



SPRING 2024

WORKFORCE & CONTINUING EDUCATION



Register for classes starting
December 4th
epcc.edu/Academics/ContinuingEducation

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COLLEGE MISSION

The mission of El Paso Community College is to ensure affordable, high quality education and career pathways from start to finish.

VISION STATEMENT

EPCC will be a progressive educational leader transforming our future.

EQUITY STATEMENT

Recognizing that there are obstacles for students in attaining academic goals, equity strives to achieve fairness through inclusion and active removal of barriers to eliminate disparities by supporting student progress, degree completion, transfer and/or gainful employment.

EPCC is committed to addressing equity as a basis for creating opportunities and providing resources to historically underrepresented students and to the success of all members of its college community.

STRATEGIC GOALS

1. Provide Quality Education to Meet Students' Diverse Needs

- *Facilitate College Transitions*
- *Prepare Students with Marketable Skills for Gainful Employment*
- *Promote Co-Curricular Learning*
- *Provide State-of-the-Art Infrastructure, Technology, and Services*
- *Provide Relevant Professional Development Opportunities*

2. Drive Student Success

- *Engage Students Inside and Outside the Classroom*
- *Promote a College-Going Culture*
- *Increase Student Retention and Graduation Rates*
- *Optimize Support Services*
- *Close Equity Gaps in Student Outcomes*

3. Foster Engagement and Increase Partnerships

- *Retain Qualified Employees*
- *Promote Innovation and Accountability*
- *Empower Employees to Take Responsibility for Student Recruitment, Engagement, and Success*
- *Align Partnerships with Regional Educational, Economic and Workforce Needs*
- *Increase EPCC Visibility*

4. Sustainability

- *Maintain Fiscal Strength and Accountability*
- *Prioritize Individual, Campus and Workplace Safety*
- *Integrate Data in Decision-Making and Planning*
- *Ensure Quality and Effectiveness in All College Operations*
- *Prioritize Emergency and Crisis Preparedness*

What's Inside...*SPRING* 2024

Contents

BUSINESS/COMPUTERS/ TECHNICAL EDUCATION..... 4

Computer Business Applications
Computer Skills
CISCO ACADEMY
Business Management/Technical Education
Real Estate
Professional Floral Design Certificate
ONLINE COURSES
New Career Training Programs

HEALTH AND FITNESS 10

BLS, BLS Renewal and First Aid
Clases de RCP y Primerios Auxilios En Español
Dental
Emergency Medical Technician
General Health Courses
Medication Aide
Nursing Refresher
Nursing Assistant
Pharmacy Technician
Phlebotomy Technician
Donor Phlebotomy Technician **NEW**
Patient Care Technician
EKG Technician
Journey to Wellness
Wellness ed2go Courses
Fitness
Massage Therapy
Continuing Education for Massage Therapists
Nail Technician
Tecnología De Uñas

LAW ENFORCEMENT 22

CIVILIAN FIREARMS COURSES..... 23

MOTORCYCLE RIDER COURSE..... 25

PERSONAL ENRICHMENT 26

Home and Garden
Creative Arts
Dance and Music
Culinary Arts

ONLINE COURSES..... 30

Basic Skills
Exam Preparation
Personal Development
Young Adult Courses (Ages 17+)

CHILDREN'S COLLEGE 33

Academic Enrichment
STEM
Snapology
Black Rocket
Sports and Fitness

Arts

Young Rembrandts

Performing Arts

Children's/Teen ESL Program

SENIOR ADULT PROGRAM 37

Art Classes
Computer Classes
Dance & Exercise Classes
Language Classes
Personal Enrichment Classes
Wellness Classes

SMALL BUSINESS

MANAGEMENT INSTITUTE..... 41

SBMI SESSION DESCRIPTIONS 42

LANGUAGE INSTITUTE..... 44

CENTER FOR CORPORATE & WORKFORCE TRAINING 48

Corporate and Workforce Trainings
Institute for Customer Service Excellence -
Southwest Region
Automotive Technology
Auto Collision and Repair
Electrical Technology
Construction Technology
Logistics
Welding Technology

GENERAL INFORMATION..... 58

Registration and Payment
Refunds
Dropping a Course
Parking on Campus
Senior Adult Program
Bacterial Meningitis Vaccine Requirement
Financial Assistance
Frequently Asked Questions
Continuing Education Transcripts and
Certificates of Completion
Locations
Key to Codes
Staff
Registration Form
Add/Drop Form

Courses are available Online and are subject to change.
Please visit
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 915-831-6689 rmora324@epcc.edu

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

Students must have their login credentials ready for the first day of class.

*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. (Not recommended for introductory training.)
These courses are \$45.

Introduction to Microsoft Excel

Course No. CAT 042 \$45
23620 Sat 9-1pm 1/20 ASC B485

PowerPoint Basics

Course No. CAT 018 \$45
23623 Sat 9-1pm 2/3 ASC B485

The Foundations of Microsoft Word

Course No. CAT 043 \$45
23624 Sat 9-1pm 2/10 ASC B485



Computer Skills

Introduction to Computers 48 hrs/4.8 CEUs

Covers computer development & terminology; hardware requirements, and functions; software systems versus application, and the impact of computers, their capabilities and uses. For more information on the course, please call (915) 831-2056. (No classes on 3/11-3/15, 3/29, 4/1)

Course No. CAT 003/ITSC 1001* \$323
(c)23626 TTh 7-8:20pm 1/16-5/9 VV AST AST365
M-Th (Lab) VV AST AST365

Introduction to Data Entry 64 hrs/6.4 CEUs

Trains in data input. Includes source documents, conversion of source data into computer input media, input record layout design, and input coding. (No classes on 3/13-3/15, 3/29, 4/1)

Course No. CAT 023/ITSW 1017* \$431
(c)23629 TTh 5:30-6:50pm 1/16-5/9 VV AST AST349
M-Th (Lab) VV AST AST349

Microsoft Office 365 Masterclass

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 and out—quickly, no shortcuts. Be up to date with the latest skills needed for 21st century. (24 hours)

Course No. CAT 050 \$186
23631 Sat 9-11am 2/17-5/8 ASC B485

Introduction to Excel 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.

Prerequisite: Fundamentals of PC Knowledge

Course No. CAT 0051/ITSW 1022* \$100
23634 TTh 6-8pm 1/16-2/1 ASC B485

Introduction to PowerPoint 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 0052/ITSW 1037* \$100
23637 TTh 6-8pm 1/16-2/1 VV B161

Introduction to Word 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 this popular software program.

Prerequisite: Knowledge of Windows

Course No. CAT 0053/POFI 1024* \$100
23638 MW 6-8pm 2/12-2/28 VV B161

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 classes on 1/15, 3/11-3/15, 4/1)

Course No. CAT 027/ITSY 2000* \$431
(c)23640 MW 12:30-1:50pm 1/17-5/8 VV AST AST341
M-Sat (Lab) VV AST AST341

Beginning Web Programming 64 hrs/6.4 CEUs

Develop skills in web programming including mark-up and scripting languages. **Prerequisite:** CAT 003 Introduction to Computers (No classes on 3/11-3/15)

Course No. CAT 022/ITSE 1011* **\$431**
(c)23642 TTh 2:30pm-3:50pm 1/16-5/9 VV AST AST365
M-Sat (Lab) VV AST AST365

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**
23644 Th 6-8pm 2/1-2/29 VV B123



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**
23646 TTh 6-8pm 3/26-5/2 VV B163

Adobe Illustrator CC 24 hrs/2.4 CEUs

This introductory course provides fundamental to intermediate level training in Adobe Illustrator CC. Learn to create scalable vector artwork for virtually any project and across multiple media: print, websites, interactive projects, and video. Covers the new tracing engine with improved shape and color recognition and the modernized user interface for efficient and intuitive work.

Prerequisite: Working knowledge of Windows.

Course No. CAT 004/GRPH 1002* **\$175**
23647 MW 6-8pm 3/18-4/29 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. (No class on 3/11-3/15)

Course No. CAT 021/ITSC 1005* **\$431**
(c)23650 TTh 5:30-6:50pm 1/16-5/9 VV AST AST341
M-Th (Lab) VV AST 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

Introduces the basics of networking including network terminology, Local Area Network (LAN), and Wide Area Network (WAN). Topics include network protocol, such as TCP/IP, Open System Interconnection (OSI) modes, cabling, and routers. (No classes on 1/15 & 3/11- 3/15)

Course No. CAT 007/ITCC 1014* **\$431**
(c)23652 MW 5:30-6:50pm 1/17-5/8 VV AST AST341
M-Th (Lab) VV AST AST341

CCNA 2: Switching, Routing, and Wireless Essentials

Describes the architecture, components, and basic operation of routers and switches in small network and introduces wireless local area networks (WAN) and security concepts: provides an in-depth understanding of how router and switches operate and are implemented in the LAN environment. (No classes on 3/11 - 3/15)

Course No. CAT 008/ITCC 1344* **\$431**
(c) 23655 TTh 7pm - 8:20pm 1/16 - 5/9 VV AST AST341
M-Th (Lab) VV AST AST341

CCNA 3: Enterprise Networking Security, and Automation

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. (No classes on 3/11 - 3/15)

Course No. CAT 009/ITCC 2320* **\$431**
(c) 23656 TTh 5:30pm - 6:50pm 1/16 - 5/9 VV AST AST361
M-Th (Lab) VV AST AST361

Business Management/ Technical Education

Business Entrepreneurship 12 hours/1.2 CEU's

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

(No class on 3/16 & 3/30) (12 hours)

Course No. MGT 225/BUSG 1008* **\$115**
23658 Sat 9am - 11am 2/17 - 4/6 VV B164

Drone Business Opportunity & Intermediate Aerial Videography

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. (No class on 3/16 & 3/30)

Prerequisite: FAA Part 107 Remote Pilot Certification. (12 hours)

Course No. CTE 101 **\$95**
23660 Sat 9am - 11am 4/6 - 5/11 VV AST261

* Underlined Courses Are Workforce Education Course Manual Equivalent.

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)

Course No. CTE 100 **\$95**
 23662 *W* 6-9pm 2/14-3/6 *VV B182*
 23663 *Sat* 9-noon 1/20-2/10 *MDP C122*



Introduction to Accounting I 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. (No classes on 3/11-3/15)**

Course No. MGT 809/ACNT 1003* **\$323**
 (c) 23665 *TTh* 10-11:20am 1/16-5/9 *VV A2326*
M-Sat (Lab) *VV A2327*

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. (No classes on 1/15, 3/11-3/15, 3/29, 4/1)

Course No. PIE 450/CRTR 2031* **\$368**
 (c) 23667 *M-Sun* 12am-11:59pm 1/16-5/10 *Online*
M-Sun(Lab) 12am-11:59pm *Online*

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**
 23670 *M-Sun* 12am-11:59pm 4/8- 5/3 *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**
 23671 *Sat* 9-11am 1/20-3/9 *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 USMCA rules of origin will also be covered.

Course No. CBL 718/IBUS 2003* **\$375**
 23679 *TWTh* 6-8pm 2/6-3/7 *VV B110*

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

For students experienced in the basic principles of importing and exporting. Focuses on the statutory and regulatory provisions governing U.S. import rules and procedures, and the classification and valuation of merchandise according to the Harmonized Tariff Schedule.

Course No. CBL 719/IBUS 2003* **\$375**
 23681 *TWTh* 6-8pm 4/2-5/2 *VV B110*

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**
 23683 *TTh* 6-9pm 1/16-2/29 *VV A1510*



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. Emphasis will be on Real Estate interests, distinctions between real and personal property, encumbrances, TRELA, T.R.E.C., federal, state, and local laws & regulations relating to housing and Real Estate in general, including discrimination. (No class on 3/14)

Course No. RES 813/RELE 1002* **\$250**
 24643 *Th* 6-9pm 1/18-3/28 *VV B131*

* Underlined Courses Are Workforce Education Course Manual Equivalent.

Principles of Real Estate II 30 hrs/3.0 CEUs

Required course for application of salesperson's license. 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. Includes a review of topics covered in Real Estate I.

(No class on 3/11 & 4/1)

Course No. **RES 814/RELE 1039*** \$250
23687 M 6-9pm 1/22-4/8 VV B101



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 care studies involving use of forms. (No class on 3/13)

Course No. **RES 816/RELE 1000*** \$250
24644 W 6-9pm 1/17-3/27 VV B131

Law of Agency 30 hrs/3.0 CEUs

This course provides understanding for real estate business relationships, how they are created and what the purpose of agency is, in real estate transactions. You will be made familiar with all statutory topics and ethical standards of practices required by The Texas Real Estate License Act. (No class on 3/12)

Course No. **RES 815/RELE 2002*** \$250
23690 T 6-9pm 1/23-4/2 VV B101

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. (No classes on 2/12, 2/15, 3/11 - 3/15)

(Supplies included in fee.)

Course No. **SDG 913/FMKT 1001*** \$475
23692 TTh 6-9pm 1/16-3/21 VVB151

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. (Supplies included in fee.) (No classes on 5/7 & 5/9)

Course No. **SDG 914/FMKT 2031*** \$350
23693 TTh 6-9pm 4/9-5/21 VV B151



ONLINE COURSES

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.

- *There are no refunds or transfers for ed2go classes.
- *Check funding to ensure the method of payment used to cover cost is applicable to ed2go courses.
- *No Registration allowed after registration deadlines:
January 19th for January session & February 16th for February session & March 8th for March session.

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 mlerma14@epcc.edu for registration 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 a computer.

Computer Skills for the Workplace

Gain a working knowledge of the computer skills you will need to succeed in today's job market. (6 weeks) (24 hours)

Course No. PIE 680 **\$145**

23730	1/17-3/8
23732	2/14-4/5
23734	3/13-5/3

Administrative Assistant Fundamentals

This course will help you discover and master the essentials of managerial and staff report, information and records management, communications technology, travel and meeting coordination, space planning, and office ergonomics. (6 weeks) (24 hours).

Course No. PIE 740 **\$155**

23735	1/17-3/8
23737	2/14-4/5
23739	3/13-5/3

Using Social Business Media

Discover how to use the five most popular social media platforms-Facebook, Twitter, LinkedIn, Pinterest, and Instagram-to grow and promote your business. (6 weeks) (24 hours)

Course No. PIO 023 **\$145**

23741	1/17-3/8
23743	2/14-4/5
23744	3/13-5/3

Individual Excellence

Master twelve career-enhancing skills including goal setting, time management, personal organization, and creativity. (6 weeks) (24 hours)

Course No. PIO 117 **\$145**

23746	1/17-3/8
23748	2/14-4/5
23749	3/13-5/3

Introduction 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. (6 weeks) (24 hours)

Course No. PIO 099 **\$160**

23755	1/17-3/8
23757	2/14-4/5
23759	3/13-5/3

Intermediate Microsoft Excel 2019

Many businesses rely on spreadsheets to manage budgets, schedules, and tracking. Microsoft Excel is considered the industry standard for spreadsheets. If you use Excel regularly and want to learn more advanced functions in this powerful software, this is the course for you. (6 weeks) (24 hours)

Course No. PIO 110 **\$160**

23762	1/17-3/8
23764	2/14-4/5
23765	3/13-5/3

Advanced MS 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. (6 weeks) (24 hours)

Course No. PIO 093 **\$160**

23766	1/17-3/8
23768	2/14-4/5
23771	3/13-5/3

Discover Sign Language

It's truly amazing that we can communicate just by using our hands. Discover how to use graceful, expressive language to communicate with deaf people. (6 weeks) (24 hours)

Couse No. PIE 626 **\$145**

23773	1/17 - 3/8
23775	2/14 - 4/5
23776	3/13 - 5/3

Understanding the HR Function

This course is designed to help people without experience in Human Resources to understand this very vital link in the organizational chain. It will prepare both managers and business owners to handle basic human resource functions in a way that will ensure the best possible results. (6 weeks) (24 hours)

Course No. PIO 038 **\$150**

23780	1/17 - 3/8
23781	2/14 - 4/5
23782	3/13 - 5/3

Real Estate Investing

Have you ever heard the old saying, "Buy low, sell high?" New stories about the softening real estate market might scare away some novice investors, but experienced investors recognize 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 start with. (6 weeks) (24 hours)

Course No. PIE 691 **\$145**

23783	1/17-3/8
23784	2/14-4/5
23785	3/13-5/3

New Career Training Programs

Prepare for employment in some of today's hottest career with a comprehensive, affordable, and self-paced Programs at any time and learn at your own pace. Visit our website at <https://careertraining.ed2go/epcc/> for course/software information.

To get started please contact us at (915) 831-6682 or by email at mlerma14@epcc.edu for registration information.

Freight Broker/Agent Training (6 Months)

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 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 hours)

Course No. PIO 0200 **\$1,895**

23826	1/17/2024-7/17/2024
23836	2/14/2024-8/14/2024
23838	3/13/2024-9/13/2024

Chartered Tax Professional (18 Months)

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 hours)

Course No. PIO 0201 **\$1,895**

23840	1/17/2024-7/17/2025
23841	2/14/2024-8/14/2025
23843	3/13/2024-9/13/2025

Child Development Associate – Center Based “New”

Learn the principles of child growth and development from birth through age five and how they align with the eight Child Development Associate (CDA) competencies and National Association of the Education of Young Children (NAEYC) professional standards. (6 months) (120 hours)

Course No. PIO 202 **\$1,395**

23845	1/17/2024-7/17/2024
23846	2/14/2024-8/14/2024
23847	3/13/2024-9/13/2024

Human Resources Professional with Payroll Practice and Management (12 Months)

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 certification you need for a role in any HR department. (250 hours)

Course No. 0204 **\$3,095**

23850	1/17/2024-1/17/2025
23851	2/14/2024-2/14/2025
23862	3/13/2024-3/13/2025

Certified Paralegal (12 Months)

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 critical part of preparing for a career as a paralegal. **Voucher Included.** (225 hours)

Course No. 205 **\$2,650**

23864	1/17/2024-1/17/2025
23866	2/14/2024-2/14/2025
23868	3/13/2024-3/13/2025

Certified Destination Wedding Planner “New”

Learn how to become a destination wedding planner while expanding your portfolio of services and traveling the world. Design beautiful dream weddings in extraordinary locations and boost your revenue streams with resort and hotel booking commissions. (9 months) (240 hours)

Course No. PIO 119 **\$1,695**

23870	1/17/2024-10/17/2024
23871	2/14/2024-11/14/2024
23873	3/13/2024-12/13/2024

Python Developer (6 Months)

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 advance methods of Python, and get coding quickly. (155 hours)

Course No. PIO 207 **\$1,100**

23876	1/17/2024-7/17/2024
23877	2/14/2024-8/14/2024
23878	3/13/2024-9/13/2024

Microsoft Office Specialist (MOS) Associate Certification Training (Vouchers Included) “New”

The Microsoft Office Specialist (MOS) Associate Certification Training course will prepare you to take the Microsoft Office Specialist certification exams for Word, Excel, PowerPoint, and Outlook. Exam fees are included in the course cost. (6 months) (245 hours)

Course No. PIO 120 **\$2,100**

23880	1/17/2024-7/17/2024
23881	2/14/2024-8/14/2024
23882	3/13/2024-9/13/2024

Certified Residential Interior Designer (6 Months)

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 hours)

Course No. PIO 0209 **\$2,045**

23884	1/17/2024-7/17/2024
23885	2/14/2024-8/14/2024
23886	3/13/2024-9/13/2024



HEALTH AND FITNESS

Cheryl Stiles, Director

For more information email cehealthprogrms@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 clinicals 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, www.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 (ELAR) by TSIA2 or equivalent. Test can be scheduled by contacting the 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 exam, 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 the tuition. Students are not to wear shorts, dresses, haltertops, or skirts to class. Meets EPCC specialized admission requirements for health students.

Course No. AHP 422

\$55

23425	Sat	8am-1pm	1/6	RG A245
23426	TTh	5:30-8pm	1/9-1/11	ASC B323
23427	F	8am-1pm	1/12	RG A245
23428	Sat	8am-1pm	1/13	RG A245
23429	Sat	8am-1pm	1/20	RG A245
23430	Sat	8am-1pm	1/27	RG A245
23431	Sat	8am-1pm	2/3	RG A245
23432	Sat	8am-1pm	2/10	RG A245
23434	Sat	8am-1pm	2/17	RG A245
23435	Sat	8am-1pm	2/24	RG A245
23436	TTh	5:30-8pm	2/27-2/29	ASC B580
23437	Sat	8am-1pm	3/2	RG A245
23439	F	8am-1pm	3/22	ASC B580
23440	TTh	5:30-8pm	3/26-3/28	ASC B580
23441	F	8am-1pm	4/5	ASC B580
23442	Sat	8am-1pm	4/13	RG A245
23443	TTh	5:30-8pm	4/16-4/18	ASC B580
23444	Sat	8am-1pm	4/20	RG A245
23445	Sat	8am-1pm	4/27	RG A245
23446	Sat	8am-1pm	5/11	RG A245
23447	TTh	5:30-8pm	5/14-5/16	ASC B580
23448	W	8am-1pm	5/15	ASC B580
23449	Sat	8am-1pm	5/18	RG A245
23450	TTh	5:30-8pm	5/21-5/23	ASC B580
23451	Sat	8am-1pm	5/24	RG A245
23452	TTh	5:30-8pm	5/28-5/30	ASC B580

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, haltertops, or skirts to class.

Course No. SDH 760*

\$50

23453	Sat	8am-noon	1/6	RG B210
23454	Sat	8am-noon	1/20	RG B205
23455	W	5:30-9:30pm	1/24	ASC B580
23456	Sat	8am-noon	2/3	RG B205
23457	W	5:30-9:30pm	2/21	ASC B580
23458	Sat	8am-noon	2/24	RG B205
23459	F	8am-noon	3/8	ASC B580
23460	Sat	8am-noon	3/23	RG B205
23461	W	5:30-9:30pm	3/27	ASC B580
23462	Sat	8am-noon	4/6	RG B210
23463	W	5:30-9:30pm	4/10	ASC B580
23464	W	5:30-9:30pm	4/24	ASC B580
23465	W	5:30-9:30pm	5/8	ASC B580
23466	Sat	8am-noon	5/18	RG B205

*MUST BE CURRENTLY BLS CERTIFIED TO ENROLL.

Payment must be made at the time of
registration to ensure course enrollment.

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: Textbook will be handed out in class.** Cost of textbook is included in tuition. CPR card must be brought to class.

Course No. SDH 971/EMSP 1026*

\$66

23468	Sat	8am-5pm	1/13	RG B205
23469	TTh	5-9pm	1/16-1/18	RG B205
23570	Sat	8am-5pm	1/27	RG B205
23471	Sat	8am-5pm	2/10	RG B205
23472	Sat	8am-5pm	2/17	RG B205
23473	Sat	8am-5pm	3/2	RG B210
23474	TTh	5:30-9:30pm	3/19-3/21	RG B205
23475	Sat	8am-5pm	4/13	RG B210
23476	Sat	8am-5pm	4/27	RG B205
23477	TTh	5:30-9:30pm	5/7-5/9	RG B205
23478	Sat	8am-5pm	5/11	RG B210
23479	F	8am-5pm	5/17	RG A245
23480	TTh	5:30-9:30pm	5/28-5/30	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 and Safety Institute Standards 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

Clases de RCP y Primeros Auxilios En Español

RCP En Español

5 hrs

Este curso de la Asociación Americana del Corazón incluye Reanimación Cardiopulmonar, (RCP), para infante y adulto, obstrucciones de las vías aéreas, barreras de protección personal y uso de desfibriladores externos automaticos. El libro se dara en clase. El costo del libro esta incluido en el precio del curso. Favor de no llevar puesto pantalón corto, falda ó vestido.

Course No. AHP 422

\$55

23481	Sabado	8am-1pm	1/13	RG A232
23482	Sabado	8am-1pm	2/10	RG A232
23483	Sabado	8am-1pm	3/23	RG A232
23484	Sabado	8am-1pm	4/6	RG A232
23485	Sabado	8am-1pm	5/11	RG A232

Renovación de RCP

Repaso del curso de proveedor de soporte vital básico para actualizar sus habilidades de (RCP) y extender la certificación por dos años. Requisito previo: Tener una certificación BLS actual para inscribirse en esta clase. La tarjeta de proveedor de BLS actual debe traerse a clase. Nota: El libro se entregará en clase. El costo del libro está incluido en el precio del curso. Los estudiantes no deben usar pantalón corto, vestido o falda en clase.

Course No. SDH 760*

\$50

23486	Miercoles	5-9pm	1/10	ASC B580
23487	Sabado	8am-12pm	2/10	RG A230
23488	Sabado	8am-12pm	4/20	RG A232
23489	Jueves	5-9pm	5/9	ASC B580

Primeros Auxilios

8 hrs

Los primeros auxilios correctamente aplicados pueden significar la diferencia entre la vida y la muerte. Enfatiza los principios fundamentales y las habilidades de los primeros auxilios estándar. Prerequisite: Certificación actual de proveedor de BLS. Nota: El libro se entregará en clase. El costo del libro está incluido en el precio del curso. La tarjeta de CPR debe traerse a clase.

Course No. SDH 971/EMSP 1026*

\$66

23490	Martes/Jueves	5:30-9:30pm	1/23-1/25	RG A232
23491	Martes/Jueves	5:30-9:30pm	3/5-3/7	RG A232
23492	Martes/Jueves	5:30-9:30pm	4/23-4/25	RG A232
23493	Sabado	8am-5pm	5/18	RG A232

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.

Course No. SDH 929/EMSP 1019*

\$180

23494	Sat	8am-5pm	2/10-2/11	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.

Course No. SDH 886/EMSP 2036*

\$100

23495	Sat	8am-5pm	2/24	ASC B323
24162	Sat	8am-5pm	4/13	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.

Course No. SDH 892/EMSP 1047*

\$200

23501	Sat	8am-5pm	4/6-4/7	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.

Course No. SDH 653/EMSP 2036*

\$100

23505	Sat	8am-5pm	3/2	ASC B323
23508	Sat	8am-5pm	5/4	ASC B323

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 via email to 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: Students will have a one-hour lunch break 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

23511	Sat	8am-5pm	2/3	RG H118
23512	Sat	8am-5pm	3/9	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

23514	Sat	8am-5pm	2/24	RG H118
23515	Sat	8am-5pm	3/23	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 and oxide sedation.

Course No. SDH 988 \$225

23517	Sat	8am-5pm	4/6	ASC B580
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Emergency Medical Technician

To register for the following concurrent EMT courses, students must present the following prerequisites to Cynthia Kabariti in room D128 at Mission Del Paso campus or 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 10 for further requirements.

(c) This course runs concurrently with the credit course and is limited to students age 17 and older. Please see page 60.

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)24595	MWF(lec)	8-11:20am	1/17-5/10	MDP L151
		Lab	TBA	
(c)24603	MWF(lec)	1-4:20pm	1/17-5/10	MDP
L151			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)24604	M-Sun	TBA	1/16-5/10	MDP D134
(c)24605	M-Sun	TBA	1/16-5/10	MDP L151



General Health Courses

(c) This course runs concurrently with the credit course and is limited to students age 17 and older. Please see page 59. 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)23520 online TBA 1/16-5/10 Online

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*

\$300

(c)23523 online TBA 1/16-5/10 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)23524 MW 1-1:50pm 1/17-5/10 RG A126

Pharmacology for Health Professionals

48 hrs/4.8 CEUs

Drug classification, actions, therapeutic uses, adverse effects, and routes of administration.

Course No. AHP 793/HPRS 2000*

\$425

(c)23526 Online TBA 1/16-5/10 Online

HEALTH ED2GO COURSES

The following classes are offered online through ed2go. 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, 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 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.

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

\$130

24068	Instructor-led course	1/17-3/8	Online
24069	Instructor-led course	2/14-4/5	Online
24070	Instructor-led course	3/13-5/3	Online
24071	Instructor-led course	4/17-6/7	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

\$130

24072	Instructor-led course	1/17-3/8	Online
24073	Instructor-led course	2/14-4/5	Online
24074	Instructor-led course	3/13-5/3	Online
24075	Instructor-led course	4/17-6/7	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, 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

\$130

24076	Instructor-led course	1/17-3/8	Online
24077	Instructor-led course	2/14-4/5	Online
24078	Instructor-led course	3/13-5/3	Online
24079	Instructor-led course	4/17-6/7	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

\$140

24080	Instructor-led course	1/17-3/8	Online
24081	Instructor-led course	2/14-4/5	Online
24082	Instructor-led course	3/13-5/3	Online
24083	Instructor-led course	4/17-6/7	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

\$172

24084	Instructor-led course	1/17-3/8	Online
24085	Instructor-led course	2/14-4/5	Online
24086	Instructor-led course	3/13-5/3	Online
24087	Instructor-led course	4/17-6/7	Online

Certificate in Pain Assessment and Management

12 hrs

Pain assessment and management is a crucial part of compassionate and effective patient care. Many providers, patients, families, and regulatory agencies are requiring health care providers to be more accurate with their pain assessment skills and more effective in their pain management strategies. Scientific advancements in the understanding of mechanisms of pain, multidisciplinary methods of assessment and management, and the improvement of medications to treat pain have contributed to the wealth of knowledge in this area.

Course No. AHP 317		\$115
24088	Instructor-led course	1/17-3/8 Online
24089	Instructor-led course	2/14-4/5 Online
24090	Instructor-led course	3/13-5/3 Online
24091	Instructor-led course	4/17-6/7 Online

Certificate in Healthy Aging

12 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 331		\$115
24189	Instructor-led course	1/17-3/8 Online
24190	Instructor-led course	2/14-4/5 Online
24191	Instructor-led course	3/13-5/3 Online
24192	Instructor-led course	4/17-6/7 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		\$115
24092	Instructor-led course	1/17-3/8 Online
24093	Instructor-led course	2/14-4/5 Online
24094	Instructor-led course	3/13-5/3 Online
24095	Instructor-led course	4/17-6/7 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		\$130
24096	Instructor-led course	1/17-3/8 Online
24097	Instructor-led course	2/14-4/5 Online
24098	Instructor-led course	3/13-5/3 Online
24099	Instructor-led course	4/17-6/7 Online

For more courses, visit the ED2Go catalog at www.ed2g.com/epcc/

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		\$245
24100	Instructor-led course	1/17-3/8 Online
24101	Instructor-led course	2/14-4/5 Online
24102	Instructor-led course	3/13-5/3 Online
24103	Instructor-led course	4/17-6/7 Online

Medication Aide

Continuing Education Rules for Medication Aides

The Texas Health and Human Services Commission (HHSC) requires that medication aides attend a seven-hour Medication Aide Update course to maintain certification. HHSC 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 HHSC.

The following website provides links to information about the renewal licensing process and to the TULIP login page -

<https://txhhs.my.site.com/TULIP/s/login/>

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. Review and update of medication aide training rules, medication administration, and related responsibilities.

Note: Students should bring a drug handbook to class.

Course No. SDH 921/NURA 1041*		\$50
23527	Sat 9am-5pm	2/3 RG A236
23528	Sat 9am-5pm	4/6 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
- * Social Security card and Nurse Aide License
- * 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.

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

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

Course No. SDH 819/NURA 1013* **\$342**
24246 MW 5:30-9:30pm 1/8-5/20 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, Bldg B, 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

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@austince.edu

For further information on course and registration visit

www.continue.austince.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 10.** Textbook is required. Students MUST have textbook for the first class. Student must be 17 years old by the first day of class.*Please contact division office for clarification of prerequisites. Call (915) 831-7820 or email cehealthprograms@epcc.edu.

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

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**
23529 M-F 8am-3pm 1/16-2/9 RG A236
23530 M-F 8am-3pm 3/4-4/5 RG A236
23531 M-F 8am-3pm 4/29-5/24 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**
23532 M-F 6:30am-3:30pm 2/12-2/23 Private Facility
23533 M-F 6:30am-3:30pm 4/8-4/19 Private Facility
23534 M-F 6:30am-3:30pm 5/28-6/7 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 59. 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)24606 online 1/16-5/10 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)24607 MW 8:30-9:50am 1/17-5/8 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)24608 MW 10-11:20am 1/17-5/8 RG J655
Online (Lab) Online

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 antineoplastic drugs. Permission from instructor is required for admission, call (915) 831-4490.

Course No. SDH 276/PHRA 1045* **\$456**
(c)24609 T(Lab) 8:30-9:20am 1/16-5/9 RG B516
Th(Lab) 8:30-10:20am TBA RG B308
Lec TBA Hybrid-Online

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 10 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**
23536 TTh 1-4pm 1/16-5/9 (Bilingual) RG J731
23537 MW 1-4pm 1/17-5/6 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**
23540 M-Sat TBA 1/16-5/24 Private Facility
23541 M-Sat TBA 1/16-5/24 Private Facility

Donor Phlebotomy Technician

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.**

Co-requisite: AHP 603
Course No. AHP 602/PLAB 1001* **\$600**
23548 M 9am-12pm 1/22-5/12 RG J731

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. **Co-requisite: AHP 602**

Course No. AHP 603/PLAB 1060* **\$399**
23549 M-Sat TBA 1/22-5/10 Private Facility

For further information, please call (915) 831-7830

Patient Care Technician

Patient Care Technician 48hrs/4.8CEUs

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 Technician, and EKG Technician; or completion of courses in EMT and Medical Assistant.

Course No. AHP 560//NUPC 1020* **\$500**
23550 MW 12-2pm 1/22-4/22 ASC B323

EKG Technician

EKG Technician 48hrs/4.8CEUs

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:** Students must have a BLS certification. Recommended for healthcare professionals, such as CNA, Phlebotomists, EMTs and Medical Assistants.

Course No. AHP 552/ECRD 1011* **\$420**
23551 TTh 1-3pm 1/23-4/18 ASC B323

Journey to Wellness

How to Overcome the 7 Invisible Obstacles to Healthy Eating

You already know many eating habits that you want to improve or change, yet you find yourself engaging in the same unhealthy patterns. No, you do not have a lack of knowledge, willpower, or motivation. In this course you will learn how your way of thinking keeps you stuck in those unhealthy patterns, how to tune-in to your body to identify physical and emotional hunger and how to satisfy both, learn the external factors that lead to unwanted food choices, how to enjoy food with mindful eating, and how to overcome a lack of motivation. (2 hours)

Course No. AHP 604 **\$25**
23552 M 6-8pm 2/5 ASC B321

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**
23553 M 6-8pm 3/4 ASC B321

Inner Child Healing Work

The Inner Child Healing Work is a part of our soul that plays a big role in our lives. If we ignore that child essence within us it can cause an imbalance in our emotions and soul which leads to unhappy lives. In this course, you will learn to awaken the inner child within yourself, learn tools to facilitate emotional and soul healing that will in turn help you become more optimistic and balanced in life. The course is a safe space where you will learn to have fun while you learn healing techniques. (6 hours)

Course No. AHW 200 **\$55**
24104 MW 6-8pm 2/12-2/19 ASC B321
24105 MW 6-8pm 4/8-4/15 ASC B321

Wellness ed2go Courses

The following classes are offered online through **ed2go**. 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, 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 **\$120**
24106 Instructor-led course 1/17-3/8 Online
24107 Instructor-led course 2/14-4/5 Online
24108 Instructor-led course 3/13-5/3 Online
24109 Instructor-led course 4/17-6/7 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 **\$130**
24111 Instructor-led course 1/17-3/8 Online
24113 Instructor-led course 2/14-4/5 Online
24115 Instructor-led course 3/13-5/3 Online
24117 Instructor-led course 4/17-6/7 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 **\$105**

24119	Instructor-led course	1/17-3/8	Online
24121	Instructor-led course	2/14-4/5	Online
24123	Instructor-led course	3/13-5/3	Online
24124	Instructor-led course	4/17-6/7	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 alternative medicine (CAM). Rapidly gaining in popularity, CAM is used by much of the U.S. population. Explore the exciting growing field of holistic and integrative health in this comprehensive certificate program designed for medical providers and consumers. (24 hrs)

Course No. AHP 250 **\$175**

24175	Instructor-led course	1/17-3/8	Online
24176	Instructor-led course	2/14-4/5	Online
24177	Instructor-led course	3/13-5/3	Online
24178	Instructor-led course	4/17-6/7	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 312 **\$100**

24193	Instructor-led course	1/17-3/8	Online
24194	Instructor-led course	2/14-4/5	Online
24195	Instructor-led course	3/13-5/3	Online
24196	Instructor-led course	4/17-6/7	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 **\$125**

24135	Instructor-led course	1/17-3/8	Online
24136	Instructor-led course	2/14-4/5	Online
24137	Instructor-led course	3/13-5/3	Online
24139	Instructor-led course	4/17-6/7	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 is necessary and all levels are welcome. Bring a water bottle and a yoga strap or flexible belt/tie for some of the poses. (12 hours) **Note: No classes will be held on March 11-13 and April 1. Instructor: Tracy Searight**

Course No. AHP 612 **\$75**

23554	MW	1-2pm	1/22-2/28	MDP B102
23555	MW	1-2pm	3/4-4/22	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. Bring a water bottle, yoga mat and a hip scarf. (12 hours)

Note: No classes will be held on March 12-14, April 1.

Instructor: Sonia Flores.

Course No. AHP 607 **\$75**

23556	TTh	5-6:30pm	1/23-2/29	RG J703
23557	TTh	5-6:30pm	3/5-4/18	RG J703
23558	TTh	5-6:30pm	4/23-5/30	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 classes will be held on March 11-14 and April 1.

Instructor: Maria Castillo instructor at ASC. Andrea Ueda

Instructor at TM.

Course No. SDH 127 **\$75**

23559	TTh	5:30-6:30pm	1/16-2/22	ASC B323
23560	MW	5:30-6:30pm	1/22-2/28	TM 1405
23561	TTh	5:30-6:30pm	2/27-4/11	ASC B323
23562	MW	5:30-6:30pm	3/18-4/29	TM 1404
23563	TTh	5:30-6:30pm	4/16-5/23	ASC B323

Chair Pilates

Pilates is a complete fitness for a major quality of life. This chair-based class improves muscles, flexibility, posture, and overall health with low-impact exercises. It's safe and comfortable, targeting key muscle groups while promoting alignment and mobility. Enjoy improved balance, reduced joint pain, and an energy boost. Students need to bring elastic or resistance band to class. (12 hours)

Note: No classes will be held on March 11-13, April 1.

Instructor: Maria Castillo.

Course No. AHW 100 **\$90**

24147	MW	5:30-6:30pm	1/22-2/28	ASC B323
24148	MW	5:30-6:30pm	3/4-4/22	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 classes will be held on March 11-14, and April 1.

Course No. AHP 301 **\$75**

23564	M-Th	12:05-12:50pm	1/16-2/5	VV G102
23565	M-Th	12:05-12:50pm	2/6-2/26	VV G102
23566	M-Th	12:05-12:50pm	2/27-3/25	VV G102
23567	M-Th	12:05-12:50pm	4/2-4/22	VV G102
23568	M-Th	12:05-12:50pm	4/23-5/13	VV G102
23570	TTh	12:05-12:50pm	1/16-2/22	TM 1405
23571	TTh	12:05-12:50pm	2/27-4/11	TM 1405
23572	TTh	12:05-12:50pm	4/16-5/23	TM 1405

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)) Online classes will be held via Microsoft Teams.

New students need to contact the CE office to obtain login instructions to access the class, (915) 831-7820.

Note: No classes will be held on March 11-14, and April 1.

Course No. AHP 120 **\$75**

23575	M-Th	5-6pm	1/16-2/5	ASC A437
23578	M-Th	6-7pm	1/16-2/5	Online
23580	M-Th	5-6pm	2/6-2/26	ASC A437
23581	M-Th	6-7pm	2/6-2/26	Online
23583	M-Th	5-6pm	2/27-3/25	ASC A437
23585	M-Th	6-7pm	2/27-3/25	Online
23587	M-Th	5-6pm	4/2-4/22	ASC A437
23589	M-Th	6-7pm	4/2-4/22	Online
23591	M-Th	5-6pm	4/23-5/13	ASC A437
23593	M-Th	6-7pm	4/23-5/13	Online

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)24610	MWF	9-9:50am	1/17-5/10	VV G103
(c)24611	MWF	11-11:50am	1/17-5/10	VV G103
(c)24612	MWF	9-9:50am	1/17-5/10	TM 1403
(c)24613	TTh	5:30-6:50pm	1/16-5/9	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)24614	MWF	8-8:50am	1/17-5/10	TM 1404
(c)24615	TTh	11:30-12:50	1/16-5/9	VV G104
(c)24616	MW	5:30-6:50pm	1/17-5/8	VV G104

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 will meet instructor at Pro Shop on the first day of class. Students are responsible for all park fees and for purchasing their own range balls. Classes are taught by PGA Golf Professional Mike Smith. (6 hours)

Course No. SDH 104 **\$94**

23607	Th	7-8:30pm	4/4-4/25	6900 Delta Ascarate Golf Course
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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 Provider 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

No classes will be held for the following dates:

Veterans Day- November 10

Thanksgiving- November 23-24

Winter Break- December 21-January 3, 2024

Martin Luther King-January 15

Spring Break- March 11-17

Institutional Holiday-March 29 (No class 30-31)

Cesar Chavez-April 1

Memorial Day-May 27

Independence Day-July 4

Weekday Class-January - July 2024

Massage Therapy Fundamentals

125 hrs/12.5 CEUs

Course No. MSSG 1011 **\$758**

23608	M-Th	8:30am-1:30pm	2/5-5/8	ASC B128
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(Note: Makeup Work Days on 5/9, 5/13 and 5/14)

Massage Therapy Fundamentals II

75 hrs/7.5 CEUs

Course No. MSSG 2011 **\$532**

23609	M-Th	8:30am-1:30pm	5/15-6/11	ASC B128
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Kinesiology

50 hrs/5.0 CEUs

Course No. MSSG 2013 **\$328**

23611	M-Th	3:30-6:30pm	1/16-3/19	ASC B128
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Anatomy and Physiology for Massage

75 hrs/7.5 CEUs

Course No. MSSG 1013 **\$532**

23612	TTh	3:30-6:30pm	3/21-6/13	ASC B128
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Health and Hygiene

20 hrs/2.0 CEUs

Course No. MSSG 1009 **\$125**

23613	TTh	8:30am-1:30pm	2/6-2/15	ASC B128
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Hydrotherapy/Therapeutic Modalities

20 hrs/2.0 CEUs

Course No. MSSG 1005 **\$125**

23614	TTh	8:30am-1:30pm	2/20-2/29	ASC B128
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Business Practices and Professional Ethics

45 hrs/4.5 CEUs

Course No. MSSG 1007 **\$300**

24188	T	8:30am-1:30pm	3/5-5/7	ASC B128
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Pathology for Massage 40 hrs/4.0 CEUs
Course No. MSSG 2014 \$276
 23616 Th 8:30am-1:30pm 3/7-5/2 ASC B128

Internship Massage Therapy/Therapeutic Massage 75 hrs/7.5 CEUs
Course No. MSSG 2086 \$374
 M-Sun TBA 6/12-7/13 ASC B141

Weekend Class- October 2023-July 2024

Massage Therapy Fundamentals 125 hrs/12.5 CEUs
Course No. MSSG 1011 \$758
 14050 Sat 8:30am-12:30pm 10/14-2/11 ASC B128
 Sun 9am-1pm

Massage Therapy Fundamentals II 75 hrs/7.5 CEUs
Course No. MSSG 2011 \$532
 23617 SatSun 8:30am-12:30pm 2/17-3/24 ASC
 9am-1pm 2/18-3/24
 9am-1pm 4/12-6/16

Note: Last Sunday to attend 6/16

Anatomy and Physiology for Massage 75 hrs/7.5 CEUs
Course No. MSSG 1013 \$532
 14055 Sun 1:30-5:30pm 10/15-4/7 ASC B128
Note: No class on 11/5, 1/21, 3/10, 3/17, 3/31

Kinesiology 50 hrs/5.0 CEUs
Course No. MSSG 2013 \$328
 23618 SatSun 8:30am-12:30pm 4/13-5/11 ASC
 1:30-5:30pm
 1:30-5:30pm 4/19-6/16
Note: No class on 5/12. Students will attend one Saturday, 6/15.

Health and Hygiene 20 hrs/2.0 CEUs
Course No. MSSG 1009 \$125
 14052 Sat 1:30am-5:30pm 10/14-11/11 ASC B128

Hydrotherapy/Therapeutic Modalities 20 hrs/2.0 CEUs
Course No. MSSG 1005 \$125
 23619 Sat 1:30am-5:30pm 11/18-12/16 ASC B128

Pathology for Massage 40 hrs/4.0 CEUs
Course No. MSSG 2014 \$276
 23622 Sat 1:30am-5:30pm 1/6-3/9 ASC B128

Business Practices and Professional Ethics 45 hrs/4.5 CEUs
Course No. MSSG 1007 \$300
 23625 Sat 1:30am-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 6/17-7/7 ASC B141

Continuing Education for Massage Therapists

These courses are designed for massage therapists only.

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
 24311 TW 9am-1pm 1/9-1/10 ASC B141
 24312 TW 9am-1pm 2/27-2/28 ASC B141

Myofascial Techniques for the Spine 5 hrs/0.5 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
 23632 M 9am-3pm 1/8 ASC B141
 23633 M 9am-3pm 2/26 ASC B141

Introduction to Biodynamic Craniosacral Therapy 12 hrs/1.2 CEUs

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. AHP 609/MSSG2000 \$130
 23636 MT 9am-4 pm 3/4-3/5 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

Course No. CSME 1030
23639 M-F

9am-5pm

160 hrs/16.0 CEUs
\$1,025
1/16-2/13 ASC B120

Manicuring and Related Theory

Course No. CSME 1043
23641 M-F

9am-5pm

160 hrs/16.0 CEUs
\$1,025
2/14-3/20 ASC B120

Nail Enhancements

Course No. CSME 2030
23643 M-F

9am-5pm

140 hrs/14.0 CEUs
\$897
3/21-4/17 ASC B120

Principles of Nail Technology I

Course No. CSME 1031
23645 M-F

9am-5pm

112 hrs/11.2 CEUs
\$718
4/18-5/8 ASC B120

Preparation for the State Licensing Written Exam

Course No. CSME 2051
23648 M-F

9am-5pm

52 hrs/5.2 CEUs
\$333
5/9-5/17 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.

Tecnología 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 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 5-9 p.m.

Orientación en la Tecnología de Uñas

Course No. CSME 1030
15736 Lunes-Viernes

5-9pm

160 hrs/16.0 CEUs
\$1,025
8/30-10/12 ASC B120

Teoría Sobre Manicura

Course No. CSME 1043
14066 Lunes-Viernes

5-9pm

160 hrs/16.0 CEUs
\$1,025
10/13-12/13 ASC B120

Servicios Artificiales

Course No. CSME 2030
23651 Lunes-Viernes

5-9pm

140 hrs/14.0 CEUs
\$897
1/16-2/29 ASC B120

Principio a la Tecnología de Uñas

Course No. CSME 1031
23653 Lunes-Viernes

5-9pm

112 hrs/11.2 CEUs
\$718
3/1-4/15 ASC B120

Preparación Para el Exam Estatal

Course No. CSME 2051
23654 Lunes-Viernes

5-9pm

52 hrs/5.2 CEUs
\$333
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
23657 M-F 8am-5pm 1/16-2/16 MDP Academy
M-F 6-10pm MDP Academy



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
23659 M-F 8am-5pm 2/19-3/28 MDP Academy
23661 M-F 6-10pm 1/4-3/1 MDP Academy

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
23664 M-F 8am-5pm 4/1-5/3 MDP Academy
23666 M-F 6-10pm 3/4-5/10 MDP Academy

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
23668 M-F 8am-5pm 5/6-6/7 MDP Academy
23669 M-F 6-10pm 5/13-7/12 MDP Academy

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
M-F 8am-5pm MDP Academy
M-F 6-10pm MDP Academy

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

23673	M-F	8am-5pm	1/4-1/12	MDP Academy
23674	M-F	8am-5pm	1/25-2/2	MDP Academy
23675	M-F	8am-5pm	2/8-2/16	MDP Academy
23676	M-F	8am-5pm	2/22-3/1	MDP Academy
23677	M-F	8am-5pm	4/4-4/12	MDP Academy
23678	M-F	8am-5pm	4/25-5/3	MDP Academy
23680	M-F	8am-5pm	5/16-5/24	MDP Academy

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

23682	Th-F	8am-5pm	1/4-1/5	MDP Academy
23684	Th-F	8am-5pm	1/25-1/26	MDP Academy
23686	Th-F	8am-5pm	2/8-2/9	MDP Academy
23688	Th-F	8am-5pm	2/22-2/23	MDP Academy
23691	Th-F	8am-5pm	4/4-4/5	MDP Academy
23694	Th-F	8am-5pm	4/25-4/26	MDP Academy
23695	Th-F	8am-5pm	5/16-5/17	MDP Academy

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

23696	M-F	8am-5pm	1/8-1/12	MDP Academy
23697	M-F	8am-5pm	1/29-2/2	MDP Academy
23698	M-F	8am-5pm	2/12-2/16	MDP Academy
23700	M-F	8am-5pm	2/26-3/1	MDP Academy
23701	M-F	8am-5pm	4/8-4/12	MDP Academy
23702	M-F	8am-5pm	4/29-5/3	MDP Academy
23703	M-F	8am-5pm	5/20-5/24	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

23704	W	8am-5pm	1/31	MDP Academy
23705	W	8am-5pm	2/28	MDP Academy
23706	W	8am-5pm	3/27	MDP Academy
23707	W	8am-5pm	4/24	MDP Academy
23708	W	8am-5pm	5/29	MDP Academy

EVENING CLASSES

23709	TW	6-10pm	1/30-1/31	MDP Academy
23710	TW	6-10pm	2/27-2/28	MDP Academy
23711	TW	6-10pm	3/26-3/27	MDP Academy
23712	TW	6-10pm	4/23-4/24	MDP Academy
23713	TW	6-10pm	5/28-5/29	MDP Academy



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

23714	Sat	9am-4pm	1/6	MDP Academy
23715	Sat	9am-4pm	2/3	MDP Academy
23716	Sat	9am-4pm	3/2	MDP Academy
23717	Sat	9am-4pm	4/6	MDP Academy
23718	Sat	9am-4pm	5/4	MDP Academy

In Service Firearms

(Open Entry)

8 hrs/.8 CEUs

Range Time for the general public. **Prerequisite: Weapon and ammunition must be furnished by the student. 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. 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

23719	Sun	8am - 5pm	2/11	MDP Academy
23720	Sat	8am - 5pm	3/9	MDP Academy
23721	Sat	8am - 5pm	4/13	MDP Academy
23722	Sat	8am - 5pm	5/11	MDP Academy

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

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

23723	Sat	8am – 5pm	1/20	MDP
23724	Sat	8am – 5pm	2/17	MDP
23725	Sat	8am – 5pm	3/23	MDP
23726	Sat	8am – 5pm	4/20	MDP
23727	Sat	8am – 5pm	5/18	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.
- You 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.
- 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

23728	TW	6-10pm	1/16-1/17	MDP Academy
23729	TW	6-10pm	2/13-2/14	MDP Academy
23731	TW	6-10pm	3/19-3/20	MDP Academy
23733	TW	6-10pm	4/16-4/17	MDP Academy
23736	TW	6-10pm	5/14-5/15	MDP Academy
23738	Sat	8am-5pm	2/17	MDP Academy
23740	Sat	8am-5pm	3/23	MDP Academy
23742	Sat	8am-5pm	4/20	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. Texas Department of Licensing and Registration 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 TDLR rules, a student arriving late cannot be admitted to class.
5. No refunds if student is late to class or falls to complete eCourse.
6. 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
23745	Sat Sun	7am-5pm	1/6-1/7	MDP Riding Range
23747	Sat Sun	7am-5pm	1/20-1/21	MDP Riding Range
23750	Sat Sun	7am-5pm	1/27-1/28	MDP Riding Range
23751	Sat Sun	7am-5pm	2/3-2/4	MDP Riding Range
23752	Sat Sun	7am-5pm	2/10-2/11	MDP Riding Range
23753	Sat Sun	7am-5pm	2/17-2/18	MDP Riding Range
23754	Sat Sun	7am-5pm	3/2-3/3	MDP Riding Range
23756	Sat Sun	7am-5pm	3/9-3/10	MDP Riding Range
23758	Sat Sun	7am-5pm	3/23-3/24	MDP Riding Range
23760	Sat Sun	7am-5pm	4/6-4/7	MDP Riding Range
24210	Sat Sun	7am-5pm	4/13-4/14	MDP Riding Range
24211	Sat Sun	7am-5pm	4/20-4/21	MDP Riding Rang
24212	Sat Sun	7am-5pm	4/27-4/28	MDP Riding Rang
24213	Sat Sun	7am-5pm	5/4-5/5	MDP Riding Rang
24214	Sat Sun	7am-5pm	5/11-5/12	MDP Riding Rang
24215	Sat Sun	7am-5pm	5/18-5/19	MDP Riding Rang

EVENING CLASSES

24216	M-Th	5-9pm	3/18-3/21	MDP Riding Range
24217	M-Th	5-9pm	4/15-4/18	MDP Riding Range
24218	M-Th	5-9pm	5/20-5/23	MDP Riding Range

SPANISH CLASSES*

23779	Sat Sun	7am-5pm	2/24-2/25	MDP Riding Range
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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 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
23786	Sat	7am-3pm	1/6	MDP Riding Range
23787	Sat	7am-3pm	2/3	MDP Riding Range
23788	Sat	7am-3pm	3/2	MDP Riding Range
23789	Sat	7am-3pm	4/6	MDP Riding Range

Three Wheel Motorcycle Rider Course

Learn the basic motorcycle skills necessary to safely enjoy the 3-Wheel motorcycle. Texas Department of Licensing and Registration 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
23790	Sat Sun	7am-5pm	1/20-1/21	MDP Riding Range
23791	Sat Sun	7am-5pm	1/27-1/28	MDP Riding Range
23792	Sat Sun	7am-5pm	2/10-2/11	MDP Riding Range
23793	Sat Sun	7am-5pm	2/24-2/25	MDP Riding Range
23794	Sat Sun	7am-5pm	3/23-3/24	MDP Riding Range
23795	Sat Sun	7am-5pm	4/6-4/7	MDP Riding Range
23796	Sat Sun	7am-5pm	4/20-4/21	MDP Riding Range
23797	Sat Sun	7am-5pm	5/4-5/5	MDP Riding Range
23798	Sat Sun	7am-5pm	5/18-5/19	MDP Riding Range



PERSONAL ENRICHMENT

Leticia Guerra, Director

For More Information Contact our Team at (915) 831-6684
kbrown39@epcc.edu or (915) 831-6687 adura157@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

Spring Floral Shop

This combination demonstration/workshop helps you create a new door decoration for spring. Discusses mechanics and aesthetics of contrasting door decorations. **Students purchase supplies.** (9 hours)

Course No. PIA 497 **\$90**
23890 Sat 9am-noon 4/6-4/20 VV B151

Interior Design 102 "New"

Design your living room, bedroom, bathroom or study to better reflect your personality taste and needs with your selected furniture, and accessories for a room in your house. Students will provide design concepts. **Prerequisite: (Interior Design 101)** (12 hours)

Course No. PIA 804 **\$100**
23891 M 6-8pm 1/22-2/26 VV B152

Interior Design Intermediate "New"

This is a color theory design course. Design your living spaces with color. It is time to learn how to apply color, fabric and texture to your design. Apply all previous design elements to this course. It is time to learn how color can create a mood and sophisticated design. Students will provide color design concepts to your design. Use your personality taste and needs with your selected furniture, and accessories for a room in your house. Students will provide design concepts.

Prerequisite: (Interior Design 102) (No class on 4/1) (12 hours)
Course No. PIA 805 **\$100**
23892 M 6-8pm 3/25-5/6 VV B152

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**
23896 W 6-9pm 1/24-2/28 VV B152

Intermediate Sewing

Designed to further sewing skills of those who know how to use the sewing machine and have had some experience making clothes. First class meets for one hour. **Bring sewing patterns, fabric, and tools. to first class.** **Prerequisite: PIA 545 (Beginning Sewing)** (16 hours)

Course No. PIA 558 **\$100**
23898 W 6-9pm 4/3-5/8 VV B152

Crochet

This course is designed to introduce the student to the skills and techniques involved in the art of crochet. **Students purchase supplies.** (12 hours)

Course No. PIA 902 **\$85**
23899 Th 6-9pm 1/25-2/15 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. **(No class on 3/16)** (16 hours)

Course No. PIA 477 **\$100**
23902 Sat 10:30am-12:30pm 1/27-3/23 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**
23903 Sat 8:30-10:30am 4/6-5/25 VV Patio

Creative Arts

Watercolors for Beginners

Familiarizes the student with the basics of the watercolor medium. Experiments with flowing color in graded, blended, and flat washes, and learn some "special effects." Focus will be on understanding both the material and basic painting techniques. **Students purchase supplies.** (15 hours)

Course No. PIA 498 **\$140**
23907 Sat 9am-noon 1/27-3/2 VV A1326

Watercolors for Advanced

This course is a continuation of watercolors. It is an approach to understanding and experiencing the wonder of watercolor painting. The students will learn about paint composition, value, and color mixing, and experience several techniques that works best for each. **Students purchase supplies.** (18 hours)

Course No. PIA 791 **\$140**
23911 Sat 9am-noon 4/6-5/11 VV A1326

Drawing and Sketching for Beginners

Discover the joy of drawing. Teaches you drawing basics through studies and still life, quick sketches and exercise. **Students may purchase some supplies.** (15 hours) **(No class on 4/1)**

Course No. PIA 499 **\$125**
23913 M 5:30-8:30pm 3/18-4/22 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 may purchase some supplies.** (15 hours)

Course No. PIA 506 **\$145**
23920 Th 6-9pm 3/21-4/18 VV A1318

Landscape Painting in Oil

This course walks you throughout the painting process in manageable steps, demystifying composition, color, value and paint application techniques. Along this path to successful landscapes, you will discover the pure pleasure in painting with oils and using your own creativity. **Students may purchase some supplies.** (15 hours)

Course No. PIA 490 **\$145**
23922 Th 6-9pm 4/25-5/23 VV A1318

Painting with Acrylics I

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

Course No. PIA 724 **\$120**
23924 M 6-8pm 1/22-2/26 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**
23926 W 6-8pm 3/27-5/1 VV A1326



Capture the Moment with a Smartphone “New” 12 hrs/1.2 CEUs

In today's digital age, smartphones have become powerful tools for capturing and sharing moments. This photography class aims to provide participants with the knowledge and skills to effectively capture the essence of a special moment using a smartphone. Through theory and hands-on experiences, participants can learn smartphone photography skills and unleash their creativity. **Required Equipment: Smartphone (Android, iPhone)** (12 hours)

Course No. PIA 491/PHTC 1004* **\$115**
23928 TTh 6-8pm 1/23-2/8 VV A2324

A Complete Guide to Start Vlogging “New” CEUs

16 hrs/1.6

This course explores the exciting world of vlogging, covering everything from content planning and storytelling to equipment setup, filming techniques, editing and channel growth strategies. Whether you're a beginner or experienced in vlogging, this guide will give you the tools you need to succeed. **Required Equipment: Smartphone or Mirrorless Camera.** (16 hours)

Course No. PIA 918/PHTC 2004* **\$125**
23930 TTh 6-8pm 2/13-3/7 VV A2324

Mastering Photoshop for Photography

“Mastering Photoshop for Photography” is an intensive, hands-on course aimed at photographers who want to take their post-processing skills to the next level. In this course, participants will explore the world of Adobe Photoshop and learn advanced techniques for enhancing and transforming photos. This course covers topics ranging from essential editing skills to creative image manipulation and professional retouching. **Materials required: an 8 Gb USB flash drive or larger.** (20 hours)

Course No. PIA 487 **\$135**
23992 TTh 6-8pm 3/19-4/18 VV B164

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**
23994 Sat 1-3pm 2/3-3/2 VV A1215

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**
23995 W 6:30-8:30pm 1/31-2/28 RG J703

Pop Dance

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

Course No. PID 407 **\$70**
23996 T 6:30-8:30pm 3/26-4/23 TM 1405

Contemporary Dance

In this course we will move through some Bartenieff patterns to explore our kinespheres. Then, learn how to express ourselves with the tools we learn along with techniques from artists like Jose Limon and Isadora Duncan, ShenWei, Paul Taylor and more! **Please wear tennis shoes.** (10 hours)

Course No. PID 412 **\$80**
23997 Th 6:30-8:30pm 1/25-2/22 RG J703

Social Dancing for Everyone

You will have fun, music, and dancing in this social dance class! Social dancing is a non-competitive version of ballroom and Latin dancing. This class is designed for everyone that wants to dance. In this class you will learn practical steps and combinations that you can use in practical settings like weddings, nightclubs, business functions, and informal dance events. No partner is required. **Please wear tennis shoes.** (10 hours)

Course No. PID 429 **\$70**
23999 T 7-9pm 1/30-2/27 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 technique, and timing with the most popular Latin music in a fun-filled environment. **No partner is required. Please wear tennis shoes. (No class on 3/16)** (10 hours)

Course No. PID 403 **\$70**
23998 Sat 10am-noon 2/17-3/23 RG J703

Salsa/Bachata II

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 technique, and timing with the most popular Latin music in a fun-filled environment. **No partner is required. Please wear tennis shoes.** (10 hours)

Course No. PID 427 **\$70**
24000 Sat 1-3pm 4/13-5/11 RG J703

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**
24001 Th 6:30-8:30pm 3/21-4/18 VV A1215

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**
24002 T 6:30-8:30pm 2/6-3/5 VV A1215



Dance Expressions “New”

This course allows for the individual to connect mind, body, and spirit, and to express it with a deeper emotion. This could range from happiness, sadness, or even anger. Sometimes we can't put into words what we feel and this course explores dance as a positive constructive outlet. Led by an instructor and in a group setting, we will experience dance techniques to activate our emotions in motion. **Please wear tennis shoes.** (10 hours)

Course No. PID 421 **\$70**
24110 W 6:30-8:30pm 3/20-4/17 TM 1405

Argentine Tango for Beginners “New”

Escape into the world of Argentine Tango in this 5-week course designed especially for beginners. You will learn the fundamentals of tango including basics steps to help you navigate the dance floor. Students will learn exercises to help improve their dance technique, the basic tango steps, giros (turns), and how to connect with others on the dance floor. This is a progressive class that builds over the five weeks. (10 hours)

Course No. PID 431 **\$70**
24112 W 6-8pm 3/20-4/17 RG J703

Argentine Tango for Beginners II “New”

Escape into the world of Argentine Tango in this 5-week course designed to help you continue your tango adventure. You will learn to reinforce your tango dancing skills and learn more classic combinations including musicality, tango orchestras, tango codes, as well as learn a little milonga and vals. At the same time, you will learn exercises to help improve your dance technique how to connect with others on the dance floor. This is a progressive class that builds over the five weeks. **Prerequisite: (Beginning Argentine Tango II)** (10 hours)

Course No. PID 432 **\$70**
24114 W 6-8pm 4/24-5/22 RG J703

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. A repertoire of varied styles will be performed by students. (16 hours)

Course No. PID 563 **\$105**
24116 Sat 9-11am 1/20-3/9 VV A1201

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. (No class on 3/30)** (13.5hours)

Course No. PIM 401 **\$75**
24118 Sat 9-10:30am 3/23-5/25 VV A2117

Guitar II

A continuation of Guitar I with emphasis placed on technique, theory, chords, scales & repertory. 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. (No class on 3/30)** (13.5 hours)

Course No. PIM 417 **\$75**
24120 Sat 10:35am-12:05pm 3/23-5/25 VV A2117

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**
24122 TTh 6:30-8:30pm 1/23-2/20 VV A1333

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) (No class on 3/11 - 3/15)** (18 hours)

Course No. PIM 405 **\$120**
24125 TTh 6:30-8:30pm 2/27-4/2 VV A1333



Introduction to Mariachi

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. (No class on 3/11-3/15) (15 hours)

Course No. PIM 430 **\$110**
24127 W 5-6pm 1/24-5/8 VV AI201

Mariachi Intermediate/Advanced

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. (No class on 3/11-3/15) (20 hours)

Course No. PIM 432 **\$150**
24138 W 6-7:20pm 1/24-5/8 VV AI201

Music Fundamentals

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 3/11-3/15) (8 hours)

Course No. PIM 431 **\$80**
24141 M 6-7pm 1/22-3/18 Online

Orchestra I

Provides rehearsal and performance of contemporary and traditional orchestral literature. Open to all string, brass, woodwind, and percussion instrumentalist with previous experience and music reading proficiency. Students must provide their own instrument. (No class 3/11 & 4/1)

Course No. PIM 418 **\$110**
(c)24145 M 11:30am-12:50pm 1/22-5/6 VV AST161

Culinary Arts

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

Creative Cooking for Special Diets

Discover ways to prepare tasty food catering to diabetic, vegan/vegetarian and gluten free diets. Learn that preparing food for these needs can be fun, exciting and flavorful. Students may purchase some supplies. (21 hours)

Course No. PIE 218/DITA 1037* **\$150**
24146 Th 6-9pm 3/21-5/2 VV B153

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**
24149 T 6-9pm 1/23-3/5 VV B153

USA Regional Cuisine “New”

In this course you will take a tour of the USA learning classic dishes from different regions. You will learn about foods from the New England area, down to Florida, back up to the Midwest, then journeying to the South and Southwest. You will also get to travel to Hawaii and California. Students will purchase their own supplies. (21 hours)

Course No. PIE 970 **\$125**
24150 Th 6-9pm 1/25-3/7 VV B153

Dinner on a Budget “New”

In this course you will learn how to prepare a variety of meals for your family that will cater to your budget needs. These comfort meals will include dinners that will leave everyone wanting more. Learn that you can create tasty foods with amazing flavors without breaking the bank. Students will purchase their own supplies. (No Class 4/1) (21 hours)

Course No. PIE 952 **\$125**
24151 M 6-9pm 3/18-5/6 VV B153



Asian Cuisine

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**
24152 M 6-9pm 1/22-3/4 VV B153

Beginner’s Cake Decorating

21 hrs/2.1 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**
24153 Sat 9am-12pm 1/20-3/2 VV B153

New Age Coffee “New”

From classic morning drip to an iced latte, you’ll learn the many faces of coffee. Hot or iced, milk substitutes, homemade sweeteners, creamers and caffeine alternatives. Any way you want it without the extra costs. Student purchase supplies. (No class 3/14) (10 hours)

Course No. PIE 005 **\$78**
24154 T 6-8pm 3/19-4/16 VV B153

Advanced Cake Decorating 21 hrs/2.1 CEUs

A student in this class will elevate their basic decorating skills to create fancy fondant and sugar sheet cakes. Students will also design and create two tiered cakes. **Students purchase supplies.**

Course No. PIE 937/FCTR 1015* **\$125**
24155 Sat 9am-12pm 3/9-5/4 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. **Student purchase supplies.**

Course No. PIE 965/PSTR 2000* **\$125**
24156 W 5:45-8:45pm 1/24-3/6 VV B153

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. (12 hours) **Must be 21 years of age.**

Course No. PIE 971/RSTO 1010* **\$80**
24157 W 6:30-8:30pm 3/20-4/24 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 learn about the culture of wine while exploring some at the finer restaurants in El Paso. **First class meets at Wine Attitude. Must be 21 years of age. Students are responsible for covering food costs. Class may meet at different locations. Intent of the 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**
24158 W 6-8pm 1/24-2/28 Wine Attitude
750 Sunland Park Drive, Suite G06
Second Floor inside Sunland Park Mall

ONLINE COURSES

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.

- There are no refunds or transfers for ed2go classes.
- Check funding to ensure the method of payment used to cover cost is applicable to ed2go courses.
- No registration allowed after registration deadlines:
 - January 19th for January Session.
 - February 16th for February Session.
 - March 8th for March Session.

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 to admissions@epcc.edu. Call Marisela Lerma at (915) 831-6682, or email mlerma14@epcc.edu for registration 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 a 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**
24159 1/17-3/8
24160 2/14-4/5
24161 3/13-5/3

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**
24163 1/17-3/8
24164 2/14-4/5
24165 3/13-5/3

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**
24166 1/17-3/8
24167 2/14-4/5
24168 3/13-5/3

Exam Preparation

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**

24169 1/17-3/8

24170 2/14-4/5

24171 3/13-5/3

GRE Preparation-Part I

Discover powerful strategies for success in the verbal reasoning and analytical writing sections of the GRE revised General Test (Course 1 of 2). (24 hours)

Course No. PIE 702 **\$155**

24172 1/17-3/8

24173 2/14-4/5

24174 3/13-5/3

GRE Preparation-Part II

Learn a variety of useful techniques for tackling the quantitative reasoning sections of the computerized GRE revised General Test (Course 2 of 2). (24 hours)

Course No. PIE 750 **\$155**

24179 1/17-3/8

24180 2/14-4/5

24181 3/13-5/3

SAT/ACT Preparation-Part I

Get your best possible score on the verbal and reasoning sections of the new SAT exam. (24 hours)

Course No. PIE 701 **\$150**

24182 1/17-3/8

24183 2/14-4/5

24184 3/13-5/3

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. (24 hours)

Course No. PIE 738 **\$150**

24185 1/17-3/8

24186 2/14-4/5

24187 3/13-5/3

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**

24197 1/17-3/8

24198 2/14-4/5

24199 3/13-5/3

Personal Development

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**

24200 1/17-3/8

24201 2/14-4/5

24202 3/13-5/3

Speed Spanish

Learn six easy recipes to glue Spanish words together into sentences, and you'll be speaking Spanish in no time. (24 hours)

Course No. PIE 710 **\$155**

24203 1/17-3/8

24204 2/14-4/5

24205 3/13-5/3

Speed Spanish II

Become more conversational and comfortable in Spanish-speaking situations. This course will immediately improve your Spanish fluency by covering a variety of important words and teaching you to pronounce them properly. (24 hours)

Course No. PIE 784 **\$155**

24206 1/17-3/8

24294 2/14-4/5

24208 3/13-5/3

Grammar for ESL

If English is your second language and you're headed for college, you will find this class to be very valuable. This course will provide you with an in-depth analysis of English grammar and structure so that you will be more prepared to succeed in any class taught in English. (24 hours)

Course No. PIE 766 **\$145**

24209 1/17-3/8

24222 2/14-4/5

24223 3/13-5/3

Secrets of Better Photography

Master your digital camera and learn the secrets behind outstanding photos. (24 hours)

Course No. PIE 621 **\$145**

24224 1/17-3/8

24225 2/14-4/5

24226 3/13-5/3

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. PIE 786 **\$145**

24227 1/17-3/8

24228 2/14-4/5

24229 3/13-5/3

Introduction to Digital Scrapbooking

Discover how to use digital editing techniques to show off your photos, images, and memorabilia. (24 hours)

Course No. PIE 695 **\$145**

24230 1/17-3/8

24231 2/14-4/5

24232 3/13-5/3

Travel Writing

Discover how to develop the skills of a travel writer. Profit from your experiences in exotic lands (or your own backyard) by learning how to write and sell travel articles and books. (24 hours)

Course No. PIO 077 **\$145**

24233 1/17-3/8

24234 2/14-4/5

24235 3/13-5/3

Beginning Conversational French

Discover how easy it can be to learn common words and phrases for both leisure and business. This course makes pronunciation simple, with phonetic spellings for every word and phrase you need to learn. (24 hours)

Course No. PIE 686		\$145
24236	1/17-3/8	
24237	2/14-4/5	
24238	3/13-5/3	

Conversational Japanese

Whether you want to comprehend conversational Japanese for travel or just for fun, you'll find this course makes it easy and enjoyable for beginners to master the essentials of the Japanese language. (24 hours)

Course No. PIE 687		\$145
24239	1/17-3/8	
24240	2/14-4/5	
24241	3/13-5/3	

Instant Italian

This dynamic course will teach you to express yourself comfortably in Italian. You'll discover how to ask directions, book a room, order a meal and much more in Italian. (24 hours)

Course No. PIE 685		\$145
24242	1/17-3/8	
24243	2/14-4/5	
24244	3/13-5/3	

Drawing for the Absolute Beginner

Have you always been interested in drawing, but never really knew how to get started? If so, then this is definitely the course for you. Gain a solid foundation and understand the basics of drawing. (24 hours)

Course No. PIE 631		\$145
24245	1/17-3/8	
24247	2/14-4/5	
24248	3/13-5/3	

Secrets of the Caterer

Catering is a business that has become very popular, especially for those who love cook and plan parties. From weddings, to showers, to business parties, catering is a home-based business that gives the caterer an exciting and creative career. In this introductory course, you will discover how to put your cooking and party planning skills to work. (24 hours)

Course No. PIE 677		\$145
24249	1/17-3/8	
24250	2/14-4/5	
24251	3/13-5/3	

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 0104		\$150
24252	1/17-3/8	
24253	2/14-4/5	
24254	3/13-5/3	

Creating Web Pages

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

Course No. PIE 678		\$155
24255	1/17-3/8	
24256	2/14-4/5	
24257	3/13-5/3	

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
24258	1/17-3/8	
24259	2/14-4/5	
24260	3/13-5/3	

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
24261	1/17-3/8	
24262	2/14-4/5	
24263	3/13-5/3	

Start Your Own Online Business

Discover how to leverage the internet to start your own online business and build a website to sell your traditional and digital products and services. (24 hours)

Course No. PIO 033		\$145
24265	1/17-3/8	
24266	2/14-4/5	
24267	3/13-5/3	

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
24268	1/17-3/8	
24269	2/14-4/5	
24270	3/13-5/3	

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

www.ed2go.com/epce/



CHILDREN'S COLLEGE

Melissa Sanchez, Manager

Contact our Team at 915-831-6678 dmonte43@epcc.edu or
831-6692 msanc201@epcc.edu

- *An opportunity for children to take classes in a college environment.
- *Increase awareness of a College Education.
- *Children's courses have an age requirement.

*Visit our website at

[-www.epcc.edu/academics/continuingeducation](http://www.epcc.edu/academics/continuingeducation)

-Fall intersession courses

Academic Enrichment

Math Master

Designed to assist students with math skills in counting money, fractions and identify place values.(12 hours)

Course No. PLD 943 **\$80**

Entering Grades 1st-2nd

23496 Sat 8:30am-10am 1/20-3/9 VV B188

Course No. PLD 804

Entering Grades 3rd-4th

23498 Sat 10:30am-noon 1/20-3/9 VV B180

Adventures in Reading

Reading activities are provided for students that will strengthen reading skills for completing classroom assignments. Students will participate in guided reading materials and class literature studies.(12 hours)

Course No. PLD 944 **\$80**

Entering Grades 1st-2nd

23499 Sat 8:30am-10am 1/20-3/9 VV B102

Course No. PLD 842

Entering Grades 3rd-4th

23500 Sat 10:30am-noon 1/20-3/9 VV B102

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 the scene. A field trip to a police station will be included. (12 hours) (No class on 3/16 and 3/30)

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

Ages 8-12

23502 Sat 11am-12:30pm 2/3-4/6 VV B105



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

23503 Sat 10:30-11:30am 4/6-5/25 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

23504 Sat 10:30am-12pm 4/6-5/25 VV B106

Cooking for Kids

Hey, kids! We can show you how fun and easy cooking can be! Discover how to make delicious recipes, from main courses to desserts and snacks, with plenty of tasting along the way. **Student will purchase their own supplies.** (12 hours)

Course No. PLD 997 **\$95**

Ages 12-15

23506 Sat 1pm-3pm 4/6-5/11 VV B153

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

23507 M-F 1-5pm 3/4-3/8 VV B153

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.(10 hours)

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

Entering Grades 4th-8th

23513 M-Th 8:30-11am 3/4-3/7 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. (10 hours)

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

Ages 8-12

24272 M-Th 11:30am-1:30pm 3/4-3/7 VV B163



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

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

RoboPets

Children will begin to explore the world of robotics as they build moving animals that teach the fundamentals of robotic design. Whether learning about animal habitats or discovering ways that gears and pulleys create movement while building dancing birds and robotic dogs, your child is sure to have a great time. (6 hours)

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

Entering grades K-2nd

23518 M-Th 9-10:30am 3/4-3/7 ASC B580

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

23519 M-Th 10:30am-12pm 3/4-3/7 ASC B580

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

23521 M-Th 1-2:30pm 3/4-3/7 ASC B580

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 enrollment**

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! (12 hours) ***A webcam is required for this course and it is compatible with MAC and Windows OS only.**

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

Ages 8-11

23522 Sat 11am-1pm 2/3-3/9 VV B163

Model United Nations

Become one of the 400,000 students around the world in Model United Nations! Assume the role of an ambassador and represent your country to solve current world issues. Throughout the week students will research a world problem, develop solutions, and negotiate consensus with their peers. This program teaches teens and tween core skills such as research, writing, public speaking, problem solving, and conflict resolution. Model UN alumni have gone on to become supreme court justice, world leaders, lawyers, and business professionals. No prior experience is needed. (12 hours)

Course No. PLD 578 **\$150**

24624 Sat 10am-12pm 1/20-2/24 VV

Day in Court - Mock Trial

Play the roles of judge, defendant, plaintiff, witness, lawyer, bailiff or juror in several mock trials. Learn how to make opening and closing statements, how to phrase objections, and how to question witnesses. Pull all your skills together at the end of the week as you participate in a final mock trial based on cases from past national and state level Mock Trial competitions. (12 hours)

Course No. PLD 579

24625 Sat 12-2pm 2/3-3/9 VV B100

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. (12 hours)

***Compatible with MAC and Windows OS only and requires a 64-bit operating system.**

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

Ages 8-11

23535 Sat 9-11am 2/3-3/9 VV B163

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 versions of Minecraft are not compatible. Returning students can create more advanced projects that build on previous years. (12 hours) ***Compatible with MAC and Windows OS only.**

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

Ages: 8-11

23538 Sat 9-11am 4/6-5/11 VV B163

Ages 11-14

23539 Sat 11am-1pm 4/6-5/11 VV B163

Sports and Fitness

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

23542 Sat 9-10am 1/20-3/9 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

23543 Sat 10:30am-noon 1/20-3/9 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) (No class on 3/16 & 3/30)

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

Ages 7-14

23544 Sat 9-10am 2/3-4/6 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. **Prerequisite: PLD 880** (12 hours)

(No classes on 3/16 & 3/30)

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

Ages 7-14

23545 Sat 10:30am-noon 2/3-4/6 VV G102

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. (6 Hours)

Students are responsible for purchasing their own range balls.

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

Ages 8-13

23546 Sat 9:30-11am 4/6-4/27 6900 Delta
Ascarate Golf Course

Tennis for Children

Basic strokes for younger folks! For the child with little or no tennis experience. Emphasis on teaching basic ground strokes, service, correct grip and proper body positioning. (8 hours) (No class on 3/16 & 3/30)

Students are responsible for purchasing their own tennis balls.

Course No. PLD 750 **\$70**

Ages 7-10

23547 Sat noon-1pm 2/3-4/6 VV G104

Arts

Let's Draw and Paint

The students will learn how to draw, color and paint animals, flowers, still life, and a landscape. They will use charcoal, markers, soft pastel, and watercolors. We will finish a work of art in each class. **Student will purchase their own supplies.** (8 hours)

Course No. PLD 692 **\$75**

Ages 8-10

23569 Sat 10:30-11:30am 4/6-5/25 VV A1318

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 their own supplies.** (8 hours).

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

Ages 9-11

23573 M-Th 4:30-6:30pm 3/4-3/7 VV A1326



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 their own supplies.** (12 hours)

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

Ages 6-9

23576 Sat 9am-10:30am 1/20-3/9 VV A1318

Young Rembrandts

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

***There are no refunds for Young Rembrandts upon completion of 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

23577 Sat 10-11am 1/20-3/9 VV B151

Perfoming 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

23582 Sat 9-10am 4/6-5/25 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

23584 Sat 10:30-11:30am 4/6-5/25 VV A1215

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. A guitar is required..**

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

Ages 8-12

23586 Sat 10-11am 1/20-3/9 VV A2116

Guitar II for Children

A continuation of guitar for children, the course extends study of harmonic and sight reading skills and chords building. Technical goals include: independence of the fingers and chord building. A classical guitar with nylon strings is required. (8 hours) **Students must have their own guitar:**

Prerequisite: Guitar for children PLD 721

Course No. PLD 900 **\$70**

Ages 8-12

23588 Sat 10-11am 4/6-5/25 VV A2116

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 string is required. (12 hours) (No class on 3/16 & 3/30)

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

Ages 13-16

23590 Sat 11:30am-1pm 2/3-4/6 VVA2116

**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. (9 hours) (No class on 3/16 & 3/30)

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

Ages 8-12

23592 Sat 9-10am 2/17-4/27 VVA1333

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. **Prerequisite: Piano I, PLD 724. Students must have placement form to register.** (9 hours) (No class on 3/16 & 3/30)

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

Ages 8-12

23594 Sat 10am-11am 2/17-4/27 VVA1333

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.** (18 hours) (No class on 3/16 & 3/30)

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

Ages 9-11

23596 Sat 11:30pm-1:30pm 2/17-4/27 VVA1333

Course No. PLD 899

Ages 12-16

23598 Sat 1:30-3:30pm 2/17-4/27 VVA1333



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 3/16)

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

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

Ages/Edades 7-12

23600 Sat/Sab 8-9:30am 1/27-3/23 VVB107

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

Prerequisite/Prerequisito: PLD 977

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

Ages/Edades 7-12

24279 Sat/Sab 9:30-11am 1/27-3/23 VVB107

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

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

Ages/Edades 12-16

23604 Sat/Sab 11am-12:30pm 1/27-3/23 VVB110

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/Edades 12-16

24280 Sat/Sab 12:30pm-2pm 1/27-3/23 VVB110



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, providing proof of age at time of registration such as 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. Students must register to attend classes. Students 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.

Art Classes

Acrylics Painting

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

23799	MW	1-3pm	1/22-2/28	Online
23800	Th	12-3pm	1/25-4/18	Eastside Senior Center

Artistic Welding

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 project material.)

(24 hours)

Course No. SAP 305

23801	S	8-10am	1/27-4/27	VV ATC Welding Lab
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LOOK FOR NEW CLASSES!

Citizen for Seniors

French Is For Us

Mindfulness for Health and Happiness

MS Word at the Transmountain Campus

Beginners Watercolor Painting

This course introduces students to basic techniques in painting with watercolor medium. This beginner level class is taught on-line using Microsoft Teams. The students learn from the comfort of their homes while using a computer or laptop. Instruction will include step by step demonstration for creating landscape, seascape, and still life.

(Students purchase supplies.) (24 hours)

Course No. SAP 314

23804	TF	10am-12pm	1/23-3/1	Online
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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

23805	W	9am-12pm	1/24-3/20	Officer David Ortiz Rec. Center
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Crocheting for Beginners

This class is designed to teach the art of crochet. Students will learn a variety of hand techniques, pattern reading and hands-on practice.

(Students will need to purchase their own supplies.) (24 hours)

Course No. SAP 501

23806	S	9-11am	1/27-4/27	MDP B109
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Drawing

This class is designed to increase understanding of basic drawing techniques. Covers beginning and intermediate drawing art elements, portraits, and uses of several drawing media including pencil, charcoal, pastel and colored pencil. (Students purchase supplies.) (24 hours)

Course No. SAP 456

23807	F	9am-12pm	1/26-3/22	ASC B321
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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, water colors, or colored pencils. Instructor works with each student individually and collectively providing handouts, class discussion and demonstration. (Students purchase supplies.) (24 hours)

Course No. SAP 493

23808	M	9am-12pm	1/22-3/18	ASC B321
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Computer Classes

Digital Devices

In this introductory course students 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

23809	MW	10am-12pm	1/22-2/28	NW M45
23810	MW	12:30-2:30pm	1/22-2/28	NW M93

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

23811	S	9-11am	1/27-4/27	MDP E113
23812	S	11:05am-1:05pm	1/27-4/27	MDP E113

Class Schedule is Subject to Change

Intro to EPCC Technology Services

This course provides the student with the basic instruction necessary to successfully utilize the EPCC Technology Services. (24hours)

Course No. SAP 901

23883 S 11:05am-1:05pm 1/27-4/27 ASC B324

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

23813 W 1-3pm 1/24-4/17 RG B509

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

23814 S 9-11am 1/27-4/27 ASC B324
23815 Th 1-3pm 1/25-4/18 RG B509

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

23816 S 11:05am-1:05pm 1/27-4/27 MDP R211

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

23817 F 11:15am-1:15pm 1/26-4/26 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

23818 S 9am-11pm 1/27-4/27 ASC B322

Social Media

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

Course No. SAP 476

23819 S 12-2pm 1/27-4/27 ASC B322

Dance & Exercise Classes

Ballroom Dance

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

Course No. SAP 470

23820 MW 10-11am 1/22-4/22 The Beast Rec. Center

Exercise to Music

Maintain 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

23821 TTh 9-10am 1/23-4/18 Hilos de Plata Senior Center

Folklorico at 55

Introduces students 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

23822 T 10:30am-12:30pm 1/23-4/16 Hilos de Plata Senior Center

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

23823 S 10am-12pm 1/27-4/27 Online
23824 TTh 9:30-11:30am 1/23-2/29 San Juan Senior Center

Latin Dance

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

Course No. SAP 303

23825 F 10am-12pm 1/26-4/26 Happiness Senior Center

Line Dance

This course introduces students 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

23827 T 2-4pm 1/23-4/16 Happiness Senior Center
23828 T 9:30-11:30am 1/23-4/16 TM 1405
23830 S 10am-12pm 1/27-4/27 Gary del Palacio Rec. Center

Intermediate

23831 TTh 12:30-1:30pm 1/23-4/18 San Juan Senior Center
23832 T 10:30am-12:30pm 1/23-4/16 Eastside Senior Center
23833 MW 12-1pm 1/22-4/22 The Beast Rec. Center
23834 TTh 2-3pm 1/23-4/18 Polly Harris Senior Center

Advanced

23835 TTh 12-1pm 1/23-4/18 Sylvia A. Carreon Rec. Center

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

23837 FS 4:15-5:15pm 1/26-4/27 Online

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

23839 Th 2-4pm 1/25-4/18 Valle Bajo Community Center

Staying Fit While You Sit

This class will teach participants different hand, arm, and shoulder movements in a sitting position for improved health. Participants will have fun stretching and learning breathing exercises. Participants will be dancing in their chairs and enjoying the different types of music in their routines. The exercise routines involve use of handy items such as scarfs, paper plates, poles, balls to have fun, and stay healthy. (24 hours)

Course No. SAP 114

23842 TTh 9:30-11am 1/23-3/21 ASC B322

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

23844 FS 3-4pm 1/26-4/27 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

23848 TTh 2-3pm 1/23-4/18 TM 1405

Language Classes

Conversational Spanish for Beginners

Designed for 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

23849 W 10am-12pm 1/24-4/17 NW C203

English as a Second Language (ESL)

This English course is designed for older adults with minimal command of 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

23852 F 9-11am 1/26-4/26 ASC B580

Music Classes

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

23853 T 11am-1pm 1/23-4/16 Gary del Palacio Rec. Center

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

23854 T 11:30am-1:30pm 1/23-4/16 Online

Guitar for Beginners

Introduces the basic 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. (24 hours)

Course No. SAP 420

23855 F 10am-12pm 1/26-4/26 Gary del Palacio Rec. Center

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 in the community applying rhythms, guitar chords, and chorus techniques. Students must already know how to play the guitar. (24 hours)

Course No. SAP 486

23856 M 10am-1pm 1/22-3/18 San Juan Senior Center

Mariachi Course for Seniors

This course introduces advanced music students to techniques used in interpreting mariachi music from the various 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

23857 S 11am-1pm 1/27-4/27 Gary del Palacio Rec. Center

Personal Enrichment Classes

Beautifying Lives Through Makeup

This course will help students learn and master important techniques on how to professionally apply their own makeup. The student will learn to create looks for their day or evening look. Students will be able to enhance their own features and distinguish the beautiful feature of others while disguising minor flaws. The techniques include how to properly remove makeup and cleanse the face, how to hydrate skin and use basic skin care. The goal is to express ourselves through makeup and have fun doing it.

Course No. SAP 313

23858 W 10am -12pm 1/24-4/17 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

23859 T 3-5pm 1/23-4/16 ASC B321

Fashion, Hair, and Style Over 55

This course introduces students to basic hair care, nail care, accessories, wig and extension applications. Discussions on the latest fashion trends and styles to help students be on top of their personal care and feel their best. Students will explore fashion styles, accessories and hair options that complements their personality while learning in a judgement free environment. Join this amazing class and feel more confident and beautiful! (Students purchase supplies.) (24 hours)

Course No. SAP 119

23879 F 10am-12pm 1/26-4/26 ASC B322

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

23860 S 9-11am 1/27-4/27 ASC B321

History of Mexican Traditions

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

Course No. SAP 201

23861 M 3-5pm 1/22-4/22 Valle Bajo Community Center

Wellness Classes

Complementary & Alternative Therapies

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

Course No. 310

23863 TTh 2:30-4:30pm 1/23-2/29 TM 1128

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

23865 T 2:30-4:30pm 1/23-4/16 Sylvia Carreon Rec. Center

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

23867 MW 2:30-4:30pm 1/22-2/28 TM 1124

Healthy Nutrition

This course introduces students to the process of healthy meal planning menus and food preparation that reduce health risks and encourages healthy nutrition. Students 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

23869 MW 12-2pm 1/22-2/28 VV B153

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

23872 W 6-8pm 1/24-4/3 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 mediate and explore the different forms and techniques used in various traditions. (24 hours)

Course No. SAP 428

23874 MW 1:15-3:15pm 1/22-2/28 San Juan Senior Center
23875 F 10am-12 pm 1/26-4/26 Online

Recreational Center Location

East Side Regional Rec Center (The Beast)

13501 Jason Crandall Dr. El Paso, TX 79938.....915-212-0580

Eastside Senior Center (Fierro)

3200 Fierro Dr. El Paso TX 79935 915-212-0411

EPCC Administrative Services Center (ASC)

9050 Viscount Blvd., Bldg B, El Paso, TX 79925.....915-831-7801

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 79932915-831-3722

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 79924915-31-3722

EPCC Valle Verde Campus (VV)

919 Hunter Dr. El Paso, TX 79915.....915-831-3722

Gary del Palacio Recreational Center

3001 Parkwood St. El Paso, TX 79925915-212-0560

Happiness Senior Center (Jessie Moreno)

563 N. Carolina Dr. El Paso, TX 79915915-212-0435

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

Polly Harris Senior Center

650 Wallenberg Dr. El Paso, TX 79912915-212-0733

San Juan Senior Center

5701 Tamburo Ct. El Paso, TX 79905915-212-0486

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
January 30 – May 2
6:30pm – 8:30pm**

elpasosbdc.net

The **Small Business Management Institute** is designed to provide valuable insight and information on owning and operating 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.

SPRING 2024 Schedule

Sessions	Dates (Tues. & Thurs)
Introduction to Strategic Planning	January 30 & February 1
Building a Strategic Plan	February 6 & 8
Introduction to Marketing	February 13 & 15
Developing a Marketing Action Plan	February 20 & 22
Human Resources	February 27 & 29
Business and Contract Law	March 5 & 7
Administration and Accounting	March 19 & 21
Understanding Financial Statements	March 26 & 28
Analyzing Financial Statements	April 2 & 4
Forecasting and Break-Even Analysis	April 9 & 11
Financing the Business	April 16 & 18
Business Resources	April 30 & May 2

Register EARLY and SAVE \$20

- **Registration Fee:** \$380 before - January 26, 2024; \$400 after January 26, 2024
- **Single Session Registration Fee:** \$80. **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.
- **Refund:** A 100% refund will be processed if notification of drop is received 24 hours before the first class meeting.
- **Location:** Classes will be held at the SBDC, 950 Viscount Blvd., B520, El Paso, TX 79925.

Proud Member 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 SBDC at (915) 831-7742.

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) assessment of the external environment, (2) the internal business operation, (3) the strengths, weaknesses, 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 using primary and secondary research, processes 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, laws governing employees and compensation; importance of having an employee handbook and the essential policies, conditions and guidelines it should include. (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)



**EL PASO
COMMUNITY
COLLEGE**

Keeping your small business profitable is a constant challenge. The SBDC offers no-cost business advising to help you understand the best business practices to grow and succeed.

Detailed information can be found @ elpasosbdc.net



intuit
quickbooks
for SMALL BUSINESS

Mondays & Wednesdays
January 22 – March 20

6:00pm – 9:00pm

elpasosbdc.net

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.

SPRING 2024 Schedule		Instructor: Terry Romero	
Sessions		Date (Monday & Wednesday)	
Overview and Introduction		January 22	
The Sales Process		January 24	
Additional Customer Transactions		January 29	
Managing Expenses		January 31	
Company File Setup		February 5	
Bank Reconciliation		February 7	
Reports		February 12	
Customizing QuickBooks		February 14	
Inventory		February 19	
Time and Billing		February 21	
Payroll Setup		February 26	
Payroll Processing		February 28	
Estimates and Budgeting		March 4	
Adjustment and Year-End Procedures		March 6	
Company Business Scenario		March 18	
FINAL EXAM		March 20	

- **Registration Fee: \$380** – 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

El Paso Community College Language Institute

915-831-2154 | alp@epcc.edu | www.epcc.edu/Contact/Live

"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 Track (In-Person)

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 (In-Person)

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.

Advanced Grammar/Writing & Conversation (Online Synchronous)

Intended for ESL students who already have a solid foundation in the fundamentals of English. The courses are fast-paced for independent-learners, self-motivated and disciplined students who take charge of their learning with many independent-study activities outside class time. Students must have completed level IEP 262/IEP 162 or by placement exam with a minimum score of 100 points.

Students must attend class at the assigned time and turn on the web camera and microphone during class. Basic computer skills and knowledge are required, including working knowledge of Microsoft Office, Email applications, Internet, etc.

IMPORTANT INFORMATION

Placement Exam is needed to register for IEP classes. Call us to make an appointment for the exam.

Enrollment in the fast track program requires registration in two concurrent courses (CRN).

Full payment is required at the time of registration before the first day of class of the 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 the time of registration.

Registration for the Fall semester begins on December 4, 2023.

Last day to register is the Friday before the first day of classes, if space is available.

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.

* Workforce Education Course Manual Equivalents.

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 las clases del ciclo de primavera inicia el 4 de diciembre del 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, & III

- **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: January 8 to February 23, 2024

Cycle II: February 26 to April 19, 2024

Cycle III: April 29 to June 14, 2024

***No Classes on Jan. 15, March 11-15, March 29, April 1, & May 27, 2024**

Fast Track English I A & B

Course No. IEP 211 - IEP 212				\$554
23893, 23894	M-F	8am-2:30pm	1/8-2/23	MV 14
23895, 23897	M-F	8am-2:30pm	2/26-4/19	MV 14
23900, 23901	M-F	8am-2:30pm	4/29-6/14	MV 14

Fast Track English II A & B

Course No. IEP 221 - IEP 222				\$554
23905, 23906	M-F	8am-2:30pm	1/8-2/23	MV 16
23908, 23909	M-F	8am-2:30pm	2/26-4/19	MV 16
23910, 23912	M-F	8am-2:30pm	4/29-6/14	MV 16

Fast Track English III A & B

Course No. IEP 231 - IEP 232/COMG 1000/1001*				\$554
23914, 24219	M-F	8am-2:30pm	1/8-2/23	MV 17
23916, 24220	M-F	8am-2:30pm	2/26-4/19	MV 17
23919, 24221	M-F	8am-2:30pm	4/24-6/9	MV 17

Fast Track English IV A & B

Course No. IEP 241 - IEP 242/COMG 1004/1004*				\$554
23923, 23925	M-F	8am-2:30pm	1/8-2/23	MV/18
23927, 23929	M-F	8am-2:30pm	2/26-4/19	MV/18
23931, 23932	M-F	8am-2:30pm	4/29-6/14	MV/18

* Underlined Courses Are Workforce Education Course Manual Equivalent.

Fast Track English V A & B

Course No. IEP 251 - IEP 252				\$554
23933, 23934	M-F	8am-2:30pm	1/8-2/23	MV /19
23935, 23936	M-F	8am-2:30pm	2/26-4/19	MV /19
23937, 23938	M-F	8am-2:30pm	4/29-6/14	MV /19

Fast Track English VI A & B

Course No. IEP 261 - IEP 262				\$554
23939, 23940	M-F	8am-2:30pm	1/8-2/23	MV 20
23941, 23942	M-F	8am-2:30pm	2/26-4/19	MV 20
23943, 23944	M-F	8am-2:30pm	4/29-6/14	MV 20

IEP AM 100 Hours/10.0 CEUs

In- Person Classes Cycle I, II, III

- 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; January 8 to February 23, 2024

*No Classes on January 15, 2024

Intensive English I-A

Course No. IEP 111				\$277
23945	M-F	9am-11:50am	1/8-2/23	VV 21

Intensive English II-A

Course No. IEP 121				\$277
23946	M-F	9:00-11:50am	1/8-2/23	VV 22

Intensive English III-A

Course No. IEP 131/COMG 1000*				\$277
24542	M-F	9:00-11:50am	1/8-2/23	MV 31A

Intensive English IV-A

Course No. IEP 141/COMG 1004*				\$277
23947	M-F	9:00-11:50am	1/8-2/23	VV 29

Intensive English V-A

Course No. IEP 151				\$277
23948	M-F	9:00-11:50am	1/8-2/23	VV 24

Intensive English VI-A

Course No. IEP 161				\$277
23949	M-F	9:00-11:50am	1/8-2/23	VV 31B

Cycle II: February 26 to April 19, 2024

*No Classes on March 11-15, March 29, & April 1, 2024

Intensive English I-B

Course No. IEP 112				\$277
23950	M-F	9-11:50am	2/26-4/19	VV 21

Intensive English II-B

Course No. IEP 122				\$277
23951	M-F	9-11:50am	2/26-4/19	VV 22

Intensive English III-B

Course No. IEP 132/COMG 1001*				\$277
23959	M-F	9-11:50am	2/26-4/19	VV 31A

Intensive English IV-B

Course No. IEP 142/COMG 1004*				\$277
23952	M-F	9-11:50am	2/26-4/19	VV 29

Intensive English V-B

Course No. IEP 152				\$277
23960	M-F	9-11:50am	2/26-4/19	VV 24

Intensive English VI-B

Course No. IEP 162				\$277
23953	M-F	9-11:50am	2/26-4/19	MV 31B

Cycle III: April 29 to June 14, 2024

*No classes on May 27, 2024

Intensive English I-A

Course No. IEP 111				\$277
23954	M-F	9:00-11:50am	4/29-6/14	MV 21

Intensive English II-A

Course No. IEP 121				\$277
23955	M-F	9:00-11:50am	4/29-6/14	MV 22

Intensive English III-A

Course No. IEP 131/COMG 1000*				\$277
23956	M-F	9:00-11:50am	4/29-6/14	MV 29

Intensive English IV-A

Course No. IEP 141/COMG 1004*				\$277
23961	M-F	9:00-11:50am	4/29-6/14	MV 31A

Intensive English V-A

Course No. IEP 151				\$277
23957	M-F	9:00-11:50am	4/29-6/14	MV 24

Intensive English VI-A

Course No. IEP 161				\$277
23958	M-F	9:00-11:50am	4/29-6/14	MV 31B

IEP Saturday100 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: January 6 to April 27, 2024

*No Classes on March 16, March 30, 2024

Intensive English I-A

Course No. IEP 111				\$277
23962	Sat	8:00-3:05pm	1/6-4/27	VV14

Intensive English I-B

Course No. IEP 112				\$277
23965	Sat	8:00-3:05pm	1/6-4/27	VV16

Intensive English II-A

Course No. IEP 121				\$277
23966	Sat	8:00-3:05pm	1/6-4/27	VV17

Intensive English II-B

Course No. IEP 122				\$277
23967	Sat	8:00-3:05pm	1/6-4/27	VV22

Intensive English IV-A

Course No. IEP 141 / COMG 1004*				\$277
23968	Sat	8:00-3:05pm	1/6-4/27	MV 19

* Underlined Courses Are Workforce Education Course Manual Equivalent.

Intensive English IV-B

Course No. IEP 142/COMG 1004*

23969 Sat 8:00-3:05pm 1/6-4/27 \$277 VV 24

Intensive English V-B

Course No. IEP 152

23970 Sat 8:00-3:05pm 1/6-4/27 \$277 VV 20

Intensive English VI-B

Course No. IEP 162

23971 Sat 8:00-3:05pm 1/6-4/27 \$277 VV 21

Cycle II: May 4 to August 10, 2024

*No Holidays

Intensive English I-A

Course No. IEP 111

23972 Sat 8:00-3:05pm 5/4-8/10 \$277 VV 14

Intensive English I-B

Course No. IEP 112

23973 Sat 8:00-3:05pm 5/4-8/10 \$277 VV 16

Intensive English II-A

Course No. IEP 121

23974 Sat 8:00-3:05pm 5/4-8/10 \$277 VV 17

Intensive English II-B

Course No. IEP 122

23975 Sat 8:00-3:05pm 5/4-8/10 \$277 VV 22

Intensive English III-A

Course No. IEP 131/COMG 1000*

23976 Sat 8:00-3:05pm 5/4-8/10 \$277 VV 18

Intensive English IV-B

Course No. IEP 142/COMG 1004*

23977 Sat 8:00-3:05pm 5/4-8/10 \$277 VV 19

Intensive English V-A

Course No. IEP 151

23978 Sat 8:00-3:05pm 5/4-8/10 \$277 VV 20

Intensive English VI-A

Course No. IEP 161

23979 Sat 8:00-3:05pm 5/4-8/10 \$277 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: January 20 to April 27, 2024

* No classes on March 16 & 30, 2024

Conversation ESL I

Course No. IEP 501

23980 Sat 9-1pm 1/20-4/27 \$150 VV 18

Conversation ESL II

Course No. IEP 502

23981 Sat 9-1pm 1/20-4/27 \$150 VV 29

Conversation ESL III

Course No. IEP 503

23982 Sat 9-1pm 1/20-4/27 \$150 VV A1122

Conversation ESL IV

Course No. IEP 504

23983 Sat 9-1pm 1/20-4/27 \$150 VV A1123

Conversation ESL V

Course No. IEP 505

23984 Sat 9-1pm 1/20-4/27 \$150 VV A2224

Conversation ESL VI

Course No. IEP 506

23985 Sat 9-1pm 1/20-4/27 \$150 VV A1131

Advanced Grammar & Writing ESL

36 Hours/3.6 CEUs

Online Synchronous

IMPORTANT: Students must have completed level IEP 262/IEP 162 or by placement exam with a minimum score of 100 points.

Course N. IEP 507

23987 M & W 6-7:30PM 1/22-4/22 \$150 Online

Advanced Conversation ESL Program

36 Hours/3.6 CEUs

Online Synchronous

IMPORTANT: Students must have completed level IEP 262/IEP 162 or by placement exam with a minimum score of 100 points.

Course N. ALP 0090

23988 T & TH 6-7:30PM 1/23-4/18 \$150 Online

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 \$150.00 and classes are on Saturdays from 9:00 am to 1:00 pm (12 Saturdays.)

Spanish I is offered in Fall Semesters
Spanish II is offered in Spring Semesters.

Beg. Verbal Skills in Career (Spanish II)(48 Hours)

Course No. ALP 052/ERNL1001*

23989 Sat 9am-1pm 1/27-4/27 \$150 VV A1118



¡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, Director
915-831-7824 or 915-831-7825

Corporate and Workforce Trainings

CCWT develops and delivers up-to-date and convenient innovative and accessible programs to meet the vocational and professional needs of individuals and businesses in the El Paso region. CCWT can customize curriculum that can be delivered on-site 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, and provide protocol, customs, etiquette, verbal and nonverbal communication.

Course No. CWT 603 \$75
23990 Sat 8am-12pm 2/3-2/10 ASC B480
23991 Sat 8am-12pm 3/2-3/9 ASC B480

Corporate Communications 24 hrs/2.4 CEUs

This course will focus on three aspects of corporate communication: grammar, professional writing, and presentations.

Course No. CWT 402 \$200
24003 MW 5:30-8:30pm 1/17-2/12 ASC B585
24004 Sat 9am-1pm 1/20-2/24 ASC B585

To register for these courses, please contact Nancy Reyes, at 915-831-7824.

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 prepares 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
24005 TTh 5:30-8:30pm 1/16-2/15 ASC B580
24006 Sat 9am-1pm 1/20-2/24 ASC B580

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 be 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 business and industry needs.

Course No. CWT 401 \$75
24007 Sat 9am-1pm 2/3-2/10 ASC B431
24008 Sat 9am-1pm 3/2-3/9 ASC B431

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
24009 Sat 1-5pm 2/3-3/2 VV TTC 159

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
24010 Sat 8am-12pm 1/20-2/17 VV TTC 159

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
24011 Sat 1-5pm 1/20-2/17 VV TTC
24012 Sat 1-5pm 3/23-4/27 VV TTC 159

To register for these courses, please contact Nancy Reyes, at 915-831-7824.

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.

Participants may earn Pro-level 1 Platinum credential from the Inter-industry conference on Auto Collision and Repair (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 take place in a classroom and field-laboratory setting.

Course No. CWT 112 \$175
24013 MW 5:30pm-9:30pm 1/17-1/31 VV TTC 159



NOTE: If a class does not make, it will be canceled, and monies will be reimbursed within a two-week period

Basic Metal Repair 30 hrs/3.0 CEUs

This course is an introduction to basic current metal work techniques, product application, and skills development utilizing various auto body techniques. 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
 24014 MW 5:30pm-9:30pm 2/5-2/28 VV TTC 159
 24015 Sat 8am-1pm 2/24-4/13 VV TTC

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. It will emphasize surface preparation, masking techniques, and refinishing of replacement parts.

Course No. CWT 114 \$263
 24016 MW 5:30pm-9:30pm 3/18-4/15 VV TTC 159
 24017 Sat 8am-1pm 4/20-5/25 VV TTC

Vehicle Trim and Hardware 20 hrs/2.0 CEUs

This course instructs the student in proper selection and use of tools. remove and install interior door trim panels. remove and install door locks and handles, remove and install deck lid lock cylinders, as well as application of pinstriping & decals, and remove and install exterior trim.

Course No. CWT 115 \$175
 24018 MW 5:30pm-9:30pm 4/15-4/29 VV TTC

Auto Body Repair and Repainting 20 hrs/2.0 CEUs

This course introduces 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
 24019 MW 5:30pm-9:30pm 5/1-5/15 VV TTC

Vehicle Design and Structural Analysis 20 hrs/2.0 CEUs

This course is an introduction to the collision repair industry with an emphasis on safety, professionalism, and vehicle structural design. Explains methods used to determine collision damages to automotive chassis and suspension components for conventional framed and unitized vehicles.

Course No. CWT 117 \$175
 24020 MW 5:30pm-9:30pm 5/20-6/3 VV TTC 159

Electrical Technology

(c) This course runs concurrently with the a credit course and is limited to students age 18 and older. To register for these courses, please contact Ms. Nancy Reyes at 915-831-7824.

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)24021 TTh 8am-12pm 1/16-3/7 VV ATC 220
 (c)24022 TTh 6pm-10pm 1/16-3/7 VV ATC 219

Fundamentals of Electricity I 96hrs/9.6CEUs

An introduction to basic direct current (DC) theory, including electron theory and direct current applications. This course focuses on electrical energy, with an emphasis on commercial and in industrial components and systems. This course will introduce single and 3 phase circuits.

Course No. CCW 302/ELPT 1419* \$683
 (c)24023 MWF 8am-12pm 1/17-3/8 VV ATC 220
 (c)24024 MWF 6pm-10pm 1/17-3/8 VV ATC 219

Motor Control 64hrs/6.4CEUs

This course discusses the operating principles of solid-state and conventional controls along with their practical applications. Includes braking, jogging, plugging, safety interlocks, wiring, and schematic diagram interpretations. Introduces starting and stopping circuits and variable frequency drives.

Course No. CCW305/ELPT 1341* \$459
 (c)24030 TTh 8am-12pm 1/16-3/7 VV ATC 219
 (c)24031 TTh 6pm-10pm 1/16-3/7 VV ATC 216

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)24036 MWF 8am-12pm 3/18-5/10 VV ATC219
 (c)24037 MWF 6pm-10pm 3/18-5/10 VV ATC101

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**

24038	MW	6-8:30pm	1/17-2/26	ASC B480
24039	MW	6-8:30pm	3/4-4/22	ASC B480

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**

24040	TTh	6-8:30pm	1/8-2/27	ASC B480
24041	TTh	6-8:30pm	2/29-4/16	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**

24042	Sat	10am-12pm	1/20-2/17	ASC B
24043	Sat	1pm-3pm	3/2-4/13	ASC B

Logistics

Certified Logistics Technician (CLT)

80 hrs/8.0 CEUs

This training course combines interactive, online training with instructor-led material to help individuals learn the program that prepares individuals for front-line material handling and supply chain logistics jobs in fulfillment centers, warehouses, distribution centers, and factories. This course includes a stackable certification.

Course No. CWT 710 **\$1,161**

24064	M-Th	5:30-8:30pm	1/16-2/29	Online
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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.

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**

24065	Sat	1-5pm	1/20-3/2	VV ATC 121
24066	Sat	1-5pm	4/6-5/18	VV ATC 121

To register for these courses, please contact Ms. Nancy Reyes at 915-831-7824.

NOTE: If a class is canceled for low enrollment, monies will be reimbursed within a two-week period.



JER Online

Workforce Certificates & Courses

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 and instructor-led certificate courses. Some are certificate courses. Please see list below:

- Industrial Foundation Training Series
- Distribution and Warehousing 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 Course Library, Manufacturing Version
- Lean Six Sigma Green Belt Course Library, Transactional Version
- Lean Six Sigma Yellow Belt Course Library, Manufacturing Version
- Electrical Foundations Training Series
- Industrial Electricity and Electronics Training Series
- Customer Service Learning Bundle
- Principles of Home Inspection: System & Standards, 100 Professional
- Introduction 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





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We are the **bridge to ESOL**
for ESL learners transitioning into academic courses.



English GED – Preparation courses

In person classes or Online. Tuition under \$40. Call to Register!!

Benefits:

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www.epcc.edu/testing-services
Monday—Friday 7:30 am-5:30pm

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

PASSING SCORE: 145-200 on each test

TESTING FEES

\$145 Battery
\$36.25 Individual Test
\$16.25 Retests*

* After the first 3 attempts, 60 day wait period required between retakes
- Available on Computer



HiSET.ets.org

855-694-4738

FIVE CONTENT AREAS:

- Language Arts—Writing
- Language Arts—Reading
- Mathematics
- Science
- Social Studies

PASSING SCORE: 8-20 on each test with at least a 2 on essay, and an average of 45

TESTING FEES

\$128.75 Battery
\$25.75 Individual Test
\$15.00 Retests*

* Maximum 3 attempts per calendar year
- Available on both Computer and Paper

All tests 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 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. Accommodations must be requested through the test provider. 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 is an official
Pearson Vue Testing Center that offers
Information Technology (IT) and
Professional Licensure Certification Exams.**

- ♦ C+ Institute
- ♦ Cisco systems
- ♦ CompTia
- ♦ Microsoft
- ♦ NES
- ♦ Pharmacy Technician Certification Board
- ♦ Texas Educator Certification
- ♦ ETC...

Register at
www.pearsonvue.com



ASC TESTING CENTER

9050 Viscount Blvd. B-156 El Paso, Texas 79925 ~ 915.831.7818

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.

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 61) 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 general information.

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 general 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.

Senior Adults who register for courses outside the Senior Adult Program must pay all tuition and fees that apply to the course.

Students must provide copies of driver’s license, birth certificate, or other document showing proof of birth 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.

Check the Senior Adult Program section for dates and locations of free classes.

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.

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 register at the Administrative Services Building B (ASC B), 9050 Viscount. Students can also register by mail. Online registration is available for some courses.

For more general information, 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 general 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



	Office
Blayne Primozych, Associate Vice-President <i>Workforce and Continuing Education</i> <ul style="list-style-type: none"> ▪ Jessica Diaz, Senior Administrative Associate ▪ Terry Delgado, Administrative Associate 	831-7724 831-7795 831-7721
Daniel Guerra, Dean VV <i>Language Institute</i> <ul style="list-style-type: none"> ▪ Lucina (Lucy) Flores, Manager Language Institute 	831-2857 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 831-3310
Dr. Carmen Aguilera-Goerner, Director <i>Workforce Strategies Initiatives - ASC B</i> <ul style="list-style-type: none"> ▪ Carol Attel, Senior 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 Training Academy- MDP</i> <ul style="list-style-type: none"> ▪ Maria Jimenez, Administrative Associate 	831-7116 831-7117
Jose CassoLopez, Director <i>Center for Corporate & Workforce Training – ASC B</i> <ul style="list-style-type: none"> ▪ Nancy Reyes, Administrative Associate <i>Risk Management Institute – ASC B</i> <ul style="list-style-type: none"> ▪ Gloria C. (Cecy) Maurer, Coordinator 	831-7756 831-7824 831-7130
Audrey A. Marrufo, Interim Director <i>Small Business Development Center - ASC B</i> <ul style="list-style-type: none"> ▪ Alejandra Velazco, Administrative Associate 	831-7733 831-7710
Leticia Guerra, Director <i>CE, Business & Tech. Education, Personal Enrichment and Children's College</i> <ul style="list-style-type: none"> ▪ Richard Morales, Administrative Associate 	831-6695 831-6689
Cheryl Stiles, Director <i>CE 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"> ▪ Administrative Associate 	831-7801 831-7803



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 Pacífico ☐ 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) ☐
Es usted ciudadano americano?

Are you Permanent Resident? (Y/Si) ☐ (No) ☐
Es usted residente permanente?

Student Signature/Firma del Estudiante: _____ Date/Fecha: _____

Example/Ejemplo:

27870	MGT 811	Introduction to Business Basics	VV	1/22/13-3/12/13	Tues	6pm-9pm
CRN	Course Number/Clase Número	Course Title/Título Del Curso	Campus	Dates/Fechas	Days/Días	Time/Horario
27870	MGT 811	Introduction to Business Basics	VV	1/22/13-3/12/13	T	6 – 9 pm
CRN	Course Number/ Clase Número	Course Title/ Título Del Curso	Campus	Dates/Fechas	Days/Días	Time/ Horario

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

Cuando 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.



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

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AVANCE[®]
AVANCE to College



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: _____

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Revised 02/07/2022

