Hi everyone,

When I first started taking classes at EvCC back in Fall 2006 as a Running Start student, our campus looked way different.

That was before Whitehorse. Before the Early Learning Center remodel. And way before Gray Wolf Hall - the college's newest building opening this quarter.

As someone who's seen the campus change during the last two years, I'm really excited about Gray Wolf. The building will have humanities, social sciences, and communications classes.

And it's the new home of the University Center of North Puget Sound (bachelor's and master's degrees from Western, Eastern, Central, Evergreen, WSU, and Hope International). I know a lot of people who are happy to have these programs right here.

I chose EvCC because it's close, has a lot of classes to choose from, is affordable and the teachers are here to teach. I didn't want to start college by sitting in a huge classroom where no one knew my name.

For those of you just getting started, my advice would be to get involved in Student Activities. When I did Running Start, I just came and took classes and went home. The next year, one of my friends convinced me to become a student senator. Then I ended up as the ASB vice president of budget and finance. This year, I got to serve as ASB president.

I expect to graduate at the end of this quarter. Next year, I'll be at Montana State University, where I'll major in general or applied math. Yeah, I know - I'm a nerd. I always thought it would be fun to do something with NASA or rockets or space. When I get there, I'll know that Everett Community College helped make it possible.

All the best,
Sarah
EvCC ASB President
EvCC Class of 2009
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EvCC is the only community college in the country where future engineers create their own submarine. Check out the classes you need to get started.

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Looking for a great job? Demand is high and growing for medical assistants, nurses and more. We have the classes you need.
Family Night

Tuesday, March 10   5:30-7:50pm  
Everett Community College

A presentation designed to help parents and prospective students make college and career choices.

5:15 Welcome and refreshments
5:30 Overview of programs and services at EvCC
   Academic and technical programs
   Getting started
6:45 Breakout sessions - topics will include:
   • University Transfer
   • Technical Programs
   • Selected Majors
   • Financial Aid
   • Running Start

The event is free and open to the public! Call 425-388-9219 for more information.

Emergency Alert

Sign up to get a text message or email when EvCC is closed or has an emergency. Get the news sent directly to you!

Sign up now!
www.everettcc.edu/emergency
Getting Started Checklist

- **Learn about the college.** College is probably one of the most important decisions you will ever make. Take time to browse the EvCC website: learn about programs, student services, and activities. Note the things that interest you. Flip to page 80 for a web directory.

- **Apply.** The earlier the better. You can apply online at [www.everettcc.edu/admissions](http://www.everettcc.edu/admissions) or you can request a paper application by calling 425-388-9219 and pressing 0. Former students see page 7. When you receive your letter of admission it will include your student ID and PIN.

- **Apply for Financial Aid.** Fill out your Free Application for Federal Student Aid (FAFSA) as soon as you can. You can fill it out online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

- **Participate in SOAR New Student Orientation.** Students who apply early for admission receive an early-bird SOAR appointment with their admission notification. Students who apply later may select any of the SOAR sessions listed on page 7. SOARs are one-stop opportunities to complete placement testing, orientation, advising and registration — all in one day!

- **Take the Placement Tests.** If you can’t spend a full day in a SOAR, you are welcome to take the placement test as offered on a regular weekly schedule listed on page 7. Orientation information is available at [www.everettcc.edu/orientation](http://www.everettcc.edu/orientation).

- **Be Advised!** Advisors know which classes you need to take to make the most of your time and money, and to help you accomplish your educational goals. For more information on advising, see page 10.

- **Register for Classes.** After getting your Student ID and PIN, you can register online at [www.everettcc.edu/kiosk](http://www.everettcc.edu/kiosk). You can also register in person in the Enrollment Services Office in Jackson Center if you do not yet have a student ID and PIN.

- **Pay your Tuition and Fees.** There are several payment options available; see the payment policies and options, page 9. Pay your tuition in Jackson Center or online at [www.everettcc.edu/creditcardpay](http://www.everettcc.edu/creditcardpay).

- **Arrange for Transportation, Parking and Child Care.** You can purchase a parking pass in Jackson Center. Information on parking and public transportation is available at [www.everettcc.edu/parking](http://www.everettcc.edu/parking) or on page 10 of this schedule. Check out EvCC’s Early Learning Center for kids ages 1-5 (see page 47). Visit [www.everettcc.edu/elc](http://www.everettcc.edu/elc).

- **Buy your Books.** Visit the EvCC Bookstore in the Parks Student Union or buy your books online at [www.everettcc.edu/bookstore](http://www.everettcc.edu/bookstore).

- **Go to Class!** Spring classes start March 30.

- **Need Help?** Visit the Enrollment Services Office in Jackson Center or call 425-388-9219 and press 0 to request help from an entry advisor. Or send your questions to admissions@everettcc.edu.

### Getting Started Sessions

- **March 9**  
- **April 6**  
- **May 5**  
- **June 15**  

All sessions are held at 6pm in the Jackson Center

- Admission  
- Placement testing  
- Financial aid  
- Selecting classes and programs  
- Support services
### Dates & Deadlines

#### Spring 2009 Exam Schedule

<table>
<thead>
<tr>
<th>Time</th>
<th>Tuesday June 9</th>
<th>Wednesday June 10</th>
<th>Thursday June 11</th>
<th>Friday June 12</th>
</tr>
</thead>
<tbody>
<tr>
<td>8 - 9:50am</td>
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<td>Classes that meet at 9am, T/Th, M or W or F</td>
<td>Classes that meet at 8am daily, four days/week, three days/week</td>
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</tr>
<tr>
<td>10 - 11:50am</td>
<td>Classes that meet at 11am, M/W, M or W or F</td>
<td>Classes that meet at 11am daily, four days/week, three days/week</td>
<td>Classes that meet at 10am, M/W, M or W or F</td>
<td>Classes that meet at 10am daily, four days/week, three days/week</td>
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<tr>
<td>12 - 1:50pm</td>
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<td>Classes that meet at noon daily, four days/week, three days/week</td>
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<td>Classes that meet at 2pm daily, four days/week, three days/week</td>
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<td>2 - 3:50pm</td>
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<td>Classes that meet at 2pm daily, four days/week, three days/week</td>
</tr>
</tbody>
</table>

Final exams for evening courses will be held according to this schedule:
- Classes that meet M, M-W, M-F — during the scheduled class time on June 10.
- Classes that meet T, T-TH, T-W-TH, T-F — during the scheduled class time on June 9.

#### ANNUAL CALENDAR

**Winter Quarter 2009:** January 5 - March 20  
**Spring Quarter 2009:** March 30 - June 12  
**Summer Quarter 2009:** June 22 - August 14


### Important Dates to Remember

**NOTE:** The deadlines below apply to most college-credit courses that span a full term. Deadlines for non-standard, non-credit, and self-support classes may be different and are listed in the course description in this publication. Contact 425-388-9208 for details about deadlines. Special deadlines are listed with specific classes in this schedule.

#### Spring Quarter 2009

- **Advising Fair:** February 24
- **Graduation application deadline for Spring:** February 6
- **Graduation application deadline for Summer:** April 10
- **Begin early bird current student registration by appointment:** February 25
- **Begin early bird new student registration for this term by appointment:** March 4
- **Begin early bird open continuous registration for this term:** March 6
- **Earlybird Deadline to pay for this term, 4:30pm:** March 12
- **Registration processing closed this day only:** March 13
- **Registration re-opens:** March 16
- **First day of classes, official first day of the Quarter:** March 30
- **WAOL classes begin this day:** April 2
- **100% refund deadline, 4:30pm:** April 3
- **Last day to add without instructor permission:** April 3
- **Last day to register or to add a class or drop with no record:** April 10
- **50% refund deadline, 4:30pm:** April 17
- **Payment deadlines for 20-40 Plan:** April 17 & May 8
- **Last day to drop with a W or change audit status:** May 22
- **Classes end:** June 8
- **Final examinations:** June 9-12
- **Instructor grades due:** June 15
- **College holidays:** May 25

*These deadlines are different for self-support and non-standard classes. There is no 50% refund for self-support classes.*

#### Information Sessions

- **Aviation Maintenance**  
  Paine Field Building C-80 at 2:30pm  
  March 12, April 9, May 14, June 11
- **Business and Applied Technology**  
  Olympus Hall, Room 131, 6-8pm
- **Cosmetology**  
  9315 G - State Ave., Marysville  
  March 2
- **Distance/eLearning**  
  Whitehorse Hall, Room 105  
  March 24, noon & 6pm
- **Early Childhood Education**  
  Rainier Hall, Room 304  
  February 27 at noon  
  April 22 at 4pm
- **Fire Science and Emergency Medical Technician**  
  Index 100  
  February 25, 5:30pm  
  March 9, 11am  
  March 25, 5:30pm  
  April 13, 11am  
  April 29, 5:30pm  
  May 11, 11am  
  May 27, 5:30pm  
  June 15, 11am  
  June 24, 11am
- **Getting Started**  
  How do I apply? How do I select courses?  
  Jackson Center at 6pm  
  March 9, April 6, May 5, June 15
- **Health Sciences**  
  March 4, 2pm, Index 138  
  April 14, 2pm, Index 168  
  May 15, 8am-4pm, Index 138  
  June 10, 10am, Index 169
- **Medical Coding**  
  MCH Chat Room, Tuesdays during the quarter, at 4-5pm Pacific Time. Log on to http://chatzy.com/802124631657  
  Enter your name and the case-sensitive password “EvCCoder.”
- **Medical Spanish Interpreter**  
  February 23, 6:30pm, Index 138
- **Medical Transcription**  
  MT Chat Room, every Wednesday during the quarter, at 4-5pm Pacific Time. Log on to http://chatzy.com/77441000748  
  Enter your name and the case-sensitive password “MTWannaB”
- **Nursing Careers**  
  Index Hall Complex – Watch for Signs  
  March 2 at 1pm  
  April 20 at 1pm  
  May 18 at 1pm
- **Photography**  
  WHI 261  
  www.everettcc.edu
- **Tribal Enterprise Management**  
  Location: Tulalip South Lot  
  Call 425-388-9106 or 425-388-9584.
- **University Center of North Puget Sound**  
  425-252-9505  
  For information about Bachelor’s and Master’s degrees in Everett, see pages 12 and 13.
- **Welding and Fabrication**  
  Monte Cristo, Room 110, 5pm  
  March 11, March 20
Registration

CURRENT AND FORMER STUDENTS START HERE

CURRENT STUDENTS
If you are attending EvCC now, or have attended within the past two quarters, you have a registration appointment in our system, and you may be able to register now. See “In Person” and “Online” registration information on the next page.

FORMER STUDENTS
If you have not attended recently, it is easy to update your record for re-enrollment. Go to www.everettcc.edu/studentforms, print the Adjustment to Status form and submit it promptly to the Enrollment Services Office. Or, you may call 425-388-9219 and ask us to mail you the form. When we receive your completed form, we will send you registration information. If it is close to the beginning of the quarter, you may simply come into the Enrollment Services Office to start the registration process. Call 425-388-9219 for more information.

NEW STUDENTS START HERE

WHO CAN ENROLL?
If you are age 18 or older, or if you have a high school diploma or GED, you are eligible to register in classes. Some programs will require a high school diploma or GED.

If you are younger than 18, or have not yet graduated from high school, review our “Teens in College” options at www.everettcc.edu/teensincollege.

If you are a junior or senior in high school and interested in our Running Start program, call 425-388-9211 or send an email to kritter@everettcc.edu.

If you are interested in ESL, GED, or high school completion, call 425-388-9291.

If you are an international student on an F-1 visa, call 425-388-9220 or send an email to jfitzpatrick@everettcc.edu.

HOW DO I START?
It is best for you to apply for admission at least 60-90 days before the quarter starts in order to gain an early registration appointment, with information about skills assessment, orientation, and advising. There is no application fee.

It is not necessary to apply for admission in order to register. Many students simply walk in and register. However, students who are admitted early generally receive priority in registration.

Walk-in students may be delayed if they have not yet taken our skills assessment or met with an advisor, or if the classes they want are full.

DO I HAVE TO TAKE A TEST?
Entry skills assessment is required of all students taking more than 7 credits. Don’t worry! This is not a pass or fail test. The assessment helps you and your advisor select the right level of courses. See the testing schedule on this page.

WHEN DO I HAVE TO PAY?
If you register early, you must pay by March 12. If you register after March 12 you are expected to pay within five working days of your registration or before the beginning of the quarter, whichever comes first. Once classes begin, payment is due immediately. The College reserves the option to drop or bill unpaid students. Students who are receiving financial aid, a scholarship, or third-party payment must make prior arrangements with the Financial Aid and Cashier’s Office in order to avoid being dropped or billed.

IS FINANCIAL AID AVAILABLE? OR A PAYMENT PLAN?
Please read the description about tuition, fees and payment on page 9 very carefully. If you feel you need assistance to pay for your college costs, contact our Financial Aid Office immediately, or go to www.everettcc.edu/sfs for information about grants, loans, and scholarships. Please apply for aid early, very early. You may complete the federal financial aid application form online - go to www.fafsa.gov.

Need a payment plan? You may submit an application for our “20-40 Plan” which sets payment deadlines as follows: 50% of the regular deadline and the remaining amount split between payments by the 20th calendar day and by the 40th calendar day. Go to the Cashier’s Office for the “20-40 Plan” application after you register. You do not need to be eligible for financial aid to participate. For more information go to: www.everettcc.edu/2040plan.

NEW STUDENTS SOAR FOR SUCCESS

New students are invited to participate in SOAR for SUCCESS. Select one of the dates below and spend a full day on campus in a one-step mode. Complete the placement test, orientation and advising, and then register! As an alternative, complete the test during one of the regular times in our Testing Center and then attend the orientation and advising sessions at one of the times below.

<table>
<thead>
<tr>
<th>Date</th>
<th>Placement Test</th>
<th>Orientation</th>
<th>Advising</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 4</td>
<td>10am</td>
<td>1pm</td>
<td>2pm</td>
<td>Jackson Ctr</td>
</tr>
<tr>
<td>March 5</td>
<td>10am</td>
<td>1pm</td>
<td>2pm</td>
<td>Jackson Ctr</td>
</tr>
<tr>
<td>March 11</td>
<td>10am</td>
<td>1pm</td>
<td>2pm</td>
<td>Jackson Ctr</td>
</tr>
<tr>
<td>March 17</td>
<td>10am</td>
<td>1pm</td>
<td>2pm</td>
<td>Jackson Ctr</td>
</tr>
<tr>
<td>March 24</td>
<td>10am</td>
<td>1pm</td>
<td>2pm</td>
<td>Jackson Ctr</td>
</tr>
<tr>
<td>March 30</td>
<td>10:30am</td>
<td></td>
<td></td>
<td>Parks Rm 308</td>
</tr>
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PLACEMENT TESTING AND ASSESSMENT
RESULTS HELP YOU TAKE THE RIGHT CLASSES

The Testing Center is located in the Parks Student Union, third floor. In addition to the test times in the “SOAR for Success” box on this page, various tests are offered on a regular basis; call 425-388-9288 for a schedule or go to www.everettcc.edu/testing. The current schedule (valid until April 3) is listed below. Arrive early, space is limited.

Entry placement is required for all new students taking more than seven credits and/or Math and English courses. The ASSET or the COMPASS test can be taken.

- ASSET, paper and pencil test: Tuesday and Thursday at 9:30am. COMPASS computerized version: Monday 10:30am and 3:30pm, Tuesday and Thursday 1pm.

- Fee: $26, which must be paid in advance at the Cashier’s Office in Jackson Center. Bring the receipt to the Testing Center to take the test.

- Persons who have more than 45 college credits, or who have completed college composition classes at another college (with a grade of C or higher), may submit a copy of their college transcript to the Enrollment Services office with a written request for a placement test waiver. Waiver of the placement test does not necessarily satisfy course pre-requisites.

Special Test Requirements:
- A foreign language placement test may be required for placement in a foreign language course. Contact the Testing Center for testing times. No Fee.
- GED testing is also offered in the Testing Center. Call 425-388-9288 for schedule and fees or go to www.everettcc.edu/testing.

Questions? Go to www.everettcc.edu
Registration

IN PERSON

Enrollment Services is open 7:30am-6:30pm on Mondays and Tuesdays, and 9am-4:30pm on Wednesdays, Thursdays, and Fridays. During the first week of classes each quarter, the office is open 7:30am to 7:30pm Monday through Thursday. Current, former, and new students may register on or after the appointment time that has been given to them. Running Start students, international students, and ABE/ESL students are some of the categories of students who must register in person. Most other students can also register on the Web.

ONLINE

You may register on the Web:

• If you have been admitted as a new student for the upcoming quarter.
• If you are currently attending or if you attended within the past two quarters.
• On or after your registration appointment or during Open Registration.
• If you have been absent for a while and register during Open Registration.
• If you know your Student Identification (SID) number and your PIN.
• Running Start students, underage students, International students, ABE/ESL students, and some other categories of students may not be able to register on the web.

TO START: GO TO www.everettcc.edu/kiosk

• Please scroll down, reading the entire screen; it contains important information. Click on the red bar “Enter Student Kiosk.” You will see a menu on the left with various options.
• Be prepared with a list of courses you have already identified as the courses you want.
• You can use “Student Planner” to plan your class schedule or click “Online Registration.”
• Type your SID and PIN, then select the correct quarter.
• Click on register. Click on Continue.
• On the left, type the 4-digit item number of the course(s) you have selected.
• Click on Submit.

When your registration is complete, click FINISH. It is not submitted until you do that!

• View and print your schedule to be sure you entered the courses correctly and you know the amount due.

Students on a waitlist will NOT have the waitlist course credit added to their total, and might NOT show the full tuition amount due. This will affect financial aid students most of all, so read the section marked Financial Aid below. This will also affect students on Veterans’ benefits, and students who may have an employer or agency paying their tuition.

Financial Aid students: If you have been awarded a full-time aid package, it will not be activated until you are registered in classes that add up to full-time, or a minimum of 12 credits. If you are on a waitlist, your aid check will be delayed until you get off a waitlist and into a class so that your total credits equal at least 12. Advisors can help you explore alternatives.

You may register on the Web:

• If you know your Student Identification (SID) number and your PIN.
• Running Start students, underage students, International students, ABE/ESL students, and some other categories of students may not be able to register on the web.

• If a class is full, your name may be placed on a waitlist. Not all classes maintain a waitlist. If you get on a waitlist, we cannot guarantee the instructor will accept you into the class. As vacancies occur in a class, the top name on the waitlist will move into the actual class until we close the waitlist. You will receive a notification in the mail if we move you into the actual class. If you are on a waitlist you must go to the first class in order to be considered for getting into the class.

Students on a waitlist will NOT have the waitlist course credit added to their total, and might NOT show the full tuition amount due. This will affect financial aid students most of all, so read the section marked Financial Aid below. This will also affect students on Veterans’ benefits, and students who may have an employer or agency paying their tuition.

Financial Aid students: If you have been awarded a full-time aid package, it will not be activated until you are registered in classes that add up to full-time, or a minimum of 12 credits. If you are on a waitlist, your aid check will be delayed until you get off a waitlist and into a class so that your total credits equal at least 12. Advisors can help you explore alternatives.

Veterans: Your best bet is to register as early as you can, so that you can register full-time and send in the paperwork to VA so that your checks can be released.

If an employer or agency is paying your tuition: Go to the Cashier’s Office after you register and submit payment authorization forms, otherwise you risk being dropped due to non-payment. If your agency or employer needs proof that you are registered full-time, your best bet is to register early, and work with an advisor if your classes are waitlisted. If you are moved from the waitlist into a class, you must pay immediately.

Course Repeat Policy

Courses may be repeated to improve the grade earned, but credit is earned only once. To repeat a course, the student must register for the course, submit a course repeat card at the time of registration, and pay all necessary fees. See the College Catalog for specific procedures. The course repeat form is also available on the web at www.everettcc.edu/studentforms. Students registered in distance courses who live more than 30 miles from campus should call 425-388-9208 to discuss options. Course repeats must be filed during the quarter of enrollment in the repeated course.

First Week Attendance Required

Students must attend all classes in which they are registered the first week of the quarter. In courses with a waiting list, a student who does not attend the first day and has not made prior arrangements with the instructor may be dropped from the class at the beginning of the second class meeting. A student who is not withdrawn by the College or does not officially withdraw himself/herself may be issued a failing grade by the instructor based on non-attendance.

Just in Time Registration

If the first day of the quarter is just around the corner or if classes have already started, contact the Enrollment Services Office by phone to discuss how to register. Call 425-388-9219 or 9208.

Full-Time Status

Enrollment in 12 or more credits per quarter constitutes “full-time” status.
TUITION FOR SPRING QUARTER, 2009

Note: Fees for self-support classes vary. See description below, as well as the specific course listings for unique fees. See “When to Pay” section for the payment schedule and deadlines. Tuition for Spring Quarter, 2009 is estimated to be:

<table>
<thead>
<tr>
<th>Credits</th>
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<tr>
<td>1-10</td>
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<td>$128.63/credit</td>
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<td>$758.00</td>
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* Tuition reduced for US citizens and permanent residents. Contact Enrollment Services.

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<th>Non-Resident</th>
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<td>$128.63/credit</td>
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<tr>
<td>10</td>
<td>$758.00</td>
<td>$1,266.30</td>
</tr>
<tr>
<td>11</td>
<td>$798.40</td>
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<tr>
<td>12</td>
<td>$818.80</td>
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<tr>
<td>13</td>
<td>$849.20</td>
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<tr>
<td>14</td>
<td>$879.60</td>
<td>$1,411.94</td>
</tr>
<tr>
<td>15</td>
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<tr>
<td>16</td>
<td>$940.40</td>
<td>$1,474.76</td>
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<tr>
<td>17</td>
<td>$970.80</td>
<td>$1,506.17</td>
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<tr>
<td>18</td>
<td>$1,001.20</td>
<td>$1,537.58</td>
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<tr>
<td>19</td>
<td>$1,069.40</td>
<td>$1,648.71</td>
</tr>
<tr>
<td>20</td>
<td>$1,137.60</td>
<td>$1,759.84</td>
</tr>
</tbody>
</table>

Refunds for students who are receiving funding from an external agency or from financial aid should read “Is Someone Else Paying Your Tuition?” below.

WHEN TO PAY

By registering, you are taking personal responsibility to pay tuition and/or fees. Non-attendance does not constitute a reason to avoid payment.

STATE-SUPPORTED CLASSES: Early registrants must pay their tuition and fees by 4:30p.m on March 12. For registration after March 12, payment is due within 5 working days or before the beginning of the quarter, whichever comes first. Once classes begin, payment is due immediately.

SELF-SUPPORT CLASSES: Typically, payment is due at the time of registration. The specific payment deadline is noted in the class listing.

ALL STUDENTS ARE SUBJECT TO THE FOLLOWING: The College reserves the right to cancel registration for unpaid students and/or to bill for the tuition and fees due for the registered classes. Returned checks, cancelled credit cards, employer refusal to pay, ineligibility or lateness for financial aid and other reasons for non-payment may result in a direct bill to the student and/or referral to a collection agency.

HOW TO PAY

You may pay in person at the Cashier’s Office in Jackson Center. You may send a check to the Cashier’s Office; please include your Student Identification number (SID). You may pay by credit card on the web; go to www.everettcc.edu/creditcardpay.

Students who wish to postpone their payment pending receipt of financial aid, scholarship, VA or other funds must sign a “HOLD” agreement with the Financial Aid Office prior to the payment deadline.

EvCC offers the “20-40 Plan.” Students may make three payments: The first payment of $1/2 the tuition and fees is due by the normal deadline. The second and third payments are due by the 20th calendar day and the 40th calendar day. There is a $10 fee for this service. Students start the process by going to the Cashier’s Office and asking for the “20-40 Plan” form. This option is not available to students enrolled in self-support classes.

Students receiving funding from an external agency or from financial aid should read “Is Someone Else Paying Your Tuition?” below.

IS SOMEONE ELSE PAYING YOUR TUITION?

If you are depending upon an employer, agency or other third party to pay your tuition bill at EvCC, please read this carefully.

After registration you must go immediately to the Cashier’s Office, located in the Jackson Center. The Cashier’s Office is the only office that can manage your student account to show payment from another source, so that your classes are not dropped due to non-payment. You must receive a payment voucher from your employer or agency by the payment deadline. You are responsible for submitting that voucher to us. It must be submitted immediately after registration. Generally, this means that you must gain eligibility well in advance of registration so that the voucher can be generated in time.

TRADE ACT STUDENTS: You must see Linda Baro in Enrollment Services with your initial application, in order to complete an Independent Training Plan (CT-3 Form), cost estimate, etc. Immediately after registration each quarter you must go to the Cashier’s Office and identify yourself as a Trade Act student so that your student account is properly created. Your Trade Act Counselor must forward final payment authorization to the Cashier’s Office no later than March 12, 4pm. If the Trade Act fails to cover your tuition, you are responsible for payment.

FINANCIAL AID, VETERANS’ AND SCHOLARSHIP STUDENTS: In most cases, the Financial Aid Office is able to use your financial aid to cover your tuition. However, you must coordinate this with the Financial Aid Office in advance of the payment deadline and sign a request to have your student account put on HOLD. Please do not assume automatic payment.

TRIAD AND OPPORTUNITY GRANTS: These are offered to students in designated career programs and must be validated quarterly through those program coordinators. Charges not covered by these grants are the responsibility of the student. For more information visit www.everettcc.edu/og and www.everettcc.edu/triad.
**Advising**

**ADVISING**

Research shows that students who work with an advisor to plan their courses, to overcome challenges, and to solve problems do better than those who do not.

- New students: meet with an entry advisor or counselor in Enrollment Services or the Counseling, Advising and Career Center.
- Attend an information session (see page 6).
- Obtain a curriculum guide in your interest area and meet with one of the advisors listed in the guide. Go to [www.everettcc.edu/c.guides](http://www.everettcc.edu/c.guides).
- Ask Enrollment Services for an advisor referral.
- Stop by the Lucy Booth every Tuesday at Noon, by the espresso bar in Parks.
- Go to [www.everettcc.edu/advising](http://www.everettcc.edu/advising) for more tips.

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**Getting to Campus**

**PARKING ON CAMPUS**

During the first week, students and visitors are urged to arrive about 15 minutes early in order to find parking. In an attempt to make parking accessible and secure for the entire campus, every person parking on campus must have a paid permit tag, or a free, one-day visitor permit from the Security Office in Room 224, Parks Student Union Building. Parking permit tags must be purchased before each quarter. Students may not park in staff or visitor parking spaces. Student parking spaces are located by Rainier, Whitehorse, Early Learning Center, Rite Aid, EvCC Gym, at Cosmetology in Marysville, at the Applied Technology Training Center and at the Paine Field Aviation Program. Vehicles parked illegally are subject to ticketing and fines.

**STUDENT PARKING PERMITS**

Pay the quarterly parking fee ($20 for full time students, $14 for part time students) at the Cashier’s Office in Jackson Center; the Cashier will issue your permit. You must purchase a new parking permit each quarter.

Remember, a current permit must be properly displayed to park on campus on the first day of the second week of each quarter.

**VISITOR PARKING PERMITS**

Visitors and guests are required to obtain a temporary parking permit. The free temporary permit is available from the Security Office located in the Parks Student Union, Room 224 or from the permit kiosk located across from visitor parking next to Gray Wolf Hall. A permit is required to park on campus. **NOTE:** Students and Staff are not considered visitors.

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**Transit**

Everett Community College main campus is served by both Everett Transit and Community Transit. Special routes are available from Marysville, Stanwood/Camano, and Skagit County.

For more information: Community Transit: 425-353-7433 www.commtrans.org

Everett Transit: 425-257-7777 www.everettwa.org

Everett Transit will be able to answer questions concerning the free Marysville bus as well.

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**MAPS AND DIRECTIONS**

For location and parking maps to all Everett Community College sites, please see the back page of this schedule or visit the directional web page at [www.everettcc.edu/directions](http://www.everettcc.edu/directions).

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**COMMON COURSE NUMBERS**

Beginning Summer 2008, EvCC changed a variety of course numbers and titles to come in line with a common course numbering process for the community colleges in Washington. The primary purpose of this process is to enable students to know that CCN-identified courses taken at one community college will be the same as those courses at another community college. All CCN courses will be identified with an ampersand (&) in the course number. For example: ENGL& 101. Some department titles, such as Anthropology (ANTHR) and Speech (SPCH), will be changed to a new department title, such as ANTH and CMST. These changes may or may not include CCN courses with an ampersand (&). Each CCN course, if it reflects a change in title and number from last year, will indicate its former number. For example, “CHEM& 110 Chemical Concepts with Lab . . . .(Formerly CHEM 100.)” This notation will phase out over time.

If you are following a sequence, particularly in the math and science areas, you should work closely with an advisor to assure that you do not repeat a course you have already taken, and that you can identify the next course in the sequence.

For more information about common course numbering or for a list of some renumbered courses, visit the common course numbering page on our website: [www.everettcc.edu/ccn](http://www.everettcc.edu/ccn)

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**NEW STUDENT EVENTS**

**FAMILY NIGHT**

- Learn about EvCC programs and services.

March 10, 5:30pm, EvCC Campus

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**Questions? Go to [www.everettcc.edu](http://www.everettcc.edu)**
Learning Communities

Learning Communities combine courses from different disciplines to provide an in-depth look at subjects. They are team-taught by two or more instructors and usually organized around a theme.

- Make connections (even friendships!) and enjoy the experience of learning as a shared process.
- Discover how subjects (and the world) are related and interrelated.
- Participate in a variety of learning experiences, discussion groups, lectures, projects, and field trips.

What do EvCC students say about Learning Communities?

“Learning Communities are fantastic. You get to meet new people. You have more camaraderie. You learn how different subjects intertwine and work together.”

– Jennifer M.

PANTHALASSA: The World Ocean

Immerse yourself in a fun and supportive community of learners who will study the World Ocean from a variety of perspectives, perform hands-on lab experiments, observe the ocean’s processes on field and boat trips (including a required weekend field trip on April 17-19) and connect those activities through writing and research projects. This course combines the study of the dynamic processes of the earth’s ocean (tsunami, coastal formation, the ocean floor, currents, the mysterious Coriolis Effect, waves, water and other oceanic phenomena) with the student study of the dynamic process of writing effective essays and research papers. Enhance your knowledge of Panthalassa (all seas) by exploring it through a variety of essay formats. And hone your writing skills by focusing them on an in-depth study of the Ocean.

OPTION I
ENGL& 101 LC – English Composition I (5 credits)
OCEAN 101 LC1 – Introduction to Oceanography (5 credits)
Register in Item #3712 for the full 10 credits.

OPTION II
ENGL& 102 LC – Composition II (5 credits)
OCEAN 101 LC2 – Introduction to Oceanography (5 credits)
Register in Item #3748 for the full 10 credits

FYI: FIRST YEAR INTELLIGENCE

The type of learning in high school and the type of learning expected in college can be drastically different. Join a unique learning community designed to provide the academic and personal support you need to be a successful college student. Sharpen your study, communication, reading and writing skills so that you will be a success in any college class. If you have asked any of these questions about college: “What am I doing here?” “Where do I want to go?” and “How can I get there,” this is the learning community class for you!

RSS 094 LC – Reading for College (5 credits)
RSS 095 LC – Study Skills for College Survival (5 credits)
Register in Item #7710 for the full 10 credits

ORCA: OCEAN RESEARCH COLLEGE ACADEMY

ORCA is EvCC’s early college, designed to meet high school graduation requirements and the Associate in Arts and Sciences degree requirements. Students are dually enrolled in EvCC’s Running Start Program supported by their sponsoring high school. Core general education courses are integrated through the study of the local marine environment. This full-time, interdisciplinary program weaves math, science, English and history classes together in a dynamic mix of problem-based learning, complemented by frequent field trips and quarterly research projects assessing the health of the local estuarine environment.

This program requires a year-long commitment in order to complete all coursework. Classes are taught by a team of faculty and all classes must be taken together. Classes are located at the Applied Technology and Training Center, and are scheduled from 9am to 2:15pm (plus 2-3 late-afternoon field trips).

To find out more about this program, please attend an open house at the Applied Technology Training Center at 2333 Seaway Blvd, Everett, WA 98203

March 19, 2009 at 6:00pm OR April 23, 2009 at 6:00pm

Courses in this unique and nationally-recognized program lead to an Associate in Arts and Sciences - Option II (the university transfer degree). Instructor permission is required. Visit www.everettcc.edu/orca or contact Ardi Kveven at akveven@everettcc.edu for more information.

Keep an Eye Out for These Learning Communities Coming Fall 2009

FYI: First Year Intelligence
Writing on the Rocks
ORCA: Ocean Research College Academy

What do EvCC students say about Learning Communities?
Central Washington University

• B.A.S. Information Technology and Administrative Management (ITAM)
  Appropriate for technical associate degree holders interested in advancing their careers in administration and management in business, government and not-for profit sectors. Coursework includes project management, leadership and supervision, and communications.
  Contact watkinns@cwu.edu

• Administrative Management Specialization
  Appropriate for persons with a two-year associate degree in computer technologies. ITAM prepares students for productive and challenging careers in information technology and administrative management and for a lifetime of creative thinking and adaptive learning. Emphasis is placed on developing leadership, communication, critical thinking, and problem-solving competencies. Contact watkinns@cwu.edu

Information Sessions...
- March 17, 4:00-5:30pm, Everett Station, 3201 Smith Ave, Room 313
- April 14, 12:30 and 4pm, Gray Wolf Hall, Room 160

• B.S. Interdisciplinary Studies – Social Sciences
  Designed for students looking for broader degree options and can be individualized to the student’s personal and/or professional interests and aspirations. Flexible with face to face, online and interactive television (ITV) coursework. Locations: Everett and Mt. Vernon. Contact kingstoe@cwu.edu

Information Sessions...
- March 10, 12:30-1:30pm, EvCC, Parks Room B
- April 14, 12:30 and 4pm, Gray Wolf Hall, Room 156

The Evergreen State College

• B.A. Liberal Arts
  Located on the Tulalip Reservation, this reservation-based, community-determined program serves students with 90 or more college credits who live or work on a reservation or have social or cultural ties to tribal communities. Themes include: Contemporary Indian Communities in a Global Society, Traditional Knowledge: The Foundation for Sustainable Tribal Nations, and Integrating Change in a Communal Society.
  Contact Renee Swan-Waite at swanwair@evergreen.edu

Hupe International University

• B.S. Human Development
• B.S. Business Administration
  HIU is an accredited private institution, locating its offerings in Everett through a combination of in-person and online classes. Call toll free 1-866-954-6731.

Information Sessions...
- March 12, 6-8pm, Everett Station, 3201 Smith Ave, Room 214
- April 3, 6-8pm, EvCC Gray Wolf Hall
- May 21, 6-8pm, EvCC Gray Wolf Hall

Washington State University

Online bachelor’s degrees programs in the following areas:
- Business Administration
- Human Development
- Social Sciences
- Criminal Justice
- Humanities
- Women’s Studies
- Education
- Nursing

WSU’s Distance Degree Program (DDP) provides an opportunity to pursue education entirely online. Go to http://distance.wsu.edu for information about each program.

• M.S. Engineering Management
  This degree provides engineers and other technical leaders with state-of-the-art knowledge, tools, and skills in leading and improving projects, people, organizations, operations, and quality.
WWESTERN
WASHINGTON UNIVERSITY

B.A. HUMAN SERVICES

Choose a career where you’ll make a meaningful difference. Human Services graduates are trained professionals who work to support the well-being of individuals, groups, and communities, and who work towards social change and social justice throughout their careers. Gain the knowledge and skills to work as a human services professional with a range of agencies and organizations. Have a career in the area of community development and mobilization, case management, youth and family services, mental health, legal services, non-profit management, rehabilitation, advocacy, public policy, human resources, and more. Contact HS.Everett@wwu.edu

Information Sessions...

February 25, 3-4pm, EvCC Broadway Center, Room 118
March 4, 3-4pm, EvCC Broadway Center, Room 118
April 16, 3-4pm, Gray Wolf Hall, Room 253
April 28, 3-4pm, Gray Wolf Hall, Room 253
May 14, 3-4pm, Gray Wolf Hall, Room 253

Now accepting applications for Fall 2009. Priority Deadline: April 1.

ELEMENTARY AND SPECIAL EDUCATION

B.A.E. AND RESIDENCY TEACHING CERTIFICATE

Join the profession that makes a difference in the life of a child. Earn your teaching degree or certificate in Everett and/or add a Special Education or Elementary Education Endorsement to an existing teaching certificate. Take evening classes while you continue to work and complete your program through a top-ranked regional university preparing effective educators for over 100 years. Contact Eldo.everett@wwu.edu

Information Sessions...

February 23, 7-9pm, EvCC, Parks Bldg. Conference Room B
March 12, 7-9pm Parks Bldg. Conference Rooms A, B and C
April 1, 6-8pm Parks Bldg. Conference Rooms A, B and C

Now accepting applications for Fall 2009. Priority Deadline: April 1.

M.I.T. MASTER IN TEACHING – SECONDARY EDUCATION

WWU’s Secondary Education Department offers a Master in Teaching Degree program for students who wish to complete a master’s degree while gaining State of Washington Residency certification. Students must have completed a baccalaureate degree and must have a major in one of the State-approved academic majors. This degree program combines the endorsable major with a graduate-level program of certification coursework to produce a Master in Teaching program which is firmly backed by current research on effective teaching and reflects a conceptual framework which embraces three basic strands in education: artistic, scientific and professional. For an appointment, contact: Bobbie.Rogers@wwu.edu or Christine.Shaefer@wwu.edu.

Information Sessions...

February 25, 3-4pm, EvCC Broadway Center, Room 118
March 25, 4-5pm, Gray Wolf Hall, Room 157
April 22, 4-5pm, Gray Wolf Hall, Room 158
May 20, 4-5pm, Gray Wolf Hall, Room 158

Now accepting applications for Fall 2009. Final Deadline: June 1.

B.A./B.S. ENVIRONMENTAL SCIENCES, POLICY PLANNING

The B.A. Environmental Policy and Planning degree program provides the knowledge and skills to understand environmental processes and to assess the nature and extent of contemporary environmental problems and prepares students for a variety of employment opportunities in environmental analysis, assessment, and monitoring, and administration.

Through the B.S. in Environmental Sciences, the knowledge of how natural systems work is applied to solving problems largely created by human activities. Graduates enter a wide variety of career paths in local, state, and federal governments, universities and private sector. Fields include environmental toxicology, environmental impact assessment, watershed management, air pollution control, solid and hazardous waste management, and marine pollution assessment.

This program is offered in Everett in conjunction with Huxley’s programs on the Peninsula, and is a combination of in-person, interactive TV, and online modes, with required field work and projects. Both degree programs require prerequisites that can be completed at EvCC. Call 360-417-6521 for advising.

Information Sessions...

March 2, 12:30-1:30pm, EvCC, Parks Bldg. Conference Room A
March 2, 4:00-5:30pm, Everett Station, 3201 Smith Ave, Everett, Room 214
April 8, 12:30 and 4pm, Gray Wolf Hall, Room 160

M.A. REHABILITATION COUNSELING

Prepares rehabilitation professionals to assist individuals with disabilities in attaining independence, employment and full community participation. Through a combination of evening and online classes, you may complete your Master’s Degree in just over two years. Career opportunities exist in hospitals, state agencies, rehabilitation centers, non-profit agencies, drug treatment programs, and private-for-profit programs. Contact RC.info@wwu.edu

Information Sessions...

February 25, 4-5pm, Broadway Center, Room 118
March 25, 4-5pm, Gray Wolf Hall, Room 157
April 22, 4-5pm, Gray Wolf Hall, Room 158
May 20, 4-5pm, Gray Wolf Hall, Room 158

Now accepting applications for Fall 2009. Final Deadline: June 1.

The University Center is currently exploring the following degree programs. Contact us if you are interested, and get on our mailing list.

- Bachelor’s degree: Mechanical Engineering
- Bachelor’s degree: Hospitality Management
- Master’s degree: Executive MBA

Call 425-252-9505 or contact Karen.Stephens@uceverett.org
Distance/eLearning

Study at a time that fits your schedule – day or night. Learn in a style that works best for you. If you want a different learning experience, Distance/eLearning classes are a great alternative to traditional on-campus classes. For more information, contact us at 425-388-9367, toll free at 1-866-575-9027, or elearning@everettcc.edu, or visit us on the web at www.everettcc.edu/elearning.

COURSE FORMATS

OL

ONLINE: Students connect to their virtual classroom through the Internet. You submit assignments, interact with other students, and communicate with your instructor electronically. EvCC online classes are taught by EvCC faculty and textbooks are purchased from the College bookstore. WAOL online classes are taught by faculty employed by Washington Community and Technical Colleges. Textbooks are purchased from the EvCC or WAOL online bookstore. Register early! Online classes are popular. Registration classes for WAOL on April 2. Online classes are listed as OL.

TELE COURSE:

Students use a set of DVDs or video tapes that are checked out from the College library. In a telecourse, you also purchase textbooks from the College Bookstore and attend on-campus class sessions throughout the quarter. Telecourses are listed as TC.

HYBRID CLASSES:

Meet both on-campus and online. The number of on-campus meetings is cut by as much as half compared to traditional on-campus classes. Internet access, an email account, a word processing program, and textbooks are required. You must attend the first class meeting, and be prepared to attend the on-campus meetings listed for the Hybrid class(es) you select. Hybrid sections are listed as HY.

IMPORTANT DATES

Information sessions for students new to online courses: Tuesday, March 24, noon or 6 pm in Whitehorse 105.

<table>
<thead>
<tr>
<th>First day of EvCC classes</th>
<th>March 30</th>
</tr>
</thead>
<tbody>
<tr>
<td>First day of WAOL online classes</td>
<td>April 2</td>
</tr>
<tr>
<td>Last day for a 100% refund</td>
<td>April 3</td>
</tr>
<tr>
<td>Last day for a 50% refund</td>
<td>April 17</td>
</tr>
</tbody>
</table>

* Telecourses and Hybrid courses may have a variable start date. Please check course listings.

COSTS

Online courses ................................................. Tuition + Online fee of $5.25 per credit
Telecourse ...................................................... Tuition + $60 license and tape or DVD rental fee
Hybrid Courses ................................................ Tuition + Online fee of $2.60 per credit
Medical Transcription/Coding program................. Contact MT Coordinator at 425-388-9027, or email success@everettcc.edu

Students taking credit courses may be charged a technology fee of $3.50 per credit, up to a maximum of $35 per quarter.

IMPORTANT DATES

<table>
<thead>
<tr>
<th>First day of EvCC classes</th>
<th>March 30</th>
</tr>
</thead>
<tbody>
<tr>
<td>First day of WAOL online classes</td>
<td>April 2</td>
</tr>
<tr>
<td>Last day for a 100% refund</td>
<td>April 3</td>
</tr>
<tr>
<td>Last day for a 50% refund</td>
<td>April 17</td>
</tr>
</tbody>
</table>

* Telecourses and Hybrid courses may have a variable start date. Please check course listings.

COMPUTER REQUIREMENTS FOR ONLINE CLASS

You can use a PC or Macintosh computer to successfully connect to Blackboard at Everett Community College. The chart below lists the minimum computer requirements:

<table>
<thead>
<tr>
<th>PC</th>
<th>Apple/Macintosh</th>
</tr>
</thead>
<tbody>
<tr>
<td>An Internet Service Provider</td>
<td>An Internet Service Provider</td>
</tr>
<tr>
<td>Pentium III, 300-MHz or better processor</td>
<td>63/64/65, Processor</td>
</tr>
<tr>
<td>128MB (256MB or more recommended) of Memory (RAM)</td>
<td>128MB (256MB or more recommended) of Memory (RAM)</td>
</tr>
<tr>
<td>Windows 2000, XP or Vista</td>
<td>Macintosh OS X 10.2 (10.3 recommended)</td>
</tr>
<tr>
<td>CD-ROM with sound and speakers</td>
<td>CD-ROM with sound and speakers</td>
</tr>
<tr>
<td>Word-processing software (and other software as required)</td>
<td>Word-processing software (and other software as required)</td>
</tr>
<tr>
<td>Browsers: Mozilla Firefox, Internet Explorer 6.0 or 7; or Netscape 7.1. (Blackboard does not support AOL or MSN)</td>
<td>Browsers: Mozilla Firefox, Netscape 7.1. (Blackboard does not support AOL or MSN)</td>
</tr>
</tbody>
</table>

* Some courses may require additional software that is not Mac-compatible. Please check individual course listings for more information.

GETTING STARTED

ONLINE COURSES: Orientation for students new to online courses: Tuesday, March 24, noon or 6 pm, Whitehorse 105. We strongly recommend that students who have not previously taken an online course attend one of these one-hour sessions.

TRY IT OUT: To see what an online class is like, try it out by connecting to everett.blackboard.com. Your user name is “guest01” (or guest02, guest03, etc.), your password is “guest.”

To sample a WAOL course, go to www.waol.org. Click on the “Get Started” link at the top of the screen. Click on the “Week Zero” tutorial link and follow the instructions.

BOOKS AND CLASS MATERIALS:

EvCC online, telecourse, and hybrid classes use the College Bookstore located in the Parks Student Union, second floor.

Order on the web at www.evccbookstore.com (credit card only)

WAOL online courses use the EvCC Bookstore or the WAOL Online Bookstore at www.waol.org

When ordering from the WAOL Bookstore, use the 4-digit WAOL ID#: INFO 102-5000, and PHIL & 101-3500.

For Hybrid courses see pages 19-58 and look for the H.
## Distance/ELearning Spring 2009 Courses

**Online Students** are encouraged to attend an hour-long orientation on Tuesday, March 24, at noon or 6pm, in Whitehorse, Room 105.

### Arts, Media & Information Literacy

<table>
<thead>
<tr>
<th>Course#</th>
<th>Section</th>
<th>EvCC Course Name</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 1240</td>
<td>OL1</td>
<td>Understanding World Art</td>
<td>5</td>
</tr>
<tr>
<td>ART 1240</td>
<td>OL2</td>
<td>Understanding World Art</td>
<td>5</td>
</tr>
<tr>
<td>CMST&amp; 102</td>
<td>OL1</td>
<td>Intro to Mass Media</td>
<td>5</td>
</tr>
<tr>
<td>FILM 100</td>
<td>OL</td>
<td>Intro to Film</td>
<td>5</td>
</tr>
<tr>
<td>INFO 102</td>
<td>OL</td>
<td>Research in the Information Age (WAOL)</td>
<td>5</td>
</tr>
<tr>
<td>MUSC 110D</td>
<td>OL</td>
<td>World Music</td>
<td>5</td>
</tr>
<tr>
<td>MUSC 116</td>
<td>OL</td>
<td>Survey of Jazz</td>
<td>5</td>
</tr>
<tr>
<td>MUSC&amp; 105</td>
<td>OL</td>
<td>Music Appreciation</td>
<td>5</td>
</tr>
</tbody>
</table>

### Business & Applied Technology

<table>
<thead>
<tr>
<th>Course#</th>
<th>Section</th>
<th>EvCC Course Name</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 112</td>
<td>OL</td>
<td>Business Taxation</td>
<td>5</td>
</tr>
<tr>
<td>ACCT 113</td>
<td>OL</td>
<td>Personal Finance</td>
<td>3</td>
</tr>
<tr>
<td>ACCT&amp; 203</td>
<td>OL</td>
<td>Prin of Accounting III</td>
<td>5</td>
</tr>
<tr>
<td>BT 100</td>
<td>OL</td>
<td>Begin Keyboarding</td>
<td>5</td>
</tr>
<tr>
<td>BT 105</td>
<td>OL</td>
<td>Keyboard-Speed/Accuracy</td>
<td>3</td>
</tr>
<tr>
<td>BT 180</td>
<td>OL</td>
<td>Principles of Medical Insurance</td>
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<td>BT 242</td>
<td>OL</td>
<td>Excel</td>
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<td>BUS 105</td>
<td>OL</td>
<td>Small Business Essentials</td>
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<tr>
<td>BUS 130</td>
<td>OL1</td>
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<td>OL2</td>
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<td>BUS 165</td>
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<td>BUS 200</td>
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<td>CL 101</td>
<td>OL1</td>
<td>Computer Literacy</td>
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<td>CL 101</td>
<td>OL2</td>
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<tr>
<td>CL 101</td>
<td>OL3</td>
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<td>ECON 101D</td>
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<td>Understanding Economics</td>
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<td>ECON&amp; 201</td>
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### Communication & Social Sciences

<table>
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<tr>
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<td>OL</td>
<td>Cultures in Context</td>
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<td>ANTHB 204</td>
<td>OL</td>
<td>Archaeology</td>
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### Distance/eLearning Spring 2009 Courses

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<td>CJ&amp; 101</td>
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<td>Intro to Criminal Justice</td>
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<td>CJ&amp; 240</td>
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<td>Intro to Forensic Science</td>
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<td>ECE 123</td>
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<td>Intentional Teaching</td>
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<td>ECE 1400</td>
<td>OL</td>
<td>Family Culture and Self-Concept</td>
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<td>ECE 244</td>
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<td>Early Language and Literacy</td>
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<tr>
<td>EDUCX 115D</td>
<td>OL</td>
<td>Child Development</td>
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<tr>
<td>EDUCX 202</td>
<td>OL</td>
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<td>EDUCX 203</td>
<td>OL</td>
<td>Exceptional Child</td>
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<td>ENGL 098</td>
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<td>Intro to College Writing</td>
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<tr>
<td>ENGL 183D</td>
<td>OL</td>
<td>Children’s Literature</td>
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<tr>
<td>ENGL 229</td>
<td>OL</td>
<td>Survey of British Literature</td>
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<tr>
<td>ENGLX 101D</td>
<td>OL</td>
<td>English Composition I</td>
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<td>OL2</td>
<td>English Composition I</td>
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<td>GS 101D</td>
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<tr>
<td>HIST 100</td>
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<td>OL2</td>
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<tr>
<td>HISTX 148</td>
<td>OL</td>
<td>US History III</td>
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<td>HISTX 214</td>
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<td>HUM 175</td>
<td>OL</td>
<td>Intro to Modern Italian History and Culture</td>
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<td>PHILX 101</td>
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<td>Introduction to Philosophy (WAOL)</td>
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<tr>
<td>POLSX 101</td>
<td>OL</td>
<td>Introduction to Political Science</td>
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<td>POLSX 202</td>
<td>OL</td>
<td>American Government</td>
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<td>Lifespan Psychology</td>
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<td>PSYC 220</td>
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<td>Abnormal Psychology</td>
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<td>SOCSX 101</td>
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<td>Intro to Sociology</td>
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### Health Professions/Health & Wellness

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<tbody>
<tr>
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<td>OL</td>
<td>HIV/AIDS Training</td>
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<td>HLTH 100</td>
<td>OL</td>
<td>Medical Terminology</td>
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<td>HLTH 102</td>
<td>OL</td>
<td>Applied A &amp; P</td>
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<tr>
<td>HLTH 108</td>
<td>OL</td>
<td>Administrative Skills-Finance</td>
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<td>HLTH 130</td>
<td>OL</td>
<td>Disease and Pathology</td>
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<td>HLTH 150D</td>
<td>OL</td>
<td>Intercultural Communication in Health Care</td>
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<td>HLTH 208</td>
<td>OL</td>
<td>Healthcare Risk Management</td>
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<tr>
<td>PEHW 203</td>
<td>OL</td>
<td>Lifetime Health and Wellness</td>
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<td>PEHW 235</td>
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<td>Consumer Health</td>
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### Math/Science

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<td>Disease in Modern Society</td>
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<tr>
<td>ENVSX 100</td>
<td>OL1</td>
<td>Survey of Environmental Science</td>
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<td>OL2</td>
<td>Survey of Environmental Science</td>
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<tr>
<td>GEOX 106</td>
<td>OL1</td>
<td>Survey of Earth Science</td>
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<td>MATH 090</td>
<td>OL</td>
<td>Elementary Algebra Review</td>
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<td>MATH 099</td>
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<td>Intermediate Algebra</td>
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<td>MATHS 141</td>
<td>OL</td>
<td>Precalculus I: College Algebra</td>
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<td>MATHX 148</td>
<td>OL</td>
<td>Business Calculus</td>
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<td>NUTR 101</td>
<td>OL1</td>
<td>Nutrition</td>
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<td>OL2</td>
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<tr>
<td>NUTR 101</td>
<td>OL3</td>
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### Reading/Study Skills

<table>
<thead>
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<tbody>
<tr>
<td>RSS 100</td>
<td>OL1</td>
<td>Sharpening Your Study Skills</td>
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</tr>
<tr>
<td>RSS 100</td>
<td>OL2</td>
<td>Sharpening Your Study Skills</td>
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<tr>
<td>RSS 104</td>
<td>OL</td>
<td>Powerful College Reading</td>
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<tr>
<td>RSS 105</td>
<td>OL</td>
<td>Study Skills</td>
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</table>
Adult Education

Low-Cost Adult Basic Education · Low-Cost English as Second Language
Free Youth Re-Engagement Program · Low-Cost GED Test Preparation
Free Career Development · Low-Cost High School Completion

Are you equipped for the future? Do you have the basic skills you need to survive in our increasingly complex world? Our basic education programs can put you on a pathway to a successful life no matter where you need to start. Classes are held at Everett Community College and at several other locations in Snohomish County. For more information about services and locations or to set up an advising appointment, please call 425-388-9291.

ADULT BASIC EDUCATION

Adult Basic Education (ABE) focuses on basic reading, writing, and math skills from beginning to intermediate levels. Students start with the areas that need improvement and progress until they meet their own goals. An initial assessment is given to know where to begin. For more information, contact the Adult Education Department at 425-388-9291.

ENGLISH AS A SECOND LANGUAGE

Everett Community College offers English as a Second Language (ESL) courses for immigrants and refugees with limited English ability who want to improve their English speaking, reading, and writing skills. To sign up for ESL courses, contact Learning Services 425-388-9291.

CAREER DEVELOPMENT

All students in Adult Education programs are eligible to receive FREE aptitude and career exploration services from Everett Community College. Already know what career you are interested in? Ask the Career Center about starting salaries and training requirements at 425-388-9260.

GED PREPARATION

The General Educational Development (GED) Certificate is widely recognized as the equivalent of a high school diploma. These classes cover the reading, writing, math, science, and social studies tests. These classes are also available online. For more information, contact the Adult Education Department at 425-388-9291.

YOUTH RE-ENGAGEMENT

This is a FREE program that provides educational opportunities with a strong connection to career development and professional technical training to out-of-school youth. Students may be eligible if they are 16 through 21 years of age, have not earned a high school diploma, have at least an 8th grade reading level, and have been out of school for at least 60 days. Call Youth Re-engagement Office, 425-259-8738.

HIGH SCHOOL COMPLETION PROGRAM

If you left high school before you earned your diploma, you can still complete this “unfinished business.” Whether you were originally in high school 20 or 30 years ago, or if you dropped out last week, Everett Community College can help you pick up the pieces and earn a Washington State Adult High School Diploma.

WHO CAN PARTICIPATE? Any adult who is 16 years old or older is eligible. Students 18 years of age and under or whose high school class has not graduated, must have the permission of their local high school to enter this program.

HOW DO YOU GET STARTED? You must secure an official copy of your high school transcript in a sealed envelope from your last school of attendance. Then you can make an appointment with an Everett Community College high school completion advisor to review your previous credits and determine which classes you need to take in order to graduate. To make an appointment, call 425-388-9291.

WHAT DOES IT COST? If you are 19 years old, or older, and a Washington State resident, you may qualify for a tuition waiver. For those who qualify, Everett Community College will waive 75% of the regular tuition for classes that fulfill high school diploma requirements. Students under 19 years of age pay full College tuition. All students must pay for their textbooks, special fees, and lab fees.
<table>
<thead>
<tr>
<th>COURSE</th>
<th>LEVEL</th>
<th>DAY/TIMES</th>
<th>LOCATION</th>
<th>START DATE</th>
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<tr>
<td>GED 050</td>
<td></td>
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<td>ABE 013-040</td>
<td>ABE Level 1-4</td>
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<td>Mar 30</td>
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<td>GED 050</td>
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<td>MW 6-8:50pm</td>
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<td>Mar 30</td>
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<tr>
<td>ABE 040</td>
<td>ABE Level 4</td>
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<td>GED 055</td>
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<td>Mar 30</td>
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<td>ESL 020</td>
<td>ESL Level 2</td>
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<td>BAK 110</td>
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<td>ESL 020-030</td>
<td>ESL Level 2-3</td>
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<td>ESL Level 1</td>
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<td>ESL Level 5</td>
<td>MW 6-8:50pm</td>
<td>BAK 207</td>
<td>Mar 30</td>
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<td>ESL 012</td>
<td>Job Readiness ESL 1</td>
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<td>Bakerview</td>
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<tr>
<td>ESL 022-032</td>
<td>Job Readiness ESL 2 and 3</td>
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<td>ESL 010-020</td>
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<td>TTh 6-8:50pm</td>
<td>Mariner High School</td>
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**DAYTIME ESL CLASSES AT EVERTT COMMUNITY COLLEGE**

**DAYTIME HIGH SCHOOL COMPLETION AT EVERTT COMMUNITY COLLEGE**

<table>
<thead>
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<th>DAYS/TIMES</th>
<th>LOCATION</th>
<th>START DATE</th>
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<tr>
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<td>Social Studies</td>
<td>High School Social Studies</td>
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<td>RAI 207</td>
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<tr>
<td>Math</td>
<td>High School Communication Skills</td>
<td>TTh 7-10-9:30pm</td>
<td>RAI 207</td>
<td>Mar 31</td>
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**HIGH SCHOOL COMPLETION IN SNOHOMISH COUNTY - ARLINGTON**

<table>
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<tbody>
<tr>
<td>Art</td>
<td>Introduction to Fine Art</td>
<td>MW 6:15-8:35pm</td>
<td>Weston High School</td>
<td>Mar 30</td>
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<tr>
<td>Math</td>
<td>Basic Math</td>
<td>MW 6:15-8:35pm</td>
<td>Weston High School</td>
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<tr>
<td>Science</td>
<td>High School Science</td>
<td>MW 6:15-8:35pm</td>
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**HIGH SCHOOL COMPLETION IN SNOHOMISH COUNTY - MONROE**

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<tbody>
<tr>
<td>English</td>
<td>High School Communication Skills</td>
<td>TTh 6-8:50pm</td>
<td>Park Place Middle School</td>
<td>Mar 31</td>
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<tr>
<td>History</td>
<td>US and Washington State History</td>
<td>TTh 6-8:50pm</td>
<td>Park Place Middle School</td>
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<td>Math</td>
<td>Basic Math</td>
<td>TTh 6-8:50pm</td>
<td>Park Place Middle School</td>
<td>Mar 31</td>
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</table>

**ESL CLASSES IN SNOHOMISH COUNTY**

**HIGH SCHOOL COMPLETION - ONLINE**

<table>
<thead>
<tr>
<th>SUBJECT</th>
<th>COURSE</th>
<th>DAYS/TIMES</th>
<th>LOCATION</th>
<th>START DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>History</td>
<td>American History I and II</td>
<td>Online</td>
<td>Register by Mar 30</td>
<td></td>
</tr>
<tr>
<td>History</td>
<td>Washington State History</td>
<td>Online</td>
<td>Register by Mar 30</td>
<td></td>
</tr>
<tr>
<td>Science</td>
<td>General Science I</td>
<td>Online</td>
<td>Register by Mar 30</td>
<td></td>
</tr>
<tr>
<td>Science</td>
<td>General Science II</td>
<td>Online</td>
<td>Register by Mar 30</td>
<td></td>
</tr>
<tr>
<td>Science</td>
<td>General Science III</td>
<td>Online</td>
<td>Register by Mar 30</td>
<td></td>
</tr>
</tbody>
</table>
HOW TO READ THE CLASS LISTINGS

Read the descriptions CAREFULLY! A lot of the classes have different fees and prerequisites for each individual section. This means that ENGL& 101 could have eight sections and two could have fees, two could be taught in a lab, and four could have different prerequisites. Don’t think that because the name of the course is the same that the same rules and fees apply every time.

Look for the fees - such as lab fees, class fees, fees per credit, studio fees, and special fees. They’ll all be listed in the description, so be aware of fees. You’re responsible for paying fees up front, and you don’t want to be surprised when you go to pay for your classes.

If a prerequisite, corequisite, or fee applies to a specific section, it will say so here and have an asterisk. It’s important to know that if there is a prerequisite, corequisite, or fee without an asterisk at the front, then it applies to EVERY section of that course. In the example shown to the left, the grade of C or higher prerequisite applies to every section, from A to C because it has no asterisk. The lab fee applies ONLY to section C because it has an asterisk.

Some classes are split, like the Section C class shown to the left. The class meets in one room on some days, and in another room on other days. Split classes may meet at different times, in different places, or with different instructors. Make note of any split classes on your schedule, so you can keep track of your class.

SYMBOLS

OL Online Internet course. EvCC Online courses begin March 30. WAOL Online courses begin April 2. Online fee: $5.25 per credit. See pages 14 and 15 for more information.

H Hybrid course; a portion of the work is done online. You must have reliable Internet access or you may use an EvCC open student computer lab. Class meets weekly on campus. Online fee: $2.60 per credit. See page 14 for more information.

Course is taught at Monroe High School and is open to all interested students. Class meets weekly at Monroe High School.

D Diversity course. This course satisfies the diversity requirement for all associate degrees.

The ampersand in a course number indicates it is a common course number at community colleges in Washington. Example MATH& 141. See page 10.

ABBREVIATIONS

GHS Granite Falls High School
GWH Grey Wolf Hall
GYM Gymnasium
HAW Hawthorne Elementary School
HRZ Horizon Elementary School
HRN Horizon Program at Boeing
IND Index Ground
JHS Jackson High School
JLC Jackson Center
KHS Kamak High School
LHS Lakewood High School
LKH Lake Stevens High School
LMC Library Media Center
LYH Lynnwood High School
MHS Monroe High School
MMV Marysville Mountain View HS
MGN Monte Cristo Hall
MRH Mariner High School
MSC Monroe Senior Center
MYH Marysville-Pilchuck High School
NYS Marysville Senior Center
NBI Nippon Business Institute
OLY Olympus Hall
OFF Off-campus site
PFC Paine Field Aviation Complex
PIL Pilchuck Hall
PPM Park Place Middle School
PSU Parks Student Union
RAI Rainier Hall
RLC Rainier Learning Center
SHH Shorecrest High School
SHK Shuksan Hall
SHS Snohomish High School
SKY Sky Valley Education Center, Monroe
SNO Sno-Isle Skills Center
SSC Stanwood Senior Center
STD Stanwood Elementary School
SUL VOA Sky Valley Resource Center, Sultan
TDS Tulalip Data Services
TEC Tulalip Education Center
TSL Tulalip South Lot
WTH White Horse Hall
WTH Westen High School

OTHER ABBR

CR Corequisite
HY Hybrid Course
LC Learning Community
OL Online course
PR Prerequisite
TBA To be arranged
TC Telecourse
### ACCOUNTING

For additional Accounting courses see the Corporate and Continuing Education Center section of this schedule.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 110</td>
<td>Small Business Accounting</td>
<td>5</td>
</tr>
<tr>
<td>ACCT 112</td>
<td>Business Taxation</td>
<td>5</td>
</tr>
<tr>
<td>ACCT 113</td>
<td>Personal Finance</td>
<td>3</td>
</tr>
<tr>
<td>ACCT &amp; 201</td>
<td>Principles of Account I</td>
<td>5</td>
</tr>
<tr>
<td>ACCT &amp; 202</td>
<td>Principles of Account II</td>
<td>5</td>
</tr>
<tr>
<td>ACCT &amp; 203</td>
<td>Principles of Accounting III</td>
<td>5</td>
</tr>
</tbody>
</table>

**Note:**
- Course ACCT 112, Business Taxation, includes an overview of federal law governing payroll taxes. Not intended for transfer. (Formerly ACCT 110.) PR: MATH 070 or BUS 130 with a grade of C or higher.
- Section A (1112) is held at Tulalip South Lot Building, 6103 – 31st Ave. NE, Building B, Tulalip.
- Course ACCT 112, Business Taxation, is held at Tulalip Building B, Tulalip.

### ANTHROPOLOGY

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTH&amp; 115</td>
<td>Our Place in Nature</td>
<td>5</td>
</tr>
<tr>
<td>ANTH 116D</td>
<td>Cultures in Context</td>
<td>5</td>
</tr>
<tr>
<td>ANTH 182</td>
<td>Service Learning</td>
<td>1-2</td>
</tr>
<tr>
<td>ANTH&amp; 204</td>
<td>Archaeology</td>
<td>5</td>
</tr>
<tr>
<td>ANTH&amp; 206D</td>
<td>Cultural Anthropology</td>
<td>5</td>
</tr>
</tbody>
</table>

**Note:**
- Course ANTH 182, Service Learning, combines volunteerism with academic applications of social, economic, and political issues important to the local community. Real-life application of skills and knowledge in the community. A maximum of six credits may be earned. (Formerly ANTHR 182.) PR: Instructor permission.
- Course ANTH& 206D, Cultural Anthropology, is offered as a hybrid course.

### ART

For additional Art courses see the Corporate and Continuing Education Center section of this schedule.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 104</td>
<td>Beginning Painting</td>
<td>3</td>
</tr>
<tr>
<td>ART 105</td>
<td>Intermediate Painting</td>
<td>3</td>
</tr>
<tr>
<td>ART 106</td>
<td>Advanced Painting</td>
<td>3</td>
</tr>
</tbody>
</table>

**Note:**
- Course ART 104, Beginning Painting, introduced materials and techniques of oil painting with emphasis on representation of the visual world through form, shape, color, value, and texture, and principles and elements of art. Lab fee: $24.45.
- Course ART 105, Intermediate Painting, designed for the non-major. Emphasizes form, shape, color, value, and texture. May include an exploration of expression and style, and an investigation of styles, movements and material in painting through history. PR: ART 104. Lab fee: $24.45.
- Course ART 106, Advanced Painting, advanced course designed for the non-major. Further exploration of style, expression, investigation of movements, styles and material in painting through history. PR: ART 105. Lab fee: $24.45.
<table>
<thead>
<tr>
<th>Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Description</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>AR7</td>
<td>Beginning Ceramics</td>
<td>3</td>
<td>First of a sequence of courses for the non-major designed to develop fundamental skills to manipulate the ceramic medium. Introduction to the language of the visual arts as it pertains to ceramics. Lab fee: $29.70.</td>
<td>TTh</td>
<td>6pm-8:50pm</td>
<td>WHI 287</td>
<td>Lee T</td>
</tr>
<tr>
<td>AR8</td>
<td>Intermediate Ceramics</td>
<td>3</td>
<td>Second in a series of courses for the non-major designed to develop fundamental skills to manipulate the ceramic medium. Could include wheel throwing and glazing techniques. PR: ART 107. Lab fee: $29.70.</td>
<td>TTh</td>
<td>6pm-8:50pm</td>
<td>WHI 287</td>
<td>Lee T</td>
</tr>
<tr>
<td>AR9</td>
<td>Advanced Ceramics</td>
<td>3</td>
<td>Last of a sequence of courses for the non-major designed to develop fundamental skills to manipulate the ceramic medium, including wheel throwing and advanced glazing techniques. PR: ART 108. Lab fee: $29.70.</td>
<td>TTh</td>
<td>6pm-8:50pm</td>
<td>WHI 287</td>
<td>Lee T</td>
</tr>
<tr>
<td>AR10</td>
<td>Design I: 2 Dimension</td>
<td>5</td>
<td>First in a sequence of courses to develop understanding, recognition and manipulation of the basic principles and elements of design as applied to two-dimensional art. Emphasis on line, shape, color value, space, pattern, and texture. Lab fee: $40.75.</td>
<td>W MF</td>
<td>8am-9:50am</td>
<td>WHI 361</td>
<td>Lee T</td>
</tr>
<tr>
<td>AR11</td>
<td>Life Drawing I</td>
<td>5</td>
<td>Introduction to figure drawing from live models including study of anatomy, proportion, use of line, value, shape, space, foreshortening and perspective as related to the figure through instructor-guided exercises. PR: ART 100 or 115 or instructor permission. Lab fee: $40.75.</td>
<td>W MF</td>
<td>10am-11:50am</td>
<td>WHI 361</td>
<td>Lee T</td>
</tr>
<tr>
<td>AR12</td>
<td>Design II: 2 Dimension</td>
<td>5</td>
<td>Introductory course emphasizing principles and elements of the visual arts. Develops observational drawing skills including linear perspective, line, shape, space, proportion and scale. Primary medium is charcoal. Lab fee: $40.75.</td>
<td>TTh</td>
<td>1pm-3:50pm</td>
<td>WHI 300</td>
<td>Berkley L</td>
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<tr>
<td>AR13</td>
<td>Advanced Ceramics</td>
<td>3</td>
<td>Last of a sequence of courses for the non-major designed to develop fundamental skills to manipulate the ceramic medium, including wheel throwing and advanced glazing techniques. PR: ART 108. Lab fee: $29.70.</td>
<td>TTh</td>
<td>6pm-8:50pm</td>
<td>WHI 287</td>
<td>Lee T</td>
</tr>
<tr>
<td>AR14</td>
<td>Fabrication Skills &amp; Safety</td>
<td>1</td>
<td>Introduces students to tools used in woodworking and metal fabrication, proper use of tools and safety protocols associated with tools and shop in general. Co-listed as PHYS 130. Credit cannot be earned in both PHYS 130 and ART 130. Lab fee: $16.35.</td>
<td>M F</td>
<td>1pm-2:50pm</td>
<td>WHI 250</td>
<td>Taylor D</td>
</tr>
<tr>
<td>AR15</td>
<td>Painting I</td>
<td>5</td>
<td>Fundamental painting skills through traditional imagery using the media of oil paint. Develops skills, style and expression. Advanced courses include contemporary modes of painting, mixed media, professional development and presentation. PR: ART 115, ART 110 recommended. Lab fee: $40.75.</td>
<td>Th</td>
<td>10am-3:50pm</td>
<td>WHI 374</td>
<td>Kang-O'Higgins M</td>
</tr>
<tr>
<td>AR16</td>
<td>Painting II</td>
<td>5</td>
<td>Fundamental painting skills through traditional imagery using the media of oil paint. Develops skills, style and expression. Advanced courses include contemporary modes of painting, mixed media, professional development and presentation. PR: ART 200. Lab fee: $40.75.</td>
<td>Th</td>
<td>10am-3:50pm</td>
<td>WHI 374</td>
<td>Kang-O'Higgins M</td>
</tr>
<tr>
<td>AR17</td>
<td>Painting III</td>
<td>5</td>
<td>Fundamental painting skills through traditional imagery using the media of oil paint. Develops skills, style and expression. Advanced courses include contemporary modes of painting, mixed media, professional development and presentation. PR: ART 201. Lab fee: $40.75.</td>
<td>Th</td>
<td>10am-3:50pm</td>
<td>WHI 374</td>
<td>Kang-O'Higgins M</td>
</tr>
<tr>
<td>AR18</td>
<td>Painting IV</td>
<td>5</td>
<td>Advanced studio practice of painting skills using the media of oil paint, including contemporary modes of painting, mixed media techniques, professional development and presentation. PR: ART 202. Lab fee: $40.75.</td>
<td>Th</td>
<td>10am-3:50pm</td>
<td>WHI 374</td>
<td>Kang-O'Higgins M</td>
</tr>
</tbody>
</table>

Get To Know Northwest Native Plants

Sign up for Botany 113 Plants of the Pacific Northwest

- Learn about native plants on the trail and in the garden
- Includes field trips to forest, wetland and prairie areas
- Transferable lab science class

For more information, contact Fayla Schwartz at fschwartz@everettcc.edu or 425-388-9451.
**ART 212** | *Introduction to Printmaking* | 3  
Basic printmaking techniques, including collograph, monotype, relief, and introductory etching. Use of press, chemical and ink technical information and basic skills in the entire print process. PR: ART 115 recommended. Lab fee: $24.45.  
1608 S W 6pm-8:50pm WHI 303 VanSomeren K  

**ART 214** | *Introduction to Printmaking II* | 3  
Expansion of skills, principles, techniques and methods of a specific printmaking technique chosen by the student including collography, monotype, relief, linocut. Etching, photo-etching, or other techniques. Students develop mastery of the use of the press, chemical and ink technical information, and expand skills in the entire print process. PR: ART 212 or ART 213 required. Lab fee: $24.45.  
1609 S W 6pm-8:50pm WHI 303 VanSomeren K  

**ART 270** | *Ceramics I* | 5  
Beginning instruction in the development of skills needed to manipulate the ceramic medium. The use of various forming methods, technical information, and language of the ceramic medium. PR: ART 110 recommended. Lab fee: $40.75.  
1610 A TTh 1pm-3:50pm WHI 287 Lee T  

**ART 271** | *Ceramics II* | 5  
Continued focus on the development of skills with emphasis on principles and elements of art as they apply to ceramics. PR: ART 270. Lab fee: $40.75.  
1616 A TTh 1pm-3:50pm WHI 287 Lee T  

**ART 272** | *Ceramics III* | 5  
Continued focus on development of skills in the ceramic medium, including wheel throwing, glazing and firing techniques. Projects develop physical skills, style, and an understanding of functional and sculptural aesthetics. PR: ART 271. Lab fee: $40.75.  
1620 A TTh 1pm-3:50pm WHI 287 Lee T  

**ART 275** | *Ceramic Glaze Chemistry I* | 3  
Introduction to the materials and methods used in formulating glazes and clay bodies for studio ceramics. Students study the specific properties of ceramic materials. Other topics may include ceramic history, experimental design, and studio economics. PR: ART 270 or ART 109. Lab fee: $29.70.  
1581 S TTh 6pm-8:50pm WHI 287 Lee T  

**ART 295** | *Portfolio Development* | 5  
Advanced course designed for students nearing the completion of their program in art, graphic arts, multimedia or photography. Interviewing, resume preparation, portfolio design and development, editing, and self-assessments. Lab fee: $88.45.  
1640 HY MW 1pm-3:50pm WHI 261 Weller L  

**ASTR 122** | *Life in the Universe* | 5  
Investigates the astronomical and biological conditions necessary for the evolution of life in the universe. PR: ENGL 098 (or equivalent) with a grade of C or higher, and completion of MATH 082 or MATH 090, or placement by assessment test score into MATH 099 or higher. Lab fee: $28.10.  
1700 A MWF 11am-12:50pm WHI 207 Vanture A  

**ATM S 101** | *Weather* | 5  
Earth’s atmosphere, with emphasis on weather observations and forecasting. PR: ENGL 098 or equivalent and MATH 080 or equivalent. Lab fee: $35.70.  
1752 A MWF 11am-12:50pm WHI 238 Hibbert D  

**AVIATION MAINTENANCE**  
All new Aviation Maintenance students must attend an information session on March 12, April 9, May 14 or June 11. Sessions are held at 2:30pm at Paine Field, Building C-80. If you have any questions, please call 425-388-9533.  

**AVA 103** | *Powerplant Technology* | 20  
Theory and Practice: Maintenance and overhaul of aircraft turbine engines, fuel metering, exhaust, induction and fuel systems for both reciprocating and turbine engines. Students inspect, check, repair and service the above systems. INSTRUCTOR PERMISSION ONLY. PR: High school graduate or equivalent. Ability to read, write, speak and understand English in accordance with Federal Air Regulation 65.71. Lab fee: $60.  
1830 A Daily 8am-10am PFC 8010 Loomis W  
1832 J Daily 10am-2:30pm PFC 8101  

**AVA 199** | *Special Project* | 1-5  
Special projects done through the Aviation department. INSTRUCTOR PERMISSION ONLY.  
1844 A TBA  Loomis W  

**AVA 204** | *Airframe Technology* | 20  
Theory and Practice: Position and warning systems, fire protection, landing-gear systems including brakes, hydraulic and pneumatic systems, cabin atmosphere, aircraft electrical, and helicopter theory. INSTRUCTOR PERMISSION ONLY. PR: High school graduate or equivalent. Ability to read, write, speak and understand English in accordance with Federal Air Regulation 65.71. Lab fee: $60.  
1840 A Daily 8am-10am PFC 8008 Porter A  
1842 J Daily 10am-2:30pm PFC 8101  

**BIOLOGY**  
**BIOI& 100** | *Survey of Biology* | 5  
General concepts of living organisms, the process of science, and application of biology to human beings and society. For non-science majors. (Formerly BIOL 102.) PR: ENGL 098 with a grade of C or higher or skills assessment at ENGL& 101 or higher; and MATH 080 or skills assessment at MATH 081 or higher. Lab fee: $28.10.  
1980 A MWF 8am-8:50am SHK 141 Fornod D  
1982 S MW 4pm-6:50pm SHK 134 Hernandez C  

**BIOI 105** | *Disease in Modern Society* | 5  
General concepts of infectious disease, the process of science, and application of biology to human beings and society. For non-science majors. PR: MATH 080 or skills assessment at MATH 081 or higher, ENGL 098 with grade of C or higher or skills assessment at ENGL& 101 or higher level. Lab fee: $35.70.  
2000 A MWF 10am-11:50am SHK 144 Kratz R  

**BIOL 107** | *Life Science for Everybody* | 5  
Hands-on exploration of how living things interact with each other and their environment to obtain energy and building blocks for growth. For non-science majors. Highly recommended for elementary education majors. PR: ENGL 098 with a grade of C or higher, or skills assessment at ENGL& 101 or higher level; MATH 080 or skills assessment at MATH 081 or higher level. Lab fee: $73.10.  
1844 A Daily 8am-10am PFC 141  
1848 J Daily 10am-2:30pm PFC 144
**BIOL & 211 Majors Cellular**  
Principles of cellular biology as they apply to organisms. (Formerly BIOL 160.) PR: ENGL 098 with a grade of C or higher or skills assessment at ENGL 101 or higher; and MATH 080 or skills assessment at MATH 081 or higher, and CHEM & 121 or higher or one year of high school chemistry within the last five years with a grade of C or higher. Lab fee: $28.10.

<table>
<thead>
<tr>
<th>2030</th>
<th>A</th>
<th>MW</th>
<th>8am-9:50am</th>
<th>SHK 145</th>
<th>Stern E</th>
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<tr>
<td></td>
<td>T</td>
<td>8am-9:50am</td>
<td>SHK 144</td>
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<td>2031</td>
<td>B</td>
<td>MW</td>
<td>8am-9:50am</td>
<td>SHK 145</td>
<td>Stern E</td>
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<tr>
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<td>SHK 144</td>
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<tr>
<td>2032</td>
<td>C</td>
<td>MF</td>
<td>10am-10:50am</td>
<td>SHK 141</td>
<td>Farson D</td>
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<td>SHK 144</td>
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<tr>
<td>2033</td>
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<td>MF</td>
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<td>SHK 141</td>
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<tr>
<td></td>
<td>Th</td>
<td>10am-11:50am</td>
<td>SHK 144</td>
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<td>2036</td>
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<td>4pm-6:50pm</td>
<td>SHK 141</td>
<td>Kratz R</td>
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<td>W</td>
<td>5pm-6:50pm</td>
<td>SHK 144</td>
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**BIOL & 211 P/S Majors Cellular**  
Problem session to accompany BIOL 211. In depth analysis of concepts and course content, lab report preparation. Non-transferable. (Formerly BIOL 160 P/S.)

*Section PS1 (2037) for sections A (2030), B (2031).*

<table>
<thead>
<tr>
<th>2037</th>
<th>PS1</th>
<th>Th</th>
<th>10am-10:50am</th>
<th>SHK 139</th>
<th>Stern E</th>
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<tbody>
<tr>
<td>2038</td>
<td>PS2</td>
<td>M</td>
<td>11am-11:50am</td>
<td>SHK 141</td>
<td>Farson D</td>
</tr>
</tbody>
</table>

**BIOL & 222 Majors Cell/Molecular**  
Metabolism and energetic, structure and function of biomolecules, cell structure and function, current applications of biotechnology and molecular biology. For students intending to major in the sciences. (Formerly BIOL 220.) PR: BIOL & 221 with a grade of C or higher and CHEM & 162 with a grade of C or higher or concurrent enrollment in CHEM & 162, or instructor permission. Lab fee: $28.10.

<table>
<thead>
<tr>
<th>2050</th>
<th>A</th>
<th>MW</th>
<th>9am-9:50am</th>
<th>WHI 104</th>
<th>Schwartz F</th>
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<tbody>
<tr>
<td></td>
<td>F</td>
<td>9am-10:50am</td>
<td>WHI 104</td>
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<tr>
<td></td>
<td>T</td>
<td>8am-10:50am</td>
<td>SHK 134</td>
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**BIOL & 222 P/S Majors Cell/Molecular**  
Problem session to accompany BIOL 222. In depth analysis of concepts and course content, lab report preparation. Non-transferable. (Formerly BIOL 200 P/S.)

| 2054 | PS | M  | 10am-10:50am | WHI 104 | Schwartz F |

**BIOL & 223 Majors Organismal Physiology**  
For students intending to major in the sciences. Animal development and physiology, plant development and physiology, including photosynthesis. Final course of three-quarter series. (Formerly BIOL 220.) PR: BIOL & 222 with a grade of C or higher and CHEM & 162 with a grade of C or higher, or concurrent enrollment in CHEM & 162, or instructor permission. Lab fee: $28.10.

<table>
<thead>
<tr>
<th>2062</th>
<th>A</th>
<th>MW</th>
<th>10am-10:50am</th>
<th>SHK 145</th>
<th>Pape-Lindstrom P</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>F</td>
<td>10am-11:50am</td>
<td>SHK 145</td>
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<tr>
<td></td>
<td>Th</td>
<td>8am-10:50am</td>
<td>SHK 134</td>
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</tbody>
</table>

**BIOL & 223 P/S Majors Organismal Physiology**  
Problem session to accompany BIOL 223. In depth analysis of concepts and course content, lab report preparation. Non-transferable. (Formerly BIOL 220 P/S.) CR: Concurrent enrollment in BIOL 223.

| 2064 | PS | T | 10am-10:50am | SHK 145 | Pape-Lindstrom P |

**BIOL & 231 Human Anatomy**  
Detailed examination of the structure of the human body using models, charts, computer programs, fresh animal specimen dissection, and dissection of the preserved cat. For biology and allied health professional majors. (Formerly BIOL 235.) PR: BIOL & 211 with a grade of C or higher, and CHEM & 121 or higher, or one year of high school chemistry within the last five years with a grade of C or higher. Lab fee: $57.05.

<table>
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<tr>
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<tr>
<td>2072</td>
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<td>SHK 140</td>
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<td>SHK 145</td>
<td>Stern E</td>
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<td>T</td>
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<td>SHK 140</td>
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</table>

**BIOL & 232 Human Physiology**  
Detailed study of the functioning and interrelationships of the organ systems of the human body using diagnostic lab exercises and computer software. (Formerly BIOL 232.) PR: BIOL & 211 with a grade of C or higher, and CHEM & 121 or higher, or one year of high school chemistry within the last five years with a grade of C or higher, and BIOL & 231 with a grade of C or higher. Lab fee: $35.70.

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<td>SHK 140</td>
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<tr>
<td></td>
<td>Th</td>
<td>7pm-9:50pm</td>
<td>SHK 140</td>
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</tbody>
</table>

**BIOL & 250 Microbiology**  
Survey of microorganisms and their biological activities, with special emphasis on bacteria. (Formerly BIOL 250.) PR: BIOL & 211 or BIOL & 222 and BIOL & 223 or BIOL & 232, all with grade of C or higher. Lab fee: $117.20.

<table>
<thead>
<tr>
<th>2090</th>
<th>A</th>
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<td>T</td>
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**BOTANY**

**BOT 113 Plants of the Pacific NW**  
Introduction to classification and identification of ferns, conifers and flowering plants, with an emphasis on flora of the Pacific Northwest. PR: ENGL 098 with a grade of C or higher, or skills assessment at ENGL 101 or higher level. MATH 080 or skills assessment at MATH 081 or higher level. Lab fee: $35.70.

<table>
<thead>
<tr>
<th>2130</th>
<th>A</th>
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<th>Schwartz F</th>
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<tr>
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<td>W</td>
<td>12pm-2:50pm</td>
<td>SHK 134</td>
<td></td>
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</table>

**BUSINESS**

**BUS 101 Introduction to Business**  
Survey of, and orientation to, the American business system. Overview of business environment, private enterprise system, business organization, management processes, and business operation. Intended as an introductory course for students majoring in any field of study. (Formerly BUS 101.)

<table>
<thead>
<tr>
<th>2180</th>
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<td>OL2</td>
<td>Online</td>
<td>Lewis P</td>
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<tr>
<td>2182</td>
<td>OL3</td>
<td>Online</td>
<td>Lewis P</td>
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<td>2186</td>
<td>HY1</td>
<td>MT</td>
<td>9am-9:50am</td>
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<tr>
<td>2187</td>
<td>HY1</td>
<td>MT</td>
<td>10am-10:50am</td>
</tr>
<tr>
<td>2188</td>
<td>HY1</td>
<td>MT</td>
<td>11am-11:50am</td>
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<td>Course Code</td>
<td>Course Title</td>
<td>Credits</td>
<td>Description</td>
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</tr>
<tr>
<td>BUS 104</td>
<td>Business English</td>
<td>5</td>
<td>Focuses on standards and conventions of written English. Includes proofreading and editing.</td>
</tr>
<tr>
<td>BUS 105</td>
<td>Small Business Essentials</td>
<td>5</td>
<td>The study of entrepreneurship, with emphasis on identifying market opportunities and the development of marketing and business plans to meet these opportunities. Major business functions and the business lifecycle will be explored.</td>
</tr>
<tr>
<td>BUS 110D</td>
<td>Business Communications</td>
<td>5</td>
<td>Study of business communications principles within the global workplace. Includes writing and speaking assignments to diverse audiences. Also includes listening skills and interpreting nonverbal communication within varying cultures. PR: Recommended: BUS 104 and placement in ENGL 098.</td>
</tr>
<tr>
<td>BUS 130</td>
<td>Business Computations</td>
<td>5</td>
<td>Apply mathematical concepts in Excel to complete basic math operations, fractions, percent, percent increase/decrease, bank reconciliation, payroll, taxes and insurance, discounts, interest, mortgages, depreciation. PR: Strong working knowledge of arithmetic or completion of MATH 070 or equivalent recommended. CL 101 or equivalent recommended.</td>
</tr>
<tr>
<td>BUS 140</td>
<td>Introduction to Hotel Management</td>
<td>5</td>
<td>Introduction to management and operations of the hotel industry. General management, room operation, food and beverage operation, marketing, financial control and information management and human resource policy management issues will be examined.</td>
</tr>
<tr>
<td>BUS 150</td>
<td>Principles of Marketing</td>
<td>5</td>
<td>Introductory course in marketing concepts. Study of business activities that direct the flow of goods and services. Also includes promotion, distribution and pricing.</td>
</tr>
<tr>
<td>BUS 165</td>
<td>Service Essentials for Business</td>
<td>5</td>
<td>Theory and skills relating to internal and external customer service. Elements of service culture, behavioral styles, verbal and nonverbal communication, diversity, customer loyalty, and service recovery.</td>
</tr>
<tr>
<td>BUS 190</td>
<td>Business Seminar</td>
<td>1</td>
<td>This seminar will be used to teach various subjects in the areas of management, marketing, and operations. Subjects will be current topics in these fields that are not in the published curriculum. Focus for Spring Quarter will be on Conflict Management.</td>
</tr>
<tr>
<td>BUS 191</td>
<td>Business Internship</td>
<td>4</td>
<td>Provides students with a supervised work environment to apply their management, marketing and operations knowledge in either a for-profit or non-profit organization, to foster professional growth, and to gain self-confidence.</td>
</tr>
<tr>
<td>BUS 200</td>
<td>Principles of Management</td>
<td>5</td>
<td>Intro to basic principles of good business management. Consideration of basic management functions of organizing, planning, directing, staffing, and controlling.</td>
</tr>
<tr>
<td>BUS&amp; 201</td>
<td>Business Law</td>
<td>5</td>
<td>Origin, evolution, concepts, and functions of law and judicial system. Required law course for students transferring to CWU, WSU, WWU or UW of Bothell. UW of Seattle transfer students should take POLS&amp; 200. (Formerly BUS 220.) PR: Sophomore standing or business experience recommended.</td>
</tr>
<tr>
<td>BUS 206</td>
<td>Entrepreneurship II</td>
<td>5</td>
<td>This second of a two part series will focus on managing, growing and liquidating a business. This hands-on course involves off campus activities and on-line interaction. BUS 206 is a continuation of BUS 205.</td>
</tr>
<tr>
<td>BUS 255</td>
<td>Business Consulting</td>
<td>5</td>
<td>Student teams will consult to businesses in Snohomish County. Services provided are marketing strategies, websites, and improving the operational infrastructure of the business.</td>
</tr>
</tbody>
</table>

**BUSINESS TECHNOLOGY**

For additional courses in business related fields see, Medical Coding, Medical Transcription, Computer Science, Computer Literacy, and Corporate and Continuing Education Center.

Classes with the section “SC” are scheduled in a lab environment with regular class hours. Students complete the additional work in the lab before or after the regularly scheduled class.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>BT 100</td>
<td>Beginning Keyboarding</td>
<td>5</td>
<td>Introduces key-by-touch system emphasizing correct ergonomics. Development of speed and accuracy. Includes techniques for editing, saving, opening and closing documents and application of skills to personal letters and reports.</td>
</tr>
<tr>
<td>BT 105</td>
<td>Keyboard--Speed/Accuracy</td>
<td>3</td>
<td>Improves keyboarding speed and accuracy through the use of programmed software which diagnoses student keyboarding problems and prescribes appropriate practice material. May be repeated one time. PR: BT 100, typewriting by touch or instructor permission.</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Name</td>
<td>Credits</td>
<td>Description</td>
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<tr>
<td>BT 115</td>
<td>Records Management</td>
<td>5</td>
<td>Creation, maintenance, and disposition of records. RetrieviNG and storing records utilizing manual methods and computer database programs. Lab fee: $24.45.</td>
</tr>
<tr>
<td>BT 130</td>
<td>Editing/Transcription</td>
<td>5</td>
<td>Develops transcription and editing skills; understanding of the mechanics of good writing. Business correspondence is transcribed using WAV files and appropriate software. PR: Touch keyboarding proficiency and BUS 104 or concurrent enrollment or instructor permission. Lab fee: $24.45.</td>
</tr>
<tr>
<td>BT 145</td>
<td>Civil Litigation</td>
<td>5</td>
<td>Focus on general legal terminology and vocabulary as well as pretrial and trial procedure. Proofreading and writing mechanics are emphasized. Transcribe correspondence and pleadings using WAV files and appropriate hardware/software. PR: Touch keyboarding and BUS 104 or concurrent enrollment or instructor permission. Lab fee: $24.45.</td>
</tr>
<tr>
<td>BT 146</td>
<td>Will/Probate/Domestic Relations</td>
<td>5</td>
<td>Develops transcription and editing skills; focuses on wills, probate, and family law procedures. Transcribe correspondence, legal documents and forms. Documents are transcribed using WAV files and appropriate software. PR: Touch keyboarding and BUS 104 or concurrent enrollment or instructor permission. Lab fee: $24.45.</td>
</tr>
<tr>
<td>BT 147</td>
<td>Bankruptcy and Corporate Law</td>
<td>5</td>
<td>Focuses on corporate, real estate, and bankruptcy law. Transcription of corporate documents. Proofreading and writing mechanics are emphasized. Documents are transcribed using WAV files and appropriate hardware/software. PR: Touch keyboarding and BUS 104 or concurrent enrollment or instructor permission. Lab fee: $24.45.</td>
</tr>
<tr>
<td>BT 149</td>
<td>Job Search &amp; Professional Development</td>
<td>5</td>
<td>Focuses on skills, attitudes, and practices needed for effective job search. Includes self-assessment, employer research, resume creation, cover and follow-up letters, and interview techniques.</td>
</tr>
<tr>
<td>BT 150</td>
<td>Principles of Medical Insurance</td>
<td>5</td>
<td>Introduction of the medical billing cycle. Explanation of health insurance policies, analysis of insurance forms, and recognition of legal issues and medical confidentiality (HIPAA).</td>
</tr>
<tr>
<td>BT 219</td>
<td>Introduction to MS Word</td>
<td>5</td>
<td>Introduces word processing functions and applications using Microsoft Word. PR: CL 101 recommended.</td>
</tr>
<tr>
<td>BT 229</td>
<td>Advanced Microsoft Word</td>
<td>5</td>
<td>Comprehensive study of the advanced functions of Microsoft Word and an introduction to Microsoft Office Publisher. PR: BT 219 or instructor permission.</td>
</tr>
<tr>
<td>BT 240</td>
<td>Access</td>
<td>5</td>
<td>Presents intermediate/advanced techniques in Microsoft Access. Emphasis on formatting text and numbers, advanced queries and reports, macros, and importing and exporting data. PR: CL 101 or equivalent. Lab fee: $38.95.</td>
</tr>
<tr>
<td>BT 242</td>
<td>Excel</td>
<td>5</td>
<td>Presents intermediate/advanced techniques in Microsoft Excel. Emphasis on creating professional-looking workbooks, using templates, creating multiple worksheets and using functions. PR: CL 101 or instructor permission.</td>
</tr>
<tr>
<td>BT 243</td>
<td>Advanced Excel</td>
<td>5</td>
<td>Continuation of BT 242, Microsoft Excel. Project based approach to improve workflow, eliminate repetition and produce more informative reports. Maintain, and enhance existing spreadsheets through structural revision and automation. PR: BT 242 or equivalent. Lab fee: $38.95.</td>
</tr>
</tbody>
</table>

Helpful for students:
- **Do you need an advisor?**
  - Contact one of these offices and ask to talk with an advisor.
- **Counseling, Advising and Career Center**
  - 3rd Floor of Parks Student Union, 425-388-9263
- **Advising in Enrollment Services**
  - Jackson Center, 425-388-9106 or 9206
  - Or send an email to admissions@everettcc.edu
  - You can also find Curriculum Guides at www.everettcc.edu/c.guides
### CHEMISTRY

**CHEM & 121 Introduction to Chemistry**
Atomic structure, chemical bonding, nomenclature, states of matter, solution, acids, bases and salts, reaction rates and chemical equilibrium. (Formerly CHEM 101.) PR: ENGL 098 with a grade of C or higher; and MATH 082, MATH 088 or MATH 090 with a grade of C or higher, or placement into MATH 099 via an assessment test score. Lab fee: $35.70.

<table>
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<td>WHI 102</td>
<td>Powell S</td>
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<tr>
<td></td>
<td>Th</td>
<td>8am-9:50am</td>
<td>WHI 332</td>
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<td>2502</td>
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<td>8am-9:50am</td>
<td>WHI 102</td>
<td>Powell S</td>
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<td>8am-9:50am</td>
<td>WHI 332</td>
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<td>2504</td>
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<td>8am-9:50am</td>
<td>WHI 103</td>
<td>Brackett A</td>
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<td>W</td>
<td>8am-9:50am</td>
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<td>2508</td>
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<td>5pm-6:50pm</td>
<td>WHI 102</td>
<td>Kontulis M</td>
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<tr>
<td></td>
<td>Th</td>
<td>5pm-6:50pm</td>
<td>WHI 332</td>
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</table>

**CHEM & 121 P/S-Introduction to Chemistry**
Optional non-transferable problem-solving session. (Formerly CHEM 101 P/S.)

**CHEM & 121 C (2504) is offered concurrently with CHEM & 121 B (2502).**

**CHEM & 121 D (2507) is offered concurrently with CHEM & 121 C (2504).**

**CHEM & 121 E (2508) is offered concurrently with CHEM & 121 D (2507).**

**CHEM & 131 Introduction to Organic/Biochemistry**
Structure, nomenclature, and reactions of organic compounds; introductory biochemistry. (Formerly CHEM 102.) PR: ENGL 098 with a grade of C or higher, and CHEM & 121 or CHEM & 161 or instructor permission. Lab fee: $35.70.

<table>
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<td>WHI 103</td>
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<tr>
<td></td>
<td>T</td>
<td>10am-11:50am</td>
<td>WHI 343</td>
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**CHEM & 140 General Chemistry Prep/w/Lab**
Includes measurements, properties and structure of matter, nomenclature and weight relations. Intended for students who want to obtain the background for the CHEM & 161 - 163 series. Not for students with a recent course in high school chemistry. (Formerly CHEM 098.) PR: ENGL 098 with a grade of C or higher, or concurrent enrollment in ENGL 098, or placement into ENGL & 101; and MATH 099 with a grade of C or higher, or concurrent enrollment in MATH 099, or placement into MATH & 141. Lab fee: $35.70.

<table>
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<td>W</td>
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<td>WHI 332</td>
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</table>

**CHEM & 162 General Chemistry w/Lab II**
Atomic periodicity, chemical bonding theories, solid and liquid states and solutions. (Formerly CHEM 150.) PR: CHEM & 161 with a grade of C or higher. Lab fee: $35.70.

<table>
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<td></td>
<td>W</td>
<td>1pm-3:50pm</td>
<td>WHI 345</td>
<td></td>
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<tr>
<td>2532</td>
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<td>MTWTh 11am-11:50am</td>
<td>WHI 103</td>
<td>Brackett A</td>
</tr>
<tr>
<td></td>
<td>Th</td>
<td>1pm-3:50pm</td>
<td>WHI 345</td>
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</table>

**CHEM & 163 General Chemistry w/Lab III**
Reaction rates and equilibrium, acid-base equilibria, solubility equilibria, thermodynamics, electro chemistry and nuclear chemistry. (Formerly CHEM 160.) PR: CHEM & 162 with a grade of C or higher, or instructor permission. Lab fee: $57.05.

<table>
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<td>WHI 248</td>
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<tr>
<td></td>
<td>W</td>
<td>1pm-3:50pm</td>
<td>WHI 332</td>
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</tr>
<tr>
<td>2542</td>
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<td>MTWTh 11am-11:50am</td>
<td>WHI 248</td>
<td>Kontulis M</td>
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<tr>
<td></td>
<td>Th</td>
<td>1pm-3:50pm</td>
<td>WHI 332</td>
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</table>

**CHEM & 263 Organic Chemistry III**
Continuation of CHEM & 262. (Formerly CHEM 202.) PR: CHEM & 262 with a grade of C or higher. Lab fee: $57.05.

<table>
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<tbody>
<tr>
<td>2550</td>
<td>A</td>
<td>MW 1pm-2:20pm</td>
<td>WHI 103</td>
<td>Singh S</td>
</tr>
<tr>
<td></td>
<td>TTh</td>
<td>1pm-3:50pm</td>
<td>WHI 343</td>
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</tbody>
</table>

**CHEM & 263 P/S Organic Chemistry III**
Optional non-transferable problem-solving session. (Formerly CHEM 202 P/S.)

<table>
<thead>
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<th>Section</th>
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<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>2551</td>
<td>A</td>
<td>PS1 2:30pm-3:20pm</td>
<td>WHI 103</td>
<td>Singh S</td>
</tr>
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</table>

**CHINESE**
See the World Languages section of this schedule.

**COMMUNICATION STUDIES**

**CMST & 102 Introduction to Mass Media**
Survey of mass media, including newspapers, magazines, television, radio, book and music publishing, motion pictures and advertising; emphasizing the history structural biases of the mass media. (Formerly JOURN 150.)

<table>
<thead>
<tr>
<th>Section</th>
<th>Type</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>2560</td>
<td>Online</td>
<td>OL1</td>
<td>Daily</td>
<td>2:30pm-3:20pm</td>
<td>Otanez A</td>
</tr>
</tbody>
</table>

**CMST 103 Public Speaking for Educators**
CMST & 220 option for education majors. (Formerly SPCH 103.) PR: Completion of ENGL 098 with a grade of C or higher or eligibility for ENGL & 101.

<table>
<thead>
<tr>
<th>Section</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>2646</td>
<td>A</td>
<td>Daily 10am-10:50am</td>
<td>GWH 152</td>
<td>White K</td>
</tr>
</tbody>
</table>

**CMST 104 Oral Interpretation of Literature**
Study of literature through performance and theory. (Formerly SPCH 102.)

<table>
<thead>
<tr>
<th>Section</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>2648</td>
<td>A</td>
<td>Daily 10am-10:50am</td>
<td>GWH 378</td>
<td>Dellasega M</td>
</tr>
</tbody>
</table>
Tell Me a Story!

CMST 104 - Oral Interpretation of Literature

Imagine reciting *Green Eggs and Ham* aloud to your children and getting them so excited they can't wait to learn how to read. Imagine performing a poem by Emily Dickinson and provoking excited discussion among a group of teenagers. Come discover how much fun literature can really be in CMST 104.

► **No Textbooks, no tests**
► **Fulfills a Humanities requirement**
► **A course for teachers, actors, parents, and lovers of literature!**

---

**CMST 204D** Intercultural Communication 5
Introduction to communication between people from different cultures. (Formerly SPCH 204D.) PR: Completion of ANTH& 206D, SOC& 101 or CMST& 210 strongly recommended.

HD 2650 HY TWTh 11am-11:50am GWH 276 Wisdom-Whitley L

**CMST & 210** Interpersonal Communication 5
Interpersonal communication theory and skills. (Formerly SPCH 100.) PR: Completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101.

2652 HY1 TWTh 8am-8:50am GWH 368 Wisdom-Whitley L
2654 HY2 TTh 9am-9:50am GWH 368 Wisdom-Whitley L
2656 C Daily 10am-10:50am GWH 368 Staff
2658 D Daily 11am-11:50am GWH 368 Staff
2660 E Daily 12pm-12:50pm GWH 368 Staff
2662 F MW 1pm-3:15pm GWH 368 Staff
2664 S MW 7pm-9:30pm GWH 368 Staff
2666 T TTh 4:50pm-6:50pm GWH 368 Staff

**CMST 220** Public Speaking 5
Methods of speech organization and composition; speaking skills in varied settings; audience analysis and speech criticism. (Formerly SPCH 101.) PR: Completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101.

2668 A Daily 9am-9:50am GWH 372 Staff
2670 B Daily 10am-10:50am GWH 372 Staff
2672 C Daily 11am-11:50am GWH 372 Staff
2674 D Daily 12pm-12:50pm GWH 372 Staff
2676 S MW 4:50pm-6:50pm GWH 368 Staff
2678 T TTh 7pm-9:30pm GWH 368 Staff

**COMPUTER LITERACY**
Students with limited or no computer skills should take CL 096 or RSS 096. See Reading/Study Skills section for more information. For additional courses in Computer and Business Technology, see Computer Science, Corporate and Continuing Education Center, Medical Coding, and Medical Transcription.

**CL 096** Computer Comfort 5
Course is designed for students who need basic computer confidence & skill building. Emphasis is on basic computer skills and learning strategies to help students succeed in college-level classes. No prior computer experience is necessary. Recommended for students who are new to computers and hesitant about today's technology as used in college classrooms. Credit may not be earned in both CL 096 and RSS 096. Lab fee: $38.95.

2700 A Daily 10am-10:50am RAI 108 Galloway D
2702 B MTWTh 12pm-1:05pm RAI 108 Staff
2704 S TTh 7pm-9:30pm RAI 108 Galloway D

**CL 101** Computer Literacy 5
Introduces students to the Windows environment and to the Microsoft Office software program. Emphasis on file management. Uses practical problems to illustrate computer applications.

*Section A (2760) is held at Tulalip South Lot Building, 6103 – 31st Ave. NE, Building B, Tulalip.*
*Sections HY1,2,3 (2754,2755,2756) have a lab fee of $24.45.*
*Section SC1 (2762) has a lab fee of $38.95.*

**CL 102** Computer Use & File Management 2
Overview of the basic functions of a computer and its operating system. Includes understanding of the computer environment, working with basic windows tasks, managing files, understanding viruses, and dealing with printer setup and output. Lab fee: $9.70.

2750 OL1 Online Markovich T
2751 OL2 Online Willestoft K
2754 HY1 TWTh 8am-8:50am OLY 129 Gilpin G
2755 HY2 TWTh 9am-9:50am SHK 224 Joyner J
2756 HY3 TWTh 10am-10:50am SHK 224 Joyner J
2760 A TTh 12:30pm-3pm OFF TSL Shaeffer J
2762 SC1 TTh 4:30pm-7pm OLY 130 Porter K

**CL 103** Word Processing 2
Overview of Word. Includes creating and formatting documents and duplicating and moving text within and between documents, creating standard tables, using pictures and images in a document, and using mail merge tools. Lab fee: $9.70.

2770 HY1 W 11am-11:50am SHK 224 Joyner J
2771 HY2 W 12pm-12:50pm SHK 224 Joyner J
2772 HY3 W 1pm-1:50pm SHK 224 Joyner J

**CL 104** Spreadsheets 2
Provides an overview of Excel. Includes developing, formatting, and modifying Excel spreadsheets. Other Excel concepts introduced include applying standard mathematical and logical formulas and creating and formatting graphs and charts. Lab fee: $9.70.

2790 HY1 W 11am-11:50am SHK 224 Joyner J
2791 HY2 W 12pm-12:50pm SHK 224 Joyner J
2792 HY3 W 1pm-1:50pm SHK 224 Joyner J

---

**Tell Me a Story!**

CMST 104 - Oral Interpretation of Literature

Imagine reciting *Green Eggs and Ham* aloud to your children and getting them so excited they can't wait to learn how to read. Imagine performing a poem by Emily Dickinson and provoking excited discussion among a group of teenagers. Come discover how much fun literature can really be in CMST 104.

► **No Textbooks, no tests**
► **Fulfills a Humanities requirement**
► **A course for teachers, actors, parents, and lovers of literature!**
Courses with these symbols have specific options, prerequisites or fees. When you see a course with one of these symbols, be sure to look on page 18 to see the course information these symbols indicate.

CL 105 Databases 2
Provides an overview of Access. Includes creating and modifying Access tables, queries, forms, and reports; creating relationships between tables and retrieving and manipulating information by using queries and sort tools. Lab fee: $9.70.

2785 HY1 W 11am-11:50am SHK 224 Jayner J
2786 HY2 W 12pm-12:50pm SHK 224 Jayner J
2787 HY3 W 1pm-1:50pm SHK 224 Jayner J

CL 106 Powerpoint Presentations 2
Provides an overview of PowerPoint. Includes creating, formatting, modifying, and preparing presentations using different slide layouts; duplicating and moving text, pictures, images, and using slide show effects. Lab fee: $9.70.

2790 HY1 W 11am-11:50am SHK 224 Joyner J
2791 HY2 W 12pm-12:50pm SHK 224 Joyner J
2792 HY3 W 1pm-1:50pm SHK 224 Jayner J

CL 107 Basic Computer Systems 2
Focus is on providing an overview of the physical make-up of a personal computer system and fundamental concepts. Basic concepts include how a computer functions, hardware, software, security, and legal issues associated with computers. Lab fee: $9.70.

2795 HY1 W 11am-11:50am SHK 224 Joyner J
2796 HY2 W 12pm-12:50pm SHK 224 Jayner J
2797 HY3 W 1pm-1:50pm SHK 224 Jayner J

COMPUTER SCIENCE

CS 108 Introduction Operating Systems/Environment 5
Introductory course focusing on the fundamentals of computer operating systems and the user interface. (Formerly CS 108.) PR: CL 101 or instructor permission and completion of RSS 104 with grade of C or higher or assessment score in reading indicating student is college-ready is required. Lab fee: $38.95.

2820 S TTh 7pm-9:30pm SHK 230 Laidig K

CS 117 Introduction to Computer Network 5
Provides an introduction to computer networks including both theory and practical experience. Topics will include topologies, cabling, terminology, network protocols, IEEE, and other network standards. Emphasizes fundamentals of server/client, wired and wireless network installation and management. (Formerly CIS 117.) PR: CL 101 or instructor permission. Completion of RSS 104 with grade of C or higher, or assessment score in reading indicating student is college-ready is required.

2830 S MW 4pm-6:30pm SHK 232 Moser A

CS 120 Beginning Web Pages 5
Beginning course in web page construction using a markup or document oriented language. A brief introduction to XML will be included. Will also include the use of scripting language such as JavaScript. (Formerly CP 120.) PR: CL 101 or instructor permission. Completion of RSS 104 with grade of C or higher or assessment score in reading indicating student is college-ready is required.

2838 HY TTh 2pm-3:50pm SHK 230 Jayner J

CS 122 LAN Architecture 5
Presents the concepts and configuration skills involved in designing, installing, and maintaining a Cisco switched Local Area Network. Lab work will focus on using hubs and switches to create a segmented network. (Formerly CIS 122.) PR: CL 117 or instructor permission.

2842 S TTh 4pm-6:30pm SHK 232 Moser A
2843 S TTh 4pm-6:30pm SHK 234 Moser A

CS 124 Introduction to Database Design 5
Introduction to database design and data analysis. Emphasis is on general database theory and accurate database design using normal forms and usage dependant normal forms. Data analysis will explore provably correct data structures. (Formerly CIS 124.)

2844 S TTh 7pm-9:30pm SHK 230 Gilbert D

CS 126 Advanced Database Programming 5
Advanced topics in database using SQL, including select, delete, update, joins, unions, inserts, and stored procedures. Ability to import, extract, update, and maintain multiple tables will be covered. Security issues such as privileges will also be covered. (Formerly CIS 128.) Lab fee: $38.95.

2846 HY TTh 4pm-6:30pm SHK 232 Gilbert D

CS& 131 Computer Science I - C++ 5
Focuses on software development skills using the C++ programming language. Introduces programming concepts, variable declarations, assignment statements. (Formerly CP 131.) PR: MATH 099 with a grade of C (2.0) or higher, or equivalent.

2852 S MW 7pm-9:30pm SHK 230 Laidig K

Contact Patrick Murphy, pmurphy@everettcc.edu for more information
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>CS 132</td>
<td>Computer Science II - C++</td>
<td>5</td>
<td>Software development skills using the C++ programming language, emphasizes character arrays (strings), recursion, structures, unions, text and binary file processing. This course is offered once per year for students intending to transfer to the University of Washington Bothell only. (Formerly CP 132.) PR: CS &amp; 131 with a grade of C (2.0) or higher. Lab fee: $38.95.</td>
</tr>
<tr>
<td>CS 161</td>
<td>PC Technician I</td>
<td>5</td>
<td>Focus will be on primary hardware features, types, and components of PC's and workstations as related to the A+ Certification Test. (Formerly CIS 161.) PR: CL 101 and CS 108 or instructor permission, completion of RSS 104 with grade of C or higher or assessment score in reading indicating student is college-ready is required. Lab fee: $38.95.</td>
</tr>
<tr>
<td>CS 162</td>
<td>PC Technician II</td>
<td>5</td>
<td>Advanced topics in PC operating systems with an emphasis on gaining technical expertise in preparation for A+ certification testing. (Formerly CIS 162.) PR: CS 108 and CS 161 or instructor permission. Lab fee: $38.95.</td>
</tr>
<tr>
<td>CS 190</td>
<td>Seminar</td>
<td>1-3</td>
<td>Seminar covers various subjects in the field of computer science and programming. Subjects will be current and emerging technologies in these fields that are not in the published curriculum. (Formerly CIS 190.)</td>
</tr>
<tr>
<td>CS 195</td>
<td>Computer Careers Internship</td>
<td>1-5</td>
<td>Provides students with a safe, supervised work environment to apply their academic skills. Allows students to put into practice administrative and technical skills. (Formerly CIS 195.) PR: CS 161 or CS 120 or CS 124 or instructor permission. Students meet only on the 1st Friday of the quarter with the instructor.</td>
</tr>
<tr>
<td>CS 210</td>
<td>Application Tech Support</td>
<td>5</td>
<td>Familiarizes Information Technology students with the applications of the Microsoft Office suite from a user perspective, and prepares them to offer technical support based on this enhanced understanding. (Formerly CIS 210.) PR: CS 162 or instructor permission. Lab fee: $38.95.</td>
</tr>
<tr>
<td>CS 220</td>
<td>Advanced Web Pages</td>
<td>5</td>
<td>Focus on how to manipulate databases from within web pages using a server side product such as Active Server Pages. (Formerly CP 220.) Lab fee: $38.95.</td>
</tr>
<tr>
<td>CS 222</td>
<td>WAN Arch. Design/Implementation</td>
<td>5</td>
<td>Presents the theory and skills relating to Wide Area Networks (WANs). Connecting multiple networks to create a large network environment is emphasized. Advanced TCP/IP configuration and implementation are major topics. (Formerly CIS 222.) PR: CS 117 and CS 122 or instructor permission. Lab fee: $38.95.</td>
</tr>
<tr>
<td>CS 224</td>
<td>Network Server Administration</td>
<td>5</td>
<td>Local Area Network (LAN) server installation, configuration and management. Covers topics such as equipment choice, network operating system choice, user account administration, system security, and data protection. (Formerly CIS 224.) PR: CS 108, CS 112, CS 162 or instructor permission. Lab fee: $38.95.</td>
</tr>
<tr>
<td>CS 280</td>
<td>Systems Analysis</td>
<td>5</td>
<td>Focus on Project Management as a key element for success in organization of all sizes. Emphasis is on a project life cycle, including a project’s scope, costs, and time constraints. Breadth of course includes all aspects of business operations.</td>
</tr>
<tr>
<td>CS 290</td>
<td>Advanced Seminar</td>
<td>3-5</td>
<td>This advanced seminar will be used to focus on various subjects in the field of computer science and programming. Subjects will be current and emerging technologies in these fields that are not in the published curriculum. (Formerly CIS 290.)</td>
</tr>
<tr>
<td>CS 295</td>
<td>Advanced Internships</td>
<td>5</td>
<td>On-the-job work experience in occupations directly related to student’s career choice. This advanced internship reinforces the students’ expertise gained in the 100 level Computer Information Systems courses. (Formerly CIS 295.) PR: CS 161 or CS 120 or CS 124 or instructor permission. Students meet only on the 1st Friday of the quarter with the instructor.</td>
</tr>
<tr>
<td>COS 111</td>
<td>Salon Management</td>
<td>5</td>
<td>Basic overview of salon business operations, including marketing strategies, financial control, factors affecting salon culture, insurance, business laws and health regulations. Special emphasis placed on examining a variety of local salons. PR: Instructor permission. CR: COSMT 201, 202 or 203.</td>
</tr>
</tbody>
</table>

**COSMETOLOGY**

All new Cosmetology students must attend an information session held at 9315 State Ave, Suite G, Marysville. Please contact the Cosmetology department for additional dates and times at 425-259-8283 for additional information.

**University Center of North Puget Sound**

425-252-9505

**Earn your Bachelor’s degree in Snohomish County**

- Social Sciences
- Information Technology
- Human Services
- Administrative Management
- Planning & Environmental Policy
- Environmental Science
- Elementary Education
- Liberal Arts at Tulalip
- Human Development
**COSMT 120 Cosmetology Compendium**

Theoretical review of facts from previous Cosmetology courses in preparation for in-house computerized exams before applying for WA state board examinations. PR: Instructor permission; COSMT 110-112; COSMT 204; 1330 clock hrs.

2932 A TBA TBA COS 104 Evans T

**COSMT 201 Lab/Shop Practice I**

9-15

Instruction/participation class in basic services performed by a cosmetologist. Students practice on models, mannequins, and each other. PR: Instructor permission. CR: COSMT 110, 111 or 112. Lab fee: $76.55.

2940 A MTWF 9:30am-4pm COS 104 Evans T

**COSMT 202 Lab/Shop Practice II**

9-15

Continuation of supervision in services performed by cosmetologists. Students practice on models, mannequins, and each other. PR: Instructor permission; COSMT 201; 300 clock hrs. Lab fee: $3.85 per credit.

2942 A MTWF 9:30am-4pm COS 104 Meyer V

**COSMT 203 Lab/Shop Practice III**

9-15

Continuation of supervision in services performed by cosmetologists. Students practice on models, mannequins, and each other. PR: Instructor permission; COSMT 202; 600 clock hrs. Lab fee: $3.85 per credit.

2944 A MTWF 9:30am-4pm COS 104 Meyer V

**COSMT 204 Lab/Shop Practice IV**

9-15

Continuation of supervision in services performed by cosmetologists. Students practice on models, mannequins, and each other. PR: Instructor permission; COSMT 203; 900 clock hrs. Lab fee: $3.85 per credit.

2946 A TWF 9:15am-4pm COS 104 Meyer V

**COSMT 205 Lab/Shop Practice V**

1-17.5

Continuation of supervision in services performed by cosmetologists. Students practice independently on models, mannequins, and each other. PR: Instructor permission; COSMT 204; 1200 clock hrs. Lab fee: $3.85 per credit.

2948 A MTWF 8am-4pm COS 104 Meyer V

**COSMT 206 Lab/Shop Practice VI**

1-17.5

May be used to complete curriculum, for special interest projects, and/or to complete required program clock hours. COSMT 206 is an additional quarter and is optional. PR: Instructor permission; COSMT 205; 1400 clock hrs. Lab fee: $3.85 per credit.

2950 A MTWF 8am-4pm COS 104 Meyer V

**COSMT 299 Special Projects**

1-5

May be used to complete curriculum, for special interest projects, and/or to acquire additional hours as set by Department of Licensing to meet state standards for out-of-state license, and those wanting to refresh and update their skills. Course is an additional quarter and is optional. PR: Instructor Permission. Lab fee: $3.65 per credit.

3000 A ARR COS Meyer V

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**CRIMINAL JUSTICE**

For more information regarding Criminal Justice, Law Enforcement and Corrections, call 425-388-9545 or 425-388-9517 or visit our web site at www.everettcc.edu.

**CJ 102 Police Patrol Operations**

5

Patrol procedures, officer safety, communication, interviews, control of suspects, emergency tactics and practical field exercises. (Formerly CRM J 106.) PR: CJ& 101 and permission of Criminal Justice coordinator.

3064 A Daily 10am-10:50am IND 103 Stewart J

**CJ 103 Criminal Investigation**

5

Investigative techniques, criminal procedure, crime scene management and the laws that govern investigations. (Formerly CRM J 107.) PR: CJ& 101 and permission of Criminal Justice coordinator.

3068 A Daily 8am-8:50am IND 101 Niebusch R

**CJ 125 Forensic Photo & Imaging**

3

Crime scene and evidence photography used by law enforcement personnel; current methods of obtaining accurate and reliable photo evidence necessary for prosecution of criminal cases. (Formerly CRM J 121.) PR: Successful completion of or concurrent enrollment in CJ& 101. Lab fee: $54.15.

3080 A Th 7am-8:30am WHI 262 Shattuck J

**CJ 222 Professional Development**

3

Focuses on the extensive application/testing and hiring process in criminal justice. Instruction on how to prepare and submit an application and resume/the Oral Board interview/pre-employment/ background investigation/poligraphy and psychological exam. (Formerly CRM J 215.) PR: CJ& 101 and permission of Criminal Justice coordinator.

3100 A Th 12pm-1:15pm IND 103 Hayes D

**CJ 224 Communications for CJ Professional**

5

An overview of effective communication processes for criminal justice professionals including verbal and non-verbal communication, interviewing and interrogation methods, courtroom demeanor. (Formerly CRM J 214.) PR: CJ& 101 and permission of Criminal Justice coordinator.

3104 A Daily 9am-9:50am IND 103 Stewart J

**CJ 241 Victimology**

3

History of victim’s rights movement, victim assistance programs, victimization patterns and trends, victim interaction with the Criminal Justice System, victim’s rights and remedies in the court system and victim advocacy.

3124 A MWF 10am-10:50am IND 101 Leonard R

**CJ 242 Organized Crime**

3

Focus on theories and evolution of traditional organized crime in America as well as examining many new and emerging organized crime groups attempting to acquire a stronghold on domestic criminal enterprise.

3128 A MWF 11am-11:50am IND 101 Leonard R

**CJ 250 Coop Work Experience**

1-5

Supervised field experience in local law enforcement/corrections and other criminal justice agencies. Students work approximately 10 hours per week at a variety of assigned tasks directly associated with the criminal justice system. (Formerly CRM J 250.) PR: CJ& 101 and permission of Criminal Justice coordinator.

3140 A TBA McNulty E
CJ& 101  Introduction to Criminal Justice  5
Philosophical and historical review of the American criminal justice system. Open to non-Criminal Justice majors as an elective. Required course for Criminal Justice majors. (Formerly CRM J 101.)

3060  A  Daily  9am-9:50am  IND 101  Leonard R
OL  3062  OL  Online  Leonard R

CJ& 112  Criminology  5
Explores the nature and extent of crime and delinquency, examines criminological theories of causes and solutions, analyzes law and the criminal justice system. (Formerly SOC 271.) SOC& 101 is strongly recommended. PR: Completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101 or instructor permission.

3070  A  MTWTh  1pm-2pm  IND 101  Polanco D

CJ& 240  Introduction to Forensic Science  5
Survey of the forensic sciences and their application in criminal investigation, adjudications, convictions, and exonerations. PR: Successful completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101.

OL  3120  OL  Online  Niebusch R

DRAMA

DRMA 100  Rehearsal, Production/Performance  2-5
Active participation in a theatrical production. Course registration follows the audition, interview and selection process. Students earn 2-5 credits, depending upon the role or technical crew responsibilities. (Formerly THEAT 100.)

H  3180  HY  MTWTh  1:30pm-4pm  BAK 120  Peterson B

DISTANCE/eLEARNING

Some departments have “distance” courses offered this quarter. To identify these courses look for “OL,” “HY,” and “TC” in the section after the item number. See page 14 and 15 for more details about Distance Learning/eLearning.

New online students should plan to attend a free one-hour orientation session for valuable tips on being successful in your online class. The next session is scheduled for March 24 at Noon-1pm and 6-7pm in Whitehorse Hall, Room 105.

Earn Humanities credits in two fun and exciting classes:

Acting Styles
DRMA 121 (formerly THEAT 121)

AND

Shakespeare I
ENGL& 224 (formerly ENGL 232)

These courses are NOT linked or part of a learning community. Students are encouraged, but not required, to register for both courses.
DIVERSITY

Students must complete a diversity requirement for all EvCC degrees. A Diversity course explores different cultural viewpoints through history, literature, the arts, communication and other perspectives. An approved Diversity course has a “D” in the course number. Often a “D” course also satisfies a degree requirement, such as a social science, communication or humanities course.

Look for these courses in this schedule:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>1507 ANTH 116D</td>
<td>Cultures in Context</td>
<td></td>
</tr>
<tr>
<td>1508 ANTH 116D</td>
<td>Cultures in Context</td>
<td></td>
</tr>
<tr>
<td>1514 ANTH&amp; 206D</td>
<td>Cultural Anthropology</td>
<td></td>
</tr>
<tr>
<td>1516 ANTH&amp; 206D</td>
<td>Cultural Anthropology</td>
<td></td>
</tr>
<tr>
<td>1596 ART 124D</td>
<td>Understanding World Art</td>
<td></td>
</tr>
<tr>
<td>1597 ART 124D</td>
<td>Understanding World Art</td>
<td></td>
</tr>
<tr>
<td>1598 ART 124D</td>
<td>Understanding World Art</td>
<td></td>
</tr>
<tr>
<td>2202 BUS 110D</td>
<td>Business Communications</td>
<td></td>
</tr>
<tr>
<td>2366 BT 181D</td>
<td>Diversity in Law/Ethics for Health</td>
<td></td>
</tr>
</tbody>
</table>

EARLY CHILDHOOD EDUCATION

All new students who are interested in the Early Childhood Education Program should attend the following information sessions:

February 27 at 12pm (noon); April 22 at 4pm.

Sessions will be held in Rainier Hall, Room 304. Call Louise Vlasic at 425-388-9301 for more information.

For additional courses applicable to Early Childhood Education certificate and/or degree options, see the Education section of this schedule.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 123</td>
<td>Intentional Teaching</td>
<td>5</td>
</tr>
<tr>
<td>ECE 140D</td>
<td>Family Culture and Self-Concept</td>
<td>5</td>
</tr>
<tr>
<td>ECE 207</td>
<td>Applied Math/Science in ECE Lab</td>
<td>2</td>
</tr>
<tr>
<td>ECE 233</td>
<td>Early Childhood Practicum III</td>
<td>2</td>
</tr>
<tr>
<td>ECE 244</td>
<td>Early Language &amp; Literacy</td>
<td>5</td>
</tr>
</tbody>
</table>

ECONOMICS

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECON 101D</td>
<td>Understanding Economics</td>
<td>5</td>
</tr>
<tr>
<td>ECON 201</td>
<td>Principles of Micro Economics</td>
<td>5</td>
</tr>
</tbody>
</table>
ECON& 202 Principles of Macro Economics 5
Introduction to economic reasoning. Includes organization, operation, and control of the American economy. ECON 101 may be substituted for ECON& 202 in vocational/technical business degree programs. (Formerly ECON 200.) PR: MATH 099 and ENGL&101 recommended.
OL 3354 OL Online Hu D
OL 3356 HY MTWTh 9am-9:50am WHI 353 Hu D

EDUCATION

To register for courses, see pages 7-9 or call 425-388-9208

EDUC& 115D Child Development 5
Study of physical, social, emotional, and cognitive development of children from prenatal to age eight. This course includes laboratory requirements. (Formerly ECE 120D.)
OL 3370 OL Online Schwab K K

EDUC 170 Education Portfolio I 2
Introduces the teaching portfolio in order to help education students document their pre-service teaching activities and fulfill the professional expectations of many colleges and universities. PR: Completion of EDUC 202 or ECE 130 or instructor permission.
3372 A TTh 12pm-12:50pm GWH 152 White K

EDUC& 202 Introduction to Education 5
Survey of the historical, sociological and philosophical aspects of American education. (Formerly EDUC 101.)
OL 3373 OL Online Schwab K K
OL 3374 A Daily 11am-11:50am GWH 152 White K

EDUC& 203 Exceptional Child 3
Explore the basic areas of need that result in qualifying for special education services for birth-8th grade students. Coverage of legislation that mandates an inclusive model for exceptional learners. (Formerly EDUC 145.)
OL 3376 OL Online Soukup M

EDUC 250 Education in Action 1-4
Cooperative work experience in a field-based setting for education majors (see EDUC 256). Allows students to earn college credit for work experience in public school classrooms. May be taken 3 times for credit under EDUC 250,251,252. PR: Completion of or concurrent enrollment in EDUC& 202. CR: Concurrent enrollment in EDUC 256 A is required.
3378 A TBA White K

EDUC 251 Education in Action 1-4
See course description under EDUC 250. PR: Completion of or concurrent enrollment in EDUC& 202. CR: Concurrent enrollment in EDUC 256 B is required.
3380 A TBA White K

EDUC 252 Education in Action 1-4
See course description under EDUC 250. PR: Completion of or concurrent enrollment in EDUC& 202. CR: Concurrent enrollment in EDUC 256 C is required.
3382 A TBA White K

EDUC 256 Education in Action Seminar 2
Weekly seminar to support cooperative work experience in a field-based setting for education majors (see EDUC 250-252). PR: Completion of or concurrently enrollment in EDUC& 202. CR: Concurrent enrollment in EDUC 250, 251 or 252 A is required.
3384 A MW 12pm-12:50pm GWH 152 White K
3386 B MW 12pm-12:50pm GWH 152 White K
3388 C MW 12pm-12:50pm GWH 152 White K

ENGR& 114 Engineering Graphics 4
Depicting 3-D objects and communicating design information. Emphasis on using parametric solid modeling software as a design tool. Use freehand sketching to develop visualization skills, design conceptualization and communication. (Formerly ENGR 123.) PR: MATH 142 or MATH&144 or instructor permission. Lab fee: $38.95.
3500 A TTh 1pm-3:40pm SHK 233 Osnes R

ENGINEERING

Engr 120 Introduction to Scientific Computing 2
Introduction to modern scientific computing applied to problems in engineering, mathematics and science. PR: MATH 142 or instructor permission. Lab fee: $24.45.
3504 A TWTh 11am-1:50pm SHK 233 Gilvydis D

Engr 143 Computer Programming for ENGR/Science II 5
Continuation of ENGR 142. Introduces concepts of modularity and encapsulation; focuses on modules and abstract data types. (Formerly ENGRN 143.) PR: ENGR 142 with a grade of C or higher. Lab fee: $38.95.
3508 A MW 1pm-3:40pm SHK 233 Gilvydis D

Engr& 204 Electrical Circuits 5
Introduction to basic circuit and systems concepts. (Formerly ENGRN 215.) PR: MATH& 153, PHYS& 222 or instructor permission. Lab fee: $28.10.
3512 A TTh 3pm-5:10pm WHI 253 Staff

Engr& 214 Statics 5
Fundamentals of engineering statics using vector notation in problem solving. Scientific calculator required. (Formerly ENGRN 210.) PR: ENGR 120 and PHYS& 221 or concurrent enrollment, or instructor permission.
3516 A M 9am-10:50am WHI 253 Gilvydis D
3552 TTh 10am-10:50am WHI 253

EMERGENCY SERVICES

Attending an Information Session will give you an overview of the Fire Science Program, the EMT and Fire 100 course entry requirements, and advise you how to get started. We suggest you allow enough time before or after a session to visit Financial Aid for forms and information. You do not need to sign up to attend any of the sessions:
February 25 at 5:30 pm; March 9 at 11 am; March 25 at 5:30 pm; April 13 at 11 am and April 29 at 5:30 pm.
All sessions are held in Parks Student Union Conference Room C. Contact Russell Colmore at 425-388-9161 or Della Leaf at 425-388-9545 for more information.

EMS 151 Emergency Medical Technician Training 11
Prepares participants in all phases of pre-hospital emergency care as needed for employment as an EMT. Content includes lecture and hands-on practice in emergency care, bleeding, shock, soft tissue injuries, environmental and childbirth emergencies, HIV/AIDS education, lifting and moving patients and other topics. Successful participants are eligible for WA State EMT-B and National Registry Exams. PR: Application with verification of immunizations and other documentation Self-support, non-tuition class; class fees $906.80. Begins March 23; ends June 13. Last day to register March 16; payment due at registration. Last day for 100% refund is April 3. No 50% refund for self-support classes.
3392 S MW 6:30pm-10pm IND 118 Putnam P
Sa 8am-5pm IND 152 Putnam P

To register for courses, see pages 7-9 or call 425-388-9208
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>ENGR&amp; 224</td>
<td>Thermodynamics</td>
<td>5</td>
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<tr>
<td></td>
<td>Theory and application to the fundamentals of thermodynamics</td>
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<tr>
<td>ENGR 225</td>
<td>Mechanics of Materials</td>
<td>5</td>
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<td>Introduction to the mechanics of solids: stress, strain and their relationships; torsion and bending.</td>
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<tr>
<td>ENGR 240</td>
<td>Applied Numerical Methods</td>
<td>4</td>
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<tr>
<td></td>
<td>Solutions to problems in engineering and science using modern computing tools. Application of mathematical computation in selecting computational algorithms and communicating results.</td>
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<tr>
<td>ENG T 100</td>
<td>Engineering Graphics</td>
<td>4</td>
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<tr>
<td></td>
<td>Theory and application of engineering drawing and an introduction to designing with a 2D CAD system.</td>
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<tr>
<td>ENG T 104</td>
<td>Mechanical Blueprint Reading</td>
<td>3</td>
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<tr>
<td></td>
<td>Instruction in interpreting mechanical/manufacturing blueprints per ASME Y14.5. Emphasis on practical applications of this standard as applied to reading, interpreting, and trouble shooting engineering production drawings.</td>
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</tbody>
</table>

**ENGLISH**

**How to Meet English/Writing Prerequisites**

Initial placement in pre-college-level composition courses (ENGL 092, 097 and 098) and in English Composition (ENGL& 101) is by assessment test scores. Entry into composition courses numbered higher than ENGL& 101 (102, 103, 201, 211, or 230) is by earning a grade of C or higher in ENGL& 101. For a weekly testing schedule, contact 425-388-9288 or go to www.everettcc.edu/testing.

If you have English credits from another college or university and you plan to enroll in a course that has a prerequisite (ENGL& 101, ENGL& 102, 103, 201, 211, or ENGL& 230) you should bring a copy of your transcript and course description to the Enrollment Services Office two (2) weeks prior to registration. Students who have English as a second language and who are not yet ready for ENGL 097, should refer to the next section for ESL 097.

**ENGL 092** Practical Grammar

A thorough introduction to the mechanics of the sentence. Especially useful for native speakers preparing for ENGL 097 and ENGL 098. PR: Placement by assessment score on the writing portion of the assessment test.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ENGL 092</td>
<td>Practical Grammar</td>
<td>5</td>
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<tr>
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<td>A thorough introduction to the mechanics of the sentence.</td>
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<td>Especially useful for native speakers preparing for ENGL 097</td>
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<td>and ENGL 098. PR: Placement by assessment score</td>
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<td></td>
<td>on the writing portion of the assessment test.</td>
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</tbody>
</table>
The British Are Coming!

Enroll in EngL 229
Survey of British Literature - ONLINE
Read and discuss a bevy of British texts. The journey begins with Beowulf, visits a couple of Chaucer's Canterbury Tales, takes to the freeway to Shakespeare's Merchant of Venice and Mary Shelley's Frankenstein, has a layover at Pat Barker's Regeneration and WWI, and stops at Angela Carter's The Bloody Chamber. Viewing literary works turned into films ends our travels.
ENGL 102D Composition II  
Writing documented research papers, using MLA or similar citation system, with emphasis on research methods and information evaluation. (Formerly ENGL 102D.) PR: ENGL 101 with a grade of C or higher.

*Section OL3 (3740) REQUIRES a 15-hour Service Learning commitment as a vital part of the learning process.

*Section C (3746) and Section H (3754) have a lab fee of $24.45.

*Section MO (3758) is being taught at Monroe High School and is open to all interested students who meet the eligibility requirements.

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ENGL 103 The Critical Paper  
Writing critical analysis of culture and the arts, including film, music, art, and popular culture. PR: ENGL 101 with a grade of C or higher.

ENGL 105 Creative Non-Fiction  
Introduction to the writing, constructive analysis and revision of creative non-fiction. PR: ENGL 101 with a grade of C or higher.

ENGL 108 Fiction Writing I  
Introduction to the writing, constructive analysis, and revision of fiction. Terms and techniques presented and applied to original student work.

ENGL 109 Screen & Play Writing I  
Introduction to the writing, constructive analysis, and revisions of original creative works for the visual media.

ENGL 113 Introduction to Poetry  
The study of selected poets and their works designed to increase understanding and appreciation of poetry through reading and analysis. (Formerly ENGL 113.)

ENGL 150 Tutor Training/Practice  
Peer tutoring techniques. Learn from supervised tutoring experiences in the Writing Center and from seminar discussions. One credit for 20 tutoring hours and one credit for ten seminars. PR: Grade B or higher in ENGL 101 and approval of Writing Center Coordinator.

ENGL 151 Tutor Training/Practice  
See course description under ENGL 150. PR: ENGL 150 or approval of Writing Center Coordinator.

ENGL 152 Tutor Training/Practice  
See course description under ENGL 150. PR: ENGL 151 or approval of Writing Center Coordinator.

ENGL 155 Non-Fiction Writing II  
Intermediate course in techniques of fiction, poetry and drama as applied to non-fiction using constructive criticism. PR: ENGL 105 or instructor permission.
FAMILY LIFE

Ever wonder --
“Why your child has temper tantrums when you’re on the phone?”
“If your son will ever be potty trained?”
“How to prepare your child for kindergarten?”
Find answers to these questions and others by enrolling in a parent cooperative preschool affiliated with Everett Community College. Preschools serving young children (18 months to 5 years old) are located in several communities in the area. Two groups serve income-eligible families through the Early Childhood Education & Assistance Program (ECEAP). All programs include a parent education component and parent involvement in the preschool. For more information or to find a group near you, call 425-388-9097.

FILM

FILM 100 Introduction to Film 5
OL 4196 OL Online Murphey D

FILM 102 International Film 5
Critical survey of process (production, distribution, exhibition), style, and content of American and international film from earliest technology in the U.S. and Europe to emerging film industries around the globe.
H 4198 HY MW 11am-1:10pm WHI 341 Murphey D

ENGLISH AS A SECOND LANGUAGE

ESL 097 Academic Reading/Writing 6
This course is designed to encourage students to participate in classroom discussions on different topics.
0726 A MTWTh 1pm-2:50pm BAK 202 Castro M
0724 S MW 6pm-8:50pm RAI 202 Bruemmer J

ENVIRONMENTAL SCIENCE

ENVS& 100 Survey Environmental Science 5
Biological and ecological principles and how they pertain to current issues of population growth and control, diminished food supply, water, air pollution, and similar environmental issues. (Formerly ENV S 101.) MATH 080 or skills assessment at MATH 081 or higher; ENGL 098 with a grade of C or higher or skills assessment at ENGL& 101 or higher.
3950 A Daily 12pm-12:50pm SHK 141 Pape-Lindstrom P
3952 OL1 Online Forson D
3954 OL2 Online Forson D
Courses with these symbols have specific options, prerequisites or fees. When you see a course with one of these symbols, be sure to look on page 18 to see the course information these symbols indicate.

FIRE SCIENCE

Attending an Information Session will give you an overview of the Fire Science Program, the EMT and Fire 100 course entry requirements, and advise you how to get started. We suggest you allow enough time before or after a session to visit Financial Aid for forms and information. You do not need to sign up to attend any of the sessions:
February 25 at 5:30 pm; March 9 at 11 am; March 25 at 5:30 pm; April 13 at 11 am and April 29 at 5:30 pm.
All sessions are held in Index Hall, Room 100. Contact Della Leaf at 425-388-9545 or Russell Colmore at 425-388-9161 for more information.

FIRE 100 Fire Fighting Basic Technician 19.5
Basic fire fighting skills. Skills training for IFSAC FF1 testing. Live fire experience included. Successful applicants eligible for FFI/HazMat Awareness exams. PR: Approval course application, orientation and instructor permission. Application required. Self-support, non-tuition class. Class cost $4,159.45. Begins March 23, ends June 13. Last day to register March 5. Payment due at registration. No refund for this self-support class. Required: Application and mandatory orientation on Saturday, February 28, 9 am, Index Hall Room 100.
4210 A MTWTh 7:30am-5pm OFF Neyens D

FIRE 102 Introduction to Fire Service 2.5
Acquaints new fire fighters with the history, traditions, terminology and organization of the fire service. PR: FIRE 102 or instructor permission. Self-support, non-tuition class. Class fee: $237.50. Class begins March 31, April 16. Last day to register: March 17. Payment due at registration. Last day for 100% refund March 25. No 50% refund for self-support classes.
4212 S TTh 6pm-10pm IND 100 Johnson M J/Blankenship B

FIRE 103 Engine Company Basic Operations 3
Covers characteristics of fire and the equipment, resources used to fight them, basic methods of handling hose, hose and coupling construction and maintenance, record keeping procedures, and more. NFPA 1001, 1002. PR: FIRE 102 or instructor permission. Self-support, non-tuition class. Class fee: $269.20. Begins April 23, ends May 14. Last day to register: April 9. Payment due at registration. Last day for 100% refund April 17. No 50% refund for self-support classes.
4214 S TTh 6pm-10pm IND 100 Anderson B D

FIRE 104 Fire Dept Community Relations 2
Development of communication skills in assigning instruction, orders and information. Promotes customer service and shows how it is intertwined with fire prevention and public education. PR: FIRE 102 or instructor permission. Self-support, non-tuition class. Class fee: $195.30. Begins May 21, ends June 4. Last day to register: May 7. Payment due at registration. Last day for 100% refund: May 15. No 50% refund for self-support classes.
4216 S TTh 6pm-10pm IND 100 OLeary M

FIRE 122 Fire Company Operations I 3
In-depth course on the Incident Management System and how it is used on the fire ground, including first-in company tactics. PR: FIRE 102 or instructor permission. Self-support, non-tuition class. Class fee: $300.85. Begins March 31, ends April 21. Last day to register: March 17. Payment due at registration. Last day for 100% refund: March 25. No 50% refund for self-support classes.
4218 S TTh 6pm-10pm IND 101 Magee R

FIRE 124 Hazardous Materials/Operations Level 3
Awareness and operations level study of explosive, toxic, and hazardous materials with emphasis on intelligently handling fire situations. Meets NFPA 472. PR: FIRE 102 or instructor permission. Self-support, non-tuition class. Class fee: $269.20. Begins April 23, ends May 14. Last day to register: April 9. Payment due at registration. Last day for 100% refund April 17. No 50% refund for self-support classes.
4220 S TTh 6pm-10pm IND 101 Kreiman K S

FIRE 200 Fire Company Operations II 3
Officer-level training in multi-level planning, implementing and evaluating basic and advanced fire tactics. PR: PR: FIRE 102 or instructor permission. Self-support, non-tuition class. Class fee: $269.20. Begins May 21, ends June 11. Last day to register: May 7. Payment due at registration. Last day for 100% refund May 15. No 50% refund for self support classes.
4222 S TTh 6pm-10pm IND 101 Magee R

FIRE 202 Fire Investment/Evidence Preservation 3
Overview of methods to determine fire origin, causes, spread and behavior. Recognition of accidental and incendiary fires, securing and preserving evidence of suspected arson, interrogation methods. PR: FIRE 102 or instructor permission. Self-support, non-tuition class. Class fee: $269.20. Begins March 31, ends April 21. Last day to register: March 17. Payment due at registration. Last day for 100% refund: March 25. No 50% refund for self-support classes.
4224 S TTh 6pm-10pm IND 103 Cowley M

FIRE 203 Building Construction Fund 3
Basic building construction and design necessary for proper fire protection features, including materials, flame spread, fire resistiveness, and fire retardant qualities in various types of buildings. PR: FIRE 102 or instructor permission. Self-support, non-tuition class. Class fee: $269.20. Begins April 23, ends May 14. Last day to register: April 9. Payment due at registration. Last day for 100% refund April 17. No 50% refund for self-support classes.
4226 S TTh 6pm-10pm IND 103 Foster T

FIRE 205 Fire Dept Company Officer 3
Introduction to government and fire department structure, roles, responsibilities and legal liability of the first line supervisor. Meets NFPA 1021. PR: FIRE 102 or instructor permission. Self-support, non-tuition class. Class fee: $269.20. Begins May 21, ends June 11. Last day to register: May 7. Payment due at registration. Last day for 100% refund: May 15. No 50% refund for self-support classes.
4228 S TTh 6pm-10pm IND 103 Goodale K S

FRENCH

See the World Languages and Corporate and Continuing Education Center sections of this schedule.

GEOGRAPHICAL INFORMATION SYSTEMS (GIS)

GIS 205 Applications in GIS 5
An extension of GIS 201. Course focus is on applying spatial analysis techniques, different methods of data input, advanced display techniques with 3D imagery, and working with software programming. This is a hybrid class; a portion of the work is done online. You must have reliable internet access or you may use the EvCC open student computer lab. See page 10 for more information. Self-support, non-tuition class; class cost $492; an additional technology fee may also apply. Class begins March 30 and ends June 8. Payment is due at time of registration. Last day to register: March 24. Last day for 100% refund: April 3. There is no 50% refund option.
9683 CEH MW 12pm-3pm GWH 164 Lyste K
### GIS 250 Internship GIS 1-3
Supervised work experience; may be with a qualified employer or in a project with a public or private agency. Students must have completed most of the required coursework and receive instructor permission. It is the student’s responsibility to obtain the internship. Performance will be evaluated by the college instructor and the internship supervisor. Self-support, non-tuition class; class cost: $78 per credit; an additional technology fee may also apply. Payment is due at time of registration. Last day for 100% refund is 4 days after student's original registration. There is no 50% refund option.

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### GEOGRAPHY

**GEOG 101 Introduction to Geography 5**
General introduction to the physical and cultural processes and features of different world regions.

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<td>11am-11:50am</td>
<td>GWH 384</td>
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</table>

**GEOG 102D World Regional Geography 5**
Study of major geographical regions of the world to include their cultural and physical characteristics, resulting patterns of land use and interrelationships between people and the environment. Regions studied include: Russia, Europe, Asia (East, Southeast, South and Southwest), Africa, Latin America, and Anglo-America.

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<td>34518</td>
<td>Daily</td>
<td>10am-10:50am</td>
<td>GWH 384</td>
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</table>

**GEOG 201D Cultural Geography 5**
Study of interrelationships between cultural or human factors and the physical environment; research of such cultural factors as religion, language, political systems, economic activity, human migrations, settlement patterns, population factors, and present environmental concerns.

*This course is being taught at Monroe High School and is open to ALL interested students.*

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<td>TWTh</td>
<td>8am-9:50am</td>
<td>WHI 238</td>
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</table>

**GEOG 205 Physical Geography 5**
Survey of the physical features of the national environment and their control, formation, and distribution. Required weekend field trip: April 17-19. Satisfies Natural Science lab credit. PR: MATH 080 or skills assessment at MATH 081 or higher level; ENGL 098 with a grade of C or higher or skills assessment at ENGL 101 or higher level. Class Fee: $56.15; Field Trip Fee: $50 and Computer Lab Fee: $24.25.

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<td>GWH 164</td>
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### GEOL 106 Survey of Earth Science 5
Earth as a diverse system of interrelated processes. The origin and nature of Earth’s surface, interior, oceans, atmosphere, and surrounding space. Emphasis on the interactions between humans and Earth. (Formerly GEOS 100.) PR: MATH 080 or skills assessment at MATH 081 or higher; ENGL 098 with a grade of C or higher, or skills assessment at ENGL 101 or higher level.

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<td>4564</td>
<td>OL2</td>
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### GERMAN
See the World Languages section of this schedule.

### GLOBAL STUDIES

**GS 101D Introduction to Global Studies 5**
Introduction to contemporary global issues, drawing on the integrated knowledge and methodologies of multiple disciplines. PR: Completion of ENGL 098 with a grade of C or higher or eligibility for ENGL & 101 required.

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<th>CRN</th>
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<td>4640</td>
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<td>Online</td>
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</table>

### GRAPHIC ARTS
Call 425-388-9439 or email gkammer@everettcc.edu (Greg Kammer) for more information.

For additional Graphic Arts courses see the Corporate and Continuing Education Center section of this schedule.

**GRAPH 100 Introduction to Digital Studio 3**
Tools, terms and techniques of visual imagery and design. Includes the Macintosh operating system and related equipment such as printers, scanners, and back-up media. Overview of the technology available in the digital studio with focus on the primary software programs used. Required for students in the Visual Communications Program. Lab fee: $68.65.

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<tr>
<td>4692</td>
<td>S</td>
<td>MW</td>
<td>5pm-6:50pm</td>
<td>WHI 354</td>
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**GRAPH 110 Digital Illustration I 5**
Study of design concepts emphasizing formal compositional issues, investigation of visual communication and typography design. Investigates the medium’s potential, limitations, relationship to drawing and photography, and color theory. PR: GRAPH 100. Lab fee: $88.45.

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<td>A</td>
<td>MWF</td>
<td>8am-9:50am</td>
<td>WHI 354</td>
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**Physical Geography (GEOG 205) is now a LAB science class!**

**Work with satellite images from NASA, and do other labs with cutting-edge GIS software labs and techniques. There will also be a field trip during the quarter for collecting data with GPS units.**

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Courses with these symbols have specific options, prerequisites or fees. When you see a course with one of these symbols, be sure to look on page 18 to see the course information these symbols indicate.

**GRAPH 113 Digital Illustration II**
5
Explores vector-based illustration methods for creating graphics, technical illustrations, and visual presentation of information and data. Product illustration and the use of photographs, type, diagrams, charts, graphs, tables and maps. PR: GRAPH 110 with grade of C or higher or instructor permission. Lab fee: $88.45.

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<tr>
<th>Course Code</th>
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<th>Days</th>
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<th>Location</th>
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<td>TTh</td>
<td>1pm-3:50pm</td>
<td>WHI 355</td>
<td>Lake R</td>
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</table>

**GRAPH 115 Digital Illustration III**
5
The creative process using digital imaging software, photography, image manipulation and a variety of image-manipulating techniques. Emphasizes exploration and innovative use of software tools and incorporation of traditional art media. PR: GRAPH 102 with grade C or higher or instructor permission. Lab fee: $88.45.

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<tr>
<th>Course Code</th>
<th>Section</th>
<th>Days</th>
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<td>10am-11:50am</td>
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<td>4710</td>
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<td>TTh</td>
<td>1pm-3:50pm</td>
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**GRAPH 213 Professional Projects: Graphic Design**
5
Current trends, professional issues and practices. Creation of real-world web design projects. Project planning, studio practice, contracts and invoicing. Working with design associates and clients. Co-listed as MULTI 213. PR: GRAPH 102 with grade C or higher or instructor permission. Lab fee: $88.45.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Section</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>4712</td>
<td>HY</td>
<td>MWF</td>
<td>10am-11:50am</td>
<td>WHI 354</td>
<td>Scribner-Miles T</td>
</tr>
</tbody>
</table>

**GRAPH 231 Typography**
5
Formation of calligraphic alphabets, use of type as graphic art, design appearance of words that imitate sound, kerning, typographic organization and hierarchy. Students develop a 12-page brochure. Lab fee: $88.45.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Section</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>4720</td>
<td>S</td>
<td>TTh</td>
<td>5pm-7:50pm</td>
<td>WHI 354</td>
<td>Scribner-Miles T</td>
</tr>
</tbody>
</table>

**GRAPH 250 Graphic Arts Internship**
2-5
Supervised work experience as an intern with a qualified employer or in a project with a private or public agency. Students must have completed most of the required Graphic Arts coursework. PR: Instructor permission Required. Lab fee: $88.45.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Section</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>4722</td>
<td>A</td>
<td>TBA</td>
<td></td>
<td></td>
<td>Kammer G</td>
</tr>
</tbody>
</table>

**GRAPH 252 Publication Design II**
5

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Section</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>4724</td>
<td>A</td>
<td>TTh</td>
<td>1pm-3:50pm</td>
<td>WHI 354/Kammer G/Scribner-Miles T</td>
<td></td>
</tr>
</tbody>
</table>

**GRAPH 261 3D Computer Illustration**
5
Study of 3D modeling utilizing Maya software. Creating 3D objects from 2D shapes, creating primitives, polygonal modeling, lighting, using texture maps, plus simple camera and object animation techniques. PR: GRAPH 110 with grade C or higher or instructor permission. Lab fee: $88.45.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Section</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>4726</td>
<td>S</td>
<td>MW</td>
<td>5pm-7:50pm</td>
<td>WHI 355</td>
<td>Kammer G</td>
</tr>
</tbody>
</table>

**HEALTH SCIENCES**

Attending an Information Session will give you an overview of the Medical Assisting Program and advise you how to get started. You do not need to sign up to attend any of the sessions.

March 4 at 2 pm; April 14 at 2 pm or June 10 at 10 am.
All sessions are held in Index Hall, Room 138. Contact Tove Price at 425-388-9461 for more information.

**HLTH 080 HIV/AIDS Training**
0.7
Meets 7-hour HIV/AIDS training required by the State of Washington for health care professionals. Class begins April 10, ends April 17. Deadline for 100% refund is April 9.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Section</th>
<th>Location</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>4740</td>
<td>OL</td>
<td>Online</td>
<td>Mooney F</td>
</tr>
</tbody>
</table>

**HLTH 093 Inquiry & Reflective Thinking**
3
Application of critical inquiry, reflective thinking and decision making in healthcare. Focuses on thinking, reasoning, problem solving and literacy abilities needed for both academic and healthcare career success.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Section</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>4742</td>
<td>A</td>
<td>TWTh</td>
<td>10am-10:50am</td>
<td>IND 167</td>
<td>Thomson W D</td>
</tr>
</tbody>
</table>

**HLTH 100 Medical Terminology**
5
Study of medical terminology, relating terms to the anatomy and physiology of the body.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Section</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>4750</td>
<td>HY1</td>
<td>MTWTh</td>
<td>9am-9:50am</td>
<td>IND 152</td>
<td>Reiman J</td>
</tr>
<tr>
<td>4751</td>
<td>HY2</td>
<td>MTWTh</td>
<td>10am-10:50am</td>
<td>IND 152</td>
<td>Reiman J</td>
</tr>
<tr>
<td>4752</td>
<td>OL1</td>
<td>Online</td>
<td></td>
<td>Pouillon K</td>
<td></td>
</tr>
<tr>
<td>4756</td>
<td>S</td>
<td>TTh</td>
<td>7pm-9:30pm</td>
<td>IND 152</td>
<td>Cline L</td>
</tr>
</tbody>
</table>

**HLTH 102 Applied A & P**
5
Emphasizes the relationship between the structures of the human body, their functions related to that structure, and clinical applications in both healthy and unhealthy states. Familiarity with medical terminology is desired.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Section</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>4760</td>
<td>OL</td>
<td>Online</td>
<td>Pouillon K</td>
</tr>
</tbody>
</table>

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**Start a Medical Spanish Interpreter Certificate**

**Register for Health 160**

Have native-like fluency in both English and Spanish? Want to work in a healthcare facility that serves a multicultural clientele?

Enroll in Health 160 and start a Medical Spanish Interpreter Certificate.

For more information call Tove Price at 425-388-9461 or email tprice@everettcc.edu
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Units</th>
<th>Description</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>HLTH 106</td>
<td>Administrative Skills-Office Management</td>
<td>4</td>
<td>Covers general medical office management, including medical records management, mail processing, scheduling appointments, managing the physician's professional schedule, developing office policies and procedures, and providing information to patients related to community resources and health education. PR: Completion of or concurrent enrollment in ENGL 098 or higher.</td>
<td>H</td>
<td>4764</td>
<td>MW 4-4.50pm</td>
<td>IND 167 Evans L</td>
</tr>
<tr>
<td>HLTH 108</td>
<td>Administrative Skills-Finance</td>
<td>4</td>
<td>Covers aspects of medical practice finances, including bookkeeping systems, third-party billing, coding systems, accounting and banking procedures, and employee payroll. PR: Completion of or concurrent enrollment in ENGL 098 or higher.</td>
<td>Q</td>
<td>4766</td>
<td>OL Online</td>
<td>Malone C</td>
</tr>
<tr>
<td>HLTH 110</td>
<td>Clinical Skills-Ambulatory</td>
<td>5</td>
<td>Concepts of professionalism, communication and triage, patient history, physical assessment, equipment, and diagnostic procedures utilized during the examination to assist the health care provider with diagnosis and perform appropriate charting for medical record documentation. Lab fee: $46.70. Malpractice Insurance fee: $18.95.</td>
<td>4768</td>
<td>A MW 12pm-1:30pm</td>
<td>IND 152</td>
<td>Reiman J</td>
</tr>
<tr>
<td>HLTH 112</td>
<td>Clinical Skills-Lab</td>
<td>5</td>
<td>Covers skills needed to perform duties of Medical Assistant in the lab of a general outpatient medical practice. Lab safety, proper techniques for specimen collection, handling and processing, and participation in various simulated lab exercises. Lab fee: $77.85.</td>
<td>4770</td>
<td>HY MW 8am-8:50am</td>
<td>IND 152</td>
<td>Adolphsen E</td>
</tr>
<tr>
<td>HLTH 113</td>
<td>Disease &amp; Pathology</td>
<td>5</td>
<td>Overview of the disease process of major conditions, including infectious diseases, major neoplastic conditions, and major congenital diseases.</td>
<td>4776</td>
<td>S F 6pm-10pm</td>
<td>IND 100</td>
<td>Calmore R</td>
</tr>
<tr>
<td>HLTH 140</td>
<td>Health Provider/First Aid</td>
<td>2</td>
<td>Focuses on latest techniques in emergency care education. Healthcare Provider CPR/AED &amp; First Aid education is presented. Class meets April 3 and ends April 11. Deadline for 100% refund: April 2. Lab fee: $9.</td>
<td>4776</td>
<td>S 8am-2:30pm</td>
<td>IND 100</td>
<td>Calmore R</td>
</tr>
<tr>
<td>HLTH 141</td>
<td>Industrial Safety</td>
<td>3</td>
<td>Reviews key elements and requirements of a safety and health management program in today's manufacturing environment. PR: Successful completion of ENGL 098 or equivalent or instructor permission.</td>
<td>4778</td>
<td>A MW 2:15pm-3:30pm</td>
<td>IND 115</td>
<td>Murphy P</td>
</tr>
<tr>
<td>HLTH 150D</td>
<td>Intercultural Communications/Health</td>
<td>5</td>
<td>Introduction to intercultural communication in the health care setting. Examines verbal and nonverbal codes, cultural competence, obstacles to intercultural communication, behaviors and attitude within the health care delivery system.</td>
<td>4780</td>
<td>OL Online</td>
<td>Pouillon K</td>
<td></td>
</tr>
<tr>
<td>HLTH 160</td>
<td>Medical Interpreting-Spanish</td>
<td>5</td>
<td>Covers medical vocabulary, phraseology, and expressions necessary to translate most common medical signs, symptoms and illness-related terminology used during patient-provider interactions. PR: HLTH 100 or instructor permission; Fluent in Spanish and English.</td>
<td>4782</td>
<td>S MW 4:50pm-6:50pm</td>
<td>IND 152</td>
<td>Evans L</td>
</tr>
<tr>
<td>HLTH 205</td>
<td>Medical Law &amp; Ethics</td>
<td>4</td>
<td>Designed to incorporate the principles of critical thinking. Focus on pertinent laws at federal and state levels. Covers confidentiality, HIPPA regulations, release of patient information, licensure, malpractice, risk management.</td>
<td>4786</td>
<td>A TTh 4:50pm-6:50pm</td>
<td>IND 152</td>
<td>Malone C</td>
</tr>
<tr>
<td>HLTH 208</td>
<td>Healthcare Risk Management</td>
<td>5</td>
<td>Overview of applicable federal, state and local health and safety laws relevant to the practice of healthcare risk management and patient safety, including occupational and environmental risk exposures, accident prevention, and emergency management. PR: Completion of or concurrent enrollment in ENGL 098 or higher.</td>
<td>4790</td>
<td>HY M 2pm-3:50pm</td>
<td>IND 152</td>
<td>Clark C</td>
</tr>
<tr>
<td>HLTH 210</td>
<td>Principles/Pharmacology</td>
<td>3</td>
<td>Addresses the forms and classifications of medications, drug actions and uses, the effects of drugs on the body systems and possible side effects of medications. Recommended: HLTH 130. PR: HLTH 102 or BIOL 135.</td>
<td>4792</td>
<td>HY TW 11am-11:50am</td>
<td>IND 167</td>
<td>Adolphsen E</td>
</tr>
<tr>
<td>HLTH 211</td>
<td>Medication Administration</td>
<td>5</td>
<td>Emphasizes the methods and procedures used for calculating, preparing, and administering medications to patients across the lifespan. PR: Instructor permission. Lab fee: $77.85.</td>
<td>4794</td>
<td>A TTh 2pm-3:50pm</td>
<td>IND 138</td>
<td>Standaert T</td>
</tr>
<tr>
<td>HLTH 212</td>
<td>Principles of Phlebotomy</td>
<td>3</td>
<td>Psychomotor instruction in phlebotomy procedures and techniques for students with no prior experience in drawing blood for diagnostic testing. PR: Instructor permission. Lab fee: $106.15.</td>
<td>4796</td>
<td>A MTh 4pm-5:50pm</td>
<td>IND 138</td>
<td>Renner P</td>
</tr>
<tr>
<td>HLTH 220</td>
<td>Phlebotomy Technician Training Program</td>
<td>5</td>
<td>Covers anatomy and physiology of the blood and circulatory system, medical terminology, phlebotomy skills, quality assurance, and laboratory information. For students with no prior knowledge of phlebotomy techniques and procedures. CR: HLTH 080. PR: 18 yrs. old; high school diploma/GED, ENGL 098/101, HLTH 100, HLTH 102, CL101/computer proficiency. Adequate physical ability &amp; manual dexterity. Current immunizations for externship eligibility. Current CPR/ Healthcare Provider, proof of insurance. Lab fee: $300.75.</td>
<td>4798</td>
<td>OL Online</td>
<td>Pouillon K</td>
<td></td>
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</tbody>
</table>

**HIGH SCHOOL COMPLETION**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Units</th>
<th>Description</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>HSC 031</td>
<td>US History I</td>
<td>5</td>
<td>From the early explorers to 1865. Class analyzes the important themes in American social and political history from pre-Revolutionary America to our contemporary period.</td>
<td>Q</td>
<td>0680</td>
<td>OL Online</td>
<td>Newman A</td>
</tr>
<tr>
<td>HSC 033</td>
<td>US History II</td>
<td>5</td>
<td>From 1865 to the present. This course analyzes the important themes in American social and political history.</td>
<td>Q</td>
<td>0682</td>
<td>OL Online</td>
<td>Newman A</td>
</tr>
<tr>
<td>HSC 034</td>
<td>HS Washington State History</td>
<td>5</td>
<td>Washington State History from the early explorers to the present. Attention to regional dimension of American history in Washington State and the Pacific Northwest. Requirements include a variety of assignments specific to Washington State History.</td>
<td>Q</td>
<td>0684</td>
<td>OL Online</td>
<td>Newman A</td>
</tr>
</tbody>
</table>
### HISTORY

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 100</td>
<td>Ancient/Medieval Worlds</td>
<td>5</td>
<td>Development of human endeavors from prehistoric time to the late Middle Ages.</td>
</tr>
<tr>
<td>HIST 103D</td>
<td>World Civilizations</td>
<td>5</td>
<td>A general introduction to world history, emphasizing understanding and respect for diverse cultures and tracing the broad themes of historical change from a variety of perspectives including social organization, art, literature, and spiritual values.</td>
</tr>
<tr>
<td>HIST 111</td>
<td>Western Civilization to 1648</td>
<td>5</td>
<td>Near East &amp; European civilizations from the stone age through 1648. Ancient empires, Greece &amp; Rome, the Middle Ages, the Renaissance &amp; Reformation, science, national monarchies.</td>
</tr>
<tr>
<td>HIST 112</td>
<td>Western Civilization 1648 to Present</td>
<td>5</td>
<td>The Enlightenment, democratic revolutions, French Revolution and Napoleon, industrial revolution, nation-state, world wars, cold war, industrial democracy.</td>
</tr>
<tr>
<td>HIST&amp; 147</td>
<td>U.S. History II</td>
<td>5</td>
<td>Survey of American history from the 1830s to the end of 1919. (Formerly HIST 152.)</td>
</tr>
<tr>
<td>HIST&amp; 148</td>
<td>U.S. History III</td>
<td>5</td>
<td>A survey of the social, economic and political forces which have shaped modern American history. (Formerly HIST 153.)</td>
</tr>
<tr>
<td>HIST&amp; 214</td>
<td>Pacific Northwest History</td>
<td>5</td>
<td>A history of the cultural, political, and economic development of the region of the Northwest encompassing present-day Washington, Oregon and Idaho state. (Formerly HIST 232.)</td>
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<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>H DEV 105</td>
<td>Overcoming Math Anxiety</td>
<td>2</td>
<td>Helps students confront math anxiety and discover strategies to be more successful in math courses. Concurrent enrollment in a math class is recommended, but not required. This class starts in the third week of the quarter and runs for five weeks. Class begins April 14 ends May 14. Last day for a 100% refund: April 14. Last day for a 50% refund: April 17. Last day to withdraw: May 7.</td>
</tr>
<tr>
<td>H DEV 110</td>
<td>Career/Life Planning</td>
<td>3</td>
<td>Helps students increase self-knowledge and access career and educational information. Lab fee: $20.</td>
</tr>
</tbody>
</table>

### HUMAN SERVICES

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>H DEV 155</td>
<td>Hum R in the Workplace</td>
<td>3</td>
<td>Focuses on building and maintaining effective working relationships, problem solving and conflict resolution strategies. Includes modules on self-awareness, leadership styles, and diversity in the workplace.</td>
</tr>
<tr>
<td>H DEV 160</td>
<td>Life Transitions</td>
<td>2</td>
<td>This course offers a foundation of theory and skills for individuals experiencing life transitions.</td>
</tr>
</tbody>
</table>

### HUMANITIES

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>HUM 150D</td>
<td>Surviving the Holocaust</td>
<td>5</td>
<td>Written, filmed, and live testimony of Holocaust survivors considered from the perspectives of literature, history, sociology, psychology, art, film, philosophy, and theology. (Formerly HUMN 150D.)</td>
</tr>
<tr>
<td>HUM 160D</td>
<td>Japanese History/Culture</td>
<td>5</td>
<td>Analysis of the historical development of Japan and its effects on modern-day Japanese society. (Formerly HUMN 160D.) PR: Completion of ENGL 098 with a grade of C or higher eligibility for ENGL&amp; 101. Class Fee: $11.10.</td>
</tr>
</tbody>
</table>

### Western Civilization: 1648 to the Present

**HIST 112**

- **We’ll use lectures, films, readings and discussions to see how the puzzling pieces of our world fit together.**
  - Science and Politics: How did Darwin influence Hitler?
  - Philosophy and History: How did Marx’s ideas destroy millions of lives?
  - Science and Religion: How did Freud set up a new faith?

**Earn 5 Humanities credits working on the puzzle with us!**
HUM 166D  Germany in Transition  5  
Survey of past and modern German cultures, concentrating on major periods in literature, languages, politics, art, architecture, religion, film, and music and focusing on the increasingly multi-ethnic population of Germany. (Formerly HUMN 166D.)

HUM 175  Introduction to Modern Italian History & Culture  5  
A survey of modern Italy, beginning with its unification, Il Risorgimento in 1860, through the country’s evolution from a ravaged, post-war agrarian society into one of the leading industrialized countries in the Western World. Other topics will include Italian fascism, Mussolini, political structure, separation of church and state, economic recovery, social transformation in the 1950s and 1960s, terrorism, organized crime, Italy’s low birth rate and aging population, and recent waves of immigration. Overview of Italy’s historical, cultural, political, and social characteristics. High-speed Internet connection is strongly recommended. PR: Completion of ENGL 098 or eligibility for ENGL & 101. Self-support, non-tuition class. Class cost is $415; an additional technology fee may also apply. Begins March 30 and ends June 8. Payment is due at time of registration. Last day to register: March 24. Last day for 100% refund: April 3. There is no 50% refund option.

HUM 247D  Introduction to World Religions  5  
Survey of the world’s major religions including Islam, Judaism, Christianity, Hinduism, Buddhism, and others. (Formerly HUMN 247D.)

INFO 102  Research in the Information Age  5  
Skills and techniques for locating, evaluating, and applying information resources in the research process. Discussion of related issues including intellectual property, censorship, and freedom of information. (Formerly LIBR 102.)

IELP 070  English for Success  12  
Designed to introduce and strengthen basic English and enhance the Communication skills of new international students. In addition it introduces International students to American culture through field trips to places of Interest, guest speakers, and activities that promote interaction with their new Community.

IELP 081  IELP Conversation  1  
This course is designed to help international students participate in discussions on several different topics. PR: Instructor permission.

IELP 082  IELP Conversation  2  
Provides non-English speakers with practice in advanced speaking and listening skills. PR: Completion of IELP 081 or instructor permission.

IELP 097  Academic Reading/Writing  12  
Continuation of ESL 070. Reading and writing course for non-English speakers designed to provide the fundamental English skills required for successful transition into college English classes. PR: Completion of ESL 070 or instructor permission.

IELP 098  Academic Writing II  5  
Continuation of IELP 097. This course is designed to provide non English speakers with required writing skills for successful transition into college with a focus on strengthening essay writing skills. PR: Completion of ESL 097 or instructor permission.

See the World Languages and Continuing Education sections of this schedule.

JAPANESE

See the World Languages and Continuing Education sections of this schedule.

JOURNALISM

See the new Communication Studies section of this schedule for the former JOURN 150 classes.

JOURN 101  Newswriting  5  
Writing basic types of news stories, including speeches, interviews, and features. Study of newspaper methods and libel. PR: Grade C or higher in ENGL 098 or placement in ENGL & 101. Lab fee: $88.45.

JOURN 111  Online Journalism  5  
Effective practice of journalism in the multimedia environment of the Web including reporting, presenting and evaluating the news. Lab fee: $88.45.

JOURN 170  College Newspaper  3  
Practice of newspaper journalism in production of the student newspaper, The Clipper. Course is offered in sections: HY1) reporting and editing, HY2) photography, HY3) graphic design, and HY4) multimedia. Lab fee: $68.65.

See the World Languages and Continuing Education sections of this schedule.

LEARNING COMMUNITIES

Learning Communities combine two or more courses from different disciplines to provide students with a more in-depth look at topics and issues. The courses are usually team taught by two or more instructors and organized around a common theme. Students must enroll in all the linked courses of a Learning Community. See page 11 for a full description of this Spring Quarter’s Learning Communities.

LIBRARY

See Information Literacy

MANUFACTURING TECHNOLOGY

Call 425-267-0160 (Pheeson Liaw) for more information.

MFG T 106  Precision Machining Technology I  5  
Introduction to precision machining in the shop environment. Focus on basic manual machining techniques. Emphasizes safety, job plans, measurement tools and cutters to produce machined metal parts.

MFG T 107  Precision Machining  5  
Covers basic manual machining through beginning computer numerical controlled machining. Integrates general machine shop issues.

MFG T 108  Precision Machining Technology II  5  
Introduction to computer numerical controlled (CNC) precision machining in the shop environment with a focus on basic programming and operating techniques.
### MATH 075 - Professional/Technical Math - Aviation/Weld/Precision Machining

Course designed to meet the needs of the aviation/welding/precision machining student. Topics in arithmetic, algebra, geometry, right triangle trigonometry and applications. PR: MATH 070 or MATH 070V with a grade of C (2.0) or higher or placement into MATH 080 or higher via an assessment test score or permission of a math instructor.

<table>
<thead>
<tr>
<th>CRN</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>5681</td>
<td>A</td>
<td>MWF 9am-9:50am</td>
<td>BAK 109</td>
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<tr>
<td>5682</td>
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<td>BAK 109</td>
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<tr>
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<td>MWF 11am-11:50am</td>
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<tr>
<td>5686</td>
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<td>MWF 12pm-12:50pm</td>
<td>BAK 109</td>
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<tr>
<td>5688</td>
<td>S</td>
<td>MW 4:30pm-5:20pm</td>
<td>BAK 109</td>
<td>Wellman S</td>
</tr>
</tbody>
</table>

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### MATHEMATICS

#### Skills Assessment

Before registering for their first math course, students are required to complete a mandatory basic skills assessment. Refer to “Assessment and Testing” section at beginning of this schedule.

#### MATH LEARNING CENTER - Baker Hall, Room 109

The Math Learning Center (MLC) has been established to help students review or improve their skills in arithmetic, beginning algebra, plane geometry and trigonometry using an individualized approach. These courses are not available for audit. Courses available are:

- **MATH 070 Basic Math w/Application** 5
- **MATH 075 Professional Technical Math - Aviation, Welding, Precision Machining** 5
- **MATH 080 Preparation for Algebra** 5
- **MATH 087 Programmed Elementary Algebra I** 5
- **MATH 088 Programmed Elementary Algebra II** 5
- **MATH 095 Essentials of Geometry** 2
- **MATH 105 Trigonometry** 3

Some courses in the MLC are competency-based and are graded using variable credit. Questions regarding this policy should be directed to the math instructors. NOTE: Instructor permission cards, when required, may be obtained from the math instructor.

#### H DEV 105 - Overcoming Math Anxiety 2

Helps students confront math anxiety and discover strategies to be more successful in math courses. Concurrent enrollment in a math class is recommended, but not required. This class starts in the third week of the quarter and runs for five weeks. Class begins April 14 and ends May 14. Last day for a 100% refund: April 14. Last day for a 50% refund: April 17. Last day to withdraw: May 7.

<table>
<thead>
<tr>
<th>CRN</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>4936</td>
<td>A</td>
<td>TTh 12pm-1:50pm</td>
<td>BAK 111</td>
<td>Crehan M</td>
</tr>
</tbody>
</table>

#### MATH 070 Basic Math w/Application 5

Review of basic concepts in mathematics with applications related to consumer activities. PR: Placement in MATH 070 or higher via an assessment test score or permission of a math instructor.

<table>
<thead>
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<td>Baxter L</td>
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<td>5678</td>
<td>S</td>
<td>MW 4:30pm-5:20pm</td>
<td>BAK 109</td>
<td>Wellman S</td>
</tr>
</tbody>
</table>

**SPECIAL OPPORTUNITIES IN MATH**

**IMPORTANT:** See individual course listings in this schedule for specific days, times, locations, prerequisites and any lab fees that may apply to these courses.

#### MATH 78 - Review of Arithmetic and Algebra

Math 78 is a 2 credit, computer based learning course for students who need to review topics from Math 80, Math 81, Math 82, Math 90. The primary method of instruction is through ALEKS, a web-based computer program.

#### COURSES AVAILABLE SPRING QUARTER ONLY FOR ALL STUDENTS

Spring Quarter is the only quarter this year that we will be offering this course:

- **MATH 261 - Differential Equations**
  - FOR EVENING STUDENTS
  - Spring Quarter is the only quarter this year that these courses will be offered in the evening:

- **MATH 144 - Precalculus I & II: Review**
- **MATH 153 - Calculus III**
MATH 078  Review Arithmetic & Algebra  
Self-paced review of arithmetic and algebra concepts in a computer-mediated lab setting. PR: Instructor permission.
5692 A MW 1:30pm-2:30pm RLC 108 Cahan A
5694 B MW 3pm-4pm RLC 108 Cahan A

MATH 080  Preparation for Algebra  
Fractions, percents, order of operations, formulas, signed numbers, exponents, radicals, geometric figures, and applications. PR: MATH 070 or MATH 070V with a grade of C (2.0) or higher or placement into MATH 080 or higher via an assessment test score or permission of a math instructor.

5702 B Daily 12pm-12:50pm BAK 109 Kissler R
5700 A Daily 9am-9:50am MON 120 Weiss-Green H
5704 B Daily 10:00am-10:50am MON 212 Wikman C
5708 C Daily 11:00am-11:50am MON 203 Cleveland H
5712 CP Daily 12:00pm-12:50pm SHK 226 Cleveland H
5716 S TTh 7pm-9:30pm IND 115 Kloster K

MATH 081  Elementary Algebra I  
First half of sequence in beginning algebra. PR: MATH 080 or MATH 080V with a grade of C (2.0) or higher or placement into MATH 081 via an assessment test score, or permission of a math instructor.
5720 A Daily 9am-9:50am MON 212 Anderson T
5722 B Daily 10am-10:50am IND 115 Nevins M
5724 C Daily 11am-11:50am MON 220 Quarles C
5726 D Daily 12pm-12:50pm MON 220 Quarles C
5728 S MW 4:30pm-6:50pm IND 115 Kloster K

MATH 082  Elementary Algebra II  
Second half of sequence in beginning algebra. PR: MATH 081 or MATH 087 with a grade of C (2.0) or higher, or placement into MATH 082 via an assessment test score, or permission of a math instructor.
5730 A Daily 9am-9:50am MON 203 McPherson G
5732 B Daily 10am-10:50am MON 200 Weiss-Green H
5734 C Daily 11am-11:50am IND 108 Killingstad R
5736 D Daily 12pm-12:50pm BAK 103 Kissler R
5738 S MW 7pm-9:30pm MON 202 Cahan A

MATH 087  Programmed Elementary Algebra I  
Review sequence taught in a self-paced environment, designed to help students review or improve their skills in Elementary Algebra I topics. (Formerly MATH 021.) PR: Permission card from a MATH 087 instructor.
5750 A Daily 9am-9:50am BAK 109 Baxter L
5752 B Daily 10am-10:50am BAK 109 Kissler R
5754 C Daily 11am-11:50am BAK 109 Kissler R
5756 D Daily 12pm-12:50pm BAK 109 Baxter L
5758 S MW 4:30pm-5:20pm BAK 109 Wellman S
TTh 4:30pm-5:50pm BAK 109

MATH 088  Programmed Elementary Algebra II  
Review sequence taught in a self-paced environment, designed to help students review or improve their skills in Elementary Algebra II topics. (Formerly MATH 022.) PR: MATH 087 and permission card from a MATH 088 instructor.
5760 A Daily 9am-9:50am BAK 109 Baxter L
5762 B Daily 10am-10:50am BAK 109 Kissler R
5764 C Daily 11am-11:50am BAK 109 Kissler R
5766 D Daily 12pm-12:50pm BAK 109 Baxter L
5768 S MW 4:30pm-5:20pm BAK 109 Wellman S
TTh 4:30pm-5:50pm BAK 109

MATH 090  Elementary Algebra Review  
One-quarter review of elementary algebra. PR: Placement in MATH 090 or higher via an assessment test score, or permission of a math instructor.

5770 A Daily 9am-9:50am MON 209 Herrmann E
5772 B Daily 10am-10:50am BAK 102 Lucero E
5774 C Daily 11am-11:50am IND 115 Nevins M
5778 OL Online Weiss-Green H
5780 S MW 4:30pm-6:50pm MON 202 Cahan A

MATH 095  Essentials of Geometry  
Basic concepts in geometry including properties of points, lines, planes, angles, triangles, polygons and circles. This class requires attendance a minimum of two days per week, to be arranged with instructor. PR: MATH 082, MATH 088 or MATH 090 with a grade of C (2.0) or higher, or placement into MATH 099 or higher via an assessment test score, or permission of a math instructor. Concurrent enrollment in MATH 090 is allowed with instructor permission.
5790 A ARR 9am-9:50am BAK 109 Baxter L
5792 B ARR 10am-10:50am BAK 109 Kissler R
5794 C ARR 11am-11:50am BAK 109 Kissler R
5796 D ARR 12pm-12:50pm BAK 109 Baxter L
5798 S ARR 4:30pm-5:50pm BAK 109 Wellman S

MATH 099  Intermediate Algebra  
Polynomials, rational expressions, exponents, radicals, linear and quadratic equations, inequalities, systems of equations, logarithms, distance and midpoint formulas, lines and circles. PR: MATH 082, MATH 088 or MATH 090 with a grade of C (2.0) or higher, or placement into MATH 099 via an assessment test score, or permission of a MATH 099 instructor or math program advisor. Plane geometry recommended but not required.

Section OL (5798) is being taught at Monroe High School and is open to all interested students who meet the eligibility requirements.
Section OL (5816) On-campus attendance required Wed, Apr. 1st, 7-9:30pm in SHK 226, Wed, May 6th, 7-9:30pm in BAK 102 and Wed, Jun 10th, 7-9:30pm in BAK 102.

5800 A Daily 8am-8:50am MON 220 Wentrink L
5802 B Daily 9am-9:50am MON 201 Houston W
5804 C Daily 10am-10:50am MON 209 Herrmann E
5806 D Daily 11am-11:50am MON 212 Anderson T
5808 E Daily 12pm-12:50pm MON 209 Herrmann E

Section OL (5816) On-campus attendance required Wed, Apr. 1st, 7-9:30pm in SHK 226, Wed, May 6th, 7-9:30pm in BAK 102 and Wed, Jun 10th, 7-9:30pm in BAK 102.

5816 MO MW 7:40pm-9:55pm MHS 702 Lucero E

Section OL (5818) is being taught at Monroe High School and is open to all interested students who meet the eligibility requirements.

5818 OL Online Bolan K

Section OL (5820) is being taught at Monroe High School and is open to all interested students who meet the eligibility requirements.

5820 S MW 4:30pm-6:50pm MON 209 Herrmann E

MATH 100  Survey of Mathematics  
Selected topics that include history of math, logic, sets, abstract systems, geometry, number systems, computers, probability and applications to other disciplines. Intended for liberal arts and education majors. PR: MATH 082, MATH 088 or MATH 090 with a grade of C (2.0) or higher, or placement into MATH 100 or higher via an assessment test score, or permission of a math instructor.

5824 A Daily 1pm-1:50pm MON 120 Baxter L

MATH 105  Trigonometry  
Trigonometric ratios and function, solving right and oblique triangles, vectors, circle concepts, graphing trigonometric functions, basic identities, and applications. This class requires attendance a minimum of three days per week, to be arranged with instructor. PR: MATH 095 or equivalent with a grade of C (2.0) or higher, or placement into MATH 101 or higher via an assessment test score, or permission of a math instructor.

5830 A ARR 9am-9:50am BAK 109 Baxter L
5832 B ARR 10am-10:50am BAK 109 Kissler R
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<td>5836 D</td>
<td>ARR</td>
<td>Daily</td>
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<td>BAK 109</td>
<td>Baxter L</td>
</tr>
<tr>
<td>5838 S</td>
<td>ARR</td>
<td>Daily</td>
<td>4:30pm-5:20pm</td>
<td>BAK 109</td>
<td>Wellman S</td>
</tr>
</tbody>
</table>

**MATH& 107 Math in Society**  
College-level coverage of practical applications of mathematics methods to areas of management, social sciences, biology and other fields. For students not preparing for calculus or the sciences. (Formerly MATH 137.) PR: MATH 099 or equivalent with a grade of C (2.0) or higher, or placement into MATH& 107 or higher via an assessment test score, or permission of a math instructor.

<table>
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<tbody>
<tr>
<td>5850 A</td>
<td>Daily</td>
<td>10am-10:50am</td>
<td>WHI 365</td>
<td>Babachevski M</td>
<td></td>
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</table>

**MATH 120 Math for Business**  
Topics include invoices, trade discounts, mark-up and mark-down, payroll and payroll taxes, inventory valuation methods, analysis of financial statements, percent value, annuities, sinking funds, and basic statistical measures. PR: MATH 070 with a grade of C (2.0) or higher, or placement into MATH 080 or higher via an assessment test score, or permission of a math instructor.

<table>
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<td>5848 S</td>
<td>MW</td>
<td>4:30pm-6:50pm</td>
<td>MON 212</td>
<td>Wikman C</td>
<td></td>
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</table>

**MATH 138 Applied College Algebra**  
Graphs, equations, and functions (polynomial, rational, exponential, logarithmic); matrices, linear programming, mathematics of finance. For students of business, social science or some life sciences. (Not intended for math/sceince/engineering majors.) Graphing calculator required. PR: MATH 099 or equivalent with a grade of C (2.0) or higher, or placement into MATH 138, or permission of a math instructor.

<table>
<thead>
<tr>
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<td>5862 B</td>
<td>Daily</td>
<td>11am-11:50am</td>
<td>MON 202</td>
<td>Kingsley R</td>
<td></td>
</tr>
</tbody>
</table>

**MATH& 141 Precalculus I: College Algebra**  
First of a two-course sequence for students taking calculus beginning with MATH& 151. (Formerly MATH 140.) PR: MATH 099 or equivalent with a grade of C (2.0) or higher, or placement into MATH& 141 or higher via an assessment test score, or permission of a math instructor.

*Section OL (5874) On-campus attendance required Tues, Mar. 31st, 7-9pm in BAK 103, and Thurs, Apr. 2nd, 7-9pm in BAK 103.*

<table>
<thead>
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<th>Time</th>
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<td>5870 A</td>
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<tr>
<td>5872 B</td>
<td>Daily</td>
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<td>5874 C</td>
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<td>MON 203</td>
<td>McPherson G</td>
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</table>

**MATH& 142 Precalculus II: Trigonometry**  
A college level trigonometry course. The second course in two-course series for students who intend to take calculus beginning with MATH& 151. (Formerly MATH 142.) PR: MATH 099 or equivalent with a grade of C (2.0) or higher, or placement into MATH& 142 or higher via an assessment test score, or permission of a math instructor.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Instructor</th>
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<td>5880 A</td>
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<tr>
<td>5882 B</td>
<td>Daily</td>
<td>10am-10:50am</td>
<td>MON 203</td>
<td>McPherson G</td>
<td></td>
</tr>
<tr>
<td>5888 S</td>
<td>TTh</td>
<td>4:30pm-6:50pm</td>
<td>MON 203</td>
<td>Winje L</td>
<td></td>
</tr>
</tbody>
</table>

**MATH& 144 Precalculus I & II: Review**  
One quarter refresher course for students intending to take calculus beginning with MATH& 151. Polynomial, rational, exponential, logarithmic and trigonometric functions with applications; conic sections; introduction to vectors. (Formerly MATH 147.) PR: Permission of a math instructor.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Instructor</th>
<th>Days</th>
<th>Time</th>
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<td>MON 120</td>
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</table>

**MATH& 146 Introduction to Statistics**  
Introductory course. Descriptive methods, probability, sampling distributions, hypothesis testing, confidence intervals, correlation, ANOVA, chi-square tests. For students in any major. (Formerly MATH 281.) PR: MATH 138 or MATH& 141 with a grade of C (2.0) or higher, or placement into MATH& 146 or higher via an assessment test score, or permission of a math instructor.

<table>
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<td>5892 A</td>
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<td>WHI 365</td>
<td>Quarles C</td>
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<tr>
<td>5898 S</td>
<td>MW</td>
<td>4:30pm-6:50pm</td>
<td>MON 204</td>
<td>Jones C</td>
<td></td>
</tr>
</tbody>
</table>

**MATH& 148 Business Calculus**  
One-semester short course in calculus. For students of business, biological sciences, social sciences, or disciplines requiring only one introductory quarter of calculus. (Formerly MATH 142.) PR: MATH 138 or MATH& 141 with a grade of C (2.0) or higher, or placement into MATH& 148 or higher via an assessment test score, or permission of a math instructor.

*Section OL (5902) On-campus attendance required Wed, Apr. 1st, 7-9pm in SHK 223, Wed, Apr. 22nd, 7-8:30pm in MON 210, Wed, May 20th, 7-8:30pm in MON 210, and Wed, Jun. 10th, 7-8:30pm in MON 210.*

<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Time</th>
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<td>5900 A</td>
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<td>Balan K</td>
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<tr>
<td>5902 OL</td>
<td>OL</td>
<td>Online</td>
<td></td>
<td>WHI 365</td>
<td>Babachevski M</td>
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</tbody>
</table>

**MATH& 151 Calculus I**  
First course in calculus sequence. For majors in engineering, science, mathematics and others requiring more than one quarter of calculus. (Formerly MATH 152.) PR: MATH& 142 or MATH& 144 with a grade of C (2.0) or higher, or placement into MATH& 151 or higher via an assessment test score, or permission of a math instructor.

<table>
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<th>Course Code</th>
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<td>IND 108</td>
<td>Killingstad R</td>
<td></td>
</tr>
<tr>
<td>5912 B</td>
<td>Daily</td>
<td>12pm-12:50pm</td>
<td>IND 108</td>
<td>Killingstad R</td>
<td></td>
</tr>
</tbody>
</table>

**MATH& 152 Calculus II**  
Second course in calculus sequence. For majors in engineering, science, mathematics and others requiring more than one quarter of calculus. (Formerly MATH 153.) PR: MATH& 151 or equivalent with a grade of C (2.0) or higher, or permission of a math instructor.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Instructor</th>
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<th>Time</th>
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<td>5920 A</td>
<td>MTWTh</td>
<td>7:45am-8:50am</td>
<td>WHI 365</td>
<td>Babachevski M</td>
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<tr>
<td>5922 B</td>
<td>Daily</td>
<td>12pm-12:50pm</td>
<td>MON 212</td>
<td>Anderson T</td>
<td></td>
</tr>
</tbody>
</table>

**MATH& 153 Calculus III**  
Third course in calculus sequence. For majors in engineering, science, mathematics and others requiring more than two quarters of calculus. (Formerly MATH 154.) PR: MATH& 152 or equivalent with a grade of C (2.0) or higher, or permission of a math instructor.

<table>
<thead>
<tr>
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<th>Time</th>
<th>Location</th>
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<td>5930 A</td>
<td>Daily</td>
<td>12pm-12:50pm</td>
<td>IND 115</td>
<td>Bolan K</td>
<td></td>
</tr>
<tr>
<td>5938 S</td>
<td>MWTh</td>
<td>5:20pm-6:50pm</td>
<td>IND 108</td>
<td>Killingstad R</td>
<td></td>
</tr>
</tbody>
</table>

**MATH& 254 Calculus IV**  
Fourth course in calculus sequence. For majors in engineering, science, mathematics and others requiring more than three quarters of calculus. (Formerly MATH 252.) PR: MATH 154 or equivalent with a grade of C or higher, or permission of a math instructor.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Instructor</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
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<tbody>
<tr>
<td>5940 A</td>
<td>Daily</td>
<td>12pm-12:50pm</td>
<td>MON 120</td>
<td>Killingstad C</td>
<td></td>
</tr>
</tbody>
</table>

**MATH 261 Differential Equations**  
Introductory course in ordinary differential equations. PR: MATH& 254 or equivalent with a grade of C (2.0) or higher, or concurrent enrollment in MATH& 254, or permission of a math instructor.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Instructor</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>enrollment credits</th>
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<td>5950 A</td>
<td>Daily</td>
<td>11am-11:50am</td>
<td>MON 120</td>
<td>Baxter L</td>
<td></td>
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</tbody>
</table>
**MEDICAL CODING**

To learn more about the course, participate in a “live chat” with lead instructor Kathy Kneifel any Wednesday during the quarter from 4-5pm PST. Visit http://chatzy.com/802124631657 and enter your name and the case sensitive password EvCCcoder. Call toll-free 1-866-304-3822 for more information.

The Medical Coding program utilizes state-of-the-art software and text materials used for the training of medical coders. The program is offered in an on-line environment, which may be entered at the beginning of any quarter and requires an average of 35-40 hours of study time per week. Program focuses on providing the training required for the student to obtain an entry-level position as a medical coder.

A certificate is awarded upon successful completion of this 36-credit program.

Faculty Advisor: Kathy Kneifel, 425-388-9155, kkneifel@everettcc.edu

Refund/Withdraw Policy: Deadline for 100% refund or to make schedule changes is April 3 (100% refund less the cost of materials and texts if you are enrolling in the first quarter of this program, $1430 less $375. If you need to withdraw you must call 1-866-304-3822. If you have been awarded financial aid to attend this program and you withdraw prior to the end of the quarter, you may be financially responsible for repaying all or part of the financial aid awarded to you. A technology fee may apply.

First Quarter – Online

**MC 110/120/130 Introduction to Medical Coding** 12
Instruction in healthcare vocabulary, structure and function of the human body (part I), and medical patient records. Class cost: $1430.

- 5960 MC 110 Medical Patient Records Kneifel K
- 5961 MC 120 Healthcare Vocabulary Kneifel K
- 5962 MC 130 Structure and Function of the Human Body Kneifel K

Second Quarter – Online

**MC 122/135/160/140 Intermediate Medical Coding** 12
Instruction in medical abbreviations, structure and function of the human body (part II), principles of diagnostic coding, and basics of pharmacology. PR: MC 120, MC 130, MC 110 with a grade “C” or higher. Class cost: $1430.

- 5976 MC 122 Medical Abbreviations Cranney M
- 5979 MC 135 Structure and Function of the Human Body Cranney M
- 5980 MC 140 Basics of Pharmacology Cranney M
- 5981 MC 160 Principles of Diagnostic Coding Cranney M

Third Quarter – Online

**MC 115/150/180 Advanced Medical Coding** 12
Instruction in principles of procedural coding, healthcare reimbursement, and medical coding practice. PR: MC 122, MC 135, MC 160, MC 140 with a grade “C” or higher. Class cost: $1430.

- 5995 MC 115 Healthcare Reimbursement LaFleur J
- 5996 MC 150 Principles of Procedural Coding LaFleur J
- 5997 MC 180 Medical Coding Records LaFleur J

**MEDICAL TRANSCRIPTION**

To learn more about the course, participate in a “live chat” with lead instructor Pat Stettler from 4-5pm PST every Wednesday. Visit http://chatzy.com/77744100748 and enter your name and the case sensitive password “MTWannaB.” Call toll-free 1-866-304-3822 for more information.

The Medical Transcription certificate program is offered through the Business Technology Department. Students

**Full-time Program Online Program**

First Quarter – Online

**MT 100/120/140/200 Introduction to Medical Transcription** 14
Emphasizes proper keyboarding techniques with the goal of achieving typing speed of 50 corrected words per minute. Introduction to formatting of the seven basic medical reports used in healthcare facilities. Class cost: $1430.

- 6011 MT 100 Keyboarding and Formatting Medical Reports Lewis C A
- 6012 MT 120 Language of Medical Transcription Lewis C A
- 6013 MT 140 Grammar Essentials for MT’s Lewis C A
- 6014 MT 200 Beginning Medical Transcription Lewis C A

Second Quarter – Online

**MT 160/180/190/240 Intermediate Medical Transcription** 14
Studies medical terms as they relate to human anatomy and physiology. PR: MT 100, MT 120, MT 140, MT 200. Class cost: $1430.

- 6050 MT 160 Human Body and Disease Processes I Buchanan K
- 6051 MT 180 Human Body and Disease Processes II Buchanan K
- 6052 MT 190 Physical Exam, Lab Data, Pharmacology Buchanan K
- 6053 MT 240 Intermediate Transcription Buchanan K

Third Quarter – Online

**MT 210/220/260/280 Advanced Medical Transcription** 14
Application of grammar essentials to ensure correct sentence structure and subject/verb agreement. Utilization of correct punctuation to facilitate reading and understanding of the medical report. PR: MT 160, MT 180, MT 190, MT 240. Class cost: $1430.

- 6090 MT 210 Editing and Proofreading Stam E
- 6091 MT 220 Focus on Medical Specialties Stam E
- 6092 MT 260 Shortcuts/Technology/Employment Stam E
- 6093 MT 280 Advanced Transcription Stam E

**MONROE – EAST COUNTY**

The College offers classes that help Monroe and east county area residents pursue their educational goals. These classes are taught at Monroe High School and are open to all qualified persons from the general public, and to admitted Running Start students. Courses in Adult Basic Education are also taught, and may be offered at Park Place Middle School. Call Sheila Dunn at 360-804-4523 for more information. Regular registration policies and any required prerequisites apply.

Take a look at the options for Spring:

- 3758 ENGL & 102D Composition II
- 4520 GEOG 201D Cultural Geography
- 5816 MATH 099 Intermediate Algebra
- 6646 NUTR & 101 Nutrition
- 7652 PSYC & 220 Abnormal Psychology
MULTIMEDIA

Call 425-388-9439 or email gkammer@everettcc.edu (Greg Kammer) for more information.

MULTI 213 Professional Projects: Web Design 5
Current trends, professional issues and practices. Creation of advanced level web design pieces, including corporate identity. Printing issues, project planning, studio practices, contracts and invoicing. Co-listed as GRAPH 213. PR: MULTI 211 with grade C or higher or instructor permission. Lab fee: $88.45.

MULTI 250 Multimedia Internship 2-5
Supervised work experience as an intern with a qualified employer or in a project with a private or public agency. Students must have completed most of the required program work. PR: Instructor permission required. Lab fee: $88.45.

MUSIC

For additional courses in Music, see the Continuing Education section of this schedule.

MUSC& 105 Music Appreciation 5
Lectures, readings, films, and recordings concerning structure, form, and aspects of music for the listener. Historic and stylistic examinations of music from its beginnings in western culture. (Formerly MUSIC 109.)

MUSC 110D World Music 5
Classical and folk traditions of Asia, traditional practices of Africa and Native American and folk and regional styles of Europe and Latin America. History, evolution, and performance practices of music in non-Western cultures. (Formerly MUSIC 110D.)

MUSC 116 Survey of Jazz 5
Historical, social, and stylistic study of the major periods of jazz, beginning with the music's African roots and progressing chronologically to the avant-garde and popular jazz of today. (Formerly MUSIC 116.)

MUSC 117 Class Piano-Elementary 2
Class instruction in piano. Open to all students. (Formerly MUSIC 121.)

MUSC 118 Class Piano-Intermediate 2
Class instruction in piano. Open to all students. (Formerly MUSIC 122.) PR: MUSC 117 or examination.

MUSC 119 Class Piano-Advanced 2
Class instruction in piano. Open to all students. (Formerly MUSIC 123.) PR: MUSC 118 or examination.

MUSC 124 Class Voice I 3
Basic principles and techniques of good singing and performance. Performance of songs from memory. Open to all students at any performance level. (Formerly MUSIC 124.)

MUSC 125 Intermediate Class Voice II 2
Continued development of singing and performance techniques as introduced in MUSC 124. Emphasizes more advanced repertoire and styles of singing. (Formerly MUSIC 125.) PR: MUSC 124 or instructor permission.

MUSC 147 Everett Youth Symphony 2
Preparation and performance of standard orchestra literature. Evenings only. Open to interested instrumentalists, maximum age 21, no minimum. (Formerly MUSIC 147.)

MUSC 175 Everett Chorale 2
Open to all interested singers with previous choral experience. Limited to 100 voices based on balance for four-part choral music. Auditions for all new singers, special dress code. (Formerly MUSIC 175.) Self-support, non-tuition class, class cost: $40. Deadline for 100% refund is April 3. There is no 50% refund.

Because You Need Child Care
Visit EvCC’s expanded and remodeled Early Learning Center

- EvCC Students enrolled in a minimum of 5 credits receive priority enrollment and a reduced rate
- Children 12 months-5 years old
- Accredited by National Association for the Education of Young Children

Early Learning Center, 820 Waverly Ave. (off of Tower Street)
425-388-9121 www.everettcc.edu/elc
NURSING

All new Pre-Nursing students must attend an information session on March 2, April 20, or May 18. Sessions are held at 1pm in the Index Hall Complex. If you have any questions, please call 425-388-9463.

NURS 095 Nursing Success Strategies 1
Assists the nursing student to prepare for classroom activities and test taking. Familiarizes the student with various approaches to problem solving as well as strategies for efficient study and intense practice with question analysis. PR: Admission to the Nursing Program, selection by the Nursing Admissions Committee.

6460 A Th 7am-7:50am IND 171 Brasfield K

NURS 100 Nursing Assistant Certified 10
This program is approved by the Washington State Department of Social and Health Services. In order to register for this class, see the Continuing Education section of schedule, page 75.

NURS 104 Critical Thinking/Nurses 2
Covers critical thinking skills necessary for nurses to be able to think clearly and creatively as professionals in a diverse workforce and a dynamic healthcare workplace. PR: Acceptance into the Nursing Program.

6468 A Th 8am-9:50am IND 171 Brasfield K

NURS 110 Nursing Therapeutics I 9
Combination lecture and lab introducing caring as framework underlying nursing as a science and a profession. Four concepts examined: client, nursing, health, and environment. PR: Acceptance into the Nursing Program; BIOL& 211, BIOL& 231, ENGL& 101. CR: NURS 110J. Lab fee: $162.75. Malpractice Insurance fee: $18.95.

6470 A Daily 8am-5pm IND 118 Black P/ Brasfield K

NURS 110J Nursing Therapeutics I Lab 4
Covers concept of health promotion as basis for assessing and intervening to maintain wellness, as well as techniques of physical assessment. Basic skills are also included. CR: NURS 110A. Lab fee: $116.55.

6472 J Daily 8am-5pm IND 132 Black P/ Brasfield K

NURS 120 Nursing Therapeutics II 7
Combination lecture and lab which presents integrated view of mind/body responses to altered health states. Content covers rationale for health care intervention, explores application of nursing principles and theories in variety of situations and the opportunity to develop skills essential to care of adult clients. PR: NURS 110A, NURS110J, BIOL& 231. CR: NURS 120J. Lab fee: $150.10.

6480 A Daily 8am-5pm IND 117 Weber C/ Hansen V

NURS 120J Nursing Therapeutics II Lab 6
Covers integration and application of art and science of nursing through use of case studies, scenarios, clinical simulations, client care, and special projects. Utilizes nursing process, critical thinking, and self reflective activities as basis for collaborative learning in formulation, implementation, and evaluation of nursing care for adults experiencing selected health alterations. CR: NURS 120A. Lab fee: $96.45.

6482 J Daily 8am-4pm IND 133 Weber C/ Hansen V

NURS 130 Nursing Therapeutics III 7
Combination lecture and lab course in continuation of NURS 120. Explores increasingly complex body system alterations and presents the nursing therapies connected with these alterations. PR: NURS 120A, NURS 120J, CNST& 210. CR: NURS 130J. Lab fee: $150.10.

6490 A Daily 8am-5pm IND 123 Whedon C/ Zoeller N

NURS 130J Nursing Therapeutics III Lab 6
Covers development of nursing skills and judgments through use of the nursing process, critical thinking and self reflective activities. Collaborative learning is utilized in planning, implementation, and evaluation of nursing care for adults experiencing selected health alterations presented in NURS 130. CR: NURS 130A. Lab fee: $96.45.

6492 J TBA Whedon C/ Zoeller N

NURS 150 NCLEX Preparatory Course 2.5
Overview of the nursing knowledge base as applied to the NCLEX test plan. Five day intensive course. Class runs selected days TBA. No refund after class start date. PR: Successful completion of four quarters of the Nursing Program. Class cost: $262.05.

6500 A TBA Brasfield K

NURS 180 Nursing IV Skills 0
One day workshop for RNs or EvCC Nursing students who have successfully completed the third quarter of the program. Provides instruction in the principles, practices, and documentation of venipuncture together with hands-on experience on techniques necessary for success. Eligibility requires documentation of at least one of the required hepatitis B immunizations for health care workers, or a declination form, and signature of a procedure waiver.

6510 A SaSu 8am-5pm IND 117 Shannon C

NURS 210 Nursing Therapeutics IV 7
Presents integrated view of responses to normal growth and development from infancy through adolescence and the expanding family. Selected health problems of women and children are examined in relation to epidemiology, risk factors, pathologic mechanisms, and clinical manifestations. PR: NURS 130A, NURS 130J and PSYC& 200. CR: NURS 210J. Lab fee: $267.15.

6530 A Daily 8am-5pm IND 169 Shannon C/ Miller L

NURS 210J Nursing Therapeutics IV Lab 6
Covers application of art and science of nursing in the analysis, synthesis, provision, and evaluation of client care. Course utilizes the nursing process and critical thinking skills as a basis for care of women, children and families. CR: NURS210A. Malpractice Insurance fee: $18.95.

6532 J TBA Shannon C/ Miller L

NURS 220 Nursing Therapeutics V 6
Combination lecture and lab course which explores multi-system physical and mental health alterations and related nursing therapies. PR: NURS 210A, NURS 210J and BIOL& 260. CR: NURS 220J. Lab fee: $150.35.

6540 A Daily 8am-5pm IND 171 Corbin J/ Dotson K

NURS 220J Nursing Therapeutics V Lab 7
Covers increasingly complex nursing skills and judgments through use of critical thinking, nursing process, and self-evaluation. CR: NURS 220J. Lab fee: $96.45.

6542 J TBA Corbin J/ Dotson K

NURS 230 Nursing/Therapeutics VI-Transition 3
Addresses aspects of becoming a professional nurse through the exploration of personal values, nursing ethics, legal accountability, power politics, collective bargaining, and the business of the changing contemporary healthcare system. PR: NURS 220A, NURS 220J, SOCS 101 or ANTH& 260D. CR: NURS 230J. Lab fee: $123.70.

6550 A Daily 8am-5pm IND 111 Brasfield K/ Tri D

NAT S 107 Physical Science for Everybody 5
Hands-on exploration of how motion, energy and forces affect the way things work. For non-science majors. Highly recommended for elementary education majors. PR: ENGL& 098 with a grade of C or higher, or skills assessment at ENGL& 101 or higher level; MATH 080 or skills assessment at MATH 081 or higher level. Lab fee: $28.10.

6398 S MW 5pm-7:50pm WHI 250 Zuvich L

NATURAL SCIENCE
Courses with these symbols have specific options, prerequisites or fees. When you see a course with one of these symbols, be sure to look on page 18 to see the course information these symbols indicate.

NURS 230J Nursing/Therapeutics VI-Transition
Clinical site experience in selected healthcare settings. In some situations staff nurses serve as mentors or preceptors. CR: NURS 230J. Lab fee: $120.85.
6552 J TBA Brasfield K/Tri D

NURS 275 Post-Graduate Residency
6560 A TBA Corbin J

NUTR 101 Nutrition
Basic principles of nutrition for infants, children, adolescents and adults; guidelines for healthy diet, nutrient functions and food sources; and the role of nutrition in health, physiological growth and development, and disease sources. The on-line version of this class requires on-campus exams; dates to be scheduled. Out-of-area students may arrange test proctors. PR: ENGL 098 with a grade of C or higher or skills assessment at ENGL 101 or higher, and MATH 080 or skills assessment at MATH 081 or higher.

*Section MO (6646) is being taught at Monroe High School and is open to all interested students who meet the eligibility requirements.
6640 A Daily 9am-9:50am BRC 114 Vanderberg N
6642 B Daily 10am-10:50am WHI 352 Gabrielsen K
6644 C Daily 11am-11:50pm WHI 352 Gabrielsen K

*Section MO (6646) is part of the “Panthalassa: The World Ocean” Learning Community and must be taken concurrently with ENGL 101 LC (3712).
6646 MO TTh 4:50pm-7:10pm MHS 104 Wild L
6648 OL1 Online Vanderberg N
6650 OL2 Online Wild L
6652 OL3 Online Gabrielsen K

NUTR 160 Sports Nutrition
Intro to sports nutrition and its relationship to health, fitness and athletic performance. Recommendations for recreational and competitive sports. Evaluation of ergogenic aids and dietary practices promoted to enhance performance. PR: ENGL 098 with grade of C or higher or skills assessment at ENGL 101 or higher level. MATH 080 or skills assessment at MATH 081 or higher level. NUTR 101 highly recommended. Includes body composition analysis. Lab fee: $18.55.
6660 A MWF 9am-9:50am WHI 352 Gabrielsen K

OCEA 101 Introduction to Oceanography
Introduction to Earth’s oceans, including origin and evolution of ocean basins, composition and variability of seawater, oceanic structure and circulation patterns, and marine pollution. Required Field Trip April 17-19. PR: ENGL 098 with grade of C or higher, or skills assessment at ENGL 101 or higher level. Lab fee: $73.10. Field Trip Fee: $40.

*Section LC1 (6760) is part of the “Panthalassa: The World Ocean” Learning Community and must be taken concurrently with ENGL 101 LC (3748).
6760 LC1 MW 11am-12:50pm WHI 102 Grupp S

*Section LC2 (6762) is part of the “Panthalassa: The World Ocean” Learning Community and must be taken concurrently with ENGL 102 LC (3748).
6762 LC2 MW 11am-12:50pm WHI 102 Grupp S

P E/HEALTH&WELLNESS

PEHW 100 Beginning Yoga
A “no sweat” exercise program designed to provide development of and fitness through flexibility, strength and vitality. Introduction to visualization and mind-quieting techniques.

7122A MTWTh 8am-8:50am GYM 204 Anderson B
7124B MTWTh 9am-9:50am GYM 204 Anderson B
7126S T 5pm-6:40pm GYM 204 Valentine M
7128T T 7pm-8:40pm GYM 204 Valentine M

PEHW 102 Tai Chi
Classical Chinese exercise. Effortless, rhythmic art stressing slow breathing and relaxed postures and absolute calmness of mind. Promotes health and inner tranquility.

7130S Th 7pm-8:40pm GYM 205 Hallgren G

PEHW 111 Kick Boxing Aerobics
A dynamic low impact aerobic workout combining punches, jabs, and variety of kicks to strengthen upper and lower body. Effectively increases endurance, coordination, strength and balance.

7156A MTWTh 10am-10:50am GYM 205 Gstoahl C
7160S Th 5pm-5:50pm GYM 205 Gstoahl C

PEHW 116 Low-Impact Aerobics
Aerobic workout with music. Appropriate movements assist in vigorous activity with minimal fatigue of joints.

7176A MTWTh 12pm-12:50pm GYM 205 Webster K

PEHW 121 Walk, Jog, Run
Walk, jog and run your way to improved fitness. Correct techniques, basic physiology, and training methods for walking, jogging and running.

7190A TTh 9am-9:50am GYM 205 Grigsby S
7192B MTTh 1pm-2:05pm GYM 205 Grigsby S

PEHW 125 Beginning Weight Training
Basic principles of weight training, exercise selection, safety, and fundamental techniques in lifting free and machine weights. Individual program designed for body building or toning.

7202A MTWTh 11am-12:40pm GYM 101 Gstoahl C
7204B MTWTh 1pm-2:40pm GYM 101 Gstoahl C

PEHW 126 Advanced Weight Training
Advanced weight lifting skills, added weights, repetitions and exercises. PR: PEHW 125.

7206A MTWTh 11am-12:40pm GYM 101 Gstoahl C
7208B MTWTh 1pm-2:40pm GYM 101 Gstoahl C

PEHW 128 Women on Weights
Individualized conditioning program for various components of fitness. Strength on the stability ball, free weights, circuits, and cardio/step with additional focus on learning principles of fitness to create personalized workouts.

7210S MW 4pm-5:40pm GYM 101 Gstoahl C

PEHW 144 Court Games
Fundamental techniques, terminology, rules, history, etiquette, and strategies of badminton and pickleball.

7260A MTWTh 12pm-12:50pm GYM 100 Grigsby S

PEHW 145 Golf
Practice and development of basic skills: drive, putt, approach shots, stance, grip, and swing.

7270A M 2pm-3:40pm GYM 100 Hovde C
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<td>PEHW 149</td>
<td>Basketball</td>
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<td>PEHW 201</td>
<td>Emergency Response</td>
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<td>PEHW 203</td>
<td>Lifetime Health/Wellness</td>
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<td>PEHW 204</td>
<td>Nutrition Survival</td>
<td>5</td>
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<td>PEHW 205</td>
<td>Consumer Health</td>
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<td>PEHW 212</td>
<td>Photo VI: Visual Thesis</td>
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**PHILOSOPHY**

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<td>PHIL&amp; 106</td>
<td>Introduction to Logic</td>
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<tr>
<td>PHIL 267</td>
<td>Philosophy of Religion</td>
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**PHOTOGRAPHY**

For more information on the Photography program call 425-388-9501.

For additional Photography courses see the Continuing Education section of this schedule.

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<tr>
<td>PHOTO 110</td>
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<tr>
<td>PHOTO 111</td>
<td>Photo II: B&amp;W Imaging</td>
<td>5</td>
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<tr>
<td>PHOTO 112</td>
<td>Photo III: Creative Explorations</td>
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<td>PHYS 103</td>
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<tr>
<td>PHYS 221</td>
<td>Engineering Physics I</td>
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PHYS& 223  Engineering Physics III  
Continuation of PHYS& 222. Electromagnetism. (Formerly PHYS 123.) PR: PHYS& 222 and MATH& 254.
7510 A TTh 9am-10:50am WHI 248 Vanasse A

PHYS& 231  Engineering Phys I Lab  
1.5 Offered concurrently with PHYS& 221. (Formerly PHYS 131.) CR: PHYS& 221 or instructor permission. Lab fee: $28.10.
7520 A T 1pm-3:50pm WHI 250 Washburn K
7522 B W 1pm-3:50pm WHI 250 Washburn K

PHYS& 233  Engineering Phys III Lab  
1.5 Offered concurrently with PHYS& 223. In lieu of a lab fee, students will be required to purchase materials for individual lab projects. (Formerly PHYS 133.) CR: PHYS& 223 or instructor permission.
7524 A M 8am-10:50am WHI 250 Vanasse A
7526 B Th 1pm-3:50pm WHI 250 Vanasse A

POLITICAL SCIENCE

POLS& 101  Introduction to Political Science  
Consideration of fundamental and enduring political questions: What is politics? What difference does it make? What is political control? Can morality inform politics? (Formerly POL S 101.)
7542 OL Online Palek M
7544 HY T 12pm-1:10pm GWH 278 Horn S

POLS& 200  Introduction to Law  
Legal institutions and processes, law as a system of social thought and behavior and a framework in which rival claims are resolved. Intended for UW Business transfer students, Pre-Law/Political Science. (Formerly POL S 200.) PR: Sophomore standing recommended.
7546 HY T 7pm-8:30pm GWH 150 Newlin G
7550 OL Online Horn S

PSYCHOLOGY

PSYC& 100  General Psychology  
Psychology as a science focusing on five major theoretical perspectives in contemporary psychology: biological, cognitive, humanistic, psychodynamic, and learning. (Formerly PSYCH 100.) PR: Completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101 or instructor permission.
7620 OL Online Hamoudi K
7622 A Daily 8am-8:50am GWH 374 Smith D B
7624 B Daily 9am-9:50am GWH 374 Smith D B
7628 C Daily 10am-10:50am GWH 374 Hamoudi K
7630 D Daily 11am-11:50am GWH 374 Brown D
7632 HY TTh 12pm-1:50pm GWH 150 Farb B
7634 F MW 12pm-2:15pm GWH 374 Brown D
7636 G MW 1pm-2:15pm GWH 374 Hamoudi K
7638 S MW 4:50pm-6:50pm GWH 150 Bender S

PSYC& 200  Lifespan Psychology  
Analysis of psychological and physiological development of the lifespan with emphasis on understanding physical, social, emotional and cognitive processes. (Formerly PSYCH 203.) PR: PSYC& 100 with a C or higher AND completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101 or instructor permission.
*Section TC (7646) is a telecourse. Students will meet in class on the following dates: April 2 (orientation); April 16, May 7 and May 28 (exams). Proctored exams are available if unable to be in attendance on any of the above scheduled dates. Telecourse licensing/tape (DVD) rental fee: $60. See pages 10 and 11 for more information.
7642 OL Online Palek M
7644 S MW 4:50pm-6:50pm GWH 276 Brown D
7646 TC Th 4:50pm-6:50pm GWH 150 Veldink C

PSYC 209  Research Methods in Social Sciences  
Provides an overview of the scientific method as used in the social sciences. Co-listed as SOC 209; credit cannot be earned in both PSYC 209 and SOC 209. (Formerly PSYCH 209.) PR: Any 100-level Social Science course with a grade of C or higher; and ENGL 098 with a grade of C or higher or eligibility for ENGL& 101; and MATH 099 or equivalent with a grade of C or higher.
7648 A Daily 9am-9:50am GWH 378 Hamoudi K

PSYC 220  Abnormal Psychology  
Description, development and dynamics of behavior disorders and personality as related to contemporary conditions of life. (Formerly PSYCH 220.) PR: PSYC& 100 with a C or higher AND completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101 or instructor permission.
*Section MO (7652) is being taught at Monroe High School and is open to all interested students who meet the eligibility requirements.
7650 OL Online Smith D B
7652 MO TTh 7:40pm-9:40pm MHS 707 Bender S

PSYC 230  Cognition, Learning and Motivation  
Course establishes enduring links between psychological theory, research, and their classroom applications with focus on cognitive, motivational, and affective development in children and adolescents. (Formerly PSYCH 230.) PR: PSYC 100 with a grade of C or higher and placement in or completion of ENGL 101.
7668 A MW 1pm-3:15pm GWH 150 Smith D B

READING/STUDY SKILLS

RSS 094  Reading for College  
Basic skills for success in college level reading.
*Section LC (7710) is part of the “FYI: First Year Intelligence” Learning Community and must be taken concurrently with RSS 095 LC (7712).
7712 LC MTWTh 9:30am-9:35am RAI 104 Wilson C / Johnson K

RSS 095  Study Skills  
Teaches study skills and orientation to college survival. Students learn how to identify learning styles, manage time, utilize student support services, read textbooks, take notes, take tests, and use library and Internet resources.
*Section LC (7711) is part of the “FYI: First Year Intelligence” Learning Community and must be taken concurrently with RSS 094 LC (7710).
7711 LC MTWTh 9:45am-10:50am RAI 104 Wilson C / Johnson K

To register for courses, see pages 70 or call 425-388-9208
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Credits</th>
<th>Days/Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>RSS 096</td>
<td>Computer Comfort</td>
<td>5</td>
<td>Daily 9am-9:50am</td>
<td>BAK 211</td>
<td>Martin P</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Daily 10am-10:50am</td>
<td>RAI 108</td>
<td>Galloway D</td>
</tr>
<tr>
<td>RSS 097</td>
<td>Reading, Speed, Vocabulary</td>
<td>1-2</td>
<td>MTWTh 11am-11:50am</td>
<td>RAI 104</td>
<td>Staff</td>
</tr>
<tr>
<td>RSS 100</td>
<td>Sharpening Study Skills</td>
<td>2</td>
<td>MTWTh 12pm-12:50pm</td>
<td>RAI 104</td>
<td>Staff</td>
</tr>
<tr>
<td>RSS 103</td>
<td>RSS 104</td>
<td>5</td>
<td>MTTWTh 11am-11:50am</td>
<td>RAI 104</td>
<td>Staff</td>
</tr>
<tr>
<td>RSS 105</td>
<td>Powerful College Reading</td>
<td>5</td>
<td>MTWTh 12pm-12:50pm</td>
<td>RAI 104</td>
<td>Staff</td>
</tr>
<tr>
<td>RSS 099</td>
<td>Bridge Lab Modules</td>
<td>1-2</td>
<td>MTWTh 11am-11:50am</td>
<td>RAI 104</td>
<td>Staff</td>
</tr>
<tr>
<td>RSS 102</td>
<td>Reading Fitness</td>
<td>4</td>
<td>MTWTh 11am-11:50am</td>
<td>RAI 104</td>
<td>Staff</td>
</tr>
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</table>

**SOCIOLGY**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Credits</th>
<th>Days/Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC 209</td>
<td>Research Methods in Social Sciences</td>
<td>5</td>
<td>MTWTh 11am-11:50am</td>
<td>RAI 104</td>
<td>Staff</td>
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**SPANISH**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Credits</th>
<th>Days/Time</th>
<th>Location</th>
<th>Instructor</th>
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</table>

**THEATRE**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Credits</th>
<th>Days/Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
</table>

To register for courses, see pages 7-9 or call 425-388-9208.
WELDING

All new Welding Program students must attend an information session on March 11, March 20.

Sessions are held at 5pm at Monte Cristo, Room 110.

Call 425-388-9447 (Dan Minzel) for more information.

WELD 150  Blueprint Reading/Industry  5
Overview of engineering drawing symbols used on blueprints and techniques used in their interpretation. PR: Basic arithmetic skills or concurrent enrollment in Math 030.

8366  T  TTh  5:45pm-7:45pm  MON 110  Owens  O

WELD 153  Non-Ferrous Metal-Trades  3
Basic metallurgy of stainless steel, cast iron, and aluminum.

8390  A  TTh  1pm-2:15pm  MON 101  Owens  O
8392  S  MW  5:45pm-7pm  MON 110  Bailey  C

WELD 190  Oxyacetylene  5
Principles and techniques of oxyacetylene welding, brazing, and flame cutting to develop entry-level skills required by industry. PR: Good eyesight and good hand/eye coordination with both hands. CR: Welding 150 and 151, 152 or 153 recommended. Lab fee: $59.85.

8400  J  MTWTh  8am-10:15am  MON 110  Smith  N
8402  K  MTWTh  10:30am-12:45pm  MON 110  Minzel  D
8408  L  MTWTh  2:30pm-5pm  MON 110  Smith  N
8404  S  MW  7:15pm-11pm  MON 110  Bailey  C
8406  T  TTh  7:15pm-11pm  MON 110  Brydges  R

WELD 191  Basic Arc  5
Principles and techniques of basic manual shielded metal arc welding. PR: Good eyesight and hand/eye coordination. Lab fee: $59.85.

8410  J  MTWTh  8am-10:15am  MON 110  Smith  N
8412  K  MTWTh  10:30am-12:45pm  MON 110  Minzel  D
8418  L  MTWTh  2:30pm-5pm  MON 110  Smith  N
8414  S  MW  7:15pm-11pm  MON 110  Bailey  C
8416  T  TTh  7:15pm-11pm  MON 110  Brydges  R

WELD 192  Advanced Arc  5
Continuation of Welding 191. PR: Welding 191 with grade of C or higher, or S grade. Lab fee: $59.85.

8420  J  MTWTh  8am-10:15am  MON 110  Smith  N
8422  K  MTWTh  10:30am-12:45pm  MON 110  Minzel  D
8428  L  MTWTh  2:30pm-5pm  MON 110  Smith  N
8424  S  MW  7:15pm-11pm  MON 110  Bailey  C
8426  T  TTh  7:15pm-11pm  MON 110  Brydges  R

WELD 193  Basic Pipe  5
Principles and techniques of pipe welding using manual metal arc process. PR: Certification or instructor permission. Lab fee: $59.85.

8430  J  MTWTh  8am-10:15am  MON 110  Smith  N
8432  K  MTWTh  10:30am-12:45pm  MON 110  Minzel  D
8438  L  MTWTh  2:30pm-5pm  MON 110  Smith  N
8434  S  MW  7:15pm-11pm  MON 110  Bailey  C
8436  T  TTh  7:15pm-11pm  MON 110  Brydges  R

WELD 194  Gas Tungsten Arc Welding  5
Fundamentals and techniques used in gas tungsten arc welding process. PR: Welding 190 or instructor permission. Lab fee: $59.85.

8440  J  MTWTh  8am-10:15am  MON 110  Smith  N
8442  K  MTWTh  10:30am-12:45pm  MON 110  Minzel  D
8448  L  MTWTh  2:30pm-5pm  MON 110  Smith  N
8444  S  MW  7:15pm-11pm  MON 110  Bailey  C
8446  T  TTh  7:15pm-11pm  MON 110  Brydges  R

WELD 195  Gas Metal Arc/Flux Weld  5
Principles and techniques of gas Metal Arc and Flux Core Arc Welding processes on mild steel, stainless steel and aluminum. Lab fee: $59.85.

8450  J  MTWTh  8am-10:15am  MON 110  Smith  N
8452  K  MTWTh  10:30am-12:45pm  MON 110  Minzel  D
8458  L  MTWTh  2:30pm-5pm  MON 110  Smith  N
8454  S  MW  7:15pm-11pm  MON 110  Bailey  C
8456  T  TTh  7:15pm-11pm  MON 110  Brydges  R

WELD 196  Flux Cored Arc Welding  5
Principles and techniques needed to use flux cored arc welding processes. PR: Instructor permission. Lab fee: $59.85.

8460  J  MTWTh  8am-10:15am  MON 110  Smith  N
8462  K  MTWTh  10:30am-12:45pm  MON 110  Minzel  D
8468  L  MTWTh  2:30pm-5pm  MON 110  Smith  N
8464  S  MW  7:15pm-11pm  MON 110  Bailey  C
8466  T  TTh  7:15pm-11pm  MON 110  Brydges  R

WELD 211  Sheet Metal Fabrication  5
Sequences and methods of light gauge metal fabrication. Students plan and produce parts using forming machinery, joining and forming processes.

8480  L  MTWTh  2:30pm-5pm  MON 110  Hustler  D

WELD 212  Pipefitting and Pipe Systems Fabrication  5
Presents basic pipefitting. Students will fabricate various pipe systems and manifolds working from blueprints.

8484  S  MW  7:15pm-11pm  MON 110  Brydges  R

RESEARCH METHODS IN THE SOCIAL SCIENCES

With all the information out there, do you ever wonder which ideas to accept and which to reject?

Take PSYC 209 or SOC 209 to find out.

• Earn 5 transferable Social Science or elective credits.
• Complete a course required for many social science majors.
• Have fun exploring and testing out your own ideas!

This course is only offered once each academic year.
**PRELIMINARY COURSE LISTINGS**

**WELD 225  Welding Skills Building  2**
Designed for the student who is seeking practice time prior to taking a state welding certification test or for the student seeking to improve current welding skills through additional lab time.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>8492 A</td>
<td>MW</td>
<td>1pm-2:15pm</td>
<td>MON 110</td>
<td>Minzel D</td>
</tr>
<tr>
<td>8493 B</td>
<td>TTh</td>
<td>1pm-2:15pm</td>
<td>MON 110</td>
<td>Minzel D</td>
</tr>
<tr>
<td>8494 S</td>
<td>MW</td>
<td>5:30pm-6:30pm</td>
<td>MON 110</td>
<td>LeFors P</td>
</tr>
<tr>
<td>8495 T</td>
<td>TTh</td>
<td>5:15pm-6:30pm</td>
<td>MON 110</td>
<td>LeFors P</td>
</tr>
</tbody>
</table>

**WELD 285  Computerized Torch Cutting  5**
Programming and use of the computerized cutting system using Autocad. Lab fee: $53.72.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>8497 K</td>
<td>MTWTh</td>
<td>10:30am-12:45pm</td>
<td>IND 124</td>
<td>Hustler D</td>
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</table>

**WELD 295  Work Experience Internship  1-5**
Provides student with a safe, supervised work environment to apply their welding and fabrication skills, fostering professional growth and self-confidence in the welding industry.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>8498 A</td>
<td>TBA</td>
<td></td>
<td>MON 110</td>
<td>Minzel D</td>
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</tbody>
</table>

**WORK FORCE TRAINING**

**WFT 095  Workplace Computation  3**
Exposes students to basic mathematics and problem solving skills for trades and technology workplace applications.

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<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>8272 S</td>
<td>MW</td>
<td>8pm-9:15pm</td>
<td>OFF SNO</td>
<td>Clemans T</td>
</tr>
</tbody>
</table>

**WORLD LANGUAGES**

**AMERICAN SIGN LANGUAGE**

**ASL& 121  American Sign Language I  5**
Beginning sequence of courses in American Sign Language (ASL), a visual and gestural language used by Deaf people. These courses are intended to introduce you to the grammar and vocabulary of ASL while focusing on beginning conversational skills. Introduction to the history and culture of those who identify themselves as Deaf. The focus of this course is ASL, and its construction, use and value to the Deaf community. This course will encourage small and large group activities with exposure to Deaf culture. (Formerly ASL 0101). Students with one year or more of ASL study should consult with the instructor prior to enrolling in this class. Self-support, non-tuition class; class cost $390; an additional technology fee may also apply. Last day for 100% refund: March 30. There is no 50% refund option.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>9693 CE</td>
<td>MTWTh</td>
<td>1pm-2pm</td>
<td>BAK 205</td>
<td>Bontrager L/LeFors P</td>
</tr>
</tbody>
</table>

**ASL& 123  American Sign Language III  5**
Beginning sequence of courses in ASL to introduce students to the grammar and vocabulary of ASL while focusing on beginning conversational skills. (Formerly ASL 103.) PR: ASL& 122 or instructor permission.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>1452 A</td>
<td>Daily</td>
<td>12pm-12:50pm</td>
<td>BAK 205</td>
<td>LeFors P</td>
</tr>
<tr>
<td>1460 S</td>
<td>TTh</td>
<td>4:50pm-6:50pm</td>
<td>BAK 205</td>
<td>Bontrager L</td>
</tr>
</tbody>
</table>

**ASL& 223  American Sign Language VI  5**
Continuation of ASL& 222 at the intermediate level focusing on ASL fluency, ability to narrate events, make suggestions and requests, talk about and describe activities, family members, etc. and further improving on these skills. (Formerly ASL 203.) PR: ASL& 222 or instructor permission. Self-support, non-tuition class; class cost $390; an additional technology fee may also apply. Class begins March 31 and ends June 4. Payment is due at time of registration. Last day to register: March 25. Last day for 100% refund: April 3. There is no 50% refund option.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>9700 CE</td>
<td>TTh</td>
<td>7pm-9:30pm</td>
<td>BAK 205</td>
<td>Bontrager L/LeFors P</td>
</tr>
</tbody>
</table>

**CHINESE**

**CHIN& 123  Chinese III  5**
Beginning sequence of courses to practice functional elements of Chinese pronunciation and grammar in the context of practical conversational Chinese. (Formerly CHIN 103.) PR: CHIN& 122 or instructor permission.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>2622 A</td>
<td>MWF</td>
<td>11am-12:30pm</td>
<td>GWH 264</td>
<td>Wang H</td>
</tr>
</tbody>
</table>

**FRENCH**

**FRCH& 123  French III  5**
Beginning sequence of courses to practice functional elements of French pronunciation and grammar in the context of practical conversational French. (Formerly FRCH 103.) PR: FRCH& 122, French placement test or instructor permission.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>4262 A</td>
<td>TTh</td>
<td>12pm-2:15pm</td>
<td>GWH 274</td>
<td>Miller I S</td>
</tr>
</tbody>
</table>

**GERMAN**

**GERM& 123  German III  5**
Beginning sequence of courses to practice functional elements of German pronunciation and grammar in the context of practical conversational German. (Formerly GERM 103.) PR: GERM& 122, German placement test or instructor permission.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>4620 A</td>
<td>Daily</td>
<td>10am-10:50am</td>
<td>GWH 274</td>
<td>Dinter E</td>
</tr>
</tbody>
</table>

**ITALIAN**

**ITAL 121  Italian I  5**
Beginning course in a sequence of courses to practice functional elements of Italian pronunciation and grammar in the context of practical conversational Italian. Listening, speaking, reading and writing to communicate in a logical, natural and personalized way. (Formerly ITALN 101). In addition to the weekly class session, students are expected to participate and submit assignments online. High-speed internet connection is highly recommended. Students with one year or more of high school study should consult with the instructor prior to enrolling in this class. Self-support, non-tuition class; class cost is $415; an additional technology fee may also apply. Class begins April 2 and ends June 4. Payment is due at time of registration. Last day to register: March 27. Last day for 100% refund: April 3. There is no 50% refund option.

<table>
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<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>H 9708 CE</td>
<td>Th</td>
<td>5pm-7:30pm</td>
<td>MON 120</td>
<td>Bertoldi R</td>
</tr>
</tbody>
</table>

**JAPANESE**

**JAPN& 121  Japanese I  5**
Beginning sequence of courses to practice functional elements of Japanese pronunciation, grammar, vocabulary, and sentence patterns in the context of practical conversational Japanese with correct understanding of cultural and social background. (Formerly JAPAN 101.) Students with one year or more of high school study should meet with Mayumi Smith for proper placement. Call her at 425-388-9380 for an appointment. Self-support, non-tuition class; class cost $390; an additional technology fee may also apply. Class begins March 30 and ends June 8. Payment is due at time of registration. Last day to register: March 24. Last day for 100% refund: April 3. There is no 50% refund option.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>9684 CE</td>
<td>Daily</td>
<td>10am-10:50am</td>
<td>NBI 101</td>
<td>Nair M</td>
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</tbody>
</table>
JAPN& 122 Japanese II 5
Beginning sequence of courses to practice functional elements of Japanese pronunciation, grammar, vocabulary, and sentence patterns in the context of practical conversational Japanese with correct understanding of cultural and social background. The Japanese writing system is taught from early stage to provide total experience of the language. (Formerly JAPAN 102.) PR: JAPN& 121 or instructor permission. Self-support, non-tuition class; cost $390; an additional technology fee may also apply. Class begins March 30 and ends June 8. Payment is due at time of registration. Last day to register: March 24. Last day for 100% refund: April 3. There is no 50% refund option.

JAPN& 123 Japanese III 5
Beginning sequence of courses to practice functional elements of Japanese pronunciation, vocabulary, and sentence patterns in the context of practical conversational Japanese with correct understanding of cultural and social background. (Formerly JAPAN 103.) PR: JAPN& 122 or instructor permission.

SPAN& 121 Spanish I 5
Beginning sequence of courses to practice functional elements of Spanish pronunciation and grammar in the context of practical conversational Spanish. (Formerly SPAN 101.) Students with one year or more of high school study should take a placement test.

SPAN& 122 Spanish II 5
Beginning sequence of courses to practice functional elements of Spanish pronunciation and grammar in the context of practical conversational Spanish. (Formerly SPAN 102.) PR: SPAN& 121, Spanish placement test or instructor permission.

Spanish I online. This class will be especially helpful to those students taking Spanish I online.

RSUSS& 121 Russian I 5
Beginning sequence of courses to practice functional elements of Russian pronunciation and grammar in the context of practical conversational Russian. Listening, speaking, reading and writing to communicate in a logical, naturalized and personalized way. (Formerly RUSS 101). Students with one year or more of high school study should consult with the instructor prior to enrollment by calling 425-389-9583. Self-support, non-tuition class; cost $390; an additional technology fee may also apply. Class begins March 30 and ends June 8. Payment is due at time of registration. Last day to register: March 24. Last day for 100% refund: April 3. There is no 50% refund option.

RUSS& 123 Russian III 5
Beginning sequence of courses to practice functional elements of Russian pronunciation and grammar in the context of practical conversational Russian. (Formerly RUSS 103.) PR: RUSS& 122 or instructor permission.

SPAN& 123 Spanish III 5
Beginning sequence of courses to practice functional elements of Spanish pronunciation and grammar in the context of practical conversational Spanish. (Formerly SPAN 103.) PR: SPAN& 122, Spanish placement test or instructor permission.

Japanese II online. This class will be especially helpful to those students taking Japanese II online.

SPAN 101B Elementary Spanish I -- Part B 2
SPAN 101 B is equivalent to the second half of SPAN& 121. Slower-paced study of functional elements of Spanish pronunciation and grammar in the context of practical conversational Spanish. PR: SPAN 101A, Spanish placement test or instructor permission.

SPAN 111 Conversational Spanish I 2
Beginning sequence of oral communication courses designed to accompany SPAN& 121, 122 and 123. Practice and reinforcement of pronunciation, grammar and conversational patterns. CR: Concurrent enrollment in SPAN& 121 or SPAN 101B or instructor permission.

SPAN 112 Conversational Spanish II 2
Beginning sequence of oral communication courses designed to accompany SPAN& 121, 122 and 123. Practice and reinforcement of pronunciation, grammar and conversational patterns. CR: Concurrent enrollment in SPAN& 122 or instructor permission.
Preliminary Summer 2009 Courses

This class information is as complete as possible at this time. It is likely that some of these classes will change (times, etc.) and other classes will be added or deleted. A final listing of classes will be in the Summer Class Schedule, which will be available in May.

Evening classes are indicated by an “N”. Online classes are indicated by an “OL”. Telecourses are indicated by a “TC”. Many of these classes have prerequisites and fees. You can refer to the Spring Class Schedule course listings to determine some of those prerequisites, or look them up in the 2008-2009 Catalog.

### Important Update

Beginning in Summer Quarter 2008, EvCC renumbered some courses to comply with the common course numbering process adopted by most community colleges in Washington. Common Course Numbers (CCN) are distinguished by an ampersand (&), such as ACCT201. For a description of this process, go to www.everettcc.edu/CCN.
# PREREQUISITE COURSE LISTINGS

**ECONOMICS**
- 3348 ECON 201 Microeconomics 5 HY MW 8:00am to 9:00am
- 3350 ECON 202 Macroeconomics 5 HY MW 10:00am to 11:00am

**EDUCATION**
- 3372 EDUC 115D Child Development 5 OL Online
- 3374 EDUC 202D Intro to Education 5 HY T 10:00am to 1:00pm

**ENGINEERING TECHNOLOGY**
- 3550 ENGI 104 Mechanics of Materials 3 TTH 11:00am to 1:00pm
- 3560 ENGI 100 Engineering Graphics 4 N MW 7:30pm to 9:00pm
- 3562 ENGI 109 Special Projects 8 ARR ARR
- 3568 ENGI 118 Intro to CAD w/CATIA v5 5 MTWTh 3:00pm to 6:00pm
- 3570 ENGI 119 Industrial CAD w/CATIA v4 4 N MTWTh 6:00pm to 10:00pm

**ENGLISH**
- 3650 ENGL 097 English Composition 5 MTWTh 8:00am to 10:00am
- 3652 ENGL 097 English Composition 5 MTWTh 8:00am to 10:00am
- 3672 ENGL 098 English Composition 5 MTWTh 8:00am to 10:00am
- 3674 ENGL 098 English Composition 5 MTWTh 8:00am to 10:00am
- 3680 ENGL 099 English Composition 5 MTWTh 8:00am to 10:00am
- 3696 ENGL 101 English Composition I 5 OL Online
- 3700 ENGL 101 English Composition I 5 MTWTh 8:00am to 10:00am
- 3704 ENGL 101 English Composition I 5 MTWTh 8:00am to 10:00am
- 3720 ENGL 101 English Composition I 5 N T 8:00am to 10:00am
- 3738 ENGL 102 Composition II 5 OL Online
- 3740 ENGL 102 Composition II 5 OL Online
- 3742 ENGL 102 Composition II 5 OL Online
- 3748 ENGL 102 Composition II 5 HY MTWTh 11:00am to 2:00pm
- 3820 ENGL 103D Children's Literature 5 OL Online
- 3826 ENGL 203D Young Adult Literature 5 OL Online

**ENVIRONMENTAL STUDIES**
- 3950 ENVS 100 Environmental Science 5 OL Online

**FILM**
- 4196 FILM 102 Film History 5 OL Online

**GEOGRAPHY**
- 4522 GEOG 101 Introduction to Geography 5 OL Online
- 4530 GEOG 201D Cultural Geography 5 OL Online

**GEOLoGY**
- 4562 GEOL 106 Survey of Earth Science 5 OL Online
- 4564 GEOL 106 Survey of Earth Science 5 OL Online

**GLOBAL STUDIES**
- 4460 GS 101D Global Studies 5 MTWTh 10:00am to 11:35am
- 4462 GS 101D Global Studies 5 MTWTh 10:00am to 11:35am

**HEALTH**
- 4470 HLTH 080 Human Resources 7 OL Online
- 4474 HLTH 093 Critical Thinking 3 HY T 11:00am to 1:00pm
- 4476 HLTH 100 Medical Terminology 3 MW 7:30pm to 9:00pm
- 4478 HLTH 100 Medical Terminology 3 OL Online
- 4474 HLTH 102 Applied A & P 5 T 7:00pm to 10:00pm
- 4476 HLTH 150 Interdisciplinary Comm/Hlth. 5 OL Online
- 4470 HLTH 251 Clinical Externship 6 M 10:00am to 1:00pm

**HISTORY**
- 4806 HIST 100 Ancient/Medieval Worlds 5 OL Online
- 4810 HIST 100 World Civilizations 5 MTWTh 8:00am to 10:00am
- 4830 HIST 146 U.S. History I 5 MTWTh 7:30am to 9:00am
- 4836 HIST 147 U.S. History II 5 N MW 6:00pm to 8:00pm
- 4845 HIST 214 Pacific Northwest History 5 OL Online

**HUMAN DEVELOPMENT**
- 4938 HDEV 105 Health and Wellness 3 HY M 11:00am to 1:00pm
- 4940 HDEV 110 Career/Job Preparation 3 TTH 11:00am to 2:00pm
- 4956 HDEV 156 Stress Management 2 N T 5:00pm to 7:00pm

**HUMANITIES**
- 4988 HUM 247D Intro to World Religions 5 MTWTh 10:00am to 11:35am

**JAPANESE**
- 9814 JAPN 121 Japanese I 5 MTWTh 9:00am to 11:00am
- 9815 JAPN 122 Japanese II 5 MTWTh 9:00am to 11:00am
- 9816 JAPN 123 Japanese III 5 MTWTh 9:00am to 11:00am

**MANUFACTURING TECHNOLOGY**
- 5560 MFG 1100 Manufacturing Basics 5 MTWTh 8:00am to 10:00am
- 5562 MFG 1100 Manufacturing Basics 5 MTWTh 8:00am to 10:00am
- 5568 MFG 1100 Manufacturing Concepts 5 MW 11:00am to 1:00pm
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<tr>
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<tr>
<td>PEHW 100</td>
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<td>PEHW 111</td>
<td>Kick Boxing Aerobics</td>
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<td>PEHW 125</td>
<td>Begin. Weight Training</td>
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<td>PEHW 128</td>
<td>Women on Weights</td>
<td>7210</td>
<td>TTh</td>
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**Political Science**

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<td>POLS&amp;101</td>
<td>Intro to Political Science</td>
<td>7540</td>
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<td>POLS&amp;202</td>
<td>American Government</td>
<td>7550</td>
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**Psychology**

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<td>7620</td>
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<td>7621</td>
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**Reading Study Skills**

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<td>Reading for College</td>
<td>7710</td>
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<td>7716</td>
<td>MTWTh</td>
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<td>RSS 096</td>
<td>Computer Comfort</td>
<td>7722</td>
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<td>Computer Comfort</td>
<td>7724</td>
<td>MTWTh</td>
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<td>RSS 099</td>
<td>Bridge Lab Modules</td>
<td>7730</td>
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**Sociology**

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<tr>
<td>SOC 101</td>
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<td>7872</td>
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<td>SOC 102</td>
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<td>7878</td>
<td>HY1 TTh</td>
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<td>7882</td>
<td>HY2 TTh</td>
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**Spanish**

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<td>8406</td>
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**Explore Cultures Through Study Abroad**

Immerse yourself in the language, literature, arts, and history of another culture. Learn more about yourself by experiencing other perspectives and other environments.

How? Through Study Abroad programs.

EvCC provides several Study Abroad options throughout the year. Credit is earned through EvCC and may be counted toward meeting a requirement or elective in your degree program. Consult with your advisor now, and plan early, since early deadlines may be in effect.

Tuition and fees vary according to length of stay. In general, they range from $3,000 to $7,000. In some cases, financial aid can be obtained to help meet costs.

Included are airfare, accommodations, selected tours and instruction.

If you’re motivated, curious, achievement-oriented, independent, and mature - you’re a good candidate! For information and application material, contact Joy Fitzpatrick at 425-388-9220, or email jfitzpatrick@everettcc.edu
Corporate and Continuing Education Center

Corporate and Continuing Education Center offers high-quality skills training, education, and personal enrichment workshops to meet the needs of individuals, businesses, and public organizations in our community. Convenient and affordable workshops are available in a variety of topics including Arts and Crafts, Business Success, Computer Skills, Creative Writing, Culinary Arts, Financial Management, Health and Wellness, Hypnotherapy, Manufacturing, Music, Personal Enrichment, Recreation, World Languages and Travel, Youth programs, and much more.

REGISTER EARLY
By registering early you can help prevent a class from canceling due to low enrollment. If there is enough interest early on, we may even add additional sections.

SATISFACTION GUARANTEED
If you are not completely satisfied with one of our workshops or were not able to attend due to an emergent situation, you may repeat it one time, tuition-free, for up to one year (as long as there is space available and the course is still offered). Valid picture identification required. Call Corporate and Continuing Education Center at 425-267-0150 for prior approval and arrangements. (Online courses and credit-bearing courses are excluded from this policy).

CANCELLATIONS
Classes not meeting minimum enrollment will be canceled. The College will attempt to notify students 3 days prior to the class start date if a class is being canceled.

OUR REFUND POLICY
Cancellations or changes to your schedule need to be made at least 4 business days prior to first class to receive a full refund. There is no 50% refund option. Cancellations made by the College will be refunded 100%. Allow 30 days to process refunds. Also, see “Satisfaction Guaranteed” policy above. Credit-bearing courses have unique refund deadlines. Please see individual course description for deadlines.

ONLINE COURSE REFUND POLICY
Students may receive a full refund prior to course activation process completion. The activation process is complete once the student has received email confirming registration and procedures for using course materials. Exception to this policy is included in applicable course descriptions.

REGISTRATION CONFIRMATION
If you register at the Jackson Center, call the Corporate and Continuing Education Center office to receive your Registration Confirmation and any additional information you may need prior to the class start date. Every effort is made to ensure that the information and fees in this publication are accurate. However, changes and corrections do occur. Therefore, the provisions of this publication are not to be construed as a contract between the student and Everett Community College Corporate and Continuing Education Center. The College reserves the right to change any provision, fee, rule, requirement, policy, deadline, or procedure whenever necessary. Changes may not apply only to prospective students, but also to those currently enrolled. Advance notification will be given to students whenever possible.

TO REGISTER FOR CLASSES
Phone: 425-267-0150 Fax: 425-267-0171
Mail: Everett Community College
Corporate and Continuing Education Center
2333 Seaway Blvd., Everett, WA 98203

All students may register immediately by phone, fax, or mail.
Walk in: Applied Technology Training Center, 2333 Seaway Blvd., Everett, WA 98203

Providing your ethnic origin is voluntary. Your Social Security number is confidential and, under Federal Family Education Rights and Privacy Law, may not be released. See College Catalog and Class Schedule for the uses of your SSN.

ACCOUNTING

Bookkeeping Basics (6HRS) $125
Whether for personal or business reasons, bookkeeping is a necessary part of life. This course is designed as an overview of key concepts, bookkeeping practices, and terminology that will help you better utilize bookkeeping software (i.e. QuickBooks, Peachtree, and others). It is not meant to teach you how to become a bookkeeper. Topics include the accounting cycle, starting with an introduction of basic accounting terms and record keeping rules. You will be introduced to double-entry accounting (debits and credits), cash versus accrual accounting; chart of accounts and ledgers; and accounts receivable and accounts payable accounting. You’ll also review how to reconcile your bank account and create financial statements (profit and loss, owner’s equity, and balance sheet). Handouts included. Bring notepad, hand-held calculator, and a sack lunch for the one-hour break, or drive to local restaurants. (Pat Coughlin)

8812-A894 4/18 Sa 9am-4pm ATC 115

QuickBooks Pro 2008 Fundamentals (6HRS) $145
Get your company books open and ready for business! This workshop is filled with tips and tricks on using various versions of QuickBooks efficiently. Discover how to tailor your company preferences, walk through setting up items and services, and customize your Chart of Accounts. Manage customer and vendor lists while gaining hands-on experience with several transactions from invoices to deposits. Reconcile and balance your bank and credit card statements and explore basic reports and financial statements. Prerequisites: Basic MS Windows knowledge. Bookkeeping Basics class is not required but highly recommended. Textbook included ($20 value). (Keith Fowler)

8814-A894 5/2 Sa 9am-4pm ATC 220

QuickBooks: Custom templates and mailings (3HRS) $65
Move your business beyond the basic QuickBooks Invoice, Sales Receipt, Statements, and Estimates. You will create custom forms by using the Custom Template dialog box and the Layout Organizer. Activate custom fields and use those fields in forms and reports. Discover how to access customer lists, export lists to MS Excel and create labels. Explore the QuickBooks Letter Wizard to create custom mailings for your advertisement and communications needs. Prerequisite: QuickBooks Pro Fundamentals or equivalent experience. (Handout included). (Keith Fowler)

8828-A894 5/16 Sa 9am-12pm ATC 220

QuickBooks: Sales tax and inventory (2HRS) $55
Creating the right report can be a difficult and daunting task. Every business has specific needs when it comes to accessing and displaying their data. This module will cover a range from report basics to advance customization. Explore how to run preset reports, modify reports, and export and print reports. Discover how to graphically display your data using graphs and memorize reports for later viewing. Prerequisite: QuickBooks Pro Fundamentals or equivalent experience. (Handout included). (Keith Fowler)

8833-A894 3/28 Sa 8am-10pm ATC 220
8834-A894 6/6 Sa 8am-10pm ATC 220

QuickBooks: Audit trails, theft prevention and advanced bookkeeping entries (2HRS) $55
The workshop will cover advanced bookkeeping entries such as large purchase transactions, loans, and depreciation. You’ll use QuickBooks Pro to make journal entries, adjusting entries, and discuss closing your books. We will also discuss the proper way to handle non-sufficient funds and fix common bookkeeping mistakes. Workshop also includes multi-user accounts, auditing your books, and theft prevention. Prerequisite: QuickBooks Pro Fundamentals or equivalent experience. (Handout included). (Keith Fowler)

8839-A894 3/28 Sa 2pm-4pm ATC 220
8830-A894 6/6 Sa 2pm-4pm ATC 220

QuickBooks: Payroll (3HRS) $65
Discover how to perform necessary payroll functions using Manual, Basic and Enhanced payroll features and decide for yourself, which is more suited for your company. Additional topics for this workshop will include: Washington State payroll laws and requirements, employee time tracking, setting up company and employee paid benefits, billing customers for time, setting up employees, paying employees, tracking tax liabilities, paying payroll taxes, and printing necessary forms and reports. Prerequisite: Quickbooks Pro Fundamentals or equivalent experience. (Handout included). (Keith Fowler)

8831-A894 5/16 Sa 1pm-4pm ATC 220

QuickBooks: Audit trails, theft prevention and advanced bookkeeping entries (2HRS) $55
The workshop will cover advanced bookkeeping entries such as large purchase transactions, loans, and depreciation. You’ll use QuickBooks Pro to make journal entries, adjusting entries, and discuss closing your books. We will also discuss the proper way to handle non-sufficient funds and fix common bookkeeping mistakes. Workshop also includes multi-user accounts, auditing your books, and theft prevention. Prerequisite: QuickBooks Pro Fundamentals or equivalent experience. (Handout included). (Keith Fowler)

8839-A894 3/28 Sa 2pm-4pm ATC 220
8830-A894 6/6 Sa 2pm-4pm ATC 220

QuickBooks: Payroll (3HRS) $65
Discover how to perform necessary payroll functions using Manual, Basic and Enhanced payroll features and decide for yourself, which is more suited for your company. Additional topics for this workshop will include: Washington State payroll laws and requirements, employee time tracking, setting up company and employee paid benefits, billing customers for time, setting up employees, paying employees, tracking tax liabilities, paying payroll taxes, and printing necessary forms and reports. Prerequisite: Quickbooks Pro Fundamentals or equivalent experience. (Handout included). (Keith Fowler)

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8839-A894 3/28 Sa 2pm-4pm ATC 220
8830-A894 6/6 Sa 2pm-4pm ATC 220

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8831-A894 5/16 Sa 1pm-4pm ATC 220

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8839-A894 3/28 Sa 2pm-4pm ATC 220
8830-A894 6/6 Sa 2pm-4pm ATC 220

To register, use the form on page 76 or call 425-267-0150
BUSINESS FOCUS ONLINE

CREATE A WEBSITE FOR FUN AND PROFIT!
(3HRS) $99

Join us and discover a step-by-step road map to create your own website for fun, hobbies or business. Determine how to choose the best web-hosting company for your needs and budget. Discover easy-to-use design tools that can build a basic site in 30 minutes! Topics include how to add a shopping cart to sell products, use internet research tools to determine what to sell, and how to find reputable suppliers and drop shippers (so you won’t have to stock inventory). Also, explore the best strategies to get your site noticed by the top search engines. Optional workbooks available for purchase during class. Taught by an award-winning instructor and published author. (Kevin Boyd)
9292-A894 5/9 Sa 9am-3pm ATC 107

VOLUNTEER MANAGEMENT AND TRAINING:
On a budget! (3.5 CEUs) $89

Are budget challenges making it hard for your non-profit to manage and train volunteers? In this workshop-style class, you’ll explore simple, cost-effective ways to manage and train the volunteers who keep your organization going. We’ll discuss using the interview and expectations process to help you choose effective volunteers and keep them on target for your mission. You’ll discover how to select clear outcomes for your training, and explore ways to train in-house, from the humble handshake to memory aids and manuals that work. Discussion will focus on your needs, and you’ll benefit from networking with other organizations facing similar challenges. (Marguerite Langlois)
9378-A894 5/15 F 1pm-4pm ATC 112

CALCULATIONS FOR SUCCESS: Business math made easy
(3HRS) $65

Every company needs people who can work with numbers. While one business is weighing the pros and cons of a price increase, another may be comparing bids for an office renovation or deciding if it can afford to hire additional staff. How can any business decide what’s best? It all comes down to completing, accurate information. This course is designed to review and strengthen your grasp of practical math concepts used in business settings. We’ll begin by working with decimals and percentages, which are used every day to calculate markups, discounts, taxes, pay increases, bonuses, and much more. Next, we’ll review the mathematical Order of Operations. basic algebra, series, and the use of logical tests. Because spreadsheets are used extensively in business, we’ll show how these key math concepts can help develop that highly-valued computer skill. Bring a notepad, pen or pencil, and handheld calculator. (Keith Fowlom)
9905-A894 4/29 W 6pm-9pm LKH 106
9906-A894 5/6 W 6pm-9pm ATC 107

BUSINESS FOCUS ONLINE

You must have access to a PC with Internet Explorer 6.0 or its equivalent on a MAC, possess intermediate PC skills, and have an email account to participate in these courses. Please provide your email with registration.

‘GET ORGANIZED’ FOR THE SELF-EMPLOYED - ONLINE
(10HRS) $49

There is no greater joy than the liberation of working for yourself. Whether you work five hours a week or 50, at home or in an office, it’s vital to have a strong sense of organization to run your business professionally and efficiently. This online, self-paced class will give you the tools to develop a personalized, flexible system to keep your business running smoothly. You’ll discover how to have time for your priorities, coordinate activities, finish projects, track expenses and tax deductions, retain information, and be ready for seasonal events. You may start this class anytime during the current term. (Beverly Schulz)
9108-A894 3/30-5/15 ARRANGED

BUY A BUSINESS WITH NOTHING DOWN - ONLINE
(24HRS) $69

Tired of someone else calling the shots and limiting your earnings? How much richer would your life be if you owned your own business? Isn’t it time you found out? In this online class, you will explore how to find a flexible seller, do a financial analysis, package loans, and manage cash flow. You will also discover 56 ways to leverage the purchase price, proven negotiating techniques, and the eight important sources of cash. You will have six weeks to complete the course but it is truly self-paced. (Gary Fugere)
9110-A894 4/28-6/11 ARRANGED

HOW TO START A HOME-BASED BUSINESS - ONLINE (24HRS) $69

Tired of working for someone else? Stop dreaming and start doing! This online class provides step-by-step techniques and strategies for quickly getting your business up and running. Topics include conducting market research, identifying, licensing, filing, naming your business, becoming an independent contractor, setting prices, promoting your business, using bank accounts and credit cards, establishing IRS and home office deductions, buying a franchise, and finding small business resources including start-up capital. You will have six weeks to complete the course but it is truly self-paced. (Gary Fugere)
9113-A894 4/28-6/11 ARRANGED

PROJECT MANAGEMENT

PROJECT MANAGEMENT ESSENTIALS (15HRS) $295

9126-A894 4/8-5/6 W 6pm-9pm ATC 214

INTRODUCTION TO MS PROJECT 2007 (15HRS) $195

This course is designed for a person who has an understanding of project management concepts, who is responsible for creating and modifying project plans, and who needs a tool to manage those project plans. The topics in this course, such as working with PERT and GANTT charts, cover the critical skills necessary to create and modify a project plan file that contains tasks, resources, and resource assignments. You will create a project plan file containing tasks, organize these tasks in a work breakdown structure containing task relationships, create and assign resources, and finalize the project to implement the project plan. Textbook included ($20 value). (Mikel Aldrich)
8815-A894 5/19-6/16 T 6pm-9pm ATC 221
Technology Focus

EvCC’s Corporate and Continuing Education Center offers computer applications workshops and programs with a variety of options to match your skill level and schedule. LOCATION OF TECHNOLOGY CLASSES: Most computer classes are held at the Applied Technology Training Center (ATC), located at 2333 Seaway Boulevard in south Everett (see map on the back of this schedule). However a few are held at Lake Stevens High School (marked as LKH).

COMPUTER INTRODUCTORY WORKSHOPS

See the Personal Enrichment section for BLOGGING: Share your thoughts, talents, and interest and YOUTUBE: Share your videos.

In order to apply your new skills after a workshop is completed, you will need to have access to a computer with the appropriate software applications. All computer software workshops use the Windows XP operating system.

COMPUTER INFORMATION SESSION: Making the right choices (2HRS) FREE!
Are you new to computers? Planning to purchase one? Wondering what workshops you should enroll in? Attend this free seminar and receive easy to understand help in selecting the best computer workshops to fit your skill level. Use this great opportunity to ask questions to gain the knowledge that will help you get started. Registration is not required. (Cindy Kling)
8860-A894 3/30 M 6pm-8pm ATC 113

QUICK KEYBOARDING (4HRS) $139
Do you have difficulty using your computer and “hunt and peck” the characters because your fingers just don’t know where the correct keys are? Whether for personal use or in your career correct keyboarding skills are a necessity. Discover to type the alphabet by touch (without looking at the keyboard) in just four short hours. You’ll be delighted once you acquire correct keyboarding techniques including proper posture and wrist placement for a lifetime of healthy keyboarding! No prior computer knowledge or experience necessary. Typing book, colored chart, and software included ($45 value). (Christina Kelley)
8760-A894 4/7-4/9 TTh 6pm-8pm ATC 113

WELCOME TO COMPUTERS: Using WINDOWS XP (12HRS) $199
Are you intimidated by personal computers? If you have limited or no computer experience then this class is for you. This newly expanded class develops your computer skills with hands-on practice beginning with the basics and essential computer concepts. You will become familiar with terminology and techniques, while exploring the wonders of the Web and E-mail. Comfortably progress through the essentials while you gain skills including opening programs, creating documents, saving your work and file management. Whether for home or business use, fundamental computer knowledge is essential for computer proficiency. This foundational workshop will introduce users to common software applications and discuss the various versions of the Microsoft Windows Operating System. The importance of Windows clipboard will also be demonstrated as you discover how to cut, copy and paste text within a document. This class uses Windows XP, but is also appropriate for Windows Vista, 2000, ME, and 98. No prior computer knowledge or experience necessary. Prerequisite: keyboarding skills. Textbook included ($27 value). (Christina Kelley)
8774-A894 4/14-4/23 TTh 6pm-9pm LKH 108
8772-A894 4/18-4/25 Sa 9am-4pm ATC 113

TRANSITION TO OFFICE 2007 - New features (4HRS) $89
Whether you are new to Office 2007 or planning to upgrade from previous versions, this class is for you. Microsoft has completely redefined the look and functionality of their Office Suite. Explore common features found in Word, Excel, and PowerPoint 2007. This workshop will introduce students to the Office button, The Ribbon, Contextual Tabs, the Mini Toolbar, Live Preview, SmartArt and the Quick Access Toolbar. We’ll also discuss the benefits of the new Open XML file format, the enhanced graphic capabilities along with many tips and tricks. Prerequisite: Welcome to Computers: Using Windows XP or equivalent. Textbook included ($27 value). Prerequisites: Welcome to Computers: Using WINDOWS XP or equivalent experience. (Lanah Boeck)
8778-A894 5/30 Sa 9am-1pm ATC 220

COMPUTER SOFTWARE WORKSHOPS

In order to apply your new skills after a workshop is completed, you will need to have access to a computer with the appropriate software applications. All computer software workshops use the Windows XP operating system and Microsoft Office 2007 suite.

WORD

WORD 2007 LEVEL I: Word processing basics (6HRS) $125
This course is for those new to word processing and want to explore the fundamentals of Microsoft Word. Receive vital training in the basics of creating, formatting, and saving documents. Additional topics include cut, copy, and paste; font and paragraph formatting; indents; margins; and print options. Discover the organizational power of tabs and tables, and add impact by incorporating clip art. Prerequisite: Welcome to Computers: Using Windows XP or equivalent. Textbook included ($20 value). (#8782 Mikel Aldrich; #8784 Christina Kelley; #8783 Cindy Kling.)
8782-A894 4/18 Sa 9am-4pm ATC 221
8783-A894 5/12-5/14 TTh 6pm-9pm ATC 113
8784-A894 4/28-4/30 TTh 6pm-9pm LKH 108

WORD 2007 LEVEL II: Beyond Word basics (6HRS) $125
Do you have basic word processing skills and want to know more about the exciting tips and tricks of Microsoft Word? In this course, you will discover a variety of features to become more efficient with Microsoft Word. Topics include tables to organize your information, desktop publishing and graphics, using sections and multiple columns for stunning newsletters, and developing and using templates to simplify your work. Textbook included ($20 value). Prerequisites: Prerequisite: Word 2007 Level I or equivalent. (Lanah Boeck)
8786-A894 5/2 Sa 9am-4pm ATC 113

WORD 2007: Merging Word documents (Mail Merge) (3HRS) $55
Mail merge is a powerful and useful tool of MS Word. To explore its capabilities we’ll take a standard Word document and combine it with a file that contains information for many individuals or items. Then create customized versions of that document for a variety of uses. In class we’ll set up and perform a mail merge to create a customized letter, list, and labels. If you’d like, bring your own address book to class and make a data source you will use over and over again. Prerequisite: Word 1 or equivalent. Handouts included. (Cindy Kling)
8773-A894 6/11 T 6pm-9pm ATC 113

EXCEL

See the Business Focus section for CALCULATIONS FOR SUCCESS: Business math made easy.

EXCEL 2007 LEVEL I: Spreadsheet basics (6HRS) $125
This class presents the basic concepts of spreadsheets with hands-on practice using Microsoft Excel. You will create worksheets by entering text and numbers, and then edit, save, and close the worksheets. Work with columns and rows by resizing, inserting, deleting, and using fill colors and borders. Move, copy, and automate content using cut/copy/paste, autofill techniques, and customized sheet tabs. Discover the computing strength of Excel by working with formulas and functions, and present your spreadsheet results with dynamic visual impact using Excel charts. Prerequisite: Welcome to Computers: Using Windows XP or equivalent. CALCULATIONS FOR SUCCESS: Business math made easy is highly recommended. Textbook included ($20 value). (Christina Kelley; #8794 Mikel Aldrich)
8788-A894 5/5-5/7 TTh 6pm-9pm LKH 108
8794-A894 5/16 TTh 6pm-9pm ATC 220

To register, use the form on page 76 or call 425-225-1500
EXCEL 2007 LEVEL II: Beyond Excel basics (6HRS) $125
You possess the basic skills of Excel and now want to produce advanced spreadsheets. Explore how to manage large workbooks by sorting columns, using headers and footers, applying advanced filters and freezing panes. Add interest to your worksheets by inserting, positioning, sizing and formatting graphics. Discover how to use multiple worksheets and link formulas. This class will also introduce you to useful functions such as PMT. Explore the basics of creating a Pivot table and a Pivot chart. Discover Excel’s powerful list and database capabilities including sorting, filtering, and querying. Textbook included ($20 value). Prerequisites: Access 2007 Level I or equivalent. CALCULATIONS FOR SUCCESS: Business math made easy is highly recommended. (#8796 Cindy Kling; #8798 Christina Kelley)
8798-A894 5/19-5/21 TTh 6pm-9pm LH 108
8796-A894 5/19-5/21 TTh 6pm-9pm ATC 113

EXCEL 2007 LEVEL III: Advanced features of Excel (6HRS) $125
Apply what you have learned in Excel I and II while exploring Excel’s advanced features. Build a lookup function (VLOOKUP) and discover how to use Excel’s auditing tools. Create and run a macro to automate routine tasks. Work with grouped worksheets, data validation, and conditional formatting. Develop a 3-D cell reference formula and a logical IF function. You’ll also explore collaborating on a project using comments, the paste special command, hyperlinks, importing data from other sources in Excel, and sharing and merging workbooks. Prerequisites: Excel I and II or equivalent. CALCULATIONS FOR SUCCESS: Business math made easy highly recommended. Textbook included ($20 value). (Cindy Kling)
8799-A894 3/21 Sa 9am-4pm ATC 113

EXCEL 2007: Excel formulas and functions made easy (3HRS) $55
Want to use the built-in functions of Excel to easily perform complex calculations? Or run a web query to include real time information in your spreadsheet? To explore these capabilities and more, we’ll develop a workshop that explores multiple budgeting options for an imaginary Australian vacation, an accounts payable worksheet, and payments on a loan. Topics will include using functions AutoSum, Print, Max, Min, Avg and If; including dates in calculations; using absolute and relative cell references for formulas and functions; and running Web queries to retrieve external data. Prerequisites: Welcome to Computers: Using Windows XP or equivalent. Handouts included. (Cindy Kling)
8775-A894 3/24 T 6pm-9pm ATC 113
8780-A894 6/2 T 6pm-9pm ATC 113

EXCEL 2007: Using Excel as a database (3HRS) $55
Discover Excel’s powerful list and database capabilities. Explore how to organize and manage worksheet information so you can quickly find data for projects, reports, and charts. We will create a database for a “business” and then summarize the information stored there in an Excel chart. Topics include creating, adding and deleting records; using AutoFilter; creating custom and advanced filters; using data validation for list entries; and creating a chart. Prerequisites: Excel I or equivalent. Math for Business and Spreadsheets highly recommended. Handouts included. (Cindy Kling)
8777-A894 3/31 T 6pm-9pm ATC 113
8781-A894 6/9 T 6pm-9pm ATC 113

ACCESS 2007 LEVEL I: The basics (6HRS) $125
This course is for those who want to explore the fundamentals of Microsoft Access and practice general database design. Discover how to make a table and enter data using various methods, including wizards and forms. Create simple and advanced queries to filter results by using specific criteria. Explore techniques to organize, sort, and extract relevant information. Present organized results attractively by using reports. Additionally, discover how to use relationships between tables to effectively synchronize the records, insuring clarity and data integrity. Prerequisite: Welcome to Computers: Using Windows XP or equivalent experience. Prerequisite: Access 2007 Level I or equivalent. Textbook included ($20 value). (Cindy Kling)
8800-A894 5/9 Sa 9am-4pm ATC 113

ACCESS 2007 LEVEL II: Beyond the basics (6HRS) $135
Once basic Access skills are in hand, it’s time to learn more advanced tools. In this course you will customize forms in design view using multiple tables. Work with controls, inserting pictures, inserting and formatting labels, and using a combo box. Add finishing touches, such as lines, shapes, and alignment tools. Explore subforms and how to use calculated controls. Customize effective results and discover how to use switchboards and macros. We will also explore the importance of practice program integration as you import a worksheet from Excel and create a mail merge document in Word. Prerequisites: Access 2007 Level I or equivalent. Textbook included ($20 value). (#8802 Christina Kelley; #8801 Cindy Kling)
8802-A894 3/21 Sa 9am-5pm ATC 221
8801-A894 5/30 Sa 9am-4pm ATC 113

ACCESS 2007 LEVEL III (6HRS) $135
Apply what you have learned in Access I and II while exploring Access’s advanced features. Explore setting up complex forms; adding a calculated control to a form; creating complex reports; analyzing report performance; creating a startup switchboard and setting security; sharing data among Microsoft Office applications; displaying Access data on the Web; and so much more. Textbook included ($20 value). Prerequisite: Access 2007 Level II or equivalent experience. (Cindy Kling)
8821-A894 6/6 Sa 9am-4pm ATC 113

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POWERPOINT 2007: The Powerpoint advantage (6HRS) $125
PowerPoint is an impressive presentation tool for work and at home. Create high-quality, attention-grabbing presentations on a PC or a laptop. Whether to keep a business meeting on track, promote a product to a client, or creatively present your vacation photos, this program is essential for professional-looking and cost-effective results. Create handouts, meeting notes, and overhead films. Design creative notices, brochures, and presentations by using a versatile combination of graphics and text. Create graphs to illustrate trends, profits, and losses. Generate your own slide show and discover shortcuts to speed up your work. Prerequisite: Welcome to Computers: Using Windows XP or equivalent. Textbook included ($20 value). (Siri Cummins)
8804-A894 5/9 Sa 9am-4pm ATC 221

DESKTOP PUBLISHING AND GRAPhICS

PUBLISHER 2007 LEVEL I: Desktop publishing made easy (6HRS) $125
Are you looking for an inexpensive way to market your products, programs, or services? Discover how to create customized flyers and e-mail letters that will surely attract customers. Leave this class with countless ideas on how to apply Publisher’s easy-to-use features to a number of publications or projects. Prerequisite: Welcome to Computer: Using Windows XP or equivalent experience. Textbook included ($20 value). (Siri Cummins)
8785-A894 4/25 Sa 9am-4pm ATC 113

DI GITAL PHOTOS I: Cleaning up your image (6HRS) $125
This workshop is designed to reveal the mysteries of Photoshop as you discover how to obtain and manipulate a photographic image on a computer. Whether using a scanner, digital camera, or a Photo CD, rarely is a digital photo “just right.” Enhance the company newsletter, advertisement, slideshow, or web page by learning to brighten, correct color, adjust the contrast, remove unwanted portions, and much more. You will discover when and how to use different image formats and resolutions. The Photoshop skills gained in this class will apply to other photo software as well. Prerequisite: Previous computer and mouse experience. Handouts included; practice photos are available on the Internet. (Van Aguirre)
8808-A894 5/2 Sa 9am-4pm ATC 221

DIGITAL PHOTOS II: Photoshop “WOW” techniques (6HRS) $125
This class uncovers many of the remarkable tools and techniques that are available in Photoshop. We will cover in-depth selection procedures and tools including marquee, elliptical, freehand, polygonal, and magnetic lenses; magic wand; extract; and advanced combination methods. Controlling the tonal range and color casts of an image is practiced using RGB levels, grayscale, dodging, sponging, channel mixer, and duotones. Discover how to replace picture elements, plus emboss and correct specific aspects of an image by hands-on experience with Photoshop layers. “Band” things around corners, transform and “nudge” objects into position. Prerequisite: Digital Photos I: Cleaning up your image. (Van Aguirre)
8810-A894 5/30 Sa 9am-4pm ATC 221

INTRODUCTION TO INDESIGN CS4 (16HRS) $165
Adobe InDesign has become the desktop publishing application of choice by many professional graphic designers and production professionals. Featuring sophisticated layouts tools, automation features, and the ability to closely integrate print, online, and interactive layouts into a single file, InDesign can have a very steep learning curve. This course will lay out a clear path to the new InDesign user, with focused learning tasks designed specifically to get you working in Adobe’s premier page layout application quickly. You will finish this 8 week course with a completed project in your portfolio. (James Kramer)
8847-A894 3/28-5/16 Sa 9am-11am WHL 355

INTRODUCTION TO ILLUSTRATOR CS4 (16HRS) $165
Adobe Illustrator continues to be the industry standard application in executing vector and raster illustrations. Featuring sophisticated layouts tools, automation features, and the ability to closely integrate print, online, and interactive layouts into a single file, Illustrator can have a very steep learning curve. This course will lay out a clear path to the new Illustrator user, with focused learning
BOOKKEEPING BASICS (6HRS) $125
Whether for personal or business reasons, bookkeeping is a necessary part of life. This course is designed as an overview of key concepts, bookkeeping practices, and terminology that will help you better utilize bookkeeping software (i.e. QuickBooks, Peachtree, and others). It is not meant to teach you how to become a bookkeeper. Topics include the accounting cycle, starting with an introduction of basic accounting terms and record keeping rules. You will be introduced to double-entry accounting (debits and credits); cash versus accrual accounting; chart of accounts and ledgers; and accounts receivable and accounts payable accounting. You’ll also review how to reconcile your bank account and create financial statements (profit and loss, owner’s equity, and balance sheet). Handouts included. Bring notepad, hand-held calculator, and a sack lunch for the one-hour break, or drive to local restaurants. (Pat Coughlin)
8812-A894 4/18 Sa 9am-4pm ATC 115

QUICKBOOKS: Custom templates and mailings (3HRS) $65
Move your business beyond the basic QuickBooks Invoice, Sales Receipt, Statements, and Estimates. You will create custom forms using the Quick Template dialog box and the Layout Organizer. Activate custom fields and use those fields in forms and reports. Discover how to access customer lists, export lists to MS Excel and create labels. Explore the QuickBooks Letter Wizard to create custom mailings for your advertising and communications needs. Prerequisite: Quickbooks Pro Fundamentals or equivalent experience. (Handout included). (Keith Fowler)
8828-A894 5/16 Sa 9am-12pm ATC 220

QUICKBOOKS: Payroll (3HRS) $65
Discover how to perform necessary payroll functions using Manual, Basic and Enhanced payroll features and decide for yourself, which is more suited for your company. Additional topics for this workshop will include: Washington State payroll laws and requirements, employee time tracking, setting up company and employee paid benefits, billing customers for time, setting up employees, paying employees, tracking tax liabilities, paying payroll taxes, and printing necessary forms and reports. Prerequisite: Quickbooks Pro Fundamentals or equivalent experience. (Handout included). (Keith Fowler)
8831-A894 5/16 Sa 1pm-4pm ATC 220

QUICKBOOKS: Custom reports and graphs (2HRS) $55
Creating the right report can be a difficult and daunting task. Every business has specific needs when it comes to accessing and displaying their data. This module will cover a range from report basics to advanced customization. Explore how to run preset reports, modify reports, and export and print reports. Discover how to graphically display your data using graphs and memory reports for later viewing. Prerequisite: Quickbooks Pro Fundamentals or equivalent experience. (Handout included). (Keith Fowler)
8832-A894 3/28 Sa 8am-10am ATC 220
8835-A894 6/6 Sa 8am-10am ATC 220

QUICKBOOKS: Sales tax and inventory (2HRS) $55
This workshop will cover what you need to know regarding sales tax and inventory using QuickBooks. Discover how easy it is to set up tax items, combine tax items, and track and pay sales tax. We’ll also explore how to set up tax rates and payment agencies, and access various related reports. Small businesses that work with a limited inventory will benefit from the QuickBooks Inventory feature. Discover how to set up inventory items, adjust inventory, set-up reorder points, and access various inventory reports. Prerequisite: Quickbooks Pro Fundamentals or equivalent experience. (Handout included). (Keith Fowler)
8833-A894 3/28 Sa 10am-1pm ATC 220
8836-A894 6/6 Sa 10am-1pm ATC 220

QUICKBOOKS: Audit trails, theft prevention and advanced bookkeeping entries (2HRS) $55
The workshop will cover advanced bookkeeping entries such as large purchase transactions, loans, and depreciation. You’ll use Quickbooks Pro to make journal entries, adjusting entries, and discuss closing your books. We will also discuss the proper way to handle non-sufficient funds and fix common bookkeeping mistakes. Workshop also includes multi-user accounts, auditing your books, and theft prevention. Prerequisite: Quickbooks Pro Fundamentals or equivalent experience. (Handout included). (Keith Fowler)
8839-A894 3/28 Sa 2pm-4pm ATC 220
8830-A894 6/6 Sa 2pm-4pm ATC 220
Full class descriptions can be viewed at http://v5train.com

Training Options: You can take the classes "On Line — Self Directed" using a web-based simulation of the CATIA software (you don't have to own the CATIA software license). Or you can choose to participate in the "Boot Camp" which is a five-week hybrid class that combines online simulation with instructor-led instruction in a lab setting. Both training models use a simulated CATIA program for all or part of the training. To view and experience a sample of the training methods go to http://v5train.com/call/evettrtc.htm Please note that once you register and your username and password are activated, there are no refunds.

Prerequisites and Hardware and Software Requirements: You must have a working knowledge of Windows 98 (or a later version), experience using files and folders, and basic background in CAD (desired although not necessary). You can access the training software on any computer (IBM, MAC or Linux OS) with high speed Internet connection (recommended), a browser with Macromedia Flash plug-in installed, Adobe Reader (7.0.7 or higher), an active email account, and pop-up blockers disabled.

Need a refresher? Once you have successfully completed a course, you may request a free retake to refresh your memory as many times as you need within a two year period. We will reset your course for FREE for 21 days

HYBRID - CATIA V5 BOOT CAMP (4.5 CEUs) $3,500

Obtain the fundamentals of CATIA V5 in five weeks in the "hybrid" training method that combines instructor-led sessions with web-based training. Once a week you will meet at the ATC Lab in South Everett using live CATIA V5 software. After each classroom session you'll have one week to reinforce skills using the online simulation training unit via the Internet (no CATIA license required).

Boot Camp includes the first five classes recommended for those new to CATIA:

- Intro to CATIA V5
- Assembly Design Fundamentals
- Sketcher and Auto-Constraints
- Part Design Fundamentals
- Part and Product Integrations

ONLINE—SELF DIRECTED

Study CATIA online at your own pace in the comfort of your home or work setting. The curriculum is web-based and includes video demonstrations and interactive lab exercises using the CATIA simulation program. You can enroll in and start a class at any time plus you have access to the web-based class materials for 21 days from the date of activation.

If you are new to CATIA you may wish to enroll in the "Online Package" which include the first five classes, for a saving of $200!

CATIA V5 ONLINE "PACKAGE" (4.0 CEUs) $1725


9011-A894 Online

INTRO TO CATIA (.8 CEUs) $400

9080-A894 Online

ASSEMBLY DESIGN FUNDAMENTALS (.8 CEUs) $400

9081-A894 Online

SKETCHER AND AUTO-CONSTRAINTS (.8 CEUs) $400

9082-A894 Online

PART DESIGN FUNDAMENTALS (.8 CEUs) $400

9083-A894 Online

PART AND PRODUCT INTEGRATION (.8 CEUs) $400

9084-A894 Online

DRAFTING FUNDAMENTALS (.8 CEUs) $400

9085-A894 Online

INTRODUCTION TO SURFACING (.8 CEUs) $400

SURFACING OPERATIONS (.8 CEUs) $400

ASSEMBLY DESIGN ADVANCED (.8 CEUs) $400

FUNCTIONAL TOLERANCING AND ANNOTATION (.8 CEUs) $400

WIREFRAME FUNDAMENTALS (.8 CEUs) $400

GEOGRAPHIC INFORMATION SYSTEMS

APPLICATIONS IN GEOGRAPHIC INFORMATION SYSTEMS (GIS 205) (50HRS) (5 credits) $492

An extension of GIS 201. Course focus is on applying spatial analysis techniques, different methods of data input, advanced display techniques with 3D imagery, and working with software programming. This is a hybrid class; a portion of the work is done online. You must have reliable internet access or you may use the EvCC open student computer lab. Class meets twice per week on campus. See page 10 for more information. Self-support, non-tuition class; class cost $492; an additional technology fee may also apply. Class begins March 30 and ends June 8. Payment is due at time of registration. Last day to register: March 24. Last day for 100% refund: April 3. There is no 50% refund option. You can enroll online or in the Enrollment Services office located in the Jackson Center on or after March 6. (Kerry Lyste)

9683-A894 3/30-6/8 MW 12pm-3pm GWH 164

INTERNSHIP IN GEOGRAPHIC INFORMATION SYSTEMS GIS 250 (1-5 credits) $78

Supervised work experience; may be with a qualified employer or in a project with a public or private agency. Students must have completed all of the required coursework and receive instructor permission. If you are new to GIS, you may wish to enroll in the "Online Package" which include the first five classes, for a saving of $200!

INTERNSHIP IN GEOPRINTING INFORMATION SYSTEMS GIS 250 (1-5 credits) $78

Supervised work experience; may be with a qualified employer or in a project with a public or private agency. Students must have completed all of the required coursework and receive instructor permission. If you are new to GIS, you may wish to enroll in the "Online Package" which include the first five classes, for a saving of $200!

MANUFACTURING

CERTIFIED IN PRODUCTION AND INVENTORY MANAGEMENT

EvCC's Corporate and Continuing Education Center Department has collaborated with the Puget Sound Chapter of APICS (Advanced Production, Innovation, and Competitive Success) to offer courses in Certified in Production and Inventory Management (CPIM), an internationally-recognized business and manufacturing logistics certification program.

Employees of Fortune 500 companies such as Boeing, IBM, Microsoft, and Hewlett-Packard have benefited from this course series. Using a business-process approach to instruction, the CPIM program integrates five modules in a progression of increasing scope and rigor. Courses include Basics of Supply Chain Management, Master Planning of Resources, Detailed Scheduling and Planning, Execution and Control of Operations, Strategic Management of Resources, and APICS Supply Chain Professional.

For more information visit the APICS—NW web site at www.apics-nw.org. You must register through EvCC Corporate and Continuing Education Center to receive Continuing Education Units (CEUs).

BASICS OF SUPPLY CHAIN (30HRS) (3.0 CEUs) $395/$545

Introductory course for production and inventory management personnel and CPIM candidates. This is an overview of the principles and concepts for planning and controlling the flow of materials from start to finish within a manufacturing or logistics-oriented organization. Topics include the types of manufacturing systems; relationships among forecasting, master planning, material requirements planning, production activity control, and purchasing; inventory storage and management; and just-in-time manufacturing. Also includes preparation for APICS-CPIM certification examination. Textbook included: Class fee: $395 for APICS members (#8848), $545 for non-members (#8849). APICS testing fee is not included in this class fee. Class will not meet on 5/25/09. (APICS Staff)

8848-A894 4/6-6/15 M 4:30pm-7:30pm ATC 115
8849-A894 4/6-6/15 M 4:30pm-7:30pm ATC 115
COMMUNICATION FOR SALES AND SERVICE (3HRS) $89

When everything else is equal (similar cast, product and general location), customers do business with the person who listens to them and understands their specific needs. Develop these skills and you'll be far ahead of the pack. Discover how to describe the uniqueness of your product or service in such a way that you become their only choice! This class is the perfect combination of communicating with confidence and sincerity while using practical business sense to get more sales and referrals. (Pamela Zieman)
9029-A894 4/28 T  6pm-9pm BAK 110

REAL ESTATE

REAL ESTATE FUNDAMENTALS (60HRS) (6 CEUs) $299

This real estate course satisfies Washington State’s pre-licensure education requirement and helps you prepare to take the Washington State Sales Person Licensing Exam. This course is offered in collaboration with CENTURY 21 North Homes Realty, Inc. The material is presented using either live lecture and discussion or online (S299) or online (S249). Topics are broken down into module format so you can start your studies at any time during the quarter. The course can be completed in ten weeks, two nights per week. The online format is at your own pace through home study and is PC Windows-based (not Macintosh compatible). You must complete 60 hours of study and all 20 sessions within 180 days. Fee includes textbook, (S46.95 value), classroom materials, and access to mock exams. You may purchase an optional study guide (S15) from the instructor. Classes are held at the Lynnwood location. You may choose when you would like to begin the course. Map and driving directions mailed with registration confirmation. Once you register for this course there is no refund option. (Linda McLaughlin)
9158-A894 ARRANGED LYNNWOOD
9159-A894 ARRANGED ONLINE

HOME AND GARDEN

KITCHEN DESIGN AND REMODELING: From a designer who loves to cook (2.5HRS) $25

Thinking about remodeling or designing your dream house? The kitchen is one room you'll use several times each day, and it should be functional as well as beautiful. Come with notepad and questions, and be prepared to talk about cooking, design layout, appliances, counter surfaces, flooring, lighting, and ventilation. Gary's light-hearted approach and anecdotes will stir your imagination and help you turn your dreams into realistic plans. (Gary Hartz)
9133-A894 6/4 T  6:30pm-9pm MON 101
9132-A894 4/6 M  6:30pm-9pm MON 101

GARDENING AROUND PUGET SOUND

John Willson is the head gardener and founder of Swede Hill Dahlia and Sunflower Farm, a popular Whidbey Island nursery, specializing in field grown and greenhouse dahlias. Starting with just a five gallon bucket of tubers ten years ago, the family run farm now digs and divides about 3000 tubers, roots 800 greenhouse cuttings and harvests well over 10,000 stems for the fresh flower market.

GARDEN TO VASE: Growing beautiful dahlias made easy (2.5HRS) $39

Dahlias are a well-established favorite among many Northwest gardeners. An enormous range of color, form and size make dahlias a popular choice for a garden of any kind. With more than 50,000 registered dahlia cultivars in 570 classes, learning to choose, cultivate and harvest the flower can prove to be a challenging experience for beginning and expert gardeners alike. Join us and we'll unravel the myths on dahlia gardening. Fee includes all class materials; you may purchase from the instructor optional dahlia cuttings and book (value $4-$10 each). (John Willson)
9454-A894 4/9 T  6:30pm-9pm AIC 115

GARDEN TO VASE: Growing beautiful sunflowers made easy (2.5HRS) $39

Sunflowers have never been so popular as they are today. An enormous range of color, form and size make sunflowers a popular choice for many gardens. With more than 150 sunflower varieties and as many as 10 new breeds being introduced each year as perennials as well as annuals, learning to choose, cultivate and harvest the flower can prove to be a challenging experience for beginners and expert gardeners alike. Join us and we'll unravel the myths on sunflower gardening. Fee includes all class materials; you may purchase from the instructor optional materials and book (value $4-$10 each). (John Willson)
9455-A894 4/16 T  6:30pm-9pm AIC 115

FINANCIAL MANAGEMENT

RETIREMENT UNLIMITED: Protection strategies to help secure your future (7.5HRS) $49

What are the barriers standing between you and a financially secure retirement? This course takes you beyond basic retirement strategies to help you recognize and break through these barriers and more! You'll examine common retirement concerns in America and discover surprising facts about retirement, critical questions to ask yourself about your retirement future, and how to grow your money. We'll also discuss how to protect your assets, especially your 401(k) plan and what to do if your company downsizes and declares your pension plan bankrupt. This course has been carefully designed to provide current and comprehensive information, without overwhelming you with unnecessary financial jargon. Come alone or bring your spouse or partner. Price is per couple; both partners must register. (A. Sean Bailey, CFP®)
9034-A894 4/16-4/30 T  6:30pm-9pm MON 220
9036-A894 4/18-5/2 S  9:30am-12:30pm MON 220
RETIRED PLANNING FOR TODAY: Strategies for babyboomers (6HRS) $49
What do you want to accomplish during your retirement years? Travel? Volunteer or work part-time? Pursue hobbies or follow a forgotten passion? Many of us see ourselves living our retirement years in a much different way than our parents did. To prepare for your retirement, you need a clear idea of your lifestyle goals. In this workshop you will explore your personal values and objectives as you define your long-term retirement goals. Course includes a 235-page workbook with examples and illustrations. This workshop will change your whole approach to planning for a fulfilling and enjoyable retirement. Come alone or bring your spouse or partner. Price is per couple; both partners must register. (Terry McIlrath, CFP®, Registered Investment Advisor)
9140-A894 5/7/5/14 Th 6:30pm-9:30pm MON 101
9142-A894 5/12-5/19 T 6:30pm-9:30pm MON 101

PROPERTY TAX REDUCTION (1.5HRS) $49
If you are at least 62 years old or disabled and make under $35,000 a year, you may be eligible for a reduction of all or part of your property taxes. Join us as we explore the Snohomish County exemption application and determine if you are eligible. You may be eligible for past years too. All participants will be pre-screened for eligibility prior to the workshop date. (Sally Tritt-Collins)
9380-A894 5/16 5a 9am-10:30pm BAK 113

FINANCIAL PLANNING FOR WOMEN (10HRS) $45
This class is designed specifically for women, by women. Discover how easy it is to save, invest, and work toward your financial goals. Whether you’re just starting out or want to explore new options, this class will give you real-world strategies that are easy to follow. (Diana Jackson)
9880-A894 4/7-5/5 T 6:30pm-8:30pm BAK 202

CAREGIVER TRAINING
These courses fulfill the Washington State requirement of ten hours of continuing education for caregivers; however, they are open to anyone.

DEALING WITH GRIEF AND LOSS (10HRS) $43
Facing the loss of a loved one and dealing with the associated grief is one of life’s most difficult situations. Whether for yourself or for someone else, this workshop will help you identify the stages of the dying process, ways to assist clients with comfort care, resources available in the community, and how cultural diversity affects the dying process. (Terry Miller)
9482-A894 4/7-4/9 TTh 6pm-9:30pm BAK 110

GREAT COMMUNICATION IS SIMPLER THEN YOU THINK (10HRS) $43
Discover how to speak as well as how to listen. Communication is an everyday occurrence and good communication will enhance your life by decreasing stress, diverting arguments, and saving time. You will explore different modes of communication as well as effective communication, listening, and conflict management skills. (Terry Miller)
9470-A894 4/28-4/30 TTh 6pm-9:30pm BAK 110

OUTSMART STRESS! (10HRS) $43
Life is stressful, but it doesn’t have to be. You can outsmart stress by learning strategies to reduce stress, ways to cope when stressful situations occur, how to identify positive vs. negative stress, and tools you can use to manage stress. You will also discover how to share your stress management techniques with others. Your life can be stress-free! (Terry Miller)
9490-A894 5/12-5/14 TTh 6pm-9:30pm BAK 110

THE THREE D’S: Depression, dementia, demanding (10HRS) $43
In this workshop you will define the meaning of depression, dementia and demanding behavior in clinical terms. Then we’ll examine the treatments, medications, and interventions that will help clients live to the best of their abilities. Communication techniques to improve client interaction will also be covered. (Terry Miller)
9464-A894 6/2-6/4 TTh 6pm-9:30pm BAK 110

CERTIFICATION AND LICENSING
See the Medical and Health Fields section for Veterinary Assistant, Nursing Assistant Certified and CPR: Basic life support for the healthcare provider.

AUTOCADE 2009- ONLINE (150HRS) $1995
AutoCAD is now the leading program for computer-aided design throughout the world. It is an essential tool in many industries, including mechanical and civil engineering, architecture, facilities planning and management. More employers use it, and need workers skilled in it, than any other CAD system - on now you can experience it online. This AutoCAD 2009 program takes a step-by-step approach to mastering AutoCAD 2009, starting with a few basic tools to let students create and edit a simple drawing, and then gradually introducing more advanced tools. Examples and practice exercises are taken from a variety of the fields where AutoCAD is used. This program begins by focusing on basic 2D drawing and editing tools, objects on layers, text, and basic dimensions. Once the student masters the basic skills, they will move on to explore efficiency tools, complex objects, using external reference/image files, advanced plotting, enhancing productivity with simple customization. Students will receive the required textbook and a 13-month student license for AutoCAD 2009. Upon registering, you are given an initial nine months to complete the program. Should you need more time, you may request a 6-month course extension at no additional charge. Please note: Once the course is accessed either by requesting materials or viewing lessons, there are no refunds.
9910-A894 ARRANGED

COMPTIA™ A+ CERTIFICATION TRAINING - ONLINE (320HRS) $1695
This entry-level program is designed to prepare students for the CompTIA A+ Certification with IT Technician designation. This credential validates the latest skills needed by today’s Computer Support Professionals and is the skills benchmark that provides an entry point into an IT career. It is highly recognized for excellence in computer hardware and operating systems covering skills such as installing, upgrading, building, repairing, configuring, troubleshooting, optimizing, diagnosing, and preventative maintenance, with additional elements of professionalism and communication and security. This program is comprised of two modules. The CompTIA A+ Certification: Essentials module provides students with the knowledge of basic hardware, operating systems, and elements of security and soft skills. The CompTIA A+ Certification: IT Technician module is appropriate for those who work, or plan to work, in a mobile or corporate technical environment, or hold a position characterized by a high-level of in-person client interaction. Upon successful completion of this program, the student should be prepared to take CompTIA A+ Certification: Essentials (Exam 220-601) and CompTIA A+ Certification: IT Technician (Exam 220-602). The original course length is 6 months. If you need more time, you will receive a 4-month extension at no charge. Please note: Once the course is accessed either by requesting materials or viewing lessons, there are no refunds.
9911-A894 ARRANGED

EVENT MANAGEMENT AND DESIGN - ONLINE (300HRS) $1895
This exciting online program is structured to provide both practical knowledge and a comprehensive understanding of the modern special event industry. This course will prepare you to enter the profession with an understanding of the industry, or help you advance if you’re already working in events. Students will build the foundation which you can use to build a career in special events or start your own special event business. This program is split up into two modules: Special Event Management and Special Event Design and Decoration. Each module includes multiple units complete with interactive media-rich presentations. Please note: Once the course is accessed either by requesting materials or viewing lessons, there are no refunds.
9912-A894 ARRANGED

WEDDING PLANNING CERTIFICATION: Making dreams come true (40HRS) $995
In this eight-week program, students will gain the tools necessary to successfully grow and run a professional wedding planning business. This course is perfect for individuals looking to start their own wedding planning business, work in an existing business, or just plan weddings part time. This hands-on program covers everything a wedding planner needs to know, including managing contracts and vendors; wedding styles, themes, customs, and etiquette; types of services and revenue streams; sales and marketing; industry business practices and application; current bridal trends and fashion; and much more. Students will also have the opportunity to participate in real local weddings and meet with local industry vendors for additional hands-on experience. All textbooks and materials are included in the cost of the course ($199 value). You must provide your email address at the time of registration. (The Wedding Planning Institute)
9039-A894 4/7-5/28 TTh 6:30pm-9pm BAK 113
HYPNOTHERAPY CERTIFICATION

This three-quarter class series, Basic, Intermediate, and Advanced Hypnosis (one 50-hour class per quarter) is designed to prepare those who wish to become a certified hypnotist or counselor, and for existing counselors, medical/dental professionals, and other practitioners wishing to incorporate hypnosis in their current practice. It is also ideal for those interested in hypnosis and/or self-hypnosis for personal growth. This is a hands-on, experiential training that will give you the skills to determine what creates the environments for healing and personal growth for your clients, and to confidently take clients through the next steps in their growth process. Approximately 20 hours of additional work is required outside of class consisting of self-study, several scripts, a 2,500 word essay, and a book report. These courses meet the national and international standards and are approved and accredited by the Association of Professional Hypnotists and Psychotherapists.

ADVANCED HYPNOTHERAPY (50HRS) $425

This is the third of the three-course series for those who wish to become professional hypnotists and counselors. Explore proven techniques in working with children, weight loss, chronic illness, fibromyalgia, tinnitus, and smoking cessation. Combine neuro-linguistic programming (NLP) with your own tools to give you the edge in your field. Other topics will include non-verbal communication, hypnodiagnosis, hypnotherapy, skill development, and how to increase your client base. Handouts included. You can purchase the required texts: Transformatarian ($39.95) and the New Hypnosis Handbook ($49.95) at www.noshubs.com. (Ron Stubbs, Chir, RC, CI)

9403-A894 4/7-5/26 T 6pm-9pm ATC 115
### Italian

**Italian Conversation & Culture Level I (10HRS)** $99

This is an excellent course for those planning a trip to Italy or who are just interested in learning about Italian language and culture. You will explore Italian phonetics and correct pronunciation. Although essential grammar will be covered, the aim of this course is to enable you to express simple everyday phrases in Italian, including introducing yourself, asking directions, and describing people. Cultural topics of discussion will include greetings in Italian, the Italian school system, and young people in Italy. Required textbooks can be purchased at the EC Bookstore (Marcel Danesi, Italian Now!, 3rd Edition, Publisher: Barrons Educational Series, ISBN: 0764130730 and Marcel Danesi, Italian On the Go with Audio CDs, 3rd edition).

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**Italian Conversation & Culture Level II (10HRS)** $99

While continuing to increase vocabulary and build upon the grammatical structures learned in Level I, you will also increase your understanding of Italian culture. You will communicate in Italian about simple daily activities, including shopping, asking travel-related questions, and making a phone call. Cultural notes will include education, work, and weekends in Italy. Prerequisite: Italian Conversation and Culture - Level I or instructor permission. This is the same as Level I (Nausica Zorzi)

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**Intro to Modern Italian History & Culture (HUM 175) (50HRS) (5 credits)** $415

A survey of modern Italy, beginning with its unification, Il Risorgimento in 1860, through the country’s evolution from a ravaged, post-war agrarian society into one of the leading industrialized countries in the Western World. Other topics will include Italian fascism, Mussolini, political structure, separation of church and state, economic recovery, social transformation in the 1950s and 1960s, terrorism, organized crime, Italy’s low birth rate and aging population, and recent waves of immigration. The course enables students to gain an overview of Italy’s historical, cultural, political, and social characteristics and, thus, a better understanding of Italian people in general. Course assignments and students’ assessments will be completed entirely online. High-speed internet connection is strongly recommended. Pr: Completion of ENG 098 or eligibility for ENG 101. Self-support, non-tuition class. Class cost is $415 an additional technology fee may also apply. Class begins March 30 and ends June 8. Payment is due at time of registration. Last day to register: March 24. Last day for 100% refund: April 3. There is no 50% refund option. You can enroll online or in the Enrollment Services office located in the Jackson Center on or after March 6. (Robert Bertoldi)

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**Italian I (ITAL 121) (50HRS) (5 credits)** $415

Beginning course in a sequence of courses to practice functional elements of Italian pronunciation and grammar in the context of practical conversational Italian. Listening, speaking, reading and writing to communicate in a logical, natural and personalized way. (Formerly ITALN 101). In addition to the weekly class session, students are expected to participate and submit assignments online. High-speed internet connection is highly recommended. Self-support, non-tuition class. Class cost is $415 an additional technology fee may also apply. Class begins April 2 and ends June 4. Payment is due at time of registration. Last day to register: March 22. Last day for 100% refund: April 3. There is no 50% refund option. You can enroll online or in the Enrollment Services office located in the Jackson Center on or after March 6. (Robert Bertoldi)

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**Japanese I (JAPN& 121) (50HRS) (5 credits)** $390

Beginning sequence of courses to practice functional elements of Japanese pronunciation, grammar, vocabulary, and sentence patterns in the context of practical conversational Japanese with correct understanding of cultural and social background. The Japanese writing system is taught from early stage to provide total experience of the language. (Formerly JAPN 102). Pr: JAPN 121 or instructor permission. Self-support, non-tuition class; class cost $390; an additional technology fee may also apply. Class begins March 30 and ends June 8. Payment is due at time of registration. Last day to register: March 24. Last day for 100% refund: April 3. There is no 50% refund option. You can enroll online or in the Enrollment Services office located in the Jackson Center on or after March 6. (Hiroko Goto)

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**Japanese II (JAPN& 122) (50HRS) (5 credits)** $390

Beginning sequence of courses to practice functional elements of Japanese pronunciation, grammar, vocabulary, and sentence patterns in the context of practical conversational Japanese with correct understanding of cultural and social background. The Japanese writing system is taught from early stage to provide total experience of the language. (Formerly JAPN 102). Pr: JAPN 121 or instructor permission. Self-support, non-tuition class; class cost $390; an additional technology fee may also apply. Class begins March 30 and ends June 8. Payment is due at time of registration. Last day to register: March 24. Last day for 100% refund: April 3. There is no 50% refund option. You can enroll online or in the Enrollment Services office located in the Jackson Center on or after March 6. (Hiroko Goto)

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### Russian

**Russian I (RUSS 121) (50HRS) (5 credits)** $390

Beginning sequence of courses to practice functional elements of Russian pronunciation and grammar in the context of practical conversational Russian. Listening, speaking, reading and writing to communicate in a logical, natural and personalized way. (Formerly RUSS 101). Self-support, non-tuition class; class cost $390; an additional technology fee may also apply. Class begins March 30 and ends June 8. Payment is due at time of registration. Last day to register: March 24. Last day for 100% refund: April 3. There is no 50% refund option. You can enroll online or in the Enrollment Services office located in the Jackson Center on or after March 6. (Maria Kaszni-Branson)

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**Spanish Conversation and Culture - Level I (16HRS)** $99

Planning to visit a Spanish-speaking country? Let us help prepare you for an enjoyable trip. Join us to explore basic Spanish conversational phrases and vocabulary - how to order food in restaurants, use the transportation system, ask for assistance, and much more! You will also study Spanish culture through presentations. No prior knowledge of Spanish is necessary. Required textbook can be purchased at the EC Bookstore (Kershul, Spanish in 10 Minutes a Day, Publisher: Bilingual Books, ISBN: 0944502598 or Kershul, Spanish in 10 Minutes a Day with Audio CDs, ISBN: 1931838680).

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**Spanish Conversation and Culture - Level II (16HRS)** $99

For those who already speak some Spanish, this class will provide you with additional useful conversational phrases and vocabulary to help make your visit to a Spanish-speaking country more enjoyable. In addition to studying routine phrases to use in restaurants, shops, and offices, you will explore the culture of the country you plan to visit. Required textbook is the same as Level I. Prerequisites: Spanish Conversation and Culture Level I or instructor permission.

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**Spanish for Travel: Quick Course (3HRS)** $49

Planning a trip to a Spanish-speaking region? Join us and discover the practical expressions and terminology to make your leisure trip enjoyable; all in only three hours! Topics include greetings; etiquette and social niceties; introductions of self and others; numbers; complimenting people; ordering food and drink; requesting emergency assistance, registering in a hotel and more. No prior knowledge of Spanish necessary. All materials included ($5 value). (Beatriz Johnson)

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### Command Spanish

Do you wish to communicate better with the Hispanic population you come in contact with on the job? The Northwest Language Center is proud to be certified as an official provider of Command Spanish®, Inc. materials. The following courses use Command Spanish®, Inc. training packages and offer accelerated programs customized for your career needs, all in a low-stress class environment.

**Everyday Spanish Level I (15HRS)** $169

An exciting new workshop for those who have been waiting for a basic introduction to practical Spanish without the grammar rules! In just 15 fun-filled hours you will discover how to say and comprehend many expressions used in everyday Spanish. Use common phrases of greeting, introduction, and compliments to practice talking and asking questions. No previous knowledge of Spanish is required. All materials included ($5 value). (Vidal Martin)

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To register, use the form on page 76 or call 425-387-1010
PLANNING YOUR ITALIAN VACATION (3HRS) $39
Whether you are a first-time traveler or experienced globetrotter discovers strategies and practical ideas to make your Italian dream vacation reality. Topics include the best time of year to travel; choosing cities; how long and where to stay; what to pack and what to wear; cultural and etiquette notes so you won’t look like a tourist; personal and hotel security; public transportation, car rentals and driving; money matters, shopping and more! All materials included ($5 value). (Rem Malloy) 9040-A894 4/9 T 6:30pm-9:30pm IND 103
SAVING $5 ON YOUR EUROPEAN VACATIONS (2HRS) $39
Don’t let the weak U.S. dollar keep you away from Europe. This class provides first-time travelers and experienced globetrotters with the strategies and practical ideas to save money before, during and after your trip to Europe. Discover how to create a money-saving travel plan before your trip, strategies for getting the lowest airfare, how to save on different types of accommodations, and how to track the Euro for the best exchange rate. All materials included ($5 value). (Rem Malloy) 9043-A894 4/14 T 6:30pm-8:30pm IND 103

CREATIVE WRITING

PUBLISH, MARKET, AND SELL YOUR BOOKS ONLINE (6HRS) $79
Discover how easy it is to publish and market your own book! Digital technology has revolutionized the way books are printed these days. Where press runs were once for tens of thousands of books, now “print on demand” techniques (or POD) can deliver small runs - even single copies of a book - profitably. Professional publishing is within reach of anyone who can master a few tools. And the Internet makes it possible to market these books to a worldwide audience. Bring a sack lunch for the half-hour lunch break. (Dany Byrne) 9399-A894 5/9 Sa 10am-4pm ATC 220

GET ORGANIZED - Just for writers - ONLINE (12HRS) $49
As freelance writers, it is easy to be overwhelmed with great ideas, distracted when trying to write, and disorganized to the point of getting very little accomplished. This course will give you the tools to develop a personalized, flexible routine to keep all your writing projects on track and moving toward completion. Discover how to expand your research to include multiple projects; keep track of queries and rejections, log expenses and tax deductions, and take advantage of seasonal opportunities. You’ll find that this system of organization really works! (Beverly R. Schultz, Ph.D.) 9102-A894 3/30-5/15 ARRANGED

WRITING FOR CHILDREN - ONLINE (20HRS) $109
Writing for children is a specialized market. We’ll look at what succeeds and what doesn’t; how to submit proposals and where, and strategies for making this kind of writing accessible and interesting. (Ariele Huff) 9242-A894 ARRANGED

CHARACTER DEVELOPMENT IN WRITING - ONLINE (20HRS) $109
Authentic and interesting characters are the central element in good fiction or nonfiction. Through unique exercises and lively discussion you will discover new skills in character development that will help improve any writer’s work. Explore the differences between flat and round characters; identify the characteristics of the hero, victim, and villain; define the five elements of fiction and nonfiction; and much more! (Ariele Huff) 9243-A894 ARRANGED

TRAVEL WRITING - ONLINE (20HRS) $109
Travel writing is one of the most lucrative and enjoyable fields in publishing. Discover how to turn your trips (past and future) into $$. The class includes information and practice in topic selection, different article formats, package presentation, and market selection. (Ariele Huff) 9244-A894 ARRANGED

FREELANCE WRITING - ONLINE (20HRS) $109
Increase your chances of selling your writing. We will discuss market research techniques and you'll create a query letter, cover letter, short piece for publication, and book synopsis. All these pieces and others receive instructor feedback. Instructor is a successful freelance writer with 30 prolific years in the field. (Ariele Huff) 9245-A894 ARRANGED

WRITE ABOUT YOUR LIFE - ONLINE (20HRS) $109
Write about your memories and experiences for the purpose of reminiscing or creating articles, books, and souvenirs memoirs for cash, friends, and/or family. Ariele Huff is a nationally syndicated columnist who has used her own true stories for the last 30 years to make money and entertain people. (Ariele Huff) 9246-A894 ARRANGED

DO YOU WANT TO BE AN EDITOR? - ONLINE (20HRS) $109
Becoming an editor is the perfect job for the person who enjoys the work of others, and is interested in helping others refine their work. This class will demonstrate how to navigate the world of book publishing to help you find the perfect editor job for you. (Ariele Huff) 9247-A894 ARRANGED

CREATING A SELLING NOVEL – ONLINE (20HRS) $109
If you have written a novel, are in the process, or plan to write one, this 10-session class is tailor-made for you. Discover how to write or improve your novel to appeal to readers, agents, and publishers. We’ll explore story promise, character arcs, backstory events, inner and outer story stakes, point of view, story hooks, story arc, reaction structure, and much more. (Ariele Huff) 9248-A894 ARRANGED

SELL YOUR NONFICTION BOOK-ONLINE (20HRS) $109
Explore the elements of nonfiction book proposals. Topics include bios, marketing analyses, concept statements, query letters, and more. By formulating these marketing tools you’ll discover the improvements your book needs to get it sold. Instructor is a skillful editor, widely published writer, and editor of numerous periodicals and books. Not necessary to have completed a book to take this class. (Ariele Huff) 9250-A894 ARRANGED

COMMAS TO CONTENT: Edit your own writing – ONLINE (20HRS) $109
Discover the basic skills for a foundation in successful writing - whether academic, creative, business, or marketing. You will create brief writings in each style of rhetoric, progressing through the writing stages from brainstorming to proofreading. Research methods, documentation styles, and rules of grammar will be covered. (Ariele Huff) 9251-A894 ARRANGED

WRITING WINNING LETTERS AND E-MAILS - ONLINE (20HRS) $109
Whether you’re seeking a promotion, a new account, stranger ties in business, a new job, a better deal, an apology, a refund, or freebies, a few well-placed words can turn the trick. Discover the basics of creating persuasive messages in this class workshop where we'll look at your specific needs as well as general tips. (Ariele Huff) 9252-A894 ARRANGED

PERSONAL INTEREST

BLOGGING: Share your thoughts, talents, and interest (2HRS) $49
Blogging is the most popular new trend on the Internet. Starting a blog is easy, free, and anyone can begin blogging in minutes. All you need is an interest that you care about and want to share. Anyone with something to say can be a blogger. Whether you love photography, cooking, mystery novels, politics, or just talking about your day, there is a blogging community for you. This class will explain how to get a free accounts at popular blogging sites, how choose a design for your blog, and how to add photos and videos to your blog. No experience required. (Dany Byrne) 9897-A894 5/16 Sa 12pm-2pm ATC 221

YOUTUBE: Share your videos (2HRS) $49
YouTube is one of the fastest growing and most popular sites on the internet. Everyone is aspiring movie makers to folks wanting to share vacation videos with friends and family can – and does – use YouTube. However, to get the best looking videos, you need to know a few tricks. Discover what formats work best with YouTube, how to edit your videos for best impact, and how to add music and titles to give your videos a professional look. You don’t need expensive or complicated software. In fact, you don’t even need a camcorder. Everyone can make a great video — and after this workshop, you will be ready to share your movies with the world. (Dany Byrne) 9898-A894 5/16 Sa 12pm-2pm ATC 221

To register, use the form on page 76 or call 425-267-0150
BICYCLE MAINTENANCE FOR WOMEN (1.5HRS) $29
Ladies! If you are ready to become skilled at basic bike maintenance this is the class for you. Discover what tools to carry on every ride, as well as how to fix a flat, repair a broken chain, and do adjustments to brakes and shifting. Bring your questions, we'll provide the bicycles and tools for hands-on practice. Wear appropriate clothing (bicycle grease stains clothes). Class is held at Bike Works in Lake Stevens, 2010 Grade Road, 98258 425-334-7812 and visit the website at www.bikeworksls.com. Map and driving directions will be mailed with your registration confirmation. (Scott Stuart)
9318-A894 4/8 W 6:30pm-8pm OFF SITE
9319-A894 5/13 W 6:30pm-8pm OFF SITE

To register, use the form on page 76 or call 425-267-0150

BICYCLE MAINTENANCE (1.5HRS) $29
Get the skills needed to maintain your bicycle from a professional. Scott Stuart will show you how to get your bike in top shape for riding, with valuable tips and tricks of the trade. Discover how to adjust your breaks, derailleurs, headset and bottom bracket, as well as how to change your tire. This course is appropriate for beginning and advanced riders. Wear appropriate clothing (bicycle grease stains clothes). Class is held at Bike Works in Lake Stevens, 2010 Grade Road, 98258 425-334-7812 and visit the website at www.bikeworksls.com. Map and driving directions will be mailed with your registration confirmation. (Scott Stuart)
9320-A894 4/22 W 6:30pm-8pm OFF SITE
9328-A894 5/20 W 6:30pm-8pm OFF SITE

MAKE YOUR OWN BIODIESEL! (5.5HRS) $75
Try your hand at making your own fuel from used restaurant oil! Discover the chemistry and helpful tricks of making quality biodiesel, as well as experimenting with different vegetable oils, catalysts, and pH indicators. Explore reactor design, comparing the “Applesessed” reactor (which we will operate in class) and the automated BioPro processor which the instructor uses for a fuel coop. Other topics will include myths and facts about biodiesel; quality control; washing; cold weather issues; local availability of supplies and equipment; and what’s going on locally and nationally with the biodiesel movement. Appropriate for ages 17 and older. Bring a sack lunch for the half hour break. (Lyle Rudensey, M.Ed)
9327-A894 4/25 Sa 10am-3:30pm ATC 104

FANTASTIC FELINES: Introduction to Tellington TTouch for cats and kittens (3HRS) $69
Does your cat refuse to use the litter box, bully other cats in the family, or is too frightened to come out from under the bed? Then this hands-on, interactive course is for you! Improve your cat’s health and well-being using the Tellington TTouch method. You’ll discover several of the basic circular touches, lifts and slides that can help reduce anxiety, fear and aggression in your cat, as well as practice TTouch first aid techniques that can save your cat’s life. You’ll also experiment with techniques for working with feral cats. Bring a stuffed animal (not your kitty!) to practice with. Fee includes book Getting in Touch With Your Cat ($15 value). (Shannon Finch)
9451-A894 5/9 Sa 1pm-4pm ATC 104

BEFORE THE STORK DELIVERS: Preparing pets for babies (3HRS) $65
While bringing home a new baby is an exciting and joyous event for parents, the pets in the family might feel differently! The best time to prepare them is before your baby arrives. Discover the tools to help your pets happily and safely adjust to the new addition to your family. Topics include creating a plan, stress management and training techniques, maintaining the bond with your pet when you’re busy, and what not to do after baby comes home. $65/individual or $85/couple; both partners must register. (Shannon Finch)
9452-A894 6/6 Sa 1pm-4pm ATC 107

KIBBLES AND BITES: General canine nutrition (3HRS) $49
Ever wonder what’s in that dog food? This workshop provides a basic foundation on canine nutrition. Gain knowledge to make a more informed choice on what to feed your dog. Topics include canine nutritional needs. What to look for when buying dog food, how to analyze dog food labels, and much more! Come and get a passport to join the guided tour through the kibble universe. (Dayna Moncrief)
9379-A894 5/2 Sa 1pm-4pm BAK 110

AN INTRODUCTION TO VOICEOVERS: Getting started in voice acting (2HRS) $55
Have you ever wondered whose voice you are listening to on TV and radio commercials? How about documentaries or audiobooks? You, too, can become a professional voiceover artist! This fun, informative, and empowering class will let you explore the basics of entering a successful career as a voiceover artist. We will discuss some of the many details of the voiceover industry, the importance of your voiceover demo, and much more. Be warned, many who have taken this class have gone on to become real, bona-fide, professional voice actors. Come ready to laugh and be inspired. (Voices for All, LLC)
9388-A894 6/1 M 6pm-8pm IND 101

AN INTRODUCTION TO MODELING FOR ORDINARY PEOPLE (2HRS) $49
Find out if modeling might be right for you! We will discuss the different ways of getting started - the good ways, the bad ways, and the ugly ways of entering the world of modeling. This is an interactive class where you will experience what it is like to be in a photo shoot. You will discover some valuable tips on how to be photographed and look your best! This course will take you into the world of the modeling agencies, the types of jobs most commonly booked, and the types of models the agencies will select. You will also have the opportunity to participate in a “test” photo shoot (students do not keep any photos). This class is appropriate for students aspiring to be models who are 17 years of age and older. (Ordinary Models Staff)
9395-A894 4/29 W 6pm-8pm BAK 102

NATURAL AS (3HR) $49
Would you like to increase your grade point average quickly and easily? In this workshop you will discover that any student can significantly enhance grades, self-confidence, and chances for scholarships and college admissions by performing academic skills in alignment with the brain’s natural patterns. This makes note-taking, reading, studying, memorizing, and test-taking amazingly efficient. Discover simple methods for understanding math and other subjects, optimizing focus and concentration, and preventing test anxiety. Students of all ages describe this class as “awesome,” “necessary,” and “easy-to-understand.” The instructor graduated at the top of his college class with a 4.0 GPA, has a Juris Doctor degree from Brigham Young University, and conducts academic success seminars across California. $30 due to the instructor at the first class session for outline, handouts, workbook, and CD. Parents who wish to attend with their minor child must register and pay the course fee; but can share course materials with their child. Appropriate for ages nine and older. (Curtis Adney, M.S., J.D)
9315-A894 4/19 Sa 9am-12pm BAK 113

WHAT WERE YOU BORN TO DO (4HRS) $49
You were born to make a unique contribution to humanity. Progressing toward this purpose brings joy and abundance. Shrouding it from you causes stress and emptiness. To accomplish this mission, one of the 33 Natural Talents™ is wired into your DNA. It’s so subtle you rarely notice it; yet so powerful it’s the source of your highest potential. Elvis, Oprah, and Einstein were all just “doing” what comes naturally. Applying your natural talent relentlessly will magnetically attract all the desires of your heart. $30 payable to the instructor for an assessment tool and comprehensive manual. (Curtis Adney, M.S., J.D)
9316-A894 4/18 Sa 1pm-5pm BAK 113

AWAKENING THE GODDESS WITHIN (3HRS) $69
A magnificent goddess lives inside every woman. But how can you, a 21st century woman, juggling overflowing demands and pressures, navigating the many roles you play, find a way to connect with the goddess within? In this experiential workshop you’ll explore how to tap into your inner wisdom, discover your heartfelt desires, awaken to how powerful you really are and rediscover your wholeness. The path of awakening the goddess within leads you to live a more vibrant and empowered life. Come join us and nurture, celebrate and honor your brilliance! Bring a notebook to class. (Suzette La Plant)
9883-A894 4/25 Sa 1pm-4pm BAK 113

THE POWER OF CLARITY: A gateway to creating a passionate life (3HRS) $69
Is it time for you to pause and figure out what you really want to do with the rest of your life? What’s stopping you from creating an inspired, happy, exciting, passionate, fulfilling, prosperous and successful life? The Power of Clarity is a key component to unlocking your passion. Clarity leads to empowerment, joy, energy and vitality. In this experiential and energizing workshop you’ll discover how powerful you really are and rediscover your wholeness. It’s time to discover your truth! (Suzette La Plant)
9884-A894 5/2 Sa 1pm-4pm BAK 113

THE ENERGY EDGE: Strategies to transform the way you live (3HRS) $69
Imagine what your life would be like if you had more energy to fulfill your heart’s desires. Visualize yourself, your relationships, your business, and your life infused with new energy. Energy is an internal navigation system leading you on a journey to your destiny. The Energy Edge is a valuable tool to help navigate your life. Clarity leads to empowerment, joy, energy and vitality. In this experiential and energizing workshop you’ll discover how to use your energy to attract the life of your dreams. (Suzette La Plant)
9885-A894 5/16 Sa 1pm-4pm BAK 113
VALUES CLARIFICATION: Re-invest energy to achieve your potential ($69R) $129
Do you work with students or clients who face many barriers to success? Join us and discover the R.E.A.P. system to help guide your clients to a commitment of living their lives according to good character. R.E.A.P. stands for Re-investing Energy to Achieve Your Potential and is a research based, interactive self-discovery experience in values clarification. You will explore stations of life concept, governing values, motivational scale concept, confidence and accomplishment paradigm and the relationship between truth and change and choices and decisions. If you work in the social service sector, criminal justice, education or with at-risk youth or adults this workshop is a must! Bring a sack lunch or plan to drive to a nearby restaurant for the one-hour lunch break. (Frederick T. Bletson, Jr., M.A.)
9322-8794 5/16 Sa 9am-4pm ATC 104

AMAZON SELLING 101: The basics of selling on Amazon.com ($29R) $55
Discover the ease of selling on Amazon. Amazon’s growth in the second quarter of 2008 exceeded 41% and is projected to continue as more customers turn to the Internet to shop. If you've been selling on eBay or Craigslist it's time to jump on and profit from the power of Amazon. Topics include who, what, and why you should sell on Amazon; the new features Amazon is rolling out that will skyrocket your profits; which program is right for your business; how to profitability list an item; a primer on shipping and how not to loose your hard earned profits; maintaining your inventory and sanity for selling on eBay, Amazon, and other sales channels; Amazon payments — when you will get paid; and where to find help when you have questions. (Cindy Shebley)
9047-8794 5/13 W 6pm-8pm ATC 108

EBAY
EBAY SELLING I: The basics of eBay selling (3.5HRS) $55
Whether you simply want to get rid of “stuff,” desire additional part-time income or a serious eBay business, this class is your foundation. Sellers explore how to set up an eBay Seller account, create successful eBay auction listings, upload pictures, and accept credit card payments online with PayPal. Discover buying and selling “tips, tricks and the traps” to avoid. Covers how to conduct market research analysis, determine shipping costs, and find out where to get FREE shipping supplies! You will have the option to purchase a resource text ($35) from the instructor. Prerequisite: Fundamental working knowledge of your computer and understanding of a basic Internet search is recommended but not required. (Kevin Boyd)
9391-8794 5/5 T 6pm-9:30pm ATC 107

EBAY SELLING II: Beyond the basics of eBay selling (3.5HRS) $55
Quickly shift your eBay selling into high gear! Discover advanced selling and photography tips and best practices for creating compelling listings that will draw the most bids and beat your competition. Plus, how to effectively market, organize, and manage your eBay sales. Also covers eBay Stores, plus many FREE automation tools that can eliminate mundane tasks and streamline your eBay selling. You will have the option to purchase a resource text ($35) from the instructor. Prerequisite: eBay I or equivalent. (Kevin Boyd)
9392-8794 5/12 T 6pm-9:30pm ATC 107

PERSONAL ENRICHMENT- ONLINE
You must have access to a PC with Internet Explorer 6.0 or its equivalent on a Mac, and possess intermediate PC skills. Please provide your email with registration.

FINDING THE RIGHT HAIRSTYLE - ONLINE (24HRS) $89
Do you feel your hair is drab and unfunctional? How much more alive would you feel with a customized makeover? This online class provides professional mentoring and how-to hair care tips from the comfort of your own home. Topics include the right style for your face shape; hair type and texture; hair color and you; tools of the trade; shampoos, conditioners and styling products; and styling your SS for appointments. In addition you will send the instructor a digital photo and she will conduct a personal analysis by digitally superimposing several styles to your image, record these onto videotape, and then provide photos you can take to your stylist to create your new look! You will have six weeks to complete the course but it is truly self-paced. (Barb Quinn)
9267-8794 4/28-6/11 ARRANGED

TEACHING ON THE INTERNET - ONLINE (24HRS) $69
In this course you will explore creating virtual classes to online instruction; using streaming audio/video, slides, and graphics; exploring management systems; researching coursework options; holding online meetings; testing and cheating; facilitating your online class; finding free resources; and getting buy-ins for your online course. By the end of Lesson 4 you will be able to invite students to your new classroom without spending a dime. You will have six weeks to complete the course but it is truly self-paced. (Gary Fugere)
9270-8794 4/28-6/11 ARRANGED

TELECOMMUTING - ONLINE (24HRS) $49
Tired of dropping your kids at daycare and fighting bumper-to-bumper traffic only to suffer through another day in a stress-filled environment? What would happen if you acquired the strategies of the sixteen million telecommuters who work from home each day? We will explore the most in-demand telecommuting jobs; what pay/benefits to expect; how to identify telecommuting-friendly companies; how to market yourself; and how to spot the scams. You will have six weeks to complete the course but it is truly self-paced. (Gary Fugere)
9271-8794 4/28-6/11 ARRANGED

CARING FOR YOUR AGING PARENTS - ONLINE (24HRS) $49
Do you feel overwhelmed by the prospect of taking care of your aging parents? Would you like the skills to bring harmony to the family? Topics include the evolving relationship between you and your parents; confronting independence (e.g., living alone, driving, falls); getting cooperation from your siblings; medical care options; living arrangement options; managing the finances; and available resources for both yourself as a caregiver and your parents. You will have six weeks to complete the course but it is truly self-paced. (Gary Fugere)
9272-8794 4/28-6/11 ARRANGED

GET ORGANIZED WITH EASY HOUSEHOLD MANAGEMENT ONLINE (12HRS) $49
Would you like to have a clean home, cupboards you can open (even when guests are looking), meals ready, clothes washed, bills paid, and some time for yourself? Join us as we explore a wonderful method of putting order into your life that’s easy and fun. We’ll work with the Sidetracked Home Executives, Inc.’s tried and true card file, Connie Emerson’s concept that anything can be done in 30 minutes, and other great advice. Whether you’re a stay-at-home mom, full-time employee, or somewhere in between, you’ll find this flexible, adaptable program a wonderful asset in bringing order to your life. You may start this class anytime during the current term. Required textbook is widely available at local bookstores (Pam Young, Sidetracked Home Executives, Publisher: Warner Books, ISBN: 0446776761). (Beverly Schulz)
9275-8794 3/30-5/15 ARRANGED

WHAT EVERYONE OUGHT TO KNOW ABOUT THE “LAWS OF ATTRACTION” – ONLINE (24HRS) $69
You are already experiencing the “law of attraction” in your life — with jobs, money, relationships, and happiness. Are you satisfied with the results? Chronic thoughts you hold in your mind tend to become your experiences. What you think becomes your beliefs, which become your perceptions of life, which then become your experience. This mind-and-heart-opening class shares with you the “secret” of how to stop attracting things you don’t want and start attracting things you do want. You will have six weeks to complete the course, but you can work at your own pace. (Gary Fugere)
9294-8794 4/28-6/11 ARRANGED

MUSIC
GUITAR FOR ADULTS AND TEENS LEVEL I (8HRS) $99
Play the acoustic guitar! You’ll be introduced to the most common chords used in many popular songs. You’ll also discover how to make chord changes called progressions, use basic strumming patterns, and tune your guitar. No prior music experience is necessary. Although you will need to bring an acoustic guitar to class, these skills also apply to the electric guitar. Appropriate for ages 13 and older. (Eric Wood)
9276-8794 4/7-6/26 T 6:30pm-7:25pm BAK 111

GUITAR FOR ADULT AND TEENS — LEVEL II (8HRS) $99
Move forward with your guitar playing skills. You’ll explore barred chords, power chords, rhythm patterns, and chord progressions that are commonly used in popular music. Plus, as usual, we’ll discover many new pop and rock songs to play while strengthening our skills. Please bring an acoustic guitar, guitar pick and guitar tuner to class. (Eric Wood)
9094-8794 4/7-5/26 T 7:30pm-8:30pm BAK 111

ARTS AND CRAFTS
INTRODUCTION TO MOSAICS (4HRS) $45
Discover how to turn chipped and broken treasures into new and interesting art for your home or for gifts. You will explore the basics of mosaic art as you create a colorful wall-hanging. Using this easy primer on shipping and how not to loss your hard earned profits; maintaining your inventory and sanity for selling on eBay, Amazon, and other sales channels; Amazon payments — when you will get paid; and where to find help when you have questions. (Cindy Shebley)
9280-8794 5/2 Sa 9am-1pm IND 101

To register, use the form on page 76 or call 267-267-0150
MOSAIC STEPPING STONES (3HRS)  $39
Adorn your garden with colorful and unique stepping stones. Discover this simple method that requires a ready-made stepping stone, a wide variety of colorful tiles and decorations, and your own creativity and personal touch. The techniques and materials used will allow students to create unique mosaic artwork to last a lifetime. Most materials needed for your project will be provided by the instructor, including a wide variety of colorful shards ($10 value). You are also welcome to bring your own items from home (broken dishes, beads, beach glass, etc.) if you choose. NOTE: Participants must bring a pre-cut stepping with a smooth surface to class (available at most home improvement or garden stores). [Jean Koll]
9283-A894  6/6  Sa  9am-12pm  IND 101

INTRODUCTION TO STAINED GLASS (18HRS)  $159
Discover the time-honored craft of stained glass. You will explore the process of creating a stained glass panel. Students will progress at their own pace and develop projects appropriate to their skill levels - from light catchers to lampshades. Topics to be covered include design and color, as well as technical issues such as cutting, foiling and leading. Safety will be addressed in depth. All levels welcome. Basic materials are supplied (some glass, foil, lead, and solder; additional costs will vary depending on individual projects). [Bob Mitchell]
9405-A894  5/5-6/9  T  6pm-9pm  WHI 361

JEWELRY

BEGINNING WIRE WRAP JEWELRY (3HRS)  $35
Discover how to make unique, eye catching wire-wrapped jewelry that will express your individual taste and creativity. Here’s your chance to make beads, gemstones, and crystals into designer jewelry in just one evening of fun and imagination. You will explore cutting wire, making a regular loop, and bending and wrapping wire to make a bead dangle. You’ll also explore how to use jump rings, split rings, toggles, and clasps. After review and practice you will be able to make a simple dangle earring, cluster, and stacked earrings. Once these basic wire techniques are mastered you are off and beading! Required materials: chain nose pliers, round nose pliers, and wire cutters. Basic wire and beads provided. Class held at Treasured Beads, 9214 State Ave. #B, Marysville. Map and driving directions will be mailed with your registration confirmation. (Chris Warrington)
9864-A894  4/7  T  6pm-9pm  OFF SITE

BEGINNING BEAD STRINGING (3HRS)  $35
Discover how to construct a stunning necklace with beads. In this class you will incorporate a variety of beads and gems into a piece of designer jewelry you’ll be proud to wear, give as a gift and even sell. Techniques include how to use clasps, crimps, and stringing material. Required materials: focal beads or beads, accent beads, and filler seed beads. Stringing material and basic metal clasp provided. Class held at Treasured Beads, 9214 State Ave.
9865-A894  4/14  T  6pm-9pm  OFF SITE

TWISTED WIRE BANGLE BRACELET (3HRS)  $45
Explore how to create a modern, one-of-a-kind bangle bracelet using wire, attention-grabbing focal beads, and accent beads. Bangles are timeless jewelry pieces that will nicely compliment any outfit. You will discover how to form wire into a bangle shape and make twisted wire wraps, compose an attractive beaded design, make a clasp, and create a hammered finish. You’ll also be introduced to the use of power tools in jewelry making for speed and convenience. Your creativity is yours to keep! Tools provided for in-class use. $7 materials fee payable to the instructor. Class held at Treasured Beads, 9214 State Ave. #B, Marysville. Map and driving directions will be mailed with your registration confirmation.
9888-A894  4/15  W  6pm-9pm  OFF SITE
9889-A894  5/6  W  6pm-9pm  OFF SITE

BEADED PEYOTE BRACELET (3HRS)  $35
Peyote stitch is one of the basic stitches in beading. The stitch has been used in a wide range of traditional native beading techniques for over a thousand years. This class will introduce you to flat Peyote. You’ll explore how to follow a simple pattern and from there the beading ideas are positively endless. You will discover how to attach and finish off your projects. All materials and tools provided and your creation is yours to keep! You may purchase optional beads. Class held at Treasured Beads, 9214 State Ave. #B, Marysville. Map and driving directions will be mailed with your registration confirmation. You are viewing the winter 2009 schedule. There is a fall section available 11/18/08, 6-9pm. Item #9891-A892. (Chris Warrington/Deidre Pyatte)
9890-A894  4/23-4/30  Th  6pm-9pm  OFF SITE
9891-A894  5/21-5/28  Th  6pm-9pm  OFF SITE

WRIGHT ANGLE WEAVE (2.5HRS)  $25
Featured in the August 2008 edition of Bead & Button Magazine, this stitch is extremely versatile, fast and easy to master. You will explore the basics of this amazing stitch and experiment with different types of beads. You’ll create 3-dimensional designs, such as Mandala’s, flowers, squares,

To register, see the form on page 76 or call 425-267-0150.

To view all workshop listings and to register, please visit our website at www.everett.edu/conted.
FROST THE CAKE QUILT (2HRS) $35
Hand appliquéd methods are fun and easy. Have a great time discovering needle-turn appliqué. Kim will teach you the tricks for outside points and deep inside points. With this “getting started” class you will be well on your way to beautiful appliqué projects galore. $5 kit required. (Karen Lowry)
9072-A894 6/10 W 5pm-9pm OFF SITE

QUIT-AS-YOU-GO TABLE RUNNER (3HRS) $30
The elegant simplicity of this table runner makes it stunning on any table or buffet. It is very simple to make using the quilt-as-you-go method. But you can’t make just one! Required materials approx. $25-30 depending on fabric and tools selected. Prerequisite: Basic machine sewing skills. (Robin Elliott)
9074-A894 4/30 Th 6pm-9pm OFF SITE

FREE MOTION MACHINE QUILTING (4HRS) $35
We will discuss basic information and techniques relating to machine quilting with practical hands-on experience to follow. You’ll complete a basic example of machine quilting stitches which can be duplicated when making a future quilt project. Batting, sandwiching, basting, thread, needles, quilting, and finishing will be discussed. Required materials approx. $15-20 depending on fabric selected. (Judy Irish)
9076-A894 4/18 Sa 11am-3pm OFF SITE
9077-A894 5/28 Sa 11am-3pm OFF SITE

BEGINNING QUILTING (12HRS) $60
This class covers the basics of rotary cutting, getting an accurate ¼” seam allowance, trimming blocks, and measuring for borders and binding. We will use Start Quilting by Alex Anderson to make a wall hanging size sampler quilt. There will be 6 different blocks demonstrated including 9-Patch, Log Cabin and Friendship Star. Required materials approx. $30 depending on fabric and the required book approx. $16. Prerequisite: Basic machine sewing skills. (Elizabeth Gough)
9078-A894 4/27-5/18 M 6pm-9pm OFF SITE

DANCE

ZUMBA LATINA FOR FITNESS (7HRS) $89
If you like dancing and you are looking for a fun way to work out this is the class for you! Discover how to rejuvenate your heart, body, and soul with the motivating beats of Latin rhythms. Zumba Latina is an energetic class that combines Latin dance styles with the cardio advantages of exercise. No dance experience needed. Wear workout clothes and shoes. (Nathalye Alvarez)
9279-A894 4/21-6/2 T 7pm-8pm GYM 205

SALSA DANCE FOR BEGINNERS (7HRS) $89
Come and experience salsa dance! Whether you are single or have a partner, this class will teach you how to dance salsa with Latin energy and style, the way it is danced in Latin towns. Once you learn the basic steps you will create your own style by combining turns, spins, and other movements. Feel the salsa rhythms, have fun on the dance floor, and get a great workout too! No dance experience needed. Wear smooth-soled shoes. (Nathalye Alvarez)
9325-A894 4/21-6/2 T 6pm-7pm GYM 205

ADULT TAP DANCE (8HRS) $75
Get a workout while hardly noticing! While exploring all the basic tap steps, you’ll improve your overall balance, sense of rhythm, timing, muscle tone, and strength. You’ll also gain a deeper appreciation for tap and its place among the performing arts. This is a beginner class with emphasis on mastering all the basic moves and steps using Broadway musical tunes. Tap shoes are required. Appropriate for ages 14 and older. (Leslie Buell)
9444-A894 4/1-5/20 W 5:30pm-6:30pm GYM 205

JOY OF BELLY DANCE (6HRS) $69
Join us and discover the wonders of the art of belly dance. We’ll travel the road of the Gypsy’s as we explore movements from Egypt, Spain, Turkey and India. You’ll have oodles of fun while incorporating grace and movement into your life, focusing on technique, posture, a healthy positive workout, and making new friends! Along the way, we’ll explore music and culture from the Middle East. Beginners of all shapes and sizes are welcome. Instructor will provide hip scarf for classroom sessions; you will be encouraged to purchase your own for practice outside of class. Wear loose-fitting clothes. (Indigo)
9909 4/21-5/26 T 7:15pm-8:15pm AITC 104

OLY’S DANCE

These classes are held at Oly’s! at the Dorothy Jayne Studio, 2931 Bond St., Everett, 98201. No prior dance experience needed. Class is taught by US National Professional Rising Star Finalists. Class includes a “Saturday Night Out” open dance following the last lesson. “Saturday Night Out” is a non-smoking, non-alcoholic environment. Appropriate for ages 16 and older. Wear smooth-soled shoes. Map and driving directions will be mailed with your registration confirmation.

SOCIAL BALLROOM FOR BEGINNERS $99
Shall we Waltz, fox trot, tango? Whether you are single or have a partner, this class will introduce you to up to five standard steps and turns for each of the dances. Dancing is fun and good for you, too, with all the benefits of a cardio workout. (Staff)
9324-A894 3/31-6/2 T 8:30pm-9:20pm 00S

LATIN DANCING FOR BEGINNERS (10HRS) $99
Get ready for three hot Latin dances; cha cha, rumba, and mambo. This class is fun, and also gives you a great cardio workout. Whether you are single or have a partner, you will explore dance with Latin style and energy. (Staff)
9337-A894 3/31-6/2 T 7:30pm-8:20pm 00S

NIGHT CLUB DANCING: Swing, two-step, and hustle (10HRS) $99
Expand your dance repertoire with the steps to the most popular swing-style dances: east coast swing, night club two-step, and hustle. Whether you are single or have a partner, you’ll enjoy this fast and fun class. (Staff)
9368-A894 4/1-6/3 W 7:30pm-8:20pm 00S

PHOTOGRAPHY

See the Computer Software workshop section for Photoshop, Digital Photos.

BASIC DIGITAL PHOTOGRAPHY: Without reading the manual (3HRS) $45
Do you want to take sharp photos without slugging through the manual that came with your camera? Then this class is for you! As a basic introduction to digital cameras we’ll start with the advantages of digital cameras, and then walk step-by-step through taking, uploading, and sharing your photographs off and online. We’ll cover the basics every camera owner needs to know, including camera settings, composition, moving images from camera to computer, removing red-eye, storing images on your computer, printing, and sharing photos with others. Bring your camera if you have one, but not required. (Cindy Shibley)
9377-A894 5/20 M 6pm-9pm AITC 104

OUTDOOR SENIOR PORTRAITS (12.5HRS) $149
Break into the high school senior portrait market! While this is a lucrative market you will also gain skills for outdoor portraiture in general. The morning of the first Saturday will be spent in the classroom. Topics covered will include selecting a good location, posing techniques, proper lighting, ethical behavior, equipment selection and interacting with the teen. In the afternoon we will head over to a local area park for an afternoon of shooting with two different models. The morning of the second Saturday will be spent in the classroom reviewing your work and giving helpful hints on how to improve even further. Then in the afternoon it will be off to the park again for some more practice. The third session will be spent reviewing the work from the previous Saturday session. An SLR camera, either digital or film, is required. Students are responsible for their own film, developing and printing. Upon completion you will have several images added to your portfolio that can be used in promoting your services as a senior photographer. Class meets two Saturdays, 5/9 and 5/16 with the final session on Thursday, 5/28. (Emmie Jones)
9860-A894 5/9-5/28 Sa 9am-3:30pm BAK 110
9860-A894 5/9-5/28 Th 6:30pm-8pm BAK 110

RECREATION AND FITNESS

Please see the Certification section for Personal Trainer National Certification.

YOGA FOR EVERY BODY (6HRS) $69
Are you secretly wanting to do try yoga but worried about walking into a class filled with perfect bodies in positions only an octopus could do? You’re not alone! Discover ways to gently relax, breathe, find clarity and poise of mind while getting a great workout. Our focus will be on postures and movement for beginners and those who are new to exercising. We’ll move at a gentle pace with a great amount of focus on combining breath with movements. This class is perfect for all shapes, sizes, and exercise levels. Wear loose-fitting clothes and bring an exercise mat to class. (Indigo)
9908 4/21-5/26 W 6:30pm-7pm AITC 104

BICYCLE MAINTENANCE FOR WOMEN (1.5HRS) $29
Ladies! If you are ready to become skilled at basic bike maintenance this is the class for you. Discover what tools to carry on every ride, as well as how to fix a flat, repair a broken chain and do adjustments to brakes and shifting. Bring your questions, we’ll provide the bicycles and tools for hands-on practice. Wear appropriate clothing (bike grease stains clothes). Class is held at Bike Works in Lake Stevens, 2010 Grade Road, 98258 425-334-7812 and visit the website at www.bikeworksls.com. Map and driving directions will be mailed with your registration confirmation. (Scott Stuart)
9318-A894 4/8 W 6:30pm-8pm OFF SITE
9319-A894 5/13 W 6:30pm-8pm OFF SITE

To register, use the form on page 76 or call 425-267-0350.
To register, use the form on page 76 or call 425-267-0150.

BICYCLE MAINTENANCE (1.5HRS) $29
Get the skills needed to maintain your bicycle from a professional. Scott Stuart will show you how to get your bike in top shape for riding, with valuable tips and tricks of the trade. Discover how to adjust your brakes, derailleurs, headstock and bottom bracket, as well as how to change your tire. This course is appropriate for beginning and advanced riders. Bring your questions and we will provide the bicycles and tools for hands-on practice. Wear appropriate clothing (bicycle grease stains clothes). Class is held at Bike Works in Luke Stevens, 2010 Grade Road, 425-334-7812. Visit the website at www.bikeworks.cd. Map and driving directions will be mailed with your registration confirmation. (Scott Stuart)
9320-A894 4/22 W 6:30pm-8pm OFF SITE
9328-A894 5/20 W 6:30pm-8pm OFF SITE

IAIDO - CLASSICAL JAPANESE SWORDSMANSHIP (15HRS) $59
Iaido is the art of drawing and cutting using the Japanese sword (katana). It is as much a spiritual art as it is a martial art with emphasis on a calm mind, proper etiquette, proper handling, and cutting using the katana. Iaido teaches the continual refinement of basic technique. Students, beginners or experienced, will study the 12 forms (kata) of Seiitchi iaido and then Muso Shiden Ryo as they advance. Kneepads are mandatory. Beginners will need to purchase a wooden bokken for approximately $25. The wooden bokken can be purchased from the instructor at the first class session. Appropriate for ages 16 and older. Interested students are encouraged to observe a session in the current quarter prior to enrolling in this quarter. Call 425-267-0150 for the schedule. (Dick Anderson)
9321-A894 3/30-6/8 M 7pm-8:30pm GYM 205

KENDO - JAPANESE FENCING (20HRS) $59
Kendo is the art of Japanese fencing using a shinai (bamboo sword) and traditional armor, which allows for full contact and competition with others. The emphasis in Kendo for beginners and advanced participants is correct footwork, posture, and hitting. Participants should expect 4-9 months minimum studying and practicing Kendo basics before wearing armor. Newstudents will need to purchase a shinai for approximately $25-$30. The shinai can be purchased from the instructor at the first class session. Appropriate for ages 16 and older. Interested students are encouraged to observe a session in the current quarter prior to enrolling in this quarter. Call 425-267-0150 for the schedule. (Dick Anderson)
9322-A894 4/1-6/3  W 7pm-9pm GYM 205

AIKIDO KOKIKAI FOR BEGINNERS (10HRS) $59
Aikido Kokikai is a martial art concerned with the realization of our fullest potential power in all the activities of daily life. Training in Aikido Kokikai focuses on each individual becoming centered, relaxed, and confident — with both the mind and body working together. With these tools in place, we not only become powerfully proficient at self-defense, but we also become better equipped to fully enjoy our daily lives. Wear loose-fitting clothing. Appropriate for ages 16 to adult. Class is held at Kindred Learning Center in Everett, 2804 Grand Ave, Suite #311, 98201. Map and driving directions will be mailed with your registration confirmation. (Shen Grimes)
9326-A894 3/31-6/2 T 7pm-8pm OFF SITE

AQUA TREK SEA KAYAKING ADVENTURES

All of our trips, tours, and treks are designed to be fun, safe, and educational. Aqua Trek guides are friendly, knowledgeable, and patient as they instruct paddling skills or identify birds and wildlife. Each outing begins with a thorough equipment and safety orientation. No previous sea kayaking experience is necessary and anyone in reasonable physical condition should have no problem. We provide top-of-the-line equipment including Eddyline double kayaks which are very stable and comfortable. We believe sea kayaking can be a perfect combination of relaxation, exercise, and adventure which may become a lifetime activity. Highlights, driving instructions, and “what to bring” list provided with your registration confirmation. Children age 10 and older are welcome to register with parent or guardian.

SEA KAYAKING DAY TOUR: La Conner and Goat Island (6.5HRS) $80
This tour is one of our high tide favorites. We'll pass several small islands that are excellent for bird watching and stop for lunch on Goat Island or a nearby sand island. We'll explore the south entrance to Chuckanut Bay. This tour is always scheduled at a minus tide because of the abundance of exposed inter-tidal marine life. For example, we've seen as many as seven different species of sea stars! The shoreline is composed of beautifully eroded sandstone, and if conditions allow, we'll paddle across the bay to view some palm tree fossils. For our lunch stop, we are privileged to visit and explore Chuckanut Island, which is owned and managed by the Nature Conservancy. There are some nice tide pools and rocks to explore and we may hike around the island's forested trail. (Because of the fragile environment and lack of restroom facilities on the island, AQUA TREK takes along a porta-potty and tent outhouse). You must register through the Continuing Education office for this course. (Staff)
9143-A894 4/25 Sa 9am-3:30pm OFF SITE

SEA KAYAKING FUNDAMENTALS (8HRS) $289
The Pacific Northwest is a sea kayaker's paradise - one that you too can enjoy if you have the knowledge and skills. Whether you are new to sea kayaking or want to improve your skills, this class will help prepare you to safely explore our beautiful Northwest waters. This three-session class consists of two classroom sessions (Tuesday and Thursday) and one lake session (Saturday). Topics include how to select kayaks, clothing, and gear that will work for you and your budget; how to transport, launch, and land your kayak; how to prevent injury and review other considerations for a safe, fun trip; how to paddle effectively and efficiently by using a variety of paddle strokes; how to use your boat and body for easier, sharper turns; how to use tide and current tables and nautical charts to plan your trips and navigational techniques to keep you on course; how to prevent capsizing with bracing strokes and how to get back in your boat if you capsize as well as how to assist others if they capsize. The Saturday "on the water" session will meet at Homestead Park at Silver Lake in Everett. Class fee includes use of kayaks, spray skirt, paddle, pump and drysack. (Cammie Campbell)
9432-A894 5/12-5/16  TTh 7pm-9pm BAK 110
9434-A894 6/9-6/13  TTh 7pm-9pm BAK 110

PACIFIC FLY FISHERS
These classes are held at Pacific Fly Fishers, 1018 – 164th Street SE, Ste. A-22, Mill Creek, 98012. Map and driving directions will be mailed with your registration confirmation.

FLY FISHING STILL WATERS (8HRS) $75
Washington has some of the best stillwater fly fishing in the country. Lakes, however, can be challenging to master. In this workshop, anglers will gain valuable insight on finding fish in stillwaters, insects and other available food items, presentation techniques, equipment considerations, fly patterns and where to go in our local area. Then we'll put it all together in a half-day of fishing on one of our local lakes.
Each workshop includes two, two-hour (Wednesday and Thursday) evening classroom sessions and one, four-hour morning on-the-water Saturday session. (Pacific Fly Fishers)
9003-A894 3/25-3/28 WTh 7pm-9pm OFF SITE
9004-A894 5/11-5/13 WTh 7pm-9pm OFF SITE

FLY FISHING PUGET SOUND BEACHES (7HRS) $75
Explore the abundance of fly fishing opportunities on the beautiful beaches of Puget Sound. We will explore the techniques and strategies used to successfully fly fish for sea-run cutthroat trout and salmon from the beach. Topics include how to choose a fishing location, reading beaches to find fish, fish behavior and movement, understanding tides, useful fly casting techniques, and equipment considerations for this type of fly fishing. After two evening sessions in a classroom environment, the final class will take place on the beach for on-the-water instruction and a morning of fishing. You will need to provide your own WA Saltwater fishing license, waders and wading boots, 5-7 weight fly rod with reel and floating or intermediate-sinking line, leaders, sunglassess and flies. (Pacific Fly Fishers)
8998 5/6-5/7 WTh 7pm-9pm 5/9 8am-12pm OFF SITE

FLY FISHING IN WASHINGTON (4HRS) $49
Discover the fly fishing opportunities that abound in Washington and the surrounding areas. Join us as we take an up-close look at numerous rivers, lakes and saltwater locations throughout the area. Gain valuable insider information as we dissect each location based on target species, best times of year, techniques, and conditions. Anglers participating in this class should expect to take away a solid understanding of the fly fishing opportunities in Washington and nearby areas as well as a month-to-month understanding of where to fish any month of the year. (Pacific Fly Fishers)
8999 5/13-5/20 W 7pm-9pm OFF SITE

WILDLAND FIRE TRAINING

Are you looking for the ultimate ride on a whitewater trip? Or maybe a family-friendly outing that is educational as well as entertaining? Wildwater River Tours, Inc. offers adventure on some of the wildest rivers in Washington as well as relaxing, scenic float trips. For river trips that are guaranteed to stimulate, we have the rafting trip for you. Directions, recommended clothing list, and pertinent trip information sent with registration confirmation.
HEALTH AND WELLNESS

See the Personal Interest section for Caring for Your Aging Parents - Online. See the Caregiving section for The Three D’s: Depression, dementia, demanding; Dealing with Grief and Loss; Out Smart Stress; and Great Communication is Simpler than You Think. See the Medical and Health Fields section for CPR for the Healthcare Provider.

PHARMACY 101: Education for consumers (8HRS) $69
Get clear answers to your pharmacy questions. Discover friendly ways to dispose of expired medication, the safety of ingesting expired medications, and how and why you are prescribed more than one medication for the same ailment. We’ll explore prescription, non-prescription, compounded, naturopathic, homeopathic, vitamin-mineral supplements, herbal products and much more. E. Michelle Valentine, M.S., R. Ph. is a licensed consulting community pharmacist with over 30 years of experience. She is not associated with any pharmacy, business, or industry so you’ll receive unbiased information. (E. Michelle Valentine, M.S., R. Ph.)
9038-A894 4/17-5/8 F 9am-11am ATC 112

CARING FOR YOUR AGING PARENTS - ONLINE (24HRS) $49
Do you feel overwhelmed by the prospect of taking care of your aging parents? Would you like the skills to bring harmony to the family? This online course provides mentoring and step-by-step techniques and strategies. Topics include the evolving relationship between you and your parents; confronting independence (e.g., living alone, driving, falls); getting cooperation from your siblings; medical care options; living arrangement options; managing the finances; and available resources for both yourself as a caregiver and your parents. You will read lessons, participate in exercises, and hold live interactive discussions with the instructor and fellow students in your online classroom. The classroom is available 24 hours a day, a student may log in at any convenience. You will have six weeks to complete the course but it is truly self-paced. You must have access to a PC with Internet Explorer 6.0 or its equivalent on a Mac, and possess intermediate PC skills. Please provide your email with registration. (Gary Fugere) 9273-A894 4/28-6/11 ARRANGED

REIKI - LEVEL I (8HRS) $250
Reiki is a profound vibrational system of hands-on healing that tends to restore physical, mental, emotional and spiritual balance to the individual recipient. Foundational to the practice of Reiki is the philosophy that all healing is self-healing. The Reiki practitioner must be engaged daily in his or her own healing work, including daily Reiki self-treatment. This workshop provides the foundation for practicing this healing art and is a prerequisite for all future classes. You will explore the hand positions for yourself and others, and will receive the necessary attunements to begin practicing. Class material also covers the background and history of Reiki, and includes practice time to integrate learning. Classes held at the Tree of Life Reiki Training Institute, 5557 38th Ave NE, Seattle, WA, 98105-2203. Map and driving directions will be mailed with your registration confirmation. (Kathy Heffernan) 9352-A894 4/18 Sa 10am-6:30pm OFF SITE 9353-A894 5/16 Sa 10am-6:30pm OFF SITE 9354-A894 6/6 Su 10am-6:30pm OFF SITE

CIRCUIT FITNESS FOR SENIORS (20HRS) $79
Circuit fitness develops cardiovascular fitness, muscular endurance, and flexibility through the use of weight machines, treadmills, rowing machines, and exercise bikes. Improve your fitness in minimum time with maximum benefits. (Cheryl Gstohl) 9900-A894 3/31-5/26 Th 9am-9:50am GYM 100

CARDIOVASCULAR EXERCISE THERAPY (20HRS) $149
RN supervised Phase III/IV rehabilitation exercise program for people with known coronary artery disease, or other risk factors like stress, high blood pressure, diabetes, a history of smoking or sedentary lifestyle. Participants use stationary bikes, Nordic track, Universal equipment, and treadmills. Course includes risk factor modification strategies and informal peer support. Prerequisite: Participants with high-level risks may need a physician’s referral. (Pat Ainsley/Mary Gleason)
9901-A894 3/2-5/29 MWF 7:30am-8:20am GYM 100

MEDICAL AND HEALTH FIELDS

VETERINARY ASSISTANT - ONLINE (240HRS) $1795
Enjoy the rewards of working with animals! Veterinary assisting is a rewarding career in a growing field. This exciting new online veterinary assistant program can help you make a difference. The essential skills you will gain in this program will help you keep animals healthy, care for them when they are ill, and assist veterinarians in their offices! Discover how to interact with animals and their owners, obtain animal health histories and records, understand veterinary medical terminology, recognize the major breeds of various animals, assist the veterinarian with caring for animals, assist with surgical and treatment procedures, recognize signs and symptoms of illness and disease, and perform administrative duties in the veterinarian’s office. Upon registering, you are given an initial six months to complete the program. Should you need more time, you may request a 6-month extension at no additional charge. Please note: Once the course is accessed either by requesting materials or viewing lessons, there are no refunds. (Staff) 9907-A894 ARRANGED

20-20 INSIGHT: Advanced techniques of short-term counseling (16HRS) (1.6 CEUs) $199
Explore effective methods of short-term counseling and cost-effective ways to institute change in your clients. You’ll discover how simple methods can produce major breakthroughs of your clients’ emotional and behavioral barriers. Topics include non-verbal and non-verbal techniques in depth, using client blocks and resistance as an advantage, and using abstractions to the benefit of the client. You will enjoy practicing each of the many techniques in class, immediately gaining the confidence to use these new skills on your own between classes. Handouts included. You may purchase optional CD ($15) from the instructor. (Kate Bowditch, MA, LMHC) 9450-A894 3/30-5/18 M 6pm-8pm BAK 113

NURSING ASSISTANT CERTIFIED - NURS 100 (160HRS) (10 credits) $1995
This training program helps prepare you to certify as a Nursing Assistant (NAC). Instruction includes basic technical skills, mental health and social services needs of clients, client’s rights, promotion of client’s independence, communication and interpersonal skill development, safety and emergency procedures, rules and regulations that affect the NAC practice, personal care skills, basic restorative services, infection control, CPR instruction, and HIV training. Includes clinical experience at a long-term care facility. The course materials, lectures, and laboratory exercises are in English. To benefit fully, you need a good understanding of the English language. PR: High school diploma or GED and completed student immunization record. You are also required to purchase a uniform and shoes, medical equipment, and textbook (text available at EvCC Bookstore) for approximately $500. A detailed list of these requirements as well as details of the program instruction is included in the curriculum guide. Dates and hours vary from day to day. To obtain a curriculum guide and schedule, call 425-388-9461. This program is approved by the Washington State Department of Social and Health Services. Self-support, non-tuition class; class cost is $1995; and additional technology fee may also apply. Class begins March 30 and ends June 3. Payment is due at time of registration. Last day to register: March 24. Last day for 100% refund: April 3. There is no 50% refund option. Registration is by permission only. (Dorinda Sundberg) 9722-A894 3/31-6/3 T 12pm-5pm IND 167 9723-A894 W 12pm-4pm IND 167
CPR: Basic life support for the health care provider (5HRS) $79
This course is for healthcare providers, such as physicians, nurses, paramedics, emergency medical technicians, respiratory therapists, physical and occupational therapists, physician’s assistants, residents or fellows, medical or nursing students in training, aides, medical or nursing assistants, police officers, and other allied health personnel who must have a credential documenting successful completion of CPR for healthcare provider course. Course teaches CPR skills for helping victims of all ages (including doing ventilation with a barrier device, a bag-mask device, and oxygen); use of an automated external defibrillator (AED); and relief of foreign-body airway obstruction (FBAO). This course follows the most current AHA healthcare provider guidelines. The certification is valid for two years. Due to the length of the class you may wish to bring beverage and snacks to eat during the short breaks; no formal meal break is scheduled. BLS Healthcare Provider textbook included ($10 value). Presented by “I Know CPR.” (Staff)
9197-A894 4/15 W 4pm-9pm ATC 107
9198-A894 5/2 S 9:30am-2:30pm ATC 107
9199-A894 5/20 W 4pm-9pm ATC 107
9200-A894 6/3 W 4pm-9pm ATC 107

ED2GO ONLINE
ONLINE NON-CREDIT CLASSES: Ed2Go $89
Can’t make it to class on a regular schedule? In collaboration with Ed2Go EvCC’s Corporate and Continuing Education Center now offers a wide variety of non-credit classes online. These courses are delivered over the Internet, and you can study from your home or office at any time of day or night. The courses are taught by instructors who are famous for their ability to create warm and supportive learning communities, plus are affordable, fun, fast, and convenient! We’ve listed the course categories we offer below. However, for a full list of course titles and descriptions visit the class web site www.ed2go.com/everett and select “Courses.” While visiting the website, test drive a free sample class by selecting “demo” on the landing page!

How Online Classes Work:
Each class is 88 hours, lasts for six weeks, and has a set beginning and end date. You have two class sessions to choose from for Winter quarter:
3/18-4/24 or 4/15-5/22
On the class start date you will access lessons and assignments in an interactive online format via the Internet. Each course is project-oriented and includes lessons, quizzes, hands-on assignments, discussion areas, and supplementary links. A course includes twelve sets of lessons with a new lesson released each Wednesday and Friday, culminating in a final exam. You pick up lessons from the web, complete assignments, then return to the web to complete the chapter quizzes. When you finish the course you can print out an individualized completion letter showing your progress and completion.

How to Get Started:
Visit our Online Instruction Center at www.ed2go.com/everett. Select the “Courses” link to browse through our course listings and descriptions. When you are ready to register for a class, while on the individual course’s webpage merely click the “Enroll Now” button and follow the instructions to enroll and pay for your course. Be sure to complete the orientation where you will learn important information about your course, and choose your name and password to access your course. (This step is critical! You cannot access your course until you complete the orientation.) On the start date of your class return to the Online Instruction Center website and select the “Classroom” link. To begin your studies, simply log in with the name and password you provided during orientation.

Computer Requirements:
All courses require Internet access, e-mail, and Netscape Navigator or Microsoft Internet Explorer web browser. Some courses may have additional requirements listed in the course description.

Major Topic Areas:
The Internet Start Your Own Business
Web Page Design Sales and Marketing
Web Graphics and Multimedia Accounting
Basic Computer Literacy Business Administration
Computer Applications Test Prep
Graphic Design Personal Development
Computer Troubleshooting and Networking Personal Finance and Wealth Building
Database Management and Programming Health, Nutrition and Fitness
Digital Photography and Digital Video Languages
English Writing and Publishing Personal Enrichment
Entertainment Industry Careers Child Care and Parenting
Grant Writing and Nonprofit Management Art, History, Psychology and Literature

YOUTH
See the Recreation and Fitness section for Intermediate Iaido: Classical Japanese Swordsmanship; Intermediate Kendo: Japanese Fencing; a variety of dance classes, Wildwater River Tours; and a variety of kayaking classes. See the Music section for Guitar for Adults and Teens. See the Personal Interest section for Presenting Yourself; The Modeling World; and The Art of Makeup.

GUITAR FOR ADULTS AND TEENS - LEVEL I (8HRS) $99
Learn to play the acoustic guitar! You’ll be introduced to the most common chords used in many popular songs. You’ll also discover how to make chord changes, use simple strumming patterns, and tune your guitar. No prior music experience is necessary. Although you will need to bring an acoustic guitar to class, these skills also apply to the electric guitar. Appropriate for ages 13 and older. Class will not meet on 11/11. (Eric Wood)
9276-A894 4/7-6/26 T 6:30pm-7:25pm BAK 111

NATURAL AS (3HRS) $49
Would you like to increase your grade point average quickly and easily? In this workshop you will discover that any student can significantly enhance grades, self-confidence, and chances for scholarships and college admissions by performing academic skills in alignment with the brain’s natural patterns. This makes note-taking, reading, studying, memorizing, and test-taking amazingly efficient. Discover and college admissions by performing academic skills in alignment with the brain’s natural patterns.
9315-A894 4/19 T 9am-12pm BAK 113

GUItar For aDULTS aND teeNS - LeVeL I (8HrS)  $99

LEARNER SUPPORT SERVICES:
See the Recreation and Fitness section for Intermediate Iaido: Classical Japanese Swordsmanship; Intermediate Kendo: Japanese Fencing; a variety of dance classes, Wildwater River Tours; and a variety of kayaking classes. See the Music section for Guitar for Adults and Teens. See the Personal Interest section for Presenting Yourself; The Modeling World; and The Art of Makeup.

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9315-A894 4/19 T 9am-12pm BAK 113
### Office Hours Spring 2009

The hours posted in this section only apply when classes are in session. Office hours will vary at other times.

<table>
<thead>
<tr>
<th>DEPARTMENT</th>
<th>HOURS</th>
<th>LOCATION</th>
<th>CONTACT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arts</td>
<td>M-Th, 8am-5pm; F, 8am-4pm</td>
<td>Whitehorse Hall, Rooms 208 and 209</td>
<td>425.388.9501</td>
</tr>
<tr>
<td>Athletics/Sports</td>
<td>M-Th, 7am-4pm; F, 7-11am</td>
<td>Gym, 1815 13th Street, Everett (Rockefeller and 13th) Room 108A</td>
<td>425.388.9328</td>
</tr>
<tr>
<td>Basic Skills and Adult Education</td>
<td>M-Th, 8am-5pm; F, 8am-4pm</td>
<td>Rainier Hall, second floor, Room 227</td>
<td>425.388.9291</td>
</tr>
<tr>
<td>Bookstore</td>
<td>Parks Student Union: M-T, 8am-7pm; W-Th, 8am-5pm; F, 8am-3pm Whitehorse Hall: M-T, 8am-7pm; W-Th, 8am-5pm; F, 8am-12pm</td>
<td>Parks Student Union, main floor Whitehorse Hall Room 290</td>
<td>425.388.9413 425.388.9433</td>
</tr>
<tr>
<td>Business, Computer Technology, Economics</td>
<td>M-F, 8am-4:30pm</td>
<td>Olympus Hall, Room 133</td>
<td>425.388.9243</td>
</tr>
<tr>
<td>Cashier</td>
<td>M-T, 7:30am-6:30pm; W-F, 9am-4:30pm First 4 days of quarter, 7:30am-7:30pm</td>
<td>Jackson Center</td>
<td>425.388.9224</td>
</tr>
<tr>
<td>Center for Disability Services</td>
<td>M-F, 8am-5pm. First 2 days of quarter, 8am-6:30pm Evening hours by appointment</td>
<td>Parks Student Union, main floor</td>
<td>425.388.9272 TTY 425.388.9438</td>
</tr>
<tr>
<td>Child Care</td>
<td>M-Th, 7:15am-5:15pm; F, 7:15am-3:15pm</td>
<td>Early Learning Center, 820 Waverly</td>
<td>425.388.9121</td>
</tr>
<tr>
<td>Communication (English, Speech, World Languages)</td>
<td>M-F, 8am-5pm</td>
<td>Rainier Hall, Room 311 (Gray Wolf Hall, Room 322 after March 1)</td>
<td>425.388.9387</td>
</tr>
<tr>
<td>Computer Lab</td>
<td>M-Th, 7:30am-8:30pm; F, 7:30am-3pm; Sat, 8am-4pm</td>
<td>Shuksan Hall, Room 231</td>
<td>425.388.9417</td>
</tr>
<tr>
<td>Corporate and Continuing Education Center</td>
<td>Phone or walk in from M-F, 8am-5pm</td>
<td>Applied Technology Training Center, 2333 Seaway Blvd., Everett</td>
<td>425.267.0150</td>
</tr>
<tr>
<td>Counseling, Advising, and Career Center</td>
<td>M, 8:30am-6:30pm; T-F, 8:30am-4:30pm Walk-in hours: M, 9am-12:30pm and 4-6:30pm; T-F, 9am-12:30pm Special hours: First two days of quarter, 8am-6:30pm</td>
<td>Parks Student Union</td>
<td>425.388.9263</td>
</tr>
<tr>
<td>Distance/eLearning</td>
<td>M-Th, 8am-5pm; F, 8am-4pm</td>
<td>Whitehorse Hall, Rooms 210 and 211</td>
<td>425.388.9367 or 9585</td>
</tr>
<tr>
<td>Diversity &amp; Equity Center</td>
<td>M, 8:30am-5:30pm; T-F, 8:30am-4:30pm</td>
<td>Parks Student Union</td>
<td>425.388.9306</td>
</tr>
<tr>
<td>Fire Science and EMT</td>
<td>M-Th, 8am-4pm; F, 8am-3pm</td>
<td>Index Hall, Room 102</td>
<td>425.388.9591</td>
</tr>
<tr>
<td>Enrollment Services (Admissions and Registration)</td>
<td>M-T, 7:30am-6:30pm; W-F, 9am-4:30pm First 4 days of quarter, 7:30am-7:30pm (No registrations processed March 13)</td>
<td>Jackson Center</td>
<td>425.388.9219 fax 425.388.9173</td>
</tr>
<tr>
<td>Financial Aid</td>
<td>M, 9am-6:30pm; T-Th, 9am-4:30pm; Closed Fridays. First week of the quarter, M-T 8am-6:30pm, W-F 9am-4:30pm</td>
<td>Parks Student Union</td>
<td>425.388.9280</td>
</tr>
<tr>
<td>Food Services - The Cascade Range Cafe</td>
<td>M-Th, 7am-7:15pm; F, 7am-2pm</td>
<td>Parks Student Union</td>
<td>425.388.9400</td>
</tr>
<tr>
<td>Health Sciences &amp; Public Safety</td>
<td>M-F, 7am-5pm</td>
<td>Health Science, Index Quad, Room 134 Nursing, Index Quad, Room 140</td>
<td>425.388.9461 425.388.9463</td>
</tr>
<tr>
<td>Library-Media Center</td>
<td>M-Th, 7:30am-8pm; F, 7:30am-4pm; Sat, 12pm-4pm Holidays and quarter break hours vary. Call 425.388.9353 for schedule.</td>
<td>Parks Student Union, lower floor</td>
<td>425.388.9353 Reference 425.388.9354</td>
</tr>
<tr>
<td>Math &amp; Science</td>
<td>M-F, 8:30am-5pm</td>
<td>Shuksan Hall, Room 120</td>
<td>425.388.9429</td>
</tr>
<tr>
<td>Monroe Program</td>
<td>By appointment only M-Th, 8am-8pm; F, 8am-noon</td>
<td>Monroe High School</td>
<td>360.804.4523</td>
</tr>
<tr>
<td>Paperclip - Student Service Center</td>
<td>M-Th, 8am-7pm; F, 8am-4pm</td>
<td>Parks Student Union, Room 203</td>
<td>425.388.9258</td>
</tr>
<tr>
<td>Parking &amp; Security</td>
<td>M-F, 7:30am-4:00pm</td>
<td>Parks Student Union, Room 224</td>
<td>425.388.9990 Emergency 425.388.9998</td>
</tr>
<tr>
<td>Physical Education/Health &amp; Wellness</td>
<td>M-F, 7am-4pm</td>
<td>Gym, 1815 13th Street, Everett (Rockefeller and 13th) Room 106</td>
<td>425.388.9323</td>
</tr>
<tr>
<td>Social Sciences</td>
<td>M-F, 8am-5pm</td>
<td>Rainier Hall, Room 311 (Gray Wolf Hall, Room 322 after March 1)</td>
<td>425.388.9387</td>
</tr>
<tr>
<td>Student Activities</td>
<td>M-Th, 8am-7pm; F, 8am-4pm</td>
<td>Parks Student Union, Room 209</td>
<td>425.388.9561</td>
</tr>
<tr>
<td>Student Copy and Computer Center</td>
<td>M-Th, 8am-6pm; F, 8am-3pm</td>
<td>Glacier Hall</td>
<td></td>
</tr>
<tr>
<td>Student Employment Referral Center</td>
<td>M, 8:30am-6:30pm; T-F, 8:30am-4:30pm</td>
<td>Parks Student Union</td>
<td>425.388.9278 or 9279</td>
</tr>
<tr>
<td>Trio-Student Support Services</td>
<td>M, 8:30am-6pm; T-F, 8:30am-4:30pm</td>
<td>Parks Student Union</td>
<td>425.388.9275</td>
</tr>
<tr>
<td>Testing Services</td>
<td>Testing hours are listed on page 7.</td>
<td>Parks Student Union, third floor</td>
<td>425.388.9288</td>
</tr>
<tr>
<td>Veterans</td>
<td>M-Th, 9am-4:30pm; closed Fridays First week of the quarter, M-T 8am-4:30pm, W-F 9am-4:30pm</td>
<td>Parks Student Union</td>
<td>425.388.9277</td>
</tr>
<tr>
<td>Vice President for Student Services</td>
<td>M-F, 8:30am-4:30pm Evening hours as needed</td>
<td>Parks Student Union</td>
<td>425.388.9588 or 9589</td>
</tr>
<tr>
<td>Workforce Development</td>
<td>M-Th, 9am-4:30pm; F, 9am-2pm</td>
<td>Parks Student Union</td>
<td>425.388.9547</td>
</tr>
<tr>
<td>Youth Re-engagement</td>
<td>M-Th, 8am-5:30pm; F, 8am-3pm</td>
<td>Rainier Hall, Room 217</td>
<td>425.259.8738</td>
</tr>
</tbody>
</table>
For tuition purposes, students eligible for resident tuition rates are defined as follows:

Financially independent students who have been domiciled in the State of Washington for at least the past twelve months, and who are not in the state primarily for educational purposes, and who are not claimed as a dependent for tax purposes by a parent or guardian outside of Washington, or receiving funds from another agency which requires residence in another state. OR Dependants of parents or legal guardians who are domiciled residents of the State of Washington. OR

Active military personnel stationed in Washington State and their spouses and dependents. Active duty military personnel will be asked to submit qualifying identification in order to qualify for the special resident rate. OR

Active members of the Washington National Guard and their spouses or dependents who live in Washington. Active duty military personnel will be asked to submit qualifying identification in order to qualify for the special resident rate. OR

Members of selected regional tribes. OR

Persons who resided in Washington State for three full years immediately prior to receiving a high school diploma and completed the full senior year at a Washington high school or who completed the equivalent of a high school diploma and resided in Washington State for the three years immediately before receiving the equivalent of the diploma, and continuously resided in Washington since earning the high school diploma or its equivalent. Contact Linda Bara in Enrollment Services to determine eligibility for this resident tuition status.

All other students are considered to be non-residents for tuition-paying purposes. Special Note: US citizens and permanent residents who have not yet gained residency in Washington State may be eligible for a partial tuition reduction. Contact Enrollment Services for more information.

Any current non-resident student who wishes to be reclassified as a resident student must complete a Residency Questionnaire for determination of eligibility. Applications for reclassification in the current quarter must be submitted to the Enrollment Services Office before the 30th calendar day of the quarter. If the College discovers an error in the student’s residency status during the quarter, the Vice President for Enrollment Management will determine whether or not additional tuition and fees are due.

Tuition Reduction Programs

For state-supported classes, several types of students may be eligible for tuition reduction.

Senior Citizens, age 60 or older, may audit one or two classes, at a 75% discount, on a space available basis, beginning the 6th day of the term. Contact the Enrollment Services Office. Registration prior to the 6th day causes disqualification.

State employees and educators in the K-12 public schools may contact EvCC’s Human Resources Office to seek eligibility for registration, at a 75% discount, on a space-available basis, beginning the 6th day of the term. Registration prior to the 6th day causes disqualification.

Certain non-residents may be eligible for a discount on the non-resident tuition. Contact Enrollment Services for eligibility criteria.

Military veterans, current members of the National Guard, and some dependents of deceased or permanently disabled veterans may be eligible for a tuition discount. Must be Washington residents. Contact the EvCC Veterans’ Coordinator, Parks Student Union Third Floor, 425-388-9277 for certification. An approved certification card must be submitted at the time of registration.

Active-duty military and dependents, and dependents of National Guard members, may be eligible for resident tuition if they are otherwise classified as non-residents. A copy of active duty orders and dependent card (or other verification) is required at the time of registration.

Typically, tuition reduction programs do not apply to self-support classes. All lab fees, special fees, books and supplies must be paid. For information about other tuition reduction programs, contact Enrollment Services.

Public Information

DIRECTORY INFORMATION

Under law, the College may release the following information on students to anyone who inquires: student name, major field of study, participation in officially recognized activities and sports, height and weight of athletic team members, quarters attended, degrees or awards received, birthdate, e-mail address, and last previous educational agency or institution attended by the student. The College may also release information to schools in which the student seeks enrollment, to agencies working under an agreement with the College, and to military recruitment services (under the Solomon Amendment.) All other information may be released only upon written permission by the student. A “Pre-authorized Emergency Information” release form is also available in Enrollment Services. A student may request that his or her directory information not be released. A full description of our practices is available in Enrollment Services.

STUDENT IDENTIFICATION

Students are required to provide Everett Community College with their correct Social Security Number (Tax Identification Number). The Internal Revenue Code allows for the assessment of penalties against students who fail to provide a correct Social Security Number to the College. Failure to comply with this requirement may result in civil penalties in the amount of $50 per IRC infraction being assessed by the IRS pursuant to the Internal Revenue Service (IRS) Internal Revenue Code (IRC) 6050S and 6051. The purpose of this requirement is to provide for the issuance of Farm 1098-T, Tuition Payments Statement. Everett Community College needs a correct Social Security Number to report the amount each student paid for qualifying tuition and fees to both the student and the IRS on Form 1098-T. The 1098-T contains information related to claiming tuition and fee deduction, the Hope Scholarship credit and/or the Lifetime Learning Credit on your taxes. See the College Catalog for further information about the use of your Social Security Number.

STUDENT RIGHTS AND RESPONSIBILITIES

The College’s Student Rights and Responsibilities Handbook contains information about Student Government, College policies and procedures and contact information. It also outlines expectations for student behavior, as well as processes for addressing conflicts, grievances, and disruptive behavior. A copy is available from the Vice President for Student Services, phone 425-388-9588.

STATE SUPPORT OF HIGHER EDUCATION STUDENTS

The State of Washington contributes to the cost of students through support of basic instructional cost and state-supported financial aid. For the academic year 2008-09, the instructional cost per full-time student was $7041. A Washington resident, when he/she pays tuition, funds about 31% of the instructional cost. The state supports the remaining instructional cost. Students at community colleges also receive state-supported financial aid including that provided from each college’s financial aid fund (3.5% of tuition). The total state financial aid support per full-time equivalent student amounts to $1801 for the year.
In an effort to promote education throughout the community, Everett Community College offers various college courses at locations away from the main Everett campus. Please check the class listings in this schedule for a complete listing of courses offered at these locations.

**Off-Campus Sites**

1. **Tulalip Education Center**
   - 7707 36th Avenue NW, Bldg. B, Tulalip, WA 98271
   - 360-651-4535

2. **Tulalip South LOT Building**
   - 6103 31st Avenue NE, Bldg. B, Tulalip, WA 98271
   - 425-388-9291

3. **TDS**
   - 88th and Quilceda Way

4. **University Center at Everett Station**
   - 3201 Smith Avenue, Everett, WA 98201
   - 425-252-9295
   - (Moves to Main Everett Campus, March 2009)

5. **Applied Technology Training Center**
   - 2333 Seaway Boulevard, Everett, WA 98203
   - 425-267-0150

6. **Aviation Maintenance Technician Program**
   - 9711 32nd Place W., Bldg. C-80, Paine Field, Everett, WA 98204
   - 425-388-7533

7. **School of Cosmetology**
   - 9315 G State Avenue, Marysville, WA 98270
   - 425-259-8283

8. **Fitness and Sports Center**
   - 1815 13th Street, Everett, WA 98201
   - 425-388-9323

9. **Monroe High School**
   - Monroe High School, 17001 Tester Road, Monroe 98272
   - Park Place Middle School, 1408 W. Main St., Monroe 98272
   - 360-804-4523

(Moves to Main Everett Campus, March 2009)
DIRECTIONS TO CAMPUS

FROM INTERSTATE 5 NORTHBOUND, take Exit 195 and turn left onto E. Marine View Drive. Go one half mile to 16th Street and turn left. Follow 16th Street to Broadway. Turn right onto Broadway and continue to Tower Street and turn left. Follow Tower Street two blocks and turn left to the main college entrance. Follow the driveway to Gray Wolf Hall; visitor parking is on the right. Parking permit S1.

FROM INTERSTATE 5 SOUTHBOUND, take Exit 198 and follow the highway south into Everett to Tower Street and turn right. Follow Tower Street two blocks and turn left to the main college entrance. Follow the driveway to Gray Wolf Hall; visitor parking is on the right. Parking permit S1.

FROM DOWNTOWN EVERETT, take Broadway north to Tower Street and turn left. Follow Tower Street two blocks and turn left to the main college entrance. Follow the driveway to Gray Wolf Hall; visitor parking is on the right. Parking permit S1.

Everett Community College does not discriminate on the basis of race, religion, creed, color, national origin, age, sex, sexual orientation, marital status, the presence of any physical, sensory or mental disability, or status as a disabled or Vietnam era veteran in its programs and activities, or in employment.

The Vice President of Student Services has been designated to handle inquiries regarding student-related non-discrimination policies and can be reached at 2000 Tower Street, Everett, WA 98201, or by phone at (425) 388-9589.

The Associate Vice President of Human Resources has been designated to handle employment-related inquiries regarding the non-discrimination policies and can be reached at 2000 Tower Street, Everett, WA 98201, or by phone at (425) 388-9232.

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