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# On the Cover

Hi everyone,

I always knew I wanted to be an engineer. As a kid, I was a Lego maniac, always designing, building, and taking things apart to see how they worked.

At EvCC, I'm doing the same thing - on a much larger scale. I'm a vice president for the college's Engineering Club, where we're building a human-powered submarine.



EvCC's Engineering Club (I'm on the right)

We had hoped to take the sub to San Diego in July to compete in the International Submarine Races, where we would have been the **ONLY** community college to compete. Unfortunately, the competition was cancelled, but we're finishing the sub anyway. In previous years, EvCC's sub has beaten both Western Washington University and the University of Washington's teams.

Before I came to EvCC, I served in the Army, worked security, and had a construction management job. When the economy got worse, my construction management job ended, and I decided to pursue my dream of becoming an engineer. EvCC's Veterans Office made it easy for me to get started here.

I joined the Engineering Club after my first quarter at EvCC - as it turns out, about half of the members are veterans too. The teamwork experience and skills I'm learning are helping me prepare to transfer to the University of Washington. I plan to become a materials science engineer.

The club wouldn't be able to do the sub project without the support of EvCC's Student Activities Office and community sponsors. We appreciate their funds and encouragement.

The submarine project is just one way EvCC is different from other schools. I used to think community colleges were all the same. Now I know they're not.

So if you're interested in engineering, are a veteran planning to attend college, or are just looking for a place that gives students incredible opportunities like building a sub, check out EvCC.

To learn more about engineering at EvCC, visit [www.everettcc.edu/engineering](http://www.everettcc.edu/engineering)

All the best,  
David  
Engineering Club Vice President  
EvCC Class of 2011



Robot Sumo Wrestling  
in Engineering 104



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# Family Night

**Tuesday, March 9 5:30-7:20pm**

Everett Community College – Parks Student Union

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 and getting started process
- 6:45 Breakout sessions - topics will include:
- University Transfer
  - Financial Aid
  - Technical Programs
  - Running Start
  - Selected Majors



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

We'll Help You  
**Stay on Track**  
To Graduate

Advising Week Feb. 22-25



## **HOW? ADVISING!**

Meet with advisors to talk about your major, select your classes for next quarter and help you “stay on track” to graduate.

Spend  
**less money**  
& **less time**  
and *earning your degree or certificate!*

Check out the college website  
**[www.everettcc.edu/announcements](http://www.everettcc.edu/announcements)**  
for more information about advising week!

# Getting Started Checklist

- Learn about the college.** Take time to browse the EvCC website: learn about programs, student services, and activities. Note the things that interest you. **Flip to page 79 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 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 57). 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.evccbookstore.com](http://www.evccbookstore.com)
- Go to Class!** Spring classes start **March 29.**
- 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](mailto:admissions@everettcc.edu)

# Dates & Deadlines

## SPRING 2010 EXAM SCHEDULE

	<b>Tuesday June 8</b>	<b>Wednesday June 9</b>	<b>Thursday June 10</b>	<b>Friday June 11</b>
<b>8 - 9:50am</b>	Classes that meet at 9am daily, four days/week, three days/week M/W, M or W or F	Classes that meet at 8am T/Th T or Th	Classes that meet at 9am T/Th, T or Th And classes that meet at 7am	Classes that meet at 8am daily, four days/week, three days/week M/W, M or W or F
<b>10 - 11:50am</b>	Classes that meet at 11am T/Th T or Th	Classes that meet at 10am daily, four days/week, three days/week M/W, M or W or F	Classes that meet at 11am daily, four days/week, three days/week M/W, M or W or F	Classes that meet at 10am T/Th T or Th
<b>12 - 1:50pm</b>	Classes that meet at 1pm daily, four days/week, three days/week M/W, M or W or F	Classes that meet at noon T/Th T or Th	Classes that meet at 1pm T/Th T or Th	Classes that meet at noon daily, four days/week, three days/week M/W, M or W or F
<b>2 - 3:50pm</b>	Classes that meet at 3pm T/Th T or Th	Classes that meet at 2pm daily, four days/week, three days/week M/W, M or W or F	Classes that meet at 3pm daily, four days/week, three days/week M/W, M or W or F	Classes that meet at 2pm T/Th T or Th

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 9.

**Classes that meet T, T-Th, T-W-Th, T-F** – during the scheduled class time on June 8.

## ANNUAL CALENDAR

**Fall Quarter 2009: September 21 - December 10**

**Winter Quarter 2010: January 4 - March 19**

**Spring Quarter 2010: March 29 - June 11**

**Summer Quarter 2010: June 21 - August 13**

## 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 2010

Graduation application deadline for Spring .....	February 5
Graduation application deadline for Summer.....	April 9
Begin early current student registration by appointment.....	February 25
Begin early new student registration for this term by appt.....	March 4
Begin early open continuous registration for this term.....	March 5
Early Registration Deadline to pay for this term, <b>4:30pm</b> .....	March 11
Registration processing closed this day only.....	March 12
Registration re-opens.....	March 15
First day of classes, official first day of the Quarter.....	March 29
WAOL classes begin this day.....	April 1
100% refund deadline, 4:30pm* .....	April 2
Last day to add without instructor permission .....	April 2
Last day to register or to add a class or drop with no record.....	April 9
50% refund deadline, 4:30pm* .....	April 16
Payment deadlines for 20-40 Plan.....	April 16 & May 7
Last day to drop with a W or change audit status.....	May 21
Classes end .....	June 7
Final examinations .....	June 8-11
Instructor grades due .....	June 14
College holidays .....	May 31
Commencement.....	June 11

\*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 11, April 8, May 13, June 10,  
July 8, August 12

### Business, Accounting, Economics & Entrepreneurship

Olympus Hall, Room 125, 2-3pm  
February 23-25

### Cosmetology

9315 State Ave., Suite G, Marysville  
February 18, 6:30pm-10pm  
May 13, 6:30pm-10pm

### Credit Transfer, Diploma Applications and Graduation

Parks Conference Rooms ABC  
February 23, 4pm

### Early Childhood Education

Gray Wolf Hall, Room 326  
April 7, 1pm

### Education K-12

Gray Wolf Hall, Room 326  
April 7, 1pm

### eLearning

Whitehorse Hall, Room 105  
March 24, noon and 6pm

### Fire Science and Emergency Medical Technician

Index Hall, Room 100  
March 10, 11am  
March 24, 5:30pm  
April 7, 11am  
April 14, 5:30pm  
May 26, 5:30pm  
June 9, 11am

### Health Sciences

Index Hall, Room 138  
February 23, 8am-2pm  
March 9, 2pm  
April 20, 2pm  
May 11, 8am-3pm  
June 2, 2pm

### Medical Coding

MC 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 Transcription

MT Chat Room, every Wednesday during  
the quarter, 4-5pm Pacific Time. Log on to  
<http://chatzy.com/777441000748>  
Enter your name and the case-  
sensitive password "MTWannaB"

### Nursing Careers

Index Hall Complex – Watch for Signs  
March 8 at 2pm, Index 140  
May 3 at 10am, Index 140

### University Center of North Puget Sound

425-259-8900  
See pages 12, 13. For information  
about Bachelor's and Master's degrees  
in Everett, visit [www.uceverett.org](http://www.uceverett.org)

### Welding

Monte Cristo, Room 110  
All sessions at 5:30pm  
March 10, April 14,  
May 12, August 11



# 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](http://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](http://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](mailto: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 [intadm@everettcc.edu](mailto:intadm@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. 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 11 at 4:30pm. If you register after March 11 you are expected to pay within five working days of your registration or before the last business day 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 Cashiers 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](http://www.everettcc.edu/sfs) for information about grants, loans, and scholarships. Please apply for aid early. You may complete the federal financial aid application form online - go to [www.fafsa.ed.gov](http://www.fafsa.ed.gov)

Need a payment plan? You may submit an application for our "20-40 Plan" which sets payment deadlines as follows: 50% by the regular deadline and the remaining amount split between payments by the 20th calendar day and by the 40th calendar day. Go to the Cashiers 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](http://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-stop** 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.

Date	Placement Test	Orientation	Advising	Location
March 4	9:30am (ASSET)	1pm	2pm	Testing Center
March 5	9:30am (ASSET)	1pm	2pm	Testing Center
March 10	9:30am (ASSET)	1pm	2pm	Testing Center
March 16	10:30am (ASSET)	1pm	2pm	Testing Center
March 16	11am (COMPASS)	1pm	2pm	Testing Center
March 19	9:30am (ASSET)	1pm	2pm	Testing Center
March 23	10:30am (ASSET)	1pm	2pm	Testing Center
March 23	11am (COMPASS)	1pm	2pm	Testing Center

### PLACEMENT TESTING AND ASSESSMENT RESULTS HELP YOU TAKE THE RIGHT CLASSES

The Testing Center is located in Glacier Hall. 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](http://www.everettcc.edu/testing). The current schedule (**valid March 31 – June 11, 2010**) 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.

- COMPASS test: Monday 9:00am–6:30pm (all testing ends at 6:30pm), Thursday 9:30am–5:00pm (all testing ends at 5:00pm).
- Fee: \$30, which must be paid in advance at the Cashiers 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. The form is at [www.everettcc.edu/studentforms](http://www.everettcc.edu/studentforms). 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](http://www.everettcc.edu/testing)

# 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 Spring Quarter, the office is open 7:30am to 7:30pm Monday through Wednesday.

Current, former, and new students may register on or after the appointment time that has been given to them. International students and ABE/GED 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](http://www.everettcc.edu/kiosk)

- Be prepared with a list of courses you have already identified as the courses you want.
- Click "Online Registration."
- Type your SID and PIN, select the correct quarter, and click on register.
- On the left, type the 4-digit item number of the course(s) you have selected and click 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.
- You cannot register in classes that meet at the same time or in classes that are full.
- You cannot register for an overload of classes of more than 21 credits.
- For registration in a variable credit class, register in person to ensure accurate credits.
- Check "audit" if you do **NOT** want to receive credit or a grade, otherwise, don't.
- For registration in a class that requires instructor permission, you need either a five-digit entry code issued by the instructor, or you must register in person in Enrollment Services with the instructor's signature on your registration form or a signed permission card.
- If the class is full, you may be asked if you want to get on the waitlist, if one exists. See "waiting list procedures" for details.
- To view and/or change your address click on View My Address.
- You can view your class schedule and amount owed by clicking on Student Schedule.
- You can drop a class for which you have already registered. Click on Online Registration, enter your SID and PIN and view your schedule. Note the 4-digit item number of the class you want to drop and type the four-digit item number on the left hand screen, click Submit, and the course will disappear from your list of classes. You can also add one or more classes. You may add/drop classes until 4:30pm, April 2. Always go back and view your Student Schedule to be sure that any action you have taken is reflected.

**When you register, you owe tuition and fees. See page 9**

## DO YOU MEET THE COURSE PREREQUISITE?

A prerequisite describes the skills and/or knowledge the student must have before taking a class. Prerequisites are listed in the catalog and class schedule. Students are expected to satisfy all prerequisites prior to starting the course. If a student has not met the stated prerequisite(s), the student may be asked to leave the class.

## WAITING LIST PROCEDURES

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 are responsible for monitoring your waitlist status and paying for the course if enrolled. If enrolled, standard tuition deadlines apply. We will **NOT** notify you if we move you into a class. You may check on your waitlist status by going on the student kiosk [www.everettcc.edu/kiosk](http://www.everettcc.edu/kiosk) **If you are on a waitlist you must go to the first class in order to be considered for 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 courses 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 Cashiers 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. A course may only be repeated twice. See the College Catalog for specific procedures. The course repeat form is also available on the web at [www.everettcc.edu/studentforms](http://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 and Payment

## TUITION FOR SPRING QUARTER, 2010

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 2010 is estimated to be:

Credits	Discount*		
	Resident	Non-Resident	Non-Resident
1-10	\$81.00 per credit	\$133.75 per credit	\$253.00 per credit
11	\$843	\$1,371.50	\$2,567
12	\$876	\$1,405.50	\$2,604
13	\$909	\$1,439.50	\$2,641
14	\$942	\$1,473.50	\$2,678
15	\$975	\$1,507.50	\$2,715
16	\$1,008	\$1,541.50	\$2,752
17	\$1,041	\$1,575.50	\$2,789
18	\$1,074	\$1,609.50	\$2,826
19	\$1,147	\$1,725.50	\$3,071
20	\$1,220	\$1,841.50	\$3,316

\* Tuition reduced for US citizens and permanent residents. Contact Enrollment Services. Tuition options for seniors, state employees and military and residency criteria for tuition purposes are described on page 77.

## TUITION AND FEES

**STATE-SUPPORTED CLASSES:** Most of EvCC's classes are "state-supported." State-supported classes are charged according to the state-regulated tuition rate listed above; lab fees or other specific fees may be charged in addition to tuition. Typically, classes that are state-supported do not specify the tuition cost in the class listing.

**SELF-SUPPORT CLASSES:** A number of EvCC classes are "self-support" and do not utilize state funding to cover their instructional costs. Therefore, the tuition schedule above does not apply to self-support classes. The class listing will identify the course as self-support and announce the cost per class.

Students who take a mixture of state-support and self-support classes should carefully evaluate their total tuition and fees. For example, a resident student taking 12 credits in state-supported classes and 5 credits in a self-support class may be charged \$876 plus \$375. Alternatively, a student taking 17 credits in state-support classes may be charged \$1,041.

All students - regardless of the type of courses being taken - may be charged other fees, such as a lab fee and parking fee, depending on their use. Students taking credit courses may be charged a Technology Fee of \$3.50 per credit, up to a maximum of \$35 per quarter.

## REFUNDS/DROPS/WITHDRAWALS

Refund deadlines vary, depending on the type of class.

**FOR STATE-SUPPORTED CLASSES,** the refund deadlines are stated on page 6. Courses that have unusual start and end dates will have different deadlines.

**FOR SELF-SUPPORT CLASSES,** refund deadlines are stated in class descriptions.

**ALL STUDENTS ARE SUBJECT TO THE FOLLOWING:** A refund is considered only when a student officially drops or withdraws from a class or from the College. The date of such action is noted if it is done via the online web registration system, or in person in Jackson Center or with Corporate and Continuing Education Center. All drop transactions must be completed by the close of business on the deadline day. (For most classes, drops/withdrawals after the 5th day of the term must be handled in person in Enrollment Services.) A refund, if due, is mailed to the student's address on file or credited back to the credit card or agency. Refunds can take up to five weeks to process. Refunds for under \$10 will only be processed with a written request from the student.

Refunds for students who are receiving financial aid may also be calculated in accordance with state/federal rules. These formulas are published in the Financial Aid procedures manual. Financial Aid students should note that early departure could trigger a request for repayment of their aid funds.

## FINES AND DEBTS

The College may block registration and/or withhold services until all outstanding fines and debts are resolved. Student accounts should be cleared at least 24 hours prior to registration.

## 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 4:30pm on March 11. For registration after March 11, payment is due within 5 working days or before the last business day before 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 Cashiers Office in Jackson Center. You may send a check to the Cashiers Office; please include your Student Identification number (SID). You may pay by credit card on the web; go to [www.everettcc.edu/creditcardpay](http://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 Cashiers 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 Cashiers Office, located in the Jackson Center. The Cashiers 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. We 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 Baca 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 Cashiers 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 Cashiers Office no later than March 11, 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. Note: The VA will not pay for on-line or hybrid classes if they are below 100 level. Classes that are below 100 level must be taken on campus.

**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](http://www.everettcc.edu/og) and [www.everettcc.edu/triad](http://www.everettcc.edu/triad)

# Advising

## ADVISING

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

- New students: meet with an entry advisor in 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/cguides](http://www.everettcc.edu/cguides)
- Go to [www.everettcc.edu/advising](http://www.everettcc.edu/advising) for more tips.

## 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 (&).

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)

## MANDATORY ORIENTATION

Starting May 2010, all new students (beginning classes Summer 2010 or later) will be required to complete mandatory orientation in-person or online.

Details to follow at  
[www.everettcc.edu/announcements](http://www.everettcc.edu/announcements)



# Getting to Campus

## PARKING ON CAMPUS

To park in EvCC parking lots:

- Buy a parking pass at the Cashier's Office in Jackson Center (\$14 part-time students, \$20 full-time students, plus tax). You need a permit every quarter.
- Hang your permit from your rearview mirror. Permits must be up by the first day of the second week of the quarter.
- Visit [www.everettcc.edu/parking](http://www.everettcc.edu/parking) to see a map of student parking spaces.
- Parking lots are located by Rainier, Whitehorse, Early Learning Center, College Plaza, EvCC Gym, at Cosmetology in Marysville, at the Corporate & Continuing Education Center and at the Paine Field Aviation Program.
- During the first two weeks of every quarter, arrive at least 25 minutes early to find a parking place, or **save time and money** looking for a spot and get **chauffeured to college**. Park at the Everett Transit station located off of Pacific Avenue and catch a ride to either Route 9 or Route 29 to the College Station. The bus ride averages only 15 minutes and arrives directly in front of the campus.
- Vehicles parked illegally are subject to ticketing and fines.

## VISITOR PARKING

Visitor parking is located in Parking Lot 1, on the west side of Gray Wolf Hall. Rates are \$2 for two hours of parking. Pay at the yellow pay parking machine or at the Cashier's Office located inside Jackson Center.

## RIDE THE BUS



Everett Community College main campus is served by both Everett Transit and Community Transit. EvCC's North Everett Campus is located across the street from Everett Transit's College Station transit center. Special routes are available from Marysville, Stanwood/Camano, and Skagit County.

For more information:  
Community Transit: 425-353-7433  
[www.commtrans.org](http://www.commtrans.org)

Everett Transit: 425-257-7777  
[www.everettwa.org](http://www.everettwa.org)  
Everett Transit will be able to answer questions concerning the free Marysville bus as well.

## MAPS AND DIRECTIONS

For location and parking maps to all Everett Community College sites, please see page 79 of this schedule or visit the directional web page at [www.everettcc.edu/directions](http://www.everettcc.edu/directions)

# 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.**

## Spring Quarter 2010

### FYI: FIRST-YEAR INTELLIGENCE

College can seem like a trek through the jungle. Join a tribe that will help you on the journey. The FYI (First-Year Intelligence) Learning Community gives you a map for reading success, clues for better writing, skills for effective studying and basic math skills to guide you through the college culture.

DEVED 094 – Reading for College Success (5 credits) #3150

DEVED 095 – Study Skills for College Survival (5 credits) #3152

Register in Item #3150 and #3152 for the full 10 credits.

### 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 18-20), and connect those activities through writing and research projects.

This course combines the study of the dynamic processes of the earth's ocean (TSUNAMIS, coastal formation, the ocean floor, currents, the mysterious Coriolis Effect, waves and how to find a good surfing beach and many other oceanic phenomena) with the study of the dynamic process of writing effective essays. 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 – English Composition I (5 credits)

OCEA& 101 – Introduction to Oceanography (5 credits)

Register in Item #3712 for the full 10 credits.

#### OPTION II

ENGL& 102 – Composition II (5 credits)

OCEA& 101 – Introduction to Oceanography (5 credits)

Register in Item #3748 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 support 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 Corporate and Continuing Education Center, and are scheduled from 9am to 2:15pm (plus 2-3 later-afternoon field trips).

To find out more about this program, please attend an open house at the Corporate and Continuing Education Center at 2333 Seaway Blvd, Everett, WA 98201.

Thursday, March 18, 2010 – 6 p.m.

Thursday, April 22, 2010 – 6 p.m.

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](http://www.everettcc.edu/orca) or contact Ardi Kveven at [akveven@everettcc.edu](mailto:akveven@everettcc.edu) for more information.

## 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.*

# 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, eLearning classes are a great alternative to traditional on-campus classes.**

## Steps to eLearning Success

### 1. Determine if eLearning is for you:

- I can organize my time well, even when managing multiple demands.
- I have good reading and writing skills.
- I use the Internet, email and word processing software regularly.
- I can spend 10-15 hours a week on each course.
- I am self-motivated, self disciplined and organized.

If you answered “yes” to most of these statements, online or hybrid courses may be a good option for you.

### 2. Check out the eLearning webpage at:

[www.everettcc.edu/elstart](http://www.everettcc.edu/elstart) for information about

- Getting Started in ANGEL
- ANGEL How To's
- Technical Requirements
- Info Session Powerpoint and Handouts

### 3. Complete the ANGEL tutorial at:

[everett.angellearning.com](http://everett.angellearning.com)



## Getting Stated with eLearning Courses

ANGEL is the online tool that EvCC uses to deliver online and hybrid courses.

- Login to ANGEL from any computer with internet access
- EvCC ANGEL: [everett.angellearning.com](http://everett.angellearning.com)
- WAOL ANGEL: [angel.waol.org](http://angel.waol.org)

**Try It Out** to see what ANGEL is like:

#### EvCC

- User name: AngelTutorial
- Password: EvCC\_ANGEL

#### WAOL

- [waol.org](http://waol.org)
- Click on ANGEL Week Zero Tutorial

#### Information Session

- **Wednesday, March 24**
- Noon-1pm or 6-7pm, Whitehorse 105

These sessions are intended to provide students with general information about taking ANGEL courses. Specific course information will not be provided.

## Computer Requirements

- PC or Mac
- Internet access
- Firefox 2.0 or higher or Internet Explorer 7
- A word processing program

Detailed technical Requirements can be found on the eLearning webpage: [www.everettcc.edu/elearning](http://www.everettcc.edu/elearning)

## Important Notes about Online Courses

- Online courses are NOT self paced.
- Online courses follow the same calendar as campus courses.
- Most online courses require textbooks or materials, available at the EvCC bookstore.  
See page 76 for location and hours.

For more information contact eLearning at 425-388-9367, toll free at 1-866-575-9027, or [elarning@everettcc.edu](mailto:elarning@everettcc.edu), or visit us on the web at [www.everettcc.edu/elearning](http://www.everettcc.edu/elearning)



# eLearning SPRING 2010 Courses



For Hybrid Courses see pages 18-57 and look for the **H**

## Arts, Media & Information Literacy

- ART 124D Understanding World Art
- CMST& 102 Introduction to Mass Media
- FILM 100 Introduction to Film
- INFO 102 Research in Info Age (WAOL)
- MUSC& 105 Music Appreciation
- MUSC 110D World Music
- MUSC 116 Survey of Jazz

## Business & Applied Technology

- ACCT 112 Business Taxation
- ACCT 113 Personal Finance
- ACCT& 201 Principles of Accounting I
- ACCT& 203 Principles of Accounting III
- BT 100 Beginning Keyboarding
- BT 105 Keyboard-Speed & Accuracy
- BT 145 Civil Litigation
- BT 147 Bankruptcy & Corporate Law
- BT 242 Excel
- BT 248 Adv Legal Office Procedures
- BUS& 101 Introduction to Business
- BUS 105 Small Business Essentials
- BUS 110D Business Communications
- BUS 130 Business Computations
- BUS 165 Service Essentials for Business
- BUS 200 Principles of Management
- BUS& 201 Business Law
- CL 101 Computer Literacy
- ECON 101D Understanding Economics
- ECON& 201 Micro Economics
- ECON& 202 Macro Economics

## Communication & Social Sciences

- ANTH 116D Cultures in Context
- ANTH 122D Human Diversity
- ANTH& 204 Archaeology
- ECE 123 Intentional Teaching
- ECE 140D Family Culture & Self-Concept
- ECE 244 Early Language & Literacy
- EDUC& 115D Child Development
- EDUC& 203 Exceptional Child
- ENGL 098 Intro to College Writing
- ENGL& 101 English Composition I
- ENGL& 101D English Composition I
- ENGL& 102 Composition II
- ENGL& 102D Composition II
- ENGL 106 Poetry I
- ENGL 166 Poetry II
- ENGL 206 Poetry III
- ENGL 175D Intro African Amer Lit & Culture
- ENGL 183D Children's Literature
- ENGL& 224 Shakespeare I
- ENGL 229 Survey of British Literature
- GS 101D Introduction to Global Studies
- HIST 100 Ancient/Medieval Worlds
- HIST 103D World Civilization
- HIST& 148 US History III
- HIST& 214 Pacific Northwest History
- PHIL& 101 Intro to Philosophy
- PHIL& 106 Intro to Logic
- POLS& 101 Intro to Political Science
- POLS& 202 American Government
- POLS& 203 International Relations
- PSYC& 100 General Psychology

PSYC& 200 Lifespan Psychology

SOC& 101 Intro to Sociology

## Developmental Education

- DEVED 100 Sharpen Study Skills
- DEVED 104 Powerful College Reading
- DEVED 105 Study Skills

## Health Sciences/Public Safety

- CJ& 101 Intro to Criminal Justice
- CJ& 240 Intro to Forensic Sciences
- HLTH 080 HIV/AIDS Training
- HLTH 100 Medical Terminology
- HLTH 102 Applied A & P
- HLTH 108 Admin Skills-Practice Finances
- HLTH 130 Disease and Pathology
- HLTH 150D Intercultural Com in Hlth Care
- HLTH 208 Hlthcare Risk Mgmt & Liability
- PEHW 203 Lifetime Hlth & Wellness
- PEHW 235 Consumer Health

## Math/Science/Engineering

- BIOL 105 Disease in Modern Society
- ENGR 240 Applied Numerical Methods
- ENVS& 100 Survey of Environmental Sci
- GEOL& 106 Survey of Earth Science
- MATH 090 Elementary Algebra: Review
- MATH 099 Intermediate Algebra
- MATH& 107 Math in Society
- MATH& 141 Precalculus I: College Algebra
- MATH& 148 Business Calculus
- NUTR& 101 Nutrition

Check the  
**Online Class Schedule**  
for current openings at  
[www.everettcc.edu/classes](http://www.everettcc.edu/classes)

## Ready to...

Further your education?

Advance your career?

Change professions?

The University Center of North Puget Sound offers:

- Bachelor's & Master's Degrees
- Evening & weekend classes
- In-person, online or hybrid classes
- Located on EvCC's Campus

LOOK AT THESE  
SPRING QUARTER  
CLASSES!



## WESTERN

WASHINGTON UNIVERSITY

### B.A. ENVIRONMENTAL POLICY & PLANNING

Gain the knowledge and skills to understand environmental processes and problems. Employment opportunities in analysis, assessment, monitoring, and administration.

ESTU420 Environmental Politics

ESTU466 US & WA Environmental Regulations

### B.S. ENVIRONMENTAL SCIENCES

The knowledge of how natural systems work is applied to solving problems largely created by human activities. Career paths include government, universities and private sector.

ESCI 321 & 322 Oceanography & Lab

ESCI407 Forest Ecology

Contact: **Nancy Bluestein-Johnson**

nancy.bluestein-johnson@wwu.edu or 360.417.6521

### B.A. ELEMENTARY EDUCATION

Earn your teaching degree, certificate or add a Special Education or Elementary Education Endorsement to an existing WA Teaching Certificate. Take evening classes while you continue to work.

SPED 483 Reading Instruction: Students with Special Needs

ELED 474 Documenting Teaching

ELED 386 Practical Assessment in the Elem. Classroom

**Application Deadline for Fall Quarter: April 1, 2010**

Contact: **Sue Burke**

Eled.everett@wwu.edu or 425.259.8918

### WEEKEND MBA PROGRAM

Master of Business Administration - For active managers, professionals and executives with significant experience. Prepare to advance your career with class focus on analytical, theoretical, and interpersonal skills.

MBA 594 Intro to Professional Management

MBA 502 Microeconomics

Contact: **Garry Daniel**

Weekendmba@wwu.edu or 360.650.7780

### B.A. HUMAN SERVICES

Prepare to assist people in fulfilling their physical, mental and emotional needs. Gain the knowledge and skills to work with a range of community agencies. Career options: Youth and Family Services, Mental Health, Non-profit Management, etc.

HSP 345 Case Management & Interventions

HSP 455 Diversity & Social Justice Dynamics

HSP 443 Disability: Individuals & Systems

**Application Deadline for Fall Quarter: April 1, 2010**

Contact: **Karen Box**

HS.everett@wwu.edu or 425.259.8919

### MASTER IN TEACHING DEGREE PROGRAM

Secondary Education - for students who wish to complete a Master's degree while gaining State of Washington Residency certification. B.A. and specific academic prep required.

MIT-SEC 512 Teacher as Communicator

MIT-SEC 525 Content Reading, Writing, & Communication

MIT-SEC 451 Curriculum & Instruction

**Application Deadline for Summer Quarter: March 1, 2010**

Contact: **Bobbie Rogers**

Bobbie.Rogers@wwu.edu or 425.259.8891

### M.A. REHABILITATION COUNSELING

Prepares rehabilitation counselors assist individuals with disabilities in attaining independence, employment and full community participation. Career opportunities exist in state agencies, veteran's agencies rehabilitation centers, etc.

RC 582 Introduction to Rehabilitation Counseling

RC 588 Occupational Info & Career Development

RC 590 Employment Strategies & Job Development

Contact: **Alexa Burns**

RC.info@wwu.edu or 425.259.8921

## Six Universities. Endless Opportunities.

**14** SPRING 2010 Get Started Today! Located in Gray Wolf Hall

# A degree is closer than you think!



Your future is Central.

## B.S. INTERDISCIPLINARY STUDIES - SOCIAL SCIENCES

Designed for students looking for broader degree options. Can be individualized to the student's personal interests.

- IDS 289 Proposal Colloquium
- POSC 313 Developmental Psychology
- PSY 456 Industrial & Organizational Psychology

Contact: **Ed Kingston**  
kingstoe@cwu.edu or 425.259.8933

## B.A.S. INFORMATION TECHNOLOGY & ADMINISTRATIVE MANAGEMENT (ITAM)

### Administrative Management – Any Tech Associate Degree Required

For those interested in advancing their business careers in management, government and not-for-profit sectors.

- ADMG 374 Project Management
- ADMG 485 Managerial Communications

### Information Technology – I.T. Associate Degree Required

For those wanting a productive and challenging career in information technology and administrative management.

IT 462 Systems Design  
Contact: **Shani Watkins**  
watkinssh@cwu.edu or 425.259.8934



## MASTER OF SOCIAL WORK

Prepares social workers for practice in the public sector or private agencies which address the needs of oppressed and disadvantaged populations. Next cohort starts 2011.

- SOWK 695 Practicum/Seminar
- SOWK 596 Sp Problems: Adv Practice Skills w/Violence
- SOWK 695 Medical & School Social Work Seminar

Contact: **Nancy Fagan**  
nfagan@ewu.edu or 425.259.8925



## B.A. LIBERAL ARTS – RESERVATION BASED

Located at the Tulalip Reservation, this community-determined program serves those, who live/work on a reservation or have social/cultural ties to tribal communities.

Contact: **Renee Swan-Waite**  
swanwair@evergreen.edu or 360.920.7745



## ONLINE BACHELOR'S & MASTER'S PROGRAMS

HIU is a Christian University dedicated to providing a challenging and rewarding educational experience. Online or dual delivery model with occasional seminars.

- B.S. Human Development • B.S. Business Administration
- B.S. Christian Ministry • B.S. Intercultural Studies/Missions
- Master of Business Administration • Master of Science in Management

Contact: **Lindsay Rodland**  
lprodland@hiu.edu or 425.259.8931



## ONLINE BACHELOR'S & MASTER'S PROGRAMS

- Business Administration • Human Development • Social Sciences
- Criminal Justice • Humanities • Women's Studies
- Education • Nursing • M.S. Engineering Management

For information about each program go to <http://distance.wsu.edu>

## INFORMATION SESSIONS - LEARN MORE!

<b>Elementary Education (WWU)</b>		
March 4th	6-8 PM	GWH 286
March 15th	2-4 PM	GWH 366
<b>Environmental Science, Policy and Planning (WWU)</b>		
April 6th	11-4 PM	GWH 238
April 21st	noon and 4 PM	GWH 105
<b>Human Services (WWU)</b>		
February 24th & March 3rd	6-7 PM	GWH 207
March 10th	2:30-3:30 PM	GWH 207
March 31st	6:30-7:30 PM	GWH 207
April 12th	3-4 PM	GWH 207
<b>Master in Teaching (WWU)</b>		
February 18th	5:45-6:45 PM	GWH 286
<b>Rehabilitation Counseling (WWU)</b>		
February 23rd & March 25th	4-5 PM	GWH 105
April 14th	4-5 PM	GWH 207
<b>Interdisciplinary Studies (CWU)</b>		
February 22nd, March 8th or April 6th	4-5 PM	GWH 156
<b>Hope International University (HIU) – all programs</b>		
March 2nd	6-8 PM	GWH 105
April 6th	6-8 PM	GWH 207
<b>Information Technology &amp; Administrative Management (CWU)</b>		
March 17th	4-5 PM	GWH 158
April 7th	4-5 PM	GWH 160

# Adult Education

## 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 425-388-9263.

## 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.

### DAYTIME ABE/GED CLASSES AT EVERETT COMMUNITY COLLEGE

Course No.	Course Title	Days	Time	Location	Start
ABE 013	ABE Math Level 1	MTWTh	9-10:20am	BAK 113	Mar 29
ABE 023	ABE Math Level 2	MTWTh	9-10:20am	BAK 113	Mar 29
ABE 033	ABE Math Level 3	MTWTh	9-10:20am	BAK 208	Mar 29
ABE 043	ABE Math Level 4	MTWTh	9-10:20am	BAK 208	Mar 29
GED 053	GED Math Level 5	MTWTh	9-10:20am	GWH 366	Mar 29
ABE 021	ABE Comm Level 2	MTWTh	10:30-11:55am	BAK 113	Mar 29
ABE 031	ABE Comm Level 3	MTWTh	10:30-11:55am	BAK 113	Mar 29
ABE 041	ABE Comm Level 4	MTWTh	10:30-11:55am	BAK 208	Mar 29
GED 051	GED Comm Level 5	MTWTh	10:30-11:55am	GWH 366	Mar 29
ABE 013-040	ABE Computer Assisted Level 1-4	MW	1-3:50pm	RAI 203	Mar 29
GED 050	GED Computer Assisted Level 5	MW	1-3:50pm	RAI 203	Mar 29

### EVENING ABE/GED CLASSES AT EVERETT COMMUNITY COLLEGE

ABE 013	ABE Math Level 1	TTh	6-7:20pm	OLY 131	Mar 30
ABE 023	ABE Math Level 2	TTh	6-7:20pm	OLY 131	Mar 30
ABE 033	ABE Math Level 3	TTh	6-7:20pm	OLY 131	Mar 30
ABE 043	ABE Math Level 4	TTh	6-7:20pm	RAI 202	Mar 30
GED 053	GED Math Level 5	TTh	6-7:20pm	RAI 200	Mar 30
ABE 021	ABE Comm Level 2	TTh	7:30-8:50pm	OLY 131	Mar 30
ABE 031	ABE Comm Level 3	TTh	7:30-8:50pm	OLY 131	Mar 30
ABE 041	ABE Comm Level 4	TTh	7:30-8:50pm	RAI 202	Mar 30
GED 051	GED Comm Level 5	TTh	7:30-8:50pm	RAI 200	Mar 30

### ABE/GED CLASSES IN MONROE

ABE 013-043	ABE Math Level 1-4	MW	6-7:20pm	Park Place Middle School	Mar 29
GED 053	GED Math Level 5	MW	6-7:20pm	Park Place Middle School	Mar 29
ABE 021-041	ABE Comm Level 2-4	MW	7:30-8:50pm	Park Place Middle School	Mar 29
GED 051	GED Comm Level 5	MW	7:30-8:50pm	Park Place Middle School	Mar 29

### ABE/GED-ONLINE

ABE 040	ABE Level 1-4	Online		Register by Mar 29
GED 055	GED Level 5	Online		Register by Mar 29

Call 425-388-9291 for more information

### DAYTIME ESL CLASSES AT EVERETT COMMUNITY COLLEGE

ESL 010	ESL Level 1	MTWTh	9-11:50am	RAI 200	Mar 29
ESL 020	ESL Level 2	MTWTh	9-11:50am	IND 116	Mar 29
ESL 030	ESL Level 3	MTWTh	9-11:50am	RAI 202	Mar 29
ESL 040-050	ESL Level 4 & 5	MTWTh	9-11:50am	BAK 201	Mar 29
ESL 010-020	ESL Levels 1 & 2	MTWTh	12-2:50pm	BAK 110	Mar 29
ESL 030-040	ESL Levels 3 & 4	MTWTh	12-2:50pm	MON 211	Mar 29
ESL 040-050	ESL Levels 4 & 5	MTWTh	12-2:50pm	RAI 200	Mar 29

### EVENING ESL CLASSES AT EVERETT COMMUNITY COLLEGE

ESL 010	ESL Level 1	MW	6-8:50pm	RAI 201	Mar 29
ESL 020	ESL Level 2	MW	6-8:50pm	OLY 126	Mar 29
ESL 030	ESL Level 3	MW	6-8:50pm	BAK 104	Mar 29
ESL 040	ESL Level 4	MW	6-8:50pm	RAI 200	Mar 29
ESL 050	ESL Level 5	MW	6-8:50pm	OLY 131	Mar 29

### EVENING ESL CLASSES AT MONROE

ESL	ESL Levels 1-5	TTh	6-8:50pm	Park Place Middle School	Mar 30
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### EVENING ESL CLASSES IN SULTAN

ESL	ESL Levels 1-4	MW	6-8:50pm	Sultan Elem	Mar 29
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### EVENING ESL CLASSES IN MARYSVILLE

ESL	ESL Levels 1-4	TTh	6-8:50pm	Mountain View HS	Mar 30
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### EVENING ESL CLASSES AT MARINER

ESL	ESL Levels 1-5	TTh	6-8:50pm	Mariner HS	Mar 30
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### DAYTIME HIGH SCHOOL COMPLETION CLASSES AT EVERETT COMMUNITY COLLEGE

History	Social Studies History	DAILY	8-8:50am	RAI 207	Mar 29
Science	High School Science	DAILY	8-8:50am	RAI 207	Mar 29
English	High School English	DAILY	8-8:50am	RAI 207	Mar 29

### EVENING HIGH SCHOOL COMPLETION AT EVERETT COMMUNITY COLLEGE

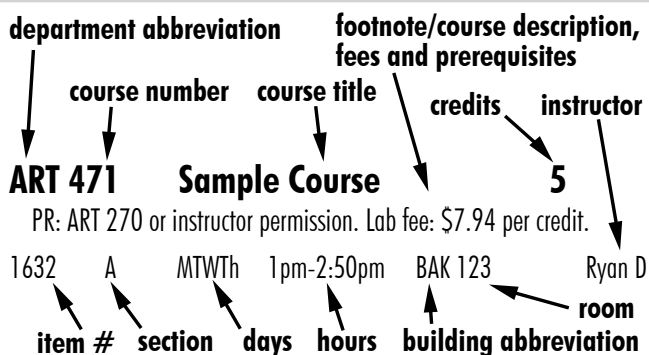
History	Social Studies History	TTh	6-8:20pm	RAI 207	Mar 30
Science	High School Science	TTh	6-8:20pm	RAI 207	Mar 30
English	High School English	TTh	6-8:20pm	RAI 207	Mar 30

### HIGH SCHOOL COMPLETION CLASSES OFF-CAMPUS

High School Completion classes are offered at Park Place Middle School in Monroe and at Westin High School in Smokey Point. Call 425-388-9291 for more information.



# HOW TO READ CLASS LISTINGS



- ENGL 002 Creative Course 0**  
 PR: Placement by assessment score on the writing portion or a grade of C or higher in ENGL 001. CR: Students **MUST** take H DEV 004 concurrently.
- 2** \*For section C (3672) there is a lab fee of \$23.20.
- |      |   |       |            |         |       |
|------|---|-------|------------|---------|-------|
| 3668 | A | daily | 7am-7:50am | BAK 206 | Staff |
| 3670 | B | daily | 8am-8:50am | BAK 210 | Staff |
| 3672 | C | MWF   | 8am-8:50am | SHK 223 | Staff |
|      |   | TTh   | 8am-8:50am | SHK 226 |       |

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.

- 1** 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.
- 2** 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.
- 3** 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 course. EvCC Online courses begin March 29. WAOL Online courses begin April 1. Online fee: \$5.50 per credit. See pages 12 and 13 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: \$2.70 per credit.
- T** In Telecourses 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.
- M** Course is taught at Monroe High School or Sky Valley Education Center and is open to all interested students. Prerequisites may apply to some classes. 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

### BUILDINGS

AHS	Arlington High School	GWH	Gray Wolf Hall	MMV	Marysville Mountain View HS	RAI	Rainier Hall	TSL	Tulalip South Lot
ASC	Arlington/Stilligumish Senior Center	HAW	Hawthorne Elementary School	MON	Monte Cristo Hall	RLC	Rainier Learning Center	WHI	Whitehorse Hall
BAK	Baker Hall	HRZ	Horizon Elementary School	MRH	Mariner High School	SHH	Shorecrest High School	WTH	Weston High School
BRC	Broadway Center	HRN	Horizon Program at Boeing	MSC	Monroe Senior Center	SHK	Shuksan Hall		
CCEC	Corporate & Continuing Education Center	IND	Index Quad	MYH	Marysville-Pilchuck High School	SKY	Sky Valley Education Center, Monroe		
CHS	Cascade High School	JHS	Jackson High School	MYS	Marysville Senior Center	SHS	Snohomish High School	<b>OTHER ABBREVIATIONS</b>	
COS	Cosmetology	JKC	Jackson Center	NBI	Nippon Business Institute	SNO	Sno-Isle Skills Center	CR	Corequisite
DHS	Darrington High School	KHS	Kamiak High School	ODS	Oly's Dance School	SSC	Stanwood Senior Center	HY	Hybrid Course
EHS	Everett High School	LHS	Lakewood High School	OLY	Olympus Hall	STD	Stanwood Elementary School	LC	Learning Community
ELC	Early Learning Center	LKH	Lake Stevens High School	OFF	Off-campus site	STH	Stanwood High School	OL	Online course
EWB	Edmonds-Woodway High School	LMC	Library Media Center	PFC	Paine Field Aviation Complex	SUL	VOA Sky Valley Resource Center, Sultan	PR	Prerequisite
GHS	Granite Falls High School	LYH	Lynnwood High School	PIL	Pilchuck Hall	TFC	Trojan Fitness Center	TBA	To Be Arranged
		MAT	Marysville Arts & Tech HS	PPM	Park Place Middle School			TC	Telecourse
		MHS	Monroe High School	PSU	Parks Student Union				

## ACCOUNTING

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

### ACCT 110 Small Business Accounting 5

Theory and practice of double-entry bookkeeping for small, unincorporated businesses. Includes use of journals and ledgers, preparation of basic payroll records, financial statements and worksheets. Not intended for transfer. 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.

\* Section A (1112) and Section HY2 (1118) are self-support, non-tuition classes. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.

	1112	A	MW	12:30pm-3pm	OFF TSL	Shaeffer J
H	1116	HY1	MTWTh	12pm-12:50pm	OLY 126	Coughlin P
H	1118	HY2	T	5pm-7pm	OLY 126	Keranen C

### ACCT 112 Business Taxation 5

Fundamentals of federal income taxes for sole proprietorship form of business. Includes overview of federal law governing payroll taxes. Not intended for transfer. PR: ACCT 110 or ACCT&201 with a grade of C or higher. MATH 070 or BUS 130 with a grade of C- or higher.

OL	1120	OL	Online			Coughlin P
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### ACCT 113 Personal Finance 3

Introduction to planning, analyzing, managing, investing, growing and protecting personal financial resources. Includes money management, credit management, insurance, and investing. No prerequisites required. However, working familiarity with MS Word and Excel would be very helpful.

\* Section OL (1122) is a self-support, non-tuition class. Class cost: \$243. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.

OL	1122	OL	Online			Reed B
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### ACCT& 201 Principles of Accounting I 5

Introductory transfer-level accounting course. Required for all business administration transfer students. Explores processes, principles, and concepts governing preparation and interpretation of financial statements. (Formerly ACCNT 200.) PR: Recommended sophomore standing or completion of ACCT 110 or instructor permission.

OL	1130	OL	Online			Coughlin P
H	1132	HY	MTWTh	9am-9:50am	OLY 126	Reed B

### ACCT& 202 Principles of Accounting II 5

Continuation of ACCT& 201. Focus on issues and choices involved in asset valuation, income determination, and financial statement preparation. (Formerly ACCNT 201.) PR: Grade of C or higher in ACCT& 201 or instructor permission.

H	1140	HY	MTWTh	11am-11:50am	OLY 126	Reed B
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### ACCT& 203 Principles of Accounting III 5

Use of accounting as tool to assist management in planning, analyzing control, and decision making. Includes budgeting, cost behavior, cost-volume-profit analysis, standard cost systems, cost variance and analysis. (Formerly ACCNT 202.) PR: Grade of C or higher in ACCT& 202 or instructor permission.

\* Section HY1 (1150) and Section HY2 (1152) are self-support, non-tuition classes. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.

OL	1148	OL	Online			Reed B
H	1150	HY1	MTWTh	10am-10:50am	OLY 126	Reed B
H	1152	HY2	T	7pm-9:20pm	OLY 126	Keranen C

### ACCT 215 Computer Accounting 5

Introduction to computerized bookkeeping and accounting. The standard accounting cycle with supporting schedules and worksheets will be completed using various computer programs; Integrated General Ledger software, including Quickbooks, and spreadsheets. Not intended for transfer. PR: ACCT 110 or ACCT& 201 or instructor permission. Lab fee: \$41.

\* Section A (1154) is a self-support, non-tuition class. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.

	1154	A	TTh	1pm-3:20pm	OLY 129	Coughlin P
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## AMERICAN SIGN LANGUAGE

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

## ANTHROPOLOGY

### ANTH& 115 Our Place in Nature 5

General study of the field of archaeology, which studies human cultures through an examination of material remains and the field of biological anthropology which looks at humans' place in the natural world. (Formerly ANTHR 101.) PR: Completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101.

H	1506	HY	MTWTh	9am-9:50am	GWH 276	Clarke C
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# Get Creative!

## Take ART 123 - Intro to Studio Art

You will be guided in **drawing, pen and ink, photography, design, and color.**

This approachable class is for students with little previous experience or for those who want to try it all.

First offering this year on campus!

**Transferable Humanities class.**

**ANTH 116D Cultures in Context 5**  
 General study of the field of cultural anthropology, which studies humanity from a cross-cultural perspective and the field of linguistic anthropology which examines human verbal and non-verbal communication. (Formerly ANTHR 102D.) PR: Completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101.

**DOL** 1507 OL Online Kornbacher K

**ANTH 122D Human Diversity 5**  
 Explores how racial categories and the social consequences of research into human differences have resulted in the controversies surrounding stem cell research, cloning, and other topics labeled as neo-eugenics. (Formerly ANTHR 222D.) PR: Completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101.

**DOL** 1508 OL Online Clarke C

**ANTH& 204 Principles of Archaeology 5**  
 Explore and examine the prehistoric and historic record. Learn techniques for investigation of archaeological record. Evaluate the archaeological record as part of humanity's cultural heritage. (Formerly ANTHR 205.) PR: Completion of ENGL& 101 with a grade of C or higher or instructor permission.

**OL** 1513 OL Online Kornbacher K

**ANTH& 206D Cultural Anthropology 5**  
 Introduction to the study of culture and society; cross-cultural perspective is employed to gain better understanding of family life, kinship, economic, political, and religious systems in various non-Western societies and in American culture and society. Includes training in fundamentals of social and cultural anthropology. (Formerly ANTHR 202D.) PR: Completion of ENGL& 101 with a grade of C or higher or instructor permission.

\* Both sections of ANTH& 206D require 10 hours of Service Learning as part of the class contact hours and are arranged through the instructor to accommodate each student's schedule.

**D** 1514 A MTWTh 8am-8:50am GWH 276 Clarke C  
**D** 1516 B TTh 12pm-1:45pm GWH 276 Clarke C

**ART**

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

**ART 104 Beginning Painting 3**  
 Designed for the non-major. Introduces 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. Purchase art kit and supplies at the campus bookstore. Self-support, non-tuition class; class cost: \$243. Lab fee: \$25.65. Last day for 100% refund is April 2. There is no 50% refund. A technology fee may apply.

1572 CS T 6pm-9:50pm WHI 372 Milton I

**ART 105 Intermediate Painting 3**  
 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. Purchase art kit and supplies at the campus bookstore. PR: ART 104. Self-support, non-tuition class; class cost: \$243. Lab fee: \$25.65. Last day for 100% refund is April 2. There is no 50% refund. A technology fee may apply.

1573 CS T 6pm-9:50pm WHI 372 Milton I

**ART 106 Advanced Painting 3**  
 Advanced course designed for the non-major. Further exploration of style, expression, investigation of movements, styles and material in painting through history. Purchase art kit and supplies at the campus bookstore. PR: ART 105. Self-support, non-tuition class; class cost: \$243. Lab fee: \$25.65. Last day for 100% refund is April 2. There is no 50% refund. A technology fee may apply.

1574 CS T 6pm-9:50pm WHI 372 Milton I

**ART 107 Beginning Ceramics 3**  
 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: \$31.20.

1576 S TTh 6pm-8:50pm WHI 287 Allison M

**ART 108 Intermediate Ceramics 3**  
 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: \$31.20.

1578 S TTh 6pm-8:50pm WHI 287 Allison M

**ART 109 Advanced Ceramics 3**  
 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: \$31.20.

1580 S TTh 6pm-8:50pm WHI 287 Allison M

**ART 110 Design I: 2 Dimensional 5**  
 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.

1582 A MWF 8am-9:50am WHI 361 Lee T  
 1583 B MWF 10am-11:50am WHI 361 Lee T

**ART 113 Beginning Life Drawing 3**  
 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 115 or instructor permission. Lab fee: \$25.65.

1585 S W 5:30pm-8:30pm WHI 372 Gherard E

**ART 115 Drawing I 5**  
 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: \$42.75.

1587 A MW 2pm-4:50pm WHI 300 Berkley L  
 1588 B MW 10am-12:50pm WHI 300 Berkley L  
 1589 S TTh 6pm-8:50pm WHI 300 Lee T

**ART 123 Introduction to Studio Art 5**  
 An introduction to studio work in a wide range of media for the student with little experience in the visual arts. Traditional and contemporary approaches to creating artwork combined with the study of visual language and culture. Lab fee: \$42.75.

1592 A TTh 10am-12:50pm WHI 300/361 Berkley L

**ART 124D Understanding World Art 5**  
 Study of visual language. Discussion and study of art across world cultures for the student with little experience in the visual arts.

\* Sections A (1596) and MO (1598) include a field trip fee: \$10.50.  
 \* Section MO (1598) is a hybrid course, and located in the Sky Valley Education Center, 17072 Tye St. SE, Monroe, Room 20.

**DOL** 1597 OL Online Gildow C  
**D** 1596 A Daily 9am-9:50am WHI 341 Lepper S  
**HMD** 1598 MO M 10am-12:05pm SKY 208 Gildow C

**ART 135 Painting Workshop: Encaustic 2**  
 Learn the oldest materials in painting by using wax. Overview of materials, techniques, color, embedding, and surfaces. Explore combining encaustic with other art forms. Classes meet six Saturdays, beginning April 10 through May 15. Self-support, non-tuition class; class cost: \$162. Lab fee: \$17.10. Last day to drop with a 100% refund is April 2. There is no 50% refund. A technology fee may apply. PR: ART 115 or instructor permission.

1600 CA Sa 9am-4pm WHI 303 Lepper S

**ART 195 Foundation Portfolio Review 2**  
 Portfolio review of student work from core curricula courses. Student works individually with an assigned instructor to review portfolio prior to continuation with advanced courses. Self-support, non-tuition class; class cost: \$162. Lab fee: \$17.10. Last day to drop with a 100% refund is April 2. There is no 50% refund. A technology fee may apply. PR: ART 110, ART 115, ART 124D, GRAPH 110 and PHOTO 110 or instructor permission.  
 1601 CA TBA Staff

**ART 200 Painting I 5**  
 Fundamental painting skills through traditional imagery using the media of oil paint. Develop 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: \$42.75.  
 1602 A MW 1pm-3:50pm WHI 374 Lepper S

**ART 201 Painting II 5**  
 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: \$42.75.  
 1603 A MW 1pm-3:50pm WHI 374 Lepper S

**ART 202 Painting III 5**  
 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: \$42.75.  
 1604 A MW 1pm-3:50pm WHI 374 Lepper S

**ART 203 Painting IV 5**  
 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: \$42.75.  
 1605 A MW 1pm-3:50pm WHI 374 Lepper S

**ART 222 Western Art History: 18-20th Century 5**  
 Survey of major movements in the art of Europe, America and Russia from the 18th to the early 20th centuries. Traces development of major changes in artistic expression, theory, meaning and content leading to the development of the Modern movement. Includes Classicism, romanticism, and Impressionism. ART 124D recommended. Field trip fee: \$10.50.  
 1612 A Daily 11am-11:50am WHI 341 Lepper S

**ART 240 Printmaking I 5**  
 Beginning study of printmaking techniques including monotype and relief. Students develop skills in the print process, technical information, and the language of the printmaking medium. PR: ART 115 or instructor permission. Lab fee: \$42.75.  
 1616 S MW 6pm-8:50pm WHI 303 VanSomeren K

**ART 241 Printmaking II 5**  
 Continued focus on the development of printmaking skills in monotype and relief with emphasis on principles and elements of art as they apply to printmaking. PR: ART 240 or instructor permission. Lab fee: \$42.75.  
 1618 S MW 6pm-8:50pm WHI 303 VanSomeren K

**ART 242 Printmaking III 5**  
 Development of printmaking skills including drypoint, multiple plate printing, and chine colle. Projects develop aesthetic style and attend to the students' understanding of art making as applicable to printmaking. PR: ART 241 or instructor permission. Lab fee: \$42.75.  
 1619 S MW 6pm-8:50pm WHI 303 VanSomeren K

**ART 243 Printmaking IV 5**  
 Final course in the printmaking sequence. Students develop projects and create a body of work through research on contemporary and historical print techniques. Emphasis on idea development. PR: ART 242 or instructor permission. Lab fee: \$42.75.  
 1620 S MW 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. ART 110 recommended. Lab fee: \$52.  
 1624 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: \$52.  
 1626 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: \$52.  
 1628 A TTh 1pm-3:50pm WHI 287 Lee T

**ART 273 Ceramics IV 5**  
 Final sequence of courses focusing on the development of skills needed to manipulate the ceramic medium. Advanced glazing and firing techniques and contemporary topics. PR: ART 272. Lab fee: \$52.  
 1630 A TTh 1pm-3:50pm WHI 287 Lee T

**ART 275 Ceramic Glaze Chemistry I 3**  
 Materials and methods used in formulating glazes and clay bodies for studio ceramics. Properties of ceramic materials and use to create traditional and original ceramic surfaces. Ceramic history, experimental design, and studio economics. PR: ART 270 or ART 109 or instructor permission. Self-support, non-tuition class; class cost: \$243. Lab fee: \$31.20. Last day for 100% refund is April 2. There is no 50% refund. A technology fee may apply.  
 1581 CA TBA 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. PR: Graphic arts and multimedia web design students must also register for GRAPH 299 or MULTI 299, depending on major. Advisor or faculty recommendation required. Lab fee: \$93.  
 1640 HY MW 1pm-3:50pm WHI 261 Weller L

## ASTRONOMY

**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: \$29.50.  
 1700 A TWTh 10am-11:50am WHI 207 Washburn K

## AVIATION MAINTENANCE

**All new Aviation Maintenance students must attend an information session on March 11, April 8, May 13 or June 10.**

**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 10**  
 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: ENGL 098 and MATH 075 or higher via an assessment test score. High school graduate, or equivalent; 18 years old; Able to read, write, speak and understand English in accordance with FAR 65.71.

**\* Section J has a Lab fee: \$63.10.**

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 10**  
 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: ENGL 098 and MATH 075 or higher via an assessment test score. High school graduate, or equivalent; 18 years old; Able to read, write, speak and understand English in accordance with FAR 65:71.

\* **Section J has a Lab fee: \$63.10.**  
 1840 A Daily 8am-10am PFC 8008 Porter A  
 1842 J Daily 10am-2:30pm PFC 8101 Porter A

Explore the creatures and habitats of the marine world.

# Marine Biology of the Pacific Northwest



**BIOL 130 Spring 2010**

Experience local marine biology hands-on during field trips to fascinating sites around Puget Sound.

- **Natural Science Lab Class**
- **Suitable for non-science majors**

For more info contact Jackie Hedgpeth at [jhedgpeth@everettcc.edu](mailto:jhedgpeth@everettcc.edu)

**BIOLOGY**

**BIOL 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 level; ENGL 098 with grade of C or higher or skills assessment at ENGL& 101 or higher level.

**OL** 1990 OL Online Kratz R

**BIOL 130 Marine Biology/Pacific NW 5**  
 Introduction to the identification, interactions and life histories of intertidal marine organisms found in Puget Sound. Labs and field work are required and will be held only on the following dates: Fri, Apr 16 11am-3pm; Fri, Apr 23 11am-5pm; Fri, Apr 30 11am-5pm; Fri-Sun, May 14-16 includes overnight. PR: MATH 080 or skills assessment at MATH 081 or higher level; 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.

2010 A MTW 11am-11:50am SHK 145 Hedgpeth J  
 F 11am-2:50pm SHK 144

**BIOL& 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: \$29.50.

\* **Section A (1980) and Section S (1988) are self-support, non-tuition classes. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.**

1980 A MW 1pm-1:50pm SHK 232 Barber J  
 Th 1pm-2:50pm SHK 232  
 T 1pm-2:50pm SHK 144

1988 S MW 4pm-6:50pm SHK 134 Barber J

**BIOL& 211 Majors Cellular 5**  
 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: \$29.50.

2030 A MW 8am-9:50am SHK 141 Staff  
 T 8am-9:50am SHK 144  
 2032 B MW 8am-9:50am SHK 141 Staff  
 Th 8am-9:50am SHK 144  
 2034 C MF 10am-10:50am SHK 141 Forson D  
 T 10am-11:50am SHK 144  
 W 10am-11:50am SHK 141  
 2036 D MF 10am-10:50am SHK 141 Forson D  
 W 10am-11:50am SHK 141  
 Th 10am-11:50am SHK 144  
 2038 S M 4pm-6:50pm SHK 141 Staff  
 W 4pm-4:50pm SHK 141  
 W 5pm-6:50pm SHK 144

**BIOL& 211P P/S Majors Cellular 1**  
 Problem session to accompany BIOL& 211. In-depth analysis of concepts and course content, lab report preparation. Non-transferable. CR: Concurrent enrollment in BIOL& 211 required.

\* **Section PS1 (2040) is for sections A (2030), B (2032.)**

\* **Section PS2 (2042) is for sections C (2034), D (2036.)**

2040 PS1 Th 10am-10:50am SHK 141 Staff  
 2042 PS2 M 11am-11:50am SHK 141 Forson D

**BIOL& 222 Majors Cell/Molecular 5**  
 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 200.) 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: \$29.50.

2050	A	MW	9am-9:50am	SHK 134	Schwartz F
		F	9am-10:50am	SHK 134	
		T	8am-10:50am	SHK 134	

**BIOL& 222P P/S Majors Cell/Molecular 1**  
 Problem session to accompany BIOL& 222. In-depth analysis of concepts and course content, lab report preparation. Non-transferable. (Formerly BIOL 200 PS.) CR: Concurrent enrollment in BIOL& 222 (2050) required.

2054	PS1	M	10am-10:50am	SHK 134	Schwartz F
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# 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](mailto:fschwartz@everettcc.edu) or 425-388-9451.



**BIOL& 223 Majors Organismal Physiology 5**  
 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: \$29.50.

2062	A	MT	9am-9:50am	SHK 145	Pape-Lindstrom P
		W	9am-10:50am	SHK 145	
		Th	8am-10:50am	SHK 134	

**BIOL& 223P P/S Majors Organism Physiology 1**  
 Problem session to accompany BIOL& 223. In-depth analysis of concepts and course content, lab report preparation. Non-transferable. CR: Concurrent enrollment in BIOL& 223 (2062) required.

2064	PS1	M	10am-10:50am	SHK 145	Pape-Lindstrom P
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**BIOL& 231 Human Anatomy 6**  
 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: \$60.

\* **Section S (2078) is a self-support, non-tuition class. Class cost: \$486. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.**

2070	A	MW	9am-10:50am	SHK 232	Hedgpeh J
		TTh	9am-10:50am	SHK 140	
2072	B	MTWTh	12pm-12:50pm	SHK 141	Stern E
		MW	1pm-2:50pm	SHK 140	
2074	C	MTWTh	12pm-12:50pm	SHK 141	Stern E
		TTh	1pm-2:50pm	SHK 140	
2078	S	TTh	6pm-9:50pm	SHK 140	Wellman S

**BIOL& 232 Human Physiology 6.5**  
 Detailed study of the functioning and interrelationships of the organ systems of the human body using diagnostic lab exercises and computer software. (Formerly BIOL 237.) 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: \$37.50.

\* **Section C (2084) and Section S (2088) are self-support, non-tuition classes. Class cost: \$526.50. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.**

2080	A	M	8am-8:50am	WHI 104	Stern E
		TTh	8am-9:50am	WHI 104	
		W	8am-10:50am	SHK 140	
2084	C	MT	1pm-2:50pm	SHK 145	Staff
		Th	1pm-1:50pm	SHK 145	
		W	12pm-2:50pm	SHK 144	
2088	S	MTW	5pm-6:25pm	SHK 145	Staff
		W	7pm-9:50pm	SHK 140	

**BIOL& 260 Microbiology 5**  
 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.

\* **Section S (2098) is a self-support, non-tuition class. Class cost: \$405. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.**

2090	A	TTh	10am-11:50am	SHK 141	Kratz R
		MW	10am-11:50am	SHK 139	
2092	B	TTh	10am-11:50am	SHK 141	Kratz R
		TTh	12pm-1:50pm	SHK 139	
2098	S	TTh	5pm-6:50pm	SHK 141	Marrs H
		TTh	7pm-8:50pm	SHK 139	

## BOTANY

<b>BOT 113</b>	<b>Plants of the Pacific NW</b>	<b>5</b>
Introduction to classification and identification of ferns, conifers and flowering plants, with an emphasis on flora of the Pacific Northwest. 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. Lab fee: \$29.50. Field trip fee: \$15.		
2130	A MTh	12pm-1:50pm SHK 134 Schwartz F
	W	12pm-2:50pm SHK 134

## BUSINESS

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

<b>BUS&amp; 101</b>	<b>Introduction to Business</b>	<b>5</b>
Survey of, and orientation to, the American business system. Overview of business environment, private enterprise system and management processes. Introductory course for students majoring in any field of study. (Formerly BUS 101.)		

\* **Section OL2 (2181), Section OL3 (2182) and Section HY3 (2188) are self-support, non-tuition classes. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.**

<b>OL</b>	2180	OL1	Online	Lewis C A
<b>OL</b>	2181	OL2	Online	Lewis P
<b>OL</b>	2182	OL3	Online	Lewis P
<b>OL</b>	2183	OL4	Online	Munoz L
<b>H</b>	2186	HY1	TW 9am-9:50am	MON 210 Lewis C
<b>H</b>	2187	HY2	TW 10am-10:50am	MON 210 Lewis C
<b>H</b>	2188	HY3	TW 11am-11:50am	MON 210 Lewis C

<b>BUS 104</b>	<b>Business English</b>	<b>5</b>
Focuses on standards and conventions of written English. Includes proofreading and editing.		

\* **Section HY (2192) is a self-support, non-tuition class. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.**

<b>H</b>	2192	HY	TWTh 12pm-12:50pm	OLY 130 Kneifel K
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<b>BUS 105</b>	<b>Small Business Essentials</b>	<b>5</b>
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.		

\* **Section OL (2196) is a self-support, non-tuition class. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.**

<b>OL</b>	2196	OL	Online	Millay D
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<b>BUS 110D</b>	<b>Business Communications</b>	<b>5</b>
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.		

\* **Section OL (2200) and Section HY1 (2202) are self-support, non-tuition classes. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.**

\* **Section HY2 (2204) is at Marysville Arts & Tech HS.**

<b>DO</b>	2200	OL	Online	Munoz L
<b>DH</b>	2202	HY1	TWTh 9am-9:50am	BAK 111 Kneifel K
<b>DH</b>	2204	HY2	W 3pm-5pm	OFF MAT Munoz L

<b>BUS 130</b>	<b>Business Computations</b>	<b>5</b>
Apply mathematical concepts Excel to complete basic math operations, fractions, percent, percent increase/decrease, bank reconciliation, payroll, taxes and insurance, discounts, interest, mortgages, and depreciation. PR: Strong working knowledge of arithmetic or completion of MATH 070 or equivalent recommended. CL 101 or equivalent recommended. Lab fee: \$25.75.		

\* **Section HY1 (2216) and Section HY8 (2222) are self-support, non-tuition classes. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.**

<b>OL</b>	2210	OL1	Online	Willestoff K
<b>OL</b>	2212	OL2	Online	Willestoff K
<b>H</b>	2216	HY1	TWTh 11am-11:50am	OLY 130 Willestoff K
<b>H</b>	2222	HY8	TTh 5:35pm-6:50pm	OLY 129 Porter K

<b>BUS 150</b>	<b>Principles of Marketing</b>	<b>5</b>
Introductory course in marketing concepts. Study of business activities that direct the flow of goods and services. Also includes promotion, distribution and pricing.		

<b>H</b>	2230	HY	W 12pm-2pm	OLY 125 Munoz L
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<b>BUS 165</b>	<b>Service Essentials for Business</b>	<b>5</b>
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.		

\* **Section OL (2240) is a self-support, non-tuition class. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.**

<b>OL</b>	2240	OL	Online	Munoz L
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<b>BUS 184</b>	<b>Sustainable Business and the Carbon Footprint</b>	<b>5</b>
Sustainable business principles and tools for profitable green innovation. Formulation of greenhouse gas emissions inventory reports and reduction plans using GHG Protocol standards. Implications of Kyoto Protocol in business		

2250	A	MW	2:30pm-4:35pm	BAK 211 Beeman M
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<b>BUS 185</b>	<b>Lean and Green Operations</b>	<b>5</b>
Lean and green implementation, improvement initiatives to an existing operation. Energy management, waste stream analysis, allocation of environmental costs. Environmental performance metrics, green process mapping and financial decision tools.		

2252	A	MW	12:15pm-2:20pm	BAK 211 Hernandez M
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<b>BUS 186</b>	<b>Green Purchasing</b>	<b>5</b>
Environmental and social impact of purchasing decisions. Green procurement principles & tools. Analysis of green labeling and marketing claims. Green Procurement Plans and integration to existing ISO 14000 (Environmental Management System.)		

2254	A	MW	10am-12:05pm	BAK 211 Hernandez M
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<b>BUS 190</b>	<b>Business Seminar</b>	<b>2</b>
Seminar covers various subjects in the areas of management, marketing, and operations. Seminar topics will be current issues/events in these fields that are in the published curriculum. Small group discussion and hands-on application are emphasized in this learner-centered course. Focus for Spring Quarter will be on Conflict Management.		

2261	A	TBA		Echo-Hawk L
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<b>BUS 191</b>	<b>Business Internship</b>	<b>1-5</b>
Provides students with a supervised work environment to apply their management, marketing and operations knowledge in either a for-profit for non-profit organization, to foster professional growth, and to gain self-confidence.		

\* **Class is at Marysville Arts & Tech HS and is open to all interested students who meet the eligibility requirements.**

2262	A	TBA	OFF MAT	Kneifel J
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**BUS 200 Principles of Management 5**

Intro to basic principles of good business management. Consideration of basic management functions of organizing, planning, directing, staffing, and controlling.

\* **Section OL (2272) is a self-support, non-tuition class. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.**

\* **Section HY (2274) is at Marysville Arts & Tech HS and is open to all interested students who meet the eligibility requirements.**

OL	2272	OL	Online			Sharpe J
H	2274	HY	W	5pm-7pm	OFF MAT	Sisneros P

**BUS& 201 Business Law 5**

Origin, evolution, concepts, and functions of law and judicial system. UW of Seattle transfer students requires POLS& 200. Required law course for students transferring to CWU, WSU, WWU or UW of Bothell. (Formerly BUS 220.) PR: Sophomore standing or business experience recommended.

\* **Section OL (2275) and Section HY (2276) are self-support, non-tuition classes. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.**

OL	2275	OL	Online			Leonard R
H	2276	HY	TWTh	11am-11:50am		Leonard R

**BUS 205 Entrepreneurship 1 5**

First in a two-course series immersing students in the world of business. Focus on inventing, developing, launching and managing a new business. This hands-on course involves off campus activities and online interaction. Students will work in teams to set goals for successful implementation of the new venture.

\* **Section HY (2280) is a self-support, non-tuition class. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.**

H	2280	HY	TTh	1pm-3pm	WHI 353	Kneifel J
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**BUS 206 Entrepreneurship 2 5**

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 online interaction. BUS 206 is a continuation of BUS 205. Second part 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. PR: BUS 205 or instructor permission.

\* **Section HY (2282) is a self-support, non-tuition class. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.**

H	2282	HY	TTh	1pm-3pm	WHI 353	Kneifel J
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**BUS 255 Business Consulting 5**

Student teams will consult to businesses in Snohomish County. Services provided are marketing strategies, websites, and improving the operational infrastructure of the business.

\* **Section HY (2295) is a self-support, non-tuition class. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.**

H	2295	HY	TTh	9am-10:50pm	OLY 131	Milloy D
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**BUSINESS TECHNOLOGY**

For additional courses in business related fields see, **Medical Coding, Medical Transcription, Computer Science, Computer Literacy, and Corporate & 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.

**BT 100 Beginning Keyboarding 5**

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.

\* **Section OL (2300) and Section HY (2304) are self-support, non-tuition classes. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.**

\* **Section HY (2304) has a lab fee of \$25.75.**

OL	2300	OL	Online			Lusier L
H	2304	HY	TWTh	10am-10:50am	OLY 130	Willestoft K

**BT 105 Keyboard--Speed/Accuracy 3**

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.

\* **Section OL (2312) is a self-support, non-tuition class. Class cost: \$243. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.**

\* **Section HY8 (2318) has a lab fee of \$10.20.**

OL	2312	OL	Online			Porter K
H	2318	HY8	TTh	5:35pm-6:50pm	OLY 130	Porter K

**BT 115 Records Management 5**

Creation, maintenance, and disposition of records. Retrieving and storing records utilizing manual methods and computer database programs. Lab fee: \$25.75.

\* **Section HY (2320) is a self-support, non-tuition class. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.**

H	2320	HY	TWTh	10am-10:50pm	OLY 129	Gilpin G
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**BT 130 Editing/Transcription 5**

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: \$41.

\* **Section HY9 (2326) is a self-support, non-tuition class. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.**

H	2326	HY9	TTh	7pm-9:15pm	OLY 129	Porter K
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**BT 145 Civil Litigation 5**

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.

\* **Section HY (2336) has a lab fee of \$25.75.**

OL	2334	OL	Online			Markovich T
H	2336	HY	TWTh	12pm-12:50pm	OLY 129	Markovich T

**BT 146 Will/Probate/Domes Relations 5**

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: \$25.75.

H	2344	HY	TWTh	12pm-12:50pm	OLY 129	Markovich T
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**BT 147 Bankruptcy and Corporate Law 5**  
 Focuses on corporate, real estate, and bankruptcy law. Transcription of corporate documents. Proofreading and writing mechanics are emphasized. Documents are transcribed using WAVE files and appropriate hardware/software. PR: Touch keyboarding and BUS 104 or concurrent enrollment or instructor permission.

\* Section HY (2350) has a lab fee of \$25.75.

<b>OL</b>	2348	OL	Online		Markovich T
<b>H</b>	2350	HY	TWTh	12pm-12:50pm	OLY 131 Markovich T

**BT 162 Job Search & Professional Development 5**  
 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.

\* Section HY (2360) is a self-support, non-tuition class. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.

<b>H</b>	2360	HY	TWTh	11am-11:50am	OLY 131 Lusier L
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**BT 181D Diversity in Law/Ethics 5**  
 Introduction to law and ethics as it relates to the medical office setting and patient-provider relationships. Components of cultural diversity and establishing a new culture in ambulatory health care are emphasized.

\* Section HY (2366) is a self-support, non-tuition class. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.

<b>DH</b>	2366	HY	TWTh	10am-10:50am	WHI 353 Munoz L
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**BT 219 Introduction to MS Word 5**  
 Introduces word processing functions and applications using Microsoft Word. PR: CL 101 recommended. Lab fee: \$41.

<b>H</b>	2396	HY9	TTh	7pm-9:15pm	OLY 129 Porter K
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**BT 229 Advanced Microsoft Word 5**  
 Comprehensive study of the advanced functions of Microsoft Word and an introduction to Microsoft Office Publisher. PR: BT 219 or instructor permission. Lab fee: \$41.

<b>H</b>	2408	HY9	TTh	7pm-9:15pm	OLY 129 Porter K
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**BT 240 Access 5**  
 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: \$41.

<b>H</b>	2410	HY9	TTh	7pm-9:15pm	OLY 130 Porter K
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**BT 242 Excel 5**  
 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.

\* Section HY (2416) is a self-support, non-tuition class. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.

\* Section HY (2416) has a lab fee of \$25.75.

<b>OL</b>	2412	OL	Online		Markovich T
<b>H</b>	2416	HY	TWTh	11am-11:50am	OLY 129 Markovich T

**BT 243 Advanced Excel 5**  
 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. Lab fee: \$41.

\* Section A (2422) is a self-support, non-tuition class. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.

2422	A	MW		1pm-3:20pm	OLY 129 Coughlin P
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**BT 248 Advanced Legal Office Procedure 5**  
 Presentation of the role of lawyers and law office staff in society today. Topics covered include organizational and procedural perspective of the law office, filing of legal documents, and use of the Uniform System of Citations as a reference tool. PR: CL 101, BT 115, 145, 146, 147, 162, 219; BUS 104, 110D, 130 and BUS 220 or POLS& 200 or instructor permission.

\* Section HY (2426) has a lab fee of \$25.75.

<b>OL</b>	2424	OL	Online		Markovich T
<b>H</b>	2426	HY	TWTh	9am-9:50am	OLY 129 Markovich T

**BT 252 Internship 1-4**  
 On-the-job work experience in occupations directly related to student's career choice. Internship arranged with private industry, governmental agencies, and non-profit organizations. PR: BT 115, 162, and 130 or concurrent enrollment or instructor permission.

<b>H</b>	2428	HY8	TTh	5:35pm-6:50pm	OLY 130 Porter K
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**BT 261 Advanced Office Procedures 5**  
 Build and refine skills in office management, travel arrangements, human relations, telephone techniques, electronic scheduling, and keyboarding. Use integrated software to create databases, spreadsheets, documents, and presentations. PR: CL 101, BT 115, 219, 240, 242; BUS 104, 110D, 130 and instructor permission. Recommended: BT 162 and BT 229. Lab fee: \$25.75.

<b>H</b>	2429	HY	TWTh	9am-9:50am	OLY 129 Markovich T
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## CHEMISTRY

**CHEM& 121 Introduction to Chemistry 5**  
 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: \$37.50.

\* Section C (2504), Section D (2506) and Section S (2508) are self-support, non-tuition classes. Class cost: \$405. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.

2500	A	MW		10am-11:50am	WHI 102 Brackett A
		Th		10am-11:50am	WHI 332
2502	B	MTWTh		12pm-12:50pm	WHI 103 Singh S
		F		12pm-1:50pm	WHI 332
2504	C	TTh		1pm-2:50pm	WHI 103 Black R
		M		1pm-2:50pm	WHI 332
2506	D	TTh		1pm-2:50pm	WHI 103 Black R
		W		1pm-2:50pm	WHI 343
2508	S	MW		5pm-6:50pm	WHI 102 Black R
		T		5pm-6:50pm	WHI 345

**CHEM& 131 Introduction to Organic/Biochemistry 5**  
 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: \$37.50.

2520	A	MTWTh		10am-10:50am	WHI 103 Kontulis M
		T		8am-9:50am	WHI 343

**CHEM& 140 General Chemistry Prep w/Lab 5**  
 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: \$37.50.

2522	A	TTh		10am-11:50am	WHI 102 Singh S
		M		10am-11:50am	WHI 345
2524	B	TTh		10am-11:50am	WHI 102 Singh S
		W		10am-11:50am	WHI 345

**CHEM& 161 General Chemistry w/Lab I 5.5**  
 Properties of matter, nomenclature, reactions, stoichiometry, gases, thermochemistry, and atomic structure. For pre-medicine, pre-dentistry, pre-veterinary medicine, pre-pharmacy, and all engineering and science majors. (Formerly CHEM 140.) PR: MATH 099 or equiv. ENGL 098 with C or higher, or concurrent enrollment in ENGL 098, or eligible for ENGL& 101. CHEM& 140 with C or higher, OR 1yr of high school chemistry with C or higher w/in last 3yrs, OR pass CHEM placement test, OR MATH& 152 with B+ or higher. Lab fee: \$37.50.

2526	A	MTWTh	9am-9:50am	WHI 103	Brackett A
		T	1pm-3:50pm	WHI 332	

**CHEM& 162 General Chemistry w/Lab II 5.5**  
 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: \$37.50.

2530	A	MTWTh	11am-11:50am	WHI 103	Powell S
		W	1pm-3:50pm	WHI 345	
2532	B	MTWTh	11am-11:50am	WHI 103	Powell S
		Th	1pm-3:50pm	WHI 345	
2534	C	MTWTh	9am-9:50am	WHI 102	Powell S
		T	1pm-3:50pm	WHI 345	

**CHEM& 163 General Chemistry w/lab III 5.5**  
 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: \$60.

2540	A	MTWTh	11am-11:50am	GWH 374	Kontulis M
		W	1pm-3:50pm	WHI 332	
2542	B	MTWTh	11am-11:50am	GWH 374	Kontulis M
		Th	1pm-3:50pm	WHI 332	

**CHEM& 263 Organic Chemistry w/Lab III 6**  
 Continuation of CHEM& 262. (Formerly CHEM 202.) PR: CHEM& 262 with a grade of C or higher. Lab fee: \$60.

2550	A	MW	1pm-2:20pm	WHI 103	Singh S
		TTh	1pm-3:50pm	WHI 343	

**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.

H	2652	HY1	TWTh	8am-8:50am	GWH 368	Wisdom-Whitley L
H	2654	HY2	TWTh	9am-9:50am	GWH 368	Wisdom-Whitley L
	2658	C	Daily	11am-11:50am	GWH 368	Dellasega M
	2660	D	Daily	12pm-12:50pm	GWH 368	Sickles J
	2662	E	MW	1pm-3:15pm	GWH 368	White C
	2664	S	MW	7pm-9:30pm	GWH 368	White C
	2666	T	TTh	4:50pm-6:50pm	GWH 368	Good J

**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.

\* Section B (2670) has a lab fee of \$41.  
 \* Section MO (2678) is being taught at Monroe High School and is open to all interested students who meet the eligibility requirements.


	2668	A	Daily	9am-9:50am	GWH 372	Dellasega M
	2670	B	Daily	10am-10:50am	GWH 268	Sickles J
	2672	C	Daily	11am-11:50am	GWH 372	Sickles J
	2674	D	Daily	12pm-12:50pm	GWH 372	Reynolds L
	2676	S	MW	4:50pm-6:50pm	GWH 368	White C
M	2678	MO	TTh	7:40pm-9:40pm	MHS 707	Good J

## Become a Spellbinding Storyteller!

### 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.**

- **Fulfills a Humanities requirement**
- **A course for teachers, actors, parents, and lovers of literature!**
- **Taught Spring Quarter only**



**CHINESE**

See the World Languages section of this schedule.

**COMMUNICATION STUDIES**

**CMST& 102 Introduction to Mass Media 5**  
 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.)

OL	2640	OL	Online	Otanez A
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**CMST 103 Public Speaking for Educators 5**  
 CMST& 220 option for education majors. Methods of speech organization and composition for education students, speaking skills in educational settings, situational analysis and instructional communication assessment. (Formerly SPCH 103.) PR: Completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101. Lab fee: \$41.

H	2646	HY	MTWTh	11am-11:50am	GWH 268	White K
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**CMST 104 Oral Interpretation of Literature 5**  
 Study of literature through performance and theory. (Formerly SPCH 102.)

	2648	A	Daily	10am-10:50am	GWH 368	Dellasega M
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**CMST 204D Intercultural Communication 5**  
 Introduction to communication between people from different cultures. Completion of one of the following courses is strongly recommended: ANTH& 206D, CMST& 210 or SOC& 101. (Formerly SPCH 204D.) PR: Completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101.

DH	2650	HY	TWTh	11am-11:50am	GWH 276	Wisdom-Whitley L
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## COMPOSITE TECHNOLOGY

### CT 201 Design/Manufacture Composite Materials 5

Focuses on the design of composite materials. Examines manufacturing processes, vacuum bagging, resin transfer molding, filament winding, infusion molding, and pultrusion. Includes methods of heating and curing composite materials, and use of positive and negative molds. PR: Composites Technology 121.

2705	S	TTh	5pm-8:05pm	SHS D013	Murphy P
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## COMPUTER LITERACY

For additional courses in computer literacy see the Corporate & Continuing Education Center section of this schedule.

### 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 HY1 (2754), Section HY2 (2755) and Section HY3 (2756) are self-support, non-tuition classes. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.

\* Section A (2760) is held at Tulalip South Lot Building.

\* Section HY1,2,37 (2754,2755,2756,2764) has a lab fee of \$25.75.

\* Section HYM (2762) is being taught at Monroe High School and is open to all interested students who meet the eligibility requirements.

OL	2750	OL1	Online			Markovich T
OL	2751	OL2	Online			Markovich T
OL	2752	OL3	Online			Willestoff K
H	2754	HY1	TWTh	8am-8:50am	OLY 129	Gilpin G
H	2755	HY2	TWTh	9am-9:50am	SHK 224	McClimans K
H	2756	HY3	TWTh	10am-10:50am	SHK 224	McClimans K
	2760	A	TTh	12:30pm-3pm	OFF TSL	Shaeffer J
HM	2762	HYM	TTh	8am-9:30am	OFF SKY	Bates M
H	2764	HY7	TTh	4:30pm-5:25pm	OLY 129	Porter K

### 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: \$10.20.

H	2765	HY1	W	11am-11:50am	SHK 224	Joyner J
H	2766	HY2	W	12pm-12:50pm	SHK 224	Joyner J
H	2767	HY3	W	1pm-1:50am	SHK 224	Joyner J

### 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: \$10.20.

H	2770	HY1	W	11am-11:50am	SHK 224	Joyner J
H	2771	HY2	W	12pm-12:50pm	SHK 224	Joyner J
H	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: \$10.20.

H	2780	HY1	W	11am-11:50am	SHK 224	Joyner J
H	2781	HY2	W	12pm-12:50pm	SHK 224	Joyner J
H	2782	HY3	W	1pm-1:50pm	SHK 224	Joyner J

### 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: \$10.20.

H	2785	HY1	W	11am-11:50am	SHK 224	Joyner J
H	2786	HY2	W	12pm-12:50pm	SHK 224	Joyner J
H	2787	HY3	W	1pm-1:50pm	SHK 224	Joyner 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: \$10.20.

H	2790	HY1	W	11am-11:50am	SHK 224	Joyner J
H	2791	HY2	W	12pm-12:50pm	SHK 224	Joyner J
H	2792	HY3	W	1pm-1:50pm	SHK 224	Joyner 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: \$10.20.

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

## COMPUTER SCIENCE

### CS 108 Introduction Operating Systems 5

Introductory course focusing on the fundamentals of computer operating systems and the user interface. (Formerly CIS 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. CL 101 or instructor permission. Lab fee: \$41.

\* Section A (2820) is a self-support, non-tuition class. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.

	2820	A	MW	1:20pm-3:50pm	SHK 230	Russell E
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### CS 110 Computer Programming I Visual Studio 5

Introduction to programming concepts using the Visual Basic programming language. Emphasizes standard programming concepts of sequence, selection, and iteration. (Formerly CP 110.) PR: CL 101 or instructor permission. Lab fee: \$41.

\* Section S (2826) is a self-support, non-tuition class. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.

	2826	S	MW	4pm-6:30pm	SHK 230	Laidig K
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### CS 117 Introduction to Computer Networking 5

Provides an introduction to computer networks including both theory and practical experience. Emphasizes fundamentals of server/client, wired and wireless network management. (Formerly CIS 117.) PR: Completion of RSS 104 with grade of C or higher, or assessment score in reading indicating student is college-ready. CL 101 or instructor permission.

	2830	S	MW	4pm-6:05pm	SHK 224	Russell E
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### 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: Completion of RSS 104 or DEVED 104 with grade of C or higher or assessment score in reading indicating student is college-ready. CL 101 or instructor permission. Lab fee: \$41.

\* Section S (2838) is a self-support, non-tuition class. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.

	2838	S	TTh	7pm-9:30pm	SHK 230	Frankhouser W
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**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: CS 117 or instructor permission. Lab fee: \$41.

\* **Section S (2842) and Section T (2843) are self-support, non-tuition classes. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.**

2842	S	TTh	4pm-6:30pm	SHK 232	Jackson G
		TTh	4pm-6:30pm	SHK 234	
2843	T	MW	7pm-9:30pm	SHK 232	Russell E
		MW	7pm-9:30pm	SHK 234	

**CS 124 Introduction to Database Design 5**  
Introduction to database design and implementation. Emphasis is on practical database analysis and accurate design, using normal forms to test design theory. (Formerly CIS 124.) PR: CS 162 or instructor permission. Lab fee: \$41.

\* **Section S (2844) is a self-support, non-tuition class. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.**

2844	S	MW	7pm-9:05pm	SHK 224	Steelsmith J
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**CS 128 Advanced Database Programming 5**  
Advanced topics in database using SQL including select, delete, update and stored procedures. (Formerly CIS 128.) Lab fee: \$41.

\* **Section S (2846) is a self-support, non-tuition class. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.**

2846	S	TTh	7pm-9:30pm	SHK 230	Staff
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**CS& 131 Computer Science I C++ 5**  
Course in development of software skills using C++ programming language. Introduces programming concepts, variable declarations and assignment statements. (Formerly CP 130.) PR: MATH 100 with a grade of C (2.0) or higher, or CS 110 or instructor permission. Lab fee: \$41.

\* **Section S (2852) is a self-support, non-tuition class. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.**

2852	S	TTh	3:50pm-6:50pm	SHK 230	Laidig K
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**CS 132 Computer Science II C++ 5**  
Software development skills using C++ programming language, emphasizes character arrays (strings), recursion, structures, unions, text and binary file processing. Offered once a year for transfer to UW Bothell. (Formerly CP 132.) PR: CS& 131 with a grade of C (2.0) or higher. Lab fee: \$41.

2854	HY	TTh	2pm-3:40pm	SHK 230	Laidig K
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**CS 161 PC Technician I 5**  
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: Completion of RSS 104 with grade of C or higher, or assessment score in reading indicating student is college-ready. CL 101 or equivalent and CS 108 or equivalent, or instructor permission. Lab fee: \$41.

\* **Section S (2858) is a self-support, non-tuition class. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.**

2858	S	TTh	7pm-9:30pm	SHK 130	Walser D
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**CS 162 PC Technician II 5**  
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: \$41.

2859	S	MW	7pm-9:30pm	SHK 130	Walser D
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**CS 195 Computer Careers Internship 1-5**  
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.

2870	A	TBA		SHK 232	Laidig K
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**CS 220 Advanced Web Pages 5**  
Focus on how to manipulate databases from within web pages using a server side product such as Active Server Pages. (Formerly CP 220.) PR: CS 110, CS 120 and CS 124 or instructor permission. Lab fee: \$41.

2880	S	MW	4pm-6:30pm	SHK 130	Staff
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**CS 222 WAN Architecture 5**  
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: \$41.

2884	S	TTh	7pm-9:30pm	SHK 232	Jackson G
		TTh	7pm-9:30pm	SHK 234	

**CS 228 Computer Security 5**  
Course presents the principles of information security. Examines the field of information security to prepare information systems students for future roles as business decision-makers. Both the managerial and technical aspects of the discipline are explored. (Formerly CIS 228.) Lab fee: \$41.

2888	S	MW	7pm-9:30pm	SHK 230	Laidig K
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**CS 290 Advanced Seminar 1-5**  
This advanced seminar will be used to teach 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/CP 290.)

2896	A	TBA			Staff
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**CS 295 CS Advanced Internships 5**  
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.)

2900	A	TBA			Laidig K
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## COSMETOLOGY

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

**COSMT 102 Salon Communications 3**  
Communications course for Cosmetology students focusing on standards and conventions of written and spoken English. Includes preparation, proofreading, and editing business correspondence projects, and preparation of oral presentations. PR: Cosmetology instructor permission required.

2920	A	T	1:30pm-4pm	OLY 126	Lusier L
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**COSMT 112 Salon Safety/Chemistry/Electricity 5**  
Methods of decontamination, universal precautions and responsibilities of a salon professional. Types and classifications of bacteria, safety measures in the use and storage of chemicals. First Aid and CPR. PR: Instructor permission. CR: COSMT 201, 202 or 203. Lab Fee: \$35.95.

2924	A	MTWF	8:10am-9:30am	COS 106	Meyer V
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**COSMT 120 Cosmetology Compendium 2**  
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		COS 104	Evans T
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**COSMT 201 Lab/Shop Practice I 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: \$78.95.

2940	A	MTWF	9:30am-4pm	COS 104	Evans T
		Th	8am-4pm	COS 104	

**COSMT 202 Lab/Shop Practice II 1-15**

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: \$4.00 per credit.

2942	A	MTWF	9:30am-4pm	COS 104	Meyer V
		Th	12pm-8pm	COS 104	

**COSMT 203 Lab/Shop Practice III 1-15**

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: \$4.05 per credit.

2944	A	MTWF	9:30am-4pm	COS 104	Meyer V
		Th	12pm-8pm	COS 104	

**COSMT 204 Lab/Shop Practice IV 1-15**

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: \$4.00 per credit.

2946	A	TWF	9:15am-4pm	COS 104	Meyer V
		Th	12pm-8pm	COS 104	

**COSMT 205 Lab/Shop Practice V 1-19**

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: \$4.05 per credit.

2948	A	MTWF	8am-4pm	COS 104	Meyer V
		Th	12pm-8pm	COS 104	

**COSMT 206 Lab/Shop Practice VI 1-17**

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: \$4.05 per credit.

2950	A	MTWF	8am-4pm	COS 104	Meyer V
		Th	12pm-8pm	COS 104	

**COSMT 251 Internship 1-5**

The Cosmetology Internship is an on-the-job training that focuses on practical work experience in the cosmetology industry, meeting curriculum requirements. PR: Instructor permission; 1300 hours of instruction.

2990	A	TBA			Meyer V
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**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: \$4.05 per credit.

3000	A	TBA		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](http://www.everettcc.edu)

**CJ& 101 Introduction 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.)

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

**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 or permission of Criminal Justice coordinator.

	3064	A	Daily	10am-10:50am	IND 103	Stewart J
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**CJ& 112 Criminology 5**

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

H	3070	HY	MTWTh	1pm-1:50pm	IND 101	Polanco D
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**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/polygraph and psychological exam. (Formerly CRM J 215.) PR: CJ& 101 or permission of Criminal Justice coordinator.

	3100	A	TTh	11am-12:15pm	IND 103	Hayes D
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**CJ 224 Communication 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 or permission of Criminal Justice coordinator.

H	3104	HY	MTW	9am-9:50am	IND 103	Stewart J
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**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		OFF	Niebusch R
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**CJ 241 Victimology 3**

History of victims 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
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**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.

	3126	A	MWF	11am-11:50am	IND 101	Leonard R
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**CJ 243 Ethical Dilemmas 5**

Exploration of legal, moral and social implications of ethical dilemmas in criminal justice and dilemmas they present to criminal justice practitioners. PR: CJ& 101 and permission of Criminal Justice coordinator. Completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101.

	3128	A	Daily	11am-11:50am	IND 100	Staff
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## DEVELOPMENTAL EDUCATION

### DEVED 094 Reading for College 5

For students who desire improvement and basic skill building for success in college-level reading. Emphasis is on reading comprehension, vocabulary and improved speed.

\* **Section LC (3150) is part of the "FYI: First Year Intelligence" Learning Community and must be taken concurrently with DEVED 095 LC (3152).**

3150	LC	Daily	9am-10:50am	RAI 104	Johnson K/Galloway D
3151	A	Daily	10am-10:50am	GWH 386	Schwab K

### DEVED 095 Study Skills 5

Focus on college success and basic study skills. Identify learning styles, manage time, utilize student support services, read textbooks, take notes, take tests, and use library and Internet resources.

\* **Section LC (3152) is part of the "FYI: First Year Intelligence" Learning Community and must be taken concurrently with DEVED 095 LC (3150).**

3152	LC	Daily	9am-10:50am	RAI 104	Johnson K/Galloway D
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### DEVED 096 Computer Comfort 5

Basic computer confidence and skill building, including learning strategies to help students succeed in college-level classes. No computer experience necessary; for students new to computers and hesitant about technology used in college. Lab fee: \$41.

\* **Section A (3153) Self-support, non-tuition class; class cost \$405; an additional technology fee may also apply. Class begins March 29 and ends June 11. Payment is due at time of registration. Last day to register: April 9. Last day for 100% refund: April 2. There is no 50% refund option. Lab fee: \$41.**

3153	A	Daily	9am-9:50am	RAI 108	Davies T
3154	B	Daily	12pm-12:50pm	RAI 108	Johnson K

### DEVED 099 Bridge Lab Modules 2

2 credit modules in pre-college level reading, learning strategies, study skills support, and basic computer technology for academic success in college classes.

3155	A	MTWTh	11am-11:50am	RAI 104	Staff
3156	B	MTWTh	12am-12:50am	RAI 104	Staff

### DEVED 100 Bridge Lab Study Skills 2

Textbook reading, memory techniques, test taking, note taking, and more effective study strategies for rigorous academic courses of study. Emphasizes practical methods to work successfully through difficult material in lectures and textbooks.

\* **Section OL (3159) is a self-support class; class costs \$405; an additional technology fee may also apply. Class begins March 29 and ends June 11. Payment is due at time of registration. Last day to register: April 9. Last day for 100% refund: April 2. There is no 50% refund option.**

\* **Section A (3157) begins March 29 and ends April 29. Last day for 100% refund: March 31; 50% refund: April 2.**

\* **Section B (3158) begins May 3 and ends June 7. Last day for 100% refund: May 5; 50% refund: May 7.**

<b>OL</b>	3159	OL	Online		Galloway D	
	3157	A	MTWTh	11am-11:50am	RAI 104	Staff
	3158	B	MTWTh	12am-12:50am	RAI 104	Staff

### DEVED 103 Reading, Speed, Vocabulary 2

A diagnostic, computer-based reading class focusing on comprehension, vocabulary development, and reading speed.

\* **Section A (3160) begins May 3 and ends June 7. Last day for 100% refund: May 5; 50% refund: May 7.**

\* **Section B (3161) begins March 29 and ends April 29. Last day for 100% refund: March 31; 50% refund: April 2.**

3160	A	MTWTh	11am-11:50am	RAI 104	Staff
3161	B	MTWTh	12pm-12:50pm	RAI 104	Staff

### DEVED 104 Powerful College Reading 5

Reading comprehension, vocabulary skills, speed, critical thinking skills and confidence in college reading assignments.

\* **Section OL (3164) Self-support, non-tuition class; class cost \$405; an additional technology fee may also apply. Class begins March 29 and ends June 11. Payment is due at time of registration. Last day to register: April 9. Last day for 100% refund: April 2. There is no 50% refund option.**

\* **Section A (3162) is linked with ENGL 098, Section E (3680) and they must be taken concurrently.**

<b>OL</b>	3164	OL	Online		Martin P	
	3162	A	Daily	9am-9:50am	GWH 152	Wilson C
	3163	B	Daily	11am-11:50am	BAK 111	Schwab K

### DEVED 105 Study Skills 5

Strategies to comprehend college textbooks, materials, and lectures; study strategies and techniques, time management, improve memory, reduce test anxiety and prepare for tests, improve note-taking, and use library and Internet resources.

\* **Section A (3165) is linked with section E (5704) MATH 080 and must be taken concurrently.**

\* **Section B (3166) and section OL (3167) are self-support, non-tuition classes; classes cost \$405 each; an additional technology fee may also apply. Class begins March 29 and ends June 11. Payment is due at time of registration. Last day to register: April 9. Last day for 100% refund: April 2. There is no 50% refund option. Both classes may have an additional technology fee.**

<b>OL</b>	3167	OL	Online		Martin P	
	3165	A	Daily	9am-9:50am	MON 220	Schwab K
	3166	B	Daily	10am-10:50am	WHI 104	Davies T

### DEVED 144 Reading Seminar 4

For college-level readers who want to challenge and enhance their reading comprehension skills, verbal and written vocabularies, communication skills, and critical thinking skills. May include walking discussion groups outside the classroom.

3168	A	MW	11am-12:30pm	TBA	Wilson C
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### DEVED 182 Service Learning 1-2

Combines the opportunity of volunteerism with academic applications of social, economic, and political issues important to the local community. Real-life application of skills and knowledge that extends learning into the community. PR: Instructor permission.

3169	SL	Th	1pm-1:50pm	RAI 104	Wilson C
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## 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:

<b>D</b>	1507	ANTH	116D	Cultures in Context
<b>D</b>	1508	ANTH	122D	Human Diversity
<b>D</b>	1514	ANTH&	206D	Cultural Anthropology
<b>D</b>	1516	ANTH&	206D	Cultural Anthropology
<b>D</b>	1596	ART	124D	Understanding World Art
<b>D</b>	1597	ART	124D	Understanding World Art
<b>D</b>	1598	ART	124D	Understanding World Art
<b>D</b>	2200	BUS	110D	Business Communications
<b>D</b>	2202	BUS	110D	Business Communications
<b>D</b>	2204	BUS	110D	Business Communications
<b>D</b>	2366	BT	181D	Diversity in Law/Ethics for Health Care Prof.
<b>D</b>	2650	CMST	204D	Intercultural Communication
<b>D</b>	3240	ECE	140D	Family Culture and Self-Concept
<b>D</b>	3338	ECON	101D	Understanding Economics

<b>D</b>	<b>3339</b>	<b>ECON</b>	<b>101D</b>	<b>Understanding Economics</b>
<b>D</b>	<b>3370</b>	<b>EDUC&amp;</b>	<b>115D</b>	<b>Child Development</b>
<b>D</b>	<b>3675</b>	<b>ENGL&amp;</b>	<b>098D</b>	<b>Introduction to College Writing</b>
<b>D</b>	<b>3696</b>	<b>ENGL&amp;</b>	<b>101D</b>	<b>English Composition I</b>
<b>D</b>	<b>3720</b>	<b>ENGL&amp;</b>	<b>101D</b>	<b>English Composition I</b>
<b>D</b>	<b>3735</b>	<b>ENGL&amp;</b>	<b>102D</b>	<b>Composition II</b>
<b>D</b>	<b>3746</b>	<b>ENGL&amp;</b>	<b>102D</b>	<b>Composition II</b>
<b>D</b>	<b>3754</b>	<b>ENGL&amp;</b>	<b>102D</b>	<b>Composition II</b>
<b>D</b>	<b>3757</b>	<b>ENGL&amp;</b>	<b>102D</b>	<b>Composition II</b>
<b>D</b>	<b>3758</b>	<b>ENGL&amp;</b>	<b>102D</b>	<b>Composition II</b>
<b>D</b>	<b>3818</b>	<b>ENGL&amp;</b>	<b>175D</b>	<b>African American Lit/Culture</b>
<b>D</b>	<b>3820</b>	<b>ENGL</b>	<b>183D</b>	<b>Children's Literature</b>
<b>D</b>	<b>4518</b>	<b>GEOG</b>	<b>102D</b>	<b>World Regional Geography</b>
<b>D</b>	<b>4520</b>	<b>GEOG</b>	<b>201D</b>	<b>Cultural Geography</b>
<b>D</b>	<b>4640</b>	<b>GS</b>	<b>101D</b>	<b>Introduction to Global Studies</b>
<b>D</b>	<b>4642</b>	<b>GS</b>	<b>101D</b>	<b>Introduction to Global Studies</b>
<b>D</b>	<b>4780</b>	<b>HLTH</b>	<b>150D</b>	<b>Intercultural Communication in Health Care</b>
<b>D</b>	<b>4807</b>	<b>HIST</b>	<b>103D</b>	<b>World Civilizations</b>
<b>D</b>	<b>4990</b>	<b>HUM</b>	<b>150D</b>	<b>Surviving the Holocaust</b>
<b>D</b>	<b>4991</b>	<b>HUM</b>	<b>160D</b>	<b>Japanese History &amp; Culture</b>
<b>D</b>	<b>4992</b>	<b>HUM</b>	<b>166D</b>	<b>Germany in Transition – Toward a Multi-Ethnic Civilization</b>
<b>D</b>	<b>4994</b>	<b>HUM</b>	<b>247D</b>	<b>Introduction to World Religions</b>
<b>D</b>	<b>6154</b>	<b>MUSC</b>	<b>110D</b>	<b>World Music</b>
<b>D</b>	<b>7888</b>	<b>SOC</b>	<b>220D</b>	<b>The Family</b>

## 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

### **DRMA 121 Acting Styles 5**

Emphasizes the skills needed to perform works representative of a variety of periods from classical Greek theatre to Shakespeare to contemporary texts. Introduces stage combat and swordplay techniques. PR: DRMA 102 or instructor permission. (Formerly THEAT 121.)

**H** 3184 HY MTWTh 10am-10:50am BAK 120 Peterson B

### **DRMA 130 Improvisation & Sketch Comedy 5**

Techniques and practices to increase confidence and creativity in performance. Through practical application, students learn team building fundamentals key to improvisation and the basic structure and format of a comic sketch.

**H** 3186 HY MTWTh 11am-11:50am BAK 120 Peterson B

## EARLY CHILDHOOD EDUCATION

All new students who are interested in the Early Childhood Education program should attend an information session on April 7 at 1pm in Gray Wolf Hall, Room 326. 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.

### **ECE 123 Intentional Teaching 5**

History and theory of teaching and learning is presented with focus on the role of the teacher/adult and appropriate methods of teaching children. This course includes laboratory requirements.

**OL** 3232 OL Online Vlasic L

### **ECE 140D Family Culture & Self-Concept 5**

Examine family culture and the stages of social development and self-concept in the young child; explore the family as a foundation for social learning; consider culture, bias, and stereotyping as issues that impact young children.

**DO** 3240 OL Online Vlasic L

### **ECE 233 Early Childhood Practicum III 2**

Practical experience in 13 competency areas of development utilized in an early childhood educational setting under the guidance of an instructor. PR: ECE 131, ECE 132 and instructor permission.

**H** 3270 HY T 5:30pm-7pm GWH 152 Hiblar L

### **ECE 244 Early Language & Literature 5**

Study of language acquisition and emergent literacy in young children from birth to age eight. Focus is on adults working with young children using developmentally and culturally relevant practices in emergent literacy concepts/development. This course has laboratory requirements. PR: Completion of or concurrent enrollment in ECE 120D or EDUC& 115D and completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101.

**OL** 3272 OL Online Hiblar L

## ECONOMICS

### **ECON 101D Understanding Economics 5**

Survey course introduces macro and micro economic concepts and discusses aspects of contemporary social issues with diverse perspectives.

\* Section OL1 (3338) is a self-support, non-tuition class. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.

**DO** 3338 OL1 Online Sharpe J

**DO** 3339 OL2 Online Hu D

### **ECON& 201 Micro Economics 5**

Study of factors of supply and demand on production and prices. Emphasizes economic behavior of business firms in regulated and unregulated environments and International Trade issues. (Formerly ECON 201.) PR: Completion of MATH 099 or equivalent; or placement in MATH 138 or MATH& 141 required.

\* Section HY (3342) is a self-support, non-tuition class. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.

**OL** 3340 OL Online Hu D

**H** 3342 HY MTWTh 9am-9:50am OLY 125 Hu D

### **ECON& 202 Macro Economics 5**

Study of national economy: What determines national income level, economic growth and prosperity? What are the effects of government fiscal and monetary policies to the economy? ECON 101 may be substituted for ECON& 202 in vocational/technical business degree programs. (Formerly ECON 200.)

\* Section HY (3356) is a self-support, non-tuition class. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.

**OL** 3350 OL Online Hu D

**H** 3356 HY MTWTh 10am-10:50am OLY 125 Hu D

## EDUCATION

Students interested in a career in Education are encouraged to attend an information session on April 7 at 1 pm in Gray Wolf Hall, Room 326.

Contact Ken White at 425-388-9498 or kwhite@everettcc.edu for more information.

### **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.)

**DO** 3370 OL Online Vlasic L

**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.

**H** 3372 HY M 10am-10:50am GWH 152 White K

**EDUC& 202 Introduction to Education 5**

Survey of the historical, sociological and philosophical aspects of American education. (Formerly EDUC 101.)

**H** 3374 HY1 TTh 12pm-1:50pm GWH 152 White K

**H** 3375 HY2 M 4:50pm-6:50pm 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. CR: Concurrent enrollment in EDUC 256 HY1 (3384) is required. May be taken 3 times for credit under EDUC 250,251,252. PR: Completion of or concurrent enrollment in EDUC& 202.

3378 A TBA White K

**EDUC 251 Education in Action 1-4**

See course description under EDUC 250. CR: Concurrent enrollment in EDUC 256 HY2 (3386) is required. May be taken 3 times for credit under EDUC 250,251,252. PR: Completion of or concurrent enrollment in EDUC& 202.

3380 A TBA White K

**EDUC 252 Education in Action 1-4**

See course description under EDUC 250. CR: Concurrent enrollment in EDUC 256 HY3 (3388) is required. May be taken 3 times for credit under EDUC 250,251,252. PR: Completion of or concurrent enrollment in EDUC& 202.

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 Education 250-252). PR: Completion of or concurrent enrollment in EDUC& 202.

\* Section HY1 (3384) requires concurrent enrollment in EDUC 250 A (3378).

\* Section HY2 (3386) requires concurrent enrollment in EDUC 251 A (3380).

\* Section HY3 (3388) requires concurrent enrollment in EDUC 252 A (3382).

**H** 3384 HY1 W 10am-10:50am GWH 152 White K

**H** 3386 HY2 W 10am-10:50am GWH 152 White K

**H** 3388 HY3 W 10am-10:50am GWH 152 White K

**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: March 10, 11 am; March 24, 5:30 pm; April 7, 11 am; April 14, 5:30 pm; May 26, 5:30 pm; June 9, 11 am; June 16, 5:30 pm. All sessions are held in Index Hall, Room 100. 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 \$938.85. Begins March 29; ends June 12. Last day to register March 15; payment due at registration. Last day for 100% refund is April 2. No 50% refund for self-support classes.

3392	S	MW	6:30pm-10pm	IND 100	Putnam P
		Sa	8am-5pm	IND 100	Putnam P

**ENGINEERING**

Call Eric Davishahl at 425-388-9246 for more information.

**ENGR 109 Engineering Orientation 2**

Intro to functions, professional responsibilities, and characteristics of engineers. Lab fee: \$24.10.

3500	A	M	1pm-1:50pm	WHI 102	Bi X
		Th	11am-12:50pm	WHI 253	
3502	B	M	1pm-1:50pm	WHI 102	Bi X
		Th	1pm-2:50pm	WHI 253	

**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. PR: MATH 095 or high school geometry, or previous drafting/CAD experience, or ENGT 100, or instructor permission. Lab fee: \$41.

3510	A	MW	1pm-3:40pm	SHK 226	Osnes R
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**ENGR 120 Introduction to Scientific Computing 2**

Introduction to modern scientific computing applied to problems in engineering, mathematics and science. Introductory instruction using MATLAB software with topics including array and matrix manipulation, functions, graphical analysis, and basic script programming. PR: MATH& 142 or MATH&144 or instructor permission Lab fee: \$24.10.

3520	A	MW	10:30am-11:50am	WHI 253	Bi X
3522	B	MW	3pm-4:20pm	WHI 253	Bi X

**ENGR& 204 Electrical Circuits 5**

Introduction to basic circuit and systems concepts. PR: MATH& 153, PHYS& 222 or instructor permission. Lab fee: \$29.50.

3530	A	TTh	1pm-3:15pm	WHI 365	Davishahl E
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**ENGR& 225 Mechanics of Materials 5**

Introduction to the mechanics of solids: stress, strain and their relationships, torsion and bending. PR: ENGR& 214 with a grade of C or higher and MATH& 152; or instructor permission.

3536	A	MWF	9am-10:20am	WHI 253	Bi X
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**ENGR 240 Applied Numerical Methods 4**  
Solutions to problems in engineering and science using modern computing tools. Application of mathematical judgment in selecting computational algorithms and communicating results. Intro to MATLAB programming for numerical computation. PR: MATH& 153, MATH 250 and ENGR 120, or instructor permission. Lab fee: \$24.10.

<b>OL</b>	3542	OL	Online			Davishahl E
	3540	A	TTh	9am-10:50am	WHI 253	Davishahl E

**ENGR 298 Engineering Design Project 1**  
Explore the engineering design process by conceptualizing a design project, and fabricating and testing a prototype. Design projects may be oriented toward regional design competitions and may be completed in teams or individually. PR: Instructor permission.

	3548	A	W	1pm-2:50pm	WHI 253	Davishahl E
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## ENGINEERING TECHNOLOGY

Call Bob Osnes at 425-388-9383 for more information.

For additional courses in engineering technology see the Corporate & Continuing Education Center section.

**ENG T 100 Engineering Graphics 4**  
Theory and application of engineering drawing and an introduction to designing with a 2D CAD system. Lab fee: \$41.

	3550	A	TTh	1pm-3:40pm	IND 124	Staff
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**ENG T 101 Introduction Graphics/Measurement 5**  
Intro to engineering graphics, reading technical drawings and using geometric measurements for manufacturing technology students. Practical applications of mathematical concepts will be applied. PR: MATH 070 or instructor permission.

	3554	S	MW	4pm-6:30pm	IND 115	Murphy P
	3556	T	MTWTh	7:55pm-9:15pm	OFF SNO	Clemans T

**ENG T 102 Technical Problem Analysis 5**  
Applications of algebra, geometry and trigonometry to practical problems in manufacturing. Use of spreadsheet to perform calculations.

	3558	A	TTh	1pm-3:30pm	IND 115	Liaw P
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**ENG T 105 Precision, Fits, Tolerance 4**  
Theory and application of dimension and tolerance in a CAD environment per ASME Y14.5. Use of standard tolerances with a further emphasis on precision fits and geometric dimension and tolerance on engineering production drawings. PR: ENG T 100 and ENG T 101 or instructor permission. Lab fee: \$41.

	3564	S	TTh	4pm-6:40pm	SHK 226	Osnes R
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**ENG T 112 Pneumatic/Hydraulic/Elect Circuits 5**  
Intro course examining practical applications using pneumatic, hydraulic and electrical components. Basic theories are discussed and typical hardware used in manufacturing is evaluated. PR: ENG T 101 or instructor permission. Lab fee: \$41.

	3566	A	TTh	1:30pm-4pm	SHK 224	Murphy P
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**ENG T 185 Introduction to CAD w/CATIA v5 4**  
Introduction to 3D solid modeling using CATIA v5. Focus on basic design, drafting and assembly workbenches using industry best practices. PR: ENG T 100 or equivalent with an introduction to CAD; or instructor permission. Lab fee: \$41.

	3568	S	MW	7:10pm-9:50pm	CCEC 220	Liaw P
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**ENG T 193 Intermediate CAD w/CATIA v5 4**  
Explores CATIA v5 to model surfaces, for sheet metal design, additional assembly techniques and parametric modeling. PR: ENG T 185. Lab fee: \$41.

	3570	S	MW	4pm-6:40pm	CCEC 220	Liaw P
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**ENG T 203 CAD - AutoCAD 4**  
Examination of tools used in AutoCAD for creation of 2D engineering drawings. Lab fee: \$41.

	3574	S	MW	7pm-9:40pm	SHK 226	Osnes R
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**ENG T 259 Engineering Graphics:3D CAD-Cam 4**  
A 3D parametric CAD modeler is used to prepare flat patterns, weldment, machining drawings, bills of material, title blocks and other administrative drawing entities. A 3D CAM package is also used to drive a 3-axis bench milling machine. PR: ENGR& 114 or equivalent, or instructor permission. Lab fee: \$41.

	3614	S	TTh	7pm-9:40pm	IND 124	Osnes R
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## ENGLISH

**How to Meet English/Writing Prerequisites**

**Initial placement in pre-college-level composition courses (ENGL 092, 097 and 098) and in English Composition I (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, call 425-388-9288 or go to [www.everettcc.edu/testing](http://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 5**  
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.

	3646	A	Daily	11am-11:50am	GWH 284	Ripper David
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**ENGL 097 Beginning Grammar & Writing 5**  
Practice in writing skills built on clear, correct sentences, well-developed paragraphs, and coherent short essays. Study of grammar and punctuation skills needed for effective writing. PR: Placement by assessment score on the writing portion or completion of ENGL 092 with a grade of C or higher or successful completion of ESL 080 (see English as a Second Language).

**\* Section E (3656) has a lab fee of \$41.**

	3650	A	Daily	9am-9:50am	GWH 376	Davis R
	3651	B	Daily	10am-10:50am	GWH 376	Davis R
	3652	C	Daily	11am-11:50am	GWH 376	Zull R
	3656	E	TTh	12pm-2:15pm	GWH 268	Shen P

**ENGL 098/098D Introduction to College Writing 5**  
Practice in prewriting, organizing, revising, editing, and polishing essays. Some review of grammar and punctuation skills needed for effective writing. PR: Placement by assessment score on the writing portion or a grade of C or higher in ENGL 097 or ESL 097 or IELP 097.

**\* Section HY (3675), is a DIVERSITY COURSE.**

**\* Section A (3674) has a lab fee of \$25.75.**

**\* Section E (3680) and Section H (3690) have a lab fee of \$41.**

**\* Section E (3680) is linked with DEVED 104 A (3162) and they must be taken concurrently.**

**\* Section S (3694) is a self-support, non-tuition class. Class cost: \$405. Last day for 100% refund: April 2, There is no 50% refund option. A technology fee may apply.**

<b>OL</b>	3670	OL1	Online			Huntington M
<b>OL</b>	3671	OL2	Online			Huntington M
	3674	A	MWF	9am-9:50am	GWH 378	Beebe J
			TTh	9am-9:50am	GWH 162	

<b>DH</b>	3675	HY	MTTh	9am-9:50am	GWH 388	Hill H
	3676	C	Daily	10am-10:50am	GWH 286	Aubrey K
	3680	E	Daily	10am-10:50am	GWH 164	Harrington A
	3684	F	Daily	11am-11:50am	GWH 286	Aubrey K
	3688	G	Daily	12pm-12:50pm	GWH 376	Davis R
	3690	H	MW	12pm-2:15pm	GWH 268	Shen P
	3692	I	TTh	1pm-3:15pm	GWH 376	Zull R
	3694	S	TTh	4:50pm-6:50pm	GWH 378	Davis R

## ENGL& 101/101D English Composition I

5

Instruction in college writing with emphasis on form and critical thinking. Frequent papers and critical analysis of representative readings. (Formerly ENGL 101.) PR: Placement by assessment score on the writing portion or a grade of C or higher in ENGL 098 or ESL 098 or IELP 098.

\* Sections OL1 (3696) and HY5 (3720) are DIVERSITY COURSES.

\* Section OL4 (3700), Section F (3710), Section S (3730) and Section T (3732) are all self-support, non-tuition classes. Class cost: \$405. Last day for 100% refund: April 2, There is no 50% refund option. A technology fee may apply.

\* Section A (3701) is being taught at the Sky Valley Education Center at 17072 Tye St., Bldg. B in Monroe WA and is open to all interested students who meet the eligibility requirements.

\* Section K (3722) and Section T (3732) have a lab fee of \$25.75.

\* Section LC (3712) is part of the "Panthalassa: The World Ocean" Learning Community and must be taken concurrently with OCEA& 101 LC1 (6760).

\* Section R (3728) is being taught at the Marysville Arts & Tech High School (7204 - 27<sup>th</sup> Ave. NE, Tulalip) and is open to all interested students who meet the eligibility requirements.

<b>DOL</b>	3696	OL1	Online				Smith L/ WellsEdwards A
<b>OL</b>	3698	OL2	Online				Ripper Diane E
<b>OL</b>	3699	OL3	Online				Indrunas A
<b>OL</b>	3700	OL4	Online				Indrunas A
	3701	A	MW	7:50am-9:55am		SKY 020	Staff
<b>H</b>	3702	HY1	MWF	8am-8:50am		GWH 284	Houston D
<b>H</b>	3704	HY2	TTh	8am-9:30am		GWH 284	Houston D
	3706	C	Daily	9am-9:50am		GWH 286	Aubrey K
<b>H</b>	3708	HY3	TWTh	9am-9:50am		GWH 288	Harrington A
	3710	F	Daily	10am-10:50am		GWH 278	Carvajal C

## TAKE MODERN EUROPEAN LITERATURE (ENGL 253) AND MEET THE MODERN MOTLEY CREW.

A brilliant scientist who sells his soul to the devil (*Goethe's Faust*)...a destitute student whose ideas lead to murder (Dostoevsky)...the controversial father of psychoanalysis (Freud)...a British woman who believes that parties give meaning to life (Woolf)...a band of terrorist bombers who struggle with conscience (Camus)...and characters who battle with Jewish, Christian & Islamic demons just to preserve a dictionary (Pavic).

**Taught Spring quarter only.**

	3712	LC	Daily	10am-10:50am		WHI 248	Newlin G
<b>H</b>	3716	HY4	MTTh	10am-10:50am		GWH 388	Hill H
	3718	I	Daily	11am-11:50am		GWH 378	Fischer C
<b>DH</b>	3720	HY5	MWF	11am-11:50am		GWH 270	WellsEdwards A
	3722	K	M	12pm-2:15pm		GWH 152	Beebe J
			W	12pm-2:15pm		GWH 162	
	3724	L	TTh	12pm-2:15pm		GWH 288	Indrunas A
	3726	M	MTWTh	1pm-2pm		GWH 284	Ripper David
	3728	R	MW	4:50pm-6:50pm		MAT 111	Murphey D
	3730	S	TTh	4:50pm-6:50pm		GWH 284	Zull R
	3732	T	M	7pm-9:30pm		GWH 164	Silvertongue D
			W	7pm-9:30pm		GWH 152	

## ENGL& 102/102D Composition II

5

Writing documented research papers, using MLA or similar citation system, with emphasis on research methods and information evaluation. (Formerly ENGL 102.) PR: ENGL& 101 with a grade of C or higher.

\* Sections OL1 (3735), HY1 (3746), HY2 (3754), J (3757), and MO (3758) are DIVERSITY COURSES.

\* Section HY1 (3746) requires a 15-hour Service Learning commitment as a vital part of the learning process.

\* Section J (3757) is a self-support, non-tuition class. Class cost: \$405. Last day for 100% refund: April 2, There is no 50% refund option. A technology fee may apply.

\* Section LC (3748) is part of the "Panthalassa: The World Ocean" Learning Community and must be taken concurrently with OCEA& 101 LC2 (6762).

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

\* Section OL3 (3739) is a self-support, non-tuition class. Class cost: \$405. Last day for 100% refund: April 2, There is no 50% refund option. A technology fee may apply.

<b>DOL</b>	3735	OL1	Online				Smith L
<b>OL</b>	3737	OL2	Online				Newlin G
<b>OL</b>	3739	OL3	Online				Ripper Diane E
	3742	A	MWF	8am-9:50am		GWH 386	Fischer C
	3744	B	TThF	8am-9:50am		GWH 386	Fischer C
<b>DH</b>	3746	HY1	MWF	9am-9:50am		GWH 284	WellsEdwards A
	3748	LC	Daily	10am-10:50am		WHI 248	Newlin G
	3750	F	Daily	10am-10:50am		GWH 288	Berger R
	3752	G	Daily	11am-11:50am		GWH 288	Carvajal C
<b>DH</b>	3754	HY2	TTh	11am-12:30pm		GWH 264	Houston D
<b>H</b>	3756	HY3	MTTh	12pm-12:50pm		GWH 378	Hill H
<b>D</b>	3757	J	MW	1pm-3:20pm		GWH 376	Murphey D
<b>DM</b>	3758	MO	TTh	5:30pm-7:30pm		MHS 701	Murphey D
	3760	S	MW	4:50pm-6:50pm		GWH 274	Berger R

## ENGL 103 The Critical Paper

5

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.

	3764	A	Daily	10am-10:50am		GWH 382	Walker J
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## ENGL 105 Creative Non-Fiction

5

Introduction to the writing, constructive analysis and revision of creative non-fiction. PR: Completion of ENGL& 101 with a grade of C or higher or instructor permission.

	3770	A	Daily	11am-11:50am		GWH 282	Ives R
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## ENGL 106 Poetry I

5

Introduction to the writing, constructive analysis, and revision of poetry.

<b>OL</b>	3772	OL	Online				Craft K
<b>H</b>	3774	HY	W	12pm-1:50pm		GWH 378	Craft K

<b>ENGL 108</b>	<b>Fiction I</b>	<b>5</b>
Introduction to the writing, constructive analysis, and revision of fiction. Terms and techniques presented and applied to original student work.		
3780	A Daily 8am-8:50am	GWH 282 Ives R
3781	S MW 4:50pm-6:50pm	GWH 284 Reid B
<b>ENGL 109</b>	<b>Screen &amp; Play Writing I</b>	<b>5</b>
Introduction to the writing, constructive analysis, and revisions of original creative works for the visual media.		
3782	A Daily 9am-9:50am	GWH 282 Ives R
<b>ENGL&amp; 113</b>	<b>Introduction to Poetry</b>	<b>5</b>
The study of selected poets and their works designed to increase understanding and appreciation of poetry through reading and analysis. (Formerly ENGL 116.)		
3788	A Daily 10am-10:50am	GWH 284 Ripper David
<b>ENGL 150</b>	<b>Tutor Training/Practice</b>	<b>1-5</b>
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.		
3794	A TBA	RAI 112 Harrington A
<b>ENGL 151</b>	<b>Tutor Training/Practice</b>	<b>1-5</b>
See course description under ENGL 150. PR: ENGL 150 or approval of Writing Center Coordinator.		
3796	A TBA	RAI 112 Harrington A
<b>ENGL 152</b>	<b>Tutor Training/Practice</b>	<b>1-5</b>
See course description under ENGL 150. PR: ENGL 151 or approval of Writing Center Coordinator.		
3798	A TBA	RAI 112 Harrington A
<b>ENGL 165</b>	<b>Non-Fiction II</b>	<b>5</b>
Intermediate course in techniques of fiction, poetry and drama as applied to non-fiction using constructive criticism. PR: ENGL 105 or instructor permission.		
3806	A Daily 11am-11:50am	GWH 282 Ives R
<b>ENGL 166</b>	<b>Poetry II</b>	<b>5</b>
Intermediate course in structural and content analysis as applied to student and professional examples of poetic techniques. PR: ENGL 106 or instructor permission.		
<b>OL</b>	3807 OL Online	Craft K
<b>H</b>	3808 HY W 12pm-1:50pm	GWH 378 Craft K
<b>ENGL 168</b>	<b>Fiction II</b>	<b>5</b>
Intermediate development of written skills, constructive analysis, and revision skills in fiction with exercises and comparative examples of original creative work by the students. PR: ENGL 108 or instructor permission.		
3813	A Daily 9am-9:50am	GWH 282 Ives R
3814	S MW 4:50pm-6:50pm	GWH 284 Reid B
<b>ENGL 169</b>	<b>Screen &amp; Play Writing II</b>	<b>5</b>
Intermediate development of writing, constructive analysis and revision of original creative works for the visual media. PR: ENGL 109 or instructor permission.		
3816	A Daily 9am-9:50am	GWH 282 Ives R
<b>ENGL 175D</b>	<b>African American Literature/Culture</b>	<b>5</b>
Introductory study of literary works and cultural achievements by African Americans.		
<b>DO</b>	3818 OL Online	Berger R
<b>ENGL 183D</b>	<b>Children's Literature</b>	<b>5</b>
Introduction to the rich literary tradition of books for children. Access to a library with a substantial children's book collection is REQUIRED.		
<b>DO</b>	3820 OL Online	Huntington M

<b>ENGL 205</b>	<b>Non-Fiction III</b>	<b>5</b>
Advanced development of writing, constructive analysis and revision skills in creative non-fiction. PR: ENGL 165 or instructor permission.		
3852	A Daily 11am-11:50am	GWH 282 Ives R
<b>ENGL 206</b>	<b>Poetry III</b>	<b>5</b>
Advanced development of writing, constructive analysis, and revision skills in poetry. PR: ENGL 166 or instructor permission.		
<b>OL</b>	3853 OL Online	Craft K
<b>H</b>	3854 HY W 12pm-1:50pm	GWH 378 Craft K
<b>ENGL 208</b>	<b>Fiction III</b>	<b>5</b>
Continuation of ENGL 168 to include advanced development of written skills, constructive analysis, and revision skills utilized in fiction writing. PR: ENGL 168 or instructor permission.		
3859	A Daily 9am-9:50am	GWH 282 Ives R
3860	S MW 4:50pm-6:50pm	GWH 284 Reid B
<b>ENGL&amp; 224</b>	<b>Shakespeare I</b>	<b>5</b>
Critical appreciation of the plays of Shakespeare drawn from the first part of his career. (Formerly ENGL 232.)		
<b>OL</b>	3866 OL Online	Craft K
<b>H</b>	3868 HY M 12pm-1:50pm	GWH 280 Craft K
<b>ENGL 229</b>	<b>Survey of British Literature</b>	<b>5</b>
The study of representative works of British literature such as Beowulf, The Canterbury Tales, Shakespeare's The Merchant of Venice, Frankenstein, and contemporary novels. May include literary works translated into film.		
<b>OL</b>	3870 OL Online	Smith L
<b>ENGL&amp; 230</b>	<b>Technical Writing</b>	<b>3</b>
Writing memorandums, business letters, and technical reports. Includes study of tone, style, unity, audience, and purpose in business and technical communication. (Formerly ENGL 202.) PR: ENGL& 101 with a grade of C or higher or instructor permission.		
<b>H</b>	3880 HY T 3pm-4pm	GWH 152 Woodard M
<b>ENGL&amp; 246</b>	<b>American Literature III</b>	<b>5</b>
Exploration of American writers, Black, White, Hispanic, Asian, male, and female in American poetry, novels, and short stories beginning with American modernism (approx. 1910-1945), and continuing through the post-modern era. (Formerly ENGL 223.)		
3882	A Daily 9am-9:50am	GWH 382 Reid B
<b>ENGL 253</b>	<b>Modern European Literature</b>	<b>5</b>
Study of major works of European literature from 1800 to the present, including Romanticism, Realism, Modernism, and Postmodernism.		
3890	A Daily 11am-11:50am	GWH 382 Walker J

## ENGLISH AS SECOND LANGUAGE

<b>ESL 081</b>	<b>ESL Conversation I</b>	<b>1-6</b>
This course is designed to encourage students to participate in class room discussions on different topics.		
0726	A MTWTh 10am-11:30am	IND 168 Radford M
<b>ESL 097</b>	<b>Academic Reading/Writing</b>	<b>1-12</b>
Continuation of ESL 050. Academic reading and writing for non-native speakers with emphasis on paragraph development.		
0712	A MTWTh 12pm-2:50pm	RAI 202 Castro M
0724	S MW 6pm-8:50pm	RAI 202 Bruemmer J
<b>ESL 098</b>	<b>Academic Writing II</b>	<b>5</b>
Continuation of ESL 080. 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.		
0968	A MTWTh 1pm-2:05pm	MON 202 Manley J

## ENVIRONMENTAL SCIENCE

### ENVS& 100 Survey Env. Sci.: Sustaining our Earth 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. 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.

\* **Section OL1 (3952) and Section OL2 (3954) are self-support, non-tuition classes. Class cost: \$405. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.**

OL	3952	OL1	Online			Forson D
OL	3954	OL2	Online			Staff
	3950	A	Daily	12pm-12:50pm	SHK 145	Staff

## FILM

### FILM 100 Introduction to Film 5

Critical survey of form, style and content of American and international film. Narrative and non-narrative forms. Design, cinematography, editing and sound as elements of style. Cultural content of film.

OL	4196	OL	Online			Murphy D
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## 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: March 10, 11 am; March 24, 5:30 pm; April 7, 11 am; April 14, 5:30 pm; May 26, 5:30 pm; June 9, 11 am; June 16, 5:30 pm. All sessions are held in Index Hall, Room 100. Contact Russell Colmore at 425-388-9161 or Della Leaf at 425-388-9545 for more information.**

### FIRE 100 Fire Fighting Basic Tech 19.5

Basic fire fighting skills. Skills training for IFSAC FFI testing. Live fire experience included. Successful participants eligible for FFI/HazMat Awareness exams. Application required. PR: Approved course application, mandatory orientation and instructor permission. Self-support, non-tuition class; class cost \$4,367.40. Class begins April 5 and ends June 12. Last day to register is March 11. Payment due at time of registration. Last day for a 100% refund is March 11. Application and orientation required.

	4210	A	MTW	6pm-10pm	OFF	Neyens D
			Sa	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: High school completion or equivalent. Instructor permission. Self-support, non-tuition class. Class fee: \$249.35. Class begins March 30, ends April 15. Last day to register: March 16. Payment due at registration. Last day for 100% refund: March 24. No 50% refund for self-support classes.

	4212	S	TTh	6pm-10pm	IND 100	Johnson M J/ Blankenship B
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### 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: \$282.65. Class begins April 22, ends May 13. Last day to register: April 8. Payment due at registration. Last day for 100% refund: April 16. No 50% refund for self-support classes. PR: FIRE 102 or instructor permission.

	4214	S	TTh	6pm-10pm	IND 100	Anderson B D
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### FIRE 104 Fire Dept Communication 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: \$205. Class begins May 20, ends June 3. Last day to register: May 6. Payment due at registration. Last day for 100% refund: May 14. No 50% refund for self-support classes.

	4216	S	TTh	6pm-10pm	IND 100	Thorstenson K
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### FIRE 122 Fire Company Operations I 3.5

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: \$315.85. Class begins March 30, ends April 20. Last day to register: March 16. Payment due at registration. Last day for 100% refund: March 24. No 50% refund for self-support classes.

	4230	S	TTh	6pm-10pm	IND 101	Hale C
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### 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: \$282.65. Class begins April 22, ends May 13. Last day to register: April 8. Payment due at registration. Last day for 100% refund: April 16. No 50% refund for self-support classes.

	4234	S	TTh	6pm-10pm	IND 101	Kreiman K S
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### FIRE 200 Fire Company Operations II 3

Officer-level training in multi-level planning, implementing and evaluating basic and advanced fire tactics. PR: FIRE 102 or instructor permission. Self-support, non-tuition class. Class fee: \$282.65. Class begins May 20, ends June 10. Last day to register: May 6. Payment due at registration. Last day for 100% refund: May 14. No 50% refund for self-support classes.

	4240	S	TTh	6pm-10pm	IND 101	Magee R
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### FIRE 202 Fire Investigation/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: \$282.65. Class begins March 30, ends April 20. Last day to register: March 16. Payment due at registration. Last day for 100% refund: March 24. No 50% refund for self-support classes.

	4244	S	TTh	6pm-10pm	IND 103	Crowley M
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### 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: \$282.65. Class begins April 22, ends May 13. Last day to register: April 8. Payment due at registration. Last day for 100% refund: April 16. No 50% refund for self-support classes.

	4248	S	TTh	6pm-10pm	IND 103	Foster T
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### 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: \$282.65. Class begins May 20, ends June 10. Last day to register: May 6. Payment due at registration. Last day for 100% refund: May 14. No 50% refund for self-support classes.

	4250	S	TTh	6pm-10pm	IND 103	Goodale K S
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### FIRE 240 Instructor I Certification 3

Prepares candidate to demonstrate knowledge and ability to conduct instruction from prepared materials. IFSAC Instructor I exam prep NFPA 1041. PR: FIRE 102 or instructor permission. Self-support, non-tuition class; class cost \$152.25. Class begins April 8 and ends April 10. Last day to register: March 25. Payment due at time of registration. No refund once class materials mailed. Pre-class work required.

	4252	A	ThFSa	8am-5pm	IND 103	White A/ Martinsen G
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**FIRE 246 Fire Codes 4**  
 Course includes hazard recognition, report writing, fire service professionalism, occupancy classifications, methods of egress, suppression systems and inspection procedures. Self-support, non-tuition class. Class fee: \$385. Class begins March 22, ends March 26. Last day to register: March 8. Payment due at registration. Last day for 100% refund: March 16. No 50% refund for self-support classes.

4254	A	Daily	8am-5pm	IND 100	Jacobsen J
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**FIRE 249 Wildland Firefighting 2.5**  
 Basic wildlands firefighting using DNR standards. Successful students eligible for DNR Red Card when employed by affiliated agency. NFPA 1051. Must be 18 yrs old. Self-support, non-tuition class. Class fee: \$315.85. Class begins March 26, ends April 4. Last day to register: March 12. Payment due at registration. Last day for 100% refund: March 22. No 50% refund for self-support classes.

4256	A	F	7pm-10pm	OFF	Pugmire D
		SaSu	8am-5pm	OFF	Pugmire D

**GEOG 205 Physical Geography 5**  
 Survey of the physical features of the national environment and their control, formation, and distribution. Satisfies Natural Science lab credit. **Required field trip: May 7-9.** 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. Lab fee: \$46.15; field trip fee: \$50; and computer lab fee: \$25.75.

4522	A	MTWF	9am-9:50am	GWH 384	Lyste K
		Th	8am-9:50am	GWH 164	

**GEOLOGY**

**GEOL 102 Introduction to Geology Science I 5**  
 Introduction to geologic processes, emphasizing composition and structure of Earth. 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. Lab fee: \$73.10. Field Trip fee: \$10.

4560	A	TWTh	8am-9:50am	WHI 238	Grupp S
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**GEO& 103 Historical Geology 5**  
 Intro to the geologic history of Earth, emphasizing North America and the Pacific Northwest. Includes plate tectonics, colliding and rifting of the continents, reconstruction of past environments, and the origin and evolution of life. 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. Lab fee: \$29.50.

**\* Self-support, non-tuition class. Class cost: \$405. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.**

4564	A	MWF	11am-12:50pm	WHI 238	Staff
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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. 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.

**\* Section OL1 (4570) and Section OL2 (4572) are self-support, non-tuition classes. Class cost: \$405. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.**

<b>OL</b>	4570	OL1	Online		Grupp S
<b>OL</b>	4572	OL2	Online		Lukasik P

**GEOL 107 Earth Science for Everybody 5**  
 Hands-on exploration of the Earth and the processes that shape its landscape. For non-science majors. Highly recommended for elementary education majors. (Formerly GEOS 107.) 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. Lab fee: \$73.10.

4580	A	MW	5pm-7:50pm	WHI 238	Staff
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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.

**\* Section A (4642) requires 10 hours of Service Learning as part of the class contact hours and are arranged through the instructor to accommodate each student's schedule.**

<b>DOL</b>	4640	OL	Online		Staff
<b>D</b>	4642	A	MTWTh	10am-10:50am	GWH 276 Clarke C

**FRENCH**

See the World Languages and Corporate & 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. Self-support, non-tuition class; class cost \$540 which includes lab and hybrid fees; an additional technology may also apply. Payment is due at time of registration. Last day to register: March 23. Last day for 100% refund: April 2. There is no 50% refund option.

<b>H</b>	9480	CEH	MW	12:15pm-2:15pm	GWH 164 Lyste K
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**GIS 250 Internship GIS 1-5**  
 Supervised work experience either with a qualified employer or in a project with a public or private agency. Students must have completed most of the required coursework for the GIS certificate and receive instructor permission. Self-support, non-tuition class; class cost: \$85 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.

	9482	CE	TBA	OFF SITE	Lyste K
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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.

4516	A	Daily	10am-10:50am	GWH 384	Lyste K
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**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.

<b>D</b>	4518	S	MW	7pm-9:30pm	GWH 280 Staff
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**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.

<b>D</b>	4520	A	Daily	11am-11:50am	GWH 384 Lyste K
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## GRAPHIC ARTS

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

For additional Graphic Arts courses see the Corporate & 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. Required for students in the Visual Communications Program. Self-support, non-tuition class; class cost: \$243. Lab fee: \$72.70. Last day for 100% refund: April 2. There is no 50% refund. A technology fee may apply.

4692	CS	MW	5pm-6:50pm	WHI 354	Lake R
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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 or instructor permission. Lab fee: \$93.

4702	A	MW	1pm-3:50pm	WHI 354	Scribner-Miles T
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### 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 photography's, type, diagrams, charts, graphs, tables and maps. PR: GRAPH 110 with grade C or higher or instructor permission. Lab fee: \$93.

4708	A	TTh	1pm-3:50pm	WHI 355	Lake R
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### GRAPH 115 Digital Illustration III 5

The creative process using digital imaging software, photography, image manipulation and a variety of image-generating techniques. Emphasizes exploration and innovative use of software tools and incorporation of traditional art media. PR: GRAPH 110 with grade C or higher or instructor permission. Lab fee: \$93.

4709	A	MWTh	10am-11:50am	WHI 355	Kammer G
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4710	S	TTh	5pm-7:50pm	WHI 355	Lake R
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### GRAPH 195 Foundation Portfolio Review 2

Portfolio review of student work from core curricula courses. Students work individually with an assigned instructor to review portfolio prior to continuation with advanced courses. Self-support, non-tuition class; class cost: \$162. Lab fee: \$31. A technology fee may apply. PR: ART 110, GRAPH 110, GRAPH 111, GRAPH 120 and PHOTO 110 or instructor permission.

4711	CA	TBA			Scribner-Miles T
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### GRAPH 213 Professional Project: 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 110 with grade C or higher or instructor permission. Lab fee: \$93.

4712	HY	MW	10am-11:50am	WHI 354	Scribner-Miles T
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### 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: \$93.

4720	S	TTh	5pm-7:50pm	WHI 354	Scribner-Miles T
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### GRAPH 250 Graphic Arts Internship 1-5

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: \$93 for 5 credits; \$72.20 for 3 credits; \$31 for 2 credits; \$20.60 for 1 credit.

4722	A	TBA			Kammer G
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### GRAPH 252 Publication Design II 5

Fundamentals of print and production processes in the annual art and literary publication, *Vibrations Magazine*. Digital pre-press methods of scanning and image preparation for offset press and working directly with a printer. PR: GRAPH 251 or instructor permission. Lab fee: \$93.

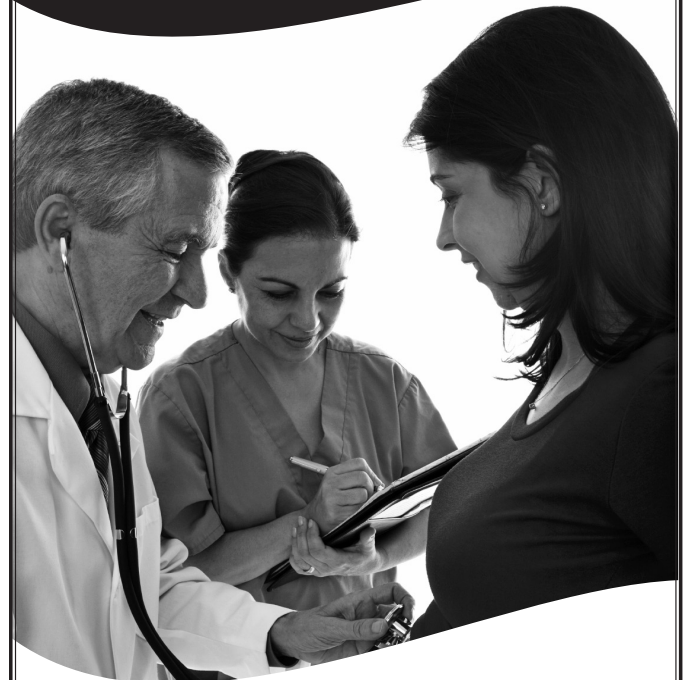
4724	A	TTh	1pm-3:50pm	WHI 354	Kammer G/ Scribner-Miles T
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### GRAPH 261 3D Computer Illustration 5

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 better or instructor permission. Lab fee: \$93.

4726	S	MW	5pm-7:50pm	WHI 355	Kammer G
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## Earn a Medical Spanish Interpreter Certificate



### Because You...

- have native-like fluency in both English & Spanish
- either work in or seek to work in a healthcare facility that serves a multicultural clientele
- would like to provide cultural advocacy as well as interpretation in the healthcare setting

**Earn a certificate in Medical Spanish Interpreter by taking HEALTH 100 (offered every quarter) & HEALTH 160 (offered Spring Quarter).**

For more information, attend an information session on February 24 at 6:30 p.m. in Index 138 or email [trprice@everettcc.edu](mailto:trprice@everettcc.edu) or call 425-388-9461.

## 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: February 23 at 8 am-3 pm; March 9 at 2 pm; April 20 at 2 pm; May 11 at 8 am-3 pm; or June 2 at 2 pm. All sessions are held in Index Hall, Room 138. Call 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. Student packet must be purchased and read prior to class day.

\* **Section A (4740) Self-support, non-tuition class; class cost \$107.45. Class begins and ends April 16. Payment is due at time of registration. Last day to register: April 9. Last day for 100% refund: April 9. There is no 50% refund option.**

\* **Section OL (4741) Self-support, non-tuition class; class cost \$75.80; an additional technology fee may also apply. Class begins April 5 and ends April 23. Payment is due at time of registration. Last day to register: March 29. Last day for 100% refund: March 29. There is no 50% refund option.**

<b>OL</b>	4741	OL	Online			Mooney F
	4740	A	F	8am-4pm	JCR 100	Mooney F

### HLTH 100 Medical Terminology 5

Study of medical terminology, relating terms to the anatomy and physiology of the body.

<b>OL</b>	4752	OL1	Online			Pouillon K
<b>OL</b>	4754	OL2	Online			Pouillon K
<b>H</b>	4744	HY1	MTWTh	9am-9:50am	IND 167	DavisWolfe M
<b>H</b>	4746	HY2	MW	4pm-5:50pm	IND 152	Clark C
	4756	S	TTh	7pm-9:30pm	IND 167	Cline C L

### 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.

<b>OL</b>	4764	OL	Online			Pouillon K
<b>H</b>	4760	HY	TTh	12pm-1:30pm	IND 152	Adolphsen E
			W	12pm-1:50pm	IND 138	

### HLTH 104 Critical Inquiry 3

Offers a systems perspective to provide students with opportunities for analysis, synthesis, and application of critical inquiry, reflective thinking and decision making within healthcare.

	4766	A	TWTh	10am-10:50am	IND 167	DavisWolfe M
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### HLTH 106 Admin Skills-Office Management 5

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 ENGL& 101, MATH 120 and HLTH 100, all with grade of C or higher.

	4768	S	MW	4:50pm-6:50pm	IND 167	Tatham B
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### HLTH 108 Admin Skills-Finance 4

Covers aspects of medical practice finances, including bookkeeping systems, third-party billing, coding systems, accounting and banking procedures, and employee payroll. PR: Completion of ENGL& 101, MATH 120 and HLTH 100, all with grade of C or higher.

<b>OL</b>	4770	OL	Online			Malone C
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### HLTH 130 Disease & Pathology 5

Overview of the disease process of major conditions, including infectious diseases, major neoplastic conditions, and major congenital diseases. The etiology, signs and symptoms, diagnosis, treatment and prognosis of each disease are studied.

<b>OL</b>	4774	OL	Online			Pouillon K
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### HLTH 140 Health Provider/First Aid 3

Focuses on emergency care assessments and procedures. Identifies methods, roles and philosophies of emergency preparedness. CPR/AED & First Aid cards will be awarded after successful completion of the course. Lab fee: \$10.

	4776	S	F	6pm-10pm	IND 100	Colmore R
			Sa	8am-5pm	IND 100	

### HLTH 141 Industrial Safety 3

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.

	4778	A	MW	2:15pm-3:35pm	IND 115	Murphy P
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### HLTH 150D Intercultural Communication/Health 5

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. PR: Successful completion of ENGL& 101 with grade of C or higher.

<b>DOL</b>	4780	OL	Online			Cline C L
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### HLTH 160 Medical Interpreting-Spanish 5

Provides framework for understanding role of professional Spanish/ English medical interpreter. Includes medical interpreting standards of practice, ethics, and cultural advocacy and medical vocabulary, phraseology, and expressions. PR: Completion of HLTH 100 with grade of C or higher or concurrent enrollment. Native-like fluency in Spanish and English will be evaluated by the instructor the first week of the course.

	4782	S	MW	4:50pm-6:50pm	IND 124	Evans L
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### HLTH 190 Clinical Skills-Ambulatory 5

Covers clinical skills performed by medical assistant at general medical practice; professionalism, communication, triage, patient history, physical assessment, equipment and diagnostic procedures, charting for medical record documentation. PR: Completion of ENGL&101; MATH 120; and HLTH 102 and 103, all with grade of C or higher. Lab fee: \$49.65; Malpractice Fee: \$18.20.

	4784	A	MW	9am-9:50am	IND 152	Adolphsen E
			TTh	8am-9:50am	IND 138	

### HLTH 205 Medical Law & Ethics 4

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. PR: Successful completion of ENGL& 101 with grade of C or higher.

	4786	S	TTh	4:50pm-6:50pm	IND 152	Malone C
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### HLTH 208 Healthcare Risk Management 5

Overview of principles of malpractice and liability insurance, conduct of malpractice litigation and settlement of malpractice claims. PR: Completion of or concurrent enrollment in ENGL 098 or higher.

<b>OL</b>	4788	OL	Online			Malone C
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### HLTH 210 Principles/Pharmacology 3

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. PR: Completion of ENGL& 101, MATH 120, and HLTH 130, all with grade of C or higher.

<b>H</b>	4790	HY	MW	3pm-3:50pm	IND 152	Clark C
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### HLTH 211 Medication Administration 5

Emphasizes the methods and procedures used for calculating, preparing, and administering medications to patients across the lifespan. PR: Instructor permission. Lab fee: \$81.90.

<b>H</b>	4792	HY	MW	10am-11:50am	IND 138	Adolphsen E
			TTh	10am-10:50am	IND 152	

**HLTH 212 Principles of Phlebotomy 3**  
 Psychomotor instruction in phlebotomy procedures and techniques for students with no prior experience in drawing blood for diagnostic testing. PR: Instructor permission. Lab fee: \$111.65.

4794	A	TTh	2pm-3:50pm	IND 138	Mooney F
		W	3pm-3:50pm	IND 138	

**HLTH 220 Phlebotomy Technician Training Program 7**  
 Prep to sit for national certification exam sponsored by American Society for Clinical Pathologists (ASCP). Designed for those with no prior knowledge of phlebotomy techniques/procedures. Includes 120 hour clinical externship. Current CPR for Health Provider card. Proof of medical insurance. Instructor permission. PR: 18 yrs of age or older; high school diploma or GED; ENGL 098 or ENGL&101, HLTH 080 (or 7-hour HIV certificate). HLTH 100, 1021. Current and completed immunizations prior to enrollment in HLTH 220. Lab fee: \$316.35.

4796	A	MTh	4pm-5:50pm	IND 138	Staff
		TW	4pm-6:50pm	IND 138	

**HIST& 148 U.S. History III 5**  
 A survey of the social, economic and political forces which have shaped modern American history. (Formerly HIST 153.)

OL	4834	OL	Online		Ripper J
	4838	A	Daily	8am-8:50am	GWH 380
	4844	S	TTh	4:50pm-6:50pm	GWH 382

**HIST 210 The Vietnam War 5**  
 A survey of the history of the war in Vietnam from 1945 to 1975 and the conflict's postwar impact on Vietnam and the United States.

4850	A	Daily	10am-10:50am	GWH 380	Gaskin T
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**HIST& 214 Pacific NW History 5**  
 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.)

OL	4852	OL	Online		Cederholm S
	4854	S	MW	4:50pm-6:50pm	GWH 280

**HUMAN DEVELOPMENT**

**HIGH SCHOOL COMPLETION**

**HSC 031 US History I 5**  
 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.

0500	A	Daily	8am-8:50am	RAI 207	Benedetti N
0530	S	TTh	6pm-8:20pm	RAI 207	Robinson R

**HSC 033 US History II 5**  
 From 1865 to the present. This course analyzes the important themes in American social and political history.

0502	A	Daily	8am-8:50am	RAI 207	Benedetti N
0532	S	TTh	6pm-8:20pm	RAI 207	Robinson R

**HSC 034 HS Washington State History 5**  
 This course is 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.

0504	A	Daily	8am-8:50am	RAI 207	Benedetti N
0534	S	TTh	6pm-8:20pm	RAI 207	Robinson R

**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.

4936	A	TTh	12pm-1:50pm	BAK 104	Crehan M
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**H DEV 110 Career/Life Planning 3**  
 Helps students increase self-knowledge and access career and educational information. Lab fee: \$20.  
 \* Section CA (4940) is a Self-support, non-tuition class. Class cost: \$243. Last day for 100 % refund: April 2. There is no 50% refund. A technology fee may apply.

4948	B	TWTh	12pm-12:50pm	BAK 201	Myers G
4940	CA	TWTh	11am-11:50am	BAK 210	Thomson W D

**HISTORY**

**HIST 100 Ancient/Medieval Worlds 5**  
 Development of human endeavors from prehistoric time to the late Middle Ages.

OL	4805	OL1	Online		Rash D
OL	4806	OL2	Online		Pearce J

**HIST 103D World Civilizations 5**  
 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.

DO	4807	OL	Online		Noble G
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**HIST 111 Western Civilization to 1648 5**  
 Near East & European civilizations from the stone age through 1648. Ancient empires, Greece & Rome, the Middle Ages, the Renaissance & Reformation, science, national monarchies.

4808	A	Daily	9am-9:50am	GWH 380	Ripper J
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**HIST 112 Western Civilization 1648 to Present 5**  
 The Enlightenment, democratic revolutions, French Revolution and Napoleon, industrial revolution, nation-state, world wars, Cold War, industrial democracy.

4818	A	Daily	11am-11:50am	GWH 380	Ripper J
4820	S	TTh	7pm-9:30pm	GWH 280	Pearce J

**H DEV 155 Human Relations in the Workplace 3**  
 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.

4954	S	Th	7pm-9:40pm	MON 212	Thomson W D
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**H DEV 160 Life Transitions 2**  
 This course offers a foundation of theory and skills for individuals experiencing life transitions.

4956	A	T	1:30pm-3:20pm	BAK 201	Sullivan C
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**HUMANITIES**

**HUM 150D Surviving the Holocaust 5**  
 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.)

D	4990	A	Daily	12pm-12:50pm	GWH 382
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**HUM 160D Japanese History/Culture 5**  
 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 or eligibility for ENGL& 101. Self-support, non-tuition class. Class cost: \$405; plus an additional supply fee of \$11.65. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.

D	4991	A	Daily	9am-9:50am	NBI 101
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**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.) Self-support, non-tuition class. Class cost: \$405. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.

**D** 4992 A Daily 11am-11:50am GWH 274 Dinter E

**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.)

**DH** 4994 HY TWTh 9am-9:50am GWH 278 Riordan M

## INFORMATION LITERACY

**INFO 102 Research/Info 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.)

**OL** 5122 OL Online WAOL Faculty

## INTENSIVE ENGLISH LANGUAGE PROGRAM

**IELP 070 English for Success** **12**  
 This course is an interactive class designed to introduce and strengthen basic academic English and enhance communication skills of new international students. Instructor permission.

0960 A MTWTh 12:30pm-3:20pm BAK 208 McWilliams D

**IELP 081 IELP Conversation 1** **6**  
 This course is designed to help international students participate in discussions on several different topics. PR: Instructor permission.

0962 B MTWTh 10am-11:30am BAK 104 Castro M

**IELP 082 IELP Conversation 2** **6**  
 This course is designed to help international students participate in discussions on several different topics. PR: Instructor permission.

0962 B MTWTh 10am-11:30am BAK 104 Castro M

**IELP 097 Academic Reading and Writing** **5**  
 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.

0962 B MTWTh 1:00pm-3:50pm GWH 286 Wilcox J

**IELP 098 Academic Writing II** **5**  
 Continuation of ESL 080. 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 080 or instructor permission.

0970 B MTWTh 1pm-2:05pm MON 202 Manley J

## ITALIAN

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

## JAPANESE

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

## JOURNALISM

See the 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: \$93.

**H** 5312 HY MTWTh 10am-10:50am WHI 264 Otanez A

**JOURN 111 Multimedia Journalism** **5**  
 Effective practice of journalism in the multimedia environment of the Web including reporting, presenting and evaluating the news. PR: Grade C or higher in ENGL 098 or placement in ENGL& 101. Lab fee: \$93.

**H** 5320 HY MTWTh 11am-11:50am WHI 264 Otanez A

**JOURN 170 College Newspaper** **3**  
 Practice of newspaper journalism in production of the student newspaper, *The Clipper*. Course is offered in sections: A) reporting and editing, B) photography, C) graphic design, and D) multimedia. PR: JOURN 101, JOURN 102, GRAPH 201, MULTI 210 or instructor permission. Lab fee: \$72.20.

5330 A MTW 1pm-1:50pm WHI 264/265 Otanez A

5332 B MTW 1pm-1:50pm WHI 264/265 Otanez A

5334 C MTW 1pm-1:50pm WHI 264/265 Otanez A

5335 D MTW 1pm-1:50pm WHI 264/265 Otanez A

**JOURN 195 Foundation Portfolio Review** **2**  
 Portfolio review of student work from core curricula courses. Students work individually with an assigned instructor to review portfolio prior to continuation with advanced courses. Self-support, non-tuition class; class cost: \$162. Lab fee: \$31. A technology fee may apply. PR: JOURN 101, JOURN 102, JOURN 110 and one quarter of JOURN 170, or instructor permission.

5341 CA TBA Otanez A

## 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 9 for a full description of this Spring Quarter's Learning Communities.

## LIBRARY

See Information Literacy

## MANUFACTURING TECHNOLOGY

Call instructor Pheeson Liaw at 425-267-0160 for more information.

For additional courses in manufacturing see the Corporate & Continuing Education Center section.

**MFG T 106 Precision Machining Tech I** **5**  
 Hands-on intro to precision machining using manual machining. Integrates shop safety, job planning, and measurement using metal and various cutters. Co-enrollment in MFG T 107 required. Lab only enrollment requires instructor permission.

5562 S MTWTh 3:50pm-7:25pm OFF SNO Blansett D

**MFG T 107 Precision Machining** **5**  
 Introduction to precision machining theory, from basic manual machining up to beginning computer numerical controlled machining. Co-enrollment in MFG T 106 (5562) is required. Instructor permission is required to enroll in lecture only.

5564 S MTWTh 3:50pm-7:25pm OFF SNO Blansett D

**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.

5572 S MTWTh 3:50pm-7:25pm OFF SNO Clemans T

**MFG T 109 CNC Machining 5**

Introduction to computer numerical controlled (CNC) machining processes. Emphasizes the programming of CNC operating systems most commonly utilized in local machine shops.

5576 S MTWTh 3:50pm-7:25pm OFF SNO Clemans T

**MFG T 229 Manufacturing Team Project 5**

Capstone course designed to allow students to integrate knowledge they have gained of manufacturing technology and demonstrate this in a collaborative, team-based project in which they design and produce a manufactured good and a final project report. PR: Instructor permission. Lab fee: \$41.

5578 S TTh 4pm-6:30pm IND 124 Liaw P

# Math Classes Spring Quarter Only

**MATH& 107 OL**

Math in Society (online)

**MATH& 148 OL**

Business Calculus (new - online)

**MATH& 146**

Introduction to Statistics

**MATH& 152**

Calculus/Analytic Geometry II (evening)

**NEW: Math 070A/E**

Basic Mathematical Concepts (Lecture Format): You can now take this class in a self-paced environment at the Math Learning Center OR in a regular lecture format.

**Notable: MATH 080B**

Preparation for Algebra. This class will be linked with DEVED105 (Study Skills for College Success) to provide a unique learning opportunity, where the material from the two courses will be coordinated, and students will work on refining their study skills in their math class.

Important: See individual course listings for days, times, locations, prerequisites and lab fees.

**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:

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

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.

4936 A TTh 12pm-1:50pm BAK 104 Crehan M

**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.

\* Section A (5660) and Section F (5671) are taught in a traditional lecture format and will meet in rooms noted below.

\* Section A (5660) and Section F (5671) are self-support, non-tuition classes. Class cost: \$405. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.

5660	A	Daily	9am-9:50am	BAK 102	Wikman C
5662	B	Daily	9am-9:50am	BAK 109	Quarles C
5666	C	Daily	10am-10:50am	BAK 109	Baxter L
5670	D	Daily	11am-11:50am	BAK 109	Baxter L
5671	E	Daily	11am-11:50am	MON 202	Wellman S
5674	F	Daily	12pm-12:50pm	BAK 109	Lucero E
5678	S	MW	4:30pm-5:20pm	BAK 109	Wellman S
		TTh	4:30pm-5:50pm	BAK 109	

**MATH 075 Professional/Technical Math-Aviation/Weld/pm 5**

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 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.

5681	B	Daily	9am-9:50am	BAK 109	Quarles C
5682	C	Daily	10am-10:50am	BAK 109	Baxter L
5684	D	Daily	11am-11:50am	BAK 109	Baxter L
5686	F	Daily	12pm-12:50pm	BAK 109	Lucero E
5688	S	MW	4:30pm-5:20pm	BAK 109	Wellman S
		TTh	4:30pm-5:50pm	BAK 109	

**MATH 078 Review Arithmetic & Algebra 2**

Self-paced review of arithmetic and algebra concepts in a computer-mediated lab setting. May be taken concurrently with other Math classes. PR: Permission of a math instructor. Lab fee: \$25.75.

5692	A	MW	12:15pm-1:30pm	RAI 108	Cahan A
5694	B	MW	1:30pm-2:45pm	RAI 108	Cahan A

**MATH 080 Preparation for Algebra 5**

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 via an assessment test score, or permission of a math instructor.

\* **Section A (5700), Section CP (5710), Section D (5712) and Section S (5718) are self-support, non-tuition classes. Class cost: \$405. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.**

\* **Section CP (5710) has a lab fee of \$41.**

5700	A	Daily	9am-9:50am	MON 203	Kissler R
5704	B	Daily	10am-10:50am	MON 220	Balachowski M
5708	C	Daily	11am-11:50am	IND 108	Killingstad R
5710	CP	Daily	11am-11:50am	SHK 226	Cleveland H
5712	D	Daily	12pm-12:50pm	MON 204	Kissler R
5718	S	TTh	7pm-9:30pm	IND 115	Kloster K

**MATH 081 Elementary Algebra I 5**

First half of sequence in beginning algebra. Self-support, non-tuition class. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply. PR: MATH 080 or MATH 080V with a C (2.0) or higher, or placement into MATH 081 via an assessment test score, or permission of a math instructor.

\* **Section A (5720), Section B (5722), Section E (5727) and Section S (5728) are self-support, non-tuition classes. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.**

5720	A	Daily	9am-9:50am	MON 204	McPherson G
5722	B	Daily	10am-10:50am	IND 109	Cleveland H
5724	C	Daily	11am-11:50am	MON 120	Nevins M
5726	D	Daily	12pm-12:50pm	MON 203	Baxter L
5727	E	MWTh	1pm-2:25pm	BAK 102	Lucero E
5728	S	MW	4:30pm-6:50pm	MON 203	Winje L

**MATH 082 Elementary Algebra II 5**

Second half of sequence in beginning algebra. PR: MATH 081 or MATH 087 with a C (2.0) or higher, or permission of a math instructor.

\* **Section B (5732), Section C (5734), Section D (5735), Section E (5736) and Section S (5738) are self-support, non-tuition classes. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.**

5730	A	Daily	9am-9:50am	BAK 209	Weiss-Green H
5732	B	Daily	10am-10:50am	MON 201	Jones C
5734	C	Daily	11am-11:50am	MON 212	Cahan A
5735	D	Daily	11am-11:50am	MON 201	Staff
5736	E	Daily	12pm-12:50pm	BAK 102	Wikman C
5738	S	MW	7pm-9:30pm	IND 115	Kloster K

**MATH 087 Programmed Elementary Algebra I 1-5**

Review sequence taught in a self-paced environment, designed to help students review or improve their skills in Elementary Algebra I topics. PR: Permission card from a MATH 087 instructor.

5750	B	Daily	9am-9:50am	BAK 109	Quarles C
5752	C	Daily	10am-10:50am	BAK 109	Baxter L
5754	D	Daily	11am-11:50am	BAK 109	Baxter L
5756	F	Daily	12pm-12:50pm	BAK 109	Lucero E
5758	S	MW	4:30pm-5:20pm	BAK 109	Wellman S
		TTh	4:30pm-5:50pm	BAK 109	

**MATH 088 Programmed Elementary Algebra II 1-5**

Review sequence taught in a self-paced environment, designed to help students review or improve their skills in Elementary Algebra II topics. PR: MATH 087 and permission card from a MATH 088 instructor.

5760	B	Daily	9am-9:50am	BAK 109	Quarles C
5762	C	Daily	10am-10:50am	BAK 109	Baxter L
5764	D	Daily	11am-11:50am	BAK 109	Baxter L
5766	F	Daily	12pm-12:50pm	BAK 109	Lucero E
5768	S	MW	4:30pm-5:20pm	BAK 109	Wellman S
		TTh	4:30pm-5:50pm	BAK 109	

**MATH 090 Elementary Algebra Review 5**

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

\* **Section OL (5778) On-campus attendance required in MON 120 for Orientation 7-9:30pm on Mon, Mar 29; Exam 1, 7-9:30pm Mon, Apr 19; Exam 2, 7-9:30pm Mon, May 10; and the Final Exam, 7-9:30pm Mon Jun 7.**

\* **Section B (5772), Section OL (5778) and Section S (5780) are self-support, non-tuition classes. Class cost: \$405. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.**

OL	5778	OL	Online		Killingstad C	
	5770	A	Daily	9am-9:50am	MON 209	Herrmann E
	5772	B	Daily	10am-10:50am	MON 203	Kissler R
	5774	C	Daily	11am-11:50am	MON 209	Herrmann E
	5780	S	TTh	4:30pm-6:50pm	MON 220	Staff

**MATH 095 Essentials of Geometry 2**

Basic concepts in geometry including properties of points, lines, planes, angles, triangles, polygons and circles. 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	B	TBA	9am-9:50am	BAK 109	Quarles C
5792	C	TBA	10am-10:50am	BAK 109	Baxter L
5794	D	TBA	11am-11:50am	BAK 109	Baxter L
5796	F	TBA	12pm-12:50pm	BAK 109	Lucero E
5798	S	MW	4:30pm-5:20pm	BAK 109	Wellman S
		Th	5pm-5:50pm	BAK 109	

**MATH 099 Intermediate Algebra 5**

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 (5818) On-campus attendance required in MON 120 for Orientation 7-9:30pm on Mon, Mar 29; Exam 1, 7-9:30pm Mon, Apr 19; Exam 2, 7-9:30pm Mon, May 10; and the Final Exam, 7-9:30pm Mon Jun 9.**

\* **Section MO (5816) is being taught at Monroe High School and is open to all interested students who meet the eligibility requirements.**

\* **Section C (5803), Section E (5806), Section MO (5816) Section OL (5818) and Section S (5720) are self-support, non-tuition classes. Class cost: \$405. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.**

OL	5818	OL	Online		Killingstad C	
	5800	A	MTWTh	7:45am-8:50am	MON 220	Balachowski M
	5802	B	Daily	9am-9:50am	MON 212	Anderson T
	5803	C	Daily	9am-9:50am	MON 201	Jones C
	5804	D	Daily	10am-10:50am	MON 209	Herrmann E
	5806	E	Daily	11am-11:50am	MON 204	McPherson G
	5808	F	Daily	12pm-12:50pm	MON 212	Anderson T
M	5816	MO	MW	7:40pm-9:55pm	MHS 702	Lucero E
	5820	S	MW	4:30pm-6:50pm	MON 209	Herrmann E

**MATH 105 Trigonometry 3**

Trigonometric ratios and function, solving right and oblique triangles, vectors, circle concepts, graphing trigonometric functions, basic identities and applications. PR: MATH 095 or equivalent with a grade of C (2.0) or higher, and MATH 081, MATH 088 or MATH 090 or equivalent with a grade of C (2.0) or higher, or placement in MATH 099 or higher via an assessment test score, or permission of a math instructor.

5830	B	TBA	9am-9:50am	BAK 109	Quarles C
5832	C	TBA	10am-10:50am	BAK 109	Baxter L
5834	D	TBA	11am-11:50am	BAK 109	Baxter L
5836	F	TBA	12pm-12:50pm	BAK 109	Lucero E
5838	S	TBA	4:30pm-5:20pm	BAK 109	Wellman S
		Th	5pm-5:50pm	BAK 109	

**MATH& 107 Math in Society 5**

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. PR: MATH 099 or equivalent with a grade of C (2.0) or higher, or placement in MATH& 107 or higher via an assessment test score, or permission of a math instructor.

\* **Section OL (5852) On-campus attendance required for Orientation 7-9:30pm on Tues. Mar 30 in SHK 226; Exam 1, 7-9:30pm Tues. May 4 in BAK 209; and the Final Exam, 7-9:30pm Tues. Jun 8 in BAK 209.**

OL	5852	OL	Online		Weiss-Green H	
	5850	A	Daily	10am-10:50am	MON 204	McPherson G

**MATH 120 Math for Business 5**

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.

\* **Section S (5848) is a self-support, non-tuition class. Class cost: \$405. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.**

5840	A	Daily	10am-10:50am	MON 120	Quarles C
5848	S	MW	4:30pm-6:50pm	MON 212	Cahan A

**MATH 138 Applied College Algebra 5**

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/science/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.

5860	A	Daily	9am-9:50am	IND 115	Cleveland H
5862	B	Daily	11am-11:50am	BAK 102	Wikman C

**MATH& 141 Precalculus I: College Algebra 5**

First of a two-course sequence for students intending to take calculus beginning with MATH& 151. 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 (5876) On-campus attendance required for Orientation, 7-9:30pm Tues, Mar 30 in SHK 224; Exam 1, 7-9:30pm Tues, May 4 in MON 220; and Final Exam, 7-9:30pm, Tues, Jun 8 in MON 220.**

\* **Section S (5878) is a self-support, non-tuition class. Class cost: \$405. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.**

OL	5876	OL	Online		Balachowski M	
	5870	A	Daily	8am-8:50am	IND 108	Killingstad R
	5872	B	Daily	10am-10:50am	WHI 365	Wentink L
	5874	C	Daily	12pm-12:50pm	MON 120	Nevins M
	5878	S	MW	7pm-9:30pm	MON 220	Knight H

**MATH& 142 Precalculus II: Trigonometry 5**

A college level trigonometry course. The second course in two-course series for students who intend to take calculus beginning with MATH& 151. PR: (Mandatory) MATH& 141 or equivalent with a grade of C or higher, or placement into MATH& 142 or higher via an assessment test score, or permission of a math instructor.

\* **Section C (5884) and Section S (5888) are self-support, non-tuition classes. Class cost: \$405. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.**

5880	A	Daily	9am-9:50am	WHI 365	Wentink L
5882	B	Daily	10am-10:50am	IND 115	Bolan K
5884	C	Daily	12pm-12:50pm	MON 202	Wentink L
5888	S	TTh	4:30pm-6:50pm	MON 203	Winje L

**MATH& 146 Introduction to Statistics 5**

Introductory course. Descriptive methods, probability, sampling distributions, hypothesis testing, confidence intervals, correlation, ANOVA, chi-square tests. For students in any major. 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.

5892	A	Daily	9am-9:50am	MON 202	Kingsley R
5898	S	MW	4:30pm-6:50pm	MON 201	Jones C

**MATH& 148 Business Calculus 5**

One-quarter short course in calculus. For students of business, biological sciences, social sciences, or disciplines requiring only one introductory quarter of calculus. 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 for Orientation, 7-9:30pm Thurs, Apr 1 in SHK 226; Exam 1, 7-9:30pm Thurs, Apr 22 in MON 202; Exam 2, 7-9:30pm, Wed May 26 in MON 202; and Final Exam, 7-9:30pm, Wed, Jun 9 in MON 202.**

OL	5902	OL	Online		Kingsley R	
	5900	A	Daily	10am-10:50am	MON 212	Anderson T

**MATH& 151 Calculus I 5**

First course in calculus sequence. For majors in engineering, science, mathematics and others requiring more than one quarter of calculus. 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.

5910	A	Daily	10am-10:50am	BAK 209	Weiss-Green H
5912	B	Daily	12pm-12:50pm	BAK 209	Weiss-Green H

**MATH& 152 Calculus II 5**

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

\* **Section S (5928) is a self-support, non-tuition class. Class cost: \$405. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.**

5920	A	Daily	10am-10:50am	MON 202	Kingsley R
5922	B	Daily	12pm-12:50pm	WHI 365	Houston W
5928	S	MWTh	5:20pm-6:50pm	MON 120	Killingstad C

**MATH& 153 Calculus III 5**

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

5930	A	Daily	12pm-12:50pm	MON 220	Quarles C
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**MATH& 254 Calculus IV 5**

Fourth course in calculus sequence. For majors in engineering, science, mathematics and others requiring more than three quarters of calculus. PR: MATH& 153 or equivalent with a grade of C (2.0) or higher, or permission of a math instructor.

5940	A	Daily	12pm-12:50pm	IND 108	Killingstad R
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## MATH 261 Differential Equations 5

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.

5950 A Daily 11am-11:50am IND 115 Bolan K

## MEDICAL CODING

To learn more about the course, call toll-free 1-866-304-3822 for more information, or email [success@everettcc.edu](mailto:success@everettcc.edu)

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 online 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 sit for a certification test with either AHIMA or AAPC.

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

Faculty Advisor: Kathy Kneifel, 425-388-9155, [kkneifel@everettcc.edu](mailto: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 which are \$170 for Cluster II and \$180 for Cluster III.) There is no 50% refund option. 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.

Only medical coding students should enroll in MC classes.

### Full-time Program Online Program

#### First Quarter – Online

#### MC 100/110/120/130 Introduction to Medical Coding 13

Introduction to the coding profession with instruction in healthcare vocabulary, structure and function of the human body (part I), and medical patient records. Class cost: \$1597.

OL	5960	MC 100	Intro to MC Careers	Staff
OL	5961	MC 110	Medical Patient Records	Staff
OL	5962	MC 120	Healthcare Vocabulary	Staff
OL	5963	MC 130	Structure and Function of the Human Body	Staff

#### 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: \$1597.

OL	5980	MC 122	Medical Abbreviations	Staff
OL	5981	MC 135	Structure and Function of the Human Body	Staff
OL	5982	MC 140	Basics of Pharmacology	Staff
OL	5983	MC 160	Principles of Diagnostic Coding	Staff

#### Third Quarter – Online

#### MC 115/150/180 Advanced Medical Coding 12

Instruction in principles of procedural coding, healthcare reimbursement, and medical coding practicum. PR: MC 122, MC 135, MC 160, MC 140 with a grade "C" or higher. Class cost: \$1597.

OL	6000	MC 115	Healthcare Reimbursement	Staff
OL	6001	MC 150	Principles of Procedural Coding	Staff
OL	6002	MC 180	Medical Coding Records	Staff

## 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/777441000748> 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 transcribe medical dictation of increasing difficulty while learning shortcuts to increase productivity. Completion of this program prepares the student to enter the work force as an entry-level medical transcriptionist. A one-year certificate is awarded upon completion.

Curriculum guides are available from the Enrollment Services Office and from program advisers.

Faculty Advisor: Pat Stettler, 425-388-9247, [pstettler@everettcc.edu](mailto:pstettler@everettcc.edu)

Refund/Withdraw Policy: Deadline for 100% refund or to make changes to your schedule 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.

Only Medical Transcription students should enroll in MT classes.

### Full-time Program Online Program

#### First Quarter – Online

#### MT 110/120/140/200 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: \$1597.

OL	6011	MT 110	Medical Records & the MT	Staff
OL	6012	MT 120	Language of Medical Transcription	Staff
OL	6013	MT 140	Grammar Essentials for MT's	Staff
OL	6014	MT 200	Beginning Medical Transcription	Staff

#### Second Quarter – Online

#### MT 170/190/210/240 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: \$1597.

OL	6050	MT 170	Anatomy, Physiology & Disease Processes for MT	Staff
OL	6051	MT 190	Physical Exam, Lab Data, Pharmacology	Staff
OL	6052	MT 210	Editing and Proofreading	Staff
OL	6053	MT 240	Intermediate Medical Transcription	Staff

#### 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: \$1597.

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

## 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 or the Sky Valley Education Center 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:

<b>M</b> 1598	<b>ART 124D</b>	<b>Understanding World Art (morning class)</b>
<b>M</b> 2678	<b>CMST&amp; 220</b>	<b>Public Speaking</b>
<b>M</b> 2762	<b>CL 101</b>	<b>Computer Literacy (morning class)</b>
<b>M</b> 3701	<b>ENGL&amp; 101</b>	<b>English Composition I (morning class)</b>
<b>M</b> 3758	<b>ENGL&amp; 102D</b>	<b>Composition II</b>
<b>M</b> 5816	<b>MATH 099</b>	<b>Intermediate Algebra</b>
<b>M</b> 6645	<b>NUTR&amp; 101</b>	<b>Nutrition (morning class)</b>
<b>M</b> 7639	<b>PSYC&amp; 100</b>	<b>General Psychology</b>
<b>M</b> 8004	<b>SPAN&amp; 123</b>	<b>Spanish III</b>

## MULTIMEDIA

Contact instructor Greg Kammer at 425-388-9439 or [gkammer@everettcc.edu](mailto:gkammer@everettcc.edu) for more information.

<b>MULTI 195</b>	<b>Foundation Portfolio Review</b>	<b>2</b>
Portfolio review of student work from core curricula courses. Students work individually with an assigned instructor to review portfolio prior to continuation with advanced courses. Self-support, non-tuition class; class cost: \$162. Lab fee: \$31. A technology fee may apply. PR: ART 110, GRAPH 110, GRAPH 111, GRAPH 120 and PHOTO 110 or instructor permission.		
6131	CA TBA	Kammer G

<b>MULTI 213</b>	<b>Professional Project: Web Design</b>	<b>5</b>
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: \$93.		

<b>H</b> 6138	HY MW	8am-9:50am	WHI 355	Kammer G
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<b>MULTI 250</b>	<b>Multimedia Internship</b>	<b>1-5</b>
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 coursework. PR: Instructor permission required. Lab fee: \$93 for 5 credits; \$72.20 for 3 credits; \$31 for 2 credits; \$20.60 for 1 credit.		
6140	A TBA	Kammer G

## MUSIC

For additional courses in Music see the Corporate & Continuing Education Center section.

<b>MUSC&amp; 105</b>	<b>Music Appreciation</b>	<b>5</b>
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.)		

<b>OL</b> 6152	OL	Online	Waldron R
<b>H</b> 6150	HY	MTWTh	10am-10:50am BAK 111 Waldron R

<b>MUSC 110D</b>	<b>World Music</b>	<b>5</b>
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.)		

<b>DO</b> 6154	OL	Online	Strunk M
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<b>MUSC 116</b>	<b>Survey of Jazz</b>	<b>5</b>
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.)		

<b>OL</b> 6158	OL	Online	Waldron R
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<b>MUSC 117</b>	<b>Class Piano-Elementary</b>	<b>2</b>	
Class instruction in piano Open to all students. (Formerly MUSIC 121.)			
6160	A TTh	11am-11:50am BAK 116	Waldron R

<b>MUSC 118</b>	<b>Class Piano-Intermediate</b>	<b>2</b>	
Class instruction in piano. Open to all students. (Formerly MUSIC 122.) PR: MUSC 117 or examination.			
6162	A TTh	11am-11:50am BAK 116	Waldron R

<b>MUSC 119</b>	<b>Class Piano-Intermediate</b>	<b>2</b>	
Class instruction in piano. Open to all students. (Formerly MUSIC 123.) PR: MUSC 118 or examination.			
6164	A TTh	11am-11:50am BAK 116	Waldron R

<b>MUSC 124</b>	<b>Class Voice</b>	<b>3</b>	
Basic principles and techniques for good singing and performance. Performance of songs from memory. Open to students at any performance level. (Formerly MUSIC 124.)			
6170	A MW	1pm-2:15pm BAK 111	Kappus L

<b>MUSC 125</b>	<b>Class Voice II: Intermediate</b>	<b>3</b>	
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.			
6172	A MW	1pm-2:15pm BAK 111	Kappus L

<b>MUSC 147</b>	<b>Everett Youth Symphony</b>	<b>2</b>
Preparation and performance of standard orchestra literature. Evenings only. Open to interested instrumentalists, maximum age 21, no minimum. (Formerly MUSIC 147.) Class meets at Kamiak High School. Audition for new instrumentalists. Self-support, non-tuition class; class fee: \$25. Last day for 100% refund is April 2. There is no 50% refund. A technology fee may apply.		

6176	CS M	6pm-8:30pm	Kamiak HS	Osborn T
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<b>MUSC 151</b>	<b>Private Piano</b>	<b>1-2</b>
Individualized instruction in performance medium, to be arranged. PR: Written permission from the chair of the music faculty. (Formerly MUSIC 151.) Self-support, non-tuition class; class cost: \$81 for 1 credit; \$162 for 2 credits. Private lessons fee: \$302 for 1 credit; \$604 for 2 credits. There is no refund. Must register by April 9. A technology fee may apply. PR: Written permission from the chair of the Music faculty.		
6180	CA TBA	Waldron R

<b>MUSC 152</b>	<b>Private Voice</b>	<b>1-2</b>
Individualized instruction in performance medium, to be arranged. PR: Written permission from the chair of the music faculty. (Formerly MUSIC 152.) Self-support, non-tuition class; class cost: \$81 for 1 credit; \$162 for 2 credits. Private lessons fee: \$302 for 1 credit; \$604 for 2 credits. There is no refund. Must register by April 9. A technology fee may apply. PR: Written permission from the chair of the Music faculty.		
6182	CA TBA	Waldron R

<b>MUSC 153</b>	<b>Private Strings</b>	<b>1-2</b>
Individualized instruction in performance medium, to be arranged. PR: Written permission from the chair of the music faculty. (Formerly MUSIC 153.) Self-support, non-tuition class; class cost: \$81 for 1 credit; \$162 for 2 credits. Private lessons fee: \$302 for 1 credit; \$604 for 2 credits. There is no refund. Must register by April 9. A technology fee may apply. PR: Written permission from the chair of the Music faculty.		
6184	CA TBA	Waldron R

**MUSC 154 Private Woodwinds** 1-2  
 Individualized instruction in performance medium, to be arranged. PR: Written permission from the chair of the music faculty. (Formerly MUSIC 154.) Self-support, non-tuition class; class cost: \$81 for 1 credit; \$162 for 2 credits. Private lessons fee: \$302 for 1 credit; \$604 for 2 credits. There is no refund. Must register by April 9. A technology fee may apply. PR: Written permission from the chair of the Music faculty.  
 6186 CA TBA Waldron R

**MUSC 155 Private Brass** 1-2  
 Individualized instruction in performance medium, to be arranged. PR: Written permission from the chair of the music faculty. (Formerly MUSIC 155.) Self-support, non-tuition class; class cost: \$81 for 1 credit; \$162 for 2 credits. Private lessons fee: \$302 for 1 credit; \$604 for 2 credits. There is no refund. Must register by April 9. A technology fee may apply. PR: Written permission from the chair of the Music faculty.  
 6188 CA TBA Waldron R

**MUSC 156 Private Percussion** 1-2  
 Individualized instruction in performance medium, to be arranged. PR: Written permission from the chair of the music faculty. (Formerly MUSIC 156.) Self-support, non-tuition class; class cost: \$81 for 1 credit; \$162 for 2 credits. Private lessons fee: \$302 for 1 credit; \$604 for 2 credits. There is no refund. Must register by April 9. A technology fee may apply. PR: Written permission from the chair of the Music faculty.  
 6190 CA TBA Waldron R

**MUSC 159 Private Guitar** 1-2  
 Individualized instruction in performance medium, to be arranged. PR: Written permission from the chair of the music faculty. (Formerly MUSIC 159.) Self-support, non-tuition class; class cost: \$81 for 1 credit; \$162 for 2 credits. Private lessons fee: \$302 for 1 credit; \$604 for 2 credits. There is no refund. Must register by April 9. A technology fee may apply. PR: Written permission from the chair of the Music faculty.  
 6196 CA TBA Waldron R

**MUSC 217 Composition/Improvisation** 1-2  
 Private instruction in composing music and improvising melodic lines relating to chord structures, harmonic progressions, and appropriate scales and modes. Self-support, non-tuition class; class cost: \$81 for 1 credit; \$162 for 2 credits. Private lessons fee: \$302 for 1 credit; \$604 for 2 credits. There is no refund. Must register by April 9. A technology fee may apply. PR: Written permission from the chair of the Music faculty.  
 6204 CA TBA Waldron R

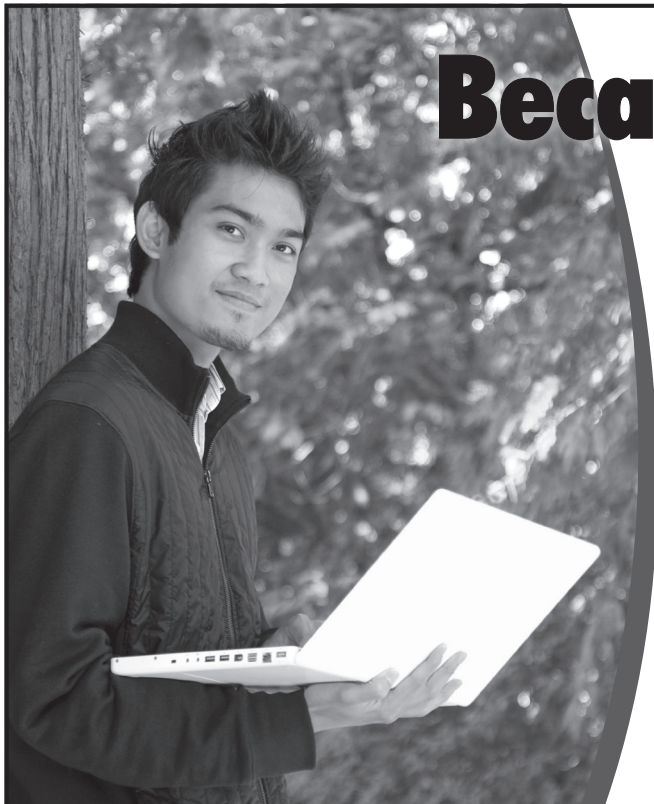
**NATURAL SCIENCE**

**NAT S 107 Phys 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: \$29.50.  
 6390 A TWTh 10am-11:50am WHI 250 Staff

**NURSING**

**All new Pre-Nursing students must attend an information session prior to admission to the Nursing Program. Information Sessions will be held on March 8, 2-4 pm or May 3, 10am-12pm. Sessions are held in the Whitehorse Hall Room 105. 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 TBA IND 118 Brasfield K



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**NURS 100 Nursing Assistant Certified 10**

This course prepares students to function in a myriad of health care settings. HIV/AIDS and CPR training are included. Upon completion students may apply for OBRA certification in Washington State. PR: High school diploma or GED and completed student immunization record. Self-support, non-tuition class; class cost is \$1995; and additional technology fee may also apply. Payment is due at time of registration. Last day to register: March 23. Last day for 100% refund: April 2. There is no 50% refund option. Registration is by permission only.

9470	CE	W	12pm-4pm	IND 167	Sundberg D
		T	12pm-5pm	IND 133	

**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	TBA	IND 118	DavisWolfe M
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**NURS 110 Nursing Therapeutics I 13**

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. Lab fee: \$270.80; Malpractice fee: \$18.20.

6470	A	Daily	8am-5pm	IND 118	Brasfield K/Staff
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**NURS 120 Nursing Therapeutics II 13**

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 110. Lab fee: \$227.60.

6480	A	Daily	8am-5pm	IND 117	Hansen V/Weber C
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**NURS 130 Nursing Therapeutics III 13**

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 120. Lab fee: \$227.60.

6490	A	Daily	8am-5pm	IND 123	Whedon C/Zoeller N
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**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 six quarters of the Nursing Program. Lab fee: \$262.05.

6500	A	TBA	9am-3pm	TBA	Brasfield K
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**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.

\* Section A (6510) will begin and end on May 1.

\* Section B (6512) will begin and end on May 2.

\* Section C (6514) will begin and end on May 8.

6510	A	Sa	8am-5pm	IND 117	Shannon C/Ketchum K
6512	B	Su	8am-5pm	IND 117	Shannon C/Ketchum K
6514	C	Sa	8am-5pm	IND 117	Shannon C/Ketchum K

**NURS 210 Nursing Therapeutics IV 13**

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 130. Lab fee: \$267.90; Malpractice fee: \$18.20.

6530	A	Daily	8am-5pm	IND 127	Shannon C/Miller L
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**NURS 220 Nursing Therapeutics V 13**

Combination lecture and lab course which explores multi-system physical and mental health alterations and related nursing therapies. PR: NURS 210. Lab fee: \$227.85.

6540	A	TBA	8am-5pm	IND 171	Corbin J/Tri D
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**NURS 230 Nursing/Therapeutics VI-Transition 12**

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 220. Lab fee: \$225.60.

6550	A	Daily	8am-5pm	IND 169	Brasfield K/Dotson K
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**NURS 275 Post-Graduate Residency 12**

Provides currently licensed graduates of registered nursing programs a supervised acute care clinical work experience in which to apply theory and clinical skills to foster professional growth and gain self confidence. PR: Graduation from NLN approved school of nursing. Current licensure as registered nurse in State of Washington. Current immunization profile, CPR and Washington State Patrol background check. Malpractice fee: \$18.20.

6560	A	TBA			Corbin J
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**NUTRITION****NUTR& 101 Nutrition 5**

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 prevention. 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 B (6642), Section C (6644), Section OL2 (6650), Section OL3 (6652) and Section S (6646) are self-support, non-tuition classes. Class cost: \$405. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.

\* Section MO (6645) is located in the Sky Valley Education Center, 17072 Tye St. SE, Monroe, Room 20.

<b>OL</b>	6648	OL1	Online		Vandenberg N	
<b>OL</b>	6650	OL2	Online		Wild L	
<b>OL</b>	6652	OL3	Online		Gabrielsen K	
	6640	A	Daily	9am-9:50am	WHI 353	Vandenberg N
	6642	B	Daily	10am-10:50am	WHI 352	Gabrielsen K
	6644	C	Daily	11am-11:50am	WHI 352	Gabrielsen K
<b>M</b>	6645	MO	MW	7:50am-9:55am	SKY 014	Wild L

6646	S	TTh	4:30pm-6:50pm	WHI 353	Wild L
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**NUTR 160 Sports Nutrition 4**

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: MATH 080 or skills assessment at MATH 081 or higher level. ENGL 098 with grade of C or higher or skills assessment at ENGL& 101 or higher level. NUTR& 101 recommended. Lab fee: \$17.20

\* Self-support, non-tuition class. Class cost: \$324. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.

6660	A	MTWTh	9am-9:50am	WHI 352	Gabrielsen K
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**NUTR 180 Sustainable Food Systems 5**

Study of food systems and their relationship to environment, economy and health. Recommendations to help individuals and institutions implement sustainable practices; nutrient value of foods, food safety and environmental impact of food choices. 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: \$29.50.

6670	A	M	11am-12:50pm	GWH 276	Wild L/Vandenberg N
		TW	11am-12:50pm	WHI 353	



## OCEANOGRAPHY

### OCEA& 101 Introduction to Oceanography 5

Intro 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 16-18, 2010.** PR: MATH 080 or skills assessment at MATH 081; ENGL 098 with a 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 (3712).**

\* **Section LC2 (6762) is part of the "Panthalassa: The World Ocean" Learning Community and must be taken concurrently with ENGL& 102 LC (3748).**

6760	LC1	MW	11am-12:50pm	WHI 248	Grupp S
		T	11am-12:50pm	WHI 238	
6762	LC2	MW	11am-12:50pm	WHI 248	Grupp S
		Th	11am-12:50pm	WHI 238	

## PE/HEALTH&WELLNESS

For additional courses in recreation and fitness see the Corporate & Continuing Education Center section.

### PEHW 100 Beginning Yoga 2

A unique exercise program to improve fitness through development of flexibility, strength and vitality. Special emphasis on yoga techniques for stress reduction, relaxation, posture and deep breathing.

7120	A	MTWTh	8am-8:50am	BRC 105	Anderson B
7122	B	MTWTh	9am-9:50am	BRC 105	Anderson B
7124	C	MTWTh	10am-10:50am	BRC 105	Anderson B
7126	S	T	5pm-6:40pm	BRC 105	Valentine M
7128	T	T	7pm-8:40pm	BRC 105	Valentine M

### PEHW 101 Intermediate Yoga 1

Progressive training in yoga postures, special breathing techniques, breath control, relaxation, visualization, mental concentration, and meditation. PR: Previous experience or completion of PEHW 100, or instructor permission.

7130	S	M	5:45pm-7:05pm	BRC 105	Valentine M
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### PEHW 102 Tai Chi 1

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

7134	S	Th	7pm-8:40pm	TFC	Hallgren G
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### PEHW 111 Kick Boxing Aerobics 2

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.

7156	A	MTWTh	10am-10:50am	TFC	Gstohl C
7160	S	TTh	5pm-5:50pm	TFC	Gstohl C

### PEHW 116 Low-Impact Aerobics 2

Aerobic workout with music. This dynamic low-impact workout combines moves to strengthen the upper and lower body. No previous experience with aerobic exercise is necessary.

7176	A	MTWTh	12pm-12:50pm	TFC	Webster K
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### PEHW 121 Walk, Jog, Run 1

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

7190	A	TTh	9am-9:50am	BRC 112	Grigsby S
7192	B	MTTh	1pm-2:05pm	BRC 112	Grigsby S

### PEHW 125 Beginning Weight Training 3

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.

7202	A	MWTh	11am-12:40pm	TFC	Gstohl C
7204	B	MWTh	1pm-2:40pm	TFC	Gstohl C

### PEHW 126 Advanced Weight Training 3

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

7206	A	MWTh	11am-12:40pm	TFC	Gstohl C
7208	B	MWTh	1pm-2:40pm	TFC	Gstohl C

### PEHW 128 Women on Weights 2

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.

7210	S	MW	4pm-5:40pm	TFC	Gstohl C
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### PEHW 145 Golf 1

Practice and development of basic skills: drive, putt, approach shots, stance, grip, and swing. Meets at the college, driving range or golf course. Additional fee for driving range and golf course.

7270	A	M	2pm-3:40pm	BRC 111	Hovde C
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### PEHW 150 Soccer 2

Rules, skills and strategies of soccer. Note: First class meeting will be held on campus. All other sessions meet at Jackson Park, 1700 State St., Everett.

7280	A	MW	1pm-2:40pm	BRC 111	Willie S
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### PEHW 201 Emergency Response 5

Lecture and hands on training in emergency first aid procedures. All levels of CPR and infection control. Successful completion may lead to American Red Cross certification. Lab fee: \$10.

7352	S	MW	6:30pm-9:30pm	BRC 111	Pederson B
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### PEHW 203 Lifetime Health/Wellness 5

Dimensions of wellness, principles of and training for health-related fitness, the relationship of lifestyle habits to chronic disease. Recommended:

\* **Successful completion of ENGL 098 and/or eligibility for ENGL& 101.**

<b>OL</b>	7360	OL	Online		Grigsby S
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### PEHW 235 Consumer Health 5

Identify reliable sources of health information. Differentiate between legitimate and fraudulent nutrition, exercise, weight loss, and health product claims.

<b>OL</b>	7364	OL	Online		Grigsby S
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## PE/COMMUNITY EDUCATION

See the Corporate & Continuing Education Center section of this schedule under the Recreation and Fitness section.

## PE/VARSITY SPORTS

Contact Larry Walker at 425-388-9328 or [lwalker@everettcc.edu](mailto:lwalker@everettcc.edu). Intercollegiate Athletics include Soccer (M&W), Volleyball (W), Cross-country (M&W), Basketball (M&W), Baseball (M), Softball (W), Track & Field (M&W).

## PHILOSOPHY

### PHIL& 101 Introduction to Philosophy 5

A study of the questions that have shaped the development of philosophy including: the nature of reality, the nature of knowledge, the nature of personal identity, and the nature of the mind. (Formerly PHIL 100.)

\* **Self-support, non-tuition class. Class cost: \$405; plus the online fee. Last day for 100% refund is April 2. There is no 50% refund option. A technology fee may apply.**

<b>OL</b>	6942	OL	Online		Erickson M
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**PHIL& 106 Introduction to Logic 5**

A study of the principles used to distinguish correct from incorrect reasoning. After establishing a few basic concepts, the course will proceed to discuss three types of symbolic logic: Categorical, Propositional, and Predicate. (Formerly PHIL 120.)

\* **Section OL (6943) is a self-support, non-tuition class. Class cost: \$405; plus the online fee. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.**

OL	6943	OL	Online			Erickson M
H	6944	HY1	TTh	9am-10:25am	GWH 270	VanQuickenborne M
H	6948	HY2	TTh	10:30am-11:55am	GWH 270	VanQuickenborne M

**PHIL 267 Philosophy of Religion 5**

A philosophical study of religious thought focusing primarily on the religious-philosophical and theological thinking associated with Christianity but not excluding Judaism, Islam, Buddhism or Hinduism.

	6956	A	TTh	1pm-3:15pm	GWH 270	VanQuickenborne M
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**PHOTOGRAPHY**

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

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

**PHOTO 110 Photo I: Basic Elements 5**

For students majoring or seriously interested in photography. Introduces digital SLR camera, basic Photoshop techniques, image processing, output theory and practice, history of photographic materials and techniques. Lab fee: \$93.

	7020	A	MTTh	8am-9:50am	WHI 262/261	Felsenthal E
	7021	B	MTTh	10am-11:50am	WHI 262/261	Felsenthal E
	7022	C	MW	4pm-6:50pm	WHI 262/261	Weller L

**PHOTO 111 Photo II: B&W Imaging 5**

Second course in the basic series. Digital black and white image production for intermediate level exposure and output. Zone System theory, use of the histogram, the RAW filter, image processing, printing and basic toning techniques. PR: PHOTO 110 or instructor permission. Lab fee: \$93.

	7024	S	TTh	5pm-7:50pm	WHI 262/261	Weller L
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**PHOTO 112 PHOTO III: Creative Exploration 5**

Third course in the basic series. Experimentation with various alternative digital processes which may include digital pinhole, digital infrared, scanograms, scanner as camera, alternative printing, hand coloring and Polaroid transfer. PR: PHOTO 110 and PHOTO 111 or instructor permission. Lab fee: \$93.

	7026	A	MW	1pm-3:50pm	WHI 262	Felsenthal E
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**PHOTO195 Foundation Portfolio Review 2**

Portfolio review of student work from core curricula courses. Students work individually with an assigned instructor to review portfolio prior to continuation with advanced courses. Self-support, non-tuition class; class cost: \$162. Lab fee: \$31. A technology fee may apply. PR: ART 110, GRAPH 110, PHOTO 110, PHOTO 111 and PHOTO 230 or instructor permission.

	7041	CA	TBA			Staff
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**PHOTO 212 Photo VI: Visual Thesis 5**

Advanced students develop a body of work, thematic and sequential in nature. Includes project proposal, print evaluations, advanced printing and presentation, and color management. Resultant portfolio is publicly exhibited or presented. PR: PHOTO 211 or instructor permission. Lab fee: \$93.

	7044	A	TTh	1pm-3:50pm	WHI 262/261	Felsenthal E
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**PHYSICS**

**PHYS 130 Fabrication Skills & Safety 1**

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 ART 130. Credit cannot be earned in both PHYS 130 and ART 130. PR: None. Lab fee: \$17.20.

	7480	A	F	10am-11:50am	WHI 250	Taylor D
	7482	B	F	1pm-2:50pm	WHI 250	Taylor D

**PHYS& 121 General Physics I 5**

Study of motion, force, and energy. PR: ENGL 098 with a grade of C or higher, MATH 138 or MATH& 142 or MATH& 144 or equivalent; or concurrent enrollment in MATH 138 or MATH& 142. Lab fee: \$29.50.

	7460	A	TWTh	1pm-2:50pm	WHI 207	Washburn K
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**PHYS& 123 General Physics III 5**

Continuation of PHYS& 121. Electromagnetism and light. PR: PHYS& 121. Lab fee: \$29.50.

	7470	A	TWTh	8am-9:50am	WHI 250	Washburn K
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**PHYS& 221 Engineering Physics I 4**

Mechanics. First quarter of one-year course in classical and modern physics for engineering majors and most science majors planning to transfer. PR: PHYS&121 with grade of C or higher; MATH& 151; ENGL 098 with grade of C or higher or placement into ENGL& 101.

	7490	A	WF	8am-9:50am	WHI 248	Vanture A
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**PHYS& 223 Engineering Physics III 4**

Continuation of PHYS& 222. Electromagnetism. PR: PHYS& 222 and MATH& 153.

	7500	A	TTh	8am-9:50am	WHI 248	Lafiuqi F
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**PHYS& 231 Engineering Phys I Lab 1.5**

Offered concurrently with PHYS& 221. CR: PHYS& 221 or instructor permission. Lab fee: \$29.50.

	7492	A	M	8am-10:50am	WHI 250	Vanture A
	7494	B	W	1pm-3:50pm	WHI 250	Vanture A

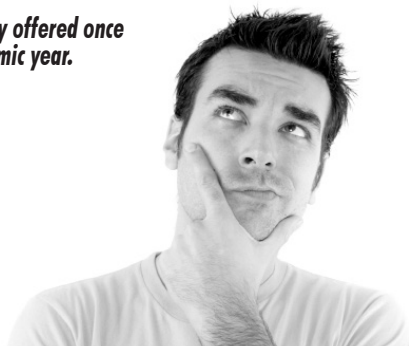
**RESEARCH METHODS IN THE SOCIAL SCIENCES**

**What makes people tick?  
Everyone has ideas, but how can we really know?**

**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.*



**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. CR: PHYS& 223 or instructor permission.  
 7502 A Th 1pm-3:50pm WHI 250 Latoui F

**PSYC 209 Research Methods in Social Science 5**  
 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 10am-10:50am GWH 150 Hamaoui K

**PSYC& 220 Abnormal Psychology 5**  
 Description, development and dynamics of behavior disorders and personality as related to contemporary conditions of life. (Formerly PSYCH 201.) 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.  
 H 7652 HY TTh 12pm-2pm GWH 380 Smith D B

**PSYC 230 Cognition/Learning/Motivation 5**  
 This 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 220.) PR: PSYC& 100 with a grade of C or higher and placement in or completion of ENGL& 101.  
 7656 A MW 12pm-2:15pm GWH 380 Smith D B

**PSYC 240 Social Psychology 5**  
 Social psychology is the scientific study of the way individuals think, feel and behave in social situations. Co-listed with SOC 240. Credit cannot be earned in both PSYC 240 and SOC 240. (Formerly PSYCH 240.) PR: Completion of PSYC& 101 or SOC& 101 with a grade of C or higher AND completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101 or instructor permission.  
 H 7660 HY MTWTh 11am-11:50am GWH 152 Brown D

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

**SOCIOLOGY**

**SOC& 101 Introduction to Sociology 5**  
 Study of society; survey of cultural and social systems and their relationship to the lives of individuals. (Formerly SOC 110.) PR: Completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101.  
 OL 7870 OL1 Online Farb B  
 H 7873 HY1 MTW 9am-9:50am GWH 280 Veldink C  
 H 7874 HY2 MTW 10am-10:50am GWH 280 Veldink C  
 H 7876 HY3 TWTh 11am-11:50am GWH 280 Riordan M  
 H 7878 HY4 TWTh 12pm-12:50pm GWH 280 Riordan M  
 H 7882 HY5 Th 4:50pm-6:50pm GWH 280 Riordan M

**SOC 209 Research Methods in Social Science 5**  
 Provides an overview of the scientific method as used in the social sciences. Co-listed as PSYCH 209; credit cannot be earned in both SOC 209 and 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.  
 7884 A Daily 10am-10:50am GWH 150 Hamaoui K

**SOC 220D The Family 5**  
 Analysis of the family as a social institution utilizing cross-cultural, historical, and contemporary perspectives. Completion of SOC& 101 is strongly recommended. PR: Completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101.  
 DH 7888 HY TWTh 10am-10:50am GWH 372 Farb B

**POLITICAL SCIENCE**

**POLS& 101 Introduction to Political Science 5**  
 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.)

OL 7542 OL Online Horn S  
 H 7544 HY TTh 12pm-1:10pm GWH 278 Horn S

**POLS& 200 Introduction to Law 5**  
 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.

H 7546 HY T 7pm-9:30pm GWH 150 Newlin G

**POLS& 202 American Government 5**  
 Introductory analysis of the process by which policy is made at the national level in the United States. (Formerly POL S 201.)

OL 7548 OL Online Dieter D  
 H 7550 HY MW 12pm-1:10pm GWH 278 Horn S

**POLS& 203 International Relations 5**  
 Introductory analysis of relations between and among nation states and other actors in the global system. (Formerly POL S 203.)

\* Self-support, non-tuition class. Class cost: \$405; plus the online fee. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.

OL 7552 OL Online Horn S

**PSYCHOLOGY**

**PSYC& 100 General Psychology 5**  
 Psychology as a science focusing on five major theoretical perspectives in contemporary psychology: biological, cognitive, humanistic, psychoanalytical and learning. (Formerly PSYCH 100.) PR: Completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101.

\* Section MO (7639) is being taught at Monroe High School and is open to all interested students who meet the eligibility requirements.

OL 7620 OL Online Hamaoui K  
 7622 A Daily 8am-8:50am GWH 374 Smith D B  
 7624 B Daily 9am-9:50am GWH 374 Smith D B  
 H 7628 HY1 TWTh 12pm-1:15pm GWH 384 Farb B  
 7630 D MW 12pm-2:15pm GWH 374 Brown D  
 7632 E TTh 12pm-2:15pm GWH 374 Brown D  
 H 7634 HY2 MW 1pm-2:30pm GWH 282 Hamaoui K  
 H 7636 HY3 TTh 1pm-2:30pm GWH 282 Hamaoui K  
 7638 H MTWTh 3pm-4pm GWH 382 Staff  
 M 7639 MO MW 5:30pm-7:30pm MHS 707 Staff  
 7640 S MW 4:50pm-6:50pm GWH 382 Staff

**PSYC& 200 Lifespan Psychology 5**  
 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 1 (orientation); April 15, May 6 and May 27 (exams). Telecourse licensing/tape (DVD) rental fee: \$60.

OL 7642 OL Online Brown D  
 7644 A Daily 9am-9:50am GWH 150 Staff  
 T 7646 TC Th 4:50pm-6:50pm GWH 276 Veldink C

**SOC 240 Social Psychology 5**  
 Social psychology is the scientific study of the way individuals think, feel and behave in social situations. Co-listed with PSYC 240. Credit cannot be earned in both SOC 240 and PSYC 240. PR: Completion of PSYC& 101 or SOC& 101 with a grade of C or higher AND completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101 or instructor permission.

**□** 7890 HY MTWTh 11am-11:50am GWH 152 Brown D

## SPANISH

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

## SPEECH

See the Communication Studies section of this schedule for the former Speech classes.

## THEATRE

See the Drama section of this schedule for the former Theatre classes.

## WELDING

All new Welding Program students must attend an information session on March 10, April 14, May 12, or August 11.

Sessions are held at 5:30pm in Monte Cristo, Room 110.

Washington Association of Building Officials (W.A.B.O.) state welding certification tests are available to welding program students and to the public by appointment.

Call Dan Minzel at 425-388-9096 for information on all Welding programs.

### 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 30.

\* Section T (8368) is a self-support, non-tuition class. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.

8366 A TTh 1pm-3:05pm MON 101 Owens O

8368 T TTh 4:45pm-7pm MON 101 Bailey C

### WELD 153 Non-Ferrous Metal-Trades 3

Basic metallurgy of stainless steel, cast iron, and aluminum.

\* Section B (8382), and Section S (8384) are self-support, non-tuition classes. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.

8380 A MW 1pm-2:15pm MON 101 Owens O

8382 B MW 2:15pm-3:30pm MON 101 Minzel D

8384 S MW 5:45pm-7pm MON 101 Bailey C

### WELD 154 Industrial Hygiene 3

Communication and Worker Right to Know Laws, Material Safety Data Sheets, National Institute of Safety and Health Standards and Personal Protective Equipment and the basics of formulating a Hazardous Material Waste Stream Plan.

8388 A MW 9am-10:15am MON 101 Minzel D

### WELD 190 Oxyacetylene 5

Principles and techniques of oxyacetylene welding, brazing, and flame cutting to develop entry-level skills required by industry. R: Good eyesight and good hand/eye coordination with both hands. CR: Welding 150 and 151, 152 or 153 recommended. Lab fee: \$62.95.

8420 J MTWTh 8am-10:05am MON 110 Smith N

8422 K MTWTh 10:20am-12:25pm MON 110 Minzel D

8424 L MTWTh 3:15pm-5:20pm MON 110 Smith N

8426 S MW 7pm-11:10pm MON 110 Bailey C

8428 T TTh 7pm-11:10pm 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: \$62.95.

8430 J MTWTh 8am-10:05am MON 110 Smith N

8432 K MTWTh 10:20am-12:25pm MON 110 Minzel D

8434 L MTWTh 3:15pm-5:20pm MON 110 Smith N

8436 S MW 7pm-11:10pm MON 110 Bailey C

8438 T TTh 7pm-11:10pm 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: \$62.95.

8440 J MTWTh 8am-10:05am MON 110 Smith N

8442 K MTWTh 10:20am-12:25pm MON 110 Minzel D

8444 L MTWTh 3:15pm-5:20pm MON 110 Smith N

8448 S MW 7pm-11:10pm MON 110 Bailey C

8450 T TTh 7pm-11:10pm 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: \$62.95.

8452 J MTWTh 8am-10:05am MON 110 Smith N

8454 K MTWTh 10:20am-12:25pm MON 110 Minzel D

8456 L MTWTh 3:15pm-5:20pm MON 110 Smith N

8458 S MW 7pm-11:10pm MON 110 Bailey C

8460 T TTh 7pm-11:10pm 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: \$62.95.

8462 J MTWTh 8am-10:05am MON 110 Smith N

8464 K MTWTh 10:20am-12:25pm MON 110 Minzel D

8466 L MTWTh 3:15pm-5:20pm MON 110 Smith N

8468 S MW 7pm-11:10pm MON 110 Bailey C

8470 T TTh 7pm-11:10pm 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: \$62.95.

8472 J MTWTh 8am-10:05am MON 110 Smith N

8474 K MTWTh 10:20am-12:25pm MON 110 Minzel D

8476 L MTWTh 3:15pm-5:20pm MON 110 Smith N

8478 S MTWTh 7pm-11:10pm MON 110 Bailey C

8480 T TTh 7pm-11:10pm 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: \$62.95.

8482 J MTWTh 8am-10:05am MON 110 Smith N

8484 K MTWTh 10:20am-12:25pm MON 110 Minzel D

8486 L MTWTh 3:15pm-5:20pm MON 110 Smith N

8488 S MW 7pm-11:10pm MON 110 Bailey C

8490 T TTh 7pm-11:10pm 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. Lab fee: \$62.95.

8530 L MTWTh 3pm-5:05pm MON 110 Hustler D

### WELD 212 Pipefitting & Pipe Fabrication 5

Presents basic pipefitting. Students will fabricate various pipe systems and manifolds working from blueprints. Lab fee: \$62.95.

8532 S MW 6:50pm-11pm MON 110 Brydges R



**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. Lab fee: \$27.70.

\* **Section B (8536), Section S (8538), and Section T (8540) are self-support, non-tuition classes. Class cost: \$405. Last day to drop with 100% refund is April 2. There is no 50% refund option. A technology fee may apply.**

8534	A	MW	1pm-2:40pm	MON 110	Smith N
8536	B	TTh	1pm-2:40pm	MON 110	Smith N
8538	S	MW	5pm-6:40pm	MON 110	Brydges R
8540	T	TTh	5pm-6:40pm	MON 110	Brydges R

**WELD 285 Computerized Torch Cutting 5**

Programming and use of the computerized cutting system using Autocad. Lab fee: \$62.95.

8542	K	MTWTh	10:20am-12:25pm	IND 124	Hustler D
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**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.

8548	A	TBA		MON 110	Minzel D
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**WORLD LANGUAGES****AMERICAN SIGN LANGUAGE****ASL& 121 American Sign Language I 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 101.) Students with one year or more of high school study should consult with the instructor prior to enrollment in this class.

\* **Self-support, non-tuition class. Class cost: \$405. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.**

1450	A	MTWTh	1pm-2pm	GWH 150	Bontrager L
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**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.

\* **Both sections are self-support, non-tuition classes. Class cost: \$405. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.**

1452	A	Daily	12pm-12:50pm	GWH 150	LeFors P
1460	S	TTh	4:50pm-6:50pm	GWH 150	Bontrager L

**ASL& 223 American Sign Language VI 5**

Continuation of ASL& 121, 122 and 123. Sequence of three courses at the intermediate level focusing on developing ASL fluency, ability to narrate events, make suggestions and requests, talk about and describe activities, family members, etc. and improving on these skills. (Formerly ASL 203.) PR: ASL& 222 or instructor permission.

\* **Self-support, non-tuition class; class cost is \$419; an additional technology fee may also apply. Payment is due at time of registration. Last day to register is March 23. Last day for 100% refund: April 2. There is no 50% refund option. PR: ASL& 222 or instructor permission.**

9489	CE1	MW	4:50pm-6:50pm	GWH 150	Bontrager L/LeFors P
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**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.

\* **Self-support, non-tuition class. Class cost: \$405. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.**

2622	A	MWF	11am-12:30pm	GWH 264	Wang H
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**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.

\* **Self-support, non-tuition class. Class cost: \$405. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.**

4262	A	TTh	12pm-2:15pm	GWH 274	Miller I S
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**FRCH& 223 French VI 5**

Continuation of FRCH& 222. Active and systematic review of grammar, building of vocabulary, greater emphasis on oral comprehension, compositions, readings and discussions. (Formerly FRCH 203.) PR: FRCH& 222 or instructor permission.

\* **Self-support, non-tuition class; class cost \$419; an additional technology fee may also apply. Payment is due at time of registration. Last day to register is March 23. Last day for 100% refund: April 2. There is no 50% refund option.**

9468	CE	TTh	7pm-9:15pm	GWH 264	Miller I S
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**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.

\* **Self-support, non-tuition class. Class cost: \$405. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.**

4620	A	Daily	10am-10:50am	GWH 274	Dinter E
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**ITALIAN****ITAL 121 Italian I 5**

Beginning sequence of courses to practice functional elements of Italian pronunciation and grammar in the context of practical conversational Italian. 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 \$432.50, which includes the hybrid fee; an additional technology fee may also apply. Payment is due at time of registration. Last day to register: March 26. Last day for 100% refund: April 2. There is no 50% refund option.**

9460	CEH	Th	4:50pm-6:50pm	GWH 264	Bertoldi R
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**JAPANESE****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. (Formerly JAPAN 102.) PR: JAPN& 121 or instructor permission.

\* **Self-support, non-tuition class. Class cost: \$405. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.**

5230	S	MW	7pm-9:05pm	NBI 101	Goto H
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**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.

\* **Both sections are self-support, non-tuition classes. Class cost: \$405. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.**

5232	A	Daily	10am-10:50am	NBI 101	Nair M
5234	B	Daily	11am-11:50am	NBI 101	Nair M

**JAPN& 223 Japanese VI 5**  
 Continuation of JAPN& 222. Acquisition of listening, speaking, reading and writing skills through a variety of activities to handle common situations. (Formerly JAPAN 203.) PR: JAPN& 222 or instructor permission.  
 \* **Self-support, non-tuition class; class cost \$419; an additional technology fee may also apply. Payment is due at time of registration. Last day to register: March 23. Last day for 100% refund: April 2. There is no 50% refund option.**  
 9477 CE Daily 12pm-12:50pm NBI 101 Nair M

**RUSSIAN**

**RUSS& 121 Russian I 5**  
 Beginning sequence of courses to practice functional elements of Russian pronunciation and grammar in the context of practical conversational Russian. (Formerly RUSS 101.) Students with one year or more of high school study should consult with the instructor prior to enrollment by calling 425-388-9583.  
 \* **Self-support, non-tuition class; class cost: \$405. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.**  
 7774 A MW 1pm-3:15pm GWH 264 KashaniBranson M

**RUSS& 122 Russian II 5**  
 Beginning sequence of courses to practice functional elements of Russian pronunciation and grammar in the context of practical conversational Russian. (Formerly RUSS 102.) PR: RUSS& 121 or instructor permission.  
 \* **Self-support, non-tuition class; class cost is \$419; an additional technology fee may also apply. Payment is due at time of registration. Last day to register is March 23. Last day for 100% refund: April 2. There is no 50% refund option.**  
 9464 CE MW 7pm-9pm GWH 264 KashaniBranson M

**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.  
 \* **Self-support, non-tuition class; class cost is \$419; an additional technology fee may also apply. Payment is due at time of registration. Last day to register is March 23. Last day for 100% refund: April 2. There is no 50% refund option.**  
 9465 CE MW 4:50pm-6:50pm GWH 264 KashaniBranson M

**SPANISH**

**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.  
 \* **Self-support, non-tuition class; class cost: \$162. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.**  
 \* **It is strongly recommended that students enrolling in this course also enroll in SPAN 111 for additional assistance with learning the language.**  
 7972 A M 12pm-1:50pm GWH 274 Martin V

**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.  
 \* **Self-support, non-tuition class; class cost: \$162. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.**  
 7974 S M 4:50pm-6:50pm GWH 266 Gibson D

**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.  
 \* **Self-support, non-tuition class; class cost: \$162. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.**  
 7976 S W 4:50pm-6:50pm GWH 266 Gibson D

**SPAN 113 Conversational Spanish III 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& 123 or instructor permission.  
 \* **Self-support, non-tuition class; class cost: \$162. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.**  
 7978 S W 7pm-9pm GWH 266 Gibson D

**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.  
 \* **Self-support, non-tuition class; class cost: \$405. Last day for 100% refund: April 2. There is no 50% refund option. A technology fee may apply.**  
 \* **It is strongly recommended that students enrolling in this course also enroll in SPAN 111 for additional assistance with learning the language.**  
 7982 A Daily 8am-8:50am GWH 266 Gibson D

**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.  
 \* **It is strongly recommended that students enrolling in either Spanish II course also enroll in SPAN 112 for additional assistance with learning the language.**  
 \* **Section HY (7990) utilizes the "Destinos" video/DVD series for this class and has a licensing/tape (DVD) rental fee of \$60.**  
 7988 A Daily 12pm-12:50pm GWH 266 Carrillo-Martin A  
 H 7990 HY T 7pm-9:30pm GWH 266 Martin V

**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.  
 \* **It is strongly recommended that students enrolling in any Spanish III course also enroll in SPAN 113 for additional assistance with learning the language.**  
 \* **Section A (7993) and Section MO (8004) are self-support, non-tuition classes. Class cost: \$405. Last day for 100% refund is April 2. There is no 50% refund option. A technology fee may apply.**  
 \* **Section HY (8000) utilizes the "Destinos" video/DVD series for this class and has a licensing/tape (DVD) rental fee of \$60.**  
 \* **Section MO (8004) is being taught at Monroe High School and is open to all interested students who meet the eligibility requirements.**  
 7993 A Daily 9am-9:50am GWH 266 Gibson D  
 7994 B Daily 10am-10:50am GWH 266 Carrillo-Martin A  
 7997 C Daily 11am-11:50am GWH 266 Carrillo-Martin A  
 H 8000 HY M 7pm-9:30pm GWH 266 Martin V  
 M 8004 MO TTh 5:30pm-7:30pm MHS 707 Gibson D

**SPAN& 223 Spanish VI 5**  
 Continuation of SPAN& 121, 122 and 123. Active and systematic review of grammar, building of vocabulary, greater emphasis on oral comprehension, compositions, readings and discussions. (Formerly SPAN 201, 202 and 203.) PR: SPAN& 222, Spanish placement test or instructor permission.  
 \* **This class has a portion of the class online utilizing software/websites which accompany the course textbook and REQUIRES Internet access for additional classroom work. You must have reliable Internet access or you may use the EvCC open student computer labs.**  
 8020 A W 12pm-2:30pm GWH 274 Martin V







# SUMMER 2010 PRELIMINARY COURSE LISTINGS

## MEDICAL TRANSCRIPTION

6011	MT 100	Keyboarding/Formatting	2	OL	TBA		
6012	MT 120	Language of Med Tran	3	OL	TBA		
6013	MT 140	Grammar Essentials	3	OL	TBA		
6014	MT 200	Beginning Medical Trans	6	OL	TBA		
6015	MT 100	Keyboarding/Formatting	2	OL	TBA		
6016	MT 120	Language of Med Tran	3	OL	TBA		
6017	MT 140	Grammar Essentials	3	OL	TBA		
6018	MT 200	Beginning Medical Trans	6	OL	TBA		
6019	MT 100	Keyboarding/Formatting	2	OL	TBA		
6020	MT 120	Language of Med Tran	3	OL	TBA		
6021	MT 140	Grammar Essentials	3	OL	TBA		
6022	MT 200	Beginning Medical Trans	6	OL	TBA		
6023	MT 100	Keyboarding/Formatting	2	OL	TBA		
6024	MT 120	Language of Med Tran	3	OL	TBA		
6025	MT 140	Grammar Essentials	3	OL	TBA		
6026	MT 200	Beginning Medical Trans	6	OL	TBA		
6027	MT 100	Keyboarding/Formatting	2	OL	TBA		
6028	MT 120	Language of Med Tran	3	OL	TBA		
6029	MT 140	Grammar Essentials	3	OL	TBA		
6030	MT 200	Beginning Medical Trans	6	OL	TBA		
6031	MT 100	Keyboarding/Formatting	2	OL	TBA		
6032	MT 120	Language of Med Tran	3	OL	TBA		
6033	MT 140	Grammar Essentials	3	OL	TBA		
6034	MT 200	Beginning Medical Trans	6	OL	TBA		
6052	MT 190	Pharm/Lab Data/Phys Exam	2	OL	TBA		
6053	MT 240	Intermediate Med Trans	6	OL	TBA		
6056	MT 190	Pharm/Lab Data/Phys Exam	2	OL	TBA		
6057	MT 240	Intermediate Med Trans	6	OL	TBA		
6060	MT 190	Pharm/Lab Data/Phys Exam	2	OL	TBA		
6061	MT 240	Intermediate Med Trans	6	OL	TBA		
6064	MT 190	Pharm/Lab Data/Phys Exam	2	OL	TBA		
6065	MT 240	Intermediate Med Trans	6	OL	TBA		
6091	MT 220	Focus on Med Specialties	3	OL	TBA		
6092	MT 260	Shortcuts/Tech/Employment	3	OL	TBA		
6093	MT 280	Adv Med Trans Practicum	6	OL	TBA		
6095	MT 220	Focus on Med Specialties	3	OL	TBA		
6096	MT 260	Shortcuts/Tech/Employment	3	OL	TBA		
6097	MT 280	Adv Med Trans Practicum	6	OL	TBA		
6099	MT 220	Focus on Med Specialties	3	OL	TBA		
6100	MT 260	Shortcuts/Tech/Employment	3	OL	TBA		
6101	MT 280	Adv Med Trans Practicum	6	OL	TBA		

## MUSIC

6152	MUSC 110D	World Music	5	OL			
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## NURSING

6558	NURS 270	Current Practice Nursing	8	Daily	ARR	ARR	
6560	NURS 275	Post-Graduate Residency	12	TBA	ARR	ARR	
6561	NURS 275	Post-Graduate Residency	12	TBA	ARR	ARR	

## NUTRITION

6640	NUTR& 101	Nutrition	5	OL			
6642	NUTR& 101	Nutrition	5	OL			

## OCEANOGRAPHY

6760	OCEA& 101	Intro to Oceanography	5	TTh	855am	1pm	
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## PHILOSOPHY

6946	PHIL& 101	Introduction to Philosophy	5	OL			
6950	PHIL& 106	Introduction to Logic	5	TTh	1145am	245pm	

## PHOTOGRAPHY

7020	PHOTO 110	Photo I: Basic Elements	5		MTW	9am	1130am
7022	PHOTO 110	Photo I: Basic Elements	5		MTW	2pm	430pm
7024	PHOTO 111	Photo II: B&W Imaging	5	N	MTW	5pm	730pm
7026	PHOTO 112	PHOTO III: Creative Explr	5		MTW	1pm	350pm

## PHYSICAL EDUCATION HEALTH & WELLNESS

7120	PEHW 100	Beginning Yoga	2		TWTh	815am	935am
7154	PEHW 111	Kick Boxing Aerobics	1		MW	950am	1050am
7202	PEHW 125	Begin. Weight Training	3		MWTh	11am	105pm
7206	PEHW 126	Adv. Weight Training	3		MWTh	11am	105pm
7210	PEHW 128	Women on Weights	1		TTh	950am	1050am

## PHYSICS

7460	PHYS& 121	General Physics I	5		TWTh	855am	1120am
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## POLITICAL SCIENCE

7540	POLS& 101	Intro to Political Science	5	OL			
7550	POLS& 202	American Government	5	OL			

## PSYCHOLOGY

7620	PSYC& 100	General Psychology	5	OL			
7624	PSYC& 100	General Psychology	5		MTWTh	730am	845am
7626	PSYC& 100	General Psychology	5		MTWTh	855am	1010am
7658	PSYC& 200	Lifespan Psychology	5	OL			
7660	PSYC& 200	Lifespan Psychology	5	N	TTh	630pm	930pm
7664	PSYC& 220	Abnormal Psychology	5	OL			

## SOCIOLOGY

7872	SOC& 101	Intro to Sociology	5	OL			
7878	SOC& 101	Intro to Sociology	5	OL			
7882	SOC& 101	Intro to Sociology	5	N	MW	6pm	9pm

## SPANISH

8000	SPAN& 121	Spanish I	5		MTWTh	9am	1255pm
8002	SPAN& 122	Spanish II	5		MTWTh	9am	115pm
8006	SPAN& 123	Spanish III	5		MTWTh	9am	115pm

## WELDING

8374	WELD 154	Industrial Hygiene	3		MW	2pm	315pm
8376	WELD 154	Industrial Hygiene	3		TBA		
8381	WELD 152	Weld Base Matls: Process	3		MTW	1pm	2pm
8400	WELD 190	Oxycetylene	5		MTWTh	8am	1050am
8402	WELD 190	Oxycetylene	5		MTWTh	11am	150pm
8404	WELD 190	Oxycetylene	5	N	MW	6pm	1050pm
8408	WELD 190	Oxycetylene	5	N	TTh	6pm	1050pm
8409	WELD 191	Basic Arc	5		MTWTh	2pm	6pm
8410	WELD 191	Basic Arc	5		MTWTh	8am	1050am
8412	WELD 191	Basic Arc	5		MTWTh	11am	150pm
8414	WELD 191	Basic Arc	5	N	MW	6pm	1050pm
8418	WELD 191	Basic Arc	5	N	TTh	6pm	1050pm
8420	WELD 192	Advanced Arc	5		MTWTh	8am	1050am
8422	WELD 192	Advanced Arc	5		MTWTh	11am	150pm
8424	WELD 192	Advanced Arc	5	N	MW	6pm	1050pm
8428	WELD 192	Advanced Arc	5	N	TTh	6pm	1050pm
8430	WELD 193	Basic Pipe	5		MTWTh	8am	1050am
8432	WELD 193	Basic Pipe	5		MTWTh	11am	150pm
8434	WELD 193	Basic Pipe	5	N	MW	6pm	1050pm
8438	WELD 193	Basic Pipe	5	N	TTh	6pm	1050pm
8440	WELD 194	Gas Tungsten Arc Welding	5		MTWTh	8am	1050am
8442	WELD 194	Gas Tungsten Arc Welding	5		MTWTh	11am	150pm
8444	WELD 194	Gas Tungsten Arc Welding	5	N	MW	6pm	1050pm
8448	WELD 194	Gas Tungsten Arc Welding	5	N	TTh	6pm	1050pm
8449	WELD 195	Gas Metal Arc/Flux Weld	5		MTWTh	2pm	6pm
8450	WELD 195	Gas Metal Arc/Flux Weld	5		MTWTh	8am	1050am
8452	WELD 195	Gas Metal Arc/Flux Weld	5		MTWTh	11am	150pm
8454	WELD 195	Gas Metal Arc/Flux Weld	5	N	MW	6pm	1050pm
8458	WELD 195	Gas Metal Arc/Flux Weld	5	N	TTh	6pm	1050pm
8460	WELD 196	Flux Cored Arc Welding	5		MTWTh	8am	1050am
8462	WELD 196	Flux Cored Arc Welding	5		MTWTh	11am	150pm
8468	WELD 196	Flux Cored Arc Welding	5	N	MW	6pm	1050pm
8470	WELD 196	Flux Cored Arc Welding	5	N	TTh	6pm	1050pm
8472	WELD 191	Basic Arc	5		MTWTh	1pm	2pm
8473	WELD 191	Basic Arc	5		MTWTh	2pm	6pm
8474	WELD 195	Gas Metal Arc/Flux Weld	5		Daily	2pm	6pm
8475	WELD 195	Gas Metal Arc/Flux Weld	5		Daily	2pm	6pm
8494	WELD 295	Work Experience Internsh	5		TBA	2pm	6pm

## 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](http://www.everettcc.edu/elc)



# Corporate & Continuing Education Center

EvCC's Corporate & Continuing Education Center provides workshops and training solutions to enhance your career, explore your life-long interests, and grow your business. Convenient and affordable workshops are available in a variety of topics including Aerospace & Manufacturing; Business and Professional Development; Certificate Programs and Certifications; Computers and Technology; Corporate and Customized Training; Health and Fitness; Mukilteo Locations; Online Learning; Personal Interest; 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 the 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 are 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 apply not only to prospective students, but also to those currently enrolled. Advance notification will be given to students whenever possible.

## TO REGISTER FOR CLASSES

Online: [www.everettcc.edu/ccce](http://www.everettcc.edu/ccce)

Phone: 425-267-0150

Mail: **Everett Community College,  
Corporate and Continuing Education Center,  
2333 Seaway Blvd., Everett, WA 98203**

Fax: 425-259-8299

Walk in: **Corporate and Continuing Education Center,  
2333 Seaway Blvd., Everett, WA 98203**

## AEROSPACE & MANUFACTURING

For additional offerings in the Aerospace and Manufacturing industry see the following pages:

AutoCAD 2009 & 2007 .....	pg. 67
CATIA V5 .....	pg. 66
Continuous Improvement/Process Improvement .....	pg. 59
Project Management .....	pg. 61
Six Sigma.....	pg. 62

## BLUEPRINT READING

### BLUEPRINT READING BASICS (1.2 CEUs)

This course will familiarize the student with basic blueprint reading techniques. We will cover projections, section cuts, section views and detailed views. We will also cover dimension and tolerance as well as assemblies breakdown. Student will learn how to determine whether to accept/reject manufactured items per given dimensions. 6 classroom hours plus 6 hours web simulation access for independent practice and review. Prerequisite: Shop Math course or equivalent experience helpful.

Mar. 26	1 Friday	8am-3pm
9133-A904	TBD	Fee \$275
Apr. 30	Friday	8am-3pm
9134-A904	TBD	Fee \$275
May 28	1 Friday	8am-3pm
9148-A904	TBD	Fee \$275

### BLUEPRINT READING ADVANCED (1.2 CEUs)

This course covers blueprint reading using Geometric Dimensioning and Tolerancing (GD&T). Topics discussed will include positional tolerance for hole location, profile tolerance for floors, walls and surfaces, and runout and concentricity for hole pairs. Student will learn how to determine whether to accept/reject manufactured items per given GD&T. 6 classroom hours plus 6 hours web simulation access for independent practice and review. Prerequisite: Basic blueprint reading course or equivalent required.

Apr. 9	1 Friday	8am-3pm
9135-A904	TBD	Fee \$275
May 14	Friday	8am-3pm
9136-A904	TBD	Fee \$275
Jun. 11	1 Friday	8am-3pm
9149-A904	TBD	Fee \$275

## SOLDERING TRAINING AND CERTIFICATIONS

### HANDS ON SOLDERING TRAINING AND ASSEMBLY (1.4 CEUs)

This course is designed to provide basic knowledge needed for entry-level opportunities in the electronics manufacturing industry including new hire training. This course provides an introduction to basic electronic assembly including mechanical assembly, safety & ESD, component identification, common industry terms and definitions and basic hand soldering skills development. Course is 40 percent lecture, 60 percent hands-on lab exercises using industry standard tools and materials. Certificate: Weeks Planning Certificate granted upon successful completion of all modules. All modules include comprehensive testing and grading of workmanship skills. Class offered in partnership with Weeks Planning.

Apr. 22 - Apr. 23	1 Thursday & 1 Friday	8am-4pm
9146-A904	CCEC 102	Fee \$325

## IPC-A-610D CERTIFIED IPC SPECIALIST (CIS) WITH INSPECTION LAB (3.5 CEUs)

In this internationally-recognized course on how to inspect fully completed printed circuit board assemblies, participants learn to determine what is an acceptable or defect condition on a printed circuit board as described in the IPC-A-610D manual for both tin lead and lead-free assembly processes, plated through hole and surface mount assemblies, and Class 1, 2 & 3 levels of manufacturing. IPC Certification granted upon successful completion of the first four days of training. Weeks Planning certificate granted upon successful completion of all lab modules on the fifth day. Certification valid for two years. This course is officially recognized by the Department of Defense and is often used as a prerequisite when hiring for positions in electronics manufacturing companies. Class offered in partnership with Weeks Planning.

May 3 – May 6 9147-A904	1 Monday & 1 Thursday CCEC 102	8am-4pm Fee \$595
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## CERTIFIED IN PRODUCTION AND INVENTORY MANAGEMENT

The following two courses are offered in collaboration 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.

### SUPPLY CHAIN MANAGEMENT BASICS (3.0 CEUs)

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 (#9158), \$545 for non-members (#9159). APICS testing fee is not included in this class fee. (Staff)

Apr. 5 – May 5 9158-A904	5 Mondays & 5 Wednesdays CCEC 213	5pm-8pm Fee \$395
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Apr. 5 – May 5 9159-A904	4 Mondays & 6 Wednesdays CCEC 213	5pm-8pm Fee \$545
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### MASTER PLANNING OF RESOURCES (2.4 CEUs)

This is the second-level course in the CPIM certification sequence covering the principles and techniques of master planning from the corporate business plan level down to master production scheduling. Topics will include exploring the entire master scheduling process; comparing and contrasting various production techniques; sequencing of manufacturing planning activities; using time fence techniques; and designing product structures for phantom, multi-level, super, and fractional bills. You'll also gain experience in using demand management calculations through practice problems. Textbook included. Class Fee \$395 for APICS members (#9150), \$545 for non-members (#9151). APICS testing fee is not included in this class fee. No class on May 31. (Staff)

May 10 – Jun. 7 9150-A904	4 Mondays & 6 Wednesdays CCEC 203	5pm-8pm Fee \$395
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May 10 – Jun. 7 9151-A904	4 Mondays & 6 Wednesdays CCEC 213	5pm-8pm Fee \$545
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## BUSINESS & PROFESSIONAL DEVELOPMENT

### ACCOUNTING & FINANCE

#### BOOKKEEPING BASICS (.6 CEUs)

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)

April 9 8980-A904	1 Friday CCEC 108	9am-4pm Fee \$125
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April 17 8984-A904	1 Saturday CCEC 106	9am-4pm Fee \$125
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## FINANCIAL INTELLIGENCE FOR NON-FINANCIAL MANAGERS (1.5 CEUs)



Learn how to read, prepare, and analyze income statements, balance sheets, and statement of cash flows to make sound financial decisions, allocate resources, and accurately budget expenses. Acquire a financial toolkit that you can use for real-world situations. Course content includes: financial statement analysis, budgeting/planning, ratio analysis, return on investment (ROI), audits, fraud, and reflection on the post-Enron era. Required textbook can be purchased at the EvCC Bookstore (Karen Berman, Joe Knight, and John Case, *Financial Intelligence: A Manager's Guide to Knowing What the Numbers Really Mean*, Publisher: Harvard Business Press, ASIN: B0032089WC). (Tiffany Poitras, MSPM, CQM/OE)

April 7 – May 5 8985-A904	5 Wednesdays CCEC 102	6pm-9pm Fee \$295
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### COMMUNICATION & CUSTOMER SERVICE

See the Supervision/Leadership section for The Four Generations in the Workplace on page 60.

### PROFESSIONAL POWERPOINT TECHNIQUES (.3 CEUs)

We've all seen a bad PowerPoint presentation - one that made us cringe or yawn. But what made that presentation so ineffective? Professional presentations don't call for an overwhelming use of the bells and whistles that PowerPoint offers. The purpose of a presentation is to present information — not to demonstrate advanced PowerPoint skills. You'll learn how to use the software as it was meant to be used - a presentation aid with purpose, simplicity, and consistency. We'll explore the typical pitfalls of PowerPoint presentations, principles and techniques of presentation slide transitions, and appropriate animation and graphics. Prerequisite: PowerPoint Level 1 or equivalent experience. (Mikel Aldrich)

Jun. 9 8994-A904	1 Wednesday CCEC 107	6pm-9pm Fee \$89
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### COMMUNICATION STYLES ESSENTIALS (.3 CEUs)

Assess your communication style and learn how differing styles shape perceptions and sometimes inhibit effective communication. Learn practical tips and techniques to recognize and adjust your style to reduce misunderstandings, enhance listening skills, and improve personal and work relationships. *I Speak Your Language* text and questionnaire included. (Sal Thompson)

May 10 8996-A904	1 Monday CCEC 106	6pm-9:30pm \$149
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### NEXT LEVEL PRESENTATION SKILLS (1.4 CEUs)



Get expert coaching and polish your presentation skills. This workshop is designed for executives, managers, those who present to them and anyone in the public eye. Discover how to reduce stage fright, plan for any audience, design remarkable presentations that promote business results, lead Q & A sessions with finesse and ease, minimize distracting behaviors, and motivate and persuade every audience. Participants will receive plenty of video-taped practice speaking and personal attention for improvement. (Pamela Ziemann)

May 13 – May 14 9068-A904	1 Thursday & 1 Friday CCEC 106	7:30am-4:30pm Fee \$449
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### COMMUNICATION FOR SALES AND SERVICE (.3 CEUs)

When everything else is equal (similar cost, 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 way 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 Ziemann)

Apr. 29 8999-A904	1 Thursday CCEC 108	6pm-9pm Fee \$89
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### PROCESS IMPROVEMENT/CONTINUOUS IMPROVEMENT

See the Industry/Manufacturing section for Certified in Production and Inventory Management.

### LEAN FOR THE OFFICE (.8 CEUs)

Learn how Lean concepts are applied in work environments to achieve breakthrough improvements to competitiveness, cash flow, and bottom line results. Discover how to apply Lean techniques to both reduce stress and increase productivity. You'll learn how to take a value-based approach that builds on the existing strengths of the organization while minimizing the seven office wastes. You'll practice in live simulations and see first-hand how Lean thinking rapidly transforms office performance, reduces the fear of change, and improves customer and employee satisfaction. (Larry Schuisi)

Apr. 20 9009-A904	1 Tuesday CCEC 108	8am-5pm Fee \$249
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## LEAN OFFICE FOR HEALTHCARE PROFESSIONALS (.8 CEUs)

Learn how Lean techniques are applied within healthcare to achieve continuous breakthrough improvements in billing cycles, quality of care, patient flow, and cycle times. Discover how to apply Lean techniques to both reduce stress and increase productivity. You'll learn how to take a value-based approach that builds on the existing strengths of the organization while minimizing the seven healthcare wastes. You'll practice in live simulations and see first-hand how Lean thinking rapidly transforms healthcare performance, reduces the fear of change, and improves patient and staff satisfaction. (Larry Schuiski)

May 4 1 Tuesday 8am-5pm  
9010-A904 CCEC 108 Fee \$249

## CHAMPIONS COURSE FOR OPERATIONAL AND PERFORMANCE EXCELLENCE (.6 CEUs)



Learn how to drive a better, stronger organization. Designed for CEOs, managers, and all leaders with a stake in the success of the organization. This course introduces you to the best practice frameworks, tools, and techniques in Lean, Six Sigma, TOC, and Baldrige, so you can best drive accountability and pursuit of results. Improve your understanding of how strong strategic planning provides the foundation for performance excellence. Learn how to kick-off improvement teams with clear direction and a common vocabulary. Understand the process of improvement to keep everyone on track. Learn what to expect to create accountability and a results focus. And learn how to create positive momentum so that your organization becomes a leader in your segment and operates effectively and efficiently. Course offered in partnership with Ceptara. (Adina Suciu — Ceptara Sr. Consultant)

May 3 — May 5 1 Monday & 1 Wednesday 6pm-9pm  
9014-A904 CCEC 108 Fee \$129

## QUALITY IMPROVEMENT FOR PROJECT MANAGERS (1.5 CEUs)

Learn tools, techniques, and approaches to consider when managing quality, both in traditional projects as well as in improving business processes. Understand the benefits of Six Sigma, Lean Manufacturing, Root Cause Analysis, and Theory of Constraints and determine which approach is best to use in any situation. Prerequisites: Project Management Essentials or equivalent. Basic proficiency with MS Word and Excel recommended. (Dale Wilen)

Apr. 7 — May 5 5 Wednesdays 6pm-9pm  
9011-A904 CCEC 106 Fee \$295

## SIX SIGMA GREEN BELT CERTIFICATE SEE PAGE 62

### SMALL BUSINESS FOCUS

#### HOW TO START A BUSINESS (.3 CEUs)

You've thought about it, now make it happen. Learn the step-by-step process of getting started. Topics include types of business ownership; your federal, state, county, and city tax and licensing obligations; copyrights, trademarks, and trade name. We will also discuss how to set priorities to accomplish personal and business goals and much more. (Michael O'Dell)

May 6 1 Thursday 6pm-9pm  
9097-A904 CCEC 106 Fee \$65

#### CREATE A WEBSITE, QUICK, CHEAP AND EASY! (.3 CEUs)

This course provides a step-by-step road map to easily create your own website for fun, hobbies or business. Discover easy-to-use, template driven design tools that can build a basic site in 60 minutes! Learn how to choose the best web-hosting company for your needs, the dos and don'ts of website design, and how to make money by finding profitable products to sell on your site! Optional workbooks available for purchase during class. No web development experience required! (Kevin Boyd)

May 18 1 Tuesday 6pm-9pm  
9098-A904 CCEC 104 \$49

#### LEAN FOR THE OFFICE (.8 CEUs)

Learn how Lean concepts are applied in work environments to achieve breakthrough improvements to competitiveness, cash flow, and bottom line results. Discover how to apply Lean techniques to both reduce stress and increase productivity. You'll learn how to take a value-based approach that builds on the existing strengths of the organization while minimizing the seven office wastes. You'll practice in live simulations and see first-hand how Lean thinking rapidly transforms office performance, reduces the fear of change, and improves customer and employee satisfaction. (Larry Schuiski)

Apr. 20 1 Tuesday 8am-5pm  
9009-A904 CCEC 108 Fee \$249

## PLANNING FOR MARKETING SUCCESS:

### Proven strategies to grow your business (.6 CEUs)

Develop a strategic path for marketing success using a proven eight-step system to differentiate your business in a way that generates more sales revenue. You will finish the class with a completed marketing plan. If you are committed to growing your business, this is a smart investment that will deliver positive returns. Fee includes a workbook (\$20 value). Instructor Andrew Ballard has been teaching small business owners how to launch and grow their business for over 25 years. (Andrew Ballard)

May 19 — Jun. 2 3 Wednesdays 6pm-9pm  
9095-A904 CCEC 104 Fee \$189

### SUPERVISION/LEADERSHIP

#### SUPERVISORY TRAINING CERTIFICATE (1.6 CEUs)

In this intensive two-day training, learn practical skills, techniques, and best practices you can put to use the next day. Class is for new supervisors and experienced managers and supervisors who want to take their skills to the next level. (Lynne Lazaroff)

May 6 — May 7 1 Thursday & 1 Friday 8am-4pm  
9050-A904 CCEC 104 Fee \$275

#### NEXT LEVEL LEADERSHIP PROGRAM (.8 CEUs)



Gain modern leadership skills and knowledge to take yourself and your team to the next level of performance, productivity, and profits. Develop your own leadership style based on your strengths and values; equip yourself with proven tools and strategies to inspire, motivate, and elevate employee performance; and learn how to communicate with credibility, persuasiveness, and passion to affect positive change. Required textbook can be purchased at the EvCC Bookstore (J.Kouzes, B. Posner, *The Leadership Challenge*, Publisher: Jossey-Bass, 4th edition, ISBN: 978-0787984922). (Martha Bryant)

April 9 — April 23 3 Fridays 7:30am-4:30pm  
9067-A904 CCEC 106 Fee \$850

#### NEXT LEVEL PRESENTATION SKILLS (1.4 CEUs)



Get expert coaching and polish your presentation skills. This workshop is designed for executives, managers, those who present to them and anyone in the public eye. Discover how to reduce stage fright, plan for any audience, design remarkable presentations that promote business results, lead Q & A sessions with finesse and ease, minimize distracting behaviors, and motivate and persuade every audience. Participants will receive plenty of video-taped practice speaking and personal attention for improvement. (Pamela Ziemann)

May 13 — May 14 1 Thursday & 1 Friday 7:30am-4:30pm  
9068-A904 CCEC 106 Fee \$449

#### FOUR GENERATIONS IN THE WORKPLACE (.6 CEUs)

This is the first time in American history that we have had four different generations in the workplace. This workshop will help you identify the four generations and each generation's unique characteristics, communication and work style. We'll explore how your approach may need to change when coaching, managing and leading employees of different generations. Plus, gain a deeper understanding of what motivates people across generations, and practical ways to tap into their potential. (Jonté Sulton)

Apr. 30 1 Friday 9am-4pm  
9062-A904 CCEC 108 Fee \$129

#### LEADING OTHERS THROUGH CHANGE (.6 CEUs)

Understand a supervisor's responsibility in planning and managing organizational change. You'll identify common barriers and challenges to transition, and strategies and techniques to successfully lead employees through each stage of the change process. (Lynne Lazaroff)

Apr. 12 — Apr. 14 1 Monday & 1 Wednesday 6pm-9pm  
9064-A904 CCEC 104 Fee \$129

#### MANAGING CHALLENGING BEHAVIOR AND CONFLICT (.6 CEUs)

What do you do when you have an employee whose challenging behavior is a source of stress and frustration for yourself or others? Explore and practice strategies to get people to listen and follow your direction with real conversations that depersonalize problems and reduce conflict. (Lynne Lazaroff)

Mar. 29 — Mar. 31 1 Monday & 1 Wednesday 6pm-9pm  
9065-A904 CCEC 106 Fee \$129

#### TIME MANAGEMENT TOOLS AND TECHNIQUES (.6 CEUs)

We all want to get more done in less time with better results. This class provides you with the tools to analyze current time usage and select techniques for improvement. Topics covered include setting goals, making To Do lists, setting priorities, matching priorities with co-workers, using electronics to help rather than hinder, handling time wasters, dealing with interruptions, controlling distractions, scheduling tasks, reducing procrastination, reading effectively, and using various time management systems. (Lynne Lazaroff)

Apr. 26 — Apr. 28 1 Monday & 1 Wednesday 6pm-9pm  
9066-A904 CCEC 108 Fee \$129



## LEADING HIGH PERFORMANCE TEAMS (.7 CEUs)



Managers and supervisors in today's business world must become creative leaders who inspire productivity and motivate employees to achieve organizational goals and objectives. Let's face it - the mission of an organization is carried out through successful team-work. This class will enable you to manage team dynamics in a manner that establishes a productive work environment, delivers high performance, and fosters creative ideas. (Jonté Sulton)

April 16 1 Friday 9am-4pm  
9069-A904 CCEC 108 Fee \$129

## TEACHER EDUCATION

### INSTRUCTIONAL SYSTEMS DESIGN (1.4 CEUs)

Discover new methods to successfully combine education and technology. This course was created for those who design and develop instructional and informational material for e-learning, the web, PowerPoint and other delivery media. Others who can benefit are teachers, trainers and writers who develop training and informational material. The course emphasizes the methodologies used for gathering information, needs analysis, design, media selection, and creative media design activities. Join us as we explore examples from computer-based and web-based training courses to illustrate approaches that have been successful in the workplace. The instructor delivers the course using a pragmatic approach based on industry practices. (Nicole Bunselmeyer)

Apr. 20 - May 11 4 Tuesdays 6pm-9:30pm  
9090-A904 CCEC 203 \$239

### IMPACT OF GANGS IN YOUR COMMUNITY (1.2 CEUs)

Join us and explore the history and evolution of American street gangs. We will examine effective methods to address gang issues and learn about their mentality and how to counteract it. We will explore how street gangs from major urban cities have a direct correlation to your community and the politics that perpetuate the gang problem. Guest speakers include a former Gangster Disciple from Chicago and a local Hispanic gang interventionist. We will also examine a gang assessment instrument called "Exit Strategies" and demonstrate its effectiveness in determining the depth of gang involved youth. Approved for 12 clock hours. (Ron Carr)

May 14 1 Friday 9am-4pm  
9091-A904 CCEC 102 Fee \$149

## CERTIFICATE PROGRAMS & CERTIFICATIONS

### CERTIFICATE PROGRAMS

#### HUMAN RESOURCES MANAGEMENT



##### HUMAN RESOURCES MANAGEMENT CERTIFICATE PROGRAM INFORMATION SESSION

Learn about Everett Community College's Human Resource Management Certificate Program. We'll discuss getting started, the program requirements (core and elective classes), and career opportunities. Registration required.

Mar. 17 1 Wednesday 6pm-7:30pm  
9089-A904 CCEC 106 Fee Free

##### HUMAN RESOURCES ESSENTIALS (.9 CEUs)



This foundation class introduces the dynamic field of human resources. Learn what HR does and its potential impact and importance in an organization. Master the acronyms and jargon used in the profession, learn the competencies required to be successful as an HR practitioner, and acquire information on HR industry certifications. This is the recommended starting point for the HR Certificate Program. Recommended textbook can be purchased at the EvCC Bookstore (Robert L. Mathis and John H. Jackson, *Human Resource Management*; Publisher: South-Western College Publishing; 12th edition, ISBN: 978-0324542752). (Claudia Malone, SPHR)

Apr. 20 - May 4 3 Tuesdays 6pm-9pm  
9078-A904 CCEC 102 Fee \$135

##### EMPLOYMENT LAW (1.6 CEUs)



The legal landscape for human resources is complex and ever-changing. Navigate the myriad of laws governing the employment relationship including discrimination, compensation, benefits, labor relations, and privacy. Learn how laws and regulations are developed; strategies for keeping your organization in compliance; and ways to keep abreast of new and proposed regulations. Recommended textbook can be purchased at the EvCC Bookstore (Robert L. Mathis and John H. Jackson, *Human Resource Management*; Publisher: South-Western College Publishing; 12th edition, ISBN: 978-0324542752). (Claudia Malone, SPHR)

May 18 - June 8 4 Tuesdays 6pm-9pm  
9079-A904 CCEC 102 Fee \$165

## Learn how to earn a Human Resources Certificate at [www.everettcc.edu/hrcert](http://www.everettcc.edu/hrcert)

### PROJECT MANAGEMENT

#### PROJECT MANAGEMENT CERTIFICATE PROGRAM INFORMATION SESSION

Learn about the program, which electives are right for you, and different planning options for program completion. Meet your instructors, discuss CAPM and PMP certification, and learn about career opportunities in Project Management. Registration required.

Mar. 11 1 Thursday 6pm-7:30pm  
9034-A904 CCEC 106 Fee Free

#### PROJECT MANAGEMENT ESSENTIALS (1.5 CEUs)

Project success doesn't just happen - it requires careful planning and effective management skills. This course will equip you with professional project management tools and techniques that you can put to use at work the next day to get your projects done on time and on budget. Optional texts: 4th edition *Project Management Body of Knowledge* (PMBOK® Guide) principles. (Margaret Mullin)

April 6 - May 4 5 Tuesdays 6pm-9pm  
9024-A904 CCEC 104 Fee \$295

#### PROJECT INITIATION THROUGH PLANNING (1.5 CEUs)

Bringing your project in on time and on budget begins with effective planning and scheduling. Explore tools and strategies to define a new project or a new phase of an existing project, define initial scope and budget, develop the Project Charter, identify Stakeholders, and develop a Project Management Plan. Class includes hands on project work. Required texts: 4th edition *Project Management Body of Knowledge* (PMBOK® Guide) principles. (Sal Thompson)

May 11 - June 8 5 Tuesdays 6pm-9pm  
9025-A904 CCEC 106 Fee \$295

#### PROJECT EXECUTION THROUGH CLOSING (1.5 CEUs)

Explore tools and processes to monitor and control a project to meet project requirements of time, cost, and quality. Class will include hands-on exercises to develop your skills in executing the work on a project according to the Project Management Plan, including managing people and resources all the way through project closure. Required texts: 4th edition *Project Management Body of Knowledge* (PMBOK® Guide) principles. (Sal Thompson)

April 6 - May 4 5 Tuesdays 6pm-9pm  
9026-A904 CCEC 106 Fee \$295

#### PROJECT TEAM MANAGEMENT (1.5 CEUs)

Project success is achieved through individuals working together toward a common goal. Learn basic concepts, interpersonal skills, and tools you need as Project Manager to achieve high project team performance. Understand how to improve communication, motivate, inspire, and manage conflict with techniques you can apply the next day. Required texts: 4th edition *Project Management Body of Knowledge* (PMBOK® Guide) principles. (Margaret Mullin)

May 11 - June 8 5 Tuesdays 6pm-9pm  
9027-A904 CCEC 108 Fee \$310

#### MICROSOFT PROJECT 2007 FOR PROJECT MANAGERS (1.5 CEUs)

This course is designed to help you to use both the beginning and intermediate functionality of Project 2007 as a tool to manage projects. You will learn how to get started with Project; work with both PERT and GANTT charts; create a task list and organize them in a work breakdown structure; set up resources and assign those resources to tasks; format and print your plan and reports; track progress on tasks; import tasks from MS Excel; fine-tune your project; and finalize the project to implement the project plan. You will also create your own personal project of your choice. Prerequisite: Project Management Essentials or concurrent enrollment, and good working knowledge of Windows, Word and Excel highly recommended. This course is based on *MS Office Project 2007 Step by Step* by Carl Chatfield and Timothy Johnson. This 560-page workbook and CD (\$30 value) are included. (Mikel Aldrich)

April 1 - April 29 5 Thursdays 6pm-9pm  
8908-A904 CCEC 205 Fee \$295

May 6 - June 3 5 Thursdays 6pm-9pm  
8909-A904 CCEC 205 Fee \$295

#### MANAGING SMALL PROJECTS (.6 CEU)

Learn Project Management Institute tools, templates and techniques to manage your small projects effectively. Whether you are an experienced project manager or new to managing small projects, you will learn practical skills that you can put to work immediately. Class focuses on projects that are one to six-months long for a single business unit with up to ten team members. Required text can be purchased at the EvCC Bookstore (Sandra Rowe, *Project Management for Small Projects*, Publisher: Management Concepts, ISBN: 9781567261851). (Margaret Mullin)

May 24 - May 26 1 Monday & 1 Wednesday 6pm-9pm  
9029-A904 CCEC 1106 Fee \$149

### QUALITY IMPROVEMENT FOR PROJECT MANAGERS (1.5 CEUs)

Learn tools, techniques, and approaches to consider when managing quality, both in traditional projects as well as in improving business processes. Understand the benefits of Six Sigma, Lean Manufacturing, Root Cause Analysis, and Theory of Constraints and determine which approach is best to use in any situation. Prerequisites: Project Management Essentials or equivalent. Basic proficiency with MS Word and Excel recommended. (Dale Wilen)

April 7 – May 5  
9030-A904 5 Wednesdays  
CCEC 106 6pm-9pm  
Fee \$295

### VIRTUAL TEAMS: Managing Projects Today (.6 CEUs)

Learn practical tools and techniques for managing projects in today's global environment. Through case study analysis of real-life scenarios, identify common challenges and pitfalls of virtual teams and how to navigate them to ensure project success. (Dale Wilen)

May 17 – May 19  
9031-A904 1 Monday & 1 Wednesday  
CCEC 106 6pm-9pm  
Fee \$145

### CRITICAL PROJECT AND PORTFOLIO MANAGEMENT (1.5 CEUs)

Explore project management in the fast lane and how it impacts competitive advantage. The promise of the Critical Chain is to reduce project lead times and finish on time. Using Theory of Constraints (TOC) and Project Management (PM) tools, learn to analyze any environment and its project system, create customized solutions to common concerns, and develop a pilot implementation plan for rollout. Prerequisites: Project Execution through Closing. Required textbook can be purchased at the EvCC Bookstore (Lawrence P. Leach, *Lean Project Management: Eight Principles For Success*, Publisher: BookSurge Publishing, ISBN-13: 978-1419644061). (Tiffany Pointas, MSPM, CQM/OE)

May 13 – June 10  
9032-A904 5 Thursdays  
CCEC 102 6pm-9pm  
Fee \$295

### PROJECT REQUIREMENTS MANAGEMENT (.6 CEUs)

Defining and Managing Project Requirements. Inadequate processes for requirements definition and management are a leading cause of project failure. Learn critical concepts, skills and tools a Project Manager needs to gather requirements from project stakeholders. Learn how to successfully define and manage the project scope. You will also learn how to avoid common pitfalls of requirements definition and management. Required textbook can be purchased at the EvCC Bookstore (Rosemary Hosenlopp and Kathleen Hass, *Unearthing Business Requirements: Elicitation Tools and Techniques*, Publisher: Management Concepts, Inc, ISBN-13: 978-1567262100. (Jim Bowen)

May 24 – May 26  
9033-A904 1 Monday & 1 Wednesday  
CCEC 106 6pm-9pm  
Fee \$185

## Learn how to earn a Project Management Certificate at [www.everettcc.edu/ccec/pmcert](http://www.everettcc.edu/ccec/pmcert)

### SIX SIGMA GREEN BELT CERTIFICATE

Take both Foundations and Advanced Topics and earn a certificate that demonstrates your knowledge of Six Sigma for the workplace. Certificate also prepares you to take the ASQ Six Sigma Green Belt certification exam. Classes are offered in partnership with Ceptara and are taught by Ceptara Six Sigma Black Belt instructors. Students are advised to purchase the *Six Sigma Green Belt Primer* from Quality Council of Indiana. You may order by calling 1-800-660-4215 or <http://www.qualitycouncil.com>

#### SIX SIGMA GREEN BELT - Foundations (1.8 CEUs)

A practical approach to six sigma. Learn best practice approaches that can be applied immediately in your work and build a foundation for further understanding and development in the area of work process improvement. Learn the DMAIC (Define, Measure, Analyze, Improve and Control) approach to process improvement projects and the applicable tools and techniques. Understand quality principles and systems, strategy, process management, lean principles in the organization, team management and best practices for continuous improvement. This course covers a foundation of learning applicable to the American Society for Quality (ASQ) Body of Knowledge for Six Sigma Green Belt (SSGB) certification.

Apr. 6 – May 11  
9012-A904 6 Tuesdays  
CCEC 105 6pm-9pm  
Fee \$360

#### SIX SIGMA GREEN BELT - Advanced Topics (1.8 CEUs)

Building on the Six Sigma Green Belt Foundations course, Advanced Topics introduces more concepts, tools and techniques for the phases of a six sigma improvement initiative, namely strategy, deployment and execution of a six sigma DMAIC project. Learn best practice approaches that can be applied immediately in your work. Enhance the understanding of the DMAIC (define, measure, analyze, improve and control) approach with additional concepts related to quality principles and systems, strategy, process management, lean principles in the organization, team management and best practices for continuous improvement. This course completes the coverage for the American Society for Quality (ASQ) Body of Knowledge.

May 18 – June 22  
9013-A904 6 Tuesdays  
CCEC 105 6pm-9pm  
Fee \$360

### SUPERVISORY TRAINING CERTIFICATE

#### SUPERVISORY TRAINING CERTIFICATE (1.6 CEUs)

In this intensive two-day training, learn practical skills, techniques, and best practices you can put to use the next day. Class is for new supervisors and experienced managers and supervisors who want to take their skills to the next level. (Lynne Lazaroff)

May 6 – May 7  
9050-A904 1 Thursday & 1 Friday  
CCEC 104 8am-4pm  
Fee \$275

### CERTIFICATIONS

#### BARTENDING CERTIFICATION

##### BARTENDING FOR THE PROFESSIONAL (1.2 CEUs)

With the rise in casinos, nightclubs, and entertainment venues, the job market for bartenders is steadily increasing. This course will give you a fun and exciting introduction to the dramatic and lucrative world of professional bartending! You will explore common bar equipment, customer service, and the names and recipes for over 100 drinks (both alcoholic and non-alcoholic). Discover how to "free-pour," create layered and multi-liquor drinks, and explore the most popular wines and microbrews. How a bartender helps their guests to have a great time while watching out for their safety. Job search skills and strategies for increasing customer satisfaction (and tips!) will also be covered. Full-time or part-time, bartending is fun, dynamic, and exhilarating! Fee includes the "Bartending and Serving Licensing" class. No prior liquor knowledge required. You must be at least 18 years of age. Please bring valid picture ID to the class. Required textbook can be purchased at the EvCC bookstore (Chandler L. DeLowe, *Bartending for the Professional and Home Entertainer*, Publisher: BarBack Books, Inc., ISBN: 0976219816). (Leiann Ronnestad)

May 20 – May 21  
May 22  
9042-A904 1 Thursday & 1 Friday  
1 Saturday  
CCEC 108 6pm-9pm  
9am-4:30pm  
Fee \$189

##### BARTENDING AND SERVING LICENSING (.3 CEUs)

This class covers the legal aspects of bartending and serving. It is a required class for the license to serve alcohol. Topics will include how much to serve, when to stop serving, and the legal responsibilities of restaurants, bars, and the server or bartender. This class meets all of the requirements for licensing by the State of Washington, and is a required class for anyone who is working as a professional server or bartender. No prior bartending or liquor knowledge is required. You must be 21 or older for a Permit 12 (bartender), and 18 - 20 for a Permit 13 (server). Permits will be awarded by the Washington State Liquor Control Board (valid for 5 years) for those who successfully complete the class and pass the exam. Please bring valid picture ID to the class. (Leiann Ronnestad)

May 22  
9043-A904 1 Saturday  
CCEC 108 1pm-4:30pm  
Fee \$39

### FLAGGING AND TRAFFIC CONTROL CERTIFICATION

#### FLAGGING AND TRAFFIC CONTROL CERTIFICATION (.6 CEUs)

This course fulfills the WA State training requirements for certification as a flagging. Course consists of lecture, slide presentation, and mock traffic situations. You will receive a certification card validated for three years. You must be 18 years of age or older. There is a half-hour lunch break and you are encouraged to bring a sack lunch. Pre-registration is required at least three days before class start date; however, it is recommended you register two weeks in advance. Payment is due at the time of registration. Note: We can also arrange a class for your employees at your business or at our training site. Call us for more information at 425-267-0150. (Michelle Foy)

Mar. 6  
9137-A904 1 Saturday  
IND 115 8am-2:30pm  
Fee \$59

Mar. 20  
9138-A904 1 Saturday  
IND 115 8am-2:30pm  
Fee \$59

Apr. 3  
9139-A904 1 Saturday  
IND 115 8am-2:30pm  
Fee \$59

Apr. 17  
9140-A904 1 Saturday  
IND 115 8am-2:30pm  
Fee \$59

May 8  
9141-A904 1 Saturday  
IND 115 8am-2:30pm  
Fee \$59

May 22  
9142-A904 1 Saturday  
IND 115 8am-2:30pm  
Fee \$59

Jun. 5  
9143-A904 1 Saturday  
IND 115 8am-2:30pm  
Fee \$59

Jun. 19  
9144-A905 1 Saturday  
IND 115 8am-2:30pm  
Fee \$59

## HYPNOTHERAPY CERTIFICATION

This three-quarter class series, Basic, Intermediate, and Advanced Hypnosis (one 27-hour class per quarter) is designed for those who wish to become a certified hypnoterapist 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

This is the third of the three-course series for those who wish to become professional hypnoterapists and counselors. Explore proven techniques in working with children, weight loss, chronic illness, fibromyalgia, tinnitus, and smoking cessation. Combine neuro linguistic programming (NLP) with hypnosis to give you the edge in your field. Other topics will include non-verbal communication, hypnodonics, hypnoanalysis, REM therapy, past-life regression, and how to increase your client base. Handouts included. You can purchase the required texts *Transformation* (\$39.95) and the *New Hypnotherapy Handbook* (\$49.95) at [www.ronstubs.com](http://www.ronstubs.com). Class does not meet on May 31.

(Ron Stubbs, Cht, RC, CI)

Apr. 12 — Jun. 14 9 Mondays 6pm-9pm  
9045-A904 TBA Fee \$425

## REAL ESTATE

### REAL ESTATE FUNDAMENTALS

This real estate course satisfies Washington State's New (July 1, 2010) 90-Hour Fundamentals pre-licensure education requirement and prepares the student for the Washington State Licensing Exam. The course is offered in cooperation with Century 21 North Homes Realty, Inc. Choose from either live lecture (\$499) or online self-study (\$459). Course fee includes textbooks, classroom materials, review sessions and monthly practice exams. The online format requires an additional textbook (\$50). The course is designed so that a student may take only evening classes, only Saturday classes or both evening and Saturday allowing you to complete the course in as little as eight weeks. The instructor, Gary McMillen, is state certified and has taught real estate fundamentals for the past 25 years. The classroom location is 1133 164th Street SW, just off I-5 Exit 183, in Lynnwood. Once you register for this course there is no refund. (Staff)

ARRANGED Tuesdays & Thursdays 6pm-10pm  
9048-A904 Saturdays 8:30am-4:30pm  
LYNNWOOD Fee \$499

ARRANGED ONLINE Fee \$459  
9049-A904

## SUSTAINABILITY CERTIFICATION

### GREEN JOB TRAINING: BPI BUILDING ANALYST CERTIFICATION (4 CEUs)

Get certified and earn money in the green economy by becoming a Residential Energy Auditor and Weatherization Professional through Building Analyst Certification. As a Certified Building Analyst, you contribute to environmental sustainability and safety by identifying problems and solutions to home energy efficiency, air quality, safety and durability. This five-day fast track course is designed for professionals with minimal experience in residential contracting or home inspection. Using a 'house-as-a-system' approach, you will apply knowledge, skills and technology in the field while preparing to take the Building Performance Institute's Building Analyst Exam, which is administered by your instructor on the last day of class. Optional textbook can be purchased online (John Krigger, *Residential Energy: Cost Savings and Comfort for Existing Buildings*, 4th Ed., Publisher: Saturn Resource Management, ISBN: 18800120097). \$600 exam costs are included in course fee. 14 calendar day notice required for a refund for this course.

Apr. 26 — Apr.30 Monday-Friday 8am-5pm  
9132-A904 CCEC 203 Fee \$1,600

## WEDDING PLANNING CERTIFICATION

### WEDDING AND EVENT PLANNER CERTIFICATION

A wedding and social or event planner plays an integral role in the planning of an important day. This training includes budgets, vendor relationships, contracts, revenue channels, wedding trends, bridal fashion, color themes, and signature wedding design. The certification goes beyond wedding and event planning and includes other skills necessary for success including business organization, logistics, networking, and client relationship management. You'll walk away with all the tools



necessary to successfully grow and run a professional wedding and event planning business. As a program graduate, you will have the option to participate in a customized internship that meets your career objectives — helping you start your own wedding and event planning business, or join an existing company. All textbooks and materials are included in the cost of the course. (The Wedding Planning Institute)

Apr. 13 — Jun. 3 8 Tuesdays & 8 Thursdays 6:30pm-9:00pm  
9044-A904 BAK 111 Fee \$995

## COMPUTERS AND TECHNOLOGY

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 BASICS & DESKTOP APPLICATIONS

#### COMPUTER BASICS

##### COMPUTER INFORMATION SESSION: Making the right choices

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 required. (Cindy Kling)

Mar.29 1 Monday 6pm-8pm  
8810-A904 CCEC 107 Fee Free

##### QUICK KEYBOARDING

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)

Mar. 30 — Apr. 1 1 Tuesday & 1 Thursday 6pm-8pm  
8812-A904 CCEC 107 Fee \$139

##### WELCOME TO COMPUTERS: Using WINDOWS XP

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 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).

Apr. 6 — Apr. 15 2 Tuesdays & 2 Thursdays 6pm-9pm  
8815-A904 LKH 106 Fee \$199

Apr. 10 — Apr. 17 2 Saturdays 9am-4pm  
8816-A904 CCEC 107 Fee \$199

##### BASIC HOME OR OFFICE COMPUTER SECURITY



Are you wary of the security of your home or office computer? Does your email flood with spam? What are cookies and spyware? Whether for home or business use, protecting your computer is a must! This workshop is designed for everyday computer users with little or no background in information technology, concerned parents, business users, and corporate telecommuters. Topics cover protecting your computer against viruses, Trojans, and hackers; safe shopping on the Internet; steps to take to avoid web scams and fraud; identity protection, and the hazards with file sharing. We'll also cover social networking and child safety. (Van Aguirre)

Apr. 10 1 Saturday 9am-4pm  
8893-A904 CCEC 205 Fee \$129

## MS WORD

### WORD 2007 LEVEL 1: Word processing basics

Using the latest version of Word, 2007, discover how to produce quality standard business documents. Topics include creating and editing a new document; entering text; opening and saving a document; printing; formatting text, including applying styles; selecting, inserting, moving, copying, and pasting text; formatting paragraphs; controlling page appearance, including margins and borders; proofing, spell-check and thesaurus; creating and editing tables; and inserting graphics. Prerequisite: Welcome to Computers: Using Windows XP or equivalent. Textbook included (\$20 value). #8821-A904 Christina Kelley; #8822-A904 Cindy Kling; #8823-A904 Sam Saunders; #8824-A904 Mikel Aldrich)

Apr. 20 – Apr. 22 8821-A904	Tuesday & 1 Thursday LKH 106	6pm-9pm Fee \$139
Apr. 20 – Apr. 22 8822-A904	Tuesday & 1 Thursday CCEC 107	6pm-9pm Fee \$139
Apr. 23 8823-A904	1 Friday CCEC 205	8am-4:30pm Fee \$139
Apr. 24 8824-A904	1 Saturday CCEC 107	8am-4:30pm Fee \$139

### WORD 2007 LEVEL 2: Beyond Word basics

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 create complex documents in Microsoft Word. Topics include manage lists, customize tables and charts, customize formatting with styles and themes, modify pictures in a document, create customized graphic elements, insert content using Quick Parts, control text flow, use templates to automate document creation, perform mail merges and use macros to automate common tasks. Prerequisite: Word Level I or equivalent. Textbook included (\$20 value). (#8828-A904 & 8831-A904 Sam Saunders; #8829-A904 & 8830-A904 Christina Kelley)

May 7 8828-A904	1 Friday CCEC 107	8:30am-4:30pm Fee \$139
May 15 8829-A904	1 Saturday CCEC 107	8:30am-4:30pm Fee \$139
May 18 – May 20 8830-A904	1 Tuesday & 1 Thursday CCEC 107	6pm-9:30pm Fee \$139
May 21 8831-A904	1 Friday CCEC 107	8:30am-4:30pm Fee \$139

### WORD 2007 LEVEL 3: More complex documents

This course is designed for persons who want to gain skills necessary to manage long documents, collaborate with others, and secure documents. Topics include using Word 2007 with other programs, adding reference marks and notes, creating forms, and using XML in Word. Prerequisite: Word Level II or equivalent. Textbook included (\$20 value). (Christina Kelley)

June 5 8836-A904	1 Saturday CCEC 107	8:30-4:30pm Fee \$139
June 1 – June 3 8837-A904	1 Tuesday & 1 Thursday CCEC 107	6pm-9:30pm Fee \$139

## MS EXCEL

### EXCEL 2007 LEVEL 1: Spreadsheet basics

This class presents the basic concepts of spreadsheets with hands-on practice using Microsoft Excel. Topics include creating and modifying a worksheet; performing calculations; formatting a worksheet, including font size and type, number formats, merge cells, and applying formats and styles; developing a workbook; printing workbook contents; and customizing layout. Prerequisite: Welcome to Computers: Using Windows XP or equivalent. Textbook included (\$20 value). (#8844 Sam Saunders; #8845 Christina Kelley; #8846 Sam Saunders; #8847 Cindy Kling;

Apr. 19 – Apr. 21 8844-A904	1 Monday & 1 Wednesday CCEC 107	6pm-9:30 pm Fee \$139
Apr. 27 – Apr. 29 8845-A904	1 Tuesday & 1 Thursdays LKH 106	6pm-9pm Fee \$139
Apr. 30 8846-A904	1 Friday CCEC 220	8:30am-4:30pm Fee \$139
May 1 8847-A904	1 Saturday CCEC 107	8:30am-4:30pm Fee \$139

### EXCEL 2007 LEVEL 2: Beyond Excel basics

You possess the basic skills of Excel and now want to produce advanced spreadsheets. Discover how easy it is to increase your productivity, streamline repetitive tasks, and enhance the visual effectiveness and appeal of your spreadsheets. Topics include creating and applying templates; charts; working with graphics; calculations and formulas; sorting and filtering data; and exporting data and publishing to the web. Prerequisite: Excel 2007 Level II, or equivalent. Textbook included (\$20 value). (Cindy Kling)

May 11 – May 13 8851-A904	1 Tuesday & 1 Thursday CCEC 107	6pm-9:30pm Fee \$139
May 22 8852-A904	1 Saturday CCEC 107	8:30am-4:30pm Fee \$139

### EXCEL 2007 LEVEL 3 Complex workbooks

Develop skills necessary to create and edit macros; modify workbook properties; share and merge workbooks; audit and analyze worksheet data; work with multiple workbooks, including linking cells in different workbooks; incorporate multiple data sources; and import and export data. Prerequisite: Excel 2007 Level I and II or equivalent knowledge. (Cindy Kling)

May 25 – May 27 8858-A904	1 Tuesday & 1 Thursday CCEC 107	6-9:30pm Fee \$139
June 5 8859-A904	1 Saturday CCEC 107	8:30am-4:30pm Fee \$139

## MS ACCESS

### ACCESS 2007 LEVEL 1: The basics

Managing large amounts of complex information is common in today's business environment and, if done properly, can provide any business an edge over the competition. This course is for those who want to explore the fundamentals of Microsoft Access and practice general database design. Topics include database management; adding and deleting records; sorting and updating records; running reports; creating and modifying tables; examining table relationships; querying the database; creating and designing forms; and creating and modifying reports. Prerequisite: Welcome to Computers: Using Windows XP or equivalent experience, and good working knowledge of Word and Excel highly recommended. Textbook included (\$20 value). (#8866-A904 Cliff Hanks; #8867-A904 Christina Kelley)

Apr. 16 8866-A904	1 Friday CCEC 107	8:30am-4:30pm Fee \$139
May 4 – May 6 8867-A904	1 Tuesday & 1 Thursday LKH 106	6pm-9pm Fee \$139

### ACCESS 2007 LEVEL 2: Beyond the basics

In this course, you will consider how to maintain data consistency, how to customize database components, improve queries, forms, and reports; and how to share Access data with other applications. Prerequisites: Access 2007 Level 1 or equivalent experience. Textbook included (\$20 value). (Cliff Hanks)

Apr. 23 8873-A904	1 Friday CCEC 107	8:30am-4:30pm Fee \$139
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### ACCESS 2007 LEVEL 3: Advanced features

Move beyond a simple database and on to a robust, highly functional one. The results will be a joy for users to work and make their jobs much easier. You will learn to work with related tables; create advanced queries, forms and reports; write macros to automate common tasks; and perform general database maintenance. Prerequisites: Access 2007 Level II or equivalent experience. Textbook included (\$20 value). (Cliff Hanks)

May 28 8881-A904	1 Friday CCEC 201	8:30am-4:30pm Fee \$139
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## MS POWERPOINT

### POWERPOINT 2007: Level 1

Create more effective and engaging presentations. You will discover new skills to create a visually appealing presentation for your audience; edit an existing presentation; add images, charts and graphics; and improve your presentation preparation. PowerPoint 2007 is used, but this course is appropriate for users of other versions as well. Topics include layout; text additions, fonts and type sizes; uses of color; slide backgrounds; design templates; wizards; adding photos and graphics; creating, inserting and editing charts and tables; copying, resizing and grouping/ungrouping objects; and adding clip art and pictures. Prerequisite: Welcome to Computers: Using Windows XP or equivalent. Textbook included (\$20 value). (Siri Cummins)

Apr. 17 8895-A904	1 Saturday CCEC 205	8:30am-4:30pm Fee \$139
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## POWERPOINT 2007: Level 2

Gain more advanced skills with PowerPoint 2007 for your presentations. Topics include custom templates, colors, master slides, applying custom bullets/footers, org charts/diagrams/flowcharts, special effects including animation, collaboration tools, custom slide shows, and building an interactive presentation with hyperlinks and action buttons. Prerequisite: Welcome to Computers: Using Windows XP and PowerPoint - Level 1 or equivalent. (Siri Cummins)

May 1	1 Saturday	8:30am-4:30pm
8896-A904	CCEC 205	Fee \$139

## PROFESSIONAL POWERPOINT TECHNIQUES

We've all seen a bad PowerPoint presentation - one that made us cringe or yawn. But what made that presentation so ineffective? Professional presentations don't call for an overwhelming use of the bells and whistles that PowerPoint offers. The purpose of a presentation is to present information — not to demonstrate advanced PowerPoint skills. You'll learn how to use the software as it was meant to be used - a presentation aid with purpose, simplicity, and consistency. We'll explore the typical pitfalls of PowerPoint presentations, principles and techniques of presentation design, slide transitions, and appropriate animation and graphics. Prerequisite: PowerPoint Level 1 or equivalent experience. (Mikel Aldrich)

June 9	1 Wednesday	6pm-9pm
8898-A904	CCEC 113	Fee \$89

## OUTLOOK

### OUTLOOK: LEVEL 1

This course will provide you with the skills you need to start sending and responding to email in Microsoft Outlook, as well as maintaining your calendar, scheduling meetings, and working with tasks and notes. Topics include creating, sending, and replying to messages; addressing and forwarding messages; printing messages; attaching files; scheduling appointments and meetings; managing tasks; using notes; and managing contacts. Prerequisite: Welcome to Computers: Using Windows XP or equivalent experience. Textbook included (\$20 value). (Cliff Hanks)

May 7	1 Friday	8:30am-4:30pm
8903-A904	CCEC 201	Fee \$139

## BOOKKEEPING AND QUICKBOOKS

### BOOKKEEPING BASICS

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)

April 9	1 Friday	9am-4pm
8980-A904	CCEC 108	Fee \$125

April 17	1 Saturday	9am-4pm
8984-A904	CCEC 106	Fee \$125

### QUICKBOOKS PRO 2009 FUNDAMENTALS

Welcome to the world of QuickBooks Pro! This workshop is filled with practical tips for using QuickBooks to handle a variety of transactions efficiently. Discover how to tailor your company preferences, modify the tool bar, create items and services, customize your Chart of Accounts, and back up your data. Manage customer and vendor lists while gaining hands-on experience with invoicing, receiving and depositing payments, entering bills, and writing checks. Reconcile 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). This course qualifies for 6 CPE credits recognized by the Washington State Board of Accountancy. (#8863-A904 Lynne Midyette; #8865-A904 Keith Fowler, MBA)

Apr. 23	1 Friday	9am-4pm
8863-A904	CCEC 201	Fee \$145

Apr. 24	1 Saturday	9am-4pm
8865-A904	CCEC 220	Fee \$145

### QUICKBOOKS: Creating a new company file

Bought the software but not sure where to go from there? No problem! This course provides an in-depth look at how to create a new QuickBooks company file using financial records, current balances, and summary entries in order to reconstruct a transaction history. Prerequisite: Basic MS Windows knowledge. Bookkeeping Basics class is not required but highly recommended. (Handout included). This course qualifies for 3 CPE credits recognized by the Washington State Board of Accountancy. (Keith Fowler, MBA)

May 8	1 Saturday	9am-12pm
8968-A904	CCEC 201	Fee \$65

### QUICKBOOKS: Importing and exporting data

Established businesses new to QuickBooks often already have customer, vendor, and item lists they've used for years, so why should they have to reinvent the wheel? Learn how common file formats such as .IIF and .CSV may be used to efficiently import, edit, and export lists and other data for later use in QuickBooks. Prerequisite: QuickBooks Pro Fundamentals or equivalent experience. MS Excel skills helpful but not required. (Handout included). This course qualifies for 3 CPE credits recognized by the Washington State Board of Accountancy. (Keith Fowler, MBA)

May 8	1 Saturday	1pm-4pm
8969-A904	CCEC 201	Fee \$65

### QUICKBOOKS: Inventory

Small businesses working with a limited inventory will benefit from QuickBooks' inventory setup and tracking features. Discover how to properly configure QuickBooks for tracking inventory and related sales and purchases. Set up and group inventory items, use purchase order data to populate item receipts and bills, and use adjustments, reorder points, and even inventory reports to manage raw materials and finished goods inventories. Prerequisite: QuickBooks Pro Fundamentals or equivalent experience. (Handout included). This course qualifies for 3 CPE credits recognized by the Washington State Board of Accountancy. (Keith Fowler, MBA)

May 15	1 Saturday	9am-12pm
8971-A904	CCEC 201	Fee \$65

### QUICKBOOKS: Sales tax

This workshop will cover what you need to know to properly configure, apply, accrue, and pay sales tax using QuickBooks. Discover how easy it is to set up and group tax items, create vendor records for various tax agencies, apply taxes to invoices and sales receipts, track and pay sales tax liabilities, and use related reports. Emphasis is on Washington State tax issues with strategies for dealing with use tax and business and occupation (B&O) tax. Prerequisite: QuickBooks Pro Fundamentals or equivalent experience. (Handout included). This course qualifies for 3 CPE credits recognized by the Washington State Board of Accountancy. (Keith Fowler, MBA)

May 15	1 Saturday	1pm-4pm
8972-A904	CCEC 201	Fee \$65

### QUICKBOOKS: Payroll

Discover how to use QuickBooks to process payroll and meet your monthly, quarterly, and annual payroll tax obligations. Get plenty of hands-on practice managing your employee list and creating payroll items such as compensation, benefits, deductions, and taxes. Then practice creating paychecks and paying employees. Additional topics include: manual payroll vs. payroll services, federal and Washington State payroll requirements, payroll liability and expense sub-accounts, tracking and billing for employee time, 1099-MISC contractors, and printing payroll related forms and reports. Prerequisite: QuickBooks Pro Fundamentals or equivalent experience. (Handout included). This course qualifies for 6 CPE credits recognized by the Washington State Board of Accountancy. (Keith Fowler, MBA)

May 22	1 Saturday	9am-4pm
8970-A904	CCEC 201	Fee \$129

### QUICKBOOKS: Custom templates and mailings

Move your business beyond the basic QuickBooks Invoice, Sales Receipt, Statements, and Estimates. You will create custom form templates by using the Basic Customization, Additional Customization, and Layout Designer screens. Create a user-defined field and add that field into your form. Discover how to generate customer mailing labels, modify letter templates, and use mail merge to create personalized business letters for your advertising and communications needs. Prerequisite: QuickBooks Pro Fundamentals or equivalent experience. (Handout included). This course qualifies for 3 CPE credits recognized by the Washington State Board of Accountancy. (Keith Fowler, MBA)

June 5	1 Saturday	9am-12pm
8973-A904	CCEC 201	Fee \$65

## QUICKBOOKS: Custom reports and graphs

Every business has specific needs for accessing and displaying its data in meaningful ways. The process of creating just the right report can often be a daunting task. Explore how to run a variety of preset reports, copy and customize those reports, and apply powerful filtering tools to obtain only the data you need. Learn how to print reports, export report contents to MS Excel, and display your data using basic preset graphs. Prerequisite: QuickBooks Pro Fundamentals or equivalent experience. (Handout included). This course qualifies for 3 CPE credits recognized by the Washington State Board of Accountancy. (Keith Fowler, MBA)

June 5 1 Saturday 1pm-4pm  
8974-A904 CCEC 201 Fee \$65

## QUICKBOOKS: Advanced bookkeeping entries

The workshop will cover advanced bookkeeping activities such as large purchase transactions, loans, depreciation, and general journal entries. Minimize your workload by using Memorized Transactions to recreate the invoices, bills, and journal entries you post regularly. Discover the proper way to handle non-sufficient funds and fix common bookkeeping mistakes, and gain insight on how to audit your books and apply accounting controls. Prerequisite: QuickBooks Pro Fundamentals or equivalent experience. Bookkeeping Basics or equivalent experience strongly recommended. (Handout included). This course qualifies for 3 CPE credits recognized by the Washington State Board of Accountancy. (Keith Fowler, MBA)

June 12 1 Saturday 9am-12pm  
8975-A904 CCEC 201 Fee \$65

## MS PROJECT

### MICROSOFT PROJECT 2007 FOR PROJECT MANAGERS (1.5 CEUs)

This course is designed to help you to use both the beginning and intermediate functionality of Project 2007 as a tool to manage projects. You will learn how to get started with Project; work with both PERT and GANTT charts; create a task list and organize them in a work breakdown structure; set up resources and assign those resources to tasks; format and print your plan and reports; track progress on tasks; import tasks from MS Excel; fine-tune your project; and finalize the project to implement the project plan. You will also create your own personal project of your choice. Prerequisite: Welcome to Computers: Using Windows XP or equivalent experience, and good working knowledge of Word and Excel highly recommended. This course is based on *MS Office Project 2007 Step by Step* by Carl Chatfield and Timothy Johnson. This 560-page workbook and CD (\$30 value) are included. (Mikel Aldrich)

Apr. 1 – Apr. 29 5 Thursdays 6pm-9pm  
8908-A904 CECC 205 Fee \$295

May 6 – Jun. 3 5 Thursdays 6pm-9pm  
8909-A904 CECC 205 Fee \$295

## COMPUTER AIDED DESIGN

### CATIA

CATIA Version 5 (V5) is Dassault Systemes' computer aided drafting and computer-aided manufacturing (CAD/CAM) software solution that allows you to define and make the tools needed to manufacture your products. CATIA is predominately used by design, tooling, and manufacturing engineers; commercial and consumer designers; and users of other CAD/CAM software programs. CATIA enables users to tailor product development according to their industry-specific requirements. With CATIA, users simulate the entire range of industrial design processes from marketing and initial concept to product design, analysis, assembly, and maintenance. This software is the standard in the aircraft industry and widely used in the automotive industry across the U.S.

Those new to CATIA V5 and wish to become designers should consider taking all five of the following introduction classes:

- Intro to CATIA V5
- Assembly Design Fundamentals
- Sketcher and Auto-Constraints
- Part Design Fundamentals
- Part and Product Integration

Current CATIA V5 users can enhance their skills by taking:

- V5 Surfacing Operations
- Intro to V5 Surfacing
- V5 Drafting Fundamentals
- and/or Assembly Design Advanced

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/coll/everettcc.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.

### CLASSROOM—INSTRUCTOR LED (2.5 CEUs)

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 CCEC 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

Apr. 26 – May. 24 5 Mondays 3pm-8pm  
8915-A904 CCEC 107 Fee \$3,500

### 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 includes the first five classes, for a saving of \$200!

### CATIA V5 ONLINE "PACKAGE" (4.0 CEUs)

Includes Intro to CATIA V5; Assembly Design Fundamentals, Sketcher and Auto-Constraints, Part Design Fundamentals, and Part and Product Integration for a savings of \$200.

8923-A904 Online Fee \$1,725

### INTRO TO CATIA (.8 CEUs)

8930-A904 Online Fee \$400

### ASSEMBLY DESIGN FUNDAMENTALS (.8 CEUs)

8931-A904 Online Fee \$400

### SKETCHER AND AUTO-CONSTRAINTS (.8 CEUs)

8932-A904 Online Fee \$400

### PART DESIGN FUNDAMENTALS (.8 CEUs)

8933-A904 Online Fee \$400

### PART AND PRODUCT INTEGRATION (.8 CEUs)

8934-A904 Online Fee \$400

### DRAFTING FUNDAMENTALS (.8 CEUs)

8935-A904 Online Fee \$400

### INTRODUCTION TO SURFACING (.8 CEUs)

8936-A904 Online Fee \$400

### SURFACING OPERATIONS (.8 CEUs)

8937-A904 Online Fee \$400

### ASSEMBLY DESIGN ADVANCED (.8 CEUs)

8938-A904 Online Fee \$400

### FUNCTIONAL TOLERANCING AND ANNOTATION (.8 CEUs)

8939-A904 Online Fee \$400

### WIREFRAME FUNDAMENTALS (.8 CEUs)

8970-A904 Online Fee \$400

### CATIA V5: For airframe mechanics and manufacturing engineers (.7 CEUs)

Do you need a basic understanding of CATIA V5 to analyze, measure, view and manipulate CATIA V5 Model Based Definition (MBD) data? This course will familiarize you with the organization of the CATIA V5 environment. All components of typical MBD parts and assemblies will be broken down for basic understanding. Then you will learn how to search for information and use the tools needed to examine, graphically manipulate, and annotate objects for analysis. Solid model and assembly (parts, products and instances) functions such as Tools+Customize, Edit+Links, Scan, and Renamed Views will be used frequently. You will also be shown techniques to quickly locate 3D components using WL, BL STA coordinates, annotate, and prepare work documents. In addition, you will have online access to portions of the course materials and web simulation.

Apr. 5 – Apr. 6 8947-A904	1 Monday & 1 Tuesday CCEC 107	10:30am-2pm Fee \$998
Apr. 5 – Apr. 6 8948-A904	1 Monday & 1 Tuesday CCEC 107	3pm-6:30pm Fee \$998
June 7 – June 8 8950-A904	1 Monday & 1 Tuesday CCEC 107	10:30am-2pm Fee \$998
June 7 – June 8 8951-A904	1 Monday & 1 Tuesday CCEC 107	3pm-6:30pm Fee \$998

### AUTOCAD 2009 - ONLINE

AutoCAD is now the leading program for computer-aided design throughout the world. The 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. This program begins by focusing on basic 2D drawing and editing tools, objects on layers, text, and basic dimensions, complex objects, 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.

ARRANGED 9910-A903	Online	Fee \$1,995
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## MULTI-MEDIA, GRAPHICS, AND PUBLISHING

### GRAPHICS

#### APPLICATIONS in GIS (GIS 205) (5 credits)

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. Self-support, non-tuition class; class cost \$540 which includes lab and hybrid fees; an additional technology may also apply. Payment is due at time of registration. Last day to register: March 23. Last day for 100% refund: April 2. There is no 50% refund option. (Kerry Lyste)

Mar. 29 – June 7 9480-A904	10 Mondays & 10 Wednesdays GWH 164	12:15pm-2:15pm Fee \$540
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#### INTERNSHIP IN GEOGRAPHIC INFORMATION SYSTEMS (GIS 250) (1-5 credits)

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: \$85 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.

ARRANGED 9482-A904	Off Site	Fee \$85 PER CREDIT
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### INTRODUCTION TO INDESIGN CS4

Adobe InDesign has become the desktop publishing application of choice of many graphic designers and production professionals. Explore the sophisticated layouts tools, automation features, and the ability to closely integrate print, online, and interactive layouts into a single file. You will finish this six-week course with an understanding of the application's complex user interface, and the software's layout features. Participants are welcome to bring projects from their business or education program for in-class discussion. Prerequisite: Good basic computer skills. (James Kramer)

Apr. 3 – Apr. 24 8956-A904	4 Saturdays WHI 355	9am-12pm Fee \$185
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### INTRODUCTION TO ILLUSTRATOR CS4

Adobe Illustrator continues to be the industry standard application in executing vector and raster illustrations. Explore the sophisticated layouts tools, automation features, and the ability to closely integrate print, online, and interactive layouts into a single file. You will finish this six-week course with an understanding of the application's complex user interface, and the software's artistic features. Participants are welcome to bring projects from their business or education program for in-class discussion. Prerequisite: Good basic computer skills. (James Kramer)

May 1 – May 22 8959-A904	4 Saturdays WHI 355	9am-12pm Fee \$185
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### PHOTOSHOP 1: Cleaning up your image

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)

Apr. 3 8888-A904	1 Saturday CCEC 205	9am-4pm Fee \$125
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### PHOTOSHOP 2: "WOW" techniques

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 lassos; 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 embellish and correct specific aspects of an image by hands-on experience with Photoshop layers. "Bend" things around corners, transform and "nudge" objects into position. Prerequisite: Digital Photos I: Cleaning up your image. (Van Aguirre)

May 8 8890-A904	1 Saturday CCEC 205	9am-4pm Fee \$125
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### PHOTOSHOP 3: Artistic digital imaging

Interested in digital arts? Learn to use Photoshop the way oil or watercolor painters manipulate brushes and color pigments to create arts. Explore your talent as an artist without buying expensive bristle brushes, tubes of color pigments and cotton canvases. This class will take the students beyond photo enhancement and repair. You'll explore artistic creativity with Photoshop CS2 and learn the basics of artistic process using digital technology. Class activities introduce the concept of integrating digital tools and traditional art skills. (Van Aguirre)

May 22 8891-A904	1 Saturday CCEC 205	9am-4pm Fee \$125
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## HEALTH & FITNESS

### HEALTH

#### HEALTH PROFESSIONALS

#### LEAN OFFICE FOR HEALTHCARE PROFESSIONALS (.8 CEUs)

Learn how Lean techniques are applied within healthcare to achieve continuous breakthrough improvements in billing cycles, quality of care, patient flow, and cycle times. Discover how to apply Lean techniques to both reduce stress and increase productivity. You'll learn how to take a value-based approach that builds on the existing strengths of the organization while minimizing the seven healthcare wastes. You'll practice in live simulations and see first-hand how Lean thinking rapidly transforms healthcare performance, reduces the fear of change, and improves patient and staff satisfaction. (Larry Schuiski)

May 4 9010-A904	1 Tuesday CCEC 108	8am-5pm Fee \$249
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## OVERVIEW OF HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY (HIPAA) (.5 CEUs)

This four-hour workshop is designed to provide an understanding of HIPAA's regulatory requirements and their practical application. The training will provide a framework for HIPAA compliance, including identifying individual roles and responsibilities, and providing tools for continued compliance. Topics and learning objectives include obtaining a basic understanding of HIPAA; gaining awareness of vulnerabilities and risks for your organization; understanding the major components of HIPAA; and understanding the steps to build an effective HIPAA team. (Tim Downie)

May 14	1 Friday	8am-12pm
9311-A904	CCEC 104	Fee \$69

## CPR: Basic life support for the health care provider (.5 CEUs)

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)

Apr. 10	1 Saturday	9:30am-2:30pm
9306-A904	CCEC 103	Fee \$79
May 8	1 Saturday	9:30am-2:30pm
9308-A904	CCEC 103	Fee \$79
May 26	1 Wednesday	4pm-9pm
9309-A904	CCEC 103	Fee \$79

## NURSING ASSISTANT CERTIFIED (10 credits) (NURS 100)

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 lab 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. Payment is due at time of registration. Last day to register: March 23. Last day for 100% refund: April 2. There is no 50% refund option. Registration is by permission only. (Dorinda Sundberg)

Mar. 29 – May 26	VARIABLES	
9470-A904	TBA	Fee \$1995

## HEALTH

### FREEDOM FROM EMOTIONAL EATING (7HRS)

We overeat and keep ourselves heavy for remarkably important reasons - not because we lack willpower. Begin to uncover what your underlying reasons are and turn them around! Discover a refreshing new strategy of eating to ensure your body's support in losing fat without dieting. This empowering and fun workshop is facilitated by a nutritionist and certified life coach. Bring a sack lunch and be prepared to have a breakthrough. Course fee includes a complementary one-hour coaching session scheduled independently with the instructor. (Denise Holz)

Apr. 10	1 Saturday	9am-5pm
9239-A904	CCEC 104	Fee \$89

### VIBRANT LIVING: Essentials for personal growth, healing, and awakening

Discover your most authentic self, how to be present, understand emotions, and find your power, passion, and joy. You will be introduced to the healing arts (yoga, meditation, breath work, nutrition). Learn how to build a naturally strong immune system, and various breath, meditation and other stress relief tips for staying centered during turbulent times. (Roy Holman)

Apr. 17	1 Saturday	9am-12pm
9348-A904	CCEC 103	Fee \$69

## HEALTH BASTYR UNIVERSITY IN KENMORE

### MASSAGE MADE EASY

Give your friends and family the gift of relaxing massage. Anyone can learn the basic massage strokes to relieve aching muscles, relax a tense body, or just offer comfort. You'll receive hands-on experience giving simple massage to the neck, shoulders, back, arms, legs, hands and feet. Handouts and massage oil are included. You will need to bring a pillow and blanket, and wear layers (including shorts, and sleeveless shirt). Since you will be practicing massage techniques during class, inviting a friend or partner is a must! You enroll for full price and your friend/partner enrolls free! Both persons must register. Class meets in room 286 on the Bastyr Kenmore campus. (Sue Russell)

Apr. 24	1 Saturday	9:30am-5:30pm
9341-A904	Off Site	Fee \$125

### WEEDS, WORTS AND ROOTS: Foraging for edible and medicinal plants in the urban environment



This is a field-based, hands-on workshop, exploring Bastyr's herb gardens and the surrounding Saint Edward State Park. You will touch, smell, taste and discuss 15-20 wild-growing plants that can be used for food or medicine. The focus will be on edible plants, but medicinals will also be explored. We will cover proper identification; ethical harvesting; when and where to harvest; and preparation and processing of the plants. Recipes and resources for learning more about foraging will be provided as well. Workshop will take place rain or shine, so participants need to be prepared for a day outdoors. Materials list will be provided with registration confirmation. Class meets in room 284 on the Bastyr Kenmore campus. (Evert Broderick/Kim Powers)

May 22	1 Saturday	9am-4pm
9340-A904	Off Site	Fee \$89

## FITNESS: WORLD INSTRUCTOR TRAINING SCHOOL (WITS)

### PERSONAL TRAINER NATIONAL CERTIFICATION (3.6 CEUs)

Whether for a career move or for your own personal knowledge, get all the information you need to become a Certified Personal Trainer. Fifteen hours of hands-on practical training prepares you to work with clients one-on-one. Fifteen hours of lecture includes anatomy, exercise physiology, nutrition, muscle and skeletal injuries, and health screening. The National Exam is held on the sixth week. You will then participate in a 30-hour internship program where you will have the opportunity to network with employers and get valuable experience applying your skills. You will receive your national certification after you have successfully completed the national exam, your internship, and proof of CPR/AED certification. For more information go to the following website: [www.witseducation.com](http://www.witseducation.com). To order required textbook go to [www.witseducation.com](http://www.witseducation.com) or call 1-888-330-9487. It is recommended you order your textbook early and study the material immediately as this is a challenging course for the novice. Class meets 9am-noon at the Corporate & Continuing Education Center and 1-4pm at Mieko's Fitness in south Everett. (Staff)

Apr. 10 – May. 15	6 Saturdays	9am-4pm
9310-A904	CCEC 106	Fee \$499

### NUTRITION STRATEGIES FOR PERFORMANCE (6 CECs)



There are three primary factors that influence how our body performs: genetics, training and nutrition. While little if anything can be done to change our genetics, we can make changes in training and nutritional habits. This class is for health and fitness professionals who want to learn more about how nutrition influences physical performance. Handouts included. To order required textbook go to [www.witseducation.com](http://www.witseducation.com) or call 1-888-330-9487, Eberle, S.G., (2007), *Endurance Sports Nutrition*, 2nd Ed. Human Kinetics (\$29.20). (Staff)

June 5	1 Saturday	9am-4pm
9347-A904	CCEC 106	\$129

## FITNESS

### KENDO - JAPANESE FENCING

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 of study and practicing Kendo basics before wearing armor. New students 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. Class will meet at the Everett Boys & Girls Club, 2316 12th Street, Everett, 98201; map and driving directions will be provided with registration confirmation. (Dick Anderson/Rory Elliott)

Mar. 31 – Jun. 2	10 Wednesdays	7pm-9pm
9320-A904	Off Site	Fee \$69



## IAIDO - CLASSICAL JAPANESE SWORDSMANSHIP

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 Seitei Iaido and then Muso Shinden Ryu 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. Class will meet at the Interim Fitness Center' location and directions will be provided with registration confirmation. Class does not meet on May 31. (Dick Anderson/Brian Blomquist)

Mar. 29 – Jun. 14 11 Mondays 7pm-8:30pm  
9321-A904 TFC Fee \$69

## CIRCUIT FITNESS FOR SENIORS

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)

Apr. 6 – Jun. 1 9 Tuesdays & 8 Thursdays 8:50am-9:40am  
9322-A904 TFC Fee \$79

## CARDIOVASCULAR EXERCISE THERAPY

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)

Mar. 29 – Jun. 4 9 Mon, 10 Wed, 10 Fri 7:30am-8:40am  
9323-A904 TFC Fee \$149

# MUKILTEO OFFERINGS

## MUKILTEO OFFERINGS

### DECLUTTER AND DECORATE: Live in your space, love your space!

Learn how to tackle clutter and discover strategies for letting go of excess belongings so you can clear space in your home, relieve stress and enjoy the belongings you love. You'll then learn how to work with the space you have, easy strategies for shopping for décor while remaining within your budget, and discover decorating secrets to create a home that makes you happy and comfortable. Both instructors will provide a door prize to help you kick start your project! Class meets at the City of Mukilteo Administration Building, 11930 Cyrus Way. This workshop is not sponsored by the City of Mukilteo. (Monika Kristofferson/ Kelly DuByne)

Jun. 1 1 Tuesday 6pm-8pm  
9215-A904 Mukilteo \$59

### ORGANIZE AND DESIGN YOUR HOME OFFICE FOR OPTIMAL PRODUCTIVITY

Learn how to organize your office to keep paperwork at your fingertips, supplies close at hand and discover tips on how to use your office time wisely. Learn how to arrange your office furniture to fit your needs while using the room efficiently. We'll show you how color, décor and organizing techniques can best be used to enhance your productivity, while also enhancing the ambience of your space. Both instructors will provide a door prize to help you kick start your project! (Monika Kristofferson/Kelly DuByne)

Apr. 6 1 Tuesday 6pm-8pm  
9217-A904 Mukilteo \$59

### LIVING LARGE IN A SMALL SPACE

Are you feeling frustrated and cramped in your home? Let us show you how to best utilize the space you do have! Learn how to increase storage throughout your home from a professional organizer. Discover a variety of products that will help you reach your goals to enjoy an organized and efficient home. Class also includes tips from an interior designer who will show you how to maximize the floor plan and layout of your home to best utilize the space with furnishings and decor. Both instructors will provide a door prize to help you kick start your project! (Monika Kristofferson/Kelly DuByne)

May 18 1 Tuesday 6pm-8pm  
9216-A904 Mukilteo \$59

For Business Afternoon Tea and Etiquette and Afternoon Tea and Etiquette for Today classes please see page 70.

# PERSONAL INTEREST

## BUSINESS, FINANCE & INVESTMENT

### BUSINESS

#### WORK FROM HOME JOBS AND SCAMS

If you need extra ways to supplement your income but can't figure out what is legitimate, then this class is for you! Learn how to identify scams, promote your talents, and find great companies to work for. Whether you need to get out of debt, save for vacation, or just need to get food on the table, you will learn what is available to achieve your goals. Internet and email familiarity is helpful. Class cost includes workbook (\$25 value). (Bethany Mooradian)

Apr. 29 1 Thursday 6pm-9pm  
9184-A904 CCEC 104 Fee \$59

#### BECOME A MYSTERY SHOPPER!

Yes, there is such a thing as a free lunch! Companies hire people to make observations on their stores and employees. They need the information to train workers and improve customer service, and the result is that you get to earn money while you shop and eat! Learn who is hiring, what companies expect, writing a great evaluation, tax reporting, common scams, and how to get started. Class cost includes workbook (\$25 value). (Bethany Mooradian)

May. 11 1 Tuesday 6pm-9pm  
9185-A904 CCEC 104 Fee \$59

#### 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 class room. 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 class room 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. (Ernie Jones)

May 8 – May 15 2 Saturdays 9am-12pm  
May 19 1 Wednesday 6pm-7:30pm  
9189-A904 BAK 110 Fee \$149

### FINANCE & INVESTMENT

#### RETIREMENT PLANNING FOR TODAY: Strategies for babyboomers

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. (Thor McClrath, CFP®, Registered Investment Advisor)

May 15 – May 22 2 Saturdays 9am-12pm  
9190-A904 CCEC 104 Fee \$49

May 18 – May 25 2 Tuesdays 6:30pm-9:30pm  
9191-A904 CCEC 103 Fee \$49

#### RETIREMENT UNLIMITED: Protection strategies to help secure your future

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 overloading 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®)

May 6 – May 13 2 Thursdays 6:30pm-9pm  
9192-A904 CCEC 103 Fee \$49

## FOOD AND DRINK

### DRINK

See bartending on page 62.

#### FUNDAMENTALS OF WINE



Looking to learn more about wines? This class is designed to help you decipher the wonderful world of wine. We'll discuss winemaking, label language, presentation and serving of wines, wine and food pairing, and evaluating wine for appearance, aroma, bouquet and taste. You'll also gain confidence to buy and navigate restaurant wine lists. Join us for a fun evening sure to enlighten your mind and tickle your taste buds! You will sample three wines, one white and two red. Bring two wine glasses (one for red and one for white) and a bottle of water. You may purchase optional aroma wheel and/or color wheel from the instructor (\$5 each). You must be 21 years of age or older to attend; identification required. (Marja Murray, Sommelier).

Apr. 16	1 Friday	6:30pm-9pm
9205-A904	CCEC 106	Fee \$69

#### AFTERNOON TEA AND ETIQUETTE FOR TODAY

Explore the latest in social etiquette with an appreciation of the cultural and historical significance of tea. Discover how to brew a perfect pot of tea, how to finesse the tea time foods, and to avoid membership in "the tea drinkers Hall of Shame." You will enjoy a tea etiquette presentation in the Victorian and English traditions and discover the differences between a formal teatime experience and a family tea. Also, see a demonstration of antique and unusual teatime accessories; get practical tips on what to have on hand for your next tea party, as well as where to purchase both antique and modern teatime equipment. Handouts included. For more information visit [www.yourcupoftea.org](http://www.yourcupoftea.org). #9360 meets at the City of Mukilteo Administration Building, 11930 Cyrus Way. Map and driving directions will be mailed with your registration confirmation. This workshop is not sponsored by the City of Mukilteo. (Susan Springer, CFCS)

May 13	1 Thursday	6:30pm-8:30pm
9202-A904	Mukilteo	Fee \$49

#### TEA TASTING FOR TEA ENTHUSIASTS

Come and sample favorite premium quality tea blends as well as outrageously expensive exotic teas from around the globe - some valued as high as \$160 per pound! Explore how to select, store, and serve a properly brewed cup of tea. Discover the rich history of the tea trade from the origins in China to the British influences of today. Class includes a formal tasting of several rare and exotic tea types while discussing the pairing of foods with tea and the proper etiquette accompanying the tea ceremony. Handouts included. For more information visit [www.yourcupoftea.org](http://www.yourcupoftea.org). (Susan Springer, CFCS)

May 1	1 Saturday	10am-12:30pm
9203-A904	GWH 312	Fee \$49

#### BUSINESS AFTERNOON TEA AND ETIQUETTE

Tea is the second most popular beverage on the planet and a universal symbol of hospitality in all cultures. Outclass the competition by hosting a non-alcoholic alternative to the power luncheon. Topics include common tea etiquette mistakes and how to properly execute an English tea service in the office, restaurant or hotel settings. Sample and learn to prepare premium quality black, oolong and green teas. Comprehensive workbook includes etiquette primer, suggested teas and food pairings, and ideas to boost morale and productivity using the teatime experience for your clients and staff. For more information visit [www.yourcupoftea.org](http://www.yourcupoftea.org). Class meets at the City of Mukilteo Administration Building, 11930 Cyrus Way. Map and driving directions will be mailed with your registration confirmation. This workshop is not sponsored by the City of Mukilteo. (Susan Springer, CFCS)

May 22	1 Saturday	10am-12:30pm
9204-A904	Mukilteo	Fee \$49

#### GROCERIES FROM YOUR GARDEN



Save money on groceries and enjoy fresh organic fruits and vegetables from your own garden. You'll learn how to grow an abundant variety of delicious greens, herbs, vegetables and berries. No space is too small for creative and fun opportunities to reap a bountiful harvest. We'll discuss raised beds, container gardens for decks and patios, as well as edible ornamental cover for color and which varieties do well in our climate. We'll also discuss how you can collaborate with your neighbors to create community gardens. (Pam Roy)

Apr. 20	1 Tuesdays	6:30pm-8:30pm
9206-A904	CCEC 103	Fee \$59

## HOME AND GARDEN

#### DECLUTTER AND DECORATE: Live in your space, love your space!

Learn how to tackle clutter and discover strategies for letting go of excess belongings so you can clear space in your home, relieve stress and enjoy the belongings you love. You'll then learn how to work with the space you have, easy strategies for shopping for décor while remaining within your budget, and discover decorating secrets to create a home that makes you happy and comfortable. Both instructors will provide a door prize to help you kick start your project! Class meets at the City of Mukilteo Administration Building, 11930 Cyrus Way. This workshop is not sponsored by the City of Mukilteo. (Monika Kristofferson/ Kelly DuByne)

Jun. 1	1 Tuesday	6pm-8pm
9215-A904	Mukilteo	\$59

#### ORGANIZE AND DESIGN YOUR HOME OFFICE FOR OPTIMAL PRODUCTIVITY



Learn how to organize your office to keep paperwork at your fingertips, supplies close at hand and discover tips on how to use your office time wisely. Learn how to arrange your office furniture to fit your needs while using the room efficiently. We'll show you how color, décor and organizing techniques can best be used to enhance your productivity, while also enhancing the ambience of your space. Both instructors will provide a door prize to help you kick start your project! (Monika Kristofferson/Kelly DuByne)

Apr. 6	1 Tuesday	6pm-8pm
9217-A904	Off Site	\$59

#### LIVING LARGE IN A SMALL SPACE



Are you feeling frustrated and cramped in your home? Let us show you how to best utilize the space you do have! Learn how to increase storage throughout your home from a professional organizer. Discover a variety of products that will help you reach your goals to enjoy an organized and efficient home. Class also includes tips from an interior designer who will show you how to maximize the floor plan and layout of your home to best utilize the space with furnishings and decor. Both instructors will provide a door prize to help you kick start your project! (Monika Kristofferson/Kelly DuByne)

May 18	1 Tuesday	6pm-8pm
9216-A904	Off Site	\$59

#### INTERIOR DESIGN AND REMODELING:

##### Organization for kitchens and bathrooms



Take the fear out of kitchen and bath remodeling! Whether you plan to do the work yourself or contract it out, this class will prepare you for your project. Topics include appliance selection, design work up, planning, and working with contractors, designers, architects, engineers and others involved in your project. Class also includes cooking styles and how they influence your appliance decisions; kitchen working styles; developing project specifications; materials available for cabinetry, flooring, backsplash, and counter tops; selecting a contractor; and understanding estimates, schedules and contracts. (Gary Hartz)

Apr. 10	Saturday	9am-4:30pm
9218-A904	GWH 150	Fee \$69

May 15	Saturday	9am-4:30pm
9219-A904	GWH 150	Fee \$69

#### USING NATIVE PLANTS IN THE LANDSCAPE



Explore the benefits of using native plants in your garden. Want more time to relax and enjoy your yard? Support sustainable practices by incorporating native plants that need less water and require less maintenance. Discover how to select the right native plants to use in the various microclimates of your landscape and learn how to combine native plants to create year round interest, color, and habitat in the garden. (Pam Roy)

May 20	1 Thursday	6:30-8:30pm
9220-A904	CCEC 103	Fee \$59

## PERSONAL GROWTH & DEVELOPMENT

### IN A CLASS OF ITS OWN

#### IMPACT OF GANGS IN YOUR COMMUNITY (.6 CEUs)

Join us and explore the history and evolution of American street gangs. We will examine effective methods to address gang issues and learn about their mentality and how to counteract it. We will explore how street gangs from major urban cities have a direct correlation to your community and the politics that perpetuate the gang problem. Guest speakers include a former Gangster Disciple from Chicago and a local Hispanic gang interventionist. We will also examine a gang assessment instrument called "Exit Strategies" and demonstrate its effectiveness in determining the depth of gang involved youth. Approved for 6 clock hours. (Ron Carr)

May 14	1 Friday	9am-4pm
9091-A904	CCEC 104	Fee \$149

## BICYCLE MAINTENANCE FOR WOMEN

If you are ready to learn basic bicycle maintenance this is the place for you. You will learn what tools to carry on every ride, how to fix a flat, repair a broken chain and do adjustments to brakes and shifting. Bring your questions, Bike Works will provide the bicycles and tools for hands on practice.

Apr. 7 9230-A904	1 Wednesday Off Site	6:30pm-8pm Fee \$29
May 5 9231-A904	1 Wednesday Off Site	6:30pm-8pm Fee \$29

## BASIC BICYCLE MAINTENANCE

Learn bicycle maintenance from a professional mechanic. Instructor Scott Stuart demonstrates how to get your bike ready for riding with valuable tips and tricks of the trade. For beginning and advanced riders.

Apr. 21 9232-A904	1 Wednesday Off Site	6:30pm-8pm Fee \$29
May 12 9233-A904	1 Wednesday Off Site	6:30pm-8pm Fee \$29

## THE MYSTERIOUS WORLD OF DREAMS

Do you have recurring dreams or nightmares? Do you wonder what your dreams are trying to tell you? Do you even remember your dreams? In this workshop we will explore why we dream, where they come from, and what they mean. Bring a dream or two and join us in a fun and safe class environment to explore and interpret the mysterious world of dreams, and learn how this knowledge can improve your life. You have the option to purchase a tape (\$9.95) from the instructor to help you remember and work with your dreams. Adults and youth 16 and older welcome. (Margarett Mae Ruthford)

May 13 9234-A904	1 Thursday BAK 113	6:30pm-8:30pm Fee \$39
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## PAST LIFE REGRESSION: Believe it or not!

Have you heard about the term "past lives" but don't know what it is all about? Have you ever met someone and either liked or disliked them instantly and wondered why? Have you ever wondered where we go after we die or what happens in between life times? Then join the discussion covering different beliefs and the benefits of exploring our own past lives. You may even discover one or two of your own past lives in class. Sign up for a fun evening and "take the trip of a lifetime." Bring pillow and blanket and/or floor mat. Adults and youth 16 and older welcome. (Margarett Mae Ruthford)

Apr. 29 9235-A904	1 Thursday BAK 113	6:30pm-8:30pm Fee \$39
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## AN INTRODUCTION TO VOICEOVERS: Getting started in voice acting

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)

May 21 9236-A904	1 Friday GWH 150	7pm-9pm Fee \$55
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## WHAT WERE YOU BORN TO DO

You were born to make a unique contribution to humanity. Progressing toward this purpose brings joy and abundance. Straying from it 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 'doin' what comes naturally. Applying your natural talent relentlessly will magnetically attract all the desires of your heart. The instructor conducts numerous career seminars across California, is a life coach, and author of a forthcoming book: Pinpoint Your Destiny. \$30 due to the instructor the first class session for an assessment tool and comprehensive manual. (Curtis Adney, M.S., J.D)

Apr. 17 9237-A904	1 Saturday GWH 264	1pm-5pm Fee \$49
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## NATURAL AS

Would you like to increase your grade point average quickly and easily? In this workshop you will learn 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 first class session for comprehensive workbook. 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 ten and older. (Curtis Adney, M.S., J.D)

Apr. 17 9238-A904	1 Saturday GWH 264	9am-12pm Fee \$49
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## INTRODUCTION TO TELLINGTON TTouch FOR DOGS

Does your dog shriek and lunge at other dogs? Dig up your yard? Chew your shoes? Do you have a teething puppy or an older dog feeling his age? Then this hands-on, interactive course is for you. Improve your dog's behavior and health using the Tellington TTouch method. You'll discover several of the basic circular touches, lifts, and slides that can help reduce anxiety, fear, and stress in your dog. You'll also explore techniques that address common behavior problems such as digging, barking, chewing, leash pulling, and jumping up. In addition, we will practice TTouch first aid techniques that can save your dog's life. TTouch isn't massage, so knowledge of canine anatomy is not necessary - anyone can use this method. Bring a stuffed animal to practice on - not your dog. Course fee includes book Getting in TTouch with your Dog by Linda Tellington-Jones (\$12 value). (Shannon Finch)

May 15 9345-A904	1 Saturday CCEC 108	1pm-4pm \$69
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## FANTASTIC FELINES: INTRODUCTION TO TELLINGTON TTouch FOR CATS

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 explore techniques for working with feral cats. Bring a stuffed animal (not your kitty!) to practice with. Fee includes book Getting in TTouch With Your Cat (\$15 value). (Shannon Finch)

Jun. 5 9364-A904	1 Saturday CCEC 108	1pm-4pm \$69
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## YOUR ANIMALS ARE TALKING: Are you listening?



Join us in this exciting two-day seminar on telepathic animal communication. Animal communication is the process of listening to and talking directly with animals through thought. The communication can be experienced through dialogue, body sensations, emotions or pictures. You'll take part in exercises that will "open" your ability to hear the animals around you. We'll explore the five main forms of telepathic communication, how to send clear non-verbal information to animals, receive information from animals, and how to work through the typical personal blocks to telepathic communication. You'll gain practical experience with a variety of animals available in class for practice. Note: Bring photographs of your own animals so we can talk with them at a distance. No animals other than the instructor's training animals are allowed in class. Class meets in room 176 on the Basyr Kenmore campus. (Polly Klein)

May 1 May 2 9339-A904	1 Saturday 1 Sunday Off Site	10am-5pm 10am-4pm Fee \$248
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## WORLD LANGUAGES

### AMERICAN SIGN LANGUAGE

#### AMERICAN SIGN LANGUAGE VI (ASL& 223) (5-Credits)

The third in a series of three intermediate courses focusing on developing ASL fluency. (Formerly ASL 203.) PR: ASL& 222 or equivalent. Self-support, non-tuition class; class cost is \$419; an additional technology fee may also apply. Payment is due at time of registration. Last day to register is March 23. Last day for 100% refund is April 2. There is no 50% refund option. (Bontrager L/LeFors P)

Mar. 29 – June 7 9489-A904	10 Mondays & 10 Wednesdays GWH 150	4:50pm-6:50pm Fee \$41
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## FRENCH



### DISCOVERING FABULOUS FRANCE

Various regions of France, their histories, their specialties and their secrets will be revealed to you. With expertise from your French-native instructor, you will be able to discover your dream destinations. You will also learn insider tips to aid your understanding of the French people and to help you experience a warm atmosphere while in France. The dos and don'ts for having a fantastic trip will be discussed. (Isabelle Sarton-Miller, Ph.D.)

May 15 9174-A904	1 Saturday GWH 274	10am-1pm Fee \$49
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### FRENCH LEVEL 1 (1.0 CEUs)

In this beginning French class you will explore this beautiful language in a fun and relaxed atmosphere! By the end of the class you will be able to form simple sentences, make small talk with a friend, order in a restaurant, identify everyday objects, and understand some of the French customs. Required textbook can be purchased at the EvCC Bookstore (Rudi Kost/Robert Valentin, *French Visual Language Guide*, Publisher: Barron's, ISBN: 0764122819). Class will not meet on Jan. 18. (Carole Duchesne)

Mar. 29 – Apr. 26 9166-A904	5 Mondays BAK 211	6:30pm-8:30pm Fee \$99
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### FRENCH LEVEL 2 (1.0 CEUs)

In this second level of our beginning French class, you will reinforce your basic knowledge of this beautiful language in a fun and relaxed atmosphere! You will also improve your communication skills. By the end of the class you will be able to maintain a simple conversation about daily routines and events. Prerequisites: French Level 1 or instructor permission. Textbook is the same as Level 1. Class does not meet on May 31. (Carole Cesar-Duchesne)

May 3 – Jun. 7 9308-A902	5 Mondays BAK 211	6:30pm-8:30pm Fee \$99
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### FRENCH VI (FRCH& 223) (5 Credits)

Continuation of FRCH& 222. Active and systematic review of grammar, building of vocabulary, greater emphasis on oral comprehension, compositions, readings and discussions. (Formerly FRNCH 203) PR: FRCH& 222 or instructor permission. Self-support, non-tuition class; class cost \$419; an additional technology fee may also apply. Payment is due at time of registration. Last day to register is March 23. Last day for 100% refund is April 2. There is no 50% refund option. (Isabelle Sarton-Miller, Ph.D.)

Mar. 30 – Jun. 3 9468-A904	10 Tuesdays & 10 Thursdays GWH 264	7pm-9:15pm Fee \$419
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## ITALIAN

### ITALIAN LEVEL 1 (1.0 CEUs)

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 EvCC 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, Publisher: Barrons Educational Series, ISBN: 0764177567.). (Nausica Zorzi)

Mar. 31 – Apr. 28 9167-A904	5 Wednesdays GWH 274	6pm-8pm Fee \$99
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### ITALIAN LEVEL 2 (1.0 CEUs)

While continuing to increase vocabulary and build upon the grammatical structures learned in Level 1, 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 1 or instructor permission. Textbook is the same as Level 1. (Nausica Zorzi)

May 5 – Jun. 2 9169-A904	5 Wednesdays GWH 274	6pm-8pm Fee \$99
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### ITALIAN I (5 credits) (ITAL 121)

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 \$432.50; an additional technology fee may also apply. Payment is due at time of registration. Last day to register: March 26. Last day for 100% refund: April 2. There is no 50% refund option. (Robert Bertoldi)

Apr. 1 – June 3 9460-A904	10 Thursdays TBA	4:50pm-6:50pm Fee \$432.50
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## JAPANESE

### JAPANESE VI (JAPN& 223) (5 credits)

Continuation of JAPN& 222. Acquisition of listening, speaking, reading and writing skills through a variety of activities to handle common situations. Reading and writing of essays, diaries, and stories. (Formerly JAPAN 203). PR: JAPN& 222 or instructor permission. Self-support, non-tuition class; class cost \$419; an additional technology fee may also apply. Payment is due at time of registration. Last day to register: March 23. Last day for 100% refund: April 2. There is no 50% refund option. (Masako Nair)

Mar. 29 – June 7 9477-A904	Daily NBI 101	12pm-12:50pm Fee \$419
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## RUSSIAN

### RUSSIAN II (RUSS& 122) (5 credits)

The second course in a 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 102.) PR: RUSS& 121 or instructor permission. Self-support, non-tuition class; class cost is \$419; an additional technology fee may also apply. Payment is due at time of registration. Last day to register is March 23. Last day for 100% refund is April 2. There is no 50% refund option. (Maria Kashani-Branson)

Mar. 29 – June 7 9464-A9034	10 Mondays & 10 Wednesdays TBA	7pm-9pm Fee \$419
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### RUSSIAN III (RUSS& 123) (5 credits)

The third course in a 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 103.) PR: RUSS& 122 or instructor permission. Self-support, non-tuition class; class cost is \$419; an additional technology fee may also apply. Payment is due at time of registration. Last day to register is March 23. Last day for 100% refund is April 2. There is no 50% refund option. (Maria Kashani-Branson)

Mar. 29 – June 7 9465-A9034	10 Mondays & 10 Wednesdays TBA	4:50pm-6:50pm Fee \$419
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## SPANISH

### COMMAND SPANISH® EVERYDAY SPANISH - LEVEL 1

An exciting workshop for those who have been waiting for a basic introduction to practical conversational Spanish without the grammar rules! In just 16 fun-filled hours you will discover how to say and comprehend many expressions used in everyday Spanish. Use common phrases of greeting, introduction, and complimenting others; practice giving directions, asking for clarification, making small talk, and much more. You'll also explore many interesting aspects of the Latino culture including the Hispanic family structure, Hispanic surname system, gestures, and body language. This course has been tremendously popular at other colleges in the U.S. and we're excited to offer it here in Snohomish County! Textbook and CD included in fee (\$32 value). (Vidal Martin)

Apr. 3 – May 22 9170-A904	8 Saturdays GWH 266	10am-12pm Fee \$169
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### SPANISH CONVERSATION AND CULTURE - LEVEL 1 (1.0 CEUs)

Planning to visit a Spanish-speaking country? Let us help you prepare 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'll also study Spanish culture through presentations. No prior knowledge of Spanish is necessary. Required textbook can be purchased at the EvCC 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: 1931873860). (Beatriz Johnson)

Apr. 7 – May 5 9172-A904	5 Wednesdays BAK 111	6:30pm-8:30pm Fee \$99
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### SPANISH CONVERSATION AND CULTURE - LEVEL 2 (1.0 CEUs)

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'll explore the culture of the country you plan to visit. Required textbook is the same as Level 1. Prerequisites: Spanish Conversation and Culture Level 1 or instructor permission. (Beatriz Johnson)

May 19 – Jun. 16 9173-A904	5 Wednesdays BAK 111	6:30pm-8:30pm Fee \$99
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## VISUAL ARTS

### PHOTOGRAPHY

#### PHOTOGRAPHING PEOPLE



Learn the tips, tricks, dos and don'ts of photographing people. This is an intermediate class for digital DSLR (and 35mm film SLR) users emphasizing methods to creatively photograph people. Explore how to capture the essence of a person with your camera. Discover the best equipment to use (lenses, flash, etc.) and ways to best utilize natural light. A tripod is required. Three Sunday field trips are included: Pike Place Market, Ballard, and Seattle's Woodland Park Zoo (May 16, 23, and June 6) from 9:30am-12:30pm. Required textbook can be purchased from your local bookstore or online (Andre Gallant, *Photographing People: At Home and Around the World*, Publisher: Key Porter Books, ISBN: 9781552636947). (Robert Stahl, MA)

May 13 – June 10 5 Thursdays 7pm-9pm  
9259-A904 CCEC 104 Fee \$119

#### CAMERA FUNDAMENTALS: A basic workshop

Bring your digital SLR (or 35mm film SLR) camera to this introductory workshop which will emphasize the basics of camera operation: exposure control, F-stops, shutter speeds, ISO, filters, flash, and lenses. Instructor's work has appeared in National Geographic and Kodak publications. Class includes three Sunday field trips to Bellevue Botanical Gardens, the Seattle Center, and the UW Campus: 3 Sundays (May 16, May 23, and June 6) from 2pm-4pm. Tripod suggested. Required textbook can be purchased at your local bookstore or online (Patterson and Gallant, *Photography for the Joy of It*, Publisher: Key Porter Books, ISBN-13: 978-1552637937). (Robert Stahl, MA)

May 11 – Jun. 8 5 Tuesdays 7pm-9pm  
May 16 – Jun. 6 3 Sundays 2pm-4pm  
9248-A904 CCEC 203 Fee \$119

Additional Photoshop training see page 67.

### CREATIVE ARTS

#### BEGINNING CALLIGRAPHY

Calligraphy means the art of beautiful handwriting. Explore the old-world skill that adds a very personal touch to cards, envelopes, invitations, announcements, and holiday gifts. Whether you want to simply improve your own handwriting or to use calligraphy in a variety of applications, this class will open doors to the wonderful and useful world of lettering art. Supply list (approx. \$10-\$15) will be mailed with your registration confirmation. Appropriate for ages 13 and older. (Pam Koons)

Apr. 1 – Apr. 29 5 Thursdays 6:30pm-8:30pm  
9250-A904 CCEC 102 Fee \$89

#### CREATIVE WELDING



Discover the creative side of the torch! This course is designed to familiarize you with the safe and productive use of the welding shop and equipment as well as a foundation of solid techniques that will also fire up your ability to create with metal. Each participant will produce a three-dimensional ornamental fish made from 22-gauge sheet metal. All materials included. No prior welding experience required. (David Taylor)

Apr. 13 – May 4 4 Tuesdays 6pm-9pm  
9260-A904 WHI 203 Fee \$225

### CRAFTS

#### GLASS AND STONE

##### INTRODUCTION TO STAINED GLASS

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). (Robert Mitchell)

Apr. 7 – May 12 6 Wednesdays 6pm-9pm  
9251-A904 WHI 203 Fee \$159

##### STAINED GLASS BOXES

Join us and creating a stained glass box for trinkets, jewelry, or as gifts or keepsakes to friends and family, and the fact that they are handmade adds a personal touch. No prior experience necessary. Tools provided for your use; \$20 due to the instructor the first class session for materials. (Robert Mitchell)

Apr. 14 – Apr. 28 3 Wednesdays 6pm-9pm  
9252-A904 WHI 203 Fee \$159

#### MOSAIC GLASS MIRROR



Learn the basics of simple mosaic techniques while creating a beautiful accent piece for your home. We'll help you design and make your own decorative one-of-a-kind mosaic mirror! Join us to play and learn the time-honored skill of gluing and grouting objects to create your mosaic masterpiece. Each participant will make one mirror; all materials provided (\$15 value). No prior experience required. (Robert Mitchell)

May 17 – May 24 2 Mondays 6pm-9pm  
9258-A904 WHI 205 Fee \$69

#### MOSAIC GLASS ART



Discover how to turn chipped and broken treasures into new and interesting art for your home or for gifts! Learn the step-by-step techniques for cutting glass, placement, and grouting while becoming familiar with all of the materials and tools required to create a beautifully finished mosaic piece. Design ideas will also be discussed. Each participant will make two projects; all materials provided (\$30 value). No prior experience required. (Robert Mitchell)

Apr. 5 – May 10 6 Mondays 6pm-9pm  
9259-A904 WHI 205 Fee \$159

### JEWELRY

#### BEGINNING WIRE WRAP JEWELRY

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, gems stones, 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 single 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)

Apr. 13 1 Tuesday 6pm-9pm  
9254-A904 Off Site Fee \$35

#### TWISTED WIRE BANGLE BRACELET

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 creation 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.

Apr. 7 1 Wednesday 6pm-9pm  
9255-A904 Off Site Fee \$45

#### BEGINNING BEAD STRINGING

\$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 base metal clasp provided. Class held at Treasured Beads, 9214 State Ave. #B, Marysville. Map and driving directions will be mailed with your registration confirmation.

Apr. 22 1 Thursday 6pm-9pm  
9261-A904 Off Site Fee \$45

### LITERARY ARTS

#### WRITING

##### PUBLISH, MARKET, AND SELL YOUR BOOKS

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 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)

Apr. 24 1 Saturday 10am-4pm  
9267-A904 CCEC 205 Fee \$79

## WRITING - ONLINE

Choose from any of these ten-session classes to complete at your own pace. You'll work directly with the instructor, a prolific published columnist, feature writer, author, and editor of magazines and books. You can start these classes anytime. After registration, the course access information will be emailed to you. (Ariele Huff)

### WRITING FOR CHILDREN - ONLINE

9268-A904 Fee \$89

### CHARACTER DEVELOPMENT IN WRITING - ONLINE

9269-A904 Fee \$89

### TRAVEL WRITING - ONLINE

9270-A904 Fee \$89

### FREELANCE WRITING - ONLINE

9271-A904 Fee \$89

### PLOT, THEME, SETTING, AND DIALOGUE, FOR FICTION - ONLINE

9272-A904 Fee \$89

### WRITE ABOUT YOUR LIFE - ONLINE

9273-A904 Fee \$89

### DO YOU WANT TO BE AN EDITOR? - ONLINE

9274-A904 Fee \$89

### CREATING A SELLING NOVEL - ONLINE

9275-A904 Fee \$89

### SELL YOUR NONFICTION BOOK - ONLINE

9276-A904 Fee \$89

### COMMAS TO CONTENT: Edit your own writing - ONLINE

9277-A904 Fee \$89

### WRITING WINNING LETTERS AND E-MAILS - ONLINE

9278-A904 Fee \$89

## MUSIC & DANCE

### DANCE

#### JOY OF BELLY DANCE

Join us and discover the wonders of the art of belly dance. We'll travel the road of the Gypsies 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. Wear loose-fitting clothes. (Indigo)

Apr. 13 - May 18 6 Tuesdays 6pm-7pm  
9909-A903 TBD Fee \$69

### 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

Apr. 6 - Jun. 8 10 Tuesdays 8:30pm-9:20pm  
9290-A904 ODS Fee \$99

#### LATIN DANCING FOR BEGINNERS

Apr. 6 - Jun. 8 10 Tuesdays 7:30pm-8:20pm  
9291-A904 ODS Fee \$99

#### NIGHT CLUB DANCING: Swing, two-step, and hustle

Apr. 7 - Jun. 9 10 Wednesdays 8:30pm-9:20pm  
9292-A904 ODS Fee \$99

### MUSIC

#### GUITAR FOR ADULTS AND TEENS - LEVEL 1

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)

Apr. 6 - May 25 8 Tuesdays 7pm-8pm  
9293-A904 BAK 111 Fee \$99

## EVERETT CHORALE

Love to sing? If you are looking for an outlet for your passion, this is the program for you! Enjoy learning a variety of choral music and have the opportunity to perform for our community through concerts and outreach performances. Previous choral singing is recommended and an informal audition is required. The 90+ member Everett Chorale performs at the Everett Performing Arts Center and now rehearses at the Our Savior's Lutheran Church at 215 W. Mukilteo Blvd. in Everett. Special performance dress is required. For more information visit the website at [www.everettchorale.org](http://www.everettchorale.org)

Apr. 12 - Jun. 6 8 Mondays & 1 Sunday 7:15pm-9:30pm  
6206-A904 Off Site Fee \$45

### INSTANT PIANO: For hopelessly busy people

Some music teachers may not want you to know this, but you don't need years of weekly lessons to learn piano. Lean enough in this one workshop to unlock your hidden musical talent. You'll learn the system the pros use - chords - all the chords to play almost any song. If you can find middle C and know the meaning of "Every Good Boy Does Fine," you already know enough to enroll in the workshop. If not, download a free pamphlet at [www.pianofun.com/newsletters.html](http://www.pianofun.com/newsletters.html). \$30 for required CDs and workbook collected in class. (Robert Laughlin)

Apr. 19 1 Monday 6pm-9:30pm  
9295-A904 BAK 104 Fee \$49

## FLY FISHING

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.

### INTRODUCTION TO FLY FISHING

This introductory workshop is packed with information and designed to provide anglers with a solid foundation for fly fishing. Anglers will discover how to choose appropriate fly fishing equipment, identify and imitate particular insects, find fish in rivers and lakes, tie popular fly fishing knots, and basic casting techniques. We'll also explore fly fishing opportunities in Washington and good places to use your new skills. Each workshop includes two, two-hour (Tuesday) evening classroom sessions and one, two-hour morning on-the-water Saturday session. (Pacific Fly Fishers)

Apr. 13 - Apr. 24 2 Tuesdays 7pm-9pm  
1 Saturday 8am-10am  
9330-A904 Off Site Fee \$49

May 11 - May 22 2 Tuesdays 7pm-9pm  
1 Saturday 8am-10am  
9331-A904 Off Site Fee \$49

### FLY FISHING STILLWATERS

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)

Apr. 28 - May 1 1 Wednesday & 1 Thursday 7pm-9pm  
1 Saturday 8am-11pm  
9332-A904 Off Site Fee \$75

### STEELHEAD FLY FISHING

Explore the techniques to effectively fly fish for the Northwest's most celebrated gamefish. The steelhead is perhaps the most challenging and revered fly rod quarry in all of North America and the knowledge of how to catch them with a fly does not come easily. In this workshop, anglers will discover the most successful techniques for fly fishing for steelhead and the very important skills of how to identify good steelhead holding water, presentation techniques, and fly patterns. We'll also discuss the use of using Spey rods and timing steelhead runs on our local rivers. Each workshop includes two, two-hour (Wednesday) evening classroom sessions and one, four-hour morning on-the-water Saturday session. (Pacific Fly Fishers)

Jun. 2 - Jun. 5 1 Wednesday & 1 Thursday 7pm-9pm  
1 Saturday 8am-12pm  
9334-A904 Off Site Fee \$75

## OUTDOOR ADVENTURES

### WILDWATER RIVER TOURS

Directions, recommended clothing list, and pertinent trip information sent with registration confirmation.

### WENATCHEE WHITEWATER RAFTING

The sunny side of the cascades is a definite splash. Roller coaster action and generally sunny weather makes this snow-fed river a favorite for river-runners. You'll experience commanding scenery that

includes apple orchards and tall bluffs. The whitewater maneuvering in "Boulder Bend, Rock & Roll, Drunkards Drop and Snow Blind" rapids will definitely capture your attention. Participants will paddle self-bailing rafts with an experienced guide. All rafting equipment and a fantastic buffet lunch are included. (Staff)

May 15 9335-A904	1 Saturday Off Site	12pm-5pm Fee \$85
May 23 9336-A904	1 Sunday Off Site	12pm-5pm Fee \$85

### TOUTLE WHITewater RAFTING

Ride rumbling rapids in the shadow of Mt St. Helens. Nature is slowly repairing herself in the aftermath of the colossal volcanic eruption but you can still see evidence of the damage. Because of the volcanic silt, the Toutle River changes constantly. You will hit big waves and bottomless holes while plunging through "staircase," "tea kettle," and "Hollywood gorge" rapids. An experienced guide will scout the river and steer your paddle raft. Trip includes a Neoprene wet suit, booties, and a delicious buffet lunch. Appropriate for adults and youth ages 16 and older in good physical condition (youth under 18 must be accompanied by a parent or guardian). Directions, recommended clothing list, and pertinent trip information sent with registration confirmation. (Staff)

Apr. 24 9337-A904	1 Saturday Off Site	12pm-5pm Fee \$89
Apr. 25 9338-A904	1 Sunday Off Site	12pm-5pm Fee \$89

### AQUA TREK SEA KAYAKING ADVENTURES

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.

### SNOHOMISH DELTA

After the pre-tour safety and paddle class at the Everett boat launch, we paddle up the Snohomish River to explore the outer estuary areas of the Snohomish River, Ebey, Steamboat, and Union sloughs. We'll land for a lunch break at the north end of Jetty Island on a nice white sand beach. There is usually time to explore the beach and look at plants, birds, and marine life. This is one of our favorite birding tours and it's wonderful how much it varies with season and weather. This is one of the best places in Washington to see osprey and cormorants on their nests. Besides the variety of birds, we may see harbor seals and/or sea lions. Many long-time residents of the Everett area are amazed to learn what can be seen by kayak so close to home. Bring your binoculars and cameras! (Staff)

Sep. 26 9344-A904	1 Sunday Off Site	10am-4:30pm Fee \$85
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### CHUCKANUT BAY

We will meet at the Wildcat cove boat launch of Larrabee State Park. After the pre-tour safety and paddling class, we'll launch to follow a beautiful coastline 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)

May 2 9343-A904	1 Sunday Off Site	11am-5:30pm Fee \$85
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## ONLINE LEARNING

### ONLINE NON-CREDIT CLASSES:

**\$99**

Can't make it to class on a regular schedule? In collaboration with Ed2Go EvCC's Corporate & 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](http://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 course costs \$99 and is six weeks in length. Each class has a set beginning and end date. You have two class sessions to choose from for Winter quarter:

**Mar. 17 – May 7 or Apr. 21 – Jun. 11**

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.

- The Internet
- Web Page Design
- Web Graphics and Multimedia
- Basic Computer Literacy
- Computer Applications
- Graphic Design
- Computer Troubleshooting and Networking
- Database Management and Programming
- Digital Photography and Digital Video
- Languages
- Writing and Publishing
- Entertainment Industry Careers
- Grant Writing and Nonprofit Management
- Start Your Own Business
- Sales and Marketing
- Accounting
- Business Administration
- Test Prep
- Personal Development
- Personal Finance and Wealth Building
- Health, Nutrition and Fitness
- Personal Enrichment
- Child Care and Parenting
- Art, History, Psychology and Literature
- Math, Philosophy and Science
- Teaching and Instruction

## EVERETT COMMUNITY COLLEGE CORPORATE & CONTINUING EDUCATION CENTER REGISTRATION FORM

### USE ONLY FOR NON-CREDIT CLASSES OFFERED THROUGH CORPORATE & CONTINUING EDUCATION CENTER.

Registration for:  
Spring 2010

Name: \_\_\_\_\_ Student ID# \_\_\_\_\_

First Middle Last

Mailing Address \_\_\_\_\_ ( ) \_\_\_\_\_  
Street City State Zip Phone Number

Birthdate: Month \_\_\_ Day \_\_\_ Year \_\_\_  Female  Male

Proof of completion required for a funding source?  Yes  No E-mail: \_\_\_\_\_

Item Number	Course Number	Course Title

Student Signature \_\_\_\_\_ Date: \_\_\_\_\_

#### METHOD OF PAYMENT:

Credit Card payment:  Visa  Mastercard  Discover

Check or money order attached

Card number: \_\_\_\_\_ \*V-code: \_\_\_\_\_

Name on card: \_\_\_\_\_ Exp. date: \_\_\_\_\_

Signature: \_\_\_\_\_

\* The V-code is the last 3 digits of the number located on the back of your Visa/MasterCard. We now require the V-code in order to process your credit card. This new policy has been implemented in response to the increasing threat of credit card fraud. This policy is in place to protect you!

# Office Hours Spring 2010

The hours posted in this section only apply when classes are in session. Office hours will vary at other times.

DEPARTMENT	HOURS	LOCATION	CONTACT
<b>Arts</b>	M-Th, 8am-5pm; F, 8am-4pm	Whitehorse Hall, Rooms 208 and 209	425.388.9501
<b>Athletics/Sports</b>	M-F, 7am-4pm	Broadway Center, Room 115	425.388.9328
<b>Basic Skills &amp; Adult Education</b>	M-Th, 8am-5pm; F, 8am-4pm	Rainier Hall, second floor, Room 227	425.388.9291
<b>Bookstore</b>	<b>Parks Student Union:</b> M-T, 8am-7pm; W-Th, 8am-5pm; F, 8am-3pm <b>Whitehorse Hall:</b> M-T, 8am-7pm; W-Th, 8am-5pm; F, 8am-12pm	Parks Student Union, main floor Whitehorse Building Room 290	425.388.9413 425.388.9433
<b>Business &amp; Workforce Education</b>	M-F, 8am-5pm	Olympus Hall, Room 135	425.388.9243
<b>Cashier</b>	M-T, 7:30am-6:30pm; W-F, 9am-4:30pm First 3 days of quarter, 7:30am-7:30pm	Jackson Center	425.388.9224
<b>Center for Disability Services</b>	M-F, 8am-5pm. First 2 days of quarter, 8am-6:30pm	Parks Student Union, main floor	425.388.9272 TTY 425.388.9438
<b>Child Care</b>	M-Th, 7:15am-5:15pm; F 7:15am-3:15pm	Early Learning Center, 820 Waverly	425.388.9121
<b>Communication (English, Speech, World Languages)</b>	M-F, 8am-5pm	Gray Wolf Hall, Room 322	425.388.9387
<b>Computer Lab</b>	M-Th, 7:30am-8pm; F, 7am-3pm; Sat, 8am-4pm	Shuksan Hall, Room 231	425.388.9417
<b>Corporate &amp; Continuing Education Center</b>	M-F, 8am-5pm	Corporate & Continuing Education Center, 2333 Seaway Blvd., Everett	425.267.0150
<b>Counseling, Advising, and Career Center</b>	M, 8:30am-6:30pm; T-F, 8:30am-4:30pm Walk-in advising hours: please see <a href="http://www.everettcc.edu/cacc">www.everettcc.edu/cacc</a>	Parks Student Union	425.388.9263
<b>Criminal Justice</b>	M-F, 7:30am-4pm	Index Hall, Room 102	425.388.9545
<b>Diversity &amp; Equity Center</b>	M, 8:30am-5pm; T-F, 8:30am-4:30pm	Parks Student Union	425.388.9306
<b>eLearning</b>	M-Th, 8am-5pm; F 8am-4pm	Whitehorse Hall, Rooms 210 and 211	425.388.9367 or 9585 866.575.9027
<b>Enrollment Services (Admissions and Registration)</b>	M-T, 7:30am-6:30pm; W-F, 9am-4:30pm First 3 days of quarter, 7:30am-7:30pm (No registrations processed March 12)	Jackson Center	425.388.9219 fax 425.388.9173
<b>Financial Aid</b>	M, 9am-6:30pm; T, Th, 9am-4:30pm; Closed Wednesdays and Fridays. First week of the quarter, M-T 8am-6:30pm, W-F 9am-4:30pm	Parks Student Union	425.388.9280
<b>Fire Science and EMT</b>	M-F, 7:30am-4pm	Index Hall, Room 102	425.388.9545
<b>Food Services - The Cascade Range Cafe</b>	M-Th, 7am-7:15pm; F, 7am-2pm	Parks Student Union, main floor	425.388.9400
<b>Health Sciences &amp; Public Safety</b>	M-F, 7am-5pm	Health Science, Index Quad, Room 134 Nursing, Index Quad, Room 140	425.388.9461 425.388.9463
<b>Library-Media Center</b>	M-Th, 7:30am-8pm; F, 7:30am-4pm; Saturday 12pm-4pm; Closed Sunday Holidays and quarter breaks vary. Call 425.388.9353 for schedule.	Parks Student Union, lower floor	Circulation 425.388.9353 Reference 425.388.9354
<b>Math &amp; Science</b>	M-F, 8:30am-5pm	Shuksan Hall, Room 120	425.388.9429
<b>Monroe Program</b>	By appointment only M-Th, 8am-8pm	Monroe High School	360.804.4523
<b>Paperclip - Student Service Center</b>	M-Th, 8am-7pm; F, 8am-4pm	Parks Student Union, Room 203	425.388.9258
<b>Parking &amp; Security</b>	M-F, 7:30am-4:30pm	Parks Student Union, Room 224	425.388.9990 Emergency 425.388.9998
<b>Physical Education/Health &amp; Wellness</b>	M-Th, 7am-4pm; F 7am-11am	Broadway Center, Room 118	425.388.9323
<b>Social Sciences</b>	M-F, 8am-5pm	Gray Wolf Hall, Room 322	425.388.9387
<b>Student Activities</b>	M-Th, 8am-7pm; F, 8am-4pm	Parks Student Union, Room 209	425.388.9561
<b>Student Employment Referral Center</b>	M, 8:30am-6:30pm; T-F, 8:30am-4:30pm	Parks Student Union	425.388.9278 or 9279
<b>TRiO-Student Support Services</b>	M, 8:30am-6pm; T-F, 8:30am-4:30pm	Parks Student Union	425.388.9275
<b>Testing Services</b>	Testing hours are listed on page 7.	Parks Student Union, third floor	425.388.9288
<b>University Center</b>	M-Th, 8am-8pm; F 8am-4:30pm; Sat, 9am-3pm	Gray Wolf Hall, North Wing first floor	425.259.8900
<b>Veterans</b>	M-Th, 9am-4:30pm; closed Fridays First week of the quarter, M-T 8am-4:30pm, W-F 9am-4:30pm	Parks Student Union	425.388.9277
<b>Vice President for Student Services</b>	M-F, 8am-5pm	TBD	425.388.9588 or 9589
<b>Workforce Development</b>	M 9am-6:30pm; T-Th, 9am-4:30pm; F, 9am-2pm	Parks Student Union	425.388.9547
<b>Youth Re-engagement</b>	M-Th, 8am-5pm; F, 8am-3pm	Rainier Hall, Room 217	425.259.8738



# Policies / Public Information

## Residency For Tuition Purposes

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

Dependents 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 Baca 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 Dean of Enrollment and Student Financial Services 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 dependants 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 Form 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 2009-10, the instructional cost per full-time student was \$6706. A Washington resident, when he/she pays tuition, funds about 39% 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 \$785 for the year.

### CAMPUS CLOSURE

A message will be placed on 425-388-9100 (the main college phone number) if the College is closed. Also, the College places an announcement regarding College closures on major local radio and TV stations and the EvCC website: [www.everettcc.edu](http://www.everettcc.edu).

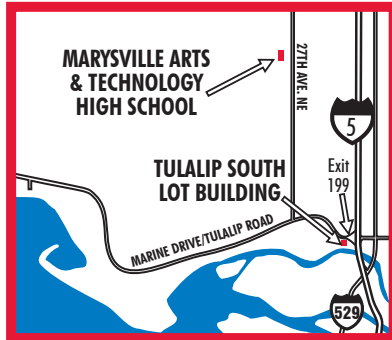
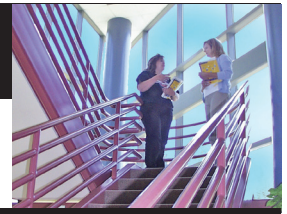
**If there is no message posted to the website stating the college is closed, assume that the college is open and operating on the standard time schedule.**

### CAMPUS HOLIDAYS - SPRING 2010

**Memorial Day - May 31**

# Locations

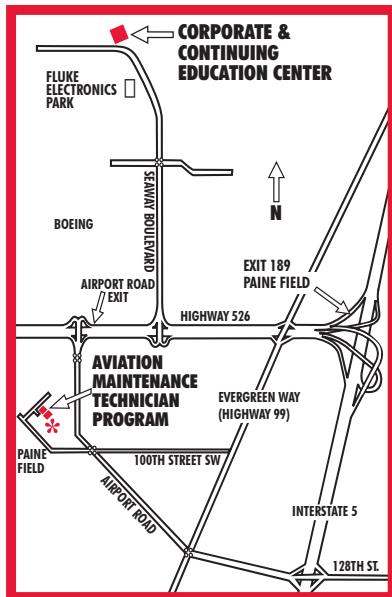
In an effort to promote education throughout the community, Everett Community College offers various college courses at locations away from the main Everett campus. Please check the class listings in this schedule for a complete listing of courses offered at these locations.



**1 TULIP DATA SERVICES**  
8732 27th Avenue NE, Tulalip, WA 98271  
360-716-5101

**2 MARYSVILLE ARTS AND TECHNOLOGY HIGH SCHOOL**  
7204 27th Ave. NE, Tulalip, WA 98271  
360-653-0664

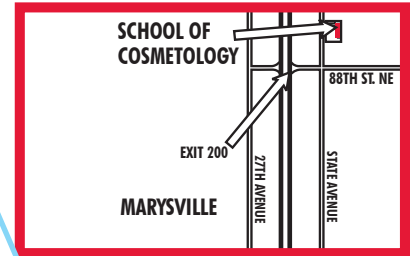
**3 TULIP SOUTH LOT BUILDING**  
6103 31st Avenue NE, Bldg. B, Tulalip, WA 98271  
425-388-9291



**4 CORPORATE & CONTINUING EDUCATION CENTER**  
2333 Seaway Boulevard, Everett, WA 98203  
425-267-0150

**5 SNO-ISLE TECH SKILLS CENTER**  
9001 Airport Road, Everett, WA 98204  
425-348-2220

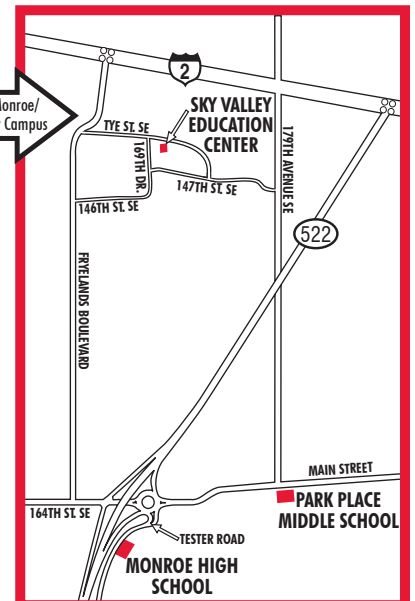
**6 AVIATION MAINTENANCE TECHNICIAN PROGRAM**  
9711 32nd Place W., Bldg. C-80, Paine Field, Everett, WA 98204  
425-388-9533



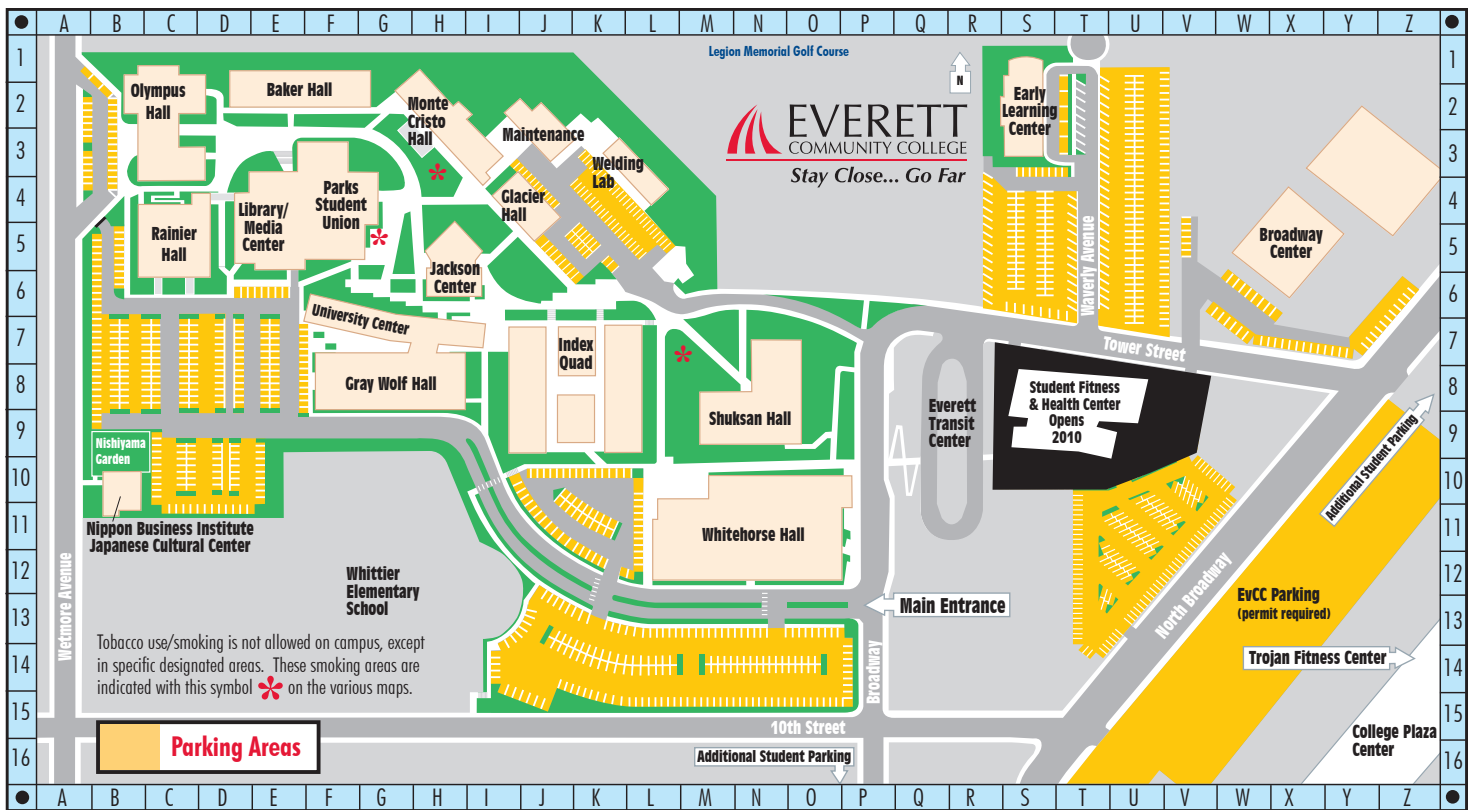
**7 SCHOOL OF COSMETOLOGY**  
9315 G State Avenue, Marysville, WA 98270  
425-259-8283



**8 TROJAN FITNESS CENTER**  
1001 North Broadway, Everett, WA 98201



**9 MONROE HIGH SCHOOL/PARK PLACE MIDDLE SCHOOL/SKY VALLEY EDUCATION CENTER**  
Monroe High School: 17001 Testor Road, Monroe, WA 98272  
Park Place Middle School: 1408 W. Main St., Monroe, WA 98272  
Sky Valley Education Center: 17072 Tye St. SE, Monroe, WA 98272  
360-804-4523



## EVCC MAIN CAMPUS

2000 TOWER STREET, EVERETT, WA 98201-1390  
SWITCHBOARD/INFORMATION: 425.388.9100

**Call 425.388.9219  
for enrollment  
information.**

Admissions .....	H-6	Glacier Hall .....	J-4	Olympus Hall .....	C-2	Security .....	F-5
Baker Hall .....	E-1	Gray Wolf Hall .....	G-7	Personnel .....	C-3	Shuksan Hall .....	N-8
Bookstore .....	E-4	Henry M. Jackson Center .....	H-6	Pilchuck Hall .....	K-4	Terrey Library/Media Center .....	E-4
Broadway Center .....	X-6	Index Quad .....	K-7,8,9	Parks Student Union .....	F-4	University Center .....	G-7
Cafeteria .....	F-3	Monte Cristo Hall .....	H-2	Registration .....	H-6	Whitehorse Hall .....	N-11
Early Learning Center .....	S-2	Maintenance Buildings .....	J-2, L-3	Rainier Hall .....	C-5		
Financial Aid .....	F-4	Nippon Business Institute		Receiving .....	J-3		
Fitness/Sports Center .....	X-6	Japanese Cultural Center .....	B-10				

## 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. Visitor parking permits are \$2 for two hours.

**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. Visitor parking permits are \$2 for two hours.

**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. Visitor parking permits are \$2 for two hours.

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 program and activities, or 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 Vice President of Administrative Services/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.

## QUICK WEB REFERENCE

Admissions Info and Application Process  
Bookstore  
Catalog  
Credit Card Payment  
Curriculum Guides  
Deadlines  
eLearning  
Enrollment Services Forms  
External Credit/Transfer Credit Policies  
Financial Aid  
Learning Communities  
Monroe  
Parents  
Registration Calendar/Important Dates  
Registration opening page  
Running Start  
Student Kiosk  
Teens in College  
Testing  
Tuition  
University Transfer Information Center  
Veterans' Office

[www.everettcc.edu/admissions](http://www.everettcc.edu/admissions)  
[www.everettcc.edu/bookstore](http://www.everettcc.edu/bookstore)  
[www.everettcc.edu/catalog](http://www.everettcc.edu/catalog)  
[www.everettcc.edu/creditcardpay](http://www.everettcc.edu/creditcardpay)  
[www.everettcc.edu/cguides](http://www.everettcc.edu/cguides)  
[www.everettcc.edu/deadlines](http://www.everettcc.edu/deadlines)  
[www.everettcc.edu/elearning](http://www.everettcc.edu/elearning)  
[www.everettcc.edu/studentforms](http://www.everettcc.edu/studentforms)  
[www.everettcc.edu/transfercredit](http://www.everettcc.edu/transfercredit)  
[www.everettcc.edu/sfs](http://www.everettcc.edu/sfs)  
[www.everettcc.edu/lc](http://www.everettcc.edu/lc)  
[www.everettcc.edu/monroe](http://www.everettcc.edu/monroe)  
[www.everettcc.edu/parents](http://www.everettcc.edu/parents)  
[www.everettcc.edu/regcalendar](http://www.everettcc.edu/regcalendar)  
[www.everettcc.edu/register](http://www.everettcc.edu/register)  
[www.everettcc.edu/runningstart](http://www.everettcc.edu/runningstart)  
[www.everettcc.edu/kiosk](http://www.everettcc.edu/kiosk)  
[www.everettcc.edu/teensincollege](http://www.everettcc.edu/teensincollege)  
[www.everettcc.edu/testing](http://www.everettcc.edu/testing)  
[www.everettcc.edu/tuition](http://www.everettcc.edu/tuition)  
[www.everettcc.edu/transferinfo](http://www.everettcc.edu/transferinfo)  
[www.everettcc.edu/va](http://www.everettcc.edu/va)

DATED MATERIAL

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