



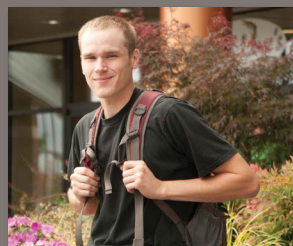
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# On the Cover

Hi everyone,

I came to Everett Community College because my dream is to become a teacher.

It is a dream that I have had my entire life. As a child, I attended a one-room schoolhouse with 50 students in a small community in Mexico. Unfortunately I had to stop going to school at age 12, but I always wanted to go back.

Twelve years later, I had the opportunity to enroll in **ESL classes** at EvCC to learn English. After that, I took some GED classes and earned my **GED**. It was difficult, since my childhood school had only taught reading, writing, and very basic math, but I got a lot of support from my husband Mike and my instructors.

I'm studying **Early Childhood Education** (See page 27 for classes) and I plan to earn my associate's degree at EvCC. After that, I want to earn a bachelor's degree, so I can teach preschoolers, kindergarteners or first graders.

I am the first in my family to attend college, but I hope that my siblings and my children - Sebastian, 3, and Angelina, 1 - will earn degrees someday too.

I am very grateful for the help I've received with my education through the **Everett Community College Foundation**, which provided two scholarships to help me pay for classes - the Eugene Chase Scholarship and the Hank and Dana Robinett scholarship.

Without my scholarships, I'd only be able to afford one class at a time. The donors have no idea how much they've helped. They really changed my life.

I encourage you to check out scholarships and support available through the Foundation at [www.everettcc.edu/foundation](http://www.everettcc.edu/foundation). On the website, you can also find out how to donate to support other EvCC students.

If your dreams include college, I encourage you check out EvCC. Get started today at [www.everettcc.edu](http://www.everettcc.edu)

Sincerely,  
Margarita



My dream is to become a teacher.



With my husband Mike, daughter Angelina and son Sebastian.



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The Everett Community College class schedule (USPS 012133, Vol 20, No. 4) is published quarterly by Everett Community College, 2000 Tower Street, Everett, Washington 98201-1390. Periodicals postage is paid at Everett, WA. Postmaster: Send address changes to Everett Community College, Class Schedule, 2000 Tower Street, Everett, Washington 98201-1390.

Front cover and pages 2-3 photography: Max Phipps and William Frankhouser

# Need Help Paying for School?



- Financial Aid – Fill out your Federal Aid Application (FAFSA)
- Loans
- Grants
- Scholarships
- Visit EvCC's Financial Referral Center, Parks Student Union 3rd Floor

More Info: [www.everettcc.edu/sfs](http://www.everettcc.edu/sfs)

## You've Earned It

Apply by August 4  
to graduate Fall quarter.

Submit your Diploma/Certificate Application and degree checklist (from curriculum guide) by August 4 to Enrollment Services.

Find the Diploma Application and more info at [www.everettcc.edu/studentforms](http://www.everettcc.edu/studentforms)



# 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 42 for a web directory.**
  
- Apply.** The earlier the better but, at the very minimum, apply one week before classes begin. Apply online at [www.everettcc.edu/admissions](http://www.everettcc.edu/admissions) If you are unable to complete the online application, please call **425-388-9219 and press 0. Former students see page 7.** When you receive your email or letter of admission, it will include your Student ID Number 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)
  
- Complete New Student Orientation.** New students must complete orientation. Orientation is online at [www.everettcc.edu/orientation](http://www.everettcc.edu/orientation) You will need your Student ID Number to take the orientation. If you are unable to complete the orientation online or need accommodations, e-mail [orientation@everettcc.edu](mailto:orientation@everettcc.edu) or call **425-388-9209.**
  
- Take the Placement Tests.** The COMPASS placement test is offered on a regular weekly schedule, listed on **page 7.** Testing information is available at [www.everettcc.edu/testing](http://www.everettcc.edu/testing)
  
- 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, taking the placement test and completing orientation 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.
  
- 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 42). 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!** **Summer classes start June 20.**
  
- Need Help?** Visit the Enrollment Services Office in Jackson Center or call **425-388-9219 and press 0** or send your questions to [admissions@everettcc.edu](mailto:admissions@everettcc.edu)



# Dates & Deadlines

## SUMMER 2011 EXAM SCHEDULE

**FINAL EXAMS**  
**for Summer Quarter will take place on**  
**the last day of class.**

### NOTICE

**Everett Community College**  
**will be closed on Fridays**  
**during Summer 2011**  
**(June 13 - September 2)**

**See page 60 for specific office hours.**

### ANNUAL CALENDAR

**Spring Quarter 2011: March 28 - June 10**  
**Summer Quarter 2011: June 20 - August 11**  
**Fall Quarter 2011: September 19 - December 8**  
**Winter Quarter 2012: January 9 - March 23**

## 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.

### SUMMER QUARTER 2011

Graduation application deadline for Summer.....	April 6
Graduation application deadline for Fall .....	August 4
Begin early current student registration by appointment.....	May 10
Begin early new student registration for this term by appt.....	May 16
Begin early open continuous registration for this term.....	May 18
Deadline to pay tuition.....	5 working days from date of registration
First day of classes, official first day of the Quarter.....	June 20
WAOL classes begin this day.....	July 7
Last day to add without instructor permission, 5:30pm .....	June 22
100% refund deadline, 5:30pm* .....	June 23
Last day to register or to add a class or drop with no record, 5:30pm .....	June 30
50% refund deadline, 5:30pm* .....	July 14
Payment deadlines for 20-40 Plan, 5:30pm .....	July 7 and July 28
Last day to drop with a W or change audit status, 5:30pm.....	July 28
WAOL classes end.....	August 31
Classes end .....	August 11
Final examinations .....	Last day of class
Grades posted to transcripts.....	August 17
College holidays.....	May 30, July 4, September 5

\*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  
May 12, June 9, July 14, August 11

### Business Accounting & Economics

Olympus 125  
May 10-12, 8-9am  
May 10 & 12, 1-3pm

### Cosmetology

9315 State Ave., Suite G, Marysville  
May 12, July 21, Sept 14  
Information sessions at 6:30pm at our school in Marysville

### Early Childhood Education

Gray Wolf Hall, Room 326  
August 9, 2pm

### Education K-12

Gray Wolf Hall, Room 326, 1pm  
May 9, June 21, August 9

### Fire Science and Emergency Medical Technician

Index Hall, Room 100  
May 18, June 2, July 27, August 16,  
Sept 7, 11am or 5:30pm

### Health Sciences

Index Hall, Room 138  
Advisapalooza, May 10, 8am-3pm  
Info Session, May 24, 3:30pm

### Human Resource Management

2333 Seaway Blvd., Everett  
May 31, 6-7:30pm  
Call 425-267-0150 to register

### Lean Six Sigma Certificate

2333 Seaway Blvd., Everett  
August 30, 6-7pm  
Call 425-267-0150 to register

### Management Certificate

2333 Seaway Blvd., Everett, 6-7:30pm  
May 11, June 1  
Call 425-267-0150 to register.

### Nursing

Whitehorse Hall, Room 105  
May 31, 12-3pm

### Project Management

2333 Seaway Blvd., Everett  
June 9, 6-7pm  
Call 425-267-0150 to register

### University Center of North Puget Sound

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

# 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 access date/time 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 within the past two quarters, it is easy to update your record for re-enrollment. Go to [www.everettcc.edu/studentforms](http://www.everettcc.edu/studentforms) and complete the Adjustment to Status form. Or, you may call 425-388-9219 and ask us to mail you the form. When we process 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 425-388-9073 or send an email to [ahammons@everettcc.edu](mailto:ahammons@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 access date/time. There is no application fee. Computers are available in the Jackson Center hallway for new students to use to apply for admission.

It is necessary to apply for admission in order to register. Students who are admitted early generally receive priority in registration. Walk-in students will be delayed if they have not yet applied, taken our placement test, completed orientation, met with an advisor, or if the classes they want are full.

### PLACEMENT TESTING REQUIREMENTS

Placement testing is required of all students taking more than 7 credits and/or taking classes with Math and/or English prerequisites. 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?

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)

### MANDATORY ORIENTATION

All students who are new to Everett Community College are required to complete orientation before registering for classes. Orientation is available online at [www.everettcc.edu/orientation](http://www.everettcc.edu/orientation) If you are unable to complete online orientation or need accommodations, please contact Enrollment Services at 425-388-9209 or [orientation@everettcc.edu](mailto:orientation@everettcc.edu) Senior citizens using the senior audit waiver are not required to complete orientation. Details about the senior citizen tuition waiver can be found on page 61.

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

The Testing Center is located in Glacier Hall. 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 June 13 – September 2, 2011**) 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 8:00am–6:00pm (office closes at 6:00pm), Thursday 8:30am–5:30pm (office closes at 5:30pm).
- 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 prerequisites.

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 by appointment only on Tuesday and Wednesday. Call 425-388-9288 for schedule and fees or go to [www.everettcc.edu/testing](http://www.everettcc.edu/testing)

# Registration

## IN PERSON

In the summer, Enrollment Services is open Mondays 8am-6pm, Tuesdays and Thursdays 8am-5:30pm, and Wednesdays 8:30am-5:30pm. Current, former, and new students may register on or after their registration access date. Check the Student Kiosk, [www.everettcc.edu/kiosk](http://www.everettcc.edu/kiosk) for your registration access date. 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 access date/time 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 classes until 5:30pm, June 22. You may drop classes until 5:30pm June 23. 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 guarantee consideration for the class. Waitlists continue to run until noon on the 3rd day of the quarter, so if you are on a waitlist but no longer want to be in the class, remove yourself from the waitlist.**

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 425-388-9357 to discuss options. Course repeats must be filed within one academic year of 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. A student who does not attend the first day and has not made prior arrangements with the instructor may be dropped from the class. 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.

## FULL-TIME STATUS

**Enrollment in 12 or more credits per quarter constitutes "full-time" status.**



# Tuition and Payment

## TUITION FOR SUMMER QUARTER, 2011

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. Summer tuition is estimated to be:

Credits	Resident	Discount*	
		Non-Resident	Non-Resident
1-10	\$87.00 per credit	\$139.75 per credit	\$259.00 per credit
11	\$905	\$1,434.27	\$2,630
12	\$940	\$1,471.04	\$2,670
13	\$975	\$1,507.81	\$2,710
14	\$1,010	\$1,544.58	\$2,750
15	\$1,045	\$1,581.35	\$2,790
16	\$1,080	\$1,618.12	\$2,830
17	\$1,115	\$1,654.89	\$2,870
18	\$1,150	\$1,691.66	\$2,910
19	\$1,228.40	\$1,813.06	\$3,160.40
20	\$1,306.80	\$1,934.46	\$3,410.80

\* 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 61.

## 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. Summer Quarter self-support classes are estimated to be \$87 per credit.

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 \$940 plus \$435. Alternatively, a student taking 17 credits in state-support classes may be charged \$1,115.

**FEES:** All students - regardless of the type of courses being taken - will be charged other fees, such as a lab fee and parking fee, depending on their use. Students taking credit courses will be charged a Technology Fee of \$3.50 per credit, up to a maximum of \$35 per quarter. Students taking credit courses will be charged a Campus Enhancement Fee of \$5.00 per credit, up to a maximum of \$50 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 4th 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:** 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 1/3 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 Debra Gulliford in Worker Retraining 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. 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. In some cases, VA benefits will not cover self-support classes. Please work with the Veterans' Coordinator. Classes that are below 100 level must be taken on campus.

**OPPORTUNITY GRANT:** 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)

# Advising and Orientation

## 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 educational planner in the Counseling, Advising and Career Center.
- See [www.everettcc.edu/advising](http://www.everettcc.edu/advising)
- 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.

## MANDATORY ADVISING-CURRENT STUDENTS

Complete Mandatory Advising\* and prepare for Summer Quarter registration. Meet with faculty advisors to talk about your major, select your classes for next quarter, and create your Degree Plan to help you “stay on track” to graduate. Check out the college website [www.everettcc.edu/advising](http://www.everettcc.edu/advising) for more information about Mandatory Advising and a calendar of scheduled advising sessions.

\*All new students who started Summer Quarter 2010 or later are required to meet with a faculty advisor prior to their 3rd quarter of registration to create a Degree Plan.

## MANDATORY ORIENTATION

All new students are required to complete mandatory orientation online at [www.everettcc.edu/orientation](http://www.everettcc.edu/orientation). You must complete orientation before you can register for classes. If you cannot access the online orientation or you need accommodations, please call **425-388-9209**.



# Getting to Campus

## PARKING ON CAMPUS

To park in EvCC parking lots:

- Buy a parking pass at the Cashiers Office in Jackson Center (\$21.84 part-time students, \$32.76 full-time students). 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 on 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. ORCA passes are available at the Cashiers Office.

For more information:

Community Transit: 425-353-7433  
[www.commttrans.org](http://www.commttrans.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 62 & 63 of this schedule or visit the directions 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.**

## Fall Quarter 2011

### FAST TRACK NURSING

So, you want to be a nurse? This accelerated path Learning Community combines Chemistry 121, Biology 211, and English 101 (or 102) into one integrated course. Designed primarily for pre-nursing/pre-dental hygiene students, the course offers full immersion into the fundamentals necessary for success in upper level science courses and nursing/dental hygiene. Students will learn chemistry and biology in an integrated approach. Moreover, writing assignments will focus on science texts, articles, journals, and literature, allowing students the unique opportunity to learn and appreciate science in context.

#### OPTION #1 (Labs Monday and Tuesday afternoons)

BIOL& 211 LC1 — Majors Cellular (5 credits)

CHEM& 121 LC1 — Introduction to Chemistry (5 credits)

ENGL& 101 LC2 — English Composition I (5 credits)

Register in Item #3716 for the full 15 credits.

#### OPTION #2 (Labs Monday and Tuesday afternoons)

BIOL& 211 LC2 — Majors Cellular (5 credits)

CHEM& 121 LC2 — Introduction to Chemistry (5 credits)

ENGL& 102 LC2 — Composition II (5 credits)

Register in Item #3750 for the full 15 credits.

#### OPTION #3 (Labs Wednesday and Thursday afternoons)

BIOL& 211 LC3 — Majors Cellular (5 credits)

CHEM& 121 LC3 — Introduction to Chemistry (5 credits)

ENGL& 101 LC3 — English Composition I (5 credits)

Register in Item #3718 for the full 15 credits.

#### OPTION #4 (Labs Wednesday and Thursday afternoons)

BIOL& 211 LC4 — Majors Cellular (5 credits)

CHEM& 121 LC4 — Introduction to Chemistry (5 credits)

ENGL& 102 LC3 — Composition II (5 credits)

Register in Item #3752 for the full 15 credits.

### FYI: FIRST-YEAR INTELLIGENCE

Starting college can seem like a trek through the jungle. Joint a group of people who will help you on your journey. The F.Y.I. (First-Year Intelligence) Learning Community provides a map to navigate your first quarter with tools for reading success, clues for better writing, study skills for the college classroom, and your own tour guides for exploring this mysterious new experience of college.

DEVED 094 LC — Reading for College Success (5 credits)

DEVED 095 LC — Study Skills for College Survival (5 credits)

Register in Item #3151 for the full 10 credits.

### WRITING ON THE ROCKS

Join a fun and supportive community of learners who will study Mother Earth from a variety of perspectives; will perform hands-on lab experiments; will observe the awesome power of Mt. St. Helens, personally, in the field; and will connect those activities through writing projects.

This course combines the study of the dynamic processes of the Earth (plate tectonics, earthquakes, volcanoes and geologic time) with the study of the dynamic process of writing effective essays. Enhance your knowledge of the Earth by exploring it through a variety of essay formats. And hone your writing skills by focusing on an in-depth study of our planet.

#### OPTION I

ENGL& 101 LC1 — English Composition (5 credits)

GEOL 102 LC1 — Introduction to Geological Science I (5 credits)

Register in Item #3710 for the full 10 credits.

#### OPTION II

ENGL& 102 LC1 — Composition II (5 credits)

GEOL 102 LC2 — Introduction to Geological Science (5 credits)

Register in Item #3744 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).

Courses in this unique and nationally-recognized program lead to an Associate in Arts and Sciences — DTA (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.

### COMING WINTER 2012

Mountains to the Sea  
(GEOL 104 / ENGL& 101 or ENGL& 102)



# eLearning

eLearning at EvCC offers a variety of online, hybrid and web-enhanced courses that provide students who have jobs, a family, or other responsibilities with a more flexible and independent approach to their education. Online, hybrid and web-enhanced courses use ANGEL as the online learning management system.

## Steps to eLearning Success

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

- I can organize my time well.
- I have good reading and writing skills.
- I use the Internet, email and word processing software.
- 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

### 3. Learn to use ANGEL

To get a feel for what ANGEL is like, login to our tutorial, An Introduction to ANGEL.

Simply follow these instructions:

1. Go to <http://everett.angellearning.com>
2. Username: AngelTutorial
3. Password: EvCC\_ANGEL
4. Select **Introduction to ANGEL Tutorial** from the course list
5. Click on the Lessons tab and select a task to get started

## eLearning Degrees

- Associate of Arts & Sciences - Direct transfer
- Associate of General Studies

## Class Formats & Fees

- **Online** classes require no face-to-face contact between you and your instructor.  
Class Cost: tuition + \$2.50 per credit fee.
- **Hybrid** classes combine traditional face-to-face classroom time with the flexibility of online learning.  
Class Cost: tuition + \$2.50 per credit fee.
- **Web Enhanced** classes are face-to-face classes that require the use of ANGEL or other web-based tools.  
Class Cost: tuition + \$2.50 per credit fee.
- **WAOL** classes are delivered fully online via the Washington State Online Consortium (WAOL).  
Class Cost: tuition + \$2.50 per credit fee.



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/elarning](http://www.everettcc.edu/elarning)

# eLearning SUMMER 2011 Online Courses

SEE COURSE LISTINGS FOR MORE INFO!

For Hybrid Courses see pages 19-41 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
GRAPH 120	History of Graphic Design
INFO 102	Research in Info Age (WAOL)
MUSC 110D	World Music

## Business Workforce Education

ACCT 110	Small Business Accounting
ACCT 113	Personal Finance
ACCT& 203	Principles of Accounting III
BT 100	Beginning Keyboarding
BT 105	Keyboard-Speed/Accuracy
BT 115	Records Management
BT 162	Job Search Professional Develop
BT 180	Principles of Medical Insurance
BT 181D	Diversity in Law & Ethics Hlth Care
BT 219	Intro to Microsoft Word
BT 229	Advanced Microsoft Word
BT 240	Access
BT 242	Excel
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& 201	Business Law
CL 101	Computer Literacy
ECON 101D	Understanding Economics
ECON& 201	Micro Economics
ECON& 202	Macro Economics

## Communication & Social Sciences

ANTH& 115	Our Place in Nature
ANTH 116D	Cultures in Context
ECE 126	Child Care Center Administration
ECE 130	Introduction to Issues in ECE
EDUC&115D	Child Development
ENGL 098	Intro to College Writing
ENGL& 101	English Composition I
ENGL& 102	Composition II
ENGL& 111	Introduction to Literature
ENGL 183D	Children's Literature
ENGL 203D	Young Adult Literature
GS 101D	Introduction to Global Studies
GS 105D	Global Issues Through Film
HIST 100	Ancient/Medieval Worlds
HIST& 148	US History III
HIST& 214	Pacific Northwest History
PHIL& 106	Intro to Logic
PHIL 118	Critical Thinking
POLS& 101	Intro to Political Science
POLS& 202	American Government
PSYC& 100	General Psychology
PSYC& 200	Lifespan Psychology
PSYC& 220	Abnormal Psychology
SOC& 101	Intro to Sociology

## Developmental Education

DEVED 100	Sharpening Your Study Skills
DEVED 104	Powerful College Reading
DEVED 105	Study Skills

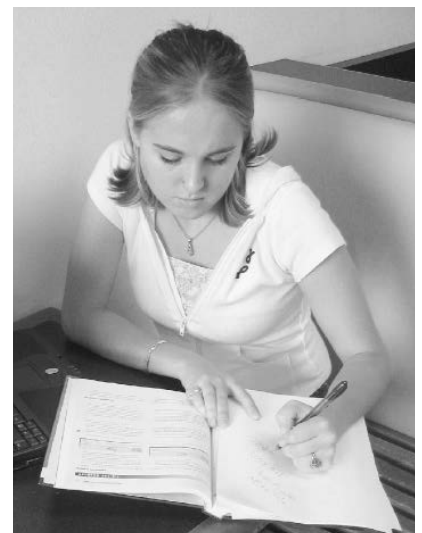
Check the  
**Online Class Schedule**  
for current openings at  
[www.everettcc.edu/classes](http://www.everettcc.edu/classes)

## Health Sciences/Public Safety

CJ& 101	Intro to Criminal Justice
CJ 250	Cooperative Work Experience
HLTH 100	Medical Terminology
HLTH 102	Applied A & P
HLTH 130	Disease and Pathology
HLTH 150D	Intercultural Comm Hlth Care
HLTH 210	Principles of Pharmacology

## Math/Science/Engineering

BIOL 105	Disease in Modern Society
ENVS& 100	Sustaining Our Earth
GEOG 101	Introduction to Geography
GEOG 102D	World Regional Geography
GEO 106	Survey of Earth Science
MATH 091	Elem/Intermediate Alg I
MATH 099	Intermediate Algebra
MATH& 107	Math in Society
MATH& 146	Intro to Statistics
NUTR& 101	Nutrition



# EvCC East County Campus

Closer to Monroe than Everett? Day and evening classes are now offered in Monroe. Earn your associate degree, take a Running Start class, get your GED, improve your writing and reading skills or learn English close to home.



## College Credit Classes

Classes are held at 14090 Fryelands Blvd. SE, Suite 373, Monroe (TYE) or Monroe High School, 17001 Tester Road in Monroe (MHS).

### SUMMER CLASSES, JUNE 20 - AUGUST 11

**CMST& 210 Interpersonal Communication** **5**  
2660 MW TYE 301 10:20am-12:30pm Dellasega M

**ENGL 098 Intro to College Writing** **5**  
3675 TTh TYE 301 10:20am-12:30pm Murphey D

**H DEV 110 Career/Life Planning** **3**  
First day of class: June 28th.  
4942 T TYE 302 8am-10:10am Skinner D

**MATH 082 Elementary Algebra II** **5**  
5754 MTWTh TYE 303 8:45am-10:10am Skinnik O

## Get Started May 17 in Monroe



New students can get started at EvCC at a free drop-in event from 4-7:30 p.m. May 17 at 14090 Fryelands Blvd. SE, Suite 373, Monroe. Apply for EvCC, complete orientation, talk with educational

planners and financial aid experts, and sign up for testing. If you have already applied for EvCC, you may be able to register for summer and fall classes. Call 425-259-8732 for more information.

## On-Site Advising and Registration

Drop-in for advising and help with registration, enrollment and general financial aid Thursdays, 8 a.m.- 4 p.m.

## Training for Businesses

Workshops and classes for businesses are provided by EvCC's Corporate & Continuing Education Center [www.everettcc.edu/ccec](http://www.everettcc.edu/ccec)

## Adult Basic Education and GED Classes

Mondays and Wednesdays 5:30-8:50 p.m. beginning June 20, Park Place Middle School, 1408 W Main St., Monroe Rooms A-1 and A-2.

Students may register in the classroom during the first class.

Call Jan Beatty-Adams, East County Coordinator, at 425-259-8732 for more information.

## English as a Second Language (ESL) Classes

Tuesdays and Thursdays, 5:30-8:50 p.m. beginning June 21 at Park Place Middle School, 1408 W Main St., Monroe. Registration is in Room A-4.

Classes are for beginning, intermediate, and advanced students. For more information, contact Jan Beatty-Adams at 425-259-8732.

¿Listo para aprender inglés? Para mayor información contacta Karen Gilbert al telefono 425-870-6663.

# Go to College in Monroe!

Associate Degrees • Running Start • GED • ESL

Start Today!

[www.everettcc.edu/eastcounty](http://www.everettcc.edu/eastcounty)

425-259-8732



# 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 023	ABE Math Level 2	MTWTh	8:30-10:05am	BAK 208	June 20
ABE 033	ABE Math Level 3	MTWTh	8:30-10:05am	BAK 208	June 20
ABE 043	ABE Math Level 4	MTWTh	8:30-10:05am	BAK 113	June 20
GED 053	GED Math Level 5	MTWTh	8:30-10:05am	WHI 104	June 20
ABE 021	ABE Comm Level 2	MTWTh	10:15-11:50am	BAK 113	June 20
ABE 031	ABE Comm Level 3	MTWTh	10:15-11:50am	BAK 113	June 20
ABE 041	ABE Comm Level 4	MTWTh	10:15-11:50am	BAK 208	June 20
GED 051	GED Comm Level 5	MTWTh	10:15-11:50am	WHI 104	June 20

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

ABE 023	ABE Math Level 2	TTh	5:30-7:05pm	OLY 131	June 21
ABE 033	ABE Math Level 3	TTh	5:30-7:05pm	OLY 131	June 21
ABE 043	ABE Math Level 4	TTh	5:30-7:05pm	RAI 202	June 21
GED 053	GED Math Level 5	TTh	5:30-7:05pm	RAI 202	June 21
ABE 021	ABE Comm Level 2	TTh	7:15-8:50pm	OLY 131	June 21
ABE 031	ABE Comm Level 3	TTh	7:15-8:50pm	OLY 131	June 21
ABE 041	ABE Comm Level 4	TTh	7:15-8:50pm	RAI 202	June 21
GED 051	GED Comm Level 5	TTh	7:15-8:50pm	RAI 202	June 21
GED 051	GED Comm Level 5	TTh	7:15-8:50pm	TBA	June 21

### ABE/GED CLASSES IN MONROE

ABE 013-043	ABE Math Levels 1-4	MW	5:30-7:05pm	Park Place Middle School	June 20
GED 053	GED Math Level 5	MW	5:30-7:05pm	Park Place Middle School	June 20
ABE 021-041	ABE Comm Levels 2-4	MW	7:15-8:50pm	Park Place Middle School	June 20
GED 051	GED Comm Level 5	MW	7:15-8:50pm	Park Place Middle School	June 20

### ABE/GED ONLINE CLASSES

ABE 040	ABE Level 4	Online	Register by June 20		
GED 055	GED Level 5	Online	Register by June 20		

Please call 425-388-9291 for more information.

### DAYTIME ESL CLASSES AT EVERETT COMMUNITY COLLEGE

ESL 010	ESL Level 1	MTWTh	8:30-11:50am	RAI 200	June 20
ESL 020	ESL Level 2	MTWTh	8:30-11:50am	MON 203	June 20
ESL 030	ESL Level 3	MTWTh	8:30-11:50am	MON 203	June 20
ESL 040-050	ESL Levels 4 & 5	MTWTh	8:30-11:50am	BAK 201	June 20

### EVENING ESL CLASSES AT EVERETT COMMUNITY COLLEGE

ESL 010	ESL Level 1	MW	5:30-8:50pm	RAI 200	June 20
ESL 020	ESL Level 2	MW	5:30-8:50pm	OLY 126	June 20
ESL 030	ESL Level 3	MW	5:30-8:50pm	BAK 111	June 20
ESL 040	ESL Level 4	MW	5:30-8:50pm	BAK 111	June 20
ESL 050	ESL Level 5	MW	5:30-8:50pm	OLY 131	June 20

### EVENING ESL CLASSES AT MONROE

ESL	ESL Levels 1-5	TTh	5:30-8:50pm	Park Place Middle School	June 21
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### DAYTIME HIGH SCHOOL COMPLETION CLASSES AT EVERETT COMMUNITY

History	Social Studies History	DAILY	8:55-10:10am	RAI 207	June 20
Science	High School Science	DAILY	8:55-10:10am	RAI 207	June 20
English	High School English	DAILY	8:55-10:10am	RAI 207	June 20

### EVENING HIGH SCHOOL COMPLETION CLASSES AT EVERETT COMMUNITY

History	Social Studies History	TTh	5:30-8:30pm	RAI 207	June 21
Science	High School Science	TTh	5:30-8:30pm	RAI 207	June 21
English	High School English	TTh	5:30-8:30pm	RAI 207	June 21

# University Center



**Ready to...**

**Further your education?**

**Advance your career?**

**Change professions?**

**The University Center of North Puget Sound offers:**

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



## **B.A. ENVIRONMENTAL POLICY & PLANNING**

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

Contact: **Nancy Bluestein-Johnson**  
nancy.bluestein-johnson@wwu.edu or 360.417.6521

## **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.

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. Priority Deadline: April 1st.

Contact: **Sue Burke**  
sue.burke@wwu.edu or 425.259.8918

## **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.

Contact: **Lilla Bodo**  
HS.everett@wwu.edu or 425.259.8919

## **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.

Contact: **Garry Daniel**  
Weekendmba@wwu.edu or 360.650.7780

## **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.

Contact: **Bobbie Rogers**  
bobbie.rogers@wwu.edu or 425.259.8891

## **M.A. REHABILITATION COUNSELING**

Prepares rehabilitation professionals to assist individuals with disabilities in attaining independence, employment and full community participation. Career opportunities exist in hospitals, state agencies, rehabilitation centers, etc.

Contact: **Alexa Burns**  
RC.info@wwu.edu or 425.259.8921

## **M. ED. CONTINUING AND COLLEGE EDUCATION**

Prepare to teach, train, and administer education programs in community or technical colleges, universities, continuing education, business and industry, and non-profit organizations.

Contact: **Sherry Haskins**  
sherry.haskins@wwu.edu or 360.650.3190



## **B.S. MECHANICAL ENGINEERING**

Covering both breadth and depth of mechanical engineering theory, design and practice; conduct applied research in support of local and regional industries. ABET accredited.

## **B.S. CIVIL ENGINEERING**

Project-oriented courses, strong fundamentals emphasis, practical training, and hands-on laboratory experience. ABET accredited.

Contact: **Jeanne Kraske**  
jkraske@stmartin.edu or 425.259.8893

**8 Universities. Endless Opportunities.**

**16 SUMMER 2011 Get Started Today! Located in Gray Wolf Hall**

# A degree is closer than you think!



CENTRAL WASHINGTON UNIVERSITY

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## B.S. INTERDISCIPLINARY STUDIES - SOCIAL SCIENCES

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

Contact: **Ed Kingston**

kingstoe@cwu.edu or 425.259.8933

## B.A.S. INFORMATION TECHNOLOGY & ADMINISTRATIVE MANAGEMENT

### 2 Specializations

#### Administrative Management – Tech A.T.A. Required

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

#### Information Technology – A.T.A. Required

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

Contact: **Terry Linklett**

Linklett@cwu.edu or 425.640.1574 x 3794

**Early Childhood Education - call 425.259.8900 for more information.**



## RN TO BSN

This one day a week, 5 quarter program is for nurses who have completed an A.A. Degree or Diploma program and who already have their RN license. Priority deadline: February 1st.

Contact: **Kerri Hatfield**

khatfield@uwb.edu or 425.352.3530

## B.S. ELECTRICAL ENGINEERING

Emphasizes close collaboration through team-based projects, presentations, research opportunities, internships and work-study. Hybrid program, ABET accreditation pending.

Contact: **UWB Science & Technology**

stadvisors@uwb.edu or 425.352.3746



## B.A. LIBERAL ARTS

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



## 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.

Contact: **Nancy Fagan**

nfagan@ewu.edu or 425.259.8925



## 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 • Master of Business Administration
- Master of Science in Management

Contact: **Bruce Sanders**

bgsanders@hiu.edu or 360.402.0520



## ONLINE BACHELOR'S & MASTER'S PROGRAMS

- Business Administration • Human Development • Social Sciences
- Criminal Justice • Humanities • Women's Studies • Education

Go to <http://distance.wsu.edu> for program information.

## Get Started Today - It's Easy!

1. View program materials at:  
[www.uceverett.org](http://www.uceverett.org)

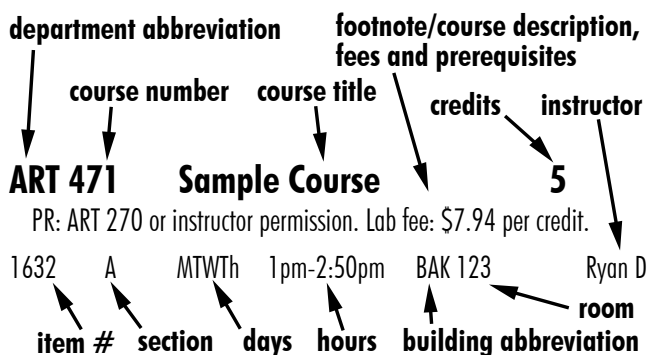
2. Attend an Information Session:

- Meet with faculty
- Learn about the program
- Discover next steps
- Dates posted on the website

3. Call for an advising appointment:  
**425.259.8900**



# HOW TO READ CLASS LISTINGS



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

- 1** 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 |       |
- 3**

- 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 June 20. WAOL Online courses begin July 7. Online fee: tuition + \$2.50 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 tuition +: \$2.50 per credit.
- WE** Web Enhanced classes are face-to-face courses that require the use of ANGEL or other web-based tools. Web enhanced classes: tuition + \$2.50 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 Lake Tye Building and is open to all interested students. Prerequisites may apply to some classes.
- D** Diversity course. This course satisfies the diversity requirement for all associate degrees.
- TU** Courses taught at Tulalip Tribal Court and is open to all interested students. Prerequisites may apply to some classes.
- &** The ampersand in a course number indicates it is a common course number at community colleges in Washington. Example MATH& 141. CCN-identified courses taken at one community college will be the same as those courses at another community college. For more information or for a list of some renumbered courses, visit [www.everettcc.edu/ccn](http://www.everettcc.edu/ccn)

## ABBREVIATIONS

### BUILDINGS

AHS	Arlington High School
ASC	Arlington/Stilligumish Senior Center
BAK	Baker Hall
CCEC	Corporate & Continuing Education Center
CHS	Cascade High School
COS	Cosmetology
DHS	Darrington High School
EHS	Everett High School
ELC	Early Learning Center
EWH	Edmonds-Woodway High School
FIT	Fitness Center

GHS	Granite Falls High School
GWH	Gray Wolf Hall
HAW	Hawthorne Elementary School
HRZ	Horizon Elementary School
HRN	Horizon Program at Boeing
IND	Index Quad
JHS	Jackson High School
JKC	Jackson Center
KHS	Kamiak High School
LHS	Lakewood High School
LKH	Lake Stevens High School
LMC	Library Media Center
LYH	Lynnwood High School
MAT	Marysville Arts & Tech HS

MHS	Monroe High School
MMV	Marysville Mountain View HS
MON	Monte Cristo Hall
MRH	Mariner High School
MSC	Monroe Senior Center
MYH	Marysville-Pilchuck High School
MYS	Marysville Senior Center
NBI	Nippon Business Institute
ODS	Oly's Dance School
OLY	Olympus Hall
OFF	Off-campus site
PFC	Paine Field Aviation Complex
PIL	Pilchuck Hall
PPM	Park Place Middle School

PSU	Parks Student Union
RAI	Rainier Hall
RLC	Rainier Learning Center
SHH	Shorecrest High School
SHK	Shuksan Hall
SHS	Snohomish High School
SNO	Sno-Isle Skills Center
SSC	Stanwood Senior Center
STD	Stanwood Elementary School
STH	Stanwood High School
SUL	VOA Sky Valley Resource Center, Sultan
TTC	Tulalip Tribal Court (Tulalip South Lot)

TYE	Lake Tye Building, Monroe
WHI	Whitehorse Hall
WTH	Weston High School

### OTHER ABBREVIATIONS

CR	Corequisite
HY	Hybrid Course
LC	Learning Community
MO	Monroe/East County
OL	Online course
PR	Prerequisite
TBA	To Be Arranged
TC	Telecourse
TU	Tulalip Tribal Court

## ACCOUNTING

For additional courses in Accounting and Bookkeeping 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.

**OL** 1112 OL1 Online Reed B  
**OL** 1113 OL2 Online Reed B

### 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.

**OL** 1122 OL Online Reed B

### 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. PR: Recommended sophomore standing or completion of ACCT 110 or instructor permission.

**H** 1132 HY MTWTh 8am-8:50am OLY 126 Coughlin P

### 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. PR: Grade of C or higher in ACCT& 201 or instructor permission.

**H** 1140 HY MTWTh 9am-9:50am OLY 126 Coughlin P

### 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. PR: Grade of C or higher in ACCT& 202 or instructor permission.

**H** 1148 HY MTWTh 10am-11am OLY 126 Coughlin P

**OL** 1150 OL Online Reed B

## AMERICAN SIGN LANGUAGE

See the World Languages section 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. PR: Completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101.

**OL** 1502 OL Online Clarke C

### 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. PR: Completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101.

**DOL** 1503 OL Online Kornbacher K

### ANTH 182 Service Learning 1-2

Combine volunteerism with academic applications of social, economic, and political issues important to the local community. Real-life application of skills and knowledge in the community. A maximum of six credits may be earned.

1509 A ARR Clarke C

### 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. PR: Completion of ENGL& 101 with a grade of C or higher or instructor permission.

\* This class requires 10 hours of Service Learning as part of the class contact hours and are arranged through the instructor to accommodate the student's schedule.

**DWE** 1512 A MTWTh 8:55am-10:10am GWH 276 Clarke C

## ART

### 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: \$261. Lab fee: \$25.65. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.

1570 CA T 12:10pm-3:30pm WHI 374 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: \$261. Lab fee: \$25.65. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.

1571 CA T 12:10pm-3:30pm WHI 374 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: \$261. Lab fee: \$25.65. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.

1572 CA T 12:10pm-3:30pm WHI 374 Milton I

### 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. Lab fee: \$42.75

1582 A TTh 8am-11:20am WHI 361 Lee T

### 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.

1584 A MW 9am-12:20pm WHI 300 Lepper S

**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.

**DO#** 1594 OL Online Gildow C

**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. PR: ART 110, ART 115, ART 124D, GRAPH 110 and PHOTO 110 or instructor permission.

\* **Self-support, non-tuition class. Class cost: \$174. Lab fee: \$17.10. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.**  
1601 CA ARR Lepper S

**ART 270 Ceramics I 5**  
Beginning instruction in the development of skills needed to manipulate the ceramic medium. The use of various forming methods, technical information, and language of the ceramic medium. PR: None required. Art 110 recommended.

\* **Section CS (1616) is self-support, non-tuition class. Class cost: \$435. Lab fee: \$52. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.**

1614 A TTh 12:10pm-3:30pm WHI 287 Lee T

1616 CS TTh 6pm-8:50pm WHI 287 Allison M

**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.

\* **Self-support, non-tuition class. Class cost: \$435. Lab fee: \$52. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply. Lab fee: \$52.**

1617 CS TTh 6pm-8:50pm WHI 287 Allison M

**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.

\* **Self-support, non-tuition class. Class cost: \$435. Lab fee: \$52. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply. Lab fee: \$52.**

1618 CS TTh 6pm-8:50pm WHI 287 Allison M

**ART 274 Ceramics Workshop 3**  
Ceramics workshop based on a variety of topical techniques and processes. Examples include alternative firing methods and systems, glaze chemistry and development, Majolica, low-fired ceramic processes and sculpture. PR: ART 107 or ART 270. Lab fee: \$31.20.

1620 A TTh 1:10pm-3:30pm WHI 287 Lee T

**ART 294 Studio Practice 2**  
Students develop a body of work with emphasizing personal exploration, contemporary issues, research on materials and techniques, and presentation. For advanced students with substantial coursework or who are near degree completion. PR: Minimum of 20 credits of Studio Art or instructor permission.

\* **Self-support, non-tuition class. Class cost: \$174. Lab fee: \$17.10. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.**

1622 CA ARR WHI 372 Lepper S

**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: Advisor or faculty recommendation required. Graphic arts and multimedia web design students must also register for GRAPH 299 or MULTI 299, depending on major.

\* **Self-support, non-tuition class. Class cost: \$435. Lab fee: \$93. Last day for 100% refund is June 23. There is no 50% option. A technology fee may apply.**

**H** 1624 HY MW 5pm-7:30pm WHI 261 Weller L

## ASTRONOMY

**ASTR& 101 Introduction to Astronomy 5**  
Integrated laboratory/lecture course emphasizing observational techniques, the history and evolution of astronomical concepts, and the origin and composition of the solar system. PR: MATH 095 or equivalent. Lab fee: \$29.50.

\* **Section A (1702) is a self-support, non-tuition class. Class fee: \$435. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.**

**WE** 1702 A TWTh 12:30pm-3pm WHI 207 Gutierrez K



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May 12, June 9, July 14, Aug. 11

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Building C-80

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## AVIATION MAINTENANCE

### AVA 104 Powerplant Technology 20

Theory and Practice: Engine lubrication, cooling, propellers, fire protection, instruments, and engine inspection. Students inspect, check service, repair and perform powerplant conformity and airworthiness inspections. Course included in FAA approved Part 147 curriculum. PR: Instructor permission. Lab fee: \$63.10.

1830	A	Daily	7:30am-9:50am	PFC8 010	Ballard A
1832	J	Daily	10am-3pm	PFC8 101	Ballard A

### AVA 205 Airframe Technology 20

Theory and Practice: Airframe conformity and airworthiness inspections, troubleshooting, aircraft instruments, communications and navigation, ice and rain control. Aircraft review prior to FAA written, oral and practical exams for airframe rating. Course included in FAA approved Part 147 curriculum. PR: Instructor permission. Lab fee: \$63.10.

1840	A	Daily	7:30am-9:50am	PFC8 008	Porter A
1842	J	Daily	10am-3pm	PFC8 101	Porter A

## BIOLOGY

### 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. 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) is a self-support, non-tuition class. Class fee: \$435. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.

WE	1980	A	MWTh	8am-10:30am	SHK 134	Araniva R
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### 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; ENGL 098 with a grade of C or higher, or skills assessment at ENGL& 101 or higher.

\* Section A (1990) is a self-support, non-tuition class. Class fee: \$435. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.

OL	1990	OL	Online	ARR	Cabral S I
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### BIOL 130 Marine Biology/Pacific NW 5

Introduction to the identification, interactions and life histories of intertidal marine organisms found in Puget Sound. Field trips required. 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: \$73.10.

\* Section A (2010) is a self-support, non-tuition class. Class fee: \$435. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.

WE	2010	A	MTh	11am-1:30pm	WHI 353	Araniva R
			W	11am-1:30pm	SHK 144	

### BIOL& 211 Majors Cellular 5

Principles of cellular biology as they apply to organisms. 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 last five years with a grade of C or higher. Lab fee: \$29.50.

WE	2020	A	MW	8:55am-11:35am	SHK 141	Olsen R
			T	8:55am-11:35am	SHK 144	
WE	2022	B	MW	8:55am-11:35am	SHK 141	Olsen R
			Th	8:55am-11:35am	SHK 144	

### 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. 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: \$65.

H	2070	HY	T	8:55am-10:10am	SHK 141	Stern E
			TTh	10:20am-12:50pm	SHK 140	

### 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. 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 A (2080) is a self-support, non-tuition class. Class fee: \$565.50. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.

WE	2080	A	MTh	10:20am-12:20pm	SHK 145	Wellman S
			W	10am-1:45pm	SHK 140	

### BIOL& 260 Microbiology 5

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

\* Section A (2090) is a self-support, non-tuition class. Class fee: \$435. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.

WE	2090	A	TTh	10:20am-12:25pm	SHK 141	Marrs H
			TTh	1:10pm-3:15pm	SHK 139	

## BUSINESS

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

### BUS& 101 Introduction to Business 5

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.

OL	2180	OL1	Online	Munoz L
OL	2181	OL2	Online	Munoz L
OL	2182	OL3	Online	Lewis P
OL	2183	OL4	Online	Lewis P

### BUS 105 Small Business Essentials 5

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.

OL	2196	OL	Online	Kneifel J
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### BUS 110D Business Communications 5

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. Recommended: BUS 104 and placement in ENGL 098.

DOL	2200	OL	Online	Munoz L
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**BUS 130 Business Computations 5**  
 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. Strong working knowledge of arithmetic or completion of MATH 070 and CL 101 or equivalent recommended.

<b>OL</b>	2210	OL	Online		Markovich T
<b>H</b>	2212	HY8	TTh	5pm-6:30pm	OLY 130 Fullerton C

**BUS 165 Service Essentials Business 5**  
 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.

<b>OL</b>	2240	OL	Online		Munoz L
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**BUS& 201 Business Law 5**  
 Origin, evolution, concepts, and functions of law and judicial system. UW of Seattle transfer student requires POLS& 200. Required law course for student transferring to CWU, WSU, WWU or UW of Bothell. Sophomore standing or business experience recommended.

<b>OL</b>	2276	OL	Online		Leonard R
<b>OL</b>	2277	OL2	Online		Leonard R

**BUSINESS TECHNOLOGY**

**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 HY (2302) has a lab fee of \$41.

<b>OL</b>	2300	OL	Online		Porter K
<b>H</b>	2302	HY	MTWTh	8:55am-10:10am	OLY 130 Joyner J

**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, touch keyboarding proficiency, or instructor's permission.

\* Section HY8 (2308) has a lab fee of \$25.75.

<b>OL</b>	2306	OL	Online		Porter K
<b>H</b>	2308	HY8	TTh	4:30pm-6:30pm	OLY 130 Fullerton C

**BT 115 Records Management 5**  
 Creation, maintenance, and disposition of records. Retrieving and storing records utilizing manual methods and computer database programs.

<b>OL</b>	2310	OL	Online		Gilpin G
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**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.

<b>OL</b>	2314	OL	Online		Lusier L
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**BT 180 Principles of Med Insurance 5**  
 Introduction of the medical billing cycle. Explanation of health insurance policies, analysis of insurance forms, and recognition of legal issues and medical confidentiality (HIPAA).

<b>OL</b>	2320	OL	Online		Kneifel K
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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.

<b>DOL</b>	2322	OL	Online		Munoz L
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**BT 219 Introduction to Microsoft Word 5**  
 Introduces word processing functions and applications using Microsoft Word. CL 101 recommended.

\* Section HY8 (2330) has a lab fee of \$25.75.

<b>OL</b>	2328	OL	Online		Porter K
<b>H</b>	2330	HY8	TTh	4:30pm-6:30pm	OLY 130 Fullerton C

**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.

\* Section HY8 (2336) has a lab fee of \$25.75.

<b>H</b>	2336	HY8	TTh	4:30pm-6:30pm	OLY 130 Fullerton C
<b>OL</b>	2340	OL	Online		Staff

**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 or instructor permission.

<b>OL</b>	2362	OL	Online		Markovich T
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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 equivalent or instructor permission.

<b>OL</b>	2364	OL	Online		Markovich T
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**BT 252 Internship 1-4**  
 On-the-job work experience in occupations directly related to student's career choice. Internships arranged with private industry, governmental agencies, and non-profit organizations. May be repeated up to a total of four credits. PR: Instructor Permission Only.

<b>H</b>	2390	HY8	TTh	4:30pm-6:30pm	OLY 130 Fullerton C
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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. 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.

\* All sections are self-support, non-tuition classes. Class cost \$435. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.

<b>H</b>	2510	HY1	M	7:30am-9am	WHI 102	Brackett A
			T	7:30am-9:20am	WHI 332	
<b>H</b>	2512	HY2	M	9:30am-11am	WHI 102	Brackett A
			T	9:30am-11:20am	WHI 332	
<b>H</b>	2514	HY3	M	9:30am-11am	WHI 102	Brackett A
			T	12pm-1:50pm	WHI 332	

**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. 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.

\* All sections are self-support, non-tuition classes. Class cost \$435. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.

<b>WE</b>	2530	A	MWTh	9:40am-11:10am	WHI 103	Singh S
			T	9:20am-11:10am	WHI 343	
<b>WE</b>	2532	B	MWTh	11:45am-1:15pm	WHI 103	Singh S
			T	11:45am-1:35pm	WHI 343	
<b>WE</b>	2534	C	MWTh	11:45am-1:15pm	WHI 103	Singh S
			T	1:45pm-3:35pm	WHI 343	

**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. 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 CHEM with C or higher w/in last 3yrs, OR pass CHEM placement test, OR MATH& 152 with B+ or higher. Lab fee: \$37.50.

\* Section A (2540) meets from June 20-July 14.

\* Section A (2540) is a self-support, non-tuition class. Class cost \$478.50. Last day to drop with 100% refund is June 21. There is no 50% refund option. A technology fee may apply.

<b>WE</b>	2540	A	MTWTh	8:55am-11:25am	WHI 104	Kontulis M
			TW	12:30pm-3:20pm	WHI 345	

**CHEM& 162 General Chemistry w/Lab II 5.5**  
 Atomic periodicity, chemical bonding theories, solid and liquid states and solutions. PR: CHEM& 161 with a grade of C or higher. Lab fee: \$37.50.

\* Section A (2550) meets from July 18-Aug 11.

\* Section A (2550) is a self-support, non-tuition class. Class cost \$478.50. Last day to drop with 100% refund is July 19. There is no 50% refund option. A technology fee may apply.

<b>WE</b>	2550	A	MTWTh	8:55am-11:25am	WHI 104	Kontulis M
			TW	12:30pm-3:20pm	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. PR: CHEM& 162 with a grade of C or higher, or instructor permission. Lab fee: \$60.

\* All sections are self-support, non-tuition classes. Class cost \$478.50. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.

<b>WE</b>	2560	A	MTTh	8am-9:30am	WHI 103	Powell S
			W	8am-10:50am	WHI 332	
<b>WE</b>	2562	B	MTTh	8am-9:30am	WHI 103	Powell S
			W	1pm-3:50pm	WHI 332	

## 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.

**OL** 2640 OL1 Online Otanez A

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

**\* Section MOH (2660) is being taught at the Lake Tye Building at 14090 Frylands Blvd SE in Monroe and is open to all students who meet the eligibility requirements.**

**WE** 2656 A MTWTh 8:55am-10:10am GWH 372 White C

**MH** 2660 MOH MW 10:20am-12:30pm TYE 301 Dellasega M

**WE** 2662 S MW 5:30pm-8:30pm GWH 372 Dellasega M

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

**WE** 2670 A MTWTh 10:20am-11:35am GWH 372 White C

**WE** 2672 S TTh 5:30pm-8:30pm GWH 372 Reynolds L

## COMPOSITE TECHNOLOGY

**CT 221 Inspection/Repair Comp Materials** **5**  
Focuses on damage assessment, including Non-Destructive Inspection. Lab work emphasizes use of technical documents, repair design manuals, ply direction and overlap, proper core placement and testing. PR: Composites Technology 201

2714 S MTW 5pm-8pm OFF SHS Staff

## COMPUTER LITERACY

**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 HY8 (2762) has a lab fee of \$25.75.**

**\* Section HY1 (2754) has a lab fee of \$41.**

**OL** 2750 OL Online Markovich T

**OL** 2751 OL2 Online Markovich T

**H** 2754 HY1 MTWTh 10:20am-11:35pm OLY 130 Joyner J

**H** 2762 HY8 TTh 4:30pm-6:30pm OLY 130 Fullerton C

**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 M 8:55am-10:10am OLY 129 Fountain R

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[www.everettcc.edu/fa](http://www.everettcc.edu/fa)





**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.

2770 HY1 M 8:55am-10:10am OLY 129 Fountain R

**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.

2780 HY1 M 8:55am-10:10am OLY 129 Fountain R

**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.

2785 HY1 M 8:55am-10:10am OLY 129 Fountain R

**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.

2790 HY1 M 8:55am-10:10am OLY 129 Fountain R

**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.

2795 HY1 M 8:55am-10:10am OLY 129 Fountain R

**COMPUTER SCIENCE****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 installation and management. PR: CS 108 or with a grade of C or higher or instructor permission. Lab fee: \$41.

2830 S MW 7:15pm-10pm SHK 130 Russell E

**CS 161 PC Technician I 5**

The primary focus of this class is on hardware and operating system features, types, and components for PCs and laptops as related to the Comptia A+ Certification Test. PR: CS 108 or with a grade of C or higher or instructor permission. Lab fee: \$41.

2858 S TTh 7pm-10:10pm SHK 130 Walsler D

**CS 162 PC Technician II 5**

Advanced topics in PC operating systems and environments. Focus on gaining technical expertise in troubleshooting, problem solving, installation, and maintenance of a PC's operating system as related to the Comptia A+ Certification Test. PR: CS 108, or instructor permission. Lab fee: \$41.

2860 S MW 3:50pm-7:10pm SHK 130 Walsler D

**CS 195 Computer Careers Internship 1-5**

Provides students with a safe, supervised work environment to apply their academic skills. This allows students to put into practice their administrative and technical skills. PR: CS 161 or CS 120 or CS 124 or instructor permission.

2870 A Th 3pm-4pm SHK 141 Jackson G

**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. PR: CS 117 or instructor permission. Lab fee: \$41.

2884 S TTh 7pm-10:10pm SHK 232 Jackson G  
SHK234 Jackson G

**CS 295 CIS Advanced Internship 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. PR: CS 195 or instructor permission.

2900 A Th 3pm-4pm SHK 141 Jackson G

**COSMETOLOGY****INFORMATION SESSIONS REQUIRED FOR ALL NEW COSMETOLOGY STUDENTS.**

Our next information session will be held on May 12 at 6:30pm at our school in Marysville.

Please call 425-259-8283 for additional dates and times of the information sessions.

The EvCC School of Cosmetology is located at 9315 G State Ave in Marysville.

**COSMT 111 Salon Management 5**

Basic overview of salon business operations. Special emphasis is placed on examining a variety of local salons. PR: Instructor permission. CR: COSMT 201, 202 or 203.

2926 A MTW 8:10am-10am COS 106 Evans T

**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: \$4.05 per credit. Malpractice insurance: \$18.20.

2940 A MTW 10:15am-6pm COS 104 Staff  
Th 8am-6pm COS 104 Staff

**COSMT 202 Lab/Shop Practice II 9-15**

Continuation of supervision in services performed by cosmetologists. Students practice on models, mannequins, and each other. PR: Instructor permission; COSMT 201; 300 clock hrs. Lab fee: \$4.05 per credit.

2942 A MTW 10:15am-6pm COS 104 Evans T  
Th 10am-8:30pm COS 104 Evans T

**COSMT 203 Lab/Shop Practice III 9-15**

Continuation of supervision in services performed by cosmetologists. Students practice on models, mannequins, and each other. PR: Instructor permission; COSMT 202; 600 clock hrs. Lab fee: \$4.05 per credit.

2944 A MTW 10:15am-6pm COS 104 Evans T  
Th 10am-8:30pm COS 104 Evans T

**COSMT 204 Lab/Shop Practice IV 9-15**

Continuation of supervision in services performed by cosmetologists. Students practice on models, mannequins, and each other. PR: Instructor permission; COSMT 203; 900 clock hrs. Lab fee: \$4.05 per credit. Malpractice insurance: \$18.20.

2946 A MTW 10:15am-6pm COS 104 Evans T  
Th 10am-8:30pm COS 104 Evans T

**COSMT 205 Lab & Shop Practice V 10-19**

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	MTW	8am-6pm	COS 104	Evans T
		Th	10am-8:30pm	COS 104	Evans T

**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	MTW	8am-6pm	COS 104	Evans T
		Th	10am-8:30pm	COS 104	Evans T

**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	ARR			Evans T
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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	ARR		COS	Evans T
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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/criminaljustice](http://www.everettcc.edu/criminaljustice)

**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.

OL	3050	OL	Online		Leonard R
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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.

\* Self-support, non-tuition class; class cost: \$435. Last day for 100% refund: June 23. No 50% refund option. A technology fee may apply.

3150	A	MTWTh	10:20am-11:35am	RAI 104	Staff
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**DEVED 095 Study Skills/College 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.

\* Self-support, non-tuition class; class cost: \$435. Last day for 100% refund: June 23. No 50% refund option. A technology fee may apply.

3151	A	MTWTh	8:55am-10:10am	RAI 104	Moody S
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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.

3152	A	MTWTh	10:20am-11:35am	GWH 162	Johnson K
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**DEVED 099 Bridge Learning Modules 1-2**

1-2 credit modules in pre-college level reading, learning strategies, study skills support, and basic computer technology for academic success in college classes.

3154	A	MTWTh	11:45am-1pm	RAI 104	Moody S
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**DEVED 100 Sharpening Study Skills 1-2**

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.

3155	A	MW	11:45am-1pm	RAI 104	Moody S
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OL	3162	OL1	Online		Galloway D
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OL	3163	OL2	Online		Galloway D
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**DEVED 103 Reading, Speed, Vocabulary 2**

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

3157	A	TTh	11:45pm-1pm	RAI 104	Moody S
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**DEVED 104 Powerful College Reading 5**

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

\* Section A (3158) and Section OL (3159) are self-support, non-tuition class; class cost: \$435. Last day for 100% refund: June 23. No 50% refund option. A technology fee may apply.

3158	A	MTWTh	8:55am-10:10am	BAK 111	Johnson K
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OL	3159	OL	Online		Davies T
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**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 (3160) and Section OL (3161) are self-support, non-tuition class; class cost: \$435. Last day for 100% refund: June 23. No 50% refund option. A technology fee may apply.

3160	A	MTWTh	10:20am-11:35am	BAK 111	Staff
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OL	3161	OL	Online		Galloway D
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**DRAMA****DRMA 130 Improvisations & 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. Self-support, non-tuition class. Class cost: \$435. Last day for 100% refund is June 23. There is no 50% refund option. A technology fee may apply.

3186	CA	MTWTh	11:30am-1:10pm	BAK 120	Peterson B
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## EARLY CHILDHOOD EDUCATION

All new students who are interested in the Early Childhood Education Program should attend the following information sessions: August 9 at 2pm in Gray Wolf Hall, Room 326.

**ECE 126 Child Care Center Administration 5**  
General principles and skills in the organization and management of child care centers.

**OL** 3232 OL Online Vlasic L

**ECE 130 Introduction to Issues in ECE 5**  
Covers historical and social foundations of early childhood education; overview of the field; awareness of values issues, ethics, legal and salary issues, staff relations, developmentally appropriate and culturally relevant practice, and professionalism. This course includes laboratory requirements.

**OL** 3234 OL Online Vlasic 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.

**DO** 3338 OL 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. PR: Completion of MATH 099 or equivalent; or placement in MATH 138 or MATH& 141 required.

**OL** 3340 OL Online Hu D

**H** 3342 HY MW 8:55am-10:10am 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. PR: Completion of MATH 099 or equivalent; or placement in Math 138 or MATH&141 required.

**OL** 3354 OL Online Hu D

**H** 3356 HY MW 10:20am-11:35am OLY 125 Hu D

## EDUCATION

Students interested in an Education career are encouraged to contact Ken White at 425-388-9498 or [kwhite@everettcc.edu](mailto:kwhite@everettcc.edu) for further information or you may attend one of the following information sessions: May 9, June 21 or August 9; at 1 pm in Gray Wolf Hall, Room 326.

**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.

\* Section OL2 (3373) is a self-support, non-tuition class. Class cost: \$435. Last day to drop with 100% refund is June 23. No 50% refund option. A technology fee may apply.

**DO** 3372 OL1 Online Vlasic L

**DO** 3373 OL2 Online Vlasic L

**EDUC& 202 Introduction to Education 5**  
Survey of the historical, sociological and philosophical aspects of American education.

**H** 3374 HY T 10:20am-1pm GWH 152 White K

## ENGINEERING TECHNOLOGY

**ENG T 100 Engineering Graphics w/2D AutoCAD 4**  
Theory and application of engineering drawing and an introduction to designing with a 2D CAD system. PR: ENG T 101 or MATH 075 or higher level math, or concurrent enrollment in one of these; or instructor permission. Lab fee: \$41.

3550 A MW 11am-2:30pm SHK 226 Osnes R

**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.

3560 S MTWTh 2:40pm-4pm IND 115 Murphy P

**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.

\* Class is compressed to 4 weeks starting June 20.

3570 S MTWTh 3pm-6:30pm CCE 201 Liaw P

## ENGLISH AS SECOND LANGUAGE

**ESL 097 Academic Reading/Writing 1-6**  
Continuation of ESL 050. Academic reading and writing for non-native speakers with emphasis on paragraph development.

0724 A MW 8:30am-11:55am RAI 202 LeWarne A

**ESL 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.

0968 A MTWTh 9:20am-10:50am MON 202 Manley J

## ENGLISH

How to Meet English/Writing Prerequisites:

Initial placement in pre-college-level composition courses (ENGL 090, 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 (ENGL& 102, 103, 201, 211 or ENGL& 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 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 090 or ENGL 092 with a grade of C or higher or successful completion of ESL 080 (see English as a Second Language).

3650 A MTWTh 8:55am-10:10am GWH 376 Davis R

**WE** 3652 B MTWTh 10:20am-11:35am GWH 282 Zull R

**ENGL 098/98D 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 A (3672) has a lab fee of \$25.75**

\* **Section MOH (3675) is being taught at the Lake Tye Building at 14090 Fryelands Blvd SE in Monroe and is open to all students who meet the eligibility requirements.**

<b>OL</b>	3670	OL	Online			Shen P
<b>WE</b>	3672	A	MW	7:30am-8:45am	GWH 152	Searle J
				TTh	7:30am-8:45am	GWH 164
<b>H</b>	3674	HY1	MTW	8:55am-10:10am	GWH 282	Harrington A
<b>MH</b>	3675	MOH	TTh	10:20am-12:30pm	TYE 301	Murphey D
	3676	C	MTWTh	10:20am-11:35am	GWH 376	Davis R
<b>WE</b>	3680	E	MTWTh	11:45am-1pm	GWH 282	Zull R
<b>DH</b>	3694	HY2	MW	5pm-7pm	GWH 152	Hill H

**ENGL& 101 English Composition I 5**

Instruction in college writing with emphasis on form and critical thinking. Frequent papers and critical analysis of representative readings. 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.

\* **Section B (3702) and Section C (3704) have a lab fee of \$25.75.**

<b>OL</b>	3696	OL1	Online			Newlin G
<b>OL</b>	3698	OL2	Online			Harrington A
<b>H</b>	3700	HY1	MTW	7:30am-8:45am	GWH 282	Bowers L
<b>WE</b>	3702	B	MW	8:55am-10:10am	GWH 152	Searle J
				TTh	8:55am-10:10am	GWH 164
<b>WE</b>	3704	C	MW	10:20am-11:35am	GWH 152	Beebe J
				TTh	10:20am-11:35am	GWH 164
<b>H</b>	3730	HY2	MW	7:15pm-9:15pm	GWH 152	Hill H

**ENGL& 102/102D Composition II 5**

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

<b>OL</b>	3738	OL1	Online			Newlin G
<b>OL</b>	3740	OL2	Online			Newlin G
<b>DH</b>	3742	HY1	TTh	8:55am-10:10am	GWH 270	Indrunas A
<b>DH</b>	3748	HY2	TTh	10:20am-11:35am	GWH 270	Indrunas A

**ENGL 105 Creative Non-Fiction 5**

Introduction to the writing, constructive analysis and revision of creative non-fiction.

<b>H</b>	3800	HY	MTW	11:45am-1pm	GWH 280	Beebe J
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**ENGL 108 Fiction I 5**

Introduction to the writing, constructive analysis, and revision of fiction. Terms and techniques presented and applied to original student work.

<b>H</b>	3804	HY	MTW	11:45am-1pm	GWH 280	Beebe J
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**ENGL& 111 Introduction to Literature 5**

Introduction to literary appreciation, close reading, and analysis in poetry, fiction, and drama.

<b>OL</b>	3810	OL	Online			Houston D
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**ENGL 165 Nonfiction II 5**

Intermediate course in techniques of fiction, poetry and drama as applied to non-fiction using constructive criticism. PR: ENGL 105 or instructor permission.

<b>H</b>	3814	HY	MTW	11:45am-1pm	GWH 280	Beebe J
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**ENGL 168 Fiction II 5**

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.

<b>H</b>	3816	HY	MTW	11:45am-1pm	GWH 280	Beebe J
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**ENGL 183D Children's Literature 5**

Introduction to the rich literary tradition of books for children. Access to a library with a substantial children's book collection is REQUIRED.

<b>DOl</b>	3820	OL	Online			Huntington M
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**ENGL 201W Writing Across the Curriculum 1**

Advanced study in composition designed to apply writing skills to academic subject disciplines. Offered in conjunction with courses designated as W (Writing Intense) courses or by instructor permission. PR: ENGL& 101 with a grade of C or higher.

\* **This class is ONLY for students enrolled in ANTH& 206D (1512) who need the additional 1-credit "Writing Intensive" course for transfer requirements. Instructor permission required.**

	3824	A	MTW	8:55am-10:10am	GWH 276	Clarke C
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**ENGL 203D Young Adult Literature 5**

A study of the novels (The Giver, Out of the Dust, The Contender, Jacob Have I Loved and more) read by young adults.

<b>DOl</b>	3826	OL	Online			Huntington M
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**ENVIRONMENTAL SCIENCE****ENVS& 100 Survey of Enviro Science: 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. 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.

\* **All sections are self-support, non-tuition classes. Class fee: \$435. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.**

<b>OL</b>	3950	OL1	Online		ARR	Forson D
<b>OL</b>	3952	OL2	Online		ARR	Forson D

**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.

<b>OL</b>	4196	OL	Online			Peterson B
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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.

**OL** 4522 OL Online Lyste K

**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.

**DOL** 4530 OL Online Lyste K

## GEOLOGY

**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.

\* All sections are self-support, non-tuition classes. Class cost \$435. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.

**OL** 4570 OL1 Online ARR Grupp S

**OL** 4572 OL2 Online ARR Grupp S

## 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 the student's schedule.

**DOL** 4640 OL Online Clarke C

**DWE** 4642 A MTWTh 10:20am-11:35am GWH 276 Clarke C

**GS 105D Global Issues Through Film 5**  
Survey of contemporary global issues through the use of film and other visual media, drawing on cinematic approaches and methodologies beyond Hollywood. Writing assignments represent a significant component of coursework. PR: Completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101.

\* This is a self-support, non-tuition class. Class cost: \$435. Last day to drop with 100% refund is June 23. No 50% refund option. A technology fee may apply.

**DOL** 4646 OL Online Murphey D

## GRAPHIC ARTS

**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.

\* Self-support, non-tuition class. Class cost: \$435. Lab fee: \$93. Last day for 100% refund is June 23. There is no 50% option. A technology fee may apply.

**H** 4692 CA MTW 9am-11:30am WHI 354 Gegan A

## GRAPH 120 History of Graphic Design 5

Overview of the origins of visual and written communication and the development of graphic design. Emphasis on printed work from 1880 to 1990 and new media design to the present day.

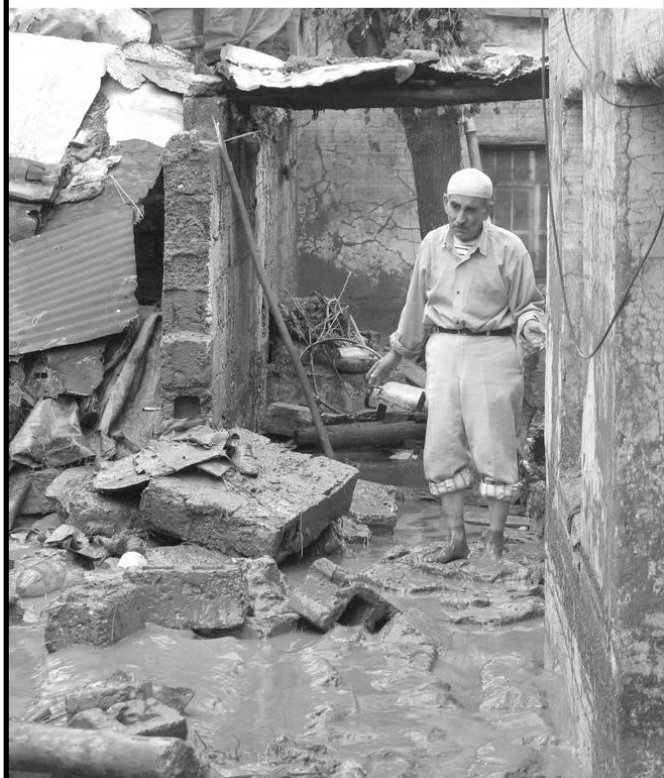
\* Self-support, non-tuition class. Class cost: \$435. Lab fee: \$93. Last day for 100% refund is June 23. There is no 50% option. A technology fee may apply.

**OL** 4699 OL Online Kammer G

# Global Issues Through Film

## Global Studies 105D

Natural disasters, lack of food and water, economic insecurity ... Study global issues delivered in the voices of the people who live these realities Daily by watching and discussing international films made and produced in the countries of origin. Earn 5 Humanities credits in this class, which meets T/Th from 10 a.m-12:10 p.m. For more information, contact instructor Deb Murphy at [dmurphey@everettcc.edu](mailto:dmurphey@everettcc.edu)



**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. Instructor permission required.  
 \* **Self-support, non-tuition class. Class cost: \$87 per credit. Lab fee: \$20.60 for 1 credit; \$31 for 2; \$72.20 for 3; \$82.60 for 4; and \$93 for 5 credits. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.**  
 4737 CA ARR Kammer G

**GRAPH 299 Special Projects 2**  
 For advanced students working on special projects other than those included in regular graphic arts curriculum. PR: Instructor permission PR: Advisor or faculty recommendation required. Graphic arts and multimedia web design students must also register for GRAPH 299 or MULTI 299, depending on major.  
 \* **Self-support, non-tuition class. Class cost: \$174. Lab fee: \$31. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.**  
 4738 CA ARR Kammer G

**HLTH 106 Administrative 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.

**WE** 4760 S TTh 6pm-9pm IND 111 Cline C L

**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.

**WE** 4762 A TTh 7:30pm-10:10pm IND 152 Clark C

**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.

**DOL** 4770 OL Online OFF Tatham B

**HLTH 192 Clinical Skills-Lab 5**  
 Covers skills needed to perform duties of medical assistant in the lab of a general outpatient medical practice. Laboratory concepts of safety, quality assurance, precautions, specimen collection, handling and processing. Instructor permission required to repeat course. PR: Completion of ENGL&101; MATH 120; and HLTH 102 and 130, all with grade of C or higher. Lab fee: \$77.55.

**H** 4780 HY T 10:20am-11:35am IND 167 Clark C  
 MW 10:20am-12:30pm SHK 139 Clark C

**HLTH 205 Medical Law and 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.

**H** 4786 HY Th 4:50pm-6:50pm IND 152 Tatham B

**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.

**OL** 4787 OL Online OFF Glover C

**HLTH 251 Clinical Externship 6**  
 Provides students with supervised clinical work environment to apply theories and practice administrative and clinical skills in the role of a Medical Assistant. Internet access required. PR: Instructor permission. Lab fee: \$18.20.

**WE** 4790 S M 4:20pm-6pm IND 138 Tatham B

**HIGH SCHOOL COMPLETION**

**HSC 014 Math for Life-Workplace 5**  
 Review of basic math concepts; applications related to consumer activities. Prime factorization, operations on rational numbers, ratios, proportions and percents. Credit may not be earned in both HSC 014 & MATH 070 exceeding 5 total credits. Not intended for ABE students.

0528 S TTh 6pm-8:20pm RAI 207 Robinson R

**HEALTH SCIENCE**

Attending an Information Session will give you an overview of the Medical Assisting Program and advise you how to get started. Visit our website at [www.everettcc.edu](http://www.everettcc.edu) for current dates and times. 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. This is a one day class. Student packet must be purchased and read prior to class day. Deadline for 100% refund is July 11.

\*Section A is held July 11; Lab fee \$31.65  
 4740 A M 8am-4pm JKC Mooney F

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

**H** 4748 HY MW 1:10pm-3:50pm IND 111 Clark C  
**OL** 4750 OL1 Online OFF Pouillon K  
**OL** 4751 OL2 Online OFF Pouillon K

**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.

\*Section A (4754) has a lab fee of \$27.55  
 4754 A TW 10:20am-12:50pm IND 152 Staff  
 Th 10:20am-12:50pm IND 138  
**OL** 4756 OL1 Online OFF Pouillon K  
**OL** 4757 OL2 Online OFF Pouillon K

**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.

**H** 4758 HY T 1:10pm-3:50pm IND 167 DavisWolfe M

**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 United States 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

## HISTORY

**HIST 100 Ancient & Medieval Worlds 5**  
 Development of human endeavors from prehistoric time to the late Middle Ages.  
**OL** 4806 OL Online Pearce J

# Mandatory Advising - Meet with a Faculty Advisor Before Your Third Quarter

Effective Summer 2010, new students are required to meet with a faculty advisor before registering for third quarter to create a Degree Plan. New students starting Winter or Spring 2011 must complete this requirement before Summer or Fall quarter registration.



**Questions: 425-388-9263**  
**[www.everettcc.edu/advising](http://www.everettcc.edu/advising)**

**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.

**DH** 4810 HY TTh 10:20am-11:35am GWH 380 Ripper J

**HIST& 147 U.S. History II 5**

Survey of American history from the 1830s to the end of 1919.

**WE** 4830 A MTWTh 8:55am-10:10am GWH 380 Ripper J

**HIST& 148 U.S. History III 5**

A survey of the social, economic and political forces which have shaped modern American history.

**OL** 4836 OL Online Ripper J

**HIST& 214 Pacific Northwest 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.

\* **Section S (4850) is a self-support, non-tuition class. Class cost: \$435. Last day to drop with 100% refund is June 23. No 50% refund option. A technology fee may apply.**

**OL** 4848 OL Online Cederholm S

**WE** 4850 S MW 5:30pm-8:30pm GWH 280 Cederholm S

**HUMAN DEVELOPMENT****H DEV 110 Career/Life Planning 3**

Examination of personal career possibilities in the world of work. Activities focus on self-assessment through testing, values clarification, occupational surveys, and identification of strengths. Resume writing and job interviewing skills may be covered. Class composition and need determine which areas instructor emphasizes.

\* **Section MOH (4942) has a fee of \$22.**

\* **Section MOH (4942) is being taught at The Lake Tye Building at 14090 Fryelands Blvd SE Monroe and is open to all students. Class starts on June 28.**

**H** 4940 HY1 TTh 8:55am-10:10am GWH 268 Lovelace J

**MH** 4942 MOH T 8am-10:10am TYE 301 Skinner D

**H DEV 156 Stress Management 2**

To help students become more aware of the sources of stress in their lives, the consequences of stress for the way they think, feel and act and methods of reducing and coping with stress.

\* **Section CA (4943) is a self-support, non-tuition class; class cost: \$174. Last day for a 100% refund is June 23. No 50% refund. A technology fee may apply.**

4943 CA W 2pm-4pm GWH 274 Martin E

# EvCC's Student Fitness Center is Open

- **Basketball court, running track, cardio and free weight training room**
- **Must present current student ID for admission**
- **Hours and more info: [www.everettcc.edu/fitnesscenter](http://www.everettcc.edu/fitnesscenter)**





**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.

\* A portion of the work is done online. You must have reliable internet access.

**H** 4944 HY TTh 11:45am-1pm GWH 268 Lovelace J

**HUMANITIES****HUM 110D Introduction American Cultural Studies 5**

An interdisciplinary introduction to American Cultural Studies as an analysis of issues, concepts and theories of the Americanization process and American cultural values. PR: Completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101.

**DWE** 4980 A MTWTh 10:20am-11:35am GWH 268 Lovelace J

**HUM 247D Introduction to World Religions 5**

Survey of the world's major religions including Islam, Judaism, Christianity, Hinduism, Buddhism, and others.

**DWE** 4988 A MTWTh 10:20am-11:35am GWH 280 Riordan M

**INFORMATION LITERACY****INFO 102 Research/Information Age 5**

Skills and techniques for locating, evaluating, and applying information resources in the research process. Discussion of related issues including intellectual property, censorship, and freedom of information.

**OL** 5422 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. PR: Passing a writing and reading test given by the ESL/IELP faculty.

\* Self-support, non-tuition class. Class cost: \$1,884. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.

0965 A MTWTh 9am-12:25am GWH 284 Staff

**IELP 081 Intensive Conversation I 6**

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

\* Self-support, non-tuition class; class cost: \$942. Last day for 100% refund: June 23. There is no 50% refund option. A technology fee may apply.

0962 A MTWTh 1pm-2:50pm BAK 113 Staff

**IELP 082 Intensive Conversation II 6**

This course is designed to have students participate in discussions on different topics from reading materials, current news, and everyday experiences. Instructors permission.

\* Self-support, non-tuition class; class cost: \$942. Last day for 100% refund: June 23. There is no 50% refund option. A technology fee may apply.

0963 B MTWTh 1pm-2:50pm BAK 113 Staff

**IELP 097 Academic Reading/Writing 12**

Continuation of ESL 080. Reading and writing course designed to provide the fundamental English skills required for successful transition into college English classes comprised of non English speakers. PR: Completion of ESL 080 or instructor permission.

\* Self support, non-tuition class; class cost: \$1524. Last day for 100% refund: June 23. There is no 50% refund option. A technology fee may apply.

0966 B MTWTh 9am-12:25pm GWH 386 Staff

**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 1:30pm-2:30pm MON 202 Manley J

**MANUFACTURING TECHNOLOGY****MFG T 171 Manufacturing Internship I 1-5**

50-250 clock-hour intern program in which students focus on the fundamental shop skills required to work in a manufacturing company. Students may work either in an instructional/hands-on or solely hands-on mode. This experience may entail "job-shadowing" to learn what support functions are needed in the manufacturing environment. PR: Instructor permission.

5620 A ARR Osnes R  
5621 B ARR Liaw P  
5622 C ARR Norcott C

**MATHEMATICS**

**Skills Assessment - Before registering for their first math course, students are required to complete a mandatory basic skills assessment.**

**MATH LEARNING CENTER - Rainier Hall, Room 349**

The Math Learning Center (MLC) has been established to help students review or improve their skills in arithmetic, beginning algebra, plane geometry and trigonometry using an individualized approach. These courses are not available for audit. Courses available are MATH 070, MATH 075, MATH 080, MATH 087, MATH 088, MATH 095 and MATH 105.

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.

**MATH 060 Professional/Technical Math - Cosmetology 3**

Course designed to meet the needs of the cosmetology student. Topics in arithmetic of whole numbers, decimals and fractions, percents, ratios and proportions, and measurement with applications. PR: None.

5660 A W 1pm-4:45pm RAI 300 Cahan A

**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 (5662) is taught in a traditional lecture format.

5662 A MTWTh 8:55am-10:10am IND 108 Wikman C  
5664 B MTWTh 8:55am-10:10am RAI 349 Nevins M  
5668 C MTWTh 10:20am-11:35am RAI 349 Baxter L  
5672 D MTWTh 11:45am-1pm RAI 349 Baxter L  
5678 S MTWTh 5:30pm-6:50pm RAI 349 Wellman S

**MATH 075 Prof/Tech 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 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.

5692	B	MTWTh	8:55am-10:10am	RAI 349	Nevins M
5694	C	MTWTh	10:20am-11:35am	RAI 349	Baxter L
5696	D	MTWTh	11:45am-1pm	RAI 349	Baxter L
5698	S	MTWTh	5:30pm-6:50pm	RAI 349	Wellman S

**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: None. Lab fee: \$25.75.

<b>WE</b> 5700	A	TTh	1:30pm-2:45pm	RAI 351	Nevins M
<b>WE</b> 5702	B	TTh	2:45pm-4pm	RAI 351	Nevins M

**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.

5710	A	MTWTh	8:55am-10:10am	BAK 109	Baxter L
5714	B	MTWTh	10:20am-11:35am	WHI 365	Houston W
<b>WE</b> 5728	S	MTTh	5:10pm-6:50pm	BAK 209	Kingsley R

**MATH 081 Elementary Algebra I 5**

First half of sequence in beginning algebra. 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.

5740	A	MTWTh	8:55am-10:10am	WHI 365	Houston W
<b>WE</b> 5742	B	MTWTh	10:20am-11:35am	RAI 300	Quarles C
5744	C	MTWTh	11:45am-1pm	BAK 109	Jones C
5748	S	MW	6pm-9pm	SHK 145	Kissler R

**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 MO (5754) is being taught at the Lake Tye Building at 14090 Fryelands Blvd SE in Monroe and is open to all students who meet the eligibility requirements.**

**\* Section MO (5754) is taught in a computer-mediated lab setting. Lab fee: \$41.**

<b>WE</b> 5750	A	MTWTh	8:55am-10:10am	SHK 145	Cleveland H
5752	B	MTWTh	10:20am-11:35am	BAK 102	McPherson G
<b>MWE</b> 5754	MO	MTWTh	8:45am-10:10am	TYE 303	Skrinnik O
5758	S	TTh	6pm-8:45pm	SHK 145	Kissler R

**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 from a MATH 087 instructor.

5762	B	MTWTh	8:55am-10:10am	RAI 349	Nevins M
5764	C	MTWTh	10:20am-11:35am	RAI 349	Baxter L
5766	D	MTWTh	11:45am-1pm	RAI 349	Baxter L
5768	S	MTWTh	5:30pm-6:50pm	RAI 349	Wellman S

**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 from a MATH 088 instructor.

5772	B	MTWTh	8:55am-10:10am	RAI 349	Nevins M
5774	C	MTWTh	10:20am-11:35am	RAI 349	Baxter L
5776	D	MTWTh	11:45am-1pm	RAI 349	Baxter L
5778	S	MTWTh	5:30pm-6:50pm	RAI 349	Wellman S

**MATH 091 Elementary/Intermediate Algebra I 5**

First quarter of a seamless two-quarter sequence covering topics from beginning and intermediate algebra, for qualified students who have completed beginning algebra and need to review and extend their skills. PR: Completion of one year of beginning algebra or MATH 082 or equivalent with a C (2.0) or higher OR placement into MATH 090 or 091 via an assessment test score OR permission of a math instructor.

**\* Section OL (5782) On-campus attendance required 6:30-8:30pm in BAK 209 for Orientation, June 21; Exam I, July 14; and Exam II, Aug 9.**

5780	A	MTWTh	10:20am-11:35am	BAK 209	Weiss-Green H
<b>OL</b> 5782	OL	Online		ARR	Weiss-Green H

**MATH 092 Elementary/Intermediate Algebra II 5**

Second quarter of a seamless two-quarter sequence covering topics from beginning and intermediate algebra, for qualified students who have completed beginning algebra and need to review and extend their skills. PR: Completion of MATH 091 with a C (2.0) or higher OR permission of a math instructor.

5790	A	MTWTh	8:55am-10:10am	IND 115	Staff
5798	S	TTh	4pm-6:50pm	RAI 300	Cahan A

**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.

5802	B	MTWTh	8:55am-10:10am	RAI 349	Nevins M
5804	C	MTWTh	10:20am-11:35am	RAI 349	Baxter L
5806	D	MTWTh	11:45am-1pm	RAI 349	Baxter L
5808	S	MTWTh	5:30pm-6:50pm	RAI 349	Wellman S

**MATH 098 Intermediate Algebra in Context 5**

Intermediate algebra with real data, modeling, decision-making. Linear, quadratic, exponential and power functions, logarithms, exponents, systems of equations. Meets prereqs for MATH 107, 138, 146. Not for math/science/engineering majors. PR: MATH 082, 088 or 090 with a grade of C or higher OR placement into MATH 098 via an assessment test score OR permission of a math instructor.

<b>WE</b> 5810	A	MTWTh	8:55am-10:10am	RAI 351	Quarles C
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**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 instructor.

\* **Section OL (5826) On-campus attendance required 5:30-7:30pm in RAI 300 for Orientation, June 20; Exam I, July 13; and Exam II, Aug 10.**

	5820	A	MTWTh	7:30am-8:45am	IND 115	Staff
	5822	B	MTWTh	10:20am-11:35am	IND 115	Staff
<b>OL</b>	5826	OL	Online		ARR	Killingstad C
<b>WE</b>	5828	S	TTh	7pm-9:45pm	BAK 209	Kingsley R

**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.

	5832	B	MTWTh	8:55am-10:10am	RAI 349	Nevins M
	5834	C	MTWTh	10:20am-11:35am	RAI 349	Baxter L
	5836	D	MTWTh	11:45am-1pm	RAI 349	Baxter L
	5838	S	MTWTh	5:30pm-6:50pm	RAI 349	Wellman S

**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.

\* **All sections are self-support, non-tuition classes. Class cost \$435. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.**

\* **Section OL (5846) On-campus attendance required 7-9pm in MON 202 for Orientation, June 22; Exam I, July 13; and Exam II, Aug 10.**

	5840	A	MTWTh	10:20am-11:35am	IND 108	Wikman C
<b>OL</b>	5846	OL	Online		ARR	Kingsley R

**MATH 120 Mathematics 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 A (5850) is a self-support, non-tuition class. Class cost \$435. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.**

	5850	A	MTWTh	10:20am-11:35am	BAK 109	Jones C
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**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.

\* **Section A (5854) is a self-support, non-tuition class. Class cost \$435. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.**

<b>WE</b>	5854	A	MTWTh	11:45am-1pm	SHK 232	Nguyen H
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**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.

\* **All sections are self-support, non-tuition classes. Class cost \$435. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.**

	5860	A	MTWTh	8:55am-10:10am	BAK 102	McPherson G
	5862	B	MTWTh	10:20am-11:35am	MON 120	Repanich D
<b>WE</b>	5868	S	TTh	7pm-9:45pm	RAI 300	Cahan A

**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: MATH& 141 or equivalent with a grade of C (2.0) or higher, or placement into MATH& 142 or higher via an assessment test score, or permission of a math instructor.

\* **Section A (5870) is a self-support, non-tuition class. Class cost \$435. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.**

<b>WE</b>	5870	A	MTWTh	7:30am-8:45am	SHK 145	Cleveland H
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**MATH& 144 Pre-Calculus I & II: Review 5**

One quarter refresher course for students intended to take calculus beginning with MATH& 151. Polynomial, rational, exponential, logarithmic and trigonometric functions with applications; conic sections; introduction to vectors. PR: One year of high school pre-calculus or college equivalent; or permission of a math instructor.

\* **Section A (5880) is a self-support, non-tuition class. Class cost \$435. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.**

	5880	A	MTWTh	8:55am-10:10am	BAK 109	Jones C
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**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 092 OR MATH 099 with a grade of C (2.0) or higher, or placement in to MATH& 146 or higher via an assessment test score, or permission of a math instructor.

\* **All sections are self-support, non-tuition classes. Class cost \$435. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.**

\* **Section OL (5894) On-campus attendance required 5:30-7:30pm in RAI 351 for Orientation, June 20; Exam I, July 12; and Exam II, Aug 10.**

<b>WE</b>	5890	A	MTWTh	8:55am-10:10am	RAI 300	Balachowski M
<b>WE</b>	5892	B	MTWTh	10:20am-11:35am	WHI 248	Anderson T
<b>OL</b>	5894	OL	Online		ARR	Balachowski M

**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 A (5900) is a self-support, non-tuition class. Class cost \$435. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.**

<b>WE</b>	5900	A	MTWTh	8:55am-10:10am	SHK 232	Nguyen H
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**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.

\* **Section A (5910) is a self-support, non-tuition class. Class cost \$435. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.**

**WE** 5910 A MTWTh 8:55am-10:10am WHI 248 Anderson T

**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 a math instructor.

\* **Section A (5920) is a self-support, non-tuition class. Class cost \$435. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.**

**WE** 5920 A MTWTh 8:55am-10:10am MON 120 Killingstad C

**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. Lab fee: \$87.

5950 A MTWTh 8:55am-10:10am BAK 209 Weiss-Green H

**MEDICAL CODING**

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. The program focuses on providing the training required for students to sit for a certification test with either AHIMA or AAPC.

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

Only Medical coding students should enroll in MC classes.

For more information about the courses, call toll-free 1-866-304-3822 or email [succes@everettcc.edu](mailto:succes@everettcc.edu).

For current course schedule information go online to [www.everettcc.edu](http://www.everettcc.edu), Majors and Programs, Medical Coding.

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 June 24 (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.

Technology fee may apply.

**MEDICAL TRANSCRIPTION**

The Medical Transcription certificate program is offered through the Health Sciences and Public Safety Division. 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 successful completion of the program.

Only Medical Transcription students should enroll in MT classes.

Pat Stettler, CMT, AHDI-F, MT Program Administrator, is available to talk to you via email on Wednesdays from 4-5:00 pm Pacific Time. Learn about the curriculum, time investment required, prerequisite skills needed, as well as career options once you successfully complete the program. Email Pat at [pstettler@everettcc.edu](mailto:pstettler@everettcc.edu) or for further information, please call 1.866.304.3822.

For curriculum guides and current course schedule information go to [www.everettcc.edu](http://www.everettcc.edu), Majors and Programs, Medical Transcription.

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 June 24 (100% refund less the cost of materials and texts if you are enrolling in the first quarter of the 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.

**MULTIMEDIA****MULTI 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. PR: ART 110, GRAPH 110, GRAPH 111, GRAPH 120 and PHOTO 110 or instructor permission.

\* **Self-support, non-tuition class. Class cost: \$174. Lab fee: \$31. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.**

6131 CA ARR Kammer G

**MULTI 299 Special Project/MultiMedia** **2**

PR: Advisor or faculty recommendation required. Graphic arts and multimedia web design students must also register for GRAPH 299 or MULTI 299, depending on major.

\* **Self-support, non-tuition class. Class cost: \$174. Lab fee: \$31. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.**

6134 CA ARR Kammer G

**MUSIC****MUSC 110D World Music** **5**

Classical and folk traditions of Asia, traditional practices of Africa and Native American and folk and regional styles of Europe and Latin America. History, evolution, and performance practices of music in non-Western cultures.

**DOL** 6152 OL Online Strunk M



## NURSING

All new students who are interested in the Nursing program should attend one of the information sessions. For dates and times of information sessions see page 6 or [www.everettcc.edu](http://www.everettcc.edu), Majors and Programs, Nursing.

### NURS 150 NCLEX Preparatory Course 2.5

Overview of the nursing knowledge base as applied to the NCLEX test plan. PR: Successful completion of six quarters of the Nursing Program. Five day intensive course. Class runs selected days TBA. No refund after class start date. Lab fee: \$275.65.

6500 A ARR ARR Brasfield K

### 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: \$227.10.

WE 6550 A Daily 8am-5pm IND 169 Brasfield K

## 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.

\* All sections are self-support, non-tuition classes. Class cost \$435. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.

OL 6640 OL1 Online ARR Gabrielsen K

OL 6642 OL2 Online ARR Gabrielsen K

OL 6644 OL3 Online ARR Gabrielsen K

## 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. 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.

\* Section A is a self-support, non-tuition class. Class cost \$435. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.

WE 6760 A TTh 8:55am-1pm WHI 238 Grupp S

## P E/HEALTH & WELLNESS

For additional courses in Recreation, Health and Wellness see the Corporate and Continuing Education section of this schedule.

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), Softball (W), Baseball (M).

### 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 TWTh 8:15am-9:35am FIT 231 Anderson B C

### PEHW 111 Kick Boxing Aerobics 1

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.

7154 A MW 9:50am-10:50am FIT 231 Gstohl C

### 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-1:05pm FIT 148 Gstohl C

### PEHW 126 Advanced Weight Training 3

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

7206 A MWTh 11am-1:05pm FIT 148 Gstohl C

### PEHW 128 Women on Weights 1

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 A TTh 9:50am-10:50am FIT 148 Gstohl C

## PHILOSOPHY

### 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.

OL 6950 OL Online Erickson M

### PHIL 118 Critical Thinking 5

Emphasis on analyzing, evaluating, and constructing thought in a clear logical fashion with application to other fields. A non-symbolic approach to logic and critical thinking.

OL 6954 OL Online VanQuickenborne M

## PHOTOGRAPHY

### 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.

WE 7020 A MTW 9am-11:30am WHI 262 Felsenthal E

WE 7022 B MTW 2pm-4:30pm WHI 262/261 Weller L

**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.

\* **Self-support, non-tuition class. Class cost: \$435. Lab fee: \$93. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.**

**WE** 7026 CA MTW 1pm-3:30pm WHI 264/261 Felsenthal E

**PHOTO 195 Foundation Portfolio Review 2**

Portfolio review of student work from core curricula courses. Student works individually with an assigned program instructor in evaluating their submitted portfolio to determine their readiness for advanced level courses leading to an AFA degree. PR: ART 110, GRAPH 110, PHOTO 110, PHOTO 111 and PHOTO 230 or instructor permission.

\* **Self-support, non-tuition class. Class cost: \$174. Lab fee: \$31. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.**

7041 CA ARR Felsenthal/Weller

**PHYSICS**

**PHYS& 121 General Physics I 5**

Study of motion, force, and energy. PR: ENGL 098 with a grade of C or higher, MATH& 142 or MATH& 144 or equivalent, or concurrent enrollment in MATH& 142. Lab fee: \$29.50.

\* **Section A (7460) is a self-support, non-tuition class. Class fee: \$435. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.**

**WE** 7460 A TWTh 8:55am-11:20am WHI 250 Gutierrez K

**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?

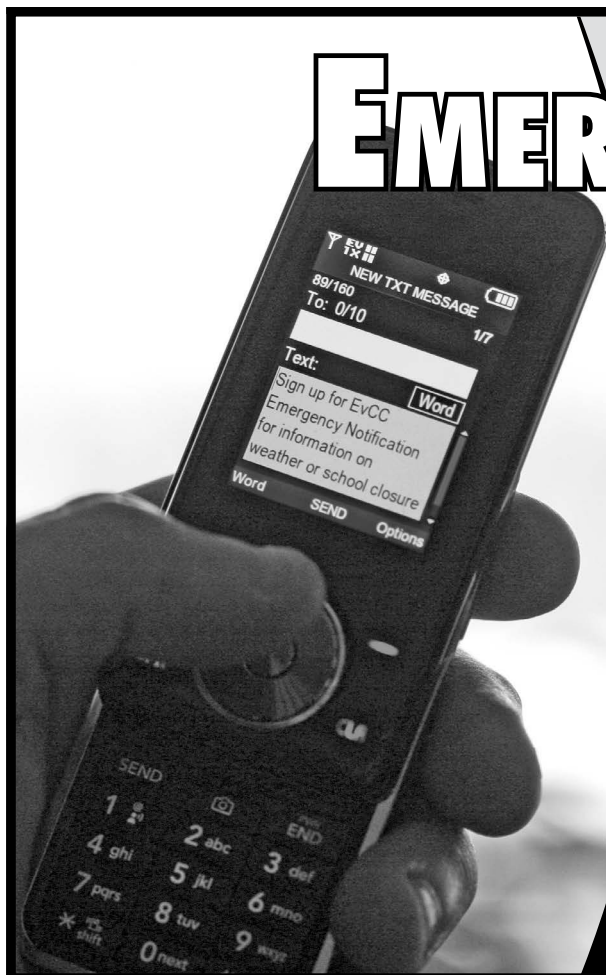
**OL** 7540 OL Online Horn S

**POLS& 202 American Government 5**

Introductory analysis of the process by which policy is made at the national level in the United States.

**OL** 7550 OL Online Horn S

# EMERGENCY ALERT



Get EvCC Emergency Info & Announcements at:

- **EvCC Website:** [www.everettcc.edu](http://www.everettcc.edu)
- **Text Message:** Sign up at [www.everettcc.edu/emergency](http://www.everettcc.edu/emergency)
- **Phone:** Message at 425-388-9100
- **News:** [www.schoolreport.org](http://www.schoolreport.org)

**No message means EvCC is open regular business hours.**

Every effort will be made to post closure information by 6 a.m. for day classes and 4 p.m. for evening classes.

**More info: [www.everettcc.edu/emergency](http://www.everettcc.edu/emergency)**

## 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. PR: Completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101 or instructor permission.

\* Section OL1 (7620) and Section OL2 (7622) are self-support, non-tuition classes. Class cost: \$435. Last day to drop with 100% refund is June 23. No 50% refund option. A technology fee may apply.

OL	7620	OL1	Online			Hamaoui K
OL	7622	OL2	Online			Brown D
H	7624	HY1	MTWTh	7:30am-8:30am	GWH 374	Smith D B
H	7626	HY2	MTWTh	8:55am-9:55am	GWH 374	Smith D B
H	7628	HY3	M	6pm-9pm	GWH 382	Brown D

### PSYC& 200 Lifespan Psychology 5

Analysis of psychological and physiological development of the lifespan with emphasis on understanding physical, social, emotional and cognitive processes. PR: Completion of 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 OL (7658) is a self-support, non-tuition class. Class cost: \$435. Last day to drop with 100% refund is June 23. No 50% refund option. A technology fee may apply.

OL	7658	OL	Online			Hamaoui K
H	7660	HY	TTh	6:30pm-8:30pm	GWH 382	Hamaoui K

### PSYC& 220 Abnormal Psychology 5

Description, development and dynamics of behavior disorders and personality as related to contemporary conditions of life. PR: Completion of 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.

OL	7664	OL	Online			Smith D B
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## SOCIOLOGY

### SOC& 101 Introduction to Sociology 5

Study of society; survey of cultural and social systems and their relationship to the lives of individuals. PR: Completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101 or instructor permission.

\* Section OL2 (7878) is a self-support, non-tuition class. Class cost: \$435. Last day to drop with 100% refund is June 23. No 50% refund option. A technology fee may apply.

OL	7872	OL1	Online			Farb B
OL	7878	OL2	Online			Farb B
H	7882	HY	T	6pm-9pm	GWH 280	Keeton J

## SPANISH

See the World Languages section of this schedule.

## WELDING

### WELD 150 Blueprint Reading/Industry 5

Overview of engineering drawing symbols used on blueprints and techniques used in their interpretation. Course is heavily inclined toward machine and fabrication trades rather than construction. PR: Basic arithmetic skills or concurrent enrollment in MATH 30 and instructor permission.

	8402	C	TWTh	4pm-5:45pm	MON 101	Bailey C
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### 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. PR: Instructor permission.

\*Due to the holiday, classes scheduled for Monday, July 4, will be held on Friday, July 8.

	8420	A	MW	8:30am-10:05am	MON 101	Hile D
	8423	S	MW	4pm-5:35pm	MON 101	Staff/Minzel

### WELD 190 Oxyacetylene 5

Principles and techniques of oxyacetylene welding, brazing, and flame cutting to develop entry-level skills required by industry. PR: Good eyesight and good hand/eye coordination with both hands and instructor permission.

\*Due to the holiday, classes scheduled for Monday, July 4, will be held on Friday, July 8. Lab fee: \$62.95.

	8425	A	MTWTh	7:30am-10:05am	MON 110	Hile/Minzel
	8426	B	MTWTh	10:15am-12:50pm	MON 110	Hile D
	8427	C	MTWTh	1pm-3:35pm	MON 110	Staff/Minzel
	8428	S	MW	6pm-11:45pm	MON 110	Hil/Minzel
	8429	T	TTh	6pm-11:45pm	MON 110	White/Minzel

### WELD 191 Basic Arc 5

Principles and techniques of basic manual shielded metal arc welding as required to demonstrate skills necessary to make fillet welds acceptable to industry standards in all positions. PR: Good eyesight and good hand/eye coordination with both hands and instructor permission.

\* Due to the holiday, classes scheduled for Monday, July 4, will be held on Friday, July 8. Lab fee: \$62.95.

	8435	A	MTWTh	7:30am-10:05am	MON 110	Hile/Minzel
	8436	B	MTWTh	10:15am-12:50pm	MON 110	Hile D
	8437	C	MTWTh	1pm-3:35pm	MON 110	Staff/Minzel
	8438	S	MW	6pm-11:45pm	MON 110	Hil/Minzel
	8439	T	TTh	6pm-11:45pm	MON 110	White/Minzel

### WELD 192 Advanced Arc 5

Continuation of WELD 191. Development of welding skills to level required for code standards and certification. PR: WELD 191 with grade of C or higher, or S grade and instructor permission.

\*Due to the holiday, classes scheduled for Monday, July 4, will be held on Friday, July 8. Lab fee: \$62.95.

	8445	A	MTWTh	7:30am-10:05am	MON 110	Hile/Minzel
	8446	B	MTWTh	10:15am-12:50pm	MON 110	Hile
	8447	C	MTWTh	1pm-3:35pm	MON 110	Staff/Minzel
	8448	S	MW	6pm-11:45pm	MON 110	Hil/Minzel
	8449	T	TTh	6pm-11:45pm	MON 110	White/Minzel

### WELD 193 Basic Pipe 5

Principles and techniques of pipe welding using manual metal arc process, materials, joint preparation, filler metal selection, and acceptable shop practices. PR: Certification and instructor permission.

\*Due to the holiday, classes scheduled for Monday, July 4, will be held on Friday, July 8. Lab fee: \$62.95.

	8455	A	MTWTh	7:30am-10:05am	MON 110	Hile/Minzel
	8456	B	MTWTh	10:15am-12:50pm	MON 110	Hile D
	8457	C	MTWTh	1pm-3:35pm	MON 110	Staff/Minzel
	8458	S	MW	6pm-11:45pm	MON 110	Hil/Minzel
	8459	T	TTh	6pm-11:45pm	MON 110	White/Minzel

**WELD 194 Gas Tungsten Arc Welding 5**

Fundamentals and techniques used in gas tungsten arc welding process needed to weld steel, stainless steel, and aluminum materials in all positions. PR: WELD 190 and instructor permission.

**\*Due to the holiday, classes scheduled for Monday, July 4, will be held on Friday, July 8. Lab fee: \$62.95.**

8465	A	MTWTh	7:30am-10:05am	MON 110	Hile/Minzel
8466	B	MTWTh	10:15am-12:50pm	MON 110	Hile D
8467	C	MTWTh	1pm-3:35pm	MON 110	Staff/Minzel
8468	S	MW	6pm-11:45pm	MON 110	Hil/Minzel
8469	T	TTh	6pm-11:45pm	MON 110	White/Minzel

**WELD 195 Gas Metal Arc/Flux Weld 5**

Principals and techniques of Gas Metal Arc and Flux Core Arc Welding processes on mild steel, stainless steel and aluminum. PR: Instructor permission.

**\*Due to the holiday, classes scheduled for Monday, July 4, will be held on Friday, July 8. Lab fee: \$62.95.**

8475	A	MTWTh	7:30am-10:05am	MON 110	Hile/Minzel
8476	B	MTWTh	10:15am-12:50pm	MON 110	Hile D
8477	C	MTWTh	1pm-3:35pm	MON 110	Staff/Minzel
8478	S	MW	6pm-11:45pm	MON 110	Hil/Minzel
8479	T	TTh	6pm-11:45pm	MON 110	White/Minzel

**WELD 196 Flux Core Arc Welding 5**

Principles and techniques of Flux-cored Arc Welding (FCAW). Development of the skills required for American Welding Society (AWS) D1. 1 and/or Washington Association of Building Officials (WAB) 27-13 S standard qualification tests. PR: Instructor permission.

**\* Due to the holiday, classes scheduled for Monday, July 4, will be held on Friday, July 8. Lab fee: \$62.95.**

8485	A	MTWTh	7:30am-10:05am	MON 110	Hile/Minzel
8486	B	MTWTh	10:15am-12:50pm	MON 110	Hile D
8487	C	MTWTh	1pm-3:35pm	MON 110	Staff/Minzel
8488	S	MW	6pm-11:45pm	MON 110	Hil/Minzel
8489	T	TTh	6pm-11:45pm	MON 110	White/Minzel

**WELD 210 Heavy Plate Fabrication 5**

Introduces the development of complex structures, fitting processes and procedures of heavy plate fabrication. Uses standard lay-out techniques and set up and operation of press brake. PR: Instructor permission. Lab fee: \$62.95.

**\* Due to the holiday, classes scheduled for Monday, July 4, will be held on Friday, July 8.**

8496	B	MTWTh	7:30am-10:05am	MON 110	Staff
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**WELD 212 Pipefitting & Pipe Fab 5**

Presents basic pipefitting. Students will fabricate various pipe systems and manifolds working from blueprints. PR: Instructor permission. Lab fee: \$62.95.

**\* Due to the holiday, classes scheduled for Monday, July 4, will be held on Friday, July 8.**

8505	S	MW	6pm-11:45pm	MON 110	White R L
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**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. PR: Instructor permission. Lab fee: \$27.70.

**\* Due to the holiday, classes scheduled for Monday, July 4, will be held on Friday, July 8.**

8538	S	MW	3:45pm-5:50pm	MON 110	Barton B
8539	T	TTh	3:45pm-5:50pm	MON 110	Barton B

**WELD 285 Computerized Torch Cutting 5**

Programming and use of the computerized cutting system using AutoCad. PR: Instructor permission. Lab fee: \$62.95.

8549	T	TTh	6pm-11:45pm	IND 124	Staff
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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. PR: Instructor permission.

8550	A	ARR			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. Self support non-tuition class, class fee: \$419. Payment is due at time of registration. Last day to register is June 14. Last day for 100% refund is June 24. There is no 50% refund option.

**\* Both sections below are self-support, non-tuition classes. Class cost: \$449; plus a technology fee may apply. Payment is due at time of registration. Last day to register is June 14. Last day for 100% refund is June 23. There is no 50% refund option.**

9478	CE1	TTh	11:45am-2:45pm	GWH 150	Bontrager L/ LeFors P
9484	CE2	TTh	5:30pm-8:30pm	GWH 150	Bontrager L/ LeFors P

**INTENSIVE SUMMER JAPANESE****JAPN& 121 Japanese I 5**

Beginning sequence of courses to practice functional elements of Japanese pronunciation, grammar, vocabulary, and sentence patterns in the context of practical conversational Japanese with correct understanding of cultural and social background.

**\* Self support non-tuition class; class cost: \$461.50; which includes web enhanced fee. A technology fee may apply. Payment is due at time of registration. Last day to register is June 14. Last day for 100% refund is June 22. There is no 50% refund option.**

**\* Class meets June 20-July 14.**

9472	CE	Daily	9am-12:30pm	GWH 264	Nair M
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**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. Self support non-tuition class; class cost: \$419. Payment is due at time of registration. Last day to register is July 14. Last day for 100% refund is July 20. There is no 50% refund option. Class meets July 18-August 11.

\* **Self support non-tuition class; class cost: \$461.50; which includes web enhanced fee. A technology and recreation center fee may apply. Payment is due at time of registration. Last day to register is July 14. Last day for 100% refund is July 20. There is no 50% refund option.**

\* **Class meets July 18-August 11.**

9473 CE Daily 9am-12:30pm GWH 264 Nair M

**SPANISH****SPAN 101A Elementary Spanish I-Part A****3**

SPAN 101 is equivalent to the first half of SPAN& 121. Slower-paced study of functional elements of Spanish pronunciation and grammar in the context of practical conversational Spanish.

\* **Class meets for six weeks from June 20 through July 27. 100% refund deadline is June 21 by 4:30 pm.**

**WE** 7994 S MW 5:30pm-8pm GWH 266 Martin V

**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. Students with one year or more of high school study should take a placement test.

\* **Class meets for 11 days from June 20 through July 7. 100% refund deadline is June 20 by 4:30 pm.**

**WE** 8000 A MTWTh 9am-12:55pm GWH 266 Martin V

**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. PR: SPAN& 121, Spanish placement test or instructor permission.

\* **Class meets for 10 days from July 11 through July 26. 100% refund deadline is July 11 by 4:30 pm.**

**WE** 8008 A MTWTh 9am-1:15pm 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. PR: SPAN& 122, Spanish placement test or instructor permission.

\* **Class meets for 10 days from July 27 through August 11. 100% refund deadline is July 27 by 4:30 pm.**

**WE** 8010 A MTWTh 9am-1:15pm GWH 266 Gibson D



# Child Care on Campus

- 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)



[www.everettcc.edu/elc](http://www.everettcc.edu/elc)  
**425-388-9121**

## QUICK WEB REFERENCE

Admissions Info and Application Process  
Advising  
Bookstore  
Catalog  
Credit Card Payment  
Curriculum Guides  
Deadlines  
East County/Monroe  
eLearning  
Enrollment Services Forms  
External Credit/Transfer Credit Policies

[www.everettcc.edu/admissions](http://www.everettcc.edu/admissions)  
[www.everettcc.edu/advising](http://www.everettcc.edu/advising)  
[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/eastcounty](http://www.everettcc.edu/eastcounty)  
[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)

Financial Aid  
Learning Communities  
Parents  
Registration opening page  
Running Start  
Student Kiosk  
Teens in College  
Testing  
Tuition  
University Transfer Information Center  
Veterans' Office

[www.everettcc.edu/sfs](http://www.everettcc.edu/sfs)  
[www.everettcc.edu/lc](http://www.everettcc.edu/lc)  
[www.everettcc.edu/parents](http://www.everettcc.edu/parents)  
[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)

# Corporate & Continuing Education Center

Expect  
Excellence

Summer 2011

**Advance Your Career**  
High Performance  
Management  
Certificate Program  
pg. 47



**EVERETT**  
COMMUNITY COLLEGE  
[www.everettcc.edu/ccec](http://www.everettcc.edu/ccec)



# 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; 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 & 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 & 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 & 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/ccec](http://www.everettcc.edu/ccec)  
Phone: 425-267-0150  
Mail: Everett Community College,  
Corporate & Continuing Education Center,  
2333 Seaway Blvd., Everett, WA 98203  
Fax: 425-259-8299  
Walk in: Corporate & Continuing Education Center,  
2333 Seaway Blvd., Everett, WA 98203

## AEROSPACE & MANUFACTURING

Blueprint Reading courses are also available. Please contact [learn@everettcc.edu](mailto:learn@everettcc.edu) or call 425-267-0150 for information. For additional offerings in the Aerospace and Manufacturing industry see the following sections:

Project Management..... pg. 48, 50  
CATIA V5 ..... pg. 53

## WABO WELDING CERTIFICATION TESTING

Washington Association of Building Officials (WABO) Testing is available to welding program students and to the general public every Friday by appointment. You must schedule an appointment by calling 425-388-9096.

## A&P TEST PREPARATION PROGRAM

Prepare to test for your Airframe and Powerplant license at EvCC's Aviation Maintenance Technology School at Paine Field. This 2-4 week customizable program is open to those experienced in the field who need to prepare for a certification exam. Learn more at [www.everettcc.edu/ccec/apprep](http://www.everettcc.edu/ccec/apprep) or 425-267-0150. Sign up today for the September offering.

## BASIC ELECTRONICS AND TROUBLESHOOTING (7.2 CEUs)

This is a focused, intensive training for the specific skills and knowledge needed for troubleshooting electronic systems. Students will learn the fundamentals of electronic components, circuits and testing. Emphasis will be on component and circuit operations, analysis and documentation. Areas of study include: fundamentals of electricity, electronic configuration, passive and active components, analysis of passive circuits, frequency and time measurements, hands-on training with D.C. Power supplies, DMM, function generator and oscilloscope. The course includes hands-on labs. The course is divided into two modules. The first module provides the student with a fundamental knowledge of electronic components, circuits and testing. The second module covers techniques for analyzing and repairing failures in electronic equipment and systems. Topics include safety, signal tracing and troubleshooting methodology. Upon course completion, students will be able to identify, inspect, analyze and troubleshoot electrical and electronic circuits and components logically, and identify, perform and document necessary repairs. Class does not meet on Sept. 5. (Kathleen Kuhn)

Aug. 8 – Oct. 10	9 Mondays & 9 Wednesdays	9am-1pm
9152-B121	CCEC 105	Fee \$1200
Aug. 8 – Oct. 31	12 Mondays & 12 Wednesdays	3pm-6pm
9153-B121	CCEC 105	Fee \$1200

## IPC-A-610E CIS CERTIFICATION (2.1 CEUs)

Internationally-recognized certification to inspect completed printed circuit board assemblies. This course is officially recognized by the Department of Defense and is often used as a prerequisite when hiring for positions in electronics manufacturing. Determine what is an acceptable or defect condition on a printed circuit board as described in the IPC-A-610E manual. Tin lead and leadfree assembly processes, Plated Through Hole (PTH) and Surface Mount (SMT) Assemblies, and class 1, 2 & 3 levels of manufacturing. IPC Certification granted upon successful completion of the first three days of training. Certification valid for two years. Class offered in partnership with Soldering.Biz. One copy of an IPC-A-610E Manual included (\$110 value).

Aug. 8 – Aug. 10	1 Mon., 1 Tues., & 1 Wed.	8am-4:30pm
9147-B121	CCEC 102	Fee \$485



## LEAD FREE 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 granted upon successful completion of all modules. All modules include comprehensive testing and grading of workmanship skills. A soldering kit will be completed in class. Class offered in partnership with Soldering Biz.

Aug. 9 – Aug. 18  
9146-B121

2 Tuesdays & 2 Thursdays  
CCEC 102

5pm-9pm  
Fee \$295

## 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 and hand-held calculator. (Pat Coughlin)

July 9  
8980-B121

1 Saturday  
CCEC 106

9am-4pm  
Fee \$159

#### 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 (Robert A. Cook, *The McGraw-Hill 36-Hour Course in Finance For Non-Financial Managers*, ISBN – 10:0071425462). (Angela Ashby, CPA)

June 29 – July 27  
8985-B121

5 Wednesdays  
CCEC 108

6pm-9pm  
Fee \$295

### SMALL BUSINESS ACCELERATOR

Join us for a free information session to learn about the Small Business Accelerator programs.

Email us at [accelerator@everettcc.edu](mailto:accelerator@everettcc.edu) or call 425-267-0150 to sign up for the next free information session.

- Wednesday, June 1 from 6pm - 7pm at the Corporate & Continuing Education Center (CCEC)
- Wednesday, June 8 from 4pm - 5pm in Monroe (TYE)
- Wednesday, June 15 from 6pm - 7pm at the Corporate & Continuing Education Center (CCEC)

### SMALL BUSINESS ACCELERATOR--Signature program

The Small Business Accelerator equips established business owners with knowledge, tools, and expert guidance necessary to significantly increase their profits. Participants apply the latest strategies to:

- Grow and improve their business
- Increase market share and customer loyalty
- Maximize their return on investment of time and money
- Design their business to grow faster while working less

This 10-month program includes 50 hours of classroom instruction, one-on-one expert business coaching, and networking with experienced business owners. Accelerator participants vary, but typically have at least five years of business experience and generate more than \$500,000 in sales. The 2011 Small Business Accelerator begins this September and is limited to just 20 participants. Secure your spot now. Learn more at [www.everettcc.edu/accelerator](http://www.everettcc.edu/accelerator).

### SMALL BUSINESS ACCELERATOR--Foundations program

Take key steps to prepare yourself and your business for accelerated growth and profitability. This practical program includes classroom learning, networking with other experienced entrepreneurs, and a one-on-one business strategy session with an expert business coach. In classes, you will learn the latest strategies in business planning, sales and marketing, employee management, and financial management—and how each directly relates to making your business grow and thrive. In a one-on-one session with an experienced business coach, you will develop an individualized assessment of your current business that includes your businesses' growth potential and specific steps and tools required for your particular business to substantially grow profits. **Who should attend?** This program is a suggested precursor to the Small Business Accelerator—Signature program. Foundations participants vary, but typically have a minimum one year experience running their business, generate less than \$500,000 in sales, and have three or more employees. Learn more at [www.everettcc.edu/AcceleratorFoundations](http://www.everettcc.edu/AcceleratorFoundations). Program meets at EvCC's East county Campus.

The Small Business Accelerator--Foundations program includes:

- Strategic Planning and Assessment Tool-kit Session
- Marketing and Sales Foundations Course
- Employee Management Foundations Course
- Financial Management Foundations
- One-on-one Individualized Business Assessment Session with an Expert Business Coach

June 22 – Aug. 24  
8989-B121

10 Wednesdays  
TYE 301

6pm-9pm  
Fee \$725

### SMALL BUSINESS COURSES

#### MARKETING & SALES FOUNDATIONS

**NEW**

Learn practical steps and tools to create an action marketing plan and sales process to grow your business. Maximize your marketing budget and staffing resources by clearly defining your customers, fulfilling their needs, and knowing where you fit in the competitive landscape. Employ the latest in web analytics, social media, and other cost-effective techniques to generate more business leads. Then close on those leads with a systematic sales process proven to increase sales. (Andrew Ballard)

June 29 – July 13  
8986-B121

3 Wednesdays  
TYE 301

6pm-9pm  
Fee \$175

#### FINANCIAL MANAGEMENT FOUNDATIONS

**NEW**

Running a business without financial and operating information is like trying to drive a car with a cover over its windshield. Learn how to read and analyze financial statements to effectively manage your business and drive profitability, including how to:

- Assess your businesses' financial health
- Identify key profit drivers for your specific business
- Manage cash flow to sustain growth
- Create an accurate financial forecast
- Find the current valuation of your business

July 20 – Aug. 3  
8987-B121

3 Wednesdays  
TYE 301

6pm-9pm  
Fee \$175

## EMPLOYEE MANAGEMENT FOUNDATIONS



Acquire practical employee management knowledge, tools, and strategies essential to manage your business, build a strong foundation for company growth, and successfully navigate employment laws and risks. Emphasis is on proven practices you can apply to your business structure to optimize employee performance and maximize company profitability. (Suzan Sturholm)

Aug. 10 — Aug. 24 3 Wednesdays 6pm-9pm  
8988-B121 TYE 301 Fee \$175

## 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)

Aug. 11 1 Thursday 6pm-9pm  
9097-B121 CCEC 103 Fee \$65

## CREATE A WEBSITE FOR FUN, PROFIT, AND BUSINESS! (.5 CEUs)

No programming required! Discover easy-to-use design tools that can build your personal or business website in 60 minutes. Then get traffic immediately using pay-per-click ads on Google, MSN, Yahoo! and Facebook. Course covers how to get ranked by the three major search engines (SEO), plus the dos and don'ts, tips and traps of website design. Also discover Internet market research tools to determine what to sell, what to avoid, and how to create a money generating affiliate website with no products required. Optional workbooks available for purchase during class. Taught by a multi award-winning instructor and published author from Seattle. (Kevin Boyd)

July 16 1 Saturday 9am-3pm  
9103-B121 CCEC 106 Fee \$99

## 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 and hand-held calculator. (Pat Coughlin)

July 9 1 Saturday 9am-4pm  
8980-B121 CCEC 106 Fee \$159

## QUICKBOOKS 2010 (1.2 CEUs)

QuickBooks is designed to help improve your business productivity by saving you time and money. Learn to manage customers and vendors 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. This course is designed for small business owners, bookkeepers, accountants, and others needing to learn how to use QuickBooks to manage their business efficiently. Textbook/desk reference included (\$55 value). Prerequisites: Basic MS Windows knowledge. Bookkeeping Basics class is not required but highly recommended. This course qualifies for 12 CPE credits recognized by the Washington State Board of Accountancy. (Dan Cote)

July 11 — July 20 2 Mondays & 2 Wednesdays 6pm-9pm  
8963-B121 CCEC 205 Fee \$295

## COMMUNICATION & CUSTOMER SERVICE

### 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. (Margaret Mullin, PMP, CSM)

July 28 1 Thursday 6pm-9pm  
8996-B121 CCEC 106 Fee \$149

## NEXT LEVEL LEADERSHIP INSTITUTE

### NEXT LEVEL SUCCESS SKILLS (3.2 CEUs)

Learn to embrace workplace challenges using positive problem-solving skills, enhanced interpersonal communication, and develop a personalized action plan for professional success that also supports your organization's mission. Learn best practices to manage stress, improve confidence, deal with interpersonal conflict, contribute to team culture, and communicate and collaborate with others to better achieve common goals. (Pamela Ziemann)

**Who Should Attend?** For anyone who wants to increase workplace effectiveness.

July 8 — July 29 4 Fridays 8am-5pm  
9001-B121 CCEC 104 Fee \$850

### NEXT LEVEL EXECUTIVE PRESENTATIONS (1.6 CEUs)

Get expert coaching and polish your presentation skills. 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)

**Who Should Attend?** For managers and executives, and those who present to them.

June 22 — July 13 4 Wednesdays 5:30pm-9:30pm  
9068-B121 CCEC 103 Fee \$395

### NEXT LEVEL SUPERVISOR TRAINING (1.4 CEUs)

In this two-day training, learn practical skills, techniques, and best practices a supervisor need to successfully manage and lead employees. (Lynne Lazaroff)

Topics:

- Qualities of successful leaders
- Active listening
- Motivating employees
- Mistakes that feed negative behaviors
- Delegating work
- Performance feedback
- Building effective teams
- Goal-setting
- Dealing with challenging behaviors
- Communication styles

**Who Should Attend?** For new and practicing supervisors.

June 17 — June 24 2 Fridays 8am-4pm  
9050-B121 CCEC 102 Fee \$295

### NEXT LEVEL LEADERSHIP (2.4 CEUs)

Gain modern leadership skills and knowledge to take yourself and your team to the next level of performance. 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. (Lynne Lazaroff)

**Who Should Attend?** For managers, current leaders and those with leadership potential.

July 26 — Aug. 30 6 Tuesdays 5:30pm-9:30pm  
9067-B121 CCEC 204 Fee \$725

### 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 other? Explore and practice strategies to get people to listen and follow your direction with real conversations that depersonalize problems and reduce conflict. (Lynne Lazaroff)

June 28 — June 30 1 Tuesday & 1 Thursday 6pm-9pm  
9065-B121 CCEC 104 Fee \$129

# CERTIFICATE PROGRAMS & CERTIFICATIONS

## HUMAN RESOURCES MANAGEMENT

The Human Resources Management Certificate Program equips you with skills and knowledge that can be applied directly to the workplace. Classes are taught by practicing HR professionals.

### HUMAN RESOURCES MANAGEMENT CERTIFICATE PROGRAM INFORMATION SESSION

Learn about Everett Community College's Human Resources Management Certificate Program. We'll discuss getting started, the program requirements (core and elective classes), and career opportunities. Registration required.

May 31	1 Tuesday	6pm-7:30pm
9089-B014	CCEC 108	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. Required 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 or 13th edition ISBN: 978-0538453158). (Claudia Malone, SPHR)

June 7 – June 21	3 Tuesdays	6pm-9pm
9078-B121	CCEC 108	Fee \$155

### TALENT MANAGEMENT: Finding and keeping the best (1.2 CEUs)

Finding and keeping talented employees is a key to the success of any organization. Learn the steps in recruitment; the legal environment related to recruiting and retention; how to develop behavioral interview questions to select employees that fit your organization; and creative strategies to hold on to your best talent. Prerequisite: Human Resources Essentials. (Lynn Robbins, SPHR)

July 5 – July 26	4 Tuesdays	6pm-9pm
9080-B121	CCEC 108	Fee \$195

### WORKING WITH ORGANIZED EMPLOYEES (.6 CEUs)

Working within an organized environment requires unique skills and knowledge. Learn how and why employees unionize; the legal code governing unions (and the unionization process); steps in union certification; the collective bargaining process; grievance resolution; and how to work effectively with employees to develop and sustain positive working relationships based on trust. This course is an elective in the Human Resources certificate program. Prerequisite: Human Resources Essentials. (Claudia Malone, SPHR)

July 7 – July 14	2 Thursdays	6pm-9pm
9085-B121	CCEC 104	Fee \$125

### EMPLOYEE TRAINING AND DEVELOPMENT (.6 CEUs)

Most HR professionals will be involved at some level in employee training and development. Learn about the theory of adult learning; how training and development differ; conducting a needs analysis to determine training needs; developing training and/or managing external training vendors; and evaluating training effectiveness. This highly interactive class will include exercises that students can take back and use immediately within their organizations.

Prerequisite: HR Essentials. (Lynn Robbins, SPHR)

July 21 – July 28	2 Thursdays	6pm-9pm
9086-B121	CCEC 103	Fee \$125

### TOTAL REWARDS (1.2 CEUs)

Employee compensation and benefits often represent an organization's greatest expense. Learn to efficiently manage total rewards; design a basic pay system; and leverage a range of possible benefits, including many low or no-cost options. Class also covers laws governing compensation and benefits. (Claudia Malone, SPHR)

Aug. 2 – Aug. 23	4 Tuesdays	6pm-9pm
9082-B121	CCEC 104	Fee \$195

### BUSINESS BASICS FOR HR (.6 CEUs)

Learn to communicate more effectively with senior leaders by increasing your understanding of the bottom line. Topics include accounting basics; financial statement analysis; financial ratios; overview of different types of corporations (e.g., publicly held vs. privately held); fundamental business concepts such as contracts; and hints on how to learn more about your particular industry. Pre-approved for HRCI® Strategic Recertification credit. (Claudia Malone, SPHR)

Aug. 4 – Aug. 11	2 Thursdays	6pm-9pm
9088-B121	CCEC 104	Fee \$125

**Learn how to earn a  
Human Resources Certificate at  
[www.everettcc.edu/HrCert](http://www.everettcc.edu/HrCert)**

## HIGH PERFORMANCE MANAGEMENT CERTIFICATE PROGRAM

### HIGH PERFORMANCE MANAGEMENT CERTIFICATE PROGRAM INFORMATION SESSION

Learn how to improve your people, processes, and profits with a professional certificate designed for those who want to learn to lead others with confidence and purpose, identify and advance quality improvement opportunities to improve your organization's bottom line, and acquire practical financial knowledge and skills for a business environment. We'll discuss getting started, what you will learn and the program requirements (core and elective classes). Registration required. (Adina Suci)

May 11	1 Wednesday	6pm-7:30pm
9055-B014	CCEC 108	FREE

June 1	1 Wednesday	6pm-7:30pm
9060-B014	CCEC 108	FREE

### HIGH PERFORMANCE MANAGEMENT ESSENTIALS (1.5 CEUs)

Learn how to manage in today's competitive global environment. From problem definition to developing a plan of action, explore best practice approaches to decision making, time management, project success, managing risk and opportunity, competitive advantage, team management, compliance, diversity—and fitting it all together to achieve organizational goals. Prerequisites: Next Level Supervisor Training and Employment Law or equivalent experience or education. Required text: *The Certified Manager of Quality/Organizational Excellence Handbook*, third edition, ISBN 978-0-87389-678-8. Books can be ordered through American Society for Quality [www.asq.org](http://www.asq.org) or call 800-248-1946. (Adina Suci)

June 23 – July 21	5 Thursdays	6pm-9pm
9056-B121	CCEC 106	Fee \$295

### INTRODUCTION TO PERFORMANCE EXCELLENCE (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: Basic proficiency with MS Word and Excel recommended. (Adina Suci)

July 18 – Aug. 1	3 Mon. & 2 Wed.	6pm-9pm
9030-B121	CCEC 103	Fee \$295

### NEXT LEVEL LEADERSHIP (2.4 CEUs)

Gain modern leadership skills and knowledge to take yourself and your team to the next level of performance. 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. (Lynne Lazaroff)

**Who Should Attend?** For managers, current leaders and those with leadership potential.

July 26 – Aug. 30	6 Tuesdays	5:30pm-9:30pm
9067-B121	CCEC 204	Fee \$725

## 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. *I Speak Your Language* text and questionnaire included. (Margaret Mullin, PMP, CSM)

July 28 – Aug. 25 5 Thursdays 6pm-9pm  
9027-B121 CCEC 106 Fee \$310

## 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.

June 9 1 Thursday 6pm-7pm  
9036-B014 CCEC 104 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. Required text: *The Guide to Project Management Body of Knowledge (PMBOK®)*, 4th ed., Publisher: Project Management Institute, ISBN: 978-1-933890-51-7 and Eric Verzuh, *The Fast Forward MBA in Project Management*, 3rd ed., Publisher: Wiley, ISBN: 978-0-470-24789-1. (#9035 Frederick Black, PMP, EVP; #9024 Margaret Mullin, PMP, CSM)

June 20 – July 25 5 Mondays 6pm-9pm  
9035-B121 TYE 301 Fee \$295

June 21 – July 19 5 Tuesdays 6pm-9pm  
9024-B121 CCE 106 Fee \$295

### PROJECT PLANNING AND SCHEDULING TECHNIQUES (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. Prerequisite: Project Management Essentials. (Staff)

Aug. 1 – Aug. 29 5 Mondays 6pm-9pm  
9025-B121 CCEC 106 Fee \$295

### PROJECT EXECUTION AND CONTROL (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. Prerequisites: Project Planning and Scheduling Techniques. Class does not meet on July 4. (Staff)

June 20 – July 25 5 Mondays 6pm-9pm  
9026-B121 CCEC 106 Fee \$295

**Learn how to earn a  
Project Management Certificate  
at [www.everettcc.edu/PmCert](http://www.everettcc.edu/PmCert)**

## PROJECT RISK MANAGEMENT ESSENTIALS (.9 CEUs)

All projects involve risk. Learning and understanding basic Project Risk Management can lessen risk exposure, reduce costs and improve project outcomes. Aligned with the PMBOK, this course gives students an in-depth look at the process of identifying and applying risk management principles and techniques to projects. This basic Project Risk Management course provides knowledge and hands-on experience to identify, measure and respond to risks in project development and implementation. Students will learn to quantify risks and create risk response strategies to deliver projects that meet stakeholder expectations. Emphasis is placed upon techniques that are widely applicable in project management environments. Prerequisite: Project Management Essentials. (Margaret Mullin, PMP, CSM)

Aug. 9 – Aug. 23 3 Tuesdays 6pm-9pm  
9039-B121 CCEC 106 Fee \$175

## 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. Prerequisite: Project Management Essentials or concurrent enrollment. *I Speak Your Language* text and questionnaire included. (Margaret Mullin, PMP, CSM)

July 28 – Aug. 25 5 Thursdays 6pm-9pm  
9027-B121 CCEC 106 Fee \$310

## 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. Class fee includes required text (\$30 value). (Margaret Mullin)

July 26 – Aug. 2 2 Tuesdays 6pm-9pm  
9029-B121 CCE 103 Fee \$179

## INTRODUCTION TO PERFORMANCE EXCELLENCE (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: Basic proficiency with MS Word and Excel recommended. (Adina Suci)

July 18 – Aug. 1 3 Mon. & 2 Wed. 6pm-9pm  
9030-B121 CCEC 103 Fee \$295

## EARNED VALUE MANAGEMENT (.6 CEUs)

Earned value management provides Project Managers and stakeholders an extremely useful tool to monitor project progress and indicate when corrective actions are necessary. Learn important concepts, skills and tools a Project Manager needs to implement earned value management. Learn how to successfully plan the project earned value structure, monitor project performance using earned value techniques and more accurately predict final project cost and schedule performance. Required textbook can be purchased at the EvCC bookstore (Quentin W. Fleming & Joel Koppelman, *Earned Value Project Management*, 3rd Edition, ISBN 978-1930699892.) (Jim Bowen)

Aug. 3 – Aug. 10 2 Wednesdays 6pm-9pm  
9038-B121 CCEC 104 Fee \$145

## 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. (Jim Bowen)

Aug. 17 – Aug. 24 2 Wednesdays 6pm-9pm  
9031-B122 CCEC 106 Fee \$145





## MICROSOFT PROJECT 2010 FOR PROJECT MANAGERS (1.5 CEUs)

This course is designed to help you to use both the beginning and intermediate functionality of Project 2010 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 2010 Step by Step* by Carl Chatfield and Timothy Johnson. Workbook and CD (\$30 value) are included. Class will not meet on June 30 and July 28. (Mikel Aldrich)

June 23 – Aug. 4	5 Thursdays	6pm-9pm
8906-B121	CECC 205	Fee \$325

### LEAN SIX SIGMA GREEN BELT CERTIFICATE

Certificate also prepares you to take the ASQ Six Sigma Green Belt certification exam. Select courses are delivered in partnership with Ceptara.

### LEAN SIX SIGMA GREEN BELT CERTIFICATE INFORMATION SESSION

Lean Six Sigma techniques help professionals in any type of industry transform their organization into a leaner, more efficient business. The program also helps prepare participants to test for Green Belt certification. We'll discuss getting started and the program requirements (core and elective classes). Registration required.

Aug. 30	1 Tuesday	6pm-7pm
9155-B122	CCCE 103	FREE

### LEAN PRACTICES OVERVIEW (.3 CEUs)

This class provides participants with a basic understanding of Lean principles, and how they are applied to the workplace. Lean is a systematic management approach designed to improve the production process, and enhance the method of providing a product or service to a customer in the shortest time at the lowest cost. Lean focuses on reducing or eliminating the eight types of waste, which commonly account for 95 percent of the total process time. Course content provides an introduction to the Lean system, including Lean tools such as: Just in time, Kanban, Standard Work, 5s and 5 Whys. (Jim Griffin - Ceptara)

Sept. 6	1 Tuesday	6pm-9:30pm
9015-B122	CCCE 103	Fee \$95

### ROOT CAUSE ANALYSIS AND INVESTIGATION (.6 CEUs)

Learn the foundational tools required in any process improvement approach. Organizations often focus on symptoms of problems rather than seeking out the true root causes. Identification of the root causes of problems allows companies to correctly and quickly address the primary drivers of problems, and avoid having to address the same problem repeatedly. (Staff)

Aug. 9 – Aug. 10	1 Tuesday & 1 Wednesday	6pm-9pm
9019-B121	CCCE 103	Fee 169

### STATISTICS FOR CONTINUOUS IMPROVEMENT – Basic (1.2 CEUs)

Many students wanting to improve their process improvement skills using the Six Sigma methodology can become intimidated by the math and statistics required by this data analysis tool. This course will provide high-level, hands-on training of how statistics are used in Six Sigma, including what statistics are, how they are generated and interpreted, how they are used in process control, how they are used to compare before and after process improvements, and how they are shown using graphs and charts. Very basic algebraic equations will be reviewed as needed to provide the context for the statistical introduction. Bring a basic electronic calculator to class. Course taught by a Six Sigma Master Black Belt. (Staff)

July 13 – Aug. 3	4 Wednesdays	6pm-9pm
9016-B121	CCCE 106	Fee \$245

### LEAN 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. Students are advised to purchase the Six Sigma Green Belt Primer from Quality Council of Indiana. You may order by phoning 1-800-660-4215 or [www.qualitycouncil.com](http://www.qualitycouncil.com). Classes are offered in partnership with Ceptara and are taught by Ceptara Six Sigma Black Belt instructors. (Jim Griffin - Ceptara)

Sept. 13 – Oct. 18	6 Tuesdays	6pm-9pm
9012-B122	CCCE 103	Fee \$360

### LEAN 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. Prerequisite: Lean Six Sigma Green Belt- Foundations. This course completes the coverage for the American Society for Quality (ASQ) Body of Knowledge. Classes are offered in partnership with Ceptara and are taught by Ceptara Six Sigma Black Belt instructors.

Oct. 25 – Nov. 29	6 Tuesdays	6pm-9pm
9013-B122	CCCE 103	Fee \$360

### LEAN SIX SIGMA GREEN BELT CAPSTONE (1.5 CEUs)

The project is designed for the students in the Lean Six Sigma Green Belt certificate program who have completed the Six Sigma Green Belt Foundations and Six Sigma Green Belt Advanced courses. No matter what sector your organization works in, this approach provides a valuable framework for understanding and running six sigma projects. This course provides an opportunity for participants to become familiar and fine tune their understanding of running six sigma projects. (Staff)

June 7 – July 5	5 Tuesdays	6pm-9pm
9018-B121	CCCE 104	Fee \$325

## CERTIFICATIONS

### FLAGGING AND TRAFFIC CONTROL

#### FLAGGING AND TRAFFIC CONTROL CERTIFICATION (.6 CEUs)

This course fulfills the WA State training requirements for certification as a flagger. 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)

May 21	1 Saturday	8am-2:30pm
9145-B014	IND 115	Fee \$59
June 4	1 Saturday	8am-2:30pm
9142-B014	IND 115	Fee \$59
June 18	1 Saturday	8am-2:30pm
9137-B121	IND 115	Fee \$59
July 9	1 Saturday	8am-2:30pm
9144-B121	IND 115	Fee \$59
July 23	1 Saturday	8am-2:30pm
9138-B121	IND 115	Fee \$59
Aug. 6	1 Saturday	8am-2:30pm
9141-B121	IND 115	Fee \$59
Aug. 20	1 Saturday	8am-2:30pm
9139-B122	IND 115	Fee \$59

## BARTENDING CERTIFICATION

### BARTENDING FOR THE PROFESSIONAL (1.2 CEUs)

With the increase 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! Learn about 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, explore the most popular wines and microbrews, and how a bartender helps 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 (see below). No prior liquor knowledge required. You must be at least 18 years of age. Please bring valid picture ID to the class. Required text included in class fee (\$15 value). (Leiann Ronnestad)

July 19 – Aug. 9  
9042-B121

4 Tuesdays  
CCEC 204

6pm-9pm  
Fee \$215

### BARTENDING AND SERVING LICENSING – Required for certification (.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)

Aug. 9  
9043-B121

1 Tuesday  
CCEC 204

6pm-9:30pm  
Fee \$39

## WEDDING & EVENT PLANNING CERTIFICATION

### WEDDING AND EVENT PLANNER CERTIFICATION (4 CEUs)

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. Class does not meet on July 4. (Jennifer Taylor)

June 20 – Aug. 15  
9044-B121

8 Mondays & 8 Wednesdays  
BAK 208

6pm-8:30pm  
Fee \$1195

## MONROE/EAST COUNTY

The following courses meet at EvCC's East County Campus located in the Lake Ty Building, 14090 Freylands Blvd. SE, Monroe, WA 98272.

### 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. Required text: *The Guide to Project Management Body of Knowledge (PMBOK®)*, 4th ed., Publisher: Project Management Institute, ISBN: 978-1- 933890-51-7 and Eric Verzuh, *The Fast Forward MBA in Project Management*, 3rd ed., Publisher: Wiley, ISBN: 978-0- 470-24789-1. Class does not meet on July 4. (Frederick Black, PMP, EVP)

June 20 – July 25  
9035-B121

5 Mondays  
TYE 301

6pm-9pm  
Fee \$295

## SMALL BUSINESS ACCELERATOR--Foundations program

Join us for a free information session to learn about the Small Business Accelerator programs.

Email us at [accelerator@everettcc.edu](mailto:accelerator@everettcc.edu) or call 425-267-0150 to sign up for the next free information session.

- **Wednesday, June 8 from 4pm - 5pm in Monroe (TYE)**

Take key steps to prepare yourself and your business for accelerated growth and profitability. This practical program includes classroom learning, networking with other experienced entrepreneurs, and a one-on-one business strategy session with an expert business coach. In classes, you will learn the latest strategies in business planning, sales and marketing, employee management, and financial management--and how each directly relates to making your business grow and thrive. In a one-on-one session with an experienced business coach, you will develop an individualized assessment of your current business that includes your businesses' growth potential and specific steps and tools required for your particular business to substantially grow profits. **Who should attend?** This program is a suggested precursor to the Small Business Accelerator Program. Foundations participants vary, but typically have a minimum one year experience running their business, generate less than \$500,000 in sales, and have three or more employees. Learn more at [www.everettcc.edu/AcceleratorFoundations](http://www.everettcc.edu/AcceleratorFoundations). Program meets at EvCC's East County Campus. The Small Business Accelerator Foundations Program includes:

- Strategic Planning and Assessment Tool-kit Session
- Marketing and Sales Foundations Course
- Employee Management Foundations Course
- Financial Management Foundations
- One-on-one Individualized Business Assessment Session with an Expert Business Coach

June 22 – Aug. 24  
8989-B121

10 Wednesdays  
TYE 301

6pm-9pm  
Fee \$725

## MARKETING & SALES FOUNDATIONS



Learn practical steps and tools to create an action marketing plan and sales process to grow your business. Maximize your marketing budget and staffing resources by clearly defining your customers, fulfilling their needs, and knowing where you fit in the competitive landscape. Employ the latest in web analytics, social media, and other cost-effective techniques to generate more business leads. Then close on those leads with a systematic sales process proven to increase sales. (Andrew Ballard)

June 29 – July 13  
8986-B121

3 Wednesdays  
TYE 301

6pm-9pm  
Fee \$175

## EMPLOYEE MANAGEMENT FOUNDATIONS



Acquire practical employee management knowledge, tools, and strategies essential to manage your business, build a strong foundation for company growth, and successfully navigate employment laws and risks. Emphasis is on proven practices you can apply to your business structure to optimize employee performance and maximize company profitability. (Suzan Sturholm)

July 20 – Aug. 3  
8987-B121

3 Wednesdays  
TYE 301

6pm-9pm  
Fee \$175

## FINANCIAL MANAGEMENT FOUNDATIONS



Running a business without financial and operating information is like trying to drive a car with a cover over its windshield. Learn how to read and analyze financial statements to effectively manage your business and drive profitability, including how to:

- Assess your businesses' financial health
- Identify key profit drivers for your specific business
- Manage cash flow to sustain growth
- Create an accurate financial forecast
- Find the current valuation of your business

Aug. 10 – Aug. 24  
8987-B121

2 Wednesdays  
TYE 301

6pm-9pm  
Fee \$175

## COMMAND SPANISH® EVERYDAY SPANISH - LEVEL 1 (1.4 CEUs)

Now you're talking! The unique Command Spanish® method of learning practical conversational Spanish will have you saying and comprehending everyday Spanish expressions in no time! With an emphasis on repeating key phrases rather than memorizing rules of grammar, this 16-hour fun-filled course will allow you to 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. Command Spanish Manual and CDs included in the fee (\$32 value). (Vidal Martin)

June 21 – July 26 6 Tuesdays 6pm-8:20pm  
9170-B121 TYE 302 Fee \$169

## COMPUTERS AND TECHNOLOGY

Prerequisites listed are considered to be the basic skills and knowledge needed prior to taking the class. Instructors will assume your readiness for the class materials and will not use class time to discuss prerequisite materials. Workshops use either the Windows XP or Windows 7 operating system.

### COMPUTER BASICS & DESKTOP APPLICATIONS

#### COMPUTER BASICS

#### QUICK KEYBOARDING (.4 CEUs)

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)

July 5 – July 7 1 Tuesday & 1 Thursday 6pm-8pm  
8812-B121 CCEC 107 Fee \$149

#### WELCOME TO COMPUTERS: Using Windows 7 (.6 CEUs)

Get to know Windows 7 basics—even if you have limited or no computer experience. Explore the Windows 7 environment and general computer concepts. Learn multitasking techniques; how to create and save files; how files, folders, and drives are organized; plus how to create, organize, and manage folders. Discover Windows 7 accessories, common tools and programs available and how to customize the desktop to suite your needs and add shortcuts. Textbook included (\$20 value). (#8815 Christina Kelley; #8816 Will Berkley).

June 25 1 Saturday 9am-4pm  
8815-B121 CCEC 107 Fee \$175

June 27 – June 29 1 Monday & 1 Wednesday 6pm-9pm  
8816-B121 CCEC 205 Fee \$175

#### INTRODUCTION TO INFORMATION AND COMPUTING SECURITY PROTECTION: Guard against computer crimes (.6 CEUs)

Whether for home or small business use, protecting your computer against illegal and fraudulent activities 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; common threats and vulnerabilities; best practices and methodologies that IT professionals use; Trojans, hackers; safe online 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. Prerequisite: Basic proficiency with Windows, a keyboard, and a mouse. (Van Aguirre)

July 16 1 Saturday 9am-4pm  
8893-B121 CCEC 205 \$159

## MS WORD

#### WORD 2010 LEVEL 1: Word processing basics (.7 CEUs)

Using the latest version of Word, 2010, discover how to produce quality standard business documents. Topics include creating and editing a new document; formatting text and paragraphs; adding tables and graphic elements; proofing documents; and page setup and document appearance. Prerequisite: Basic proficiency with Windows, keyboard, and mouse or equivalent. Textbook included (\$20 value). (#8825 Sam Saunders; #8826 Will Berkley)

July 8 1 Friday 8:30am-4:30pm  
8825-B121 CCEC 201 Fee \$175

July 16 1 Saturday 8:30am-4:30pm  
8826-B121 CCEC 107 Fee \$175

#### WORD 2010 LEVEL 2: Beyond Word basics (.7 CEUs)

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 customize tables, charts, and styles; modify pictures; create customized graphic elements; structure content using Quick Parts, automate document creation and common tasks, and perform mail merges. Prerequisite: Word Level 1 or equivalent. Textbook included (\$20 value). (#8833 Sam Saunders; #8834 Christina Kelley)

July 22 1 Friday 8:30am-4:30pm  
8833-B121 CCEC 201 Fee \$175

July 23 1 Saturday 8:30am-4:30pm  
8834-B121 CCEC 107 Fee \$175

## MS EXCEL

#### EXCEL 2010 LEVEL 1: Spreadsheet basics (.7 CEUs)

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: Basic proficiency with Windows, keyboard, and mouse or equivalent. Textbook included (\$20 value). (#8849 Mikel Aldrich; #8843 Sam Saunders; #8842 Cindy Kling)

July 12 – July 14 1 Tues. & 1 Thurs. 6pm-9:30pm  
8842-B121 CCEC 107 Fee \$175

July 15 1 Friday 8:30am-4:30pm  
8843-B121 CCEC 201 Fee \$175

July 16 1 Saturday 8:30am-4:30pm  
8849-B121 CCEC 201 Fee \$175

#### EXCEL 2010 LEVEL 2: Beyond Excel basics (.7 CEUs)

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 organizing worksheets and table data using various techniques, creating and modifying charts, calculations with advanced formulas, analyzing data using PivotTables and PivotCharts, and customization of the workbook in the Excel environment. Prerequisite: Excel 2010 Level 1, or equivalent. Textbook included (\$20 value). (#8856 & #8857 Cindy Kling; #8850 Sam Saunders)

July 26 – July 28 1 Tuesday & 1 Thursday 6pm-9:30pm  
8857-B121 CCEC 107 Fee \$175

July 29 1 Friday 8:30am-4:30pm  
8850-B121 CCEC 201 Fee \$175

Aug. 6 1 Saturday 8:30am-4:30pm  
8856-B121 CCEC 107 Fee \$175

#### EXCEL 2010 LEVEL 3: Complex workbooks (.7 CEUs)

Develop skills necessary to collaborate with others, audit and analyze worksheet data, incorporate multiple data sources, and import and export data, and use Excel with the web. Prerequisite: Excel 2010 Level 1 and 2 or equivalent knowledge. Text book included (\$20 value) (#8863 Sam Saunders; #8864 & #8865 Cindy Kling)

Aug. 5 1 Friday 8:30am-4:30pm  
8863-B121 CCEC 201 Fee \$175

Aug. 9 – Aug. 11 1 Tuesday & 1 Thursday 6pm-9:30pm  
8864-B121 CCEC 107 Fee \$175

Aug. 13 1 Saturday 8:30am-4:30pm  
8865-B121 CCEC 107 Fee \$175

## MS ACCESS

### ACCESS 2010 LEVEL 1: The basics (.7 CEUs)

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: Basic proficiency with Windows, keyboard, and mouse and good working knowledge of Word and Excel highly recommended. Textbook included (\$20 value). (Will Berkley)

Aug. 12 8871-B121	1 Friday CCEC 201	8:30am-4:30pm Fee \$175
Aug. 16 – Aug. 18 8872-B122	1 Tuesday & 1 Thursday CCEC 201	6pm-9:30pm Fee \$175

### ACCESS 2010 LEVEL 2: Beyond the basics (.7 CEUs)

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 2010 Level 1 or equivalent experience. Textbook included (\$20 value). (Cliff Hanks)

Aug. 26 8878-B122	1 Friday CCEC 201	8:30am-4:30pm Fee \$175
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### ACCESS 2010 LEVEL 3: Advanced features (.7 CEUs)

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 2010 Level II or equivalent experience. Textbook included (\$20 value). (Cliff Hanks)

June 10 8886-B014	1 Friday CCEC 201	8:30am-4:30pm Fee \$139
Sept. 2 8887-B122	1 Friday CCEC 201	8:30am-4:30pm Fee \$139

## MS POWERPOINT

### POWERPOINT 2010: LEVEL 1 (.7 CEUs)

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 2010 is used, but this course is appropriate for users of other versions as well. Topics include creating a presentation, formatting text slides, adding graphical objects, modifying objects, adding tables and charts, and preparation to deliver a presentation. Prerequisite: Basic proficiency with Windows, a keyboard, and a mouse. Textbook included (\$20 value). (Siri Cummins)

July 30 8897-B121	1 Saturday CCEC 107	8:30am-4:30pm Fee \$175
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## OUTLOOK

### OUTLOOK 2010: LEVEL 1 (.7 CEUs)

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: Basic proficiency with Windows, a keyboard, and a mouse. Textbook included (\$20 value). (Sam Saunders).

June 24 8900-B121	1 Friday CCEC 201	8:30am-4:30pm Fee \$175
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## BOOKKEEPING AND QUICKBOOKS

### 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 and hand-held calculator. (Pat Coughlin)

July 9 8980-B121	1 Saturday CCEC 106	9am-4pm Fee \$159
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### QUICKBOOKS 2010 (1.2 CEUs)

QuickBooks is designed to help improve your business productivity by saving you time and money. Learn to manage customers and vendors 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. This course is designed for small business owners, bookkeepers, accountants, and others needing to learn how to use QuickBooks to manage their business efficiently. Textbook/desk reference included (\$55 value). Prerequisites: Basic MS Windows knowledge. Bookkeeping Basics class is not required but highly recommended. This course qualifies for 12 CPE credits recognized by the Washington State Board of Accountancy. (Dan Cote)

July 11 – July 20 8963-B121	2 Mondays & 2 Wednesdays CCEC 205	6pm-9pm Fee \$295
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## MS PROJECT

### MICROSOFT PROJECT 2010 FOR PROJECT MANAGERS (1.5 CEUs)

This course is designed to help you to use both the beginning and intermediate functionality of Project 2010 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 2010 Step by Step* by Carl Chatfield and Timothy Johnson. Workbook and CD (\$30 value) are included. Class will not meet on June 30 and July 28. (Mikel Aldrich)

June 23 – Aug. 4 8906-B121	5 Thursdays CCEC 205	6pm-9pm Fee \$325
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## SHAREPOINT

### MICROSOFT WINDOWS SHAREPOINT LEVEL 1 (1.4 CEUs)

In almost every office around the world people communicate and share ideas to create products and services. This information sharing often requires multiple software and web applications that do not necessarily work together perfectly. In contrast, Windows SharePoint services combines familiar office tools, adds the latest technology, and extends the functionality of applications and the web into a single environment to share information and collaborate with colleagues, no matter where you are or how you access the information. In this course, you will create and edit content in a Windows SharePoint Services team website, and then you will create and manage your own team site. Prerequisite: Windows, file management and browser experience. Textbook included (\$45 value). (Cliff Hanks)

Aug. 23 – Aug. 25 8960-B122	1 Tue. & 1 Thu. CCEC 201	8:30am-4:30pm Fee \$379
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## MICROSOFT WINDOWS SHAREPOINT LEVEL 2 (1.4 CEUs)

Learn to manage team sites as a site owner and as a Windows SharePoint Services administrator. You will learn how to manage document libraries, work flow, security, site usage and maintenance. This course is designed for individual contributors or departmental staff in a variety of job roles, such as administrative assistants, functional or operations managers, with basic SharePoint skills, and who have the responsibility for managing SharePoint sites as an enabling technology within their workgroups, not necessarily IT professionals. Prerequisite: SharePoint Level 1. We also recommend some familiarity with basic Windows server concepts such as Windows 2003, PowerShell, basic concepts of coding and scripting, and Internet Information Server (IIS). Textbook included (\$45 value). (Cliff Hanks)

Aug. 30 – Sept. 1 1 Tue. & 1 Thu. 8:30am-4:30pm  
8961-B122 CCEC 205 Fee \$379

## NETWORK AND PROGRAMMING

### NETWORK

#### NETWORK FUNDAMENTALS (1.8 CEUs)

This course is designed to help you perform a complete network installation as well as understand common troubleshooting and maintenance techniques. Learn the necessary information for networking technologies, installation and common network problem areas. Topics also include media access control methods, topologies, cabling, ethernet, Token Ring, ARCnet, TCP/IP protocol, basic network software architecture, servers/protocol drivers, hardware drivers, and computing models. Prerequisite: fundamental understanding of computer concepts and basic Windows skills. (Robert Young)

July 11 – July 13 1 Mon., 1 Tues. & 1 Wed. 8:30am-3:30pm  
8955-B121 CCEC 104 Fee \$449

### PROGRAMMING

#### INTRODUCTION TO PROGRAMMING USING VB.NET (3.2 CEUs)

Create data-driven Windows applications that access data from various sources, such as Microsoft SQL Server, Access databases, and files. Your applications will be well suited to run on corporate servers or user desktop computers. The VB.Net training will enhance your understanding of object oriented program techniques and best practices. Course is designed to help prepare students for the Microsoft Certified IT Professional (MCITP) Exam 70-511: Windows Applications Development with Microsoft .NET Framework 4 Microsoft certification exam. Recommended prerequisites: Participants should be comfortable in the Windows environment including file management and at least one year experience with a programming language such as JavaScript, VBScript, Java, PHP, Perl, SQL, VB, C#, C, or C++ or have equivalent knowledge. Required textbook included (\$85 value). (Randal Root)

June 7 – June 30 4 Tuesdays & 4 Thursdays 5:30pm-9:30pm  
8962-B121 CCEC 107 Fee \$795

## COMPUTER AIDED DESIGN

### CATIA

CATIA Version 5 (V5) is Dassault Systemes' computer aided drafting and computer-aided manufacturing (CAD/CAM) software solution. Go to <http://v5train.com> to view full class descriptions, prerequisites, and hardware and software requirements. To 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.

#### CATIA V5 BOOT CAMP (2.5 CEUs)

Obtain the fundamentals of CATIA V5 in five days 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. Course included all five of the introduction classes listed above.

July 18 – July 22 Daily 3pm-8pm  
8910-B121 CCEC 107 Fee \$2,779

## CATIA V5 ONLINE "PACKAGE" (4.0 CEUs)

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!

8923-B121 Online Fee \$1,725

#### INTRO TO CATIA (.8 CEUs)

8930-B121 Online Fee \$400

#### ASSEMBLY DESIGN FUNDAMENTALS (.8 CEUs)

8931-B121 Online Fee \$400

#### SKETCHER AND AUTO-CONSTRAINTS (.8 CEUs)

8932-B121 Online Fee \$400

#### PART DESIGN FUNDAMENTALS (.8 CEUs)

8933-B121 Online Fee \$400

#### PART AND PRODUCT INTEGRATION (.8 CEUs)

8934-B121 Online Fee \$400

#### DRAFTING FUNDAMENTALS (.8 CEUs)

8935-B121 Online Fee \$400

#### INTRODUCTION TO SURFACING (.8 CEUs)

8936-B121 Online Fee \$400

#### SURFACING OPERATIONS (.8 CEUs)

8937-B121 Online Fee \$400

#### ASSEMBLY DESIGN ADVANCED (.8 CEUs)

8938-B121 Online Fee \$400

#### FUNCTIONAL TOLERANCING AND ANNOTATION (.8 CEUs)

8939-B121 Online Fee \$400

#### WIREFRAME FUNDAMENTALS (.8 CEUs)

8970-B121 Online Fee \$400

## MULTI-MEDIA, GRAPHICS, AND PUBLISHING

#### PHOTOSHOP 1: Cleaning up your image (.6 CEUs)

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: Basic proficiency with Windows, keyboard, and mouse. Handouts included; practice photos are available on the Internet. (Van Aguirre)

July 23 1 Saturday 9am-4pm  
8888-B121 CCEC 205 Fee \$159

#### PHOTOSHOP 2: "WOW" Techniques (.6 CEUs)

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 1: Cleaning up your image. (Van Aguirre)

Aug. 6 1 Saturday 9am-4pm  
8890-B121 CCEC 205 Fee \$159

## PHOTOSHOP FOR PHOTOGRAPHERS (1.8 CEUs)

Digital camera functions alone do not ensure great images. In this course, you will examine the various tools available for post processing, color/contrast correction, image toning, retouching, and other enhancements for digital images. Aspects of digital capture, color space, profiles, workflow, and asset management will also be explored. A basic knowledge and understanding of layers and masks is helpful. Prerequisite: Basic Photoshop 1 or equivalent experience. Bring a flash or thumb drive with photos stored. (Brooks Smothers)

June 28 – Aug. 2	6 Tuesdays	6pm – 9pm
8894-B121	CCEC 205	Fee \$229

## HEALTH & FITNESS

### HEALTH PROFESSIONALS

#### CPR: Basic life support for the health care provider (.4 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)

June 25	1 Saturday	9:30am-1:30pm
9308-B121	CCEC 104	Fee \$85
July 13	1 Wednesday	4pm-8pm
9306-B121	CCEC 104	Fee \$85
July 27	1 Wednesday	4pm-8pm
9309-B121	CCEC 104	Fee \$85

#### 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.wiseducation.com](http://www.wiseducation.com). To order required textbook go to [www.wiseducation.com](http://www.wiseducation.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)

July 9 – Aug. 13	6 Saturdays	9am-4pm
9310-B121	CCEC 106	Fee \$499

### FITNESS

#### ZUMBA®



The ZUMBA® program is a dance-fitness class that incorporates Latin and international music and dance movements, creating a dynamic, exhilarating, and effective fitness system. ZUMBA® combines easy-to-follow fast and slow rhythms that tone and sculpt the body using an aerobic/fitness approach to achieve a blended balance of cardio and muscle-toning benefits. ZUMBA® is "exercise in disguise" and designed for any fitness level and any age. Participants have a blast and don't even realize they're exercising. Class meets at EvCC's Fitness Center. (Mónica Xiomara Gibson)

June 22 – Aug. 10	8 Wednesdays	7pm-8pm
9288-B121	FIT 231	Fee \$65

#### INTERMEDIATE KENDO - JAPANESE FENCING

Intermediate students will study the basic exercises necessary to develop proper Kendo technique and an understanding of Yuko-datotsu. Appropriate for ages 16 and older. Class will not meet on 7/4. Prerequisites: Kendo - Japanese Fencing or instructor permission. Class will meet at the Everett Boys & Girls Club, 2316 12th Street, Everett, 98201. (Dick Anderson/Rory Elliott)

June 22 – Aug. 10	8 Wednesdays	7pm-9pm
9320-B121	Off Site	Fee \$89

#### INTERMEDIATE IAIDO - CLASSICAL JAPANESE SWORDSMANSHIP

Intermediate students will study the 12 kata of Seitiei Iaido and the shoden level of Muso Shinden Rye. Emphasis will be on the refinement of body movement. Appropriate for ages 16 and older. Prerequisites: Iaido - Classical Japanese Swordsmanship or instructor permission. Class will meet at the New EvCC Fitness Center. Class does not meet on July 5. (Dick Anderson/Brian Blomquist)

June 20 – Aug. 8	7 Mondays	7pm-8:30pm
9321-B121	FIT 231	Fee \$89

#### 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)

June 28 – Aug. 11	7 Tues. & 7 Thurs.	8:30am-9:40am
9322-B121	FIT 148	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. Class does not meet July 4. (Pat Ainsley/Mary Gleason)

June 20 – Aug. 10	7 Mon. & 8 Wed.	7:30am-8:40am
9323-B121	FIT 148	Fee \$149

## PERSONAL INTEREST

### BUSINESS, FINANCE & INVESTMENT

#### COMBINING FINANCES FOR WEDDED BLISS

Whether you're about to get married, already married, or just starting to live together, combining finances can be a daunting task. Soon-to-be or currently cohabitating partners need communication skills and solid financial understanding to avoid one of the biggest challenges in joining lives. This workshop will take couples through the various options for setting up accounts, paying bills, emergency savings, expense division, and equitable spending. Even if money hasn't yet become an issue in your relationship, you'll learn valuable tools for dealing with future financial problems. Course fee is per couple. (Stephanie Dutton, CFP®)

Aug. 1 – Aug. 8	2 Mondays	6pm – 8pm
9197-B121	CCEC 103	Fee \$65

#### DEALING WITH DEBT AND IMPROVING YOUR CREDIT SCORE

Reducing your debt is a crucial part of personal economic security and it can be done – even with large amounts of debt. In this class, you'll learn strategies for managing and eventually reducing your debt. You'll also better understand the relationship between debt and your credit score. You'll walk away with a course of action for debt repayment that includes techniques for improving your credit score. Course fee is per couple or single registration. (Stephanie Dutton, CFP®)

July 20 – July 27	2 Wednesdays	6pm – 8pm
9198-B121	CCEC 103	Fee \$65

## FOOD AND DRINK

See bartending on page 50.

### BEGINNING HOMEBREWING BEER

Have you ever wanted to brew your own beer at home? Learn all the steps necessary including malt, hops, yeast, equipment and process to create a delicious batch of beer at home. Discover tips and tricks of the brewing process, explore the various equipment, what to do when fermentation has completed, best bottling practices, and how to store your perfect brew. Come prepared with all your beer brewing related questions and a thirst of knowledge for a new and exciting hobby. Participants meet Thursday evening for the lecture portion and Saturday we will continue our lecture while practicing our brewing techniques. You must be 21 years of age to participate. (Brooks Smothers)

July 21 – July 23  
1 Thursday 5:30pm-9:30pm  
1 Saturday 9am-3pm  
9207-B121 CCEC 108 Fee \$149

## PERSONAL GROWTH & DEVELOPMENT

### PREPARING FOR A NEW PUPPY

Are you considering getting a puppy? Learn what you need to know before you make the leap. Explore breeds and which would be a good fit for you, the joys and frustrations of new puppies, how to puppy-proof your home and environment, puppy food, vaccinations and de-worming cycles, and when it's the right time for obedience and socialization training. (Nichole Couffer)

July 9 1 Saturday 9am-12pm  
9246-B121 CCEC 102 Fee \$65

### FIRST AID AND EMERGENCY 101 FOR DOGS

Do you know what to do if your dog ate the bag of semi-sweet chocolate chips that was left out on the kitchen counter? Emergency treatment and first aid should never be used as a substitute for veterinary care, but knowing what to do in an emergency may mean the difference between life and death for your dog. Learn preventative measures; treatments for minor injuries, illness, poisoning and exposure to toxins; heatstroke, shock, CPR, proper bandaging and more. Bring a stuffed animal to practice on. (Nichole Couffer)

July 23 1 Saturday 9am-12pm  
9245-B121 CCEC 102 Fee \$65

### GROOMING THE FAMILY DOG

Grooming is an important part of your dog's overall health, not just a way to make it look better. Join this hands-on class to practice the proper way to brush and comb your dog's coat, clean it's ears, and trim the nails. Also, learn what warning signs to look for that may indicate a visit to the vet is needed. Bring your dog (on leash) and a friend or family member (two people will be needed for the grooming process). You will need to bring grooming tools with you to class. You will also need to provide proof of current vaccinations at the time of registration. (Nichole Couffer)

Aug. 6 1 Saturday 9am-12pm  
9241-B121 CCEC 102 Fee \$65

### 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)

Aug. 3 1 Wednesday 6pm-8pm  
9236-B121 GWH 264 Fee \$75

## DO IT YOURSELF HOME REPAIRS



Tired of having to hire someone to handle minor repairs that cost a fortune? This basic home repair class will cover safe usage of hand and power tools and correct techniques to complete repairs including basic wiring, plumbing, drywall, siding and roofing. Demos will include hands-on activities to make you comfortable and competent toward becoming a "do-it-yourselfer." (Craig Lutz)

Aug. 3 – Aug. 24 4 Wednesdays 6pm-9pm  
9222-B121 CCEC 102 Fee \$115

### WHAT WERE YOU BORN TO DO

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. Assessment tool and comprehensive manual included in course fee (\$30 value). (Curtis Adney, M.S., J.D)

June 28 1 Tuesday 6pm-9:30pm  
9237-B121 WHI 266 Fee \$79

### 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. Comprehensive workbook included in course fee (\$30 value). Appropriate for ages ten and older. (Curtis Adney, M.S., J.D)

June 28 1 Tuesday 1pm-4pm  
9238-B121 WHI 266 Fee \$79

## WORLD LANGUAGES

### FRENCH

#### FRENCH LEVEL 1 (1.4 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). (Carole Duchesne)

June 21 – Aug. 2 7 Tuesdays 6pm-8pm  
9166-B121 BAK 211 Fee \$139

### SPANISH

#### COMMAND SPANISH® EVERYDAY SPANISH - LEVEL 1 (1.4 CEUs)

Now you're talking! The unique Command Spanish® method of learning practical conversational Spanish will have you saying and comprehending everyday Spanish expressions in no time! With an emphasis on repeating key phrases rather than memorizing rules of grammar, this 16-hour fun-filled course will allow you to 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. Command Spanish Manual and CDs included in the fee (\$32 value). (Vidal Martin)

June 21 – July 26 6 Tuesdays 6pm-8:20pm  
9170-B121 TYE 302 Fee \$169

## SPANISH CONVERSATION AND CULTURE - LEVEL 1 (1.4 CEUs)

Give yourself a richer, more rewarding visit to a Spanish-speaking country by enrolling in this expanded and updated class! With a total of seven sessions, you can gain an even greater knowledge of basic Spanish conversational phrases and vocabulary - how to order food in restaurants, ask for assistance, and many other useful terms. This course will also include a video presentation and information on the diverse people and cultures of Latin America and Spain. 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). Class does not meet on July 4. (Beatriz Johnson)

June 27 - Aug. 15 7 Mondays 6:30pm-8:30pm  
9172-B121 GWH 266 Fee \$139

## SPANISH CONVERSATION AND CULTURE - LEVEL 2 (1.4 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 will explore the culture of the country you plan to visit. Required textbook is the same as Level I. (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). Prerequisites: Spanish Conversation and Culture Level I or instructor permission. (Beatriz Johnson)

July 6 - Aug. 17 7 Wednesdays 6:30pm-8:30pm  
9173-B121 GWH 266 Fee \$139

## VISUAL ARTS

### PHOTOGRAPHY

#### CAMERA FUNDAMENTALS: A basic course

Bring your digital DSLR (or 35mm film SLR) camera to class. This intro class will emphasize the basics of camera operation: exposure, fstops, shutter speeds, iso settings, lenses, filters, and flash. A tripod is recommended. Instructor's work has appeared in National Geographic publications and he has led photo trips around the world. \*Class includes three Sunday afternoon field trips: July 10, 17, & 24. Required text: *Photography for the Joy of It* by Patterson and Gallant (ISBN9781552637937). This textbook is available for purchase online or from your local bookstores; not available at the EvCC bookstore. Taught by Robert, MA in Art History. (Robert Stahl, MA)

July 9 - Aug. 6 5 Saturdays 9am-11am  
July 10 - July 24 3 Sundays  
9248-B121 CCEC 204 Fee \$145

#### PHOTOGRAPHING PEOPLE

This intermediate class will interest those with a digital DSLR camera that takes interchangeable lenses. Find out how to take compelling available light photos of people at home and abroad. Also covered will be equipment needs as well as tips for candid and posed images. Find out ways to capture people pictures that have a 'decisive moment' quality. A tripod is required. Instructor's work has appeared in National Geographic publications and he has led photo trips around the world. Class includes three Sunday morning field trips: July 10, 17, & 24. Required text: *Photographing People* by Andre Gallant (ISBN: 978-1552636947). Course fee does not include text. Taught by Robert Stahl, MA in Art History.

July 9 - Aug. 6 5 Saturdays 11am-1pm  
July 10 - July 24 3 Sundays  
9254-B121 CCEC 204 Fee \$145



## CREATIVE ARTS

### CRAFTS

#### 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). A \$20 material fee needs to be paid to the instructor on the first class. (Robert Mitchell)

June 21 - June 30 2 Tue., 2 Wed., 2 Thu. 6pm-9pm  
9251-B121 WHI 203 Fee \$159

#### 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 (\$20 material fee needs to be paid to the instructor on the first class). No prior experience required. (Robert Mitchell)

Aug. 2 - Aug. 10 1 Mon., 2 Tue., 2 Wed., 1 Thu. 6pm-9pm  
9259-B121 WHI 203 Fee \$159

### LITERARY ARTS

#### WRITING - ONLINE

Choose from any of these eleven-session classes to complete at your own pace. You'll work directly with the instructor, a prolifically 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-B121 Fee \$89

#### CHARACTER DEVELOPMENT IN WRITING - ONLINE

9269-B121 Fee \$89

#### TRAVEL WRITING - ONLINE

9270-B121 Fee \$89

#### FREELANCE WRITING - ONLINE

9271-B121 Fee \$89

#### PLOT, THEME, SETTING, AND DIALOGUE, FOR FICTION - ONLINE

9272-B121 Fee \$89

#### WRITE ABOUT YOUR LIFE - ONLINE

9273-B121 Fee \$89

#### DO YOU WANT TO BE AN EDITOR? - ONLINE

9274-B121 Fee \$89

#### CREATING A SELLING NOVEL - ONLINE

9275-B121 Fee \$89

#### SELL YOUR NONFICTION BOOK - ONLINE

9276-B121 Fee \$89

#### COMMAS TO CONTENT: Edit your own writing - ONLINE

9277-B121 Fee \$89

#### WRITING WINNING LETTERS AND E-MAILS - ONLINE

9278-B121 Fee \$89



## MUSIC & DANCE

### 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)

June 21 – Aug. 9 9293-B121	8 Tuesdays BAK 111	7pm-8pm Fee \$139
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### DANCE

These classes are held at Oly's! at the Dorothy Jayne Studio, 2931 Bond St., Everett, 98201.

#### SOCIAL BALLROOM FOR BEGINNERS

June 21 – Aug. 9 9290-B121	8 Tuesdays ODS	8:30pm-9:20pm Fee \$99
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#### LATIN DANCING FOR BEGINNERS

June 21 – Aug. 9 9291-B121	8 Tuesdays ODS	7:30pm-8:20pm Fee \$99
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#### SWING, TWO-STEP, AND HUSTLE

June 22 – Aug. 10 9292-B121	8 Wednesdays ODS	8:30pm-9:20pm Fee \$99
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### 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 (weekday) evening classroom sessions and one, two-hour morning on-the-water Saturday session. (Pacific Fly Fishers)

July 12 – July 19 July 23 9331-B121	2 Tuesdays 1 Saturday Off Site	7pm-9pm 8am-10am Fee \$59
Aug. 2 – Aug. 9 Aug. 13 9361-B121	2 Tuesdays 1 Saturday Off Site	7pm-9pm 8am-10am Fee \$59

#### 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 (weekday) evening classroom sessions and one, four-hour morning on-the-water Saturday session.

June 1 – June 2 June 4 9332-B014	1 Wednesday & 1 Thursday 1 Saturday Off Site	7pm-9pm 8am-12pm Fee \$85
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### 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 (weekday) evening classroom sessions and one, four-hour morning on-the-water Saturday session. (Pacific Fly Fishers)

June 8 – June 9 June 11 9334-B014	1 Wednesday & 1 Thursday 1 Saturday Off Site	7pm-9pm 8am-11am Fee \$85
Aug. 3 – Aug. 4 Aug. 6 9373-B121	1 Wednesday & 1 Thursday 1 Saturday Off Site	7pm-9pm 8am-12pm Fee \$85

#### FLY FISHING PUGET SOUND BEACHES

Explore the abundance of fly fishing opportunities on the beautiful beaches of Puget Sound. We will explore the techniques and strategies used to successfully fly fish for sea-run cutthroat trout and salmon from the beach. Topics include how to choose a fishing location, reading beaches to find fish, fish behavior and movement, understanding tides, useful fly casting techniques, and equipment considerations for this type of fly fishing. After two evening sessions in a classroom environment, the final class will take place on the beach for on-the-water instruction and a morning of fishing. You will need to provide your own WA Saltwater fishing license, waders and wading boots, 5-7 weight fly rod with reel and floating or intermediate-sinking line, leaders, sunglasses and flies. (Pacific Fly Fishers)

July 13 – July 14 July 16 9333-B121	1 Wednesday & 1 Thursday 1 Saturday Off Site	7pm-9pm 8am-11pm Fee \$85
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#### FUNDAMENTALS OF SPEY CASTING

Spey rods have taken the Northwest by storm. Once you unlock the advantages of the Spey rod, you'll be amazed as you gain efficiency and effectiveness in your steelheading pursuits. Discover the switch cast, single Spey, double Spey and snap-T in this fundamentals-based, on-the-water workshop. Perfect for anglers that are new to Spey fishing or those that know the basics and are looking to improve. (Pacific Fly Fishers)

Aug. 6 9004-B121	1 Saturday Off Site	12pm-4pm Fee \$85
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### OUTDOOR RECREATION

Are you searching for the ultimate ride on a whitewater trip? Or maybe a family-friendly outing that is educational as well as entertaining? Wildwater River Tours, Inc. offers adventure on some of the wildest rivers in Washington as well as relaxing, scenic float trips. For river trips that are guaranteed to stimulate, we have the rafting trip for you. Directions, recommended clothing list, and pertinent trip information are available at [www.everettcc.edu/ccec](http://www.everettcc.edu/ccec). Click on "Resources" at the top of the page.

#### WENATCHEE WHITEWATER RAFTING

The sunny side of the cascades is a definite splash. Rollercoaster 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 is included. (Staff)

June 25 9371-B121	1 Saturday Off Site	12pm-4:30pm Fee \$75
July 10 9355-B121	1 Sunday Off Site	12pm-4:30pm Fee \$75

## SKAGIT WHITEWATER RAFTING

Explore lush woods in north cascades national park. The Upper Skagit River is essentially a relaxing calm water float and devoted to scenery so magnificent it earned a place in the National Wild and Scenic River System. Wildlife is often seen along the banks. The tranquility is shattered for one-quarter mile by an easy section of fun-filled Class III whitewater. After that, enjoy the peace and quiet and undisturbed natural beauty. Experienced guides steer professional quality paddle rafts. All rafting equipment is included. Join us! (Staff)

July 31	1 Sunday	12pm-3:45pm
9335-B121	Off Site	Fee \$75

## NISQUALLY CALM WATER RAFTING

Relax in spectacular natural splendor. No experience is necessary for this leisurely float on the historic river that served as a pathway to Native Americans and settlers. Follow meandering river channels through a flood plain of unsurpassed natural beauty. Wildlife is often seen along the riverbanks. Experienced guides steer professional quality rafts. (Staff)

Aug. 14	1 Sunday	1pm-5pm
9337-B122	Off Site	Fee \$75

## AQUA TREK SEA KAYAKING ADVENTURES

All of our trips, tours, and treks are designed to be fun, safe, and educational. Aqua Trek guides are friendly, knowledgeable, and patient as they instruct paddle skills or identify birds and wildlife. Each outing begins with a thorough equipment and safety orientation. No previous sea kayaking experience is necessary and anyone in reasonable physical condition should have no problem. We provide top-of-the-line equipment including Eddyline double kayaks which are very stable and comfortable. We believe sea kayaking can be a perfect combination of relaxation, exercise, and adventure which may become a lifetime activity. Highlights, driving instructions, and "what to bring" list are available at [www.everettcc.edu/ccec](http://www.everettcc.edu/ccec). Click on "Resources" at the top of the page.. Children age 10 and older are welcome to register with parent or guardian.

## 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! (Connie Campbell)

May 29	1 Sunday	12pm-6:30pm
9344-B014	Off Site	Fee \$85

## 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. (Connie Campbell)

June 5	1 Sunday	10:30am-5pm
9343-B014	Off Site	Fee \$85

## SEA KAYAKING ESSENTIALS

The Pacific Northwest is a sea kayaker's paradise - one that you too can enjoy if you have the knowledge and skills. Whether you are new to sea kayaking or want to improve your skills, this class will help prepare you to safely explore our beautiful Northwest waters. This three-session class consists of two classroom sessions and one lake session. You will learn how to select kayaks, clothing, and gear that will work for you and your budget; how to transport, launch, and land your kayak; how to prevent injury and review other considerations for a safe, fun trip; how to paddle effectively and efficiently by using a variety of paddle strokes; how to use your boat and body for easier, sharper turns; how to use tide and current tables and nautical charts to plan your trips and navigational techniques to keep you on course; how to prevent capsizing with bracing strokes and how to get back in your boat if you capsize as well as how to assist others if they capsize. No experience is necessary. The Saturday "on the water" session will meet at Homestead Park at Silver Lake in Everett. The class fee includes use of kayak, spray skirt, paddle, pump and drysuit. (Connie Campbell)

May 10 - May 12	1 Tuesday & 1 Thursday	7pm-9pm
May 14	1 Saturday	10am - 4pm
9360-B014	Off Site	Fee \$225

June 7 - June 9	1 Tuesday 1 Thursday	7pm-9pm
June 11	1 Saturday	10am - 4pm
9338-B121	Off Site	Fee \$225

July 5 - July 7	1 Tuesday 1 Thursday	7pm-9pm
July 9	1 Saturday	10am - 4pm
9359-B121	Off Site	Fee \$225

## SEA KAYAKING DAY TOUR: La Conner and Goat Island

This tour is one of our high tide favorites. We'll pass several small islands that are excellent for bird watching and stop for lunch on Goat Island or a nearby sand island. We'll explore the south entrance to the Swinomish Channel and slip through a salmon escape passage in the jetty. Although the route varies with conditions, we usually paddle completely around Goat Island before heading back to our starting point. Bring your binoculars and cameras! You must register through the Continuing Education office for this course. (Connie Campbell)

July 10	1 Sunday	11am-5:30pm
9409-B121	Off Site	Fee \$85

## SAN JUAN ISLAND WEEKEND: Camping and kayaking

One of the most sought after experiences in sea kayaking is to paddle with killer whales (orcas), and one of the best places to find them is along the west side of San Juan Island. The J, K, and L pods show up each summer to feed upon the annual salmon runs and we are privileged to see them, sometimes close-up. Contrary to myth and legends, they will not harm humans, and we support conservation efforts to protect them from humans. We can't promise whales on any given weekend, but the odds are usually pretty good, and there are many other attractions. Combine sea kayaking to see eagles, whales, and other wildlife with camping near the water, beautiful sunsets, and delicious guide-prepared meals, and you have an unforgettable experience. (Connie Campbell)

Aug. 6 - Aug. 7	1 Saturday & 1 Sunday	8am-6:30pm
9354-B121	Off Site	Fee \$275



## 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! 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 three class sessions to choose from for each quarter:

**June 15 – Aug. 5, July 20-Sept. 9, or Aug. 17 - Oct. 7**

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:  
Summer 2011

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

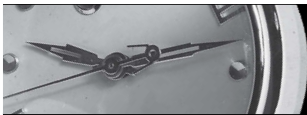
Check or money order attached

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 Summer 2011

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/Journalism</b>	M-Th, 7:30am-6pm	Whitehorse Hall, Rooms 208 and 209	425.388.9501
<b>Athletics/Sports</b>	Gym open M-Th, 8am-7pm	Student Fitness Center	425.388.9328 or 9327
<b>Basic Skills &amp; Adult Education</b>	M-Th, 8am-8:55pm	Rainier Hall, second floor, Room 227	425.388.9291
<b>Bookstore</b>	<b>Parks Student Union:</b> M-Th, 7:30am-6pm <b>Whitehorse Hall:</b> M-T, 7:30am-6pm; W-Th 8am-3pm	Parks Student Union, main floor Whitehorse Building Room 290	425.388.9413 425.388.9433
<b>Business &amp; Workforce Education</b>	M-Th, 7:30am-6pm	Olympus Hall, Room 133	425.388.9243
<b>Cashier</b>	M and T, 7:30am-4:30pm; W and Th, 8:30am-4:30pm. First 2 days of the quarter, 7:30am-6pm. August 10, 8am-5:30pm	Jackson Center	425.388.9224
<b>Center for Disability Services</b>	M, 8am-6pm, T and Th, 8am-5:30pm, W, 8:30am-5:30pm. First 2 days of the quarter, 7:30am-6pm.	Parks Student Union, main floor	425.388.9272 TTY 425.388.9438
<b>Child Care</b>	M-Th, 7:15am-5:15pm	Early Learning Center, 820 Waverly	425.388.9121
<b>Communication (English, Speech, World Languages)</b>	M-Th, 8am-6:30pm	Gray Wolf Hall, Room 322	425.388.9387
<b>Computer Lab</b>	M-Th, 8am-5:30pm	Shuksan Hall, Room 231	425.388.9417
<b>Corporate &amp; Continuing Education Center</b>	Phone or walk in from M-F, 8am-5pm	Corporate & Continuing Education Center, 2333 Seaway Blvd., Everett	425.267.0150
<b>Counseling, Advising, and Career Center</b>	M, 8am-6pm, T and Th, 8am-5:30pm, W, 8:30am-5:30pm. First 2 days of the quarter, 7:30am-6pm.	Parks Student Union	425.388.9263
<b>Criminal Justice</b>	M-Th, 7:30am-6pm	Index Hall, Room 102	425.388.9545
<b>East County Campus (Monroe)</b>	By appointment M-Th, 8am-8pm; Registration drop-in, Th, 7:30am-6pm	Lake Tye Building, Monroe	425.259.8732
<b>eLearning</b>	M-Th, 7:30am-6pm	Whitehorse Hall, Rooms 210 and 211	425.388.9367 or 9585 866.575.9027
<b>Enrollment Services (Admissions and Registration)</b>	M, 8am-6pm, T and Th, 8am-5:30pm, W, 8:30am-5:30pm. First 2 days of the quarter, 7:30am-6pm. (No registrations processed Aug. 11.)	Jackson Center	425.388.9219 fax 425.388.9173
<b>Financial Aid</b>	M, 8am-6pm, T, Th, 8am-5:30pm Closed Wednesdays and Fridays.	Parks Student Union	425.388.9280
<b>Financial Referral Center</b>	M, 8am-6pm, T and Th, 8am-5:30pm, W, 8:30am-5:30pm. First 2 days of the quarter, 7:30am-6pm.	Parks Student Union	425.388.9278 or 9279
<b>Fire Science and EMT</b>	M-Th, 7:30am-6pm	Index Hall, Room 102	425.388.9545
<b>Health Sciences &amp; Public Safety</b>	M-Th, 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, 9am-4pm. Closed F, Sa, Su and quarter breaks. 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-Th, 7:30am-6pm	Shuksan Hall, Room 120	425.388.9429
<b>Outreach, Diversity &amp; Equity Center</b>	M, 8am-6pm, T and Th, 8am-5:30pm, W, 8:30am-5:30pm. First 2 days of the quarter, 7:30am-6pm.	Parks Student Union	425.388.9306
<b>Paperclip - Student Service Center</b>	M, 8am-6pm; T-Th, 8am-2pm	Parks Student Union, Room 203	425.388.9258
<b>Parking &amp; Security</b>	M-Th, 7:30am-4:30pm	Parks Student Union, Room 224	425.388.9990 Emergency 425.388.9998
<b>Parks Cafe</b>	M-Th, 7am-2:30pm	Parks Student Union	425.388.9400
<b>Physical Education/Health &amp; Wellness</b>	Gym open M-Th, 8am-7pm	Student Fitness Center	425.388.9323
<b>Social Sciences</b>	M-Th, 8am-6:30pm	Gray Wolf Hall, Room 322	425.388.9387
<b>Student Activities</b>	M, 8am-6pm, T and Th, 8am-5:30pm, W, 8:30am-5:30pm. First 2 days of the quarter, 7:30am-6pm.	Parks Student Union, Room 209	425.388.9561
<b>TRIO-Student Support Services</b>	T-Th, 8am-5:30pm. Closed Mondays.	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-7:30pm; F 8am-4:30pm; Sat, 9am-2pm	Gray Wolf Hall, North Wing first floor	425.259.8900
<b>Veterans</b>	M, 8am-6pm, T and Th, 8am-5:30pm, W, 8:30am-5:30pm. First 2 days of the quarter, 7:30am-6pm.	Parks Student Union	425.388.9277
<b>Student Services Administration</b>	M-Th, 7:30am-6pm	Olympus Hall, Room 224	425.388.9588
<b>Workforce Development</b>	M-Th, 7:30am-6pm	Parks Student Union	425.388.9547
<b>Youth Re-engagement</b>	M-Th, 7:30am-5pm	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 Elsa Haag 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.

## CAMPUS HOLIDAYS - SUMMER 2011

July 4 & September 5

## 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 Dean of Student Development and Diversity Advocacy, phone 425-388-9282.

### 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 2010-11, the instructional cost per full-time student was \$6,603. A Washington resident, when he/she pays tuition, funds about 42% 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 \$747 for the year.

### EMERGENCY CLOSURE ADVISORY

EvCC will cancel classes and close offices if severe weather or other emergency conditions on the main North Everett campus are determined to be unsafe. Every effort will be made to post closure information by 6am for day classes and 4pm for evening classes.

**Messages will be posted** on the main college phone line at 425-388-9100; on an opening screen of the EvCC website at [www.everettcc.edu](http://www.everettcc.edu); sent via text message and email for subscribers (sign up at [www.everettcc.edu/emergency](http://www.everettcc.edu/emergency)); and online through the Public Schools Emergency Communication System at [Schoolreport.org](http://Schoolreport.org)

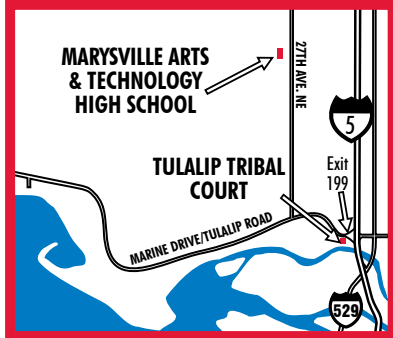
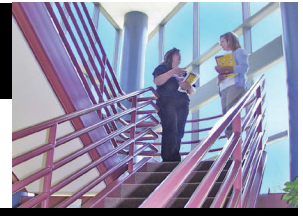
**If the college closes**, all campuses are closed (unless otherwise noted).

**Exceptions:** EvCC-Monroe, Marysville Arts & Technology High School and Tulalip Tribal Court. EvCC Monroe follows the closure listings for the Monroe School District. Marysville Arts & Technical School and classes at the Tulalip Tribal Court follow the closure listings for the Marysville School District.

**Messages will only be posted if the college is closed. If a message is not posted, the college is operating with normal business hours.**

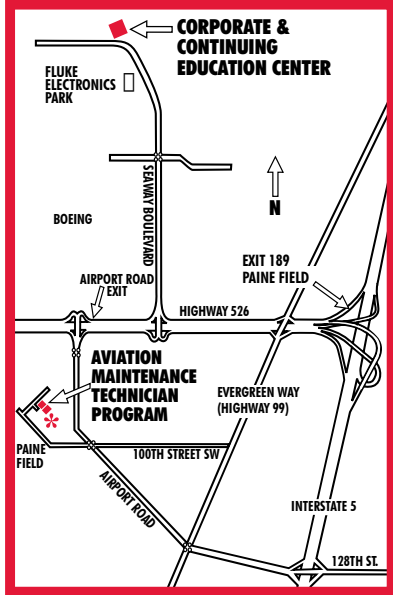
# Locations

Everett Community College offers various college courses at locations in Snohomish County. Check the class listings in this schedule for a complete listing of courses offered at these locations. Maps and directions are available online at [www.everettcc.edu/maps](http://www.everettcc.edu/maps)



**1** **MARYSVILLE ARTS AND TECHNOLOGY HIGH SCHOOL**  
7204 27th Ave. NE, Tulalip, WA 98271  
360-653-0664

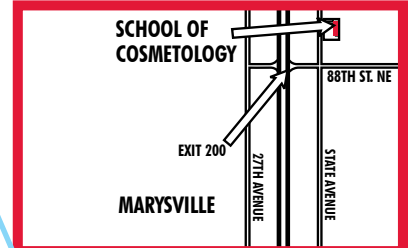
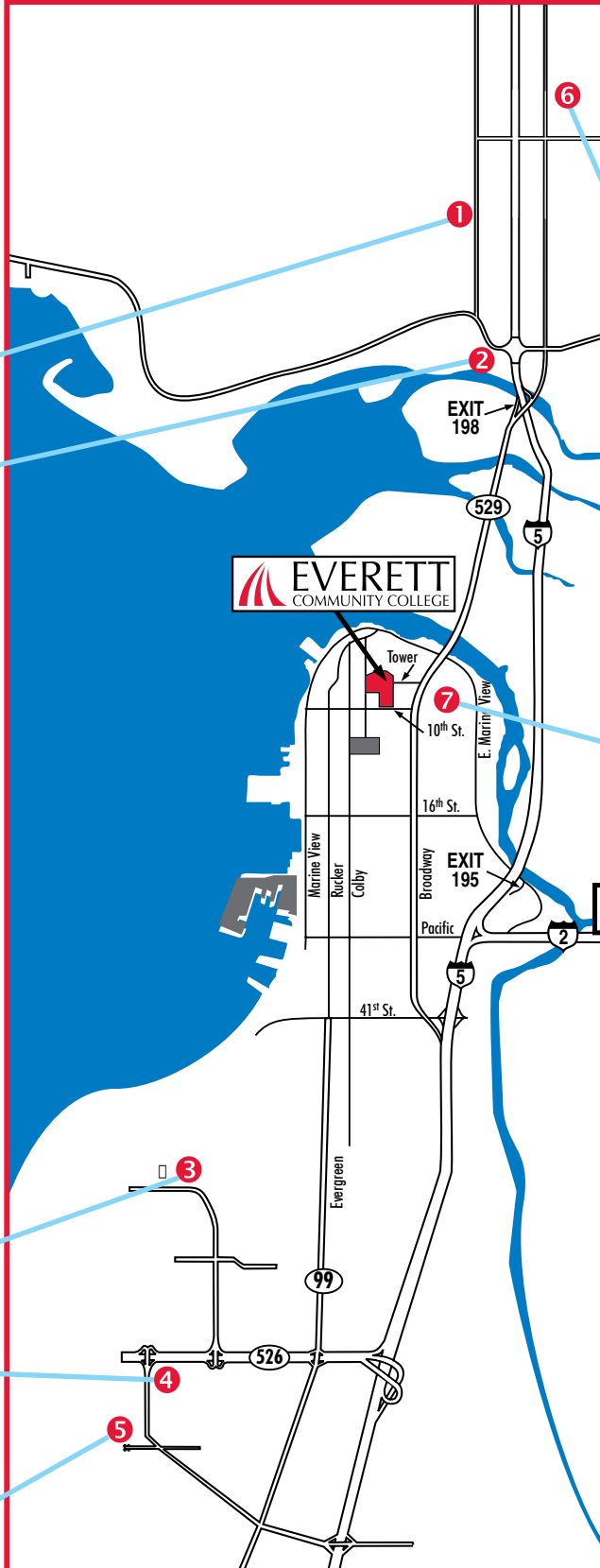
**2** **TULALIP TRIBAL COURT**  
(Formerly Tulalip South Lot)  
6103 31st Avenue NE, Bldg. B, Tulalip, WA 98271  
425-388-9291



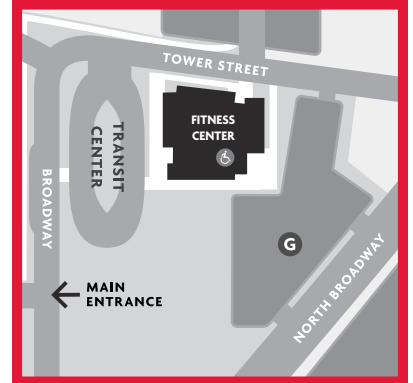
**3** **CORPORATE & CONTINUING EDUCATION CENTER**  
2333 Seaway Boulevard, Everett, WA 98203  
425-267-0150

**4** **SNO-ISLE TECH SKILLS CENTER**  
9001 Airport Road, Everett, WA 98204  
425-348-2220

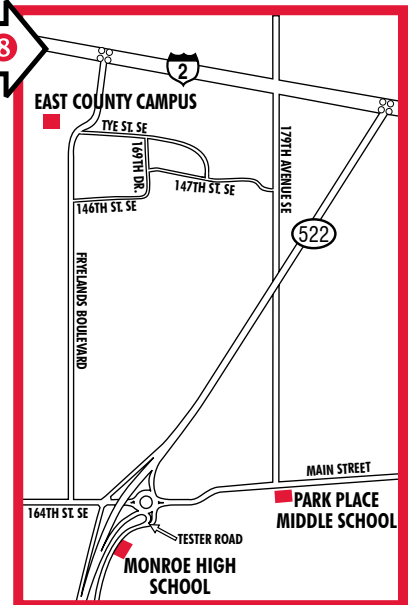
**5** **AVIATION MAINTENANCE TECHNICIAN PROGRAM**  
9711 32nd Place W., Bldg. C-80, Paine Field, Everett, WA 98204  
425-388-9533



**6** **SCHOOL OF COSMETOLOGY**  
9315 G State Avenue, Marysville, WA 98270  
425-259-8283



**7** **FITNESS CENTER**  
2206 Tower Street, Everett, WA 98201



**8** **MONROE EAST COUNTY CAMPUS**  
**MONROE HIGH SCHOOL**  
**PARK PLACE MIDDLE SCHOOL**

East County Campus: 14090 Fryelands Blvd. SE, Monroe, WA 98272  
Monroe High School: 17001 Tester Road, Monroe, WA 98272  
Park Place Middle School: 1408 W. Main St., Monroe, WA 98272



## Quick Find

ADMISSION / REGISTRATION	8
BOOKSTORE	5
CASHIER	8
FINANCIAL AID	5
HUMAN RESOURCES	3
LIBRARY / MEDIA CENTER	4
PRESIDENT'S OFFICE	3
UNIVERSITY CENTER	7

## Buildings

BAK	BAKER HALL	6
ELC	EARLY LEARNING CENTER	14
FIT	FITNESS CENTER	15
GLA	GLACIER HALL	10
GWH	GRAY WOLF HALL	7
IND	INDEX HALL	11
JKC	JACKSON CENTER	8
LMC	LIBRARY / MEDIA CENTER	4
MON	MONTE CRISTO HALL	9
NBI	NIPPON BUSINESS INSTITUTE JAPANESE CULTURAL CENTER	1
OLY	OLYMPUS HALL	3
PSU	PARKS STUDENT UNION	5
RAI	RAINIER HALL	2
SHK	SHUKSAN HALL	13
WHI	WHITEHORSE HALL	12

## Parking\*

- PERMIT PARKING  
- PARKING LOTS A-K
- VISITOR PARKING  
- LOCATED IN LOT B

\* PARKING ON CAMPUS IS BY EVCC PERMIT ONLY.  
DAILY PERMITS ARE AVAILABLE AT THE CASHIERS OFFICE OR AT DESIGNATED PAY & PARK STATIONS.

- ADA RESTROOMS AVAILABLE INSIDE
- INACCESSIBLE AREAS FOR DISABLED
- DESIGNATED SMOKING AREA
- EMERGENCY ASSEMBLY AREA

FOR CAMPUS SAFETY CALL : **425-388-9990**

## 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, genetic information or status as a disabled or Vietnam era veteran in its program and activities, or employment.

The Vice President of Instruction and 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)388-9216.

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.

**DATED MATERIAL**

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POSTAL CUSTOMER**

# Earn your BACHELOR's Degree in Everett

## University Center is Accepting Applications Now for:

### **BUSINESS**

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- Elementary Education

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- Information Technology
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or Planning & Policy
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- Electrical Engineering
- Mechanical Engineering

### **SOCIAL SCIENCE**

- Interdisciplinary Studies
- Social Science
- Liberal Arts: Tulalip
- Human Services
- Human Development
- Criminal Justice

### **HEALTH**

- RN-to-BSN Program

### **FAITH BASED**

- Christian Ministry



Learn more at [uceverett.org](http://uceverett.org)  
425-259-8900  
Gray Wolf Hall



## ACCOUNTING

For additional courses in Accounting and Bookkeeping 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.

**OL** 1112 OL1 Online Reed B

**OL** 1113 OL2 Online Reed B

### 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.

**OL** 1122 OL Online Reed B

### 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. PR: Recommended sophomore standing or completion of ACCT 110 or instructor permission.

**H** 1132 HY MTWTh 8am-8:50am OLY 126 Coughlin P

### 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. PR: Grade of C or higher in ACCT& 201 or instructor permission.

**H** 1140 HY MTWTh 9am-9:50am OLY 126 Coughlin P

### 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. PR: Grade of C or higher in ACCT& 202 or instructor permission.

**H** 1148 HY MTWTh 10am-11am OLY 126 Coughlin P

**OL** 1150 OL Online Reed B

## AMERICAN SIGN LANGUAGE

See the World Languages section 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. PR: Completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101.

**OL** 1502 OL Online Clarke C

### 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. PR: Completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101.

**DOL** 1503 OL Online Kornbacher K

### ANTH 182 Service Learning 1-2

Combine volunteerism with academic applications of social, economic, and political issues important to the local community. Real-life application of skills and knowledge in the community. A maximum of six credits may be earned.

1509 A ARR Clarke C

### 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. PR: Completion of ENGL& 101 with a grade of C or higher or instructor permission.

\* This class requires 10 hours of Service Learning as part of the class contact hours and are arranged through the instructor to accommodate the student's schedule.

**DWE** 1512 A MTWTh 8:55am-10:10am GWH 276 Clarke C

## ART

### 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: \$261. Lab fee: \$25.65. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.

1570 CA T 12:10pm-3:30pm WHI 374 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: \$261. Lab fee: \$25.65. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.

1571 CA T 12:10pm-3:30pm WHI 374 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: \$261. Lab fee: \$25.65. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.

1572 CA T 12:10pm-3:30pm WHI 374 Milton I

### 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. Lab fee: \$42.75

1582 A TTh 8am-11:20am WHI 361 Lee T

### 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.

1584 A MW 9am-12:20pm WHI 300 Lepper S

**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.

**DO#** 1594 OL Online Gildow C

**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. PR: ART 110, ART 115, ART 124D, GRAPH 110 and PHOTO 110 or instructor permission.

\* **Self-support, non-tuition class. Class cost: \$174. Lab fee: \$17.10. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.**  
 1601 CA ARR Lepper S

**ART 270 Ceramics I 5**  
 Beginning instruction in the development of skills needed to manipulate the ceramic medium. The use of various forming methods, technical information, and language of the ceramic medium. PR: None required. Art 110 recommended.

\* **Section CS (1616) is self-support, non-tuition class. Class cost: \$435. Lab fee: \$52. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.**

1614 A TTh 12:10pm-3:30pm WHI 287 Lee T

1616 CS TTh 6pm-8:50pm WHI 287 Allison M

**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.

\* **Self-support, non-tuition class. Class cost: \$435. Lab fee: \$52. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply. Lab fee: \$52.**

1617 CS TTh 6pm-8:50pm WHI 287 Allison M

**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.

\* **Self-support, non-tuition class. Class cost: \$435. Lab fee: \$52. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply. Lab fee: \$52.**

1618 CS TTh 6pm-8:50pm WHI 287 Allison M

**ART 274 Ceramics Workshop 3**  
 Ceramics workshop based on a variety of topical techniques and processes. Examples include alternative firing methods and systems, glaze chemistry and development, Majolica, low-fired ceramic processes and sculpture. PR: ART 107 or ART 270. Lab fee: \$31.20.

1620 A TTh 1:10pm-3:30pm WHI 287 Lee T

**ART 294 Studio Practice 2**  
 Students develop a body of work with emphasizing personal exploration, contemporary issues, research on materials and techniques, and presentation. For advanced students with substantial coursework or who are near degree completion. PR: Minimum of 20 credits of Studio Art or instructor permission.

\* **Self-support, non-tuition class. Class cost: \$174. Lab fee: \$17.10. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.**  
 1622 CA ARR WHI 372 Lepper S

**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: Advisor or faculty recommendation required. Graphic arts and multimedia web design students must also register for GRAPH 299 or MULTI 299, depending on major.

\* **Self-support, non-tuition class. Class cost: \$435. Lab fee: \$93. Last day for 100% refund is June 23. There is no 50% option. A technology fee may apply.**

**H** 1624 HY MW 5pm-7:30pm WHI 261 Weller L

## ASTRONOMY

**ASTR& 101 Introduction to Astronomy 5**  
 Integrated laboratory/lecture course emphasizing observational techniques, the history and evolution of astronomical concepts, and the origin and composition of the solar system. PR: MATH 095 or equivalent. Lab fee: \$29.50.

\* **Section A (1702) is a self-support, non-tuition class. Class fee: \$435. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.**

**WE** 1702 A TWTh 12:30pm-3pm WHI 207 Gutierrez K



**Become an aviation maintenance technician!**

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Info sessions:

2:30 p.m.

May 12, June 9, July 14, Aug. 11

Paine Field

Building C-80

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## AVIATION MAINTENANCE

### AVA 104 Powerplant Technology 20

Theory and Practice: Engine lubrication, cooling, propellers, fire protection, instruments, and engine inspection. Students inspect, check service, repair and perform powerplant conformity and airworthiness inspections. Course included in FAA approved Part 147 curriculum. PR: Instructor permission. Lab fee: \$63.10.

1830	A	Daily	7:30am-9:50am	PFC8 010	Ballard A
1832	J	Daily	10am-3pm	PFC8 101	Ballard A

### AVA 205 Airframe Technology 20

Theory and Practice: Airframe conformity and airworthiness inspections, troubleshooting, aircraft instruments, communications and navigation, ice and rain control. Aircraft review prior to FAA written, oral and practical exams for airframe rating. Course included in FAA approved Part 147 curriculum. PR: Instructor permission. Lab fee: \$63.10.

1840	A	Daily	7:30am-9:50am	PFC8 008	Porter A
1842	J	Daily	10am-3pm	PFC8 101	Porter A

## BIOLOGY

### 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. 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) is a self-support, non-tuition class. Class fee: \$435. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.

WE	1980	A	MWTh	8am-10:30am	SHK 134	Araniva R
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### 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; ENGL 098 with a grade of C or higher, or skills assessment at ENGL& 101 or higher.

\* Section A (1990) is a self-support, non-tuition class. Class fee: \$435. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.

OL	1990	OL	Online	ARR	Cabral S I
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### BIOL 130 Marine Biology/Pacific NW 5

Introduction to the identification, interactions and life histories of intertidal marine organisms found in Puget Sound. Field trips required. 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: \$73.10.

\* Section A (2010) is a self-support, non-tuition class. Class fee: \$435. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.

WE	2010	A	MTh	11am-1:30pm	WHI 353	Araniva R
			W	11am-1:30pm	SHK 144	

### BIOL& 211 Majors Cellular 5

Principles of cellular biology as they apply to organisms. 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 last five years with a grade of C or higher. Lab fee: \$29.50.

WE	2020	A	MW	8:55am-11:35am	SHK 141	Olsen R
			T	8:55am-11:35am	SHK 144	
WE	2022	B	MW	8:55am-11:35am	SHK 141	Olsen R
			Th	8:55am-11:35am	SHK 144	

### 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. 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: \$65.

H	2070	HY	T	8:55am-10:10am	SHK 141	Stern E
			TTh	10:20am-12:50pm	SHK 140	

### 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. 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 A (2080) is a self-support, non-tuition class. Class fee: \$565.50. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.

WE	2080	A	MTh	10:20am-12:20pm	SHK 145	Wellman S
			W	10am-1:45pm	SHK 140	

### BIOL& 260 Microbiology 5

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

\* Section A (2090) is a self-support, non-tuition class. Class fee: \$435. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.

WE	2090	A	TTh	10:20am-12:25pm	SHK 141	Marrs H
			TTh	1:10pm-3:15pm	SHK 139	

## BUSINESS

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

### BUS& 101 Introduction to Business 5

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.

OL	2180	OL1	Online	Munoz L
OL	2181	OL2	Online	Munoz L
OL	2182	OL3	Online	Lewis P
OL	2183	OL4	Online	Lewis P

### BUS 105 Small Business Essentials 5

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.

OL	2196	OL	Online	Kneifel J
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### BUS 110D Business Communications 5

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. Recommended: BUS 104 and placement in ENGL 098.

DOL	2200	OL	Online	Munoz L
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**BUS 130 Business Computations 5**  
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. Strong working knowledge of arithmetic or completion of MATH 070 and CL 101 or equivalent recommended.

<b>OL</b>	2210	OL	Online		Markovich T
<b>H</b>	2212	HY8	TTh	5pm-6:30pm	OLY 130 Fullerton C

**BUS 165 Service Essentials Business 5**  
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.

<b>OL</b>	2240	OL	Online		Munoz L
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**BUS& 201 Business Law 5**  
Origin, evolution, concepts, and functions of law and judicial system. UW of Seattle transfer student requires POLS& 200. Required law course for student transferring to CWU, WSU, WWU or UW of Bothell. Sophomore standing or business experience recommended.

<b>OL</b>	2276	OL	Online		Leonard R
<b>OL</b>	2277	OL2	Online		Leonard R

## BUSINESS TECHNOLOGY

**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 HY (2302) has a lab fee of \$41.

<b>OL</b>	2300	OL	Online		Porter K
<b>H</b>	2302	HY	MTWTh	8:55am-10:10am	OLY 130 Joyner J

**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, touch keyboarding proficiency, or instructor's permission.

\* Section HY8 (2308) has a lab fee of \$25.75.

<b>OL</b>	2306	OL	Online		Porter K
<b>H</b>	2308	HY8	TTh	4:30pm-6:30pm	OLY 130 Fullerton C

**BT 115 Records Management 5**  
Creation, maintenance, and disposition of records. Retrieving and storing records utilizing manual methods and computer database programs.

<b>OL</b>	2310	OL	Online		Gilpin G
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**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.

<b>OL</b>	2314	OL	Online		Lusier L
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**BT 180 Principles of Med Insurance 5**  
Introduction of the medical billing cycle. Explanation of health insurance policies, analysis of insurance forms, and recognition of legal issues and medical confidentiality (HIPAA).

<b>OL</b>	2320	OL	Online		Kneifel K
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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.

<b>DOL</b>	2322	OL	Online		Munoz L
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**BT 219 Introduction to Microsoft Word 5**  
 Introduces word processing functions and applications using Microsoft Word. CL 101 recommended.

\* Section HY8 (2330) has a lab fee of \$25.75.

<b>OL</b>	2328	OL	Online		Porter K
<b>H</b>	2330	HY8	TTh	4:30pm-6:30pm	OLY 130 Fullerton C

**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.

\* Section HY8 (2336) has a lab fee of \$25.75.

<b>H</b>	2336	HY8	TTh	4:30pm-6:30pm	OLY 130 Fullerton C
<b>OL</b>	2340	OL	Online		Staff

**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 or instructor permission.

<b>OL</b>	2362	OL	Online		Markovich T
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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 equivalent or instructor permission.

<b>OL</b>	2364	OL	Online		Markovich T
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**BT 252 Internship 1-4**  
 On-the-job work experience in occupations directly related to student's career choice. Internships arranged with private industry, governmental agencies, and non-profit organizations. May be repeated up to a total of four credits. PR: Instructor Permission Only.

<b>H</b>	2390	HY8	TTh	4:30pm-6:30pm	OLY 130 Fullerton C
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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. 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.

\* All sections are self-support, non-tuition classes. Class cost \$435. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.

<b>H</b>	2510	HY1	M	7:30am-9am	WHI 102	Brackett A
			T	7:30am-9:20am	WHI 332	
<b>H</b>	2512	HY2	M	9:30am-11am	WHI 102	Brackett A
			T	9:30am-11:20am	WHI 332	
<b>H</b>	2514	HY3	M	9:30am-11am	WHI 102	Brackett A
			T	12pm-1:50pm	WHI 332	

**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. 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.

\* All sections are self-support, non-tuition classes. Class cost \$435. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.

<b>WE</b>	2530	A	MWTh	9:40am-11:10am	WHI 103	Singh S
			T	9:20am-11:10am	WHI 343	
<b>WE</b>	2532	B	MWTh	11:45am-1:15pm	WHI 103	Singh S
			T	11:45am-1:35pm	WHI 343	
<b>WE</b>	2534	C	MWTh	11:45am-1:15pm	WHI 103	Singh S
			T	1:45pm-3:35pm	WHI 343	

**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. 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 CHEM with C or higher w/in last 3yrs, OR pass CHEM placement test, OR MATH& 152 with B+ or higher. Lab fee: \$37.50.

\* Section A (2540) meets from June 20-July 14.

\* Section A (2540) is a self-support, non-tuition class. Class cost \$478.50. Last day to drop with 100% refund is June 21. There is no 50% refund option. A technology fee may apply.

<b>WE</b>	2540	A	MTWTh	8:55am-11:25am	WHI 104	Kontulis M
			TW	12:30pm-3:20pm	WHI 345	

**CHEM& 162 General Chemistry w/Lab II 5.5**  
 Atomic periodicity, chemical bonding theories, solid and liquid states and solutions. PR: CHEM& 161 with a grade of C or higher. Lab fee: \$37.50.

\* Section A (2550) meets from July 18-Aug 11.

\* Section A (2550) is a self-support, non-tuition class. Class cost \$478.50. Last day to drop with 100% refund is July 19. There is no 50% refund option. A technology fee may apply.

<b>WE</b>	2550	A	MTWTh	8:55am-11:25am	WHI 104	Kontulis M
			TW	12:30pm-3:20pm	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. PR: CHEM& 162 with a grade of C or higher, or instructor permission. Lab fee: \$60.

\* All sections are self-support, non-tuition classes. Class cost \$478.50. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.

<b>WE</b>	2560	A	MTTh	8am-9:30am	WHI 103	Powell S
			W	8am-10:50am	WHI 332	
<b>WE</b>	2562	B	MTTh	8am-9:30am	WHI 103	Powell S
			W	1pm-3:50pm	WHI 332	

## 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.

**OL** 2640 OL1 Online Otanez A

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

\* **Section MOH (2660) is being taught at the Lake Tye Building at 14090 Frylands Blvd SE in Monroe and is open to all students who meet the eligibility requirements.**

**WE** 2656 A MTWTh 8:55am-10:10am GWH 372 White C

**MH** 2660 MOH MW 10:20am-12:30pm TYE 301 Dellasega M

**WE** 2662 S MW 5:30pm-8:30pm GWH 372 Dellasega M

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

**WE** 2670 A MTWTh 10:20am-11:35am GWH 372 White C

**WE** 2672 S TTh 5:30pm-8:30pm GWH 372 Reynolds L

## COMPOSITE TECHNOLOGY

**CT 221 Inspection/Repair Comp Materials** 5  
Focuses on damage assessment, including Non-Destructive Inspection. Lab work emphasizes use of technical documents, repair design manuals, ply direction and overlap, proper core placement and testing. PR: Composites Technology 201

2714 S	MTW	5pm-8pm	OFF SHS	Staff
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## COMPUTER LITERACY

**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 HY8 (2762) has a lab fee of \$25.75.**

\* **Section HY1 (2754) has a lab fee of \$41.**

**OL** 2750 OL Online Markovich T

**OL** 2751 OL2 Online Markovich T

**H** 2754 HY1 MTWTh 10:20am-11:35pm OLY 130 Joyner J

**H** 2762 HY8 TTh 4:30pm-6:30pm OLY 130 Fullerton C

**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 M 8:55am-10:10am OLY 129 Fountain R

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**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.

2770 HY1 M 8:55am-10:10am OLY 129 Fountain R

**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.

2780 HY1 M 8:55am-10:10am OLY 129 Fountain R

**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.

2785 HY1 M 8:55am-10:10am OLY 129 Fountain R

**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.

2790 HY1 M 8:55am-10:10am OLY 129 Fountain R

**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.

2795 HY1 M 8:55am-10:10am OLY 129 Fountain R

**COMPUTER SCIENCE****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 installation and management. PR: CS 108 or with a grade of C or higher or instructor permission. Lab fee: \$41.

2830 S MW 7:15pm-10pm SHK 130 Russell E

**CS 161 PC Technician I 5**

The primary focus of this class is on hardware and operating system features, types, and components for PCs and laptops as related to the Comptia A+ Certification Test. PR: CS 108 or with a grade of C or higher or instructor permission. Lab fee: \$41.

2858 S TTh 7pm-10:10pm SHK 130 Walsler D

**CS 162 PC Technician II 5**

Advanced topics in PC operating systems and environments. Focus on gaining technical expertise in troubleshooting, problem solving, installation, and maintenance of a PC's operating system as related to the Comptia A+ Certification Test. PR: CS 108, or instructor permission. Lab fee: \$41.

2860 S MW 3:50pm-7:10pm SHK 130 Walsler D

**CS 195 Computer Careers Internship 1-5**

Provides students with a safe, supervised work environment to apply their academic skills. This allows students to put into practice their administrative and technical skills. PR: CS 161 or CS 120 or CS 124 or instructor permission.

2870 A Th 3pm-4pm SHK 141 Jackson G

**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. PR: CS 117 or instructor permission. Lab fee: \$41.

2884 S TTh 7pm-10:10pm SHK 232 Jackson G  
SHK234 Jackson G

**CS 295 CIS Advanced Internship 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. PR: CS 195 or instructor permission.

2900 A Th 3pm-4pm SHK 141 Jackson G

**COSMETOLOGY****INFORMATION SESSIONS REQUIRED FOR ALL NEW COSMETOLOGY STUDENTS.**

Our next information session will be held on May 12 at 6:30pm at our school in Marysville.

Please call 425-259-8283 for additional dates and times of the information sessions.

The EvCC School of Cosmetology is located at 9315 G State Ave in Marysville.

**COSMT 111 Salon Management 5**

Basic overview of salon business operations. Special emphasis is placed on examining a variety of local salons. PR: Instructor permission. CR: COSMT 201, 202 or 203.

2926 A MTW 8:10am-10am COS 106 Evans T

**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: \$4.05 per credit. Malpractice insurance: \$18.20.

2940 A MTW 10:15am-6pm COS 104 Staff  
Th 8am-6pm COS 104 Staff

**COSMT 202 Lab/Shop Practice II 9-15**

Continuation of supervision in services performed by cosmetologists. Students practice on models, mannequins, and each other. PR: Instructor permission; COSMT 201; 300 clock hrs. Lab fee: \$4.05 per credit.

2942 A MTW 10:15am-6pm COS 104 Evans T  
Th 10am-8:30pm COS 104 Evans T

**COSMT 203 Lab/Shop Practice III 9-15**

Continuation of supervision in services performed by cosmetologists. Students practice on models, mannequins, and each other. PR: Instructor permission; COSMT 202; 600 clock hrs. Lab fee: \$4.05 per credit.

2944 A MTW 10:15am-6pm COS 104 Evans T  
Th 10am-8:30pm COS 104 Evans T

**COSMT 204 Lab/Shop Practice IV 9-15**

Continuation of supervision in services performed by cosmetologists. Students practice on models, mannequins, and each other. PR: Instructor permission; COSMT 203; 900 clock hrs. Lab fee: \$4.05 per credit. Malpractice insurance: \$18.20.

2946 A MTW 10:15am-6pm COS 104 Evans T  
Th 10am-8:30pm COS 104 Evans T

**COSMT 205 Lab & Shop Practice V 10-19**

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	MTW	8am-6pm	COS 104	Evans T
		Th	10am-8:30pm	COS 104	Evans T

**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	MTW	8am-6pm	COS 104	Evans T
		Th	10am-8:30pm	COS 104	Evans T

**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	ARR			Evans T
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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	ARR		COS	Evans T
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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/criminaljustice](http://www.everettcc.edu/criminaljustice)

**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.

OL	3050	OL	Online		Leonard R
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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.

\* Self-support, non-tuition class; class cost: \$435. Last day for 100% refund: June 23. No 50% refund option. A technology fee may apply.

3150	A	MTWTh	10:20am-11:35am	RAI 104	Staff
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**DEVED 095 Study Skills/College 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.

\* Self-support, non-tuition class; class cost: \$435. Last day for 100% refund: June 23. No 50% refund option. A technology fee may apply.

3151	A	MTWTh	8:55am-10:10am	RAI 104	Moody S
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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.

3152	A	MTWTh	10:20am-11:35am	GWH 162	Johnson K
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**DEVED 099 Bridge Learning Modules 1-2**

1-2 credit modules in pre-college level reading, learning strategies, study skills support, and basic computer technology for academic success in college classes.

3154	A	MTWTh	11:45am-1pm	RAI 104	Moody S
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**DEVED 100 Sharpening Study Skills 1-2**

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.

3155	A	MW	11:45am-1pm	RAI 104	Moody S
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OL	3162	OL1	Online		Galloway D
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OL	3163	OL2	Online		Galloway D
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**DEVED 103 Reading, Speed, Vocabulary 2**

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

3157	A	TTh	11:45pm-1pm	RAI 104	Moody S
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**DEVED 104 Powerful College Reading 5**

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

\* Section A (3158) and Section OL (3159) are self-support, non-tuition class; class cost: \$435. Last day for 100% refund: June 23. No 50% refund option. A technology fee may apply.

3158	A	MTWTh	8:55am-10:10am	BAK 111	Johnson K
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OL	3159	OL	Online		Davies T
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**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 (3160) and Section OL (3161) are self-support, non-tuition class; class cost: \$435. Last day for 100% refund: June 23. No 50% refund option. A technology fee may apply.

3160	A	MTWTh	10:20am-11:35am	BAK 111	Staff
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OL	3161	OL	Online		Galloway D
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**DRAMA****DRMA 130 Improvisations & 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. Self-support, non-tuition class. Class cost: \$435. Last day for 100% refund is June 23. There is no 50% refund option. A technology fee may apply.

3186	CA	MTWTh	11:30am-1:10pm	BAK 120	Peterson B
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## EARLY CHILDHOOD EDUCATION

All new students who are interested in the Early Childhood Education Program should attend the following information sessions: August 9 at 2pm in Gray Wolf Hall, Room 326.

**ECE 126 Child Care Center Administration 5**  
General principles and skills in the organization and management of child care centers.

**OL** 3232 OL Online Vlasic L

**ECE 130 Introduction to Issues in ECE 5**  
Covers historical and social foundations of early childhood education; overview of the field; awareness of values issues, ethics, legal and salary issues, staff relations, developmentally appropriate and culturally relevant practice, and professionalism. This course includes laboratory requirements.

**OL** 3234 OL Online Vlasic 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.

**DOL** 3338 OL 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. PR: Completion of MATH 099 or equivalent; or placement in MATH 138 or MATH& 141 required.

**OL** 3340 OL Online Hu D

**H** 3342 HY MW 8:55am-10:10am 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. PR: Completion of MATH 099 or equivalent; or placement in Math 138 or MATH&141 required.

**OL** 3354 OL Online Hu D

**H** 3356 HY MW 10:20am-11:35am OLY 125 Hu D

## EDUCATION

Students interested in an Education career are encouraged to contact Ken White at 425-388-9498 or [kwhite@everettcc.edu](mailto:kwhite@everettcc.edu) for further information or you may attend one of the following information sessions: May 9, June 21 or August 9; at 1 pm in Gray Wolf Hall, Room 326.

**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.

\* Section OL2 (3373) is a self-support, non-tuition class. Class cost: \$435. Last day to drop with 100% refund is June 23. No 50% refund option. A technology fee may apply.

**DOL** 3372 OL1 Online Vlasic L

**DOL** 3373 OL2 Online Vlasic L

**EDUC& 202 Introduction to Education 5**  
Survey of the historical, sociological and philosophical aspects of American education.

**H** 3374 HY T 10:20am-1pm GWH 152 White K

## ENGINEERING TECHNOLOGY

**ENG T 100 Engineering Graphics w/2D AutoCAD 4**  
Theory and application of engineering drawing and an introduction to designing with a 2D CAD system. PR: ENG T 101 or MATH 075 or higher level math, or concurrent enrollment in one of these; or instructor permission. Lab fee: \$41.

3550 A MW 11am-2:30pm SHK 226 Osnes R

**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.

3560 S MTWTh 2:40pm-4pm IND 115 Murphy P

**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.

\* Class is compressed to 4 weeks starting June 20.

3570 S MTWTh 3pm-6:30pm CCE 201 Liaw P

## ENGLISH AS SECOND LANGUAGE

**ESL 097 Academic Reading/Writing 1-6**  
Continuation of ESL 050. Academic reading and writing for non-native speakers with emphasis on paragraph development.

0724 A MW 8:30am-11:55am RAI 202 LeWarne A

**ESL 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.

0968 A MTWTh 9:20am-10:50am MON 202 Manley J

## ENGLISH

How to Meet English/Writing Prerequisites:

Initial placement in pre-college-level composition courses (ENGL 090, 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 (ENGL& 102, 103, 201, 211 or ENGL& 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 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 090 or ENGL 092 with a grade of C or higher or successful completion of ESL 080 (see English as a Second Language).

3650 A MTWTh 8:55am-10:10am GWH 376 Davis R

**WE** 3652 B MTWTh 10:20am-11:35am GWH 282 Zull R

**ENGL 098/98D 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 A (3672) has a lab fee of \$25.75

\* Section MOH (3675) is being taught at the Lake Tye Building at 14090 Fryelands Blvd SE in Monroe and is open to all students who meet the eligibility requirements.

<b>OL</b>	3670	OL	Online			Shen P
<b>WE</b>	3672	A	MW	7:30am-8:45am	GWH 152	Searle J
				TTh	7:30am-8:45am	GWH 164
<b>H</b>	3674	HY1	MTW	8:55am-10:10am	GWH 282	Harrington A
<b>MH</b>	3675	MOH	TTh	10:20am-12:30pm	TYE 301	Murphey D
	3676	C	MTWTh	10:20am-11:35am	GWH 376	Davis R
<b>WE</b>	3680	E	MTWTh	11:45am-1pm	GWH 282	Zull R
<b>DH</b>	3694	HY2	MW	5pm-7pm	GWH 152	Hill H

**ENGL& 101 English Composition I 5**

Instruction in college writing with emphasis on form and critical thinking. Frequent papers and critical analysis of representative readings. 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.

\* Section B (3702) and Section C (3704) have a lab fee of \$25.75.

<b>OL</b>	3696	OL1	Online			Newlin G
<b>OL</b>	3698	OL2	Online			Harrington A
<b>H</b>	3700	HY1	MTW	7:30am-8:45am	GWH 282	Bowers L
<b>WE</b>	3702	B	MW	8:55am-10:10am	GWH 152	Searle J
				TTh	8:55am-10:10am	GWH 164
<b>WE</b>	3704	C	MW	10:20am-11:35am	GWH 152	Beebe J
				TTh	10:20am-11:35am	GWH 164
<b>H</b>	3730	HY2	MW	7:15pm-9:15pm	GWH 152	Hill H

**ENGL& 102/102D Composition II 5**

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

<b>OL</b>	3738	OL1	Online			Newlin G
<b>OL</b>	3740	OL2	Online			Newlin G
<b>DH</b>	3742	HY1	TTh	8:55am-10:10am	GWH 270	Indrunas A
<b>DH</b>	3748	HY2	TTh	10:20am-11:35am	GWH 270	Indrunas A

**ENGL 105 Creative Non-Fiction 5**

Introduction to the writing, constructive analysis and revision of creative non-fiction.

<b>H</b>	3800	HY	MTW	11:45am-1pm	GWH 280	Beebe J
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**ENGL 108 Fiction I 5**

Introduction to the writing, constructive analysis, and revision of fiction. Terms and techniques presented and applied to original student work.

<b>H</b>	3804	HY	MTW	11:45am-1pm	GWH 280	Beebe J
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**ENGL& 111 Introduction to Literature 5**

Introduction to literary appreciation, close reading, and analysis in poetry, fiction, and drama.

<b>OL</b>	3810	OL	Online			Houston D
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**ENGL 165 Nonfiction II 5**

Intermediate course in techniques of fiction, poetry and drama as applied to non-fiction using constructive criticism. PR: ENGL 105 or instructor permission.

<b>H</b>	3814	HY	MTW	11:45am-1pm	GWH 280	Beebe J
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**ENGL 168 Fiction II 5**

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.

<b>H</b>	3816	HY	MTW	11:45am-1pm	GWH 280	Beebe J
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**ENGL 183D Children's Literature 5**

Introduction to the rich literary tradition of books for children. Access to a library with a substantial children's book collection is REQUIRED.

<b>DOl</b>	3820	OL	Online			Huntington M
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**ENGL 201W Writing Across the Curriculum 1**

Advanced study in composition designed to apply writing skills to academic subject disciplines. Offered in conjunction with courses designated as W (Writing Intense) courses or by instructor permission. PR: ENGL& 101 with a grade of C or higher.

\* This class is ONLY for students enrolled in ANTH& 206D (1512) who need the additional 1-credit "Writing Intensive" course for transfer requirements. Instructor permission required.

	3824	A	MTW	8:55am-10:10am	GWH 276	Clarke C
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**ENGL 203D Young Adult Literature 5**

A study of the novels (The Giver, Out of the Dust, The Contender, Jacob Have I Loved and more) read by young adults.

<b>DOl</b>	3826	OL	Online			Huntington M
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**ENVIRONMENTAL SCIENCE****ENVS& 100 Survey of Enviro Science: 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. 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.

\* All sections are self-support, non-tuition classes. Class fee: \$435. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.

<b>OL</b>	3950	OL1	Online		ARR	Forson D
<b>OL</b>	3952	OL2	Online		ARR	Forson D

**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.

<b>OL</b>	4196	OL	Online			Peterson B
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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.

**OL** 4522 OL Online Lyste K

**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.

**DOL** 4530 OL Online Lyste K

## GEOLOGY

**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.

\* All sections are self-support, non-tuition classes. Class cost \$435. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.

**OL** 4570 OL1 Online ARR Grupp S

**OL** 4572 OL2 Online ARR Grupp S

## 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 the student's schedule.

**DOL** 4640 OL Online Clarke C

**DWE** 4642 A MTWTh 10:20am-11:35am GWH 276 Clarke C

**GS 105D Global Issues Through Film 5**  
Survey of contemporary global issues through the use of film and other visual media, drawing on cinematic approaches and methodologies beyond Hollywood. Writing assignments represent a significant component of coursework. PR: Completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101.

\* This is a self-support, non-tuition class. Class cost: \$435. Last day to drop with 100% refund is June 23. No 50% refund option. A technology fee may apply.

**DOL** 4646 OL Online Murphey D

## GRAPHIC ARTS

**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.

\* Self-support, non-tuition class. Class cost: \$435. Lab fee: \$93. Last day for 100% refund is June 23. There is no 50% option. A technology fee may apply.

**H** 4692 CA MTW 9am-11:30am WHI 354 Gegan A

## GRAPH 120 History of Graphic Design 5

Overview of the origins of visual and written communication and the development of graphic design. Emphasis on printed work from 1880 to 1990 and new media design to the present day.

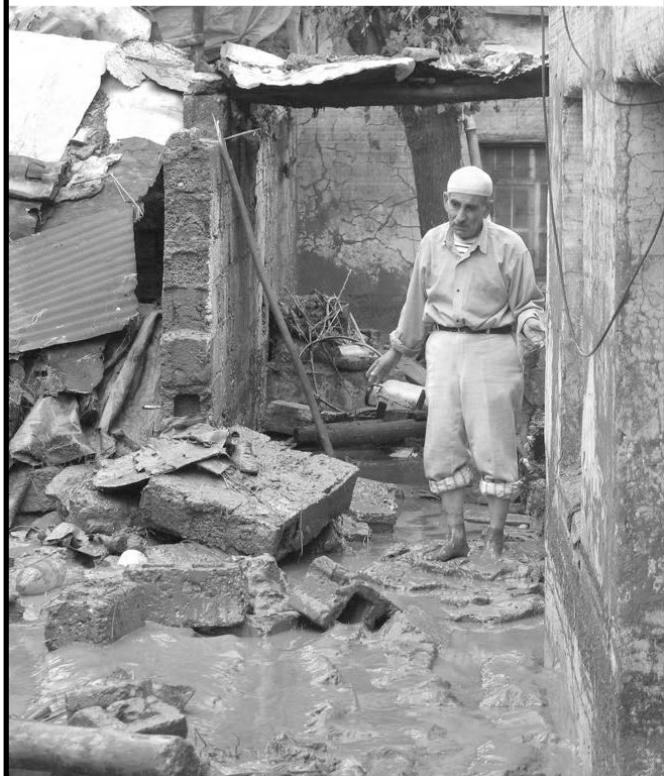
\* Self-support, non-tuition class. Class cost: \$435. Lab fee: \$93. Last day for 100% refund is June 23. There is no 50% option. A technology fee may apply.

**OL** 4699 OL Online Kammer G

# Global Issues Through Film

## Global Studies 105D

Natural disasters, lack of food and water, economic insecurity ... Study global issues delivered in the voices of the people who live these realities Daily by watching and discussing international films made and produced in the countries of origin. Earn 5 Humanities credits in this class, which meets T/Th from 10 a.m-12:10 p.m. For more information, contact instructor Deb Murphey at [dmurphey@everettcc.edu](mailto:dmurphey@everettcc.edu)



**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. Instructor permission required.  
 \* **Self-support, non-tuition class. Class cost: \$87 per credit. Lab fee: \$20.60 for 1 credit; \$31 for 2; \$72.20 for 3; \$82.60 for 4; and \$93 for 5 credits. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.**  
 4737 CA ARR Kammer G

**GRAPH 299 Special Projects 2**  
 For advanced students working on special projects other than those included in regular graphic arts curriculum. PR: Instructor permission PR: Advisor or faculty recommendation required. Graphic arts and multimedia web design students must also register for GRAPH 299 or MULTI 299, depending on major.  
 \* **Self-support, non-tuition class. Class cost: \$174. Lab fee: \$31. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.**  
 4738 CA ARR Kammer G

**HLTH 106 Administrative 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.

**WE** 4760 S TTh 6pm-9pm IND 111 Cline C L

**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.

**WE** 4762 A TTh 7:30pm-10:10pm IND 152 Clark C

**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.

**DOL** 4770 OL Online OFF Tatham B

**HLTH 192 Clinical Skills-Lab 5**  
 Covers skills needed to perform duties of medical assistant in the lab of a general outpatient medical practice. Laboratory concepts of safety, quality assurance, precautions, specimen collection, handling and processing. Instructor permission required to repeat course. PR: Completion of ENGL&101; MATH 120; and HLTH 102 and 130, all with grade of C or higher. Lab fee: \$77.55.

**H** 4780 HY T 10:20am-11:35am IND 167 Clark C  
 MW 10:20am-12:30pm SHK 139 Clark C

**HLTH 205 Medical Law and 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.

**H** 4786 HY Th 4:50pm-6:50pm IND 152 Tatham B

**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.

**OL** 4787 OL Online OFF Glover C

**HLTH 251 Clinical Externship 6**  
 Provides students with supervised clinical work environment to apply theories and practice administrative and clinical skills in the role of a Medical Assistant. Internet access required. PR: Instructor permission. Lab fee: \$18.20.

**WE** 4790 S M 4:20pm-6pm IND 138 Tatham B

**HIGH SCHOOL COMPLETION**

**HSC 014 Math for Life-Workplace 5**  
 Review of basic math concepts; applications related to consumer activities. Prime factorization, operations on rational numbers, ratios, proportions and percents. Credit may not be earned in both HSC 014 & MATH 070 exceeding 5 total credits. Not intended for ABE students.

0528 S TTh 6pm-8:20pm RAI 207 Robinson R

**HEALTH SCIENCE**

Attending an Information Session will give you an overview of the Medical Assisting Program and advise you how to get started. Visit our website at [www.everettcc.edu](http://www.everettcc.edu) for current dates and times. 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. This is a one day class. Student packet must be purchased and read prior to class day. Deadline for 100% refund is July 11.

\*Section A is held July 11; Lab fee \$31.65  
 4740 A M 8am-4pm JKC Mooney F

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

**H** 4748 HY MW 1:10pm-3:50pm IND 111 Clark C  
**OL** 4750 OL1 Online OFF Pouillon K  
**OL** 4751 OL2 Online OFF Pouillon K

**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.

\*Section A (4754) has a lab fee of \$27.55  
 4754 A TW 10:20am-12:50pm IND 152 Staff  
 Th 10:20am-12:50pm IND 138  
**OL** 4756 OL1 Online OFF Pouillon K  
**OL** 4757 OL2 Online OFF Pouillon K

**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.

**H** 4758 HY T 1:10pm-3:50pm IND 167 DavisWolfe M



**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 United States 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

## HISTORY

**HIST 100 Ancient & Medieval Worlds 5**  
 Development of human endeavors from prehistoric time to the late Middle Ages.  
**OL** 4806 OL Online Pearce J

# Mandatory Advising - Meet with a Faculty Advisor Before Your Third Quarter

Effective Summer 2010, new students are required to meet with a faculty advisor before registering for third quarter to create a Degree Plan. New students starting Winter or Spring 2011 must complete this requirement before Summer or Fall quarter registration.



**Questions: 425-388-9263**  
**[www.everettcc.edu/advising](http://www.everettcc.edu/advising)**

**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.

**DH** 4810 HY TTh 10:20am-11:35am GWH 380 Ripper J

**HIST& 147 U.S. History II 5**

Survey of American history from the 1830s to the end of 1919.

**WE** 4830 A MTWTh 8:55am-10:10am GWH 380 Ripper J

**HIST& 148 U.S. History III 5**

A survey of the social, economic and political forces which have shaped modern American history.

**OL** 4836 OL Online Ripper J

**HIST& 214 Pacific Northwest 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.

**\* Section S (4850) is a self-support, non-tuition class. Class cost: \$435. Last day to drop with 100% refund is June 23. No 50% refund option. A technology fee may apply.**

**OL** 4848 OL Online Cederholm S

**WE** 4850 S MW 5:30pm-8:30pm GWH 280 Cederholm S

**HUMAN DEVELOPMENT****H DEV 110 Career/Life Planning 3**

Examination of personal career possibilities in the world of work. Activities focus on self-assessment through testing, values clarification, occupational surveys, and identification of strengths. Resume writing and job interviewing skills may be covered. Class composition and need determine which areas instructor emphasizes.

**\* Section MOH (4942) has a fee of \$22.**

**\* Section MOH (4942) is being taught at The Lake Tye Building at 14090 Fryelands Blvd SE Monroe and is open to all students. Class starts on June 28.**

**H** 4940 HY1 TTh 8:55am-10:10am GWH 268 Lovelace J

**MH** 4942 MOH T 8am-10:10am TYE 301 Skinner D

**H DEV 156 Stress Management 2**

To help students become more aware of the sources of stress in their lives, the consequences of stress for the way they think, feel and act and methods of reducing and coping with stress.

**\* Section CA (4943) is a self-support, non-tuition class; class cost: \$174. Last day for a 100% refund is June 23. No 50% refund. A technology fee may apply.**

4943 CA W 2pm-4pm GWH 274 Martin E

# EvCC's Student Fitness Center is Open

- **Basketball court, running track, cardio and free weight training room**
- **Must present current student ID for admission**
- **Hours and more info: [www.everettcc.edu/fitnesscenter](http://www.everettcc.edu/fitnesscenter)**



**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.

\* A portion of the work is done online. You must have reliable internet access.

**H** 4944 HY TTh 11:45am-1pm GWH 268 Lovelace J

**HUMANITIES****HUM 110D Introduction American Cultural Studies 5**

An interdisciplinary introduction to American Cultural Studies as an analysis of issues, concepts and theories of the Americanization process and American cultural values. PR: Completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101.

**DWE** 4980 A MTWTh 10:20am-11:35am GWH 268 Lovelace J

**HUM 247D Introduction to World Religions 5**

Survey of the world's major religions including Islam, Judaism, Christianity, Hinduism, Buddhism, and others.

**DWE** 4988 A MTWTh 10:20am-11:35am GWH 280 Riordan M

**INFORMATION LITERACY****INFO 102 Research/Information Age 5**

Skills and techniques for locating, evaluating, and applying information resources in the research process. Discussion of related issues including intellectual property, censorship, and freedom of information.

**OL** 5422 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. PR: Passing a writing and reading test given by the ESL/IELP faculty.

\* Self-support, non-tuition class. Class cost: \$1,884. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.

0965 A MTWTh 9am-12:25am GWH 284 Staff

**IELP 081 Intensive Conversation I 6**

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

\* Self-support, non-tuition class; class cost: \$942. Last day for 100% refund: June 23. There is no 50% refund option. A technology fee may apply.

0962 A MTWTh 1pm-2:50pm BAK 113 Staff

**IELP 082 Intensive Conversation II 6**

This course is designed to have students participate in discussions on different topics from reading materials, current news, and everyday experiences. Instructors permission.

\* Self-support, non-tuition class; class cost: \$942. Last day for 100% refund: June 23. There is no 50% refund option. A technology fee may apply.

0963 B MTWTh 1pm-2:50pm BAK 113 Staff

**IELP 097 Academic Reading/Writing 12**

Continuation of ESL 080. Reading and writing course designed to provide the fundamental English skills required for successful transition into college English classes comprised of non English speakers. PR: Completion of ESL 080 or instructor permission.

\* Self support, non-tuition class; class cost: \$1524. Last day for 100% refund: June 23. There is no 50% refund option. A technology fee may apply.

0966 B MTWTh 9am-12:25pm GWH 386 Staff

**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 1:30pm-2:30pm MON 202 Manley J

**MANUFACTURING TECHNOLOGY****MFG T 171 Manufacturing Internship I 1-5**

50-250 clock-hour intern program in which students focus on the fundamental shop skills required to work in a manufacturing company. Students may work either in an instructional/hands-on or solely hands-on mode. This experience may entail "job-shadowing" to learn what support functions are needed in the manufacturing environment. PR: Instructor permission.

5620 A ARR Osnes R

5621 B ARR Liaw P

5622 C ARR Norcott C

**MATHEMATICS**

**Skills Assessment - Before registering for their first math course, students are required to complete a mandatory basic skills assessment.**

**MATH LEARNING CENTER - Rainier Hall, Room 349**

The Math Learning Center (MLC) has been established to help students review or improve their skills in arithmetic, beginning algebra, plane geometry and trigonometry using an individualized approach. These courses are not available for audit. Courses available are MATH 070, MATH 075, MATH 080, MATH 087, MATH 088, MATH 095 and MATH 105.

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.

**MATH 060 Professional/Technical Math - Cosmetology 3**

Course designed to meet the needs of the cosmetology student. Topics in arithmetic of whole numbers, decimals and fractions, percents, ratios and proportions, and measurement with applications. PR: None.

5660 A W 1pm-4:45pm RAI 300 Cahan A

**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 (5662) is taught in a traditional lecture format.

5662 A MTWTh 8:55am-10:10am IND 108 Wikman C

5664 B MTWTh 8:55am-10:10am RAI 349 Nevins M

5668 C MTWTh 10:20am-11:35am RAI 349 Baxter L

5672 D MTWTh 11:45am-1pm RAI 349 Baxter L

5678 S MTWTh 5:30pm-6:50pm RAI 349 Wellman S

**MATH 075 Prof/Tech 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 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.

5692	B	MTWTh	8:55am-10:10am	RAI 349	Nevins M
5694	C	MTWTh	10:20am-11:35am	RAI 349	Baxter L
5696	D	MTWTh	11:45am-1pm	RAI 349	Baxter L
5698	S	MTWTh	5:30pm-6:50pm	RAI 349	Wellman S

**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: None. Lab fee: \$25.75.

WE	5700	A	TTh	1:30pm-2:45pm	RAI 351	Nevins M
WE	5702	B	TTh	2:45pm-4pm	RAI 351	Nevins M

**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.

	5710	A	MTWTh	8:55am-10:10am	BAK 109	Baxter L
	5714	B	MTWTh	10:20am-11:35am	WHI 365	Houston W
WE	5728	S	MTTh	5:10pm-6:50pm	BAK 209	Kingsley R

**MATH 081 Elementary Algebra I 5**

First half of sequence in beginning algebra. 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.

	5740	A	MTWTh	8:55am-10:10am	WHI 365	Houston W
WE	5742	B	MTWTh	10:20am-11:35am	RAI 300	Quarles C
	5744	C	MTWTh	11:45am-1pm	BAK 109	Jones C
	5748	S	MW	6pm-9pm	SHK 145	Kissler R

**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 MO (5754) is being taught at the Lake Tye Building at 14090 Fryelands Blvd SE in Monroe and is open to all students who meet the eligibility requirements.

\* Section MO (5754) is taught in a computer-mediated lab setting. Lab fee: \$41.

WE	5750	A	MTWTh	8:55am-10:10am	SHK 145	Cleveland H
	5752	B	MTWTh	10:20am-11:35am	BAK 102	McPherson G
MWE	5754	MO	MTWTh	8:45am-10:10am	TYE 303	Skrinnik O
	5758	S	TTh	6pm-8:45pm	SHK 145	Kissler R

**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 from a MATH 087 instructor.

	5762	B	MTWTh	8:55am-10:10am	RAI 349	Nevins M
	5764	C	MTWTh	10:20am-11:35am	RAI 349	Baxter L
	5766	D	MTWTh	11:45am-1pm	RAI 349	Baxter L
	5768	S	MTWTh	5:30pm-6:50pm	RAI 349	Wellman S

**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 from a MATH 088 instructor.

	5772	B	MTWTh	8:55am-10:10am	RAI 349	Nevins M
	5774	C	MTWTh	10:20am-11:35am	RAI 349	Baxter L
	5776	D	MTWTh	11:45am-1pm	RAI 349	Baxter L
	5778	S	MTWTh	5:30pm-6:50pm	RAI 349	Wellman S

**MATH 091 Elementary/Intermediate Algebra I 5**

First quarter of a seamless two-quarter sequence covering topics from beginning and intermediate algebra, for qualified students who have completed beginning algebra and need to review and extend their skills. PR: Completion of one year of beginning algebra or MATH 082 or equivalent with a C (2.0) or higher OR placement into MATH 090 or 091 via an assessment test score OR permission of a math instructor.

\* Section OL (5782) On-campus attendance required 6:30-8:30pm in BAK 209 for Orientation, June 21; Exam I, July 14; and Exam II, Aug 9.

	5780	A	MTWTh	10:20am-11:35am	BAK 209	Weiss-Green H
OL	5782	OL	Online		ARR	Weiss-Green H

**MATH 092 Elementary/Intermediate Algebra II 5**

Second quarter of a seamless two-quarter sequence covering topics from beginning and intermediate algebra, for qualified students who have completed beginning algebra and need to review and extend their skills. PR: Completion of MATH 091 with a C (2.0) or higher OR permission of a math instructor.

	5790	A	MTWTh	8:55am-10:10am	IND 115	Staff
	5798	S	TTh	4pm-6:50pm	RAI 300	Cahan A

**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.

	5802	B	MTWTh	8:55am-10:10am	RAI 349	Nevins M
	5804	C	MTWTh	10:20am-11:35am	RAI 349	Baxter L
	5806	D	MTWTh	11:45am-1pm	RAI 349	Baxter L
	5808	S	MTWTh	5:30pm-6:50pm	RAI 349	Wellman S

**MATH 098 Intermediate Algebra in Context 5**

Intermediate algebra with real data, modeling, decision-making. Linear, quadratic, exponential and power functions, logarithms, exponents, systems of equations. Meets prereqs for MATH 107, 138, 146. Not for math/science/engineering majors. PR: MATH 082, 088 or 090 with a grade of C or higher OR placement into MATH 098 via an assessment test score OR permission of a math instructor.

WE	5810	A	MTWTh	8:55am-10:10am	RAI 351	Quarles C
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**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 instructor.

\* **Section OL (5826) On-campus attendance required 5:30-7:30pm in RAI 300 for Orientation, June 20; Exam I, July 13; and Exam II, Aug 10.**

	5820	A	MTWTh	7:30am-8:45am	IND 115	Staff
	5822	B	MTWTh	10:20am-11:35am	IND 115	Staff
<b>OL</b>	5826	OL	Online		ARR	Killingstad C
<b>WE</b>	5828	S	TTh	7pm-9:45pm	BAK 209	Kingsley R

**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.

	5832	B	MTWTh	8:55am-10:10am	RAI 349	Nevins M
	5834	C	MTWTh	10:20am-11:35am	RAI 349	Baxter L
	5836	D	MTWTh	11:45am-1pm	RAI 349	Baxter L
	5838	S	MTWTh	5:30pm-6:50pm	RAI 349	Wellman S

**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.

\* **All sections are self-support, non-tuition classes. Class cost \$435. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.**

\* **Section OL (5846) On-campus attendance required 7-9pm in MON 202 for Orientation, June 22; Exam I, July 13; and Exam II, Aug 10.**

	5840	A	MTWTh	10:20am-11:35am	IND 108	Wikman C
<b>OL</b>	5846	OL	Online		ARR	Kingsley R

**MATH 120 Mathematics 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 A (5850) is a self-support, non-tuition class. Class cost \$435. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.**

	5850	A	MTWTh	10:20am-11:35am	BAK 109	Jones C
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**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.

\* **Section A (5854) is a self-support, non-tuition class. Class cost \$435. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.**

<b>WE</b>	5854	A	MTWTh	11:45am-1pm	SHK 232	Nguyen H
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**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.

\* **All sections are self-support, non-tuition classes. Class cost \$435. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.**

	5860	A	MTWTh	8:55am-10:10am	BAK 102	McPherson G
	5862	B	MTWTh	10:20am-11:35am	MON 120	Repanich D
<b>WE</b>	5868	S	TTh	7pm-9:45pm	RAI 300	Cahan A

**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: MATH& 141 or equivalent with a grade of C (2.0) or higher, or placement into MATH& 142 or higher via an assessment test score, or permission of a math instructor.

\* **Section A (5870) is a self-support, non-tuition class. Class cost \$435. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.**

<b>WE</b>	5870	A	MTWTh	7:30am-8:45am	SHK 145	Cleveland H
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**MATH& 144 Pre-Calculus I & II: Review 5**

One quarter refresher course for students intended to take calculus beginning with MATH& 151. Polynomial, rational, exponential, logarithmic and trigonometric functions with applications; conic sections; introduction to vectors. PR: One year of high school pre-calculus or college equivalent; or permission of a math instructor.

\* **Section A (5880) is a self-support, non-tuition class. Class cost \$435. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.**

	5880	A	MTWTh	8:55am-10:10am	BAK 109	Jones C
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**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 092 OR MATH 099 with a grade of C (2.0) or higher, or placement in to MATH& 146 or higher via an assessment test score, or permission of a math instructor.

\* **All sections are self-support, non-tuition classes. Class cost \$435. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.**

\* **Section OL (5894) On-campus attendance required 5:30-7:30pm in RAI 351 for Orientation, June 20; Exam I, July 12; and Exam II, Aug 10.**

<b>WE</b>	5890	A	MTWTh	8:55am-10:10am	RAI 300	Balachowski M
<b>WE</b>	5892	B	MTWTh	10:20am-11:35am	WHI 248	Anderson T
<b>OL</b>	5894	OL	Online		ARR	Balachowski M

**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 A (5900) is a self-support, non-tuition class. Class cost \$435. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.**

<b>WE</b>	5900	A	MTWTh	8:55am-10:10am	SHK 232	Nguyen H
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**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.

\* **Section A (5910) is a self-support, non-tuition class. Class cost \$435. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.**

**WE** 5910 A MTWTh 8:55am-10:10am WHI 248 Anderson T

**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 a math instructor.

\* **Section A (5920) is a self-support, non-tuition class. Class cost \$435. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.**

**WE** 5920 A MTWTh 8:55am-10:10am MON 120 Killingstad C

**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. Lab fee: \$87.

5950 A MTWTh 8:55am-10:10am BAK 209 Weiss-Green H

**MEDICAL CODING**

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. The program focuses on providing the training required for students to sit for a certification test with either AHIMA or AAPC.

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

Only Medical coding students should enroll in MC classes.

For more information about the courses, call toll-free 1-866-304-3822 or email [succes@everettcc.edu](mailto:succes@everettcc.edu).

For current course schedule information go online to [www.everettcc.edu](http://www.everettcc.edu), Majors and Programs, Medical Coding.

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 June 24 (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.

Technology fee may apply.

**MEDICAL TRANSCRIPTION**

The Medical Transcription certificate program is offered through the Health Sciences and Public Safety Division. 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 successful completion of the program.

Only Medical Transcription students should enroll in MT classes.

Pat Stettler, CMT, AHDI-F, MT Program Administrator, is available to talk to you via email on Wednesdays from 4-5:00 pm Pacific Time. Learn about the curriculum, time investment required, prerequisite skills needed, as well as career options once you successfully complete the program. Email Pat at [pstettler@everettcc.edu](mailto:pstettler@everettcc.edu) or for further information, please call 1.866.304.3822.

For curriculum guides and current course schedule information go to [www.everettcc.edu](http://www.everettcc.edu), Majors and Programs, Medical Transcription.

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 June 24 (100% refund less the cost of materials and texts if you are enrolling in the first quarter of the 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.

**MULTIMEDIA****MULTI 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. PR: ART 110, GRAPH 110, GRAPH 111, GRAPH 120 and PHOTO 110 or instructor permission.

\* **Self-support, non-tuition class. Class cost: \$174. Lab fee: \$31. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.**

6131 CA ARR Kammer G

**MULTI 299 Special Project/MultiMedia** **2**

PR: Advisor or faculty recommendation required. Graphic arts and multimedia web design students must also register for GRAPH 299 or MULTI 299, depending on major.

\* **Self-support, non-tuition class. Class cost: \$174. Lab fee: \$31. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.**

6134 CA ARR Kammer G

**MUSIC****MUSC 110D World Music** **5**

Classical and folk traditions of Asia, traditional practices of Africa and Native American and folk and regional styles of Europe and Latin America. History, evolution, and performance practices of music in non-Western cultures.

**DOL** 6152 OL Online Strunk M

## NURSING

All new students who are interested in the Nursing program should attend one of the information sessions. For dates and times of information sessions see page 6 or [www.everettcc.edu](http://www.everettcc.edu), Majors and Programs, Nursing.

### NURS 150 NCLEX Preparatory Course 2.5

Overview of the nursing knowledge base as applied to the NCLEX test plan. PR: Successful completion of six quarters of the Nursing Program. Five day intensive course. Class runs selected days TBA. No refund after class start date. Lab fee: \$275.65.

6500 A ARR ARR Brasfield K

### 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: \$227.10.

WE 6550 A Daily 8am-5pm IND 169 Brasfield K

## 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.

\* All sections are self-support, non-tuition classes. Class cost \$435. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.

OL 6640 OL1 Online ARR Gabrielsen K

OL 6642 OL2 Online ARR Gabrielsen K

OL 6644 OL3 Online ARR Gabrielsen K

## 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. 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.

\* Section A is a self-support, non-tuition class. Class cost \$435. Last day to drop with 100% refund is June 23. There is no 50% refund option. A technology fee may apply.

WE 6760 A TTh 8:55am-1pm WHI 238 Grupp S

## P E/HEALTH & WELLNESS

For additional courses in Recreation, Health and Wellness see the Corporate and Continuing Education section of this schedule.

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), Softball (W), Baseball (M).

### 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 TWTh 8:15am-9:35am FIT 231 Anderson B C

### PEHW 111 Kick Boxing Aerobics 1

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.

7154 A MW 9:50am-10:50am FIT 231 Gstohl C

### 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-1:05pm FIT 148 Gstohl C

### PEHW 126 Advanced Weight Training 3

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

7206 A MWTh 11am-1:05pm FIT 148 Gstohl C

### PEHW 128 Women on Weights 1

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 A TTh 9:50am-10:50am FIT 148 Gstohl C

## PHILOSOPHY

### 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.

OL 6950 OL Online Erickson M

### PHIL 118 Critical Thinking 5

Emphasis on analyzing, evaluating, and constructing thought in a clear logical fashion with application to other fields. A non-symbolic approach to logic and critical thinking.

OL 6954 OL Online VanQuickenborne M

## PHOTOGRAPHY

### 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.

WE 7020 A MTW 9am-11:30am WHI 262 Felsenthal E

WE 7022 B MTW 2pm-4:30pm WHI 262/261 Weller L

**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.

\* **Self-support, non-tuition class. Class cost: \$435. Lab fee: \$93. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.**

**WE** 7026 CA MTW 1pm-3:30pm WHI 264/261 Felsenthal E

**PHOTO 195 Foundation Portfolio Review 2**

Portfolio review of student work from core curricula courses. Student works individually with an assigned program instructor in evaluating their submitted portfolio to determine their readiness for advanced level courses leading to an AFA degree. PR: ART 110, GRAPH 110, PHOTO 110, PHOTO 111 and PHOTO 230 or instructor permission.

\* **Self-support, non-tuition class. Class cost: \$174. Lab fee: \$31. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.**

7041 CA ARR Felsenthal/Weller

**PHYSICS**

**PHYS& 121 General Physics I 5**

Study of motion, force, and energy. PR: ENGL 098 with a grade of C or higher, MATH& 142 or MATH& 144 or equivalent, or concurrent enrollment in MATH& 142. Lab fee: \$29.50.

\* **Section A (7460) is a self-support, non-tuition class. Class fee: \$435. Last day for 100% refund is June 23. There is no 50% refund. A technology fee may apply.**

**WE** 7460 A TWTh 8:55am-11:20am WHI 250 Gutierrez K

**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?

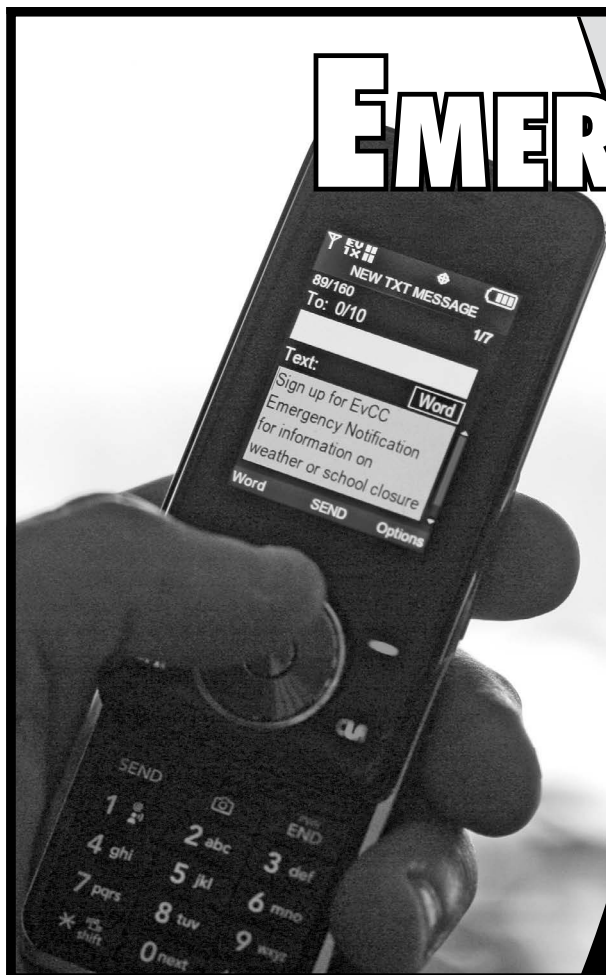
**OL** 7540 OL Online Horn S

**POLS& 202 American Government 5**

Introductory analysis of the process by which policy is made at the national level in the United States.

**OL** 7550 OL Online Horn S

# EMERGENCY ALERT



Get EvCC Emergency Info & Announcements at:

- **EvCC Website:** [www.everettcc.edu](http://www.everettcc.edu)
- **Text Message:** Sign up at [www.everettcc.edu/emergency](http://www.everettcc.edu/emergency)
- **Phone:** Message at 425-388-9100
- **News:** [www.schoolreport.org](http://www.schoolreport.org)

**No message means EvCC is open regular business hours.**

Every effort will be made to post closure information by 6 a.m. for day classes and 4 p.m. for evening classes.

**More info: [www.everettcc.edu/emergency](http://www.everettcc.edu/emergency)**



## 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. PR: Completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101 or instructor permission.

\* Section OL1 (7620) and Section OL2 (7622) are self-support, non-tuition classes. Class cost: \$435. Last day to drop with 100% refund is June 23. No 50% refund option. A technology fee may apply.

OL	7620	OL1	Online			Hamaoui K
OL	7622	OL2	Online			Brown D
H	7624	HY1	MTWTh	7:30am-8:30am	GWH 374	Smith D B
H	7626	HY2	MTWTh	8:55am-9:55am	GWH 374	Smith D B
H	7628	HY3	M	6pm-9pm	GWH 382	Brown D

### PSYC& 200 Lifespan Psychology 5

Analysis of psychological and physiological development of the lifespan with emphasis on understanding physical, social, emotional and cognitive processes. PR: Completion of 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 OL (7658) is a self-support, non-tuition class. Class cost: \$435. Last day to drop with 100% refund is June 23. No 50% refund option. A technology fee may apply.

OL	7658	OL	Online			Hamaoui K
H	7660	HY	TTh	6:30pm-8:30pm	GWH 382	Hamaoui K

### PSYC& 220 Abnormal Psychology 5

Description, development and dynamics of behavior disorders and personality as related to contemporary conditions of life. PR: Completion of 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.

OL	7664	OL	Online			Smith D B
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## SOCIOLOGY

### SOC& 101 Introduction to Sociology 5

Study of society; survey of cultural and social systems and their relationship to the lives of individuals. PR: Completion of ENGL 098 with a grade of C or higher or eligibility for ENGL& 101 or instructor permission.

\* Section OL2 (7878) is a self-support, non-tuition class. Class cost: \$435. Last day to drop with 100% refund is June 23. No 50% refund option. A technology fee may apply.

OL	7872	OL1	Online			Farb B
OL	7878	OL2	Online			Farb B
H	7882	HY	T	6pm-9pm	GWH 280	Keeton J

## SPANISH

See the World Languages section of this schedule.

## WELDING

### WELD 150 Blueprint Reading/Industry 5

Overview of engineering drawing symbols used on blueprints and techniques used in their interpretation. Course is heavily inclined toward machine and fabrication trades rather than construction. PR: Basic arithmetic skills or concurrent enrollment in MATH 30 and instructor permission.

	8402	C	TWTh	4pm-5:45pm	MON 101	Bailey C
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### 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. PR: Instructor permission.

\*Due to the holiday, classes scheduled for Monday, July 4, will be held on Friday, July 8.

	8420	A	MW	8:30am-10:05am	MON 101	Hile D
	8423	S	MW	4pm-5:35pm	MON 101	Staff/Minzel

### WELD 190 Oxyacetylene 5

Principles and techniques of oxyacetylene welding, brazing, and flame cutting to develop entry-level skills required by industry. PR: Good eyesight and good hand/eye coordination with both hands and instructor permission.

\*Due to the holiday, classes scheduled for Monday, July 4, will be held on Friday, July 8. Lab fee: \$62.95.

	8425	A	MTWTh	7:30am-10:05am	MON 110	Hile/Minzel
	8426	B	MTWTh	10:15am-12:50pm	MON 110	Hile D
	8427	C	MTWTh	1pm-3:35pm	MON 110	Staff/Minzel
	8428	S	MW	6pm-11:45pm	MON 110	Hill/Minzel
	8429	T	TTh	6pm-11:45pm	MON 110	White/Minzel

### WELD 191 Basic Arc 5

Principles and techniques of basic manual shielded metal arc welding as required to demonstrate skills necessary to make fillet welds acceptable to industry standards in all positions. PR: Good eyesight and good hand/eye coordination with both hands and instructor permission.

\*Due to the holiday, classes scheduled for Monday, July 4, will be held on Friday, July 8. Lab fee: \$62.95.

	8435	A	MTWTh	7:30am-10:05am	MON 110	Hile/Minzel
	8436	B	MTWTh	10:15am-12:50pm	MON 110	Hile D
	8437	C	MTWTh	1pm-3:35pm	MON 110	Staff/Minzel
	8438	S	MW	6pm-11:45pm	MON 110	Hill/Minzel
	8439	T	TTh	6pm-11:45pm	MON 110	White/Minzel

### WELD 192 Advanced Arc 5

Continuation of WELD 191. Development of welding skills to level required for code standards and certification. PR: WELD 191 with grade of C or higher, or S grade and instructor permission.

\*Due to the holiday, classes scheduled for Monday, July 4, will be held on Friday, July 8. Lab fee: \$62.95.

	8445	A	MTWTh	7:30am-10:05am	MON 110	Hile/Minzel
	8446	B	MTWTh	10:15am-12:50pm	MON 110	Hile
	8447	C	MTWTh	1pm-3:35pm	MON 110	Staff/Minzel
	8448	S	MW	6pm-11:45pm	MON 110	Hill/Minzel
	8449	T	TTh	6pm-11:45pm	MON 110	White/Minzel

### WELD 193 Basic Pipe 5

Principles and techniques of pipe welding using manual metal arc process, materials, joint preparation, filler metal selection, and acceptable shop practices. PR: Certification and instructor permission.

\*Due to the holiday, classes scheduled for Monday, July 4, will be held on Friday, July 8. Lab fee: \$62.95.

	8455	A	MTWTh	7:30am-10:05am	MON 110	Hile/Minzel
	8456	B	MTWTh	10:15am-12:50pm	MON 110	Hile D
	8457	C	MTWTh	1pm-3:35pm	MON 110	Staff/Minzel
	8458	S	MW	6pm-11:45pm	MON 110	Hill/Minzel
	8459	T	TTh	6pm-11:45pm	MON 110	White/Minzel

**WELD 194 Gas Tungsten Arc Welding 5**

Fundamentals and techniques used in gas tungsten arc welding process needed to weld steel, stainless steel, and aluminum materials in all positions. PR: WELD 190 and instructor permission.

**\*Due to the holiday, classes scheduled for Monday, July 4, will be held on Friday, July 8. Lab fee: \$62.95.**

8465	A	MTWTh	7:30am-10:05am	MON 110	Hile/Minzel
8466	B	MTWTh	10:15am-12:50pm	MON 110	Hile D
8467	C	MTWTh	1pm-3:35pm	MON 110	Staff/Minzel
8468	S	MW	6pm-11:45pm	MON 110	Hil/Minzel
8469	T	TTh	6pm-11:45pm	MON 110	White/Minzel

**WELD 195 Gas Metal Arc/Flux Weld 5**

Principals and techniques of Gas Metal Arc and Flux Core Arc Welding processes on mild steel, stainless steel and aluminum. PR: Instructor permission.

**\*Due to the holiday, classes scheduled for Monday, July 4, will be held on Friday, July 8. Lab fee: \$62.95.**

8475	A	MTWTh	7:30am-10:05am	MON 110	Hile/Minzel
8476	B	MTWTh	10:15am-12:50pm	MON 110	Hile D
8477	C	MTWTh	1pm-3:35pm	MON 110	Staff/Minzel
8478	S	MW	6pm-11:45pm	MON 110	Hil/Minzel
8479	T	TTh	6pm-11:45pm	MON 110	White/Minzel

**WELD 196 Flux Core Arc Welding 5**

Principles and techniques of Flux-cored Arc Welding (FCAW). Development of the skills required for American Welding Society (AWS) D1. 1 and/or Washington Association of Building Officials (WAB) 27-13 S standard qualification tests. PR: Instructor permission.

**\* Due to the holiday, classes scheduled for Monday, July 4, will be held on Friday, July 8. Lab fee: \$62.95.**

8485	A	MTWTh	7:30am-10:05am	MON 110	Hile/Minzel
8486	B	MTWTh	10:15am-12:50pm	MON 110	Hile D
8487	C	MTWTh	1pm-3:35pm	MON 110	Staff/Minzel
8488	S	MW	6pm-11:45pm	MON 110	Hil/Minzel
8489	T	TTh	6pm-11:45pm	MON 110	White/Minzel

**WELD 210 Heavy Plate Fabrication 5**

Introduces the development of complex structures, fitting processes and procedures of heavy plate fabrication. Uses standard lay-out techniques and set up and operation of press brake. PR: Instructor permission. Lab fee: \$62.95.

**\* Due to the holiday, classes scheduled for Monday, July 4, will be held on Friday, July 8.**

8496	B	MTWTh	7:30am-10:05am	MON 110	Staff
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**WELD 212 Pipefitting & Pipe Fab 5**

Presents basic pipefitting. Students will fabricate various pipe systems and manifolds working from blueprints. PR: Instructor permission. Lab fee: \$62.95.

**\* Due to the holiday, classes scheduled for Monday, July 4, will be held on Friday, July 8.**

8505	S	MW	6pm-11:45pm	MON 110	White R L
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**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. PR: Instructor permission. Lab fee: \$27.70.

**\* Due to the holiday, classes scheduled for Monday, July 4, will be held on Friday, July 8.**

8538	S	MW	3:45pm-5:50pm	MON 110	Barton B
8539	T	TTh	3:45pm-5:50pm	MON 110	Barton B

**WELD 285 Computerized Torch Cutting 5**

Programming and use of the computerized cutting system using AutoCad. PR: Instructor permission. Lab fee: \$62.95.

8549	T	TTh	6pm-11:45pm	IND 124	Staff
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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. PR: Instructor permission.

8550	A	ARR			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. Self support non-tuition class, class fee: \$419. Payment is due at time of registration. Last day to register is June 14. Last day for 100% refund is June 24. There is no 50% refund option.

**\* Both sections below are self-support, non-tuition classes. Class cost: \$449; plus a technology fee may apply. Payment is due at time of registration. Last day to register is June 14. Last day for 100% refund is June 23. There is no 50% refund option.**

9478	CE1	TTh	11:45am-2:45pm	GWH 150	Bontrager L/ LeFors P
9484	CE2	TTh	5:30pm-8:30pm	GWH 150	Bontrager L/ LeFors P

**INTENSIVE SUMMER JAPANESE****JAPN& 121 Japanese I 5**

Beginning sequence of courses to practice functional elements of Japanese pronunciation, grammar, vocabulary, and sentence patterns in the context of practical conversational Japanese with correct understanding of cultural and social background.

**\* Self support non-tuition class; class cost: \$461.50; which includes web enhanced fee. A technology fee may apply. Payment is due at time of registration. Last day to register is June 14. Last day for 100% refund is June 22. There is no 50% refund option.**

**\* Class meets June 20-July 14.**

9472	CE	Daily	9am-12:30pm	GWH 264	Nair M
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**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. Self support non-tuition class; class cost: \$419. Payment is due at time of registration. Last day to register is July 14. Last day for 100% refund is July 20. There is no 50% refund option. Class meets July 18-August 11.

\* **Self support non-tuition class; class cost: \$461.50; which includes web enhanced fee. A technology and recreation center fee may apply. Payment is due at time of registration. Last day to register is July 14. Last day for 100% refund is July 20. There is no 50% refund option.**

\* **Class meets July 18-August 11.**

9473 CE Daily 9am-12:30pm GWH 264 Nair M

**SPANISH****SPAN 101A Elementary Spanish I-Part A****3**

SPAN 101 is equivalent to the first half of SPAN& 121. Slower-paced study of functional elements of Spanish pronunciation and grammar in the context of practical conversational Spanish.

\* **Class meets for six weeks from June 20 through July 27. 100% refund deadline is June 21 by 4:30 pm.**

**WE** 7994 S MW 5:30pm-8pm GWH 266 Martin V

**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. Students with one year or more of high school study should take a placement test.

\* **Class meets for 11 days from June 20 through July 7. 100% refund deadline is June 20 by 4:30 pm.**

**WE** 8000 A MTWTh 9am-12:55pm GWH 266 Martin V

**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. PR: SPAN& 121, Spanish placement test or instructor permission.

\* **Class meets for 10 days from July 11 through July 26. 100% refund deadline is July 11 by 4:30 pm.**

**WE** 8008 A MTWTh 9am-1:15pm 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. PR: SPAN& 122, Spanish placement test or instructor permission.

\* **Class meets for 10 days from July 27 through August 11. 100% refund deadline is July 27 by 4:30 pm.**

**WE** 8010 A MTWTh 9am-1:15pm GWH 266 Gibson D



# Child Care on Campus

- 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)



[www.everettcc.edu/elc](http://www.everettcc.edu/elc)  
**425-388-9121**

## QUICK WEB REFERENCE

Admissions Info and Application Process  
Advising  
Bookstore  
Catalog  
Credit Card Payment  
Curriculum Guides  
Deadlines  
East County/Monroe  
eLearning  
Enrollment Services Forms  
External Credit/Transfer Credit Policies

[www.everettcc.edu/admissions](http://www.everettcc.edu/admissions)  
[www.everettcc.edu/advising](http://www.everettcc.edu/advising)  
[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/eastcounty](http://www.everettcc.edu/eastcounty)  
[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)

Financial Aid  
Learning Communities  
Parents  
Registration opening page  
Running Start  
Student Kiosk  
Teens in College  
Testing  
Tuition  
University Transfer Information Center  
Veterans' Office

[www.everettcc.edu/sfs](http://www.everettcc.edu/sfs)  
[www.everettcc.edu/lc](http://www.everettcc.edu/lc)  
[www.everettcc.edu/parents](http://www.everettcc.edu/parents)  
[www.everettcc.edu/register](http://www.everettcc.edu/register)  
[www.everettcc.edu/runningstart](http://www.everettcc.edu/runningstart)  
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[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)



# Corporate & Continuing Education Center

Expect  
Excellence

Summer 2011

**Advance Your Career**  
High Performance  
Management  
Certificate Program  
pg. 47



**EVERETT**  
COMMUNITY COLLEGE  
[www.everettcc.edu/ccec](http://www.everettcc.edu/ccec)

# 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; 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 & 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 & 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 & 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/ccec](http://www.everettcc.edu/ccec)  
Phone: 425-267-0150  
Mail: Everett Community College,  
Corporate & Continuing Education Center,  
2333 Seaway Blvd., Everett, WA 98203  
Fax: 425-259-8299  
Walk in: Corporate & Continuing Education Center,  
2333 Seaway Blvd., Everett, WA 98203

## AEROSPACE & MANUFACTURING

Blueprint Reading courses are also available. Please contact [learn@everettcc.edu](mailto:learn@everettcc.edu) or call 425-267-0150 for information. For additional offerings in the Aerospace and Manufacturing industry see the following sections:

Project Management ..... pg. 48, 50  
CATIA V5 ..... pg. 53

## WABO WELDING CERTIFICATION TESTING

Washington Association of Building Officials (WABO) Testing is available to welding program students and to the general public every Friday by appointment. You must schedule an appointment by calling 425-388-9096.

## A&P TEST PREPARATION PROGRAM

Prepare to test for your Airframe and Powerplant license at EvCC's Aviation Maintenance Technology School at Paine Field. This 2-4 week customizable program is open to those experienced in the field who need to prepare for a certification exam. Learn more at [www.everettcc.edu/ccec/apprep](http://www.everettcc.edu/ccec/apprep) or 425-267-0150. Sign up today for the September offering.

## BASIC ELECTRONICS AND TROUBLESHOOTING (7.2 CEUs)

This is a focused, intensive training for the specific skills and knowledge needed for troubleshooting electronic systems. Students will learn the fundamentals of electronic components, circuits and testing. Emphasis will be on component and circuit operations, analysis and documentation. Areas of study include: fundamentals of electricity, electronic configuration, passive and active components, analysis of passive circuits, frequency and time measurements, hands-on training with D.C. Power supplies, DMM, function generator and oscilloscope. The course includes hands-on labs. The course is divided into two modules. The first module provides the student with a fundamental knowledge of electronic components, circuits and testing. The second module covers techniques for analyzing and repairing failures in electronic equipment and systems. Topics include safety, signal tracing and troubleshooting methodology. Upon course completion, students will be able to identify, inspect, analyze and troubleshoot electrical and electronic circuits and components logically, and identify, perform and document necessary repairs. Class does not meet on Sept. 5. (Kathleen Kuhn)

Aug. 8 – Oct. 10	9 Mondays & 9 Wednesdays	9am-1pm
9152-B121	CCEC 105	Fee \$1200
Aug. 8 – Oct. 31	12 Mondays & 12 Wednesdays	3pm-6pm
9153-B121	CCEC 105	Fee \$1200

## IPC-A-610E CIS CERTIFICATION (2.1 CEUs)

Internationally-recognized certification to inspect completed printed circuit board assemblies. This course is officially recognized by the Department of Defense and is often used as a prerequisite when hiring for positions in electronics manufacturing. Determine what is an acceptable or defect condition on a printed circuit board as described in the IPC-A-610E manual. Tin lead and leadfree assembly processes, Plated Through Hole (PTH) and Surface Mount (SMT) Assemblies, and class 1, 2 & 3 levels of manufacturing. IPC Certification granted upon successful completion of the first three days of training. Certification valid for two years. Class offered in partnership with Soldering.Biz. One copy of an IPC-A-610E Manual included (\$110 value).

Aug. 8 – Aug. 10	1 Mon., 1 Tues., & 1 Wed.	8am-4:30pm
9147-B121	CCEC 102	Fee \$485

## LEAD FREE 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 granted upon successful completion of all modules. All modules include comprehensive testing and grading of workmanship skills. A soldering kit will be completed in class. Class offered in partnership with Soldering Biz.

Aug. 9 – Aug. 18  
9146-B121

2 Tuesdays & 2 Thursdays  
CCEC 102

5pm-9pm  
Fee \$295

## 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 and hand-held calculator. (Pat Coughlin)

July 9  
8980-B121

1 Saturday  
CCEC 106

9am-4pm  
Fee \$159

#### 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 (Robert A. Cook, *The McGraw-Hill 36-Hour Course in Finance For Non-Financial Managers*, ISBN – 10:0071425462). (Angela Ashby, CPA)

June 29 – July 27  
8985-B121

5 Wednesdays  
CCEC 108

6pm-9pm  
Fee \$295

### SMALL BUSINESS ACCELERATOR

Join us for a free information session to learn about the Small Business Accelerator programs.

Email us at [accelerator@everettcc.edu](mailto:accelerator@everettcc.edu) or call 425-267-0150 to sign up for the next free information session.

- Wednesday, June 1 from 6pm - 7pm at the Corporate & Continuing Education Center (CCEC)
- Wednesday, June 8 from 4pm - 5pm in Monroe (TYE)
- Wednesday, June 15 from 6pm - 7pm at the Corporate & Continuing Education Center (CCEC)

### SMALL BUSINESS ACCELERATOR--Signature program

The Small Business Accelerator equips established business owners with knowledge, tools, and expert guidance necessary to significantly increase their profits. Participants apply the latest strategies to:

- Grow and improve their business
- Increase market share and customer loyalty
- Maximize their return on investment of time and money
- Design their business to grow faster while working less

This 10-month program includes 50 hours of classroom instruction, one-on-one expert business coaching, and networking with experienced business owners. Accelerator participants vary, but typically have at least five years of business experience and generate more than \$500,000 in sales. The 2011 Small Business Accelerator begins this September and is limited to just 20 participants. Secure your spot now. Learn more at [www.everettcc.edu/accelerator](http://www.everettcc.edu/accelerator).

### SMALL BUSINESS ACCELERATOR--Foundations program

Take key steps to prepare yourself and your business for accelerated growth and profitability. This practical program includes classroom learning, networking with other experienced entrepreneurs, and a one-on-one business strategy session with an expert business coach. In classes, you will learn the latest strategies in business planning, sales and marketing, employee management, and financial management—and how each directly relates to making your business grow and thrive. In a one-on-one session with an experienced business coach, you will develop an individualized assessment of your current business that includes your businesses' growth potential and specific steps and tools required for your particular business to substantially grow profits. **Who should attend?** This program is a suggested precursor to the Small Business Accelerator—Signature program. Foundations participants vary, but typically have a minimum one year experience running their business, generate less than \$500,000 in sales, and have three or more employees. Learn more at [www.everettcc.edu/AcceleratorFoundations](http://www.everettcc.edu/AcceleratorFoundations). Program meets at EvCC's East county Campus.

The Small Business Accelerator--Foundations program includes:

- Strategic Planning and Assessment Tool-kit Session
- Marketing and Sales Foundations Course
- Employee Management Foundations Course
- Financial Management Foundations
- One-on-one Individualized Business Assessment Session with an Expert Business Coach

June 22 – Aug. 24  
8989-B121

10 Wednesdays  
TYE 301

6pm-9pm  
Fee \$725

### SMALL BUSINESS COURSES

#### MARKETING & SALES FOUNDATIONS



Learn practical steps and tools to create an action marketing plan and sales process to grow your business. Maximize your marketing budget and staffing resources by clearly defining your customers, fulfilling their needs, and knowing where you fit in the competitive landscape. Employ the latest in web analytics, social media, and other cost-effective techniques to generate more business leads. Then close on those leads with a systematic sales process proven to increase sales. (Andrew Ballard)

June 29 – July 13  
8986-B121

3 Wednesdays  
TYE 301

6pm-9pm  
Fee \$175

#### FINANCIAL MANAGEMENT FOUNDATIONS



Running a business without financial and operating information is like trying to drive a car with a cover over its windshield. Learn how to read and analyze financial statements to effectively manage your business and drive profitability, including how to:

- Assess your businesses' financial health
- Identify key profit drivers for your specific business
- Manage cash flow to sustain growth
- Create an accurate financial forecast
- Find the current valuation of your business

July 20 – Aug. 3  
8987-B121

3 Wednesdays  
TYE 301

6pm-9pm  
Fee \$175

## EMPLOYEE MANAGEMENT FOUNDATIONS



Acquire practical employee management knowledge, tools, and strategies essential to manage your business, build a strong foundation for company growth, and successfully navigate employment laws and risks. Emphasis is on proven practices you can apply to your business structure to optimize employee performance and maximize company profitability. (Suzan Sturholm)

Aug. 10 — Aug. 24 3 Wednesdays 6pm-9pm  
8988-B121 TYE 301 Fee \$175

## 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)

Aug. 11 1 Thursday 6pm-9pm  
9097-B121 CCEC 103 Fee \$65

## CREATE A WEBSITE FOR FUN, PROFIT, AND BUSINESS! (.5 CEUs)

No programming required! Discover easy-to-use design tools that can build your personal or business website in 60 minutes. Then get traffic immediately using pay-per-click ads on Google, MSN, Yahoo! and Facebook. Course covers how to get ranked by the three major search engines (SEO), plus the dos and don'ts, tips and traps of website design. Also discover Internet market research tools to determine what to sell, what to avoid, and how to create a money generating affiliate website with no products required. Optional workbooks available for purchase during class. Taught by a multi award-winning instructor and published author from Seattle. (Kevin Boyd)

July 16 1 Saturday 9am-3pm  
9103-B121 CCEC 106 Fee \$99

## 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 and hand-held calculator. (Pat Coughlin)

July 9 1 Saturday 9am-4pm  
8980-B121 CCEC 106 Fee \$159

## QUICKBOOKS 2010 (1.2 CEUs)

QuickBooks is designed to help improve your business productivity by saving you time and money. Learn to manage customers and vendors 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. This course is designed for small business owners, bookkeepers, accountants, and others needing to learn how to use QuickBooks to manage their business efficiently. Textbook/desk reference included (\$55 value). Prerequisites: Basic MS Windows knowledge. Bookkeeping Basics class is not required but highly recommended. This course qualifies for 12 CPE credits recognized by the Washington State Board of Accountancy. (Dan Cote)

July 11 — July 20 2 Mondays & 2 Wednesdays 6pm-9pm  
8963-B121 CCEC 205 Fee \$295

## COMMUNICATION & CUSTOMER SERVICE

### 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. (Margaret Mullin, PMP, CSM)

July 28 1 Thursday 6pm-9pm  
8996-B121 CCEC 106 Fee \$149

## NEXT LEVEL LEADERSHIP INSTITUTE

### NEXT LEVEL SUCCESS SKILLS (3.2 CEUs)

Learn to embrace workplace challenges using positive problem-solving skills, enhanced interpersonal communication, and develop a personalized action plan for professional success that also supports your organization's mission. Learn best practices to manage stress, improve confidence, deal with interpersonal conflict, contribute to team culture, and communicate and collaborate with others to better achieve common goals. (Pamela Ziemann)

**Who Should Attend?** For anyone who wants to increase workplace effectiveness.

July 8 — July 29 4 Fridays 8am-5pm  
9001-B121 CCEC 104 Fee \$850

### NEXT LEVEL EXECUTIVE PRESENTATIONS (1.6 CEUs)

Get expert coaching and polish your presentation skills. 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)

**Who Should Attend?** For managers and executives, and those who present to them.

June 22 — July 13 4 Wednesdays 5:30pm-9:30pm  
9068-B121 CCEC 103 Fee \$395

### NEXT LEVEL SUPERVISOR TRAINING (1.4 CEUs)

In this two-day training, learn practical skills, techniques, and best practices a supervisor need to successfully manage and lead employees. (Lynne Lazaroff)

Topics:

- Qualities of successful leaders
- Active listening
- Motivating employees
- Mistakes that feed negative behaviors
- Delegating work
- Performance feedback
- Building effective teams
- Goal-setting
- Dealing with challenging behaviors
- Communication styles

**Who Should Attend?** For new and practicing supervisors.

June 17 — June 24 2 Fridays 8am-4pm  
9050-B121 CCEC 102 Fee \$295

### NEXT LEVEL LEADERSHIP (2.4 CEUs)

Gain modern leadership skills and knowledge to take yourself and your team to the next level of performance. 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. (Lynne Lazaroff)

**Who Should Attend?** For managers, current leaders and those with leadership potential.

July 26 — Aug. 30 6 Tuesdays 5:30pm-9:30pm  
9067-B121 CCEC 204 Fee \$725

### 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 other? Explore and practice strategies to get people to listen and follow your direction with real conversations that depersonalize problems and reduce conflict. (Lynne Lazaroff)

June 28 — June 30 1 Tuesday & 1 Thursday 6pm-9pm  
9065-B121 CCEC 104 Fee \$129



# CERTIFICATE PROGRAMS & CERTIFICATIONS

## HUMAN RESOURCES MANAGEMENT

The Human Resources Management Certificate Program equips you with skills and knowledge that can be applied directly to the workplace. Classes are taught by practicing HR professionals.

### HUMAN RESOURCES MANAGEMENT CERTIFICATE PROGRAM INFORMATION SESSION

Learn about Everett Community College's Human Resources Management Certificate Program. We'll discuss getting started, the program requirements (core and elective classes), and career opportunities. Registration required.

May 31	1 Tuesday	6pm-7:30pm
9089-B014	CCEC 108	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. Required 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 or 13th edition ISBN: 978-0538453158). (Claudia Malone, SPHR)

June 7 – June 21	3 Tuesdays	6pm-9pm
9078-B121	CCEC 108	Fee \$155

### TALENT MANAGEMENT: Finding and keeping the best (1.2 CEUs)

Finding and keeping talented employees is a key to the success of any organization. Learn the steps in recruitment; the legal environment related to recruiting and retention; how to develop behavioral interview questions to select employees that fit your organization; and creative strategies to hold on to your best talent. Prerequisite: Human Resources Essentials. (Lynn Robbins, SPHR)

July 5 – July 26	4 Tuesdays	6pm-9pm
9080-B121	CCEC 108	Fee \$195

### WORKING WITH ORGANIZED EMPLOYEES (.6 CEUs)

Working within an organized environment requires unique skills and knowledge. Learn how and why employees unionize; the legal code governing unions (and the unionization process); steps in union certification; the collective bargaining process; grievance resolution; and how to work effectively with employees to develop and sustain positive working relationships based on trust. This course is an elective in the Human Resources certificate program. Prerequisite: Human Resources Essentials. (Claudia Malone, SPHR)

July 7 – July 14	2 Thursdays	6pm-9pm
9085-B121	CCEC 104	Fee \$125

### EMPLOYEE TRAINING AND DEVELOPMENT (.6 CEUs)

Most HR professionals will be involved at some level in employee training and development. Learn about the theory of adult learning; how training and development differ; conducting a needs analysis to determine training needs; developing training and/or managing external training vendors; and evaluating training effectiveness. This highly interactive class will include exercises that students can take back and use immediately within their organizations.

Prerequisite: HR Essentials. (Lynn Robbins, SPHR)

July 21 – July 28	2 Thursdays	6pm-9pm
9086-B121	CCEC 103	Fee \$125

### TOTAL REWARDS (1.2 CEUs)

Employee compensation and benefits often represent an organization's greatest expense. Learn to efficiently manage total rewards; design a basic pay system; and leverage a range of possible benefits, including many low or no-cost options. Class also covers laws governing compensation and benefits. (Claudia Malone, SPHR)

Aug. 2 – Aug. 23	4 Tuesdays	6pm-9pm
9082-B121	CCEC 104	Fee \$195

### BUSINESS BASICS FOR HR (.6 CEUs)

Learn to communicate more effectively with senior leaders by increasing your understanding of the bottom line. Topics include accounting basics; financial statement analysis; financial ratios; overview of different types of corporations (e.g., publicly held vs. privately held); fundamental business concepts such as contracts; and hints on how to learn more about your particular industry. Pre-approved for HRCI® Strategic Recertification credit. (Claudia Malone, SPHR)

Aug. 4 – Aug. 11	2 Thursdays	6pm-9pm
9088-B121	CCEC 104	Fee \$125

**Learn how to earn a  
Human Resources Certificate at  
[www.everettcc.edu/HrCert](http://www.everettcc.edu/HrCert)**

## HIGH PERFORMANCE MANAGEMENT CERTIFICATE PROGRAM

### HIGH PERFORMANCE MANAGEMENT CERTIFICATE PROGRAM INFORMATION SESSION

Learn how to improve your people, processes, and profits with a professional certificate designed for those who want to learn to lead others with confidence and purpose, identify and advance quality improvement opportunities to improve your organization's bottom line, and acquire practical financial knowledge and skills for a business environment. We'll discuss getting started, what you will learn and the program requirements (core and elective classes). Registration required. (Adina Suciu)

May 11	1 Wednesday	6pm-7:30pm
9055-B014	CCEC 108	FREE

June 1	1 Wednesday	6pm-7:30pm
9060-B014	CCEC 108	FREE

### HIGH PERFORMANCE MANAGEMENT ESSENTIALS (1.5 CEUs)

Learn how to manage in today's competitive global environment. From problem definition to developing a plan of action, explore best practice approaches to decision making, time management, project success, managing risk and opportunity, competitive advantage, team management, compliance, diversity—and fitting it all together to achieve organizational goals. Prerequisites: Next Level Supervisor Training and Employment Law or equivalent experience or education. Required text: *The Certified Manager of Quality/Organizational Excellence Handbook*, third edition, ISBN 978-0-87389-678-8. Books can be ordered through American Society for Quality [www.asq.org](http://www.asq.org) or call 800-248-1946. (Adina Suciu)

June 23 – July 21	5 Thursdays	6pm-9pm
9056-B121	CCEC 106	Fee \$295

### INTRODUCTION TO PERFORMANCE EXCELLENCE (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: Basic proficiency with MS Word and Excel recommended. (Adina Suciu)

July 18 – Aug. 1	3 Mon. & 2 Wed.	6pm-9pm
9030-B121	CCEC 103	Fee \$295

### NEXT LEVEL LEADERSHIP (2.4 CEUs)

Gain modern leadership skills and knowledge to take yourself and your team to the next level of performance. 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. (Lynne Lazaroff)

**Who Should Attend?** For managers, current leaders and those with leadership potential.

July 26 – Aug. 30	6 Tuesdays	5:30pm-9:30pm
9067-B121	CCEC 204	Fee \$725

## 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. *I Speak Your Language* text and questionnaire included. (Margaret Mullin, PMP, CSM)

July 28 – Aug. 25 5 Thursdays 6pm-9pm  
9027-B121 CCEC 106 Fee \$310

## 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.

June 9 1 Thursday 6pm-7pm  
9036-B014 CCEC 104 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. Required text: *The Guide to Project Management Body of Knowledge (PMBOK®)*, 4th ed., Publisher: Project Management Institute, ISBN: 978-1- 933890-51-7 and Eric Verzuh, *The Fast Forward MBA in Project Management*, 3rd ed., Publisher: Wiley, ISBN: 978-0-470-24789-1. (#9035 Frederick Black, PMP, EVP; #9024 Margaret Mullin, PMP, CSM)

June 20 – July 25 5 Mondays 6pm-9pm  
9035-B121 TYE 301 Fee \$295

June 21 – July 19 5 Tuesdays 6pm-9pm  
9024-B121 CCE 106 Fee \$295

### PROJECT PLANNING AND SCHEDULING TECHNIQUES (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. Prerequisite: Project Management Essentials. (Staff)

Aug. 1 – Aug. 29 5 Mondays 6pm-9pm  
9025-B121 CCEC 106 Fee \$295

### PROJECT EXECUTION AND CONTROL (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. Prerequisites: Project Planning and Scheduling Techniques. Class does not meet on July 4. (Staff)

June 20 – July 25 5 Mondays 6pm-9pm  
9026-B121 CCEC 106 Fee \$295

**Learn how to earn a  
Project Management Certificate  
at [www.everettcc.edu/PmCert](http://www.everettcc.edu/PmCert)**

## PROJECT RISK MANAGEMENT ESSENTIALS (.9 CEUs)

All projects involve risk. Learning and understanding basic Project Risk Management can lessen risk exposure, reduce costs and improve project outcomes. Aligned with the PMBOK, this course gives students an in-depth look at the process of identifying and applying risk management principles and techniques to projects. This basic Project Risk Management course provides knowledge and hands-on experience to identify, measure and respond to risks in project development and implementation. Students will learn to quantify risks and create risk response strategies to deliver projects that meet stakeholder expectations. Emphasis is placed upon techniques that are widely applicable in project management environments. Prerequisite: Project Management Essentials. (Margaret Mullin, PMP, CSM)

Aug. 9 – Aug. 23 3 Tuesdays 6pm-9pm  
9039-B121 CCEC 106 Fee \$175

## 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. Prerequisite: Project Management Essentials or concurrent enrollment. *I Speak Your Language* text and questionnaire included. (Margaret Mullin, PMP, CSM)

July 28 – Aug. 25 5 Thursdays 6pm-9pm  
9027-B121 CCEC 106 Fee \$310

## 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. Class fee includes required text (\$30 value). (Margaret Mullin)

July 26 – Aug. 2 2 Tuesdays 6pm-9pm  
9029-B121 CCE 103 Fee \$179

## INTRODUCTION TO PERFORMANCE EXCELLENCE (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: Basic proficiency with MS Word and Excel recommended. (Adina Suci)

July 18 – Aug. 1 3 Mon. & 2 Wed. 6pm-9pm  
9030-B121 CCEC 103 Fee \$295

## EARNED VALUE MANAGEMENT (.6 CEUs)

Earned value management provides Project Managers and stakeholders an extremely useful tool to monitor project progress and indicate when corrective actions are necessary. Learn important concepts, skills and tools a Project Manager needs to implement earned value management. Learn how to successfully plan the project earned value structure, monitor project performance using earned value techniques and more accurately predict final project cost and schedule performance. Required textbook can be purchased at the EvCC bookstore (Quentin W. Fleming & Joel Koppelman, *Earned Value Project Management*, 3rd Edition, ISBN 978-1930699892.) (Jim Bowen)

Aug. 3 – Aug. 10 2 Wednesdays 6pm-9pm  
9038-B121 CCEC 104 Fee \$145

## 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. (Jim Bowen)

Aug. 17 – Aug. 24 2 Wednesdays 6pm-9pm  
9031-B122 CCEC 106 Fee \$145



## MICROSOFT PROJECT 2010 FOR PROJECT MANAGERS (1.5 CEUs)

This course is designed to help you to use both the beginning and intermediate functionality of Project 2010 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 2010 Step by Step* by Carl Chatfield and Timothy Johnson. Workbook and CD (\$30 value) are included. Class will not meet on June 30 and July 28. (Mikel Aldrich)

June 23 – Aug. 4	5 Thursdays	6pm-9pm
8906-B121	CECC 205	Fee \$325

### LEAN SIX SIGMA GREEN BELT CERTIFICATE

Certificate also prepares you to take the ASQ Six Sigma Green Belt certification exam. Select courses are delivered in partnership with Ceptara.

### LEAN SIX SIGMA GREEN BELT CERTIFICATE INFORMATION SESSION

Lean Six Sigma techniques help professionals in any type of industry transform their organization into a leaner, more efficient business. The program also helps prepare participants to test for Green Belt certification. We'll discuss getting started and the program requirements (core and elective classes). Registration required.

Aug. 30	1 Tuesday	6pm-7pm
9155-B122	CCCE 103	FREE

### LEAN PRACTICES OVERVIEW (.3 CEUs)

This class provides participants with a basic understanding of Lean principles, and how they are applied to the workplace. Lean is a systematic management approach designed to improve the production process, and enhance the method of providing a product or service to a customer in the shortest time at the lowest cost. Lean focuses on reducing or eliminating the eight types of waste, which commonly account for 95 percent of the total process time. Course content provides an introduction to the Lean system, including Lean tools such as: Just in time, Kanban, Standard Work, 5s and 5 Whys. (Jim Griffin - Ceptara)

Sept. 6	1 Tuesday	6pm-9:30pm
9015-B122	CCCE 103	Fee \$95

### ROOT CAUSE ANALYSIS AND INVESTIGATION (.6 CEUs)

Learn the foundational tools required in any process improvement approach. Organizations often focus on symptoms of problems rather than seeking out the true root causes. Identification of the root causes of problems allows companies to correctly and quickly address the primary drivers of problems, and avoid having to address the same problem repeatedly. (Staff)

Aug. 9 – Aug. 10	1 Tuesday & 1 Wednesday	6pm-9pm
9019-B121	CCCE 103	Fee 169

### STATISTICS FOR CONTINUOUS IMPROVEMENT – Basic (1.2 CEUs)

Many students wanting to improve their process improvement skills using the Six Sigma methodology can become intimidated by the math and statistics required by this data analysis tool. This course will provide high-level, hands-on training of how statistics are used in Six Sigma, including what statistics are, how they are generated and interpreted, how they are used in process control, how they are used to compare before and after process improvements, and how they are shown using graphs and charts. Very basic algebraic equations will be reviewed as needed to provide the context for the statistical introduction. Bring a basic electronic calculator to class. Course taught by a Six Sigma Master Black Belt. (Staff)

July 13 – Aug. 3	4 Wednesdays	6pm-9pm
9016-B121	CCCE 106	Fee \$245

### LEAN 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. Students are advised to purchase the Six Sigma Green Belt Primer from Quality Council of Indiana. You may order by phoning 1-800-660-4215 or [www.qualitycouncil.com](http://www.qualitycouncil.com). Classes are offered in partnership with Ceptara and are taught by Ceptara Six Sigma Black Belt instructors. (Jim Griffin - Ceptara)

Sept. 13 – Oct. 18	6 Tuesdays	6pm-9pm
9012-B122	CCCE 103	Fee \$360

### LEAN 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. Prerequisite: Lean Six Sigma Green Belt- Foundations. This course completes the coverage for the American Society for Quality (ASQ) Body of Knowledge. Classes are offered in partnership with Ceptara and are taught by Ceptara Six Sigma Black Belt instructors.

Oct. 25 – Nov. 29	6 Tuesdays	6pm-9pm
9013-B122	CCCE 103	Fee \$360

### LEAN SIX SIGMA GREEN BELT CAPSTONE (1.5 CEUs)

The project is designed for the students in the Lean Six Sigma Green Belt certificate program who have completed the Six Sigma Green Belt Foundations and Six Sigma Green Belt Advanced courses. No matter what sector your organization works in, this approach provides a valuable framework for understanding and running six sigma projects. This course provides an opportunity for participants to become familiar and fine tune their understanding of running six sigma projects. (Staff)

June 7 – July 5	5 Tuesdays	6pm-9pm
9018-B121	CCCE 104	Fee \$325

## CERTIFICATIONS

### FLAGGING AND TRAFFIC CONTROL

#### FLAGGING AND TRAFFIC CONTROL CERTIFICATION (.6 CEUs)

This course fulfills the WA State training requirements for certification as a flagger. 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)

May 21	1 Saturday	8am-2:30pm
9145-B014	IND 115	Fee \$59
June 4	1 Saturday	8am-2:30pm
9142-B014	IND 115	Fee \$59
June 18	1 Saturday	8am-2:30pm
9137-B121	IND 115	Fee \$59
July 9	1 Saturday	8am-2:30pm
9144-B121	IND 115	Fee \$59
July 23	1 Saturday	8am-2:30pm
9138-B121	IND 115	Fee \$59
Aug. 6	1 Saturday	8am-2:30pm
9141-B121	IND 115	Fee \$59
Aug. 20	1 Saturday	8am-2:30pm
9139-B122	IND 115	Fee \$59

## BARTENDING CERTIFICATION

### BARTENDING FOR THE PROFESSIONAL (1.2 CEUs)

With the increase 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! Learn about 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, explore the most popular wines and microbrews, and how a bartender helps 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 (see below). No prior liquor knowledge required. You must be at least 18 years of age. Please bring valid picture ID to the class. Required text included in class fee (\$15 value). (Leiann Ronnestad)

July 19 – Aug. 9  
9042-B121

4 Tuesdays  
CCEC 204

6pm-9pm  
Fee \$215

### BARTENDING AND SERVING LICENSING – Required for certification (.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)

Aug. 9  
9043-B121

1 Tuesday  
CCEC 204

6pm-9:30pm  
Fee \$39

## WEDDING & EVENT PLANNING CERTIFICATION

### WEDDING AND EVENT PLANNER CERTIFICATION (4 CEUs)

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. Class does not meet on July 4. (Jennifer Taylor)

June 20 – Aug. 15  
9044-B121

8 Mondays & 8 Wednesdays  
BAK 208

6pm-8:30pm  
Fee \$1195

## MONROE/EAST COUNTY

The following courses meet at EvCC's East County Campus located in the Lake Tyre Building, 14090 Freylands Blvd. SE, Monroe, WA 98272.

### 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. Required text: *The Guide to Project Management Body of Knowledge (PMBOK®)*, 4th ed., Publisher: Project Management Institute, ISBN: 978-1- 933890-51-7 and Eric Verzuh, *The Fast Forward MBA in Project Management*, 3rd ed., Publisher: Wiley, ISBN: 978-0- 470-24789-1. Class does not meet on July 4. (Frederick Black, PMP, EVP)

June 20 – July 25  
9035-B121

5 Mondays  
TYE 301

6pm-9pm  
Fee \$295

## SMALL BUSINESS ACCELERATOR--Foundations program

Join us for a free information session to learn about the Small Business Accelerator programs.

Email us at [accelerator@everettcc.edu](mailto:accelerator@everettcc.edu) or call 425-267-0150 to sign up for the next free information session.

- **Wednesday, June 8 from 4pm - 5pm in Monroe (TYE)**

Take key steps to prepare yourself and your business for accelerated growth and profitability. This practical program includes classroom learning, networking with other experienced entrepreneurs, and a one-on-one business strategy session with an expert business coach. In classes, you will learn the latest strategies in business planning, sales and marketing, employee management, and financial management--and how each directly relates to making your business grow and thrive. In a one-on-one session with an experienced business coach, you will develop an individualized assessment of your current business that includes your businesses' growth potential and specific steps and tools required for your particular business to substantially grow profits. **Who should attend?** This program is a suggested precursor to the Small Business Accelerator Program. Foundations participants vary, but typically have a minimum one year experience running their business, generate less than \$500,000 in sales, and have three or more employees. Learn more at [www.everettcc.edu/AcceleratorFoundations](http://www.everettcc.edu/AcceleratorFoundations). Program meets at EvCC's East County Campus. The Small Business Accelerator Foundations Program includes:

- Strategic Planning and Assessment Tool-kit Session
- Marketing and Sales Foundations Course
- Employee Management Foundations Course
- Financial Management Foundations
- One-on-one Individualized Business Assessment Session with an Expert Business Coach

June 22 – Aug. 24  
8989-B121

10 Wednesdays  
TYE 301

6pm-9pm  
Fee \$725

## MARKETING & SALES FOUNDATIONS



Learn practical steps and tools to create an action marketing plan and sales process to grow your business. Maximize your marketing budget and staffing resources by clearly defining your customers, fulfilling their needs, and knowing where you fit in the competitive landscape. Employ the latest in web analytics, social media, and other cost-effective techniques to generate more business leads. Then close on those leads with a systematic sales process proven to increase sales. (Andrew Ballard)

June 29 – July 13  
8986-B121

3 Wednesdays  
TYE 301

6pm-9pm  
Fee \$175

## EMPLOYEE MANAGEMENT FOUNDATIONS



Acquire practical employee management knowledge, tools, and strategies essential to manage your business, build a strong foundation for company growth, and successfully navigate employment laws and risks. Emphasis is on proven practices you can apply to your business structure to optimize employee performance and maximize company profitability. (Suzan Sturholm)

July 20 – Aug. 3  
8987-B121

3 Wednesdays  
TYE 301

6pm-9pm  
Fee \$175

## FINANCIAL MANAGEMENT FOUNDATIONS



Running a business without financial and operating information is like trying to drive a car with a cover over its windshield. Learn how to read and analyze financial statements to effectively manage your business and drive profitability, including how to:

- Assess your businesses' financial health
- Identify key profit drivers for your specific business
- Manage cash flow to sustain growth
- Create an accurate financial forecast
- Find the current valuation of your business

Aug. 10 – Aug. 24  
8987-B121

2 Wednesdays  
TYE 301

6pm-9pm  
Fee \$175



## COMMAND SPANISH® EVERYDAY SPANISH - LEVEL 1 (1.4 CEUs)

Now you're talking! The unique Command Spanish® method of learning practical conversational Spanish will have you saying and comprehending everyday Spanish expressions in no time! With an emphasis on repeating key phrases rather than memorizing rules of grammar, this 16-hour fun-filled course will allow you to 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. Command Spanish Manual and CDs included in the fee (\$32 value). (Vidal Martin)

June 21 – July 26 6 Tuesdays 6pm-8:20pm  
9170-B121 TYE 302 Fee \$169

## COMPUTERS AND TECHNOLOGY

Prerequisites listed are considered to be the basic skills and knowledge needed prior to taking the class. Instructors will assume your readiness for the class materials and will not use class time to discuss prerequisite materials. Workshops use either the Windows XP or Windows 7 operating system.

### COMPUTER BASICS & DESKTOP APPLICATIONS

#### COMPUTER BASICS

#### QUICK KEYBOARDING (.4 CEUs)

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)

July 5 – July 7 1 Tuesday & 1 Thursday 6pm-8pm  
8812-B121 CCEC 107 Fee \$149

#### WELCOME TO COMPUTERS: Using Windows 7 (.6 CEUs)

Get to know Windows 7 basics—even if you have limited or no computer experience. Explore the Windows 7 environment and general computer concepts. Learn multitasking techniques; how to create and save files; how files, folders, and drives are organized; plus how to create, organize, and manage folders. Discover Windows 7 accessories, common tools and programs available and how to customize the desktop to suite your needs and add shortcuts. Textbook included (\$20 value). (#8815 Christina Kelley; #8816 Will Berkley).

June 25 1 Saturday 9am-4pm  
8815-B121 CCEC 107 Fee \$175

June 27 – June 29 1 Monday & 1 Wednesday 6pm-9pm  
8816-B121 CCEC 205 Fee \$175

#### INTRODUCTION TO INFORMATION AND COMPUTING SECURITY PROTECTION: Guard against computer crimes (.6 CEUs)

Whether for home or small business use, protecting your computer against illegal and fraudulent activities 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; common threats and vulnerabilities; best practices and methodologies that IT professionals use; Trojans, hackers; safe online 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. Prerequisite: Basic proficiency with Windows, a keyboard, and a mouse. (Van Aguirre)

July 16 1 Saturday 9am-4pm  
8893-B121 CCEC 205 \$159

## MS WORD

#### WORD 2010 LEVEL 1: Word processing basics (.7 CEUs)

Using the latest version of Word, 2010, discover how to produce quality standard business documents. Topics include creating and editing a new document; formatting text and paragraphs; adding tables and graphic elements; proofing documents; and page setup and document appearance. Prerequisite: Basic proficiency with Windows, keyboard, and mouse or equivalent. Textbook included (\$20 value). (#8825 Sam Saunders; #8826 Will Berkley)

July 8 1 Friday 8:30am-4:30pm  
8825-B121 CCEC 201 Fee \$175

July 16 1 Saturday 8:30am-4:30pm  
8826-B121 CCEC 107 Fee \$175

#### WORD 2010 LEVEL 2: Beyond Word basics (.7 CEUs)

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 customize tables, charts, and styles; modify pictures; create customized graphic elements; structure content using Quick Parts, automate document creation and common tasks, and perform mail merges. Prerequisite: Word Level 1 or equivalent. Textbook included (\$20 value). (#8833 Sam Saunders; #8834 Christina Kelley)

July 22 1 Friday 8:30am-4:30pm  
8833-B121 CCEC 201 Fee \$175

July 23 1 Saturday 8:30am-4:30pm  
8834-B121 CCEC 107 Fee \$175

## MS EXCEL

#### EXCEL 2010 LEVEL 1: Spreadsheet basics (.7 CEUs)

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: Basic proficiency with Windows, keyboard, and mouse or equivalent. Textbook included (\$20 value). (#8849 Mikel Aldrich; #8843 Sam Saunders; #8842 Cindy Kling)

July 12 – July 14 1 Tues. & 1 Thurs. 6pm-9:30pm  
8842-B121 CCEC 107 Fee \$175

July 15 1 Friday 8:30am-4:30pm  
8843-B121 CCEC 201 Fee \$175

July 16 1 Saturday 8:30am-4:30pm  
8849-B121 CCEC 201 Fee \$175

#### EXCEL 2010 LEVEL 2: Beyond Excel basics (.7 CEUs)

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 organizing worksheets and table data using various techniques, creating and modifying charts, calculations with advanced formulas, analyzing data using PivotTables and PivotCharts, and customization of the workbook in the Excel environment. Prerequisite: Excel 2010 Level 1, or equivalent. Textbook included (\$20 value). (#8856 & #8857 Cindy Kling; #8850 Sam Saunders)

July 26 – July 28 1 Tuesday & 1 Thursday 6pm-9:30pm  
8857-B121 CCEC 107 Fee \$175

July 29 1 Friday 8:30am-4:30pm  
8850-B121 CCEC 201 Fee \$175

Aug. 6 1 Saturday 8:30am-4:30pm  
8856-B121 CCEC 107 Fee \$175

#### EXCEL 2010 LEVEL 3: Complex workbooks (.7 CEUs)

Develop skills necessary to collaborate with others, audit and analyze worksheet data, incorporate multiple data sources, and import and export data, and use Excel with the web. Prerequisite: Excel 2010 Level 1 and 2 or equivalent knowledge. Text book included (\$20 value) (#8863 Sam Saunders; #8864 & #8865 Cindy Kling)

Aug. 5 1 Friday 8:30am-4:30pm  
8863-B121 CCEC 201 Fee \$175

Aug. 9 – Aug. 11 1 Tuesday & 1 Thursday 6pm-9:30pm  
8864-B121 CCEC 107 Fee \$175

Aug. 13 1 Saturday 8:30am-4:30pm  
8865-B121 CCEC 107 Fee \$175

## MS ACCESS

### ACCESS 2010 LEVEL 1: The basics (.7 CEUs)

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: Basic proficiency with Windows, keyboard, and mouse and good working knowledge of Word and Excel highly recommended. Textbook included (\$20 value). (Will Berkley)

Aug. 12 8871-B121	1 Friday CCEC 201	8:30am-4:30pm Fee \$175
Aug. 16 – Aug. 18 8872-B122	1 Tuesday & 1 Thursday CCEC 201	6pm-9:30pm Fee \$175

### ACCESS 2010 LEVEL 2: Beyond the basics (.7 CEUs)

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 2010 Level 1 or equivalent experience. Textbook included (\$20 value). (Cliff Hanks)

Aug. 26 8878-B122	1 Friday CCEC 201	8:30am-4:30pm Fee \$175
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### ACCESS 2010 LEVEL 3: Advanced features (.7 CEUs)

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 2010 Level II or equivalent experience. Textbook included (\$20 value). (Cliff Hanks)

June 10 8886-B014	1 Friday CCEC 201	8:30am-4:30pm Fee \$139
Sept. 2 8887-B122	1 Friday CCEC 201	8:30am-4:30pm Fee \$139

## MS POWERPOINT

### POWERPOINT 2010: LEVEL 1 (.7 CEUs)

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 2010 is used, but this course is appropriate for users of other versions as well. Topics include creating a presentation, formatting text slides, adding graphical objects, modifying objects, adding tables and charts, and preparation to deliver a presentation. Prerequisite: Basic proficiency with Windows, a keyboard, and a mouse. Textbook included (\$20 value). (Siri Cummins)

July 30 8897-B121	1 Saturday CCEC 107	8:30am-4:30pm Fee \$175
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## OUTLOOK

### OUTLOOK 2010: LEVEL 1 (.7 CEUs)

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: Basic proficiency with Windows, a keyboard, and a mouse. Textbook included (\$20 value). (Sam Saunders).

June 24 8900-B121	1 Friday CCEC 201	8:30am-4:30pm Fee \$175
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## BOOKKEEPING AND QUICKBOOKS

### 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 and hand-held calculator. (Pat Coughlin)

July 9 8980-B121	1 Saturday CCEC 106	9am-4pm Fee \$159
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### QUICKBOOKS 2010 (1.2 CEUs)

QuickBooks is designed to help improve your business productivity by saving you time and money. Learn to manage customers and vendors 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. This course is designed for small business owners, bookkeepers, accountants, and others needing to learn how to use QuickBooks to manage their business efficiently. Textbook/desk reference included (\$55 value). Prerequisites: Basic MS Windows knowledge. Bookkeeping Basics class is not required but highly recommended. This course qualifies for 12 CPE credits recognized by the Washington State Board of Accountancy. (Dan Cote)

July 11 – July 20 8963-B121	2 Mondays & 2 Wednesdays CCEC 205	6pm-9pm Fee \$295
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## MS PROJECT

### MICROSOFT PROJECT 2010 FOR PROJECT MANAGERS (1.5 CEUs)

This course is designed to help you to use both the beginning and intermediate functionality of Project 2010 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 2010 Step by Step* by Carl Chatfield and Timothy Johnson. Workbook and CD (\$30 value) are included. Class will not meet on June 30 and July 28. (Mikel Aldrich)

June 23 – Aug. 4 8906-B121	5 Thursdays CCEC 205	6pm-9pm Fee \$325
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## SHAREPOINT

### MICROSOFT WINDOWS SHAREPOINT LEVEL 1 (1.4 CEUs)

In almost every office around the world people communicate and share ideas to create products and services. This information sharing often requires multiple software and web applications that do not necessarily work together perfectly. In contrast, Windows SharePoint services combines familiar office tools, adds the latest technology, and extends the functionality of applications and the web into a single environment to share information and collaborate with colleagues, no matter where you are or how you access the information. In this course, you will create and edit content in a Windows SharePoint Services team website, and then you will create and manage your own team site. Prerequisite: Windows, file management and browser experience. Textbook included (\$45 value). (Cliff Hanks)

Aug. 23 – Aug. 25 8960-B122	1 Tue. & 1 Thu. CCEC 201	8:30am-4:30pm Fee \$379
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## MICROSOFT WINDOWS SHAREPOINT LEVEL 2 (1.4 CEUs)

Learn to manage team sites as a site owner and as a Windows SharePoint Services administrator. You will learn how to manage document libraries, work flow, security, site usage and maintenance. This course is designed for individual contributors or departmental staff in a variety of job roles, such as administrative assistants, functional or operations managers, with basic SharePoint skills, and who have the responsibility for managing SharePoint sites as an enabling technology within their workgroups, not necessarily IT professionals. Prerequisite: SharePoint Level 1. We also recommend some familiarity with basic Windows server concepts such as Windows 2003, PowerShell, basic concepts of coding and scripting, and Internet Information Server (IIS). Textbook included (\$45 value). (Cliff Hanks)

Aug. 30 – Sept. 1 1 Tue. & 1 Thu. 8:30am-4:30pm  
8961-B122 CCEC 205 Fee \$379

## NETWORK AND PROGRAMMING

### NETWORK

#### NETWORK FUNDAMENTALS (1.8 CEUs)

This course is designed to help you perform a complete network installation as well as understand common troubleshooting and maintenance techniques. Learn the necessary information for networking technologies, installation and common network problem areas. Topics also include media access control methods, topologies, cabling, ethernet, Token Ring, ARCnet, TCP/IP protocol, basic network software architecture, servers/protocol drivers, hardware drivers, and computing models. Prerequisite: fundamental understanding of computer concepts and basic Windows skills. (Robert Young)

July 11 – July 13 1 Mon., 1 Tues. & 1 Wed. 8:30am-3:30pm  
8955-B121 CCEC 104 Fee \$449

### PROGRAMMING

#### INTRODUCTION TO PROGRAMMING USING VB.NET (3.2 CEUs)

Create data-driven Windows applications that access data from various sources, such as Microsoft SQL Server, Access databases, and files. Your applications will be well suited to run on corporate servers or user desktop computers. The VB.Net training will enhance your understanding of object oriented program techniques and best practices. Course is designed to help prepare students for the Microsoft Certified IT Professional (MCITP) Exam 70-511: Windows Applications Development with Microsoft .NET Framework 4 Microsoft certification exam. Recommended prerequisites: Participants should be comfortable in the Windows environment including file management and at least one year experience with a programming language such as JavaScript, VBScript, Java, PHP, Perl, SQL, VB, C#, C, or C++ or have equivalent knowledge. Required textbook included (\$85 value). (Randal Root)

June 7 – June 30 4 Tuesdays & 4 Thursdays 5:30pm-9:30pm  
8962-B121 CCEC 107 Fee \$795

## COMPUTER AIDED DESIGN

### CATIA

CATIA Version 5 (V5) is Dassault Systemes' computer aided drafting and computer-aided manufacturing (CAD/CAM) software solution. Go to <http://v5train.com> to view full class descriptions, prerequisites, and hardware and software requirements. To 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.

#### CATIA V5 BOOT CAMP (2.5 CEUs)

Obtain the fundamentals of CATIA V5 in five days 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. Course included all five of the introduction classes listed above.

July 18 – July 22 Daily 3pm-8pm  
8910-B121 CCEC 107 Fee \$2,779

## CATIA V5 ONLINE "PACKAGE" (4.0 CEUs)

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!

8923-B121 Online Fee \$1,725

#### INTRO TO CATIA (.8 CEUs)

8930-B121 Online Fee \$400

#### ASSEMBLY DESIGN FUNDAMENTALS (.8 CEUs)

8931-B121 Online Fee \$400

#### SKETCHER AND AUTO-CONSTRAINTS (.8 CEUs)

8932-B121 Online Fee \$400

#### PART DESIGN FUNDAMENTALS (.8 CEUs)

8933-B121 Online Fee \$400

#### PART AND PRODUCT INTEGRATION (.8 CEUs)

8934-B121 Online Fee \$400

#### DRAFTING FUNDAMENTALS (.8 CEUs)

8935-B121 Online Fee \$400

#### INTRODUCTION TO SURFACING (.8 CEUs)

8936-B121 Online Fee \$400

#### SURFACING OPERATIONS (.8 CEUs)

8937-B121 Online Fee \$400

#### ASSEMBLY DESIGN ADVANCED (.8 CEUs)

8938-B121 Online Fee \$400

#### FUNCTIONAL TOLERANCING AND ANNOTATION (.8 CEUs)

8939-B121 Online Fee \$400

#### WIREFRAME FUNDAMENTALS (.8 CEUs)

8970-B121 Online Fee \$400

## MULTI-MEDIA, GRAPHICS, AND PUBLISHING

#### PHOTOSHOP 1: Cleaning up your image (.6 CEUs)

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: Basic proficiency with Windows, keyboard, and mouse. Handouts included; practice photos are available on the Internet. (Van Aguirre)

July 23 1 Saturday 9am-4pm  
8888-B121 CCEC 205 Fee \$159

#### PHOTOSHOP 2: "WOW" Techniques (.6 CEUs)

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 1: Cleaning up your image. (Van Aguirre)

Aug. 6 1 Saturday 9am-4pm  
8890-B121 CCEC 205 Fee \$159

## PHOTOSHOP FOR PHOTOGRAPHERS (1.8 CEUs)

Digital camera functions alone do not ensure great images. In this course, you will examine the various tools available for post processing, color/contrast correction, image toning, retouching, and other enhancements for digital images. Aspects of digital capture, color space, profiles, workflow, and asset management will also be explored. A basic knowledge and understanding of layers and masks is helpful. Prerequisite: Basic Photoshop 1 or equivalent experience. Bring a flash or thumb drive with photos stored. (Brooks Smothers)

June 28 – Aug. 2	6 Tuesdays	6pm – 9pm
8894-B121	CCEC 205	Fee \$229

## HEALTH & FITNESS

### HEALTH PROFESSIONALS

#### CPR: Basic life support for the health care provider (.4 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)

June 25	1 Saturday	9:30am-1:30pm
9308-B121	CCEC 104	Fee \$85
July 13	1 Wednesday	4pm-8pm
9306-B121	CCEC 104	Fee \$85
July 27	1 Wednesday	4pm-8pm
9309-B121	CCEC 104	Fee \$85

#### 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.wiseducation.com](http://www.wiseducation.com). To order required textbook go to [www.wiseducation.com](http://www.wiseducation.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)

July 9 – Aug. 13	6 Saturdays	9am-4pm
9310-B121	CCEC 106	Fee \$499

### FITNESS

#### ZUMBA®



The ZUMBA® program is a dance-fitness class that incorporates Latin and international music and dance movements, creating a dynamic, exhilarating, and effective fitness system. ZUMBA® combines easy-to-follow fast and slow rhythms that tone and sculpt the body using an aerobic/fitness approach to achieve a blended balance of cardio and muscle-toning benefits. ZUMBA® is "exercise in disguise" and designed for any fitness level and any age. Participants have a blast and don't even realize they're exercising. Class meets at EvCC's Fitness Center. (Mónica Xiomara Gibson)

June 22 – Aug. 10	8 Wednesdays	7pm-8pm
9288-B121	FIT 231	Fee \$65

#### INTERMEDIATE KENDO - JAPANESE FENCING

Intermediate students will study the basic exercises necessary to develop proper Kendo technique and an understanding of Yuko-datotsu. Appropriate for ages 16 and older. Class will not meet on 7/4. Prerequisites: Kendo - Japanese Fencing or instructor permission. Class will meet at the Everett Boys & Girls Club, 2316 12th Street, Everett, 98201. (Dick Anderson/Rory Elliott)

June 22 – Aug. 10	8 Wednesdays	7pm-9pm
9320-B121	Off Site	Fee \$89

#### INTERMEDIATE IAIDO - CLASSICAL JAPANESE SWORDSMANSHIP

Intermediate students will study the 12 kata of Seitiei Iaido and the shoden level of Muso Shinden Rye. Emphasis will be on the refinement of body movement. Appropriate for ages 16 and older. Prerequisites: Iaido - Classical Japanese Swordsmanship or instructor permission. Class will meet at the New EvCC Fitness Center. Class does not meet on July 5. (Dick Anderson/Brian Blomquist)

June 20 – Aug. 8	7 Mondays	7pm-8:30pm
9321-B121	FIT 231	Fee \$89

#### 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)

June 28 – Aug. 11	7 Tues. & 7 Thurs.	8:30am-9:40am
9322-B121	FIT 148	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. Class does not meet July 4. (Pat Ainsley/Mary Gleason)

June 20 – Aug. 10	7 Mon. & 8 Wed.	7:30am-8:40am
9323-B121	FIT 148	Fee \$149

## PERSONAL INTEREST

### BUSINESS, FINANCE & INVESTMENT

#### COMBINING FINANCES FOR WEDDED BLISS

Whether you're about to get married, already married, or just starting to live together, combining finances can be a daunting task. Soon-to-be or currently cohabitating partners need communication skills and solid financial understanding to avoid one of the biggest challenges in joining lives. This workshop will take couples through the various options for setting up accounts, paying bills, emergency savings, expense division, and equitable spending. Even if money hasn't yet become an issue in your relationship, you'll learn valuable tools for dealing with future financial problems. Course fee is per couple. (Stephanie Dutton, CFP®)

Aug. 1 – Aug. 8	2 Mondays	6pm – 8pm
9197-B121	CCEC 103	Fee \$65

#### DEALING WITH DEBT AND IMPROVING YOUR CREDIT SCORE

Reducing your debt is a crucial part of personal economic security and it can be done – even with large amounts of debt. In this class, you'll learn strategies for managing and eventually reducing your debt. You'll also better understand the relationship between debt and your credit score. You'll walk away with a course of action for debt repayment that includes techniques for improving your credit score. Course fee is per couple or single registration. (Stephanie Dutton, CFP®)

July 20 – July 27	2 Wednesdays	6pm – 8pm
9198-B121	CCEC 103	Fee \$65



## FOOD AND DRINK

See bartending on page 50.

### BEGINNING HOMEBREWING BEER

Have you ever wanted to brew your own beer at home? Learn all the steps necessary including malt, hops, yeast, equipment and process to create a delicious batch of beer at home. Discover tips and tricks of the brewing process, explore the various equipment, what to do when fermentation has completed, best bottling practices, and how to store your perfect brew. Come prepared with all your beer brewing related questions and a thirst of knowledge for a new and exciting hobby. Participants meet Thursday evening for the lecture portion and Saturday we will continue our lecture while practicing our brewing techniques. You must be 21 years of age to participate. (Brooks Smothers)

July 21 – July 23  
1 Thursday 5:30pm-9:30pm  
1 Saturday 9am-3pm  
9207-B121 CCEC 108 Fee \$149

## PERSONAL GROWTH & DEVELOPMENT

### PREPARING FOR A NEW PUPPY

Are you considering getting a puppy? Learn what you need to know before you make the leap. Explore breeds and which would be a good fit for you, the joys and frustrations of new puppies, how to puppy-proof your home and environment, puppy food, vaccinations and de-worming cycles, and when it's the right time for obedience and socialization training. (Nichole Couffer)

July 9 1 Saturday 9am-12pm  
9246-B121 CCEC 102 Fee \$65

### FIRST AID AND EMERGENCY 101 FOR DOGS

Do you know what to do if your dog ate the bag of semi-sweet chocolate chips that was left out on the kitchen counter? Emergency treatment and first aid should never be used as a substitute for veterinary care, but knowing what to do in an emergency may mean the difference between life and death for your dog. Learn preventative measures; treatments for minor injuries, illness, poisoning and exposure to toxins; heatstroke, shock, CPR, proper bandaging and more. Bring a stuffed animal to practice on. (Nichole Couffer)

July 23 1 Saturday 9am-12pm  
9245-B121 CCEC 102 Fee \$65

### GROOMING THE FAMILY DOG

Grooming is an important part of your dog's overall health, not just a way to make it look better. Join this hands-on class to practice the proper way to brush and comb your dog's coat, clean its ears, and trim the nails. Also, learn what warning signs to look for that may indicate a visit to the vet is needed. Bring your dog (on leash) and a friend or family member (two people will be needed for the grooming process). You will need to bring grooming tools with you to class. You will also need to provide proof of current vaccinations at the time of registration. (Nichole Couffer)

Aug. 6 1 Saturday 9am-12pm  
9241-B121 CCEC 102 Fee \$65

### 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)

Aug. 3 1 Wednesday 6pm-8pm  
9236-B121 GWH 264 Fee \$75

## DO IT YOURSELF HOME REPAIRS



Tired of having to hire someone to handle minor repairs that cost a fortune? This basic home repair class will cover safe usage of hand and power tools and correct techniques to complete repairs including basic wiring, plumbing, drywall, siding and roofing. Demos will include hands-on activities to make you comfortable and competent toward becoming a "do-it-yourselfer." (Craig Lutz)

Aug. 3 – Aug. 24 4 Wednesdays 6pm-9pm  
9222-B121 CCEC 102 Fee \$115

### WHAT WERE YOU BORN TO DO

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. Assessment tool and comprehensive manual included in course fee (\$30 value). (Curtis Adney, M.S., J.D)

June 28 1 Tuesday 6pm-9:30pm  
9237-B121 WHI 266 Fee \$79

### 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. Comprehensive workbook included in course fee (\$30 value). Appropriate for ages ten and older. (Curtis Adney, M.S., J.D)

June 28 1 Tuesday 1pm-4pm  
9238-B121 WHI 266 Fee \$79

## WORLD LANGUAGES

### FRENCH

#### FRENCH LEVEL 1 (1.4 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). (Carole Duchesne)

June 21 – Aug. 2 7 Tuesdays 6pm-8pm  
9166-B121 BAK 211 Fee \$139

### SPANISH

#### COMMAND SPANISH® EVERYDAY SPANISH - LEVEL 1 (1.4 CEUs)

Now you're talking! The unique Command Spanish® method of learning practical conversational Spanish will have you saying and comprehending everyday Spanish expressions in no time! With an emphasis on repeating key phrases rather than memorizing rules of grammar, this 16-hour fun-filled course will allow you to 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. Command Spanish Manual and CDs included in the fee (\$32 value). (Vidal Martin)

June 21 – July 26 6 Tuesdays 6pm-8:20pm  
9170-B121 TYE 302 Fee \$169

## SPANISH CONVERSATION AND CULTURE - LEVEL 1 (1.4 CEUs)

Give yourself a richer, more rewarding visit to a Spanish-speaking country by enrolling in this expanded and updated class! With a total of seven sessions, you can gain an even greater knowledge of basic Spanish conversational phrases and vocabulary - how to order food in restaurants, ask for assistance, and many other useful terms. This course will also include a video presentation and information on the diverse people and cultures of Latin America and Spain. 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). Class does not meet on July 4. (Beatriz Johnson)

June 27 – Aug. 15 7 Mondays 6:30pm-8:30pm  
9172-B121 GWH 266 Fee \$139

## SPANISH CONVERSATION AND CULTURE - LEVEL 2 (1.4 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 will explore the culture of the country you plan to visit. Required textbook is the same as Level I. (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). Prerequisites: Spanish Conversation and Culture Level I or instructor permission. (Beatriz Johnson)

July 6 – Aug. 17 7 Wednesdays 6:30pm-8:30pm  
9173-B121 GWH 266 Fee \$139

## VISUAL ARTS

### PHOTOGRAPHY

#### CAMERA FUNDAMENTALS: A basic course

Bring your digital DSLR (or 35mm film SLR) camera to class. This intro class will emphasize the basics of camera operation: exposure, fstops, shutter speeds, iso settings, lenses, filters, and flash. A tripod is recommended. Instructor's work has appeared in National Geographic publications and he has led photo trips around the world. \*Class includes three Sunday afternoon field trips: July 10, 17, & 24. Required text: *Photography for the Joy of It* by Patterson and Gallant (ISBN9781552637937). This textbook is available for purchase online or from your local bookstores; not available at the EvCC bookstore. Taught by Robert, MA in Art History. (Robert Stahl, MA)

July 9 – Aug. 6 5 Saturdays 9am-11am  
July 10 – July 24 3 Sundays  
9248-B121 CCEC 204 Fee \$145

#### PHOTOGRAPHING PEOPLE

This intermediate class will interest those with a digital DSLR camera that takes interchangeable lenses. Find out how to take compelling available light photos of people at home and abroad. Also covered will be equipment needs as well as tips for candid and posed images. Find out ways to capture people pictures that have a 'decisive moment' quality. A tripod is required. Instructor's work has appeared in National Geographic publications and he has led photo trips around the world. Class includes three Sunday morning field trips: July 10, 17, & 24. Required text: *Photographing People* by Andre Gallant (ISBN: 978-1552636947). Course fee does not include text. Taught by Robert Stahl, MA in Art History.

July 9 – Aug. 6 5 Saturdays 11am-1pm  
July 10 – July 24 3 Sundays  
9254-B121 CCEC 204 Fee \$145



## CREATIVE ARTS

### CRAFTS

#### 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). A \$20 material fee needs to be paid to the instructor on the first class. (Robert Mitchell)

June 21 – June 30 2 Tue., 2 Wed., 2 Thu. 6pm-9pm  
9251-B121 WHI 203 Fee \$159

#### 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 (\$20 material fee needs to be paid to the instructor on the first class). No prior experience required. (Robert Mitchell)

Aug. 2 – Aug. 10 1 Mon., 2 Tue., 2 Wed., 1 Thu. 6pm-9pm  
9259-B121 WHI 203 Fee \$159

### LITERARY ARTS

#### WRITING - ONLINE

Choose from any of these eleven-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-B121 Fee \$89

#### CHARACTER DEVELOPMENT IN WRITING - ONLINE

9269-B121 Fee \$89

#### TRAVEL WRITING - ONLINE

9270-B121 Fee \$89

#### FREELANCE WRITING - ONLINE

9271-B121 Fee \$89

#### PLOT, THEME, SETTING, AND DIALOGUE, FOR FICTION - ONLINE

9272-B121 Fee \$89

#### WRITE ABOUT YOUR LIFE - ONLINE

9273-B121 Fee \$89

#### DO YOU WANT TO BE AN EDITOR? - ONLINE

9274-B121 Fee \$89

#### CREATING A SELLING NOVEL - ONLINE

9275-B121 Fee \$89

#### SELL YOUR NONFICTION BOOK - ONLINE

9276-B121 Fee \$89

#### COMMAS TO CONTENT: Edit your own writing - ONLINE

9277-B121 Fee \$89

#### WRITING WINNING LETTERS AND E-MAILS - ONLINE

9278-B121 Fee \$89

## MUSIC & DANCE

### 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)

June 21 – Aug. 9	8 Tuesdays	7pm-8pm
9293-B121	BAK 111	Fee \$139

### DANCE

These classes are held at Oly's! at the Dorothy Jayne Studio, 2931 Bond St., Everett, 98201.

#### SOCIAL BALLROOM FOR BEGINNERS

June 21 – Aug. 9	8 Tuesdays	8:30pm-9:20pm
9290-B121	ODS	Fee \$99

#### LATIN DANCING FOR BEGINNERS

June 21 – Aug. 9	8 Tuesdays	7:30pm-8:20pm
9291-B121	ODS	Fee \$99

#### SWING, TWO-STEP, AND HUSTLE

June 22 – Aug. 10	8 Wednesdays	8:30pm-9:20pm
9292-B121	ODS	Fee \$99

### 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 (weekday) evening classroom sessions and one, two-hour morning on-the-water Saturday session. (Pacific Fly Fishers)

July 12 – July 19	2 Tuesdays	7pm-9pm
July 23	1 Saturday	8am-10am
9331-B121	Off Site	Fee \$59

Aug. 2 – Aug. 9	2 Tuesdays	7pm-9pm
Aug. 13	1 Saturday	8am-10am
9361-B121	Off Site	Fee \$59

#### 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 (weekday) evening classroom sessions and one, four-hour morning on-the-water Saturday session.

June 1 – June 2	1 Wednesday & 1 Thursday	7pm-9pm
June 4	1 Saturday	8am-12pm
9332-B014	Off Site	Fee \$85

### 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 (weekday) evening classroom sessions and one, four-hour morning on-the-water Saturday session. (Pacific Fly Fishers)

June 8 – June 9	1 Wednesday & 1 Thursday	7pm-9pm
June 11	1 Saturday	8am-11am
9334-B014	Off Site	Fee \$85

Aug. 3 – Aug. 4	1 Wednesday & 1 Thursday	7pm-9pm
Aug. 6	1 Saturday	8am-12pm
9373-B121	Off Site	Fee \$85

#### FLY FISHING PUGET SOUND BEACHES

Explore the abundance of fly fishing opportunities on the beautiful beaches of Puget Sound. We will explore the techniques and strategies used to successfully fly fish for sea-run cutthroat trout and salmon from the beach. Topics include how to choose a fishing location, reading beaches to find fish, fish behavior and movement, understanding tides, useful fly casting techniques, and equipment considerations for this type of fly fishing. After two evening sessions in a classroom environment, the final class will take place on the beach for on-the-water instruction and a morning of fishing. You will need to provide your own WA Saltwater fishing license, waders and wading boots, 5-7 weight fly rod with reel and floating or intermediate-sinking line, leaders, sunglasses and flies. (Pacific Fly Fishers)

July 13 – July 14	1 Wednesday & 1 Thursday	7pm-9pm
July 16	1 Saturday	8am-11pm
9333-B121	Off Site	Fee \$85

#### FUNDAMENTALS OF SPEY CASTING

Spey rods have taken the Northwest by storm. Once you unlock the advantages of the Spey rod, you'll be amazed as you gain efficiency and effectiveness in your steelheading pursuits. Discover the switch cast, single Spey, double Spey and snap-T in this fundamentals-based, on-the-water workshop. Perfect for anglers that are new to Spey fishing or those that know the basics and are looking to improve. (Pacific Fly Fishers)

Aug. 6	1 Saturday	12pm-4pm
9004-B121	Off Site	Fee \$85

### OUTDOOR RECREATION

Are you searching for the ultimate ride on a whitewater trip? Or maybe a family-friendly outing that is educational as well as entertaining? Wildwater River Tours, Inc. offers adventure on some of the wildest rivers in Washington as well as relaxing, scenic float trips. For river trips that are guaranteed to stimulate, we have the rafting trip for you. Directions, recommended clothing list, and pertinent trip information are available at [www.everettcc.edu/ccec](http://www.everettcc.edu/ccec). Click on "Resources" at the top of the page.

#### WENATCHEE WHITEWATER RAFTING

The sunny side of the cascades is a definite splash. Rollercoaster 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 is included. (Staff)

June 25	1 Saturday	12pm-4:30pm
9371-B121	Off Site	Fee \$75

July 10	1 Sunday	12pm-4:30pm
9355-B121	Off Site	Fee \$75

## SKAGIT WHITEWATER RAFTING

Explore lush woods in north cascades national park. The Upper Skagit River is essentially a relaxing calm water float and devoted to scenery so magnificent it earned a place in the National Wild and Scenic River System. Wildlife is often seen along the banks. The tranquility is shattered for one-quarter mile by an easy section of fun-filled Class III whitewater. After that, enjoy the peace and quiet and undisturbed natural beauty. Experienced guides steer professional quality paddle rafts. All rafting equipment is included. Join us! (Staff)

July 31	1 Sunday	12pm-3:45pm
9335-B121	Off Site	Fee \$75

## NISQUALLY CALM WATER RAFTING

Relax in spectacular natural splendor. No experience is necessary for this leisurely float on the historic river that served as a pathway to Native Americans and settlers. Follow meandering river channels through a flood plain of unsurpassed natural beauty. Wildlife is often seen along the riverbanks. Experienced guides steer professional quality rafts. (Staff)

Aug. 14	1 Sunday	1pm-5pm
9337-B122	Off Site	Fee \$75

## AQUA TREK SEA KAYAKING ADVENTURES

All of our trips, tours, and treks are designed to be fun, safe, and educational. Aqua Trek guides are friendly, knowledgeable, and patient as they instruct paddle skills or identify birds and wildlife. Each outing begins with a thorough equipment and safety orientation. No previous sea kayaking experience is necessary and anyone in reasonable physical condition should have no problem. We provide top-of-the-line equipment including Eddyline double kayaks which are very stable and comfortable. We believe sea kayaking can be a perfect combination of relaxation, exercise, and adventure which may become a lifetime activity. Highlights, driving instructions, and "what to bring" list are available at [www.everettcc.edu/ccec](http://www.everettcc.edu/ccec). Click on "Resources" at the top of the page.. Children age 10 and older are welcome to register with parent or guardian.

## 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! (Connie Campbell)

May 29	1 Sunday	12pm-6:30pm
9344-B014	Off Site	Fee \$85

## 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. (Connie Campbell)

June 5	1 Sunday	10:30am-5pm
9343-B014	Off Site	Fee \$85

## SEA KAYAKING ESSENTIALS

The Pacific Northwest is a sea kayaker's paradise - one that you too can enjoy if you have the knowledge and skills. Whether you are new to sea kayaking or want to improve your skills, this class will help prepare you to safely explore our beautiful Northwest waters. This three-session class consists of two classroom sessions and one lake session. You will learn how to select kayaks, clothing, and gear that will work for you and your budget; how to transport, launch, and land your kayak; how to prevent injury and review other considerations for a safe, fun trip; how to paddle effectively and efficiently by using a variety of paddle strokes; how to use your boat and body for easier, sharper turns; how to use tide and current tables and nautical charts to plan your trips and navigational techniques to keep you on course; how to prevent capsizing with bracing strokes and how to get back in your boat if you capsize as well as how to assist others if they capsize. No experience is necessary. The Saturday "on the water" session will meet at Homestead Park at Silver Lake in Everett. The class fee includes use of kayak, spray skirt, paddle, pump and drysuit. (Connie Campbell)

May 10 - May 12	1 Tuesday & 1 Thursday	7pm-9pm
May 14	1 Saturday	10am - 4pm
9360-B014	Off Site	Fee \$225

June 7 - June 9	1 Tuesday 1 Thursday	7pm-9pm
June 11	1 Saturday	10am - 4pm
9338-B121	Off Site	Fee \$225

July 5 - July 7	1 Tuesday 1 Thursday	7pm-9pm
July 9	1 Saturday	10am - 4pm
9359-B121	Off Site	Fee \$225

## SEA KAYAKING DAY TOUR: La Conner and Goat Island

This tour is one of our high tide favorites. We'll pass several small islands that are excellent for bird watching and stop for lunch on Goat Island or a nearby sand island. We'll explore the south entrance to the Swinomish Channel and slip through a salmon escape passage in the jetty. Although the route varies with conditions, we usually paddle completely around Goat Island before heading back to our starting point. Bring your binoculars and cameras! You must register through the Continuing Education office for this course. (Connie Campbell)

July 10	1 Sunday	11am-5:30pm
9409-B121	Off Site	Fee \$85

## SAN JUAN ISLAND WEEKEND: Camping and kayaking

One of the most sought after experiences in sea kayaking is to paddle with killer whales (orcas), and one of the best places to find them is along the west side of San Juan Island. The J, K, and L pods show up each summer to feed upon the annual salmon runs and we are privileged to see them, sometimes close-up. Contrary to myth and legends, they will not harm humans, and we support conservation efforts to protect them from humans. We can't promise whales on any given weekend, but the odds are usually pretty good, and there are many other attractions. Combine sea kayaking to see eagles, whales, and other wildlife with camping near the water, beautiful sunsets, and delicious guide-prepared meals, and you have an unforgettable experience. (Connie Campbell)

Aug. 6 - Aug. 7	1 Saturday & 1 Sunday	8am-6:30pm
9354-B121	Off Site	Fee \$275





## 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! 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 three class sessions to choose from for each quarter:

**June 15 – Aug. 5, July 20-Sept. 9, or Aug. 17 - Oct. 7**

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:  
Summer 2011

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

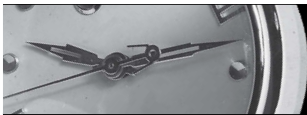
Check or money order attached

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 Summer 2011

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/Journalism</b>	M-Th, 7:30am-6pm	Whitehorse Hall, Rooms 208 and 209	425.388.9501
<b>Athletics/Sports</b>	Gym open M-Th, 8am-7pm	Student Fitness Center	425.388.9328 or 9327
<b>Basic Skills &amp; Adult Education</b>	M-Th, 8am-8:55pm	Rainier Hall, second floor, Room 227	425.388.9291
<b>Bookstore</b>	<b>Parks Student Union:</b> M-Th, 7:30am-6pm <b>Whitehorse Hall:</b> M-T, 7:30am-6pm; W-Th 8am-3pm	Parks Student Union, main floor Whitehorse Building Room 290	425.388.9413 425.388.9433
<b>Business &amp; Workforce Education</b>	M-Th, 7:30am-6pm	Olympus Hall, Room 133	425.388.9243
<b>Cashier</b>	M and T, 7:30am-4:30pm; W and Th, 8:30am-4:30pm. First 2 days of the quarter, 7:30am-6pm. August 10, 8am-5:30pm	Jackson Center	425.388.9224
<b>Center for Disability Services</b>	M, 8am-6pm, T and Th, 8am-5:30pm, W, 8:30am-5:30pm. First 2 days of the quarter, 7:30am-6pm.	Parks Student Union, main floor	425.388.9272 TTY 425.388.9438
<b>Child Care</b>	M-Th, 7:15am-5:15pm	Early Learning Center, 820 Waverly	425.388.9121
<b>Communication (English, Speech, World Languages)</b>	M-Th, 8am-6:30pm	Gray Wolf Hall, Room 322	425.388.9387
<b>Computer Lab</b>	M-Th, 8am-5:30pm	Shuksan Hall, Room 231	425.388.9417
<b>Corporate &amp; Continuing Education Center</b>	Phone or walk in from M-F, 8am-5pm	Corporate & Continuing Education Center, 2333 Seaway Blvd., Everett	425.267.0150
<b>Counseling, Advising, and Career Center</b>	M, 8am-6pm, T and Th, 8am-5:30pm, W, 8:30am-5:30pm. First 2 days of the quarter, 7:30am-6pm.	Parks Student Union	425.388.9263
<b>Criminal Justice</b>	M-Th, 7:30am-6pm	Index Hall, Room 102	425.388.9545
<b>East County Campus (Monroe)</b>	By appointment M-Th, 8am-8pm; Registration drop-in, Th, 7:30am-6pm	Lake Tye Building, Monroe	425.259.8732
<b>eLearning</b>	M-Th, 7:30am-6pm	Whitehorse Hall, Rooms 210 and 211	425.388.9367 or 9585 866.575.9027
<b>Enrollment Services (Admissions and Registration)</b>	M, 8am-6pm, T and Th, 8am-5:30pm, W, 8:30am-5:30pm. First 2 days of the quarter, 7:30am-6pm. (No registrations processed Aug. 11.)	Jackson Center	425.388.9219 fax 425.388.9173
<b>Financial Aid</b>	M, 8am-6pm, T, Th, 8am-5:30pm Closed Wednesdays and Fridays.	Parks Student Union	425.388.9280
<b>Financial Referral Center</b>	M, 8am-6pm, T and Th, 8am-5:30pm, W, 8:30am-5:30pm. First 2 days of the quarter, 7:30am-6pm.	Parks Student Union	425.388.9278 or 9279
<b>Fire Science and EMT</b>	M-Th, 7:30am-6pm	Index Hall, Room 102	425.388.9545
<b>Health Sciences &amp; Public Safety</b>	M-Th, 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, 9am-4pm. Closed F, Sa, Su and quarter breaks. 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-Th, 7:30am-6pm	Shuksan Hall, Room 120	425.388.9429
<b>Outreach, Diversity &amp; Equity Center</b>	M, 8am-6pm, T and Th, 8am-5:30pm, W, 8:30am-5:30pm. First 2 days of the quarter, 7:30am-6pm.	Parks Student Union	425.388.9306
<b>Paperclip - Student Service Center</b>	M, 8am-6pm; T-Th, 8am-2pm	Parks Student Union, Room 203	425.388.9258
<b>Parking &amp; Security</b>	M-Th, 7:30am-4:30pm	Parks Student Union, Room 224	425.388.9990 Emergency 425.388.9998
<b>Parks Cafe</b>	M-Th, 7am-2:30pm	Parks Student Union	425.388.9400
<b>Physical Education/Health &amp; Wellness</b>	Gym open M-Th, 8am-7pm	Student Fitness Center	425.388.9323
<b>Social Sciences</b>	M-Th, 8am-6:30pm	Gray Wolf Hall, Room 322	425.388.9387
<b>Student Activities</b>	M, 8am-6pm, T and Th, 8am-5:30pm, W, 8:30am-5:30pm. First 2 days of the quarter, 7:30am-6pm.	Parks Student Union, Room 209	425.388.9561
<b>TRiO-Student Support Services</b>	T-Th, 8am-5:30pm. Closed Mondays.	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-7:30pm; F 8am-4:30pm; Sat, 9am-2pm	Gray Wolf Hall, North Wing first floor	425.259.8900
<b>Veterans</b>	M, 8am-6pm, T and Th, 8am-5:30pm, W, 8:30am-5:30pm. First 2 days of the quarter, 7:30am-6pm.	Parks Student Union	425.388.9277
<b>Student Services Administration</b>	M-Th, 7:30am-6pm	Olympus Hall, Room 224	425.388.9588
<b>Workforce Development</b>	M-Th, 7:30am-6pm	Parks Student Union	425.388.9547
<b>Youth Re-engagement</b>	M-Th, 7:30am-5pm	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 Elsa Haag 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.

## CAMPUS HOLIDAYS - SUMMER 2011

July 4 & September 5

## 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 Dean of Student Development and Diversity Advocacy, phone 425-388-9282.

### 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 2010-11, the instructional cost per full-time student was \$6,603. A Washington resident, when he/she pays tuition, funds about 42% 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 \$747 for the year.

### EMERGENCY CLOSURE ADVISORY

EvCC will cancel classes and close offices if severe weather or other emergency conditions on the main North Everett campus are determined to be unsafe. Every effort will be made to post closure information by 6am for day classes and 4pm for evening classes.

**Messages will be posted** on the main college phone line at 425-388-9100; on an opening screen of the EvCC website at [www.everettcc.edu](http://www.everettcc.edu); sent via text message and email for subscribers (sign up at [www.everettcc.edu/emergency](http://www.everettcc.edu/emergency)); and online through the Public Schools Emergency Communication System at [Schoolreport.org](http://Schoolreport.org)

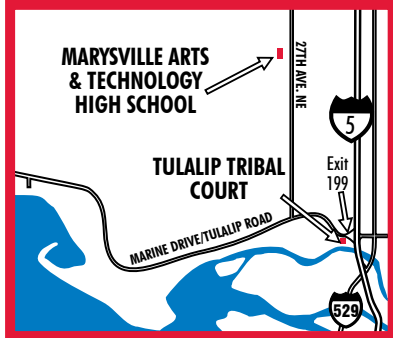
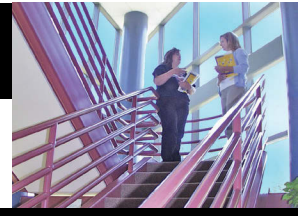
**If the college closes**, all campuses are closed (unless otherwise noted).

**Exceptions:** EvCC-Monroe, Marysville Arts & Technology High School and Tulalip Tribal Court. EvCC Monroe follows the closure listings for the Monroe School District. Marysville Arts & Technical School and classes at the Tulalip Tribal Court follow the closure listings for the Marysville School District.

**Messages will only be posted if the college is closed. If a message is not posted, the college is operating with normal business hours.**

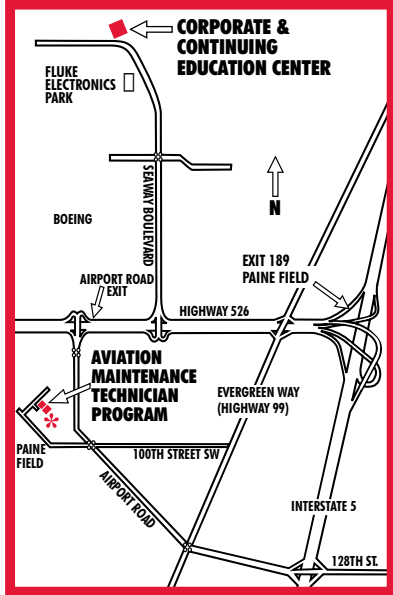
# Locations

Everett Community College offers various college courses at locations in Snohomish County. Check the class listings in this schedule for a complete listing of courses offered at these locations. Maps and directions are available online at [www.everettcc.edu/maps](http://www.everettcc.edu/maps)



**1** **MARYSVILLE ARTS AND TECHNOLOGY HIGH SCHOOL**  
7204 27th Ave. NE, Tulalip, WA 98271  
360-653-0664

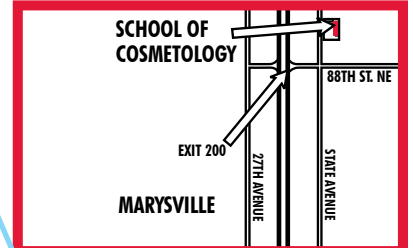
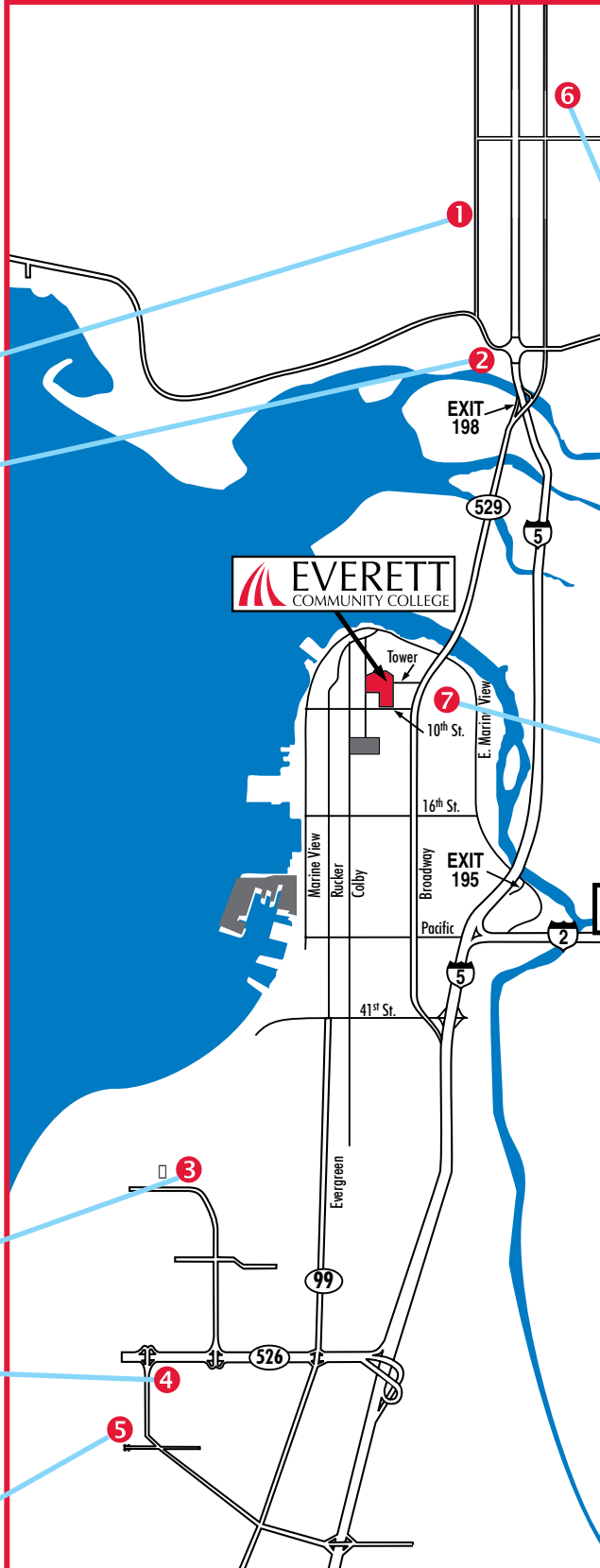
**2** **TULALIP TRIBAL COURT**  
(Formerly Tulalip South Lot)  
6103 31st Avenue NE, Bldg. B, Tulalip, WA 98271  
425-388-9291



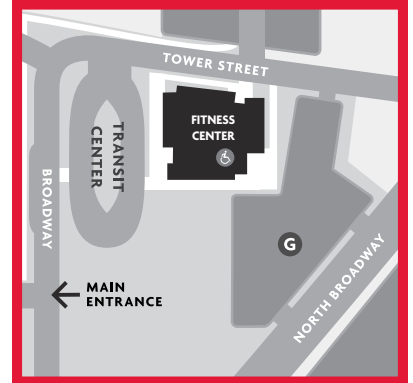
**3** **CORPORATE & CONTINUING EDUCATION CENTER**  
2333 Seaway Boulevard, Everett, WA 98203  
425-267-0150

**4** **SNO-ISLE TECH SKILLS CENTER**  
9001 Airport Road, Everett, WA 98204  
425-348-2220

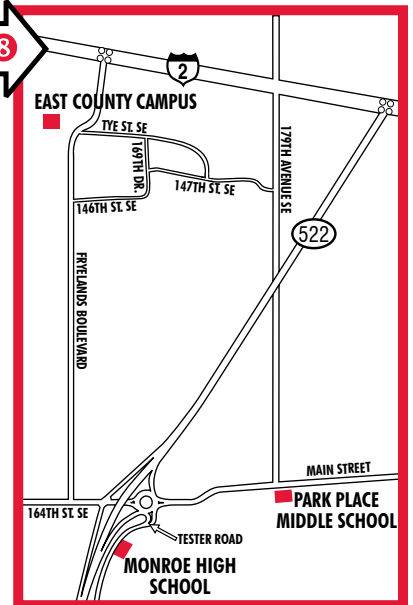
**5** **AVIATION MAINTENANCE TECHNICIAN PROGRAM**  
9711 32nd Place W., Bldg. C-80, Paine Field, Everett, WA 98204  
425-388-9533



**6** **SCHOOL OF COSMETOLOGY**  
9315 G State Avenue, Marysville, WA 98270  
425-259-8283



**7** **FITNESS CENTER**  
2206 Tower Street, Everett, WA 98201



**8** **MONROE EAST COUNTY CAMPUS**  
**MONROE HIGH SCHOOL**  
**PARK PLACE MIDDLE SCHOOL**

East County Campus: 14090 Fryelands Blvd. SE, Monroe, WA 98272  
Monroe High School: 17001 Tester Road, Monroe, WA 98272  
Park Place Middle School: 1408 W. Main St., Monroe, WA 98272





## Quick Find

ADMISSION / REGISTRATION	8
BOOKSTORE	5
CASHIER	8
FINANCIAL AID	5
HUMAN RESOURCES	3
LIBRARY / MEDIA CENTER	4
PRESIDENT'S OFFICE	3
UNIVERSITY CENTER	7

## Buildings

BAK	BAKER HALL	6
ELC	EARLY LEARNING CENTER	14
FIT	FITNESS CENTER	15
GLA	GLACIER HALL	10
GWH	GRAY WOLF HALL	7
IND	INDEX HALL	11
JKC	JACKSON CENTER	8
LMC	LIBRARY / MEDIA CENTER	4
MON	MONTE CRISTO HALL	9
NBI	NIPPON BUSINESS INSTITUTE JAPANESE CULTURAL CENTER	1
OLY	OLYMPUS HALL	3
PSU	PARKS STUDENT UNION	5
RAI	RAINIER HALL	2
SHK	SHUKSAN HALL	13
WHI	WHITEHORSE HALL	12

## Parking\*

- PERMIT PARKING  
- PARKING LOTS A-K
- VISITOR PARKING  
- LOCATED IN LOT B

\* PARKING ON CAMPUS IS BY EVCC PERMIT ONLY.  
DAILY PERMITS ARE AVAILABLE AT THE CASHIERS OFFICE OR AT DESIGNATED PAY & PARK STATIONS.

- ADA RESTROOMS AVAILABLE INSIDE
- INACCESSIBLE AREAS FOR DISABLED
- DESIGNATED SMOKING AREA
- EMERGENCY ASSEMBLY AREA

FOR CAMPUS SAFETY CALL : **425-388-9990**

## 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, genetic information or status as a disabled or Vietnam era veteran in its program and activities, or employment.

The Vice President of Instruction and 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)388-9216.

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.

**DATED MATERIAL**

**ECR-WSS CAR RT SORT  
POSTAL CUSTOMER**

# Earn your BACHELOR's Degree in Everett

## University Center is Accepting Applications Now for:

### **BUSINESS**

- Administrative Management

### **EDUCATION**

- Elementary Education

### **SCIENCE**

- Information Technology
- Environmental Science  
or Planning & Policy
- Civil Engineering
- Electrical Engineering
- Mechanical Engineering

### **SOCIAL SCIENCE**

- Interdisciplinary Studies
- Social Science
- Liberal Arts: Tulalip
- Human Services
- Human Development
- Criminal Justice

### **HEALTH**

- RN-to-BSN Program

### **FAITH BASED**

- Christian Ministry



Learn more at [uceverett.org](http://uceverett.org)  
425-259-8900  
Gray Wolf Hall