about reserving a laptop or hotspot for you through the EPCC Media Services Department.



Why is the 8-week model so great?

- Avoid the burnout most students get with 16-week semesters.
- Avoid feeling overwhelmed with fewer courses to take at the same time.
- Avoid juggling multiple assignments, deadlines, exams, and finals.
- Most 8-week classes are hybrid, mixing the benefits of face-to-face and online classes.
- More flexibility for your work, family and busy schedule.



What's a Toxic Combo?

The benefit of taking eight-week classes allows you to focus on fewer classes at once so you have more time to focus on coursework and studying. However, you still want to be sure to avoid a "Toxic Combo". A Toxic Combo is a combination of courses or course types that have proven to be a challenge for students and have lower success rates. Some examples of a Toxic Combo would be taking one or more 16-week classes with a pair of eight-weeks or taking more than three eight week classes during one mini-term. Speak to an EPCC counselor or advisor to make sure you don't have a Toxic Combo!

GENERAL INFORMATION

FOR GENERAL INFORMATION OR QUESTIONS CALL 915-831-7721.

REGISTRATION AND PAYMENT

Current EPCC students can register online for most courses. Please log on to Web Banner through www.epcc.edu (choose “menu” then select “web banner”) or by logging in to my.epcc.edu. Students can email their registration form (pg 58) to admissions@epcc.edu or they can register in person at any campus. Students are encouraged to keep their records current by completing the registration form for each class.

For new students or for those who do not have a user name and ID number, please complete the registration form on page 61 or at www.epcc.edu/academics/continuingeducation and follow the process for in-person registration or registration by email. Please call 915-831-7721 for assistance.

Full payment is required at the time of registration. Students are encouraged to enroll and pay two weeks prior to the class start date. Payment of tuition and fees can be made with cash, check, money order, debit card, and the following credit cards: VISA, MASTERCARD, AMERICAN EXPRESS, and DISCOVER. DO NOT send cash through the mail. All checks or money orders must be made payable to EPCC.

Go to www.epcc.edu/Academics/ContinuingEducation for more information about registration or call 915-831-7721.

REFUNDS

The EPCC Refund policy is as follows:

1. 100% refund - cancelled class
 2. 100% refund – student formally drops prior to first class meeting
 3. 80% refund – student formally drops prior to third class meeting
 4. Requests for refunds are not granted after the third class meeting
- Refund checks will be mailed to the address on the student’s record. Students are encouraged to maintain a current mailing address with the college. For further information go to www.epcc.edu/TuitionsandFees/Pages/default.aspx

DROPPING A COURSE

For all online and in-person registrations, please fill out the Student Add Drop form on page 62. The form can be submitted at any campus Admissions/Registrars Office, or you may call the appropriate CE Director’s office prior to the start of classes (see list on page 60). No refunds will be given after the second day of classes.

PARKING ON CAMPUS

Students enrolled in Workforce and CE courses will be eligible for a free parking pass if they are registered for a total of 60 contact hours or less. To obtain your free temporary parking pass, take your Registration Statement to any Vehicle Registration Office. Students enrolled in courses with 61 contact hours or more are required to register their vehicle and purchase a parking decal. For more information about parking on campus, go to www.epcc.edu/Services/Police/vehicle-registration or call 915-831-2867 or 915- 831-2212.

SENIOR ADULT PROGRAM

El Paso Community College offers senior citizens 55 years and older a wide variety of free classes through the Senior Adult Program.

Check the Senior Adult Program section for dates and locations of free classes.

Students must provide a copy of their driver’s license, birth certificate, or other document showing proof of age to qualify.

In addition, students must purchase required textbooks and supplies at their own expense.

Parking policies apply to all students taking classes on the college campuses.

Senior Adults who register for courses outside the Senior Adult Program must pay all tuition and fees that apply to the course.

BACTERIAL MENINGITIS VACCINE REQUIREMENT

Students under age 22, enrolled in a non-credit course or program that is more than 360 contact hours, are required to have a meningitis vaccination 10 days before the start of class. Proof of immunization must be presented when registering for the course/program.

FINANCIAL ASSISTANCE

Tuition assistance may be available for eligible students enrolled in continuing education vocational courses. In order to apply for the Texas Public Education Grant (TPEG), students must complete the Free Application for Federal Student Aid (FAFSA) at www.studentaid.gov/h/apply-for-aid/fafsa at least 8 weeks before registration. Upon receipt of the EPCC award notification, students should submit the TPEG-CE application to the appropriate CE Director two weeks before registration. Please call 915-831-7721 for assistance.

RECORDS AND THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974 DIRECTORY INFORMATION

In compliance with the Family Educational Rights and Privacy Act of 1974, El Paso County Community College District gives notice that the following types of directory information will be released to the general public without the written consent of the student:

- Student’s name
- Student’s address
- Telephone listing
- Dates of attendance
- Major field of study and awards, degrees received
- Most recent previous institution attended
- Date of birth

Students currently enrolled may request that all or part of their directory information be withheld from the public by filing a written request at the Admissions and Registration Office. Such a request will remain in effect until the student authorizes its removal in writing. Release of any additional information pertaining to student records must be authorized, in writing, by the student, except as authorized under the law. Students have a right to inspect, review, request copies of, and challenge the contents of their educational records. A fee will be charged for copies provided.

FREQUENTLY ASKED QUESTIONS

How and where do I register for a course?

Registrations are processed on a first-come, first-serve basis. You can register at any campus; however, you are encouraged to Visit our virtual office at www.epcc.edu/Academics/ContinuingEducation Select the Get Connected button to start the admissions process. Please have your Online Registration form filled out www.epcc.edu/Admissions/Documents/CE_Registration_Form_English_and_Spanish.pdf. Online registration is available for returning students for some courses. For more information, call 915-831-7721.or call Admissions at 915-831-2150.

Are There Any Entrance Requirements?

Unless otherwise noted, the minimum age for adult continuing education courses is 17 years of age. Additional information regarding minimum ages and other prerequisites for specific classes can be found in the individual course listing, or obtained from the responsible continuing education director. It is the student's responsibility to ensure all course requirements and prerequisites are met. Students will not be allowed to remain in a course if the prerequisites and requirements have not been satisfied.

What if my class is cancelled?

In the event of a cancellation or change in schedule, each registered student will be contacted at the phone number(s) currently on file for the student. When possible, the decision to cancel a course will take place 48 hours prior to the start of the course. Students will be issued a 100% refund for cancelled classes. In addition, students can request a transfer to another section.

What is a concurrent course?

A concurrent class is a college-credit course in which CE students can enroll on a space-available basis. Normal CE registration procedures apply. These courses can later be converted to college credit under prescribed conditions. A (c) before the section number indicates that the course is concurrent with credit. For more information, call 915-831-7721.

CONTINUING EDUCATION TRANSCRIPTS AND CERTIFICATES OF COMPLETION

Transcripts may be requested at any EPCC campus or via U.S. mail. For more information, please call 915-831-2282. Certificates of Completion should be requested through the Division Office from which they were issued. There may be a fee for issuing duplicate certificates.

EL PASO COMMUNITY COLLEGE LOCATIONS

Valle Verde Campus:

Monday - Friday 8am to 5pm
Enrollment Services Center,
919 Hunter Dr., Bldg E 915-831-2150

Rio Grande Campus:

Monday - Friday 8am to 5pm
Student Services Center,
103 Montana, Room D101 915-831-4035

Transmountain Campus:

Monday - Friday 8am to 5pm
9470 Gateway North, Room 1051 915-831-5030

Mission Del Paso Campus:

Monday - Friday 8am to 5pm
10700 Gateway East, Room A123 915-831-7017

Northwest Campus:

Monday - Friday 8am to 5pm
Main Building,
6701 South Desert Blvd., Room M73 915-831-8830

Campus maps available at www.epcc.edu/Contact/Maps

KEY TO CODES

LOCATION CODE

CAMPUSES

| | |
|-----|-------------------------------|
| VV | VALLE VERDE |
| TM | TRANSMOUNTAIN |
| RG | RIO GRANDE |
| NW | NORTHWEST |
| MDP | MISSION DEL PASO |
| ASC | ADMINISTRATIVE SERVICE CENTER |

BLDG NUMBERS

| |
|------------|
| 2000-2080 |
| 3000-3070 |
| 4000-4090 |
| 7000-7030 |
| 8000-8070 |
| Bldg A - B |

DAY CODES

| | |
|-----|-----------|
| M | MONDAY |
| T | TUESDAY |
| W | WEDNESDAY |
| TH | THURSDAY |
| F | FRIDAY |
| SAT | SATURDAY |
| SUN | SUNDAY |



AVP Workforce & Continuing Education
Virtual Office Hours via Blackboard Collaborate Ultra
8:00 a.m. to 5:00 p.m./Monday - Friday



| | Office |
|---|--|
| Mr. Blayne Primozich, Associate Vice-President <i>Workforce and Continuing Education</i> <ul style="list-style-type: none"> ▪ Jessica Diaz, Senior Administrative Associate ▪ Terry Delgado, Administrative Associate <i>Center for Corporate & Workforce Training – ASC B</i> <ul style="list-style-type: none"> ▪ Jose CassoLopez, Program Manager <i>Risk Management Institute – ASC B</i> <ul style="list-style-type: none"> ▪ Gloria C. (Cecy) Maurer, Program Manager | 831-7724 831-7795 831-7721 831-7824 831-7130 831-7824 |
| Daniel Guerra, Dean VV <i>Language Institute</i> <ul style="list-style-type: none"> ▪ Lucina Flores (Lucy), Manager Language Institute | 831-2395 831-2154 |
| Susana Rodarte, Dean VV <i>Center for College Access and Development</i> <ul style="list-style-type: none"> ▪ Maria del Carmen Casavantes, Manager Workplace Literacy | 831-2868 831-7807 |
| Dr. Carmen Aguilera-Goerner, Director <i>Workforce Strategies Initiatives - ASC B</i> <ul style="list-style-type: none"> ▪ Veronica Valverde, Administrative Associate | 831-7784 831-7727 |
| Pablo Armendariz, Director <i>Contract Opportunities Center - ASC B</i> <ul style="list-style-type: none"> ▪ Alicia Salcedo, Administrative Associate | 831-7747 831-7751 |
| Barry Bogle, Director <i>Law Enforcement - MDP</i> <ul style="list-style-type: none"> ▪ Administrative Associate | 831-7116 831-7117 |
| Joseph Ferguson, Director <i>Small Business Development Center - ASC B</i> <ul style="list-style-type: none"> ▪ Alejandra Velazco, Administrative Associate | 831-7730 831-7710 |
| Leticia Guerra, Director <i>CE, Business & Tech. Education, Personal Enrichment and Children's College</i> <ul style="list-style-type: none"> ▪ Nancy Reyes, Administrative Associate | 831-2117 831-2346 |
| Cheryl Stiles, Director CE <i>Health - ASC B</i> <ul style="list-style-type: none"> ▪ Elva Santacruz, Administrative Associate | 831-7808 831-7831 |
| Mary Yanez, Director <i>Senior Adult Program – ASC B</i> <ul style="list-style-type: none"> ▪ Carol Attel, Senior Administrative Associate | 831-7803 831-7801 |



El Paso Community College
Continuing Education Registration Form
Admissions@epcc.edu
FAX: (915) 831-2161

STUDENT REGISTRATION FORM (Please print clearly/Por favor imprima claramente)

Keeping your information current with EPCC is important. This will help us contact you in case of cancelled classes, schedule changes, or any other reason. Student refunds will be sent to the address on file./Es importante mantener su información actualizada con EPCC. Esto nos ayuda a informarle si sus clases se han cancelado, si hay cambios en su horario de clases o por cualquier otro motivo. Re-embolsos se enviarán en dos semanas a la dirección proporcionada.

SSN or EPCC ID: _____ Date of Birth(Mo/Day/Year)/Fecha de Nacimiento(mes/día/año): ____/____/_____

Legal Name/Nombre Legal: _____
 Last Name/Apellido First Name/Primer Nombre Middle Initial/Inicial De Segundo Nombre

Mailing Address/Domicilio: _____
 Street/Domicilio City/Ciudad State/Estado Zip Code/Código Postal

Phone/Telefono: _____
 Cell/Celular Work/De Trabajo Home/En Casa

Email/Correo Electrónico: _____ Gender/Sexo: (F) (M)

Emergency Contact Person/Persona Para Avisar En Caso De Emergencia: _____
 Name/Nombre Phone/Teléfono

For disability accommodations, please contact Center for Students with Disabilities at/Para asistencia por cuestión de discapacidad, por favor llame al Centro Para Estudiantes con Discapacidades **(915) 831-2426**.

Request EPCC to release your directory information?/Desea que EPCC comparta su información? Yes/Si No

Ethnicity/Etnicidad(optional) White(Non Hispanic)/Blanco(No Hispano) Hispanic/Hispano
 Asian/Pacific Islander/Asiático/Islands del Pacifico Black(Non Hispanic)/Afro-Americano (No Hispano)
 American Indian/Alaskan Native/Indio Americano/Nativo De Alaska Other/Otra Nacionalidad

Are you a U.S. citizen? (Yes/Si) (No) Are you Permanent Resident? (Y/Si) (No)
 Es usted ciudadano americano? Es usted residente permanente?

Student Signature/Firma del Estudiante: _____ Date/Fecha: _____

Example/Ejemplo:

| CRN | Course Number/Clase Número | Course Title/Título Del Curso | Campus | Dates/Fechas | Days/Días | Time/Horario |
|-------|----------------------------|---------------------------------|--------|-----------------|-----------|--------------|
| 27870 | MGT 811 | Introduction to Business Basics | WV | 1/22/13-3/12/13 | Tues | 6pm-9pm |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

Registration must be received at least one week prior to the start of the class. Completed forms should be either emailed to: **Admissions@epcc.edu** or faxed to: **(915) 831-2161**. Please remember to sign the form.

La inscripción debe recibirse al menos una semana antes del comienzo de la clase. Los formularios completos deben enviarse por correo electrónico a: **Admissions@epcc.edu** o por fax a: **(915) 831-2161**. Recuerde firmar el formulario.

Once you have been registered for your classes you will receive an email with your student ID number and PIN, and confirming that you have been registered for continuing education classes. At that time you must pay for your classes online at the link included below. Classes will be dropped if payment has not been made within two business days of registration. If you have any questions regarding payment please call Tuitions/Cashiering Services at (915) 831-2107 or (915) 831-2569

Quando se haya registrado para sus clases, recibirá un correo electrónico con su número de identificación de estudiante y PIN, y confirmará que se ha registrado para las clases de educación continua. En ese momento, debe pagar sus clases en línea en el enlace que se incluye a continuación. Las clases se cancelarán si el pago no se ha realizado dos días después de su inscripción. Si tiene alguna pregunta sobre el pago, llame a los servicios de matrícula/cajero al (915) 831-2107 o al (915) 831-2569.

https://secure.touchnet.com/C20715_tsa/web/login.jsp

Processed by: _____ Date: _____

El Paso County Community College District does not discriminate on the basis of race, color, national origin, religion, gender, age, disability, veteran status, sexual orientation, or gender identity./El distrito de El Paso Community College no discrimina a nadie por su raza, color de piel, origen nacional, religión, sexo, edad, incapacidad física, status military, orientación sexual o identidad sexual.



EL PASO COMMUNITY COLLEGE
Admissions and Registrar's Office
Admissions@epcc.edu
Fax (915)831-2161
CONTINUING EDUCATION
STUDENT ADD/DROP FORM

Keeping your information **CURRENT** with EPCC is important. It helps us inform you if classes have been cancelled, if there are changes to your schedule, or if we need to contact you for any reason. Your information is kept confidential. If student is due any refunds, EPCC will send to the address on file.

EPCC ID: _____ DATE OF BIRTH (Mo/Day/Year): ____/____/____

LAST NAME: _____ (FIRST NAME): _____ (Middle Initial): _____

STUDENT SIGNATURE: _____ DATE: _____

| ADD | CRN (SECCION) | COURSE & NUMBER (CURSO Y NUMERO) | COURSE TITLE (TITULO DEL CURSO) | START/END DATE (COMIENZO/FINAL DEL CURSO) |
|-----|------------------|-------------------------------------|------------------------------------|--|
| | | | | |
| | | | | |

| DROP | CRN (SECCION) | COURSE & NUMBER (CURSO Y NUMERO) | COURSE TITLE (TITULO DEL CURSO) | START/END DATE (COMIENZO/FINAL DEL CURSO) |
|------|------------------|-------------------------------------|------------------------------------|--|
| | | | | |
| | | | | |

Processed by: _____

Date: _____

El Paso County Community College District does not discriminate on the basis of race, color, national origin, religion, gender, age, disability, veteran status, sexual orientation, or gender identity.

Revised 02/07/2022





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CONTINUING EDUCATION FOR HEALTH AND FITNESS

Health courses start on page 9:

- Phlebotomy Technician
- Donor Phlebotomy Technician
- Nursing Assistant
- Medication Aide
- Patient Care Technician
- EKG Technician
- Health Unit Coordinator
- Patient Care Technician
- Massage Therapy (page 18)
- Nail Technology (page 19)

We also offer the following certifications:

- BLS Provider (CPR)
- First Aid
- Advanced Cardiac Life Support
- Pediatric Advanced Life Support
- C.E. Dental classes



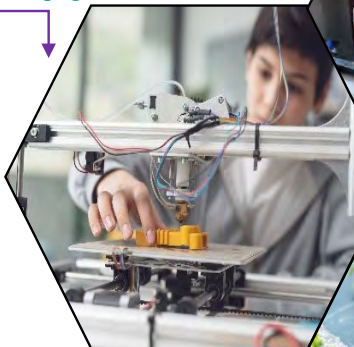
Fitness courses start on page 17:

- Yoga
- Zumba
- Abdominal and Weight Toning
- Fitness Kickboxing
- Martial Arts/Kempo Karate
- Weight Training
- Conditioning
- Jogging
- Belly Dancing
- Golf

For more information contact the Continuing Education for Health and Fitness Office at 915-831-7820 or 915-831-7831 or by email at cehealthprograms@epcc.edu

3D Printing

- **The Future is in 3D Printing.** See page 24
- **3D Printing for Kids.** See page 30



Irrigation

- **Preparation for Texas Landscape Irrigation Exam.** See Page 5.



Computer Skills

- **Introduction to Word.** See page 3.
- **Introduction to Excel.** See page 3.
- **Introduction to PowerPoint.** See page 3.



Professional Floral Design Certificate

- **Floral Design.** See page 6.
- **Floral Design II.** See page 6.
- **Flower Shop Management.** See page 6.

For more information contact our team at (915) 831-6684 or (915) 831-6687 or email us at

kbrown39@epcc.edu or adura157@epcc.edu